



CITY OF VINCENT

AGENDA

Council Briefing

5 August 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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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.
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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.
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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](#).

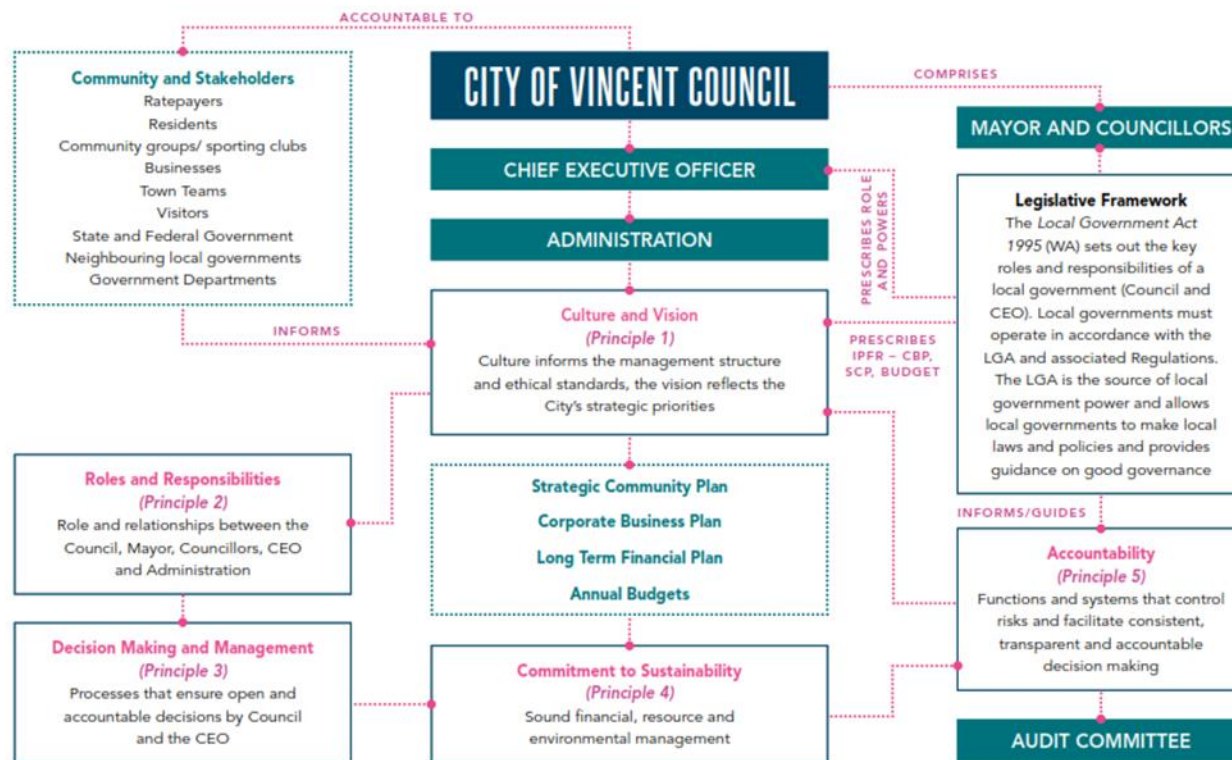
RECORDING AND WEBSTREAMING OF COUNCIL MEETINGS

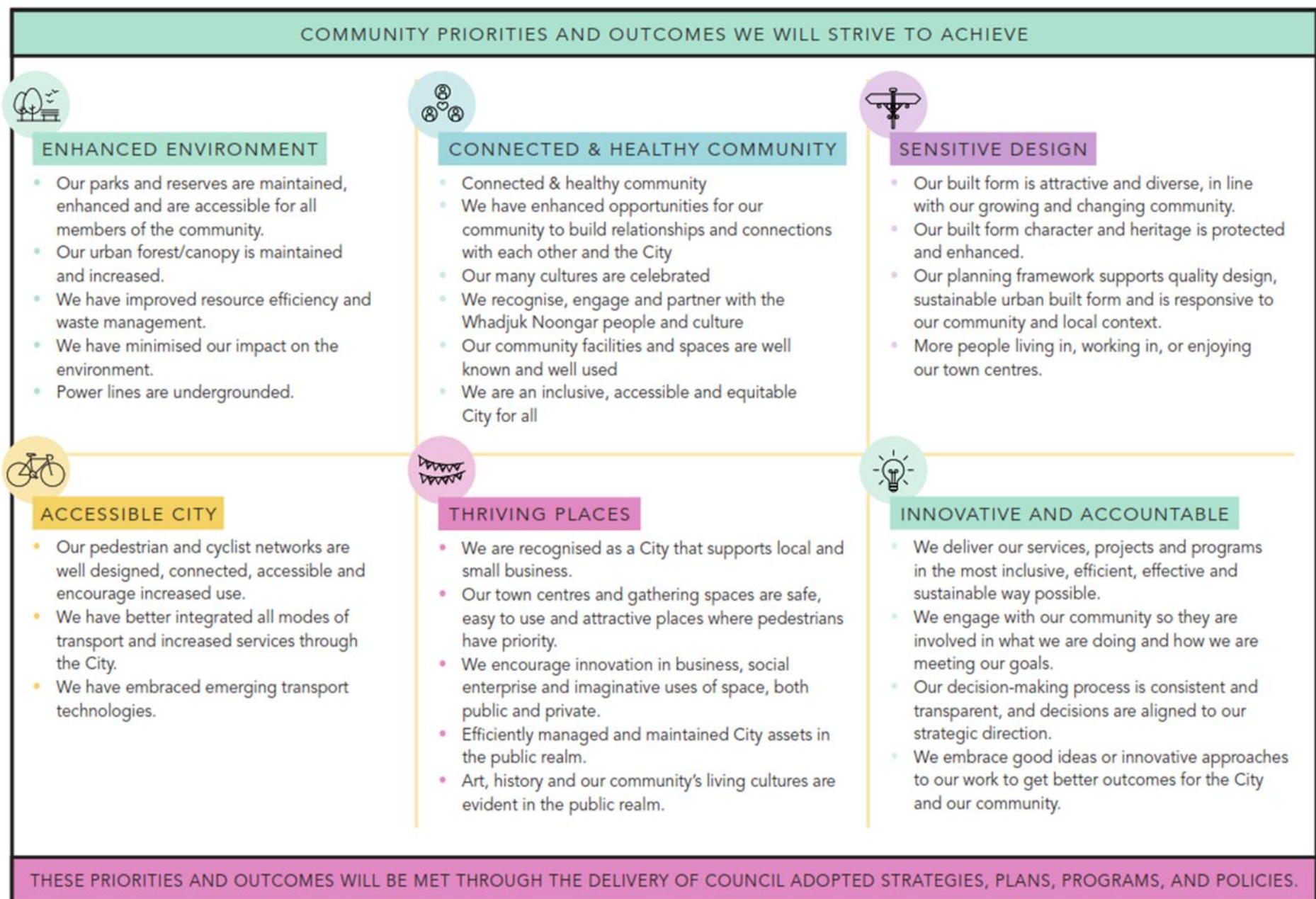
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- All recordings are retained as part of the City's records in accordance with the State Records Act 2000.
- All livestreams can be accessed at <https://www.vincent.wa.gov.au/council-meetings/livestream>
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- Images of the public gallery are not included in the webcast, however the voices of people in attendance may be captured and streamed.
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CITY OF VINCENT GOVERNANCE FRAMEWORK 2020 OVERVIEW





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 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS

4 DECLARATIONS OF INTEREST

5 STRATEGY & DEVELOPMENT

5.1 OUTCOME OF ADVERTISING - LOCAL PLANNING POLICY: SHORT TERM ACCOMMODATION AND LOCAL PLANNING SCHEME AMENDMENT NO. 13

- Attachments:**
1. Amendment No. 13 to Local Planning Scheme No. 2 
 2. Draft Local Planning Policy: Short Term Accommodation 
 3. Amendment No. 13 to Local Planning Scheme No. 2 - Summary of Submissions 
 4. Draft Local Planning Policy: Short Term Accommodation - Summary of Submissions 
 5. Draft Local Planning Policy: Short Term Accommodation - Schedule of Modifications 

RECOMMENDATION:

That Council:

1. **CONSIDERS** the submissions received and **SUPPORTS** Amendment No. 13 to Local Planning Scheme No. 2 with modifications as included in Attachment 1 and Attachment 3, pursuant to Part 5, Division 3, Clause 50(2) and Clause 50(3)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
2. **AUTHORISES** the execution of Amendment No. 13 to Local Planning Scheme No. 2 included in Attachment 1 in accordance with the City's Execution of Documents Policy;
3. **SUBMITS** the modified Amendment No. 13 to Local Planning Scheme No. 2 and a schedule of submissions received to the Western Australian Planning Commission for a recommendation to the Minister for Planning to approve the proposed amendment pursuant of Part 5, Division 3, Clause 53 of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
4. **PROCEEDS** with amendments to Local Planning Policy: Short Term Accommodation with modifications included in Attachment 2, pursuant to Schedule 2, Part 2, Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and
5. **NOTES** that:
 - 5.1 Amendment No. 13 to Local Planning Scheme No. 2 would be published in the government gazette following approval from the Minister for Planning; and
 - 5.2 A notice of the amended Local Planning Policy: Short Term Accommodation will be published either upon gazettal of Amendment No. 13 to Local Planning Scheme No. 2 or on 1 January 2026, whichever occurs first, in accordance with Schedule 2, Part 12, Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

PURPOSE OF REPORT:

For Council to consider the outcomes of community consultation on proposed Amendment No. 13 to Local Planning Scheme No. 2 (Amendment No. 13, **Attachment 1**) and amendments to Local Planning Policy: Short Term Accommodation (draft Policy, **Attachment 2**).

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:

At its meeting on [11 February 2025](#) Council approved Amendment No. 13 and the draft Policy for the purposes of advertising.

In accordance with this Council resolution, Amendment No. 13 was forward to the Western Australian Planning Commission (WAPC) which required Amendment No. 13 to be modified before advertising. The extent of this modification was for the respective short-term rental accommodation (STRA) land use definitions to be deleted from LPS2.

This modification has no consequence on Amendment No. 13 because the definitions were consistent with the Regulations and automatically apply to all local planning schemes. The modified Amendment No. 13 was subsequently approved by the WAPC for advertising on 22 April 2025.

Amendment No. 13 and the draft Policy have been prepared in response to the State Government's reform initiatives in relation to STRA which includes amendments to the Regulations.

Amendment No. 13 replaces existing STRA land uses in LPS2 with new land uses based on this reform. It also sets out the permissibility of STRA land uses throughout the various zones of LPS2 in the district.

The draft Policy provides objectives and standards to guide the exercising of discretion for development applications which propose a STRA land use.

DETAILS:

Community Consultation

Community consultation for Amendment No. 13 and the draft Policy occurred for 45 days from 9 May 2025 to 23 June 2025, in accordance with the City's [Community and Stakeholder Engagement Policy](#) and the Regulations.

The methods of advertising included:

- 194 emails sent to all owners/managers of properties that were registered on the Department of Local Government, Industry, Regulation and Safety's Short-Term Rental Accommodation at the time.
- Emails to key stakeholders including Short Term Accommodation Association Australia, Australia & New Zealand Short Term Rental Association, Airbnb, and Stayz.
- A survey on Imagine Vincent.
- Notices published in the Perth Voice on 1 May 2025, and displayed at the City's Administration Building and Library.
- Promotion in the City's social media pages on 9 June 2025, and in the City's fortnightly e-news on 9 and 22 May 2025, and 5 June 2025.

A total of 77 and 88 submissions were made in relation to Amendment No. 13 and the draft Policy respectively. These included:

- Amendment No. 13 – 23 (30%) in support, 44 (57%) objecting to and 10 (13%) unsure.
- Draft Policy – 17 (19%) in support, 64 (73%) objecting to and seven (8%) unsure.

This is further broken down to consider the number of submitters which identified as STRA operators:

	STRA operator		Not STRA operator		
	Support	Objection	Support	Objection	Unsure
Amendment No. 13	2 (3%)	10 (13%)	21 (27%)	34 (44%)	10 (13%)
Draft Policy	0	19 (22%)	17 (19%)	45 (51%)	7 (8%)

Amendment No. 13 to LPS2

Multiple submitters provided the same comments for the draft Policy as they did for Amendment No. 13. The key themes raised during community consultation related to Amendment No. 13 are summarised below.

The key comments in support related to Amendment No. 13 aligning with changes to the Regulations.
The key comments in objection related to:

- The changes proposed are not clear, including the difference between the 'A' and 'D' land use permissibility.
- The proposed changes to land use permissibility would impact on approved Unhosted STRA by creating uncertainty for the land use that it was approved to operate as at that time.
- The proposed changes are too restrictive and would make it too hard to get development approval, making Unhosted STRA unviable.

A summary of all submissions received in relation to Amendment No. 13 and Administration's responses are included in **Attachment 3**.

Draft Policy

The key themes raised during community consultation of the draft Policy are summarised below.

The key comments in support related to:

- The use of properties for Unhosted STRA is contributing towards the current housing crisis.
- Supportive of Unhosted STRA being limited to operate for only 90 nights, not being in Grouped Dwellings or Apartments, and that any approvals should be time limited to minimise amenity impacts.
- Supportive of the draft Policy's approach as Unhosted STRA can result in adverse amenity impacts on surrounding properties including from increased noise and reduced on-street parking.

The key comments in objection related to:

- Unhosted STRA supports local business and tourism and provides income for owners and operators.
- The draft Policy presents as a ban on Unhosted STRA. This is because the 90 night limitation is too restrictive and unreasonable, and parking requirements are excessive when compared to a residential property.
- Prohibiting Unhosted STRA from operating from Grouped Dwellings and apartments is too restrictive and conflicts with the locational criteria of the draft Policy.
- The draft Policy would impact on property rights and has not been supported by adequate data or industry engagement.

A summary of all submissions received in relation to the draft Policy and Administration's responses are included in **Attachment 4**.

Proposed Modifications

Following community consultation Administration has made modifications to Amendment No. 13 (**Attachment 1**) and the draft Policy (**Attachment 5**).

The key modifications are summarised below:

- Amendment No. 13 – Modify the existing objectives of the Residential zone in LPS2 to provide for long - term housing opportunities. No modifications are proposed to the land use permissibility which was advertised.

- Draft Policy –
 - A new policy objective has been added for the consideration of long-term housing in Residential zones.
 - The general location criteria have been updated in Residential and Mixed Use zones to remove reference to R60 areas and instead to encourage proximity to tourist destinations and high frequency public transport. Some of the main high frequency public transport routes includes train stations, and bus routes along Beaufort Street, Fitzgerald Street, Charles Street and William Street.
 - The Unhosted STRA location criteria has been updated to:
 - o Remove the 90-night standard. The intent of this standard in mitigating impacts on long-term housing would be captured by the new objective included.
 - o Remove the standard restricting Unhosted STRA from operating from Grouped and Multiple Dwellings (apartments). This has been replaced by a standard for Unhosted STRA to be located adjacent to or with a direct interface to noise-generating non-residential uses, or where ambient noise exists.
 - Provide guidance for when a time-limited development approval would be issued and for how long.

The modified Amendment No. 13 is included in **Attachment 1** and the modified draft Policy is included in **Attachment 2**.

LEGAL/POLICY:

Legislation

The *Planning and Development Act 2005* and the Regulations provide the criteria for amending local planning policies, and the process for undertaking scheme amendments.

Amendment No. 13

Clause 50 of the Regulations requires the local government to consider all submissions made during community consultation and make a resolution to support the amendment with or without modification, or to not support the amendment.

Clause 51 of the Regulations sets out that a local government may decide to advertise a proposed modification to a scheme amendment if it addresses issues raised during consultation or is a significant modification.

Readvertising of Amendment No. 13 is not required because:

- The proposed modification builds on an existing Residential zone objective to support the consideration of long-term housing in assessing development applications.
- It does not directly respond to a submission or significantly alter the intent or scope of the amendment.

In accordance with Clause 53 of the Regulations, once Council has considered Amendment No. 13 it would be submitted to the WAPC along with the submissions received and the City's responses.

The WAPC would present the amendment with a recommendation to the Minister for Planning within 60 days.

Draft Policy

Clause 4 of the Regulations requires a local government to consider any submissions received on an amendment to a local planning policy, and to resolve to proceed the policy with or without modification or to not proceed with the policy.

Where the local government resolves to proceed with the policy a notice of the policy is required to be published.

All local governments are required to amend their local planning schemes to be consistent with the changes to the Regulations as part of the State Government reform by 1 January 2026.

Should Council adopt the draft Policy, Administration would publish this notice either upon gazettal of Amendment No. 13 or on 1 January 2026, whichever occurs first. It is at this point when the draft Policy would take effect.

This is because the draft Policy relates to land uses that would be inserted into LPS2 through Amendment No. 13:

- If the draft Policy were to take effect before Amendment No. 13 is determined by the Minister, it would result in inconsistent land use terminology and would not be able to effectively guide decision-making under the current LPS2.
- From 1 January 2026, changes to the Regulations will automatically apply to all local planning schemes. If Amendment No. 13 is not determined by the Minister, and the draft Policy is not published by this date, a gap would be created in the City's local planning framework.

Should Council resolve to proceed with the draft Policy, it would be required to be given due regard as it would be 'seriously entertained' prior to its publication. This is because it would be both 'certain' having been approved by Council, and 'imminent' with it awaiting publication.

Application of Draft Policy to Development Applications

Once published, the draft Policy would replace the existing Policy and continue to guide the exercising of discretion in the assessment of development applications for short-term accommodation including Unhosted STRA.

The draft Policy would be required to be given due regard in the assessment of development applications. It will provide guidance on how applications for STRA are to be assessed.

In giving the draft Policy due regard, it cannot be applied inflexibly and must allow for discretion based on the individual merits of each proposal.

Any future decisions made in relation to STRA applications must consider the objectives of the draft Policy, the objectives of LPS2, and the matters listed in clause 67 of the Regulations in determining whether the approve the application or not.

Corporate Document Development Policy

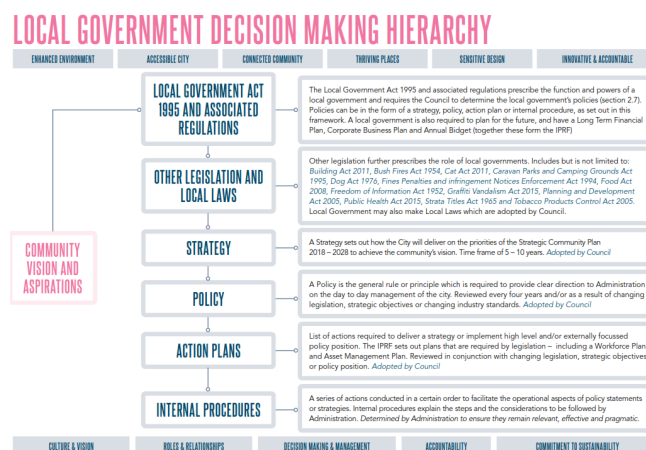
Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies.

The City's [Corporate Document Development Policy](#) guides Council and Administration on the development, consultation requirements, implementation, review, amendment and repeal of Corporate Documents.

In accordance with section 2.3 of the Corporate Document and Development Policy Amendment No. 13 to LPS2 and the draft Policy aligns with Other Legislation and Local Laws.

The draft Policy would best align with:

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 proceed with Amendment No. 13 as the Minister for Planning has advised that this is required for consistency with changes to the Regulations which will take effect from 1 January 2026. The Minister would be the ultimate decision-maker on Amendment No. 13.

It is low risk for the draft Policy to be approved by Council as it has been prepared with consideration of the WAPC's [Position Statement: Planning for Tourism](#) and [Short-term Rental Accommodation and Planning Bulletin 115/2024](#).

If Council resolves not to proceed with the draft Policy, the changes to the Regulations would mean that there would be inconsistencies between this and LPS2. This would present a higher risk to effective decision making in the absence of a contemporary policy setting.

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 relate to key sustainability outcomes of the City's Sustainable Environment Strategy 2019 – 2024, or the draft Enhanced Environmental Strategy which is an item on this Agenda.

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 progress Amendment No. 13 and the draft Policy.

COMMENTS:

The preparation of Amendment No. 13 and review of the draft Policy has been progressed in response to changes introduced by the State Government as part of its reform of STRA.

The proposed approach to STRA is consistent with both the City and the State Government's strategic direction:

- City Local Planning Strategy – The City's existing Local Planning Strategy encourages a range of tourism facilities to be provided in appropriate locations to enhance the City's existing tourist attractions.

This is expanded on by the City's draft amended Local Planning Strategy that is currently awaiting approval from the WAPC to advertise. This encourages diverse accommodation options including STRA to be focussed within activity centres, town centres and key commercial areas with high accessibility to attract local, interstate and international tourists.

- State Government Direction – With its reform the State Government released a number of supporting documents including Planning for Tourism and Short-term Rental Accommodation Guidelines ([Guidelines](#)), Position Statement: Planning for Tourism and Short-term Rental Accommodation ([Position Statement](#)), and [Planning Bulletin 115/2024](#).

These provide clear direction that Unhosted STRA should be regulated through the local planning framework including local planning schemes and policies to support the appropriate location and management.

Amendment No. 13 and the draft Policy would ensure that the City provides guidance to support Unhosted STRA from operating in appropriate areas and ensuring these are managed in a way to minimise adverse impacts.

This is necessary to manage possible conflict from introducing a non-residential land use in proximity to residential and other noise-sensitive uses.

Amendment No. 13 to LPS2 & Proposed Modification

Amendment No. 13 updates land use terminology and introduces Unhosted STRA as a land use that may be considered for approval as either a 'D' (discretionary) or 'A' (discretionary with advertising) across all zones of the City, including the Residential zone.

The land permissibility of Unhosted STRA aligns with the former 'Holiday House' land use which is being replaced. This is not proposed to be modified after advertising.

A modification to Amendment No. 13 is recommended to update the first objective of the Residential zone under LPS2 (emphasis added):

*To provide for a range **and supply of long-term housing options** and a choice of residential densities to meet the needs of the community.*

- Strengthening Zone Objectives – This objective would apply to the assessment of all planning applications within the Residential zone, including proposals for Unhosted STRA.
- Housing Supply & Dwelling Targets – The Position Statement which notes that the intensity of STRA increases when accommodation changes from 'hosted' to 'unhosted', and there is a need to consider broader housing supply objectives because of this.

This would ensure that the supply of long-term housing is not compromised to the extent that the City is unable to meet its State Government directed infill target of 11,500 new dwellings by 2050.

Draft Policy & Recommended Modifications

The draft Policy provides objectives and standards for the assessment of Unhosted STRA, and other forms of tourism accommodation uses including hotels, tourist and visitor accommodation, and residential buildings.

Where a development application does not meet a standard of the draft Policy, this does not necessarily mean that it would be refused. This is because the role of a policy is not determinative and is to guide decision-making.

Any application would be assessed against the objectives of the draft Policy, LPS2, and other relevant planning matters. If the application meets these then it may be approved.

Unhosted STRA is a non-residential use. The Position Statement outlines that a local planning policy should be used to guide discretionary decision-making including:

- Location criteria for Unhosted STRA including in residential areas, and impacts on housing markets.
- Limitations on guest/room numbers and minimum night stays.
- Car parking provision.
- Preparation and approval of management plans.
- Time limited approvals.

The following modifications are recommended to the draft Policy after advertising:

- Policy Objectives – A new objective 1 has been included to ensure development applications consider the current availability of long-term housing and assess whether the proposed change of use would contribute to cumulative impacts on reducing the long-term housing supply in the Residential zone.

This is because STRA uses are non-residential land uses. Where these are proposed in the Residential zone the objective would ensure that this does not occur to an extent that impacts the City's ability to meet its State Government infill targets through the removal of long-term housing stock and supply.

This would support the modification to the objectives of LPS2 by being specific to STRA and be consistent with both the City's Local Planning Strategy and State Government Position Statement.

- General Locational Criteria – Reference to limiting STRA to areas coded R60 and above in Clause 1.1.2 has been removed. This has been replaced by location criteria for STRA to be located within proximity to a recognised tourist destinations and high frequency public transport when located in the Residential or Mixed Use zones.

Location criteria are important to guide applying discretion for STRA land uses. The preferred location for STRA uses remains Local, District and Regional Centre, and Commercial zones.

Where located in a Residential or Mixed Use zone, the locational criteria seeks for STRA to be placed within proximity to higher activity areas which aligns with the City's existing and draft amended Local Planning Strategy for tourist accommodation to be located close to such areas. Locating STRA in higher-density residential areas such as those coded R60 could result in amenity impacts on neighbours.

Locating these uses closer to busier and more vibrant areas helps reduce those impacts while also improving accessibility for guests.

- Location of Outdoor Space – Clause 1.1.3 has been updated to ensure that useable outdoor spaces of a STRA are located and designed to minimise impacts generated by guests.

This is because guests of STRA can use outdoor entertainment areas more intensively and at more unpredictable hours than if the property was used for long-term housing. This has the potential to result in more noise and disturbance to adjoining properties.

Ensuring that the impact on habitable rooms and outdoor spaces of adjoining properties is considered through development applications would assist to manage any potential impacts on the amenity of adjoining residential properties.

- Unhosted STRA Locational Criteria Cumulative Nights – Clause 2.1.1 which limited Unhosted STRA operations to no more than 90 nights within a 12-month period has been removed. This has been replaced by a new objective 1 in the draft Policy.

This clause conflicted with the exemptions of the Regulations which requires development approval where Unhosted STRA operates for more than 90 nights in a 12 month period. This standard also presents as a 'prohibition' which is not the role of a local planning policy.

The original planning intent of this clause to ensure that an adequate supply of long-term housing is maintained would be reflected in objective 1 of the draft Policy as well as the objectives of LPS2.

- Unhosted STRA Location Criteria Grouped/Multiple Dwellings – Clause 2.2.1 which did not support Unhosted STRA being located in Grouped Dwellings or apartments has been removed. This has been replaced by a new Clause 2.1.1 which sets out for Unhosted STRA to be located adjacent to or have a direct interface with noise-generating non-residential uses, or otherwise in areas where ambient noise currently exists.

The original standard presented as a prohibition and conflicted with the locational criteria of the draft Policy which directed STRA (including unhosted) to be located in high activity areas. Grouped Dwellings and apartments would be more common building typologies in these areas.

The modification would ensure that Unhosted STRA are located in areas where there is already a reduced level of amenity because of existing non-residential noise generating uses operating that contribute towards increased ambient noise, irrespective of the building typology it is located in.




This would manage the impact of Unhosted STRA from operating in quieter residential areas as well as apartment complexes.

- Time Limited Approval Period – Additional guidance is provided on when time-limited approvals should be applied to Unhosted STRA. This guidance sets out circumstances where a 12-month, up to 3 years, or ongoing (non-time-limited) approval may be appropriate.

The length of a development approval would be determined based on factors such as the location of the Unhosted STRA, any proposed changes to its operation, and the length of time the use has already been established.

Establishing time-limited approvals would allow consideration of whether an area is likely to undergo a change in character and whether the land use would have an acceptable impact on residential amenity.

5.2 OUTCOMES OF ADVERTISING - BEAUFORT STREET TOWN CENTRE PLANNING FRAMEWORK

- Attachments:**
1. Beaufort Street Town Centre Planning Framework 
 2. Summary of Submissions 
 3. Schedule of Modifications 

RECOMMENDATION:**That Council:**

1. **PROCEEDS** with the Beaufort Street Town Centre Planning Framework with modifications as included in Attachment 1, pursuant to:
 - 1.1 **Schedule 2, Part 2, Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* as a local planning policy; and**
 - 1.2 **Section 2.7(2)(b) of the *Local Government Act 1995* for the Beaufort Street Place Plan; and**
2. **NOTES** that Administration will publish a notice in accordance with Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

PURPOSE OF REPORT:

For Council to consider the outcome of community consultation on the draft Beaufort Street Town Centre Planning Framework (BSTCPF, **Attachment 1**).

DELEGATION:

In accordance with Clause 4 of the *Planning and Development (Local Planning Scheme) Regulations 2015* (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:

At its meeting on [11 February 2025](#), Council approved the [draft BSTCPF](#) for the purposes of community consultation.

The draft BSTCPF consists of:

- A local planning policy that outlines the development controls for privately owned land.
- 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 is located between Walcott Street and St Albans Avenue and directly abuts the City of Stirling to the north of Walcott Street as shown in **Figure 1** below.

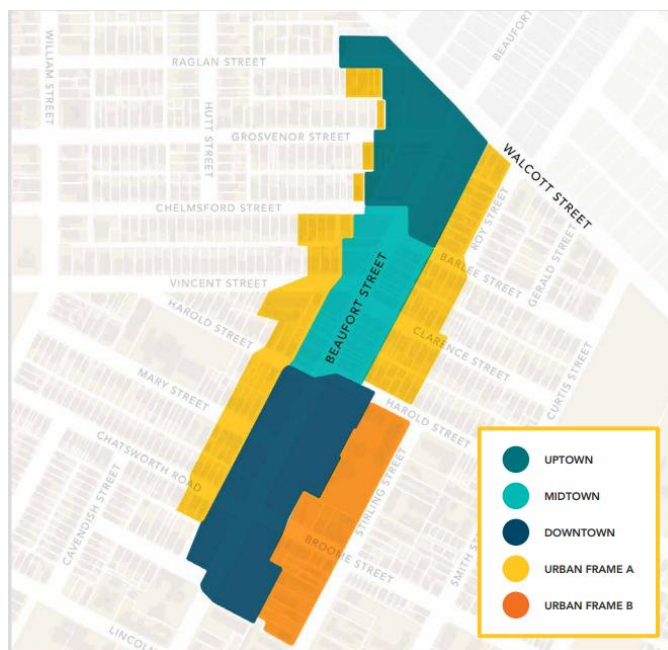


Figure 1 – Draft BSTCPF Boundary and Sub-Precincts

DETAILS:

Community Consultation

The draft BSTCPF was advertised for 32 days from 20 February 2025 and 24 March 2025 in accordance with the City's [Community and Stakeholder Engagement Policy](#) and the Regulations.

