



CITY OF VINCENT

AGENDA

Council Briefing

3 February 2026

Time: 6:00 PM
**Location: E-Meeting and at the Administration
and Civic Centre,
244 Vincent Street, Leederville**

**David MacLennan
Chief Executive Officer**

DISCLAIMER

No responsibility whatsoever is implied or accepted by the City of Vincent (City) for any act, omission, statement or intimation occurring during Council Briefings or Council Meetings. The City disclaims any liability for any loss however caused arising out of reliance by any person or legal entity on any such act, omission, statement or intimation occurring during Council Briefings or Council Meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council Briefing or Council Meeting does so at their own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning or development application or application for a licence, any statement or intimation of approval made by an Elected Member or Employee of the City during the course of any meeting is not intended to be and is not to be taken as notice of approval from the City. The City advises that anyone who has any application lodged with the City must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Council in respect of the application.

Copyright

Any plans or documents contained within this Agenda may be subject to copyright law provisions (Copyright Act 1968, as amended) and that the express permission of the copyright owner(s) should be sought prior to their reproduction. It should be noted that Copyright owners are entitled to take legal action against any persons who infringe their copyright. A reproduction of material that is protected by copyright may represent a copyright infringement.

PROCEDURE FOR PUBLIC QUESTION TIME

The City's Council Briefings, Ordinary Council Meetings, Special Council Meetings and Committee Meetings are held in the Council Chamber located upstairs in the City of Vincent Administration and Civic Centre. Meetings are also held electronically (as eMeetings), and live streamed so you can continue to watch our meetings and briefings online at <https://www.vincent.wa.gov.au/council-meetings/livestream>

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

The following conditions apply to public questions and statements:

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

For further information, please view the [Council Proceedings Guidelines](#).

RECORDING AND WEBSTREAMING OF COUNCIL MEETINGS

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

Order Of Business

1	Declaration of Opening / Acknowledgement of Country	9
2	Apologies / Members on Leave of Absence	9
3	Public Question Time and Receiving of Public Statements	9
4	Declarations of Interest	9
5	Strategy & Development	10
5.1	No. 496 (Lots: 145 & 146; D/P: 2630) Charles Street, North Perth - Change of Use to Unlisted Use (Car Wash and Detailing) (Amendment to Approved).....	10
5.2	Nos. 484 & 488-492 (Lots: 51 & 52; D/P: 29193) Beaufort Street, Highgate - Change of Use from Eating House to Tavern (Amendment to Approved)	169
5.3	No. 88B (Lot: 3; Plan: 88595) Bourke Street Leederville - Proposed Grouped Dwelling and Ancillary Dwelling.....	258
5.4	Transport Advisory Group - Appointment of Council Members and Community Representatives	324
5.5	Advertising of Draft Public Health Plan 2026 - 2031.....	331
5.6	Submission on Draft Station Precincts Improvement Plan	388
5.7	Proposed Licence for Litis Stadium Changeroom to Floreat Athena Soccer Club Inc	424
6	Infrastructure & Environment	431
6.1	Approval to Advertise Local Area Traffic Management Policy.....	431
6.2	Response to Petition - Vine Street and Hammill Lane Intersection - Safety Concerns.....	462
6.3	Response to Petition - Safety Control Measures - Brentham Street	466
6.4	Approval to Advertise Amended Policy - Verge Treatments	470
6.5	Approval to Advertise Amended Policy - Rights of Way.....	493
6.6	RFT IE529/2025 Menzies Park and Birdwood Square Flood Lighting Upgrade	513
7	Community & Business Services	527
7.1	Financial Statements as at 30 November 2025.....	527
7.2	Financial Statements as at 31 December 2025.....	548
7.3	Authorisation of Expenditure for the Period 01 November to 30 November 2025	566
7.4	Authorisation of Expenditure for the Period 01 December 2025 to 31 December 2025	583
7.5	Investment Report as at 30 November 2025	600
7.6	Investment Report as at 31 December 2025	607
7.7	Outcome of Advertising - Draft Youth Action Plan 2026 and Beyond Deliverables	614
8	Chief Executive Officer	626
8.1	National General Assembly of Local Government (NGA) 2026	626
8.2	Approval to Advertise New Privacy and Information Breach Policy - Standard Amendment.....	628
8.3	Council Recess Period 2025-2026 - Receiving of items dealt with under Delegated Authority between 10 December 2025 and 2 February 2026	646
8.4	Information Bulletin	649
9	Motions of Which Previous Notice Has Been Given	781
	Nil	
10	Representation on Committees and Public Bodies	781

11 Confidential Items/Matters for which the Meeting May be Closed ("Behind Closed
Doors")781

12 Closure781

CITY OF VINCENT GOVERNANCE FRAMEWORK 2020 OVERVIEW



COMMUNITY PRIORITIES AND OUTCOMES WE WILL STRIVE TO ACHIEVE



ENHANCED ENVIRONMENT

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



CONNECTED & HEALTHY COMMUNITY

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



SENSITIVE DESIGN

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



ACCESSIBLE CITY

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



THRIVING PLACES

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



INNOVATIVE AND ACCOUNTABLE

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

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

1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

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

2 APOLOGIES / MEMBERS ON LEAVE OF ABSENCE

Nil

3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS

4 DECLARATIONS OF INTEREST

4.1 David MacLennan, CEO, declared an impartiality interest in Item 5.4 Transport Advisory Group - Appointment of Council Members and Community Representatives. The extent of his interest is that two of the community representatives nominated for the Transport Advisory Group reported indirectly to him at his previous role at the Department of Planning. He has had no involvement in the recommendation of community members to this group or in the preparation of the report.

4.2 Cr Suzanne Worner declared an impartiality interest in Item 5.4 Transport Advisory Group - Appointment of Council Members and Community Representatives. The extent of her interest is that one of the community representatives nominated for the Transport Advisory Group is her husband.

5 STRATEGY & DEVELOPMENT

5.1 NO. 496 (LOTS: 145 & 146; D/P: 2630) CHARLES STREET, NORTH PERTH - CHANGE OF USE TO UNLISTED USE (CAR WASH AND DETAILING) (AMENDMENT TO APPROVED)

Ward: North

- Attachments:
1. Consultation and Location Map [↓](#) 
 2. Development Plans [↓](#) 
 3. Applicant Planning Report [↓](#) 
 4. Applicant Response to Request for Information [↓](#) 
 5. Noise and Operational Management Plan [↓](#) 
 6. Acoustic Report [↓](#) 
 7. Transport Impact Statement [↓](#) 
 8. Main Roads Western Australia Referral Comments [↓](#) 
 9. Summary of Submissions - Administration's Response [↓](#) 
 10. Summary of Submissions - Applicant's Response [↓](#) 
 11. Clause 67 Assessment [↓](#) 
 12. Compliance History [↓](#) 

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme:

1. APPROVES part of the development application for a proposed Change of Use to Unlisted Use (Car Wash and Detailing) (Amendment to Approved) at No. 496 (Lots: 145 & 146; D/P: 2630) Charles Street, North Perth, in accordance with the plans shown in Attachment 2, subject to the following conditions:
 - 1.1 All conditions, requirements and advice notes detailed on the development approval 5.2022.13.1 granted on 18 October 2022 continue to apply to this approval except as follows:
 - 1.1.1 Condition 1.3 is modified as follows:

No vehicles, goods or materials are to be parked or stored within the 'Work Free Zone' as shown on the approved plans at any time;
 - 1.1.2 Condition 1.4 is added as follows:

Activity within the 'Work Free Zone' is restricted to the movement of vehicles from the 'Waiting Bays' to the 'Wash Bays' and the 'Wash Bays' to the 'Final Touch-Up Bays'. No other activity is permitted in this area including the parking of vehicles, congregation of staff or other activities associated with the use, to the satisfaction of the City;
 - 1.1.3 Condition 1.5 is added as follows:

This approval is for a Change of Use Unlisted Use (Car Wash and Detailing) (Amendment to Approved) as shown on the approved plans dated received 29 August 2024 and 1 August 2025. No other development forms part of this approval;
 - 1.1.4 Condition 1.6 is added as follows:

Prior to the first use of the additional Wash Bay for the development, a roof plan is to be provided to, and approved by, the City. The roof plan shall show the location of the proposed exhaust fans, consistent with the locations indicated in the

Environmental Assessment by ND Engineering (Ref: 2307071 Rev. 4), dated 11 December 2025, to the satisfaction of the City;

1.1.5 Condition 3.1 is modified as follows:

The use must at all times be carried out in accordance with the approved Proposed Site/Floor Plan dated 29 August 2024 and 1 August 2025, to the satisfaction of the City;

1.1.6 Condition 3.2 is modified as follows:

The development shall comprise of a maximum of six working station bays, comprising of two (2) Wash Bays and four (4) Final Touch-Up Bays, to the satisfaction of the City;

1.1.7 Condition 4.1 is modified as follows:

The use must at all times operate in compliance with the Environmental Assessment by ND Engineering (Ref: 2307071 Rev. 4) dated 11 December 2025. All recommended measures in the report shall be undertaken in accordance with the report, to the satisfaction of the City; and

1.1.8 Condition 4.3 is added as follows:

In accordance with the Environmental Assessment by ND Engineering (Ref: 2307071 Rev. 4), dated 11 December 2025, the two hand spray nozzles shall be electronically interlocked with the Proposed Acoustic Roller Doors so that if either of the Proposed Acoustic Roller Doors is open then the power supply to the hand spray nozzles is disabled until both Proposed Acoustic Roller Doors are closed, to the satisfaction of the City;

1.1.9 Condition 5.1 is modified as follows:

The use shall at all times operate in compliance with the Noise and Operational Management Plan (NOMP) dated 1 August 2025;

1.1.10 Condition 5.4 is modified as follows:

The bays shown on the Approved Plan must be used in accordance with the use of the bay as set out in the NOMP Plan. No work is to be undertaken on vehicles within the 'Proposed Waiting Bays', the 'Proposed Exit Bays' or the 'Staff Parking' bays;

1.1.11 Condition 9 'Prior to Use of Additional Wash Bay' is added as follows:

Prior to the first use of the additional Wash Bay, the line marking and directional signage at the subject site shall be updated onsite to align with the movement of vehicles within the development site, as per the approved plans, to the satisfaction of the City;

1.1.12 Condition 10 'Main Roads WA' is added as follows:

- 10.1 No development other than the temporary waiting bay shall be permitted on the land required for future road purposes;
- 10.2 The area required for future road purposes is not to be included in the specific carparking requirement for the development;
- 10.3 All vehicle access shall be restricted to the existing driveway;
- 10.4 All waste collection is to be onsite;

10.5 Stormwater discharge shall not exceed pre-development discharge to Charles Street Road Reserve; and

10.6 The proposed moveable sign does not form part of this approval;

1.1.13 Advice Note 3 is modified as follows:

The upgrading/widening of Charles Street is not in Main Roads current 4-year forward estimated construction program and all projects not listed are subject to change without notice, and Main Roads assumes no liability for the information provided;

1.1.14 Advice Note 7 is added as follows:

Lot 145 and 146 (496) Charles Street, North Perth is impacted by Planning Control Area 167 for the future upgrade of Charles Street. The land will be required for road purposes sometime in the future;

1.1.15 Advice Note 8 is added as follows:

Where a Planning Control Area (PCA) is in place, approval for development is required from the Western Australian Planning Commission (WAPC), as well as under any relevant planning scheme, unless the PCA imposes requirements to the contrary;

1.1.16 Advice Note 9 is added as follows:

Prior to undertaking works within the Charles Street Road Reserve, a Working on Roads Permit must be obtained from Main Roads; and

1.1.17 Advice Note 10 is added as follows:

The applicant is required to submit an Application Form to undertake works within the road reserve prior to undertaking any works within the road reserve. Application forms and supporting information about the procedure can be found on the Main Roads website > Technical & Commercial > Working on Roads; and

2. REFUSES part of the development application for a proposed Change of Use to Unlisted Use (Car Wash and Detailing) (Amendment to Approved) at No. 496 (Lots: 145 & 146; D/P: 2630) Charles Street, North Perth, in accordance with the plans shown in Attachment 2, for the following reason:

2.1 Pursuant to 67(2)(s)(ii) in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the removal of Condition 3.3 would result in inadequate and poorly defined arrangements, and unenforceable controls for the manoeuvring of vehicles across the site. The removal of the condition would permit vehicles to be worked on outside of designated bays, which would result in unsafe vehicle manoeuvring and functioning of the development. This would also result in vehicles accessing Charles Street from the subject site in an unsafe manner due to the absence of clearly defined controls over vehicle movement and activity locations.

EXECUTIVE SUMMARY:

The purpose of this report is to consider an application to amend a development approval for a Change of Use to Unlisted Use (Car Wash and Detailing) at No. 496 Charles Street, North Perth (the subject site).

The site currently operates as the Eco Spray Car Wash and has been the subject of a number of applications which have been approved by Council since commencing operations in 2011.

The proposed amendments to the existing development at the site are summarised as follows:

- Modifications to conditions of approval to allow greater flexibility to the operations of the business. This includes allowing vehicles to be parked and worked on across the site.
- Modifications to the existing built form including the installation of acoustic roller doors and associated exhaust fans.
- Modifications to the operations of the use including the conversion of an existing 'Final Touch-Up Bay' into a 'Wash Bay' and the introduction of a 'Work Free Zone' adjacent to the south-west corner of the subject site. The amendments also include the introduction of six additional car parking bays onsite to assist with vehicle parking demands of the development.

The subject site is zoned Commercial under the City's Local Planning Scheme No. 2 (LPS2) and is adjacent to residential development to the east, with commercial development to the north and south. The site presents as a single-storey commercial building with vehicle access from Charles Street.

The application seeks discretion under the planning framework in relation to the acceptability of the proposed modifications to the previously approved development, including their scale, intensity and operational impacts. No other departures to the planning framework are proposed. While the underlying use has previously been approved by Council, the proposed amendments require Council to consider whether the amended development remains acceptable having regard to the objectives of the Commercial zone of LPS2 and the relevant matters under Clause 67(2) of the Deemed Provisions (including amenity, vehicle manoeuvring and traffic impacts).

The proposal would maintain the existing six working bays onsite but would allow two cars to be washed at any one time, an increase from the existing development. This intensification would be balanced by the proposed building and operational modifications, including the installation of the acoustic roller doors and introduction of the 'Work Free Zone' to ensure the proposal reduces the impact of the development on surrounding properties compared with the existing approved development.

The applicant has provided an 'Environmental Assessment by ND Engineering (Ref: 2307071 Rev. 4), dated 11 December 2025' (Acoustic Report), Noise and Operational Management Plan (NOMP) and Traffic Impact Statement (TIS) to support the proposed development.

The Acoustic Report confirms that noise levels generated from the land use operations during the proposed operating hours would comply with the relevant assigned noise levels under the *Environmental Protection (Noise) Regulations 1997* (Noise Regulations). The City's Health Services have reviewed the report and are satisfied, based on the findings within the report, that the installation of the acoustic roller doors as noise mitigation controls would result in a considerable improvement compared to the existing site situation.

The TIS confirms that the additional traffic generated by the proposed development would not adversely affect the existing road network or the amenity of surrounding properties. The additional car parking bays proposed onsite would improve the efficiency in the processing of vehicles and would assist with meeting the car parking needs of the development.

Elements of the application are not supported to the extent they would reduce the clarity or enforceability of the approval, or enable activity beyond designated bays, as they allow for an unacceptable increase in activity across the site and would reduce the enforceability of the development approval.

The proposed development is acceptable as considered against the planning framework and is recommended for approval subject to conditions. This is on the basis that, with the recommended conditions, the amended development would operate with no greater and some reduced amenity impacts compared with the existing approval.

PROPOSAL:

The application proposes to amend the existing development approval for a Change of Use to Unlisted Use (Carwash and Detailing) at No. 496 Charles Street, North Perth, as shown on the location plan included as **Attachment 1**.

A car wash and detailing service has operated at the subject site for the past decade, trading as the Eco Spray Car Wash. Development approval for the use was granted by Council at its Ordinary Meeting of 11 October 2011. Two subsequent amendments to the 2011 development approval have been approved by Council at its Ordinary Meetings on 23 July 2019 and 18 October 2022.

This development application proposes amendments to two conditions of approval, and modifications to the existing building and operations on the subject site.

Proposed Modifications to Conditions of Approval

The application proposes to amend Condition 1.3 and remove Condition 3.3 of the existing approval.

Condition 1.3 of the existing approval reads as follows:

- 1.3 *No vehicles are to be parked or material stored in the access ways shown with directional arrows on the Approved Plans at any time.*

The application proposes to modify the condition to read as follows:

- 1.3 *No materials are to be stored in the access ways shown with directional arrows on the Approved Plans at any time.*

Condition 3.3 of the existing approval reads as follows:

- 3.3 *Vehicles must only be washed or touched-up on the property in a bay shown on the Approved Plan as being provided for that purpose.*

The application proposes for this condition to be removed.

The applicant has stated that the modifications to the conditions of approval are proposed to enable improved efficiencies of the operations on the site.

The current approval permits customer parking to only occur within the existing car bay at the front of the site adjacent to Charles Street or within the 'Wash Bay' or 'Final Touch-Up Bays'.

The proposed modifications to the conditions of approval would permit customer parking to occur anywhere on the site outside of a proposed 'Work Free Zone' and would allow for detailing and drying to be performed outside of the dedicated 'Final Touch-Up Bays' during peak periods.

Proposed Operational Modifications

The existing development is currently approved with six workstations including one dedicated 'Wash Bay' and five 'Final Touch-Up Bays'.

The application seeks to alter the function of these bays to include two dedicated 'Wash Bays' and four 'Final Touch-Up Bays'. The application does not propose to increase the number of cars that are being worked on at any given time from the existing approval.

The location of the bays onsite is not proposed to change. The two 'Wash Bays' would be located within the existing building on the site with the four 'Final Touch-Up Bays' located on the existing forecourt area.

In accordance with the existing development, only six cars would be able to be worked on by staff onsite.

The proposed development also includes the creation of the following additional car parking areas on the site:

- Three proposed 'Waiting Bays'. These bays are proposed to be used for the parking of vehicles awaiting washing by staff.
- Two proposed 'Exit Bays'. These bays are proposed to be used for the parking of vehicles that have been serviced and are awaiting collection.
- One proposed staff parking bay located to the north of the site. This bay is proposed to accommodate staff parking onsite.
- One proposed 'Waiting or Exit Bay' within the Charles Street Road Reserve. This bay has not been considered as part of Administration's assessment of the proposal.

To reduce the impacts of the proposed operational modifications, the proposal also includes the creation of a 'Work Free Zone' at the rear of the site adjacent to Docket Lane. The area is proposed to be used as follows:

- No vehicle parking is to occur in this area. Vehicles are to be manoeuvred through this area only.
- No works to vehicles within this area. All work must be carried out within the existing 'Wash Bays' and 'Final Touch-Up Bays'.

Proposed Building Modifications

The applicant is proposing the following building modifications:

- The existing roller doors adjacent to the 'Wash Bays' are proposed to be replaced with acoustic treated roller doors.
- Four exhaust fans are proposed to be installed on top of the existing 'Wash Bay' building. The exhaust fans are setback on the roof from adjoining properties and Docket Lane.
- Replacement of the existing hollow-core door to the vacuum enclosure with a solid-core door.

There are no changes proposed to the approved operating hours for the development.

The proposed development plans are included at **Attachment 2**. The applicant's supporting information including Planning Report, Response to Request for Information, NOMP, Acoustic Report, TIS have been included as **Attachment 3, 4, 5, 6, and 7**, respectively.

Delegation to Determine Applications:

This application is being referred to Council for determination in accordance with the City's Register of Delegations, Authorisations and Appointments. This is because the delegation to Administration to determine applications does not extend to applications that seek to amend a development approval previously determined by Council, unless the application meets the deemed-to-comply standards and does not change the impact of any the conditions of approval imposed.

The previous approval for the use was determined by Council. The current application seeks to amend that development approval, specifically Condition 1.3 and Condition 3.3, which would result in a material change to the effect of the conditions of approval set by Council.

BACKGROUND:

Landowner:	Frank Tomsic, Dragan Kapinkoff, Edward Tomsic
Applicant:	Altus Planning
Client:	Eco Spray Car Wash (WA) Pty Ltd
Date of Application:	6 December 2023
Zoning:	MRS: Urban LPS2: Zone: Commercial
Built Form Area:	Transit Corridor
Existing Land Use:	Unlisted Use (Car Wash and Detailing)
Proposed Use Class:	Unlisted Use (Car Wash and Detailing)
Lot Area:	920 square metres
Right of Way (ROW):	Yes – 5.0 metres wide
Heritage List:	Not applicable

Site Context

The subject site consists of two separate lots on a multi-lot title. The site is located on the north-east side of Charles Street and is bound by commercial properties to the north-west and south-east, and Docket Lane to the north-east. The adjoining properties on the opposite side of Docket Lane include single and two storey single houses, addressing Doris Street. A location plan is included as **Attachment 1**.

The subject site and properties to the north-west and south-east along Charles Street are zoned Commercial under LPS2 and are located within the Transit Corridor Built Form Area under the City's Policy 7.1.1 – Built Form (Built Form Policy).

The properties on the opposite side of Charles Street to the south-west are zoned Residential R60 – R100 under LPS2 and are also within the Transit Corridor Built Form Area.

The adjoining properties on the opposite side of Docket Lane are zoned Residential R30/R40 under LPS2 and are within the Residential Built Form Area.

A 3.66 metre portion of the subject site is within the Charles Street Planning Control Area 167 (PCA167). PCA167 is intended to ensure that no development occurs on this land which may prejudice development and widening of Charles Street until reserved under the Metropolitan Region Scheme (MRS).

The surrounding development context currently consists of low density residential dwellings and commercial businesses, including the Charles Hotel which is located 100 metres north-west of the subject site.

Site & Approvals History

The site has received three previous development approvals from Council for the existing development.

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

Date	Application Details
11 October 2011	<p>At its Ordinary Meeting, Council granted conditional approval for a Change of Use to Unlisted Use (Car Wash and Detailing) and Associated Alterations and Additions at the subject site.</p> <p>The approval included one wash bay, one vacuum bay both located within the existing building on the site. Three final touch-up bays and two customer collection bays were included in the forecourt area.</p> <p>Documents from the 11 October 2011 Ordinary Council Meeting can be found here, Minutes.</p>
23 July 2019	<p>At its Ordinary Meeting, Council granted approval for an amendment to the 2011 approval.</p> <p>The application sought to increase the operating hours for the development from Monday to Thursday for an additional two hours each day, and reduce operating hours on Fridays, weekends and public holidays by 30 minutes. No changes were proposed to the built form or land use classification.</p> <p>New conditions were imposed which required the development to operate in accordance with an Acoustic Report and a noise and operational management plan to mitigate amenity impacts on adjoining properties.</p> <p>Documents from the 23 July 2019 Ordinary Council Meeting can be found here, Agenda and Minutes.</p>
18 October 2022	<p>At its Ordinary Meeting, Council granted approval for an amendment to the 2011 and 2019 approvals.</p> <p>The application sought to increase the number of working station bays from three to six. This included one wash bay and five final touch-up bays.</p> <p>The dedicated vacuum bay was removed, with all vacuum activities to be undertaken in final touch-up bays. The vacuum units and air compressor were relocated inside the building and piped out to the final touch-up bays to reduce the extent of noise generated.</p> <p>Documents from the 18 October 2022 Ordinary Council Meeting can be found here, Agenda and Minutes.</p>

Land Use Classification

The initial 2011 development application was approved under the City's Town Planning Scheme No. (TPS1), which did not include a land use definition for Motor Vehicle Wash. The application was assessed as an Unlisted Use (Car Wash and Detailing) because no land use definition was able to be applied in accordance with those set out in TPS1.

The City's LPS2 was adopted on 16 May 2018 and included the following land use definition for motor vehicle wash: *premises primarily used to wash motor vehicles*.

The 2019 and 2022 amended development applications were approved under LPS2 but the land use classification remained as Unlisted Use (Car Wash and Detailing) because they were amendments to a previous approval rather than a new proposal under LPS2.

The current development application has been described as Change of Use to Unlisted Use (Car Wash and Detailing) (Amendment to Approved) accordingly.

Compliance History

The operations of the existing business have been the subject of multiple investigations by the City's Development Compliance Team. This includes the issuing of six Planning Infringement Notices (PIN) and the prosecution of the operator in the Perth Magistrates Court on 13 August 2024 for breaches of the 18 October 2022 development approval issued by Council.

These breaches related to non-compliance with Conditions 1.2, 1.3 and 3.3 of the 2022 development approval. Evidence collected by the City's Development Compliance Team identified the parking of additional vehicles off site, the parking of vehicles on adjacent properties and streets, and non-containment of vacuum and air compressor units within the building.

Following the prosecution of the business in August 2024, the City has continued to receive complaints regarding alleged non-compliance with conditions of the 2022 development approval. The City's Development Compliance Team has undertaken 14 inspections of the business up to as recently as December 2025. Following a comprehensive investigation, no evidence was found to substantiate the allegations regarding non-compliance with the existing conditions of development approval.

A full compliance history of the business since the 18 October 2022 approval was issued, is included as **Attachment 12**.

DETAILS:

Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of LPS2, the Built Form Policy, the City's Local Planning Policy: Non-Residential Parking (Non-Residential Parking Policy) and the City's Policy 7.5.21 – Sound Attenuation (Sound Attenuation Policy). In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply/Acceptable Outcomes (or equivalent)	Previously Approved	Requires the Discretion of Council
Land Use		✓	
Operating Hours		✓	
Built Form Policy	✓		
Non-Residential Parking Policy	✓		
Sound Attenuation Policy	✓		

Detailed Assessment

Planning and Development (Local Planning Schemes) Regulations 2015 (Planning Regulations)

Although the land use has previously been approved by Council, the current application proposes amendments that alter the operational layout and intensity of activities on the site (including an additional wash bay, changes to circulation and waiting/exit areas, and updated acoustic/operational controls).

Council is required to consider whether the amended development remains acceptable having regard to the objectives of the Commercial zone of LPS2 and the relevant matters under Clause 67(2) of the Deemed Provisions, including potential impacts on amenity, traffic generation, and vehicle manoeuvring/circulation.

Administration's response to each matter requiring consideration is listed in the table contained in **Attachment 11**.

LPS2

In considering the appropriateness of the proposed modifications to the approved use, Council is required to consider the objectives of the Commercial zone under LPS2, as follows:

- *To facilitate a wide range of compatible commercial uses that support sustainable economic development within the City.*
- *To ensure development design incorporates sustainability principles, with particular regard to waste management and recycling and including but not limited to solar passive design, energy efficiency and water conservation.*
- *To maintain compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades.*
- *To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality.*

CONSULTATION/ADVERTISING:

The first round of community consultation was undertaken in accordance with the Planning Regulations for a period of 14 days from 11 October 2024 and 24 October 2024. The method of consultation included a notice on the City's website and 25 letters being mailed to all the owners and occupiers of the adjoining and adjacent properties (as shown in **Attachment 1**) in accordance with the City's Community and Stakeholder Engagement Policy.

During this consultation period, the City received a total of four submissions. All submissions objected to the proposed development.

The number of submissions received during the consultation period is not, in itself, a relevant planning consideration. The decision-maker is instead required to focus on the substance of the matters raised. These are summarised below.

The key concerns that were raised in the submissions are summarised as follows:

- The noise generated by the existing and proposed development significantly impact the amenity of adjoining properties. Concerns that the proximity of the commercial operation to adjoining residential properties is not appropriate for the scale of the existing and proposed development and that the location of the use is unsuitable.
- Comments that the scale of the operations more closely align with commercial development found in light industrial areas, not abutting residential properties. Additional comments that other car washes operating within the City of Vincent have a buffer of commercial properties providing separation from residential development.
- The proposed modifications to the existing development would generate additional vehicle traffic and would result in the parking of additional vehicles in surrounding streets, something that currently occurs as part of the operations of the business. Concerns that this will impact the safety and amenity of the area.
- The proposed roller doors should include a mechanism that requires the doors to be closed in order for the high pressure hoses to operate. Concerns that the operator would not utilise the doors if this mechanism were not introduced.
- Concerns that the information provided by the applicant does not accurately represent the existing operations of the business. This includes the planning report, management plan, Acoustic Report and the applicant's commentary in relation to traffic generation.
- Concerns regarding the conduct of the operator and the current and previous operations of the business which has demonstrated consistent non-compliance with existing approval conditions and management of their site. Concerns that this will continue following determination of the current application.
- Concerns that the City has not appropriately managed operations of the business over to ensure compliance with existing approvals.
- The existing development results in chemical odours which may impact on the health of nearby community members.
- Concerns regarding the impact of the existing and proposed development on property values of adjoining residential properties.

Amended Information

Following the initial advertising period, the applicant provided revised and additional information in August 2025 in response to community feedback and a request for further information from the City. This included updated development plans, an updated NOMP, a TIS and a written response to the request for further information from the City.

In accordance with the Community and Stakeholder Engagement Policy, the proposal was re-advertised for seven days from 27 August 2025 to 2 September 2025. The purpose of the re-advertising was to give all previous submitters an opportunity to review the additional information and provide further comment.

During the re-advertising period, the City received three submissions, all from previous submitters, objecting to the proposed development.

The key additional concerns that were raised in the re-advertising submissions are summarised as follows:

- The increase in the number of vehicles onsite will result in an intensification of the existing use that will impact on the amenity of surrounding residential properties.
- The introduction of the additional wash bay, four roof-mounted exhaust fans and acoustic roller doors will result in new noise sources in addition to the existing noise generated by the development. Concerns the exhaust fans will create unmodulated and constant noise which will impact on adjoining residential properties. Additional concerns that the operation of the acoustic roller doors, including the opening and closing will result in noise impacts.
- Concerns the data included in the Acoustic Report and operational information misrepresents the existing operations of the business.
- Concerns regarding the effectiveness of the 'Work Free Zone' in reducing the impacts of the development on adjoining residential properties.
- The cumulative impact of the proposed modifications will result in further degradation of the amenity of adjoining residential properties.
- Comments that continued community consultation on modifications to the existing development place unreasonable burden on surrounding residents.

A summary of submissions and Administration's response is included as **Attachment 9**. The applicant has provided a response to submissions which is included as **Attachment 10**.

Main Roads Western Australia (MRWA)

The application was referred to the MRWA for comments due to the location of the site adjacent to Charles Street which forms part of Planning Control Area 167.

MRWA advised it supports the proposal subject to conditions being imposed on any approval. A summary of the key themes of the proposed conditions is provided below.

- No development other than the temporary waiting bay shall be located within Planning Control Area 167.
- All vehicle access is to be restricted to the existing driveway.
- All waste collection is to occur onsite.
- Stormwater discharge shall not exceed pre-development discharge to the Charles Street Road Reserve.

A copy of MRWA's referral response including the recommended conditions in full is provided within **Attachment 8**.

Conditions, advice notes, and modifications to conditions and advice notes, are included in the Officer Recommendation to reflect MRWA's comments and recommended conditions. This includes Condition 10, Advice Note 3, Advice Note 7, Advice Note 8, Advice Note 9 and Advice Note 10.

Design Review Panel (DRP):

Referred to DRP: No

The proposal was not referred to the DRP. This is because the application does not propose any modifications to the existing built form and does not meet the requirements for referral outlined in the DRP [terms of reference](#).

LEGAL/POLICY:

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- WAPC Transport Impact Assessment Guidelines (TIA Guidelines);
- Community and Stakeholder Engagement Policy;
- Policy No. 7.1.1 – Built Form;
- Policy No. 7.5.21 – Sound Attenuation; and
- Local Planning Policy: Non-Residential Parking.

Planning and Development Act 2005

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

As the portion of the development proposed within PCA167 has not been considered by Administration as part of the assessment of this application, approval by the WAPC under Part 115 of the *Planning and Development Act 2005* is not required.

RISK MANAGEMENT IMPLICATIONS:

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

Key risks include potential SAT review in relation to the exercise of discretion on amenity, traffic and operational matters, including the part refusal of elements of the application, and compliance and reputational risks if conditions are not clear, valid and enforceable.

These risks are mitigated through a clear planning rationale, consideration of evidence, and imposition of enforceable conditions that maintain and strengthen the existing compliance framework, including operational controls, acoustic mitigation measures and clear restrictions on vehicle movements and activity locations.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

This application does not contribute to any environmental sustainability outcomes. There is limited ability for the development to influence the environmental impact of the building on the site through this application. This is because it relates to an amendment to an existing approval and only including minor works to the existing built form.

PUBLIC HEALTH IMPLICATIONS:

There are no impacts on the priority health outcomes of the City's Public Health Plan 2020-2025 from this report.

Submissions raised concerns regarding potential chemical odours associated with the existing and proposed operations. Administration has provided a response to the concerns which is included in **Attachment 9**.

FINANCIAL/BUDGET IMPLICATIONS:

There are no direct financial or budget expenditure implications arising from the determination of this application.

As with any discretionary planning decision, there is a possibility that the determination may be subject to review by the SAT, which can result in legal and consultant costs being incurred by the City. These costs cannot be quantified at this stage and would be managed within existing budgets if they arise, otherwise through budget review processes. The capacity to do so will depend on the number of SAT appeals and complexity of any review proceedings.

COMMENTS:Summary Assessment

The application has been assessed against the City's planning framework and approval is recommended for the following key reasons:

- The proposed modifications would maintain the existing six working bays onsite but would allow two cars to be washed at any one time, an increase from the existing development. This intensification would be balanced by the proposed building and operational modifications, including the installation of the acoustic roller doors and creation of the 'Work Free Zone'. Taken together, and subject to the recommended conditions, these measures are expected to deliver an overall improvement in amenity outcomes for adjoining residential properties when compared with the existing approved operations, ensuring that the development is not more detrimental to amenity than the current approval and would ensure compatibility with the existing context.
- The applicant has provided an Acoustic Report, which confirms that noise levels generated from the land use during proposed operating hours would comply with the relevant assigned noise levels under the Noise Regulations. The City's Health Services have reviewed the report and are satisfied, based on the findings within the report, that the installation of the acoustic roller doors as noise mitigation controls would result in a considerable improvement compared to the existing site situation.
- Appropriate management measures have been proposed to reduce the impact of the use on adjoining residential properties. These management measures have been proposed through the applicant's NOMP. A condition of approval has been included in the Officer Recommendation requiring the implementation of these measures and ongoing compliance with this plan.
- The traffic generated by the proposed additional 'Wash Bay' would not impact on the existing road network or the amenity of surrounding properties. The proposed additional car parking bays would improve the efficiency in the processing of vehicles through the site.
- The proposed modifications and removal of conditions proposed by the applicant are not supported as they allow for an unacceptable increase in activity across the site and would reduce the enforceability of the development approval.
- Previous non-compliance with a development approval is not a relevant consideration for Council in determining this application which is supported by legal advice obtained by Administration. Planning law is concerned with the use of land rather than the identity or conduct of the operator, and separate statutory powers exist for dealing with non-compliance.

Scale, Intensity and Compatibility of Proposed Changes

The application proposes amendments to the approved development that include modification of one of the 'Final Touch-Up Bays' to a 'Wash Bay' and the introduction of additional parking areas on the subject site. These modifications would allow for more cars to be serviced by the development, leading to an intensification of the existing land use.

In assessing the application, the City has considered the objectives of the Commercial zone under LPS2 and the relevant matters to be considered under Clause 67 of the Deemed Provisions.

Overall, the proposed increase in intensity of the use would not result in any greater adverse impact on the amenity of adjoining residential properties and would improve the compatibility of the development with the surrounding transit corridor, commercial and residential context. This is due to the proposed building and operational modifications proposed which includes the installation of the acoustic roller doors and the creation of the 'Work Free Zone'.

These modifications would provide a tangible improvement to the existing site situation and would reduce the level of noise experienced by surrounding residential properties. In addition, the intensification of the use only relates to the number of 'Wash Bays' provided onsite, the proposal would maintain the total six working bays available onsite, consistent with the existing development. Instead, the function of one of these bays is changing from a 'Final Touch Up Bay' to 'Wash Bay'.

The appropriateness of these modifications and the acceptability of the development in relation to noise, operation management and traffic is set out in the Noise and Operational Management and Traffic and Car Parking sections below.

A new Condition 1.5 is added, and Condition 3.1 and Condition 3.2 are modified within the Officer Recommendation to reflect the proposed changes to the existing land use and the development plans, consistent with standard modifications to conditions for amendment applications.

A new Condition 9 is added within the Officer Recommendation to ensure line marking is undertaken, consistent with the development plans.

Noise and Operational Management

The applicant submitted an Acoustic Report prepared by a qualified acoustic consultant in support of the proposal which is included as **Attachment 6**. The report assesses noise generated from the proposed use and its impact on surrounding properties.

The Acoustic Report identifies that noise generated by the proposed development has been modelled and assessed against the assigned levels of the Noise Regulations.

Applicant Information

The application has submitted a NOMP along with the Acoustic Report in support of the proposed development which is included in **Attachment 5**. The NOMP and Acoustic Report outline the following measures and findings to address noise and operational impacts:

- Acoustic roller doors are proposed to be installed to reduce noise and support the use of the existing and additional 'Wash Bay'. The doors are to be electronically interlocked so that the high pressure hoses are only able to be used when both acoustic roller doors are closed.
- Vacuums and air nozzles are only to be used by staff within the designated 'Final Touch-Up Bays'. The machinery to power the vacuums operates via a ducted system with the machines themselves located within the existing building. The door to the existing vacuum enclosure is to be converted from a hollow-core door to a solid core door to reduce noise emission from this area.
- Commercial vehicles that feature an automatic beeping noise while in reversing gear would have this feature disabled. Where it cannot be disabled, these vehicles would not be serviced in a bay that requires the vehicle to be reversed.
- Noise modelling has been completed for all likely scenarios to account for the proposed modifications to the existing development. The modelling confirms assessment of the noise levels generated from the proposed development would meet the Noise Regulations in relation to the adjacent residential dwellings along Doris Street.

The modelling includes the following scenario which includes all measurable noise sources from the proposed development:

- Acoustic Roller Doors: The proposed acoustic roller doors are installed and are closed during operation of the high pressure hoses. The acoustic roller doors are made from plastic and the opening and closing of the doors would not generated noise to a level that requires assessment.
- High Pressure Hoses: The two high pressure hoses are positioned at the roller door openings and are assumed to operate simultaneously in short bursts, as expected during the operations of the use during the cleaning of vehicles.
- Exhaust Fans: Four roof-mounted fans are installed and are running continuously with tonality allowances factored in.
- Vacuum Units: All vacuum units are operating and are located in the vacuum enclosure within the building, with the door to the enclosure replaced with a solid core door.
- High Pressure Air Nozzles: The two high pressure air nozzles which are used to clean dust from wheel rims and interiors of cars are operating simultaneously for short bursts, as expected during the operations of the use.

Community Consultation Outcomes

The City received submissions during the community consultation period which raised concerns in relation to the potential for additional noise impacts on surrounding residential properties due to proposed modifications to the existing development, including the creation of the additional 'Wash Bay', the installation of the acoustic roller doors, and the installation of the roof-mounted fans. Concerns were also raised in relation to the accuracy and reliability of the Acoustic Report findings and the effectiveness of the 'Work Free Zone' in preventing noise emissions to adjoining properties.

Administration Comments

In assessing the acceptability of the noise and operational impacts of the proposed development, specifically the proposed modifications to the existing operations, Administration has considered the relevant areas of the planning framework. This includes the objectives of the Commercial zone and the Sound Attenuation Policy which aim to preserve the amenity of surrounding areas. The proposal has also been assessed against Clause 67 of the Deemed Provisions, including its compatibility with the surrounding area and impacts on neighbouring amenity.

The proposed modifications to the previously approved onsite operations would not result in additional noise and operational impacts that would have an adverse effect on the amenity of the surrounding area for the following reasons:

- Acoustic Report Findings: The existing development allows for the operation of the high pressure hoses within the doors of the building remaining open. In reviewing the Acoustic Report, the City's Health Services Team provided advice confirming that the proposed development, including the installation of the acoustic roller doors as noise mitigation controls, has demonstrated a considerable improvement in the modelling of noise compared to the existing site situation.

The high pressure hoses would be electronically interlocked so that they are only able to be used when both acoustic roller doors are closed, ensuring appropriate noise mitigation for all operating hours of the development. A new Condition 4.3 is included in the Officer Recommendation which requires the proposed interlocking system to be installed.

The noise modelling undertaken for the development assessed a 'worst case scenario' which has been outlined in the Applicant Information section above and includes all measurable noise sources generated by the development including air nozzles, vacuums, exhaust fans and high pressure hoses during the existing operating hours. This assessment represents the cumulative noise impact that would be generated by the proposed development and has been modelled against the most sensitive receivers and time periods.

This 'worst case scenario' assumes the operation of all noise sources simultaneously which is unlikely to occur during day-to-day operations of the business as cars are cycled through the wash sequence at different times with occasional breaks occurring between cars. The scenario also considers that the high pressure hoses, located within the building, would be positioned adjacent to the roller door openings with the acoustic roller doors closed. It is expected that during washing of the vehicles the high pressure hoses would not be located adjacent to the roller doors at all times, as staff move around the vehicles during the washing process.

The 'worst case scenario' modelling shows a 15 dB improvement for the most impacted sensitive noise receiver, being No. 29 Doris Street, compared to the existing site situation with only one high pressure hose being modelled. The noise modelling provided in the acoustic report visually demonstrates that overall extent of noise projection from the business is significantly reduced, compared to the current outcome and results in no overlapping of sensitive spaces on the surrounding properties.

The Acoustic Report has been reviewed by the City's Health Services Team who are satisfied that the information provided as part of the proposal demonstrates that the modifications to the existing development, including the acoustic roller doors, additional 'Wash Bay' and the associated operations and machinery would be in compliance with the Noise Regulations.

Condition 4.1 is modified within the Officer Recommendation to require the business to operate in accordance with the Acoustic Report at all times. A new Condition 1.6 is included in the Officer Recommendation to ensure that a roof plan is provided which secures the location of the exhaust fans, consistent with the Acoustic Report.

- Operational Modifications: The proposed modifications to the existing operations, as outlined in the Proposal section of this report, are appropriate given the proposed building modifications, particularly the installation of the acoustic roller doors.

The creation of the 'Work Free Zone' would provide separation for activities happening on the site outside of the building, from the outdoor living areas of adjoining properties, as shown in **Figure 1** below. This includes noise generating activities, along with any other activities associated with the development.

A new Condition 1.4 is included in the Officer Recommendation which restricts activities within 'Work Free Zone' to the movement of vehicles from the 'Waiting Bays' to the 'Wash Bays' and the 'Wash Bays' to the 'Final Touch-Up Bays' at all times.



Figure 1: Context Map of Adjoining Property Outdoor Living Areas

The applicant has provided a NOMP that reflects the proposed operational changes which is included in **Attachment 5**. Condition 5.1 is modified within the Officer Recommendation to require the business to operate in accordance with the NOMP at all times. Condition 5.4 is modified within the Officer Recommendation to ensure all bays are used in accordance with the NOMP and that no work occurs in the 'Waiting Bays' or 'Exit Bays'.

These measures are expected to deliver an overall improvement in amenity outcomes for adjoining residential properties when compared with the existing approved operations, ensuring that the development is not more detrimental to amenity than the current approval and would ensure compatibility with the existing context.

- **Amenity of Surrounding Properties:** The proposed modifications to the existing development are expected to deliver an overall improvement in amenity outcomes for surrounding residential properties. This is because the installation of the acoustic roller doors would considerably reduce the noise generated by the proposed development compared to the existing situation in relation to the washing of vehicles with high pressure hoses. The creation of the 'Work Free Zone' would also improve the amenity outcome by reducing the amount of general activity associated with the development that occurs in proximity to the outdoor living areas of nearby residential properties. This will ensure separation between the commercial use and the noise sensitive receivers.

The Acoustic Report and NOMP provided by the applicant demonstrate that these outcomes are able to be achieved and provide assurance to both the City and neighbouring properties that the development would be effective in mitigating the impact of noise and activity so as to not adversely impact the amenity and comfort of surrounding properties. Importantly, the modelling indicates that, with the acoustic roller doors interlocked and the operational controls in the NOMP implemented, the noise received at the nearest residential properties will be less than under the existing approval, thereby improving the current situation rather than worsening it. This includes a reduction in noise levels of up to 15 dB for adjoining residential properties.

Traffic and Car Parking

An assessment against the objectives of the Commercial zone and relevant matters of Clause 67(2) of the Planning Regulations is set out below.

Applicant Information

The applicant has submitted a TIS prepared by Transcore in support of the proposed development which is included in **Attachment 7** and outlines the following:

- The proposed internal site modifications aim to improve customer experience and streamline the internal operations, reducing the waiting times for vehicles within the car wash.
- The proposed development, which includes an increase from one 'Wash Bay' to two 'Wash Bays', would result in an estimated additional 72 vehicle trips per day with approximately six trips occurring during the weekday morning and evening peak periods.
- The anticipated trip distribution is expected to result in 75 percent of vehicles entering from Charles Street travelling southbound, with 25 percent of vehicles entering from Charles Street travelling northbound. All vehicles are expected to exit along Charles Street travelling southbound.
- In accordance with Western Australian Planning Commission Transport Impact Assessment Guidelines (2016) (TIA Guidelines), detailed analysis of the impact of a development where traffic from a proposal would increase flows by more than 100 vehicles per hour for any lane is required. As the development would result in a maximum of 36 vehicle trips per hour over the course of a day, the impact on the surrounding road network would be minimal and does not warrant further assessment.
- No safety or site-specific issues have been identified for the proposed development.
- The site is currently serviced by one vehicle access point to Charles Street which would remain unchanged.
- The application would not result in any increase to existing waste generation onsite. Waste collection would continue to be undertaken in accordance with the current practises.
- The subject site has good accessibility to existing public transport, walking and cycling infrastructure.

Community Consultation Outcomes

The City received submissions during the community consultation period which raised concerns in relation to the impact of the additional traffic that would be generated by the proposal as well as the continued use of neighbouring properties for overflow parking when the number of cars being washed cannot be accommodated on the subject site.

Administration Comments

The proposed modifications to the previously approved onsite operations, would be consistent with the objectives of the Commercial zone and the matters requiring consideration under Clause 67 of the Deemed Provisions for the following reasons:

- **Traffic Generation:** The applicant's TIS identifies that the proposed additional 'Wash Bay' would generate an estimated 72 additional daily vehicle trips with six trips occurring during the weekday morning and evening peak periods. The City's Engineering Services Team have reviewed the TIS and support the findings outlined in the report. Due to the site context and the existing traffic flows on Charles Street, the increase in daily vehicle trips would not result in a significant increase in the amount of traffic generated by the business and would not impact on the amenity of surrounding properties. The additional trips associated with the second 'Wash Bay' fall well within the capacity of Charles Street as a primary distributor road.
- **On-Site Parking Provision:** The application proposes six additional onsite car parking bays, including three 'Waiting Bays', two 'Exit Bays' and a staff parking bay. In accordance with the City's Local Planning Policy: Non-Residential Parking, a minimum of two car parking bays are required for a motor vehicle wash. An additional 'Waiting or Exit Bay' is proposed within the Charles Street Road Reserve which has not been considered as part of Administration's assessment. The proposed additional onsite car parking bays would improve the efficiency of the processing of vehicles and would not result in additional traffic that would have an adverse impact on the amenity of the surrounding area. This is because additional bays would not result in additional traffic generated by the development. The bays are proposed to accommodate a more efficient processing of vehicles through the site. The additional traffic generated by the development would be a result of the proposed additional 'Wash Bay' which is discussed above.

- Off-Site Parking Impacts: Submissions were received during the community consultation period alleging that cars are currently, and would continue to be, parked off-site due to a lack of onsite car parking spaces. The additional parking bays would increase the number of vehicles which are able to be accommodated onsite at any given time and would reduce the likelihood of customers waiting off-site due to an operational bottleneck. The applicant has identified that the proposed additional six bays would be sufficient to accommodate the parking needs of the development. The proposed onsite car parking for the development is also consistent with the requirements of the City's Local Planning Policy: Non-Residential Parking, ensuring that sufficient vehicle parking is provided onsite. The City's Engineering Services Team has reviewed the onsite parking layout, including the proposed additional bays and confirmed that the bays would not result in queuing and safety issues for the development.
- Management of Vehicles: The applicant's NOMP outlines how vehicles would be managed and circulated through the site. The process is appropriate for the changes to the proposed use and would ensure that vehicles are managed in a safe and appropriate manner.

Assessment of Proposed Condition Changes

The application proposes modifications to Condition 1.3 and removal Condition 3.3, as outlined in the Proposal section of this report.

The proposed modifications and removal of these conditions is not supported for the following reasons:

- Condition 1.3: The modifications to Condition 1.3 proposed by the applicant would allow for the parking of vehicles across the site and frequent movement of vehicles within access ways which may result in unsafe vehicle manoeuvring within the site. This could also result in vehicles accessing Charles Street from the subject site in an unsafe manner. The modification to the condition would also reduce the City's ability to enforce non-compliances as the restrictions on the parking of vehicles across the site would be reduced.

The conditions of approval included in the Officer Recommendation propose to modify this condition to ensure that no vehicles are to be parked within the 'Work Free Zone' or access ways not identified as parking areas. This condition will ensure parking of vehicles across the site is limited to the parking bays identified in the approved plans and will allow for enforcement.

- Condition 3.3: The removal of Condition 3.3 proposed by the applicant would allow for vehicles to be worked on across the site, with the exception of the 'Work Free Zone'. This would increase the level of activity on the site and would reduce the enforceability of the conditions of approval. Condition 3.3 is proposed to be retained as part of the conditions of approval included in the Officer Recommendation for these reasons.

Retention of this condition also supports its enforceability by clearly identifying where work is and is not permitted, which is a critical consideration in the drafting of conditions to support ongoing compliance management.

Strengthening the Operational Compliance Framework

The recommended conditions maintain and, in several respects, strengthen the existing compliance framework by:

- Retaining Condition 3.3 to confine washing and "touch-up" activities to designated bays.
- Introducing a clearly defined and enforceable 'Work Free Zone' to separate activity from the residential interface.
- Requiring the acoustic roller doors to be interlocked with the high-pressure hoses so washing cannot occur with doors open.
- Requiring ongoing compliance with the Acoustic Report and NOMP, ensuring the use operates within defined technical parameters.

These conditions ensure that any approval does not loosen the existing compliance framework, but instead provides clearer, more objective and enforceable controls over the operation of the use.

Application of Compliance Considerations to Condition Drafting

Administration acknowledges the non-compliances from the operator in relation to the previous approvals issued by the City. Administration also acknowledges the submissions received during the community consultation period in relation to the enforcement of any existing and recommended conditions of approval.

In response to this, Administration sought legal advice regarding the extent to which previous non-compliance with a development approval may be relevant to consideration in the decision making process for a new application, particularly where the applicant/operator is the same person who has previously not complied, and where the application is relevant to the same property and same general type of development as the previous non-compliance.

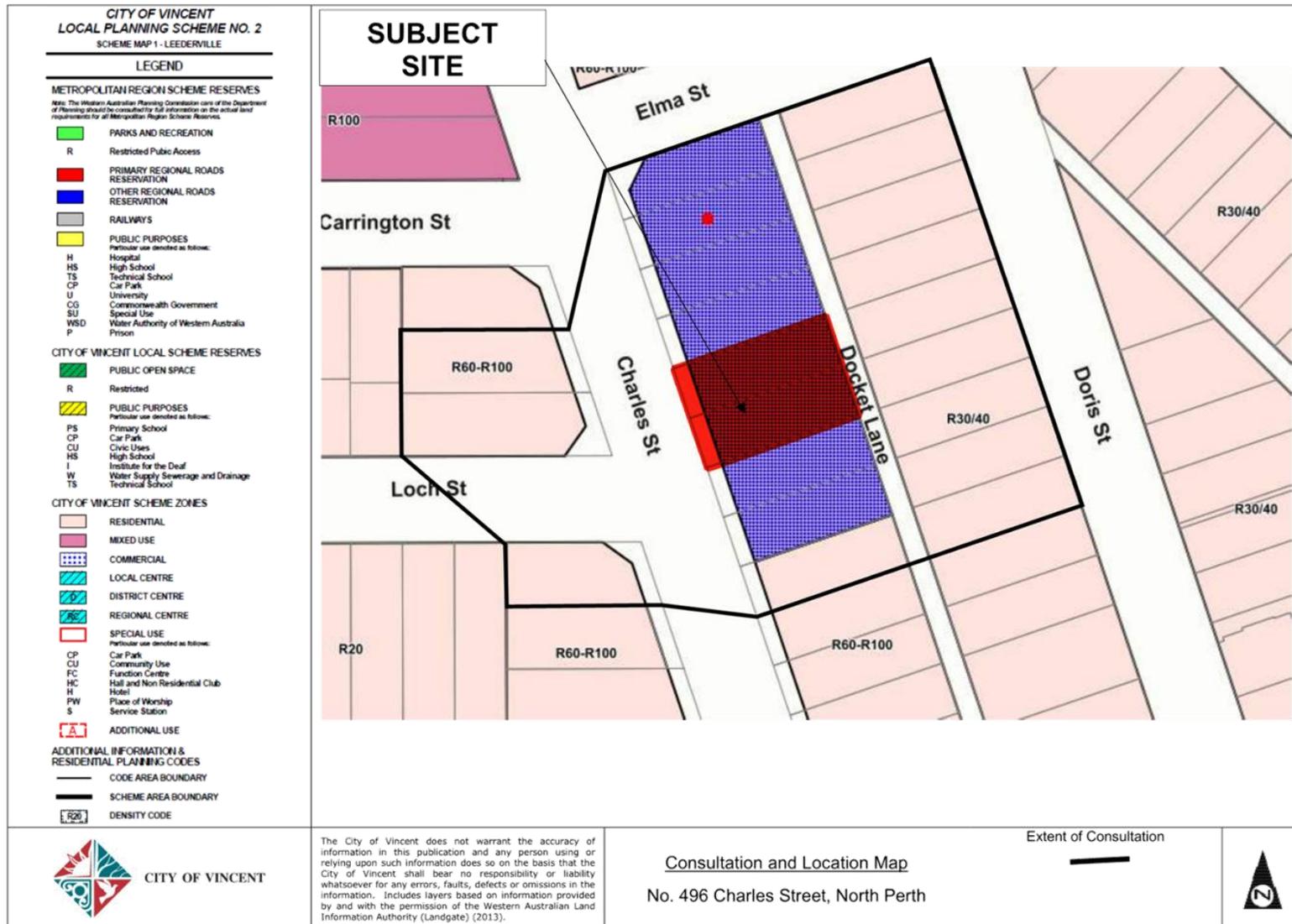
The advice provided is summarised as follows:

- The Deemed Provisions refers to the broad range of relevant considerations that the local government must have due regard when determining a development application. These considerations do not include the potential for future non-compliance with the requirements of any development approval, or any history of non-compliance with previous development approvals.
- While Clause 67(2)(w) of the Deemed Provisions does refer to the history of the site, this is generally interpreted to refer to the history of the site itself rather than any history of the applicant in terms of non-compliance with development approvals.
- Clause 67(2)(zb) refers to any other planning considerations that a local government considers appropriate but history of non-compliance with previous approvals is unlikely to be a proper planning consideration when determining a new application for development approval from the same applicant/operator. This is because there are specific courses of action set out in the *Planning and Development Act 2005* to deal with instances of non-compliance and previous decisions by the State Administrative Tribunal have expressed the view that "*planning law is concerned with the use of land, not with the identity of the user*". This means that development approval is generally not personal to an applicant, but runs with the land in favour of both the current owner or occupier and any future owners or occupiers of the land.

The advice confirms that Council cannot give weight to previous non-compliance with development approvals as part of their decision making for this or any other development application. Considerations should be limited to those outlined in the Deemed Provisions, outlined above in this report.

The legal advice did provide commentary that previous non-compliance, particularly where there has been difficulty taking action in relation to that non-compliance, should be taken into account when drafting new conditions of development approval. Conditions that are imposed should be carefully drafted to require strict compliance with objective and identifiable requirements or standards to ensure compliance is as straightforward as possible.

The conditions of approval included in the Officer Recommendation have been reviewed by the City's Development Compliance and Health Services teams to ensure that they are enforceable, should further non-compliance occur. In this way, while previous non-compliance is not itself a ground for refusal, it has informed the drafting of clearer and more prescriptive conditions so that any future compliance action can be undertaken promptly and effectively if required.





SUBJECT SITE



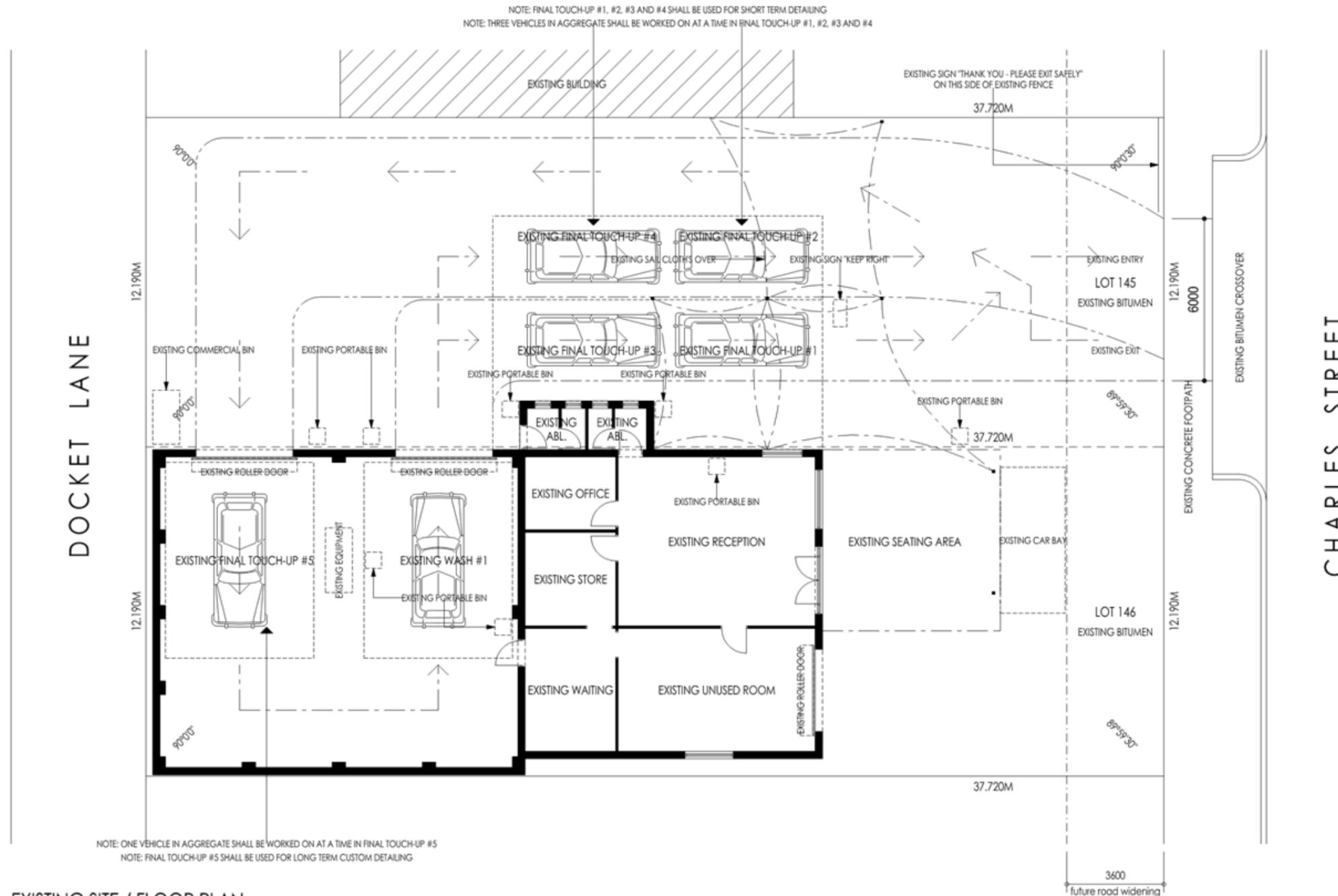
CITY OF VINCENT

The City of Vincent does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that the City of Vincent shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information. Includes layers based on information provided by and with the permission of the Western Australian Land Information Authority (Landgate) (2013).

No. 496 Charles Street, North Perth



CITY OF VINCENT
RECEIVED
1 August 2025



EXISTING SITE / FLOOR PLAN
SCALE 1:150

NOTE: THESE DRAWINGS ARE TO BE READ IN CONJUNCTION WITH ALL OTHER CONSULTANTS DRAWINGS | ALL NEW WORKS SHALL BE CARRIED OUT IN ACCORDANCE WITH THE RELEVANT AUSTRALIAN STANDARDS, & OR BUILDING CODES OF AUSTRALIA | MAKE GOOD EXISTING SURROUNDS TO SUIT NEW WORKS | CHECK ALL DIMENSIONS PRIOR TO COMMENCEMENT OF WORKS



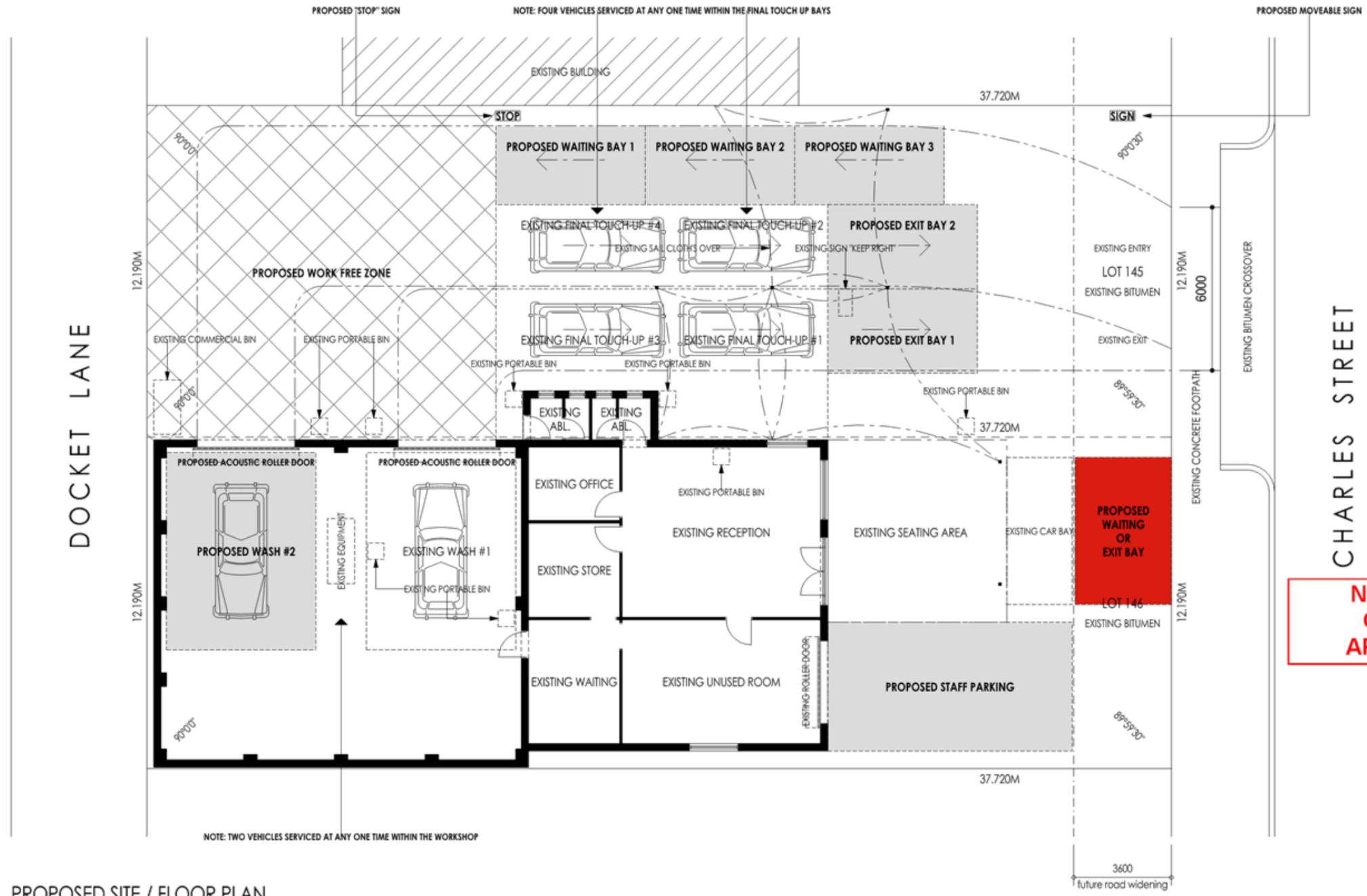
Kevin Raykos Designs

M: 0409 685 611 | E: krdesigns@outlook.com.au
W: www.krdesigns.net.au | F: www.facebook.com/KevinRaykosDesigns
architectural building design & drafting | residential | commercial | industrial

ECO SPRAY CAR WASH : LOT 145 & 146 (#496) CHARLES STREET, NORTH PERTH WA 6006

Job #: 25-11 | Drawing: sk-02 | Sheet #: A01 | Scale: As Shown @ A3 | Date: 10/04/2025 | Issued for APPROVAL
Local Authority: City of Vincent | Plan #: 2630 | Volume / Folio: 1354 / 815 | R-Code: N/A | Zoning: Commercial | Bushfire Prone Area: No | Site Area: 460m² (Lot 145) + 460m² (Lot 146) = 920m² (Total)
© These drawings are the copyright property of Kevin Raykos Designs ABN 81 559 642 829, & shall not be copied in whole or in part without the written permission of Kevin Raykos Designs ABN 81 559 642 829

CITY OF VINCENT
RECEIVED
1 August 2025



NOT PART
OF THIS
APPROVAL

PROPOSED SITE / FLOOR PLAN
SCALE 1:150

NOTE: THESE DRAWINGS ARE TO BE READ IN CONJUNCTION WITH ALL OTHER CONSULTANTS DRAWINGS | ALL NEW WORKS SHALL BE CARRIED OUT IN ACCORDANCE WITH THE RELEVANT AUSTRALIAN STANDARDS, & OR BUILDING CODES OF AUSTRALIA | MAKE GOOD EXISTING SURROUNDS TO SUIT NEW WORKS | CHECK ALL DIMENSIONS PRIOR TO COMMENCEMENT OF WORKS



Kevin Raykos Designs
M: 0409 685 611 | E: krdesigns@outlook.com.au
W: www.krdesigns.net.au | F: www.facebook.com/KevinRaykosDesigns
architectural building design & drafting | residential | commercial | industrial

ECO SPRAY CAR WASH : LOT 145 & 146 (#496) CHARLES STREET, NORTH PERTH WA 6006

Job #: 25-11 | Drawing: sk-02 | Sheet #: A02 | Scale: As Shown @ A3 | Date: 10/04/2025 | Issued for APPROVAL
Local Authority: City of Vincent | Plan #: 2630 | Volume / Folio: 1354 / 815 | R-Code: N/A | Zoning: Commercial | Bushfire Prone Area: No | Site Area: 460m² (Lot 145) + 460m² (Lot 146) = 920m² (Total)
© These drawings are the copyright property of Kevin Raykos Designs ABN 81 559 642 829, & shall not be copied in whole or in part without the written permission of Kevin Raykos Designs ABN 81 559 642 829

CITY OF VINCENT
RECEIVED
29 August 2024

ORDINARY COUNCIL MEETING AGENDA

23 JULY 2019

CITY OF VINCENT
RECEIVED
29 August 2024

GENERAL NOTES

- EXISTING METAL ROOF TO REMAIN
- EXISTING WINDOWS TO REMAIN
- EXISTING PAINTED BRICK WALL TO REMAIN
- EXISTING ROLLER DOOR TO REMAIN
- EXISTING ROLLER DOOR TO REMAIN

South East Elevation Open area view
Scale 1:50

South West Elevation Charles St view
Scale 1:50

Boundary building

APPROVED FOR THE PRODUCTION OF THIS FORM WITH FORM M/S 2 ISSUED 15 JUL 2011. AMENDMENTS SHOWN IN RED.
11 OCT 2011
Manager, Planning & Building Services

NO.	BASED FOR STATUTORY APPROVAL	BY
001	BASED FOR STATUTORY APPROVAL	00
002	BASED FOR STATUTORY APPROVAL	00
003	BASED FOR STATUTORY APPROVAL	00

RECEIVED
12 AUG 2019
CITY OF VINCENT

JED Management Pty Ltd
Love My Car (Car Detailing Workshop)
687 Charles Street, North Park, QLD

MACHIN
Telephone: 08 5371 9300
100 New Macks Lane
1, 2nd Floor, North Park, QLD 4013
P.O. Box 99, North Park, QLD 4013

Proposed Elevations (SE & SW)

Design	1 Stage	2 Stage	3 Stage
Date		2019	2019
Author		JED	JED
Checked		JED	JED
Drawn		JED	JED
Scale		1:50	1:50
Project		A07	2

CITY OF VINCENT
RECEIVED
6 December 2023



Proposed Amendment to Development Approval

Eco Spray Car Wash

No. 496 Charles Street, North Perth

December 2023

TOWN PLANNING | MEDIATION | ADVOCACY

CITY OF VINCENT
RECEIVED
6 December 2023

i

Disclaimer:

This report has been prepared by Altus Planning solely for the benefit and use of the client. This document may not be reproduced or copied in whole or part without the express written consent of Altus Planning and the client.

Prepared for:

Eco Spray Car Wash (WA) Pty Ltd

Prepared by:

Altus Planning
68 Canning Highway
SOUTH PERTH WA 6151
Phone: 9474 1449
contact@altusplan.com.au
www.altusplan.com.au

Document Version Control

Ver.	Date	Description	Author	Approved
1	22/11//2023	Initial draft for client review	JR	JA/BL
2	24/11/2023	Revised version	JR	JA
3	28/11/2023	Lodgement version	JR	JA



TOWN PLANNING | MEDIATION | ADVOCACY

CITY OF VINCENT
RECEIVED
6 December 2023

ii

Contents

1.0 Background 1

 1.1 Purpose 1

 1.2 Site Description 1

 1.3 Land Use and Historical Approvals 2

 1.4 Current Operations and Vehicle Management 3

2.0 Planning Framework 4

 2.1 Metropolitan Region Scheme 4

 2.2 City of Vincent Local Planning Scheme No. 2 4

 2.3 Local Planning Policy 7.1.1 – Built Form 5

 2.4 Local Planning Policy 7.5.21 – Sound Attenuation 5

3.0 Justification for Amendment 6

 3.1 Overview 6

 3.2 Conditions of Approval 6

 3.3 Noise and Operational Management Plan 8

 3.4 Traffic Considerations 8

4.0 Conclusion 8



TOWN PLANNING | MEDIATION | ADVOCACY

CITY OF VINCENT
RECEIVED
6 December 2023

1

1.0 Background

1.1 Purpose

This submission has been prepared by Altus Planning on behalf of Eco Spray Car Wash (WA) Pty Ltd (**Applicant**) to provide a planning justification for a Car Wash at No. 496 Charles Street, North Perth, (**subject land** or **site**) under the relevant planning framework.

This report also includes the following attachments:

- Noise and Operational Management Plan (**Attachment 1**);
- Revised Acoustic Report (**Attachment 2**);
- 2011 Development Approval (**Attachment 3**);
- 2019 Development Approval (**Attachment 4**);
- 2022 Development Approval (**Attachment 5**);
- Existing Site Plan (**Attachment 6**);
- Proposed Elevation Plans (**Attachment 8**) and
- Site Images (**Attachment 7**).

The purpose of the report is to outline and provide justification for a Development Application relating to a proposed amendment to the previous Development Approval issued on 18 October 2022 by the City of Vincent (**City**). The fundamental objective of this amendment is to modify two conditions of the previous approval, to ensure there are no operational impracticalities.

An updated Noise and Operational Management Plan (**Management Plan**) has been prepared as part of this application which details the operations and management procedures of the business.

In addition, this application provides an updated Acoustic Report with recommendations to better protect the adjoining residential neighbours to the east from noise generated by the activities on site.

1.2 Site Description

The subject land consists of two separate lots on a multi-lot title, comprising of Lot 145 and Lot 146. The site is bound by Charles Street to the west and a right of way (Docket Lane) to the east.

CITY OF VINCENT
RECEIVED
6 December 2023

2

The land use relates to a car wash and has operated on site since 2011. The adjoining properties to the north and south feature commercial activities and are currently used for Motor Vehicle Repair (Auto Masters) and until recently to the north, Recreation – Private (dance school). The properties on the adjacent (western) side of Charles Street comprise of existing residential development. An aerial image of the subject site and immediate surrounds is provided in Figure 1 below/overleaf.



Figure 1: Aerial of subject site (Source: PlanWA, 2023)

1.3 Land Use and Historical Approvals

The following provides an overview of the historic approvals relevant to the site.

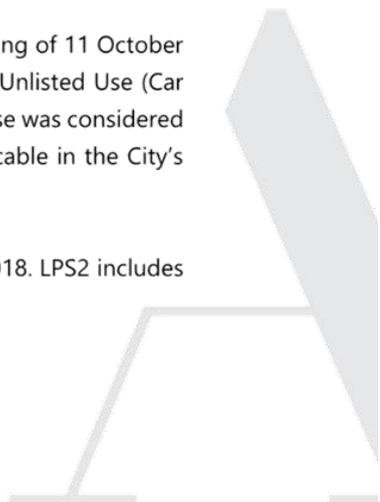
2011 Development Approval

Development approval was granted by Council at its Ordinary Meeting of 11 October 2011 (**Attachment 3**). This approval related to a Change of Use to Unlisted Use (Car Wash and Detailing) and associated Alterations and Additions. The use was considered an Unlisted Use as there was no land use definition that was applicable in the City’s Town Planning Scheme No. 1 (**TPS1**) at the time.

The City adopted Local Planning Scheme No. 2 (**LPS2**) on 16 May 2018. LPS2 includes a land use definition for motor vehicle wash, defined as follows:

means premises primarily used to wash motor vehicles;

2019 Development Approval



TOWN PLANNING | MEDIATION | ADVOCACY

CITY OF VINCENT
RECEIVED
6 December 2023

3

A development application was lodged with the City on 2 April 2019 relating to a proposed amendment to the original 2011 approval. The application sought to increase the operating hours of the Car Wash from Monday to Thursday for an additional two hours each day, and reduce operating hours on Fridays, weekends and public holidays by 30 minutes. The application was subsequently approved on 30 July 2019 (**Attachment 4**).

This approval restricted the activity on the site to a maximum of three work station bays. It is noted that the amendment did not seek to alter the existing built form or change the land use classification in any way. It is also worth noting that new conditions were imposed requiring the development to operate in accordance with the Acoustic Report and Noise and Operational Management Plan that were prepared as part of the application.

2022 Development Approval

A development application was lodged with the City on 12 January 2022 relating to an amendment to the 2019 approval. The proposed amendment sought to increase the number of work stations from three to a maximum of six bays, comprising of one wash bay and five final touch up bays. Development approval was granted by Council at its Ordinary Meeting of 27 October 2022 (**Attachments 5 & 6**).