The methods of advertising included:

- Notices published on the City's website and social media and exhibited on the notice board at the City's Administration and Library and Local History Centre.
- 4,587 letters were sent out to property owners and occupiers within a 400 metre radius adjoining the proposed BSTCPF area, including within the City of Stirling.
- 218 emails to those who had previously participated in the preliminary engagement program for the BSTCPF.
- A survey on Imagine Vincent.
- Four in-person pop-ups at Mary Street Piazza on 22 February 2025 and Modus Coffee on 25 February 2025. These were attended by approximately 29 people in total.
- Notice published in the 27 February 2025 issue of Perth Now Central and on the City's social media on 26 February and 11 March 2025.
- Notice provided to the City of Stirling as the abutting local government.

At the conclusion of this period a total of 236 submissions were received. Of these 228 were submitted through Imagine Vincent and 8 were submitted separately through emails or letters.

The 228 submissions from Imagine Vincent can be broken down into the following three categories:

- 40.3% (92) of submissions supported the draft BSTCPF.
- 47.4% (108) of submissions did not support the draft BSTCPF.
- 12.3% (28) neither agreed nor disagreed to the draft BSTCPF.

The remaining 8 submissions did not necessarily fit into the above categories or clearly articulate whether the draft BSTCPF was supported or not.

The key comments from all submissions are summarised in the table below.

Consultation Data from Imagine Vincent	Key Comments from All submissions
Building Heights and Density	
<u>Summary of Consultation</u> <ul style="list-style-type: none"> 27.2% agreed with the proposed building heights. 69.7% disagreed with the proposed building heights. 3.1% neither agreed nor disagreed with the proposed building heights. 	<u>Comments in Support</u> <ul style="list-style-type: none"> Appropriate location for density. Increased heights would increase housing supply and affordability. Population growth would benefit local business. Concern over the limiting of height perceived to restrict redevelopment. <u>Comments in Objection</u> <ul style="list-style-type: none"> Proposed heights are incompatible with existing amenity and character of Beaufort Street, particularly with the St Albans Character Area. Increased heights would worsen traffic congestion and reduce supply of parking. Increased heights would overshadow and overlook surrounding low density residential properties. Additional population growth will place further strain on infrastructure and services.
Strategic Development Sites (SDS)	
<u>SDS Height</u> <ul style="list-style-type: none"> 27.2% agreed with the proposed SDS heights. 66.7% disagreed with the proposed SDS heights. 6.1% neither agreed nor disagreed. <u>SDS Location</u> <ul style="list-style-type: none"> 35.5% agreed with the proposed SDS locations. 43.9% disagree with the proposed SDS locations. 20.6% neither agreed nor disagreed. 	<u>Comments in Support</u> <ul style="list-style-type: none"> Similar comments to 'Building Height and Density'. Keen to see undesirable SDS sites redeveloped. The Hungry Jacks site should include the two residential properties adjacent, as they are in the same ownership and will be included for coordinated redevelopment. <u>Comments in Objection</u> <ul style="list-style-type: none"> Similar comments to 'Building Height and Density'. Distrust in decision makers to ensure height standards are adhered to. The Cloud 9 site should not be included as an SDS due to development up to 16 storeys being unfeasible because of the small lot size.
Street Setbacks	
<ul style="list-style-type: none"> 41.2% agreed with the proposed street setbacks. 36.4% disagreed with the proposed street setbacks. 22.4% neither agreed nor disagreed with the proposed street setbacks. 	<u>Comments in Support</u> <ul style="list-style-type: none"> Would provide for more space for greening and tree planting and support improved walkability. Creates opportunities for activation and vibrancy. <u>Comments in Objection</u> <ul style="list-style-type: none"> Setbacks would require the demolition of existing facades during redevelopment. Would result in inconsistent street setbacks and lack of a continuous street wall. Would result in a loss of existing amenity and character.

Consultation Data from Imagine Vincent	Key Comments from All submissions
Community Benefit Framework (CBF)	
<ul style="list-style-type: none"> 36.4% agreed with the proposed community benefits. 48.2% disagreed with the proposed community benefits. 15.4% neither agreed nor disagreed with the proposed community benefits. 	<p><u>Comments in Support</u></p> <ul style="list-style-type: none"> Greater housing diversity is needed, including purpose-built housing. Improvements to the public realm and delivery of public spaces are desired. <p><u>Comments in Objection</u></p> <ul style="list-style-type: none"> The inclusion of social and affordable housing would result in more crime and anti-social behaviour. The identified community benefits don't benefit existing residents. Distrust in decision makers ability to ensure that community benefits are delivered. The need and nexus for community benefits needs to be clarified. For benefits to be an effective incentive it requires an understanding of what both the City and community want. Concern over community benefit framework should have a clear head of power and relationship to state documents.
Place Plan Actions	
<ul style="list-style-type: none"> 69.4% agreed with the Place Plan actions. 11% disagreed with the Place Plan actions. 19.6% neither agreed nor disagreed with the Place Plan actions. 	<p><u>Comments in Support</u></p> <ul style="list-style-type: none"> Strong support for lighting improvements, increasing tree canopy, and traffic calming on residential streets. East-west public transport route and better pedestrian infrastructure is needed. Support for proposed improvements to the public realm such as safer spaces and safer roads for pedestrians and bike riders. <p><u>Comments in Objection</u></p> <ul style="list-style-type: none"> Opposition to more public art, with there being more pressing areas the money could be spent on. Action should be included to increase supply of parking. Concerns traffic calming will divert traffic to surrounding areas outside the framework area.

State Government Agencies

Notification of the draft BSTCPF was provided to a number of state government agencies. These included the Department of Education, Department of Planning, Lands and Heritage (DPLH), Department of Transport (DoT), Public Transport Authority (PTA) and Main Roads WA (MRWA).

Six submissions were received from these agencies (including two from the DPLH). These agencies did not object to the draft BSTCPF. Their comments are summarised below:

- Suggested changes to heritage terminology and definitions.
- Reference to requirements of the *Aboriginal Heritage Act 1972*.
- Reference to the Long Term Cycle Network routes.

A summary of these submissions with Administration's response is also included in **Attachment 2**.

Design Review Panel

The draft BSTCPF was referred to three members on the City's DRP who specialise in architecture and urban design. The key feedback provided is summarised below:

- The number of SDS should be reduced by removing the smaller sites as these would not be suitable for the scale of redevelopment encouraged.
- Support for the introduction of a development node at the Vincent Street and Beaufort Street intersection. These lots are large and deep providing the ability for good design to mitigate impacts on adjoining residential areas whilst providing an opportunity for significant development in a good location on these corners with dual frontages.
- In implementing this SDS node, ensure that each site is subject to detailed site responsive design to modulate the transition to lower density areas. These design responses should include tower designs with slender building elements, articulation and be adequately separated to reduce bulk and scale.
- The introduction of significant landscape buffers in the public realm and on structure would help to manage and screen transitions in scale to adjoining residential developments.

The DRP feedback has been addressed through proposed modifications to the draft BSTCPF.

Proposed Modifications

In response to comments received during consultation and the DRP, Administration has made modifications to the draft BSTCPF.

These are included in the schedule of modifications (**Attachment 3**) and summarised below:

- Retain the SDS at the north-west corner of the intersection of Vincent Street and Beaufort Street (Hungry Jacks) at 16 storeys and expand to include the adjoining properties at Nos. 2 and 4 Vincent Street. An LDP would be required to be prepared over these sites and manage the transition in building height to the two storey context to the west along Vincent Street.
- Reduce the SDS' at the north-east and south-west corners of the intersection of Vincent Street and Beaufort Street (Barlee Street Car Park and Snap Fitness respectively) from 16 to 12 storeys and include the requirement for a LDP.
- Remove all other SDS.
- Reduce the heights of the seven lots adjacent to the St Albans Character Area within the Downtown Sub-Precinct to 6 storeys consistent with the existing height standards of the Built Form Policy.
- Refinement of the Community Benefit Framework through removing the explicit 3 percent cash contribution figure and outlining that community benefits would need to be proposed by an applicant as part of a future LDP and align with the City's own gap analysis.
- Refinement of the 2 metre street setback to allow for a nil setback where the existing building façade is retained.
- Refinement of Place Plan Actions including 1.1, 2.1, 2.6 and 2.8.

The draft BSTCPF in **Attachment 1** includes these modifications.

Following approval by Council the draft WSPF would be designed and formatted to be consistent with the City's suite of corporate documents, plans and strategies before it is published on the City's website.

LEGAL/POLICY:

Planning Framework

The *Planning and Development Act 2005* and 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. Western Australian Planning Commission (WAPC) approval is not required for any of the development standards proposed.

For non-residential developments, these development standards apply and do not need approval from the WAPC.

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 local planning policies would continue to apply to developments within the draft BSTCPF.

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.

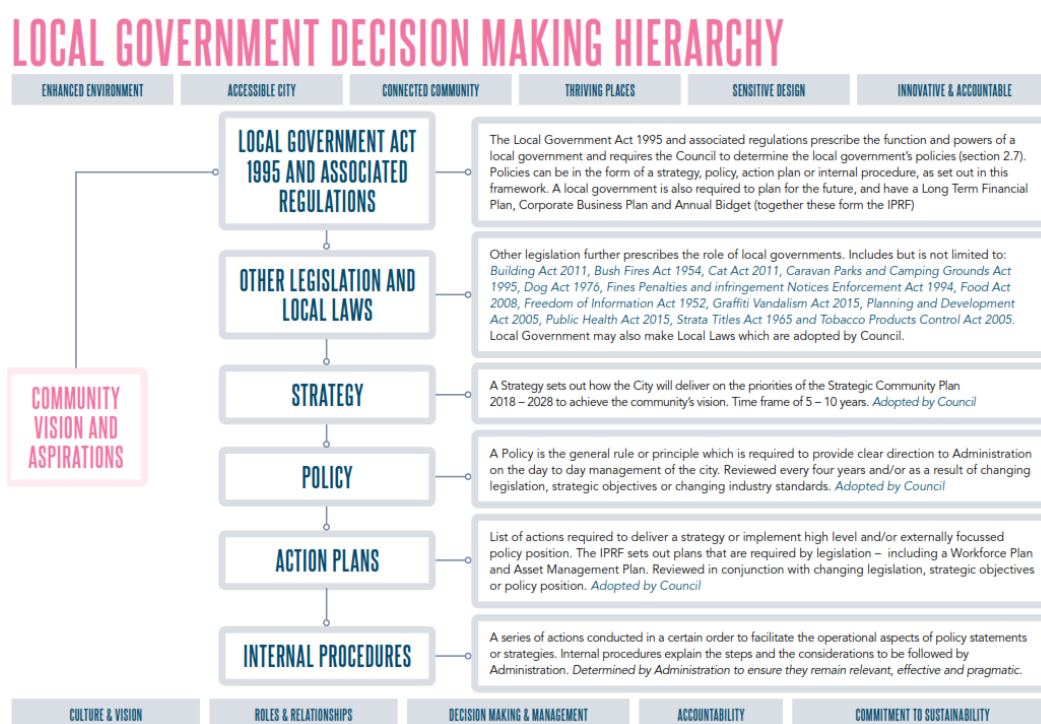
Corporate Document Development Policy

Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies.

The City's [Corporate Document Development Policy](#) sets out the process for the development and review of the City's policy documents.

In accordance with section 2.3 of the Corporate Document Development 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: Adopting the proposed policy is low risk as the BSTCPF has been prepared in accordance with the Corporate Document Development Policy, state planning framework and has been developed after a rigorous community engagement program.

STRATEGIC IMPLICATIONS:

The proposed objectives of the draft WSPF would align with the City's Strategic Community Plan 2022-2032 as follows:

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.

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.

SUSTAINABILITY IMPLICATIONS:

The draft BSTCPF directly aligns with the sustainability goals of the City's Sustainable Environment Strategy 2019-2024 and the draft Enhanced Environment Strategy which is an item on this agenda. The draft BSTCPF focuses redevelopment within the existing town centre to help reduce urban sprawl, make better use of land and infrastructure, and support sustainable practices like active transport and mixed-use development.

The draft BSTCPF encourages improved Environmentally Sustainable Design outcomes for all development within the area.

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 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:

The implementation of the statutory sections of the draft BSTCPF would be met through the existing operational budget.

The Place Plan of the draft BSTCPF includes actions proposing changes to the streetscape and/or transport networks following the completion of 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 this from sources including but not limited to external grants, developer contributions, appropriate cash-in-lieu reserves and municipal funding.

The approval of any expenditure would be considered by Council at the appropriate stage through future annual budgeting processes.

COMMENTS:

The City's Local Planning Strategy as well as the State Government's Perth and Peel @ 3.5 Million aim to locate density in established town centres and mixed use areas such as Beaufort Street to avoid development pressure in lower density residential areas.

The draft BSTCPF would guide the future redevelopment of the area. Increases in building height would contribute towards the City meeting its infill targets by encouraging high density redevelopment of underutilised land within 2.5km of the Perth CBD. This would also assist in minimising higher density infill development from occurring within established residential areas.

Lower density residential areas and heritage properties including the St Albans Character Area abut Beaufort Street. The draft BSTCPF would ensure that high density redevelopment is effectively managed to ensure a smooth transition to surrounding low scale residential development which is unlikely to change.

Modifications to Draft Beaufort Street Town Centre Planning Framework

The draft BSTCPF has been modified to address feedback received during community consultation and from the City's DRP. These are included in **Attachment 3** and the key modifications are addressed below.

1. ***Building Heights & Strategic Development Sites***

- Reduced SDS & Creation of Vincent Street Node – The draft advertised BSTCPF included seven SDS along Beaufort Street. These have been rationalised and concentrated to sites at the Vincent Street and Beaufort Street intersection, currently occupied by Hungry Jacks, the Barlee Street Carpark, and Snap Fitness.

This is a prominent location in the town centre with the sites being a suitably large size with dual frontages providing the opportunity for additional building height. This approach was supported by the City's DRP to create an activity node at this location.

- LDP's for Strategic Development Sites – A site responsive design is necessary for the Vincent Street and Beaufort Street node of SDS to effectively manage the transition between high density redevelopment and the lower density residential area.

The preparation of a LDP over each SDS would ensure that further planning and appropriate design features to respond to the context is undertaken to realise the additional height opportunities and provide community benefit.

The LDP would outline detailed design measures to reduce impacts from building bulk and scale. This would include the location and stepping of building heights, setbacks, creation of a consistent podium which presents at a pedestrian scale, inclusion of slender building elements, articulation of upper storeys, and on-structure landscaping. This would align with feedback from the DRP.

Council would be required to approve each LDP, and this would be informed by feedback from the DRP. In the instance that a DA was submitted prior to an LDP, this DA would need to address the LDP requirements.

- Uptown, Midtown & Downtown Sub-Precincts – Outside of SDS the draft BSTCPF has been modified to address the transition to the surrounding lower density sub-precincts and established residential areas.

The removal of SDS outside of the Beaufort Street and Vincent Street node would mean that the building height standard would be a consistent eight storeys along Beaufort Street.

The exception to this is that the acceptable height standards of the seven lots adjacent to the St Albans Character Area has been reduced from 8 storeys to 6 storeys. This is consistent with the existing height standards of the Built Form Policy.

This would aid in managing the transition to existing development and lower scale residential properties, including the St Albans Character Area and aligns with feedback from the City's DRP.

The reference to a specific community benefit height for sites in these sub-precincts have also been removed. The acceptable heights would remain as advertised being 8 storeys.

The draft BSTCPF would be a due regard document, and discretion would exist for a decision maker to approve additional building height above the acceptable standard where it meets the relevant objectives and provides for community benefit.

- Urban Frame A Sub-Precinct – The Urban Frame A sub-precinct was advertised with a building height standard of 3 storeys. This has been reduced to 2 storeys for R40 coded properties, and those coded R60 would be retained at 3 storeys. These building heights would reflect those of the R Codes and would minimise the extent of change on the existing residential area.

As set out in further detail below, the proposed setbacks would be adequate to provide for an adequate transition on-site to minimise the impact on these residential properties.

A further review of building heights in these transition areas would occur as part of a broader review of heights across the City and outside of town centre areas. This would progress in 2026 and be informed by the ongoing review of the City's Local Planning Strategy, LPS2 and Built Form Policy to ensure alignment between each document.

- Management of Off-Site Amenity Impacts – No further changes have been made to the advertised building heights. Any off-site impacts could be effectively managed to minimise impacts on adjoining and surrounding properties:

Overshadowing

The R Codes measures overshadowing at midday on June 21 which is when shadow would be at its worst and falls directly to the south.

The orientation of lots along the western side of Beaufort Street is favourable and means that development would cast a shadow to the road and would not impact on adjoining residential properties at this time. There would be a shadow impact in the morning, but these properties would still maintain access to adequate sunlight over the course of the day.

Shadowing to the adjoining properties on the eastern side would not have a greater impact to private outdoor areas and major openings than what would occur under the existing height standards of the Built Form Policy. This is because the proposed building setbacks and presence of existing laneways would assist to moderate the extent of overshadowing.

Any future development would still need to address the R Codes elements in relation to overshadowing and solar access.

Building Separation & Visual Privacy

The side and rear setbacks of 6.5 metres for the first three storeys and 12.5 metres setback for the fourth storey and above, go beyond the 3 metre setback of the R Codes. This would assist in providing an on-site transition between taller developments and adjoining residential development. This is important to mitigate bulk and scale impacts on either side of Beaufort Street.

These setbacks would assist in maintaining visual privacy, which would be addressed through site-responsive design at the DA stage. The R Codes includes elements related to building separation to ensure adequate spacing, solar access, and ventilation is maintained to adjoining properties.

2. Community Benefit Framework

- Advertised Approach – The R Codes sets out that a local planning policy can address the provision of community benefits in exchange for greater development potential but there is limited guidance on how this should be implemented.

The advertised BSTCPF required a community benefit contribution equivalent to three percent of the construction cost of the additional building height proposed. This was based on previous direction from the State Government in relation to planning for higher order centres such as Leederville and South Perth.

Administration's review during the consultation period found that the use of a three percent figure may not reflect the context of the Beaufort Street Town Centre compared to other locations which have been directed to use this figure and has been informed by specific feasibility modelling.

Feasibility testing hasn't been undertaken and using a figure without this is unlikely to be reliable and risks misrepresenting development viability in the context of the Beaufort Street Town Centre.

- New Approach – The draft BSTCPF has been updated to provide a high level Community Needs Analysis (CNA, Appendix 1 of **Attachment 1**). This is based on existing City plans and strategies to identify the needs that are specific to the Beaufort Street Town Centre, including the actions proposed in the Place Plan.

Current needs identified through the CNA include streetscape upgrades and infrastructure upgrades, delivery of a variety of priority housing typologies such as aged and dependent, key worker and affordable housing, and contribution towards the Beaufort Street Precinct Area Road Safety Implementation Plan.

The requirement for community benefits would be captured as a requirement for each SDS. The respective LDP's would be supplemented by justification from the applicant to demonstrate how their proposed community benefit would address these needs identified by the City and is commensurate to the development potential. The LDP would also provide clear guidance to applicants to inform this work.

This would similarly need to be addressed for sites that aren't specified as an SDS but seek additional height above the acceptable standard.

3. Modification to Place Plan Actions

- Explore Opportunities for Additional Public Spaces – This would expand the scope of Action 1.1 to include the investigation of the ongoing maintenance of public spaces and facilities in the town centre, such as the feasibility of delivering public toilets.

There are currently no public toilets within the BSTCPF area. The nearest facilities are at Forrest Park and Hyde Park, which are over 350 metres away. This is not suitable for people with disabilities, children or the elderly.

- Deliver the Beaufort Street Nodes Project – This would add to the existing Action 2.1 to include improvements to be investigated such as advocacy to the WA Police to enforce compliance with the 40km/h speed limit on Beaufort Street and adjoining local roads.

- Increase Parking Efficiencies – This would expand the scope of Action 2.8 to implement changes to on and off-street parking as per recommendations of the [Parking Management Plan](#). These recommendations focus on simplifying parking categories, improving turnover by standardising bay types, adjusting layouts, and updating fee structures across the Raglan Road, Chelmsford Road, and Barlee Street car parks.

These changes would aim to increase usage at underutilised lots, improve signage and pedestrian access, and bring consistency to on-street parking restrictions.

5.3 OUTCOMES OF ADVERTISING - WILLIAM STREET PLANNING FRAMEWORK

- Attachments:**
1. William Street Planning Framework 
 2. William Street Planning Framework - Summary of Submissions 
 3. William Street Planning Framework - Schedule of Modifications 
 4. New Northbridge Design Guidelines and Central Perth Development Policies - Summary of Submissions 
 5. Central Perth Development Policies 
 6. New Northbridge Design Guidelines 

RECOMMENDATION:

That Council:

1. **PROCEEDS** with the William Street Planning Framework with modifications as included in Attachment 1, pursuant to
 - 1.1 Schedule 2, Part 2, Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* as a local planning policy; and
 - 1.2 Section 2.7(2)(b) of the *Local Government Act 1995* for the William Street Place Plan;
2. **REVOKES** the Central Perth Development Policies 1–10 and New Northbridge Design Guidelines as included in Attachment 5 and 6, pursuant to Schedule 2, Clause 6 of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and
3. **NOTES** that Administration will publish a notice of the approval of the William Street Planning Framework and the revocation of the Central Perth Development Policies 1–10 and New Northbridge Design Guidelines in accordance with Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

PURPOSE OF REPORT:

For Council to consider the outcomes of community consultation on:

- The draft William Street Planning Framework (WSPF, **Attachment 1**).
- The proposed revocation of the Central Perth Development Policies 1 – 10 (CPDP, **Attachment 5**) and New Northbridge Design Guides (NNDG, **Attachment 6**).

DELEGATION:

In accordance with Clause 4 of the *Planning and Development (Local Planning Scheme) Regulations 2015* (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:

At its meeting held on [11 February 2025](#), Council approved the [draft WSPF](#) and proposed revocation of the CPDP and NNDG for the purposes of community consultation.

William Street Planning Framework

The draft WSPF consists of:

- A local planning policy that outlines the development controls for privately owned land.
- 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 area includes the current town centre located between Newcastle Street and Brisbane Street. It 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**.

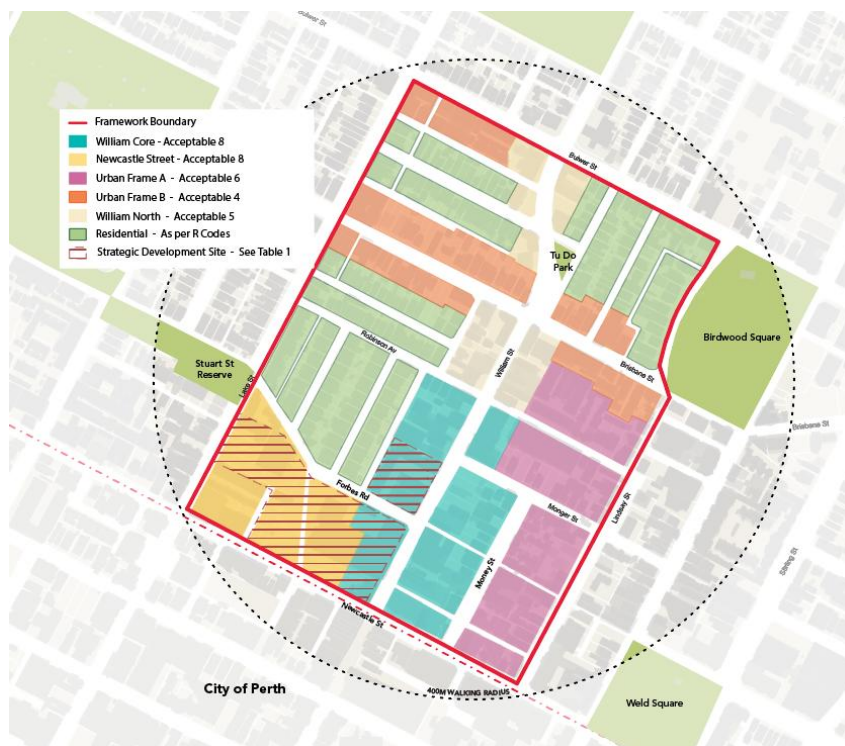


Figure 1: Draft WSPF Boundary and Sub-Precincts

Central Perth Development Policies and New Northbridge Design Guidelines

The CPDP and NNDG were part of a planning framework established by the East Perth Redevelopment Authority (now Development WA) and applies to the Lindsay Street Precinct as shown in **Figure 2**, between William, Newcastle and Beaufort Streets.



Figure 2: Lindsay Street Precinct

In 2020 this area was transferred back to the City with these policies continuing to apply. These policies are proposed to be revoked because its provisions are generally addressed through existing state and local planning policies and are not required to be duplicated.

DETAILS:Community Consultation

The draft WSPF and proposed revocation of the NNDG and CPDP were advertised for 32 days from 20 February 2025 and 24 March 2025 in accordance with the City's [Community and Stakeholder Engagement Policy](#) and the Regulations.

The methods of advertising included:

- Notices published on the City's website and exhibited on the notice board at the City's Administration and Library and Local History Centre.
- 3,020 letters sent out to property owners and occupiers within the proposed WSPF area and 287 letters to the Lindsay Street Precinct. This included property owners both within the City of Vincent and the City of Perth.
- 108 emails to those who had previously participated in the preliminary engagement program for the WSPF.
- A survey on Imagine Vincent.
- Four in-person pop-ups at Stuart Street Reserve on 23 and 26 February 2025 and 9 and 16 March 2025. They were attended by approximately 35 people in total.
- Notice published in the 27 February 2025 issue of Perth Now Central and on the City's social media on 27 February 2025 and 11 March 2025.
- Notice provided to the City of Perth as the abutting local government.

At the conclusion of this period total of 91 submissions were received. Of these 74 were through Imagine Vincent and 17 were submitted separately through emails or letters.

The 74 submissions from Imagine Vincent can be broken down into the following three categories:

- 43.2% (32) of submissions supported the draft WSPF.
- 35.2% (26) of submissions did not support the draft WSPF.
- 21.6% (16) neither agreed nor disagreed to the draft WSPF.

The remaining 17 submissions did not necessarily fit into the above categories or clearly articulate whether the draft WSPF was supported or not.

The key comments from all community submissions are summarised in the table below.

Consultation Data from Imagine Vincent	Key Comments from All Submissions
Building Heights and Density	
<ul style="list-style-type: none"> 28.8% agreed with the proposed building heights. 61.6% disagreed with the proposed building heights. 9.6% neither agreed nor disagreed with the proposed building heights. 	<p><u>Comments in Support</u></p> <ul style="list-style-type: none"> Ideal location for density. Would lead to increased housing supply and vibrancy and will promote greater walkability. <p><u>Comments in Objection</u></p> <ul style="list-style-type: none"> Existing height standards should remain as is, if not be reduced to be lower. The WSPF area is largely low rise. Large developments would be out of keeping with the existing character. Increased development would impact existing residents' amenity from increased overshadowing and traffic, and loss of City views and visual privacy.
Strategic Development Sites (SDS)	
<p><u>SDS Height</u></p> <ul style="list-style-type: none"> 33.8% agreed with proposed SDS heights. 63.5% disagreed with proposed SDS heights. 2.7% neither agreed or disagreed with proposed SDS heights. <p><u>SDS Location</u></p> <ul style="list-style-type: none"> 47.1% agreed with the proposed SDS location. 40.4% disagreed with the proposed SDS location. 12.5% neither agreed nor disagreed with the proposed SDS location. 	<p><u>Comments in Support</u></p> <ul style="list-style-type: none"> Similar comments to 'Building Height and Density'. The identified sites (including City Toyota) can handle larger development. Support for a requirement for a Local Development Plan (LDP) for the City Toyota site. <p><u>Comments in Objection</u></p> <ul style="list-style-type: none"> Similar comments to 'Building Height and Density'. There is no precedent in the area for the proposed 16 to 20 storey heights. Future developments at this scale will negatively impact the character and structural integrity of surrounding heritage homes, including the Brookman and Moir Heritage Area.
Removal of Carparking Minimums for Non-Residential Land Uses	
<ul style="list-style-type: none"> 41.8% agreed with the proposed removal of parking minimums. 40.6% disagreed with the proposed removal of parking minimums. 17.6% neither agreed nor disagreed with the proposed removal of parking minimums. 	<p><u>Comments in Support</u></p> <ul style="list-style-type: none"> Car parking rates are an impediment to promoting new businesses and this is a prime location to reduce car dependency. The City should promote other forms of transport over vehicles. <p><u>Comments in Objection</u></p> <ul style="list-style-type: none"> There are already issues with residents struggling to find car parking in the area. All developments should require car parking to be provided. Perth is still too car dependent for this to be successful.
Community Benefit Framework (CBF)	
<ul style="list-style-type: none"> 47.3% agreed with the proposed CBF. 41.9% disagreed with the proposed CBF. 10.8% neither agreed nor disagreed with the proposed CBF. 	<p><u>Comments in Support</u></p> <ul style="list-style-type: none"> Affordable housing is a priority. The provision of community benefit from new developments is supported. <p><u>Comments in Objection</u></p> <ul style="list-style-type: none"> The City should not be providing bonuses to developers. The CBF would not be enforceable through a local planning policy. Social and affordable housing would bring in crime and anti-social activities to the area and reduce property values.

Place Plan Actions	
<u>Summary of Consultation</u> <ul style="list-style-type: none"> 78% agreed with the Place Plan actions. 11% disagreed with the Place Plan actions. 11% neither agreed nor disagreed with the Place Plan actions. 	<u>Comments in Support</u> <ul style="list-style-type: none"> Strong general support for Place Plan. Supportive of improved lighting and increase in tree canopy. Support for improved pedestrian environment. Supportive of slowing traffic in the town centre. <u>Comments in Objection</u> <ul style="list-style-type: none"> Opposed to redesign of William Street North because of possible traffic congestion.