1.4 Current Operations and Vehicle Management

All operations associated with the Car Wash are conducted on site, and there is no reliance on the rear laneway, nor the surrounding streets for parking of customer vehicles.

Once a customer enters the site via the driveway and parks their vehicle, they are immediately greeted by a staff member and offered a service. The vehicle is then maneuvered through the site by staff to enable the vehicle to be cleaned, detailed and dried.

Once complete, the staff member will approach the customer in the reception/outdoor area to notify that the service has been completed. The customer will then exit the site in forward gear via Charles Street. This process is also explained in the Management Plan (**Attachment 1**).

CITY OF VINCENT
RECEIVED
6 December 2023

4

2.0 Planning Framework

2.1 Metropolitan Region Scheme

The subject land is zoned 'Urban' under the Metropolitan Region Scheme which is considered appropriate for the land use.

2.2 City of Vincent Local Planning Scheme No. 2

Pursuant to the City's LPS2, the site is zoned 'Commercial'.

Part 4 of the Scheme sets out the following Commercial zone objectives:

- *To facilitate a wide range of compatible commercial uses that support sustainable economic development within the City.*
- *To ensure development design incorporates sustainability principles, with particular regard to waste management and recycling and including but not limited to solar passive design, energy efficiency and water conservation.*
- *To maintain compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades.*
- *To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality.*

It is submitted that the operations on site will remain consistent with the Commercial zone objectives of LPS2 for the following reasons:

- The existing Car Wash is located alongside several other motor vehicle related services such as the Auto Masters workshop to the south. The application will facilitate the continued use of the site in an efficient and appropriate manner, providing a key service to the locality and broader community.
- The proposal is seeking a minor amendment to the previous approval to ensure there are no operational impracticalities. There are no changes to the existing waste management arrangements, nor any changes to sustainability considerations as part of this application.
- The inclusion of acoustic roller doors (see 2.4) will replace the existing roller doors to the workshop which is simply a like-for-like. Therefore, there is no changes to the impact of bulk on adjoining properties.

CITY OF VINCENT
RECEIVED
6 December 2023

5

- As mentioned previously, the proposed amendment is minor and the continual operations of the site are consistent with the approved land use. The proposed amendment is supported by the Management Plan and the revised Acoustic Report.

Table 1 of LPS2 sets out the defined land uses and their permissibility within each respective zone. The existing operations on site are considered a 'motor vehicle wash' as a defined land use under LPS2. A motor vehicle wash is a discretionary ('D') land use within the Commercial zone, which means that the use is not permitted unless the local government has exercised its discretion by granting development approval.

It is submitted that the operations on site will remain consistent with the previously approved land use.

2.3 Local Planning Policy 7.1.1 – Built Form

The site and the broader locality of Charles Street is identified as a 'Transit Corridor' under the City's Local Planning Policy 7.1.1 – Built Form (**LPP7.1.1**). LPP7.1.1 provides guidance on the planning and design of all development in the City.

Notwithstanding the provisions of LPP7.1.1 that are applicable to the site as it is located within a 'Transit Corridor', this application is seeking a minor amendment to the previous approval with no additional built form proposed. As a result, LPP7.1.1 is not considered to be of relevance to this application.

2.4 Local Planning Policy 7.5.21 – Sound Attenuation

Local Planning Policy 7.5.21 – Sound Attenuation (**LPP7.5.21**) provides a framework that seeks to minimise the adverse impacts of noise for the sustainable co-existence of a mix of land uses within the City.

The proposal is seeking relatively minor amendments to the previous approval with no additional mechanical equipment proposed. Notwithstanding this, the noise implications of the current operations have been assessed in detail by ND Engineering with a revised acoustic report prepared accordingly. This revised report (**Attachment 5**) has been submitted to the City in response to a compliance matter.

Based on the analysis of noise level measurements from the car wash operations, ND Engineering have advised that the replacement of the existing roller doors with acoustic roller doors to the vacuum bay and wash bay, will comply with the intent of

CITY OF VINCENT
RECEIVED
6 December 2023

6

the noise regulations subject to implementation of the recommendations contained in Section 5 of the revised acoustic report. It is submitted that the Applicant wishes to install acoustic roller doors to ensure compliance. The addition of acoustic roller doors forms part of this Development Application and an elevation plan has been provided as Attachment 7.

3.0 Justification for Amendment

3.1 Overview

The Applicant is seeking development approval to modify Condition 1.3 and remove Condition 3.3 of the existing approval dated 27 October 2022. This will allow the operations on site to be conducted in a more free-flowing and efficient manner for both customers and staff. This will be detailed further under Section 3.2 of this Report.

3.2 Conditions of Approval

This application seeks to modify conditions 1.3 and 3.3 of the existing approval issued in 2022 (**Attachment 5**).

Condition 1.3 of the existing approval reads as follows:

1.3 No vehicles are to be parked or material stored in the access ways shown with directional arrows on the Approved Plans at any time;

To allow the Car Wash to operate in a more efficient and free flowing manner, condition 1.3 is sought to be modified to allow for vehicles to be parked on the 'access ways' of the site.

The fundamental difficulty with this condition is in respect to vehicles being 'parked'. This gives the customer inadequate opportunity to briefly park their vehicle safely, before staff manoeuvre the vehicle through the cleaning process. The vehicle will form part of a production line where it may be parked temporarily before staff move the vehicle through to the next stage of the cleaning process. The case where vehicles are parked temporarily and waiting to be moved to the next stage of the cleaning process will only occur when the Car Wash is experiencing higher volumes of activity during peak periods of the business. The peak periods generally occur between 11am-4pm, Tuesday-Friday.

TOWN PLANNING | MEDIATION | ADVOCACY

CITY OF VINCENT
RECEIVED
6 December 2023

7

Allowing for vehicles to be parked on the access ways temporarily, is not deemed to have an adverse impact on the amenity of the locality. The changes to vehicle movement will not rely on access to the right of way; the existing fencing to the rear of the site will remain in place. For this reason, the site will not operate as a 'thoroughfare' and all Car Wash operations will be contained within the boundaries of the site.

Stored material will remain in locations that do not impact upon manoeuvrability of vehicles through the site.

Considering the above, a more logical modified condition should read as follows:

No materials are to be stored in the access ways shown with directional arrows on the Approved Plans at any time.

Condition 3.3 of the existing approval reads as follows:

3.3 Vehicles must only be washed or touched-up on the property in a bay shown on the Approved Plan as being provided for that purpose;

To further allow for the Car Wash to operate efficiently, condition 3.3 is sought to be removed. Removal of condition 3.3 will allow for the Car Wash to operate in a production line where vehicles will be parked temporarily before staff move the vehicle through to the next stage of the cleaning process.

During steady periods of activity, staff will undertake the drying and detailing of vehicles in the designated 'touch-up' bays. Removal of the condition will enable staff to undertake drying and detailing of vehicles outside of the designated 'touch-up' bays where necessary. It is reiterated that this is only necessary during peak times (11am-4pm, Tuesday-Friday). This will enable the faster processing of vehicles. Allowing for flexibility with designated areas of drying and detailing (touch-up) will prevent staff from having to turn customers away. This avoids any potential safety issues where customers must reverse out of the site onto Charles Street during peak periods if they are refused a service.

It is submitted that vehicles will remain to be washed with high pressure machines within the workshop.

CITY OF VINCENT
RECEIVED
6 December 2023

8

3.3 Noise and Operational Management Plan

An amended Management Plan has been prepared as part of this application. The purpose of the Management Plan is to detail the operations and management procedures of the business.

The Management Plan takes into consideration the proposed modifications to conditions 1.3 and 3.3 to allow the Car Wash to operate in a more efficient and free-flowing manner.

3.4 Traffic Considerations

Transcore has previously prepared a Transport Impact Statement (**TIS**) providing a detailed review of the existing operations at the site. The TIS found that no new/additional trips were expected as part of the proposal in 2022 and as a result there was deemed to be no traffic impact on the surrounding road network.

Given the minor nature of the current proposal, the TIS is considered to remain accurate as the proposed operations on site will not change the traffic impact of the Car Wash on the surrounding road network.

4.0 Conclusion

The Applicant is seeking approval from the City for an amendment to the conditions of the existing development approval issued on 27 October 2022.

For the reasons outlined in this Report, our view is that the proposed amendment will allow the operations on site to be conducted in a more free-flowing and efficient manner for both customers and staff.

If the said condition otherwise remain, it means that the business cannot efficiently deal with unexpected surges or peaks in demand thereby requiring potential customers to be turned away, reversing dangerously onto Charles Street.

The continual activity of the site, together with the requested modifications and improvements from an acoustic perspective, will not diminish or impact, in any way, the amenity of the existing area. It is re-emphasised that the activities will be contained on site and the Applicant will continue to be mindful of potential impacts, perceived or otherwise, on adjoining properties. It is submitted that the modified proposal is consistent with the the City's local planning policy framework.

TOWN PLANNING | MEDIATION | ADVOCACY

CITY OF VINCENT
RECEIVED
6 December 2023

9

Accordingly, the proposal warrants approval.

Altus Planning



TOWN PLANNING | MEDIATION | ADVOCACY

CITY OF VINCENT
RECEIVED
1 August 2025



68 Canning Highway,
South Perth WA 6151
t: (08) 9474 1449
e: contact@altusplan.com.au
www.altusplan.com.au

1 August 2025

City of Vincent
PO Box 82
LEEDERVILLE WA 6902

Attention: Scout Walsh

Via email: Scout.Walsh@vincent.wa.gov.au

Dear Scout,

Change of Use to Unlisted Use (Carwash & Detailing) (Amendment) – Lots 145 & 146 (No. 496) Charles Street, North Perth – Response and Addendum

On behalf of Eco Spray Car Wash (WA) Pty Ltd (**Applicant**), Altus Planning submits the following submission in response to the City of Vincent's (**City**) request for further information (**RFI**) dated 12 December 2024 regarding a Development Application (**Application**) for the additions/alterations to an existing 'Motor Vehicle Wash' (**proposed development** or **proposal**) at Lots 145 & 146 (No. 496) Charles Street, North Perth (**subject land** or **site**).

This submission, together with all the attachments provided, should be considered as an official addendum to the lodged Application. It has several components which are detailed under the various heading below.

1.0 Modifications to Conditions

The City have advised they are unsupportive of the proposed modifications to Condition 1.3 and Condition 3.3, as quoted below/overleaf.

TOWN PLANNING | MEDIATION | ADVOCACY



Current Conditions

- 1.3 *No vehicles are to be parked or material stored in the access ways shown with directional arrows on the Approved Plans at any time;*
- 3.3 *Vehicles must only be washed or touched-up on the property in a bay shown on the Approved Plan as being provided for that purpose;*

Proposed Modified Conditions

- 1.3 *No materials are to be stored in the access ways shown with directional arrows on the Approved Plans at any time.*
- 3.3 *(Deleted)*

The reasons for the lack of support are addressed in the following subheadings.

1.1 Amenity & Compatibility

The City holds concerns that the proposed modifications may lead to adverse amenity impacts and the development being incompatible with its surrounds due to a potential increase in operations.

It is submitted that the proposed modification would allow for better coordination and efficiency onsite, given that current and previous approvals did not adequately contemplate the movement of vehicles on site beyond the wash and detailing bays. Importantly, in this proposal the number of service bays is not increasing from the existing six (6) as evident within the amended Site Plan as at **Attachment 1**. While an additional wash bay is provided, the four (4) existing touch bays are not proposed to be altered and therefore should there be any increase in frequency, it will be considered to be minimal as the cars still need to exit through the existing touch up process that is not proposed to change.

In respect to any perceived impacts to the northeastern corner of the site, there is a large area provided within this corner that does not permit for any works or parking. All parking bays are in line with the existing touch up bays, and the wash bays will be closed off by acoustic roller doors.

CITY OF VINCENT
RECEIVED
1 August 2025

3

The development is considered to be compatible with its surrounds as the development is generally consistent with the other commercial land uses. To the residential area, there is the separation to the dwellings by the laneway. Further, the development will be subject to a robust management plan that would ensure that there will be no adverse impacts to the area. This management plan can be seen at **Attachment 2**.

1.2 Zone Objectives

The City advised that, as per the previous plans, the City was of the view that the development was inconsistent with the objectives of the Commercial zone of the City's Local Planning Scheme No. 2 (LPS2), namely the last objective:

To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality.

The City is again concerned that the development may increase in activity, which is within proximity to the residential properties to the north and north-east. It is reiterated that with the additional reporting, plans, and management measures in place, no adverse amenity impacts are expected but rather, greater clarity on how the proposals operates is provided. The development is commercial in nature and being on a commercial zoned lot, it would be expected that this form of development would occur on site.

1.3 Access & Manoeuvrability

The City have also advised that proposed modifications to the conditions may:

...result in unsafe vehicle manoeuvring within the site. This could also result in vehicles accessing Charles Street from the subject site in an unsafe manner.

The reason for the operational changes is to reduce the risk of having vehicles reversing out of the site when the site is at capacity. Dedicated waiting bays are provided to ensure smoothness and efficiency from the waiting bays to the wash bays, where previously there was a lack of clarity in this respect. With the waiting bays in place, it is easier for oncoming traffic to see if the development is at capacity due to the formalised waiting areas and knowing precisely how far back they would be in the queue.

TOWN PLANNING | MEDIATION | ADVOCACY

CITY OF VINCENT
RECEIVED
1 August 2025

4

1.4 Public Consultation

At the time of the City's letter of the RFI, Altus Planning were not provided with any submissions. This response has now been prepared, and reference should be made to **Attachment 3**.

2.0 Proposed Additions

With the additions proposed, the City have sought for agreement to the below conditions:

- *A condition being applied that requires the acoustic roller doors to be closed during the washing of vehicles, as detailed in the Operational Management Plan.*
- *The development plans being updated to include a roof plan illustrating the location of the exhaust fans. The elevation plans are also required to be updated to include the exhaust fans.*

It is confirmed that we agree to the above conditions being imposed, in principle.

3.0 Traffic & Manoeuvrability

3.1 Change in Function of Work Bays

Following on from the City's concerns that the change in function of work bays will increase traffic volumes to extent that it would adversely impact traffic flow and safety. This view has been taken when considering that an amended Traffic Impact Statement (TIS) was not provided.

In response, an amended TIS has been provided and can be referenced at **Attachment 4**.

As referred to in section 6.1 of the TIS, the assessment conducted was based off a very conservative approach. While it has been determined that an additional wash bay alone could, in theory, increase the traffic on site by six (6) vehicles per hour (vph), it is noted that the additional cars using the additional wash bay are still limited by the existing touch up bays. It is therefore considered that vehicular numbers will remain largely the same with no notable change.

CITY OF VINCENT
RECEIVED
1 August 2025

5

The TIS has further determined that this proposed increase (based on 6vph), will be a minimal increase and will not create any adverse impacts on site or to the surrounding road network.

3.2 *Parking*

The City have advised there is currently only one (1) parking bay in the front setback area.

As part of this application, it is proposed that the site will utilise the future road widening section of the site for waiting/exit bay, and to allow for the access to the staff parking bay – equating to three (3) bays in total.

Should the road ever be widened, the applicant will be required to amend the application. As such, it is considered that a staff parking bay can be accommodated in front (to the northern boundary) of the existing car bay. Therefore, in the instant that road widening occurs, there will only be a loss of one (1) waiting/exit bay. Determining whether or not this will be acceptable can be done when/if the applicant is required to amend the application.

4.0 **Conclusion**

For the reasons outlined in this response and the further information provided, it is considered that the proposal is suitable for the site and is consistent with both the applicable local and state planning framework. The proposal will not have an adverse impact on the character or the amenity of the locality and accordingly, it is submitted that the proposal warrants approval.

We trust that this information is to your satisfaction and welcome the opportunity to review a draft suite of recommended conditions of approval. We otherwise look forward to your prompt and favourable determination.



TOWN PLANNING | MEDIATION | ADVOCACY

CITY OF VINCENT
RECEIVED
1 August 2025



Noise and Operational Management Plan

No. 496 Charles Street, North Perth

July 2025



TOWN PLANNING | MEDIATION | ADVOCACY

CITY OF VINCENT
RECEIVED
1 August 2025

i

Disclaimer:

This report has been prepared by Altus Planning solely for the benefit and use of the client. This document may not be reproduced or copied in whole or part without the express written consent of Altus Planning and the client.

Prepared for:

Eco Spray Car Wash (WA) Pty Ltd

Prepared by:

Altus Planning
68 Canning Highway
SOUTH PERTH WA 6151
Phone: 9474 1449
contact@altusplan.com.au
www.altusplan.com.au

Document Version Control

Ver.	Date	Description	Author	Approved
1	22/11/23	Initial draft for client review	JR	JA/BL
2	24/11/23	Revised version	JR	JA
3	28/11/23	Lodgement version	JR	JA
4	24/04/24	Post lodgement revisions	JR	JA
5	29/08/24	Post lodgement revisions	JR	JA
6	01/08/25	Post lodgement revisions	JP	JA

TOWN PLANNING | MEDIATION | ADVOCACY

CITY OF VINCENT
RECEIVED
1 August 2025

ii

Contents

1.0 Executive Summary 0

2.0 Purpose..... 0

3.0 Management Procedures 0

 3.1 Implementation and Compliance 0

 3.2 Description of Works 1

 3.3 Customer Base 2

 3.4 Operating Hours..... 2

 3.5 Inventory and Maintenance Schedule..... 2

 3.6 Operations and Vehicle Management 3

 3.6.1 General Operation Process..... 3

 3.6.2 Other Operational Details 4

 3.7 Complaint Management 5

 3.8 Noise Mitigation..... 6

4.0 Conclusion 7



CITY OF VINCENT
RECEIVED
1 August 2025

1.0 Executive Summary

This Noise and Operational Management Plan (**Management Plan**) has been prepared by Altus Planning on behalf of Eco Spray Car Wash (WA) located at Lots 145 and 146 (No. 496) Charles Street, North Perth (**subject land** or **site**).

2.0 Purpose

The purpose of this Management Plan is to detail the operations and management procedures of the business.

The Management Plan is to accompany a Development Application submitted to the City of Vincent (**City**) relating to a proposed amendment to the previous Development Approval issued 18 October 2022 pertaining to the site. The following is detailed in this Management Plan:

- Implementation and Compliance;
- Description of Works;
- Customer Base;
- Operating Hours;
- Inventory and Maintenance Schedule;
- Operations and Vehicle Management;
- Complaints Management; and
- Noise Mitigation.

3.0 Management Procedures

3.1 Implementation and Compliance

The operations and management procedures of the Car Wash shall comply with the provisions of the Noise and Operational Management Plan. The Management Plan shall be submitted to and approved by the City prior to the commencement of any changes to business operations. Subsequently, the Car Wash will comply with any conditions and advice notes of approval, pertaining to the Management Plan.

The proprietor will liaise with the City regarding any proposed changes to the Management Plan.

CITY OF VINCENT
RECEIVED
1 August 2025

3.2 Description of Works

Works on site are categorically, cleaning and detailing/drying of vehicles. All vehicles receive a wash and clean, but the level of detail is chosen by the customer. The business has offered different levels of service for many years, and this is consistent with similar car wash facilities in the area. The business will continue to operate with the same levels of service.

Vehicle cleaning

Vehicle cleaning involves the removal of dirt and grime from vehicles paint, glass, plastic trims, wheels, chrome and exhaust tips. The cleaning process will firstly involve washing the paint with a pH neutral (neither acidic, nor alkaline) shampoo, to remove dirt with a high-pressure water hose without damaging paint or trims. This shampoo is safe for washing cars with paint protection applied.

After the initial wash cycle, focus will move to cleaning the wheels, arches, mud flaps and tyres which removes brake dust and dirt. A gloss coat is then applied to the tyres to keep them clean. This process is generally 10-12 minutes in duration and will be undertaken by 1-2 staff members. Water Pumps (WS201) will be primarily used as part of this process. The two designated wash up bays are located in the workshop. A maximum of two vehicles will be washed in the workshop at any one time, with no works occurring within proposed work free zone.

Vehicle detailing and drying

This process involves internal cleaning of vehicles with vacuums, compressed air, chamois and general rubbish collection. The exterior of the vehicle is chamois dried to prevent water marks forming on the paint and compressed air is used to remove water from panel joins and trim so no drip marks appear after the car is driven off. The paintwork is then checked for any remaining water while windows and any remaining dirt is washed by hand.

This process is generally 15-25 minutes and undertaken by 2 staff members. Equipment used during this process includes Microfibre Clothes, Window Cleaner, Air Compressor (Pilot K50), Vacuum Cleaner (Cleanstar), and Chamois. Detailing and drying work will be undertaken in the four (4) touch up bays only.

CITY OF VINCENT
RECEIVED
1 August 2025

3.3 Customer Base

The Car Wash is engaged with the following customer groups on a regular basis:

1. Individual car owners and leasers;
2. Car dealerships; and
3. Local businesses.

The corporate client base allows, to some degree, the flow of incoming vehicles to be managed. However, private vehicles are generally received on a 'drop-in' basis and this can sometimes result in an unexpected surge or peak in demand.

In respect to No. 2, car dealerships and other corporate clients are now predominantly (approximately 80%) serviced by another complex owned by the Applicant. Therefore, the customer base will primarily be local, non-corporate clients.

3.4 Operating Hours

The Car Wash will operate as per the approved trading hours. Operating hours are as follows:

- Monday to Thursday: 8am – 7pm
- Friday: 8am – 5pm
- Saturday, Sunday and Public holidays: 9am – 5pm
- Closed on Christmas Day, Anzac Day and Good Friday.

3.5 Inventory and Maintenance Schedule

To fulfil the maintenance demand of machinery, staff will undertake the following:

1. Timely maintenance of all the machines to ensure they operate as intended. Moreover, machinery will be frequently replaced as the life of machines is around six months due to extended periods of utilisation every day.
2. In addition to scheduled maintenance, mobile service trucks are relied upon to attend to any machinery requiring immediate attention. These mobile service vehicles are convenient and attend to jobs in a timely manner.

CITY OF VINCENT
RECEIVED
1 August 2025

3. Mobile service trucks will come out to the store during business hours to service each machine. Should there be any noise complaints during a service, the complaint procedure will be followed.
4. Adherence with the following Service schedule –

Name of Machine	Model No.	Service Schedule
3 vacuum cleaners	Cleanstar (VC90LP)	3 months
1 air compressor	Pilot K50	3 months
2 water pumps	WS201	3 months
1 washing machine	TECO 5kg	Replace with new machine
1 dryer	Simpson 6kg	Replace with new machine
2 polishers	Rupes LHR 21II	3 months
1 oil water separator	TOS 1500 55	6 months clean & service

3.6 Operations and Vehicle Management

Vehicle movement throughout the cleaning, detailing and drying process will be monitored by staff to ensure compliance with the Management Plan and the applicable Development Approval.

All vehicles being serviced by the business are to remain on site, and there is to be no reliance on the rear laneway, adjoining properties or surrounding streets for the parking of customer vehicles.

3.6.1 General Operation Process

Customers accessing the site are to follow line marking and signage. Once a customer enters the site via the driveway they will be greeted by a staff member, either in the entry lane, or when available, the two (2) car bays that are parallel to the street and situated next to the existing seating area. Accordingly, vehicles will not be 'parked' and left by the customer, they will be attended to by staff in their vehicle or in close proximity to it. The vehicle will then be maneuvered through the site by staff to enable the vehicle to be serviced.

In the instance where the existing car bay is not available for an arriving customer during peak periods, customers have the ability to enter the site and stop their vehicle in the aisle on the right-hand side (along the southern boundary). This is clearly marked with existing directional arrows that are painted on the bitumen.

CITY OF VINCENT
RECEIVED
1 August 2025

During steady periods of activity, staff will undertake the drying and detailing of vehicles in the designated 'touch-up' bays. Staff may undertake drying and detailing of vehicles outside of the designated 'touch-up' bays where necessary. This is to occur only during peak periods of activity and unexpected surges when there are too many vehicles being detailed or waiting collection. This is to ensure vehicles are serviced efficiently and to maintain adequate manoeuvrability. The peak periods generally occur between 11am-4pm, Tuesday-Friday.

3.6.2 Other Operational Details

In the unforeseen circumstance where customers are late to collect their vehicle following service, the sites' flexibility will allow staff to feed vehicles back through the circuit, if need be, which is the safest and most practical solution. This will ensure that the entry and exit areas are free from obstruction to allow new customers to enter the site safely.

In the instance where the car wash is too busy, and there are many vehicles congregated near the crossover (either have just finished their service or about to start), customers will drive off without entering. If a vehicle does enter the site, the safest thing to do is to organise the service and to book them into the system as soon as possible. This is to only occur during peak periods where an unusually high number of vehicles might arrive in a short period of time and is a rare occurrence. The Applicant cannot recall any cases where customers have had to reverse onto Charles Street when refused a service.

Two (2) vehicles may be serviced concurrently within the workshop, within the respective wash bays. Staff members will simply drive the vehicles into the designated wash bay and reverse out once the wash is complete, ready for the vehicle detailing and drying. Vehicles will not be circulated internally from wash bay 2 to wash bay 1 due to the existing car wash platform within the workshop. Staff members will ensure the floor of the workshop is kept clear of obstructions to ensure safe vehicle access and egress.

It is not anticipated that the number of vehicle trips will adversely increase because of the additional wash bay. Consistent with the TIS, the development currently generates approximately 70-75 vehicle movements per day, which includes both customers and staff.

Any increase will largely be generated by the improved efficiency of the site. The inclusion of a second wash bay will result in a smoother process for staff moving

CITY OF VINCENT
RECEIVED
1 August 2025

vehicles on site and mitigates any potential bottleneck of vehicles behind the waiting bays during unusual or peak days. This avoids any potential safety issues where customers must reverse out of the site onto Charles Street during peak periods.

This process will avoid a rigid cap of vehicles on site in terms of both numbers and more so, in terms of where they can be located. Otherwise, vehicles will need to be turned away and this will unnecessarily create a potential safety issue, which is avoidable.

The inclusion of acoustic roller doors (refer to Section 3.8) as a management measure ensures noise compliance while vehicles are being washed. The roller doors will be down while vehicles are washed and open once the wash is complete to enable vehicles to be moved onto the final touch up.

When the vehicle has been serviced, a staff member will approach the customer in the reception/outdoor area to notify them that the service has been completed. Customers collect their vehicles from the designated touch up bays once the service is complete. The business has software which provides customers with an estimated completion time via text message which is updated in real-time. Customers are also sent a text message once the service is complete and ready for collection. This minimises the chances of a customer being late to collect their vehicle and prevents a bottleneck in most instances.

As mentioned previously, in unforeseen circumstances where customers are late, the site flexibility would allow the staff member to feed the vehicle through the circuit to prevent a bottleneck and allow for space at the entry and exit point. The customer will then exit the site safely in forward gear via Charles Street.

Business operations are bound by the natural limitations and restrictions of the site. Specifically, the operations and volume of serviced vehicles are constrained by the existing built form, storage areas and scale of the property. To attempt to restrict the scale of operation through additional conditions, only restricts flexibility during unusual peak periods rather than the free and efficient movement of vehicle on, through and then off-site.

3.7 Complaint Management

Carwash staff are designated with roles during operating hours. On-duty managers are available during operational hours as the first point of contact for any verbal

CITY OF VINCENT
RECEIVED
1 August 2025

complaints received by customers and surrounding owners/occupiers. Moreover, the contact details of the proprietor are available in the case of an emergency.

The following procedure will be undertaken by staff in the case of a complaint:

1. Staff will write into the complaint register noting the complainant's contact details, time, date and description of complaint and any action taken as result of the complaint.
2. Staff member will relay this information back to Manager on that day.
3. Manager to contact proprietor – Gurjant Singh Sangha available on 0422 243 486. If the proprietor is not available – Premjit Singh Sohi is available on 0468 495 192.
4. Owner to rectify the concern and notify the complainant. Owner to provide complainant with a response within 48 hours.

3.8 Noise Mitigation

The noise implications of the current operations have been assessed in detail by ND Engineering with a revised acoustic report prepared accordingly. The revised report has been submitted to the City as part of the Development Application.

Noise mitigation measures are to be put in place and maintained to ensure compliance with the *Environmental Protection (Noise) Regulations 1997*. The Acoustic Report findings and recommendations will be incorporated by the proprietor and landowners to mitigate the impact of onsite noise on the locality and is to be read in conjunction with this Management Plan.

Acoustic roller doors will be installed to reduce noise and support the use of the additional wash bay. Option 1 from the recommendations of the Acoustic Report has been selected, whereby the acoustic roller doors are installed into the existing openings. Accordingly, no additions to the building are proposed to facilitate the installation of the doors.

Vacuums and air nozzles will be strictly used by staff within the designated touch up bays. In any event, the vacuums operate via a ducted system that is permanently affixed to the existing canopy. The machinery to power the vacuums is located within the existing built form in a fixed position. Therefore, even if cars were vacuum cleaned

CITY OF VINCENT
RECEIVED
1 August 2025

outside of these bays, it would be on no consequence from a noise emissions perspective.

Considering noise, cars are stopped for a period of time rather than 'parked', before they are moved to the next stage of the service. Again, the business operations are constrained by the natural limitations of site. If the site appears too busy from Charles Street and there appears to be little room at the entry of the site, potential customers drive off without entering.

The car wash and detailing has operated on site for well over ten years with numerous approvals. Noise generated from cars moving/opening and closing doors has occurred subsequently and is expected. It is common practice for staff to keep the doors open while work is undertaken in the touch up bay as they transition from vacuuming to internal detailing.

Vehicles fit for commercial purposes that feature an automatic beeping noise while in reverse gear are generally not the type of vehicle to be serviced. In the case where these vehicles are serviced, staff members will decommission the vehicles via a switch inside the vehicle, where available. Alternatively, where such a beeper cannot be turned off, staff are instructed not to use the wash and detailing bay which requires the vehicles to be reversed.

4.0 Conclusion

This Noise and Operational Management Plan details the operations and management procedures of the business. The Car Wash shall comply with the provisions of the Noise and Operational Management Plan.

The application outlines the operational refinements that properly reflect the flow of vehicles on-site and not one seeking to expand or increase the throughput of vehicles. The proposal will allow for the site to operate in a more flexible manner and will mitigate any safety (i.e. requiring vehicles reversing onto Charles) and amenity (i.e. vehicles parked on other lots) issues.

The changes to the operations allow for customers to enter the site and stop their vehicle in the aisle on the right-hand side (along the southern boundary). This is clearly marked with existing directional arrows that are painted on the bitumen. This measure will only occur when the designated parking bay is in use. In the instance where the car wash is too busy during peak periods, customers use their initiative and naturally drive

CITY OF VINCENT
RECEIVED
1 August 2025

off without entering the site, as has been the case for many years during unusual peak periods. The proprietor has measures in place to ensure customers collect their cars and move off the site swiftly, once the service is complete.

The proprietor will liaise with the landowner and the City of Vincent regarding any proposed changes to the Management Plan.



TOWN PLANNING | MEDIATION | ADVOCACY

ENVIRONMENTAL ASSESSMENT 2307071 Rev. 4

**ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLES STEET
NORTH PERTH WA 6006**

CITY OF VINCENT
RECEIVED
11 December 2025



PO Box 2124, Malaga WA 6944
ndengine@bigpond.net.au
0412 679 431

ND Engineering
Consulting Engineers
31 YEARS 1994 – 2025

nde



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

CONTENTS:**SECTIONS**

0. Summary.
1. Introduction.
2. Description.
3. Assessment.
4. Conclusions.
5. Recommendations.

ANNEXES

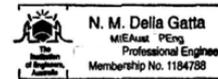
- A. Location.
- B. Plans.
- C. Assigned Noise Levels.
- D. Noise Measurements.
- E. Noise Modelling.
- F. Data Sheets.

REFERENCES

- A. Environmental Protection (Noise) Regulations 1997.

AUTHOR

N. M. DELLA GATTA
BE (Mech) UWA
M.IEAust





CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

REVISIONS

Rev. N°	Date:	Issue / Comment	Status
0	08 SEP 2023	Submission to LGA	Superseded
1	13 NOV 2023	<p>Re-submission to LGA addressing LGA review comments CoV below</p> <p>CoV 1 - Potential noise created by the opening/closing of the roller doors. The roller doors are of the plastic type i.e. non-metallic. Examples below.</p> <p>480 William Street Perth WA 6000 68-70 Brown Street, East Perth WA 6004 Cnr William St. Rear of service station. Cnr Kensington St. BP Wildbean Café</p> <div style="display: flex; justify-content: space-around;">   </div> <p>CoV 2 - Potential noise created by vertical exhaust fans.</p> <p>The following three models have been introduced into the report demonstrating compliance.</p> <p>Figure E3.3a LA10 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles collocated and 4x roof fans (2x SA & 2x EA) including tonality.' Sunday & Public Holidays 9am to 7pm. LA10 = 47 dB(A) (red line).</p> <p>Figure E3.3b LA10 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles separated at the RD openings & 2x roof fans (2x SA & 2x EA) including tonality.' Sunday & Public Holidays 9am to 7pm. LA10 = 47 dB(A) (red line).</p> <p>Figure E3.3c LA10 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles Internally but separated & 2x roof fans (2x SA & 2x EA) including tonality.' Sunday & Public Holidays 9am to 7pm. LA10 = 47 dB(A) (red line).</p> <p>CoV 3 - The use of two high pressure machines at the one time on Sunday and Public Holidays is marginal. The modelling undertaken by NDE is conservative assuming: both nozzles are co-located, operate continuously, concurrently and without any interruptions. In reality the nozzles will operate intermittently and move around within the workshop separately. The modelling shown in Figures E3.3a/b/c show as nozzles separate and move into the workshop the red contour line retracts from the residences. Also the original LA10 data was based on 4 minutes of continuous operation, so quiet time was not included, on the front of the car (hood, above the wheel arches and front grille) meaning that any limitation on number of vehicles per hour are removed.</p>	Superseded



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

2	24 APR 24	Re-submission addressing review comments by CoV below	Superseded
<p>Option 1:</p> <p>Retain with the two new acoustic roller doors being installed into the existing openings.</p> <p>See FIGURE PLAN 1.</p> <p>Roller Door options 2 & 3a & 3b deleted.</p>			
<p>Vacuuuming:</p> <p>Vacuum units in the open are not permitted.</p> <p>All vacuum units are required to be in the existing enclosure with the following restrictions: Hollow core door to be replaced with a solid core door.</p>			
<p>Air Nozzle:</p> <p>Provide a pressure regulator to the air nozzle, preferably located at the nearest fixed mounting point of the compressed air line to the air nozzle, to reduce noise levels from 93 dB(A) @ 1m to 80 dB(A) @ 1m.</p>			
<p>Car door closing:</p> <p>Modelling indicates compliance for an extreme situation.</p> <p>Observations on site indicate door closing is normal i.e 'non slamming' action.</p>			
<p>Car engines:</p> <p>Observations on site indicate vehicle movements are fairly sedate.</p> <p>A substantial number of vehicles were noted to be low noise types i.e. electric and hybrid with the number of these types of vehicles expected to increase in the future.</p>			
<p>Audible reversing alarms:</p> <p>None were noted on site but NDE was advised that the reversing alarms are disabled on arrival at the site and enabled prior to leaving the site.</p>			
<p>Simultaneous noise modelling:</p> <p>The site is fairly complex with a variety of short activities.</p> <p>Attempting to provide a simultaneous operation scenario is overly complicated with scenarios and assumptions rendering the models to be unreliable.</p> <p>NDE's methodology is to assess each noise source individually especially in the case of short term LAmax and LA1 criteria but then to assess the longer noise source LA10 in combination where appropriate with other LA10 sources.</p> <p>Annex E contains updated and new noise models.</p>			



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

3	23 AUG 24	Re-submission addressing review comments by CoV below	Superseded
		<p>CoV Item 1 - Please confirm how many air nozzles are proposed and the area in which they are used? The acoustic report makes reference to one air nozzle modelled using LA1. In order to comply with the City's Sound Attenuation Policy, the acoustic consultant needs to confirm the air nozzle compliances in the acoustic report using LA10, and then provide what attenuation measures would be required to achieve compliance at LA10.</p> <p>NDE1 - There are two air nozzles used solely in the four outdoor touch-up bays #1 to #4. During inclement weather the indoor touch-up bay #5 located within the wash bay garage will be used with a single air nozzle. See additional modelling in Figure E3.1d and Figure E3.2d showing compliance.</p> <p>CoV Item 2 - Please confirm if vacuums and air nozzles will be used to touch up vehicles when they are outside of the designated touch up bays. The use of air nozzles outside of the touch up bays is particularly a concern to the City, in terms of the noise generation.</p> <p>NDE2 – The vacuums and air nozzles are normally used in the four outdoor designated touch up bays #1 to #4 and in the indoor #5 touch up bay only during inclement weather.</p> <p>CoV Item 3 - Please provide confirmation in the acoustic report or the updated Management Plan of the consideration of vehicle idling noise, and vehicle movements. The proposal increases the potential for parked idle vehicles operating on the site which has not been adequately addressed.</p> <p>NDE3.1 – The sound power levels for a typical combustion vehicle idling in a queue is about Lw 69 dB(A) which is substantially lower than other noise sources on the car wash site. NDE's opinion is that there are no issues with combustion vehicles idling or moving around at low speed or low engine speeds on the car wash site. Therefore, there was no further need for consideration. Also noted is that this site in terms of vehicles idling and movement is not significantly different to a Child Care Centre carparks.</p> <p>NDE3.2 – The current uptake of electric vehicles and hybrid vehicles is resulting in even more reductions in noise levels similar to what is occurring on Child Care Centre carparks.</p>	
4	11 DEC 25	Figure 3.3bb updated to Figure 3.3bbb to include 2x air nozzles as per CoV request.	Current
Rev. N°	Date:	Issue / Comment	Status



**CITY OF VINCENT
RECEIVED
11 December 2025**

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 &146, 496 CHARLESTREET, NORTH PERTH WA 6006

SUMMARY

- 0.1 ND Engineering's opinion is that the proposed modifications to the dry cleaning (vacuum) bay and wet cleaning (hi pressure wash) bay will comply with the intent of the noise regulations (Reference A) subject to implementation of the recommendations contained in Section 5 Recommendations.

INTRODUCTION

- 1.1 ND Engineering was recommissioned to provide an updated environmental acoustic assessment, in response to City of Vincents comments, of the existing ECO SPRAY CAR WASH at LOT 145 &146, 496 Charles Street, North Perth.
- 1.2 The outcomes of the response to CoV comments are contained in this report including page 5 of this report and additional/upgraded noise models.

DESCRIPTION

- 2.1 The site's portion of interest comprises dry cleaning bays and a high pressure wet cleaning bays as shown in the plans. See ANNEX B – PLANS:
 - a. Operations essentially being the hand washing of vehicles.
 - b. Hours of operation:
 - (1) Monday to Thursday 8.00 am – 7.00 pm; and
 - (2) Friday 8.00 am – 5.00 pm; and
 - (3) Saturday and Sunday 9.00 am – 5.00 pm.
- 2.2 The nearest noise sensitive 'residential' premises of relevant interest (see also Annex A – Location) that may be affected by the site are located to the rear across Dockers Lane. See ANNEX A – LOCATION.
- 2.3 The Assigned Noise Levels assessment is contained in ANNEX C – ASSIGNED NOISE LEVELS. The following table shows the outcome of the Assigned Noise Levels.

Table C7 – ASSIGNED NOISE LEVELS					
Noise sensitive premises at locations a building directly associated with a noise sensitive use.	Time of day	Time of day	Assigned Noise Levels dB(A)		
			LA10	LA1	LAmx
. . within 15 m of . .	Day	0700-1900 hrs Monday to Saturday	52	62	72
		0900-1900 hrs Sunday, Public holidays	47	57	
	Evening	1900-2200 hrs all days			62
	Night	2200-0700 hrs Monday to Saturday	42	52	
2200-0900 hrs Sunday, Public holidays					
. . greater than 15 m from . .	All hours	All hours	60	75	80



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

- 2.4 Refer to the following Annexes for detailed location and site descriptions:
- a. Annex A Location.
 - b. Annex B Plans.
 - c. Annex C Assigned Noise Levels.
 - d. Annex D Noise Measurements.
 - e. Annex E Noise Modelling.
 - f. Annex F Data Sheets.

ASSESSMENT

- 3.1 The assessment conducted via noise modelling, using SOUNDPLAN V8 noise modelling software with CONCAWE conditions. See Annexe E - Noise Modelling.
- 3.2 ND Engineering's assessment is based on all three criteria being LA_{max}, LA₁ and LA₁₀ which are found to be applicable on the basis of onsite noise measurements and observations.
- 3.3 The modelling in ND Engineering's opinion shows that:
- a. Without Roller Doors (RD) both the LA₁ and LA₁₀ criteria are non-compliant even with only one high pressure spray nozzles in use. See ANNEX E Figures E2.1a, E2.2a, E3.1a and E3.2a.; and
 - b. With RD installed, regardless of options and whether one or two high pressure spray nozzles are used, all three criteria LA_{max}, LA₁ and LA₁₀ are compliant.
- 3.4 The use of RD will require the installation of a ventilation system.
See ANNEX B – PLANS Figure 4 and ANNEX F DATA SHEETS
- 3.5 See also revision notes on page 5 of this Revision 3 report for additional recommendations arising from the additional assessments in response to CoV comments.



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

CONCLUSIONS

- 4.1 ND Engineering's opinion is that the proposed installation of the acoustic roller doors to the vacuum bay and wash bay will comply with the intent of the noise regulations (Reference A) subject to implementation of the recommendations contained in Section 5 Recommendations.

RECOMMENDATIONS

- 5.1 The recommendations presented in this report are in outline format only and require:
- a. Detailed final design of components by appropriately experienced persons in accordance with the current relevant editions of Australian Standards, Regulations, Gas Installation Code/s and the BCA.
 - b. Completion of minor details, including acoustic/vibration details, on site by competent and qualified tradesmen and technicians.
 - c. New materials and equipment to:
 - Be installed in accordance with the manufacturer's and/or supplier's instructions; and
 - Comply with, and be installed in accordance with, the BCA.
 - d. Installer of materials and/or equipment to comply with: Regulatory safety requirements; Safety procedures on the relevant Materials Safety Data Sheets (MSDS); and Site safety requirements.
 - e. A site inspection to fully determine the extent of the work and the nature of the site.

5.2 **The following recommendations are made:**

- a. Hours of operation to remain as:
- b.

(1)	Monday to Thursday	8.00 am – 7.00 pm; and
(2)	Friday	8.00 am – 5.00 pm; and
(3)	Saturday and Sunday	9.00 am – 5.00 pm; and
- b. The existing Roller Doors (RD) are replaced with non-metallic ACOUSTIC RDs, each having a minimum noise reduction of 20 dB(A), either in the same location or forward 1.8m from the current location.
Option 1 is the preferred option at this stage however it can be upgraded to any of the other options. RDs depending upon model purchased can be up to 12 or 20 open/close cycles per hour.

See ANNEX B – PLANS FIGURES 1, 2, 3a and 3b for general arrangement.

See ANNEX F – DATA SHEETS.; and
- c. Two hand spray nozzles can be used concurrently with no duration limit with both RDs closed for all options; and
- d. The two hand spray nozzles shall be electrically interlocked with the two RDs so that if any RD is open then the power supply to the spray nozzles is disabled until both RDs are closed.; and
- e. Provide Exhaust Air Fans (total 2x Vertical discharge) and Supply Air Fans (total 2x mushroom cap) for each bay in the locations shown in ANNEX B – PLANS FIGURE 4.
Each fan shall be a single phase fan capable of a duty of 600 l/s @ 150 Pa each with an inlet Sound Pressure Level of 44 dB(A) @ 3m each all when operating at a speed of 660 rpm (8 pole).

See ANNEX F – DATA SHEETS.
- f. See revision notes on page 4 of this Revision 2 report for additional recommendations.



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 [Revision. 4](#)
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

- ANNEXES:**
- A. Location.
 - B. Plans.
 - C. Assigned Noise Levels.
 - D. Noise Measurements.
 - E. Noise Modelling.
 - F. Data Sheets.



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

ANNEX A – LOCATION



3D SITE OVERVIEW LOOKING EAST



3D SITE OVERVIEW LOOKING WEST



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006



3D SITE OVERVIEW LOOKING NORTH



2D SITE OVERVIEW



**CITY OF VINCENT
RECEIVED
11 December 2025**

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

ANNEX B – PLANS

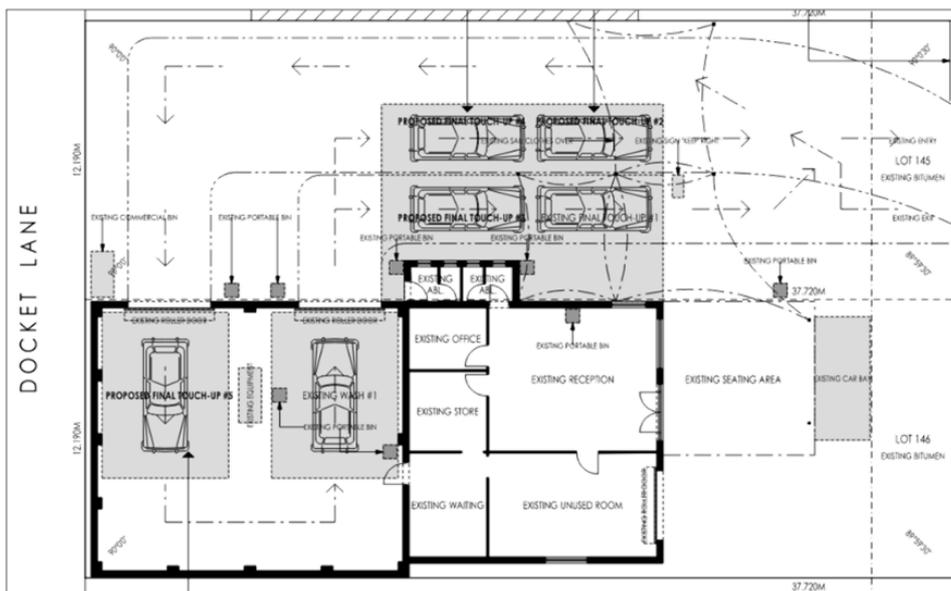
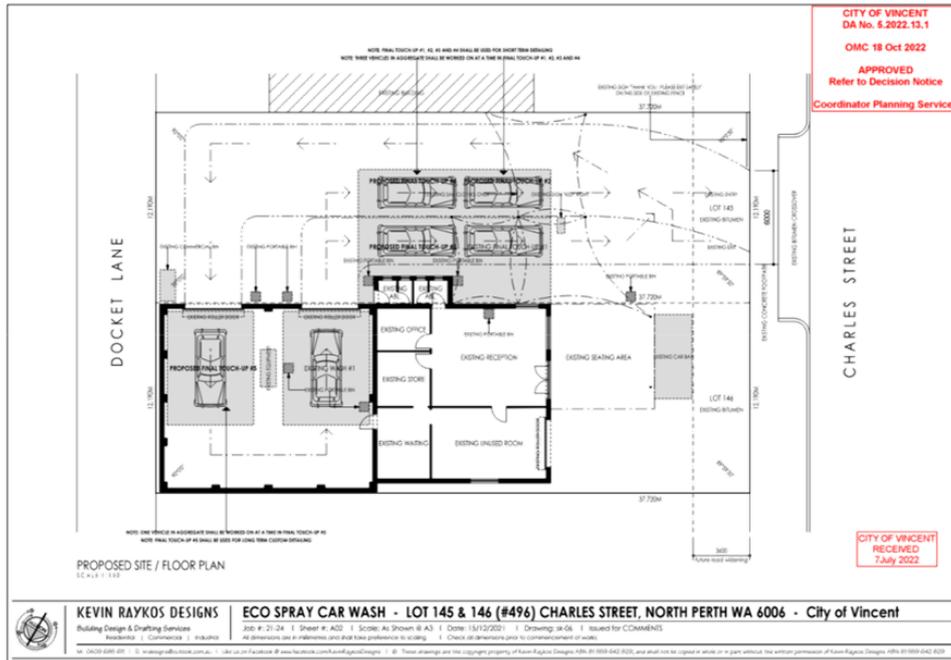


FIGURE PLAN 0.1 – EXISTING OVERALL

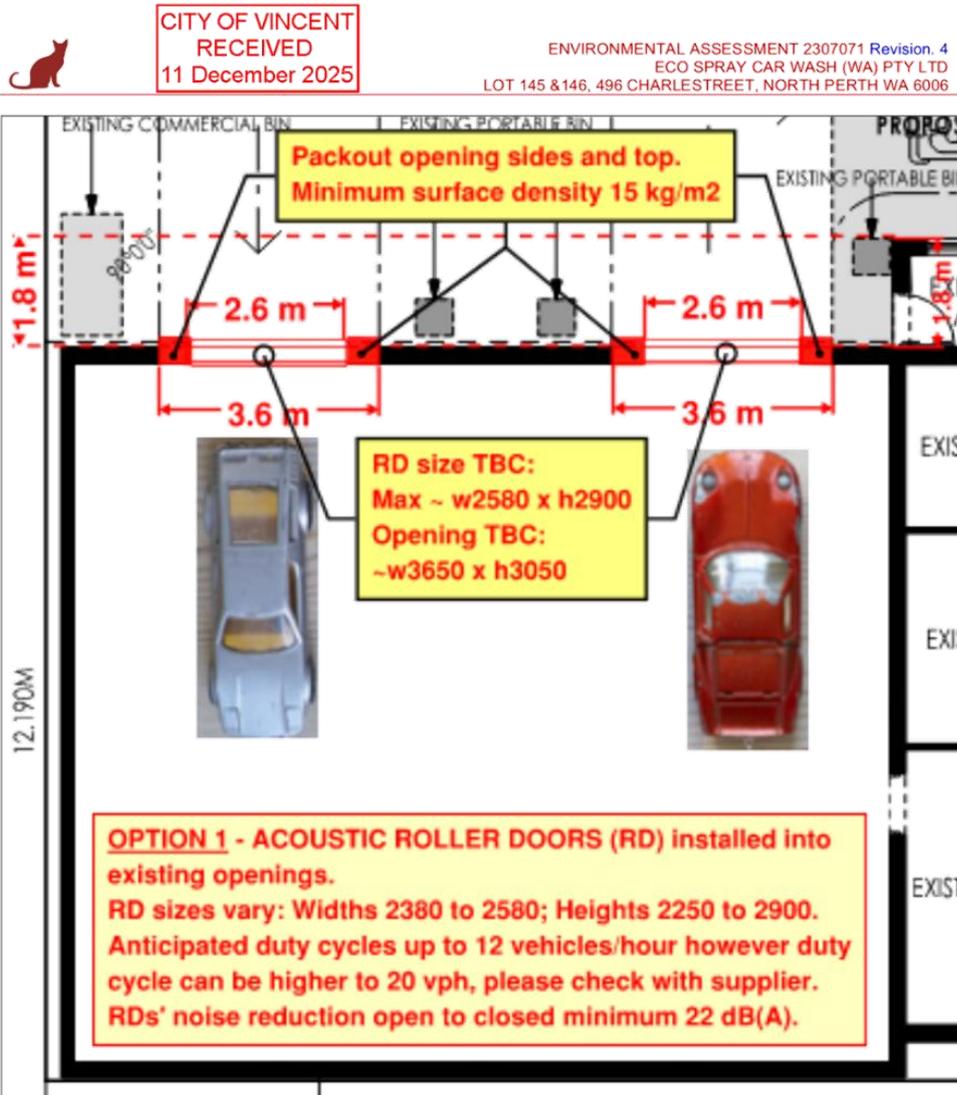


FIGURE PLAN 1 – GENERAL ARRANGEMENT OPTION 1

The following options have been withdrawn:

- FIGURE PLAN 2 – GENERAL ARRANGEMENT OPTION 2.
- FIGURE PLAN 3a – GENERAL ARRANGEMENT OPTION 3a.
- FIGURE PLAN 3b – GENERAL ARRANGEMENT OPTION 3b.

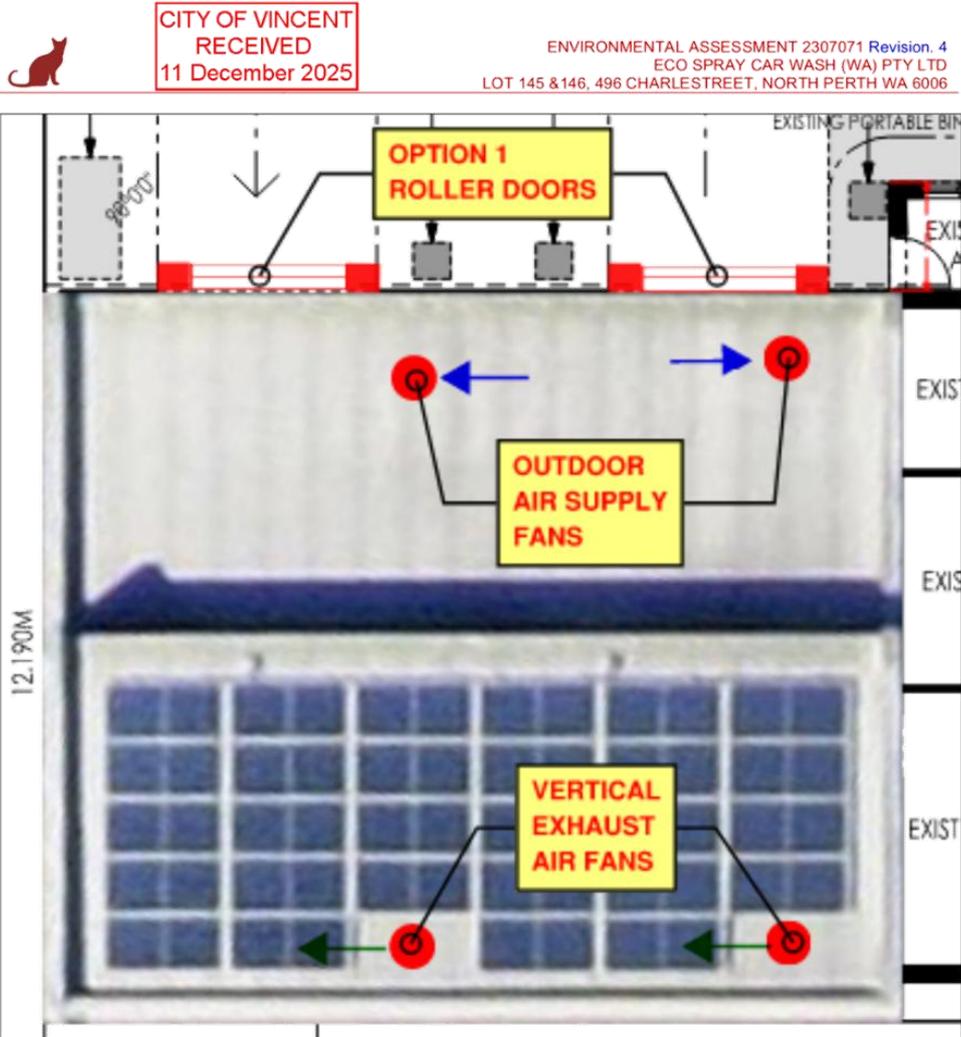


FIGURE PLAN 4 – GENERAL ARRANGEMENT VENTILATION FANS
(with Option 1 Roller Doors)



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

ANNEX C - ASSIGNED NOISE LEVELS

- C1. The Assigned Noise Level (ANL), as determined by Reference A, comprises a Base Noise Level (BNL) and an Influencing Factor (IF) adjustment to take into consideration noise from nearby features such as major roads, industrial premises and commercial premises.
- C2.0 The assigned noise level comprises three criteria being the LAmax, LA1 and LA10.
- C2.1 LAmax represents the single maximum noise event independent of the measurement period.
- C2.2 LA1 represents the 1 percentile highest A weighted sound pressure levels over a minimum representative measurement period of 9 seconds in 15 minutes.
- C2.3 LA10 represents the 10 percentile highest A weighted sound pressure level over a representative measurement period of 90 seconds in 15 minutes.
- C3. ND Engineering's assessment is based on all three LA criteria as relevant to the different noise sources.
- C4. The base assigned noise levels are shown in the following table.

Table C4 – ASSIGNED 'BASE' NOISE LEVELS					
Noise sensitive premises at locations a building directly associated with a noise sensitive use.	Time of day		Assigned Noise Levels dB(A)		
			LA10	LA1	LAmax
.. within 15 m of ..	Day	0700-1900 hrs Monday to Saturday	45+IF	55+IF	65+IF
		0900-1900 hrs Sunday, Public holidays	40+IF	50+IF	
	Evening	1900-2200 hrs all days			55+IF
	Night	2200-0700 hrs Monday to Saturday 2200-0900 hrs Sunday, Public holidays	35+IF	45+IF	
.. greater than 15 m from ..	All hours	All hours	60	75	80
Commercial	All hours		60	75	80
Industrial	All hours		65	80	90

- C5. The following TABLE C5 shows the Influencing Factor calculation for the adjustments to the Base Noise Levels for the nearest residence to the site.



**CITY OF VINCENT
RECEIVED
11 December 2025**

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

Table C5 – INFLUENCING FACTOR					
INFLUENCING FACTOR CRITERIA			ASSESSMENT		
Item	Criteria	Value	Criteria	Value	Totals
Major Road within the					6 (Transport Factor ≤ 6)
- 100 m radius inner circle	veh/day > 15000	6 dB	Charles St 22,237 vpd	6	
- 450 m radius outer circle	veh / day > 15000	2 dB	-	-	
Minor Road within the					1 (≤ 30)
- 100 m radius inner circle	15k > veh/day > 6k	2 dB	-	-	
Type A 'Industrial and Utility premises' within the					1 (≤ 30)
- 100 m radius inner circle	1/10 x Area%	≤ 10			
- 450 m radius outer circle	1/10 x Area%	≤ 10			
Type B 'Commercial premises' within the					1 (≤ 30)
- 100 m radius inner circle	1/20 x Area%	≤ 5			
- 450 m radius outer circle	1/20 x Area%	≤ 5			
INFLUENCING FACTOR = 7					

C6. The ANL at receiving noise sensitive premises, residential in the vicinity of the noise sources, as allowed under Reference A are shown in the following table.

Table C6 – ASSIGNED NOISE LEVELS					
Noise sensitive premises at locations a building directly associated with a noise sensitive use.	Time of day	Time of day	Assigned Noise Levels dB(A)		
			LA10	LA1	LAmx
.. within 15 m of ..	Day	0700-1900 hrs Monday to Saturday	52	62	72
		0900-1900 hrs Sunday, Public holidays	47	57	
	Evening	1900-2200 hrs all days			62
	Night	2200-0700 hrs Monday to Saturday	42	52	
2200-0900 hrs Sunday, Public holidays					
.. greater than 15 m from ..	All hours	All hours	60	75	80
Commercial	All hours	All hours	60	75	80
Industrial	All hours	All hours	65	80	90



**CITY OF VINCENT
RECEIVED
11 December 2025**

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

ANNEX D – NOISE MEASUREMENTS

- D1.1 This annex contains the sound pressure level noise measurements at the measurement calibration point when the high pressure wash nozzle was 1m forward of the roller door. See Figure D1 below.
- D1.2 Measured sound pressure level results at the calibration point, based on the car body portion being washed forward of the windscreen (top hood, front and sides), were:
 - a. LAmax = 84.2 dB(A) highest recorded, highest when nozzle is at 90° to car body;
 - b. LA1 = 81.1 dB(A) no comment
 - c. LA10 = 78.6 dB(A) no comment;
 - d. LA90 = 74.2 dB(A) highest background reading.
- D1.3 Adjustment for tonality for LAmax, LA1 and LA10 was not required based on measurements which is consistent with other historical car wash measurements of the high pressure wash nozzle.
- D1.4 Measurements were taken with a B&K 2270 Type 1 Sound Level Meter with calibration by a Cirrus hand held calibrator. Calibration certificates by NVMS can be supplied on request.

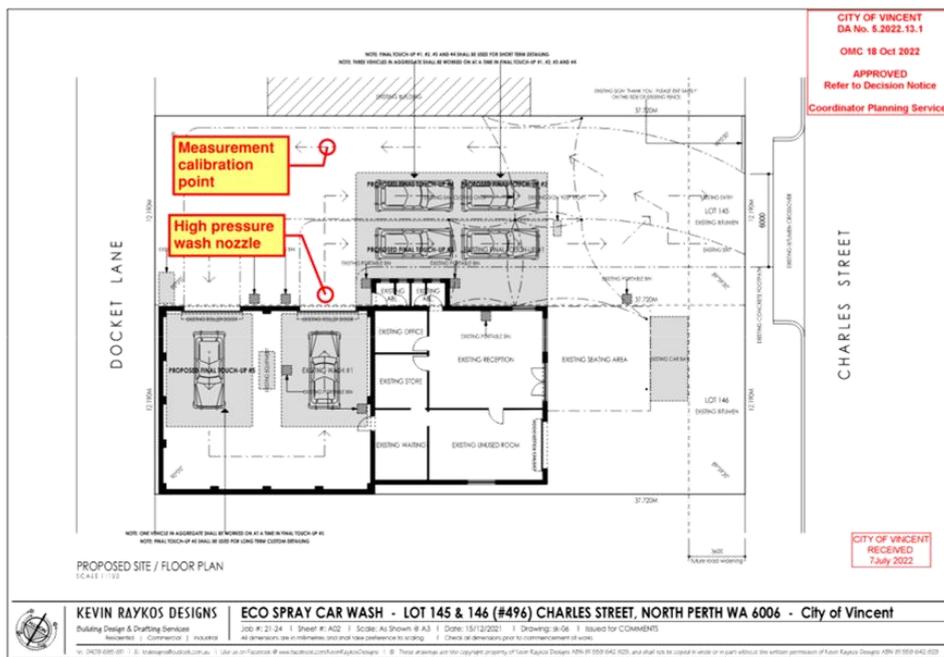


FIGURE D1 – EXISTING SITE



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

ANNEX E – NOISE MODELLING

General Notes:

1. North is top of page for all figures.
2. SoundPlan V8 software CONCAWE conditions for noise modelling Unless Otherwise Noted (UON):
DAY conditions utilised being:
 - Temperature 20°C, Humidity 50%RH,
 - Wind speed 4 m/s blowing from source to noise receivers with Pasquil Stability 'E',
 - Day for this project is:
 - 7.00am to 7.00pm Monday to Saturday; and
 - 9.00am to 7.00pm Sunday and Public Holidays.
3. See also ANNEX C - ASSIGNED NOISE LEVELS for assigned noise levels.
4. Tonality is not included as measurements and observations do not support the inclusion.
5. Heights as follows:
 - Noise sources are 1.0m Above Ground Level (AGL) Unless Otherwise Noted (UON);
 - Roof mounted noise sources are 1.0m above roof top;
 - Air nozzles are 0.5m AGL;
 - Receivers (ie. People) 1.4m AGL;
 - Noise contours 1.4m AGL.
6. Compliance is required simultaneously for all three criteria LAmax, LA1 and LA10 where relevant to the noise source characteristics.

Modelling Figures:

The following noise modelling figures are contained in this annex:



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

- Figure E1a – **LAmax DAY MODELLING 'AS IS with 1x Nozzle'**
Monday to Saturday 7am to 7pm LAmax = 72 dB(A) (red line)
Sunday & Public Holidays 9am to 7pm LAmax = 72 dB(A) (red line)
- Figure E1b – LAmax DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 1x Nozzle'
 Monday to Saturday 7am to 7pm LAmax = 72 dB(A) (red line)
 Sunday & Public Holidays 9am to 7pm LAmax = 72 dB(A) (red line)
- Figure E1c – LAmax DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles'
 Monday to Saturday 7am to 7pm LAmax = 72 dB(A) (red line)
 Sunday & Public Holidays 9am to 7pm LAmax = 72 dB(A) (red line)
- Figure E1d – LAmax DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles'
 and 1x Air Nozzle
 Monday to Saturday 7am to 7pm LAmax = 72 dB(A) (red line)
 Sunday & Public Holidays 9am to 7pm LAmax = 72 dB(A) (red line)

- Figure E2.1a – **LA1 DAY MODELLING 'AS IS with 1x Nozzle'**
Monday to Saturday 7am to 7pm. LA1 = 62 dB(A) (red line)
- Figure E2.1b – LA1 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 1x Nozzle'
 Monday to Saturday 7am to 7pm. LA1 = 62 dB(A) (red line)
- Figure E2.1c – LA1 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles'
 Monday to Saturday 7am to 7pm. LA1 = 62 dB(A) (red line)
- Figure E2.1d – LA1 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles' and
 1x AIR NOZZLE pressure reduced from 93 dB(A) @ 1m to 80 dB(A) @ 1m
 Monday to Saturday 7am to 7pm. LA1 = 62 dB(A) (red line)

- Figure E2.2a – **LA1 DAY MODELLING 'AS IS with 1x Nozzle'**
Sunday & Public Holidays 9am to 7pm. LA1 = 57 dB(A) (red line)
- Figure E2.2b – LA1 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 1x Nozzle'
 Sunday & Public Holidays 9am to 7pm. LA1 = 57 dB(A) (red line).
- Figure E2.2c – LA1 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles'
 Sunday & Public Holidays 9am to 7pm. LA1 = 57 dB(A) (red line).
- Figure E2.2d – LA1 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles' and
 1x AIR NOZZLE pressure reduced from 93 dB(A) @ 1m to 80 dB(A) @ 1m.
 Sunday & Public Holidays 9am to 7pm. LA1 = 57 dB(A) (red line).

- Figure E3.1a – **LA10 DAY MODELLING 'AS IS with 1x Nozzle'**
Monday to Saturday 7am to 7pm. LA10 = 52 dB(A) (red line)
- Figure E3.1b – LA10 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 1x Nozzle'



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

Monday to Saturday 7am to 7pm. LA10 = 52 dB(A) (red line)

Figure E3.1c – LA10 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles'
Monday to Saturday 7am to 7pm. LA10 = 52 dB(A) (red line)

Figure E3.1d – LA10 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles' and
2x AIR NOZZLE pressure reduced from 93 dB(A) @ 1m to 80 dB(A) @ 1m.
Monday to Saturday 7am to 7pm. LA10 = 52 dB(A) (red line).

Figure E3.2a – LA10 DAY MODELLING 'AS IS with 1x Nozzle'
Sunday & Public Holidays 9am to 7pm. LA10 = 47 dB(A) (red line)

Figure E3.2b – LA10 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 1x Nozzle'
Sunday & Public Holidays 9am to 7pm. LA10 = 47 dB(A) (red line).

Figure E3.2c – LA10 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles'
Sunday & Public Holidays 9am to 7pm. LA10 = 47 dB(A) (red line).

Figure E3.2d – LA10 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles' and
2x AIR NOZZLE pressure reduced from 93 dB(A) @ 1m to 80 dB(A) @ 1m.
Sunday & Public Holidays 9am to 7pm. LA1 = 47 dB(A) (red line)

Figure E3.3a – LA10 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles
collocated and 4x roof fans (2x SA & 2x EA) including tonality'
Sunday & Public Holidays 9am to 7pm. LA10 = 47 dB(A) (red line).

Figure E3.3b – LA10 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles
separated at the RD openings and 2x roof fans (2x SA & 2x EA) including tonality.'
Sunday & Public Holidays 9am to 7pm. LA10 = 47 dB(A) (red line).

Figure E3.3bbb – LA10 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles
Separated at the RD openings and 2x roof fans (2x SA & 2x EA) including tonality
and all VACUUM units located in the enclosure and a new SOLID CORE door.'
2x AIR NOZZLE pressure reduced from 93 dB(A) @ 1m to 80 dB(A) @ 1m
Sunday & Public Holidays 9am to 7pm. LA10 = 47 dB(A) (red line).

Figure E3.3c – LA10 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles'
Internally but separated and 2x roof fans (2x SA & 2x EA) including tonality.'
Sunday & Public Holidays 9am to 7pm. LA10 = 47 dB(A) (red line).

Figure E3.3cb – LA10 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles
but separated internally and 2x roof fans (2x SA & 2x EA) including tonality and all
VACUUM units located in the enclosure and a new SOLID CORE door.'
Sunday & Public Holidays 9am to 7pm. LA10 = 47 dB(A) (red line).

Figure E4a – LAmax DAY MODELLING car doors closing
Monday to Saturday 7am to 7pm LAmax = 72 dB(A) (red line)
Sunday & Public Holidays 9am to 7pm LAmax = 72 dB(A) (red line)



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

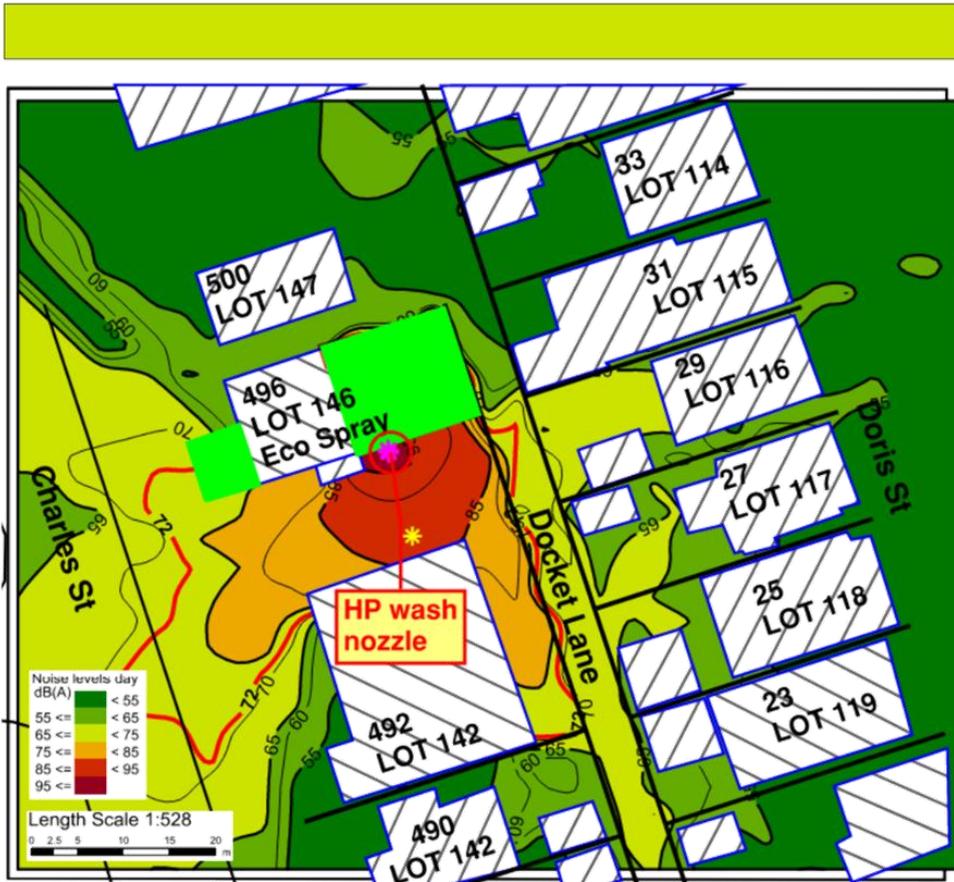


Figure E1a – LMax DAY MODELLING ‘AS IS with 1x Nozzle’

Monday to Saturday 7am to 7pm LMax = 72 dB(A) (red line)
 Sunday & Public Holidays 9am to 7pm LMax = 72 dB(A) (red line)

Notes:

0. Read these notes in conjunction with the General Notes.
1. Roller Doors are not installed but is compliant for LMax.

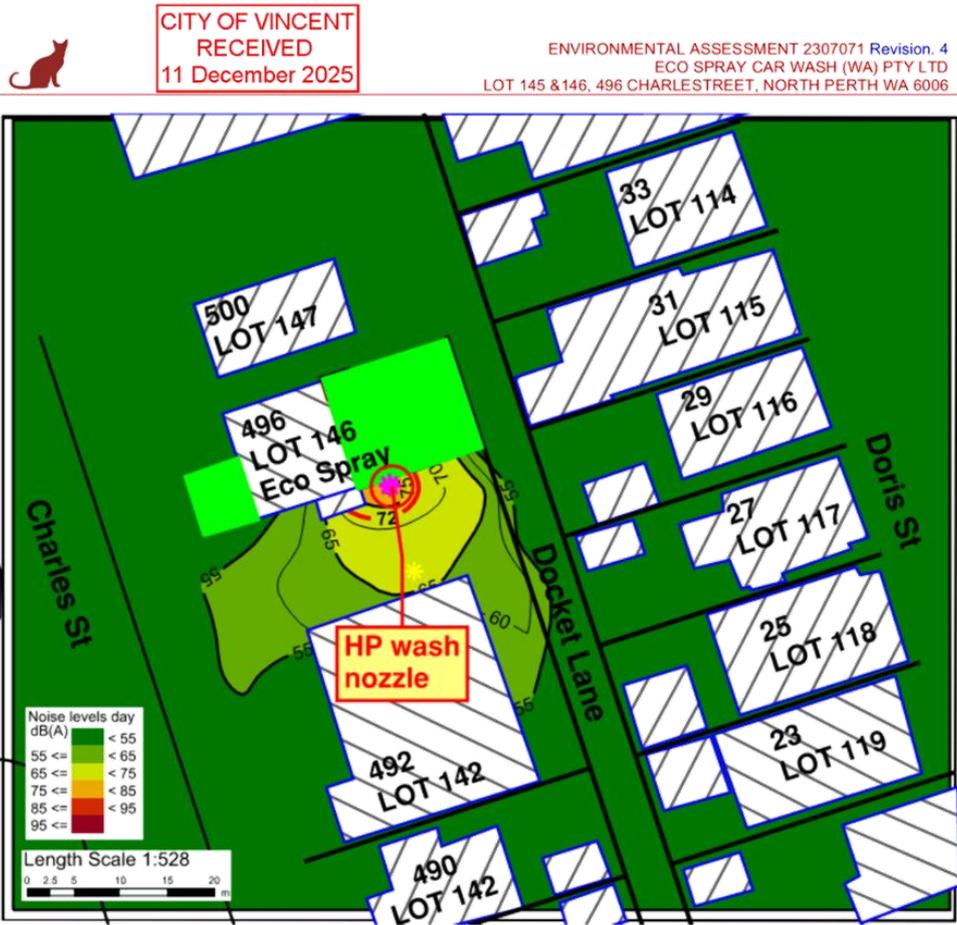


Figure E1b – LAmax DAY MODELLING ‘with ACOUSTIC ROLLER DOORS with 1x Nozzle’

Monday to Saturday 7am to 7pm LAmax = 72 dB(A) (red line)
 Sunday & Public Holidays 9am to 7pm LAmax = 72 dB(A) (red line)

Notes:

- 0. Read these notes in conjunction with the General Notes.
- 1. Roller doors are installed and is compliant for LAmax.