A summary of all submissions with Administration's response is included in **Attachment 2**.

State Government Agencies

Notification of the draft WSPF was provided to a number of state government agencies. These included the Department of Planning, Lands and Heritage (DPLH), Department of Transport (DoT), Public Transport Authority (PTA) and Main Roads WA (MRWA).

Six submissions were received from each of these agencies (including two from the DPLH) as well as the Department of Education. These agencies did not object to the draft WSPF. Their comments are summarised below

- Suggested changes to heritage terminology and definitions.
- Reference to requirements of the *Aboriginal Heritage Act 1972*.
- Reference to Main Roads approval process.

A summary of these submissions with Administration's response is included in **Attachment 2**.

Central Perth Development Policies and New Northbridge Design Guidelines

At the conclusion of the consultation period, a total of two submissions were received in relation to the revocation of the CPDP and NNDG.

These submissions did not specifically support or object to the proposed revocation but provided comments. These are summarised below.

- Requested that they be advised of future developments.
- General comment expressing concern on anti-social behaviours and cleanliness of the area.

A summary of these submissions and Administration's response is included in **Attachment 4**.

Design Review Panel (DRP)

The draft WSPF was referred to members on the City's DRP who specialised in architecture, urban design and heritage. The key feedback provided is summarised below:

- Support for heights in general throughout the draft WSPF area including the two identified SDS sites. These were highlighted as being of a large enough size that is capable of handling additional height and managing transitions to adjacent lower scale development.
- The SDS should be subject to detailed site responsive design as to modulate the transition to lower density areas. These design responses should include tower designs with slender building elements, articulation and be adequately separated to reduce bulk and scale.
- There is support for the reduction in podium height from four storeys to three storeys as well as the substantial setbacks of buildings from Forbes Road and Wellman Street as to manage transitions to the Brookman and Moir Heritage Area.
- Significant landscape buffers should be implemented in the public realm and on-structure to manage and screen transitions in scale from the two SDS to adjoining residential developments.

The DRP feedback has been addressed through proposed modifications to the draft WSPF.

Proposed Modifications

In response to comments received during consultation, Administration has made a number of modifications to the draft WSPF.

These are included in the schedule of modifications (**Attachment 3**) and summarised below:

- Retain City Toyota and William Street Car Park as SDS and remove sites with an area of 1,000 square metres or more from also being considered as an SDS.
- Reduce William Street Carpark SDS from 20 to 12 storeys and include the requirement for a LDP to be prepared addressing location of height and transitions in scale from surrounding lower density development. The City Toyota SDS would remain at 20 storeys and be subject to a LDP as advertised.
- Remove the Community Benefit Height (CBH) from all areas other than identified SDS. This reduces the building height for properties in the William Core and Newcastle Street sub-precincts from nine storeys to eight, and from seven storeys to five storeys in the William Street North sub-precinct.
- Reduce podium height from four storeys to three for the properties adjacent to Brookman and Moir Heritage Area.
- Refinement of the CBF through removing the explicit 3 percent cash contribution figure and outlining that community benefits would need to be proposed by an applicant as part of a future LDP and align with the City's own gap analysis.
- Minimum requirements for non-residential uses to provide car parking would apply in the Residential sub-precinct. All other sub-precincts would not require minimum car parking to be provided for non-residential uses.
- Refinement of Place Plan Actions including actions 2.1, 2.3, 2.5, 4.1 and 4.3.

The draft WSPF in **Attachment 1** includes these modifications.

Following approval by Council the draft WSPF would be designed and formatted to be consistent with the City's suite of corporate documents, plans and strategies before it is published on the City's website.

LEGAL/POLICY:

Planning Framework

The *Planning and Development Act 2005* and 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. Western Australian Planning Commission (WAPC) approval is not required for any of the development standards proposed.

For non-residential developments, these development standards apply and do not need approval from the WAPC.

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.

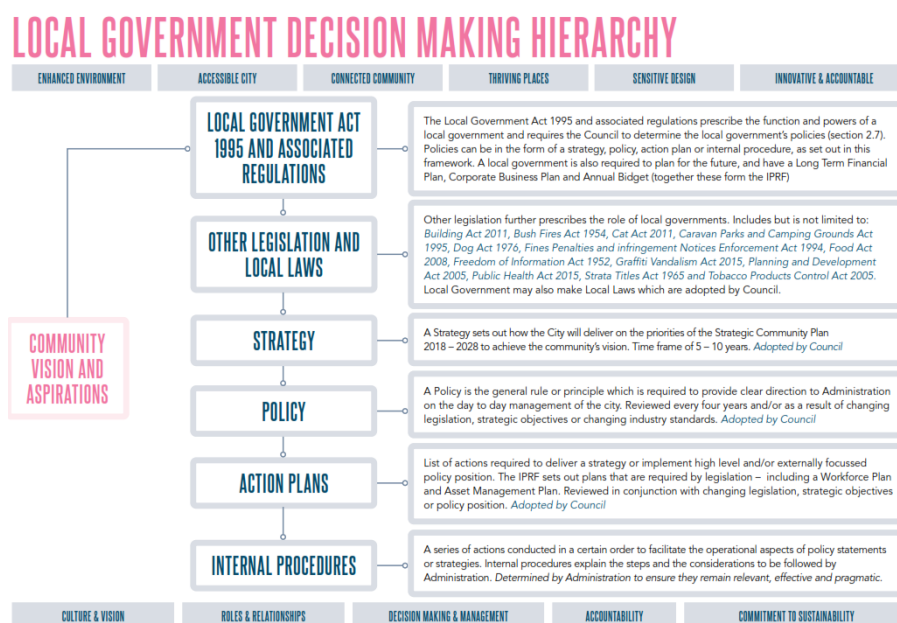
Administration has prepared the draft WSPF having regard to relevant state planning policies, including [State Planning Policy 7.0 – Design of the Built Environment](#) and [State Planning Policy 7.2 – Precinct Design](#). This would allow it to be converted into a precinct structure plan in the future should there be a need to do so.

Corporate Document Development Policy

Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies. The City's [Corporate Document Development Policy](#) sets out the process for the development and review of the City's policy documents.

In accordance with section 2.3 of the Corporate Document Development 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: Adopting the draft WSPF is low-risk as it has been prepared in accordance with the Corporate Document Development Policy, state planning framework and has been developed after an extensive community engagement program and informed by advice from the City's DRP.

It is also low risk for Council to revoke the NNDG and CPDP as the elements contained within these policies are largely duplicated across the current planning framework and will reduce duplication in the assessment of new developments.

STRATEGIC IMPLICATIONS:

The proposed objectives of the draft WSPF would align with the City's Strategic Community Plan 2022-2032 as follows:

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.

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.

SUSTAINABILITY IMPLICATIONS:

The draft WSPF directly aligns with the sustainability goals of the City's Sustainable Environment Strategy 2019-2024 and the draft Enhanced Environment Strategy which is an item on this agenda. The draft WSPF focuses redevelopment within the existing town centre to help reduce urban sprawl, make better use of land and infrastructure, and support sustainable practices like active transport and mixed-use development.

The draft WSPF encourages improved Environmentally Sustainable Design outcomes for all development within the area.

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:

The implementation of the statutory sections of the draft WSPF would be met through the existing operational budget.

The Place Plan of the draft WSPF includes actions proposing changes to the streetscape and/or transport networks following the completion of 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 this from sources including but not limited to external grants, cash-in-lieu reserves and municipal funding.

The approval of any expenditure would be considered by Council at the appropriate time through future annual budgeting processes.

COMMENTS:William Street Planning Framework

The City's Local Planning Strategy and the State Government's Perth and Peel @ 3.5 Million aim to locate density in established town centres and mixed use areas such as William Street to avoid development pressure in lower density residential areas.

The draft WSPF would guide the future redevelopment of the area. Increases in building height would contribute towards the City meeting its infill targets by encouraging high density redevelopment of underutilised land in close proximity to the Perth CBD. This would also assist in minimising higher density infill development from occurring within established residential areas.

Lower density residential areas and a number of heritage properties including the Brookman and Moir Heritage Area abut William Street. The draft WSPF would ensure that high density redevelopment is effectively managed to ensure a smooth transition to this surrounding low scale residential development which is unlikely to change.

Modifications to Draft William Street Planning Framework

The draft WSPF has been modified to address feedback received during community consultation and from the City's DRP. These are included in **Attachment 3** and the key modifications are addressed below.

1. Building Heights & Strategic Development Sites

- LDP's for Strategic Development Sites – A site responsive design is necessary for both the City Toyota and William Street Car Park SDS to effectively manage the transition between high density redevelopment and lower density residential development and the Brookman and Moir Heritage Area.

The advertised draft WSPF included a requirement for an LDP to address how building height would be managed on City Toyota. This requirement for an LDP would now also apply to the William Street Car Park to detail how development on this site would transition to lower-scale development.

The matters to be addressed through a LDP have also been expanded to further detail measures to reduce impacts from building bulk and scale. This would include the location and stepping of building heights, setbacks, creation of a consistent podium which presents at a pedestrian scale, inclusion of slender building elements, articulation of upper storeys, and on-structure landscaping. This would align with feedback from the DRP.

The preparation of a LDP over both SDS would ensure that further planning and appropriate design features to respond to the context is undertaken to realise the additional height opportunities and provide community benefit.

Council would be required to approve each LDP, and this would be informed by feedback from the DRP. In the instance that a DA was submitted prior to an LDP, this DA would need to address the LDP requirements.

- William Core, Newcastle Street & William Street North Sub-Precincts – Outside of the SDS the draft WSPF has been modified to address the transition to the Brookman and Moir Heritage Area and surrounding lower density sub-precincts.

This includes a reduction in building heights to eight and six storeys to Forbes Road and Lake Street respectively. Podium heights have also been reduced to three storeys along these roads as well as Wellman Street. These reductions would aid in managing the transition to existing development and lower scale residential properties and address feedback from the City's DRP.

The reference to a specific community benefit height for sites in these sub-precincts have also been removed. The acceptable heights would remain as advertised being 8 storeys and 5 storeys. This would remove confusion that this acts as a 'maximum' or a cap on building height.

The draft WSPF would be a due regard document and discretion would exist for a decision maker to approve additional building height above the acceptable standard where it meets the relevant objectives and provides for community benefit.

- Management of Off-Site Amenity Impacts – No further changes have been made to the advertised building heights. Any off-site impacts could be effectively managed to minimise impacts on adjoining and surrounding properties:

Overshadowing

The R Codes measures overshadowing at midday on June 21 which is when shadow would be at its worst and falls directly to the south.

The orientation of lots along the western side of William Street is favourable and means that development would cast a shadow to the road and would not impact on adjoining residential properties at this time. There would be a shadow impact in the morning, but these properties would still maintain access to adequate sunlight over the course of the day.

Shadowing to the adjoining properties on the eastern side would not have a greater impact to private outdoor areas and major openings of residential properties than what would occur under the existing height standards of the Built Form Policy. This is because the proposed building setbacks would assist to moderate the extent of overshadowing.

Any future development would still need to address the R Codes elements in relation to overshadowing and solar access.

Building Separation & Visual Privacy

The reduction in podium heights on streets that front the Brookman and Moir Precinct as well as other residential areas would help provide a better transition between existing low density development and the higher density of the respective sub-precincts. This would be in combination with the proposed 10 metres setback standard which is greater than the R Code standards and is supported by the City's DRP.

These setbacks would assist in maintaining visual privacy, which would be addressed through site-responsive design at the DA stage. The R Codes includes elements related to building separation to ensure adequate spacing, solar access, and ventilation is maintained to adjoining properties.

2. Community Benefit Framework

- Advertised Approach – The R Codes sets out that a local planning policy can address the provision of community benefits in exchange for greater development potential but there is limited guidance on how this should be implemented.

The advertised WSPF required a community benefit contribution equivalent to three percent of the construction cost of the additional building height proposed. This was based on previous direction from the State Government in relation to planning for higher order centres such as Leederville and South Perth.

Administration's review during the consultation period found that the use of a three percent figure may not reflect the context of William Street compared to other locations which have been directed to use this figure and has been informed by specific feasibility modelling. Feasibility testing hasn't been undertaken and using a figure without this is unlikely to be reliable and risks misrepresenting development viability in the context of William Street.

- New Approach – The draft WSPF has been updated to provide a high level Community Needs Analysis (CNA, Appendix 1 of **Attachment 1**). This is based on existing City plans and strategies to identify the needs that are specific to William Street, including the actions proposed in the Place Plan.

Current gaps identified through the CNA include streetscape upgrades such as pedestrian crossings and improved cycling lanes, infrastructure upgrades including new streetlights, and the delivery of a variety of priority housing typologies such as aged and dependent, key worker and affordable housing.

The requirement for community benefits would be captured as a requirement for each SDS. The respective LDP's would be supplemented by justification from the applicant to demonstrate how their proposed community benefit would address these needs identified by the City and is commensurate to the development potential. The LDP would also provide clear guidance to applicants to inform this work.

This would need to be addressed for sites that aren't specified as an SDS but seek additional height above the acceptable standard.

3. Removal of Carparking Minimums

- Removal of Residential Sub-Precinct – The requirement for minimum car parking for non-residential uses would apply to the Residential sub-precinct. The remaining sub-precincts would not be required to provide minimum parking.

Most properties within the Residential sub-precinct rely solely on on-street carparking. Requiring minimum parking to be provided for non-residential uses in these areas would ensure that adequate parking is provided to meet the needs of an operator and that this reduces any impact on parking availability for residents.

- Remaining Areas – The retention of no minimum parking standards for non-residential uses in the remaining precincts would be in alignment with the City's Accessible City Strategy to encourage a mode shift to alternative modes of transport and provide greater support for businesses to operate in William Street and contribute to greater activity and vibrancy.

Public parking would be managed in accordance with the City's [Precinct Parking Management Plan](#).

4. Modifications to Place Plan Actions

- Newcastle Street & William Street Pedestrian Environment – This would expand the scope of Action 2.1 to include improvements on Newcastle Street and a crossing opportunity at Lake Street. Through this Administration would investigate greater opportunities for additional dedicated pedestrian crossings outside of William Street would support improved movement in the area.
- Pedestrians First on William Street North – This would add to the existing Action 2.3 to recognise that the 980 bus route is a priority consideration as part of any redesign. This would address comments from DoT that any redesign would need to allow buses to move through the Brisbane Street and William Street intersection during peak traffic.
- Activation of Shop Fronts – This would expand the scope of Action 4.1 to include underutilised land in addition to vacant land and shopfronts. This would ensure that underutilised spaces are also captured as part of efforts to facilitate temporary activation of vacant land and shopfronts to increase a perception of safety and activity in the area.
- Improved Safety Through CPTED – This would confirm that the City would continue to address damages to the public realm in addition to providing grant funding and education to business owners to improve safety in the public realm which is outlined in Action 4.3. Maintenance of the public realm is a vital component of CPTED and this would ensure that City continues to address neglect and graffiti to improve the appearance and perception of safety in the area.

Central Perth Development Policies and New Northbridge Design Guidelines

The respective elements of the CPDP and NNDG would be adequately addressed across the existing state and local planning framework and within the draft WSPF.

Because of this it is unnecessary for each of these to be retained as they would unnecessarily duplicate planning requirements. The revocation of each would provide for a clearer framework for future developments to be assessed against.

5.4 OUTCOME OF ADVERTISING - SUSTAINABLE VINCENT FRAMEWORK AND ENHANCED ENVIRONMENT STRATEGY

- Attachments:**
1. Sustainable Vincent Framework 
 2. Enhanced Environment Strategy 
 3. Summary of Submissions - Sustainable Vincent Framework 
 4. Summary of Submissions - Enhanced Environment Strategy 
 5. Schedule of Modifications 

RECOMMENDATION:

That Council pursuant to Section 2.7(2)(b) of the *Local Government Act 1995* resolves to **APPROVE** the Enhanced Environment Strategy included in Attachment 1, and the Sustainable Vincent Framework included in Attachment 2.

PURPOSE OF REPORT:

For Council to consider the outcomes of community consultation on the draft Enhanced Environment Strategy (EES, **Attachment 1**), and the draft Sustainable Vincent Framework (SVF, **Attachment 2**).

DELEGATION:

Section 2.7(c) of the *Local Government Act 1995* sets out the role of Council as being to 'plan strategically for the future of the district.'

The Local Government Act 1995 states the term 'local government' refers to the elected Council.

There is no delegation to Administration to approve a strategy or framework.

BACKGROUND:

At its meeting held on [13 May 2025](#), Council approved the draft SVF and draft EES for the purposes of community consultation.

The draft SVF is an overarching sustainability framework that would:

- Embed sustainability considerations throughout the City by assigning responsibilities to respective business units, aligned with the United Nations Sustainable Development Goals.
- Formalise the City's Net Zero target for Scope 1 and Scope 2 emissions from its operations by 2030.

The draft EES would be the informing strategy of the Enhanced Environment priority area of the City's Strategic Community Plan and would:

- Replace the current Sustainable Environment Strategy 2019-2024 (SES) which has reached the end of its life.
- Outline the key issues and trends facing the City in relation to the themes of Water Conservation and Management, Urban Greening and Biodiversity, and Resource Recovery and Waste.
- Set a range of targets for the City and community relating to the strategic management of these themes to achieve a water sensitive, greener and circular Vincent.

DETAILS:Community Consultation

The draft SVF and EES were advertised for 42 days from 29 May 2025 to 10 July 2025 in accordance with the City's [Community and Stakeholder Engagement Policy](#).

The methods of advertising included:

- A survey on Imagine Vincent.
- Notices displayed at the City's website and at the City's Administration Building and Library.
- Notices published in the Perth Voice Newspaper on 29 May 2025 and on the City's social media on 11 June and 5 July 2025.
- Four in person pop ups at the City of Vincent library on 22 June 2025 and 27 June 2025, one pop-up at the Kyilla market on 21 June 2025, and one pop-up at Beatty Park on 13 June 2025. These were attended by approximately 208 people.
- 89 emails sent to those who were involved in the preliminary engagement for the EES and SVF.

A total of 81 and 85 submissions were made in relation to the draft SVF and EES respectively. These included:

- Draft SVF – 59 (72.9%) in support, four (4.9%) that did not support, and 18 (22.2%) that were unsure.
- Draft EES – 75 (88.2%) in support, two (2.4%) that did not support, and eight (9.4%) that were unsure if they supported or not.

Draft Sustainable Vincent Framework

The key themes raised during community consultation are summarised below. Of the 81 submissions, 47 did not provide any supporting comments.

The key comments in support related to the draft SVF being a positive from improved accountability across the City in achieving sustainable outcomes.

The key submissions that did not support or were unsure of the draft SVF included concerns that it isn't enforceable and should reference the Plant Based Treaty.

A summary of all submissions received in relation to the draft SVF and Administration's responses are included in **Attachment 3**.

Draft Enhanced Environment Strategy

The results of community consultation are summarised below.

Consultation Data from Imagine Vincent	Key Comments from all Submissions
EES Overall	
<ul style="list-style-type: none"> • 88.3% in support. • 2.3% not in support. • 9.4% unsure. 	<p><u>Comments in Support</u></p> <ul style="list-style-type: none"> • General support to combat impacts from climate change. • Community education is a key consideration to the successful implementation of the EES. <p><u>Concerns & Suggested Improvements</u></p> <ul style="list-style-type: none"> • Should include the role of food systems in the climate crisis, and include the Plant Based Treaty. • The EES targets are too ambitious and potentially unrealistic. • Concerns regarding costs of implementing the EES, and whether there would be any incentives or would there be an increase to rates.
Water Conservation and Management Targets	
<ul style="list-style-type: none"> • 94.1% in support. • 1.2% not in support. • 4.7% unsure. 	<p><u>Comments in Support</u></p> <ul style="list-style-type: none"> • Supportive of targets. <p><u>Concerns & Suggested Improvements</u></p> <ul style="list-style-type: none"> • Water reduction targets should be increased. • The City should focus on water reuse and harvesting options as well as reduced water consumption for new builds.
Urban Greening and Biodiversity Targets	
<ul style="list-style-type: none"> • 91.7% in support. • 4.7% not in support. • 3.6% unsure. 	<p><u>Comments in Support</u></p> <ul style="list-style-type: none"> • Supportive of targets. • The targets are a good start and there is the opportunity to push even further in the future. <p><u>Concerns & Suggested Improvements</u></p> <ul style="list-style-type: none"> • Canopy targets should be increased on both public and private land. • There should be increased protection for trees of substantial height on private land. • The City should focus on reducing hardstand in the public realm and planting local species. • Soil health should have a greater consideration. • Council should not legislate on the retention of trees on private land.
Resource Recovery and Waste Targets	
<ul style="list-style-type: none"> • 91.6% in support. • 1.2% not in support. • 47.2% unsure. 	<p><u>Comments in Support</u></p> <ul style="list-style-type: none"> • Supportive of targets. • The focus on circular economy principles and reducing waste and landfill rates is important. <p><u>Concerns & Suggested Improvements</u></p> <ul style="list-style-type: none"> • Waste targets should be increased. • There should be a greater focus on increasing community waste education and reducing plastics and soft plastics.

A summary of all submissions received in relation to the draft EES and Administration's responses are included in **Attachment 4**.

State Government Agencies

Notification of the draft SVF and EES was provided to 18 state government agencies and other sustainability interest bodies.

These included the Department of Planning, Lands and Heritage (DPLH), the Department of Water and Environmental Regulation (DWER), the Department of Biodiversity, Conservation and Agriculture (DBCA), Water Corporation, Urbagua, and the Western Australian Waste Authority.

The City received two submissions from these agencies and bodies in relation to the draft EES. These were received from DBCA and Water Corporation.

The key themes from each submission is provided below. A summary of the submissions and Administration's responses are included in **Attachment 4**.

Department of Biodiversity and Conservation

The DBCA supported the draft EES and noted that it is comprehensive and provides a good level of detail across the themes.

The DBCA recommended some administrative changes to the EES to ensure that terminology is clear and accurate. Wording changes were also recommended to targets 5 and 8 related to Water Conservation and Management, and target 12 of Urban Greening and Biodiversity.

Water Corporation

The Water Corporation did not specifically support or object to the draft EES but provided some clarification around scheme water use data from 2023/24 that it had previously provided to the City.

Sustainability and Transport Advisory Group (STAG)

The draft EES was presented at the STAG meeting on 19 June 2025. The key comments from STAG from this meeting are summarised as:

- Recommend the addition of air quality considerations into the EES.
- Suggested the inclusion of considerations and soil amendments to improve soil health such as biochar to align with the My Healthy Soils community program.
- Wording suggestions for technical accuracy.
- Ensure that the draft EES links the future preparation of the City's Climate Transition Action Plan (CTAP) by including carbon dioxide removal practices.

Proposed Modifications

Following community consultation, Administration has made modifications to both the draft SVF and EES.

The key modifications Are summarised below. All the modifications are detailed in **Attachment 5**:

Following approval by Council the draft SVF and EES would be designed and formatted to be consistent with the City's suite of corporate documents, plans and strategies before it is published on the City's website.

Draft SVF

This has been modified to include the Director of Major Projects as a Responsible Manager to ensure accountability across the organisation. The modified SVF is included in **Attachment 2**.

Draft EES

Modifications to the targets of the EES include:

- Water Conservation and Management – Modify targets 5 and 8 to:
 - Provide clear guidance around the incorporation of Water Sensitive Urban Design (WSUD) into all major road, car park, asset and building projects.
 - Ensure that a flood risk assessment and community risk analysis is undertaken as part of the future CTAP to strengthen local resilience from the impacts of climate change.
- Urban Greening and Biodiversity – Modify targets 13 and 14 to:
 - Increase the target for canopy cover on private land from 12% to 15% by 2030, and from 18% to 20% by 2040.
 - Retention of large mature tree canopy on private land from 10% to 15% by 2040, and to specify that this relates to trees with a height of at least 8 metres.

The supporting text of the draft EES has been modified to provide further clarification and context around the themes of Water Conservation and Management, Urban Greening and Biodiversity, and Resource Recovery and Waste.

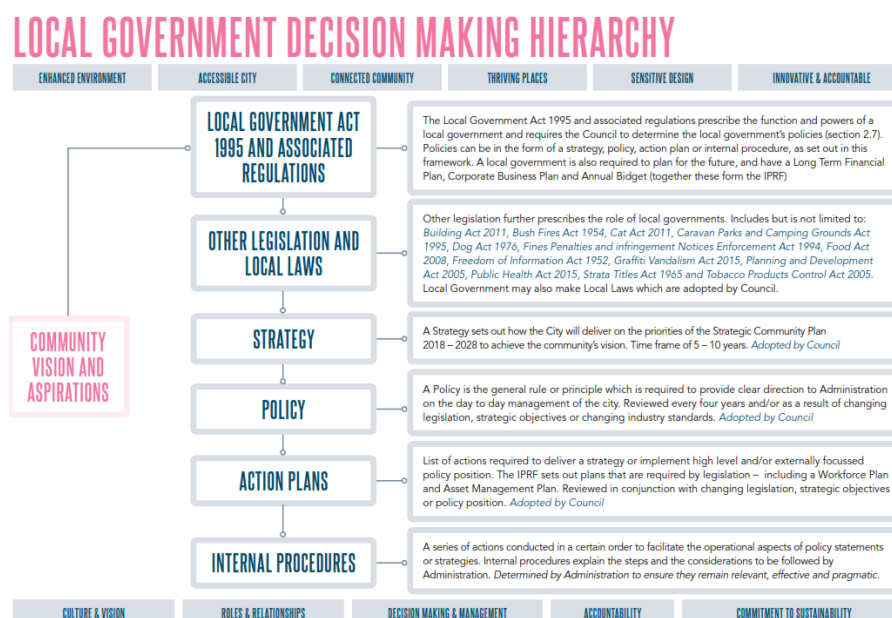
The modified draft EES is included in **Attachment 1**.

LEGAL/POLICY:Corporate Document Development Policy

Section 2.7(2)(c) of the *Local Government Act 1995* provides that Council is to plan strategically for the future of the district.

The City's [Corporate Document Development Policy](#) sets out the process for the development and review of the City's strategy documents. The draft SVF and EES would align with section 2.2 of this:

The purpose of a strategy is to set out at a high level how the City will deliver on the long-term priorities of the SCP to achieve the community's vision;

**RISK MANAGEMENT IMPLICATIONS**

Low: It is low risk for Council to adopt the draft SVF and EES. These have been prepared in accordance with the City's Corporate Document Development Policy and align with the SCP, building on the success of the previous SES.

The draft SVF and EES have been informed by extensive engagement with the community and relevant stakeholders with broad support for both documents. Each of these reflects industry best practice to embedding sustainability across the organisation and improving outcomes related to Water Conservation and Management, Urban Greening and Biodiversity, and Resource Recovery and Waste.

STRATEGIC IMPLICATIONS:

The SVF would sit alongside the SCP as a high-level strategy to operationalise sustainability across the City.

The EES would be the informing strategy for the Enhanced Environment priority area of the SCP which sets the following objectives:

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.

SUSTAINABILITY IMPLICATIONS:

The SVF and EES build on the sustainability outcomes of the SES which reached the end of its life in 2024.

The SVF sets out six priority areas to be met in the City operationalising sustainability across its actions and decision-making. These priority areas are:

- Climate Action (Adaptation and Mitigation).
- Resilient and Low Carbon Infrastructure.
- Healthy and Thriving City.
- Good Governance and Responsible Investment.
- Resource Conservation.
- Regenerative, Green and Biodiverse.

The EES sets out objectives and targets related to Water Conservation and Management, Urban Greening and Biodiversity, and Resource Recovery and Waste.

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

Reduced exposure to environmental health risks

FINANCIAL/BUDGET IMPLICATIONS:

Any future budget allocations to implement the EES would be considered through annual budget processes.

COMMENTS:

Draft Enhanced Environment Strategy

The draft EES (**Attachment 1**) would be the City's next generation sustainability strategy following the SES reaching its end of life in 2024.

It outlines key objectives and targets to respond to climate change and protect natural resources for future generations. It sets City and community targets to:

- Enhance our urban tree canopy, greening and biodiversity.
- Protect and manage our water resources through conservation and water sensitive design.
- Promote resource conservation through responsible waste management and improved circularity.

The draft EES would continue the build on the significant progress made through the SES since 2019 and continue to position the City as a leader in sustainability.

The following key modifications are recommended to the draft EES following community consultation:

Urban Greening and Biodiversity – Increased Canopy & Tree Retention on Private Land

- Private Land Targets – Targets 13 and 14 would aim to achieve 15% and 20% canopy cover by 2030 and 2040, and the retention of large mature tree canopy to 15% (with a height of 8 metres or above) by 2040.

Private land presents as the greatest opportunity to increase the City's tree canopy and support the efforts to maximise canopy coverage in the public realm. This has been confirmed by 2024 Urban Canopy Dashboard data released by the DPLH in May 2025 which showed that private land within Vincent carried 10% of canopy cover.

- Canopy Coverage – Modelling has been undertaken to confirm the carrying capacity of private land. This outlines that private land has the potential to carry up to 18.5% of canopy without impact on the ability for the City to meet its infill density targets. The modelling factored in the typical building footprint, the requirements of the Residential Design Codes (R Codes) for open space and site coverage and assumed that all developable land was built out to its full potential.

Increasing the 2030 target to 15% by 2030 reflects the opportunity to achieve greater canopy that has been confirmed by the modelling and having obtained a more accurate set of baseline data from the Urban Canopy Dashboard. The draft EES aims to further push this with an aspirational target of 20% by 2040. Progress towards this would inform the major review of the EES when it reaches its end of life in 2030.

- Mature Tree Retention – The 2024 Urban Canopy Dashboard shows that trees 8 metres or greater contributed to 3% of canopy coverage on private land within Vincent. The retention of mature trees is crucial and offers immediate peak benefit in terms of shade, habitat and carbon sequestration. It can take a newly planted tree 10-20 years to reach a similar level of benefit.

This target seeks to increase the retention of the large mature trees which are at greatest risk of loss through development by reaching 5% retention of mature trees by 2030 and 15% by 2040. This has been informed by having a more accurate set of baseline data from the DPLH Urban Canopy Dashboard.

The target has been modified to be more specific to the retention of trees that are 8 metres or greater. This is so that it can be clearly measured as part of the ongoing monitoring of the draft EES using the categories available through the Urban Canopy Dashboard.

- Challenges & Advocacy - While private land presents the greatest opportunity to improve tree canopy and tree retention, it is also the most challenging. This is because the City has little ability to require tree retention or additional canopy through the planning framework, and there is a lack of regulation at the State Government level.

The inclusion of these targets would continue to support Administration in pulling all possible levers to improve the City's urban tree canopy. This would include through the ongoing review of the City's planning framework and advocacy to the State Government to better incentivise and regulate tree retention.

Water Conservation and Management

- WSUD Implementation – Target 5 has been updated to specify the inclusion of WSUD principles in all major drainage, road, carpark, asset and building projects. This would ensure that WSUD principles apply to a broader range of City projects.
- Flood Mapping & Risk Assessment – Target 7 has been updated to make specific reference to strengthening local resilience to the impacts of climate change by undertaking flood risk assessments. This would be addressed through the City's future CTAP to examine potential flood risks and identify areas that need future infrastructure upgrades based on future population and infrastructure demand.












The change to this target would mean that is more specific for the purpose of monitoring and reporting.

Draft Sustainable Vincent Framework

The draft SVF (**Attachment 2**) would sit alongside the SCP as a high-level strategy to operationalise and embed sustainability across the City's operations. It would ensure that the City remains a leader in environmental sustainability by:

- Promotion of Sustainability & Planning for Climate Change - The draft SVF provides a framework that responds to the *Local Government Act 1995* and ensures that sustainable outcomes are embedded in the City's operations. The SVF would inform the future review of existing and preparation of new strategies and plans.
- Accountability & Operationalising Sustainability – In recognition that responsibility, accountability and monitoring are all crucial to achieving sustainable outcomes, the draft SVF assigns sustainability responsibilities to business units across the City. The draft SVF has been modified to extend include the Director of Major Projects as a Responsible Manager. This would ensure accountability and consistent delivery of sustainability outcomes through monitoring as part of operational KPI setting.
- Net Zero 2030 – The draft SVF commits the City to achieving a Net Zero target for Scope 1 and 2 emissions (direct and indirect emissions from City operations) by 2030. Significant progress has been made towards this since 2017 and the SVF would continue this momentum.

5.5 ADVERTISING OF POLICY NOS. 7.1.1 - BUILT FORM POLICY, LOCAL PLANNING POLICY: CHARACTER AREA GUIDELINES, 7.5.10 - SUSTAINABLE DESIGN, AND REVOCATION OF 7.5.5 - DOMESTIC SATELLITE DISHES MICROWAVE ANTENNAE AND TOWER MASTS

- Attachments:**
1. Draft Local Planning Policy: Built Form 
 2. Draft Local Planning Policy: Character Area Guidelines 
 3. Draft Local Planning Policy: Sustainable Design 
 4. Policy No. 7.5.5 - Domestic Satellite Dishes Microwave Antennae and Tower Masts 
 5. Built Form Policy Schedule of Modifications 
 6. Built Form Area and R Codes building height comparison 
 7. Character Areas Schedule of Modifications 
 8. Telecommunication Policy and Existing Framework Comparison 
 9. Current Policy No. 7.1.1 - Built Form 
 10. Current Local Planning Policy: Character Area Guidelines 
 11. Current Policy No. 7.5.10 - Sustainable-Design 

RECOMMENDATION

That Council:

1. **PREPARE and PUBLISH** a notice of amendment to the following local planning policies for the purpose of advertising, pursuant to Schedule 2, Clause 5 and 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*:
 - Policy No. 7.7.1 – Built Form Policy included in Attachment 1;
 - Local Planning Policy: Character Area Guidelines included in Attachment 2; and
 - Policy No. 7.5.10 – Sustainable Design included in Attachment 3;
2. **PREPARE and PUBLISH** a notice of revocation for Policy No. 7.5.5 - Domestic Satellite Dishes, Microwave Antennae and Tower Masts included in Attachment 4, pursuant to Schedule 2 Clauses 6 and 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and
3. **NOTES** that any submissions received during the advertising period on the respective policies would be presented to Council for consideration.

PURPOSE OF REPORT:

For Council to approve amendments to the following policies for the purpose of public consultation:

- Policy No. 7.1.1 – Built Form Policy (to be renamed Local Planning Policy: Built Form, **Attachment 1**).
- Local Planning Policy: Character Area Guidelines (Character Area Guidelines, **Attachment 2**).
- Policy No. 7.5.10 – Sustainable Design (to be renamed to Local Planning Policy: Sustainable Design, **Attachment 3**).

This is also to approve the revocation of Policy No. 7.5.5 – Domestic Satellite Dishes, Microwave Antennae and Tower Masts (Telecommunications Policy, **Attachment 4**).

DELEGATION:

In accordance with Clause 5 of the *Planning and Development (Local Planning Scheme) Regulations 2015* (the Regulations), a local government may make an amendment to a local planning policy. In accordance with Clause 6 of the Regulations, a local government may revoke 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 or revoking existing local planning policies.

BACKGROUND:Residential Design Codes

The Residential Design Codes (R Codes) provides for standards and objectives to guide residential and mixed use development throughout Western Australia.

The R Codes were updated in April 2024 and apply to various forms of development as follows:

R Codes		Single Houses	Grouped Dwellings	Apartments/Mixed Use Developments
Volume 1	Part B	R40 and below	R25 and below	R10 to R25
	Part C	R50 and above	R30 and above	R30 to R60
Volume 2		N/A	N/A	R80 and above

As part of the updates, the R Codes Volume 1 Part B and Volume 2 remain largely unchanged. Volume 1 Part C has introduced a suite of new guidance and standards.

Impact to City of Vincent Local Planning Framework

The R Codes allows local governments to amend or replace standards through a local planning policy to facilitate development that responds to the local context. Some standards require approval from the Western Australian Planning Commission (WAPC) before they can be implemented.

Under the latest changes to the R Codes any standards that need approval from the WAPC must be approved by 10 April 2026. If they are not approved by this date, they cannot be used, and the default standards of the R Codes would apply instead.

The City has four existing policies that have been reviewed because of this:

Built Form Policy (Attachment 9)
<ul style="list-style-type: none"> Establishes Built Form Areas throughout the City with standards and local housing objectives to achieve respective residential and commercial built form aspirations for each area. Last reviewed in June 2020 and submitted to the WAPC for approval to modify standards of the R Codes Volume 1 and Volume 2. In July 2022 the WAPC deferred its consideration of the Built Form Policy to allow for “<i>negotiations between the City and the Department of Planning, Lands and Heritage (DPLH) to discuss issues regarding inconsistency to the planning framework</i>”. Administration has been in discussions with the DPLH since and was advised in January 2025 that a comprehensive review of the Built Form Policy is needed to consider the 2024 changes to the R Codes.
Character Area Guidelines (Attachment 10)
<ul style="list-style-type: none"> Establishes standards and local housing objectives to ensure residential development is consistent with the characteristics of areas that are valued by the community. Adopted by Council in September 2015 and have been amended multiple times as new character areas have been included. The Auckland Street Character Area was the most recent addition in December 2024.
Sustainable Design Policy (Attachment 11)
<ul style="list-style-type: none"> Establishes objectives and encourages the consideration of sustainable design initiatives. The Built Form Policy currently includes local housing objectives related to Environmentally Sustainable Design (ESD). Adopted in March 2011 and is due for review.
Telecommunications Policy (Attachment 4)
<ul style="list-style-type: none"> Establishes standards and objectives that guides the development of residential telecommunications infrastructure, including antennae, satellite dishes or tower masts. Last reviewed in March 2010 prior to the Built Form Policy and the current version of the R Codes.

DETAILS:Built Form Policy

The Built Form Policy is being reviewed in two stages:

- Stage 1 (subject of this report) – Review of standards relating to residential development that require the WAPC's approval and update the policy format for improved readability.
- Stage 2 – Undertake a holistic review which would consider residential and non-residential development standards.

Staging is necessary to provide adequate time to seek WAPC's approval prior to April 2026 for key elements such as retaining current buildings heights and achieving improved landscaping outcomes.

Stage 2 would progress following this and be informed by the concurrent review of the City's Local Planning Scheme No. 2 (LPS2). This would also consider the recent holistic review of the R Codes that was announced in June 2025 by the State Government once more details and timing is known.

Review of Standards Requiring WAPC Approval

The draft Built Form Policy (**Attachment 1**) requires WAPC approval for lot boundary setbacks, building height, landscaping and sightlines elements.

It has also been restructured into separate sections to align with the format of the R Codes and to improve readability. Sections 1 – 3 relates to low, medium and high density residential development. Section 4 relates to all non-residential development.

The key changes between the existing Built Form Policy and draft Built Form policy are tabled below. Further detail is provided in the schedule of modifications (**Attachment 5**).

Building Height	
•	<u>R Codes Approach</u> : Allows for one or two additional storeys in higher-density areas (R50 and greater) as shown in Attachment 6 .
•	<u>Proposed Built Form Policy Approach</u> : Retain the existing building heights of the Built Form Policy.
Landscaping	
•	<u>R Codes Approach</u> : The R Codes approach varies between the various volumes of the R Codes and development typology: <ul style="list-style-type: none"> - Volume 1 Part B: Requires landscaping within the street setback area and sets minimum tree planting requirements. - Volume 1 Part C: Reflects the provisions of Part B, but with a reduced overall landscaping percentage, additional requirements for soft landscaping across the site and planting of trees in front of the building. - Volume 2: Requires deep soil areas and a minimum number of trees to be planted.
•	<u>Proposed Built Form Policy Approach</u> : Apply the approach of the R Codes Volume 1 Part C for low and medium density development but increase the standards to improve landscaping and tree canopy. Similarly increase landscaping and tree canopy standards of Volume 2 standards.
Lot Boundary Setbacks	
•	<u>R Codes Approach</u> : The R Codes approach varies between the various volumes of the R Codes and development typology: <ul style="list-style-type: none"> - Volume 1 Part B: Requires lot boundary setbacks based on height and length of walls and whether a window is provided. - Volume 1 Part C: Requires lot boundary setbacks based on the height and length of walls. - Volume 2: Applies a standard lot boundary setback base on site density.
•	<u>Proposed Built Form Policy Approach</u> : Apply the approach of the R Codes Volume 1 Part C for low and medium density development. The existing Built Form Policy approach for high density development would be retained to provide for adequate transition to adjoining lower density areas.
Sightlines	
•	<u>R Codes Approach</u> : Broadly the same as the Built Form Policy which limits development to being 0.75 metres high within a standard 1.5 metre truncation area.
•	<u>Proposed Approach</u> : Incorporate the approach of the City's Policy No. 2.2.6: Truncations (Truncations Policy), reducing or increasing truncation sizes that responds to the City's context, and limit structures where laneways intersect to allow for safe vehicle movement.

Character Area Guidelines

The draft Character Areas Guidelines (**Attachment 2**) requires WAPC approval for building height and vehicle access standards. These existing standards are not proposed to be modified to maintain the intended outcomes of the respective Character Areas.

The modifications are detailed in **Attachment 7** and relate to:

- Rewording existing standards and local housing objectives to ensure consistency across all Character Areas, and to restructure to align with the format of the R Codes.
- Providing new deemed-to-comply standards for Character Areas where there are no existing standards, to guide the assessment of the relevant objectives to ensure that character is maintained in these areas.

Sustainable Design Policy

The Built Form Policy currently includes local housing objectives related to ESD. WAPC approval is not needed for these objectives to apply to the R Codes Volume 1.

Progressing the draft Sustainable Design Policy (**Attachment 3**) concurrent with the review of the Built Form Policy provides the opportunity to seek improved ESD outcomes through an incentive-based policy approach.

Theme	Sustainable Design Policy Approach
Scope	<ul style="list-style-type: none"> • Applies to all residential development (subject to the R Codes Volume 1) and all commercial development, except for small-scale applications. • Informs the assessment of development subject to the R Codes Volume 2.
Sustainable Design Measures	<ul style="list-style-type: none"> • Improves on the ESD principles that are currently within the Built Form Policy. • These consider better heating and cooling, sustainable material and water use, and tree planting outcomes for development.
Development Incentives	<ul style="list-style-type: none"> • Enshrines the existing GreenTrack development application pathway as an incentive for landowners seeking to include ESD initiatives and retain trees. • Outlines departures from built form standards that can be supported where they result in an improved ESD outcome. This could include departures to building heights, street setbacks, lot boundary setbacks and visual privacy.

Telecommunications Policy

The standards and objectives of the Telecommunications Policy duplicate the outcomes sought by the Built Form Policy and R Codes. This is due to the time that has passed since it was originally adopted and is shown in **Attachment 8**. The Telecommunications Policy has been superseded and can be revoked.

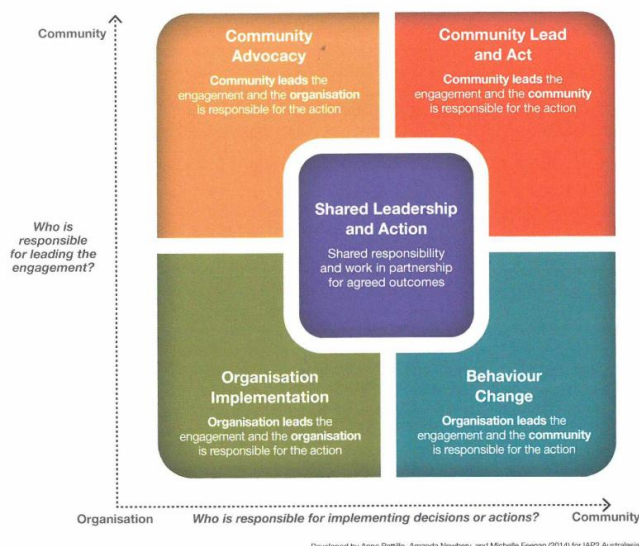
CONSULTATION/ADVERTISING:

Community consultation on these policies would be undertaken for a period of 21 days in accordance with the Regulations and the City's [Community and Stakeholder Engagement Policy](#).

This would occur in the following ways:

- Notice published on the City's website, in the local newspaper, and exhibited on the notice board at the City's Administration and Library and Local History Centre.
- For the Built Form Policy and Sustainable Design Policy, notification sent to common planning consultants that lodge development applications in the City.
- For the Character Area Guidelines, notification sent to all owners and occupiers of properties within a Character Area.

Prior to the commencement of community consultation, the draft Built Form Policy 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.



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 the Regulations provide the criteria for amending and revoking local planning policies.

Clause 5 of the Regulations provides for a local planning policy to be amended.

The amendments to the Built Form Policy and Character Area Guidelines would ensure these policies align with recent planning reform by the State Government. These would also seek approval to vary relevant elements of the R Codes to ensure that the built form outcomes within the City reflects the community expectations and Vincent's local context.

The amended Sustainable Design Policy would build on the previous efforts of the Built Form and incentives to improve ESD outcomes for new development.

Clause 6 of the Regulations provides that a local planning policy can be revoked by a notice of revocation being published.

The Telecommunications Policy duplicates existing standards of the R Codes and Built Form Policy and would be revoked following the completion of the notice period, subject to no submissions being received.

Modifications to Residential Design Codes

Clause 3.2.3 of the R Codes Volume 1 and Clause 1.2.2 of the R Codes Volume 2 allow for local planning policies to amend, replace and/or augment a standard. Approval to modify some development standards requires approval from WAPC.

The Built Form Policy and Character Area Guidelines require the approval of the WAPC because these propose to modify standards of the R Codes Volume 1 and 2.

Elements of the R Codes Volume 1 that require the WAPC's approval includes Building Height, Lot Boundary Setbacks, Landscaping and Sightlines.

The element of the R Codes Volume 2 that requires the WAPC's approval is Tree Canopy and Deep Soil Areas.

Clauses 3.1 of the R Codes Volume 1 and 1.2.3 of the R Codes Volume 2 sets out that any modifications are to be:

Modifications to R Codes Volume 1	Modifications to R Codes Volume 2
<ul style="list-style-type: none"> Warranted due to a specific need identified by the decision-maker related to that particular locality or region. Consistent with the relevant provisions of SPP 7.0 Design of the Built Environment. Consistent with the general objectives of the R-Codes Volume 1, as well as the section objectives and the design principles of Part B and C (as applicable). Able to be properly implemented and audited by the decision-maker as part of the ongoing building approval process. Consistent with orderly and proper planning. 	<ul style="list-style-type: none"> Warranted due to a specific need related to that particular locality or region. Consistent with the Element Objectives of the R-Codes Volume 2. Can be properly implemented and audited by the decisionmaker as part of the ongoing building approval process.

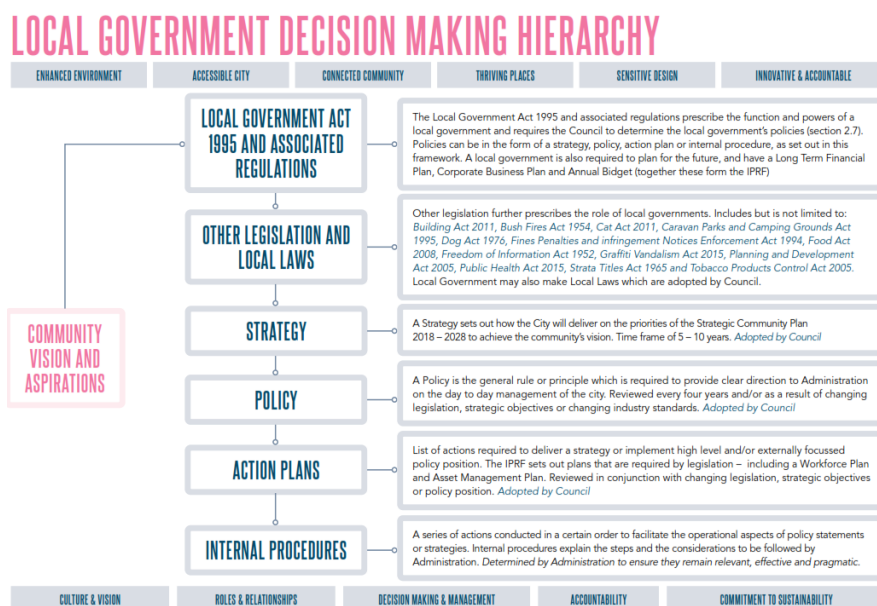
Corporate Document Development Policy

Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies.

The City's [Corporate Document Development Policy](#) guides Council and Administration on the development, consultation requirements, implementation, review, amendment and repeal of Corporate Documents.

In accordance with section 2.3 of the Corporate Document and Development 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 the proposed amendments and revocation of the various local planning policies and undertake community consultation. This is because the amendments are necessary to maintain a contemporary suite of policies that reflects Council and community expectations for development outcomes.

If Council resolves not to prepare the proposed amendments to the local planning policies, this poses a higher risk as some policies will no longer have effect without WAPC approval.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

Our urban forest/canopy is maintained and increased.

Sensitive Design

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.

SUSTAINABILITY IMPLICATIONS:

The draft Built Form Policy and Sustainable Design Policy directly aligns with the sustainability goals of the City's Sustainable Environment Strategy 2019-2024 and the draft Enhanced Environment Strategy which is an item on this agenda. These policies seek improved ESD, landscaping and tree canopy outcomes for all development.

FINANCIAL/BUDGET IMPLICATIONS:

The City's existing operating budget is sufficient to underact the review and community consultation activities related to the amendments or revocation of the local planning policies.

COMMENTS:Draft Built Form PolicyBuilding Height

Approval would be sought from the WAPC to retain the existing building height standards of the Built Form Policy:

- Strategic Approach – The current building height standards reflect the City's existing and draft amended Local Planning Strategy which focusses building height and increased density in town centres and along urban corridors, rather than residential areas to establish a clear transition. The City is capable meeting its State Government infill target of 11,500 new dwellings by 2050 based on this approach and existing building heights in residential areas.
- Transition Between Densities – The building height standards of the R Codes would result in increases of one to two storeys in some medium density areas of Perth, North Perth, West Perth, Highgate and Mount Lawley. This would reduce the effectiveness of the City's approach to transitioning between different densities.
- LPS2 Review – A City wide review of building heights would be undertaken as part of Stage 2 of the review. This stage would be informed by a newly endorsed Local Planning Strategy and the review of LPS2, to ensure these all align with the desired development outcomes. It is necessary for the current building height standards of the Built Form Policy to be maintained while this wider review takes place.

Landscaping

Approval would be sought from the WAPC to increase the landscaping standards of the R Codes:

- Strategic Approach – The City's existing and draft Local Planning Strategy support sustainable development and encourage the retention and planting of trees on private land. This aligns with Council's March 2024 Notice of Motion to prioritise planning controls that retain and increase tree canopy on private land. It is also consistent with the draft Enhanced Environment Strategy.
- Increased Landscaping & Tree Planting – The proposed standards seek improved soft landscaping outcomes for all development which exceeds that of the R Codes. This includes 15% for high density, 18% for medium density, and 20% for low density developments.

The proposed standards seek improved tree planting outcomes for all development which exceeds that of the R Codes. This includes a minimum of three trees for Single Houses and two trees for Grouped Dwellings, with additional trees required for larger lots.

This provides for a more practical approach to achieving increased tree canopy on private land when compared to the existing Built Form Policy.

- Previous DPLH Feedback – The existing landscaping standards of the Built Form Policy were not supported by the DPLH because they were deemed unimplementable and not justified by a unique local need to depart from the R Codes.

The proposed standards are based on the respective approaches of the R Codes which ensures a consistent approach to implementation. These standards have been modelled to confirm that they are achievable and feasible to improve landscape quality and tree canopy.

Lot Boundary Setbacks

Approval would be sought from the WAPC to modify the lot boundary setbacks of the R Codes to provide greater site flexibility:

- Setbacks – The proposed setback standards would apply the current approach of the R Codes Volume 1 Part C to lower density development. This would offer greater flexibility for a site responsive design, enabling development that supports increased usable outdoor space, landscaping, and tree retention or provision.

This would also maintain the principle of requiring a greater setback where there would be a larger impact from building bulk on neighbouring properties, such as where walls are not physically articulated with openings.

- Previous DPLH Feedback – DPLH did not support the Built Form Policy's approach to lot boundary setbacks in June 2024, noting that the R Codes offer greater design flexibility and are considered more effective in mitigating building impacts on adjoining properties. The proposed standards align with the R Codes current approach.

Sightlines

Approval would be sought from the WAPC to modify the vehicle sightlines of the R Codes to maintain safe vehicle and pedestrian movement within Vincent's context:

- Truncations Policy – This is not a planning policy but outlines the required truncation sizes of between 1 and 6 metres, based on road traffic volumes. This also limits solid structures within the truncation area to a maximum height of 0.65 metres. The draft Built Form Policy reflects these truncation dimensions and retains the existing Built Form standard which allows solid structures up to 0.75 metres.
- Vehicle & Pedestrian Safety – Structures with a height of 0.75 metres within truncation areas is consistent with Australian Standards and ensures clear sightlines for vehicles and pedestrians at the intersection of roads, driveways, and laneways.

Sustainable Design Policy

The draft Sustainable Design Policy (**Attachment 3**) would continue the City's journey for improved ESD outcomes through an incentive-based approach once the current local housing objectives have been removed from the Built Form Policy:

- Policy Approach – The draft Sustainable Design Policy employs an incentive-based approach to achieve improved ESD outcomes. This is necessary because the City is unable to include development standards without the WAPC's approval. The DPLH has provided clear direction that doing so would be an incentive approach would be more suitable.

The R Codes Volume 1 does not currently include sustainability standards for residential development, while energy efficiency standards are included for apartments under the R Codes Volume 2. The principles of the draft Sustainable Design Policy would operate in the same manner as the current local housing objectives of the Built Form Policy to encourage improved ESD outcomes.

- Sustainable Design Principles – These principles aim to guide development towards more environmentally sustainable outcomes, with a focus on site-responsive design, thermal performance, sustainable materials, water-sensitive urban design, resilience, and landscaping.

These also align with Council's November 2024 Notice of Motion supporting electric vehicle charging infrastructure, and the December 2024 Annual Meeting of Electors resolution seeking to reduce gas connections in new developments.

- Development Incentives - Guidance is provided on what departures could be supported to encourage innovative and improved ESD outcomes beyond the minimum standard of the deemed-to-comply standards. Applicants would still be required to demonstrate that development meets the relevant design principles and local housing objectives.

Departures that could be considered to support improved outcomes relate to trees and landscaping, building height, street setbacks, lot boundary setbacks, boundary walls and visual privacy.

- GreenTrack Incentive – The GreenTrack pathway is an existing initiative that prioritises development applications that include a Life Cycle Assessment to assess the full environmental impact of a development. This includes carbon emissions from materials, energy and water use, and waste from construction and demolition.

In December 2023 Council adopted GreenTrack to offer a discounted application fee and prioritised assessment where an application submits a Life Cycle Assessment which meets 50% reduction targets for emissions and water use. This was expanded in December 2024 to include the retention of significant trees. The GreenTrack initiative would be enshrined in the draft Sustainable Design Policy, becoming the primary tool for applicants seeking improved ESD outcomes.

- Supporting Information Sheets – The City currently provides a suite of [information sheets and resources](#) to assist applicants in achieving ESD outcomes for new development. These would be reviewed to reflect the outcomes of the draft Sustainable Development Policy and provide clear and contemporary guidance.

Draft Character Area Guidelines

Approval would be sought from the WAPC to maintain existing standards relating to building height and vehicle access:

- Character Retention – The building height standards aim to protect the existing streetscape character and ensure new development does not visually dominate its surroundings. Vehicle access standards apply specifically to the Lacey Street Character Area, where driveway widths are limited to reflect the established streetscape pattern. These standards are necessary to preserve the unique features of the City's Character Areas.
- Administrative Changes – These changes would ensure that the format aligns with that of the R Codes and that there is consistent wording throughout all Character Areas for various standards and objectives.

Telecommunications Policy

The revocation of the Telecommunications Policy simplifies the City's local planning framework by not unnecessarily duplicating policies. The existing standards and objectives of the Built Form Policy and R Codes would provide adequate guidance to assessing development applications.

5.6 OUTCOME OF ADVERTISING AND ADOPTION OF AMENDMENTS TO PLANNING AND BUILDING POLICY MANUAL APPENDIX 20 - REFUNDING AND WAIVING PLANNING AND BUILDING FEES

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

RECOMMENDATION:**That Council:**

1. **ADOPTS** the Development Fee Reductions and Refunds Policy included in Attachment 1, pursuant to Section 2.7(2)(b) of the *Local Government Act 1995*; and
2. **REVOKES** Planning and Building Manual: Appendix 20 – Refunding and Waiving of Planning and Building Fees, included in Attachment 2, and notes that Administration will publish a notice of revocation in accordance with Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

PURPOSE OF REPORT:

To present the outcome of community consultation and seek adoption of proposed amendments to Planning and Building Policy Manual: Appendix 20 – Refunding and Waiving of Planning and Building Fees (Appendix 20).

The amendments include administrative changes to the head of power under which the policy is adopted, as well as the proposed renaming of the policy to Development Fee Reductions and Refunds Policy (Draft Development Fee Reductions and Refunds Policy). These matters are discussed in further detail in the Legal/Policy section of this report.

The Draft Development Fee Reductions and Refunds Policy is included in **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 revoke policies.

In accordance with Clause 5.7 of the City’s Corporate Document Development Policy, Council approval is required for a complex amendment to a policy or revocation of a policy.

The proposed amendments to Appendix 20 are a complex amendment under the Corporate Document Development Policy. This is because the amendments propose substantial changes to the policy, including its objectives and the head of power under which the policy is prepared.

BACKGROUND:

At its [17 June 2025](#), Council approved conducting community consultation on its intention to replace Appendix 20, included in **Attachment 2**, with the Draft Development Fee Reductions and Refunds Policy.

The purpose of the Draft Development Fee Reductions and Refunds Policy to provide clear, contemporary, and consistent guidance on the circumstances in which planning and building fees may be reduced or refunded. It replaces Appendix 20, which was prepared under a now-superseded legislative framework. The previous policy included outdated references and ambiguous provisions that led to inconsistent application.

DETAILS:

The Draft Development Fee Reductions and Refunds Policy was advertised for 21 days from 26 June 2025 to 17 July 2025 in accordance with the City’s [Community and Stakeholder Engagement Policy](#). The methods of advertising included notices:

- Published on the City's website;
- Posted to the City's social media;
- Published in the local newspapers;
- Posted on the notice board at the City's Administration and Library and Local History Centre; and
- Provided to regular applicants and relevant industry representatives, including local developers, builders, planning consultants, architects, and peak industry bodies such as the Urban Development Institute of Australia WA, Housing Industry Association, and Planning Institute of Australia.

One (1) submission was received in support of the proposed changes. No comments were provided with the submission.

LEGAL/POLICY:

- *Building Act 2011*;
- *Building Regulations 2012*;
- *Local Government Act 1995*;
- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- Community and Stakeholder Engagement Policy; and
- Corporate Document Development Policy.

Planning Regulations

Appendix 20 was adopted as a local planning policy under Clause 47(5)(b) of Town Planning Scheme No. 1 (TPS1). TPS1 was replaced by the Local Planning Scheme No. 2 (LPS2) in May 2018.

In accordance with Schedule 1, Clause 85A of LPS2, a local planning policy adopted under TPS1 continues to have effect as if it were a local planning policy adopted under LPS2.