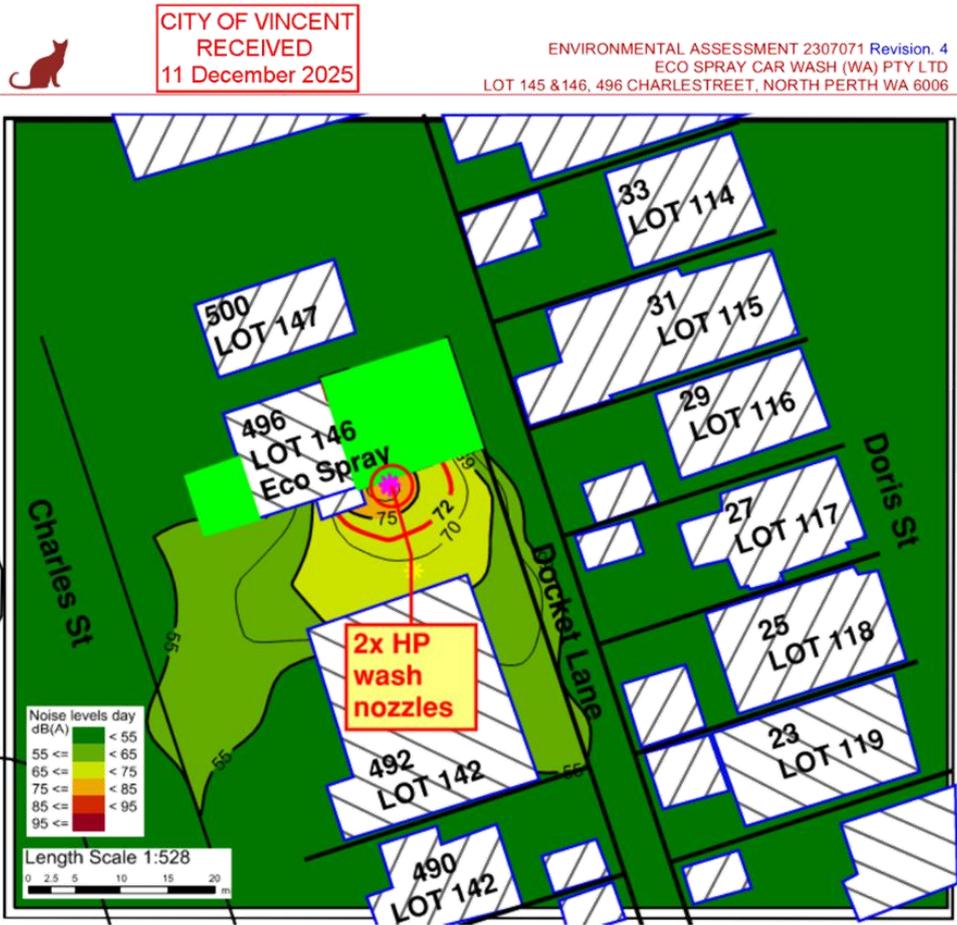


Figure E1c – LAmax DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles'

Monday to Saturday	7am to 7pm	LAmax = 72 dB(A) (red line)
Sunday & Public Holidays	9am to 7pm	LAmax = 72 dB(A) (red line)

Notes:

0. Read these notes in conjunction with the General Notes.
1. Roller doors are installed and is compliant for LAmax.



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

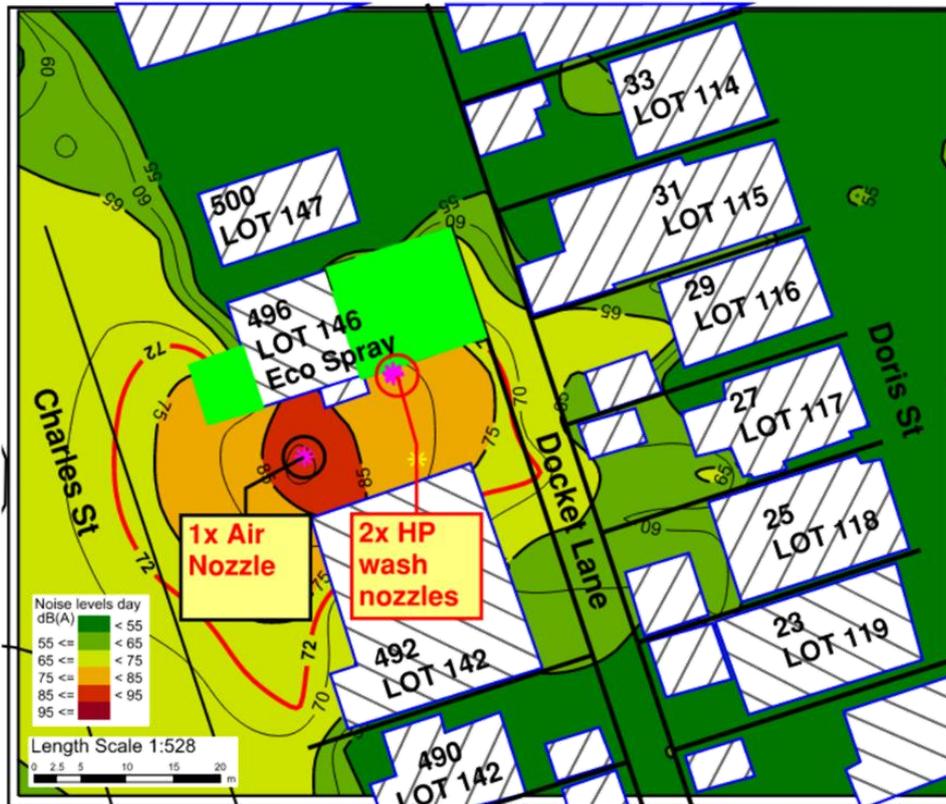


Figure E1d – L_{Amax} DAY MODELLING ‘with ACOUSTIC ROLLER DOORS with 2x Nozzles’ and 1x AIR NOZZLE

Monday to Saturday 7am to 7pm L_{Amax} = 72 dB(A) (red line)
Sunday & Public Holidays 9am to 7pm L_{Amax} = 72 dB(A) (red line)

Notes:

0. Read these notes in conjunction with the General Notes.
1. Roller doors are installed and is compliant for L_{Amax}.
2. Compressed AIR NOZZLE used in centre of touch-up bays and is also compliant for L_{Amax} concurrently without pressure reduction however pressure reduction is required for LA1. See also Figures E2.1d and E2.2d.



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

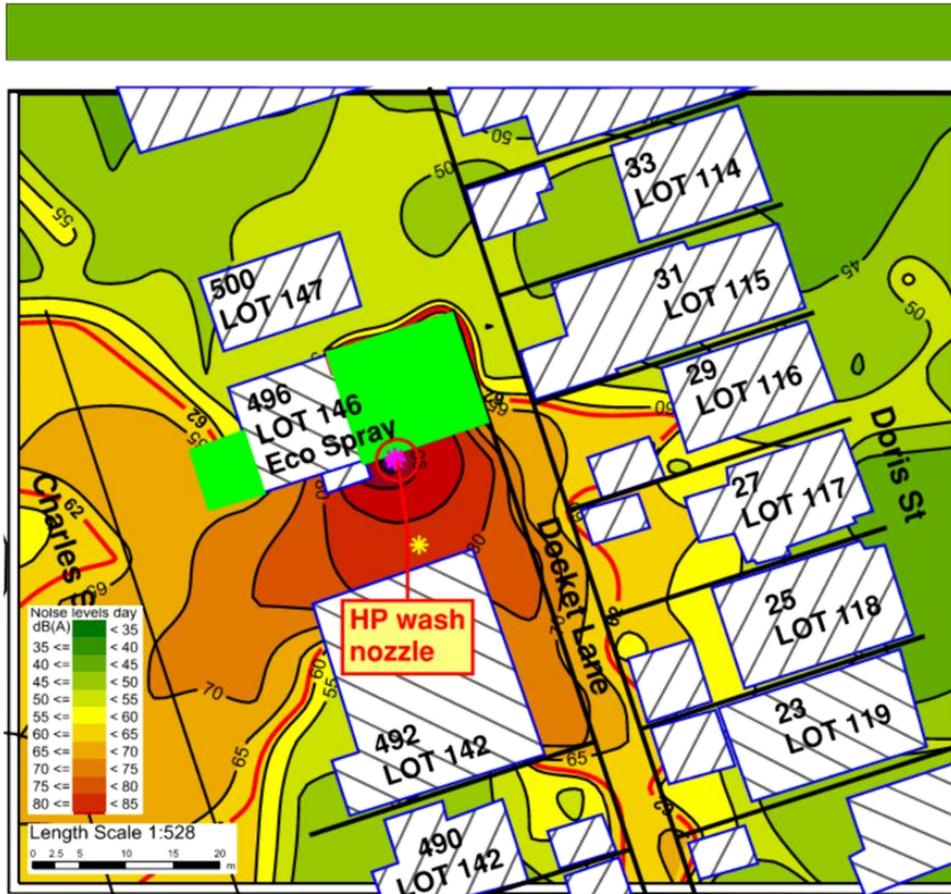


Figure E2.1a – LA1 DAY MODELLING 'AS IS with 1x Nozzle'

Monday to Saturday 7am to 7pm. LA1 = 62 dB(A) (red line)

Notes:

0. Read these notes in conjunction with the General Notes.
1. Roller Doors are not installed and is NOT compliant (i.e. red line contacts residences along Doris St).

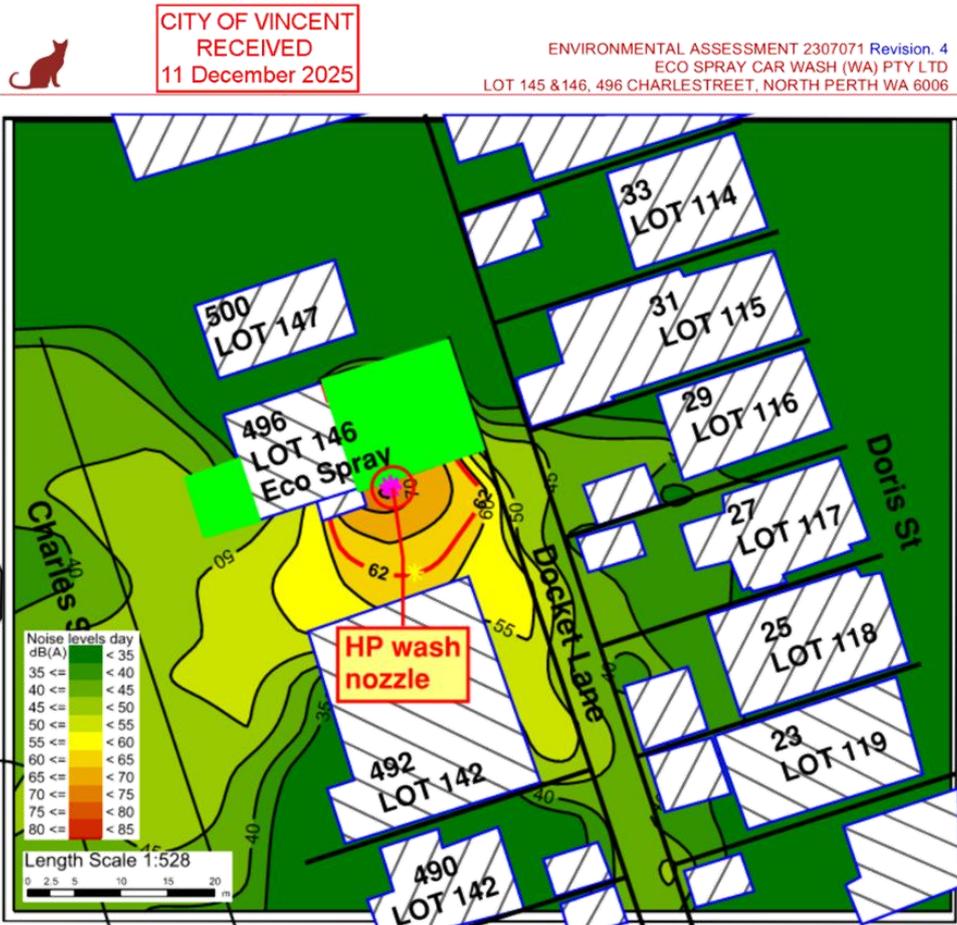


Figure E2.1b – LA1 DAY MODELLING ‘with ACOUSTIC ROLLER DOORS with 1x Nozzle’

Monday to Saturday 7am to 7pm. LA1 = 62 dB(A) (red line)

Notes:

- 0. Read these notes in conjunction with the General Notes.
- 1. Roller Doors are installed and IS compliant.

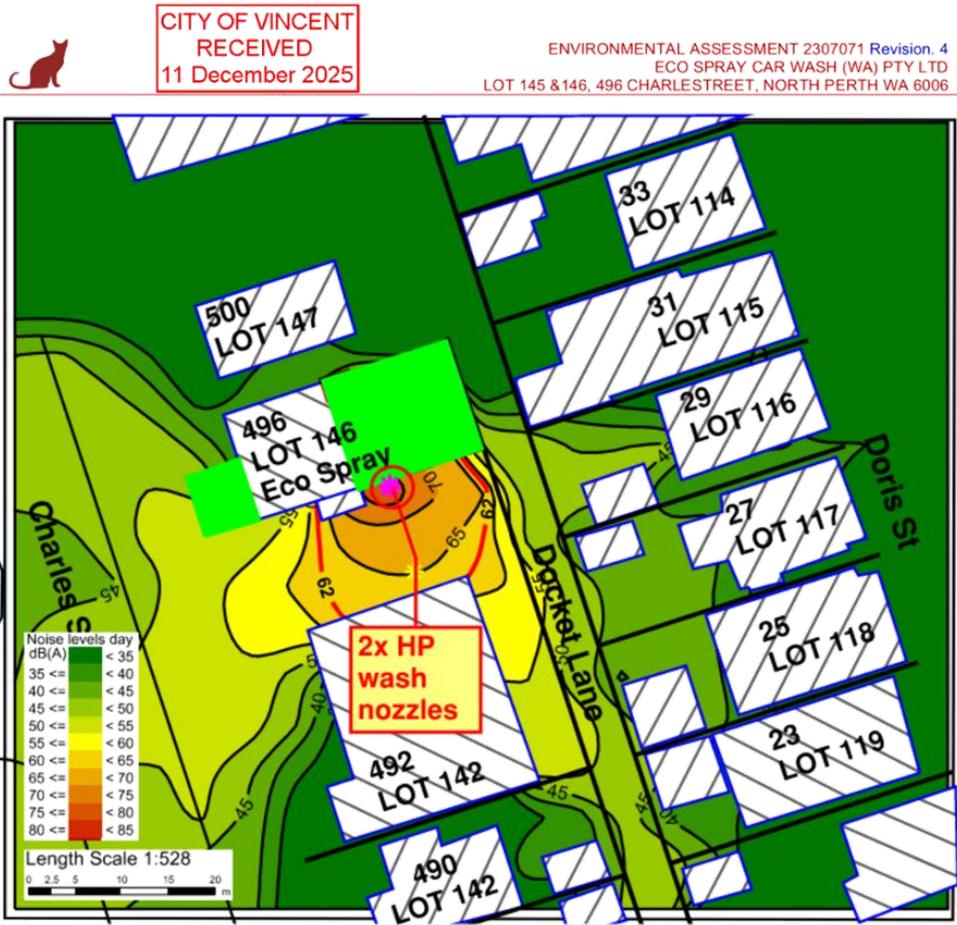
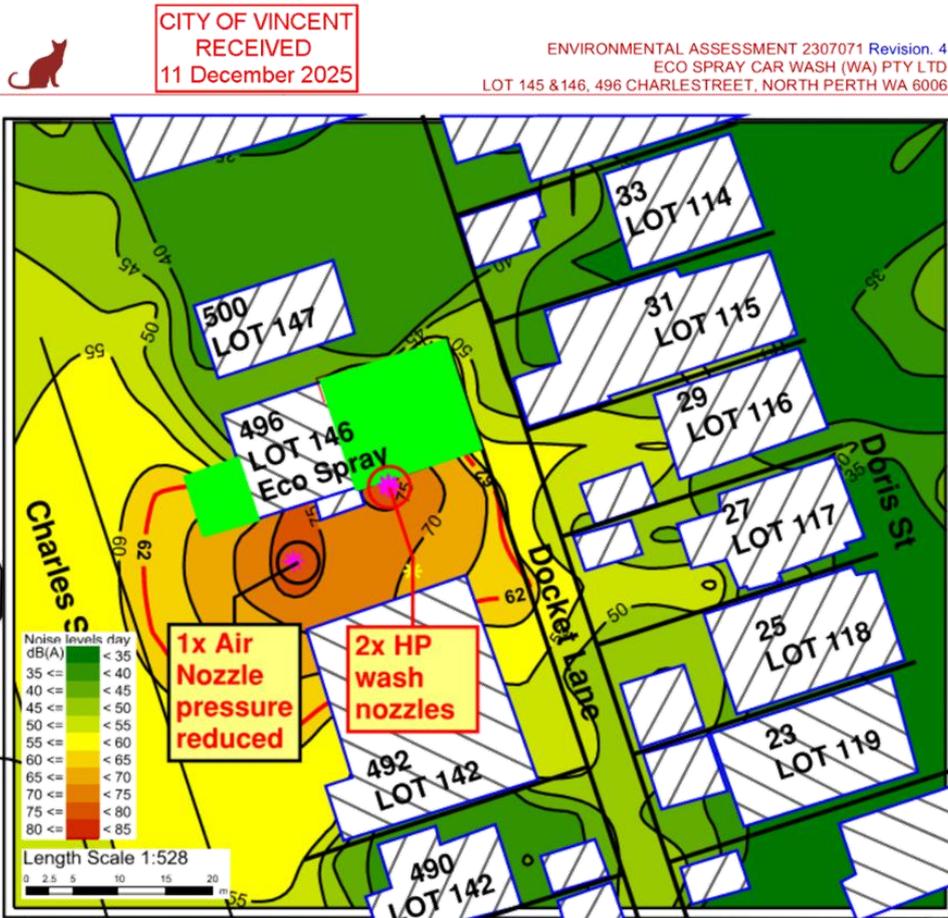


Figure E2.1c – LA1 DAY MODELLING ‘with ACOUSTIC ROLLER DOORS with 2x Nozzles’

Monday to Saturday 7am to 7pm. LA1 = 62 dB(A) (red line)

Notes:

- 0. Read these notes in conjunction with the General Notes.
- 1. Roller Doors are installed and IS compliant.





CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

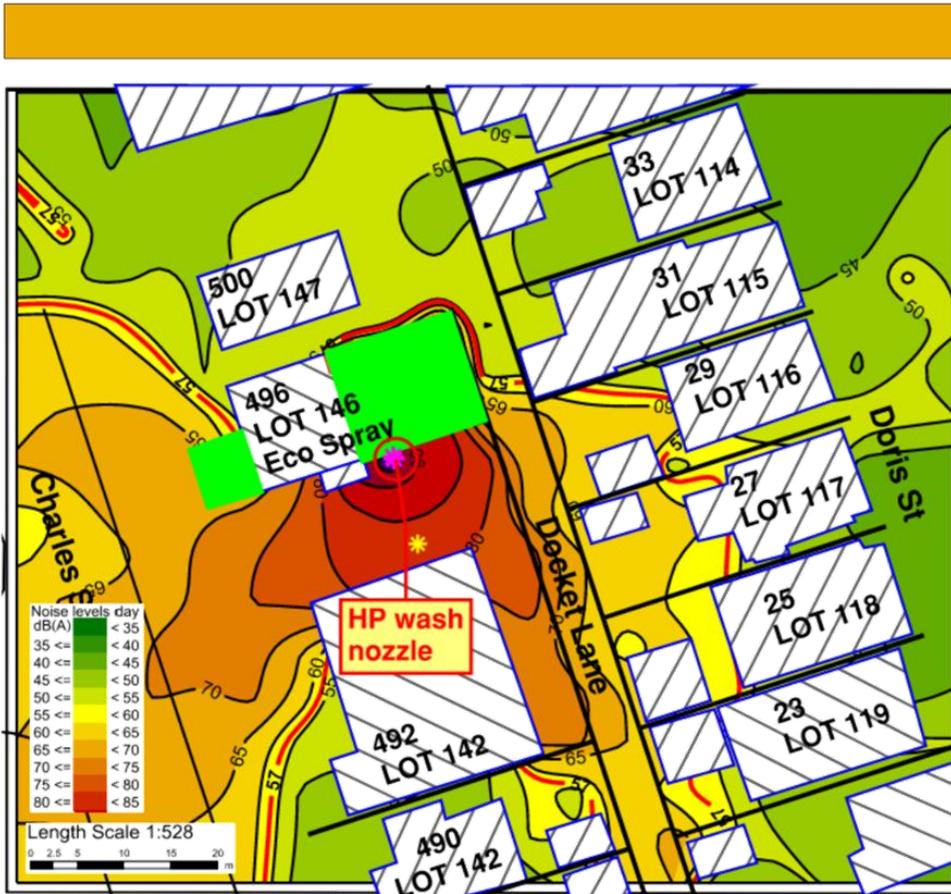


Figure E2.2a – LA1 DAY MODELLING 'AS IS with 1x Nozzle'

Sunday & Public Holidays 9am to 7pm. LA1 = 57 dB(A) (red line)

Notes:

- 0. Read these notes in conjunction with the General Notes.
- 1. Roller Doors are not installed and is NOT compliant (i.e. red line contacts residences along Doris St).



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

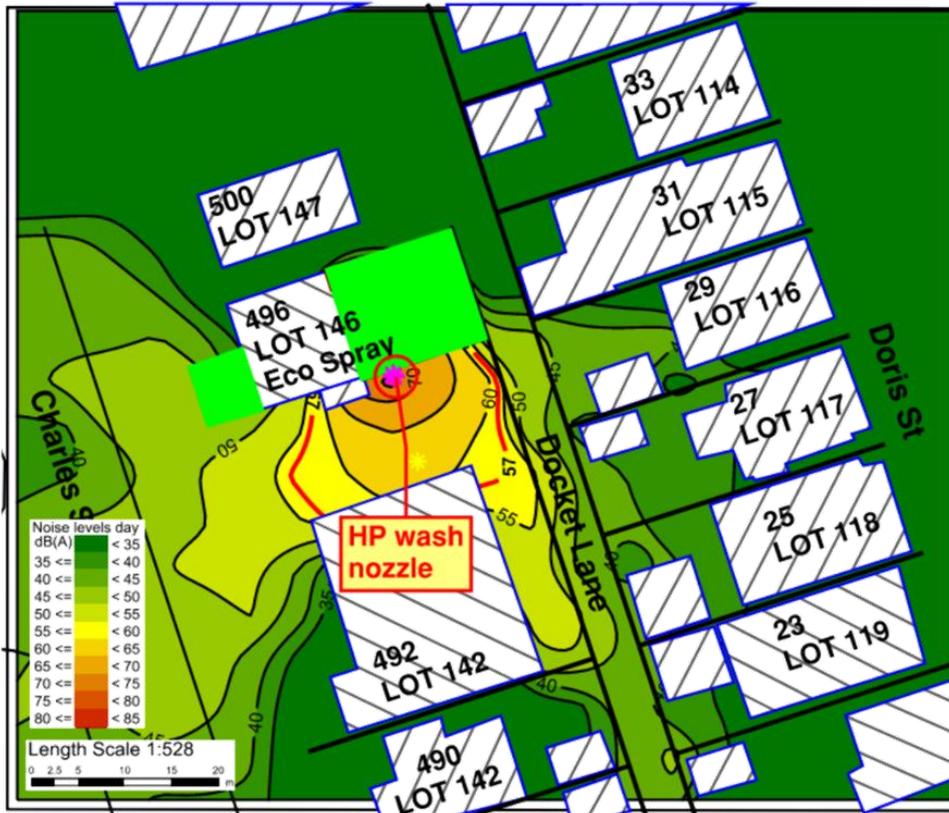


Figure E2.2b – LA1 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 1x Nozzle'

Sunday & Public Holidays 9am to 7pm. LA1 = 57 dB(A) (red line).

Notes:

- 0. Read these notes in conjunction with the General Notes.
- 1. Roller Doors are installed and IS compliant.

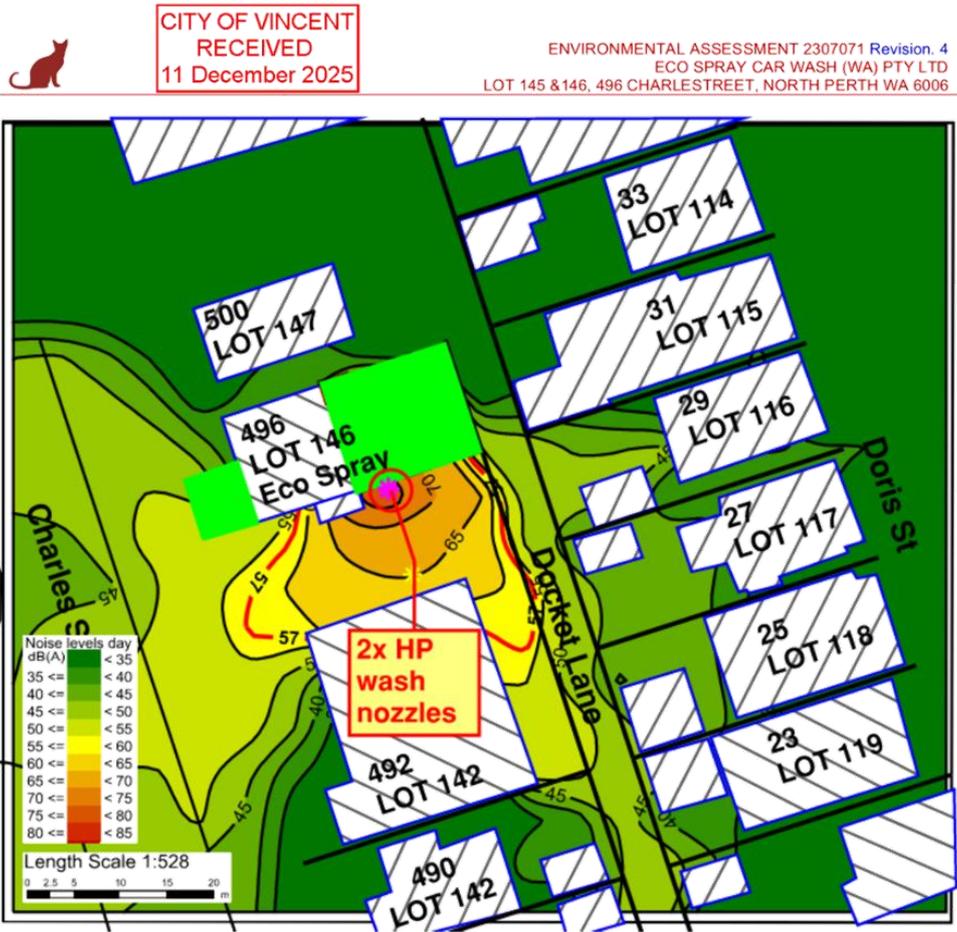


Figure E2.2c – LA1 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles'

Sunday & Public Holidays 9am to 7pm. LA1 = 57 dB(A) (red line).

Notes:

0. Read these notes in conjunction with the General Notes.
1. Roller Doors are installed and IS compliant.

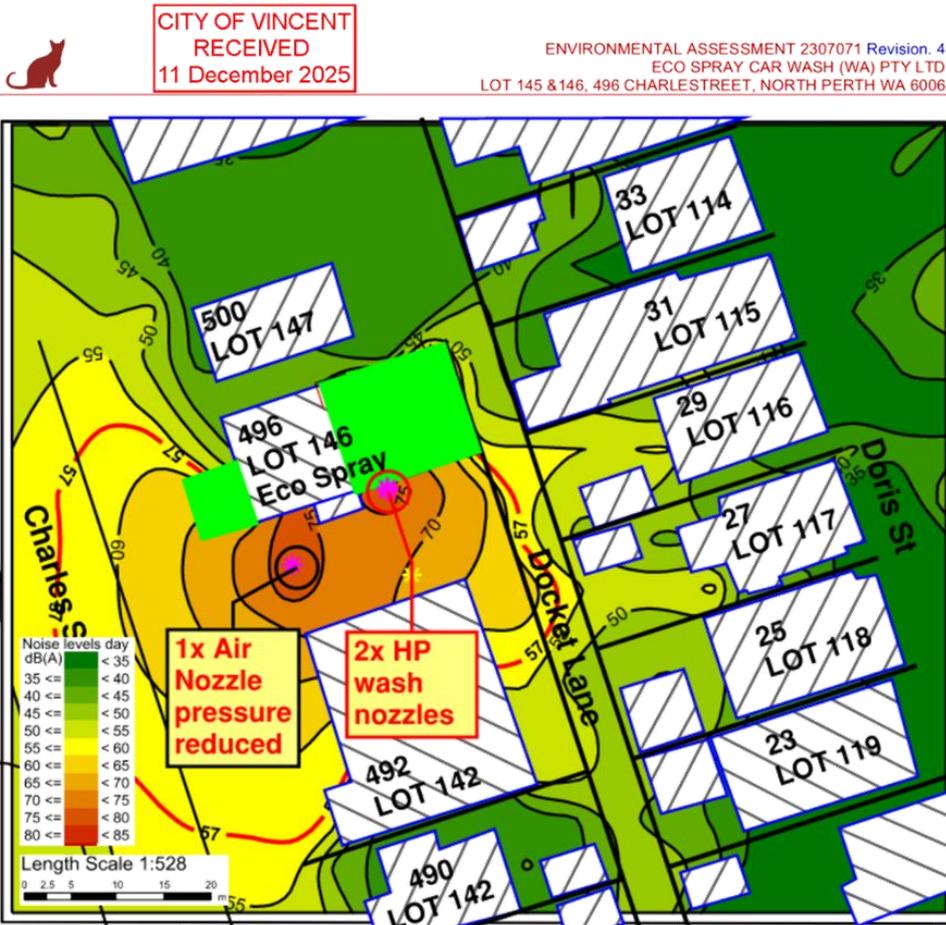


Figure E2.2d – LA1 DAY MODELLING ‘with ACOUSTIC ROLLER DOORS with 2x Nozzles’ and 1x AIR NOZZLE pressure reduced from 93 dB(A) @ 1m to 80 dB(A) @ 1m.

Sunday & Public Holidays 9am to 7pm. LA1 = 57 dB(A) (red line).

Notes:

- 0. Read these notes in conjunction with the General Notes.
- 1. Roller Doors are installed and IS compliant.



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

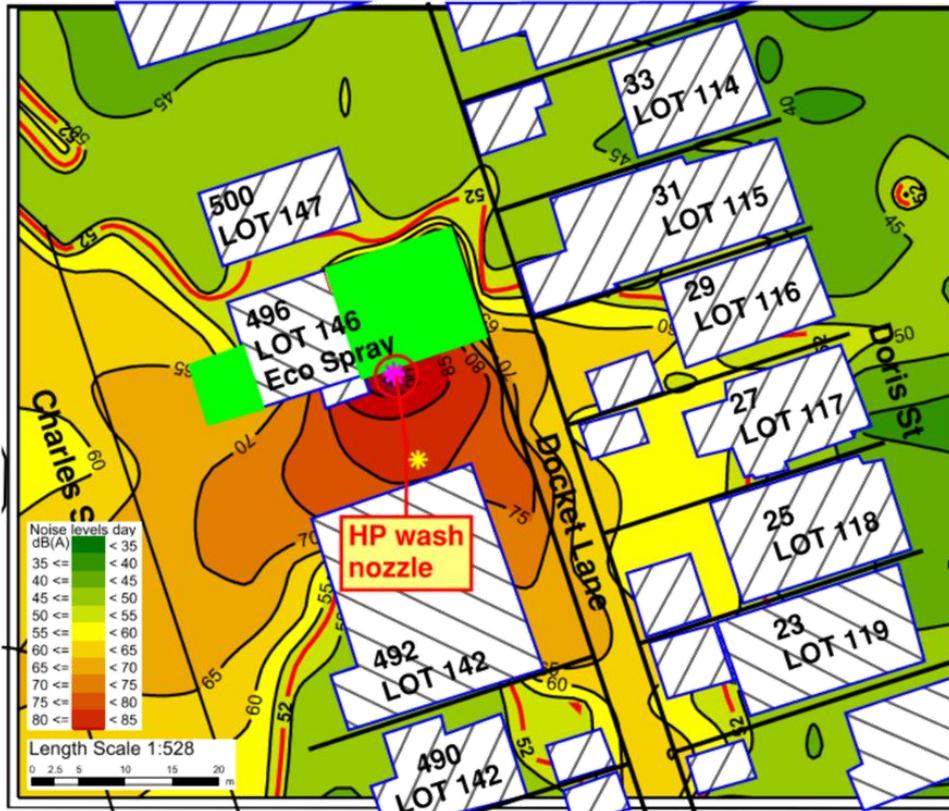


Figure E3.1a – LA10 DAY MODELLING 'AS IS with 1x Nozzle'

Monday to Saturday 7am to 7pm. LA10 = 52 dB(A) (red line)

Notes:

- 0. Read these notes in conjunction with the General Notes.
- 1. Roller Doors are not installed and is NOT compliant (i.e. red line contacts residences along Doris St).

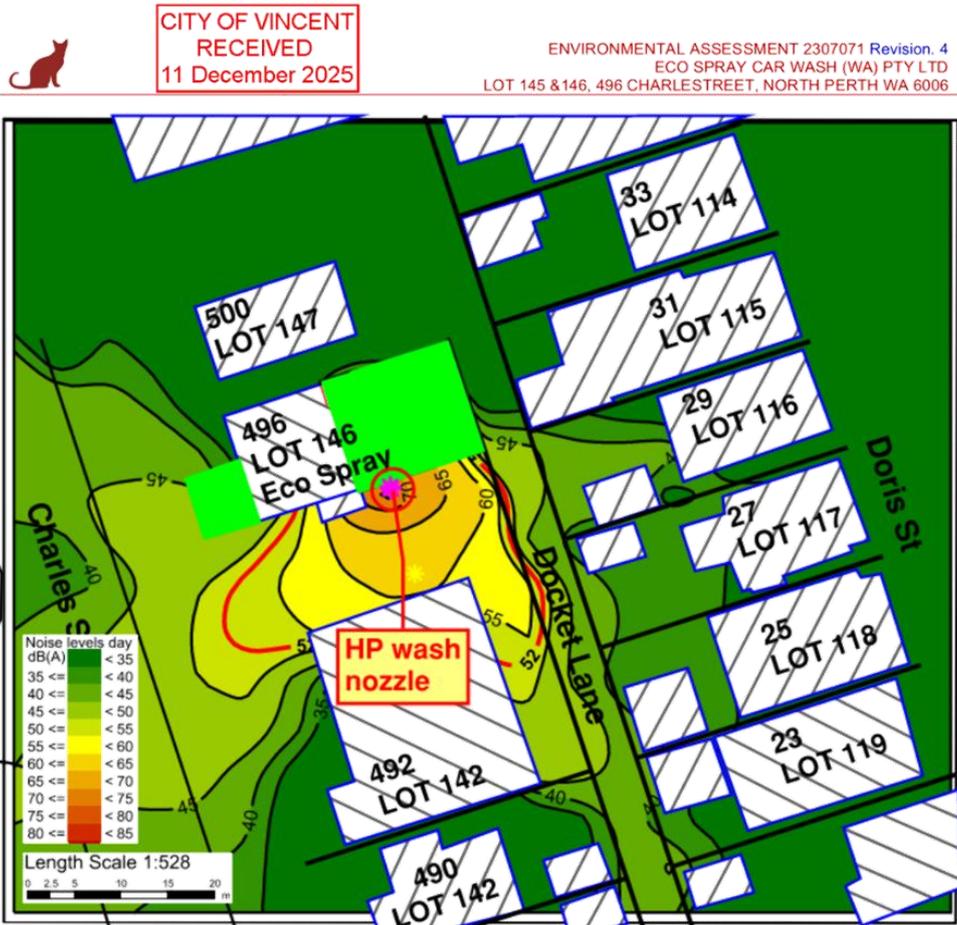


Figure E3.1b – LA10 DAY MODELLING ‘WITH ACOUSTIC ROLLER DOORS with 2x Nozzles’

Monday to Saturday 7am to 7pm. LA10 = 52 dB(A) (red line)

Notes:

- 0. Read these notes in conjunction with the General Notes.
- 1. Roller Doors are installed and IS compliant.

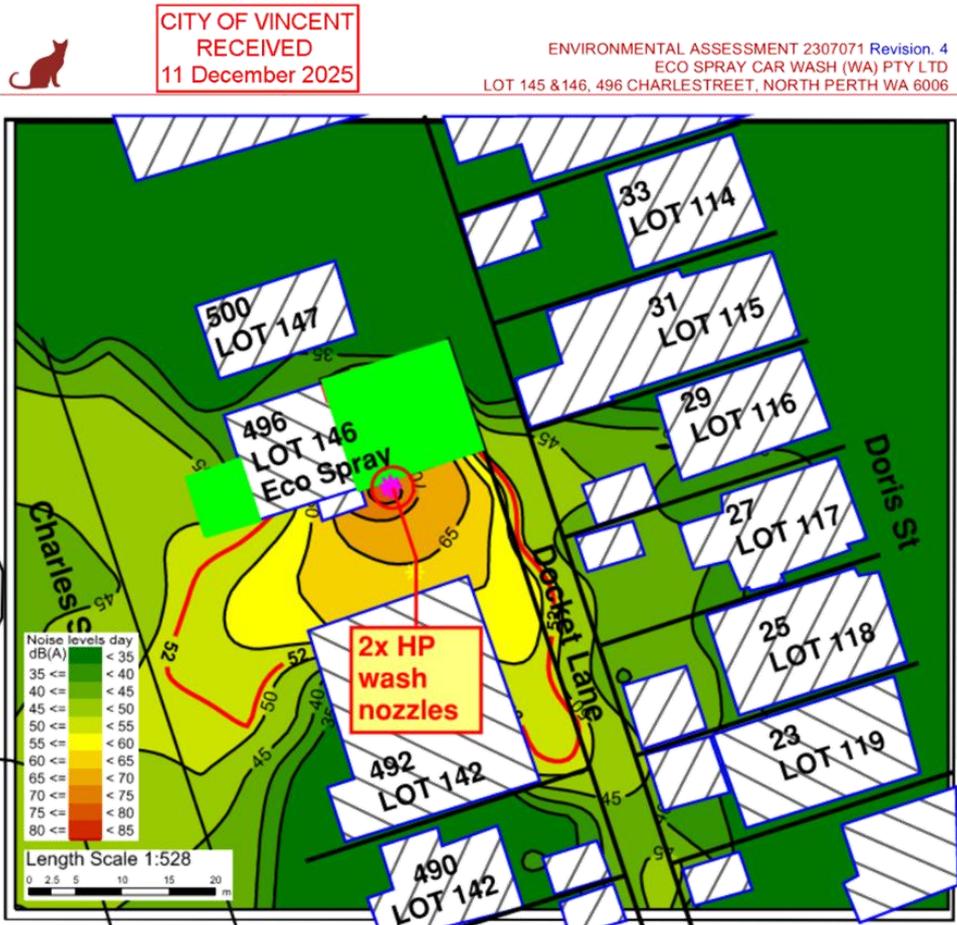


Figure E3.1c – LA10 DAY MODELLING ‘with ACOUSTIC ROLLER DOORS with 2x Nozzles’

Monday to Saturday 7am to 7pm. LA10 = 52 dB(A) (red line)

Notes:

0. Read these notes in conjunction with the General Notes.
1. Roller Doors are installed and IS compliant.

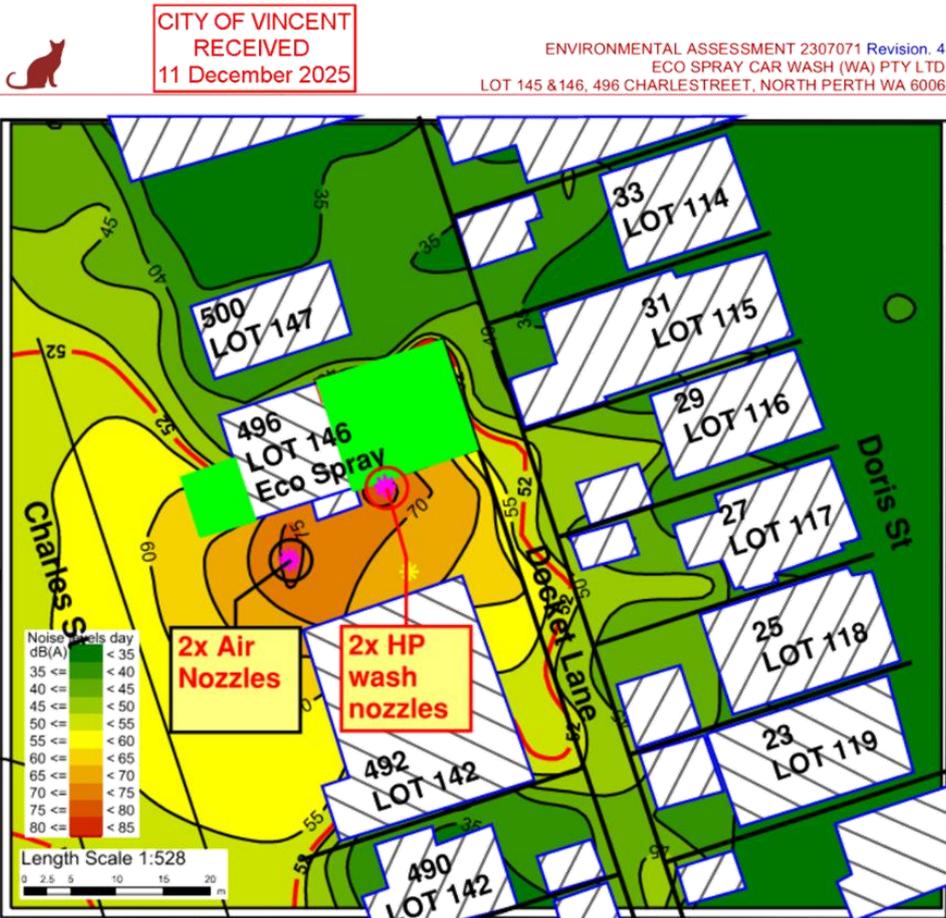


Figure E3.1d – LA10 DAY MODELLING ‘with ACOUSTIC ROLLER DOORS with 2x Nozzles’ and 2x AIR NOZZLE pressure reduced from 93 dB(A) @ 1m to 80 dB(A) @ 1m.

Monday to Saturday 7am to 7pm. LA10 = 52 dB(A) (red line)

Notes:

0. Read these notes in conjunction with the General Notes.
1. The air nozzles are used to clean dust from wheel rims and interior of cars such as door seals, door pockets, centre consoles, seats, floors, front dash and instruments. The typical noise source is modelled as 0.5m AGL for a few minutes per car. The cleaning is conducted with a series of short air bursts with most of the cleaning occurring inside the vehicles which decreases the noise emission significantly. See Note 2 below.
2. The noise emission utilised in the air nozzle noise modelling are L_{Amax} = 101 dB(A) in the open air, L_{A1} = 88 dB(A) in the open air for 33% of the time and L_{A10} = 83 dB(A) inside the car for 33% of the time including a 5 dB(A) reduction for car interior attenuation.
3. The air nozzles ARE compliant based on a conservative modelling with both air nozzles operating simultaneously.



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

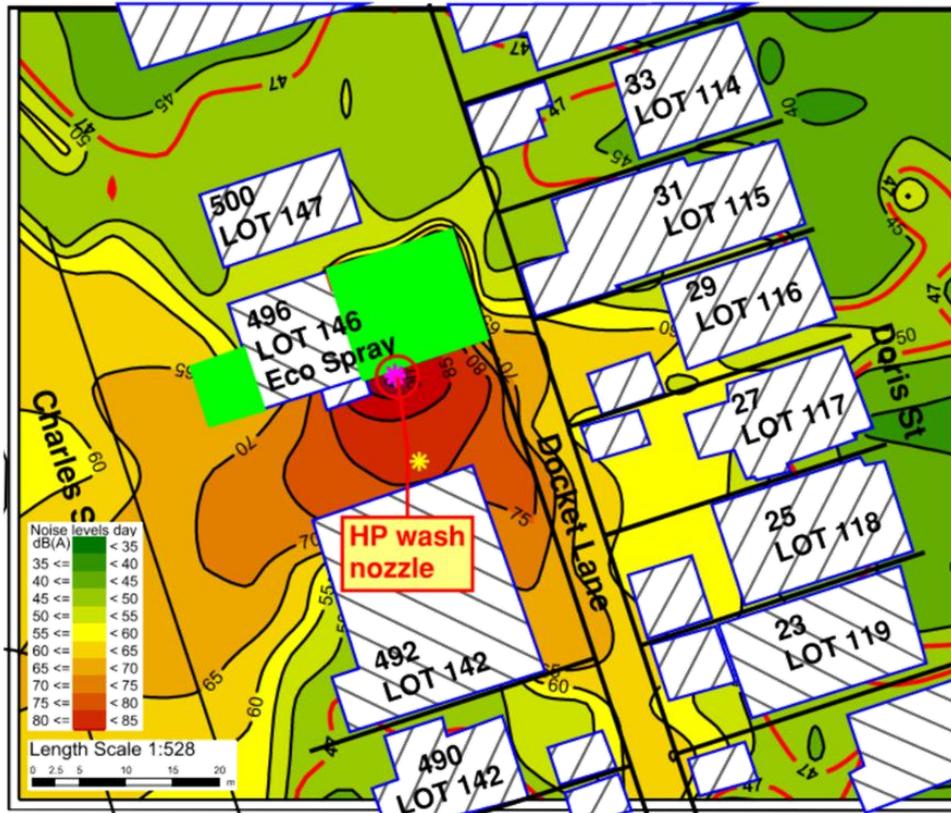


Figure E3.2a – LA10 DAY MODELLING 'AS IS with 1x Nozzle'

Sunday & Public Holidays 9am to 7pm. LA10 = 47 dB(A) (red line)

Notes:

- 0. Read these notes in conjunction with the General Notes.
- 1. Roller Doors are not installed and is NOT compliant (i.e. red line contacts residences along Doris St).

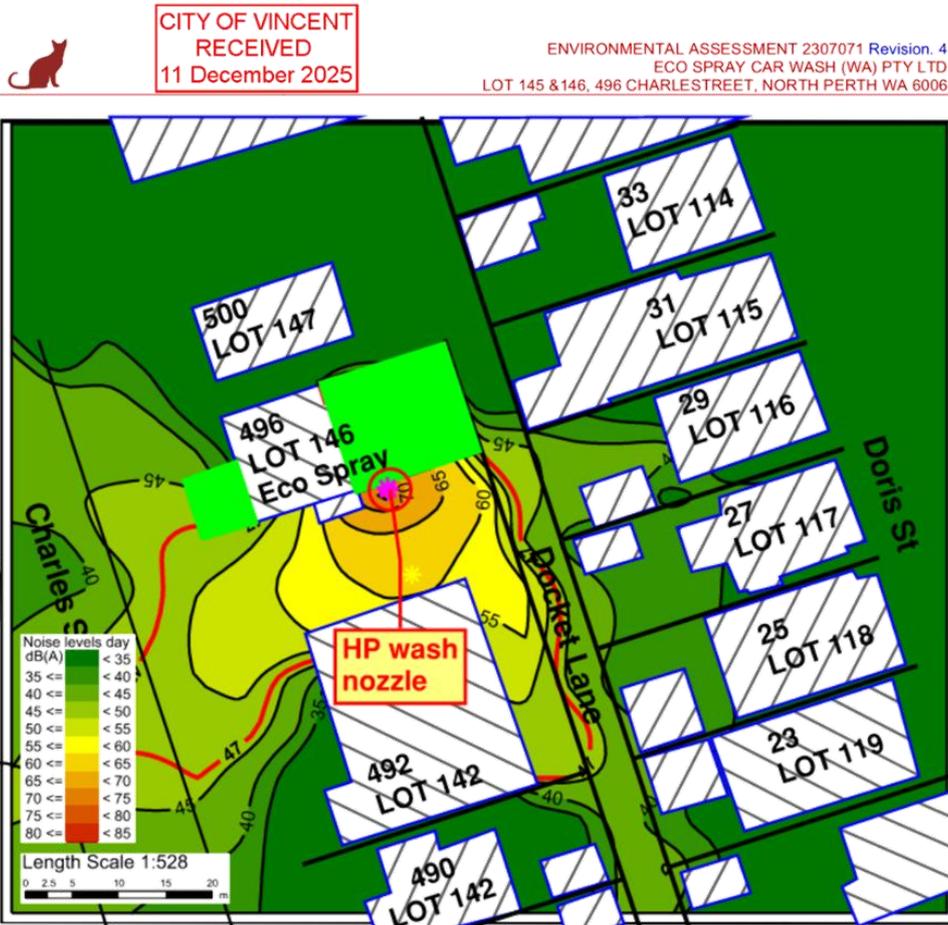


Figure E3.2b – LA10 DAY MODELLING ‘with ACOUSTIC ROLLER DOORS with 1x Nozzle’
 Sunday & Public Holidays 9am to 7pm. LA10 = 47 dB(A) (red line).

Notes:

- 0. Read these notes in conjunction with the General Notes.
- 1. Roller Doors are installed and IS compliant.

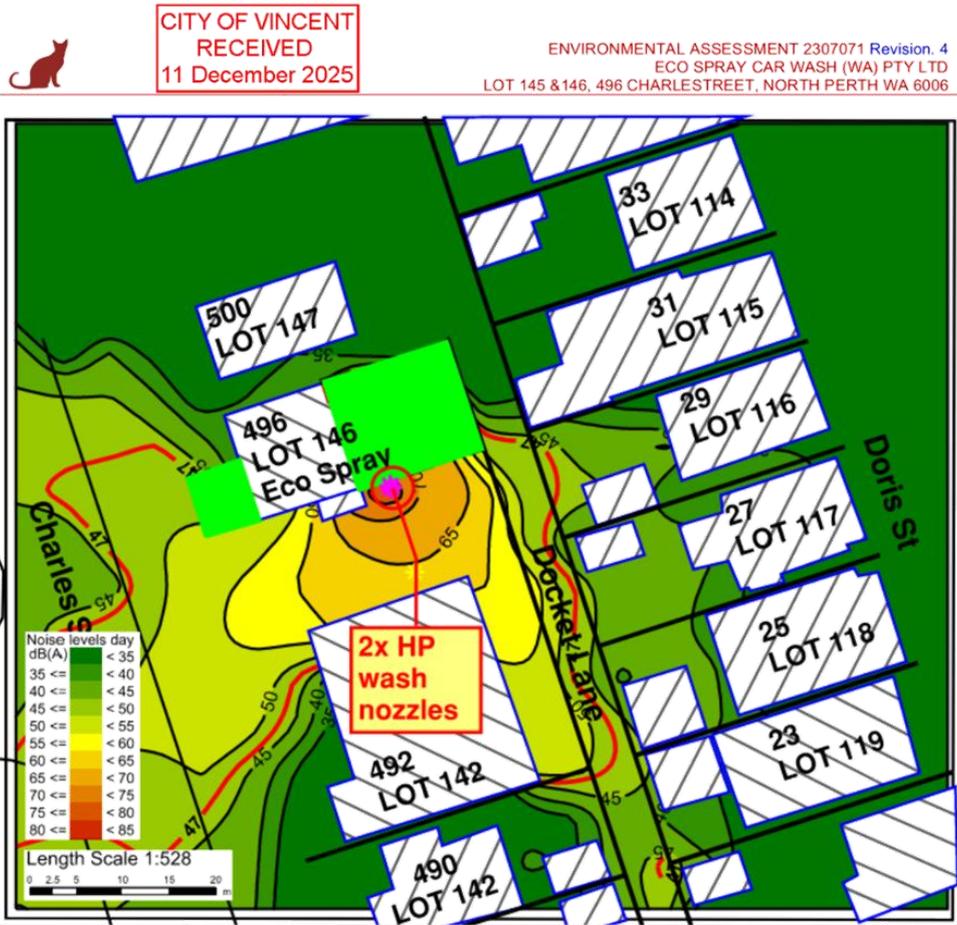


Figure E3.2c – LA10 DAY MODELLING ‘with ACOUSTIC ROLLER DOORS with 2x Nozzle’

Sunday & Public Holidays 9am to 7pm. LA10 = 47 dB(A) (red line).

Notes:

- 0. Read these notes in conjunction with the General Notes.
- 1. Roller Doors are installed and IS compliant.

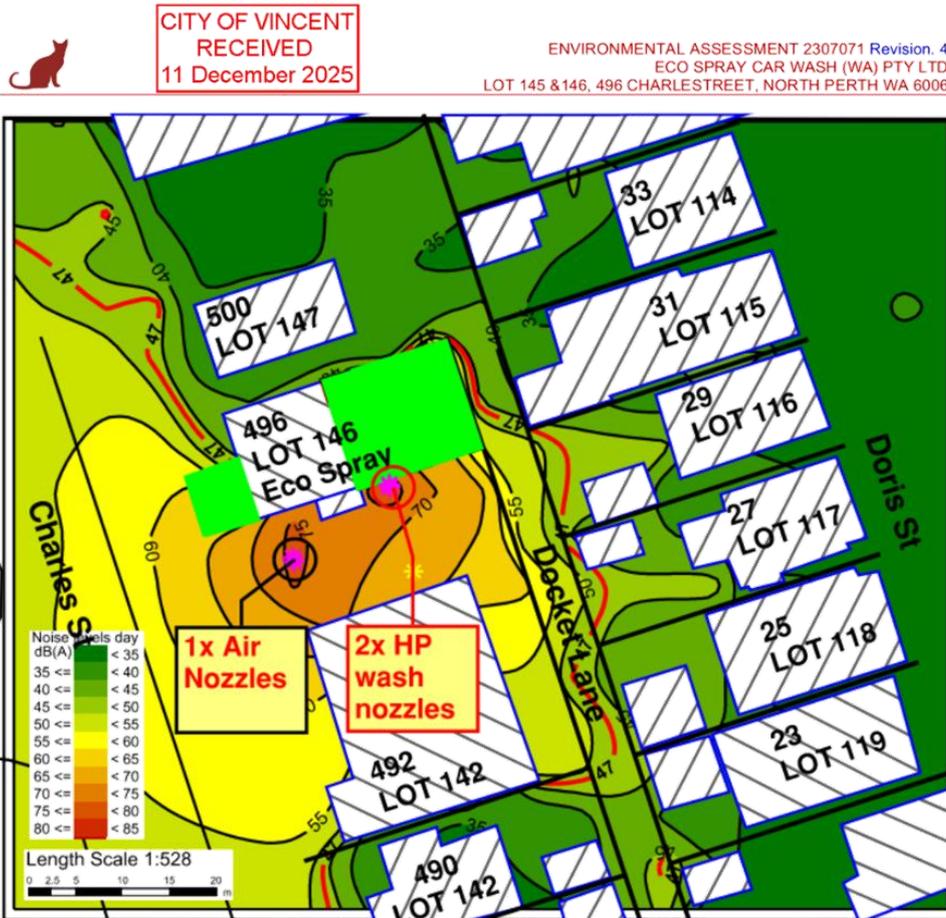


Figure E3.2d – LA10 DAY MODELLING ‘with ACOUSTIC ROLLER DOORS with 2x Nozzles’ and 2x AIR NOZZLE pressure reduced from 93 dB(A) @ 1m to 80 dB(A) @ 1m.

Sunday & Public Holidays 9am to 7pm. LA1 = 47 dB(A) (red line)

Notes:

0. Read these notes in conjunction with the General Notes.
1. The air nozzles are used to clean dust from wheel rims and interior of cars such as door seals, door pockets, centre consoles, seats, floors, front dash and instruments. The typical noise source is modelled as 0.5m AGL for a few minutes per car. The cleaning is conducted with a series of short air bursts with most of the cleaning occurring inside the vehicles which decreases the noise emission significantly. See Note 2 below.
2. The noise emission utilised in the air nozzle noise modelling are L_{Amax} = 101 dB(A) in the open air, LA1 = 88 dB(A) in the open air for 33% of the time and LA10 = 83 dB(A) inside the car for 33% of the time including a 5 dB(A) reduction for car interior attenuation.
3. The air nozzles ARE compliant based on a conservative modelling with both air nozzles operating simultaneously.



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

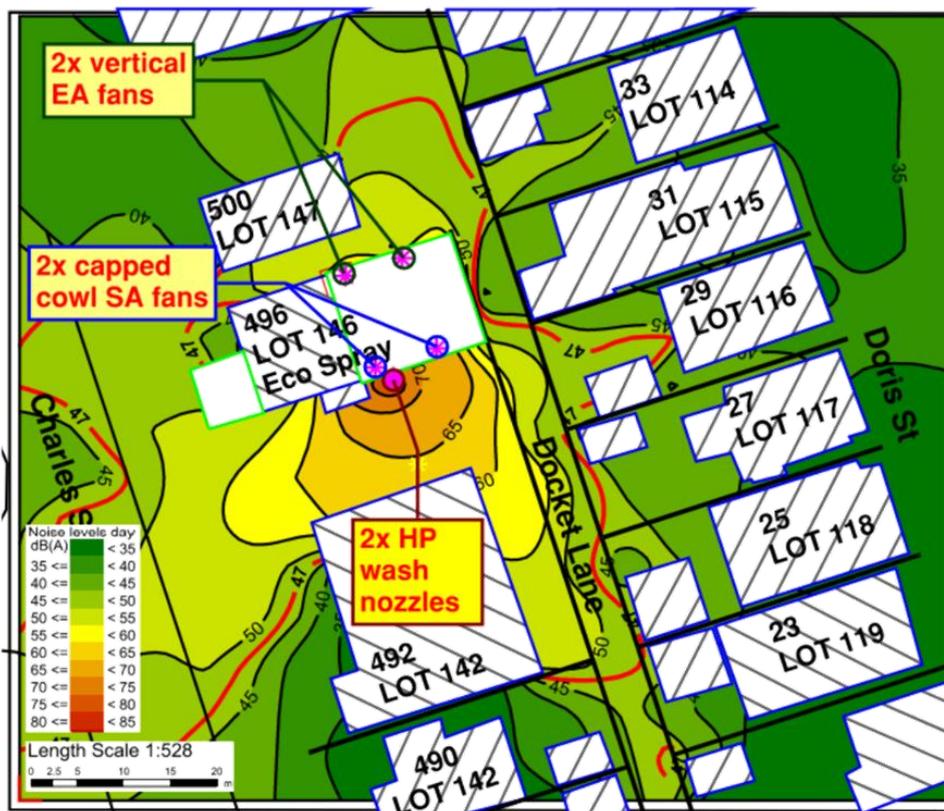


Figure E3.3a – LA10 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles collocated and 4x roof fans (2x SA & 2x EA) including tonality'

Sunday & Public Holidays 9am to 7pm. LA10 = 47 dB(A) (red line).

Notes:

- 0. Read these notes in conjunction with the General Notes.
- 1.1 Roller Doors are installed;
- 1.2 Two nozzles are collocated and assumed to operate both continuously/concurrently;
- 1.3 Four roof mounted fans are operational with a tonality allowance.
- 2. Compliant outcome.

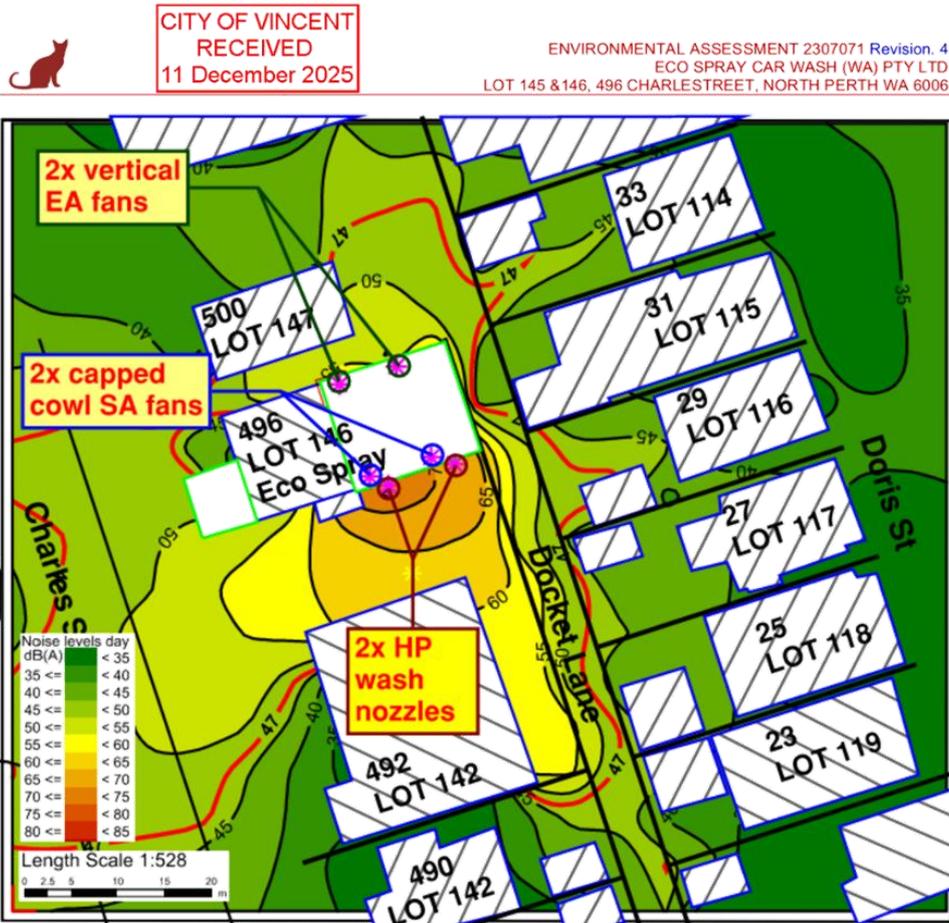


Figure E3.3b – LA10 DAY MODELLING ‘with ACOUSTIC ROLLER DOORS with 2x Nozzles separated at the RD openings and 2x roof fans (2x SA & 2x EA) including tonality.’

Sunday & Public Holidays 9am to 7pm. LA10 = 47 dB(A) (red line).

Notes:

- 0. Read these notes in conjunction with the General Notes.
- 1.1 Roller Doors are installed;
- 1.2 Two nozzles are separated each centred on the roller door openings and assumed to operate both continuously/concurrently;
- 1.3 Four roof mounted fans are operational with a tonality allowance.
- 2. Compliant outcome.

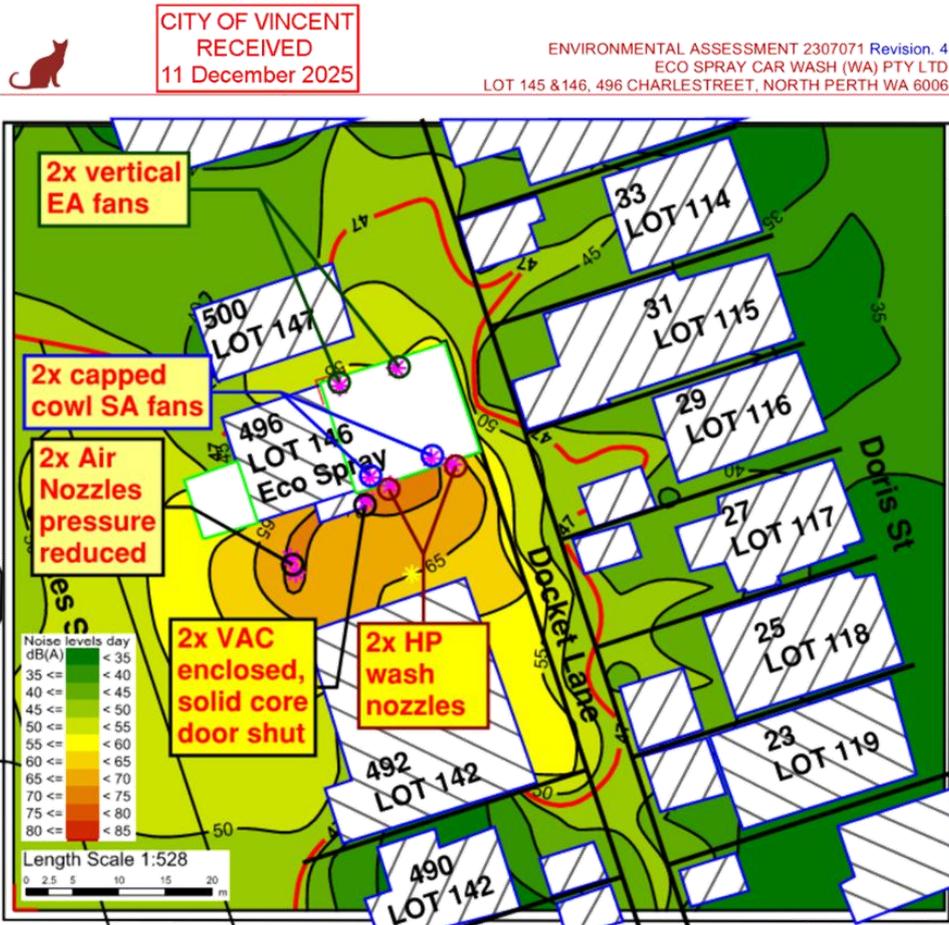


Figure E3.3bbb – LA10 DAY MODELLING 'with ACOUSTIC ROLLER DOORS with 2x Nozzles Separated at the RD openings and 2x roof fans (2x SA & 2x EA) including tonality and all VACUUM units located in enclosure and a new SOLID CORE door and' 2x AIR NOZZLE pressure reduced from 93 dB(A) @ 1m to 80 dB(A) @ 1m

Sunday & Public Holidays 9am to 7pm. LA10 = 47 dB(A) (red line).

Notes:

- 0. Read these notes in conjunction with the General Notes.
- 1.1 Roller Doors are installed;
- 1.2 Two nozzles are separated each centred on the roller door openings and assumed to operate both continuously/concurrently;
- 1.3 Four roof mounted fans are operational with a tonality allowance;
- 1.4 The air nozzles are used to clean dust from wheel rims and interior of cars such as door seals, door pockets, centre consoles, seats, floors, front dash and instruments. The typical noise source is modelled as 0.5m AGL for a few minutes per car. The cleaning is conducted with a series of short air bursts with most of the cleaning occurring inside the vehicles which decreases the noise emission significantly. See Note 2 below.



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

2. The noise emission utilised in the air nozzle noise modelling are $L_{Amax} = 101$ dB(A) in the open air, $LA1 = 88$ dB(A) in the open air for 33% of the time and $LA10 = 83$ dB(A) inside the car for 33% of the time including a 5 dB(A) reduction for car interior attenuation.
3. The air nozzles ARE compliant based on a conservative modelling with both air nozzles operating simultaneously.
4. Compliant outcome.

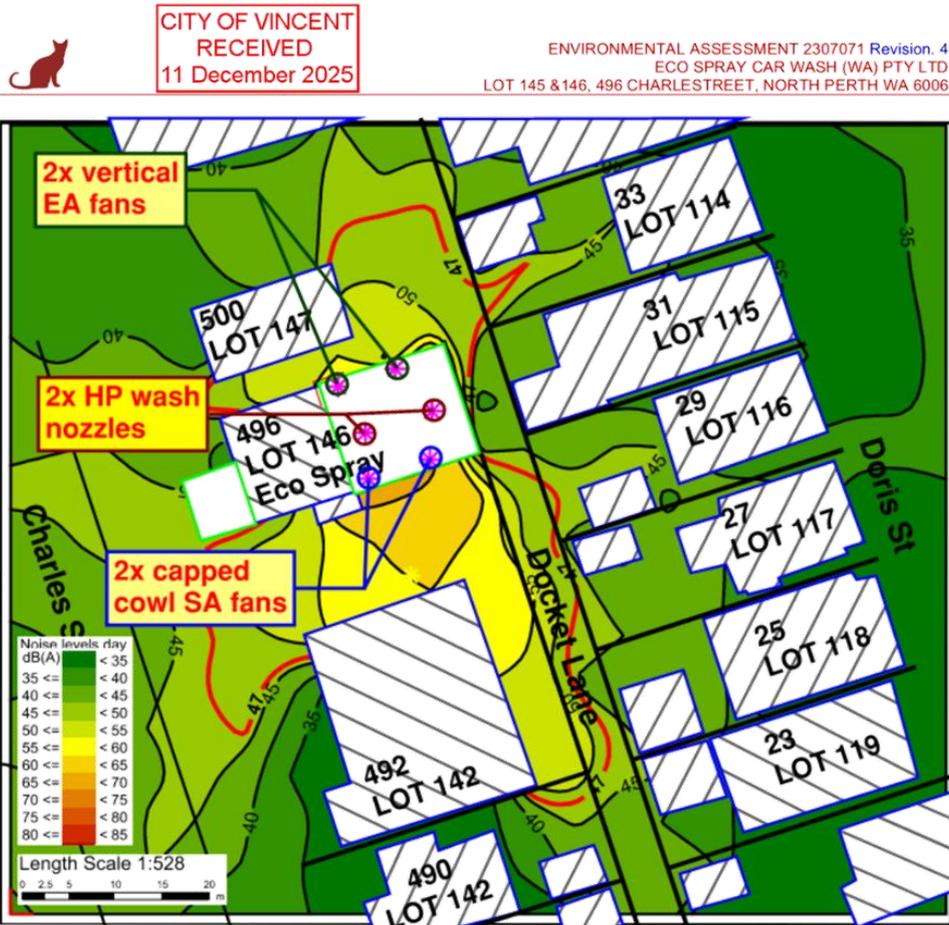


Figure E3.3c – LA10 DAY MODELLING ‘with ACOUSTIC ROLLER DOORS with 2x Nozzles’ Internally but separated and 2x roof fans (2x SA & 2x EA) including tonality.’

Sunday & Public Holidays 9am to 7pm. LA10 = 47 dB(A) (red line).

Notes:

- 0. Read these notes in conjunction with the General Notes.
- 1.1 Roller Doors are installed;
- 1.2 Two nozzles are separated located internally to the workshop and assumed to operate both continuously/concurrently;
- 1.3 Four roof mounted fans are operational with a tonality allowance.
- 2. Compliant outcome.

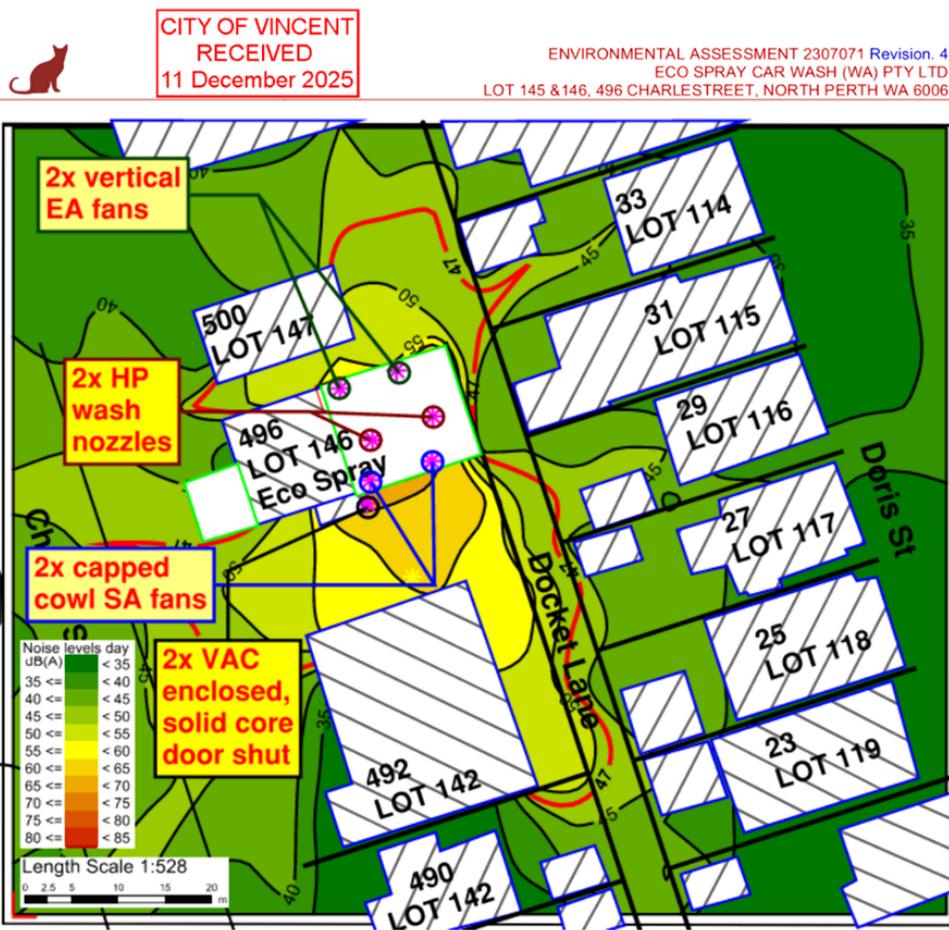


Figure E3.3cb – LA10 DAY MODELLING ‘with ACOUSTIC ROLLER DOORS with 2x Nozzles’ Internally but separated and 2x roof fans (2x SA & 2x EA) including tonality and all VACUUM units located in the enclosure and a new SOLID CORE door..’

Sunday & Public Holidays 9am to 7pm. LA10 = 47 dB(A) (red line).

Notes:

- 0. Read these notes in conjunction with the General Notes.
- 1.1 Roller Doors are installed;
- 1.2 Two nozzles are separated located internally to the workshop and assumed to operate both continuously/concurrently;
- 1.3 Four roof mounted fans are operational with a tonality allowance.
- 2. Compliant outcome.

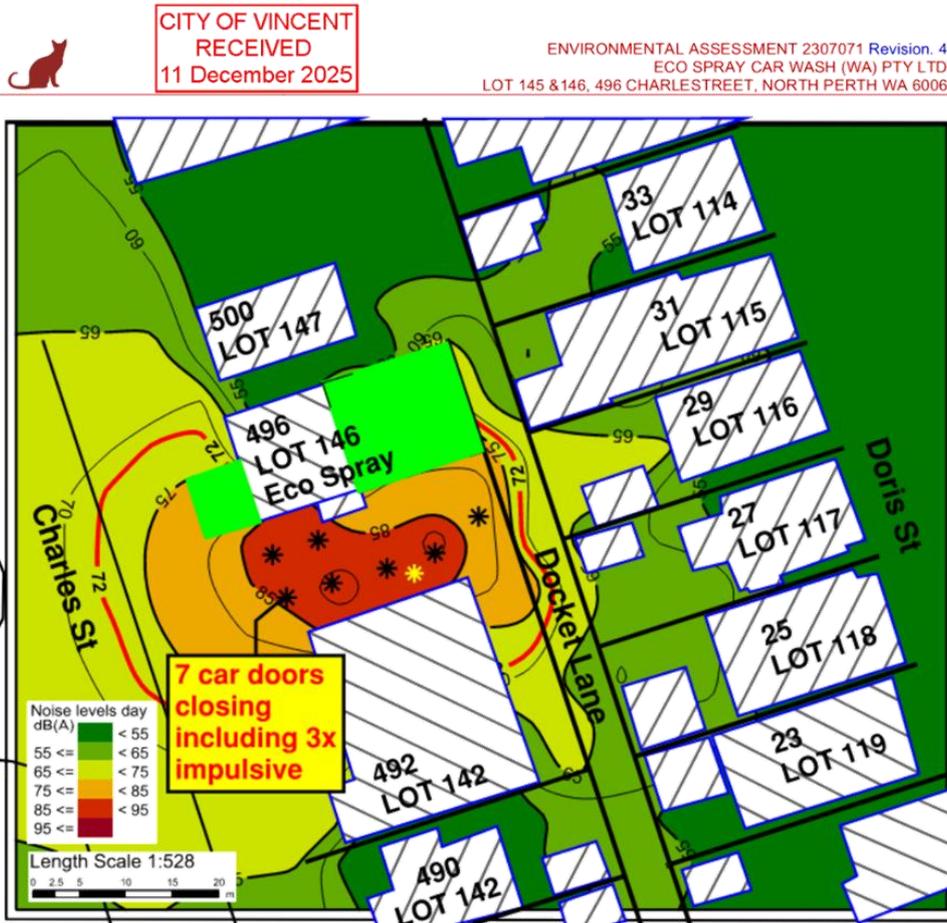


Figure E4a – LAmax DAY MODELLING car doors closing

Monday to Saturday	7am to 7pm	LAmax = 72 dB(A) (red line)
Sunday & Public Holidays	9am to 7pm	LAmax = 72 dB(A) (red line)

Notes:

0. Read these notes in conjunction with the General Notes.
1. Seven car doors closing with three impulsive i.e. being slammed hard. This is an abnormal situation for that many doors to close simultaneously.
2. Compliant outcome.



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

ANNEX F – DATA SHEETS



Wash capacity NB ~ door open/close cycles	SoftCare Pro	up to 12 vehicle per hour (*)
	SoftCare Pro	up to 20 vehicle per hour (*)
	Takt	
SoftCare ² Pro / Pro Takt - Type SM10/TM10/WM10		11-3

Sound pressure level	Sound pressure level	L _{pA} in dB(A) in a distance of 10m
Drive-through hall		
Standard wash		
... Door open		68,9
... Door always closed		46,7
Dead-end hall		
Standard wash		
... Door open		70,1
... Door always closed		46,7

SoftCare² Pro / Pro Takt - Type SM10/TM10/WM10 11-5

FIGURE F1 – WASHTEC DOORS SOUND DATA



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

Gamma Vertical Series – CE568V

Location ECO SPRAY CAR WASH	Designation VERTICAL EXHAUST AIR FAN
Project 2307071 NORTH PERTH	Notes



Description

The Gamma Series of centrifugal roof units has been designed for use in commercial ducted exhaust applications. These compact and low profile units are fitted with birdmesh to prevent the entry of birds and vermin into the ducting or building. They are available in 12 sizes, extending from 192 to 710mm diameter.

Features

- Robust, lightweight construction.
- Choice of speeds available.
- Compact, low profile design.
- Designed for vertical exhaust applications.
- Twin vertical discharge fan also available. Provides 100% standby capacity.
- Shutters are standard on twin fan units and an optional extra for single fan units. The pressure loss across the shutter has to be added to the system pressure before making selections.
- Can be mounted at angle up to 30°.
- Most 3-phase motors are 2-speed star/delta design.
- Supply air units can be supplied.

Construction

Cowls are UV-stabilised plastic.
Impellers are backward-curved centrifugal design and can be plastic, steel or aluminium.
Steel components have a corrosion resistant finish.
Bird-mesh guards are fitted as standard to both downflow and vertical exhaust models.

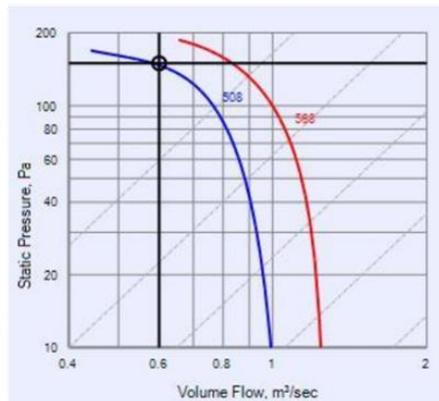
Motor

Type - external rotor, squirrel cage induction motor
Electricity supply - 230V, single and 415V, three-phase, 50Hz
Bearings - sealed-for-life, ball
Speed-controllable using electronic or auto-transformer controllers (except CE316)
Most three-phase units are fitted with 2-speed star/delta design motors

Testing

Air flow tests to ISO5801:2007
Noise tests to BS848:Part 2, 1985

Duty Selected: Volume Flow: 0.6 m³/sec Static Pressure: 150 Pa



Technical Data - CE568V

Speed [rps]	Avg. dBA @ 3m	kWatts (Input)	Amps	Max. °C	Approx. Weight [kg]
11	47	0.35	1.65	60	38

Sound Data

Type	63	125	250	500	1K	2K	4K	8K
Inlet	77	74	69	62	62	58	58	53



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006



Represented by:
Fantech Pty. Ltd. t/a Systemaire
 A.B.N. 11 005 434 024
 11 Kallit Street
 Malaga WA 6090
 Telephone: +61 (08) 9209 4999
 Facsimile: +61 (08) 9209 4900
 E-mail: info@systemaire.com.au

Version 5.7.12 Copyright © 2010-23 Elta Group

Technical Data - Fan Model CE568V

Location:

Performance - Required

Air Flow : 600 L/s
 Static Pressure : 150 Pa
 Selection Pressure: 150 Pa
 Installation Type: n/a
 Air Density: 1.204 kg/m³
 - Atmos. Temp: 20 °C
 - Altitude: 0 m
 - Humidity: 0.0 %

Fan Data

Catalogue Code: CE568V
 Description: Gamma Vertical Series
 Diameter: 560 mm
 Impeller Type: Centrifugal
 Blade Material: -
 Speed: 660 r/min @50 Hz
 Power, Abs: -
 Input Power: 0.36 kW
 Efficiency Total: -
 Fan Weight: 38.0 kg

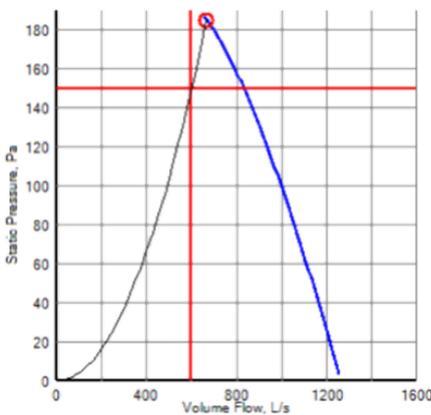
Designation:

11% additional capacity available

Actual

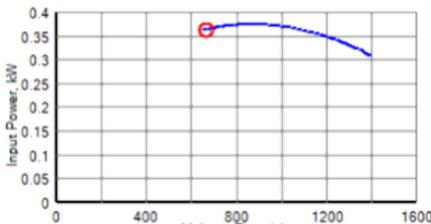
Air Flow: 667 L/s
 Static Pressure: 185 Pa
 Total Pressure: 191 Pa

Peak: -
Static: -



Motor Data (at STP)

Motor Type: -
 Electrical Supply: 240V 1ph 50Hz
 Motor Frame: -
 Motor Power: 0.35kW
 FLC/Start: 1.65A / 3.30A
 Motor Speed: 8 pole
 Motor Efficiency: -



Sound Data

Spectrum (Hz):	63	125	250	500	1K	2K	4K	8K	dBW	dB(A) @ 3m
Inlet (dB):	74	71	66	59	59	55	55	50	76	44

Sound levels are quoted as in-duct values. dB(A) values are average spherical free-field for comparative use only.



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

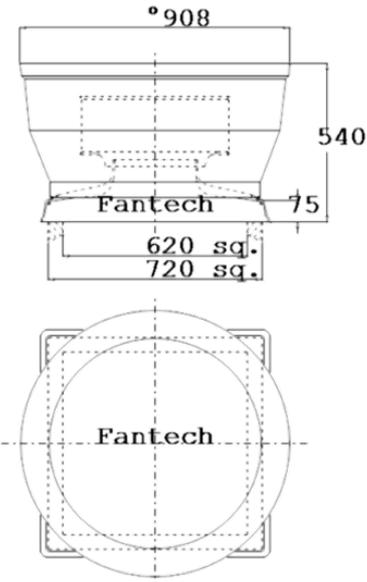


FANTECH

Represented by:
Fantech Pty. Ltd. via Systemaire
A.B.N. 11 005 434 024
11 Kallie Street
Malaga WA 6090
Telephone: +61 (08) 9209 4999
Facsimile: +61 (08) 9209 4900
E-mail: info@systemaire.com.au
Version 5.7.12 Copyright © 2010-23 Elta Group

Drawing for Fan Model CE568V

Location: _____ Designation: _____

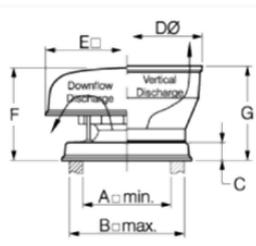


Gamma Vertical Series – CE568V

Suggested Specification

The Gamma Series of centrifugal roof ventilators shall be of the vertical exhaust type as designed and manufactured by Fantech Pty. Ltd. Impellers shall be backward-curved centrifugal design and driven by speed-controlled external rotor motors with integral thermal protection. The windband shall be of the vertical exhaust design and formed from plastic. Steel components shall be corrosion protected. All models shall be fully tested as a complete assembled unit to ISO5801:2007 for air flow and BS6848:Part 2, 1985 for noise.

Dimensions



A	B	C	D	E	F	G
620	720	75	908	890	530	540



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

Gamma Supply Series – CE568S

Location
ECO SPRAY CAR WASH
Project
2307071 NORTH PERTH

Designation
OUTDOOR AIR SUPPLY FANS

Notes



Description

The Gamma Series of centrifugal supply air roof units have been designed for use in free intake and ducted installations. These compact and low profile units are ideal for supplying fresh air to an air handling unit or to an air conditioning system in commercial buildings. They are available in 8 sizes extending from 315 to 710mm diameter.

Features

- Corrosion-proof, robust construction.
- Choice of speeds available.
- Ideal for ducted installations.
- Fitted bird mesh prevents debris and birds entering building and interrupting motor operation.
- High performance backward-curved centrifugal impellers fitted.
- Can be mounted at angles up to 30°.
- Some 3-phase motors are 2-speed star/delta design as standard.
- Speed-controllable using electronic or auto-transformer controllers.

Construction

Cowls are of UV-stabilised plastic. Steel components have a corrosion resistant finish. Backward-curved centrifugal impellers. Bird-mesh guards are fitted as standard. Shutters cannot be fitted.

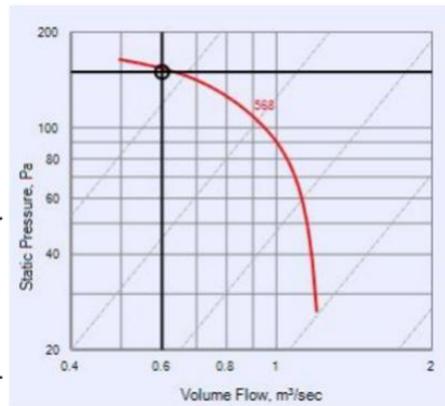
Motor

Type - external rotor, squirrel cage induction motors
Electricity supply - 230V, single and 415V, 3-phase, 50Hz
Bearings - sealed-for-life, ball
Speed-controllable using electronic or auto-transformer controllers
Some three-phase units are fitted with 2-speed star/delta design motors

Testing

Air flow tests to BS848:Part 1 1980
Noise tests to BS848:Part 2 1985

Duty Selected: Volume Flow: 0,6 m³/sec Static Pressure: 150 Pa



Technical Data - CE568S

Speed [rps]	Avg. dBA @ 3m	kWatts (Input)	Amps	Max. °C	Approx. Weight [kg]
11	47	0,35	1,65	60	40

Sound Data

Type	63	125	250	500	1K	2K	4K	8K
Inlet	77	74	69	62	62	58	58	53



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006



Represented by:
Fantech Pty. Ltd. t/a Systemaire
A.B.N. 11 005 434 024
11 Kalli Street
Malaga WA 6090
Telephone: +61 (08) 9209 4999
Facsimile: +61 (08) 9209 4900
E-mail: info@systemaire.com.au

Version 5.7.12 Copyright © 2010-23 Elta Group

Technical Data - Fan Model CE568S

Location:

Performance - Required

Air Flow : 600 L/s
Static Pressure : 150 Pa
Selection Pressure: 150 Pa
Installation Type: n/a
Air Density: 1.204 kg/m³
- Atmos. Temp: 20 °C
- Altitude: 0 m
- Humidity: 0.0 %

Fan Data

Catalogue Code: CE568S
Description: Gamma Supply Series
Diameter: 560 mm
Impeller Type: Centrifugal
Blade Material: -
Speed: 660 r/min @50 Hz
Power, Abs: -
Input Power: -
Efficiency Total: -
Fan Weight: 40.0 kg

Motor Data (at STP)

Motor Type: -
Electrical Supply: 240V 1ph 50Hz
Motor Frame: -
Motor Power: 0.35kW
FLC/Start: 1.65A / 3.30A
Motor Speed: 8 pole
Motor Efficiency: -

Sound Data

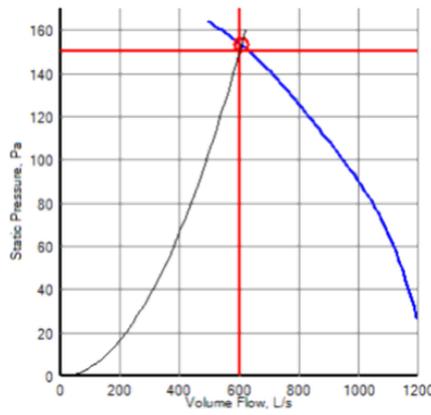
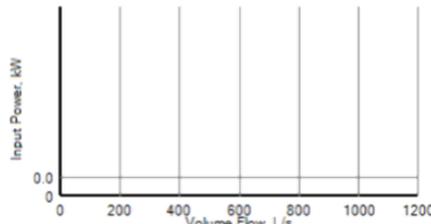
Spectrum (Hz):	63	125	250	500	1K	2K	4K	8K	dBW	dB(A) @ 3m
Inlet (dB):	74	71	66	59	59	55	55	50	76	44

Sound levels are quoted as in-duct values. dB(A) values are average spherical free-field for comparative use only.

Designation:

Actual

Air Flow: 606 L/s
Static Pressure: 153 Pa
Total Pressure: 153 Pa



CITY OF VINCENT
RECEIVED
11 December 2025

ENVIRONMENTAL ASSESSMENT 2307071 Revision. 4
ECO SPRAY CAR WASH (WA) PTY LTD
LOT 145 & 146, 496 CHARLESTREET, NORTH PERTH WA 6006

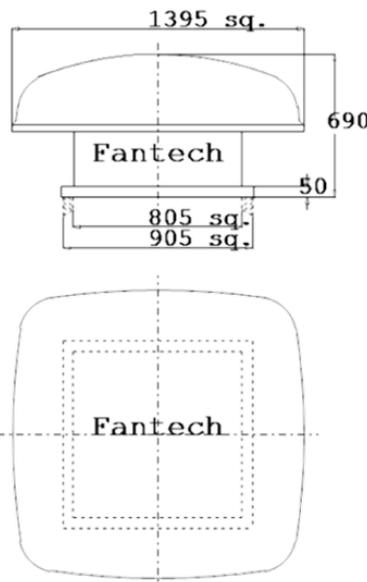


FANTECH

Represented by:
Fantech Pty. Ltd. t/a Systemaire
A.B.N. 11 005 434 024
11 Kall Street
Malaga WA 6090
Telephone: +61 (08) 9209 4999
Facsimile: +61 (08) 9209 4900
E-mail: info@systemaire.com.au
Version 5.7.12 Copyright © 2010-23 Eta Group

Drawing for Fan Model CE568S

Location: _____ Designation: _____

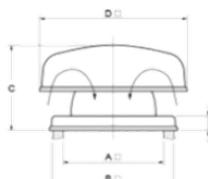


Gamma Supply Series – CE568S

Suggested Specification

The roof ventilators shall be of the Gamma Series supply air type as designed and manufactured by Fantech Pty Ltd. Impellers shall be backward-curved centrifugal design and driven by speed-controllable external rotor motors with integral thermal protection. The cowls shall be manufactured from UV-stabilised plastic. Steel components to be corrosion protected. All models shall be fully tested as a complete assembled unit to BS848-Part 1, 1980 for air flow and BS848-Part 2, 1985 for noise.

Dimensions



A	B	C	D
805	905	690	1395



CITY OF VINCENT
RECEIVED
1 August 2025

Eco Spray Car Wash, 496 Charles Street, North Perth

Transport Impact Statement

PREPARED FOR:
Gurjant Sangha

July 2025

CITY OF VINCENT
RECEIVED
1 August 2025

Document history and status

Author	Revision	Approved by	Date approved	Revision type
S Disfani	r01	B Bordbar	24/07/2025	Final

File name: t25.143.sd.r01

Author: Saeed Kamran Disfani

Project manager: Behnam Bordbar

Client: Gurjant Sangha

Project: 496 Charles Street, North Perth

Document revision: r01

Project number: t25.143

2025 Copyright in all drawings, reports, specifications, calculations and other documents provided by the Consultant in connection with the Project shall remain the property of the Consultant.

The Client alone shall have a license to use the documents referred to above for the purpose of completing the Project, but the Client shall not use, or make copies of, such documents in connection with any work not included in the Project, unless written approval is obtained from the Consultant or otherwise agreed through a separate contract.

CITY OF VINCENT
RECEIVED
1 August 2025

TABLE OF CONTENTS

- 1 INTRODUCTION 1
- 2 DEVELOPMENT PROPOSAL 3
- 3 VEHICLE ACCESS AND PARKING..... 4
- 4 PROVISION FOR SERVICE VEHICLES 5
- 5 HOURS OF OPERATION 6
- 6 DAILY TRAFFIC VOLUMES AND VEHICLE TYPES 7
 - 6.1 TRIP GENERATION 7
 - 6.2 TRIP DISTRIBUTION..... 7
 - 6.3 IMPACT ON SURROUNDING ROADS..... 8
- 7 TRAFFIC MANAGEMENT ON FRONTAGE STREETS 10
 - 7.1 CONTEXT 10
 - 7.2 EXISTING ROAD NETWORK..... 10
- 8 PUBLIC TRANSPORT ACCESS 12
- 9 PEDESTRIAN ACCESS..... 13
- 10 CYCLIST ACCESS..... 14
- 11 SITE SPECIFIC ISSUES 15
- 12 SAFETY ISSUES 16
- 13 CONCLUSIONS..... 17

APPENDIX A: EXISTING & PROPOSED SITE PLANS

APPENDIX B: TURN PATH ANALYSIS



CITY OF VINCENT
RECEIVED
1 August 2025

REPORT FIGURES

Figure 1: Location of the subject site1
Figure 2: Estimated traffic movements for the proposed additional car wash bay8
Figure 3. Charles Street at the vicinity of the subject site10
Figure 4. Existing road hierarchy11
Figure 5: Available traffic count data for Charles Street for the year 2023/202411
Figure 6: Public transport services (Transperth Map)12
Figure 7: Extract from Perth Bicycle Network (Department of Transport)14

REPORT TABLES

Table 1: Bus services operating in vicinity of the site12



CITY OF VINCENT
RECEIVED
1 August 2025

1 Introduction

This Transport Impact Statement has been prepared by Transcore on behalf of Gurjant Sangha with regard to the proposed modification of the existing Eco Spray Car Wash development operating at 496 Charles Street, North Perth in the Town of Vincent (hereafter the subject site).

The site is bound by Charles Street to the west, Docket Lane to the east and the existing commercial developments to the immediate north and south. The site is located within a predominantly residential setting. The subject site is situated on the east side of Charles Street, a short distance to the south of Elma Street intersection, as shown in **Figure 1**.



Figure 1: Location of the subject site

The proposed internal site modifications are focussing on streamlining the car wash and detail process thus improving internal traffic flows, reducing patron’s wait times, and improving the overall customer experience. The proposed internal site modifications include increasing the number of wash bays from one bay to two bays, bay markings for three proposed waiting bays, and markings for the two proposed exit bays. Additionally, one waiting or exit bay is proposed on the western side of the existing seating area, and one staff bay is proposed on the northern side of the seating area, in front of the existing unused room. Refer to **Appendix A** for proposed site plan.



CITY OF VINCENT
RECEIVED
1 August 2025

Transcore previously prepared a Transport Impact Statement (TIS) in December 2021 for this project to improve traffic flow. However, due to the newly proposed addition of a wash bay, this TIS has been prepared to assess the resulting changes in traffic generation for the existing car wash with one additional wash bays, along with revised vehicle movements related to the proposed waiting and exit bays.

The Transport Impact Assessment Guidelines (WAPC, Vol 4 – Individual Developments, August 2016) states: *“A Transport Impact Statement is required for those developments that would be likely to generate moderate volumes of traffic and therefore would have a moderate overall impact on the surrounding land uses and transport networks”*.

Section 6.0 of Transcore’s report provides details of the estimated additional trip generation of the subject site. Accordingly, given the low net traffic increase anticipated from the proposed site modifications, a Transport Impact Statement is considered appropriate for assessing the proposed development.



CITY OF VINCENT
RECEIVED
1 August 2025

2 Development Proposal

The subject site, which combines Lots 145 and 146, occupies an area of approximately 910m² on the eastern side of Charles Street, a short distance south of the Elma Street intersection.

The site currently accommodates a car wash operation (one wash bay and five final touch-up bays) with associated reception area, offices, amenities and the outside sitting area for customers. The site is currently served by a single, full-movement crossover on Charles Street. There is a secondary gated access on Docket Lane (eastern side of the site); however, it is understood that this access is currently not in use.

The development proposal includes expanding the existing wash bay numbers from one to two and reducing the number of “final touch-up” bays from five to four. All final touch-up bays configured as in-line bays within two parallel lanes. Additionally, three waiting bays will be marked and managed using a proposed “Stop” sign at the southern boundary of the subject site. The area in the southeast corner of the site, behind the wash bays, is proposed to be designated as a “Work-Free Zone.” This space will facilitate vehicle movements, allowing cars to reverse out of the wash bays and enter the final touch-up bays in forward gear. After the final touch-up process, vehicles will proceed to the proposed exit bays, where they may be briefly parked if any final interactions with reception are required.

The proposed internal site modifications aim to improve overall customer experience, streamline the wash and detail operation and reduce the waiting times for vehicles. The proposed modifications would also serve to formalise one of the conditions relating to maximum number of workstation bays permissible on site as part of the previous 2019 development approval.

Hence, once fully completed the development will comprise the following elements:

- Two enclosed wash bays;
- Three marked waiting bays;
- A total of four short-term (open air) “final touch-up” bays;
- One staff bay is proposed in front of the existing unused room, to be accessible to staff outside of operating hours;
- One waiting/exit bay;
- Internal parking/queueing areas;
- Outdoor seating area for customers; and,
- Reception area, offices and amenities.

Minor modification is proposed to improve the existing access/egress system as part of this proposal. Refer to [Appendix A](#) for proposed site plans.



CITY OF VINCENT
RECEIVED
1 August 2025

3 Vehicle Access and Parking

As previously outlined, minor modifications are proposed to the existing access/egress system at the site.

The development will therefore continue to be served by:

- Single, 10m wide, full-movement crossover on Charles Street at the southern end of the site; and,
- Single, currently not used, 5m wide access on Docket Lane at the southern end of the site.

As part of the proposal, one parking bay is designated for staff at the northern end of the site in front of “existing unused room”. This bay would be accessible by staff before and after operating hours of the existing carwash. Additionally, based on the information provided to Transcore, it is understood that staff currently utilise, and will continue to primarily use, public transport.



CITY OF VINCENT
RECEIVED
1 August 2025

4 Provision for Service Vehicles

No specific changes to the current waste collection operation are proposed. The current waste collection operation will continue to be carried out as per current practice.



CITY OF VINCENT
RECEIVED
1 August 2025

5 Hours of Operation

The existing development is proposed to continue to operate as per current schedule:

- Monday to Thursday 8:00AM to 7:00PM.
- Friday 8:00AM to 5:00PM.
- Weekend and Public Holidays 9:00AM to 5:00PM.



CITY OF VINCENT
RECEIVED
1 August 2025

6 Daily Traffic Volumes and Vehicle Types

6.1 Trip Generation

The traffic volumes likely to be generated by the proposed additional one manual car wash bay have been estimated based on Transcore's experience, information available to Transcore and observations of similar businesses within the Perth Metro area. This methodology has been successfully applied to many carwash projects.

Transcore conducted surveys at various active automated car wash businesses within the Perth metropolitan area. While manual car washes generally generate fewer trips compared to automated ones, a conservative approach has been adopted for this assessment by assuming the same trip generation rate for the proposed manual car wash as that of an automated facility. The peak patronage to carwashes occurs during the weekends which doesn't coincide with the peak hour of the road network. However, for a robust assessment, it is assumed that the road network peak trip generation for the proposed automated car wash would be 50% of the peak hour trip generation during a weekend. Similarly, the typical weekday visitation to the car wash is assumed to be about 50% of the weekends.

Automated/Manual Car Wash – Per Wash Bay:

- Weekday, daily: 72vpd per wash bay;
- Weekday, AM peak hour: 6vph per wash bay; and,
- Weekday, PM peak hour: 6vph per wash bay.

Accordingly, it is estimated that the traffic generations for the additional manual car wash bay of the facility are:

- Weekday, daily: $72 \times 1 = 72$ vpd;
- Weekday, AM peak hour: $6 \times 1 = 6$ vph; and,
- Weekday, PM peak hour: $6 \times 1 = 6$ vph.

Therefore, the proposed additional manual carwash bay would generate approximately **72** vehicular trips per day with approximately **6** trips each during the weekday AM and PM peak hours. These include the inbound and outbound trips.

6.2 Trip Distribution

With respect to the location of the existing development, the access/egress arrangement and the road network connectivity, as well as the location of the local and regional trip generators and attractors, the anticipated directional trip distribution of the proposed additional one carwash bay generated traffic is assumed to be as follows:



CITY OF VINCENT
RECEIVED
1 August 2025

- 75% entry from Charles Street southbound;
- 25% entry from Charles Street northbound; and
- 100% exit onto Charles Street southbound.

Accordingly, the directional AM/PM peak hour and total daily trip distribution of the proposed additional one manual car wash bay-generated traffic are illustrated in **Figure 2**.



Figure 2: Estimated traffic movements for the proposed additional car wash bay

6.3 Impact on Surrounding Roads

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

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



CITY OF VINCENT
RECEIVED
1 August 2025

As per the traffic volumes shown in **section 6.2** , it is clear that the traffic increase from the proposed one additional manual car wash bay would be significantly less than the critical threshold (100vph per lane). Therefore, the impact on the surrounding road network would be minimal and does not warrant any further detailed assessment.



CITY OF VINCENT
RECEIVED
1 August 2025

7 Traffic Management on Frontage Streets

7.1 Context

The subject site is located at the east side of Charles Street and a short distance south of the Elma Street intersection.

7.2 Existing Road Network

Charles Street, in the vicinity of the subject site, is a single-carriageway, four-lane road. Parking is prohibited on either side of the road. Pedestrian paths are in place on both sides of the road, as shown in **Figure 3**. Charles Street operates under a posted speed limit of 60km/h.



Figure 3. Charles Street at the vicinity of the subject site

Charles Street is classified as a “*Primary Distributor*” in the Main Roads WA Functional Road Hierarchy, as shown in **Figure 4**. It is under the care and control of Main Roads WA although it is currently not reserved in the MRS as a regional road.

Traffic count data obtained from Main Roads WA indicates that Charles Street (south of Elizabeth Street) carried approximately 24,551 vehicles per day (vpd) on an average weekday in 2023/24, as shown in **Figure 5**.



CITY OF VINCENT
RECEIVED
1 August 2025

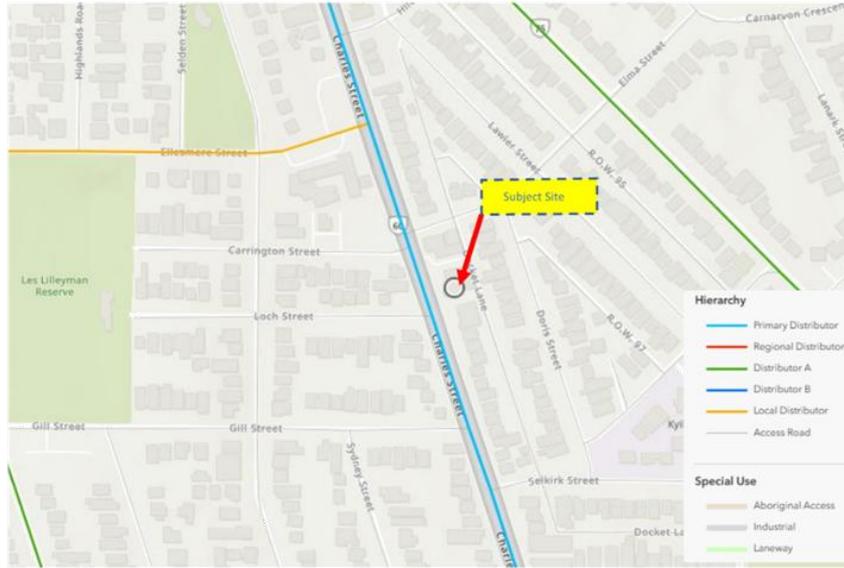


Figure 4. Existing road hierarchy

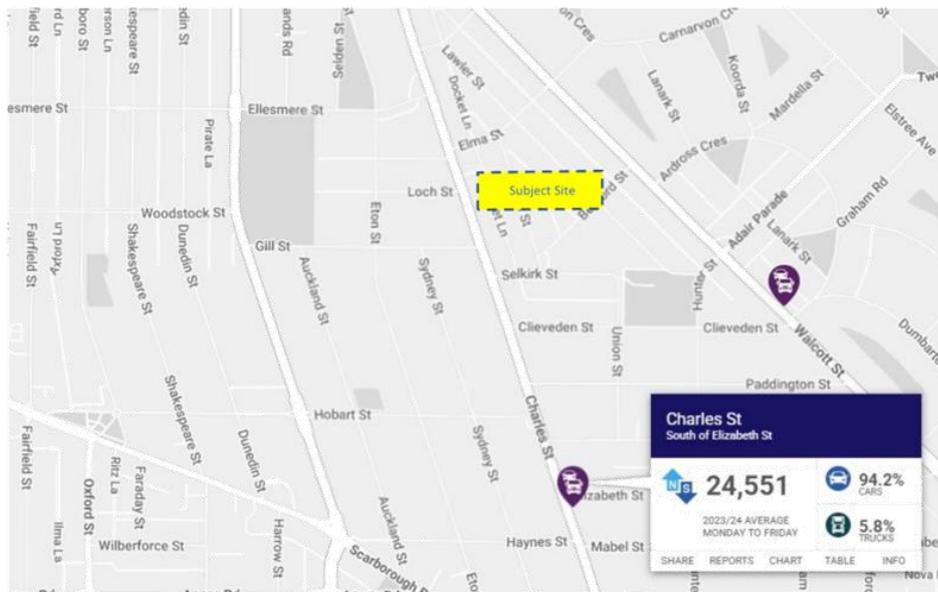


Figure 5: Available traffic count data for Charles Street for the year 2023/2024
(extracted from Main Roads Website)



CITY OF VINCENT
RECEIVED
1 August 2025

8 Public Transport Access

The site is served by a number of bus services operating along Charles Steet with the closest bus stops located across and approximately 230m walking distance south of the site. Both stops are accessible via existing footpath system in place at this locality.

This bus service provides links to a number of key transport nodes including train stations thus providing access to Perth's greater railway network (refer Table 1 and bus route map in Figure 6 for more details).

Table 1: Bus services operating in vicinity of the site

Bus Service	Route
370	Perth Busport / Mirrabooka Station
384-389	Perth Busport / Mirrabooka Station
970	Perth Busport / Mirrabooka Station

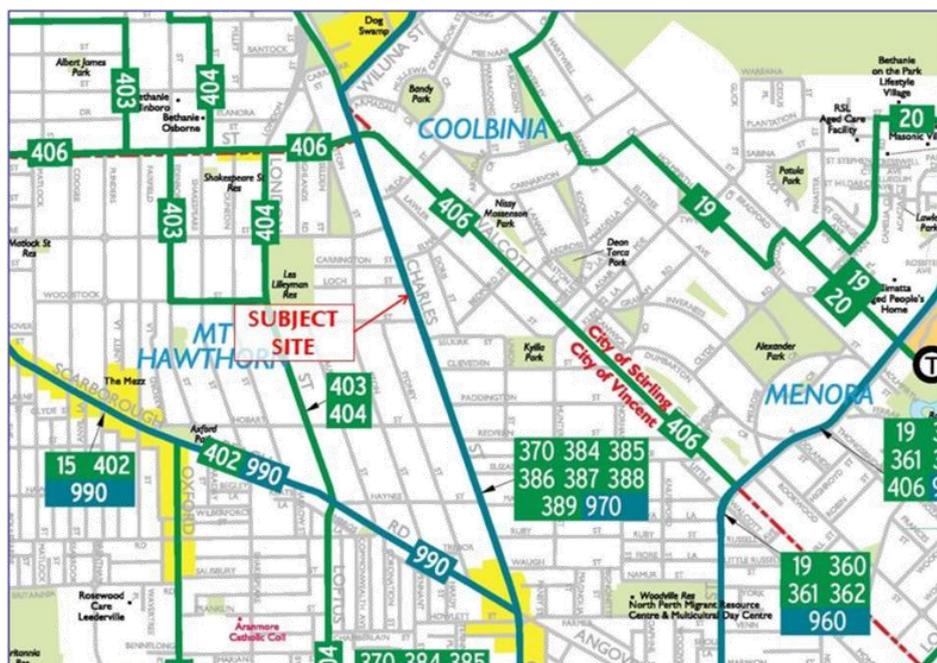


Figure 6: Public transport services (Transperth Map)



CITY OF VINCENT
RECEIVED
1 August 2025

9 Pedestrian Access

Pedestrian access to the subject site is via the existing footpaths along Charles Street. A signal-controlled pedestrian crossing facility, including drop kerbs, is currently provided on Charles Street about 140m south of the site.



CITY OF VINCENT
RECEIVED
1 August 2025

10Cyclist Access

The Perth Bicycle Network Map (see Figure 7) indicates lack of direct access to cyclist paths from the subject site; however, there are a number of Continuous Signed Routes located a short distance from the site (NE1 and NE9) including a network of roads classified as “good road riding environment”.



Figure 7: Extract from Perth Bicycle Network (Department of Transport)



CITY OF VINCENT
RECEIVED
1 August 2025

11 Site Specific Issues

No particular site-specific issues have been identified for this development.



CITY OF VINCENT
RECEIVED
1 August 2025

12 Safety Issues

No safety issues were identified within the scope of this assessment.



CITY OF VINCENT
RECEIVED
1 August 2025

13 Conclusions

This Transport Impact Statement has been prepared by Transcore on behalf of Gurjant Sangha with regard to the proposed modification of the existing Eco Spray Car Wash development operating at 496 Charles Street, North Perth in the Town of Vincent (hereafter the subject site).

The proposed internal site modifications aim to improve customer experience, streamline the wash and detail operation and reduce the waiting times for vehicles within the car wash. As part of the proposed changes, one additional manual carwash bay is proposed.

The traffic analysis undertaken in this report shows that the proposed one additional manual car wash bay is estimated to generate a total of approximately **72** daily vehicle trips with about **6** trips during the typical weekday AM and PM peak hours. These trips include both inbound and outbound trips. Thus, the impact of the traffic generation of the proposed additional car wash bay would not be significant on the surrounding road network

The subject site has good accessibility by the existing pedestrian path network, and to a lesser extent cyclist network, but enjoys very good public transport coverage through existing bus service operating within the close proximity of the site.

No particular safety or site-specific issues have been identified for the proposed development within the scope of this assessment. Accordingly, it is concluded that traffic-related issues should not form an impediment to the approval of the proposed changes in existing development.



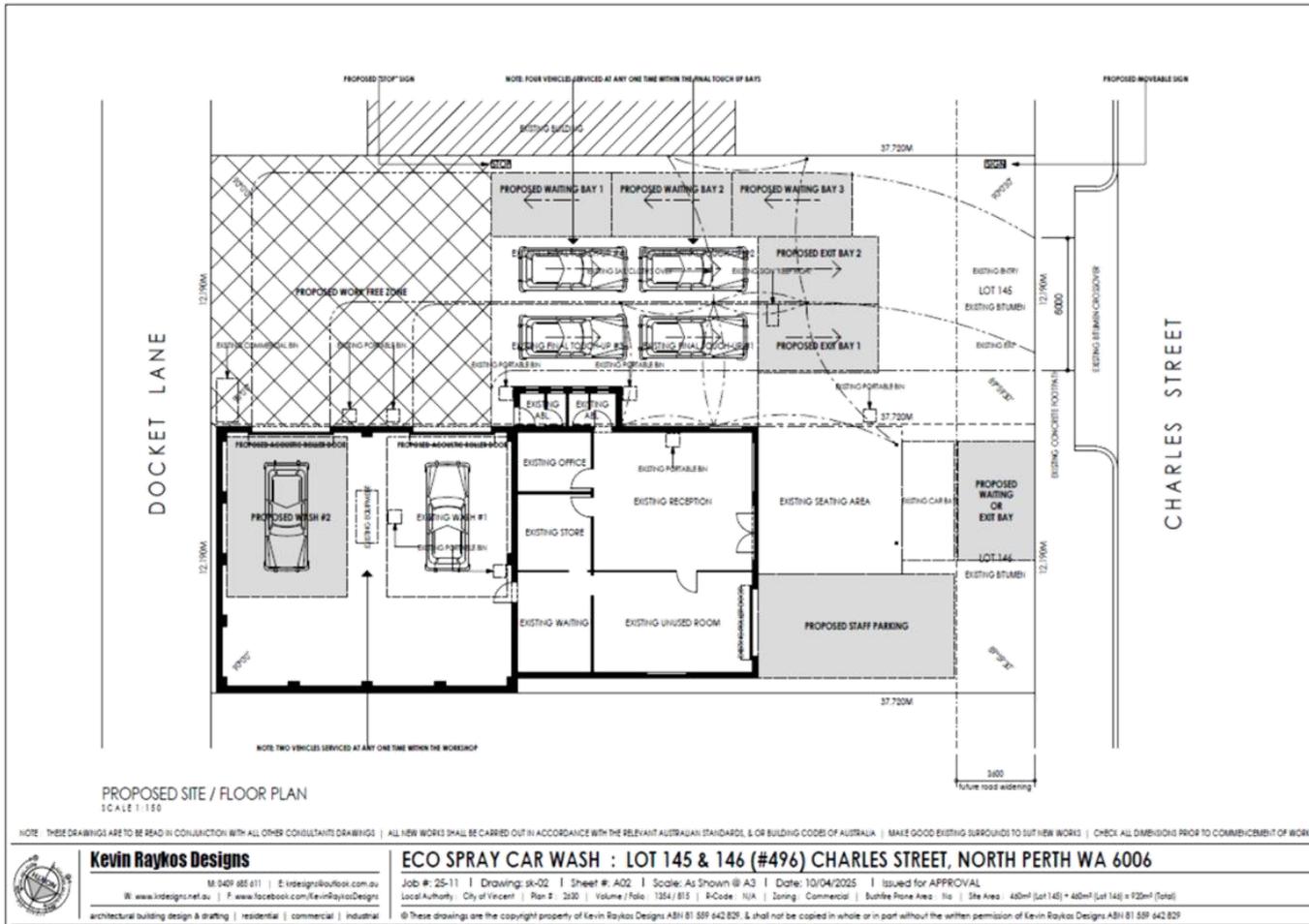
CITY OF VINCENT
RECEIVED
1 August 2025

Appendix A

PROPOSED SITE PLAN



CITY OF VINCENT
RECEIVED
1 August 2025

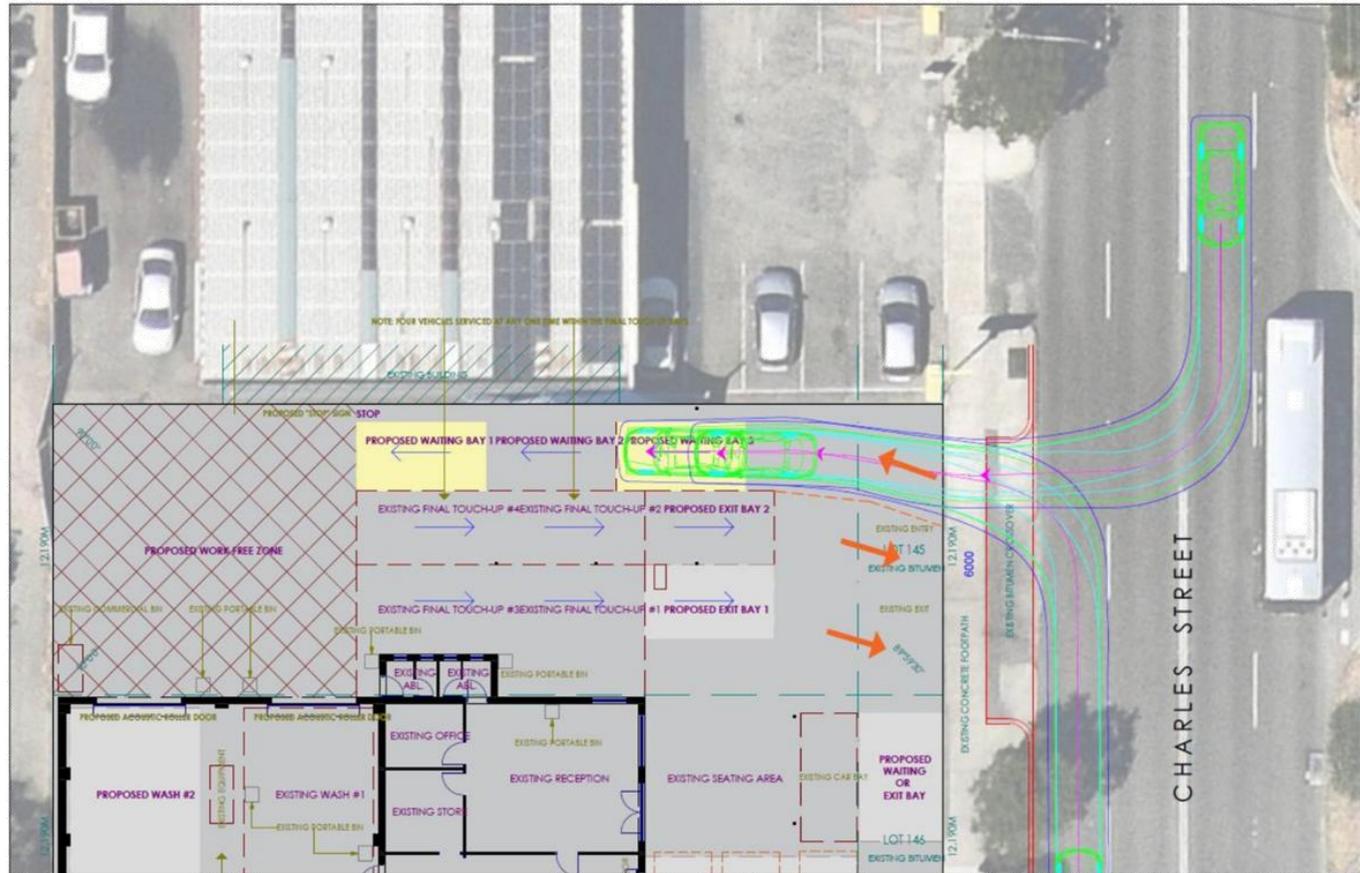


CITY OF VINCENT
RECEIVED
1 August 2025

Appendix B

TURN PATH PLANS

CITY OF VINCENT
RECEIVED
1 August 2025



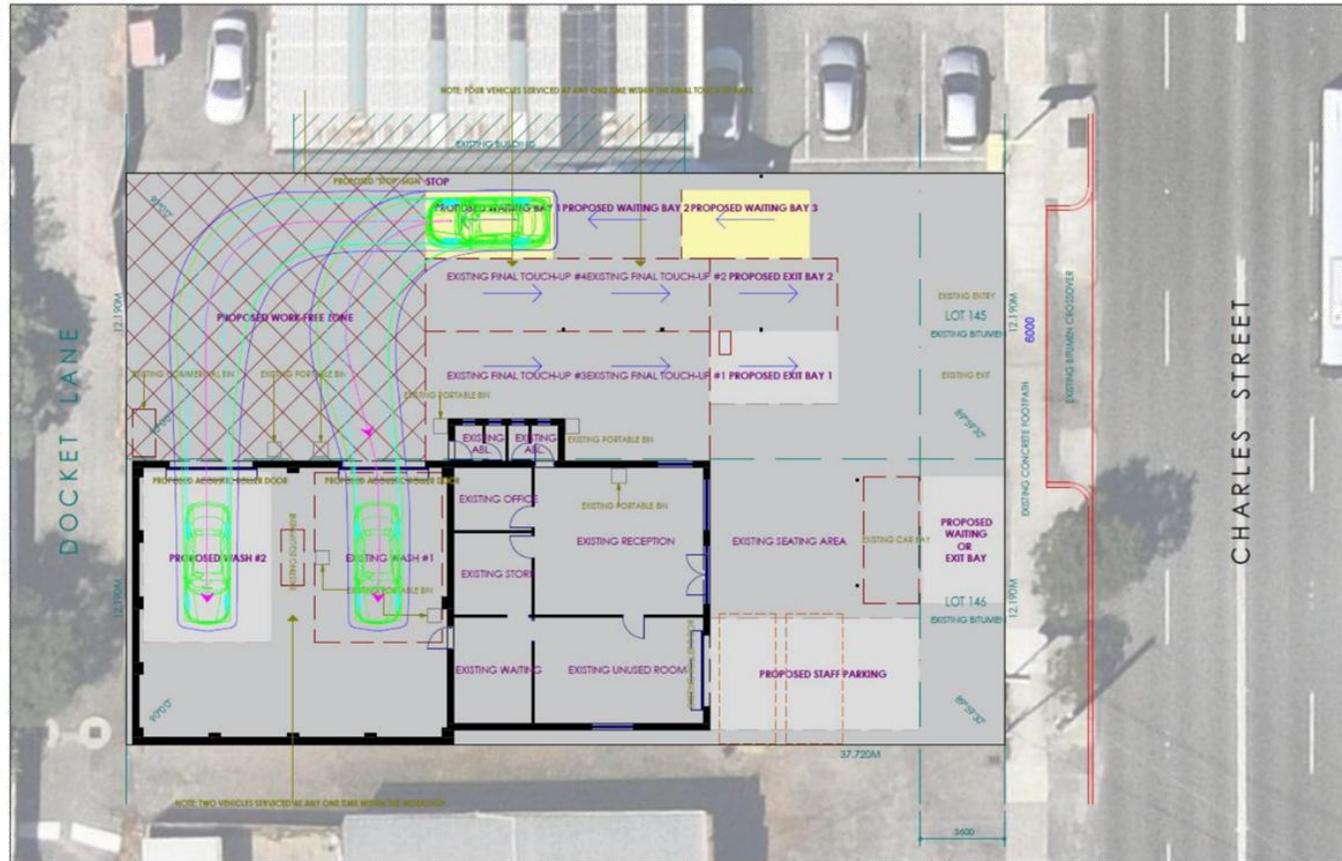
496 Charles Street, North Perth
B99 Passenger Vehicle
Waiting Bays Entry

LEGEND
Vehicle Body █
Wheel Path █
300mm Clearance █

t25.143.sk02b
08/07/2025
Scale: 1:150 @ A3



CITY OF VINCENT
RECEIVED
1 August 2025



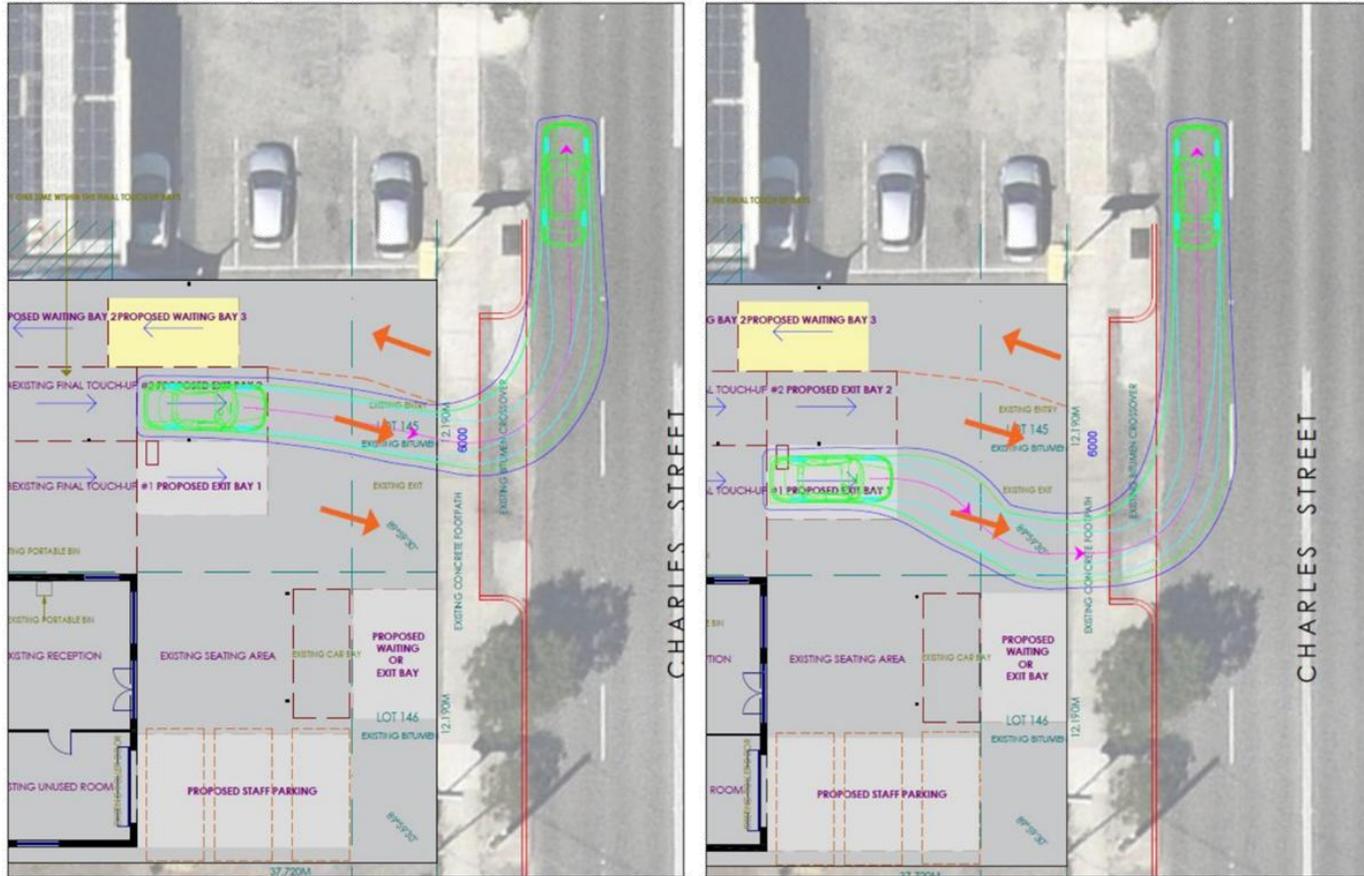
496 Charles Street, North Perth
B99 Passenger Vehicle
Wash Bays Entry

LEGEND
 Vehicle Body
 Wheel Path
 300mm Clearance

t25.143.sk03
04/07/2025
Scale: 1:150 @ A3



CITY OF VINCENT
RECEIVED
1 August 2025



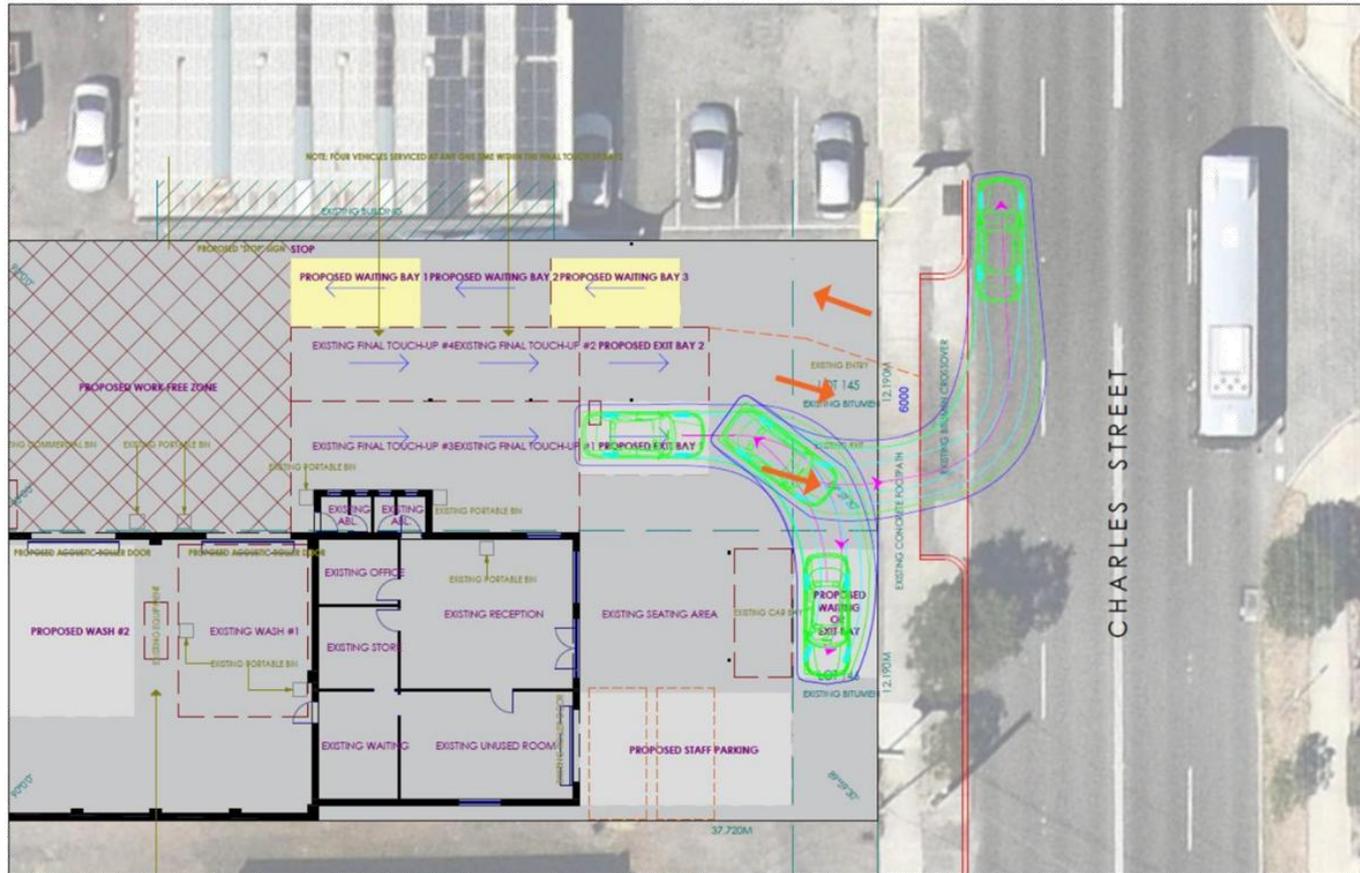
496 Charles Street, North Perth
B99 Passenger Vehicle
Site Exit

LEGEND
Vehicle Body
Wheel Path
300mm Clearance

t25.143.sk05
04/07/2025
Scale: 1:150 @ A3



CITY OF VINCENT
RECEIVED
1 August 2025



496 Charles Street, North Perth
B99 Passenger Vehicle
Staff Bay/Exit Bay Entry & Exit

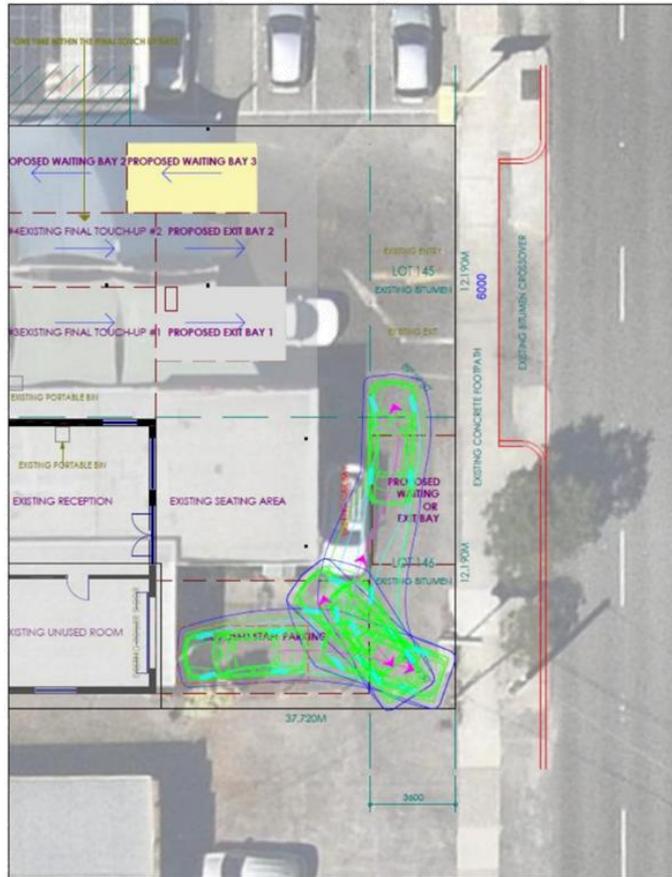
LEGEND

Vehicle Body	
Wheel Path	
300mm Clearance	

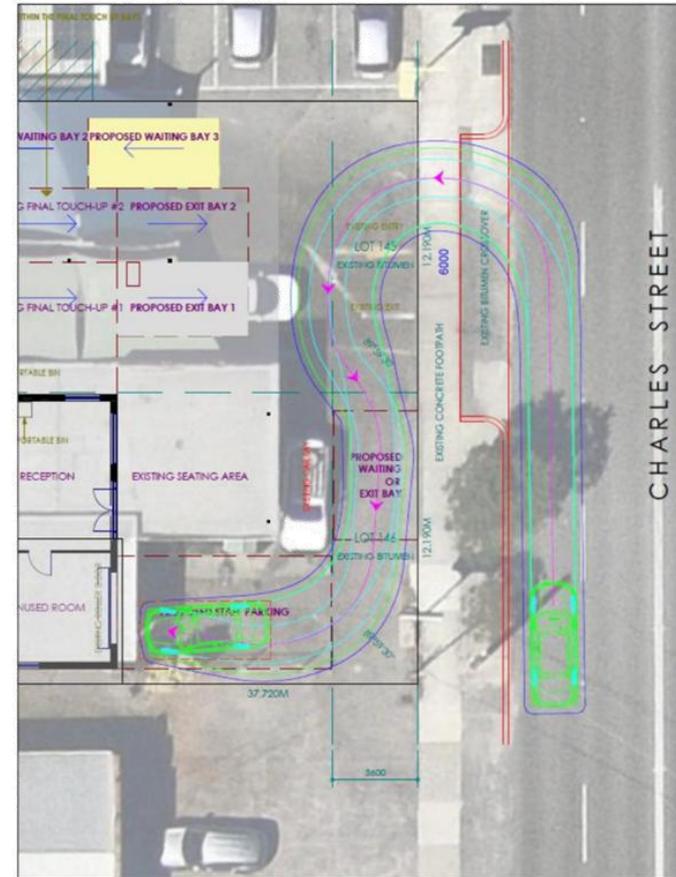
t25.143.sk08
04/07/2025
Scale: 1:150 @ A3



CITY OF VINCENT
RECEIVED
1 August 2025



496 Charles Street, North Perth
B99 Passenger Vehicle
Proposed Staff Bay Location - Option 1



LEGEND

- Vehicle Body
- Wheel Path
- 300mm Clearance

t25.143.sk09

08/07/2025

Scale: 1:150 @ A3



OFFICIAL



Enquiries: Becky Mellor on (08) 9323 4689
Our Ref: 25/8728 (D25#1166032)
Your Ref: 5.2023.379.1

5 November 2025

Chief Executive Officer
City of Vincent
PO Box 82
LEEDERVILLE WA 6902

Email: mail@vincent.wa.gov.au (via email)

Dear Sir/Madam,

**AMENDMENT TO UNLISTED USE (CARWASH AND DETAILING) – LOT 145 (NO. 496)
AND LOT 146 (NO. 496) CHARLES STREET, NORTH PERTH – REF 5.2023.379.1**

In response to correspondence received on 3 November 2025 Main Roads supports the proposal and recommends that if development approval is granted, the following conditions are imposed:

Conditions

1. No development other than the temporary waiting bay shall be permitted on the land required for future road purposes, as depicted on the enclosed extract of Planning Control Area No.167 Plan 1.7998 (Attachment 1) and as marked in red on the development plans (Attachment 2).

Justification for Condition

This development must not compromise the ultimate road design. No form of the development should encroach upon the identified land requirement.

2. The area required for future road purposes is not to be included in the specific carparking requirement for the development.
3. All vehicle access shall be restricted to the existing driveway.
4. All waste collection is to be onsite.

Justification for Condition

Public safety. Condition confirms Main Roads requirements

5. Stormwater discharge shall not exceed pre-development discharge to Charles Street Road Reserve.

Justification for Condition

To ensure there is sufficient capacity in the Charles Street stormwater network to accommodate its requirements. This is a standard requirement for development adjacent to a State Road.

6. The signage component is not approved as part of this application.

Main Roads Western Australia
Don Aitken Centre, Waterloo Crescent, East Perth WA 6004
PO Box 6202, East Perth WA 6892

mainroads.wa.gov.au
enquiries@mainroads.wa.gov.au
138 138

OFFICIAL

Justification for Condition

Due to the absence of the signage content within the referral package, an assessment against *Main Roads' Policy and Assessment Guidelines for Static / Digital Advertising Signs* is unable to be undertaken.

Advice

- a) The upgrading/widening of Charles Street is not in Main Roads current 4-year forward estimated construction program and all projects not listed are subject to change without notice, and Main Roads assumes no liability for the information provided.
- b) Lot 145 and 146 (496) Charles Street, North Perth is impacted by Planning Control Area 167 for the future upgrade of Charles Street, as shown on the enclosed Planning Control Area No. 167 Plan 1.7998 (Attachment 1). The land will be required for road purposes sometimes in the future.
- c) Where a Planning Control Area (PCA) is in place, approval for development is required from the Western Australian Planning Commission (WAPC), as well as under any relevant planning scheme, unless the PCA imposes requirements to the contrary.
- d) Prior to undertaking works within the Charles Street Road Reserve, a Working on Roads Permit must be obtained from Main Roads.
- e) The applicant is required to submit an Application form to undertake works within the road reserve prior to undertaking any works within the road reserve. Application forms and supporting information about the procedure can be found on the Main Roads website > Technical & Commercial > Working on Roads.

Main Roads encourages local government in liaising with applicants to promote and capitalise on our pre-lodgement consultation service, prior to lodgement of planning proposals, especially where development plans involve land adjacent to or have the potential to impact on the state road network.

Further information on the pre-lodgement consultation process can be found on Main Roads website at mainroads.wa.gov.au > Technical & Commercial > Planning & Development

Should the City disagree with the above conditions or require further information please do not hesitate to contact Becky Mellor on (08) 9323 4689.

Please ensure a copy of the City's final determination is sent to planninginfo@mainroads.wa.gov.au.

Yours sincerely

Isabel Huston
A/Planning Assessment Coordinator

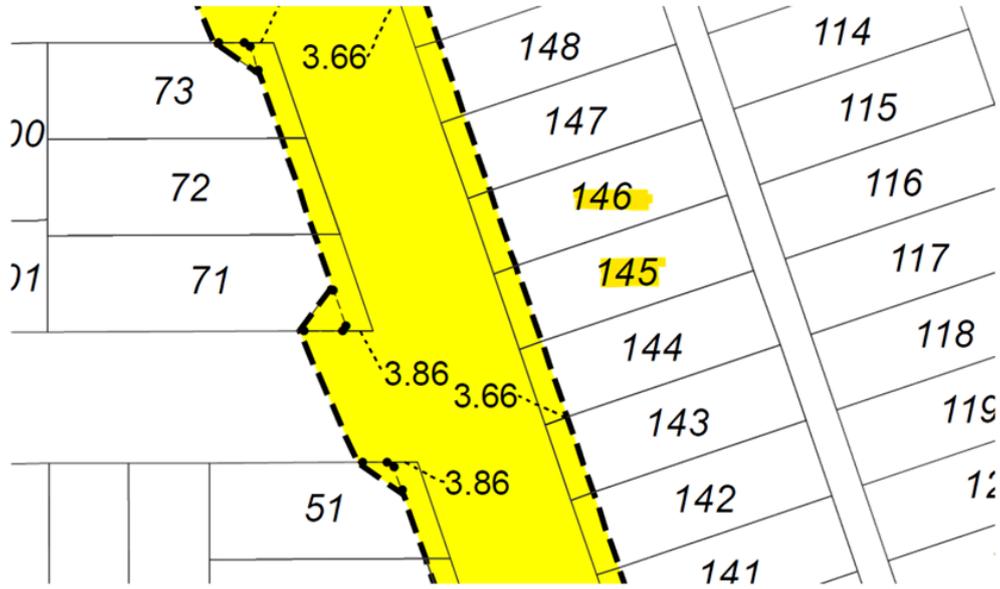
Encl:

- Attachment 1 - Extract of Planning Control Area No. 167 Plan 1.7998
- Attachment 2 - Main Roads marked up plan dated 5 November 2025

OFFICIAL



Attachment 1 - Extract of Planning Control Area No. 167 Plan 1.7998



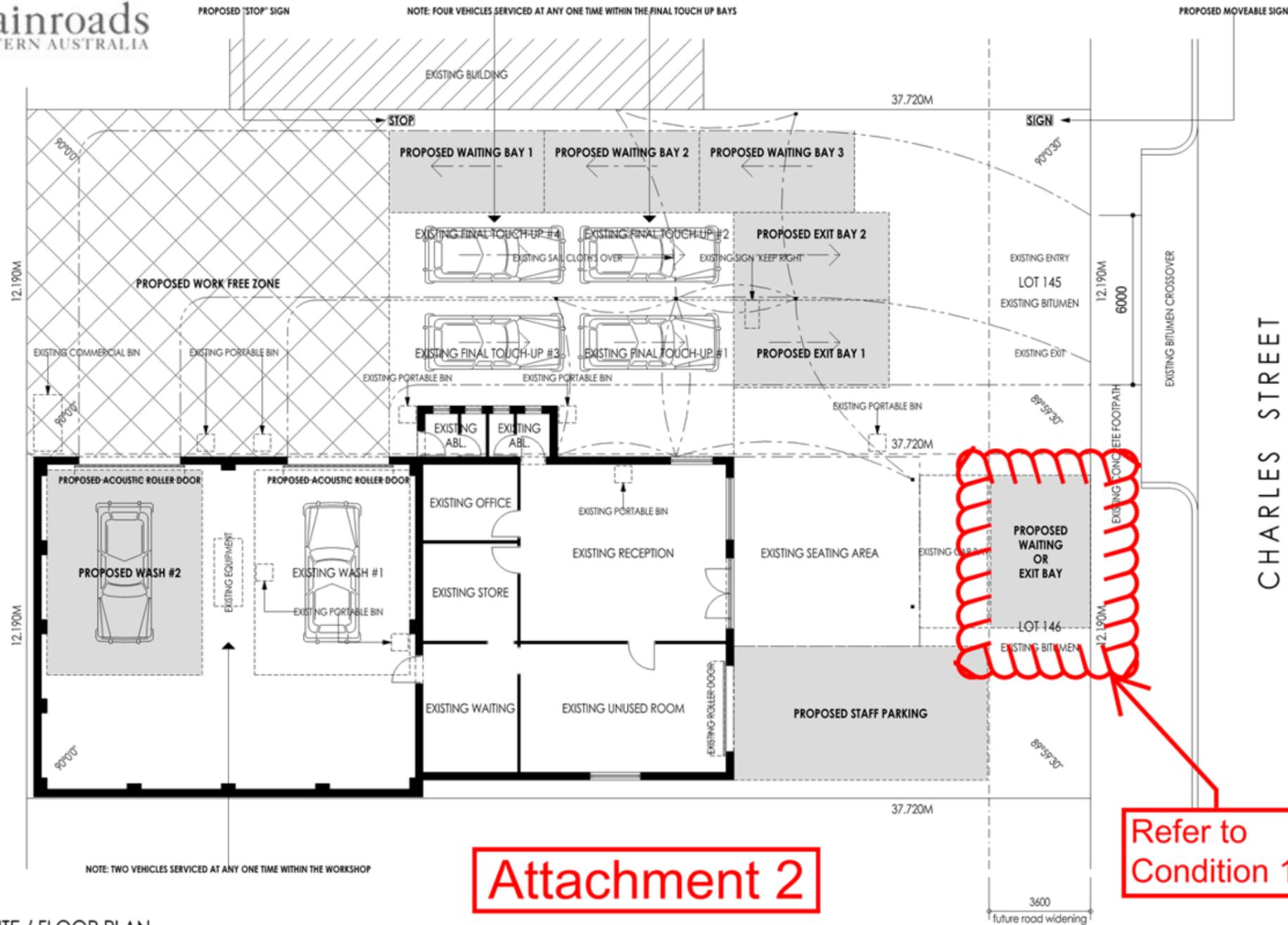
MAIN ROADS MARKED-UP PLAN

AMENDED IN RED 5 November 2025



DOCKET LANE

CHARLES STREET



Attachment 2

Refer to Condition 1

PROPOSED SITE / FLOOR PLAN
SCALE 1:150

NOTE : THESE DRAWINGS ARE TO BE READ IN CONJUNCTION WITH ALL OTHER CONSULTANTS DRAWINGS | ALL NEW WORKS SHALL BE CARRIED OUT IN ACCORDANCE WITH THE RELEVANT AUSTRALIAN STANDARDS, & OR BUILDING CODES OF AUSTRALIA | MAKE GOOD EXISTING SURROUNDS TO SUIT NEW WORKS | CHECK ALL DIMENSIONS PRIOR TO COMMENCEMENT OF WORKS



Kevin Raykos Designs

M: 0409 685 611 | E: krdesigns@outlook.com.au
W: www.krdesigns.net.au | F: www.facebook.com/KevinRaykosDesigns

architectural building design & drafting | residential | commercial | industrial

ECO SPRAY CAR WASH : LOT 145 & 146 (#496) CHARLES STREET, NORTH PERTH WA 6006

Job #: 25-11 | Drawing: sk-02 | Sheet #: A02 | Scale: As Shown @ A3 | Date: 10/04/2025 | Issued for APPROVAL
Local Authority: City of Vincent | Plan #: 2630 | Volume / Folio: 1354 / 815 | R-Code: N/A | Zoning: Commercial | Bushfire Prone Area: No | Site Area: 460m² (Lot 145) + 460m² (Lot 146) = 920m² (Total)
© These drawings are the copyright property of Kevin Raykos Designs ABN 81 559 642 829, & shall not be copied in whole or in part without the written permission of Kevin Raykos Designs ABN 81 559 642 829

Summary of Submissions:

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

Comments Received in Objection:	Administration Comment:
<p><u>Land Use Conflict</u></p> <ul style="list-style-type: none"> • The increase in the number of vehicles onsite will result in an intensification of the existing use that will impact on the amenity of surrounding residential properties. • The subject site is not suitable for the scale of operations that are proposed as part of the current application. Insufficient buffer is provided between the subject site and the surrounding properties. • • The operations of the business, being a high-volume commercial car wash, are inconsistent with the area in which it is located due to the presence of adjoining residential properties. <ul style="list-style-type: none"> • Concerns regarding the effectiveness of the 'Work Free Zone' in reducing the impacts of the development on adjoining residential properties. <ul style="list-style-type: none"> • Lower intensity commercial uses would be more suitable in this location. 	<p>The proposal would result in intensification of the existing operations on the subject site which would be balanced by the proposed building and operational modifications, including the installation of the acoustic roller doors and introduction of the 'Work Free Zone'.</p> <p>These modifications would ensure the proposal reduces the impact of the business on surrounding properties compared with the existing approved development.</p> <hr/> <p>The proposal seeks approval for modifications to an existing, approved, commercial land use within the Commercial zone under the City's local planning framework.</p> <p>The Commercial zone allows for a range of commercial land uses and seeks to provide areas within the City where commercial business operations can occur.</p> <p>The proposal includes measures and modifications to ensure that the development is not more detrimental to amenity than the current approval and is considered compatible with the existing context.</p> <hr/> <p>The proposed 'Work Free Zone' would ensure that no works or business operations, with the exception of the manoeuvring of vehicles, can occur in close proximity to adjoining residential properties.</p> <p>This would provide additional separation for activities happening on the site outside of the building, from the sensitive areas, including outdoor living areas, of these properties.</p> <hr/> <p>The City is required to consider the proposal on its merits against the applicable planning framework. Consideration of alternative land use or development outcomes is not a relevant planning consideration in assessment of the current application.</p>

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
<p><u>Amenity</u></p> <ul style="list-style-type: none"> The cumulative impact of the proposed modifications will result in further degradation of the amenity of adjoining residential properties. <ul style="list-style-type: none"> The current operations of the existing development severely impact on the quality of life of residents of nearby properties. <p>This includes the off-site impacts generated by the operations of the car wash which impact the amenity of adjoining residential properties. This impacts on the amenity of indoor and outdoor living areas during the operating hours of the business due to the noise generated by the high pressure hoses, machinery, staff, air hoses, and vacuums.</p>	<p>The proposal, including the modifications to the existing development, are expected to deliver an overall improvement in amenity outcomes for adjoining residential properties when compared with the existing approved operations. This would ensure that the development is not more detrimental to amenity than the current approval and would ensure compatibility with the existing context.</p> <p>The extent of the amenity impacts from the proposal is expected to be acceptable when considered against the requirements of the planning framework. The City's local planning framework, including the objectives of the Commercial zone under Local Planning Scheme No. 2 (LPS2), contain appropriate controls to ensure that impacts from commercial developments on commercially zoned land are contained to appropriate levels. As outlined above, the impacts of the proposal would be appropriately managed to provide an expected improvement in amenity outcomes from adjoining residential properties.</p> <hr/> <p>The existing operations of the business have been approved by Council and are not subject to consideration as part of this application.</p> <p>The relevant considerations for this application relate to the proposed modifications to the existing business. As outlined above, the proposed modifications are expected to result in an overall improvement in amenity outcomes for adjoining residential properties.</p>
<p><u>Noise</u></p> <ul style="list-style-type: none"> The introduction of the additional wash bay, four roof-mounted exhaust fans and acoustic roller doors will result in new noise sources in addition to the existing noise generated by the development which will impact on adjoining residential properties. <p>This includes the exhaust fans which will create unmodulated and constant noise and the operation of the acoustic roller doors which will result in noise impacts.</p>	<p>The City acknowledges the proposal would result in new noise sources being generated by the development. The City's assessment of the proposal has determined that these noise sources are not expected to impact on the amenity of adjoining residential properties. This is because the proposal includes the installation of acoustic roller doors that would be electronically interlocked with the high pressure hoses. This modification to the existing development would result in an improvement to the existing site situation in relation to noise generation from the development.</p>