The *Planning and Development Act 2005* and the Planning Regulations provides the criteria for the creation, amendment and revocation of local planning policies. Schedule 2, Part 3, Clause 6 of the Planning Regulations provides the procedure for the revocation of a local planning policy.

The purpose of the Draft Development Fee Reductions and Refunds Policy is to establish a clear and consistent framework for managing development and building application fee reductions and refunds, in alignment with the City of Vincent's strategic objectives.

It is proposed that the Draft Development Fee Reductions and Refunds Policy be adopted under the *Local Government Act 1995* rather than the *Planning and Development Act 2005*. This approach is recommended as both Appendix 20 and the Draft Development Fee Reductions and Refunds Policy relate to applications made under the *Planning and Development Act 2005* and the *Building Act 2011* and serves as an administrative function rather than a statutory planning function.

Local Government Act 1995 and Corporate Document Development Policy

Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies.

The City's [Corporate Document Development Policy](#) sets out the process for the development and review of the City's policy documents.

In accordance with section 2.3 of the Corporate Document Development Policy:

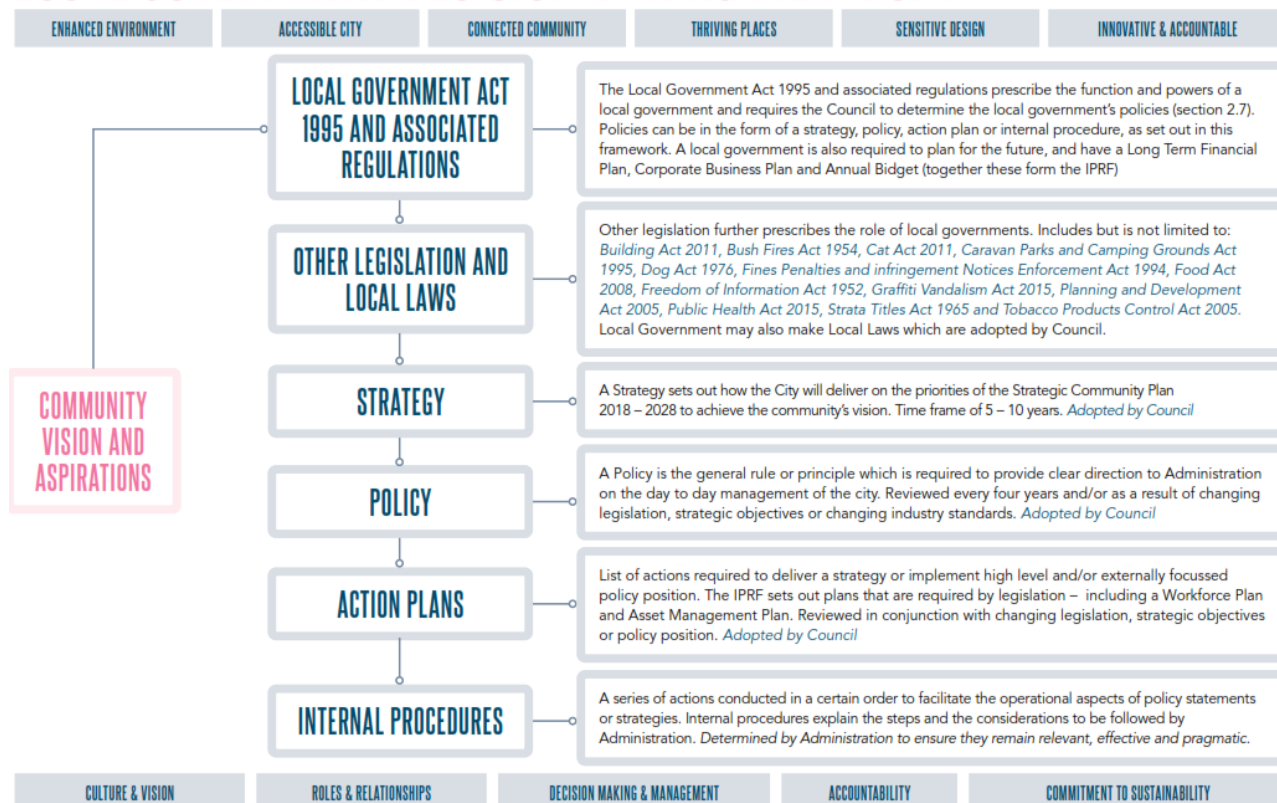
The purpose of a policy is to provide a general rule or principle to guide Administration and the community on the City's decision making and advocacy.

There is no statutory requirement for Vincent to have a policy in relation to development fee reductions or refunds.

The purpose of the proposed policy is to provide a clear framework for when the City may reduce or refund development application and building permit fees.

The Policy has been prepared in accordance with the Corporate Document Development Policy.

LOCAL GOVERNMENT DECISION MAKING HIERARCHY



RISK MANAGEMENT IMPLICATIONS

Low: There is a low risk associated with the Draft Development Fee Reductions and Refunds Policy as it has been prepared in accordance with the City's Corporate Document Development Policy, relevant legislative requirements, and has undergone community consultation. It introduces a clear and consistent framework for assessing fee reductions and refunds, supporting transparency in decision-making.

Low: There is a low risk in consulting on the revocation of a local planning policy that is no longer fit for purpose, particularly where its preparation is not a statutory requirement.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

Our urban forest/canopy is maintained and increased.

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 is in keeping with supporting the following key sustainability outcomes of the City's *Sustainable Environment Strategy 2019-2024*.

- *Sustainable Energy Use/Greenhouse Gas Emission Reduction*
- *Water Use Reduction/Water Quality Improvement*
- *Urban Greening and Biodiversity*

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 budget impact of the proposed policy is outlined below.

Income

The table below outlines the income sources for the Development and Design and Building Services business units.

For the 2024/25 financial year:

- 209.80 percent of its budgeted income was received by Building Services.
- 96.81 percent of its budgeted income was received by Development and Design.

	Development Applications	Building Applications
2024/25 Budget	\$500,000	\$250,000
2024/25 Actuals*	\$484,065	\$524,511
2023/24 Actuals*	\$436,589	\$314,700

**This amount includes all refunds issued throughout the financial year.*

Fee reductions and refunds would reduce income received from these sources, depending on the type of application. The potential loss of revenue from fee reductions and refunds is outlined in more detail below.

Expenditure*Past and Current Expenditure*

In the financial years 2023/24 and 2024/25, the following refunds have been issued for development applications:

- 2023/24: \$10,056 (2.3 percent of the development application fee income).
- 2024/25: \$10,423 (2.2 percent of the development application fee income).

Less than half of the number of eligible refunds were processed. This is primarily because the City has not received banking details from applicants to allow for the processing of refunds. The figures above reflect the value of refunds paid to applicants.

Impact of Draft Development Fee Reductions and Refunds Policy on Planning Fees

The Draft Development Fee Reductions and Refunds Policy introduces additional or modified fee reductions and refunds currently offered under Appendix 20, as outlined in **Attachment 3**. The Draft Development Fee Reductions and Refunds Policy is expected to result in approximately \$2,163 per year in fee reductions and refunds, based on the average of eligible applications from the 2023/24 financial year and 2024/25 figures, as shown in the table below.

Development Application Type	Budget Impact (\$ per year)
Exempt Applications (Works)	-225
Exempt Applications (Land Use)	-371
Greentrack – Multiple Dwellings	-200
Not For Profit Organisation	-482
Re-lodged DAP applications	-885
Total	-2,163

This represents an estimated additional revenue reduction of approximately 0.45 percent, based on the 2024/25 development application fee income. Given the overall volume of application revenue, this modest shortfall can be absorbed within existing income levels and is not expected to impact the City's broader financial position or service delivery.

Impact of Draft Development Fee Reductions and Refunds Policy on Building Fees

The Draft Development Fee Reductions and Refunds Policy would continue to apply to building applications. The *Building Act 2011* sets requirements for fees to be refunded in prescribed circumstances. This includes when an application is not determined within the statutory timeframe. The Draft Development Fee Reductions and Refunds Policy does not impact these requirements.

It is not anticipated that there would be any budgetary impact from the Draft Development Fee Reductions and Refunds Policy. In the past two years the City has not granted any discretionary reductions or refunds for building applications.

One non-discretionary fee reduction for building applications is provided for in the Draft Development Fee Reductions and Refunds Policy for Business Enhancement Grant proposals. Any fee reduction for a building application would form part of the budget for that grant.

The inclusion of building applications in the Draft Development Fee Reductions and Refunds Policy allows Council to consider future programs which provide building application fee reductions. It also continues to allow for the consideration of discretionary refunds by the City.

COMMENTS:

One submission was received during the consultation period, indicating support without any additional comments. As no issues were raised, no changes have been made to the Draft Development Fee Reductions and Refunds Policy that was advertised, and it is recommended that Appendix 20 is revoked.

While no changes have been made to the Draft Development Fee Reductions and Refunds Policy following consultation, a schedule of modifications outlining the differences between Appendix 20 and the Draft Development Fee Reductions and Refunds Policy is included in **Attachment 3**.

Administration's comments on the Draft Development Fee Reductions and Refunds Policy remain unchanged from the report presented to the [17 June 2025 Ordinary Meeting of Council](#).

5.7 DRAFT LEEDERVILLE TOWN CENTRE PLACE PLAN 2025 TO 2030 - APPROVAL TO ADVERTISE

- Attachments:**
1. Major Review Leederville Town Centre Place Plan 2021-2025 
 2. Context and Gap Analysis Report 
 3. Community Engagement Outcomes Report 
 4. Draft Leederville Town Centre Place Plan 2025 to 2030 

RECOMMENDATION**That Council:**

1. **NOTES** the final annual review of the existing Leederville Town Centre Place Plan 2021 to 2025, at Attachment 1; and
2. **APPROVES** the draft Leederville Town Centre Place Plan 2025 to 2030, as included in Attachment 4, for the purpose of community consultation.

PURPOSE OF REPORT:

For Council to note the final annual review of the Leederville Town Centre Place Plan 2021 to 2025 as detailed at **Attachment 1**.

For Council to approve, for the purpose of community consultation, the draft Leederville Town Centre Place Plan 2025 to 2030 as detailed at **Attachment 4**.

DELEGATION:

Section 2.7(c) of the Local Government Act 1995 sets out the role of Council as 'being to plan strategically for the future of the district'.

The Local Government Act 1995 states the term 'local government' refers to the elected Council.

Council has not provided any delegation to Administration for adopting and revoking Place Plans.

BACKGROUND:

Council, at its meeting 23 August 2016 ([Item 9.1.5](#)), endorsed [Administration's approach to Place Management](#) and the preparation of a Place Plan for each of the City's town centres.

Place Plans are place-based strategic action plans that guide the allocation of funding and resources in Vincent's town centres and emerging precincts. They enable Vincent to effectively support and coordinate change that improves our places to become more liveable, sustainable, walkable and economically viable.

Investing in this approach aligns with the direction of Vincent's Local Planning Strategy which focuses future population growth in our town centres, emerging precincts and urban corridors.

Council adopted the Leederville Town Centre Place Plan 2021 to 2025 (LTCP 21-25) at the [14 September 2021 Ordinary Meeting of Council \(OMC\)](#). It was prepared in conjunction with the Leederville Precinct Structure Plan (LPSP) between 2019 and 2021.

Every year, Administration complete an Annual Review on the status of the actions within each Place Plan and present this to Council. Annual Reviews on the LTCP 21-25 were presented to [23 August 2022 OMC](#), [25 July 2023 OMC](#) and [20 August 2024 OMC](#).

Every five years, Administration undertake a major review of the actions within the current Place Plan to inform the development of a new Place Plan with a five-year lifespan. The new Place Plan considers Vincent's new or updated informing strategies and plans, Town Team Action Plans, best practice, all relevant town centre data and community consultation outcomes.

DETAILS:

The Place Plan identifies actions to improve the public realm of Vincent's town centres. The study area of the LTCP 21-25 comprises the indicative town centre boundary along Oxford Street up to Richmond Street as well as Leederville Village Square and extends to the east to Loftus Street. All proposed Place Plan actions are located within the study area.

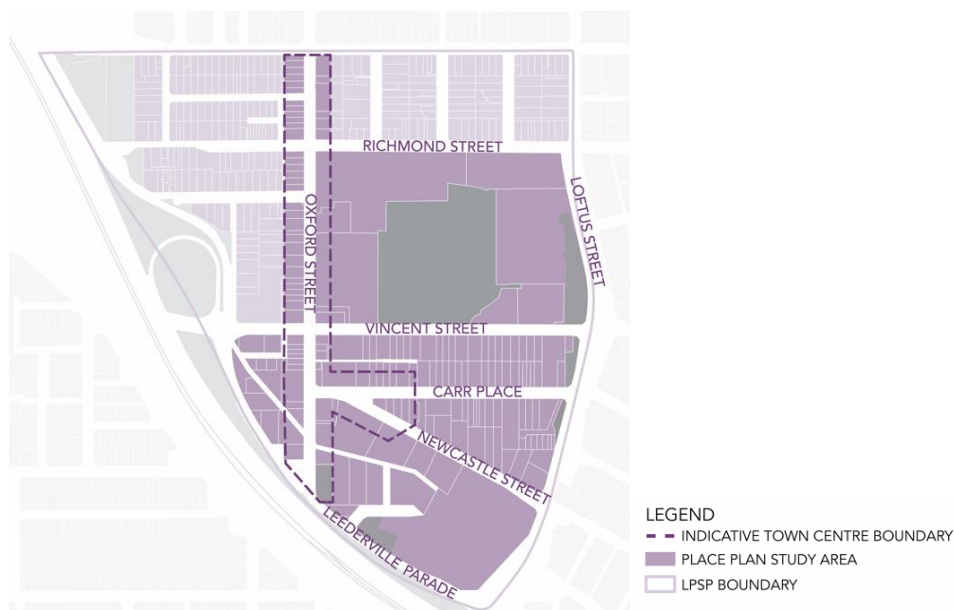


Figure 1 – Town Centre Boundary Map

In 2024/25, Administration undertook the following tasks to inform the preparation of the draft Leederville Town Centre Place Plan 2025-2030:

- A major review of the LTCP 21-25 to assess progress against its actions, and identify ongoing priorities (**Attachment 1**);
- A 'context and gap analysis' exercise to understand what has changed in Leederville since the last plan was developed (**Attachment 2**); and
- Targeted community and stakeholder engagement to ensure the strategy reflects local needs and aspirations (**Attachment 3**).

Major Review of the Leederville Town Centre Place Plan 2021 to 2025

Administration has completed a major review of the actions within LTCP 21-25. More than half of the 28 Place Plan actions have been completed, with some ongoing Place Plan actions to continue into the new Place Plan.

Key completed actions include:

- The beautification of Electric Lane;
- Undertaking a review of the use of Leederville Village Square and developing an action plan for improvement;
- Undertaking a town centre lighting audit; and
- Delivering the smoke-free town centre project.

Under the LTCP 21-25, Administration has also initiated and progressed the Leederville Car Parks Redevelopment projects aiming to create thriving, connected and sustainable mixed-use areas in the heart of Leederville.

Context and Gap Analysis

During the context and gap analysis exercise, Administration:

- Summarised and consolidated the comprehensive context analysis undertaken as part of the LPSP;
- Reviewed and provided place-based filter over all relevant Vincent plans and strategies that have been adopted since 2020 such as the [Accessible City Strategy \(2020\)](#), the [Bike Network Plan \(2023\)](#), the [Precinct Parking Management Plan \(2023\)](#) and the [Thriving Places Strategy \(2023\)](#);
- Identified any gaps in the context analysis due to circumstances or changes that occurred since the development of the LPSP Context Analysis;
- Analysed the community engagement processes undertaken in Leederville Town Centre as part of relevant development applications and strategic planning projects between 2019 and 2024; and
- Provided an overview of the proposed approach to Community and Stakeholder Engagement for this project.

This work ensures that the new Place Plan aligns with broader planning projects, strategic documents and community input and is grounded in up-to-date evidence and reflects both emerging opportunities and ongoing challenges.

The analysis highlights Leederville's strong position, with key strengths including its proximity to the train station, a growing local economy, and a highly engaged community. The town centre also faces several constraints and risks, including car-dominated major corridors limiting walkability, economic volatility, rising property prices, housing affordability concerns, and ageing infrastructure.

A central theme emerging from the analysis is to facilitate increased density and economic activity while protecting Leederville's character, diversity, and local identity. Enhancing access to high-quality public open spaces and improving transport connectivity will be key enablers of this balance.

Community and Stakeholder Engagement

The local community has been consulted through various engagement processes between 2019 and 2024 including the development of the LPSP, the LTCPP 21-25, the Leederville Community Benefit Framework (LCBF) and major Development Applications.

To avoid engagement fatigue, the community engagement for this new Place Plan built upon the outcomes of past engagement programs rather than being designed as an open visioning engagement format.

A Community Focus Group (CFG) was established with residents, commercial landowners, business owners and representatives from Leederville Connect.

In three workshops held between March and May 2025, the CFG identified several key issues:

- Outdated public open spaces;
- Underutilised event areas due to poor design;
- Poor access to the train station;
- Limited connectivity to other town centres, as well as Leederville Oval and the Loftus Civic precinct;
- Ineffective parking management; and
- Safety concerns for cyclists and pedestrians along major roads.

Priorities identified by the CFG for the new Place Plan include:

- High-quality, multi-functional public spaces;
- A resilient urban landscape and increased sustainable behaviour;
- More accessible transport system that does not rely on private car use;
- Improved parking and traffic management;
- Safer streets; and
- Vibrant town centre that reflects Leederville's unique identity.

Drafting the Leederville Town Centre Place Plan 2025 to 2030

The findings of the major review of LTCPP 21-25 (**Attachment 1**), the context and gap analysis report (**Attachment 2**) and the community engagement report (**Attachment 3**) have formed the basis to draft the new Leederville Town Centre Place Plan 2025 to 2030 (LTCPP 25-30) (**Attachment 4**).

Additionally, the LTCPP 25-30 is closely linked to several ongoing projects, planned developments and strategic initiatives in the Leederville Town Centre including:

- 1. Leederville Precinct Structure Plan (LPSP)
- The LPSP guides development on private land and was informed by a thorough context analysis and community engagement program. The Place Plan builds upon this work and outlines actions that can be undertaken on public land. Both documents share the vision of the Leederville Town Centre as “*A thriving, connected and sustainable local village that showcases and preserves its rich cultural and natural elements*”.
- 2. Leederville Community Benefit Framework (LCBF)
- The LCBF identifies public realm projects that developers can fund in exchange for additional development opportunities. These projects have been considered in the new Place Plan, although their delivery depends on developer contributions and market conditions. The Place Plan also includes actions to incrementally prepare for future LCBF-funded projects.
- 3. Leederville Car Park Redevelopment Project (LCPRP)
- Administration have developed Place Plan actions relating to the LCPRP. Several actions of the LTCPP 21-25 were on hold due to the correlations with and dependencies on the upcoming redevelopment and have been considered in the new Place Plan.
- 4. Leederville Oval Civic Masterplan
- The new Place Plan considers immediate upgrades to the Leederville Oval and surrounds as well as the long-term future of the oval and the Loftus Civic precinct which will be considered as part of the Leederville Oval Civic Masterplan project.

Key Place Plan actions of the draft LTCPP 25-30 are:

- Upgrade Oxford Street Reserve (Action 1.1):
Identified for expansion under the Leederville Precinct Structure Plan, Oxford Street Reserve presents a major opportunity to transform an underperforming and outdated park into a high-quality, multi-functional public space with inclusive play, better urban connections, and capacity for large events.
- Improve the pedestrian and cyclist environment (Actions 2.1 and 2.2):
Support active transport and Leederville's growth by making walking and cycling safer and more appealing. Deliver key actions from the Vincent Bike Plan, improve end-of-trip facilities and improvements along Vincent Street to strengthen pedestrian and cyclist access to the town centre.
- Reimagine Oxford Street as a place that puts pedestrians first (Action 4.1):
Trial Oxford Street as a pedestrian-focused area, supported by local community groups, businesses and event organisers. This transformation could create a more welcoming gateway, boost town centre activity, and improve safety for pedestrians and cyclists. Any changes would be introduced gradually and monitored closely to assess impacts on local businesses, traffic flow, and public use.

- Activate Leederville's laneways (Action 4.2):

The redevelopment of the Avenue and Frame Court car parks will create new laneways which have the potential to become high-quality pedestrian-friendly spaces similar to Electric Lane. To ensure these new connections are successful, Vincent will work with land owners and tenants of existing buildings that currently back onto these new laneways to enable the temporary activation and long-term development of these underutilised areas.

- Upgrade the Water Corporation Main Drain Corridor (Action 4.5):

The Water Corporation Main Drain Corridor running between the Avenue Car Park and the Water Corporation site will be improved through the future Car Parks Redevelopment project. There is opportunity to transform it to an attractive, green and pedestrian-friendly link through Leederville.

- Develop the Leederville Oval Civic Masterplan (Action 4.6):

The City will conduct a review of the use of Leederville Oval as part of the Leederville Oval Civic Masterplan. This will explore ways to improve access, increase community use, and re-purpose underutilised areas. This would help meet demand for inclusive, multi-use community spaces.

- Upgrade Leederville Oval into a Tier 2 football stadium (Action 4.7):

Further improvements are needed to improve safety, accessibility and the visitor experience of the venue. This adds to recent and planned upgrades to Leederville Oval's football ground and will position the oval to host major matches and to draw larger crowds, benefiting nearby businesses and enhancing the vibrancy of the town centre.

- Develop a Cultural Interpretation Plan for Leederville Town Centre (Action 5.1):

Develop a design framework to guide how local stories, history, and culture are reflected in streetscapes and public spaces. This will help protect Leederville Town Centre's unique character as redevelopment continues.

Each year, Administration will complete an annual review on the status of the actions in the new Place Plan and present this to Council.

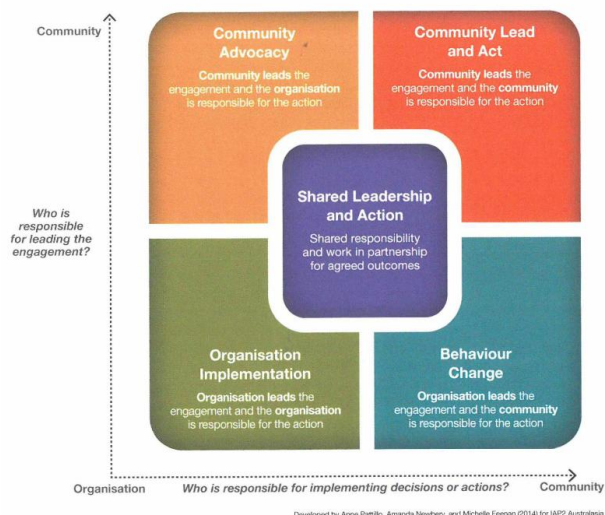
CONSULTATION/ADVERTISING:

Public consultation would align with the City's Community and Stakeholder Engagement Policy. The Policy suggests a minimum period of 21 days.

Before community consultation begins, the draft LTCPP 25-30 will be designed and formatted to ensure it is as clear and user-friendly as possible for the consultation process.

To encourage the broader community to participate and provide meaningful feedback to inform the LTCPP 2025-2030, the community engagement program will include:

- A notice published on the City's website and displayed in the Administration foyer, Library and Local History Centre;
- Social media posts;
- Face to face 'pop up' engagement in the town centre;
- Targeted conversations with local business owners and key stakeholders;
- Notifying members of the community focus group from the previous engagement format; and
- Online engagement including an online survey through the Imagine Vincent platform.



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.

Your organisation has the legitimacy to lead and implement

LEGAL/POLICY:

Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies.

The City's [Corporate Document Development Policy](#) (CDDP) sets out the process for the development and review of the City's corporate documents. The LTCPP would align with section 2.4 of the CDDP:

The purpose of an action plan is to set the pathway or process to deliver a strategy or implement high level and/or externally focused policy positions.

LOCAL GOVERNMENT DECISION MAKING HIERARCHY



The purpose of the draft LTCPP 25-30 is to provide a 5-year action plan for improving the public realm of Leederville Town Centre in alignment with the community's needs and aspirations, major town centre projects and Vincent's strategies.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk to undertake community consultation on the draft Leederville Town Centre Place Plan 2025 to 2030 because:

- It has been prepared in alignment with the existing Strategic Community Plan and other City strategies;
- Key community stakeholders have been actively involved in the project through three Community Focus Group workshops; and
- Council would consider all consultation feedback prior to final approval.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

Our parks and reserves are maintained, enhanced and are accessible for all members of the community.

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 many cultures are celebrated.

Our community facilities and spaces are well known and well used.

We are an inclusive, accessible and equitable City for all.

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.

Art, history and our community's living cultures are evident in the public realm.

Sensitive Design

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

We engage with our community so they are involved in what we are doing and how we are meeting our goals.

We embrace good ideas or innovative approaches to our work to get better outcomes for Vincent and our community.

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

SUSTAINABILITY IMPLICATIONS:

This is in keeping with the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024*.

Sustainable Transport

Urban Greening and Biodiversity

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 smoking

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial or budget implications that come from advertising the draft Leederville Town Centre Place Plan 2025 to 2030. All costs associated with community consultation will be met through the City's operational budget.

Any future budget allocations to implement the Place Plan would be considered through the annual budget processes. The implementation of the Place Plan actions will be funded through a mix of operational budget, capital budget, external grants and Community Benefit Framework co-contributions.

COMMENTS:

The draft Leederville Town Centre Place Plan 2025 to 2030 has been developed through undertaking a major review of the previous plan, a context and gap analysis to identify changes since its adoption, and targeted community and stakeholder engagement to ensure it reflects local needs and aspirations.

This ensures that the new Place Plan aligns with broader planning projects, strategic documents and community input, is grounded in up-to-date evidence and reflects both emerging opportunities and ongoing challenges.

Key actions in the draft Leederville Town Centre Place Plan include major public space upgrades (Oxford Street Reserve, Water Corporation Main Drain, Leederville Oval), improved walking and cycling connections, a trial to pedestrianise Oxford Street, laneway activation, and a creative design framework to celebrate local character and guide future development.

6 INFRASTRUCTURE & ENVIRONMENT

6.1 RFT IE437/2025 PAVEMENT MARKING SERVICES

- Attachments:**
1. **Evaluation Worksheet RFT IE437-2025 - Confidential**
 2. **Pavement Marking - Price Comparison - Confidential**

RECOMMENDATION:

That Council:

1. **NOTES the outcome of the evaluation process for Tender IE437/2025; and**
2. **ACCEPTS the tender submission of Linemarking WA Pty Ltd for Tender IE437/2025 Pavement Marking Services.**

PURPOSE OF REPORT:

For Council to consider and determine the outcome of Tender IE437/2025 Pavement Marking Services.

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:

Pavement marking is an essential requirement for the City's roads, parking bays and delineation of special requirements including disabled parking. Pavement marking is an ongoing requirement including marking of faded lines to maintain visual awareness. Parking enforcement requires that line marking is in place and to the correct standards required. There is currently no contract in place for this service. A procurement plan to undertake a public Request for Tender to engage a suitably experienced and qualified supplier through a contractual arrangement was approved on 15 May 2025.

A Request for Tender was publicly released on Wednesday 28 May 2025 and closed on Thursday 26 June 2025.

DETAILS:

Tender Submissions

Submissions were received from two (2) respondents.

Evaluation Panel

The Evaluation Panel comprised of four (4) members, being:

- three with appropriate operational expertise and involvement (voting); and
- one with tender preparation skills and probity advice provided by a Procurement and Contracts Officer (non-voting).

Compliance Assessment

A compliance assessment was undertaken on all submissions. Both submissions were deemed 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	Demonstrated understanding of the required service	45%
2	Capacity, Skills and Experience	55%

Qualitative Assessment

Each submission was evaluated against the qualitative criteria outlined in the Request for Tender. These criteria included the respondent's demonstrated understanding of the service requirements, specifically their identification of key delivery risks and corresponding mitigation strategies, their proposed methodology for delivering the service within the required timeframes and budget, and their demonstrated capacity and experience to successfully deliver the services.

The results of the qualitative assessment are summarised below:

Respondent #	Weighted Percentage Score	Qualitative Ranking
Respondent 1	60%	2
Respondent 2	90%	1

Refer to **Confidential Attachment 1** for further details.

Both submissions progressed to the price assessment stage.

Price Assessment

The panel carried out an assessment of the submitted pricing offered by the submissions. The total price breakdown is included in **Confidential Attachment 1**.

Respondent #	Rank
Respondent 1	2
Respondent 2	1

Refer to **Confidential Attachment 1** for further details.

Risk Assessment

The evaluation panel conducted a comprehensive risk assessment of each submission, considering compliance with specifications, potential service delivery risks, and contractual risk exposure.

Respondent #	Compliance with RFT	Operational/Service Delivery Risk	Contractual Risk	Risk Rank
Respondent 1	Fully compliant with specifications and contractual terms. No departures or critical assumptions noted.	Moderate – Methodology and risk management approach were high-level and generic. Lacked detail and did not address site-specific risks or demonstrate a clear plan to manage resources, timelines, and cost. Limited metro local government experience and focus on carpark works raises concerns about capability in complex or urban environments.	Moderate – No contractual departures, however, the limited detail in the submission and lack of demonstrated experience with similar urban LG contracts may pose a moderate risk to successful contract performance and responsiveness to unforeseen issues.	2

Respondent #	Compliance with RFT	Operational/Service Delivery Risk	Contractual Risk	Risk Rank
Respondent 2	Fully compliant with specifications and contractual terms. No departures or critical assumptions noted.	Low – Comprehensive and tailored risk assessment provided. Strong methodology supported by documentation and clear processes. Extensive relevant experience, including metro LGAs and state clients. Demonstrated strong ability to deliver within time and budget.	Low – No contractual departures. Submission demonstrated strong understanding of contract requirements and clear processes, supported by experienced personnel and relevant local government experience.	1

Value for Money Assessment

The Evaluation Panel undertook a comprehensive value for money assessment, considering the combined outcomes of the qualitative evaluation, pricing analysis, and risk assessment. This holistic approach ensured that the recommended submission offers the optimal balance of quality, cost-effectiveness, and low delivery and contractual risk to the City.

Respondent #	Qualitative Rank	Price Rank	Risk Rank	Value for Money Rank	Comment
Respondent 1	2	2	2	2	Demonstrated a satisfactory understanding of the service requirements and the capacity to deliver the works; however, their submission lacked the level of detail and assurance provided by the other respondent. While compliant, the response was high-level in nature, with limited evidence of experience in metropolitan environments and only modest alignment with the City's operational context. Given the lower overall qualitative score and the higher submitted pricing, the value for money is considered limited. The combination of higher cost and moderate service delivery risk reduces confidence in achieving optimal value under this contract.
Respondent 2	1	1	1	1	Demonstrated a strong understanding of the service requirements, with a comprehensive and well-supported methodology, extensive relevant experience with metropolitan local governments, and a high degree of confidence in their ability to deliver the service effectively. Importantly, the Respondent also submitted the lowest overall rates, further enhancing their value proposition. The combination of superior qualitative performance and more competitive pricing provides a strong basis for confidence that this Respondent will deliver high-quality outcomes at the best value for the City.

Evaluation Summary

The panel concluded that **Linemarking WA Pty Ltd** provides the best overall value for money to the City and is recommended for the provision of pavement marking services (RFT IE412/2024) for the following reasons:

- Fully compliant with all submission and specification requirements;
- Ranked **1st** in the qualitative assessment, demonstrating strong capability, relevant experience with local governments, and a good understanding of the City's service requirements;
- Ranked **1st** in the pricing assessment, offering competitive rates across key service items and overall better value compared to other submissions;
- Pricing is considered reasonable and aligned with the City's approved operating budget of \$158,000 per annum (totalling \$475,000 over the initial three-year term);
- Submission includes demonstrated environmental initiatives and social responsibility practices, including recycling of paint tins, reduced water usage practices, and partnerships with Aboriginal-owned traffic management companies, aligning with the City's environmental, sustainability and social responsibility priorities; and
- Identified risks were assessed as low, with the respondent presenting a reliable service delivery model, sound policies, and a history of servicing neighbouring local governments.

Given the strong performance across all assessment criteria, it is therefore recommended that Council accepts the tender submitted by **Linemarking WA Pty Ltd** for Request for Tender IE437/2025 Pavement Marking Services.

CONSULTATION/ADVERTISING:

This matter is subject to a statutory advertising requirement. The Request for Tender IE437/2025 Pavement Marking Services was advertised in the West Australian on 28 May 2025 and on both the City's website and VendorPanel between 28 May 2025 and 26 June 2025.

LEGAL/POLICY:

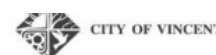
The Request for Tender was prepared and advertised in accordance with:

- Section 3.57 of the Local Government Act 1995;
- Part of the *Local Government (Function 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.

RISK APPETITE & TOLERANCE STATEMENTS



Risk Category	Risk Appetite / Tolerance Statement	Descriptor /clarification
		festival. Other projects may include working with developers.
<i>3rd party Partner (Contractor) failure</i>	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		
<i>Procurement failure</i>	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.
	The City has zero tolerance for procurement decisions that endanger our staff and community.	Procurement decision making must consider the risk of injury or harm to the staff & community of Vincent. An example of this would be allowing the Beatty Park pool to use unregulated or unauthorised chemicals.

In accordance with the City of Vincent's adopted Risk Appetite and Tolerance Statements, the recommendation to award the contract for RFT IE437/2025 Pavement Marking Services to **Linemarking WA Pty Ltd** presents a low risk to the City and is consistent with the organisation's risk position in the following areas:

- **Third Party (Contractor) Failure**

The City has a low risk appetite for third party (contractor) failure, recognising the critical role external providers play in service delivery. Even minor breaches or service delays are taken seriously, and contractor risk—including capability, track record, and reliability—must be assessed before entering into contract arrangements.

The recommendation to award the contract to Linemarking WA Pty Ltd represents a low third-party risk. The company demonstrated a high level of preparedness, with detailed methodology, clearly defined processes, and a strong understanding of the operational requirements. Their submission included evidence of relevant past performance with multiple metropolitan local governments—including the City of Stirling, City of Bayswater, and City of Wanneroo—reinforcing confidence in their ability to meet the service obligations with minimal risk of failure or delay. The company's existing relationships with neighbouring LGAs, high proportion of government clients, and consistent delivery of similar services further mitigate the risk of contractor non-performance.

- **Procurement Failure**

The City maintains a **low risk appetite for procurement failures** that result in poor value for money, delayed service delivery, or substandard outcomes. The procurement process must ensure that all decisions are evidence-based, transparent, and aligned with the City's financial and service delivery objectives.

Linemarking WA Pty Ltd received the highest qualitative score (90%) and demonstrated strong capability, well-qualified personnel, and proven delivery within timeframes and budgets. Their submission included a comprehensive service methodology supported by documentation such as a Customer Service Charter and past project templates. These materials provided assurance of professional standards, customer responsiveness, and service quality.

No contractual departures or critical assumptions were identified, and the selection process followed the City's approved procurement procedures, ensuring alignment with the City's risk appetite in this category.

- **Zero Tolerance – Safety Risk**

The City has **zero tolerance** for procurement decisions that may result in harm or injury to staff or the community. Safety must be a core consideration in evaluating any supplier or service.

The recommended respondent clearly demonstrated a commitment to safe work practices and included risk mitigation strategies directly addressing the safety and operational risks associated with

pavement marking. Their experience working with Main Roads WA and other metropolitan LGAs indicates an established understanding of traffic management requirements, site safety, and minimisation of community disruption—ensuring that safety risks are well-managed throughout the contract.

- **Reputational and Strategic Risk**

Awarding the contract to a capable and experienced contractor aligns with the City's strategic priorities around safe, responsive, and effective service delivery. Linemarking WA Pty Ltd's strong reputation in the industry, combined with its existing work with nearby local governments, enhances the City's ability to ensure a smooth and coordinated delivery of services across the local road network.

Failure to appoint a qualified and proven contractor could expose the City to reputational risk from poor or delayed performance. This recommendation minimises that risk and supports the City's strategic objective to deliver high-quality infrastructure maintenance in a timely and cost-effective manner.

Given the above, the recommended decision to award the contract to **Linemarking WA Pty Ltd** is considered low risk, aligns with the City's risk appetite and tolerance statements, and ensures delivery of a critical community infrastructure project in a financially sound, safe, and operationally robust manner.

STRATEGIC IMPLICATIONS:

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

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*, however respondents were requested to provide information on the environmental performance of their product or service in relation to industry norms, including life cycle impacts such as materials used, product durability, and end-of-life pathways for reuse or recycling. Respondents were also asked to outline their company's approach to social responsibility, including initiatives to support Aboriginal and Torres Strait Islander persons and businesses, persons with disability, and gender diversity.

The preferred Respondent provided relevant details in their submission, including that all paint purchased carries an environmental levy which contributes to environmentally safe disposal. Paint tins supplied by Dulux are metal and therefore recyclable, aligning with the City's One Planet goals relating to Materials and Products and Zero Waste. The Respondent also uses separate linemarking machines for each paint colour, reducing the need for water-intensive cleaning and supporting the City's Sustainable Water target. An environmental policy was included in the submission. From a social responsibility perspective, the Respondent operates an equal opportunities policy and currently employs Indigenous staff. They also partner with Aboriginal-owned traffic management companies in regional areas such as the Wheatbelt and Pilbara

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the *City's Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

An annual budget of approximately \$158,000 has been identified and approved as part of the City's 2024/25 Operating Budget. This allocation is supported by the City's endorsed Procurement Plan for pavement marking services. Over the initial three-year contract term, this equates to a total budget allocation of \$475,000 (excluding any optional extension periods).

The rates submitted by the preferred respondent are considered competitive and represent good value for money as detailed within “*Price Comparison*” document (see confidential attachment 2). The pricing is expected to remain within the allocated budget over the life of the contract, ensuring the ongoing delivery of pavement marking services without additional financial impact to the City.

COMMENTS:

Linemarking WA Pty Ltd is recommended as the preferred supplier for the provision of pavement marking services. The respondent demonstrated strong capacity and extensive experience delivering similar services for a range of local governments, including the Cities of Stirling, Bayswater, Wanneroo, Canning, and Subiaco, as well as being a current Main Roads WA panel contractor. Their proximity to the City and ongoing work with neighbouring LGAs presents operational efficiencies and scheduling flexibility.

The submission addressed environmental and social responsibility objectives. Linemarking WA recycles metal paint tins, uses dedicated paint machines to reduce water use, and contributes to environmental disposal levies through Dulux. The company demonstrated commitment to social inclusion by employing Aboriginal staff and partnering with Aboriginal-owned traffic management providers in regional areas. These initiatives align with several principles of the City’s One Planet Strategy, including Zero Waste, Sustainable Water, and Materials and Products.

Overall, Linemarking WA Pty Ltd provided a comprehensive and competitive submission and is considered capable of delivering the required services to a high standard.

6.2 RFT IE355/2024 SUPPLY AND LAYING OF KERBING

- Attachments:**
1. Evaluation Worksheet IE355-2024 Supply and Laying of Kerbing - Confidential
 2. Kerb Laying - Price Comparison - Confidential

RECOMMENDATION:**That Council:**

1. **NOTES** the outcome of the evaluation process for Tender IE355/2024; and
2. **ACCEPTS** the tender submission of The Trustee for Allstate Kerbing and Concrete Trust t/a Allstate Kerbing and Concrete for Tender IE355/2024 Supply and Laying of Kerbing.

PURPOSE OF REPORT:

For Council to consider and determine the outcome of Tender IE355/2024 Supply and Laying of Kerbing.

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:

Supply and laying of kerbing is an essential requirement for the City's roads. The City requires a kerbing installation contractor for the purpose of supply and installation of new kerb to support roadworks and for maintenance and repairs to damaged kerb. There is currently no contract in place for this service. A procurement plan to undertake a public Request for Tender to engage a suitably experienced and qualified supplier through a contractual arrangement was approved on 26 May 2025.

A Request for Tender was publicly released on Saturday 7 June 2025 and closed on Thursday 3 July 2025.

DETAILS:**Tender Submissions**

Four (4) submissions were received from three (3) Respondents. Respondent 1 submitted a conforming and alternate response.

Evaluation Panel

The Evaluation Panel comprised of four (4) members, being:

- three with appropriate operational expertise and involvement (voting); and
- one with tender preparation skills and probity advice provided by a Procurement and Contracts Officer (non-voting).

Compliance Assessment

A compliance assessment was undertaken and all submissions were deemed 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	Demonstrated understanding of the required service	30%
2	Capacity, Skills and Experience	40%
3	Resources	30%

Qualitative Assessment

Each submission was evaluated against the qualitative criteria outlined in the Request for Tender. These criteria included the respondent's demonstrated understanding of the service requirements, specifically their identification of key delivery risks and corresponding mitigation strategies, their proposed methodology for delivering the service within the required timeframes and budget, their demonstrated capacity and experience to successfully deliver the services and demonstrated resources, plant and equipment to undertake the services successfully.

The results of the qualitative assessment are summarised below:

Respondent #	Weighted Percentage Score	Qualitative Ranking
Respondent 1 – Conforming Submission	70%	3
Respondent 1 – Alternate Submission	70%	3
Respondent 2	77%	2
Respondent 3	85%	1

Refer to **Confidential Attachment 1** for further details.

Respondent 1 submitted an alternate offer which included pricing only for additional services and items not requested in the original scope of the RFT. The alternate submission was otherwise identical in terms of qualitative content. As the pricing did not align with the specified scope and did not allow for a like-for-like comparison with the other submissions, the evaluation panel determined that the alternate offer could not be fairly assessed and elected not to progress it to the pricing assessment stage. All other submission progressed to the pricing assessment stage.

All other submissions progressed to the price assessment stage.

Price Assessment

The panel carried out an assessment of the submitted pricing offered by the submissions. The total price breakdown is included in **Confidential Attachment 1**.

Respondent #	Rank
Respondent 1 – Conforming Submission	3
Respondent 2	1
Respondent 3	2

Refer to **Confidential Attachment 1** for further details.

Risk Assessment

The evaluation panel conducted a comprehensive risk assessment of each submission, considering compliance with specifications, potential service delivery risks, and contractual risk exposure.

Respondent #	Compliance with RFT	Operational/Service Delivery Risk	Contractual Risk	Risk Rank
Respondent 1 – Conforming Submission	Moderate – The submission met the minimum requirements. Several pricing clarifications were also submitted.	Medium – While the delivery approach was clearly outlined, the lack of detail on machinery condition, operator experience, and day-to-day risk mitigation strategies (e.g. supply delays, breakdowns, QA) limits assurance. The heavy reliance on subcontractors and low percentage of trained staff present potential service delivery risks.	Moderate – No significant contractual departures were noted. However, gaps in operational details, staff training levels, and subcontractor oversight suggest there may be risks related to meeting timeframes or compliance obligations without stronger contract and performance management controls.	3

Respondent #	Compliance with RFT	Operational/Service Delivery Risk	Contractual Risk	Risk Rank
Respondent 2	Low – Fully compliant with no departures or major assumptions. Submission included all required information and demonstrated a clear understanding of the RFT requirements.	Moderate – Strong submission with good systems and technology (e.g. GPS tracking, in-house plant), but would benefit from more detail on how risks are managed operationally on-site. Use of proprietary systems adds value and helps reduce service disruption risks.	Low – No contractual concerns were identified. Adequate detail provided regarding internal capabilities, equipment ownership, and proven experience. Demonstrated ability to meet contractual obligations and performance expectations.	2
Respondent 3	Low – Fully compliant with the RFT. All requested information was clearly provided. No assumptions or contractual departures.	Low – The submission demonstrated a high level of readiness and detail. Risks were appropriately identified and supported by clear mitigation strategies. Equipment is owned and maintained, and the team is experienced and trained. Overall, the risk of service failure is minimal.	Low – The submission reflects a very low contractual risk. All contractual obligations appear to be well understood, and the respondent has a proven track record with similar local government contracts. Strong team and equipment resourcing further reduce delivery and compliance risks.	1

Value for Money Assessment

The Evaluation Panel undertook a comprehensive value for money assessment, considering the combined outcomes of the qualitative evaluation, pricing analysis, and risk assessment. This holistic approach ensured that the recommended submission offers the optimal balance of quality, cost-effectiveness, and low delivery and contractual risk to the City.

Respondent #	Qualitative Rank	Price Rank	Risk Rank	Value for Money Rank	Comment
Respondent 1 – Conforming Submission	3	3	3	3	While Respondent 1 demonstrated relevant experience and capacity, their submission was the highest priced across almost all line items. The qualitative score was moderate compared to the other respondents, and several aspects of their resource and delivery methodology lacked sufficient detail. The risk assessment identified medium levels of operational and contractual risk due to limited evidence of upskilling, reliance on subcontractors, and unclear machinery condition. As a result, the submission offers lower value for money when compared to the other respondents.
Respondent 2	2	1	2	2	Respondent 2 submitted the lowest overall pricing, with a clear and compliant submission demonstrating solid experience and internal resourcing. Their qualitative score was slightly lower than Respondent 3 but still strong. Risk was assessed as low to medium, with some minor gaps in operational risk mitigation detail. Overall, Respondent 2 offers good value for money, particularly in terms of cost competitiveness and compliance.

Respondent #	Qualitative Rank	Price Rank	Risk Rank	Value for Money Rank	Comment
Respondent 3	1	2	1	1	Respondent 3 provided a high-quality submission with well-documented experience, capacity, and resourcing. They achieved the highest qualitative score, and while their pricing was slightly higher than Respondent 2, the difference was not considered material. Importantly, they were assessed as having low risk across all evaluation categories, with strong evidence of internal capability, equipment ownership, and robust service delivery processes. As such, Respondent 3 represents the best overall value for money and is recommended for contract award.

Evaluation Summary

The panel concluded that **The Trustee for Allstate Kerbing and Concrete Trust t/a Allstate Kerbing and Concrete** tender provides the best overall value for money to the City and is recommended for the provision of IE355/2024 Supply and Laying of Kerbing for the following reasons:

- Fully compliant with all submission and specification requirements;
- Ranked **1st** in the qualitative assessment, demonstrating a strong level of capability, extensive local government experience, and clearly articulated delivery methodology;
- Ranked **2nd** in the pricing assessment and submitted competitive pricing that is comparable to other respondents and considered reasonable and within the City's approved budget;
- Assessed as having the lowest overall risk, with demonstrated internal resources, well-maintained plant and equipment, and ongoing staff training and upskilling; and
- Submission demonstrates the best balance between price, quality, and risk, offering the City strong confidence in the respondent's ability to deliver the contract requirements efficiently and to a high standard.

The respondent's experience with similar contracts, including work with the City of Vincent, further supports their capability to deliver this contract successfully. The evaluation panel determined that by **The Trustee for Allstate Kerbing and Concrete Trust t/a Allstate Kerbing and Concrete** provides the strongest overall offer and presents the best value for money for the City.

Given the strong performance across all assessment criteria, it is therefore recommended that Council accepts the tender submitted by **The Trustee for Allstate Kerbing and Concrete Trust t/a Allstate Kerbing and Concrete** for Request for Tender IE355/2024 Supply and Laying of Kerbing.

CONSULTATION/ADVERTISING:

This matter is subject to a statutory advertising requirement. The Request for Tender IE355/2024 Supply and Laying of Kerbing was advertised in the West Australian on 7 June 2025 and on both the City's website and VendorPanel between 7 June 2025 and 3 July 2025.

LEGAL/POLICY:

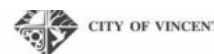
The Request for Tender was prepared and advertised in accordance with:

- Section 3.57 of the Local Government Act 1995;
- Part of the *Local Government (Function 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 demonstrated relevant local government experience, provided good reference information, and submitted a well-priced offer that aligns with the City's budget, with no major concerns identified during the evaluation.

RISK APPETITE & TOLERANCE STATEMENTS



Risk Category	Risk Appetite / Tolerance Statement	Descriptor /clarification
		festival. Other projects may include working with developers.
3 rd 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		
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.
	The City has zero tolerance for procurement decisions that endanger our staff and community.	Procurement decision making must consider the risk of injury or harm to the staff & community of Vincent. An example of this would be allowing the Beatty Park pool to use unregulated or unauthorised chemicals.

In accordance with the City of Vincent's adopted Risk Appetite and Tolerance Statements, the recommendation to award the contract for RFT IE355/2024 Supply and Laying of Kerbing to **The Trustee for Allstate Kerbing and Concrete Trust t/a Allstate Kerbing and Concrete** presents a low risk to the City and is consistent with the organisation's risk position in the following areas:

- **Third Party (Contractor) Failure**

The City has a low risk appetite for contractor failure. This reflects the importance of selecting reliable and capable providers to ensure continuity in service delivery. The preferred Respondent, Allstate Kerbing and Concrete, has demonstrated strong experience in delivering kerbing works for local governments, including specific examples involving the City of Vincent. The company maintains its own plant and equipment, employs experienced staff, and has documented processes for maintaining plant condition and upskilling personnel. These capabilities support confidence in the contractor's ability to meet contractual obligations, minimising the likelihood of delivery delays, performance issues, or service interruptions.

Accordingly, the risk of third party failure associated with this procurement is considered low and within the City's risk tolerance.

- **Procurement Failure**

The City has a low appetite for procurement failure, including outcomes that lead to poor value for money, low service quality, or financial loss. Allstate Kerbing and Concrete achieved the highest qualitative score (90%) in the evaluation, demonstrating strong capability, capacity, and a thorough understanding of the City's project requirements.

While not the lowest priced respondent, the pricing differences were found to be not material, and the submission offers a strong balance of cost, quality, and risk mitigation. The company's proven track record, resourcing, and alignment with contract requirements reduce the risk of budget overrun, delivery delay, or substandard outcomes. This procurement is considered low risk and is consistent with the City's low risk appetite in this area.

- **Zero Tolerance – Safety Risk**

The City has zero tolerance for procurement decisions that could endanger the safety of staff or the community. Allstate Kerbing and Concrete's submission did not present any safety concerns. The contractor is experienced in delivering similar works in public environments, with appropriately skilled staff and industry-compliant equipment. No safety-related risks or exclusions were identified in the response, and their history with local government delivery adds to the confidence that safety protocols and community impact considerations are adequately managed.

This recommendation aligns with the City's zero tolerance for safety-related procurement risk.

- **Reputational and Strategic Risk**

Entering into a contract with an underperforming or high-risk contractor can damage the City's reputation and undermine strategic objectives. Allstate Kerbing and Concrete has demonstrated a positive track record with other local governments and appears well-regarded within the sector. The panel's assessment confirms the company's ability to deliver high-quality outcomes consistent with the City's service standards.

Awarding the contract to this respondent supports the City's strategic priority of working with reliable, professional contractors and maintaining public trust in procurement integrity. The reputational and strategic risk associated with this decision is therefore considered low and within acceptable tolerance levels.

STRATEGIC IMPLICATIONS:

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

Connected and Healthy Community

Our community facilities and spaces are well known and well used.

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*, however Respondents were requested to provide information on the environmental performance of their product or service in terms of life cycle impacts, and on their company's approach to social responsibility, including support for Aboriginal and Torres Strait Islander peoples, people with disability, and gender diversity.

Allstate Kerbing & Concrete provided a comprehensive response that demonstrates a commitment to environmental sustainability and social responsibility. The company has a documented *Environmental Sustainability Policy* and outlined several initiatives that reflect responsible environmental practices, including the exclusive use of *Ecomax Concrete Products*, which are designed to conserve natural resources and improve energy efficiency. Allstate also recycles all office, workshop and concrete waste materials through appropriate recycling streams.

From a social responsibility perspective, the company supports a diverse workforce that includes employees of Aboriginal and Torres Strait Islander descent, as well as from various cultural backgrounds. It maintains a suite of workplace policies that promote equity, respect, and wellbeing, and offers above-award wages and flexible working arrangements. The submission also outlines a sustainable procurement approach aligned with the *United Nations Global Compact*, requiring ethical and environmentally conscious standards from its suppliers.

While Allstate Kerbing & Concrete is not based within the City of Vincent, it currently employs residents from within the City and expressed a commitment to hiring locally where possible. The company also supports local businesses through regular expenditure on fuel, meals, and other goods when operating within the City, and has indicated a willingness to promote and support local events and initiatives.

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the *City's Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

An annual budget allocation of approximately \$250,000 (ex GST) has been identified and approved through the City's 2024/25 Operating Budget and associated Procurement Plan for pavement marking services. Over the initial three-year contract term, this equates to a total budgeted allocation of \$750,000 (ex GST). The recommended respondent's pricing is considered reasonable and within the City's approved budget, representing value for money based on the scope of services required and historical expenditure.

The rates submitted by the preferred respondent are considered competitive and represent good value for money as detailed within "*Price Comparison*" document (see confidential attachment 2). The pricing is expected to remain within the allocated budget over the life of the contract, ensuring the ongoing delivery of supply and lay kerbing services without additional financial impact to the City.

COMMENTS:

The Trustee for Allstate Kerbing and Concrete Trust t/a Allstate Kerbing and Concrete, is recommended for award of the contract for RFT IE355/2024 – Supply and Laying of Kerbing, as their submission provides the best overall value for money to the City of Vincent.

The Respondent submitted a fully compliant and well-presented tender that demonstrated a comprehensive understanding of the City's requirements. Allstate Kerbing and Concrete ranked 1st in the qualitative assessment, with the evaluation panel noting their strong project experience, particularly in delivering similar kerbing works for local governments. Their submission detailed sufficient capacity and resources, a clear and methodical approach to delivery, and a proven track record that instils confidence in their ability to perform to the City's expectations.

Allstate's pricing submission was assessed as competitive and reasonable, with rates that are comparable to other submissions and well aligned with the City's allocated annual budget of \$250,000 (ex GST), resulting in a total projected expenditure of \$750,000 (ex GST) over the three-year initial contract term. This demonstrates strong alignment with the City's financial planning and procurement objectives.

The risk rating for Allstate Kerbing and Concrete was assessed as Low, with no material risks identified in their submission. Their clear methodology, demonstrated experience, and strong delivery history support a low likelihood of contractor failure, aligning with the City's low risk appetite for third-party failure and procurement failure, as outlined in the City's adopted Risk Appetite and Tolerance Statements.

In terms of sustainability and social responsibility, Allstate Kerbing and Concrete has demonstrated a genuine commitment to environmental management, underpinned by a formal Environmental Sustainability Policy. Their practices include the exclusive use of sustainable concrete products (Ecomax), recycling of materials, and sourcing through environmentally responsible suppliers. While these measures do not directly contribute to specific outcomes of the City's Sustainable Environment Strategy 2019–2024, they do represent sound environmental stewardship.

On the social responsibility front, Allstate actively promotes workplace diversity and inclusion, employing staff from a range of cultural backgrounds, including Aboriginal and Torres Strait Islander employees. They are committed to equal opportunity, above-award wages, flexible working arrangements, and engaging local businesses wherever possible, including within the City of Vincent. This reflects well on their alignment with the City's broader strategic community and economic objectives.

Based on their high-quality submission, strong alignment with the City's financial, risk, and sustainability objectives, and proven ability to deliver works of this nature to a high standard, **The Trustee for Allstate Kerbing and Concrete Trust t/a Allstate Kerbing and Concrete** is recommended as the preferred supplier for this contract.

6.3	RFT IE436/2025 CONCRETE CROSSOVERS AND CAST IN-SITU CONCRETE PATHS
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- Attachments:**
1. IE436-2025 Concrete Crossovers and Cast In-Situ Paths - Confidential
 2. Concrete Crossovers and Paths Price Comparison - Confidential

RECOMMENDATION:

That Council:

1. **NOTES** the outcome of the evaluation process for Tender IE436/2025; and
2. **ACCEPTS** the tender submission of Cobblestone Concrete Pty Ltd for Tender IE436/2025 Concrete Crossovers and Cast In-Situ Concrete Paths.

PURPOSE OF REPORT:

For Council to consider and determine the outcome of Tender IE436/2025 Concrete Crossovers and Cast In-Situ Concrete Paths.

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 requires a concrete installation contractor for the purpose of supply and installation of concrete crossovers and cast in-situ concrete paths is an essential service that supports roadworks and maintenance and repairs. There is currently no contract in place for this service. A procurement plan to undertake a public Request for Tender to engage a suitably experienced and qualified supplier through a contractual arrangement was approved on 8 May 2025.

A Request for Tender was publicly released on Saturday 24 May 2025 and closed on Thursday 19 June 2025.

DETAILS:**Tender Submissions**

Submissions were received from five (5) respondents.

Evaluation Panel

The Evaluation Panel comprised of four (4) members, being:

- three with appropriate operational expertise and involvement (voting); and
- one with tender preparation skills and probity advice provided by a Procurement and Contracts Officer (non-voting).

Compliance Assessment

A compliance assessment was undertaken and all submissions were deemed 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	Demonstrated understanding of the required service	30%
2	Capacity, Skills and Experience	40%
3	Resources	30%

Qualitative Assessment

Each submission was evaluated against the qualitative criteria outlined in the Request for Tender. These criteria included the respondent's demonstrated understanding of the service requirements, specifically their identification of key delivery risks and corresponding mitigation strategies, their proposed methodology for delivering the service within the required timeframes and budget, their demonstrated capacity and experience to successfully deliver the services and demonstrated resources, plant and equipment to undertake the services successfully.

The results of the qualitative assessment are summarised below:

Respondent #	Weighted Percentage Score	Qualitative Ranking
Respondent 1	82%	1
Respondent 2	70%	4
Respondent 3	76%	2
Respondent 4	74%	3
Respondent 5	44%	5

Refer to **Confidential Attachment 1** for further details.

The Evaluation Panel shortlisted Respondent 1, Respondent 2, Respondent 3, and Respondent 4 to progress to the price assessment stage.

Respondent 5 did not progress past the qualitative stage due to the low qualitative score and significant risk associated with the responses to the qualitative criteria.

Price Assessment

The panel carried out an assessment of the submitted pricing offered by the submissions. The total price breakdown is included in **Confidential Attachment 1**.

Respondent #	Rank
Respondent 1	1
Respondent 2	3
Respondent 3	2
Respondent 4	4

Refer to **Confidential Attachment 1** for further details.

Risk Assessment

The evaluation panel conducted a comprehensive risk assessment of each submission, considering compliance with specifications, potential service delivery risks, and contractual risk exposure.