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
<ul style="list-style-type: none"> • Concerns the data included in the Acoustic Report and operational information misrepresents the existing operations of the business. • The assumptions in the Acoustic Report and the Noise and Operational Management Plan that 20 to 25 cars are being cleaned per day are inconsistent with the existing operations of the business which cleans up 60 to 100 cars per day. This means that the assumptions in the reporting provided by the applicant are not appropriate to use. • The statements in the Noise and Operational Management Plan that assert that the noise generated by the vacuums can be controlled by relocating the vacuum machinery within the building are incorrect. This is because the noise generated by vacuums occurs as the air is pulled through the nozzle of the vacuum cleaner which are proposed to be used outside, resulting in noise impacts to adjoining properties. 	<p>The noise modelling within the Acoustic Report provided by the applicant assesses a 'worst case scenario' which includes all measurable noise sources generated by the development including air nozzles, vacuums, exhaust fans and high pressure hoses.</p> <p>These City's Health Services Team have reviewed the Acoustic Report and have confirmed that, based on the findings within the report, the proposed development, including the introduction of these new noise profiles, including the acoustic rollers, exhaust fans and the noise generated by their operation would be compliant with the <i>Environmental Protection (Noise) Regulations 1997</i>. The installation of the exhaust fans is required to facilitate the installation of the acoustic roller doors which are proposed as noise mitigation controls. The roller doors would result in a considerable improvement in the modelling of noise compared to the existing site situation and are supported to provide an improved noise outcome for surrounding residential properties.</p> <p>The high pressure hoses would be electronically interlocked so that they are only able to be used when both acoustic roller doors are closed, ensuring appropriate noise mitigation for all operating hours of the development. A condition of approval is included in the Officer Recommendation which requires the proposed interlocking system to be installed.</p> <p>The Acoustic Report has been reviewed by the City's Health Services Team, and the City is satisfied with the methodology and conclusions within the report.</p> <p>As outlined above, the modelling included within the Acoustic Report includes a 'worst case scenario' with all noise sources occurring at the same time.</p> <p>The data included in the report accurately represents the proposed modifications to the operations of the business and confirms that the proposal is capable of operating in compliance with the <i>Environmental Protection (Noise) Regulations 1997</i>.</p> <p>The statements within Noise and Operational Management Plan (NOMP) outline the operations of the vacuums and do not make claims regarding noise reductions due to the operation of the equipment.</p> <p>The noise modelling within the Acoustic Report includes appropriate consideration of noise generated by vacuums.</p>

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
<ul style="list-style-type: none"> The number of staff members working and operating the business results in noise impacts to surrounding properties. This includes raised voices conversing over the sound of noise generating cleaning equipment. 	<p>The noise generated by staff conversing as part of the operations of the business are not considered under the <i>Environmental Protection (Noise) Regulations 1997</i>.</p> <p>The noise profile of staff conversing is expected to occur as part of standard operating procedures for the car wash business which is an approved commercial land use within the Commercial zone. The impact of this noise is acceptable as it is not considered unreasonable considering the operating hours and the business and the nature of the land use.</p>
<p><u>Operation Management Plan</u></p> <ul style="list-style-type: none"> The operation of the business as outlined in the Noise and Operational Management Plan is not representative of current operations on the subject site. The Noise and Operational Management Plan states that all vehicles with a reversing beacon would have this disabled. The disabling of this beacon is not possible on some mine vehicles which the business servicing regularly. 	<p>The NOMP appropriately outlines the proposed operational changes to the business. Sufficient detail is provided regarding management measures to ensure that the development would be effective in mitigating the impact of noise and activity so as not to adversely impact the amenity and comfort of surrounding properties.</p> <p>The Officer Recommendation within the report provides appropriate conditions to ensure that the proposed modifications to the existing business would not result in an unsafe environment including traffic and parking impacts. In addition, safety and amenity issues within the immediate area are not expected to increase as a result of the proposed development.</p> <p>The management measures in the NOMP outline the procedures for dealing with commercial vehicles with reversing beacons.</p> <p>The measures include disabling the beacon where possible or utilising bays where reversing is not required to service the vehicle. These measures are sufficient to manage impact to adjoining properties.</p>
<p><u>Traffic</u></p> <ul style="list-style-type: none"> The proximity of the business to the surrounding residential properties results in inappropriate traffic issues. The consistent vehicle traffic during the operating hours of the business result in disturbance to residents of surrounding properties. The business impacts on the vibrancy of the area of North Perth in which it is located. The operations result in direct amenity impact and increased use of local roads in an area that is popular with young families due to the proximity to Kyilla Primary School. 	<p>The proposed development would retain the existing vehicle access for the development from Charles Street. These existing vehicle access arrangements provide an appropriate level of separation between the traffic movements generated by the development and the adjoining residential properties to the east.</p> <p>The applicant's TIS identifies that the proposed development would generate an estimated 72 additional daily vehicle trips. These trips fall well within the capacity of Charles Street as a primary distributor road which accommodates over 24,000 trips per day.</p>

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
<ul style="list-style-type: none"> The subject site is not fit for purpose for the size of the commercial operation proposed and occurring on Charles Street, which is a major arterial road. 	<p>Given the level of traffic travelling along Charles Street, it has not been demonstrated by submitters or through the City's assessment that the traffic and vehicle trips generated by the proposed operations of the business would impact on the amenity of the surrounding North Perth area.</p> <p>The increase in daily vehicle trips from the proposal fall well within the capacity of Charles Street and would not result in an impact on the amenity of residents.</p>
<ul style="list-style-type: none"> The intensity of the use identified in the Noise and Operational Management Plan is inconsistent with the current operations of the business. The current operations leads to overflow parking of vehicles awaiting cleaning in surrounding residential streets. 	<p>The development proposes amendments to an existing approved commercial land use within the Commercial zone of the City's Local Planning Scheme No. 2.</p> <p>As outlined above, the additional traffic generated by the proposal falls well within the capacity of Charles Street as a primary distributor road.</p> <p>The proposed modifications to the existing development, specifically the additional wash bays would not result in the development being inappropriate for the subject site or the locality.</p>
<ul style="list-style-type: none"> The proposed amendments including the increasing in the number of high pressure washers and lifting existing restriction will increase existing off-site traffic impacts from the development. The proposed amendments would lead to an unsafe environment, with additional vehicles filling the site and spilling onto the adjoining sites and the surrounding streets. This is a threat to the safety and amenity of the surrounding area. 	<p>The application proposes an additional six vehicle parking bays on site as part of the application. This would increase the number of vehicles which are able to be accommodated onsite at any given time and would reduce the likelihood of customers waiting off-site due to an operational bottleneck.</p>
<ul style="list-style-type: none"> The proposed amendments would lead to an increase in the number of vehicles on-site and impact vehicle safety. 	<p>The proposed onsite car parking for the development is consistent with the requirements of the City's Local Planning Policy: Non-Residential Parking, ensuring that sufficient vehicle parking is provided onsite.</p> <p>The City's Engineering Services Team has reviewed the onsite parking layout, including the proposed additional bays, and confirmed that the proposed modifications to the existing operations of the business in relation to vehicle parking and manoeuvring would not result in queuing and safety issues for the development. This is because appropriate area has been provided for safe manoeuvring within the site. The controls within the NOMP would ensure vehicle flow throughout the site to reduce queuing issues.</p>

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
<p><u>Health Impacts</u></p> <ul style="list-style-type: none"> The operations of the business result in chemical odours which may impact on the health and wellbeing of nearby residents. The spill of chemical odours from the subject site requires the doors and windows of surrounding properties to be closed, limiting access to fresh air and ventilation. 	<p>Chemical handling and storage are regulated under State legislation, including the <i>Work Health and Safety Regulations</i> and the <i>Dangerous Goods Safety Act 2004</i>. Compliance with these requirements is monitored through the relevant State authorities. These are not administered by the City of Vincent and are not regulated through the planning system.</p> <p>The City's Health Services Team have not received any complaints relating to chemical odours emitting from the subject site. Should community members have concerns related to chemical odours, please submit a request to the City's Health Services.</p>
<p><u>Compliance</u></p> <ul style="list-style-type: none"> Concerns that during the operation of the business over the last 10 years, the operator has repeatedly failed to comply with the previous development approvals that have been granted. This includes non-compliance in relation to the number of vehicles on site and operating hours. The current operations of the business do not reflect the original approval of the use. The incremental increase in the intensity and the expansion of the operations of the business over time has resulted in the current operations as a high volume commercial car wash. 	<p>The operations of the existing business have been the subject of multiple investigations by the City's Development Compliance Team. The City has actively pursued all complaints received from the community in relation to non-compliance of the business with the current approval.</p> <p>For a full compliance history of the business since the 18 October 2022 approval, refer to Attachment 12.</p> <p>The current application seeks approval for the modifications to the business as outlined in the Proposal section of the report.</p> <p>In accordance with the requirements of the planning framework, the City's assessment of the application is required to consider the impact proposed changes on the operations of the existing, approved, development. Consideration of the change in the operations of the development from the original approval is not a consideration as part of this application.</p> <p>The proposed building and operational modifications, including the installation of the acoustic roller doors and creation of the 'Work Free Zone' are expected to deliver an overall improvement in amenity outcomes for adjoining residential properties when compared with the existing approved operations.</p>
<p><u>Operator Behaviour</u></p> <p>There is a clear attitude of disregard by the operator of the car wash to the impact of its business.</p>	<p>As outlined in the Comments section of the report, the City obtained legal advice which confirmed that weight cannot be given to previous non-compliance with development approvals as part of decision making for this or any other development application.</p> <p>This advice would also apply to behaviour of the operator or the landlord.</p>

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
<p><u>Previous Approvals and Requests to Council</u></p> <ul style="list-style-type: none"> The City of Vincent has failed to manage the operation of the business effectively which is negatively impacting on the community. The City of Vincent should prioritise the well-being of residents over the continued growth of the existing business which consistently fails to comply with the existing approvals that are in place. Request that the City of Vincent undertake sound monitoring from the adjoining residential properties at random dates throughout the year and not only in response to complaints. 	<p>As outlined above, the operations of the existing business have been the subject of multiple investigations by the City’s Development Compliance Team.</p> <p>The City has actively managed the operations of the business which has included compliance action which resulted in the prosecution of the operator. Appropriate management measures have been undertaken by the City’s Development Compliance Team, following the determination of the 2022 application.</p> <p>All compliance investigations and enforcement have been undertaken in accordance with the City’s Development Compliance Enforcement Policy.</p> <p>The City is required to assess all valid planning applications that are received on their merits against the relevant planning framework.</p> <p>As outlined in the Comments section of the report, the proposal is expected to reduce the impact of the business on surrounding properties compared with the existing development. The proposal is also expected to deliver an overall improvement in amenity outcomes for surrounding residential properties.</p> <p>The City has undertaken extensive monitoring of the business in response to resident complaints which includes undertaking sound monitoring when required.</p> <p>The level of monitoring and enforcement undertaken by the City has been appropriate for the business and the nature of the complaints received. As outlined in the Background section of the report, no complaints received regarding non-compliance have been substantiated. As such, additional monitoring is not required to ensure the business achieves compliance with the <i>Environmental Protection (Noise) Regulations 1997</i>.</p>
<p><u>Legal Proceedings</u></p> <p>The continued legal proceeding that the City is forced to engage with to control the operations of the business use unnecessary resources which could be better allocated elsewhere.</p>	<p>The City is required to fulfill its regulatory obligations under the <i>Planning and Development Act 2005</i>. The allocation of resources to assess planning applications and undertaken compliance enforcement, along with associated costs is not a relevant planning consideration under the relevant matters under Clause 67(2) of the Deemed Provisions.</p>
<p><u>Property Value</u></p> <p>The current operations of the business and the proposed amendments would impact the value of surrounding residential properties.</p>	<p>The impact of the proposed development on the value of properties is a matter that, whilst understandably of high importance to individual landowners, is not directly relevant in any assessment of the planning merit of a proposed development and cannot be addressed within the relevant planning framework.</p>

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

Summary of Submissions:

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

Comments Received in Objection:	Administration Comment:
<p><u>Land Use Conflict</u></p> <ul style="list-style-type: none"> The increase in the number of vehicles onsite will result in an intensification of the existing use that will impact on the amenity of surrounding residential properties. The subject site is not suitable for the scale of operations that are proposed as part of the current application. Insufficient buffer is provided between the subject site and the surrounding properties. The operations of the business, being a high-volume commercial car wash, are inconsistent with the area in which it is located due to the presence of adjoining residential properties. Concerns regarding the effectiveness of the ‘Work Free Zone’ in reducing the impacts of the development on adjoining residential properties. Lower intensity commercial uses would be more suitable in this location. 	<p>The amended TIS has shown that ‘technically’ there would be an increase in traffic purely based off an additional wash bay. However, it must be noted that the number of service bays in total (6 bays) does not change. Additionally, any increase in traffic will be limited by the existing touch up bays that are not proposed to change – i.e. existing traffic numbers will either stay the same or only be marginally more due to an improvement in the efficiency and safety of vehicle movements through the site.</p> <p>The same buffer is provided as per the previous approval. Additionally, this development will ensure that there is a greater separation as there is a clear area for no parking/works, and the wash bays will be closed behind acoustic roller doors. The scale and operations remain largely consistent with the previous approval.</p> <p>Reference should be made to the amended TIS that shows that this development will be considered as being moderate in volume, pursuant to the Transport Impact Assessment guidelines.</p> <p>The ‘Work Free Zone’ is essentially a buffer to increase the setback of any activity works to neighbouring properties. Measuring the effectiveness of the zone is to measure the setbacks the zone now creates. It is considered that these larger setbacks ensure that there are no adverse land use conflicts between a commercially zoned property and the adjacent residential zone.</p> <p>The development is already occurring on site via previous approvals.</p>
<p><u>Amenity</u></p> <ul style="list-style-type: none"> The cumulative impact of the proposed modifications will result in further degradation of the amenity of adjoining residential properties. 	<p>It is submitted that while Residential areas are typically seen as being ‘quiet’ areas, this site is within an inner-city suburb, in proximity to both a commercial area and to a busy transport corridor in form Charles Street which as historically always had a number of non-residential land uses. It is expected that there will be some form of noise within the area, and it has been identified through reporting that the proposal is both acceptable and will improve the current noise levels.</p>

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
<ul style="list-style-type: none"> The current operations of the existing development severely impact on the quality of life of residents of nearby properties. <p>This includes the off-site impacts generated by the operations of the car wash which impact the amenity of adjoining residential properties. This impacts on the amenity of indoor and outdoor living areas during the operating hours of the business due to the noise generated by the high pressure hoses, machinery, staff, air hoses, and vacuums.</p>	<p>The application aims to improve the operational parameters of the business which were not clear and unworkable under previous/existing approvals.</p> <p>Noise mitigation measures also form part of the application. Findings from the Acoustic Report outline that noise generating equipment complies with the provisions of the <i>Environmental Protection (Noise) Regulations 1997</i>. In respect to amenity considerations related to noise, it is noted that there is often some conflict where there are different zonings in proximity to each other. It is considered that in conjunction with the noise generated from the surrounding commercial developments and traffic from Charles Street, the current level of noise is consistent with the amenity of the locality. This amenity will not be adversely impacted, rather improved by the updated measure of this proposal.</p>
<p><u>Noise</u></p> <ul style="list-style-type: none"> The introduction of the additional wash bay, four roof-mounted exhaust fans and acoustic roller doors will result in new noise sources in addition to the existing noise generated by the development which will impact on adjoining residential properties. <p>This includes the exhaust fans which will create unmodulated and constant noise and the operation of the acoustic roller doors which will result in noise impacts.</p> <ul style="list-style-type: none"> Concerns the data included in the Acoustic Report and operational information misrepresents the existing operations of the business. The assumptions in the Acoustic Report and the Noise and Operational Management Plan that 20 to 25 cars are being cleaned per day are inconsistent with the existing operations of the business which cleans up 60 to 100 cars per day. This means that the assumptions in the reporting provided by the applicant are not appropriate to use. 	<p>An amended Acoustic Report has been provided that demonstrates that the proposal (including the exhaust fans) is acceptable, even on the worst-case scenario – a request by City officers.</p> <p>While the operation of the acoustic roller doors may create some noise, it is not considered to be adverse. On balance, having these acoustic roller doors will achieve a better outcome than present.</p> <p>The proposed modification to conditions is to assist current traffic and manoeuvrability concerns on site. A robust management plan has been prepared and any non-compliance with this will be mean the operator is in breach of their approval.</p> <p>Future compliance by an operator and any planning approval is not a valid planning consideration pursuant to clause 67(2) of the Deemed Provisions.</p> <p>The number of vehicles per day would not determine the assigned noise levels, rather this would only be the frequency of the noise.</p>

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
<ul style="list-style-type: none"> The statements in the Noise and Operational Management Plan that assert that the noise generated by the vacuums can be controlled by relocating the vacuum machinery within the building are incorrect. This is because the noise generated by vacuums occurs as the air is pulled through the nozzle of the vacuum cleaner which are proposed to be used outside, resulting in noise impacts to adjoining properties. The number of staff members working and operating the business results in noise impacts to surrounding properties. This includes raised voices conversing over the sound of noise generating cleaning equipment. 	<p>We respectfully disagree with this statement. The majority of the sound will come from machine itself. While it is accepted that there may be some noise generated by the nozzle, it is not considered to be adverse or unacceptable in respect to the amenity of the locality.</p> <p>The development will be subject to the <i>Environmental Protection (Noise) Regulations 1997</i>. As identified by the submitted Acoustic Report, the development complies in this regard.</p>
<p><u>Operation Management Plan</u></p> <ul style="list-style-type: none"> The operation of the business as outlined in the Noise and Operational Management Plan is not representative of current operations on the subject site. The Noise and Operational Management Plan states that all vehicles with a reversing beacon would have this disabled. The disabling of this beacon is not possible on some mine vehicles which the business servicing regularly. 	<p>The management plan is not proposed to reflect what is currently being conducted on site, rather it is proposes how the business should operate to ensure there are no adverse impacts to the surrounds and is consistent with the proposed application.</p> <p>As mentioned in the management plan, these types of vehicles are uncommon. Additionally, it is further stated that in the instance where such a beeper cannot be turned off, staff are instructed not to use the wash and detailing bay which requires the vehicles to be reversed.</p>
<p><u>Traffic</u></p> <ul style="list-style-type: none"> The proximity of the business to the surrounding residential properties results in inappropriate traffic issues. The consistent vehicle traffic during the operating hours of the business result in disturbance to residents of surrounding properties. The business impacts on the vibrancy of the area of North Perth in which it is located. The operations result in direct amenity impact and increased use of local roads in an area that is popular with young families due to the proximity to Kyilla Primary School. The subject site is not fit for purpose for the size of the commercial operation proposed and occurring on Charles Street, which is a major arterial road. 	<p>An amended TIS has been prepared outlining that the development is acceptable.</p> <p>The development is considered to be consistent with other commercial facilities in the immediate locality. All traffic will be from Charles Street only, with no use of other local roads.</p> <p>It is evident by the plans that the operations of the site can work – this is also backed up by swept paths provided within the TIS. Adequate management (per the management plan) will ensure that there are no adverse impacts created.</p>

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
<ul style="list-style-type: none"> The intensity of the use identified in the Noise and Operational Management Plan is inconsistent with the current operations of the business. The current operations leads to overflow parking of vehicles awaiting cleaning in surrounding residential streets. The proposed amendments including the increasing in the number of high pressure washers and lifting existing restriction will increase existing off-site traffic impacts from the development. The proposed amendments would lead to an unsafe environment, with additional vehicles filling the site and spilling onto the adjoining sites and the surrounding streets. This is a threat to the safety and amenity of the surrounding area. The proposed amendments would lead to an increase in the number of vehicles on-site and impact vehicle safety. 	<p>The proposed modification to conditions is to assist current traffic and manoeuvrability concerns on site. A robust management plan has been prepared and any non-compliance with this will be mean the operator is in breach of their approval.</p> <p>The amended TIS has shown that 'technically' there would be an increase in traffic purely based off an additional wash bay. However, it must be noted that the number of service bays in total (6 bays) does not change. Additionally, any increase in traffic will be limited by the existing touch up bays that are not proposed to change – i.e. existing traffic numbers will either stay the same or only be marginally more due to an improvement in efficiency and far more clear and orderly movement of vehicles through the site.</p> <p>As above, the amended TIS has shown that 'technically' there would be an increase in traffic purely based off an additional wash bay. However, it must be noted that the number of service bays in total (6 bays) does not change. Additionally, any increase in traffic will be limited by the existing touch up bays that are not proposed to change – i.e. existing traffic numbers will either stay the same or only be marginally more due to an improvement in efficiency.</p>
<p><u>Health Impacts</u></p> <ul style="list-style-type: none"> The operations of the business result in chemical odours which may impact on the health and wellbeing of nearby residents. The spill of chemical odours from the subject site requires the doors and windows and of surrounding properties to be closed, limiting access to fresh air and ventilation. 	<p>Based on chemicals used for washing and detailing cars, any chemical odours released from the site will be minimal at best and not create any adverse impacts to its surrounds.</p> <p>Adequate separation distances to residential properties have been provided. It is also noted that any chemicals that are used are largely diluted as they are for cleaning purposes only. Spills may only occur on a rare occurrence and any clean-up and remediation will be appropriately managed.</p>
<p><u>Compliance</u></p> <ul style="list-style-type: none"> Concerns that during the operation of the business over the last 10 years, the operator has repeatedly failed to comply with the previous development approvals that have been granted. This includes non-compliance in relation to the number of vehicles on site and operating hours. 	<p>While the history of the site is acknowledged, it is submitted that the likelihood of compliance by an operator is not a relevant planning consideration if the proposed item in question (that being closing the acoustic roller door) is reasonable to conduct. Should there be any non-compliance, there is a complaints management process as part of the submitted operational management plan. Alternatively, the submitter can refer the matter to the City's compliance team.</p>

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
<ul style="list-style-type: none"> The current operations of the business do not reflect the original approval of the use. The incremental increase in the intensity and the expansion of the operations of the business over time has resulted in the current operations as a high volume commercial car wash. 	<p>While it is acknowledged that the development proposed may be of a slightly higher intensity than the first approval for the site, this is merely academic given the restrictions in respect to the layout of the site which are, in some respects, illogical and unworkable. It is submitted that the City must assess the application that is before them. It has been demonstrated that the development is acceptable.</p>
<p><u>Operator Behaviour</u></p> <p>There is a clear attitude of disregard by the operator of the car wash to the impact of its business.</p>	<p>Altus Planning cannot comment on the matter other than acknowledging that this perceived issue is not a relevant planning consideration under clause 67(2) of the Deemed Provisions.</p>
<p><u>Previous Approvals and Requests to Council</u></p> <ul style="list-style-type: none"> The City of Vincent has failed to manage the operation of the business effectively which is negatively impacting on the community. The City of Vincent should prioritise the well-being of residents over the continued growth of the existing business which consistently fails to comply with the existing approvals that are in place. Request that the City of Vincent undertake sound monitoring from the adjoining residential properties at random dates throughout the year and not only in response to complaints. 	<p>This is not a relevant planning consideration to this proposal. Should there be any non-compliance, there is a complaints management process as part of the submitted operational management plan. Alternatively, the submitter can refer the matter to the City's compliance team.</p> <p>The City can only conduct an assessment that is before them. As demonstrated, any offsite impacts that the development may create have been deemed acceptable.</p> <p>This is not a relevant planning consideration for this proposal and is largely based on compliance.</p>
<p><u>Legal Proceedings</u></p> <p>The continued legal proceeding that the City is forced to engage with to control the operations of the business use unnecessary resources which could be better allocated elsewhere.</p>	<p>The legal proceedings are a separate process to the Development Application.</p>
<p><u>Property Value</u></p> <p>The current operations of the business and the proposed amendments would impact the value of surrounding residential properties.</p>	<p>Perceived impacts to property values are not a valid planning consideration pursuant to clause 67(2) of the Deemed Provisions.</p>

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

Clause 67 – Relevant Matters to be Considered by Local Government Assessment

Clause 67 – Matters to be Considered	
Matter	Administration Comment
<p>a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area.</p>	<p>The City's Local Planning Scheme No. 2 (LPS2) contains broader aims applicable to the entire Scheme area, separate to objectives for each zone. LPS2 aims relevant to this proposal include:</p> <ul style="list-style-type: none"> (a) <i>to cater for the diversity of demands, interests and lifestyles by facilitating and encouraging the provision of a wide range of choices in housing, business, employment, education, leisure, transport and access opportunities;</i> (b) <i>to protect and enhance the health, safety and general welfare of the City's inhabitants and the social, environmental and cultural environment;</i> (e) <i>to promote and safeguard the economic well-being and functions of the City;</i> (j) <i>to provide a diverse range of employment opportunities such as retail, commercial, entertainment, knowledge based professions and tourism, to ensure a sustainable economy, as well as generating employment self-sufficiency and self-containment;</i> <p>In summary, the subject application is acceptable under the aims of LPS2. The development proposes appropriate modifications to an existing commercial development. The modifications to the approved land use would improve the operations of the business and would support local employment and promote economic wellbeing within the City. Noise impacts on adjoining properties would be mitigated through the installation of the proposed acoustic roller doors and the proposed operation measures, with all of these being conditioned. The land use is consistent with the objectives of applicable existing and future planning instruments.</p>
<p>b) The requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> or any other proposed planning instrument that the local government is seriously considering adopting or approving.</p>	<p>The suitability of the development has been assessed having regard to the relevant scheme requirements, the City's local planning framework, and the impact of the development on the area, consistent with the principles of orderly and proper planning.</p> <p>There are no draft planning instruments relevant to this application.</p>
<p>g) Any local planning policy for the Scheme area.</p>	<p>An assessment has been undertaken against the City's relevant local planning policies, including the Built Form Policy, Sound Attenuation Policy, and Non-Residential Parking Policy.</p>
<p>n) The compatibility of the development with its setting including –</p> <ul style="list-style-type: none"> (i) The compatibility of the development with the desired future character of its setting. (ii) The relationship of the development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development. 	<p>The proposed development is compatible with its setting and would not adversely impact the desired future character of the area or the amenity of adjoining properties.</p> <p>The land use is an existing commercial development which has been operating for over 10 years. The proposed modifications to the existing development include the installation of acoustic roller doors and the introduction of a 'Work Free Zone' to ensure the proposal (which includes the creation of an additional 'Wash Bay') does not result in an adverse impact on the amenity of surrounding properties.</p> <p>Operational impacts have been addressed through the applicant's Noise and Operational Management Plan, which outlines measures for noise mitigation, complaints management, maintenance schedule, and operations. An Acoustic Report has also confirmed that predicted noise levels will comply with the <i>Environmental Protection (Noise) Regulations 1997</i>. Conditions of approval will require the development to operate in accordance with these documents.</p>
<p>n) The amenity of the locality including the following –</p> <ul style="list-style-type: none"> (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development. 	<p>Overall, the proposed use would not result in adverse impacts on adjoining land or the locality. The acceptability of the modifications to the existing land use and its compatibility within its setting and impact on amenity is detailed further in the Comments section.</p>

<p>s) the adequacy of – (i) the proposed means of access to and egress from the site; and (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles</p>	<p>The proposed onsite car parking for the development is consistent with the requirements of the City's Local Planning Policy: Non-Residential Parking, ensuring that sufficient vehicle parking is provided onsite.</p> <p>The proposed removal of Condition 3.3 would result in insufficient and poorly defined arrangements, which lack enforceable controls for the manoeuvring of vehicles across the site.</p> <p>The reasons for not supporting the removal of Condition 3.3 are detailed in the Comments section.</p>
<p>t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety.</p>	<p>The increase in daily vehicle trips as a result of the modifications to the existing development would not result in a significant increase in the amount of traffic generated by the business and would not impact on the amenity of surrounding properties. The additional traffic would continue to be appropriate for Charles Street which is designated as a primary distributor road</p> <p>The acceptability of the traffic impacts of the development is detailed in the Comments section.</p>
<p>w) the history of the site where the development is to be located</p>	<p>The history of the site is detailed in the Background section of the report.</p> <p>Since 2011, the site has been operating as a car wash. The proposal is introducing modifications to an existing commercial business to a site that has been operating commercially in nature for an extend period of time. The acceptability of the land use and its compatibility within its setting and impact on amenity is detailed in the Comments section.</p> <p>The compliance history for the development is also outlined in the Background section of the report, with a full compliance history of the business since the 18 October 2022 approval was issued, included as Attachment 12.</p> <p>Legal advice obtained by Administration confirms that Council cannot give weight to previous non-compliance with development approvals as part of their decision making for this or any other development application.</p> <p>Considerations should be limited to those outlined in the Deemed Provisions, outlined in the Comments section,</p>
<p>y) any submissions received on the application</p>	<p>The key matters raised in the submissions that are relevant planning considerations in the assessment of the proposal are addressed in this report. A summary of the submissions and the response by Administration has been included as Attachment 9, while the response by the Applicant has been included as Attachment 10.</p> <p>The total number of submissions received for or against the proposal is not itself a consideration for the application.</p>
<p>z) the comments or submissions received from any authority consulted under clause 66</p>	<p>The application was referred to Main Roads WA (MRWA) as part of the assessment process. Their comments have considered as part of the assessment of the application.</p> <p>A copy of MRWA's referral response including the recommended conditions in full is provided within Attachment 8.</p>

Compliance History of Existing Business Operations

Date	Enforcement Matter
18 October 2022 to 20 January 2023	<p>The City received complaints alleging non-compliance of the business with conditions of the 2022 development approval.</p> <p>Additional concerns received in relation to the intensity of activities occurring on site. Claims that the operations were unreasonable and not in keeping with the with the supporting documentation the applicant lodged through the 2022 development approval process.</p>
20 January 2023	<p>The City's Compliance Services Team undertook a site investigation which identified breaches to Conditions 1.2, 1.3 and 6 of the 2022 development approval.</p> <p>Planning Infringement Notice (PIN) was issued to the operator for this offence.</p> <p>The City's Officers directed the operator to take immediate action to comply with all conditions of development approval.</p> <p>The business owner was informed that the City will continue to monitor the property and that the City would commence prosecution proceedings for any further alleged offences, given past enforcement action already taken.</p> <p>The operator was made aware of the relevant fines and penalties under the <i>Planning and Development Act 2005</i> (P&D Act).</p>
20 April 2023	<p>City Officers obtained sound level measurements from a nearby noise sensitive premises, to investigate the alleged unreasonable noise being emitted from the use of the pressure washer.</p>
30 June 2023 to 14 July 2023	<p>City Officers undertook organised inspections which included weekday and weekend site visits, to monitor activities at the premises, to assess compliance with conditions of the 2022 development approval.</p>
9 August 2023	<p>The City continued to receive complaints from nearby residents.</p> <p>Subsequently, the City met with and obtained, additional operational information from the operator.</p>
15 December 2023	<p>City Officers forwarded the collected evidence relating to the alleged breaches of the development approval to the City's legal representatives.</p>
January 2024	<p>Further inspections were undertaken by City Officers to collect evidence of additional breaches of the 2022 development approval.</p> <p>The additional evidence was provided to the City's legal representatives.</p>
27 February 2024	<p>A Prosecution Notice and Court Hearing Notice was prepared by the City's legal representatives.</p>
5 March 2024	<p>The Prosecution Notice and Court Hearing Notice was served to the operator.</p>
12 April 2024	<p>The matter was listed for Mentions in the Perth Magistrates Court.</p>
5 July 2024	<p>On the day of the hearing, the operator pleaded guilty to three charges relating to breaches of Condition 1.2, 1.3 and 3.3 of the 2022 development approval.</p>
13 August 2024	<p>The Magistrate's ruling was that the offence committed by the operator was at the lower end of the scale in terms of seriousness.</p> <p>The Magistrate imposed a fine including legal costs of \$21,768.</p>
24 October 2024	<p>The City received a complaint citing further breaches of the 2022 development approval.</p>
25 October 2024	<p>The City responded to the complainant advising that the City's Ranger Services Team were undertaking targeted patrol of the nearby streets to identify any illegal parking by the business.</p> <p>The City advised that Officers would perform inspections of the business to collect information and evidence in relation to the alleged breaches.</p>
November 2024 to April 2025	<p>A total of 11 site inspections were conducted by City Officers.</p> <p>Only one observable and justifiable breach occurred during the 11 site inspections that were undertaken, relating to Condition 3.3 of the 2022 development approval.</p>
May 2025 to October 2025	<p>No complaints were received from the community over a six month period regarding the operations of the business at the subject site.</p>

Date	Enforcement Matter
21 November 2025	<p>Complaints were received by the City alleging breaches of the 2022 development approval in relation to number of vehicles being accommodated on the subject lot.</p> <p>The allegations also alleged that a commercial premises nearby was being used to unlawfully to store vehicles associated with the existing development.</p>
27 November 2025 and 3 December 2025	<p>Two site inspections conducted by City officers have not identified any breaches of the 2022 development approval.</p> <p>The allegations regarding the use of nearby commercial properties for the storage of vehicles associated with the existing development was identified as being unsubstantiated.</p>

5.2 NOS. 484 & 488-492 (LOTS: 51 & 52; D/P: 29193) BEAUFORT STREET, HIGHGATE - CHANGE OF USE FROM EATING HOUSE TO TAVERN (AMENDMENT TO APPROVED)

Ward: South Ward

- Attachments:**
1. Consultation and Location Plan [↓](#) 
 2. Development Plans [↓](#) 
 3. Traffic Impact Statement and Parking Management Plan [↓](#) 
 4. Venue Management Plan [↓](#) 
 5. Acoustic Report [↓](#) 
 6. Waste Management Plan [↓](#) 
 7. Previous Approval [↓](#) 
 8. Clause 67 Assessment [↓](#) 
 9. Data and Analysis Tables [↓](#) 
 10. Summary of Submissions - Administration Response [↓](#) 
 11. Summary of Submissions - Applicant Response [↓](#) 
 12. Determination Advice Notes [↓](#) 

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, **APPROVES** the application for a proposed Change of Use from Eating House to Tavern (Amendment to Approved) at Nos. 484 & 488-492 (Lots: 51 & 52; D/P: 29193), Highgate in accordance with the plans provided in Attachment 2, by deleting all conditions and replacing them with the following, with the associated determination advice notes in Attachment 12:

1. Development Approval

This approval relates to a Change of Use from Eating House to Tavern (Amendment to Approved) as shown on the approved plans dated 9 September 2014 and 8 August 2025. No other development forms part of this approval;

2. Use of Premises

- 2.1 This approval is for a Tavern as defined in the City of Vincent Local Planning Scheme No. 2. The use of the subject land for any other land use may require further approval from the City;
- 2.2 The hours of operation of the Tavern shall be limited to 11:00am – 12:00am (midnight) Monday to Sunday, and Public Holidays; or as otherwise permitted under an Extended Trading Permit issued by the Racing Gaming and Liquor Division of the Department of Local Government, Sport and Cultural Industries; and
- 2.3 The Tavern shall be limited to a maximum of 400 persons (patrons and staff), at any one time;

3. Venue Management

- 3.1 The premises shall operate in accordance with the approved Venue Management Plan dated 25 November 2025, at all times, to the satisfaction of the City; and
- 3.2 The Waste Management Plan, dated 5 December 2025, must be implemented at all times, to the satisfaction of the City;

4. Acoustic Report and Noise Management

- 4.1 All operational measures and recommendations outlined in the approved Acoustic Report (E-LAB Consulting), dated 9 December 2025, shall be implemented and maintained thereafter, to the satisfaction of the City at the expense of the owners/occupiers.

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

5. Car and Bicycle Parking

- 5.1 Within 28 days of the date of this approval, the car parking areas on the subject site shall be sealed, drained, paved and line marked in accordance with the approved plans, dated 8 August 2025, and the Venue Management Plan dated 25 November 2025. The car parking area shall be thereafter maintained by the owner(s)/occupier(s) to the satisfaction of the City; and
- 5.2 Within 28 days of the date of this approval, a minimum of 12 long-term bicycle bays shall be provided at the rear of the property and designed in accordance with AS2890.3. The bicycle parking area shall be thereafter maintained by the owner(s)/occupier(s) to the satisfaction of the City.

EXECUTIVE SUMMARY:

The purpose of this report is to consider an application for development approval for an amendment to approved Tavern at Nos. 484 & 488-492 Beaufort Street, Highgate (the subject site).

The site is zoned Commercial under the City's Local Planning Scheme No. 2 (LPS2) and is located within the Activity Corridor Built Form Area under Policy No. 7.1.1 – Built Form (Built Form Policy).

The application proposes operating hours of 11:00 am to 12:00 am daily, including public holidays, and to increase the maximum capacity from 225 to 400 persons (an additional 175 people). No built form changes are proposed and it is noted that the current approval does not restrict operating hours.

The application is referred to Council for determination as it seeks to modify a condition imposed by Council (increase the approved maximum occupancy which would intensify the approved use), and proposes departures to car parking standards. Further, this application was advertised and received more than five objections. Key areas of discretion relate to proposed intensification of the land use through an increased patron capacity, car and bicycle parking, amenity and noise impacts on nearby residential homes, and hours of operation.

The proposed extension is consistent with the objectives of the Beaufort Street Town Centre Planning Framework (BSPF) and the intent of the 'Downtown' sub-precinct. This is because the Tavern forms part of the existing hospitality and nightlife context of the area.

The applicant has provided car parking demand data within the Traffic Impact Statement (TIS), included as **Attachment 3**. The survey data indicates that a majority of patrons attending the site during peak periods are already in the Town Centre attending other venues. This is relevant to the likely net additional trip generation attributable to the proposal, but does not remove the need to assess amenity and parking impacts at and around the site. This application would not substantially worsen amenity impacts beyond the existing approved and established Tavern use, provided the updated Venue Management Plan (VMP) and Acoustic controls are implemented and complied with.

The subject site provides six existing onsite car bays. Under the City's Non-Residential Parking Policy, the proposed increase of 175 patrons/staff results in a shortfall of 38. The applicant's TIS applies a demand-based methodology which indicates that the net additional parking demand attributable to the increased capacity is modest, approximately four bays during peak periods. While this assessment relies on survey data and assumptions about patron behaviour, it has been considered alongside the City's on-street parking survey data and demonstrates that sufficient on-street parking is available within a walkable catchment during peak times.

An updated VMP, included as **Attachment 4**, has been provided to manage the increased patronage. Administration's review of the City's records period, from 4 December 2023 to 4 December 2025, identified no historical complaints relating to noise, parking, traffic or antisocial behaviour associated with the venue.

The VMP also restricts use of the rear onsite parking area to staff after 6:00 pm to protect nearby residential amenity, resulting in reduced onsite parking availability (a reduction of six bays total) during evening periods. This measure is supported, with reliance on on-street parking considered acceptable given demonstrated supply.

The Acoustic Report, included as **Attachment 5**, confirms that noise generated by the proposed operations can be managed to acceptable levels through the implementation of recommended operational and management measures, and compliance with the *Environmental Protection (Noise) Regulations 1997*. While compliance with the *Environmental Protection (Noise) Regulations 1997* is relevant and assists the assessment, it is not determinative of planning amenity impacts. In considering amenity impacts, the assessment considers the proximity of nearby noise-sensitive receivers, the established Town Centre context, and the proposed management and operational controls. On balance, and subject to conditions, the proposal is not expected to result in unacceptable amenity impacts. The proposed trading hours until midnight also align with the *Liquor Control Act 1988* and are supported because the venue currently operates until midnight, Fridays and Saturdays, with similar noise management measures.

The proposal is considered acceptable under the planning framework and is recommended for approval subject to conditions.

PROPOSAL:

The application proposes to amend the existing development approval for a Change of Use from Eating House to Tavern at Nos. 484 & 488-492 Beaufort Street, Highgate, as shown on the location plan included as **Attachment 1**.

A Tavern has operated at the subject site since 2013 in accordance with the development approval issued by Council at its 24 September 2013 Ordinary Meeting. An amendment to the September 2013 approval was approved by Council at its 2 December 2014 Ordinary Meeting. A copy of the 2014 approval notice and plans are included as **Attachment 7**.

The premises has operated as a Tavern, trading as Molly's Irish Pub, since 4 December 2023.

The application seeks to increase the maximum occupancy of the venue from 225 people to 400 people.

No built form changes are proposed as part of the application, plans of the proposal are included as **Attachment 2**.

The subject site currently contains six car parking bays at the rear of the property, accessed via an easement from Broome Street. In order for the parking area to comply with Australian Standards, the six onsite car parking bays must be reconfigured as shown in **Attachment 2**.

The subject site does not currently operate with onsite long-term and short-term bicycle parking. This application proposes 12 long-term onsite bicycle parking bays, located at the rear of the property.

The current planning approval does not restrict the operating hours of the Tavern. The application proposes operating hours that are consistent with the Tavern License Trading Hours, under the *Liquor Control Act 1988*. Liquor licensing provisions provide context only and do not replace the need for planning approval of operating hours.

The proposed operating hours would be as follows:

- Monday to Sunday, 11:00am – 12:00am (midnight); and
- Public Holidays, 11:00am – 12:00am (midnight).

The applicant's supporting documentation including the TIS, VMP, Acoustic Report and Waste Management Plan are included as **Attachments 3, 4, 5 and 6**, respectively.

Delegation to Determine Applications:

This application is being referred to Council for determination in accordance with the City's Register of Delegations, Authorisations and Appointments. This is because the delegation does not extend to applications for development approval that received more than five objections during community consultation. The proposal received seven objections during community consultation.

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

The original change of use application for the premises was determined by Council. The current application seeks to amend that development approval, specifically the maximum occupancy for the venue, which would result in a material change to the effect of the conditions of approval set by Council and results in a departure to the deemed-to-comply standards of the City's Local Planning Policy: Non-Residential Parking.

BACKGROUND:

Landowner:	Benjamin & Co Pty Ltd
Applicant:	Lee Behan on behalf of Molly's Irish Pub
Client:	Lee Behan on behalf of Molly's Irish Pub
Date of Application:	8 August 2025
Zoning:	MRS: Urban LPS2: Zone: Commercial R Code: N/A
Built Form Area:	Activity Corridor
Existing Land Use:	Tavern
Proposed Use Class:	Tavern
Lot Area:	Lot 51: 501m ² Lot 52: 501m ²
Right of Way (ROW):	No
Heritage List:	No

Site Context and Zoning

The subject site is bounded by Beaufort Street to the north-west, a two-storey commercial development, including a Shop and Office to the south-west, a two-storey grouped dwelling development to the south-east, containing eight dwellings, and a three-storey mixed-use development to the north-east.

The subject site and adjoining properties to the north-west, north-east and south-west are zoned Commercial under LPS2 and are located within the Activity Corridor Built Form Area under the Built Form Policy. The south-east adjoining residential properties are zoned Residential R80 under LPS2, and are located within the Residential Built Form Area.

The subject site is currently developed as a two-storey building accommodating a Tavern fronting Beaufort Street and a rear courtyard to the north-east. The south-eastern boundary is utilised for servicing of the site, including onsite car parking and the bin store.

The subject site and surrounding properties are located within the Beaufort Street Town Centre, as shown the location plan included at **Attachment 1**.

Existing Operations*Liquor Licensing*

The venue currently operates as a Tavern liquor licence under the *Liquor Control Act 1988*. The liquor licence authorises the sale and supply of liquor for consumption on and off the licensed premises. The venue does not currently sell packaged liquor for consumption off-site. This application does not seek to alter the current Tavern liquor licence or the existing trading of the venue and has not proposed the sale of liquor for offsite consumption.

The *Liquor Control Act 1988* permits the venue to operate between Monday to Saturday: 6:00am to midnight, Sunday and Public Holidays: 10:00am to midnight. This application proposes operating hours that fall within the hours permitted through the Tavern liquor licence. This does not remove the need for planning approval of operating hours, which are assessed under the City's planning framework.

Complaints Register

Administration has undertaken a historical search between 4 December 2023 and 4 December 2025 and found no record of complaints raised in respect to antisocial behaviour, noise complaints, traffic complaints, or-car parking complaints.

Community concerns are discussed further in the Consultation/Advertising section and Comments section of this report.

Surrounding Context & Character

Immediate Context

The immediate adjoining properties are summarised as follows:

- No. 476 Beaufort Street: Two-storey Office and Shop (Beauty Salon) to the south-west.
- No. 500 Beaufort Street: Two-storey mixed used development to the north-east. This site contains ground floor hospitality venues fronting Beaufort Street, and multiple dwellings on the first floor and to the rear.
- No. 112 Broome Street: Eight two-storey grouped dwellings to the south-east. The subject site and the adjoining grouped dwellings share vehicle access via a shared easement from Broome Street.

Broader Context

The subject site is located within the Beaufort Street Town Centre (Town Centre). This portion of the Town Centre includes various land uses such as Taverns, Restaurant/ Cafés, Small Bars, Offices and Shops.

The surrounding locality comprises commercial development fronting Beaufort Street to the north-east and south-west with medium to high-density residential development setback from Beaufort Street to the north-east and south-east.

Existing hospitality and licensed venues within a 140 metre distance from the subject site include:

- No. 520 Beaufort Street: Queens Tavern;
- Nos. 521-525 Beaufort Street: The Beaufort;
- No. 487 Beaufort Street: Madeleine on Beaufort;
- No. 489 Beaufort Street: Le Vivant; and
- Nos. 511-513 Beaufort Street: El Publico.

For details relating to the surrounding hospitality venues and their associated operating hours, refer to **Table A** included in **Attachment 9**.

Beaufort Street Town Centre

The subject site and adjoining properties along Beaufort Street are located within the Downtown sub-precinct under the BSPF. In accordance with the [statement of intent](#) for the sub-precinct, Downtown aims to act as a gateway to the area, leveraging the flatter topography to create accessible, large-scale venues to enhance its reputation as a hospitality and nightlife destination, while still managing offsite amenity impacts on surrounding residents.

[Part 4](#) of the BSPF seeks for development to prioritise a diverse mix of land uses that support both day and nighttime activity. This includes hospitality and entertainment venues which are '*key drivers for street activation, encouraging a lively atmosphere that attracts visitors throughout the day and supports the local economy*'. The proposal compatibility with the BSPF is discussed further in the Legal/ Policy section and Comments section of this report.

A map showing the land uses in the surrounding locality is provided in **Figure 1** below.



Figure 1 – Surrounding Land Uses

Site History

The subject site has received a number of development approvals for various licenced venues which have operated at the site over time.

Details on the development approvals relevant to the current application are as follows:

Date	Comment
24 September 2013	<p>At its Ordinary Meeting held on 24 September 2013, Council resolved to approve an application for a Change of Use from Eating House to Tavern, at Nos. 484 & 488-492 Beaufort Street, Highgate, subject to conditions.</p> <p>The approval included conditions relating to Acoustics, Waste Management, Car Parking, Amalgamation and Venue Management.</p> <p>A relevant recommendation adopted for the combined premises included:</p> <p><i>“The maximum patronage for the combined premises is to be 154 patrons and shall be subject to an assessment in accordance with the Health (Public Buildings) Regulations 1992. Any further increase to the patrons or public floor area will require further approval.”</i></p>

Date	Comment
2 December 2014	<p>At its Ordinary Meeting held on 2 December 2014, Council approved the amendment to Tavern at Nos. 484 & 488-492 Beaufort Street, Highgate. The amendment included the following conditions:</p> <ul style="list-style-type: none"> • The maximum patronage for the combined premises of 225 patrons. • The provision of six onsite car parking bays. • Amended Management Plan to address the control of noise, anti-social behaviour, traffic, car parking and disposal of rubbish. • Implementation of recommendations and measures approved within the Acoustic Reports. <p><i>Cash-in-Lieu Payment</i></p> <p>This previous Council approval accepted that the site would operate with a shortfall of 3.08 onsite car parking bays compared to the prescribed policy standards. As part of that approval, Council required a cash-in-lieu payment of \$16,016, that is equivalent to 3.08 parking bays and calculated based on the cost of \$5,200 per bay as set out in the City's 2014/2015 Budget. This amount has been paid, with no outstanding contributions.</p>
7 February 2025	<p>Planning services approved the amendment to Tavern Nos. 484 & 488-492 Beaufort Street, Highgate.</p> <p><i>Amalgamation Condition</i></p> <p>At its Ordinary Meeting held on 2 December 2014, Council imposed a condition to amalgamate Lot 51 and Lot 52 on the subject site, in accordance with the Amalgamation Policy. This policy has since been revoked.</p> <p>On 22 July 2024, the property owner of Nos. 484 & 488-492 Beaufort Street applied for an amendment to the development approval. The application sought to remove Condition 3.4 – Amalgamation in relation to proposed internal works.</p> <p>As part of the planning application, the property owner engaged a private building surveyor, that demonstrated sufficient performance solutions relating to fire resistance and fire separation.</p> <p>On 7 February 2025, Administration approved the removal of Condition 3.4 – Amalgamation, under Delegated Authority. This is because the removal of the Council-imposed condition would not:</p> <ul style="list-style-type: none"> • Result in any further departures to the City's Local Planning Policies; • Be impacted by the State Residential Design Codes; nor • Change the impact of the condition imposed and would not change the substantial commencement period of the approved development. <p>Condition 3.4 does not form part of this proposal.</p>

DETAILS:**Summary Assessment**

The table below summarises the planning assessment of the proposal against the provisions of the LPS2, the Non-Residential Parking Policy (Parking Policy), Policy No. 7.5.7 – Licensed Premises (Licensed Premises Policy) and Policy No. 7.5.21 – Sound Attenuation (Sound Policy). In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

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

Detailed Assessment

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

Hours of Operation/Licensed Premises Policy	
Permitted Standard / Acceptable Outcomes	Proposal
Policy No. 7.5.7 – Licensed Premises <i>Hours of Operation (Indoor and Outdoor Areas)</i> Sunday: 7:00am to 10:00pm	Sunday: 11:00am to midnight
Car and Bicycle Parking	
Deemed-to-Comply Standard	Proposal
Local Planning Policy: Non-Residential Parking <i>Car Parking</i> 38 car parking bays required based on the additional 175 patrons/staff.	Nil additional onsite car parking bays proposed.
<i>Bicycle Parking</i> Four short-term bicycle parking spaces required based on the additional 175 patrons/staff.	Nil short-term bicycle parking spaces proposed.
Eight long-term bicycle parking spaces required based on the additional 175 patrons/staff.	12 long-term bicycle parking spaces proposed.

Planning and Development (Local Planning Schemes) Regulations 2015

In accordance with Clause 67(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Planning Regulations) and in determining a development application, Council is to have due regard to a range of matters to the extent that these are relevant to the development application. Administration's response to each matter requiring consideration is listed in the table contained in **Attachment 8**.

LPS2

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

- *To facilitate a wide range of compatible commercial uses that support sustainable economic development within the City.*
- *To ensure development design incorporates sustainability principles, with particular regard to waste management and recycling and including but not limited to solar passive design, energy efficiency and water conservation.*
- *To maintain compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades.*
- *To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality.*

CONSULTATION/ADVERTISING:

Community consultation was undertaken in accordance with the Planning Regulations for a period of 14 days, from 9 October 2025 to 23 October 2025. In accordance with the City's Community and Stakeholder Engagement Policy, the method of consultation included a notice on the City's website, the erection of a sign on site and eight letters mailed to owners, occupiers and strata managers of adjoining properties (as shown in **Attachment 1**).

During this consultation period, the City received a total of nine submissions comprising:

- Seven objections.
- One submission of support.
- One submission that neither supported nor objected to the proposal but provided comments.

The number of submissions received during the consultation period is not, in itself, a relevant planning consideration. The decision-maker is instead required to focus on the substance of the matters raised. These are summarised below.

The submission received in support of the proposal provided comment that the extension of the current operations would positively contribute to the activity within the Town Centre.

The key concerns that were raised in the submissions are summarised as follows:

- Concerns regarding an increase in antisocial behaviour and the undue impacts this would have on the surrounding residential amenity.
- Concerns regarding the implementation of the venue management and the inability to manage patrons.
- Concerns regarding the increase in noise generation from the extended hours and increase in additional patrons.
- Concerns regarding an increase in cars and traffic to an area with existing traffic issues.
- Concern that a shortfall in car parking would reduce the availability for on-street car parking within the surrounding streets.

The matters raised are addressed in the Comments section of this report.

A summary of submissions and Administration's response is included as **Attachment 10**. The applicant has provided a responses to submissions which is included as **Attachment 11**.

Amended Information

Following the initial advertising period, the applicant provided revised and additional information in response to community feedback and a request for further information from the City. This included an amended VMP and Acoustic Report, and the submission of a Parking Management Plan, a Waste Management Plan and a Traffic Impact Statement.

In accordance with the Community and Stakeholder Engagement Policy, the proposal was not readvertised as the amended information did not result in any new or greater departures to the deemed-to-comply/acceptable outcome standards. Previous submitters have instead been notified of the additional information that was provided following community consultation.

Design Review Panel (DRP):

Referred to DRP: No

The proposal was not referred to the DRP. This is because the application does not propose any modifications to the existing built form and does not meet the requirements for referral outlined in the DRP [terms of reference](#).

LEGAL/POLICY:

- *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;
- Beaufort Street Town Centre Planning Framework;
- Local Planning Policy: Non-Residential Parking
- Policy No. 7.1.1 – Built Form Policy;
- Policy No. 7.5.7 – Licensed Premises; and
- Policy No. 7.5.21 – Sound Attenuation.

Planning and Development Act 2005

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

Beaufort Street Town Centre Planning Framework

At its [12 August 2025](#) Ordinary Meeting, Council approved the adoption of the Beaufort Street Town Centre Planning Framework (BSPF), which guides future development along Beaufort Street and surrounding areas.

The [objectives](#) of the BSPF seek to encourage mixed-use development that integrates hospitality spaces to create a vibrant and active precinct and foster economic growth that balances the nighttime economy with neighbourhood amenity.

As the proposed development does not propose any changes to the existing built form on the subject site, the built form provisions of the BSPF are not applicable to this development.

Non-residential parking considerations under the BSPF, in accordance with Clause 1.1.15 require non-residential parking to be provided in accordance with the Parking Policy. The provisions of car parking has been assessed against Parking Policy which is discussed in the Details and Comments section of this report.

RISK MANAGEMENT IMPLICATIONS:

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

Key risks include potential SAT review of the discretionary parking and amenity conclusions, and compliance and reputational risks if conditions are not clear, valid and enforceable.

These risks are mitigated through a clear planning rationale, consideration of evidence, and imposition of enforceable conditions (such as the VMP and Acoustic controls).

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

This application does not contribute to any environmental sustainability outcomes. There is limited ability for the development to influence the environmental impact of the entire building on the site through this application as it relates to a change of use of an existing building with no external works component.

PUBLIC HEALTH IMPLICATIONS:

The proposal is relevant to the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Reduced harmful alcohol use

The application has been assessed and recommendation made based on planning grounds under the planning framework, with conditions directed to managing amenity impacts.

FINANCIAL/BUDGET IMPLICATIONS:

There are no direct financial or budget expenditure implications arising from the determination of this application.

The report considers whether any cash-in-lieu contribution is warranted under the City's relevant arrangements.

As with any discretionary planning decision, there is a possibility that the determination may be subject to review by the SAT, which can result in legal and consultant costs being incurred by the City. These costs cannot be quantified at this stage and would be managed within existing budgets if they arise, otherwise through budget review processes. The capacity to do so will depend on the number of SAT appeals and complexity of any review proceedings.

COMMENTS:Summary Assessment

The planning question is not whether a Tavern use is permissible at the site. It has already been approved previously. The planning consideration is whether the proposed increase in patron capacity and formalisation of operating hours can be accommodated without resulting in unacceptable amenity or parking impacts, having regard to the Town Centre context and the proposed management and mitigation measures.

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

- The increase in patrons and extended operating hours meet the objectives of the Town Centre. The extension of current operations would enhance and support hospitality and nightlife within the Town Centre.
- The Acoustic Report and VMP would manage and minimise the impacts of noise and antisocial behaviour. This is achieved through the increase in staff and security and management recommendations within the Acoustic Report.
- Administration supports the intensification given the location of the site and compatibility with the Town Centre. This is since the BSPF and Accessible City Strategy prioritises walkability, cycling and the use of public transport within the Town Centre.

- The proposed extension of current operations would not introduce adverse new amenity impacts to the surrounding properties. Survey data indicates that 52 percent of patrons are already in the Town Centre during peak periods, which means people are already generating noise and activity beyond the subject site.
- The application results in a 38 bay shortfall, however demand analysis shows only four additional bays actually being required to meet the needs of the venue.
- The shortfall in car parking is acceptable as the supply data indicates there is sufficient on-street parking availability within a 500 metre walking distance to the site.
- No cash-in-lieu contribution for the car parking shortfall is recommended based on the on-street car parking supply.
- Administration is supportive of the recommendations contained in the Acoustic Report. This sets out that noise levels would be compliant with the *Environmental Protection (Noise) Regulations 1997*. Compliance with the Noise Regulations assists the assessment of amenity; however, it is also addressed through the site context, nearby sensitive receivers, and the enforceable VMP and Acoustic operating controls.

A more detailed assessment against the discretionary aspects of the application is set out below.

Patron/Staff Increase and Operating Hours

An assessment against the objectives of the Commercial zone and relevant matters of Clause 67(2) of the Planning Regulations is set out below.

Applicant Justification

The applicant has submitted a VMP addressing operational management measures for the proposed increase in patron/staff capacity. The VMP, included as **Attachment 4**, and summarised as follows:

- Code of Conduct: It is proposed the existing Code of Conduct is suitable to manage the increase in patron capacity. As there is no record of previous complaints, continued implementation of the existing Code of Conduct is expected to maintain acceptable noise levels and protect surrounding amenity.
- Responsible Service of Alcohol: The regulations for the responsible service of alcohol are in accordance with the *Liquor Control Act 1988*. However, the Applicant advises the VMP maintains compliance with the *Liquor Control Act 1988* and introduces additional water stations to support the increased patron capacity.
- Security & Crowd Control: With the addition of 175 patrons/staff, the updated VMP increases security staffing levels to enhance monitoring and ensure patron safety. The amendments to security during peak periods are as follows:
 - Friday: three security guards + one roaming RSA marshal (7:00 pm–12:00 am);
 - Saturday: four security guards + one roaming RSA marshal (7:00 pm–12:00 am);
 - Sunday: two security guards + one roaming RSA marshal (1:00 pm–12:00 am).
- Staffing Levels: The VMP considers the increase in capacity through a corresponding increase in staff numbers. The increase in staff is as follows:
 - Weekdays: three to four floor staff, two to four bar staff, one manager and one supervisor;
 - Peak periods: Up to six floor staff, eight to nine bar staff, six kitchen staff and two to three managers.
- Noise Management: The VMP provides updates to noise management measures, as per the Acoustic Report. This is discussed further in the Comments section.
- Use of Outdoor Garden Courtyard: The Acoustic Report recommends measures to minimise noise impacts that could be generated by the additional 175 patrons/staff during peak hours. After 10:00pm, the external door to the rear courtyard should remain closed, and the courtyard limited to a maximum of 20 patrons.
- Patron Behaviour & Safety: The City has no record of safety incidents at the venue, and the amended VMP introduces additional safety and hazard checks to manage the increased patron capacity.
- Parking Management: With the increase in patrons and proposed onsite car parking shortfall, the VMP outlines an amended parking management plan. This has been updated to include:
 - Secure long-term bicycle racks for staff and patrons.
 - Restricted rear parking for staff after 6:00pm to reduce noise impacts to adjoining residents.

Community Consultation

During the community consultation period, the City received seven submissions in objection and one submission with comments of concern. Community raised concerns to the proposal and the impacts that the intensification could have on the surrounding properties. The key issues included:

- Concerns regarding a potential increase in antisocial behaviour and its impact on the amenity of surrounding residential dwellings. Specific concerns included the inability to manage and monitor patron behaviour within the venue.
- Concerns regarding the effectiveness of the Acoustic Report in minimising noise impacts, including doubts about the accuracy of its recommendations and mitigation measures.
- Concerns regarding the shortfall of 38 car parking bays and the resulting impact on the availability of on-street parking in the surrounding area.

Administration Comment

The subject site is currently approved as a Tavern land use, which is an 'A' use within the Commercial zone. Although the land use has already been approved, the application seeks to increase the overall capacity of the existing Tavern, which requires discretion to approve the increased intensity. In considering the appropriateness of the proposed intensification of the land use, regard is to be given to the [objectives](#) of the Commercial zone under LPS2 and the [intent](#) of Downtown sub-precinct of the BSPF.

Additionally, the proposed amendment has been considered against the Parking Policy, Licensed Premises Policy, Sound Policy and Clause 67 of the Deemed Provisions.

The proposal would be consistent with the objectives of the Commercial zone under LPS2 for the following reasons:

- Compatibility with Surrounding Commercial Uses: The Tavern is an existing land use at the subject site. The proposed extension of existing operations would be acceptable as the development would support economic growth within the Beaufort Street Town Centre through the increased capacity and continuity of an existing business. As outlined in the TIS (**Attachment 3**), guests surveyed during the peak period visitation indicate that between 47 percent and 52 percent of patrons attend the subject site as part of a broader trip to the Beaufort Street precinct. This demonstrates that the subject site is complimentary to the wider precinct. The expansion aligns with other entertainment and hospitality venues in the area, such as The Beaufort (Nos. 521–525 Beaufort Street) and Queens Tavern (No. 520 Beaufort Street), which already generate late-night activity until midnight daily, as detailed in the Background section.
- Amenity Impacts to Surrounding Properties: The proposed increase of 175 patrons/staff would intensify activity at the site but is not expected to introduce adverse new amenity impacts. Administration has no record of any complaints relating to noise, antisocial behaviour, traffic, parking, or operational management since the venue commenced trading in 2023. The development seeks a maximum capacity of 400 persons, which is only anticipated during peak trading periods on Friday and Saturday nights, it is noted the venue currently operates until midnight on these days. The applicant's TIS indicates that 52 percent of patrons during these times are already visiting other venues within the Town Centre and are not exclusively visiting the venue. Considering the extent of existing noise and activity in the area, this application would not detrimentally increase amenity impacts. Further, the updated VMP and Acoustic Report demonstrate continued compliance with the *Environmental Protection (Noise) Regulations 1997* and adequacy in patron management. Administration is satisfied that additional security, staffing, and noise mitigation measures will minimise amenity impacts on surrounding properties. Specific recommendations are discussed further in the Comments section.

Car Parking

Prescribed Parking Standard

The existing approval permits a maximum of 225 people on site, with a parking provision of six onsite car parking bays and a cash-in-lieu contribution for 3.08 bays.

This application seeks an increase of 175 persons, with a total overall occupancy of 400 persons. The BSPF does not specifically contain parking requirements, meaning the Parking Policy applies. Under the Built Form Policy and Parking Policy, Tavern land uses in the Activity Corridor Built Form Area are to provide 0.22 onsite car parking bays per person. The proposed increase of 175 persons results in a shortfall of 38 onsite car parking bays. This application does not propose any additional onsite car parking bays.

The Parking Policy sets a standard parking requirement. The applicant has also provided evidence showing that, in this town centre location, the actual increase in parking demand is likely to be much lower than the policy figure. Council may place weight on this evidence, while recognising that it is based on assumptions about how patrons travel to and from the venue.

Applicant Justification

The applicant submitted a TIS prepared by PJA, included as **Attachment 3**. The TIS was provided to address the proposed car parking shortfall. The TIS calculated trip generation and mode split data during the venues peak trading periods on Friday and Saturday. The TIS considers the venue's location on a high frequency bus route and within a dense urban catchment, which attracts a high proportion of walk-in trade.

The survey data does not demonstrate demand for car parking during the proposed extended hours between Sunday and Thursday. This is because the proposed hours do not form part of the venue's peak hours, and the venue is unlikely to reach maximum capacity on these days. The outcome of the survey is summarised as follows:

Survey Details:

- Friday, 14 November 2025 (6:00pm – 8:00pm): 61 patrons were surveyed.
- Saturday, 15 November 2025 (7:00pm – 9:00pm): 78 patrons were surveyed.

Mode of Arrival:

- On the Friday, 58 percent of patrons did not arrive by private vehicle.
- On the Saturday, 92 percent of patrons did not arrive by private vehicle.

Trip Purpose:

- On the Friday, 48 percent visited solely for the subject site. Meaning 52 percent were already in the Town Centre.
- On the Saturday, 53 percent visited solely for the subject site. Meaning 47 percent were already in the Town Centre.

Further details relating to the survey data are shown in **Table B**, included within **Attachment 9**.

The Saturday survey indicates a higher demand for parking when patrons exclusively attend the subject site, however, as only 8 percent of patrons arrive at the site in a private vehicle the actual demand for onsite parking is small.

The applicant has provided parking demand data for on-street car parking within a 400 metre walkable distance of the subject site. The survey identifies a total of 506 on-street car parking bays available within the surrounding streets, these include: Broome Street, Beaufort Street, Chatsworth Road, Lincoln Street, Mary Street, Harold Street, Stirling Street, Cavendish Street and St Albans Avenue. The outcome of the data demonstrates the following on-street car parking availability:

Friday 14 November 2025:

- At 8:00pm there are approximately 53 available parking bays.
- At 10:00pm there are approximately 72 available parking bays.

Saturday 15 November 2025:

- At 8:00pm there are approximately 61 available parking bays.
- At 10:00pm there are approximately 96 available parking bays.

The applicant's survey data shows the following:

- Acceptability of Parking Shortfall on Friday: The data shows that on Friday 14 November 2025 there is sufficient parking availability for people attending by private vehicle (carpool). The survey indicates that 41 percent of the 61 people surveyed are attending via carpool. This means that 25 vehicles attending the site would require parking within the area. The 25 bays would be required between the hours of 6:00pm and midnight. Based on the applicant's data, at both 8:00pm and 10:00pm on a Friday, there is sufficient on-street car parking for 25 vehicles.
- Acceptability of Parking Shortfall on Saturday: The data shows that on Saturday, there are less people attending via private vehicle. The survey indicates that 8 percent of those surveyed attended by car. This means that approximately six vehicles arrived and required parking. Based on the data above, there is an average of 78.5 on-street car parking bays available for customers. As such, there would be sufficient on-street car parking to accommodate the proposed shortfall in onsite car parking.

Administration Comment

Assessment of Car Parking Shortfall

The proposed shortfall in onsite car parking would not detrimentally impact the surrounding area. This has been demonstrated by the Applicant's TIS and is supported by the City's car parking data of the surrounding streets. The shortfall in car parking demand is consistent with the [objectives](#) of the BSPF and the [objectives](#) of the Accessible City Strategy, as it does not prioritise the use of private vehicles within the Town Centre.

Supply and Demand

The Parking Policy requires 38 bays to be provided for the additional 175 people. The acceptability of the shortfall in onsite car parking is calculated as follows:

Demand

The parking calculations estimate that the increase of 175 patrons/staff would create a net additional demand for four car parking bays. This is based on the following calculation:

- An average of 24 percent of the 139 respondents (surveyed during the peak period) arrived at the site by private vehicle (inclusive of people attending via carpool or single occupancy).
- The average 24 percent has been calculated by averaging the 41 percent of respondents on the Friday and eight percent of respondents on the Saturday.
- 24 percent of the required 38 bays would be a total of nine bays.
- Out of the 175 people, the data demonstrates that 50.5 percent of those people are attending solely for the subject site and are arriving by car.
- The demand for parking at the subject site, for the sole attendance of the venue, would be 50.5 percent of the nine bay demand.
- This would result in a four bay car parking demand.

The car parking shortfall and reduction in parking demand is considered acceptable and is demonstrated in more detail in **Table C**, included in **Attachment 9**.

Supply

The City's parking surveys are collected up until 6:00pm, and the applicant's data is collected from 8:00pm and 10:00pm. For purposes of understanding the supply during the venue peak periods, the parking assessment takes into account both sets of data. The proximity of all data is taken within 500 walkable metres of the subject site. The availability is taken as follows:

- At 6:00pm (City data): there is an approximate average of 202 bays available.
- At 8:00pm (applicant data): there is an average of 57 bays available.
- At 10:00pm (applicant data): there is an average of 84 bays available.

City of Vincent On-Street Car Parking Data

The City collects on-street car parking data for Beaufort Street and the surrounding street network. This data is expressed in an average occupancy of on-street car parking bays on the dates the survey was undertaken. Results of the car parking data and the parking restrictions within the immediate area are shown in **Table D** and **Table E**, respectively, included in **Attachment 9**.

The data indicates that the average peak-period on-street car parking occupancies are 49.5 percent, 39 percent, and 74.5 percent respectively. This means that at least 25.5 percent of the surrounding on-street car parking bays remain available for patrons attending via private vehicle, during peak parking periods.

Car Parking after 6:00pm

The car parking area is located to the rear of the subject site and abuts a communal driveway, connecting to the residential properties at No. 112 Broome Street. To protect residential amenity at this interface, the VMP restricts use of the rear onsite car parking area to staff only after 6:00pm. This is a targeted amenity mitigation measure intended to reduce patron vehicle movements, door slams and congregating noise adjacent to the residential properties. While this results in a further reduction in available onsite parking after 6:00pm (a total of up to six bays), Administration supports this measure and considers the resulting reliance on on-street parking to be acceptable given the demonstrated availability of on-street parking during peak periods.

As demonstrated in the table above, supply and demand analysis confirms this restriction would not adversely affect the surrounding area, as there is sufficient on-street parking available during peak periods after 6:00pm.

Cash-in-Lieu of Parking

The City of Vincent's Payment in Lieu of Parking Plan applies to non-residential developments within specified precincts that propose a car parking shortfall in excess of two bays. In accordance with the City of Vincent's Fees and Charges Schedule, the current cash-in-lieu contribution per car parking bay is \$5,975.26. As such, a 38 car parking bay shortfall would result in a cash-in-lieu contribution of \$227,059.88.

As discussed above, it is considered that the proposed increase in venue capacity would not result in a material increase in the demand for parking, and any increase could be accommodated within existing on-street car parking. Therefore, Administration recommends waiving the cash-in-lieu noting that the proposal meets the acceptable outcomes and objectives relevant to car parking provisions under the BSPF and the Accessible City Strategy. The existing nature of the subject site with existing development also means that it is not possible to provide further car parking within the site.

Bicycle Parking

The proposed shortfall in onsite bicycle parking spaces is supported, as the Tavern aligns with the objectives of the BSPF and the Accessible City Strategy. Under the Parking Policy, a minimum of four short-term and eight long-term bicycle parking spaces is required.

- Short-Term Bicycle Parking Shortfall: The shortfall of four onsite short-term bicycle parking spaces is considered acceptable due to the availability of short-term bicycle parking nearby within the Town Centre area. Within 50 metres of the subject site, there are four verge bicycle racks providing eight short-term spaces. An additional five verge racks, accommodating up to 10 spaces, are located within 150 metres. Survey data indicates that less than one percent of customers arrive by bicycle during peak periods, confirming that existing facilities provide sufficient short-term bicycle parking in the area.

- Long-Term Bicycle Parking Shortfall: The application proposes 12 onsite long-term bicycle parking spaces for staff, supporting environmental objectives and promoting alternative modes of transport for employees. With a maximum of 20 staff members, the provision of 12 long-term bays would accommodate more than half of the staff during peak periods.

Licensed Premises Policy

The Licensed Premises Policy provides a guidance for operating hours of licensed premises in various zones. The policy standards for the hours of operations of Taverns within the Commercial zones is as follows:

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

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

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

The Tavern proposes to retain its current opening hour of 11:00 am and extend the closing to midnight, Monday to Sunday, including public holidays. The extended hours are consistent with approvals for nearby venues such as 'The Beaufort' and 'Queens Tavern', and align with the *Liquor Control Act 1988*.

Liquor licensing provisions provide context only. The planning assessment of operating hours is undertaken under the relevant planning framework, with regard to amenity impacts and management controls.

Objectives of the Licensed Premises Policy are considered to be addressed in the below assessment:

- Residential Amenity Impact: The proposed extension of operating hours until midnight, daily, would not result in an adverse impact on the residential amenity of the surrounding area, provided the VMP and Acoustic controls are implemented and enforced. This is because the peak operating periods would remain between Friday and Saturday. The peak period currently operates until midnight and has not received any complaints to noise and antisocial behaviour. Further, the application seeks to minimise the impact of noise generation, as the Tavern would need to continue compliance in accordance with the *Environmental Protection (Noise) Regulations 1997* and the Acoustic Report.
- Consistency in Decision Making: Located within the Downtown sub-precinct of the Town Centre, the proposed hours would support the objectives of the BSPF, promoting nighttime economic activity while maintaining neighbourhood amenity. These extended hours would enhance the hospitality and entertainment atmosphere of Downtown, whilst minimising detrimental noise impacts the immediately surrounding residential dwellings.
- Alcohol Management: Administration is satisfied that the existing Tavern can continue operations in accordance with the current and amended VMP. This is because the VMP has considered the impact of a further 175 people attending the site and implemented further management measures. Additional measures include increased security staff, limiting patron capacity to 20 in the outdoor garden area after 10pm and implementation of the Acoustic Report.

Acoustic Report

Applicant Justification

The applicant submitted an Acoustic Report in support of the proposal which is included as **Attachment 5**. The report assesses noise generated from the proposed intensification of the land use and its impact on surrounding properties.

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

The application does not seek any internal or external building modifications. Based on the operational scenarios within the Acoustic Report, noise could be suitably mitigated, and the Tavern would not result in an adverse impact on the use and amenity of the surrounding area in relation to noise.

The key noise management measures to mitigate impacts of noise include:

External Noise

- No music to be played in the garden from 10pm onwards and the door to the garden must be closed from 10:00pm.
- Patron capacity shall also be limited to 20 persons in the outdoor garden area after 10:00pm.

Internal Noise

- Music shall be limited to an average Sound Pressure Level of 90 dB(A) within the premises.
- Music must always be controlled such that it is not audible at the nearest noise sensitive receivers.
- General music and entertainment to be background in nature, to ensure music is not audible at any of the receivers.
- The speakers used should not be directly attached to the lightweight roof structure via hard connections, in order to reduce noise transmission through the roof.
- The venue amplifier/PA system should be accessible by the Licensee and/or the Approved Manager only.
- Given the movement of patrons between indoor and outdoor area, noise emissions from the venue should be managed, ensuring that they do not become a dominant source of noise at the site boundaries at any time.
- Venue staff are to monitor dispersal of patrons to the outdoor area and manage any noise issues arising.