Respondent #	Compliance with RFT	Operational/Service Delivery Risk	Contractual Risk	Risk Rank
Respondent 1	Low – Submission was well structured and addressed all criteria with a good level of detail. All references and supporting documents were included, showing clear understanding and adherence to the RFT requirements.	Low – Demonstrated strong service delivery processes, relevant experience with local government (including CoV), and has appropriate plant, equipment, and skilled staff. Slight concern around limited tenure of some staff and minor budget detail gaps, but overall risk is low.	Moderate – No contractual departures. History of successful delivery for other LGAs and excellent references indicate low contractual risk. Ownership of equipment and established internal teams further reduce dependency on third parties.	1

Respondent #	Compliance with RFT	Operational/Service Delivery Risk	Contractual Risk	Risk Rank
Respondent 2	Low – Submission was compliant, addressing all sections of the RFT. Provided relevant examples and referees. No major omissions identified.	Moderate – Strong in delivery methodology and resource flexibility. However, reliance on subcontractors and a relatively low percentage of safety-trained staff (21%) raise concerns about consistency and site control. Budget methodology also lacked clarity.	Moderate – No contractual departures. Subcontractor reliance may lead to variations in performance and responsiveness. However, being a large company with LG experience mitigates some of this risk. Risk is manageable but requires monitoring.	3
Respondent 3	Low – The response was well structured and addressed all required criteria. Provided sufficient references and examples, though limited to one referee.	Low – Demonstrated strong processes for planned works but lacked detail on managing ad hoc works. Resources and skilled staff were appropriate and in-house plant maintenance was a positive. Risk is manageable.	Low – No contractual departures. Long-standing relationship with City of Swan and relevant experience in kerbing and concrete works reduces contractual risk. Single reference limits independent validation but does not present significant concern.	2
Respondent 4	Low – Submission was compliant and provided quality responses to most criteria. Some gaps in scope alignment (more major works experience than minor works), but no critical compliance issues.	Moderate – Good plant detail, including condition and service dates, but lacked sufficient information on availability of on-ground personnel. Capacity may be stretched without clear visibility on crew numbers.	Low – Experience in large projects and clear management structure suggest ability to manage contractual obligations, but lack of demonstrated experience in minor concrete works introduces some delivery risk.	4

Value for Money Assessment

The Evaluation Panel undertook a comprehensive value for money assessment, considering the combined outcomes of the qualitative evaluation, pricing analysis, and risk assessment. This holistic approach ensured that the recommended submission offers the optimal balance of quality, cost-effectiveness, and low delivery and contractual risk to the City.

Respondent #	Qualitative Rank	Price Rank	Risk Rank	Value for Money Rank	Comment
Respondent 1	1	1	1	1	Respondent 1 offers the best overall value for money to the City. Their submission demonstrated strong capability across all qualitative criteria, with detailed service delivery methodology, relevant local government experience, and well-established internal resources. The respondent is well-resourced with owned plant and appropriately skilled staff, and presents a low risk in terms of compliance, service delivery, and contractual performance. Coupled with the most competitive pricing, Respondent 1 represents the most advantageous outcome for the City.

Respondent #	Qualitative Rank	Price Rank	Risk Rank	Value for Money Rank	Comment
Respondent 2	4	3	3	3	Respondent 2 provides good value for money. Their submission demonstrated strong delivery methodology and organisational capacity, with flexibility supported by a large plant fleet and subcontractor network. However, a moderate risk rating was assigned due to concerns over subcontractor reliance, limited safety training coverage (21%), and a lack of detail on budget and equipment servicing. While they offer competitive pricing, the moderate risk profile means value is acceptable, but will require contract oversight and performance monitoring.
Respondent 3	2	2	2	2	Respondent 3 represents reasonable value for money. The submission showed solid experience, particularly in kerbing and concrete works, with adequate internal resources and servicing arrangements. While the qualitative response was sound, some gaps were identified in how ad hoc works would be managed and only one referee was provided. Their pricing was less competitive than the top two ranked respondents, but the relatively low risk profile and demonstrated capacity make them a viable option, albeit at a slightly higher cost.
Respondent 4	3	4	4	4	Respondent 4 offers limited value for money. While the submission included strong detail on plant condition and examples of major works, it lacked information on skilled on-ground personnel and demonstrated limited experience in minor works such as footpaths and crossovers. The risk profile is moderate and, when combined with the least competitive pricing among the shortlisted respondents, the overall value to the City is reduced. This respondent may be suitable for major works but presents a weaker fit for the scope of this contract.

Evaluation Summary

The panel concluded that **Cobblestone Concrete Pty Ltd** provides the best overall value for money to the City and is recommended for the provision of concrete crossovers and cast in-situ concrete paths (RFT IE436/2025) for the following reasons:

- Fully compliant with all submission and specification requirements;
- Ranked **1st** in the qualitative assessment, demonstrating strong capability, relevant experience with local governments (including past work with the City of Vincent), and a thorough understanding of the City's service requirements;
- Ranked **1st** in the pricing assessment, offering the most competitive rates across key service items and delivering the best overall value compared to other submissions;
- Submission reflects a well-resourced contractor with owned plant and equipment, experienced in-house staff, and flexibility to scale if required; and
- Identified risks were assessed as low, with the respondent demonstrating a reliable service delivery model, appropriate safety practices, and a proven track record in delivering similar works for neighbouring local governments.

Given the strong performance across all assessment criteria, it is therefore recommended that Council accepts the tender submitted by **Cobblestone Concrete Pty Ltd** for Request for Tender IE436/2025 Concrete Crossovers and Cast In-Situ Concrete Paths.

CONSULTATION/ADVERTISING:

This matter is subject to a statutory advertising requirement. The Request for Tender IE436/2025 Concrete Crossovers and Cast In-Situ Concrete Paths was advertised in the West Australian on 24 May 2025 and on both the City's website and VendorPanel between 24 May 2025 and 19 June 2025.

LEGAL/POLICY:

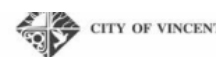
The Request for Tender was prepared and advertised in accordance with:

- 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.

RISK APPETITE & TOLERANCE STATEMENTS



Risk Category	Risk Appetite / Tolerance Statement	Descriptor /clarification
<i>3rd party Partner (Contractor) failure</i>	The City has a low risk appetite for third party partner (contractors) failure.	<p>festival. Other projects may include working with developers.</p> <p>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.</p>
Procurement		
<i>Procurement failure</i>	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.
	The City has zero tolerance for procurement decisions that endanger our staff and community.	Procurement decision making must consider the risk of injury or harm to the staff & community of Vincent. An example of this would be allowing the Beatty Park pool to use unregulated or unauthorised chemicals.

In accordance with the City of Vincent's adopted Risk Appetite and Tolerance Statements, the recommendation to award the contract for Tender IE436/2025 Concrete Crossovers and Cast In-Situ Concrete Paths to **Cobblestone Concrete Pty Ltd** presents a low risk to the City and is consistent with the organisation's risk position in the following areas:

- **Third Party (Contractor) Failure**

The City has a low risk appetite for third party (contractor) failure, including minor breaches or delays in service delivery. Cobblestone Concrete Pty Ltd has been assessed as presenting a low risk in this category, with the evaluation panel noting their proven track record in successfully delivering similar services for local governments, including the City of Vincent. The submission demonstrated:

- A clear and practical service delivery methodology;
- Sufficient owned plant and equipment with contingency options;
- Appropriately skilled staff with strong safety awareness; and
- A history of reliable service provision.

These attributes align with the City's expectation for dependable third-party partners and reduce the likelihood of contractor failure impacting service delivery. The respondent's reputation, compliance with all specification requirements, and ability to meet contractual timeframes support a low-risk determination in this category.

- **Procurement Failure**

The City has a low risk appetite for procurement failure that results in poor value for money, poor service quality, or financial loss. Cobblestone Concrete Pty Ltd ranked 1st in both the qualitative and pricing assessments, offering the most competitive pricing across key service items and demonstrating strong capacity to deliver. The submission:

- Aligns with the City's approved operating budget per annum;
- Demonstrates strong understanding of the scope and requirements;
- Provides excellent value for money through a combination of competitive pricing and high-quality service delivery.

The procurement process followed all required procedures and included thorough evaluation and risk consideration, aligning with the City's expectation for robust enquiry and planning. Accordingly, the decision to appoint this respondent is consistent with the City's procurement risk tolerance.

- **Zero Tolerance – Safety Risk**

The City has zero tolerance for procurement decisions that may endanger staff or the community. Cobblestone Concrete Pty Ltd's submission provided clear evidence of:

- A strong focus on safety;
- Qualified and safety-aware staff;
- Established procedures for identifying and mitigating operational risks.

No safety concerns were identified by the evaluation panel, and the low risk rating confirms alignment with the City's zero-tolerance stance on safety. The contractor's practices are consistent with the City's duty of care obligations and safety expectations.

- **Reputational and Strategic Risk**

Accepting a submission from a third party that performs poorly can lead to reputational damage or strategic misalignment. Cobblestone Concrete Pty Ltd demonstrated a solid understanding of the City's requirements, a history of working successfully with other local governments, and an overall professional and complete submission. Their:

- Alignment with City values and service expectations;
- History of service with local governments;
- Low risk of performance or delivery issues;

collectively mitigate any reputational or strategic risk. This appointment supports the City's strategic goal of delivering infrastructure services reliably and efficiently.

STRATEGIC IMPLICATIONS:

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

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*, however Cobblestone Concrete's submission outlines a clear commitment to environmental performance and social responsibility that aligns with broader sustainability principles. Their concrete solutions are designed for long-term durability and reduced maintenance, contributing to improved life cycle performance and reduced environmental impact. The company recycles all waste concrete and asphalt for reuse as road base, sources materials from environmentally conscious local suppliers (including WA Premix and Eco Resources), uses recycled water for truck washouts, and maintains a 'zero print' policy in its administration. Additionally, Cobblestone Concrete operates under an Environmental Policy with carbon reduction targets and internal environmental management procedures.

From a social responsibility perspective, the company actively supports diversity and inclusion, including equal opportunity employment and prioritising procurement from local and Aboriginal and Torres Strait Islander businesses. They also contribute to community development through local sponsorships and donations. These practices demonstrate alignment with the City's social procurement objectives and broader community values.

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the *City's Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

An annual budget of approximately \$320,000 has been identified and approved as part of the City's 2024/25 Operating and Capital Budgets. This allocation is supported by the City's endorsed Procurement Plan for concrete crossovers and paths. Over the initial three-year contract term, this equates to a total budget allocation of \$960,000 (excluding any optional extension periods).

The rates submitted by the preferred respondent are considered competitive and represent good value for money as detailed within "*Price Comparison*" document (see confidential attachment 2). The pricing is expected to remain within the allocated budget over the life of the contract, ensuring the ongoing delivery of concrete crossover and path requirements without additional financial impact to the City.

COMMENTS:

The evaluation panel concluded that the submission from **Cobblestone Concrete Pty Ltd** provides the best overall value for money to the City and is recommended for the provision of concrete crossovers and cast in-situ concrete paths.

Cobblestone Concrete Pty Ltd was fully compliant with all submission and specification requirements and ranked 1st in the qualitative assessment, demonstrating strong technical capability, a well-developed understanding of the City's service requirements, and extensive experience working with local governments, including over 10 years' service with the City of Vincent. The respondent provided a comprehensive service methodology, clearly outlining risks and mitigation strategies, supported by a strong internal workforce and a wide range of owned plant and equipment.

The submission also ranked 1st in the pricing assessment, offering the most competitive pricing across key service items. The pricing is considered reasonable and aligns with the City's approved operating budget. As such, the offer represents the most advantageous outcome when assessed against the City's value for money principles.

A detailed risk assessment found the submission posed a low risk to the City. Cobblestone Concrete has a strong track record of delivery, well-established processes, and internal controls that align with the City's low risk appetite for third-party failure and procurement failure. The safety practices outlined also align with the City's zero tolerance for procurement decisions that may endanger staff or community members, providing further confidence in their suitability as the preferred contractor.

While the submission does not directly contribute to any specific sustainability outcomes within the City's Sustainable Environment Strategy 2019–2024, Cobblestone Concrete demonstrated a strong commitment to environmental and social responsibility. Their initiatives include recycling of concrete, use of recycled materials and water, local sourcing through environmentally responsible suppliers, emissions reduction through equipment management, and paperless administration. Socially, the company supports equal opportunity employment, procurement from Aboriginal and Torres Strait Islander businesses, and contributes to local community groups—demonstrating alignment with the City's broader environmental and social procurement priorities.

In summary, the submission from Cobblestone Concrete Pty Ltd represents a high-quality, low-risk and cost-effective option for the City, with strong alignment to operational requirements, risk expectations, and community values.

7 COMMUNITY & BUSINESS SERVICES

7.1 PRELIMINARY FINANCIAL STATEMENTS AS AT 30 JUNE 2025

Attachments: 1. Preliminary Financial Statements as at 30 June 2025 

RECOMMENDATION:

That Council **RECEIVES** the Financial Statements for the month ended 30 June 2025 as shown in Attachment 1.

PURPOSE OF REPORT:

To present the statement of financial activity for the period ended 30 June 2025.

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 June 2025**:

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 Activity	15

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 June 2025 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 \$2,653,735 (3.3%). The following items materially contributed to this position:

- A favourable variance of \$1,730,152 in Fees and Charges mainly due to:
 - \$510,396 favourable car parking and infringement revenue,
 - \$421,114 favourable Beatty Park admission, enrolment fee, membership and hire fee income,
 - \$263,866 favourable statutory planning application fees due to an increase in applications received,
 - \$214,629 favourable City Buildings rental and lease income,
 - \$137,120 favourable Waste Management fees, and;
 - \$96,284 favourable Loftus Community Centre hire fees income,
- A favourable variance of \$932,099 in Other Revenue mainly due to:
 - \$343,774 higher reimbursements for Catalina Regional Council,
 - \$270,112 reimbursements for Perth Inner City Group,
 - \$168,932 insurance claims recoups mainly due to the repair of windows at the Admin building,
 - \$91,265 higher variable outgoing recoups.
- A favourable variance in Interest earnings of \$334,521 mostly due to higher cash balances.
- An unfavourable variance of \$159,348 in Operating Grants, Subsidies and Contributions, comprising:
 - A \$577,009 subsidy for the Housing Study was not received by 30 June 2025 and has been carried forward, partially offset by higher grants received:
 - \$262,390 Financial Assistance Grant,
 - \$54,973 WALGA's Urban Greening Program for Parks, and
 - \$25,990 Main Roads Direct Grants for public works.
- An unfavourable variance in Profit on Disposal of Asset of \$96,402 due to the timing of vehicle and truck disposals.
- An unfavourable variance of \$87,289 in rates mainly due to lower interim rates.

Expenditure by Nature or Type (on page 1) is favourable, attributed by an under-spend of \$49,395 (-0.1%). Expenditure balances are expected to change after all annual accounting adjustments have been finalised. The following items materially contributed to this position:

- A favourable variance of \$898,979 in Materials and Contracts was primarily driven by lower-than-expected expenditure in several areas, including:
 - \$580,028 favourable Waste Services,
 - \$539,233 favourable Housing Study Program consultancy costs, and:
 - \$250,362 favourable Major Projects consulting costs,
 - \$63,964 favourable Ranger Services contractor costs - partially offset by:
 - \$586,976 unfavourable Park contractor costs,
 - \$198,223 in Works and Operations contractor costs,
 - \$196,264 in Engineering Design consultants,
 - \$107,316 in Beatty Park maintenance expenses.
- \$314,299 favourable employee costs due to lower workers compensation claims and vacant positions.
- \$527,631 unfavourable depreciation expense due to higher asset values.
- An unfavourable variance of \$62,734 in utility costs is primarily driven by higher electricity usage and prices at Beatty Park and at various City Buildings.

Surplus Position

The June 2025 preliminary closing surplus is mainly due to capital carry forwards, higher operating revenue due to higher fees and charges and a higher brought forward Financial Assistance Grant payment, and lower operational expenditure.

An adjustment will be required at Mid-Year Budget Review 2025/26 to reduce the budgeted grant revenue in lieu of the higher brought forward payment and account for capital carry forward amounts.

The preliminary closing surplus is subject to change after the completion of additional end of year adjustments and the OAG Financial Audit for 2024/25. It is anticipated the closing surplus will reduce after all annual accounting adjustments have been finalised.

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 June 2025 is \$29,930,153.

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 June 2025 was \$1,440,722. The outstanding rates percentage at 30 June 2025 was 1.53% compared to 2.13% for the same period last year.

8. Receivables: Other Debtors (Note 7 Page 14)

Total trade and other receivables at 30 June 2025 were \$5,335,981. Below is a summary of the significant items with an outstanding balance over 90 days:

- \$2,536,093 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.
- \$139,485 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 Activity report (Note 8 Page 15)

As at 30 June 2025, the Centre reported a net operating deficit of \$667,420 against the year-to-date budgeted deficit of \$454,972.

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.

7.2	AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 JUNE 2025 TO 30 JUNE 2025
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- Attachments:**
1. June 2025- Payments by EFT and Payroll 
 2. June 2025- Payments by Cheques 
 3. June 2025- Payments by Direct Debit 
 4. June 2025- Payments by Fuel Cards 

Recommendation:

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

EFT payments, including payroll	\$7,976,746.82
Cheques	\$ 1,242.90
Direct debits, including credit cards	\$ 263,379.11
 Total payments for June 2025	 \$8,241,368.83

PURPOSE OF REPORT:

To present to Council the list of expenditure and accounts paid for the period 01 June 2025 to 30 June 2025.

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 June 2025 to 30 June 2025, covers the following:

FUND	CHEQUE NUMBERS/ BATCH NUMBER	AMOUNT
Municipal Account (Attachment 1, 2 and 3)		
EFT Payments	3205-3211	\$6,294,130.87
Payroll by Direct Credit	June 2025	\$1,682,615.95
Sub Total		\$7,976,746.82
Cheques		
Cheques	82801-82806	\$ 1,242.90
Sub Total		\$ 1,242.90
Direct Debits (including Credit Cards)		
Lease Fees		\$ 23,536.08
Loan Repayments		\$ 107,929.63
Bank Charges – CBA		\$ 107,926.39
Credit Cards		\$ 23,987.01
Sub Total		\$ 263,379.11
Total Payments		\$8,241,368.83

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.

7.3 INVESTMENT REPORT AS AT 30 JUNE 2025

Attachments: 1. Investment Report as at 30 June 25 

RECOMMENDATION:

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

PURPOSE OF REPORT:

To advise Council of the nature and value of the City's Investments as at 30 June 2025 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**

A total of \$4.0 million was invested during June 2025, with \$4.0 million in funds maturing over the same period.

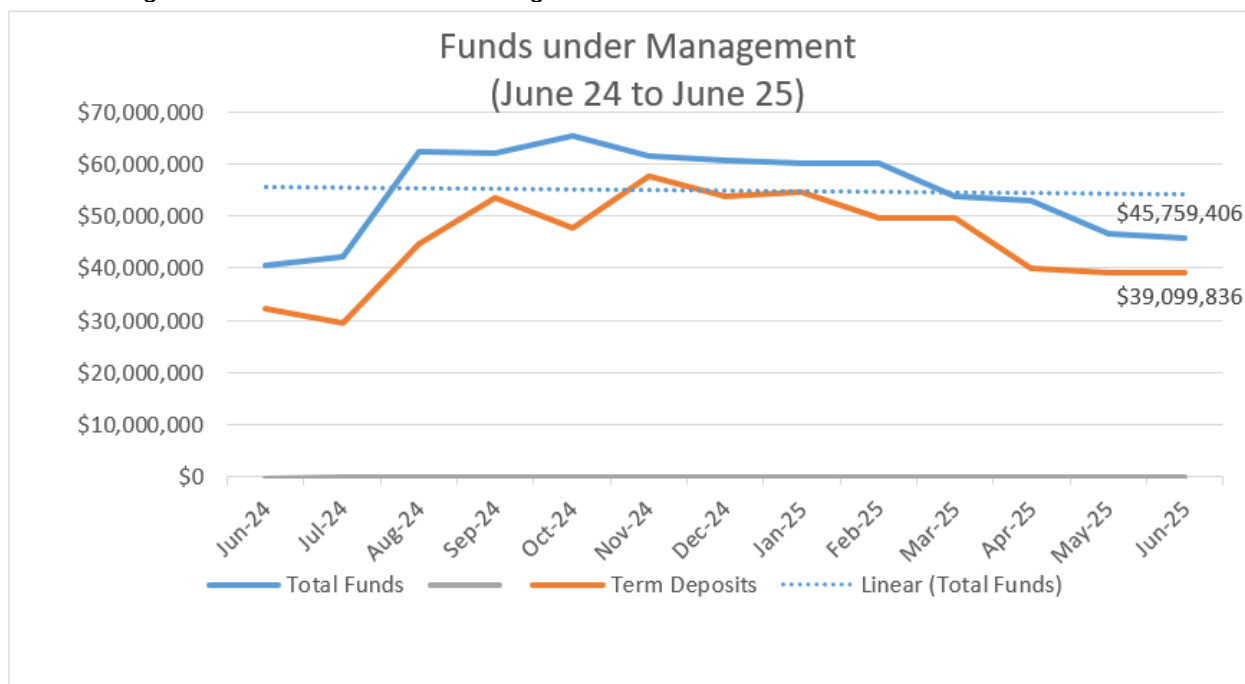
Investment Status

The City's investment portfolio is diversified across several accredited financial institutions.

As at 30 June 2025, the total funds held in the City's operating accounts (including on call) was \$45,759,406 compared to \$40,470,519 for the period ended 30 June 2024. All funds are interest bearing as at 30 June 2025.

The total term deposit investments for the period ended 30 June 2025 were \$39,099,836 compared to \$32,138,418 for the period ended 30 June 2024.

The following chart shows funds under management from June 2024 to June 2025:



Interest Status

Total accrued interest earned on investments as at 30 June 2025 is:

Total Accrued Interest Earned on Investment	Budget Annual	Budget YTD	Actual YTD	% of YTD Budget	FY23/24 Actual
Municipal	980,000	980,000	1,269,032	129.49%	1,385,886
Reserve	1,200,000	1,200,000	1,200,000	100.00%	887,673
Subtotal	2,180,000	2,180,000	2,469,032	113.26%	2,273,559
Leederville Gardens Inc. Surplus Trust*	0	0	197,586	N/A	193,472
Total	2,180,000	2,180,000	2,666,618	122.32%	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 4.56% for current investments compared to the Reserve Bank 90 day accepted bill rate for June 2025 of 3.69%.

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%	23.3%	90%	45.5%
A-1	25%	0%	90%	0%
A-2	20%	17.5%	90%	54.5%

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.

8 CHIEF EXECUTIVE OFFICER

8.1 OUTCOME OF ADVERTISING AND ADOPTION OF AMENDED FRAUD AND CORRUPTION PREVENTION POLICY

- Attachments:**
1. **Fraud and Corruption Prevention Policy - Updated** 
 2. **Fraud and Corruption Prevention Policy - Current** 

RECOMMENDATION:

That Council **ADOPTS** the updated Fraud and Corruption Prevention Policy, at Attachment 1, which is proposed to replace the Fraud and Corruption Prevention Policy at Attachment 2.

PURPOSE OF REPORT:

To present the outcome of community consultation and seek adoption of the updated Fraud and Corruption Prevention 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:

At its 8 April 2025 meeting, Council approved conducting community consultation of its intention to amend the [Fraud and Corruption Prevention Policy](#) (Policy).

In accordance with the City's [Community and Stakeholder Engagement Policy](#), community consultation was undertaken between 21 May 2025 and 18 June 2025, which is in excess of the 21 days required.

The proposed policy was advertised on the City of Vincent website as follows:

- The consultation webpage was published on the Imagine Vincent website from 21 May 2025 to 18 June 2025 and received 5 views.
- News Item on the City's website – 21 May 2025 received 9 views.
- E- news publication on 22 May 2025 and 5 June 2025 – estimated to have reached 10,000 people; and
- Notice exhibited on the notice board at the City's Administration and Library and Local History Centre.

No public submissions were received.

DETAILS:

Requirement for a documented City position (including community need or legislative requirement):

In accordance with the Australian Standard AS 8001:2021 – Fraud and Corruption Control, organisations are required to implement a Fraud and Corruption Control System (FCCS) that integrates prevention, detection, and response mechanisms into broader governance practices.

While there is no explicit legislative requirement for a fraud and corruption prevention policy, it is considered best practice for local governments to maintain a documented position outlining their commitment to integrity and accountability.

A documented policy provides:

1. A clear framework for managing fraud and corruption risks across all operations;
2. A mechanism to align with community expectations for ethical governance and transparency; and
3. Support for compliance with external oversight and accountability requirements under legislation such as the *Corruption, Crime and Misconduct Act 2003*.

By aligning the Policy with the Fraud and Corruption Risk Register and the Integrity Framework, the City is positioned to:

- Meet best practice standards as defined by AS 8001:2021;
- Demonstrate leadership in integrity to the community; and
- Proactively address vulnerabilities identified in high-risk areas such as procurement, invoice fraud, asset misappropriation, and payroll fraud.

Examples of current / best practice:

1. Australian Standard AS 8001:2021:

The updated Standard promotes an integrated Fraud and Corruption Control System (FCCS) that goes beyond standalone plans to incorporate fraud control into broader organisational governance.

This approach focuses on risk-based assessments, enhanced internal controls, and continuous monitoring for improvement.

2. Public Sector Commission (PSC) Integrity Framework:

The City's Integrity Framework is based on the PSC template, which emphasises ethical conduct, robust risk management, and clear governance structures.

PSC guidance advocates for proactive risk analysis and planning in priority areas, which has been incorporated into the City's Fraud and Corruption Risk Register.

3. OAG Better Practice Guide:

The OAG highlights the importance of transparency and accountability in fraud prevention.

Recommended practices include strong controls in high-risk areas such as procurement, invoice validation, and asset management, as well as regular audits and governance oversight.

An evaluation of the effectiveness of the existing policy:

The findings of Administration's review are as follows:

Integration with the Integrity Framework

Reference to the Integrity Framework (Framework) as the overarching structure for fraud and corruption control is proposed to establish the Framework as the central mechanism for ensuring ethical conduct and integrity. Detailed operational elements, such as roles and responsibilities, which are comprehensively covered in the Framework, should be removed from the policy to avoid duplication and ensure it remains high-level.

Purpose Statement

The purpose requires update to explicitly reflect alignment with the Framework, positioning it as the City's overarching structure for fraud and corruption prevention. Additionally, references to the Australian Standard AS 8001:2021 and the OAG Better Practice Guide should be included to acknowledge and embed contemporary best practices, replacing the previous Fraud and Corruption Prevention Plan.

High-Level Policy Focus

Operational details, such as specific roles and responsibilities, investigative procedures, and training programs, should be removed from the policy. These elements are already comprehensively addressed in the Framework. This change will ensure that the policy remains concise and strategic, avoiding duplication and maintaining its status as a high-level corporate document in line with best practice policy design principles.

Policy Objectives

The policy objectives should be rewritten to focus on broad, actionable outcomes: prevention, detection, and response. These objectives are now explicitly linked to the Framework for operational detail and responsibilities, providing clarity and consistency with the updated structure of the Framework. This approach emphasises the overarching goals of fraud and corruption control, ensuring the policy remains forward-looking and actionable.

Roles and Responsibilities

Specific references to roles and responsibilities, such as those of the CEO, managers, and the Audit and Risk Committee should be removed. Instead, a general statement referencing the Framework should be included. This change aligns with a high-level approach, focusing on outcomes rather than operational details, as the Framework already defines these responsibilities comprehensively.

Alignment with Risk Management

The Fraud and Corruption Risk Register should be referenced as a tool for identifying and managing risks, linking it to the Corporate Risk Register. This integration ensures that fraud and corruption prevention is part of the City's broader Risk Management Framework, promoting a consistent and systematic approach to risk mitigation. The policy's prevention and detection measures are now linked to vulnerabilities identified in the Register, incorporating findings into the City's approach to fraud and corruption control. This prioritises and enhances the effectiveness of controls in critical risk areas, with regular review and update to the Risk Register highlighted as part of the City's proactive risk management practices.

Reporting and Investigation

Reporting mechanisms should be consolidated into a high-level statement referencing the Integrity Framework for specific guidance. References to statutory obligations, such as reporting to the CCC or WA Police, should be retained. This streamlines the policy, avoiding duplication of detailed reporting procedures included in the Integrity Framework, while maintaining compliance with legislative requirements.

Compliance with Australian Standard AS 8001:2021

The language requires updates to reflect the transition to a Fraud and Corruption Control System (FCCS) rather than a standalone plan. This change ensures alignment with AS 8001:2021, which recognises fraud and corruption control as part of an integrated framework. This update will align the policy with contemporary standards and embeds fraud and corruption control within the broader governance structure.

CONSULTATION/ADVERTISING:

No further consultation is required

LEGAL/POLICY:

Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies.

The City's [Corporate Document Development Policy](#) sets out the process for the development and review of the City's policy documents.

In accordance with section 2.3 of the Corporate Document Development 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.

The purpose of the updated policy is to:

- Demonstrate the City's zero tolerance for fraud and corruption in all operations;
- Support the City's Integrity Framework by providing a high-level approach to fraud and corruption prevention, detection, and response;
- Promote ethical behaviour, accountability, and public trust by safeguarding the City's resources and reputation.

LOCAL GOVERNMENT DECISION MAKING HIERARCHY



RISK MANAGEMENT IMPLICATIONS

Risk Category	Risk Appetite and tolerance statement	description/clarifications
Governance, Due diligence, Accountability and Sustainability	The City has a low risk tolerance for less than best practice decision making for governance, due diligence, accountability, and sustainability, as measured by accepted industry standards and practices.	The updated Fraud and Corruption Prevention Policy aligns with this risk appetite by integrating fraud and corruption control measures within the Integrity Framework, ensuring a structured and transparent approach. The policy's focus on prevention, detection, and response reinforces governance best practices and supports ongoing oversight through the Fraud and Corruption Risk Register and Risk Management Framework. This ensures the City's fraud controls remain effective and responsive to emerging risks.
Fraud and Corruption Risk Management	The City has no tolerance for fraud, corruption, or misconduct in its operations.	The policy establishes a Fraud and Corruption Control System (FCCS), replacing the previous plan-based approach. The Fraud and Corruption Risk Register is now explicitly linked to the Corporate Risk Register, ensuring fraud risks are assessed, monitored, and mitigated as part of the City's broader Risk Management Framework.

Low: It is low risk for Council to adopt the amended Fraud and Corruption Prevention Policy as these changes enhance clarity, accountability, and alignment with best practice standards. The updated policy integrates fraud and corruption controls within the Integrity Framework, ensuring a structured and transparent approach. These amendments streamline governance processes, remove duplication, and reinforce Council's commitment to ethical conduct, risk management, and public trust.

STRATEGIC IMPLICATIONS:

This is in keeping with 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.*

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes.



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.

8.2 OUTCOME OF ADVERTISING AND ADOPTION OF AMENDED ATTENDANCE AT EVENTS POLICY

- Attachments:**
1. **Attendance at Events Policy - Clean** 
 2. **Attendance at Events Policy - Marked Up** 

RECOMMENDATION:

That Council ADOPTS the amended Attendance at Events Policy, at Attachment 1.

PURPOSE OF REPORT:

To present the outcome of community consultation and seek adoption of the amended Attendance at Events 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:

At its 6 May 2025 Meeting, Council approved conducting community consultation of its intention to amend the [Attendance at Events Policy](#) (Policy).

In accordance with the City's [Community and Stakeholder Engagement Policy](#), community consultation was undertaken between 21 May 2025 and 18 June 2025, which is in excess of the 21 days required.

The proposed policy was advertised on the City of Vincent website and through the following public notices:

- The consultation webpage was published on the Imagine Vincent website from 21 May 2025 to 18 June 2025 and received 13 views.
- News Item on the City's website – 21 May 2025 received 9 views.
- E- news publication on 22 May 2025 and 5 June 2025 – estimated to have reached 10,000 people; and
- Notice exhibited on the notice board at the City's Administration and Library and Local History Centre.

No public submissions were received.

DETAILS:

Attending events is an important aspect of Councillor and employee roles in representing the City, demonstrating support for the community and engaging with stakeholders and partners in delivering a strong program of events and festivals through-out the year.

For Council Members and the CEO, where the value of an event attended exceeds \$300, and the donor has a matter before Council, the attendee must disclose an interest relating to the event attendance as a 'closely associated person'. Such disclosure prevents a Councillor from participating in debate or voting on that matter, or in the case of the CEO, providing advice on the matter, unless approved by Council in accordance with the Act.

In accordance with the Act, Council may resolve to pre-approve attendance to a specific event. In this circumstance, the attendee would not need to disclose an interest relating to that event attended as a 'closely associated person'. Attending an approved event means that a Councillor can participate in debate and vote on the matter, or in the case of the CEO, can provide advice.

Where the value of the Approved Event attended exceeds \$300, or the invitations received from a donor has exceeded \$300 over a twelve-month period, the Councillor or CEO must declare the event as a gift in accordance with sections 5.87A and 5.87B of the Act.

Requirement for a documented City position (including community need or legislative requirement):

Section 5.90A(2) of the *Local Government Act 1995* requires local governments to adopt a policy in respect to event attendance by Council Members and the CEO.

Examples of current / best practice:

Department of Local Government, Sport and Cultural Industries (DLGSC) [operational guidelines and template](#).

An evaluation of the effectiveness of the existing policy:

Administration has identified the following amendments that are required for the purpose of clarification and to ensure the Policy accurately reflects gift register provisions.

A track changed Policy, at **Attachment 2**, proposes the following:

Definitions

Definitions have been included to provide clearer guidance on legislative requirements, ensuring consistency in the interpretation and application of the policy.

Additional Pre-Approved Events

The list of pre-approved events has been expanded to ensure that Council Members and the CEO can attend key events that acknowledge and celebrate community achievements, contribute and support economic development and strengthen relationships with local businesses.

Gifts excluded from the interest provisions

Clause 4 of the policy states:

Attendance at Approved Events is not treated as gifts and do not need to be included on the City's public Register of Gifts, as they are "excluded gifts" in accordance with section 5.62(1B) of the Act.

Any gift received over \$300 is specifically excluded from the conflict of interest provisions but **not** the gift register provisions.

Excluded gifts are still a gift that must be disclosed and published on the gifts register if over the value of \$300 in accordance with the Act and if over the value of \$50 in accordance with the City's Governance Framework.

This clause has been marked for removal from the policy and new clause 6 is proposed to reiterate that receipt of the gift will still be required to be declared under the gift register provisions.

Seeking approval for events

The policy currently identifies pre-approved events however does not provide guidance for seeking approval to attend an event that is not pre-approved. Administration is proposing to include guidance and criteria for approving events outside of those listed as 'Pre-Approved' These have been added as clause 5 and 6.

Cost for tickets and accompanying persons

New clause 5 is proposed to provide guidance in relation to the payment of fees.

CONSULTATION/ADVERTISING:

No further consultation is required

LEGAL/POLICY:

Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies.

The City's [Corporate Document Development Policy](#) sets out the process for the development and review of the City's policy documents.

In accordance with section 2.3 of the Corporate Document Development 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.

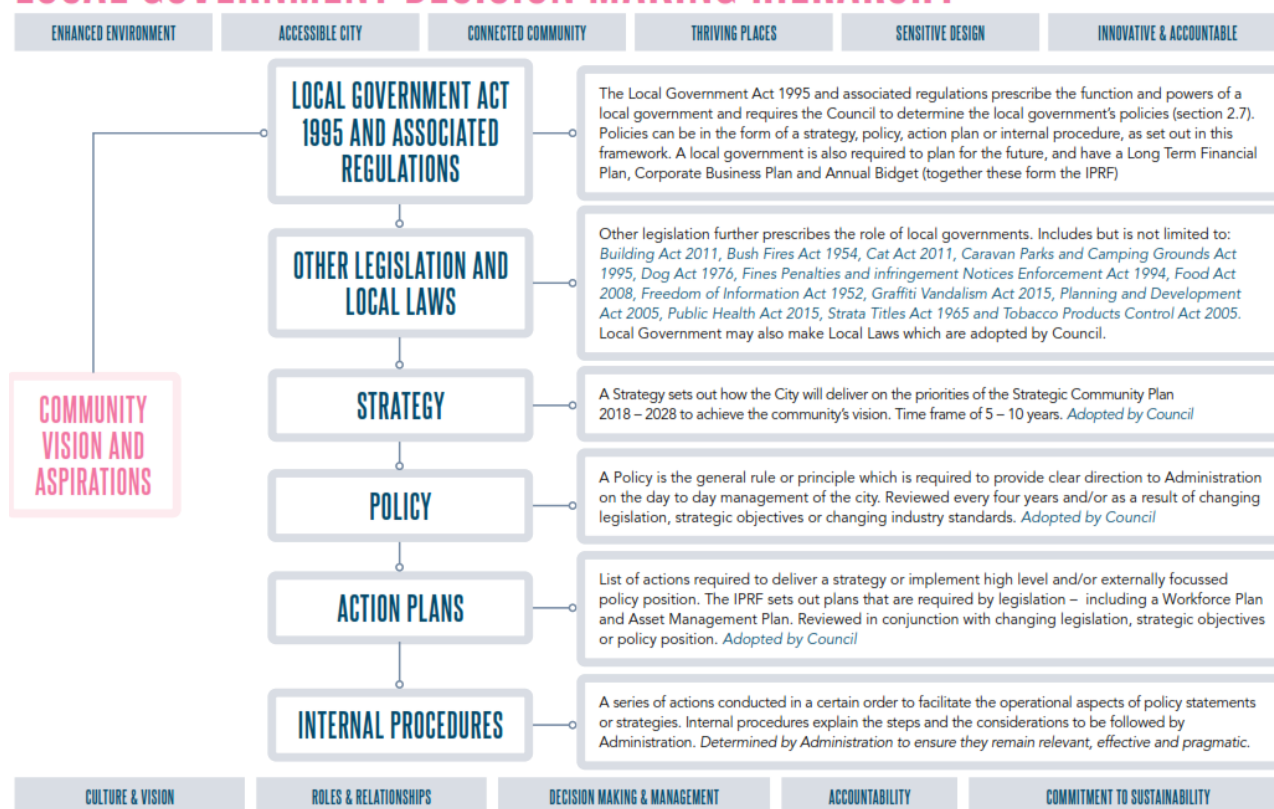
Proposed objective of the new policy:

The existing policy objective is:

To establish guidelines, in accordance with the requirements of section 5.90A of the Local Government Act 1995 (Act), for the appropriate disclosure and management of acceptance of invitations to events or functions where Council Members and the CEO represent the City.

There are no changes proposed for the policy objective.

LOCAL GOVERNMENT DECISION MAKING HIERARCHY



RISK MANAGEMENT IMPLICATIONS

Risk Category	Risk Appetite/Tolerance Statement	Descriptor/clarification
<i>Less than better practice for Governance, Due diligence, Accountability and Sustainability</i>	The City has a low risk tolerance for less than better practice decision making for governance, due diligence, accountability, and sustainability, as measured by accepted industry standards and practices.	The proposed amendments to the Attendance at Events Policy improve clarity regarding gift register obligations and event attendance approvals, ensuring consistency with the <i>Local Government Act 1995</i> .

Low: It is low risk for Council to adopt the amended Attendance at Events Policy as the proposed changes are required to ensure the Policy accurately reflects gift register provisions.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

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.

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.

8.3 REPORT AND MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 2 JULY 2025

- Attachments:**
1. **Audit and Risk Committee Minutes - 2 July 2025** 
 2. **Audit and Risk Committee Confidential Attachments - 2 July 2025 - Confidential**

RECOMMENDATION:

That Council:

1. RECEIVES:

- 1.1 **The Minutes of the Audit and Risk Committee Meeting of 2 July 2025, at Attachment 1 and the Confidential Attachments Paper at Attachment 2;**
- 1.2 **The Business Continuity Plan 2025;**
- 1.3 **The Corporate Risk Register and Deep Dive Reviews;**
- 1.4 **Report from the Management on the City's journey to OAG Top 20 Best Practice Recognition; and**
- 1.5 **The Local Government 2023-24 Financial Audit and Information System Audit Results reports from the Officer of the Auditor General.**

2. APPROVES:

- 2.1 **The risk management actions for the high and extreme risks;**
- 2.2 **The City's amended Risk Management Procedure; and**
- 2.3 **Closure of action items noted in the City's Audit Log.**

3. NOTES:

- 3.1 **The developed Disaster Recovery Plans and disaster recovery survey responses;**
- 3.2 **The alignment of Corporate Risks to risk appetite and tolerance ratings;**
- 3.3 **The status of the City's Audit Log;**
- 3.4 **The City's submission to the Public Sector Commission's 2025 Integrity and Conduct Annual Collection; and**
- 3.5 **The 2025 Audit and Risk Committee Forward Agenda.**

PURPOSE OF REPORT:

To report to Council the proceedings of the Audit and Risk Committee at its meeting held on 2 July 2025 in accordance with clause 2.21(1) of the City's Meeting Procedures Local Law 2008.

DELEGATION:

In accordance with Section 5.22(2) of the *Local Government Act 1995* the minutes of a meeting of a committee are to be submitted to the next ordinary meeting of the council for confirmation.

BACKGROUND:

The City's Audit and Risk Committee is a statutory committee of Council, established in accordance with Section 7.1A of the *Local Government Act 1995*. The role of the Audit and Risk Committee is to provide independent advice and assurance to Council over the City's risk management, internal controls, legislative compliance and financial management.

The Audit and Risk Committee meets approximately every three months and comprises of up to three external independent members (one of which is the Audit and Risk Committee Chair) and four Elected Members.

DETAILS:

The Chairperson managed the order of agenda items for discussion for the convenience of the meeting, visiting representatives of the Officer of the Auditor General and presenting members of Administration.

6.1 OAG – Standing Agenda Presentation Item

The Committee were presented with reports from the Office of the Auditor General on the Audit Planning Summary and Audit Updates.

5.1 Business Continuity Plan and Disaster Recovery Plans

The Committee discussed the Business Continuity Plan 2025 and associated Disaster Recovery Plans.

The report provides assurance on the City's ongoing commitment to business continuity planning, including the identification of critical business activities and the structured collection of disaster recovery information from relevant service areas to inform recovery priorities and ICT dependencies.

5.2 Monthly Review of the City's Corporate Risk Register and Outcomes of Deep Dive Reviews

The report presents the City's Corporate Risk Register (Register), proposed risk management actions for high and extreme risks and alignment of Corporate Risks to Risk Appetite and Tolerance Statements.

The Committee reviewed the City's corporate risk register and discussed the outcomes of recent deep dive reviews into *Reduced Urban Tree Canopy Coverage* and *Increased Safety Hazards from Tree Limb Failures*.

5.3 Review of the City's Risk Management Framework – Desktop

The report presents the outcome of Administration's review of the City's Risk Management Framework and seeks approval of the proposed amendments to the Risk Management Procedure and associated action plan.

5.4 OAG Best Practice Results

The report provides an overview of the City's progress over the past three years in strengthening its financial control environment, audit performance, and governance culture, culminating in formal recognition by the Office of the Auditor General (OAG) as a Top 20 Best Practice Local Government in Western Australia.

5.5 Local Government 2023-24 Audit Results

The Audit Committee Terms of Reference provides that the Chief Audit Executive will provide "*updates on any external or performance audits of emerging issues.*" The following reports from the Auditor General (OAG) were presented to the Committee for information.

The Office of the Auditor General released a report on the Local Government Financial Audit Results 2023-24 and Local Government 2023-24 Information Systems Audit Results 2023-24. Links to these reports are included in the minutes.

5.6 Review of the City's Audit Log

The report provides an update on the status of all outstanding items in the City's Audit Log. The Audit Log tracks all open audit items from audits and reviews, until closure, and provides a summary of the progress made against the management actions. Six actions were recommended for closure; 10 actions remain open with four overdue.

5.7 2025 Public Sector Commission Integrity and Conduct Annual Collection – Submission for Noting

The Committee were presented with the City's 2025 submission to the Public Sector Commission's Integrity and Conduct Annual Collection, in line with the Chair's request for improved oversight of statutory integrity reporting.

5.8 Audit Committee – Forward Agenda 2025

The Audit and Risk Committee Forward Agenda (Agenda) is a 'live' document developed in consultation with Committee Members. The Agenda identifies key issues, performance, monitoring and/or reporting requirements scheduled for presentation to the Committee throughout the year.

The Committee noted amendments to the Forward Agenda as captured in the minutes.

6.2 Organisational Performance Program (OPP) Presentation

Administration provided an overview of the Organisational Performance Program (OPP) to the committee, noting that the program is a vital initiative focused on improving the way services are provided to the community.

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

In accordance with Section 5.22(2) of the *Local Government Act 1995* the minutes of a meeting of a committee are to be submitted to the next ordinary meeting of the council for confirmation.

The Audit and Risk Committee Terms of Reference govern the functions, powers and membership of the Committee.

RISK MANAGEMENT IMPLICATIONS:

Low: It is low risk for Council to consider the report and minutes of the Audit and Risk Committee meeting on 2 July 2025 as the Committee provides advice and assists Council to fulfil its governance and oversight responsibilities in relation to financial reporting, risk management, internal controls, legislative compliance, ethical accountability, and the internal and external audit functions.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's *Strategic Community Plan 2018-2028*:

Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral.

PUBLIC HEALTH IMPLICATIONS:

There are no implications to the priority health outcomes of the City's Public Health Plan 2020-2025.

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

8.4 OFFER FOR SALE - LOT: 823 ON DEPOSITED PLAN: 429962 (FORMERLY NO. 26 BRENTHAM STREET, LEEDERVILLE)

- Attachments:**
1. Plan of Subject Site 
 2. Market Valuation - Confidential

RECOMMENDATION:

That Council:

1. **ACCEPTS** the offer from Rosewood Care Group Inc (ABN 47 687 603 507) to purchase Lot 823 on Deposited Plan 429962, Leederville for \$2,600,000;
2. **APPROVES** the disposition of Lot 823 on Deposited Plan 429962, Leederville in accordance with section 3.58 of the *Local Government Act 1995*;
3. **AUTHORISES** the Chief Executive Office to:
 - 3.1 Negotiate and conclude the Contract of Sale between the City of Vincent and Rosewood Care Group Inc; and/or
 - 3.2 Determine the settlement date and/or date of satisfaction of any conditions pursuant to the Contract of Sale;
4. **AUTHORISES** the Mayor and Chief Executive Officer to affix the common seal and/or execute the following in accordance with the Execution of Documents Policy:
 - 4.1 Contract of Sale of the land by offer and acceptance in respect of Recommendation 3; and
 - 4.2 Transfer of Land and all other documents relating to the sale of Lot 823 on Deposited Plan 429962;
5. **AUTHORISES BY ABSOLUTE MAJORITY** that:
 - 5.1 The proceeds from the sale less any fees associated with the sale and transfer of land be allocated to the Public Open Space reserve; and
 - 5.2 \$450,000 be allocated towards the planning and development of a new playground and other improvements within the Brentham Street Reserve; and
6. **NOTES** that the remaining proceeds from the sale after the expenditure in Recommendation 5 would be used for future enhancements of existing Public Open Space within the City of Vincent including Mt Hawthorn and Leederville.

PURPOSE OF REPORT:

For Council to:

- Accept the offer from Rosewood Care Group Inc (Rosewood) (ABN 47 687 603 507) to purchase Lot 823 on Deposited Plan 429962 (subject site).
- Authorise the CEO to complete the sale and purchase transaction.

DELEGATION:

Delegation [2.2.17](#) – Disposing of Property in the City's Delegations, Authorisations and Appointments does not extend to a disposition where the market value of the property exceeds \$20,000.

The market value of the subject site is \$2.99 million.

BACKGROUND:

The subject site is shown in **Attachment 1** and is surrounded by Rosewood Aged Care to the east and Aranmore Catholic Primary School to the south.

The subject site has a frontage to Brentham Street to the west and a 5 metre right of way (ROW) to the north. On the northern side of this ROW and the western side of Brentham Street there are existing single and two storey houses.

The subject site has an area of 1,784 square metres and is zoned Residential R60 under the City's Local Planning Scheme No. 2 (LPS2).

Aranmore Catholic Primary School Land Exchange

At its meeting on [28 May 2019](#) Council approved a land exchange between the City and Aranmore Catholic Primary School.

To facilitate this the subdivision and amalgamation of a number of landholdings was required to consolidate and create new lots. This process was completed in September 2020.

Sale of Subject Site

At its meeting on [8 March 2022](#) Council resolved to prepare Amendment No. 8 to LPS2 to rezone the subject site from Public Open Space to Residential R60 under LPS2.

At this same [meeting](#) Council also resolved to sell the subject site following the finalisation of Amendment No.8. The rezoning of the subject site was completed in February 2023.

Related to the sale of the subject site the Council resolution sets out:

- *Administration to invite private treaty land sale offers from the adjoining landowners Aranmore Catholic Primary School and Rosewood Care Group Inc.*
- *Should no private treaty offer of sale be accepted by Council, the CEO will dispose of the land via public tender.*

To facilitate the sale, the subject site was required to be excised from the broader landholding comprising of the Brentham Street Reserve and be created on its own title.

In September 2024, the Western Australian Planning Commission (WAPC) approved a subdivision application to create the subject site on its own title.

As part of the City satisfying the conditions of this subdivision approval, the playground on the subject site was removed in February 2025 and services were connected in May 2025.

Deposited Plan 429962 to create the subject site on its own title has recently been approved by Landgate. The City's lawyers have lodged the application for the title with Landgate and is awaiting issuance of title.

DETAILS:

Aranmore Catholic Primary School and Sisters of Mercy declined the invitation to make an offer to purchase the subject site in February and April 2022, respectively.

Rosewood expressed interest in purchasing the subject site between 2022 and 2024. On 14 April 2025 Rosewood submitted an offer of \$2.6 million.

Administration obtained an independent market valuation for the subject site of \$2.99 million in April 2025 (**Attachment 2**).

Rosewood is aware that the offer will be presented to the August 2025 Council meeting and has advised that it is not prepared to make any further increased offer because:

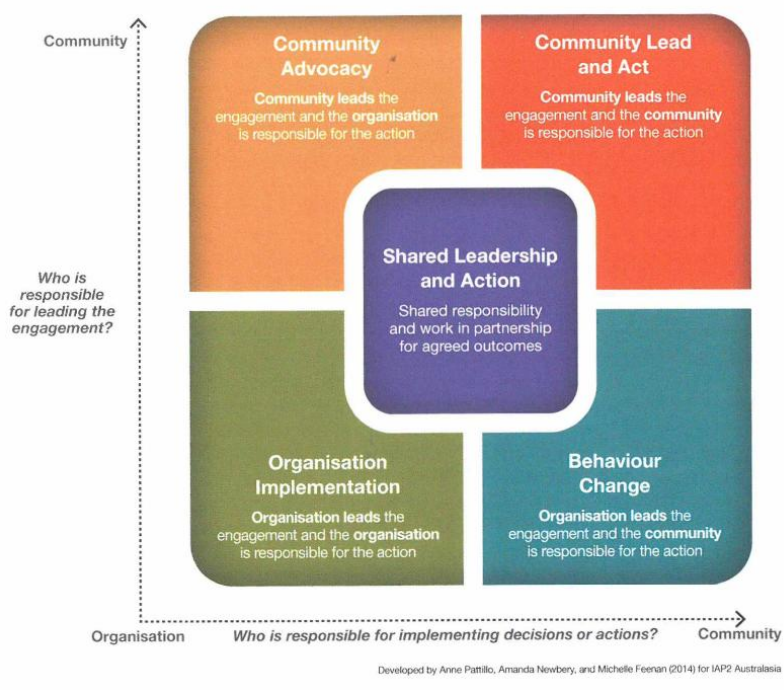
- The offer exceeds its current budget and is mindful of significant construction costs that would be incurred to redevelop the subject site.
- Additional capital towards the land acquisition would jeopardise any long-term redevelopment plans.
- The opportunity for it to purchase and redevelop the subject site would bring lasting community benefits.

CONSULTATION/ADVERTISING:

If the offer is accepted, Administration would negotiate and conclude the terms of the contract for sale of land with Rosewood.

[Section 3.58\(5\)\(d\)](#) of the *Local Government Act 1995* (Act) and [Regulation 30\(2\)\(b\)](#) of the *Local Government (Functions and General) Regulations 1996* (Regulations) apply.

The City is exempt from giving a local public notice in accordance with Regulation 30(2)(b) as this disposition is to a charitable organisation.



Organisation Implementation

Organisations lead engagement and seek input, shape the policies, projects and services for which they are responsible. This is a familiar and traditional approach to policy development, project management and service delivery.

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

Communicate how community and stakeholder input has influenced the decision-making or implementation

LEGAL/POLICY:

Local Government (Functions and General) Regulations 1996

Regulation 30 covers a range of exempt dispositions that are excluded from the application of s 3.58 of the Act which would otherwise require public notice to be given for any proposed disposal of property. [Regulation 30\(2\)\(b\)](#) states that:

A disposition of land is an exempt disposition if:

- (b) the land disposed of to a body, whether incorporated or not to:
- (i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and
 - (ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transaction.

Rosewood is a charitable organisation for the purposes of Regulation 30(2)(b)(i).

[Section 5.42 of the Local Government Act 1995](#) provides that a local government may delegate powers and duties to the Chief Executive Officer.

Property Investment and Disposal Policy

Notwithstanding that Council resolved to approve the sale of the subject site in 2022 prior to the adoption by Council of the [Property Investment and Disposal Policy](#) (Policy) in 2024, the Policy is relevant as it establishes a framework for the strategic management of the City's property portfolio.

The key principles for strategic property management under this Policy are:

- Alignment with current or future service delivery outcomes identified in the Strategic Community Plan or Corporate Business Plan.
- Financial return or Future Development Potential including long term yield on property investment and positive economic development outcomes.
- Contribution to economic, environmental or community benefit to the City of Vincent district.
- Compliance with statutory requirements in particular the requirements of the *Local Government Act 1995*.
- Fair and equitable.

The Policy also identifies the following matters that may be taken into consideration when disposing of property:

- The land is identified in a Council adopted strategy, budget, analysis, policy or planning scheme as being surplus to its requirements or not required to be owned by Council.
- The sale price would be equal or more than the current market value assessed by a licensed valuer, unless Council can justify the circumstances to sell the land at less than market value.
- Any other matters affecting the land.

Administration's justification for Council to accept Rosewood's offer is outlined in the Comments section.

RISK MANAGEMENT IMPLICATIONS

Risk Category	Risk Appetite and tolerance statement	description/clarifications
Governance, Due diligence, Accountability and Sustainability	The City has a low risk tolerance for less than better practice decision making for governance, due diligence, accountability, and sustainability, as measured by accepted industry standards and practices.	The City has demonstrated it has undertaken all required actions to ensure that the sale of the land has been conducted through accountable and transparent procedures through implementing relevant risk control measures implemented in accordance with the City's Risk Management and Project Management Frameworks.
Regulatory Compliance and Legal Obligations	The City has a very low risk appetite for breaches of legislation, professional standards or ethical requirements.	The recommendation ensures compliance with section 3.58 of the <i>Local Government Act 1995</i> . This action minimises legal risk and aligns with the City's governance principles of transparency and accountability.

Low: It is low risk for Council to sell the subject site to Rosewood. The sale would generate additional financial income for the City which would be allocated towards enhancing the City's existing public open spaces in Mt Hawthorn and Leederville.

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 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:

Settlement, Landgate and legal fees associated with the private treaty sale are estimated to be approximately \$15,000. These fees would be funded through the proceeds of the sale.

If the subject site were to be sold through a public tender, the fees would be approximately \$45,000. This would include additional costs and expenses associated with agent fees and marketing.

Proceeds from the land sale would be held in Public Open Space reserve and be applied towards:

- The planning and development of the Brentham Street Reserve green space.
- Improving community access to and enhancing existing public open space (POS) within the City, including Mt Hawthorn and Leederville.

The allocation of expenditure for POS projects would be addressed through the preparation of future Annual Budgets and would require Council's approval.

COMMENTS:Assessment of Rosewood Offer

It is recommended that Council accepts Rosewood's offer to buy the subject site for \$2.6 million.

- Rosewood would likely be the only potential buyer. This is because of the location of the subject site and the opportunity for Rosewood to expand its current aged care facility. This is also clear from the lack of interest from the Sisters of Mercy and Aranmore Catholic Primary School to submit an offer.
- Selling the subject site through a private treaty sale with Rosewood would take approximately 3 months to negotiate and finalise. This is quicker than a public tender process which could take between 6 to 8 months to complete. If a public tender were to be undertaken there is the potential for the market valuation to reduce and lose the present offer from Rosewood.
- Declining the current offer in hope of securing a higher offer could result in the City losing the offer entirely and forfeiting a secured position.
- The City's valuer has confirmed that even if Rosewood is the only likely potential buyer, it would not affect the market valuation for the subject site.

Proceeds of Sale & Improvements to POS

Council's resolution from March 2022 sets out:

- That proceeds from the sale will be held in the POS reserve to create and enhance POS in shortfall areas such as Mt Hawthorn.
- For community consultation to occur on a new landscape plan for Brentham Street Reserve. This would include a new playground, footpath and lighting up to \$299,000.

Investigations into POS enhancements or upgrades to the Brentham Street Reserve are not currently included in the 2025/26 Budget or Corporate Business Plan.

Funds from the sale of the subject site would support Administration to carry out this work:

- Enhancing Existing Public Open Space (POS) – The [POS Strategy](#) identifies that the southern portion of Mount Hawthorn has a deficit in local POS and the northern portion of Leederville is deficient in Neighbourhood POS.

Proceeds from the sale would be used towards investigating and implementing options to improve public and disability access to existing POS including Oxford Reserve, Britannia Reserve and Sullivan Logistics Stadium (Leederville Oval). This would enhance the amenity and quality of POS in Mount Hawthorn and Leederville for the community.

Some of these projects would likely require grant funding, and the proceeds of the sale could form the City's contribution.

If funds from the sale were not used for this, it would otherwise require the use of rate revenue or existing reserves to undertake upgrades. It is anticipated these investigations would occur in 2026/27.













- Brentham Street Reserve Green Space – 2022 estimates for the construction of a new playground and other improvements near Wylie Place were \$299,000. Costs have risen since 2022 with the design and construction now estimated to be up to \$450,000 (inclusive of a contingency and outlined below).

\$450,000 from the sale would be used for the planning and development of the Brentham Street Reserve green space. This would include a new playground and other improvements and would begin following completion of the sale.

Development and consultation on the landscape plan for the green space would be accounted for in the 2026/27 budget. Construction of the playground would be accounted for in the 2027/28 budget and the Four Year Capital Works Plan.

Improvement	2022 Cost	2025 Cost
Removal of existing play equipment, construction of new play equipment and softfall	\$115,000	\$180,000 - \$200,000
Footpath – red asphalt	\$90,000	\$90,000
Lighting x 14	\$49,000	\$60,000
Planting and reticulation	\$25,000	\$25,000
Benches and drink fountains	\$20,000	\$20,000
Landscape plan (internal)	\$0	\$0
Total Estimated Cost	\$299,000	\$375,000-\$395,000

8.5 INFORMATION BULLETIN

- Attachments:**
1. Unconfirmed Minutes for Arts Advisory Group Minutes - 21 May 2025 
 2. Unconfirmed Minutes of the Mindarie Regional Council Meeting held on 19 June 2025 
 3. Unconfirmed Minutes of the Catalina Regional Council Meeting held on 19 June 2025 
 4. Statistics for Development Services Applications as at the end of July 2025 - to follow due to end of month
 5. Register of Legal Action and Prosecutions Monthly - Confidential
 6. Register of Legal Action - Orders and Notices Quarterly - Confidential
 7. Register of State Administrative Tribunal (SAT) Appeals - Progress Report as at 22 July 2025 
 8. Register of Applications Referred to the Metro Inner-North Joint Development Assessment Panel - Current 
 9. Register of Applications Referred to the Design Review Panel - Current 
 10. Bike Plan 2023 - 2028 Implementation Framework - Annual Implementation Progress Update - 2025 
 11. Register of Petitions - Progress Report August 2025 
 12. Register of Notices of Motion - Progress Report - August 2025 
 13. Register of Reports to be Actioned - Progress Report - August 2025 
 14. Council Workshop Items since 18 June 2025 
 15. Council Briefing Notes - 8 July 2025 

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated August 2025.

9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

11 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED ("BEHIND CLOSED DOORS")**11.1 ANNUAL CEO PERFORMANCE REVIEW 2024-2025 AND KEY PERFORMANCE INDICATORS 2025-2026**

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

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.

12 CLOSURE