Administration Comments

- Acoustic Report: The City's Health Services is satisfied that the venue will comply with the *Environmental Protection (Noise) Regulations 1997*, as the assigned noise levels remain unchanged between 11:00am and midnight. Notwithstanding, the assessment also considers whether the proposed increase in patron capacity could lead to more frequent or prolonged noise events, particularly during patron movement and dispersal. These potential impacts are mitigated through the VMP and the operational controls outlined in the Acoustic Report, including limits on courtyard patron numbers after 10:00pm and door closure requirements, which are intended to manage noise impacts at nearby noise-sensitive receivers to an acceptable level.
- History of Noise: The proposed extension of operating hours would not substantially result in noise complaints, as Molly's Irish Pub has not received any noise complaints since the commencement date, 4 December 2023. To date, Administration have previously supported extended trading permit (ETP) applications, which are summarised as follows:

Historical and Approved Extended Trading Permits		
Date of ETP	Approved Extended Hours	Extension to <i>Liquor Control Act 1988</i> (Y/N)
17 March 2024	7:00am – 11:00am	Yes (early open)
30 June 2024	7:00am – 11:00am	Yes (early open)
2 February 2025	11:00am – 2:30am	No
9 February 2025	11:00am – 2:30am	No
10 February 2025	11:00am – 1:00am	No
23 February 2025	11:00am – 2:30am	No
9 March 2025	11:00am – 2:30am	No
17 March 2025	11:00am – 2:30am	No
20 June 2025	11:00am – 1:00am	No
27 June 2025	11:00am – 1:00am	No

Administration did not impose any non-standard conditions or additional management measures prior to approval the ETPs. Standard conditions included:

- *Trading hours are limited to (insert relevant hours).*
- *Compliance with the Conditions and Policies of the Department of Local Government, Sport and Cultural Industries.*
- ***Environmental Protection (Noise) Regulations 1997.***
- *Compliance with the requirements of the **Health (Public Buildings) Regulations 1992.***
- *The area shall be provided with adequate emergency exit paths/routes, manned by crowd controllers for the duration of the event.*
- *The variation of licence is limited to the area delineated in the plan submitted with the application.*
- *The provision of food to patrons is to be carried out in accordance with the: Australian New Zealand Food Standards Code; Food Act 2008; and Food Regulations 2009.*
- *All licensed areas and surrounds must be appropriately managed in order to eliminate trip and other safety hazards.*
- *The applicant must ensure that all patrons take reasonable care when leaving the premises to ensure that there is minimum disruption to occupants of nearby properties.*

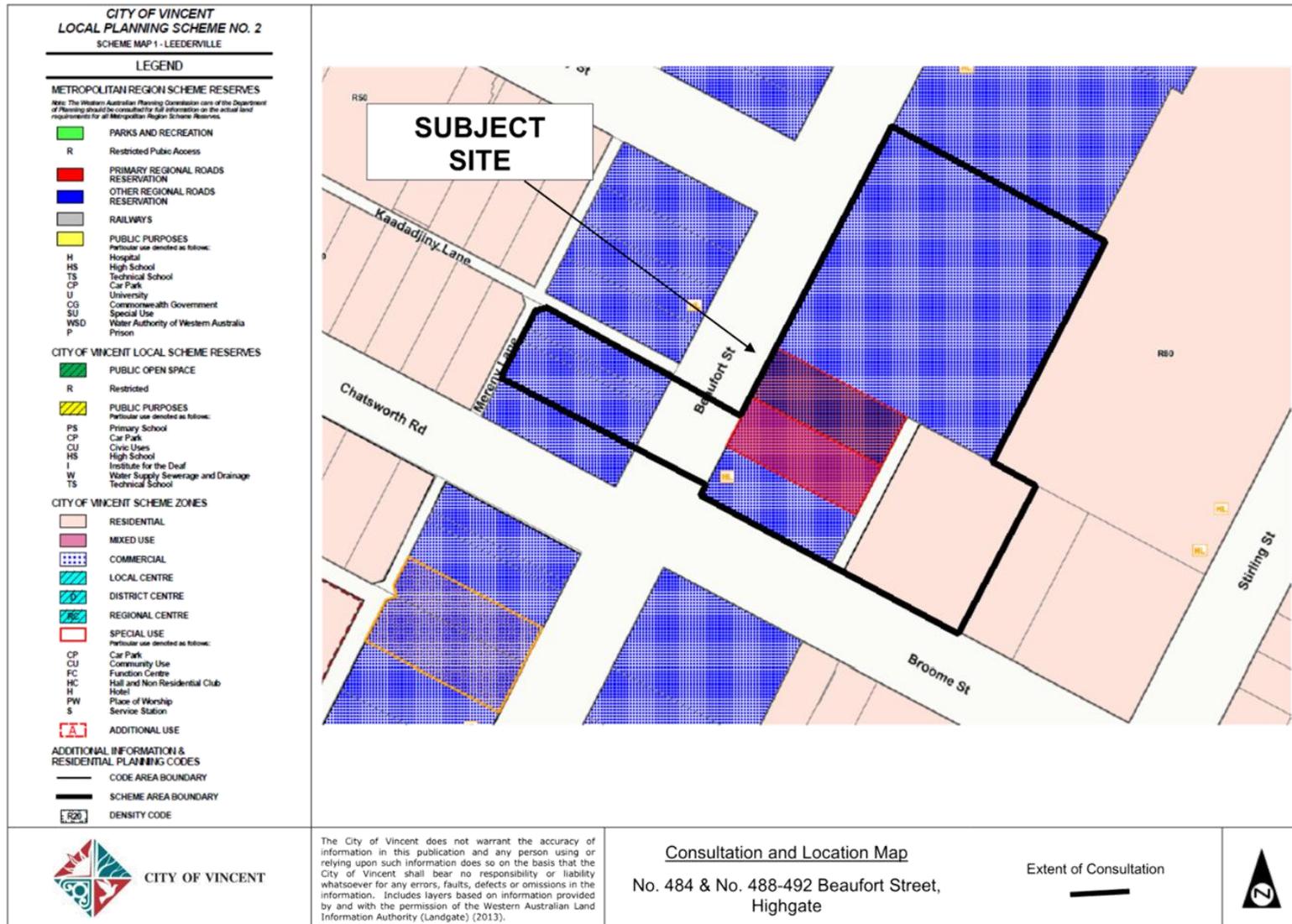
During these extended trading periods, the City received no complaints regarding excessive noise or antisocial behaviour.

- Acceptability of Noise: Noise generated from the operation of the venue can be appropriately managed through compliance with the VMP with the inclusion of the recommendations of the Acoustic Report.

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

Conditions of Approval

To reduce the complexity of the decision notice and allow greater ease of reference in the future, it is recommended that all existing Conditions be deleted and a new set of Conditions which encompasses both existing and proposed requirements be imposed.





SUBJECT SITE



CITY OF VINCENT

The City of Vincent does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that the City of Vincent shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information. Includes layers based on information provided by and with the permission of the Western Australian Land Information Authority (Landgate) (2013).

No. 484 & No. 488-492 Beaufort Street, Highgate



CITY OF VINCENT RECEIVED
08 Aug 2025

GENERAL ARRANGEMENT
NOT PART OF THIS APPROVAL

GENERAL NOTES:

1. ALL DIMENSIONS TO BE CHECKED ON SITE PRIOR TO CONSTRUCTION.
2. CONTRACTOR TO ENSURE ALL WORK COMPLIES WITH RELEVANT CODES.
3. THIS DRAWING DESCRIBES THE DESIGN INTENT FOR THE EXTENT OF THE WORKS.
4. THE DESIGN TAKES NO ACCOUNT FOR THE METHODS, TECHNIQUES, SKILLS, EXPERTISE & ABILITY OF THE CONTRACTOR / SUPPLIER. IT IS THE RESPONSIBILITY OF THE CONTRACTOR / SUPPLIER OF THE WORKS TO ENSURE ITS PERFORMANCE WITH REGARDS TO STRUCTURAL ADEQUACY, INTEGRITY, STABILITY & FITNESS FOR PURPOSE WITH PARTICULAR REGARD TO THE ENVIRONMENT WITHIN WHICH THEY WILL BE LOCATED, WHILST ENSURING THE DESIGN INTENT IS MAINTAINED AT ALL TIMES.
5. THE CONTRACTOR / SUPPLIER SHALL LEASE WITH THE PROJECT DESIGNER AS NECESSARY TO ENSURE THE DESIGN INTENT IS UNDERSTOOD & MAINTAINED PRIOR TO THE COMMENCEMENT OF THE WORKS FOR APPROVAL BY THE PROJECT DESIGNER.
6. ALL ENGINEERING REQUIREMENTS TO BE TO SERVICES ENGINEERS SPECIFICATION.
7. CONTRACTOR TO PROVIDE PROGRAMME OF WORKS PRIOR TO MOBILISATION.
8. ALLOWANCE SHALL BE MADE FOR THE APPROPRIATE DISPOSAL OF ALL DEMOLITION MATERIAL.
9. ALL LOOSE FURNITURE, STORAGE AND WORKSTATIONS NOT IN CONTRACT. POSITION OF LOOSE FURNITURE IS INDICATIVE ONLY.
10. CONTRACTOR TO PRINT HARD COPY OF THIS DOCUMENTATION IN COLOUR.
11. CONTRACTOR TO CHECK ACCESS CONSTRAINTS PRIOR TO ORDERING MATERIALS.

STREET ELEVATION

NO	REVISION	DATE
1	ISSUED FOR CONSTRUCTION	20/08/25
2	DESIGN REVIEW	19/08/25
3	CLIENT REVIEW	14/08/25
4	CLIENT REVIEW	08/08/25

MAXI PROJECTS

PROJECT: MOLLY'S IRISH PUB - 484 - 492 BEAUFORT ST. HIGHGATE WA 6003

DRAWING: PROPOSED FITOUT PLANS

DATE: AUG 23

DRG No: A1.00

CITY OF VINCENT
RECEIVED
1 December 2025



Jade-Lee Phung
City of Vincent
Administration & Civic Centre
244 Vincent St (Cnr Loftus)
Leederville
Western Australia
6007

01/12/2025
Your Ref: 5.2025.323.1
Our Ref: 09687-L-01-A

Dear Jade-Lee Phung

REQUEST FOR ADDITIONAL INFORMATION - No. 484 & 488-492 BEAUFORT STREET, HIGHGATE (AMENDMENT TO APPROVED DEVELOPMENT)

1.1 Introduction & Background

In relation to your email of 6 November 2025 to the Applicant Lee Beehan (Molly's Irish Pub) outlining the City's further information requirements in relation to the proposed licence increase in patron numbers at Molly's, this letter provides further car parking information as presented and discussed at a recent meeting with City officers on Monday 24 November 2025.

PJA previously provided a response (dated 21 October 2025) to the City's original Request for Information (RFI) dated 14 October 2025, a response that was diligently scoped with the City, documenting high frequency public transport services on Beaufort Street, the extent and management of surrounding on-street and off-street parking supply within direct proximity to Molly's, ride share operations and the provision of on-site bicycle parking and walking facilities.

That original letter concluded that, in the Beaufort Street Town Centre and the context of a key activity precinct, the estimated parking demand generated by Molly's against the City's estimated parking rates, can be accommodated within the existing public and private parking supply and via attractive non-private car modes.

Following receipt of the City's further information request (6 November 2025), the Applicant has undertaken further patron mode share questionnaires and parking occupancy surveys in the immediate vicinity of the venue. These surveys were carried out on Friday 14 November and Saturday 15 November 2025 during the identified peak trading periods of Molly's, the results which were presented by the Applicant in the meeting of 24 November at the City, receiving positive City officer's response and are further summarised in this letter. The intent of these additional surveys were to address the City's further RFI received, providing targeted empirical data to supplement the earlier travel supply analysis and to assist the City in forming a positive position of support following the in-person meeting on Monday 24 November 2025.

LOCATION
Suite 34, Level 2
160 St Georges Terrace
Perth WA 6000
Australia

TELEPHONE
EMAIL
+61 370 330 210
contact@pja.com.au

WEBSITE
pja.com.au



1.2 Patron Mode Share Surveys

Patrons arriving at Molly's were surveyed via questionnaire at the door on:

- **Friday 14 November 2025:** 6:00 pm to 8:00 pm
- sample size = 61 patrons
- **Saturday 15 November 2025:** 7:00 pm to 9:00 pm
- sample size = 78 patrons

It was discussed in the meeting with City's officers that the above 139 individual questionnaire responses presented a high sample rate and high degree of confidence on results.

Each patron was asked: "How did you arrive tonight?" with the following response options:

- Private car
- Bus
- Uber/taxi/ride share
- Walk
- Train and walk
- Cycle
- Other (specified).

The results of the primary mode share question, are summarised as follows:

Friday 14 November 2025 (6:00 pm – 8:00 pm) (rounded up to nearest 1 %)

- Ride share (Uber/taxi/other) = **43 %**
- Car share (car pool private car) = **41 %**
- Walk = **15 %**
- Public transport = **1 %**
- Cycle = **1 %**
- Car driver (single occupancy) = **0 %**

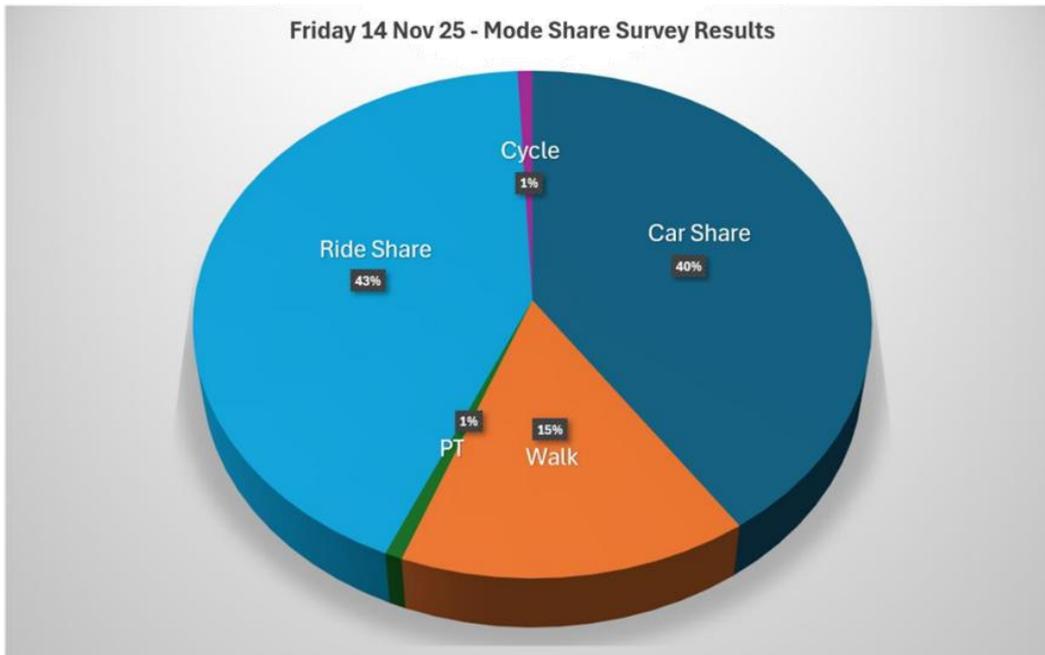
This indicates that approximately **58%** majority of patrons on the Friday peak survey period arrived without generating a private parked car trip (i.e. within this 58%, no one drove a private car to the pub on a Friday night, the venue's peak period), and predominantly arrived via ride share (43%), and walking (15%). A remaining approximate 41% of people arrived by car share i.e. private car trips with multiple occupancy

LOCATION	Suite 34, Level 2 160 St Georges Terrace Perth WA 6000 Australia	TELEPHONE EMAIL	+61 370 330 210 contact@pja.com.au	WEBSITE	pja.com.au
-----------------	---	----------------------------	---------------------------------------	----------------	------------



(assumed 2 people per car to be conservative) and 2% by cycle and public transport. The above data is represented visually in the pie chart at **Figure 1**.

Figure 1: Mode Share Survey Results – Friday 14 November 2025



LOCATION	Suite 34, Level 2 160 St Georges Terrace Perth WA 6000 Australia	TELEPHONE	+61 370 330 210	WEBSITE	pja.com.au
		EMAIL	contact@pja.com.au		

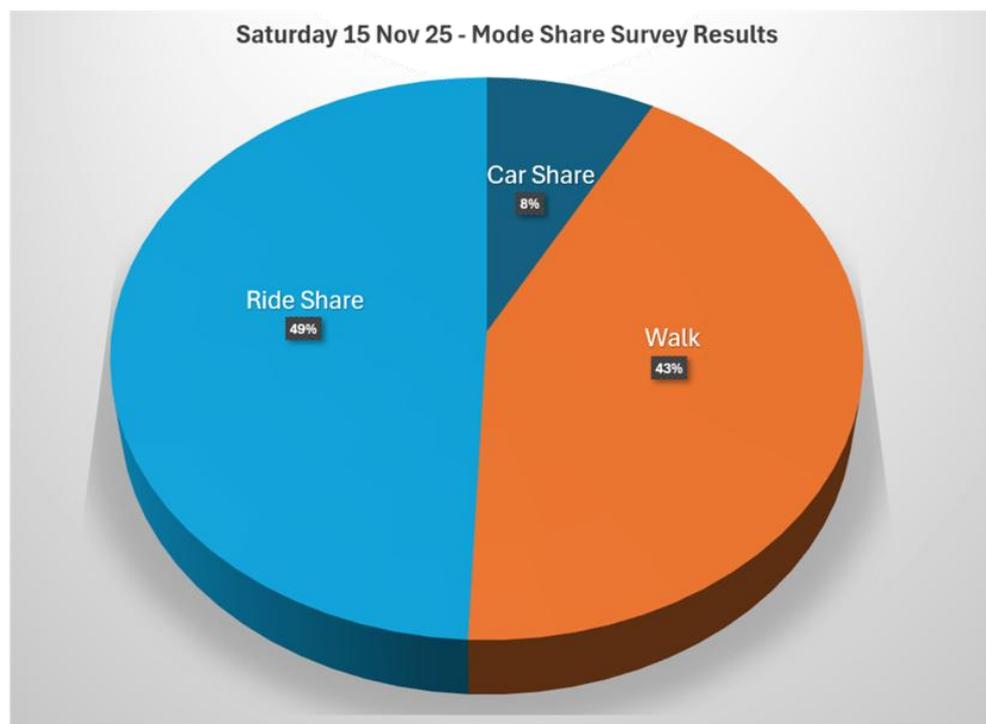


Saturday 15 November 2025 (7:00 pm – 9:00 pm) (rounded up to nearest 1 %)

- Ride share (Uber/taxi/other) = 49 %
- Car share (car pool private car) = 8 %
- Walk = 43 %
- Cycle = 0 %
- Public transport = 0 %

During the Saturday survey period the data indicates that approximately 92% majority of patrons arrived without generating a private parked car trip (i.e. within this 92%, no one drove a private car to the pub during the venue’s Saturday peak period), and predominantly arrived via ride share (49%), and walking (43%). The remaining approximate 8% of people arrived by car share i.e. private car trips with multiple occupancy (assumed 2 people per car to be conservative). The above data is represented visually in the pie chart at **Figure 2**.

Figure 2: Mode Share Survey Results – Saturday 15 November 2025



LOCATION	Suite 34, Level 2 160 St Georges Terrace Perth WA 6000 Australia	TELEPHONE	+61 370 330 210	WEBSITE	pja.com.au
		EMAIL	contact@pja.com.au		



Taken together, the Friday and Saturday surveys confirm that Molly’s already operates with a **strong non-private car mode split**, particularly on Saturday evenings, with ride share and walking forming the dominant modes and only a minority of visits generating a demand for any on-street or off-street public parking. This pattern is consistent with the venue’s location within an inner-urban main street environment with linked activity land uses, supported by high-frequency bus services and a dense surrounding residential catchment.

1.3 Purpose of Trip (Molly’s vs Beaufort St Precinct)

A second question asked patrons:

“Is your visit to Molly’s formed part of a broader trip to the Beaufort Street Town Centre precinct (for example, nearby cafés, shops, restaurants, a game at HBF Park, IGA or other pubs/clubs)?”

The above, in order to understand the extent to which visits to Molly’s are part of multi-purpose town centre trips, to the Beaufort Street precinct, rather than single-purpose trips solely generating a parking demand attributable solely to Molly’s, for which the City’s parking rates have the potential to be overrepresenting for this venue inside the heart of the Town Centre.

The results of asking each patron this second question are summarised below:

Friday 14 November 2025 6:00 pm to 8:00 pm:

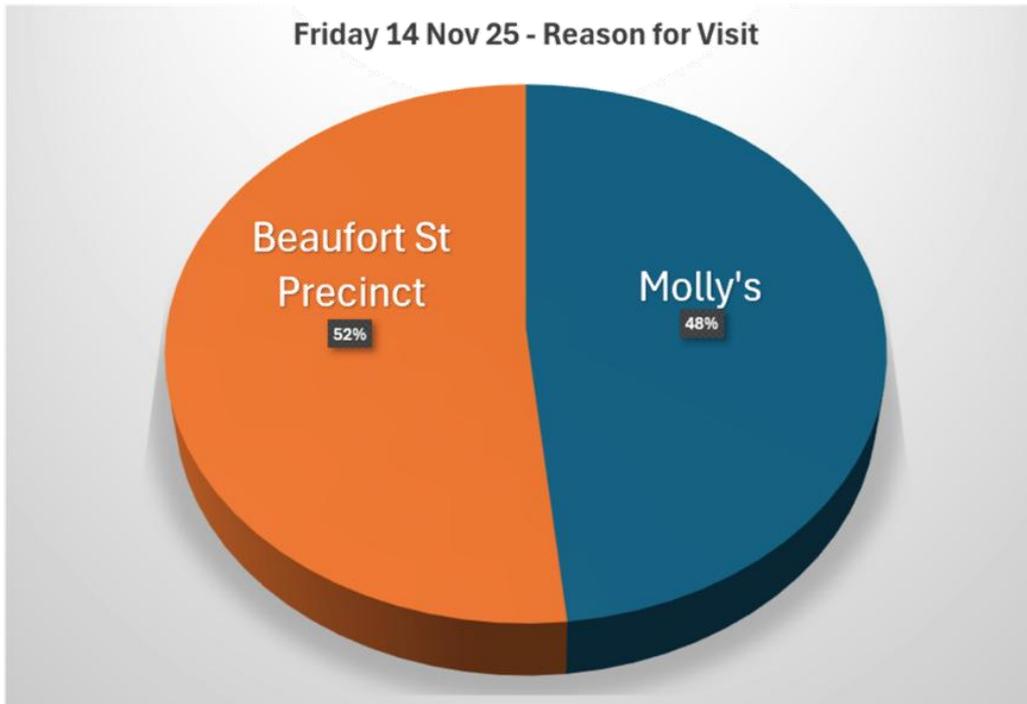
- 29 Patrons = Visit Direct to Molly’s
- 31 Patrons = Visit to Beaufort Street Precinct.

This data is presented as percentages in the following pie chart at **Figure 3**.

LOCATION	Suite 34, Level 2 160 St Georges Terrace Perth WA 6000 Australia	TELEPHONE	+61 370 330 210	WEBSITE	pja.com.au
		EMAIL	contact@pja.com.au		



Figure 3: Reason for Visit – Friday 14 November 2025



LOCATION	Suite 34, Level 2 160 St Georges Terrace Perth WA 6000 Australia	TELEPHONE	+61 370 330 210	WEBSITE	pja.com.au
		EMAIL	contact@pja.com.au		

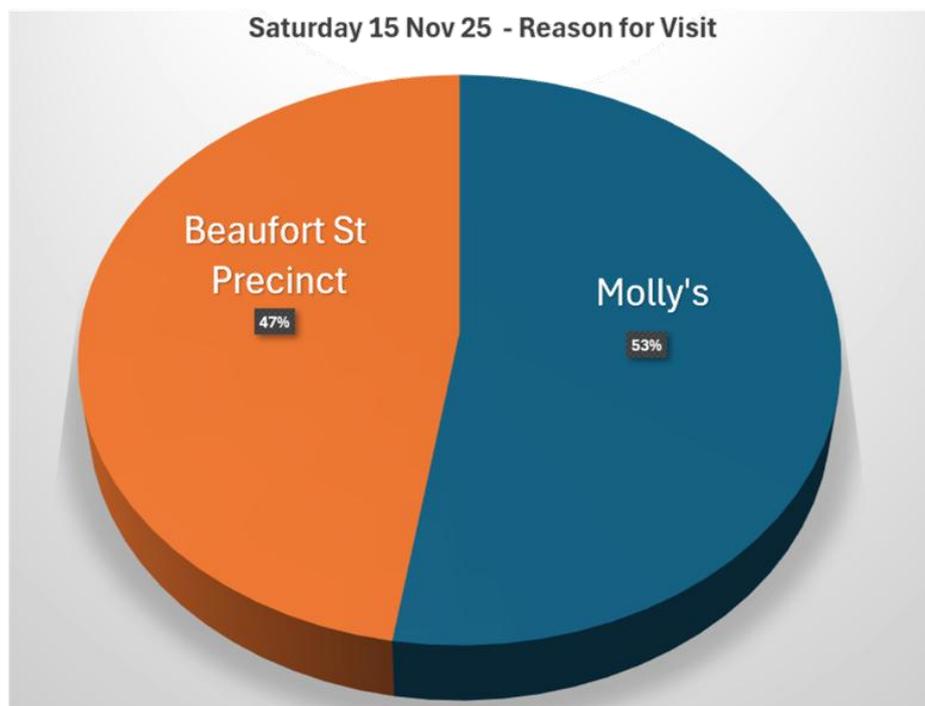


Saturday 15 November 2025 7:00 pm to 9:00 pm:

- 41 Patrons = Visit Direct to Molly's
- 37 Patrons = Visit to Beaufort Street Precinct.

This data is presented as percentages in the following pie chart at **Figure 4**.

Figure 4: Reason for Visit – Friday 15 November 2025



This data across Friday and Saturday peak periods, represents an approximate 50/50 split between the purpose of trips direct to Molly's and the Beaufort Street precinct, meaning that the City's estimated burden of additional parking relating to an uplift of 175 additional patrons' licence should not be solely placed on Molly's Irish Pub in its entirety. The data is clear, it shows that half of patrons making a trip to Molly's is part of a multi-purpose trip to other land uses along the Beaufort Street precinct.

LOCATION	Suite 34, Level 2 160 St Georges Terrace Perth WA 6000 Australia	TELEPHONE	+61 370 330 210	WEBSITE	pja.com.au
		EMAIL	contact@pja.com.au		



I.4 Parking Occupancy Spot Count Surveys (within 500 m of the Venue)

To directly respond to the City's request for quantitative information on the supply and demand for on-street car parking, the Applicant also undertook walk-through counts of available kerbside bays within approximately 500 m of Molly's. In Transport Engineering analysis, this 500m catchment is more than adequate as typically a smaller 400m distance represents a typical 5-minute walk. Counts of total bay supply and total free (unoccupied) bays were taken at 8:00 pm and 10:00 pm on each survey night (Friday 14 Nov and Saturday 15 Nov). The streets surveyed included:

- Beaufort Street
- Broome Street
- Chatsworth Road
- Mary Street
- Harold Street
- Lincoln Street
- Stirling Street
- Cavendish Street
- St Albans Avenue.

Across these streets, a total of 506 publicly available on-street bays were identified within approximately 500m walking distance of the venue. This is broadly consistent with the 400m walkable catchment and kerbside parking controls previously mapped and summarised in the original Applicant letter provided to the City.

Friday 14 November:

- 8:00 pm: **53 bays free** (approximately 10.5 % of total supply)
- 10:00 pm: **72 bays free** (approximately 14.2 % of total supply).

Saturday 15 November:

- 8:00 pm: **61 bays free** (approximately 12.1 % of total supply)
- 10:00 pm: **96 bays free** (approximately 19.0 % of total supply).

LOCATION	Suite 34, Level 2 160 St Georges Terrace Perth WA 6000 Australia	TELEPHONE EMAIL	+61 370 330 210 contact@pja.com.au	WEBSITE	pja.com.au
-----------------	---	----------------------------	---------------------------------------	----------------	------------



Expressed differently, during the peak trading periods for Molly's, on-street parking occupancy (demand) within 500 m of the venue was in the order of **81 % to 90 %**, leaving vacant bays of between **50 and 100 bays free** at any given time with the usual turnover of parking, during the survey windows (Friday and Saturday).

When compared with the City's current calculation suggested of an 81 bay shortfall for the overall venue, this data indicates that:

- Based on the observed mode share and trip purpose data, an uplift of 175 patrons would generate an effective incremental parking demand of **around 18 bays on a typical Friday evening** and **around 4 bays on a typical Saturday evening**, assuming a conservative average occupancy of two patrons per car and allocating the 50% of trips as uniquely attributable to Molly's (with the balance being Beaufort Street precinct trips). This is substantially lower than the headline 81-bay "technical" shortfall calculated under the City's scheme rate requested to be applied and demonstrates that, in practice, the additional patronage can be accommodated within the existing on- and off-street parking supply.
- Given the highest proportion of patrons arrive by ride share followed by walking, the **incremental parking demand** associated with an additional 175 patrons is **significantly lower** than the original shortfall figure which the City estimates.

However, a fundamental point to express is that the peak Friday night and Saturday night patronage to Molly's is already occurring at the venue and people are either being actively turned away due to the current licence restriction, or being queued on the footpath which also causes congestion. The above results are calculated even whilst knowing that Molly's is actively attracting an additional 175 patrons, which in reality is not the case as these people are already on the streets within the Beaufort Street precinct and if they can't get into Molly's then they will likely go elsewhere.

1.5 Synthesis and Justification

Drawing together both the original area analysis and the new empirical survey data, the following key points are submitted **in support** of the City accepting the existing on-site parking arrangements in the context of an increase of licence up to 175 patrons:

Inner-urban, highly accessible location

- Molly's sits within an established inner-urban main street environment on Beaufort Street, characterised by a dense local residential catchment, continuous footpaths and short street blocks with landscaping that encourage walking and cycling.

LOCATION	Suite 34, Level 2 160 St Georges Terrace Perth WA 6000 Australia	TELEPHONE EMAIL	+61 370 330 210 contact@pja.com.au	WEBSITE	pja.com.au
-----------------	---	----------------------------	---------------------------------------	----------------	------------



- The site is directly served by Transperth’s high-frequency Route 950/950X “Superbus” and routes 67 and 68, with combined headways as low as 4 minutes during key evening periods and late services on Fridays and Saturdays, providing a genuine alternative to private car travel for both patrons and staff.

Observed Patron Mode Share Strongly Favours Non-Car Modes

- Across the two survey nights, approximately **58 % of patrons on Friday** and **92 % of patrons on Saturday** arrived by modes that do not require long-term on-street or off-street parking, principally ride share dropping off and walking.
- This confirms in-practice **travel behaviour that aligns with the City’s aspirations** for the Beaufort Street town centre as a walkable, transit-oriented precinct and supports the view that the incremental parking impact of the proposed uplift in patrons is moderated by existing travel patterns.

Significant On-Street and Off-Street Parking Supply within 300–500 m

- The on-street surveys demonstrate that around **506 bays** are available within a comfortable 500 m walk of Molly’s, with **10–19 %** of this supply remaining free at the peak survey times.
- In addition, Wilson Parking facilities at 462 and 450 Beaufort Street and the City’s Barlee Street car park provide further paid off-street capacity within approximately 50–340 m of the venue, with ticketless/pay-by-plate and EasyPark app management.
- Taken together, this represents **substantial public parking capacity within 300–400 m of the site**, consistent with the type of distributed parking expected in a town centre environment, which is capable of absorbing incremental demand associated with the proposed patron increase.

Management and Behavioural Measures

- The Applicant has committed to providing additional bicycle parking at the rear of the venue, supplementing existing front-of-house racks, and to continuing staff and patron messaging that prioritises public transport, walking, cycling and ride share over driving.
- Venue communications will continue to direct those patrons who do drive towards the nearby public car parks rather than local residential streets, in line with the City’s broader kerbside management framework.

<p>LOCATION</p> <p>Suite 34, Level 2 160 St Georges Terrace Perth WA 6000 Australia</p>	<p>TELEPHONE</p> <p>+61 370 330 210</p> <p>EMAIL</p> <p>contact@pja.com.au</p>	<p>WEBSITE</p> <p>pja.com.au</p>
--	--	---



1.6 Conclusion

In summary, the additional survey work undertaken by the Applicant on 14 and 15 November 2025 demonstrates that:

- The location of the site within an urban/inner-city environment naturally attracts high levels of walking, cycling, public transport and ride share use, which in practice already limits reliance on private parked cars.
- There is significant supply of public on and off-street car parking within approximately 300–400 m of the venue, with empirical surveys confirming that between 50 and 100 bays remain available during peak survey times across Fridays and Saturdays, in addition to the previously identified off-street facilities.
- The surveyed mode share and parking occupancy results confirm that the incremental parking demand associated with a licence approval for an additional 175 patrons can be accommodated within the surrounding network, with at least half of these patrons already arrived in the Beaufort Street precinct, without unacceptable impacts on local residents or the broader town centre parking system.

We trust that the above detailed information assists the City in its assessment and will support progression of the application to the February 2026 Council Meeting with a positive recommendation for approval from City officers.

Yours sincerely, on behalf of Toucan Hospitality

Tanya Moran
Director

Richard Spencer
Senior Associate

CC. Lee Behan - Toucan Hospitality

LOCATION	Suite 34, Level 2 160 St Georges Terrace Perth WA 6000 Australia	TELEPHONE EMAIL	+61 370 330 210 contact@pja.com.au	WEBSITE	pja.com.au
-----------------	---	----------------------------	---------------------------------------	----------------	------------

CITY OF VINCENT
RECEIVED
21 October 2025



Jade-Lee Phung
City of Vincent
Administration & Civic Centre
244 Vincent St (Cnr Loftus)
Leederville
Western Australia
6007

21/10/2025
Your Ref: 5.2025.323.1
Our Ref: 09687-L-01-A

Dear Jade-Lee Phung

REQUEST FOR ADDITIONAL INFORMATION – NO. 484 & 488-492 BEAUFORT STREET, (LOT: 51 AND 52 D/P: 29193) – CHANGE OF USE FROM EATING HOUSE TO TAVERN (AMENDMENT TO APPROVED)

1.1 Introduction & Background

Thank you for your email of 14 October 2025 clarifying the City of Vincent’s Request For Information (RFI) regarding Molly’s Irish Pub at 488 Beaufort Street, Highgate. We understand from the City’s follow up clarification email that the RFI does not seek any additional on-site parking bays, but requests documentation of how a 79-bay on-site shortfall can be acceptable in this location, in the context of an uplift of a maximum additional 175 patrons.

Your email (14 October 2025) confirmed that the City seeks information regarding the existing parking supply and how this application may potentially impact the existing parking supply within the area. It was confirmed that the respondent (PJA on behalf of Molly’s Irish Pub) should provide the following information:

- Existing high frequency bus routes on Beaufort Street and surrounding streets;
- Existing on-street parking supply and their associated time restrictions;
- Existing off-street paid parking facilities and their associated fees/ time restrictions;
- Existing ride-share availability and any pick-up/ drop-off, if any; and
- Any other form of public/ private transportation justification.

In addition to this information, the City confirmed the Applicant would need to demonstrate a compliant bicycle parking/storage area within their venue. The applicant was advised by the City that bicycle parking is likely to be conditioned on the final determination.

Below is our response, structured to address each of the RFI items. We have undertaken a desktop review of existing public transport, on-street parking supply/controls and off-street paid parking within a 400m walk of

LOCATION	Suite 34, Level 2 160 St Georges Terrace WA 6000 Australia	TELEPHONE EMAIL	+61 370 330 210 contact@pja.com.au	WEBSITE	pja.com.au
-----------------	---	----------------------------	---------------------------------------	----------------	------------



the venue (approx. 5 minutes), supplemented by management measures which will be implemented to help mitigate parking demand.

I.2 High-Frequency Public Transport (Beaufort Street & Surrounds)

Beaufort Street forms part of Transperth’s core bus network. Route 950 and 950X (limited stop service) operates at high frequency along Beaufort Street, linking Highgate with the CBD and Morley/Galleria, operating across an all-day duration every day of the week. Route 950 and 950X are proudly termed the ‘Superbus’ by the Public Transport Authority (PTA) as it is reported to service more daily passengers than some of Perth heavy railway lines, carrying some 17,000 people per day (weekday average). This service is right outside the doors of Molly’s Irish Pub.

Bus service 67 and 68 also operate on Beaufort Street in both directions and provide a combined approximate hourly service during the evening Monday to Friday, Saturday and Sunday, running between Perth City and Mirrabooka Bus Station, which add alternate origins/destinations to the areas served by the 950 and 950X high frequency services.

Transperth’s current timetable confirms active operation of services 67, 68, 950 and 950X in this corridor which also operate in a parking clear zone of 06:30am to 9:00am southbound and 16:00 to 18:00 northbound Monday to Friday on Beaufort Street past Molly’s Irish Pub. Typical headways of between 4 to 8 minutes (950 & 950X combined) are provided in the typical road network peaks/interpeak, emphasising the corridor’s high movement network accessibility without a private car.

For patrons and staff arriving via Beaufort Street, Transperth Route 950 runs very frequently through the evening peak **and late into the night on Fridays**, and from midday through **to late evening on Saturdays and Sundays**. Based on the current published timetable, typical headways during Molly’s busiest trading windows are:

Table 1: 950 & 950X Typical Frequency Headway – Friday Evening and Saturday Daytime / Evening

Period	Direction (via Beaufort St)	Typical headway (mins)	Notes
Friday 5:00–7:00 pm (950 & 950X Combined)	Both directions (CBD ↔ Morley/Galleria)	4–7	Evening peak, very frequent arrivals.
Friday 7:00–9:00 pm (950 Service)	Both directions	5–8	Frequency tapers slightly after peak.
Friday 9:00–11:00 pm (950 Service)	Both directions	7–12	Late evening pattern;
Saturday 12:00–3:00 pm (950 Service)	Both directions	6–10	High daytime frequency.
Saturday 3:00–6:00 pm (950 Service)	Both directions	5–9	High frequency early evening pattern

LOCATION Suite 34, Level 2
 160 St Georges Terrace
 WA 6000
 Australia

TELEPHONE +61 370 330 210
EMAIL contact@pja.com.au

WEBSITE pja.com.au

CITY OF VINCENT
RECEIVED
21 October 2025



Period	Direction (via Beaufort St)	Typical headway (mins)	Notes
Saturday 6:00–9:00 pm (950 Service)	Both directions	6–10	Consistent evening frequency pattern
Saturday 9:00–11:00 pm (950 Service)	Both directions	8–12	Late evening pattern

During Molly’s busiest periods of Fridays 5pm–11 pm and Saturdays 12 noon–11 pm, Route 950 typically arrives every 4–8 minutes through the early evening, transitioning to about every 7–12 minutes later at night. This level of service provides a reliable, ‘turn-up-and-go’ option for patrons and staff, materially reducing car dependence for peak pub times.

Nearest Bus Stops & Access:

The nearest bus stops on Beaufort Street to Molly’s are immediately outside the front door on both sides of the street, with a shelter on the southbound side (bus stop ID: 12171) and awnings providing shelter on the northbound side (bus stop ID: 12137) with available street benches. These bus stops serve bus routes 67, 68, 950 and 950X in both directions on Beaufort Street.

Figure 1: Bus Route 950 / 950X Map



LOCATION Suite 34, Level 2
160 St Georges Terrace
WA 6000
Australia

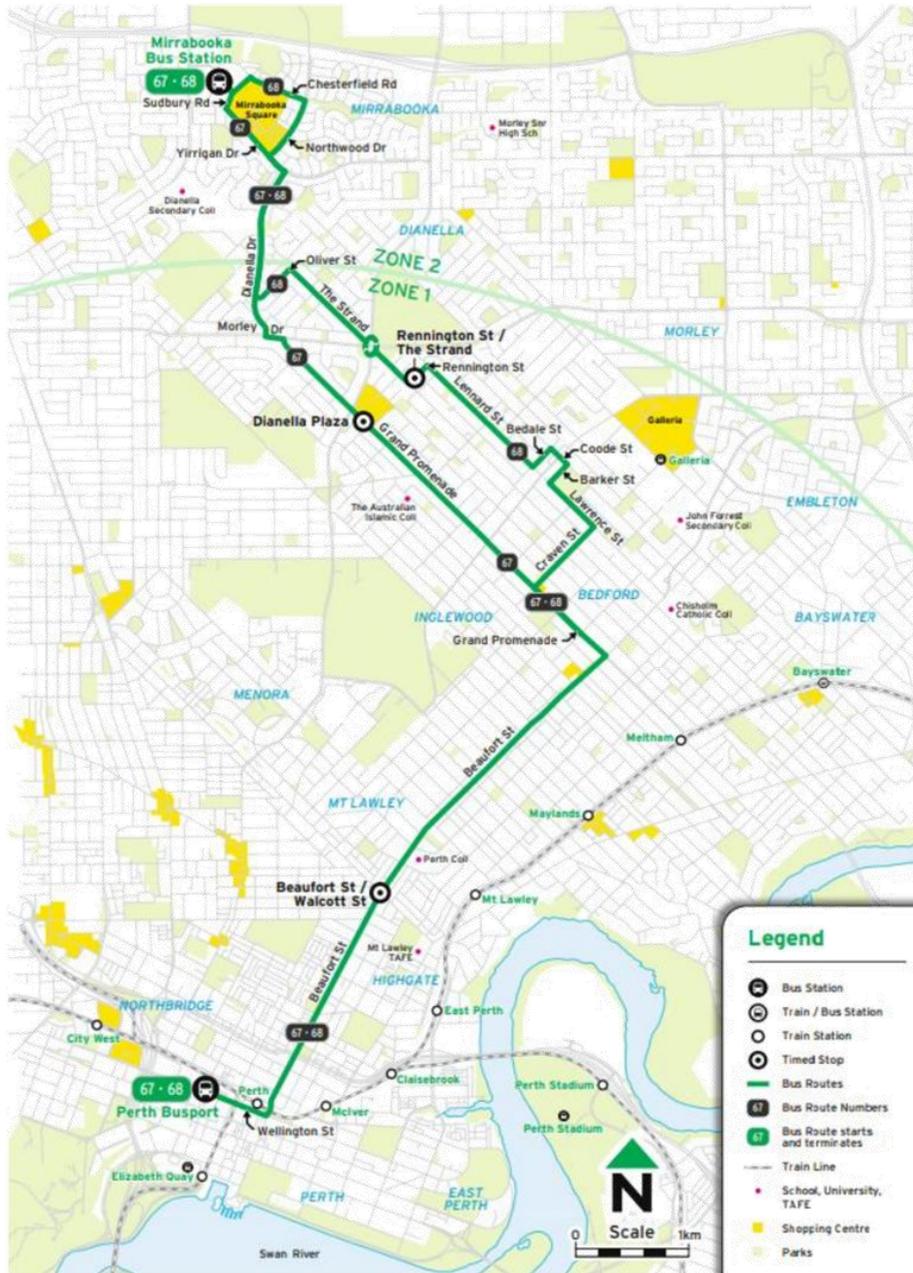
TELEPHONE +61 370 330 210
EMAIL contact@pja.com.au

WEBSITE pja.com.au

CITY OF VINCENT
RECEIVED
21 October 2025



Figure 2: Bus Route 67 / 68 Map



LOCATION Suite 34, Level 2
160 St Georges Terrace
WA 6000
Australia

TELEPHONE +61 370 330 210
EMAIL contact@pja.com.au

WEBSITE pja.com.au



1.3 On-Street Parking Supply and Time Restrictions (within 400m)

A walkable catchment of 400m surrounding Molly’s Irish Pub has been assessed in terms of the supply of on-street parking and time restrictions. 400 to 450m is typically characterised as a walkable distance around a town/activity centre, of which Molly’s is centred within the southern section of the Beaufort Street precinct.

Within approximately 400 m of Molly’s Irish Pub at 488 Beaufort Street, there is a mix of kerbside on-street parking bays on the following key roads: The plan shown at **Appendix A** of this letter illustrates the various parking supply locations and time restrictions on the key roads within a 400m catchment of Molly’s Irish Pub. These are summarised as follows:

- **Beaufort Street (both sides) outside of Clearzone Times:**
Generally a mix of 2 hour ticketed and non-ticketed parking, 15 minute bays, loading zones and bus zones.
- **Broome Street:**
Generally a mix of 2 hour ticketed and non-ticked parking.
- **Chatsworth Road:**
2 hour non-ticked parking.
- **Mary Street:**
A mix of 2 hour non-ticketed parking and restricted parking (permit holders excepted).
- **Harold Street:**
A mix of 2 hour ticketed and 1 hour/2 hour/3 hour non-ticked parking. Restricted parking (permit holders excepted) is present on the northern side of Harold Street, west of Beaufort Street.
- **Lincoln Street:**
2 hour non-ticked parking.
- **Stirling Steet:**
A mix of 2 hour non-ticketed parking and restricted parking (permit holders excepted).

On-street parking controls are a typical inner-urban mix of ticketed and time-restricted bays during the day and early evening, with management guided by the City’s parking framework (ticketless/pay-by-plate operation in majority of areas and EasyPark app coverage available in all areas).

While exact bay numbers and block-by-block controls vary and are sign-posted locally, in general the predominant 2 hour time restricted parking on Beaufort Street and surrounding side-streets expires in the early evening (expiry varying between 5:30pm/6pm and 8pm) where after these times, on-street parking becomes unrestricted in terms of time-period, coinciding with the peak periods at Molly’s Irish Pub on Fridays and Saturday evenings. However, before these times there is a sufficient supply of 2 hour and 3 hour time

LOCATION	Suite 34, Level 2 160 St Georges Terrace WA 6000 Australia	TELEPHONE EMAIL	+61 370 330 210 contact@pja.com.au	WEBSITE	pja.com.au
-----------------	---	----------------------------------	---------------------------------------	----------------	------------



restricted parking in the 400m walking catchment to give ample options to support parking connected with patrons to Molly’s Irish Pub.

I.4 Paid ‘Off-Street’ Public Parking Facilities (within 400 m) and Fees/Limits

There are multiple public/private-operated car parks within an easy walk of the venue that can absorb peak parking demand:

- **Wilson Parking: 462 Beaufort St (approx. 50 to 60 m south of Mollys):**
24/7 open-air car park offering hourly and early-bird (up to 10 hours) options; entries via 462 Beaufort St and Broome St. 25 Parking Bays Total
Fees: Hourly form \$3.00 or App only Earlybird: Entry between 5am & 9am = \$7.00 for 10 Hours.
- **Wilson Parking: 450 Beaufort St (approx. 110m south of Mollys):**
Public parking 6 pm to Midnight Monday to Friday and all day on weekends, with posted casual night/weekend rates. 16 Parking Bays Total
Fees: Night from \$2.00 / Weekend from \$2.00.
- **City-Operated Public Car Parks:**
Barlee Street Car Park: (approx 340m north-east of Molly’s):
Fees: Ticket Parking 7am to Midnight, Mon - Sun (first hour free) and then \$2.70 per hour to a maximum of \$17 per day from 7am to 7pm. 47 Parking Bays Total.

This distributed off-street parking supply provides short-stay turnover for patrons and longer-stay options a short walk from the venue, reducing pressure on residential streets. Ticketless/pay-by-plate operation and EasyPark coverage is available at these locations.

The plan shown at **Appendix A** of this letter illustrates the various ‘off-street’ parking supply options and time restrictions within a 400m catchment of Molly’s Irish Pub.

I.5 Ride-share availability and pick-up/drop-off (PU/DO)

The Highgate area is well served by ride-share operators (e.g., Uber/DiDi/Ola). The immediate Beaufort Street frontage and side streets (Broome Street and Mary Street) provide practical, low-speed kerb space for safe PU/DO activity.

The City has already designated taxi/loading facilities outside nearby venues on Beaufort Street, approximately 100m north of Molly’s on both sides of the street, giving an appropriate option for kerbside management for PU/DO in evening periods. In addition, the configuration of Beaufort Street with dual lanes

LOCATION	Suite 34, Level 2 160 St Georges Terrace WA 6000 Australia	TELEPHONE EMAIL	+61 370 330 210 contact@pja.com.au	WEBSITE	pja.com.au
-----------------	---	----------------------------	---------------------------------------	----------------	------------

CITY OF VINCENT
RECEIVED
21 October 2025



in each direction, with the kerbside bus lanes (and bus zones) immediately outside the frontage of Molly’s on both sides, provides opportunistic and momentary pick up and drop off options for patrons of Molly’s without causing blockages to through traffic on Beaufort Street as a result of short-term vehicle stoppages.

To support the use of ride-share modes in lieu of private parking, the Applicant commits to induct all staff and prompt visitors, with Signage/Posters within the venue to direct patrons to PU/DO locations (towards Broome Street/Mary Street and at the Wilson 462/450 Beaufort entries), along with venue messaging that directs patrons and drivers to these points to minimise dwell on Beaufort Street itself.

1.6 Other Public/Private Transportation Justification (Active Transport Modes & Management)

Walking & Cycling:

The site is embedded in a highly walkable activity-street environment (Beaufort Street) with continuous footpaths on both sides of key streets and short block lengths. The Applicant is committed to installing bicycle parking/storage within the venue as described below and is keen to promote active travel through staff inductions and patron/visitor communications (website, booking confirmations and venue signage).

Bicycle Parking/Storage (on-site) & End-of-Trip (EoT) – Updated to Meet Policy:

As per consultations with you following receipt of RFI letter, the Applicant has committed to installing 12 additional bicycle parking spaces at the rear of the venue within the carpark, supplementing the existing 2 bicycle racks located at the front entrance.

The rear carpark is well-lit and monitored by CCTV to ensure the safety of patrons and staff.

End-of-trip facilities are provided exclusively for staff and include lockers, showers, and changing rooms located in the upstairs area of the venue.

Travel Demand Management (TDM):

- No additional on-site car parking is proposed for patrons; staff car parking will not be allocated as a default condition.
- Patron messaging will preference for public transport, walking, cycling and PU/DO over driving, and will highlight nearby car parks (Wilson 450/462 and the City’s Brisbane Street car park) rather than local residential streets.

LOCATION	Suite 34, Level 2 160 St Georges Terrace WA 6000 Australia	TELEPHONE EMAIL	+61 370 330 210 contact@pja.com.au	WEBSITE	pja.com.au
-----------------	---	----------------------------	---------------------------------------	----------------	------------

CITY OF VINCENT
RECEIVED
21 October 2025



I.7 Summary:

The following summarises succinctly why a 79-bay on-site parking shortfall (per City’s letter) is reasonable in these site specific circumstances (with maximum +175 patrons):

- The venue is located on one of Perth’s highest-frequency and used bus corridors (Route 950 & 950X) with additional routes (services 67 and 68) in the immediate catchment, providing realistic non-car access for both patrons and staff over an all-day duration, into the late evenings, seven days a week.
- There is substantial proximate paid off-street parking options (Wilson 462 & 450 Beaufort; City car parks) with clear fees, time-of-day operations and app-based payment, all within approximately 400m of the site. This supply is designed to serve the town-centre economic viability and managed with the City’s kerbside controls.
- The City’s on-street kerbside parking management (ticketed/time-limited bays, EasyPark coverage, taxi/loading designations near venues) already moderates parking demand and caters for PU/DO, supporting safe and efficient turnover of patrons at peak times.
- The configuration of Beaufort Street with dual lanes in each direction, with the kerbside bus lanes (and bus zones) immediately outside the frontage of Molly’s on both sides, provides opportunistic and momentary pick up and drop off options for patrons of Molly’s without causing blockages to through traffic on Beaufort Street as a result of short-term vehicle stoppages.
- The applicant is committed to providing substantially more bicycle parking and supplemented by on-site EoT facilities, coupled with the TDM measures, will further shift mode share away from private car use.

Together, these factors indicate that parking demand generated by Molly’s can be accommodated off-site within the existing public and private parking of this activity area, without adverse impacts on the surrounding network.

Policy Alignment Noted by the City

We acknowledge this assessment undertaken against:

- **Built Form Policy No. 7.1.1:** (contextual main-street design and pedestrian amenity),
- **Local Planning Policy: Non-Residential Parking:** (including parking concessions criteria), and
- **Beaufort Street Town Centre Planning Framework:** (recently adopted), to which our transport approach is aligned.

LOCATION	Suite 34, Level 2 160 St Georges Terrace WA 6000 Australia	TELEPHONE EMAIL	+61 370 330 210 contact@pja.com.au	WEBSITE	pja.com.au
-----------------	---	----------------------------	---------------------------------------	----------------	------------

CITY OF VINCENT
RECEIVED
21 October 2025



Yours sincerely, on behalf of Toucan Hospitality

Tanya Moran
Director

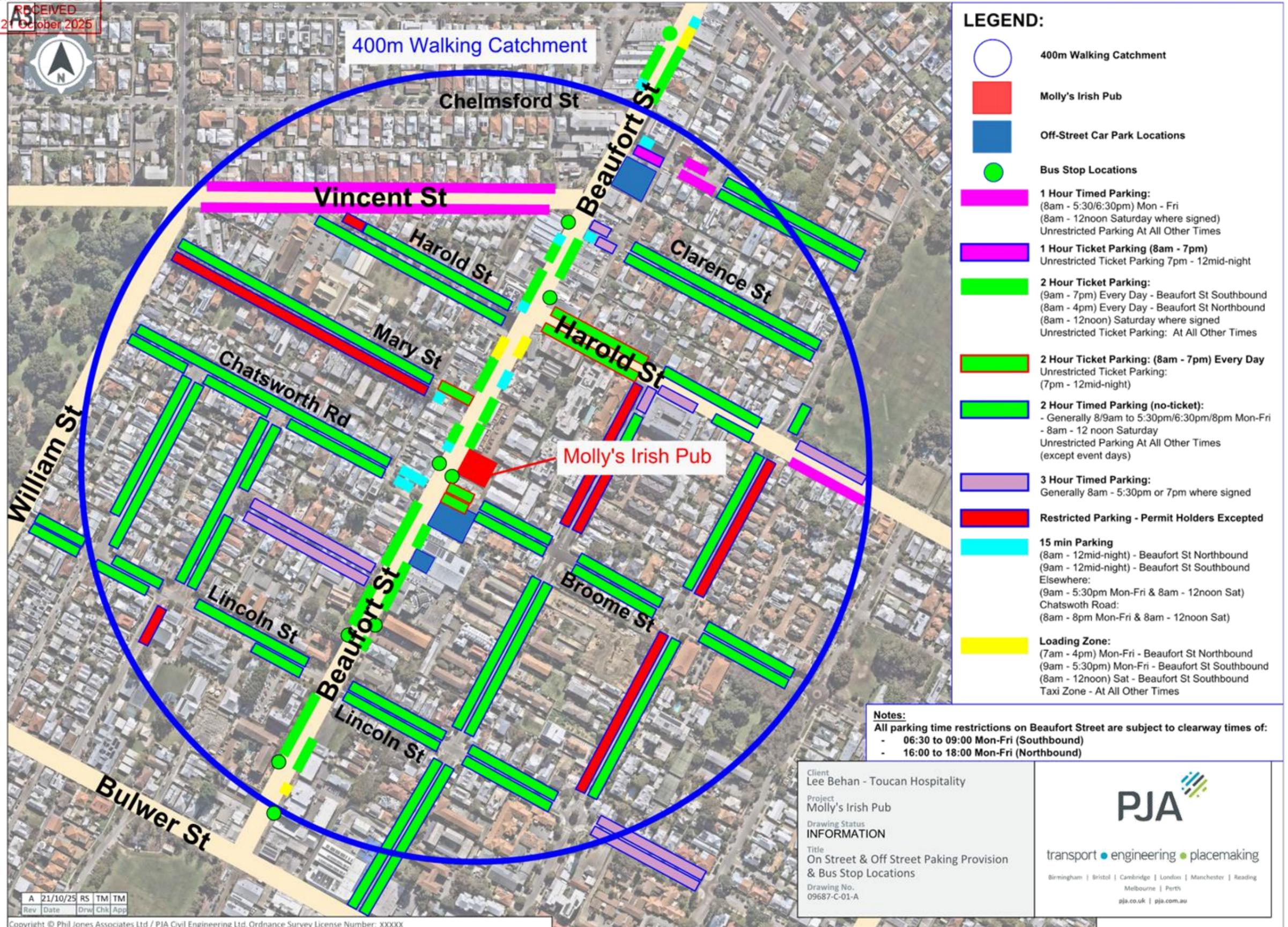
Richard Spencer
Senior Associate

CC. Lee Behan - Toucan Hospitality

Attachment: Appendix A: 09687-C-01-A - On Street & Off Street Parking Provisions and Bus Stop Locations

LOCATION	Suite 34, Level 2 160 St Georges Terrace WA 6000 Australia	TELEPHONE	+61 370 330 210	WEBSITE	pja.com.au
		EMAIL	contact@pja.com.au		

CITY OF VINCENT
RECEIVED
21 October 2025



CITY OF VINCENT
RECEIVED
25 November 2025



Venue Management Plan

Molly's Irish Pub

484-492 Beaufort Street, Highgate, 6003

House Management Policy

The licensee is committed to operating Molly's Irish Pub in a compliant, professional and friendly manner while having utmost regard for patrons as well as others in the surrounding areas of the premises.

The licensee intends to ensure that its tavern business caters for the requirements of consumers and provides valuable services and facilities for the local community.

The following Code of conduct and Management plan support this house management policy and details our policies regarding responsible service of alcohol, staffing, training, security, traffic and noise management, patron behaviour, incident response, safety and sanitation procedures that ensure compliance with relevant legislation and protection of community amenity.

*Additionally, some highlighted commentary throughout this document indicates some proposed amendments in lieu of an increased allowance of 175 patrons

House Policy

The licensee's main policy objectives outlined in this plan are to:

1. Operate in full compliance with licensing and safety regulations
2. Operate with a duty of care for all patrons
3. Provide a safe, welcoming, and well-managed environment for patrons
4. Minimise noise and disturbance to neighbors
5. Always ensure responsible service of alcohol
6. Always act in line with the following code of conduct and management plan

Code of Conduct

The licensee is committed to the following in relation to Molly's Irish pub:

1. Ensuring patrons behave respectfully and follow staff directions
2. Avoiding and controlling unsociable or intoxicated people
3. Controlling access to the premises and access to alcohol by juveniles
4. Resolving complaints in an efficient and effective manner
5. Taking care of patrons, including developing and maintaining strategies to minimize potential harm to them. Strategies are to include:
 - 5.1 Establishing a passive and friendly ambience
 - 5.2 Making food, low and non-alcohol drinks available
 - 5.3 Encouraging responsible consumption of liquor through communication
 - 5.4 Discouraging antisocial behaviour in or around the premises
 - 5.5 Offering to assist with arrangements for safe transport home for patrons where appropriate.
 - 5.6 Staff monitor patron behaviour and uphold RSA protocols.
 - 5.7 Regular training staff to a high standard.
6. Management ensures clean and sanitary facilities for patrons and neighbours
7. Ensuring proactive incident prevention
8. Serving liquor responsibly in all aspects of the business
9. Respecting neighbours surrounding the premises and encouraging patrons to also respect the local amenity
10. Ensure a safe environment for all patrons through effective management of security
11. Always ensuring clean and sanitary premises
12. Ensuring effective management of noise in the premises and surrounding area where appropriate

Molly's will continue to act in accordance with our code of conduct in line with the increase in patronage and the points mentioned above need no amendments

Management Plan

The House policy and code of conduct outlined above shall be implemented at Molly's Irish Pub through documented policies, staff training, signage at the premises, communicating with patrons face to face and generally taking prudent steps to properly manage the business at all times.

1. Responsible Service of Alcohol (RSA)

The licensee, approved managers and other staff will complete approved courses in the management of licensed premises and responsible service of alcohol as required by the director of liquor licensing. Staff will also receive ongoing 'on the job' training.

Responsible service practices will include the following;

- 1.1 Not selling or supplying liquor to juveniles or people or cannot satisfactorily prove they are over 18 years old.
 - 1.2 Not selling alcohol to people who are showing signs of intoxication
 - 1.3 Having food and low/no-alcohol options always available
 - 1.4 Providing a passive environment
 - 1.5 In-house training covers intoxication signs, de-escalation, refusals, and incident documentation.
 - 1.6 Free water station available always
 - 1.7 Regular RSA refresher training is completed by staff.
 - 1.8 Complying with the policy of the director of liquor licensing, '*Responsible promotion and advertising of liquor*' www.dlgsc.wa.gov.au
- Juveniles shall be controlled by way of the following;

- 1.9 not being permitted on the licensed premises unless accompanied by a responsible adult who is genuinely acting in the role of guardian
- 1.10 When at the premises, by not selling or supplying liquor to them and by taking reasonable steps to protect them from the foreseeable risks
- 1.11 By accepting only satisfactory forms of identification to prove an age of over 18 years. These are the following;
 - (i) Current Australian drivers license with photograph
 - (ii) Current Passport
 - (iii) Proof of age card issued under regulation 18B of the Liquor Control Regulations 1989 (WA)
 - (iv) Current Australian learners permit with photograph
 - (v) Current card issued under the law of another state or territory that is the equivalent to a proof of age card or a drivers license

Molly's will continue to remain committed to the responsible service of alcohol. There are no applicable amendments to the above points, however operationally there will be extra water stations available to cater for the extra patronage

2. Security and Crowd Control

The licensee understands its duty of care to all patrons and although not a condition of the license will employ a third-party company to help manage its patrons by way of the following:

- 2.1 Greeting and monitoring guests for any signs of intoxication
- 2.2 support management in crowd control and safety monitoring
- 2.3 Entry, exits, and thoroughfares are actively managed and kept clear
- 2.4 Professional, non-forceful patron ejections where possible
- 2.5 Patron numbers monitored via counting devices
- 2.6 Ensuring the following minimum requirements of security staffing and stations:
 - (i) Friday: 2 security guards + 1 roaming RSA Marshall (from 7pm)
 - (ii) Saturday: 3 security guards + 1 roaming RSA Marshall (from 7pm)
 - (iii) Sunday: 1 security guard + 1 roaming RSA Marshall (from 1pm)
- 2.7 Maintaining an incident report register at all times

Proposed amendments to security and Crowd control policies:

- 2.8 Ensuring the following minimum requirements of security staffing and stations:
 - (i) Friday: 3 security guards + 1 roaming RSA Marshall (from 7pm)
 - (ii) Saturday: 4 security guards + 1 roaming RSA Marshall (from 7pm)
 - (iii) Sunday: 2 security guards + 1 roaming RSA Marshall (from 1pm)

3. Staffing Levels & Management Oversight

The licensee will ensure sufficient levels of management and staffing to look after our patrons, ensure acceptable levels of venue cleanliness and sanitation, patron flow & noise management.

3.1 Minimum staffing levels are as follows:

- (i) Weeknights: 3-4 floor staff, 2-4 bar staff, 1 manager, 1 supervisor.
- (ii) Peak periods: Up to 5 floor staff, 7-8 bar staff, kitchen up to 6 staff, 2 managers.
- (iii) Peak periods are Friday and Saturday from 7pm - 10pm

3.2 The responsibilities of Managers on shift are including but are not limited to:

- (i) Responsible service of alcohol
- (ii) security management
- (iv) noise management
- (v) Patron & antisocial behaviour
- (vi) Venue sanitation & cleanliness
- (vii) Incident management & CCTV related issues
- (viii) Patron flow
- (ix) Food and beverage service
- (x) Opening and closing procedures

Proposed amendments to staffing levels:

3.3 Minimum staffing levels are as follows:

- (iv) Weeknights: 3-4 floor staff, 2-4 bar staff, 1 manager, 1 supervisor. (No change required)
- (v) Peak periods: Up to 6 floor staff, 8-9 bar staff, kitchen up to 6 staff, 2-3 managers.
- (vi) Peak periods are Friday and Saturday from 7pm - 10pm

Noise Management

The licensee is committed to reducing the effect of any potential noise issues that may arise working collaboratively with our neighbours to ensure a peaceful relationship.

This will be upheld by way of the following:

1. Outdoor speakers are to be turned off at 10pm every night
2. Routine external noise checks conducted throughout the day
3. Live entertainment to be finished by 11pm on weekends
4. House music volume decreased, and lighting increased gradually after 11pm
5. No speakers to be installed on the external of the building
6. Regular Maintenance of internal acoustic panels installed to reduce sound escape
7. No bottle or glass bins are to be emptied between the hours of 10pm and 8am
8. Fostering a good relationship with our neighbors and providing open lines of communication, taking feedback on board and operating respectfully

Molly's already takes the above measures to reduce noise emanating from the venue. The licensee will add further measures to this venue management plan in line with the below recommendations from an official acoustic report.

"Music in outdoor area must be regulated at a level where it is not audible at the nearest noise sensitive receivers. It is recommended the access door to outdoor is managed by keeping closed for evening and night time periods"

"Patron capacity shall also be limited to 20 persons in the outdoor garden area after 10pm"

Proposed amendments:

11. Manage noise levels in line with the recommendations of official acoustic reports conducted on site
12. Garden alfresco door closed after 10pm to reduce sound to rear residences
13. Patron capacity shall be limited to 20 persons in the outdoor garden area after 10pm.

Patron & Antisocial Behaviour

In the interest of the safety and comfort of guests and neighbours, The licensee will endeavor to ensure anti-social behaviour is kept to a minimum by way of the following measures:

1. Zero tolerance approach to antisocial or aggressive behaviour
2. Staff and security trained to identify early signs of issues and intervene calmly
3. Regular routine monitoring of toilets and potential hazard areas
4. External routine checks to minimise neighbourhood disturbance
 5. Regular maintenance of CCTV in order to cover front and rear of premises; nightly checks ensure adjacent laneways remain clean and clear
 6. Automatic floodlights installed in rear public carpark to add security to patrons and neighbours at the rear of the premises
 7. Mgmt will notify authorities if there are any scenarios in which are out of their control

We feel sufficient measures are taken and can be scaled and managed easily to meet the extra patronage

Safety & Incident Management

The licensee will take measures to ensure patron safety is a priority and incidents are managed efficiently and effectively:

1. Installation of 20+ CCTV cameras with 30-day footage retention
2. Key staff will receive accredited first-aid training
3. First Aid kits to be located at bar, kitchen, and office.
4. Regular hazard walks and sanitation checks
5. Spot cleaning procedures and hazard signage used where appropriate
6. Evacuation procedures displayed clearly in all areas
7. Staff trained during induction in the event of an emergency
8. Staff trained in the use of chemical handling and safety
9. Chemical safety charts placed at dispense stations
10. Staff Manual handling training at induction
11. Incident register maintained for all injury/police/licensing-related matters

Management to conduct extra hazard checks during peak periods and extra spot cleaning and hazard signs to be purchased to service the extra patrons

Food & Beverage Service

Regarding the service of food and beverage at the premises, the licensee will ensure:

1. Food is available during all operating hours
2. Food will be served to a high standard
3. The menu will represent good value and quality
4. Accessible drinkable water stations are always provided
5. A mixture of low and no alcohol drinks are available
6. Staff are to monitor for rapid consumption and early intoxication signs
7. Seating will be provided to cater for groups of all sizes

Closing Procedures

To ensure patrons and neighbours experience minimal disruption, the licensee will take the following measures:

1. Live entertainment is to end by 11pm
2. Music volume reduced and lighting increased to assist with gradual wind-down
3. Patrons are to be given 15–30 minutes notice before bar closure
4. Staff to encourage staggered departure to minimise noise in public areas
5. Street frontage monitored nightly to ensure patrons leave respectfully

Staff Training

To maintain high standards of service and compliance, Molly's Irish Pub will implement monthly refresher training sessions for all staff. These sessions will cover:

1. Responsible Service of Alcohol (RSA) - Reinforcing protocols for identifying intoxication, refusal of service, and safe alcohol practices.
2. Conflict Management - Techniques for de-escalating situations, handling difficult patrons calmly, and ensuring safety.
3. Customer Safety - Procedures for hazard identification, emergency response, and first-aid awareness.
4. Venue Cleanliness & Sanitation - Best practices for maintaining hygiene in all areas, including food service and public spaces.
5. Code of Conduct - Emphasizing respectful patron interaction, compliance with licensing laws, and community amenity protection.

Training will be documented, and attendance will be mandatory for all staff. Managers will monitor compliance and provide additional coaching where needed.

Traffic Management & Parking

The licensee will take measures to assist with the traffic and parking in the locality of the premises by its patrons and staff:

1. Staff are encouraged to rideshare, walk, cycle, or use public transport to reduce parking demand, particularly during peak periods
2. During the booking process, Patrons are encouraged to use nearby public transport stops located along Beaufort Street and given parking recommendations for places to park
3. Staff and security are to monitor surrounding areas to ensure safe and orderly patron arrival and departure
4. Clear signage provided to direct patrons safely to parking areas and exits

The licensee will add the following amendments in line with recent conversations with the city around parking to reduce the impact of the extra 175 patrons

5. Secure bicycle racks to be provided at the rear of the premises for use by staff and patrons to encourage sustainable modes of transport
6. The parking bays at the rear of the venue are to be used from the hours of 11am-6pm for general public and staff and from the hours of 6pm onwards for staff only. The purpose of this is to keep any noise away from our neighbours from the hours of 7pm onwards and keep our staff parking close by the venue so they can safely get to their cars after late closing times.

Cleanliness and Sanitation

The licensee will take the following steps to provide its patrons and neighbours with clean and sanitary facilities both internally and externally:

1. Twice weekly waste collection on a Monday and Friday
2. Extra ad-hoc waste collections to ensure no waste is left outside of disposal bins
3. Employment of regular pest control and bait stations in all areas
4. Regular upkeep and replacement of sanitary bins via a third party
5. Employment of a professional cleaning company to conduct daily deep cleans including toilets, common areas, windows and seating
6. Regular routine deep cleans conducted by staff
7. Monthly cleanliness and sanitation audits conducted by the licensee/directors
8. Regular upkeep of car parks by way of weeding and pressure washing
9. Regular routine emptying of the grease trap associated to the premises
10. Regular routine maintenance and cleaning of kitchen equipment and range hoods

CITY OF VINCENT
RECEIVED
9 December 2025



Mollys Irish Pub, Highgate

Acoustic Report

Project No. P01923
Revision 003
Issued 18 November 2025
Client Mollys Irish Pub

E-LAB Consulting
Where science and engineering inspire

CITY OF VINCENT
RECEIVED
9 December 2025

Document QA and Revisions

ISSUE	DATE	COMMENTS	ENGINEER	REVIEWER
1	08/05/2025	Draft Issue	Imran Khan	Teresa D Nguyen
2	13/05/2025	Final Issue	Imran Khan	Teresa D Nguyen
3				
4				

Confidentiality:

This document contains commercial information which has been prepared exclusively for the use by The Principal. The document in its entirety is confidential. No information contained in this document may be released in part or whole to any third party without the approval of the Author or The Principal.

Authorised by:

E-LAB Consulting



Imran Khan | National Technical Director
Acoustics & Vibration



CITY OF VINCENT
RECEIVED
9 December 2025

Table of Content

1	INTRODUCTION	3
1.1	DOCUMENT PURPOSE	3
1.2	RELEVANT DOCUMENTS	3
2	PROJECT SITE	4
2.1	SITE DESCRIPTION	4
3	PROJECT CRITERIA	5
3.1	NOISE EMISSIONS – WA ENVIRONMENTAL PROTECTION (NOISE) REGULATIONS 1997	5
4	NOISE EMISSIONS	8
4.2	PREDICTED NOISE EMISSIONS	9
4.3	RECOMMENDATIONS	10
5	NOISE MANAGEMENT PLAN	11
5.1	PATRONS AND MUSIC	11
5.2	WASTE COLLECTION	11
5.3	COMPLAINTS MANAGEMENT	12
6	CONCLUSION	13
APPENDIX A	NOISE CONTOURS	14
APPENDIX B	RESPONSE TO DA COMMENTS	ERROR! BOOKMARK NOT DEFINED.





1 INTRODUCTION

1.1 DOCUMENT PURPOSE

E-Lab Consulting has been commissioned by Mollys Irish Pub to undertake an acoustic assessment to assess noise emissions from the operations of the pub. The assessment specifically addresses the proposed increase in current capacity of the pub from 225 patrons to 400 patrons.

Noise emissions from the premises are assessed to maintain compliance to nearest noise sensitive receivers in accordance with WA Environmental Protection (Noise) Regulations 1997.

1.2 RELEVANT DOCUMENTS

The following standards, regulations and guidelines have been used to establish the project specific acoustic design requirements for the development.

- Western Australian Environmental Protection (Noise) Regulations 1997 (WA EPNR)
- Australian and New Zealand Standard AS/NZS 2107:2016 - Acoustics – Recommended design sound levels and reverberation times for building interiors (AS2107)



CITY OF VINCENT
RECEIVED
9 December 2025

2 PROJECT SITE

2.1 SITE DESCRIPTION

The proposed project site is primarily surrounded by commercial/ retail premises along Beaufort Street. The nearest noise sensitive receivers are to the East of the Mollys Pub, residential town houses as shown in Figure 1.

Mollys pub is predominantly an enclosed pub with access via Beaufort Street. The only open outdoor area is towards the back of the premises which is approximately 55m².

The nearest receivers have been identified, as compliance with noise regulations at these locations is considered to imply compliance at more distant receivers.

Figure 1: Project Location and nearest noise sensitive receivers





3 PROJECT CRITERIA

This section presents the regulatory requirements, and acoustic design criteria for the proposed development.

3.1 NOISE EMISSIONS – WA ENVIRONMENTAL PROTECTION (NOISE) REGULATIONS 1997

Environmental noise emissions resulting from the development are addressed through the *Environmental Protection Act 1986* with the prescribed standards detailed in the *Environmental Protection (Noise) Regulations 1997* (WA EPNR). The regulations are based on maximum allowable noise levels termed the ‘assigned noise level’.

According to the EPNR, noise emissions from any premises are deemed not to significantly impact the receiver if the emissions are 5 dB or less below the assigned levels. In summary, assigned noise levels are set by evaluating the presence of commercial and industrial zones, major transport routes, and sporting venues around noise-sensitive premises.

The assigned levels apply at premises receiving the noise (noise sensitive receiver) and not to areas within the project site or lot. In addition, the Environmental Protection (Noise) Regulations 1997 identify the following in Schedule 3, clause 2A.

- *“If the land within either of the circles is categorised on the land use map as land in respect of which mixed uses are permitted, the use of that land that results in the highest influencing factor is to be used in the determination of the influencing factor.”*

City of Vincent’s online mapping system (Local Planning Scheme 2) have been used to ascertain land use. Based on these maps, the influencing factor at the nearest noise sensitive receivers has been calculated, the nearest noise sensitive receiver has been identified as detailed below and shown in Figure 2

- 118 Broome Street, Highgate

3.1.1 Influencing Factor

The influencing factor for results from identifying major roads, commercial and industrial areas for the nearest noise sensitive receivers is detailed in Table 2. The zoning maps used for the calculation of influencing factor showing the land use types has been presented in Figure 2.

Traffic data for roads surrounding the nearest noise sensitive receiver were obtained from Main Roads Western Australia (MRWA). Table 1 presents the traffic data of the nearby roads.

Table 1: Traffic Data (Main Roads WA)

ROAD	WA EPNR CLASSIFICATION	ANNUAL AVERAGE DAILY TRAFFIC VOLUMES / YEAR
Beaufort Street (North of Chelmsford Rd)	Major Road	19,921 (2021 -22)

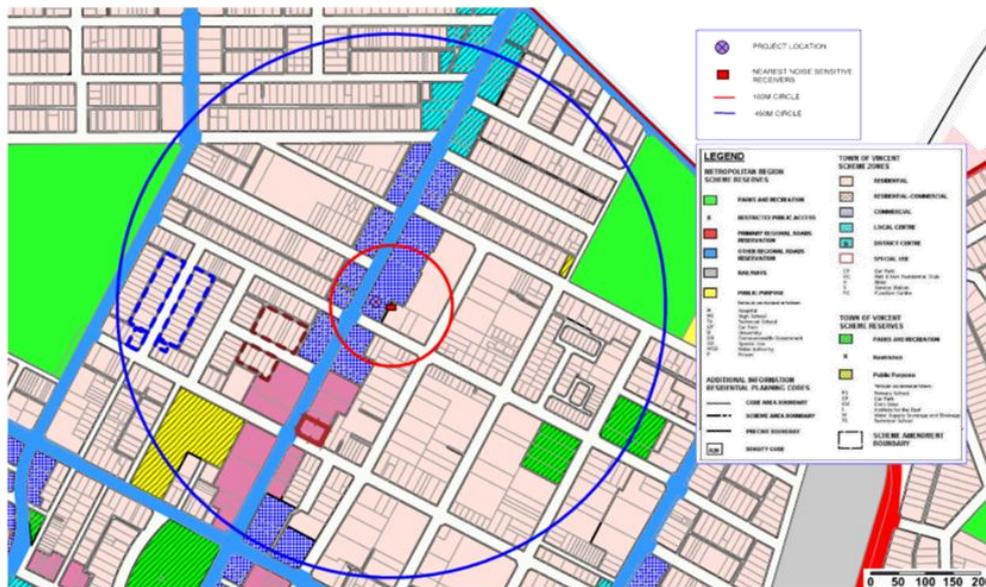
Table 2: Influencing factor (IF) noise sensitive receiver

NOISE SENSITIVE RECIEVERS	COMMERCIAL	INDUSTRIAL	ROAD	INFLUENCING FACTOR
118 Broome Street, Highgate	29 % within 100m radius 6 % within 450m radius	0 % within 100m radius 0 % within 450m radius	Beaufort Street	6 dB



CITY OF VINCENT
RECEIVED
9 December 2025

Figure 2: Zoning maps for the project and surrounding areas



Source: City of Vincent Intramaps

3.1.2 Assigned Noise Levels – Noise Sensitive Receivers

Table 3 summarises the assigned levels at the nearest noise sensitive receivers. All noise emissions from the development are below the assigned level criteria for all defined periods of the day and at the lot boundary of the receiver or 15m from any associated building.

Table 3: Assigned levels

TYPE OF PREMISES RECEIVING NOISE	TIME OF DAY	ASSIGNED LEVEL (DB)		
		LA10	LA1	LAmx
Noise sensitive premises: Highly sensitive area	0700 to 1900 hours Monday to Saturday	51	61	71
	0900 to 1900 hours Sunday & public holidays	46	56	71
	1900 to 2200 hours all days	46	56	61
	2200 hours on any day to 0700 hours Monday to Saturday, and 0900 hours Sunday & public holidays	41	51	61
Noise sensitive premises: any area other than highly sensitive areas	All Hours	60	75	80
Commercial premises	All Hours	60	75	80
Industrial and utility premises	All Hours	65	80	90

3.1.3 Noise Character Adjustments

Regulation 7 states that the noise character must be “free” of annoying characteristics, namely –

- Tonality, e.g. whining, droning;
- Modulation, e.g. like a siren; and
- Impulsiveness, e.g. banging, thumping.



CITY OF VINCENT
RECEIVED
9 December 2025

Regulation 9 (1) establishes the methodology for determining noise characteristics. If these characteristics cannot be reasonably and practicably removed, a series of adjustments to the measured levels are required, indicated in Table 4.

Table 4: Noise character adjustment

ADJUSTMENT WHERE NOISE EMISSION IS NOT MUSIC THESE ADJUSTMENTS ARE CUMULATIVE TO A MAXIMUM OF 15 DB			ADJUSTMENT WHERE NOISE EMISSION IS MUSIC	
Where tonality is present	Where modulation is present	Where impulsiveness is present	Where impulsiveness is not present	Where impulsiveness is present
+ 5 dB	+ 5 dB	+ 10 dB	+ 10 dB	+ 15 dB

Should music noise from the project become audible at the receiving locations, a +10/15 dB adjustment will be required, likely resulting in non-compliance to the EPNR.

3.1.4 Mechanical Services Noise Emissions

Mechanical equipment serving the project is required to meet the assigned levels of the EPNR at the nearest sensitive receivers. It is important that noise emissions from the site do not present any form of tonality, modulation or impulsiveness (as defined by the EPNR).





4 NOISE EMISSIONS

Noise modelling software Sound PLAN v9.0 was used to assess noise emissions from the operation of the premises at the nearest noise sensitive receivers.

The dominant noise sources from this project will be the following:

- Noise breakout from the façade of the premises due to the noise from patrons and music inside the pub
- Noise emissions from the outdoor area due to noise from patrons and music.

4.1.1 Operating Hours

Operating hours of the venue have been summarised below:

- Monday to Sunday - 11am to 12 midnight
- Public Holidays - 11am to 12 midnight

4.1.2 Project Features

The premises is proposed to have the following operational features:

- The premises has multiple areas which are enclosed with ceiling and acoustic panels. One outdoor area to the rear of the premises.
- Current Capacity – Up to 225 patrons
- Proposed Increased Capacity – 400 Patrons.

For the purposes of modelling patrons have been evenly distributed in the spaces of the venue.

4.1.3 Algorithm and Meteorological Conditions

ISO 9613 - *Acoustics – Attenuation of sound during propagation outdoors* algorithm has been used for the noise model predictions with a reflection order of 3. The noise model has considered noise source levels, distance from the source to receivers, and screening effects due to existing, proposed buildings and ground topology.

4.1.4 Topography

Terrain contours were sourced from *Geoscience Australia, Digital Elevation Model (DEM) 1 Metre Grid of Australia derived from LiDAR, 2015*.

A reflective ground condition (0.6) was used as the areas surrounding the project are vegetated areas.

4.1.5 Receivers

All noise receivers were located at 1.4m above ground and each floor level and 1m away from buildings associated with highly sensitive uses.

Reflected noise from the building façade is included in the received noise levels.

4.1.6 Building Façade Acoustic Performance

The following building element acoustic performance has been used in the calculation of radiated Sound Power.

- Glazed facades along Beaufort Street are 6.38mm laminated glass - R_w32 .
- The roof is assumed to be colorbond steel of minimum 0.42mm thickness with plasterboard ceilings. The ceilings also have acoustic panels direct fixed to the reduced reverberation time within space - R_w44 .

A reverberation time of 1 seconds within the venue (ceilings with acoustic absorptive panels direct stick to ceiling) has been conservatively assumed in the calculations.



CITY OF VINCENT
RECEIVED
9 December 2025

4.1.7 Sound Level Data

The operational noise assessment of the venue has been conducted based on the following assumptions:

- Maximum patrons as worst-case scenario within the venue were assessed
- Even distribution of patrons within the premises
- Sound level associated with speech from a 50% mixture of male and female patrons.
- One in two patrons are speaking continuously at any given time.

The following internal noise spectrum has been adopted for music based on data held by this office for spaces of similar use.

Patron Noise

The technical research paper ‘Prediction of Noise from Small to Medium Sized Crowds’ (Hayne et al., November 2011), in combination with the spectrum sound level data from E-Lab library was used in establishing the sound power level of the patrons. 400 patrons at full capacity of the restaurant were used for the assessment.

Table 5: Typical patron sound power level (1 patron)

TYPE	OCTAVE BAND NOISE LEVELS – dB, L ₁₀							
	63HZ	125HZ	250HZ	500HZ	1KHZ	2KHZ	4KHZ	8KHZ
1 Patron	61	67	65	67	56	56	50	42

Patron and music noise inputs to the noise model are presented in Table 6. Music Level must be set such as not to become audible over patron noise and attract adjustments to the received level per the EPNR criteria. Refer to Section 5 for noise management measures required.

Table 6: Patron Sound Power Levels

AREA	NUMBER OF PATRONS	SOUND POWER LEVEL, dB(A) (PATRON+ MUSIC)
Main Bar	230	106
Parlour Bar	100	101
Lounge	20	95

Mollys Garden - Outdoor Area

Music in outdoor area must be regulated at a level where it is not audible at the nearest noise sensitive receivers. It is recommended the access door to outdoor is managed by keeping closed for evening and night time periods.

Patron Sound Power Levels in the outdoor area were predicted using the formula 66 dB(A)/m² presented by VDI Standard 3770:2012, "Emissionskennwerte von Schallquellen - Sport und Freizeitanlagen". Predicted Sound Power Levels were benchmarked against the local document "Licenced Premises Noise Assessment Technical Guideline". Version 1.0, Association of Australian Acoustical Consultants, AAAC, 2019 and found to be within the range of predictions used by Acoustical Consultants in Australia.

4.2 PREDICTED NOISE EMISSIONS

Predicted noise levels from the operations of the venue are presented in Table 7. Appendix A presents the coloured noise map.



CITY OF VINCENT
RECEIVED
9 December 2025

Table 7: Predicted noise emissions at nearest noise sensitive receivers

NOISE SENSITIVE RECEIVER	HIGHEST PREDICTED NOISE EMISSION L _{A10} dBA	CRITERIA L _{A10} dBA			COMPLIANCE
		DAY	EVENING	NIGHT	
118 Broome Street	44	51	46	41	Complies for day & evening time periods. Predicted levels exceed 3dB for nighttime period.
500 Beaufort Street	46	51	46	41	Complies for day & evening time periods. Predicted levels exceed 5dB for nighttime period.

4.3 RECOMMENDATIONS

Predicted noise emissions from the venue are compliant for day & evening time periods. An exceedance of 3-5dB is predicted for the night-time and the dominant noise is mainly due to outdoor area – Mollys garden.

Following recommendations are made to achieve compliance for night time.

- No music to be played in the garden from 10pm onwards and the door to the garden must be closed from 10pm.
- Patron capacity shall also be limited to 20 persons in the outdoor garden area after 10pm.

Noise management measures provided in Section 5 must be put in place to ensure venue contributions to received noise levels are not significant.





5 NOISE MANAGEMENT PLAN

The primary goal of the Noise Management Plan (NMP) is to communicate with nearby receivers about the noise impacts from the development and mitigate these effects as effectively as possible. Meeting this objective should reduce the number of complaints, thus lowering the chances of persistent issues and compliance investigations.

The purpose of the NMP is to:

- Identify any change in planned operations.
- Target compliance with the Environmental Protection (Noise) Regulations 1997; and
- Managing noise impact and encouraging engagement with nearby noise sensitive receivers.

The approach involves maintaining continuous dialogue, communication, and mitigation efforts with potentially affected residents, considering the intended use of the development.

5.1 PATRONS AND MUSIC

The recommendations in section 4.3 shall be maintained. Where noise emissions include audible music, adjustments to measured noise levels are required per the EPNR that would likely result in non-compliance.

Following recommendations are made for managing music noise

- Music shall be limited to an average Sound Pressure Level of 90 dB(A) within the premises.
- Music must always be controlled such that it is not audible at the nearest noise sensitive receivers.

The following is recommended for any amplifier / PA system used:

- General music and entertainment to be background in nature, to ensure music is not audible at any of the receivers.
- The speakers used should not be directly attached to the lightweight roof structure via hard connections, in order to reduce noise transmission through the roof.
- The venue amplifier / PA system should be accessible by the Licensee and/or the Approved Manager only;

In addition, the following administrative controls are recommended:

- Given the movement of patrons between indoor and outdoor area, noise emissions from the venue should be managed, ensuring that they do not become a dominant source of noise at the site boundaries at any time;
- Venue staff are to monitor dispersal of patrons to the outdoor area and manage any noise issues arising.

5.2 WASTE COLLECTION

- Under Regulation 14A of the EPNR, the noise levels specified in Regulation 7 do not apply to waste collection activities (including commercial sources), provided that:
 - The operations are conducted in the quietest reasonable and practicable manner;
 - The equipment used is the quietest reasonably available;
 - If a noise management plan is required (e.g., if the work is scheduled outside of 0700–1900 hours Monday through Saturday, or 0900–1900 hours on Sundays and public holidays), the plan must be submitted, approved, and adhered to.
- The following administrative measures are recommended:
 - Waste collection should ideally occur between 7am and 7pm Monday to Saturday.
 - Efforts should be made to avoid having waste collection and recycling trucks on site simultaneously.
 - If a truck is waiting in the carpark for bin access, it should have its engine turned off.





- Glass recycling trucks should crush bottles at a less noise-sensitive location rather than on-site. It is recommended that waste collection occur between the hours 7am – 7pm Monday to Saturday.

5.2.1 Emptying of Bins

The emptying of bins, especially when filled with glass bottles, can be an occupational peak noise hazard to the operator, as well as significant source of environmental noise.

The following administrative measures are recommended:

- The handling of bins full of glass bottles should occur during daytime hours where possible to minimise disruption to the community.
- Venue staff should take care to reduce the drop height of glass onto glass when filling bins.

5.3 COMPLAINTS MANAGEMENT

Whenever possible, neighbouring residents should be encouraged to report any complaints directly to the venue staff initially.

Initially, management should verify that the Noise Management Plan (NMP) requirements are being followed and, if feasible, make prompt adjustments if the complaint pertains to ongoing activities.

After assessment, venue management will provide a response aimed at resolving the issue to the complainant's satisfaction.



CITY OF VINCENT
RECEIVED
9 December 2025

6 CONCLUSION

E-Lab Consulting were appointed by Mollys Irish Pub to provide an acoustic assessment and noise management plan for the proposed premises at 488 Beaufort St, Highgate WA 6003. This assessment considered increase in patronage from 225 to 400.

Acoustic assessment of the operational noise has been undertaken to assess compliance with WA Environmental Protection (Noise) Regulations 1997. A 3D noise model using Sound PLAN 9.0 was built to assess noise emissions from the operations of the premises. Based on assumptions made in this report the predicted noise levels comply with WA EPNR.

In summary, in view of the available information, we consider that the development will be able to comply with the WA EPNR with application of recommended management measures.

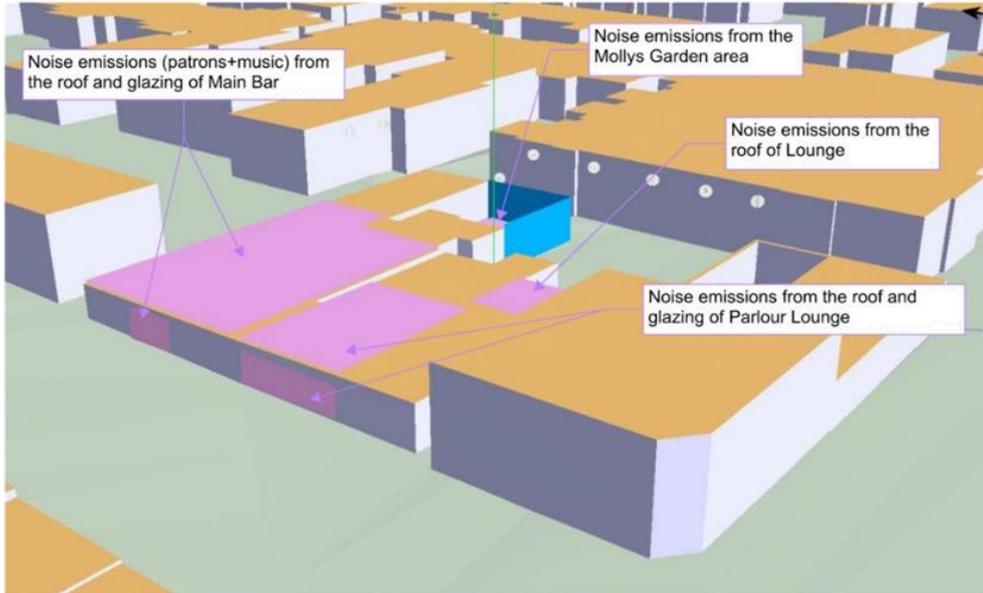


CITY OF VINCENT
RECEIVED
9 December 2025

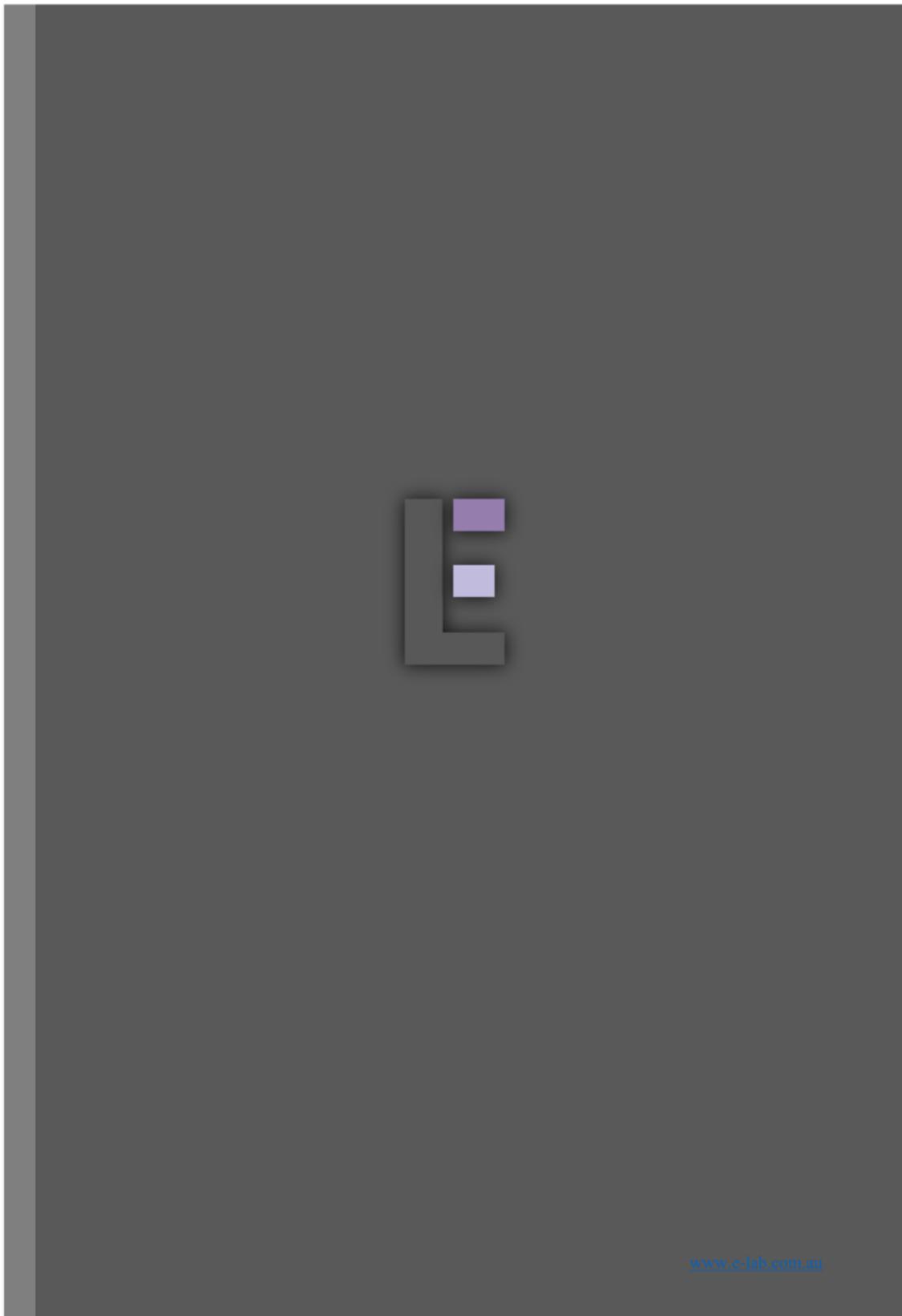
Appendix A Noise Contours

Figure 3 presents the 3D view from the acoustic model showing different area noise sources used in the assessment.

Figure 3: Acoustic model - Showing noise sources for different areas of the bar



CITY OF VINCENT
RECEIVED
9 December 2025



CITY OF VINCENT
RECEIVED
5 December 2025



Waste management plan

Molly's Irish Pub 484-492 Beaufort Street Highgate

Waste Management Plan – Molly's Irish Pub

1. A detailed Waste Management Plan has been prepared in accordance with the WALGA Better Practice Waste Management Guidelines. The plan addresses:

- **Waste Generation:** Estimated waste volumes based on patron capacity (~220 patrons peak) and operational profile. Daily outputs include general waste (80–100 kg), glass (200–300 bottles), cardboard/paper (15–20 kg), and food waste (10–15 kg).
- **Waste Segregation:** Dedicated facilities for general waste, glass recycling, cardboard/paper recycling and separate storage for cooking oil.
- **Waste Storage:** A designated rear service yard, enclosed and ventilated, with clearly labelled bins sized to accommodate peak weekend volumes. The location ensures waste handling does not conflict with pedestrian activity along Beaufort Street or compromise amenity for surrounding uses.
- **Collection Arrangements:**
 - **General Waste:** 3 × 1100-litre bins, collected by JJ Richards Waste Management.
 - **Cardboard Recycling:** 1 × 1100-litre bin, collected every Monday and Friday.
 - **Containers for change:** 4 wheelie bins, collected every Wednesday.
 - **Contractor:** JJ Richards Waste Management is engaged as the commercial waste company.
 - **Fryer Cooking Oil Recycling:** Used fryer cooking oil is collected and recycled by our company cookers on a weekly basis, ensuring responsible disposal and reuse within our operations

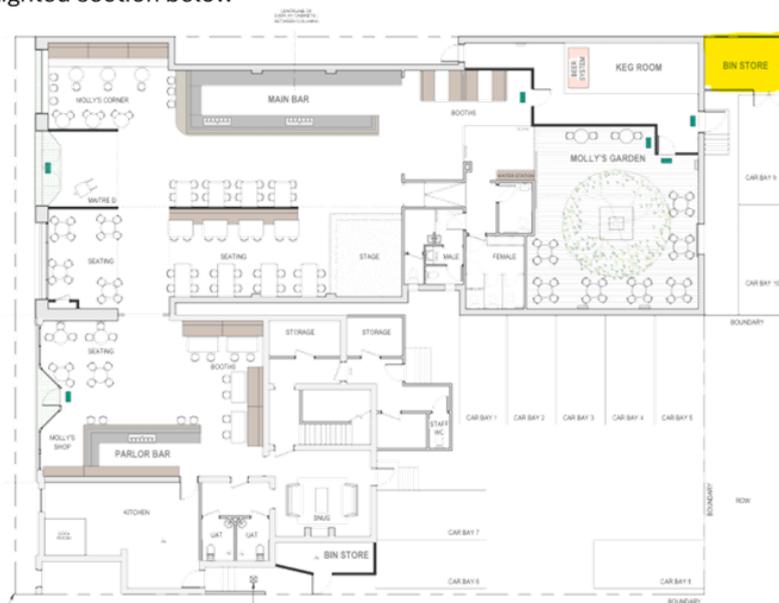
- Timing: Collections occur no earlier than 10:00am to avoid disturbance to neighbouring businesses and residents.

If our increase in patrons application is successful we have forecasted the bin that one general waste extra bin will be suffice to deal with the demand. This extra bin will be collected on Mondays only as we foresee this being the only extra collection needed.

- Operational Procedures: Staff protocols include daily removal of waste from dining/bar areas to storage, weekly checks to maintain clean and odour-free facilities, and training in segregation procedures.
- Compliance: All practices comply with the City of Vincent waste guidelines and relevant environmental standards. We do not have any hazardous waste at the venue and if there is a time when we do we will engage a licensed contractor to handle removal.
- Monitoring of waste – Our commercial provider monitors our bins each week to ensure weight compliance, in the instance that we go over weight they advise us immediately so we can increase our bins or pick ups.
- Emergency - In the instance out of the normal that we need an emergency pick up this can occur within 12 hours notice.

2. Our bins and bin area are deep cleaned each week on pick up day to ensure cleanliness and sanitation.

3. The bin storage area is located within the rear service area of the premises, ensuring clear access for collection vehicles and minimising impact on public amenity. As per highlighted section below



ENQUIRIES TO: Amie Groom (08 9273 6537)
Planning Services
YOUR REF:
OUR REF: 5.2014.491 5.2014.491.1



CITY OF VINCENT

Administration & Civic Centre
244 Vincent Street (Cnr Loftus)
Leederville, Western Australia 6007
PO Box 82, Leederville WA 6902
Telephone (08) 9273 6000
Facsimile (08) 9273 6099
Email: mail@vincent.wa.gov.au
Web: www.vincent.wa.gov.au

FILE COPY

11 December 2014

[Redacted]
488-492 Beaufort Street
HIGHGATE WA 6003

Dear Sir/Madam

NOS. 484 & 488/492 (LOTS 51 & 52) BEAUFORT STREET, HIGHGATE – PROPOSED AMENDMENT TO EXISTING TAVERN

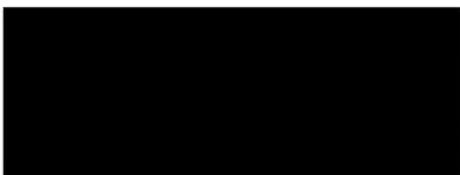
Thank you for your Planning Application received on 9 September 2014 for the above proposal.

I wish to advise that the Council at its Ordinary Meeting held on 2 December 2014 resolved to **grant conditional approval** subject to the terms and conditions shown on the attached form. The proposal was assessed and found to be in accordance with the provisions of the City of Vincent Town Planning Scheme No.1 and associated policies.

I trust that the information is to your satisfaction, however if you have any enquiries regarding the above matter, please do not hesitate to contact Amie Groom on 08 9273 6537.

Yours sincerely

AGroom
for **PETAR MRDJA**
MANAGER
PLANNING AND BUILDING SERVICES



(Att.)

“ENHANCING AND CELEBRATING OUR DIVERSE COMMUNITY”

- 2 -

THIS IS NOT A BUILDING PERMIT

Fifth Schedule Clause 42
For Office Use Only
Serial No. 5.2014.491.1

FILE COPY

**CITY OF VINCENT TOWN PLANNING SCHEME
APPROVAL TO COMMENCE DEVELOPMENT**

LOTS: 51 & 52; D/P: 29193

STRATA LOT: N/A

PROPERTY ADDRESS: Nos. 484, 488-492 Beaufort Street, HIGHGATE

OWNER:



Approval to commence development in accordance with the application for City Planning Approval dated 9 September 2014 for Change of Use from Eating House to Tavern (Amendment to Previous Approval) and the attached plans dated 9 September 2014 was GRANTED in accordance with the provisions of the City of Vincent Town Planning Scheme and the Metropolitan Region Scheme subject to the following conditions:

1. Maximum Occupancy
The maximum patronage for the combined premises is 225 patrons;
2. Building Appearance
 - 2.1 The windows, doors and adjacent floor area facing Beaufort Street shall maintain an active and interactive frontage to this street; and
 - 2.2 All external fixtures, such as television antennas (of a non-standard type), radio and other antennas, satellite dishes, external hot water heaters, air conditioners, and the like, shall not be visible from the street(s), are designed integrally with the building, and be located so as not to be visually obtrusive from Beaufort Street;
3. PRIOR TO THE SUBMISSION OF A BUILDING PERMIT APPLICATION, the following shall be submitted to and approved by the City:
 - 3.1 Schedule of External Finishes
A detailed schedule of external finishes (including materials and colour schemes and details);
 - 3.2 Refuse and Recycling Management Plan
Bin numbers, collection and stores shall meet with the City's minimum service provision;

- 3 -

3.3 Acoustic Report

An Acoustic Report in accordance with the City's Policy No. 7.5.21 relating to Sound Attenuation; and

3.4 Amalgamation

The subject land shall be amalgamated into one lot of Certificate of Title; OR alternatively, prior to the submission of a Building Permit the owner(s) shall enter into a legal agreement with and lodge an appropriate assurance bond/bank guarantee to the satisfaction of the City, which is secured by a caveat on the Certificate(s) of Title of the subject land, prepared by the City's solicitors or other solicitors agreed upon by the City, undertaking to amalgamate the subject land into one lot within 6 months of the issue of the subject Building Permit. All costs associated with this condition shall be borne by the applicant/owner(s). Amalgamation of the lots is not required if it can be demonstrated that the proposed development complies with the relevant requirements of the National Construction Code Series;

4. WITHIN TWENTY-EIGHT (28) DAYS OF THE ISSUE DATE OF THIS 'APPROVAL TO COMMENCE DEVELOPMENT', the owner(s) or the applicant on behalf of the owner(s) shall comply with the following requirements:

4.1 Cash-in-lieu

4.1.1 Pay a cash-in-lieu contribution of \$16,016 for the equivalent value of 3.08 car parking spaces, based on the cost of \$5,200 per bay as set out in the City's 2014/2015 Budget;

4.1.2 lodge an appropriate assurance bond/bank guarantee of a value of \$16,016 to the satisfaction of the City. This assurance bond/bank guarantee will only be released in the following circumstances:

- (a) to the City at the date of issue of the Building Permit for the development, or first occupation of the development, whichever occurs first; or
- (b) to the owner(s)/applicant following receipt by the City with a Statutory Declaration on the prescribed form endorsed by the owner(s)/applicant and stating that they will not proceed with the subject 'Approval to Commence Development'; or
- (c) to the owner(s)/applicant, where the subject 'Approval to Commence Development', did not commence and subsequently expired; and

- 4 -

5. PRIOR TO THE FIRST OCCUPATION OF THE DEVELOPMENT, the following shall be completed to the satisfaction of the City:

5.1 Car Parking

The car parking areas on the subject land shall be sealed, drained, paved and line marked in accordance with the approved plans prior to the first occupation of the development and maintained thereafter by the owner(s)/occupier(s) to the satisfaction of the City;

5.2 Management Plan

A detailed management plan that addresses the control of noise, anti-social behaviour, traffic, car parking, disposal of rubbish and its collection and litter associated with the development and any other appropriate matters shall be submitted to and approved by the City to the satisfaction of the City; and

5.3 Acoustic Report

Certification shall be provided that the measures recommended in the Acoustic Reports approved for this development have been implemented.

ADVICE NOTES:

1. The proposed alfresco area outside the premises, is not part of this application and is subject to an Alfresco Dining Permit.
2. Signage
 - 2.1 All signage that does not comply with the City's Policy relating to Signs and Advertising shall be subject to a separate Planning Application; and
 - 2.2 All signage shall be subject to a separate Sign Permit application, being submitted to and approved by the City prior to the erection of the signage; and
3. With regard to condition 4.1 the applicant may request the City to consider a five year payment plan.

NOTES:

PLEASE NOTE THAT ANY AMENDMENTS PROPOSED IN THE BUILDING PERMIT APPLICATION PLANS, WHICH DIFFER FROM THE PLANNING APPROVAL PLANS, MAY RESULT IN THE REQUIREMENT FOR A NEW PLANNING APPLICATION TO BE SUBMITTED FOR ASSESSMENT AND DETERMINATION. SHOULD THIS BE THE CASE, THE OWNER/BUILDER/DEVELOPER IS ADVISED TO FACTOR IN AN ADDITIONAL TIME PERIOD INTO THE DEVELOPMENT/BUILDING PROCESS.

- 5 -

OWNER(S), BUILDER(S) AND DEVELOPER(S) UNDERTAKING DEVELOPMENT/CONSTRUCTION OF ANY KIND ARE HEREBY ADVISED OF A RESPONSIBILITY TO COMPLY WITH THE REQUIREMENTS OF THE DISABILITY DISCRIMINATION ACT 1992. FOR FURTHER INFORMATION ON THIS ACT, ENQUIRIES SHOULD BE DIRECTED TO THE DISABILITY SERVICES COMMISSION ON TELEPHONE NUMBER (08) 9426 9200 OR TTY ON (08) 9426 2325.

SHOULD THE APPLICANT BE AGGRIEVED BY THE DECISION A RIGHT OF APPEAL MAY EXIST UNDER THE PROVISIONS OF THE TOWN PLANNING SCHEME OR THE METROPOLITAN REGION SCHEME.

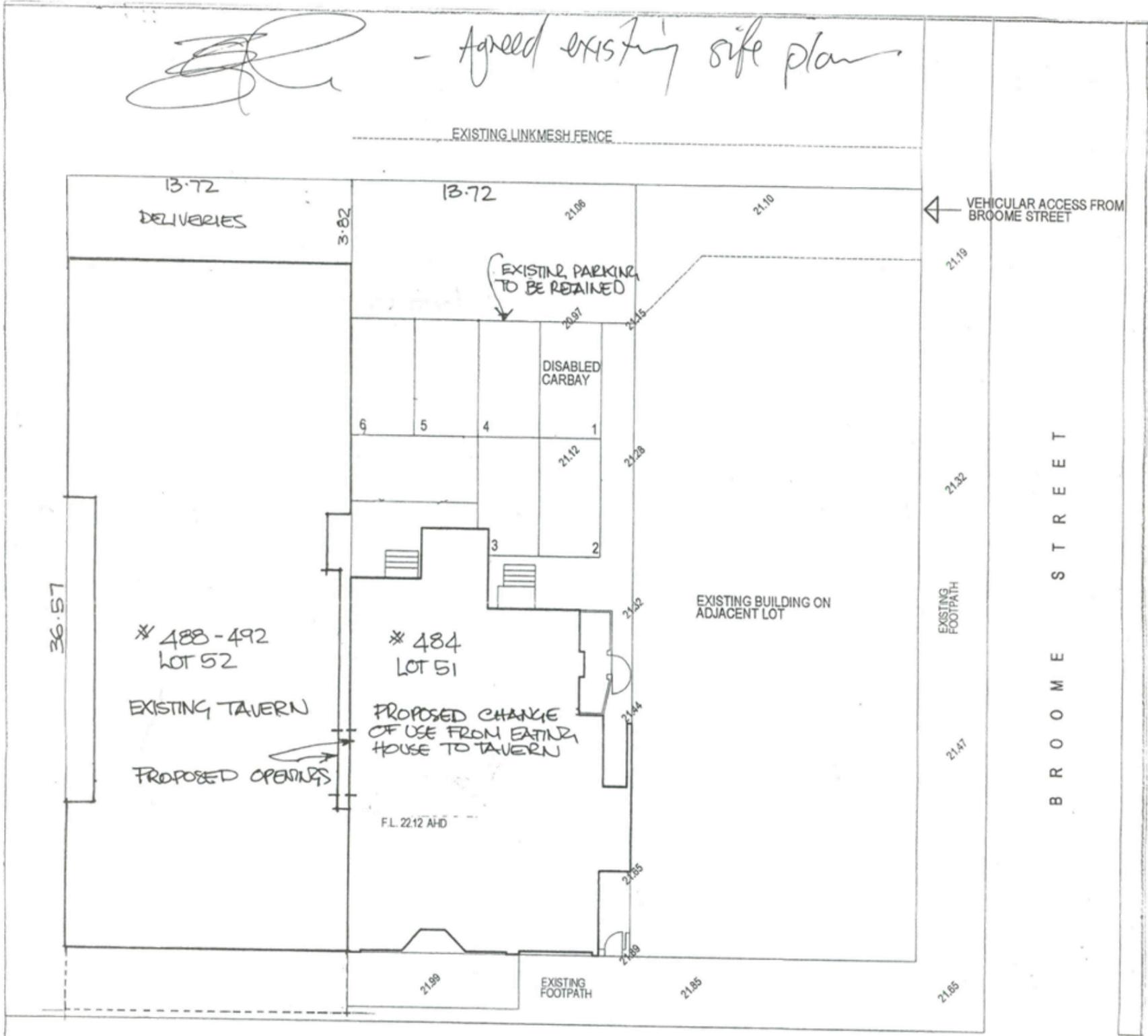
This approval is valid for a period of TWO years only. If the development is not substantially commenced within this period, a fresh approval must be obtained before commencing or continuing the development.

DATE OF DECISION: 2 December 2014
DATE OF ISSUE: 11 December 2014

for *A Groom*
MANAGER
PLANNING AND BUILDING SERVICES

CITY OF VINCENT
 PLANNING & ZONING SERVICES
 APPROVED IN ACCORDANCE WITH
 FORM M.P.S. 2 ISSUE 2/12/14 AND AMENDMENTS 3/11/14
 11 DEC 2014
 AGroom for

[Signature] - Agreed existing site plan



BEAUFORT STREET

BROOME STREET

N LOCATION PLAN NOT TO SCALE
 NOTE: ALL LEVELS SHOWN RELATE TO A.H.D.

488-492 + 484 BEAUFORT STREET, HIGHGATE.



0103 Rev 1.0

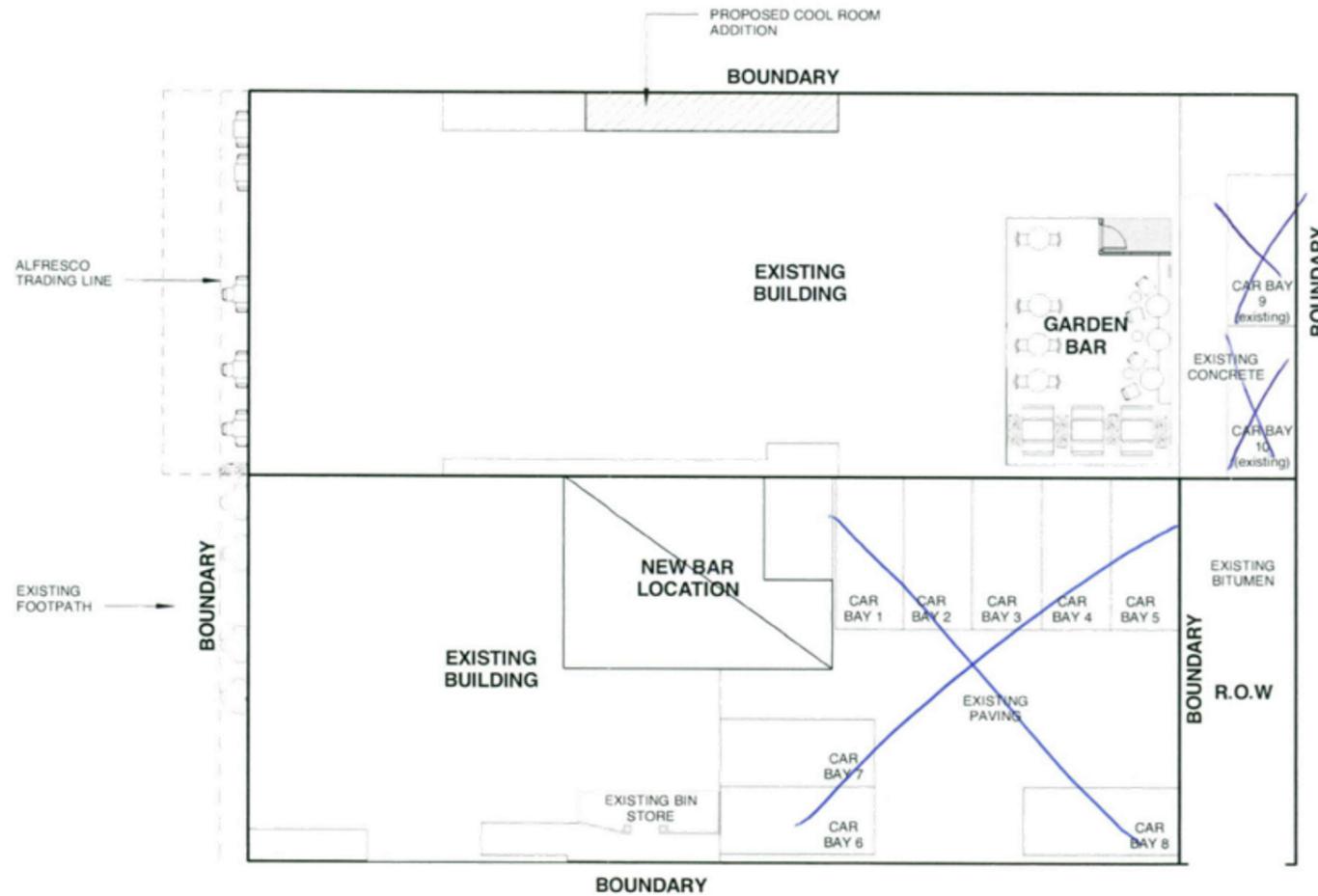
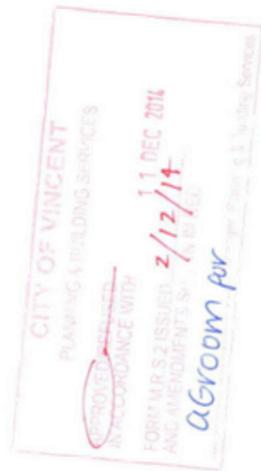
THE BEAUFORT STREET MERCHANT

ADDRESS: 488-492 BEAUFORT STREET, HIGHGATE 6003

DATE: 02-09-2014

CONTACT: [REDACTED]

Sheet No	Sheet Name
A01.0	SITE PLAN
A02.0	GROUND FLOORPLAN
A02.1	ALFRESCO PLAN



BUILDING DESIGN CONSULTANTS
 ARCHITECTURAL DRAFTING
 INTERIOR DESIGNERS
 © VESTED IN STUDIO ATANI
 PH: 6180 1318
 EMAIL: atani@inet.net.au
 PO BOX 250 NORTH PERTH WA 6906

THE BEAUFORT STREET
 MERCHANT
 488-492 BEAUFORT
 STREET, HIGHGATE 6003
 CONCEPT
 SITE PLAN

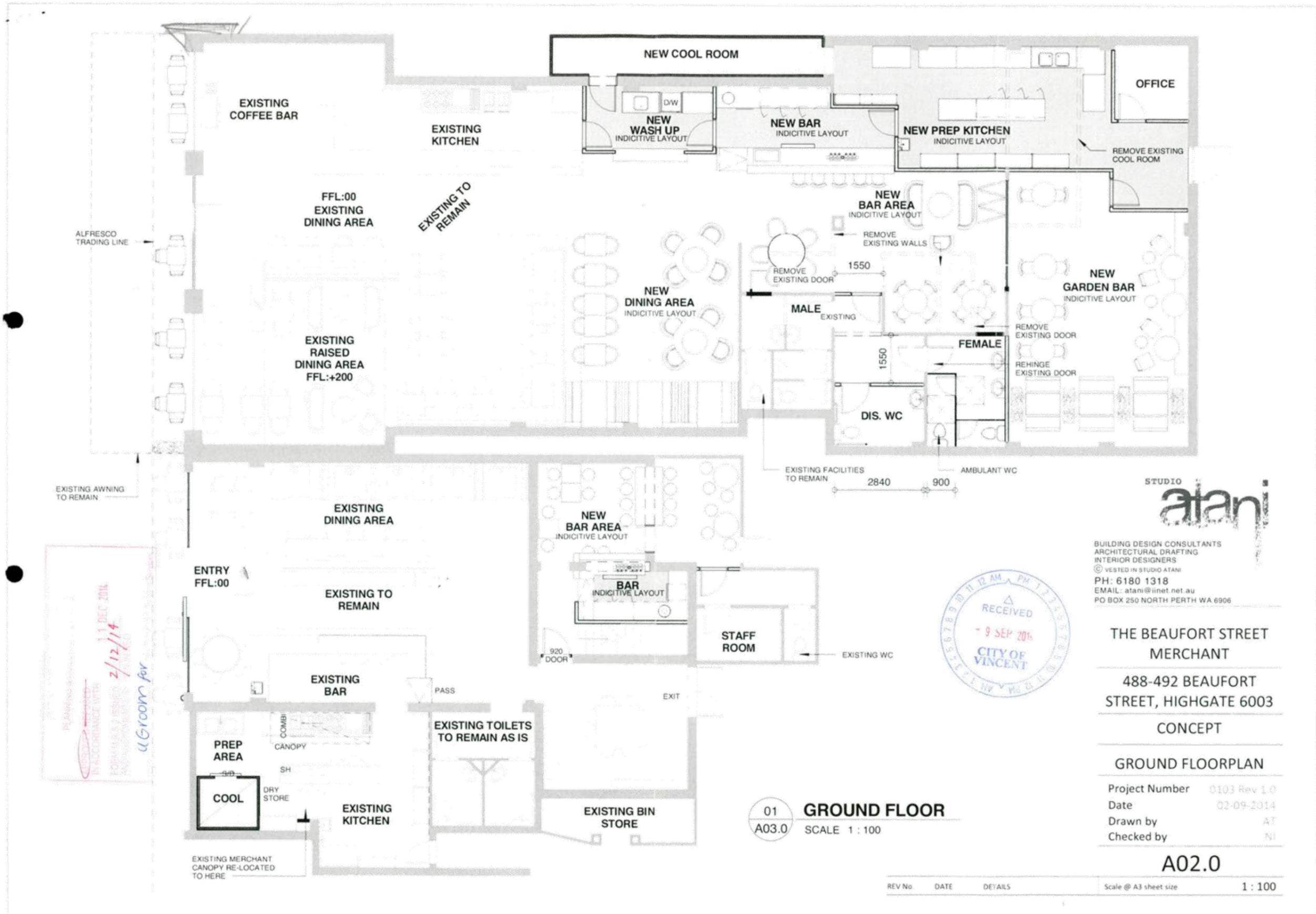
Project Number 0103 Rev 1.0
 Date 02-09-2014
 Drawn by AT
 Checked by NI

01 SITE PLAN
 A03.0 SCALE 1 : 200



REV No.	DATE	DETAILS	Scale @ A3 sheet size
			1 : 200

A01.0



Clause 67 – Matters to be Considered Assessment

Clause 67 – Matters to be Considered	
Matter	Administration Comment
a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area.	<p>The proposed increase in patrons and extended operating hours is consistent with the objectives of the Commercial zone. The relevant objectives include:</p> <ul style="list-style-type: none"> To facilitate a wide range of compatible commercial uses that support sustainable economic development within the City. To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality. <p>The compatibility to the Commercial zone and impact to surrounding properties is outlined within the Comments section of this report.</p>
b) The requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or any other proposed planning instrument that the local government is seriously considering adopting or approving.	<p>Orderly and proper planning requires the consideration of whether an application is consistent with the objectives of LPS2 and relevant planning policies.</p> <p>The suitability of the proposed development as assessed against the relevant LPS2 objectives, the City’s local planning framework, and the impact of the proposal on the local amenity is discussed in the Comments section.</p> <p>At its 12 August 2025 meeting, Council approved the adoption of the Beaufort Street Town Centre Planning Framework (BSPF), which guides future development along Beaufort Street and surrounding properties. The proposed extension of use is consistent with the objectives of the BSPF and the intent of the ‘Downtown’ sub-precinct. This is because the Tavern forms part of the existing hospitality and nightlife context of the area.</p> <p>Consideration against the BSPF is discussed further in the Legal/Policy section of this report.</p>
g) Any local planning policy for the Scheme area.	<p>An assessment against the City’s relevant local planning policies, including the Non-Residential Parking Policy (Parking Policy), Sound Attenuation Policy (Sound Policy), Licensed Premises Policy has been conducted. Under these policies, the subject application is acceptable as discussed in the comments section of the report.</p>
m) The compatibility of the development with its setting including – (i) The compatibility of the development with the desired future character of its setting. (ii) The relationship of the development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development.	<p>The proposed Tavern is compatible within its setting as the land use would not have an adverse impact on the future context and adjoining properties, due to the specific site context and location of the premises. This includes, the subject site being associated with commercial and hospitality uses, the Tavern being located within an established Town Centre, and being near existing transport and parking infrastructure.</p> <p>The applicant has provided supply and demand data for people attending the site and the impacts of an additional 175 people arriving by vehicle.</p> <p>In respect to noise, an Acoustic Report has been submitted by the applicant. The Acoustic Report confirms that noise levels generated from the premises during the proposed operating hours would comply with the relevant assigned noise levels under the <i>Environmental Protection (Noise) Regulations 1997</i>. The proposed use would not result in an adverse impact on the use and amenity of the surrounding area in relation to noise. A recommended condition of approval has been included to ensure the measurements in the Acoustic Report are implemented during the Tavern’s operation.</p>
n) The amenity of the locality including the following – (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development.	<p>This is considered further in the Comments section.</p>
t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety.	<p>As part of this application, the applicant submitted a TIS which is included as Attachment 3. The TIS has been submitted to justify the proposed increase in 175 people. The TIS provides supply and demand data which supports the availability for on-street car parking, alternative modes of transport and the accessibility to public transport. In addition, the City’s own on-street car parking survey data demonstrates sufficient average availability of bays across the days to accommodate people attending the site.</p>

	<p>The justification is outlined in the Comments section of the report.</p>
<p>u) the availability and adequacy for the development of the following —</p> <ul style="list-style-type: none"> (i) public transport services; (ii) public utility services; (iii) storage, management and collection of waste; (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities); (v) access by older people and people with disability. 	<p>The site is optimally located in proximity to easy and convenient public transport services with high level of walkability provided. The existing Tavern currently operates with a shortfall of onsite car parking and no bicycle parking for staff and patrons. The acceptability for the shortfall in car parking and short-term bicycle parking is discussed further in the Comments section.</p> <p>A Waste Management Plan has been included as Attachment 6, which ensures that any additional waste generated by a further 175 people will be appropriately managed, stored and collected.</p> <p>This application does not seek any built form changes, the premises operates with adequate accessibility measures for older people and people with disabilities is provided.</p>
<p>w) the history of the site where the development is to be located</p>	<p>The history of the site is detailed in the Background section of this report above.</p> <p>At its Ordinary Meeting held on 2 December 2014, Council approved a Change of Use from Eating House to Tavern (Amendment). The approval included:</p> <ul style="list-style-type: none"> • A maximum patronage for the combined premises of 225 patrons; and • A provision of six onsite car parking bays, with cash-in-lieu contributions paid. • The subject site is an existing Tavern, with various operating hours in accordance with the <i>Environmental Protection (Noise) Regulations 1997</i> and an existing shortfall of onsite car parking. <p>The acceptability of the Tavern use in considering the intensification of existing land use is detailed in the Comments section.</p>
<p>y) any submissions received on the application</p>	<p>The key matters raised in the submissions that are relevant planning considerations in the assessment of the proposal are addressed in this report. A summary of the submissions and the response by Administration has been included as Attachment 10, while the response by the Applicant has been included as Attachment 11.</p> <p>The total number of submissions received for or against the proposal is not itself a consideration for the application.</p>

Table A – Surrounding Hospitality Venues

Property	Title	Operational Days	Operational Hours	Notes
Taverns				
No. 520 Beaufort Street	Queens Tavern	Monday – Sunday	10:00am – midnight	Two-storey building Approved 639 persons capacity
Nos. 521 – 525 Beaufort Street	The Beaufort	Monday – Sunday	11:00am – midnight	Three-storey building Approved 600 persons capacity
Small Bars				
No. 487 Beaufort Street	Madeleine on Beaufort	Monday – Tuesday	Closed	*
		Wednesday – Friday and Sunday	5:00pm – 8:30pm	
		Saturday	12:00pm – 8:30pm	
No. 489 Beaufort Street	Le Vivant	Monday – Wednesday	Closed	*
		Thursday – Saturday	5:00pm – midnight	
		Sunday	5:00pm – 10:00pm	
Nos. 511-513 Beaufort Street	El Publico	Monday – Tuesday and Sunday	Closed	*
		Wednesday	5:00pm – 9:45pm	
		Thursday	5:00pm – 10:00pm	
		Friday – Saturday	12:00pm – 9:00pm	
Restaurant/ Cafe				
No. 497 Beaufort Street	Gelato Messina	Monday – Thursday and Sunday	12:30pm – 10:30pm	*
		Friday – Saturday	12:00pm – 11:00pm	
Nos. 35-36/500 Beaufort Street	Yochi	Monday – Thursday and Sunday	11:00am – 10:30pm	Ground floor to a mixed use development
		Friday – Saturday	11:00am – 11:00pm	
No. 500 Beaufort Street	Ischia on Beaufort	Monday – Thursday	5:00pm – 9:30pm	Ground floor to a mixed use development

Table B – Traffic Impact Statement Survey Data

Day/Time	Number of Patrons Surveyed	How did you arrive tonight?			Primary Purpose of Trip?	
		Car Share (carpool)	Private Vehicle (single occ.)	Other (ride share, walking)	Molly's Specifically	Beaufort Street Broadly
Friday, 14 November 2025 – 6.00pm to 8.00pm	61	41%	0%	59%	48%	52%
Saturday, 15 November 2025 – 7.00pm to 9.00pm	78	8%	0%	92%	53%	47%

Table C – Car Parking Shortfall Assessment and Calculation

Data/Assessment	Calculated Reduction (%)	Shortfall in Parking
Increase in 175 persons	Not Applicable	38 bays
Patrons attending via private vehicle (inclusive of carpool and single occupancy)	24	9 bays
Patrons attending solely for the subject site and via private vehicle	50.5	4 bays

Total Actual Shortfall	4 bays
------------------------	--------

Table D – Average On-Street Parking Capacities within Surrounding Streets

Surrounding Street	Total Bays	Average Occupancy	Thursday 10 April 2025	Friday 9 May 2025	Saturday 10 May 2025	Sunday 11 May 2025
			Average Occupancy (per day)			
Broome Street (Beaufort to Stirling)	36	41%	59%	49%	50%	47%
Beaufort Street (Lincoln to Harold)	50	24%	21%	49%	29%	24%
Chatsworth Road (William to Cavendish)	41	60%	40%	63%	86%	72%
Stirling Street (Harold to Broome)	42	26%	37%	36%	34%	23%
Harold Street (Beaufort to Smith)	84	29%	42%	27%	26%	26%
Smith Street (Harold to Broome)	32	21%	25%	47%	34%	41%

Table E – Parking Restrictions on Surrounding Streets

Surrounding Street	Symbol	Restricted Days	Restricted Hours
Broome Street (Beaufort to Stirling)	2P	Daily	8:00am – 7:00pm
	P	Daily	7:00pm – midnight
	2P	Monday - Friday	8:00am – 5:30pm
	Additional Seasonal Restrictions		
Beaufort Street (Lincoln to Harold) *Travelling north-east*	C	Monday – Friday	4:00pm – 6:00pm
	2P	Monday – Friday	8:00am – 4:00pm
		Saturday	8:00am – 12 Noon
	Bus/ Taxi Lane	Monday – Friday	4:00pm – 6:30pm
	1/4 P	Saturday – Sunday	8:00am – Midnight
	P	Saturday – Sunday	8:00am – Midnight
Beaufort Street (Lincoln to Harold) *Travelling south-west *	2P	Saturday – Sunday	8:00am – 4:00pm
	C	Monday – Friday	6:30am – 9:00am
	2P	Monday – Friday	9:00am – 5:30pm
		Saturday	8:00am – 12 Noon
	P	Daily	9:00am – Midnight
2P	Daily	9:00am – 7:00pm	
Chatsworth Road (William to Beaufort)	1/4 P	Daily	All hours
	1/4 P	Monday – Friday	8:00am – 8:00pm
	1/4 P	Saturday	8:00am – 12 Noon
	2P	Daily	8:00am – 8:00pm
	Additional Seasonal Restrictions		
Stirling Street (Harold to Broome)	No Parking	Monday – Friday	7:30am – 5:30pm
	2P	Daily	8:00am – 5:30pm
	Additional Seasonal Restrictions		
Harold Street (Beaufort to Smith)	2P	Monday – Friday	8:00am – 6:30pm
		Daily	8:00am – 7:00pm
	P	Daily	8:00am – Midnight
		Saturday	8:00am – 12 Noon
Smith Street (Harold to Broome)	3P	Daily	All day
	2P	Monday – Friday	8:00am – 5:30pm
	Additional Seasonal Restrictions		

Summary of Submissions:

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

Comments Received in Support:	Administration's Comment:
<p><u>Activity within the Town Centre</u></p> <ul style="list-style-type: none"> The proposal generates positive activity to the southern portion of the Beaufort Street Town Centre (Town Centre). 	<p>Comments in support are noted and considered as part of Administrations assessment.</p>
Comments Received in Objection:	Administration's Comment:
<p><u>Amenity and Antisocial Behaviour</u></p> <ul style="list-style-type: none"> Concerns regarding an increase in antisocial behaviour and violence within the Town Centre. Concerns to the current and continued amenity impacts generated by the venue during peak periods. Concerns to the insufficient measures outlined within the Code of Conduct and Management Plan. Concerns regarding the current and continued trespassing, loitering and gathering within the driveway to No. 500 Beaufort Street. Concerns to how the operators seek to manage an additional 175 patrons within the site. 	<p>The Applicant has submitted an updated Venue Management Plan (VMP), which details the patron management strategies. A recommended condition of approval has been included to ensure the premises operates in accordance with the submitted VMP.</p>
<p><u>Smoking in the Town Centre</u></p> <ul style="list-style-type: none"> Concerns to the venue's current and continued non-compliance with the Smoke-Free Town Centre regulations. Concerns to the venue's current inability to actively enforce the Smoke-Free Town Centre regulations. Concerns to smoke and vapour pollution within the Town Centre and the amenity impacts to the surrounding residential dwellings. 	<p>The subject site is also located within a Smoke and Vape Free area. The smoke-free areas in the Town Centre are clearly signposted, indicating that smoking and vaping are prohibited. Enforcement officers also have an ability to inform individuals who are found smoking or vaping in smoke-free areas about the regulations, directing patrons to move on or provide penalties in some circumstances. Further information on this can be found here.</p>
<p><u>Increase in Patron Capacity</u></p> <ul style="list-style-type: none"> Concerns raised in comparison to The Beaufort, which accommodates 600 persons over three storeys. This application seeks to accommodate 400 persons in a single storey building. Concerns raised on the ratio of seats to patrons. 	<p>The Maximum Accommodation for a tavern is assessed in accordance with the Health (Public Buildings) Regulations 1992. The assessment takes into account available floor space, sanitary facilities, the number and width of emergency exits and the exit category (flat or stairs). These factors establish how many occupants can safely occupy the premises and evacuate quickly in an emergency.</p> <p>Administration have undertaken patrons and ratio assessments based on floor area, designated seating areas and standing areas. Each area is calculated with a different ratio based floor areas, sanitary facilities, proximity to exits and widths of exists.</p>

Summary of Submissions:

Comments Received in Objection:	Administration's Comment:
	Administration is satisfied that this property could accommodate the proposed maximum 400 patrons.
<p><u>Noise</u></p> <ul style="list-style-type: none"> Concerns regarding an increase in patrons resulting in an increase in noise, which would negatively impact the surrounding residents. Concerns to the noise generation that occurs from patrons loitering within the driveway of No. 500 Beaufort Street. Concerns to the accuracy of the Acoustic Report. There are discrepancies found between the proposed operations and the Acoustic Report. 	<p>The Applicant has submitted an amended Acoustic Report, included as Attachment 5.</p> <p>The amended Acoustic Report has been supported by the City's Health Services, subject to the implementation of recommendations. The assessment considers the proximity of nearby noise-sensitive receivers, the established Town Centre context, and the proposed management and operational controls. On balance, and subject to conditions, the proposal is not expected to result in unacceptable amenity impacts and would comply with the requirements of the <i>Environmental Protection (Noise) Regulations 1997</i>.</p> <p>The Venue Management Plan and increase in patrons aims to accommodate patrons wholly within the subject site, in lieu of patrons loitering and gathering outside of the venue. Survey data indicates that 52 percent of patrons attending during peak periods are already within the Town Centre, meaning the subject site and proposed increase in patrons would not determinedly increase amenity impacts. This is discussed further in the Comments section of this report.</p>
<p><u>Traffic and Parking</u></p> <ul style="list-style-type: none"> Concerns regarding nil onsite car parking for patrons, and the potential influx of on-street car parking to surrounding streets. 	<p>The Applicant has provided a Traffic Impact Statement (TIS) that provides sound supply and demand data. Administration is satisfied with the TIS as the data is consistent with the City's Rangers Parking Data. The TIS indicates that the increase in patrons would not detrimentally reduce the on-street car parking availability within the surrounding area.</p>
<p><u>General</u></p> <ul style="list-style-type: none"> Concerns to the venue's regulations to the Responsible Service of Alcohol (RSA) and the potential future impacts of non-compliance. Concerns to existing and continued littering within the public realm. Concerns regarding insufficient washroom facilities to accommodate 400 persons. Concerns patrons will urinate in public. 	<p>The Venue Management Plan outlines continued compliance with the RSA regulations, which shall be conditioned on the final determination.</p> <p>The applicant has provided a Waste Management Plan to accommodate for the further 175 people within the site. The littering by members of the public does not form part of Administrations planning consideration.</p> <p>The use number of sanitary facilities meets the minimum requirement, as discussed above.</p> <p>The venue provides sufficient sanitary facilities for its patrons, instances of public urination should be reported to the Police.</p>

Summary of Submissions:

Comments Received Expressing Concern:	Administration's Comment:
<p><u>Increase in Patron Capacity</u></p> <ul style="list-style-type: none"> Concerns to the existing floor area and the inadequacy of accommodating a total of 400 persons. Concerns regarding loitering and gathering onto the footpath. 	<p>Comments have been acknowledged and discussed in the 'Increase in Patron Capacity' section above.</p>
<p><u>Traffic and Parking</u></p> <ul style="list-style-type: none"> Concerns to an increase in ride share vehicles attending the site and increasing traffic concerns within the area. 	<p>Comments have been acknowledged and discussed in the 'Traffic and Parking' section above.</p>
<p><u>General</u></p> <ul style="list-style-type: none"> Concerns to an increase in waste generation and littering within the public realm. 	<p>Comments have been acknowledged and discussed in the 'General' section above.</p>

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

Summary of Submissions:

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

Comments Received in Support:	Applicant’s Comment:
<p><u>Activity within the Town Centre</u></p> <ul style="list-style-type: none"> The proposal generates positive activity to the southern portion of the Beaufort Street Town Centre (Town Centre). 	<p>The southern portion of the town centre was a dormant area when we took over at Mollys. The venue at No.484-492 Beaufort street was a graffiti covered venue overrun with rodents and the rear carpark was full of drug paraphernalia. Since we refurbished the venue there has been a lot of positive activity to the southern part of the strip. Venues like Yo-chi, Gelato Messina, Action belle real estate & K studios have followed us. Its now a thriving hub.</p>
Comments Received in Objection:	Applicant’s Comment:
<p><u>Amenity and Antisocial Behaviour</u></p> <ul style="list-style-type: none"> Concerns regarding an increase in antisocial behaviour and violence within the Town Centre. Concerns to the current and continued amenity impacts generated by the venue during peak periods. Concerns to the insufficient measures outlined within the Code of Conduct and Management Plan. Concerns regarding the current and continued trespassing, loitering and gathering within the driveway to No. 500 Beaufort Street. Concerns to how the operators seek to manage an additional 175 patrons within the site. 	<p>Our house mgmt. plan and code of conduct has been updated to address the concern raised in relation to antisocial behaviour. We will have more security and approved managers on shift who are training in de-escalation techniques and responsible service of alcohol.</p> <p>The concerns regarding the trespassing, loitering and gathering in the driveway of No.500 Beaufort Street again will be address by our extra security guards and by monitoring of CCTV footage of this laneway. We ensure at the end of each shift this laneway is checked and swept by our staff members and also the neighbours in this side do have direct contact with out mgmt. team in the scenario that there is issues.</p>
<p><u>Smoking in the Town Centre</u></p> <ul style="list-style-type: none"> Concerns to the venue’s current and continued non-compliance with the Smoke-Free Town Centre regulations. Concerns to the venue’s current inability to actively enforce the Smoke-Free Town Centre regulations. Concerns to smoke and vapour pollution within the Town Centre and the amenity impacts to the surrounding residential dwellings. 	<p>The venue is a smoke free venue, we do our part in managing patrons smoking directly outside our venue, we have staff and security address patrons that try to smoke outside our venue and we have non smoking signage displayed across the façade of our property. We ask our staff to direct smokers to Broome street, The bus stop is an issue in relation to smokers and difficult for Mollys staff & security to manage.</p> <p>We disagree with the words non compliance, as far as we are aware we comply with the towns smoke free regulations. We train our staff and security to be aware of smoking directly outside our property and we are displaying the correct signage.</p>
<p><u>Increase in Patron Capacity</u></p> <ul style="list-style-type: none"> Concerns raised in comparison to The Beaufort, which accommodates 	<p>The safety of patrons in a single storey building would generally be seen as safer than</p>

Summary of Submissions:

Comments Received in Objection:	Applicant's Comment:
<p>600 persons over three storeys. This application seeks to accommodate 400 persons in a single storey building.</p> <ul style="list-style-type: none"> Concerns raised on the ratio of seats to patrons. 	<p>spread over multiple levels.</p> <p>The venue has enough floor area to hold 400 persons.</p>
<p><u>Noise</u></p> <ul style="list-style-type: none"> Concerns regarding an increase in patrons resulting in an increase in noise, which would negatively impact the surrounding residents. Concerns to the noise generation that occurs from patrons loitering within the driveway of No. 500 Beaufort Street. Concerns to the accuracy of the Acoustic Report. There are discrepancies found between the proposed operations and the Acoustic Report. 	<p>The acoustic report addresses these issues and has been completed by specialists in their field E-lab consulting.</p> <p>We address our security and staff to move people on from loitering within the driveway of No. 500 Beaufort street.</p> <p>There was a typo in the acoustic report that has been now addressed.</p>
<p><u>Traffic and Parking</u></p> <ul style="list-style-type: none"> Concerns regarding nil onsite car parking for patrons, and the potential influx of on-street car parking to surrounding streets. 	<p>There are 8 parking bays at the rear of Mollys Irish pub and from the survey and reports that have been generated there is enough parking to cater for this. All of the patrons attending tend to rideshare.</p>
<p><u>General</u></p> <ul style="list-style-type: none"> Concerns to the venue's regulations to the Responsible Service of Alcohol (RSA) and the potential future impacts of non-compliance. Concerns to existing and continued littering within the public realm. Concerns regarding insufficient washroom facilities to accommodate 400 persons. Concerns patrons will urinate in public. 	<p>We acknowledge the concerns raised regarding amenity impacts during peak periods and are committed to implementing measures that minimise disruption to the surrounding community. The venue continues to uphold strict adherence to Responsible Service of Alcohol (RSA) regulations, with ongoing staff training and monitoring to prevent non-compliance. To address littering, staff oversight will be introduced to maintain the public realm. The washroom facilities at Mollys are compliant with code to hold 400 persons.</p>
Comments Received Expressing Concern:	Applicant's Comment:
<p><u>Increase in Patron Capacity</u></p> <ul style="list-style-type: none"> Concerns to the existing floor area and the inadequacy of accommodating a total of 400 persons. Concerns regarding loitering and gathering onto the footpath. 	<p>The venue has enough floor area to hold 400 persons.</p>
<p><u>Traffic and Parking</u></p> <ul style="list-style-type: none"> Concerns to an increase in ride share vehicles attending the site and increasing traffic concerns within the area. 	<p>Following our consultants review of patrons attending the venue and area it was shown that the majority of patrons are coming to the area anyway and not necessarily to Mollys only. Beaufort street is a vibrant entertainment district that attracts lots of people.</p>

Summary of Submissions:

Comments Received Expressing Concern:	Applicant's Comment:
<p><u>General</u></p> <ul style="list-style-type: none">Concerns to an increase in waste generation and littering within the public realm.	<p>Our waste mgmt. plan address the increase in waste generation, our footpath is swept and cleaned at the end of each shift and each morning following.</p>

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

Determination Advice Notes:

1. This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.
2. If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
3. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.
4. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.
5. This approval is not an authority to ignore any constraint to development on the land, which may exist through statute, regulation, contract or on title, such as an easement or restrictive covenant. It is the responsibility of the applicant and not the City to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the City's attention.
6. The development will be classified as a 'Public Building' and must comply with the *Health (Public Buildings) Regulations 1992*. An application is to be made to the City's Health Services for the assessment of the public building and maximum accommodation numbers prior to occupation of the premises. Please contact Health Services on (08) 9273 6000 upon receipt of this approval to discuss the requirements further with an Environmental Health Officer.
7. The hours in which the sale, supply and consumption of alcohol may be undertaken are restricted by the *Liquor Control Act 1988*.
8. Any noise created at the premises must ensure compliance with the provisions within the *Environmental Protection (Noise) Regulations 1997*.

5.3 NO. 88B (LOT: 3; PLAN: 88595) BOURKE STREET LEEDERVILLE - PROPOSED GROUPED DWELLING AND ANCILLARY DWELLING

Ward: North

- Attachments:**
1. Consultation and Location Map [↓](#) 
 2. Development Plans [↓](#) 
 3. Arborist Report [↓](#) 
 4. Landowner and Applicants Justification [↓](#) 
 5. Solar Access Diagram [↓](#) 
 6. Summary of Submissions - Applicant's Response [↓](#) 
 7. Summary of Submissions - Administration's Response [↓](#) 

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for Grouped Dwelling and Ancillary Dwelling at No. 88B (Lot: 3; D/P: 88595) Bourke Street, Leederville in accordance with the plans shown in Attachment 2, subject to the following condition, with the associated determination advice notes in Attachment 6:

1. Development Plans

This approval is for Grouped Dwelling and Ancillary Dwelling as shown on the approved plans dated 16 October 2025. No other development forms part of this approval;

2. Landscaping & Tree Protection

2.1 Prior to occupation, all landscaping shown in the approved plans, shall be undertaken to the satisfaction of the City, and thereafter maintained, at the expense of the owner;

2.2 Prior to commencement of works on site, the street tree(s) within the verge in front of Nos. 88, 88A and 88B Bourke Street must be protected in accordance with Australian Standard AS4970 (Protection of trees on development sites), and maintained for the duration of construction, to the satisfaction of the City;

2.3 Prior to the issue of a Building Permit, a Tree Protection Plan, prepared in accordance with AS4970 – Protection of Trees on Development Sites 2025, shall be submitted and approved by the City. The Tree Protection Plan shall be prepared by a suitably qualified Arborist and include details of the construction method for works to be undertaken to protect the Lemon-Scented Gum located at No. 53 Galwey Street, Leederville. The Tree Protection Plan shall include the following details:

2.3.1 Identification of a Tree Protection Zone and Structural Root Zone;

2.3.2 Methodology and construction details for development within the Tree Protection Zone and Structural Root Zone; and

2.3.3 Fencing of the Tree Protection Zone, to be implemented for the duration of works;

2.4 The Tree Protection Plan shall be submitted to and approved by the City. The approved Tree Protection Plan shall be implemented for the duration of the construction of the development, to the satisfaction of the City;

3. Visual Privacy

Prior to occupation, all privacy screening as shown on the approved plans shall be installed and maintained thereafter, and shall comply in all respects with the deemed-to-comply provision of Part C, Clause 3.10 (Visual Privacy) of the Residential Design Codes Volume 1, to the satisfaction of the City;

4. Colours and Materials

The colours, materials and finishes of the development shall be in accordance with annotations shown on the approved plans and the schedule of finishes which forms part of this approval, unless otherwise approved by the City;

5. Car Parking and Access

5.1 All vehicle parking, manoeuvring and access areas including the common property driveway, shall be constructed, paved and drained in accordance with the approved plans and are to comply with the requirements of Australian Standard AS2890.1, to the satisfaction of the City; and

5.2 The Vehicle turntable is to be installed and operational prior to the occupation of the development and maintained thereafter, to the satisfaction of the City;

6. Building Design

6.1 The surface finish of boundary walls facing an adjoining property shall be of a good and clean condition, prior to the occupation or use of the development, and thereafter maintained, to the satisfaction of the City. The finish of boundary walls is to be fully rendered or face brick; or material as otherwise approved; to the satisfaction of the City; and

6.2 At least one window to each habitable room shall be operable in design, to the satisfaction of the City;

7. External Fixtures

All external fixtures, such as television antennas (of a non-standard type), radio and other antennas, satellite dishes, solar panels, external hot water heaters, air conditioners, and the like, shall not be visible from the street(s), are designed integrally with the building, and be located so as not to be visually obtrusive, to the satisfaction of the City; and

8. Stormwater

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

EXECUTIVE SUMMARY:

The purpose of this report is to consider an application for development approval for a three-storey Grouped Dwelling at No. 88B Bourke Street, Leederville.

The subject site and surrounding properties are zoned Residential R40 under the City's Local Planning Scheme No. 2 (LPS2) and are located within the Residential Built Form Area under the City's Policy No. 7.7.1 – Built Form (Built Form Policy).

The subject site is the rear, battle axe lot of a three-lot subdivision. It is currently vacant and comprises a total area of 241 square metres. To the north of the subject site at No. 53 Galwey Street, there is an existing large mature gum tree which the canopy extends beyond the property boundaries onto the subject site.

The proposal is required to be determined by Council as the City's delegation does not extend to proposals of three-storey development in areas where the Built Form Policy sets a building height standard of two-storeys.

Administration recommends approval subject to conditions. The proposed building height and reduced lot boundary setback would not adversely impact the amenity of adjoining properties. Although the development includes a third storey, the upper level is predominantly contained within the roof form, resulting in the dwelling presenting as a two-storey form when viewed from surrounding properties and is below the deemed-to-comply building height. This effectively reduces perceived bulk when viewed from adjoining properties.

Overshadowing to the future dwelling at No. 88A Bourke Street would be acceptable, as any future spaces will retain adequate solar access at various times of the day throughout the year. Both setbacks and height to the southern elevation meet the deemed-to-comply provisions.

The proposed landscaping across the site, including the planting of one tree, would contribute to a high level of amenity for future residents and provide environmental benefits to the development.

The applicant has submitted an Arborist Report to demonstrate the development's potential impact on the existing Lemon Scented Gum located on the northern adjoining property at No. 53 Galwey Street. The report, prepared by Westworks Consultancy, identifies that further excavation works are required to confirm the extent of the development's impact on the tree's root system.

As these investigations were not undertaken, a condition of approval requires the applicant to submit a Tree Protection Plan that establishes an appropriate Tree Protection Zone and outlines construction methodologies to ensure the ongoing health and viability of the tree.

PROPOSAL:

The application proposes the construction of new three-storey Grouped Dwelling at the rear of three lot survey strata. The subject site is currently vacant and has an area of 241 square metres.

The ground floor of the proposed dwelling includes a double garage, the primary kitchen, living, and dining area, one bedroom, and a laundry. The first floor includes three bedrooms, a secondary living area, and a bathroom. The second floor is an independent floor that contains a bedroom, kitchenette, bathroom, and balcony. The second floor has been designed so it is capable to be used as an ancillary dwelling and be self-contained from the dwelling.

The development plans of the subject application are included in **Attachment 2**.

Applicant's Justification

The landowner and applicant has prepared written justification to support the proposal, included in **Attachment 4**.

The landowner's written justification is as follows:

We are hoping to future proof our family with the house moving forward. Our 24 year old daughter is special needs/autistic and will need support for her whole life. Our aim with the house is to build one that will house myself, my husband and my daughter as well as my eldest daughter, her partner and our first grandchild who is due in February 2026.

In the process we hope to cater for childcare for our grandson, aged care for myself and my husband in our later years and ongoing support for our youngest child who will be taken care of by her sister and partner when we are gone.

As residents of the City of Vincent we would like to stay in the area where we have our community/village.

We have worked really hard with Grace our designer to get the most out of the space we have and comply with building regulations, and I believe we have managed that with this DA submission.

The applicant's justification is summarised as follows:

- The proposed development is a multigenerational home that provides comfort and long-term support for the entire family, including the client's special needs daughter.
- Due to the site's size constraints, all spaces have been carefully designed to maximise functionality by creating areas for gathering and connection to the surrounding environment, while also incorporating independent spaces.
- The top floor has been designed as an assisted living space for the client's daughter, incorporating a kitchenette, bathroom, living area, bedroom, and an external balcony. The intent is to create a homely environment that provides independence and security while remaining integrated with the family home.
- The tree on the northern adjoining property has been treated as a valuable element of the site. The roof design has been shaped away from the tree limbs, while windows are positioned to frame views of the tree.
- The balcony on the top floor is an important element to encourage socialisation and family interaction.
- The loft retains the character of an attic rather than a conventional storey. Its modest scale, sloping roof geometry and integrated built-in elements reinforce its role as accommodation contained within the roof volume, rather than an additional floor.
- The development has been designed to respond sensitively to its context, with the overall building height remaining below applicable controls and overshadowing impacts on neighbouring properties significantly reduced. The roof form and internal layout have been carefully planned to achieve compliance without compromising the quality or functionality of the loft space.

Delegation to Determine Applications:

The application is being referred to Council for determination in accordance with the City's Register of Delegations, Authorisations and Appointments. This is because the delegation does not extend to proposals that propose a height of three storeys or more and do not meet the applicable Building Height deemed-to-comply standard or Acceptable Outcomes set by the R Codes in response to the number of storeys.

The application proposes a three-storey development in area where the Built Form Policy sets a building height standard of two-storeys.

BACKGROUND:

Landowner:	Jacqueline Corless-Crowther and Michael John Crowther
Applicant:	Hubble Design
Date of Application:	15 May 2025
Zoning:	MRS: Urban LPS2: Zone: Residential R Code: R40
Built Form Area:	Residential
Existing Land Use:	Vacant Site
Proposed Use Class:	Grouped Dwellings
Lot Area:	Lot: 241m ² Portion of common property: 27.2m ² Total: 268.2m ²
Right of Way (ROW):	No
Heritage List:	No

Site Context and Zoning

The subject site is a rear battle axe lot, which is bound by two-storey single houses to the north, a single-storey single house to the west, two-storey grouped dwelling to the east, and a vacant site to the south. A location plan is provided as **Attachment 1**.

The subject site and all adjoining properties are zoned Residential R40 under the City's LPS2 and are located within the Residential Built Form Area under the Built Form Policy, with a building height standard of two storeys.

The subject site is 241 square metres and is a part of an existing survey strata. The subject site shares a communal driveway for the subject site and 88A Bourke Street.

No. 53 Galwey Street Tree

To the north of the subject site at No. 53 Galwey Street, there is a fully mature existing lemon-scented gum tree, with an estimated height of 23 metres and a canopy spread of 20 metres, as identified in the applicants Arborist Report, included as **Attachment 3**. The tree has been identified as being in good health and has a useful life expectancy of 20-40 years. The canopy of this tree extends beyond the property boundaries onto the subject site. The tree is not located within the City's Tree of Significance Register. It is estimated that the canopy of this tree covers 44 percent of the subject site.

DETAILS:**Summary Assessment**

The table below summarises the planning assessment of the proposal against the provisions of LPS2, the Built Form Policy, and the R Codes Volume 1, Part C. In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Deemed-to-Comply	Requires the Discretion of Council
Private Open Space		✓
Trees and Landscaping (R Codes)		✓
Water Management & Conservation	✓	
Size and Layout of Dwellings	✓	
Parking	✓	
Solar Access and Natural Ventilation (Internal)	✓	
Waste Management	✓	
Utilities	✓	
Open Space	✓	
Building Height/Storeys		✓
Street Setback		✓
Lot Boundary Setbacks/Boundary Walls		✓
Garage setback	✓	
Site Works/Retaining Walls	✓	
Streetscape	✓	
Front Fence	✓	
Access	✓	
Solar Access for Adjoining Sites		✓
Visual Privacy	✓	

Detailed Assessment

The planning elements of the application that do not meet the deemed-to-comply standards and require the discretion of Council are listed below:

Private Open Space	
Deemed-to-Comply Standard	Proposal
R Codes Part C – Clause 1.1	
C1.1.4 – Balconies are to be unscreened for 25 percent of the total perimeter of the balcony	Entire balcony is screened due to the 1.6 metre screening on the western and southern elevation.
Trees and Landscaping	
Deemed-to-Comply Standard	Proposal
R Codes Part C – Clause 1.2	
C1.2.1 – 15 percent (40 square metres) is to consist of soft landscaping with a minimum dimension of 1 metre.	14.2 percent (38 square metres) of the site consists of soft landscaping with a minimum dimension of 1 metre.

Building Height	
Deemed-to-Comply Standard	Proposal
Built Form Policy – Clause 5.3	
<ul style="list-style-type: none"> • Storeys: 2-storeys • Top of pitched roof: 10 metres 	<ul style="list-style-type: none"> • Storeys: 3-storeys • Top of pitched roof: 8.5 metres
Street Setbacks	
Deemed-to-Comply Standard	Proposal
Built Form Policy 5.1	
Walls on upper floors to be set back 2 metres behind the predominant ground floor building line.	Upper floor is setback 1.5 metres behind the ground floor.
Lot Boundary Setbacks	
Deemed-to-Comply Standard	Proposal
R Codes – Clause 3.4	
West Upper Floor <ul style="list-style-type: none"> • Bedroom 3 and balcony: 1.5 metres 	West Upper Floor <ul style="list-style-type: none"> • Bedroom 3: 1.2 metres
Solar Access for Adjoining Sites	
Deemed-to-Comply Standard	Proposal
R Codes – Clause 3.9	
Shadow to No. 88A Bourke Street permitted: 35 percent.	Shadow to No. 88A Bourke Street proposed: 40.5 percent.

The above elements have been assessed against the relevant design principles and objectives contained in the Comments section below.

CONSULTATION/ADVERTISING:

First Advertising Period

Community consultation was undertaken in accordance with the City's Community and Stakeholder Engagement Policy for a period of 14 days between 8 July 2025 and 21 July 2025. The method of consultation included a notice on the City's website and 142 letters being sent to landowners and occupiers within a 100 metre radius of the subject site, as shown in **Attachment 1**.

At the conclusion of the consultation period a total of six submissions were received, comprising:

- Four objections;
- One submission of support; and
- One submission that neither supported nor objected to the proposed but provide a comment.

Concerns raised in the submissions are summarised as follows:

- The development would have an adverse impact on adjoining properties in relation to overshadowing and building bulk;
- There is uncertainty with how the development will not adversely impact the tree on the northern adjoining property; and
- Limited parking available, considering the size of the dwelling.

The submission supporting the application did not provide a comment.

Modified Plans

Following the consultation period and the issue of a request for information letter, the applicant submitted amended plans on 9 September, 1 October, and 16 October 2025. The following changes were made from the original advertised:

- Reduction of the overall building height from 9.3 metres to 8.5 metres;
- Incorporation of a turning circle to allow vehicles to exit the site in forward gear;
- Removal of the swimming pool;
- Increase of soft landscaping from 11 percent to 14.2 percent of the subject site area;
- Increase the deep soil area from 4 square metres to 9 square metres;
- Increase the laundry’s setback from the southern boundary from 0.74 metres to 1 metre; and
- Increase the east upper floor setback from 1 metre to 1.5 metres;
- Introduce articulation to the west upper floor resulting in the setback increase from 1.2 metres to 1.5 metres; and
- The applicant submitted an Arborist Report, prepared by Westworks Consultancy in relation to the tree at No. 53 Galwey Street.

Second Advertising Period

In accordance with the Community and Stakeholder Engagement Policy, the proposal was re-advertised for seven days from 22 October 2025 to 29 October 2025 to the original submitters. The purpose of the re-advertising was to give all previous submitters that either objected or stated neither an opportunity to review the amended plans and provide further comment. At the close of the advertising period:

- One submitter affirmed previous concerns with the shadow cast over the south-east adjoining property; and
- Four provided no comment.

A summary of submissions received along with Applicant’s responses are provided in **Attachment 6**. Administration’s response to the submissions are provided as **Attachment 7**.

Design Review Panel (DRP):

Referred to DRP: Yes

The proposal was referred on three occasions to the City’s DRP Chair to provide independent design advice against the 10 principles of good design. The table below provides a summary of this application’s design review assessment progress.

Design Review Progress Report			
	<i>Supported</i>		
	<i>Pending further attention – refer to detailed comments provided</i>		
	<i>Not supported</i>		
	<i>Insufficient information provided by applicant to assess</i>		
	DRP 1 – Chair Comments 11/07/25	DRP 2 – Chair Comments 22/09/25	DRP 3 – Chair Comments 15/10/25
Principle 1 - Context and character			
Principle 2 - Landscape quality			
Principle 3 - Built form and scale			
Principle 4 - Functionality and build quality			
Principle 5 - Sustainability			
Principle 6 - Amenity			
Principle 7 - Legibility			
Principle 8 - Safety			
Principle 9 - Community			
Principle 10 - Aesthetics			

In response to comments and recommendations received from the DRP Chair, Administration and community consultation comments, the applicant made the following key changes over the course of the application process:

- The building envelopes of the adjoining properties are shown on the plans.
- The deep soil area was relocated and increased from 4 square metres to 9 square metres. The overall provision of soft landscaping across the site was also increase from 29.9 square metres to 38.2 square metres.
- The applicant submitted an Arborist Report, prepared by Westworks Consultancy in relation to the tree at No. 53 Galwey Street.
- The applicant removed the on-structure planters.
- The overall height of the building was reduced from 9.3 metres to 8.5 metres which resulted in overshadowing cast over the southern adjoining property reducing from 45 percent to 40 percent.
- Ducted air conditioning wall vents shown on floor plans.
- Front door weather protection to a depth of 1.7 metres was introduced.
- No passive shading devices proposed to northern windows. Inclusion of tree on elevation plan demonstrates shading is achieved.
- Car turn table proposed to ensure vehicles can exit the site in forward gear.
- Face brick maintained on the ground floor.
- Greater material diversity increase to the west and east elevations, including the introduction of cladding to the western upper floor.

The DRP's final review was based on plans submitted on 1 October 2025, which are consistent with the latest set dated 16 October 2025, except that the deck area was previously proposed as a pool. The table below provides a summary of the DRP Chair's comments that are 'pending further attention', along with Administration's responses.

DRP Comments Received	Administration's Comments
<p>Principle 3 – Built Form and Scale</p> <p>The proposal seeks several variations from the City's planning requirements, notably a one-storey height increase and resulting overshadowing of the southern neighbouring property. While some improvements have been made, further design changes, like lowering the steep pitch of the upper roof, could help reduce overshadowing impacts.</p>	<p>The acceptability of the proposed height is detailed in the Comments section of this report. In summary, the proposed development will appear as a two-storey dwelling, as the third storey is contained predominately within the roof space. This results in the development appropriately responding to the built form context of the area, including the adjoining properties. The extent of overshadowing from the development is acceptable as any future development on 88A Bourke Street would maintain adequate solar access throughout the year. Impact of bulk and scale are mitigated through articulation, variation in material and colours, and window placement.</p>
<p>Principles 4 – Functionality and Build Quality</p> <p>A car turntable has been included to generate compliant vehicle manoeuvring on the site however this is unusual for this typology and inconvenient for use on a daily basis. The applicant is encouraged to adjust the house footprint on the site to ensure compliant vehicle manoeuvring is achieved without the use of a turntable.</p>	<p>The provision of a car turntable ensures that vehicles can exit the site in forward gear. This is a deemed-to-comply requirement, as the proposed driveway exceeds 30 metres in length. While the use of a turntable is uncommon for this housing typology, it satisfies the relevant standard and provides a practical solution for the site's layout.</p>

DRP Comments Received	Administration's Comments
<p>Principle 6 – Amenity</p> <ul style="list-style-type: none"> • Bed 3 does not have a have full sized window (major opening) providing limited outlook for residents and is solely reliant on frosted or high level windows. The applicant is encouraged to arrange built form on the site with appropriate setbacks so all bedrooms have major openings. • The attic level has been shown as an independent living unit however the bedroom as well as living space don't have major openings and rely solely on roof skylights providing limited outlook for residents and the balcony is also fully screened to achieve visual privacy compliance generating limited amenity for residents. 	<ul style="list-style-type: none"> • The openings associated with Bedroom 3 are acceptable and satisfy the deemed-to-comply standard for the provision of glazing to habitable rooms. The window is capable of being opened, allowing for natural ventilation, while the proposed sill height will restrict overlooking into the western adjoining property. The highlight window is clear and would provide sufficient solar access to the bedroom without compromising privacy. The combination of ventilation, solar access, and privacy ensures the opening contributes positively to the overall amenity of the space. • It is acknowledged that the skylights associated with the habitable rooms of the attic/ancillary dwelling provide limited outlook. Despite this, the proposed skylights are capable of being opened, ensuring the rooms receive adequate solar access and natural ventilation. The extent of screening proposed for the balcony is detailed in the Comments section of this report. In summary, the screening is acceptable, as it is necessary to prevent overlooking into the western adjoining property. While the screening restricts outlook, the amenity of the space is maintained through the balcony being unroofed, allowing for sufficient solar access and natural ventilation.

LEGAL/POLICY:

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- Residential Design Codes Volume 1 – Part C;
- Community and Stakeholder Engagement Policy; and
- Policy No. 7.1.1 – Built Form Policy.

Planning and Development Act 2005

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

Planning and Development (Local Planning Schemes) Regulations 2015

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

The matters for consideration relevant to this application relate to the compatibility of the development within its setting, amenity and character of the locality, consistency with planning policies and advice from the DRP.

Residential Design Codes Volume 1 - Part C

The R Codes were gazetted on 10 April 2024. The changes to R Codes Volume 1 resulted in a split Volume 1 of the R Codes into Part B and Part C, as follows:

- Part B applies to all single houses R40 and below, grouped dwellings R25 and below, and multiple dwellings in areas coded R10-R25.
- Part C applies to all single houses R50 and above, grouped dwellings in areas coded R30 and above, and multiple dwellings in areas coded R30 to R60.

This proposal has been assessed against Part C of the R Codes. This is because the proposal relates to a Grouped Dwelling development on property coded Residential R40.

The R-Codes apply to all single and grouped dwelling developments. An approval under the R-Codes can be obtained in one of two ways. This is by either meeting the deemed-to-comply standard or by satisfying the design principles and objectives.

RISK MANAGEMENT IMPLICATIONS:

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

The key risks relate to the defensibility of Council's exercise of discretion through potential SAT review, and ensuring conditions are clear, valid and enforceable. These risks are mitigated through a clear planning rationale, consideration of evidence, and imposition of enforceable conditions that reasonably relate to identified impacts (such as construction impacts on the adjoining mature tree).

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

The City has assessed the application against the environmentally sustainable design provisions of the City's Policy No. 7.1.1 – Built Form. These provisions are informed by the key sustainability outcomes of the City's Sustainable Environment Strategy 2019-2024, which requires new developments to demonstrate best practice in respect to reductions in energy, water and waste and improving urban greening.

PUBLIC HEALTH IMPLICATIONS:

There are no impacts on the priority health outcomes of the City's Public Health Plan 2020-2025 from this report.

FINANCIAL/BUDGET IMPLICATIONS:

There are no direct financial or budget expenditure implications arising from the determination of this application.

As with any discretionary planning decision, there is a possibility that the determination may be subject to review by the SAT, which can result in legal and consultant costs being incurred by the City. These costs cannot be quantified at this stage and would be managed within existing budgets if they arise, otherwise through budget review processes. The capacity to do so will depend on the number of SAT appeals and complexity of any review proceedings.

COMMENTS:Summary Assessment

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

- Protection of Tree: Although the applicant has submitted an Arborist Report that identifies the need for further excavation works to determine the development's impact on the northern adjoining property's tree root system, these investigations have not been completed. Notwithstanding this, the proposal can be supported on the basis that a condition of approval requires the applicant to submit a Tree Protection Plans that establishes an appropriate tree protection zone prior to the issue of a building permit, ensuring the tree's health is protected.
- Building height: Despite being three storeys, the development will present as a two-storey dwelling when viewed from adjoining properties. The proposed height will be at 8.5 metres, which is below the 10-metre deemed-to-comply height. The development's height appropriately responds to the surrounding area context, with the upper floor being contained within the roof space to reduce perceived bulk and scale. The use of design features such as roof integration and appropriate setbacks contributes to a positive integration of the development within the existing built form.
- Bulk and Scale: Building bulk is effectively reduced to adjoining properties through a combination of articulated walls, material diversity, varied lot boundary setbacks, and an appropriate building height below the deemed-to-comply provisions.
- Overshadowing: Shadow impacts to the future dwelling at No. 88A Bourke Street are acceptable, as any future spaces will retain adequate solar access at various times of the day throughout the year. Solar access studies provided by the applicant demonstrate that the northern portion of 88A Bourke Street would receive sufficient solar access during summer, autumn, and spring, and maintain solar access at different times of the day during winter. Both setbacks and height to the southern elevation meet the deemed-to-comply provisions.
- Landscaping: The development includes a deep soil area onsite that is capable of supporting the planting of one tree. The provision of the tree and extent of landscaping incorporated throughout the site would provide environmental benefits and would contribute to the residential amenity.
- Private Open Space: The balcony provides residents with an opportunity for entertaining and leisure and will receive sufficient solar access and natural ventilation due to being unroofed.

Protection of Tree

Clause 67(n)(i) of the Deemed Provisions requires the local government to have due regard to 'the environmental impacts of the development'. Given the tree's prominence and height, and the Arborist Report identifying it as being in good health, the potential impact of the development must be considered.

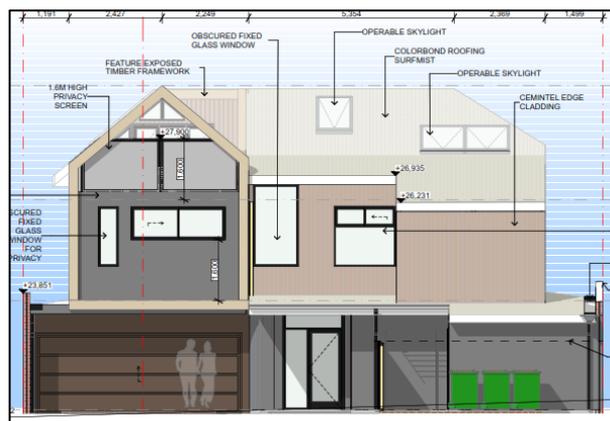
The applicant has submitted an Arborist Report which concludes that further excavation works are required to determine the development's impact on the tree's root system. While these additional investigations may assist in confirming the extent of root encroachment, requiring this level of invasive work at the development application stage is outside the scope of information reasonably required to determine a proposal. The potential impact can instead be appropriately managed through a condition of approval.

Accordingly, a condition is recommended requiring the applicant to submit a Tree Protection Plan prior to the issue of a Building Permit. This report is to establish an appropriate tree protection zone and detail the construction methodologies that will protect the ongoing health and viability of the tree.

Building Height, Lot Boundary Setbacks, and Solar Access for Adjoining Sites

The proposed building height, lot boundary setbacks, visual privacy, and solar access for adjoining sites satisfy the relevant Design Principles of the R-Codes and Local Housing Objectives of the Built Form Policy for the following reasons:

- Development Impact on the Street: Since the subject site is a rear battle axe and will be concealed by the existing dwelling at No. 88 Bourke Street and a future dwelling at No. 88A Bourke Street, the proposed development will not be visible from Bourke Street.
- Building Bulk and Transition Between Adjoining Properties: The potential bulk impact from the proposed building height and reduced lot boundary setback is mitigated through wall articulation, varied setbacks, inclusion of windows, and a material palette incorporating face brick, cement cladding, timber cladding, and light colourbond. The third storey is predominately contained within the roof space, reducing its visual prominence, and balcony screening follows the pitch of the unenclosed portion to reduce additional bulk. These measures break down building massing and reduce perceived bulk when viewed from adjoining properties. The transition to surrounding single and two-storey dwellings has been accommodated through these design elements, ensuring the development responds appropriately to its context and maintains compatibility.
- Consistency with Nearby Development: The proposed building height is consistent with nearby development, including all adjoining properties. The application proposes a three-storey development; however, when viewed from adjoining properties, the building will present as a two-storey form, as the third storey is contained within the roof space – refer to **Figure 1**. Despite the inclusion of a third storey, the overall building height of 8.5 metres remains below the deemed-to-comply standard of 10 metres. The adjoining properties are characterised by single and double-storey dwellings, and the proposed development responds appropriately to this context.



• **Figure 1:** Front elevation of proposed development presenting as a two-storey development

- Overshadowing: The property affected by overshadowing from the proposed development is the southern adjoining lot, No. 88A Bourke Street. This site is currently vacant, with no development application lodged or approved. Nevertheless, solar access for any future development must be considered. At the winter solstice (21 June), the majority of shadow cast by the proposal would fall on the northern portion of No. 88A. Future development on this site is likely to orientate its primary garden area and major openings to the northern elevation to maximise solar access. While this area would be subject to overshadowing, the assessment is based on midday conditions during the winter solstice, representing the worst-case scenario. This approach does not capture the broader availability of solar access throughout the day and across other seasons. In practice, the northern portion of No. 88A Bourke Street would receive sufficient solar access in the morning and afternoon on 21 June, and greater access across other months of the year. These outcomes have been demonstrated in the applicant’s solar access study included as **Attachment 5**.

In addition, the extent to which the proposed development overshadows No. 88A Bourke Street is largely due to the east-west orientation of the site. The development proposes a building height that meets the deemed-to-comply standard in metres and has been adequately setback from the southern boundary to meet the deemed-to-comply setback distance. Further to this, east–west orientated lots are more susceptible to overshadowing, while the size and configuration of No. 88A Bourke Street contributes to a higher overshadowing percentage.

- Overlooking: The proposal meets the deemed-to-comply standards for visual privacy from all openings associated with habitable rooms.
- Views of Significance: No views of significance are identified to be associated with the subject site or adjoining properties.

Trees and Landscaping

In addition to the deemed-to-comply standards of the R-Codes, the application has also been assessed against the landscaping provisions of the Built Form Policy. The deemed-to-comply landscaping standards set out in the Built Form Policy have not been approved by the Western Australian Planning Commission (WAPC). As such, these provisions are given regard only in the assessment of the application and do not have the same weight as other policy provisions.

The Built Form Policy deemed-to-comply standard prescribes 12 percent (32 square metres) of the site to be deep soil area, while the proposed development provides 8.9 percent (24 square metres).

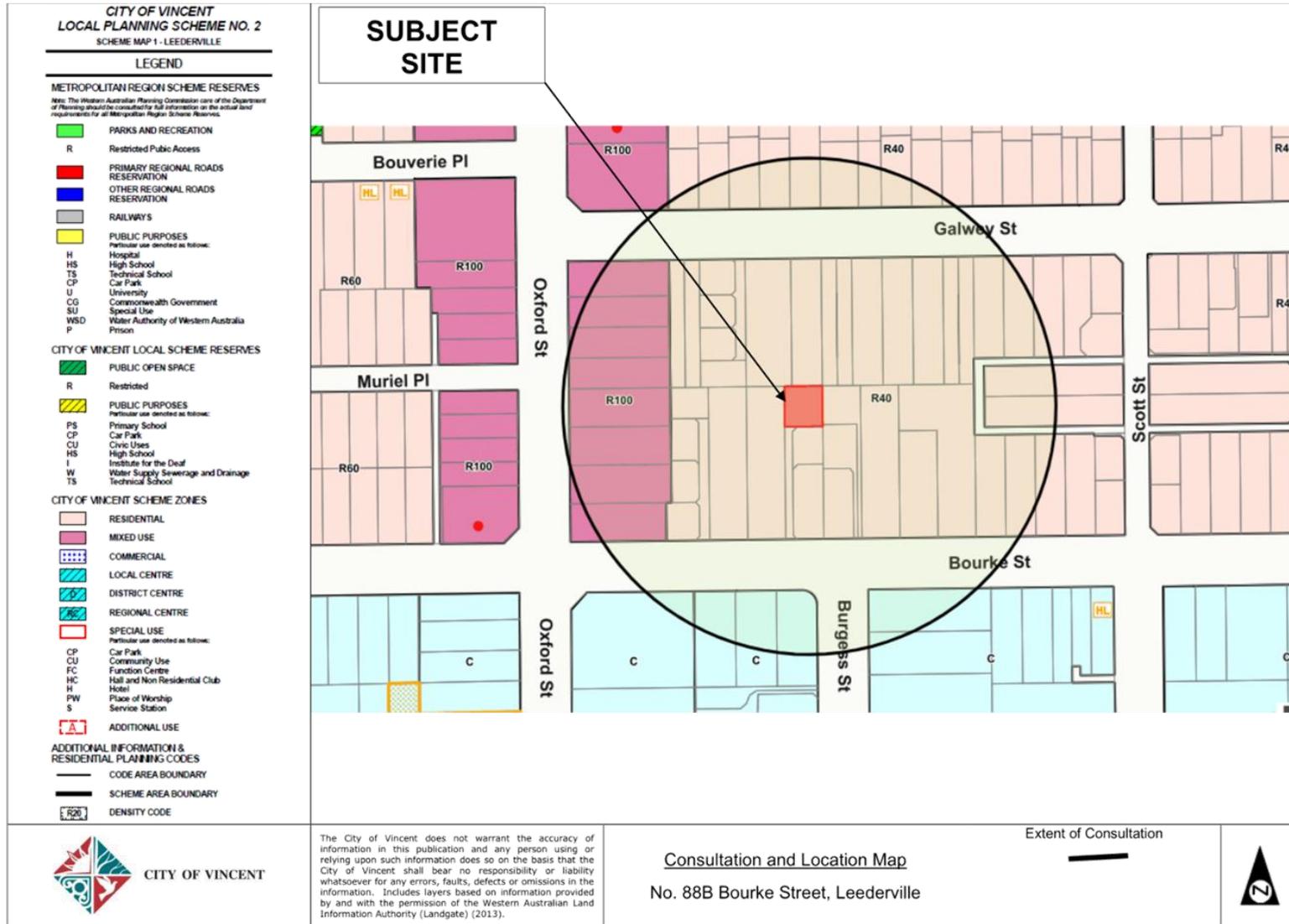
The proposed extent of landscaping and trees satisfies the relevant Design Principles of the R Codes and Local Housing Objectives of the Built Form Policy for the following reasons:

- Location of Landscaping: The development proposes landscaping to be incorporated across the site, including within private open spaces and lot boundary setback areas. The location of the landscaping is demonstrated in the ground-floor plan included as **Attachment 2**. The proposed landscaping would provide a high level of amenity for future residents and assist in softening the development when viewed from adjoining properties.
- Tree Planting and Environmental Benefits: The application proposes planting one new tree within the rear private open space, where there are currently no existing trees on the subject site. This meets the deemed-to-comply under the R-Codes and will provide residential amenity and canopy coverage for the rear open space.
- Permeable Paving: Permeable paving is proposed at the entrance of the dwelling. Proposing this permeable paving reduces the amount of hardstand areas and assists with water infiltration and reducing the urban heat island effect.

Private Open Space and Street Setback

The proposed Private Open Space, Street Setback, and Visual Privacy would satisfy the relevant Design Principles of the R-Codes for the following reasons:

- Private Open Space: The application proposes for the upper floor balcony to be fully screened. This is a result of the inclusion of 1.6-metre-high visual privacy screening along the south and west perimeters, ensuring the balcony does not overlook the western adjoining property. While the outlook from the balcony will be restricted, the space will still receive solar access and natural ventilation, as it is proposed to be unroofed and entirely open to the sky.
- Street Setback: The reduced upper floor setback would not have an impact on the streetscape, given the lot is a rear battle axe lot, making it entirely screened from Bourke Street.



SUBJECT SITE

61
59B Strata Lot 2
55 Lot 110
53 Lot 20
49 Lot 18
45 Lot 17
43-43A Lot 16
51A-B Lot 300
51B Lot 303
94D Strata Lot 4
94C Lot 3
94B Lot 2
94-92 Strata Lots 1-4
90 Lot 7
88B Strata Lot 3
88A Strata Lot 2
84 Lot 10
82 Lot 17

CITY OF VINCENT

The City of Vincent does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that the City of Vincent shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information. Includes layers based on information provided by and with the permission of the Western Australian Land Information Authority (Landgate) (2013).

No. 88B Bourke Street, Leederville

NEW DOUBLE STOREY RESIDENCE

CITY OF VINCENT
RECEIVED
16 October 2025

hubble
design
ARCHITECTURE + INTERIORS

88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA
FOR DA

BBL12_DA.ppt

Page No.	Title	REV	Issued	Published	Comment
A0-00	TITLE PAGE	02	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A0-01	LAYOUT LIST LOCATION PLAN	02	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A0-02	SITE SURVEY	02	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A0-03	SURVEY STRATA PLAN	01	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A1-01	SITE PLAN	02	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A1-02	LANDSCAPE PLAN	04	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A1-03	OVERSHADOWING PLAN	02	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A1-04	OVERSHADOWING PLAN	01	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A1-05	OVERSHADOWING PLAN	01	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A1-06	OVERSHADOWING PLAN	01	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A1-07	OVERSHADOWING PLAN	01	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A1-08	OVERSHADOWING PLAN	01	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A1-09	OVERSHADOWING PLAN	01	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A1-10	OVERSHADOWING PLAN	01	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A1-11	OVERSHADOWING PLAN	01	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A1-12	OVERSHADOWING PLAN	01	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A1-13	OVERSHADOWING PLAN	01	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A1-14	OVERSHADOWING PLAN	01	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A2-01	GROUND FLOOR	03	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A2-02	FIRST FLOOR	02	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A2-03	LOFT FLOOR	02	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A2-04	ROOF PLAN	02	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A2-05	CAR MANEUVERABILITY	01	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A3-02	ELEVATION NORTH	03	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A3-03	ELEVATIONS SOUTH	03	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A3-04	ELEVATION EAST	01	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
A3-05	ELEVATION WEST	01	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

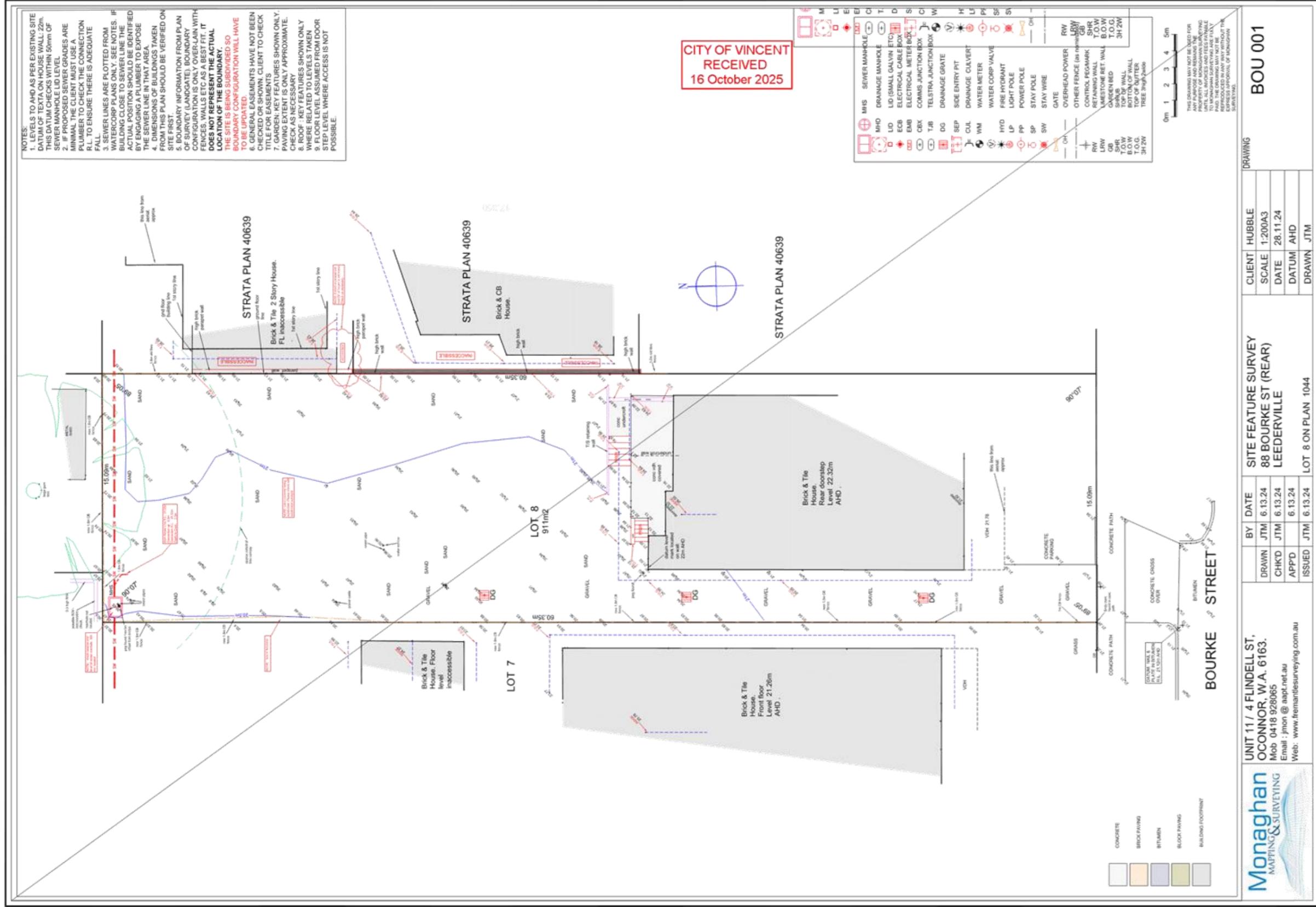


LOCATION PLAN | SATELLITE IMAGERY

**CITY OF VINCENT
RECEIVED
16 October 2025**

ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:
04	FOR DA	7/5/2025	02	LAYOUT LIST LOCATION PLAN	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39
01	FOR REVIEW	16/1/2025	01			
				PROJECT STATUS:	JACQUELINE & MICHAEL CROWTHER	DRAWING NO:
				DEVELOPMENT APPROVAL		A0-01
					SCALE:	
					N.T.S. @A3	
					DRWN CHKD:	
					G.A. P.H.	





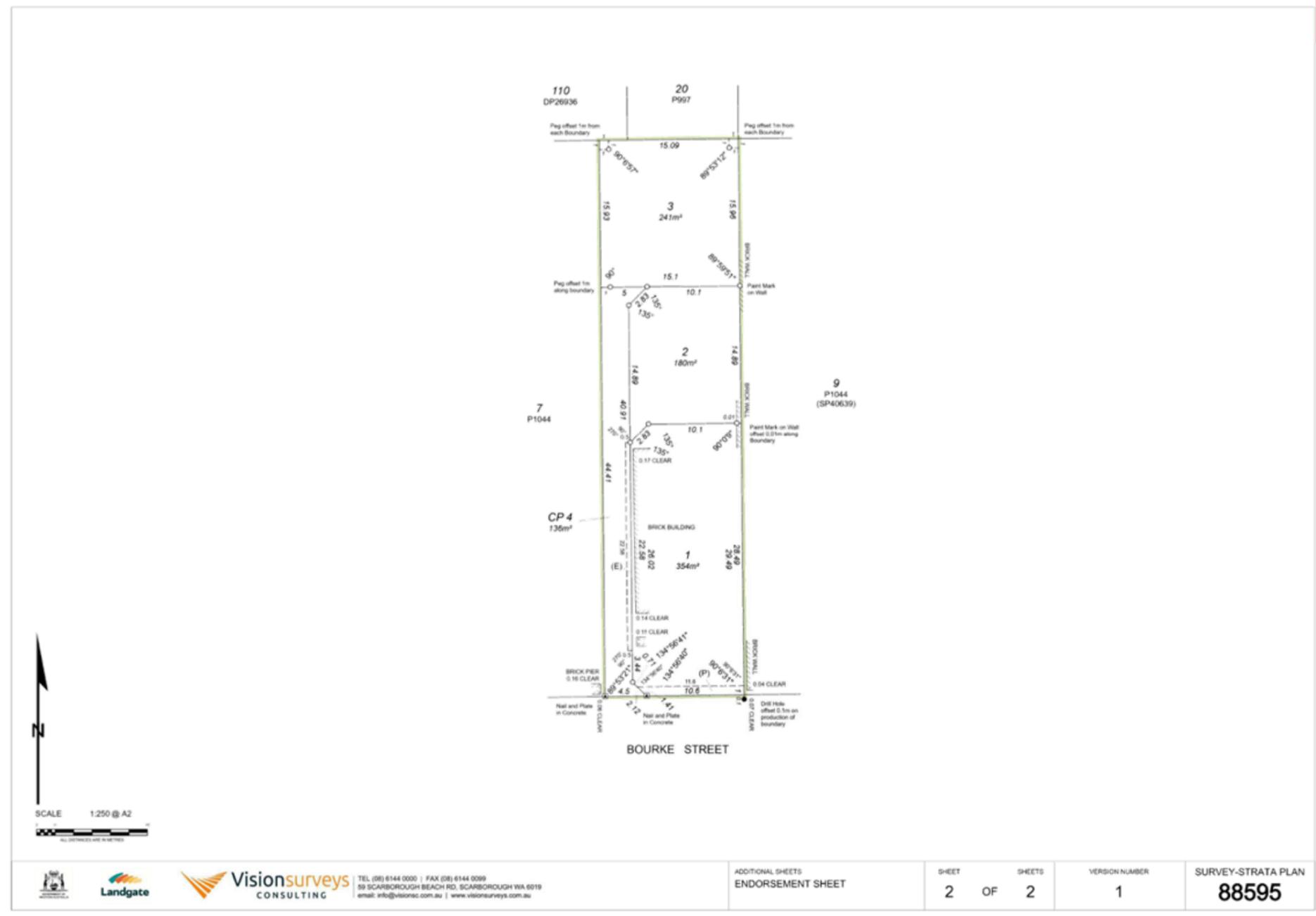
B8512_04.pdf

CITY OF VINCENT
RECEIVED
16 October 2025

LANDGATE COPY OF ORIGINAL NOT TO SCALE 25/03/2025 10:03 AM Request number: 67969164

www.landgate.wa.gov.au
Landgate

Survey Status Plan B8512
1:0-03



		TEL (08) 6144 0000 FAX (08) 6144 0099 59 SCARBOROUGH BEACH RD, SCARBOROUGH WA 6019 email: info@visionsc.com.au www.visionsurveys.com.au	ADDITIONAL SHEETS ENDORSEMENT SHEET	SHEET 2	SHEETS OF 2	VERSION NUMBER 1	SURVEY-STRATA PLAN 88595
--	--	---	--	------------	----------------	---------------------	------------------------------------

ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE: SURVEY STRATA PLAN	PROJECT/CLIENT: NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	PROJECT NO: 2024-39	 421 OXFORD ST MOUNT HUARTON WA 6016 AUSTRALIA +61 8 9242 3767 OFFICE@HUBBLE.COM.AU
03	FOR DA	8/4/2025	01	PROJECT STATUS:	JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A0-03	
					SCALE:		
					DRWN CHKD: G.A. P.H.		

SITE LEVEL NOTES	
	EXISTING FINISHED GROUND LEVEL
	NEW FINISHED GROUND LEVEL
	NEW FINISHED FLOOR LEVEL

ZONE LEGEND			
CODE	PLAN	DESCRIPTION	STATUS
01		RESIDENTIAL GARAGE	New
043		PROPOSED CONSTRUCTION	New

LANDSCAPING SURFACES		
HATCH	SURFACE	DESCRIPTION
	05 Grass - Green	Eremophila Blue Horizon and Myoporum Yareena ground cover
	05 Grass - Green	Grasspave/Grass paver
	F04 Decking - MODWOOD SILVER GUM	Deck and Car Turntable
	F51 Paving - Brick Paving Grey	Brick Paving

CITY OF VINCENT
RECEIVED
16 October 2025



SITE CALCULATIONS		
NO.	ZONE NAME	AREA (SQ.M)
001B	PROPOSED BUILDING	100
OPEN SPACE		105 m²
OPEN SPACE %		43%



<table border="1"> <thead> <tr> <th>ISSUE REV</th> <th>DESCRIPTION</th> <th>DATE</th> <th>DWG REV</th> </tr> </thead> <tbody> <tr> <td>04</td> <td>FOR DA</td> <td>7/5/2025</td> <td>02</td> </tr> <tr> <td>01</td> <td>FOR REVIEW</td> <td>16/1/2025</td> <td>01</td> </tr> </tbody> </table>	ISSUE REV	DESCRIPTION	DATE	DWG REV	04	FOR DA	7/5/2025	02	01	FOR REVIEW	16/1/2025	01	LAYOUT TITLE: SITE PLAN	PROJECT/CLIENT: NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	PROJECT NO: 2024-39	
	ISSUE REV	DESCRIPTION	DATE	DWG REV												
04	FOR DA	7/5/2025	02													
01	FOR REVIEW	16/1/2025	01													
PROJECT STATUS: DEVELOPMENT APPROVAL	SCALE: 1:200 @A3 DRWN: CHKD: G.A. P.H.	PROJECT/CLIENT: JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A1-01													

BIL12_DA.pln

CITY OF VINCENT
RECEIVED
16 October 2025

LANDSCAPING SURFACES		
HATCH	SURFACE	DESCRIPTION
	05 Grass - Green	Eremophila Blue Horizon and Myoporum Yareena ground cover
	05 Grass - Green	Grasspave/Grass paver
	F04 Decking - MODWOOD SILVER GUM	Deck and Car Turntable
	F51 Paving - Brick Paving Grey	Brick Paving



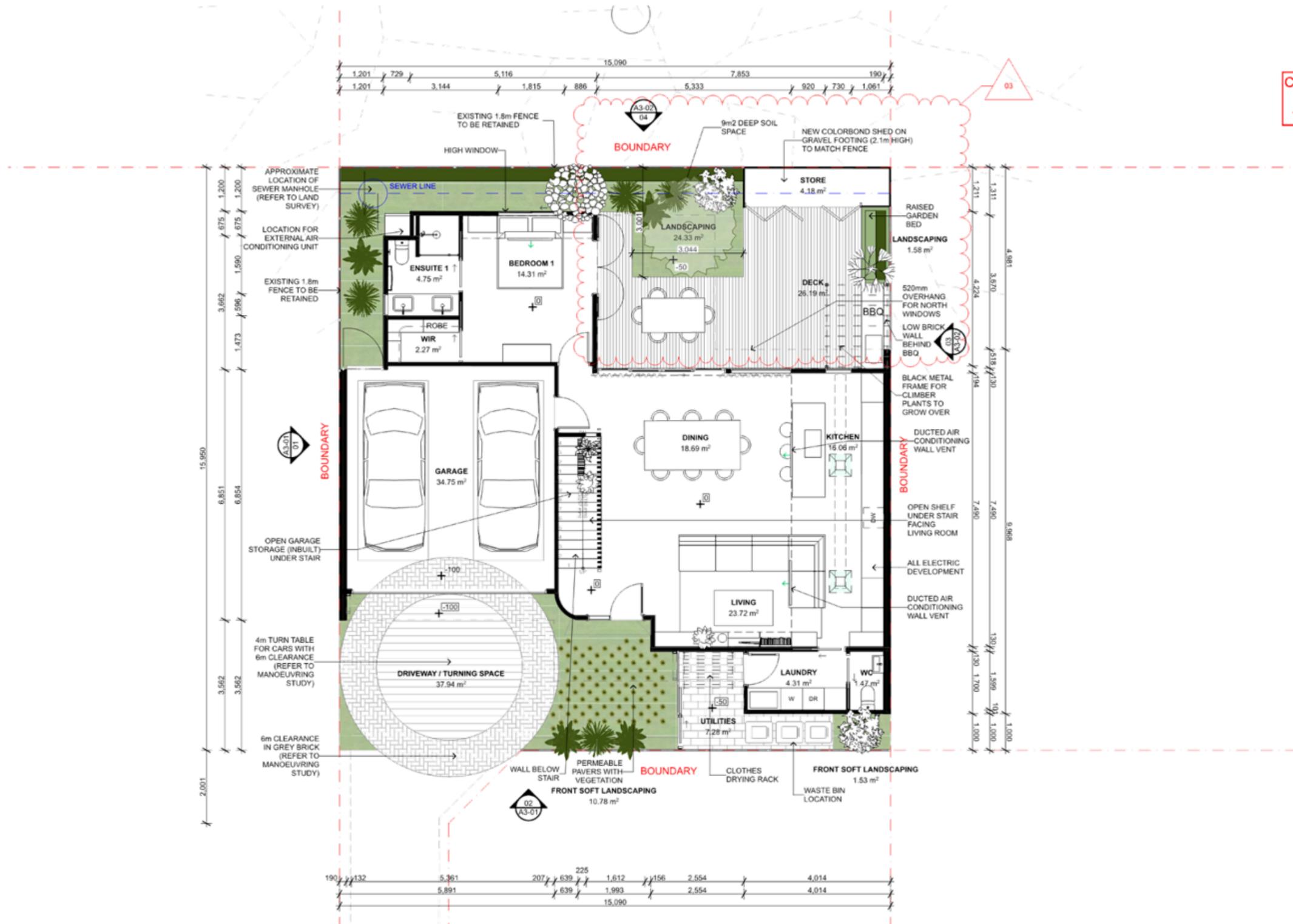
PLANT SCHEDULE			
SYMBOL	DESCRIPTION	STATUS	HEIGHT
	BOUGAINVILLEA	New	CLIMBER - HEIGHT CONTAINED TO METAL FRAME PROVIDED
	Banksia Caleyi "Red Lantern"	New	3 METRES (0.5M WHEN PLANTED)
	CORTEN STEEL PLANTER	New	RAISED PLANTER (900mm) HIGH
	Eucalyptus prassiana "Bell-Fruited Mallee"	New	2-4 METRES (1M WHEN PLANTED - SMALLER TREE CHOICE TO PREVENT IMPACT ON EXISTING MATURE TREE)
	Everlasting Gold Kangaroo Paw	New	LOW - MID GROWING
	Existing Mature Gum Tree (Rear Property)	Existing	
	Festuca "Blue Fescue" Grass and Pigface mixed	New	LOW - PROTECTED BY PERMEABLE ECO PAVER
	Geraldton Wax	New	3 METRES (0.5M WHEN PLANTED)
	LILLY PILLY HEDGE	New	TO MATCH BOUNDARY FENCE HEIGHT
	Lady Tanika Lomandra	New	LOW - MID GROWING
	METAL FRAME	New	2.6m HIGH - FOR CLIMBER PLANTS



ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE: LANDSCAPE PLAN	PROJECT/CLIENT: NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	PROJECT NO: 2024-39	 421 OXFORD ST MOUNT HARTSHORN WA 6016 AUSTRALIA 401 B ROAD 2167 OFFICE@HUBBLE.COM.AU
06	FOR DA	16/10/2025	04		JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A1-02	
05	FOR DA	30/9/2025	03				
04	FOR DA	7/5/2025	02				
01	FOR REVIEW	16/1/2025	01	PROJECT STATUS: DEVELOPMENT APPROVAL	SCALE: 1:200 @A3		
					DRWN: CHK'D: G.A. P.H.		

B9L12_04.ppt

CITY OF VINCENT
RECEIVED
16 October 2025

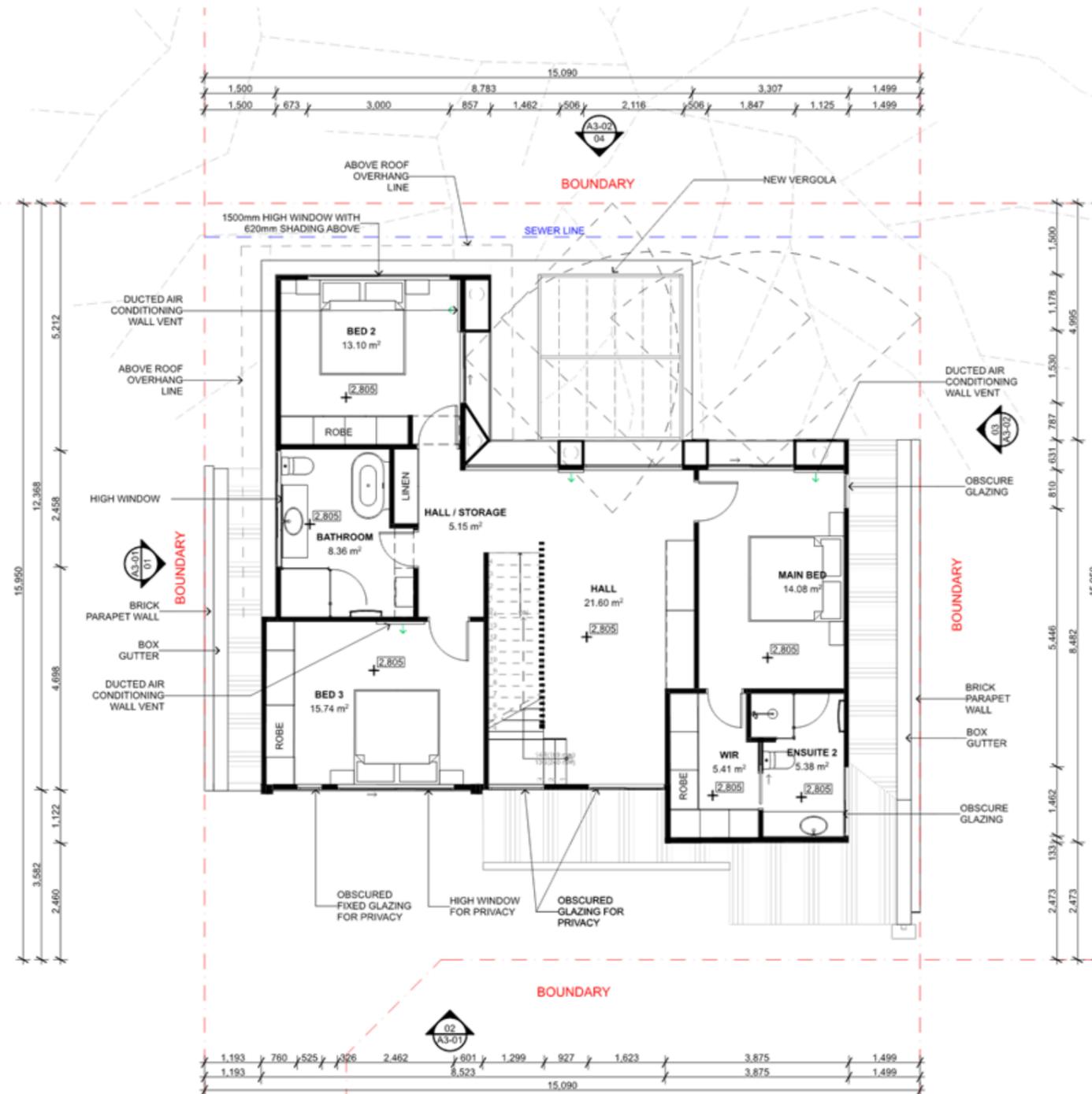


ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:
06	FOR DA	16/10/2025	03	GROUND FLOOR	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39
04	FOR DA	7/5/2025	02			
01	FOR REVIEW	16/1/2025	01			
				PROJECT STATUS:	JACQUELINE & MICHAEL CROWTHER	DRAWING NO:
				DEVELOPMENT APPROVAL		A2-01
				SCALE:		
				1:100 @A3		
				DRWN CHKD:		
				G.A. P.H.		



BBL12_DA.ppt

CITY OF VINCENT
RECEIVED
16 October 2025

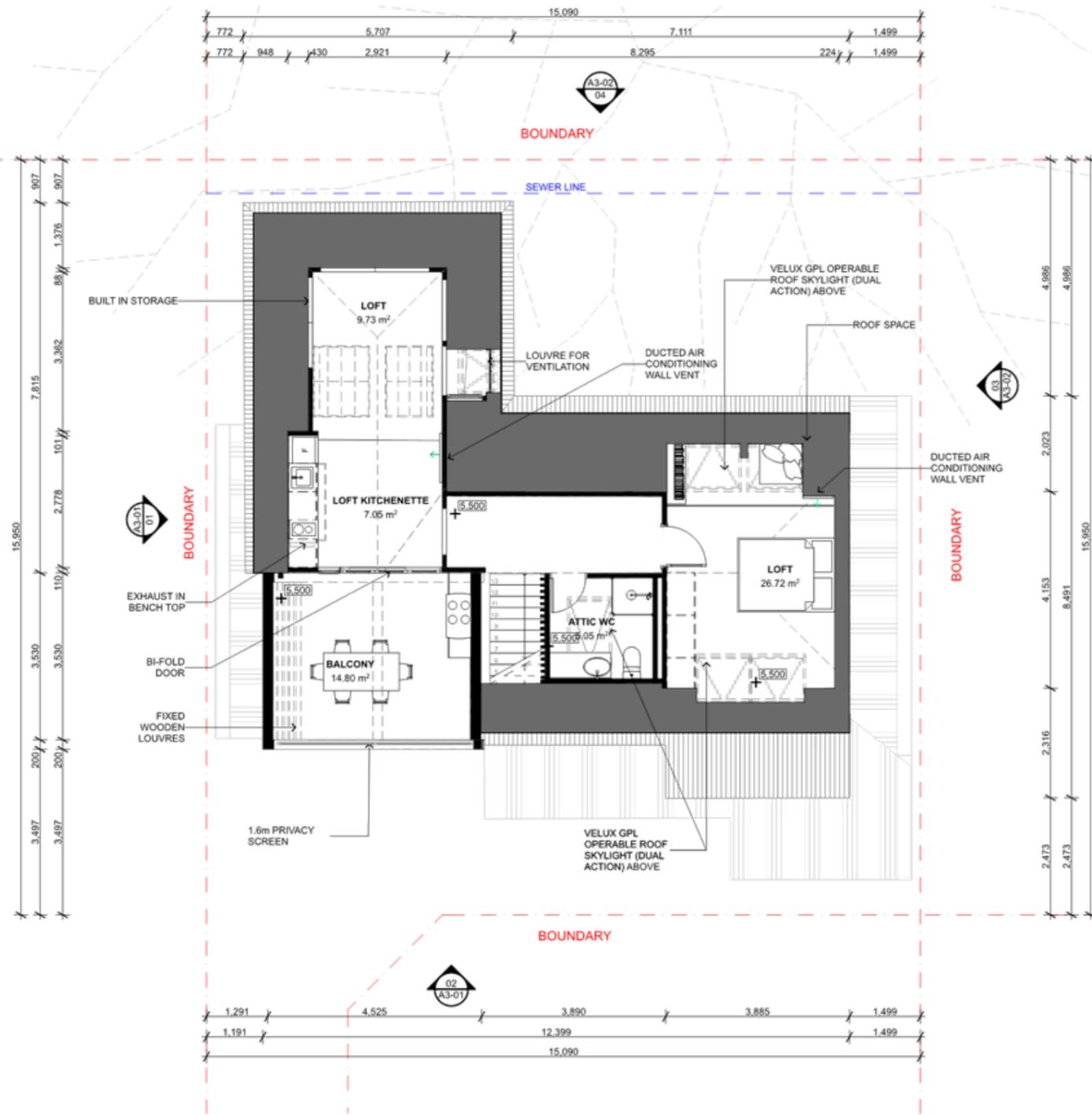


ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:
04	FOR DA	7/5/2025	02	FIRST FLOOR	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39
01	FOR REVIEW	16/1/2025	01		JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A2-02
				PROJECT STATUS: DEVELOPMENT APPROVAL		
					SCALE: 1:100 @A3	
					DRWN: CHKD: G.A. P.H.	



BBL12_D4.ppt

CITY OF VINCENT
RECEIVED
16 October 2025

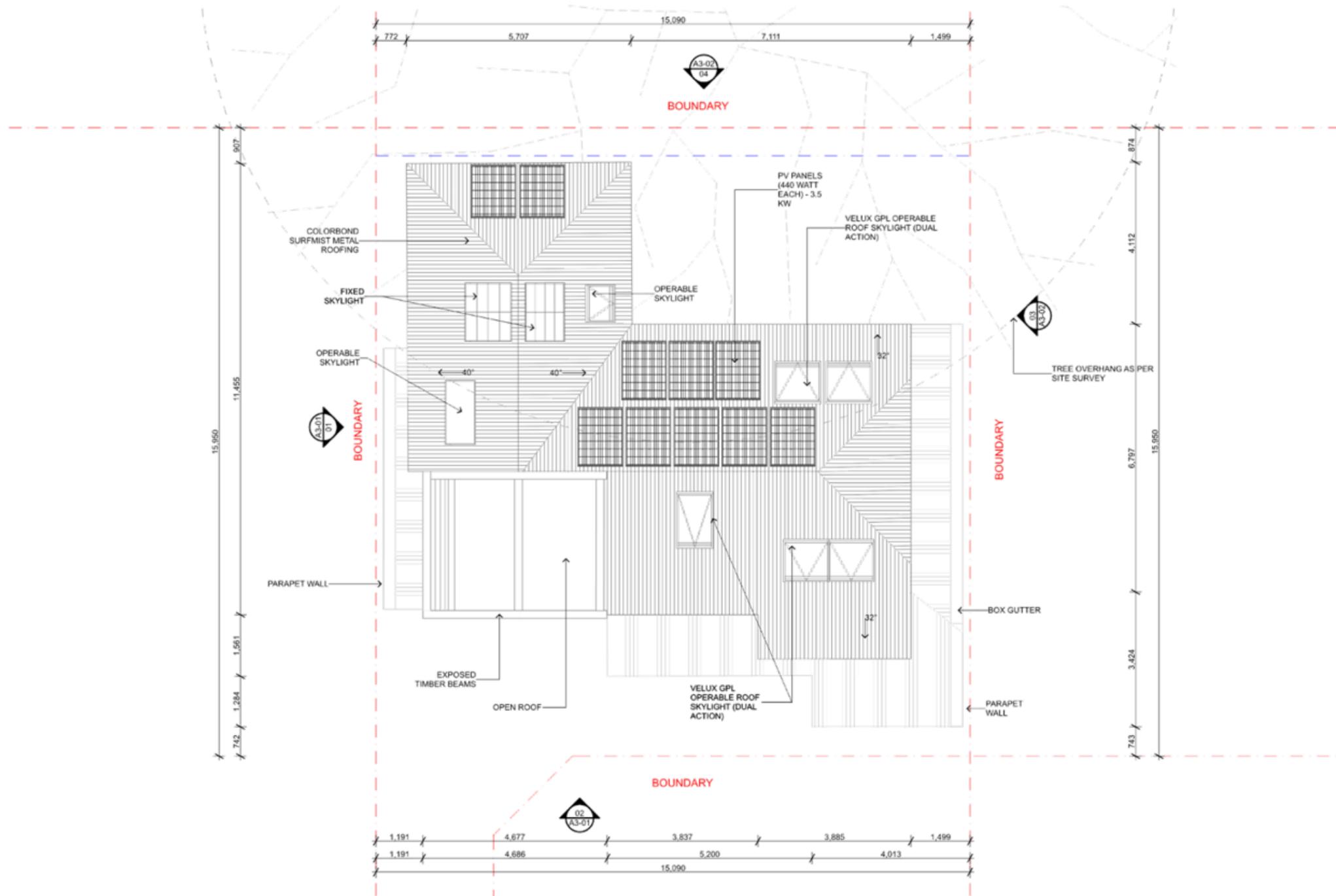


ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:
04	FOR DA	7/5/2025	02	LOFT FLOOR	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39
01	FOR REVIEW	16/1/2025	01		JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A2-03
				PROJECT STATUS: DEVELOPMENT APPROVAL	SCALE:	
					DRWN: CHKD: G.A. P.H.	



BBL12_Dk.pln

CITY OF VINCENT
RECEIVED
16 October 2025

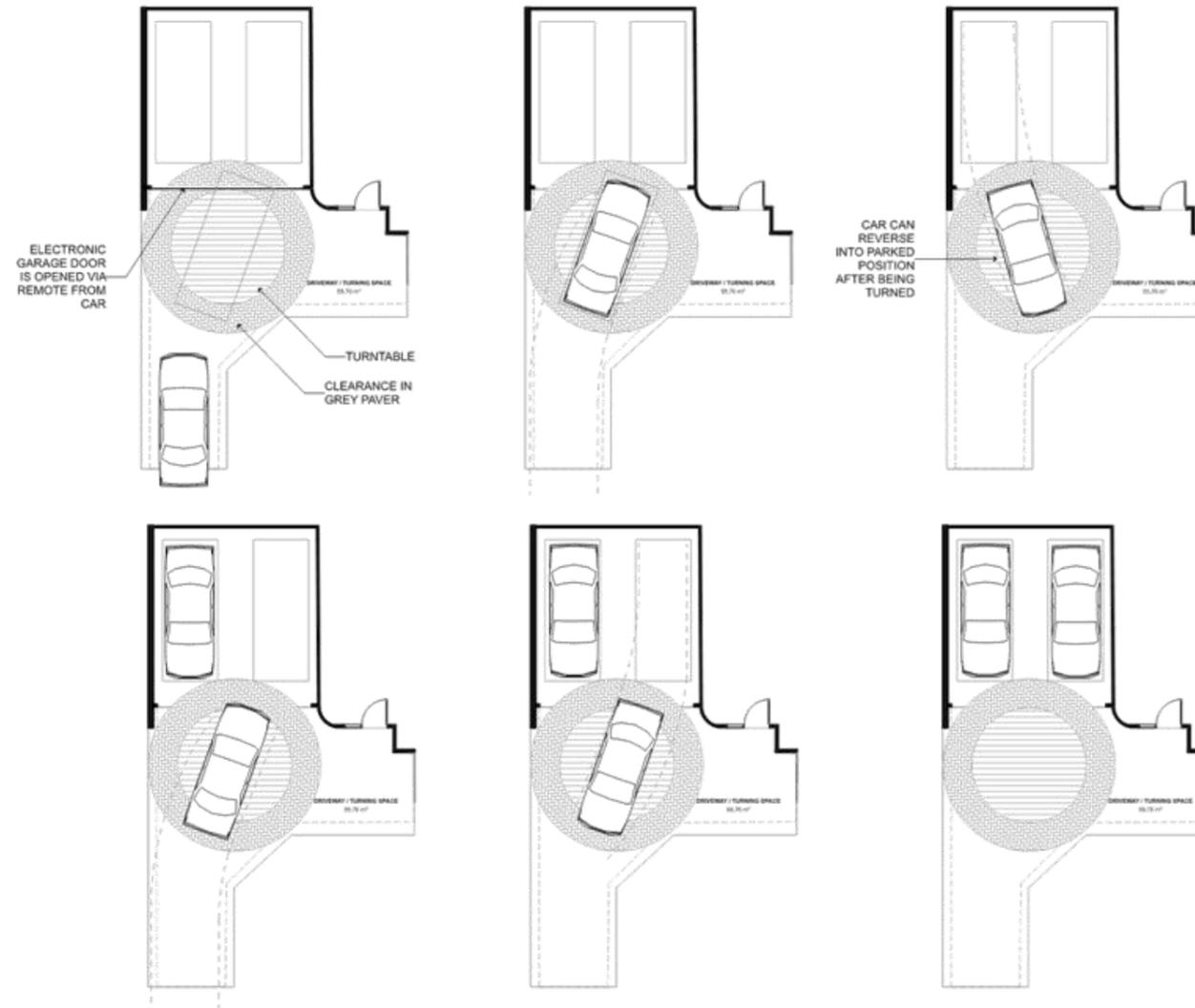


3 ROOF RIDGE
1:100

ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:
04	FOR DA	7/5/2025	02	ROOF PLAN	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39
01	FOR REVIEW	16/1/2025	01		JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A2-04
				PROJECT STATUS: DEVELOPMENT APPROVAL		ARCHITECTURE + INTERIORS 421 OXFORD ST MOUNT HUARTON WA 6016 AUSTRALIA +61 8 9242 3767 OFFICE@HUBBLE.COM.AU
					SCALE: 1:100 @A3	
					DRWN CHKD: G.A. P.H.	

BBL12_04.pln

CITY OF VINCENT
RECEIVED
16 October 2025



ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:	
01	FOR REVIEW	16/1/2025	01	CAR MANEUVERABILITY	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39	
				PROJECT STATUS:	JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A2-05	
					SCALE: 1:200 @A3		
					DRWN CHKD: G.A. P.H.		

BBL12_DA.pdf

CITY OF VINCENT
RECEIVED
16 October 2025



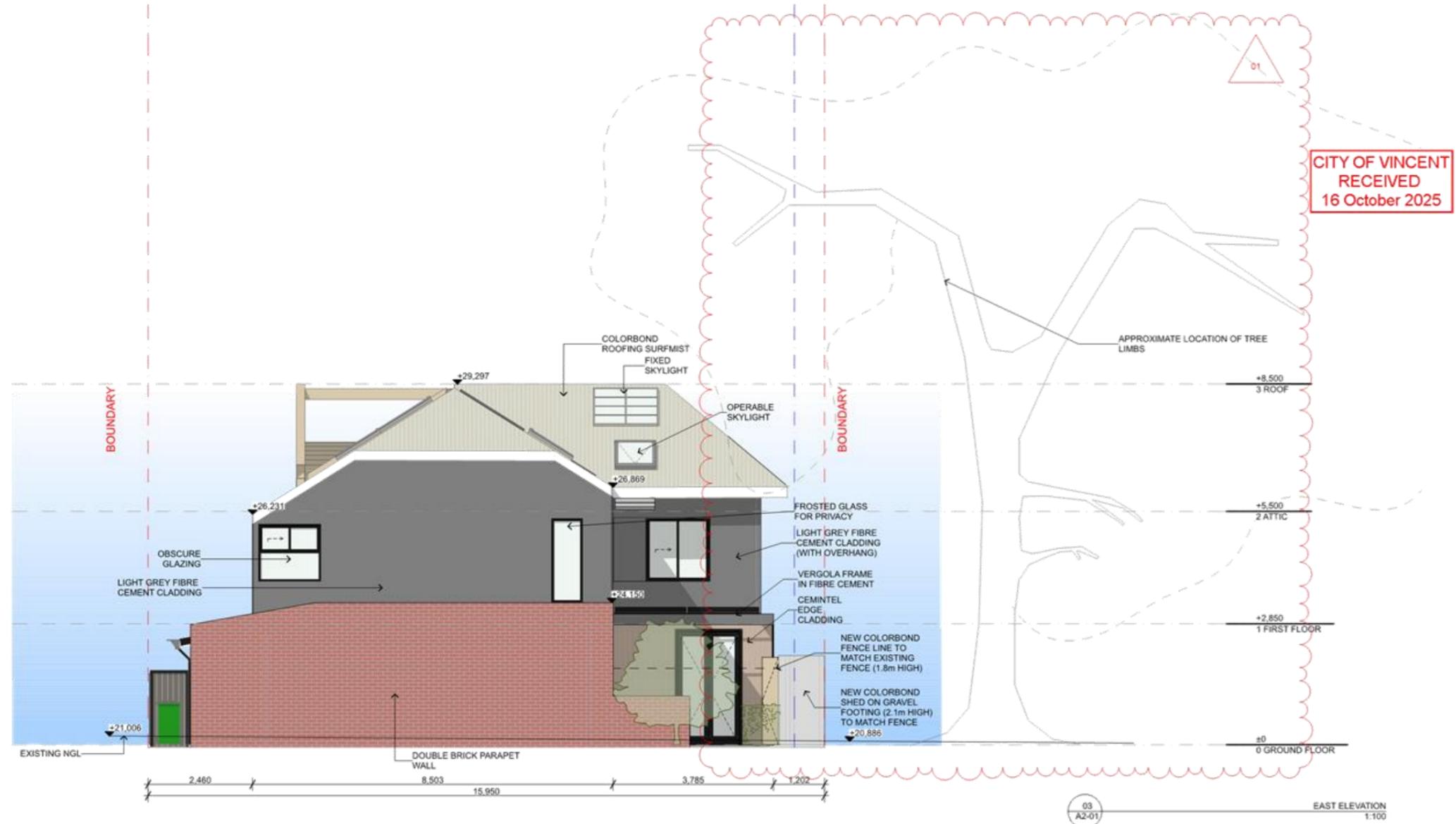
02 SOUTH ELEVATION (STREET)
A2-01 1:100

NOTE: ALL WINDOWS (EXCEPT LOUVRE WINDOWS) AND GLASS DOORS TO BE DOUBLE GLAZED

ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:
05	FOR DA	30/9/2025	03	ELEVATIONS SOUTH	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39
04	FOR DA	7/5/2025	02		JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A3-03
01	FOR REVIEW	16/1/2025	01	PROJECT STATUS: DEVELOPMENT APPROVAL		
				SCALE: 1:100 @A3		
				DRWN: CHKD: G.A. P.H.		



BBL12_DA.pln

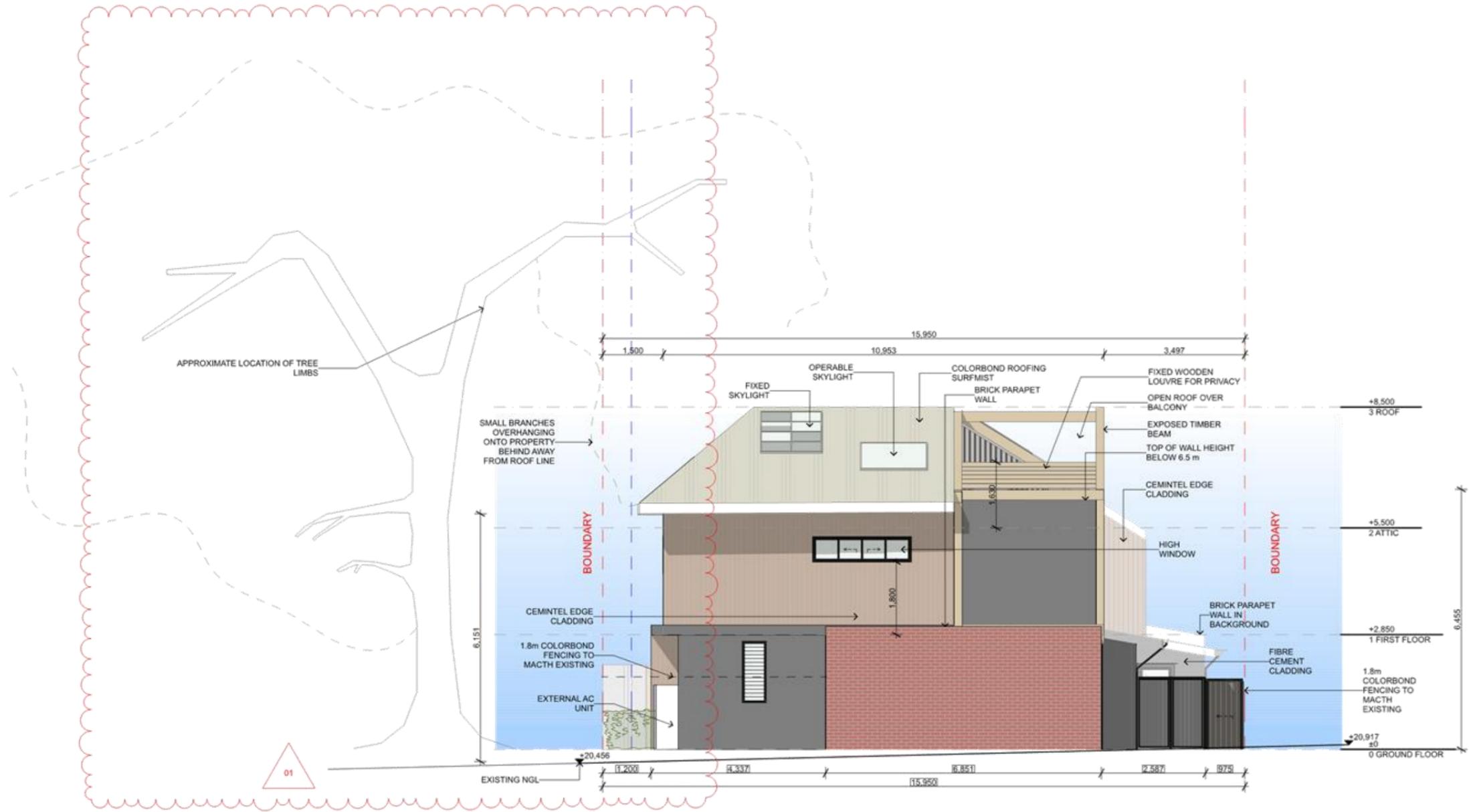


NOTE: ALL WINDOWS (EXCEPT LOUVRE WINDOWS) AND GLASS DOORS TO BE DOUBLE GLAZED

ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:	
05	FOR DA	30/9/2025	01	ELEVATION EAST	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39	
				PROJECT STATUS:	JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A3-04	
					SCALE:		
					DRWN: CHKD: G.A. P.H.		

BBL12_DA.ppt

CITY OF VINCENT
RECEIVED
16 October 2025



01 WEST ELEVATION 1:100

NOTE: ALL WINDOWS (EXCEPT LOUVRE WINDOWS) AND GLASS DOORS TO BE DOUBLE GLAZED

ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:
05	FOR DA	30/9/2025	01	ELEVATION WEST	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39
				PROJECT STATUS:	JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A3-05
					SCALE:	
					DRWN: CHKD: G.A. P.H.	



CITY OF VINCENT
RECEIVED
16 December 2025



WESTWORKS – CONSULTANCY –

Arboricultural Impact Statement

Site location: 88b Bourke St Leederville

Tree location: 53 Galwey St Leederville

Client: Jacqueline & Michael Crowther

Date of inspection: 10th December 2025

Site Assessor/s:

Andrew Morrissey
Dip Hort.; Dip. Arboriculture

Arboricultural Consultant
Westworks Consultancy
admin@westworksconsultancy.com.au
Mobile: 0484653161
ISA Certified AU-0341A
QTRA licensed user 3442

Mark Short
Grad Cert Arboriculture

Arboricultural Consultant
Westworks Consultancy
PO Box 173
Mundijong WA 6121
Mobile: 0417 011 426
mark@westworksconsultancy.com.au
www.westworksconsultancy.com.au
QTRA Licensed user 2290

ARBORICULTURAL IMPACT STATEMENT – WESTWORKS CONSULTANCY

CITY OF VINCENT
RECEIVED
16 December 2025

Table of Contents

1.0	INTRODUCTION	2
2.0	METHODOLOGY	3
2.2	SPECIES IDENTIFICATION	3
2.3	TREE MEASUREMENTS	3
2.4	TREE HEALTH.....	4
2.5	TREE STRUCTURE.....	4
2.6	AGE ASSESSMENT	5
2.7	USEFUL LIFE EXPECTANCY	6
2.8	ORIGIN OF SPECIES.....	6
3.0	TREE DETAILS	7
4.0	TREE AND SITE OBSERVATIONS	8
5.0	POTENTIAL IMPACT OF PROPOSED WORKS.....	10
6.0	DISCUSSION.....	12
7.0	CONCLUSIONS.....	12
8.0	RECOMMENDATIONS.....	13
9.0	GLOSSARY OF ARBORICULTURAL TERMINOLOGY	14
10.0	BIBLIOGRAPHY	17
11.0	DISCLAIMER AND LIMITATIONS	18

ARBORICULTURAL IMPACT STATEMENT – WESTWORKS CONSULTANCY

1.0 Introduction

1. Inspection of the site area and the single tree of concern was undertaken on the 10th of December 2025.
2. The tree is a mature *Corymbia citriodora* (Lemon Scented Gum) and is located within the rear garden of no 53 Galwey St, Leederville adjacent the northern boundary of no 88b Bourke St which is subject to a Development Application.
3. This inspection was understood to be requested by the City of Vincent due to concerns regarding the potential impact upon the tree of works associated with the proposed development.
4. The objective of this report is to review the proposed works and to consider the extent to which those works are likely to have an impact upon the health, structural condition and stability of the tree and provide advice or recommendations with regard to mitigating that impact where appropriate.

CITY OF VINCENT
RECEIVED
16 December 2025

Location of Subject Tree

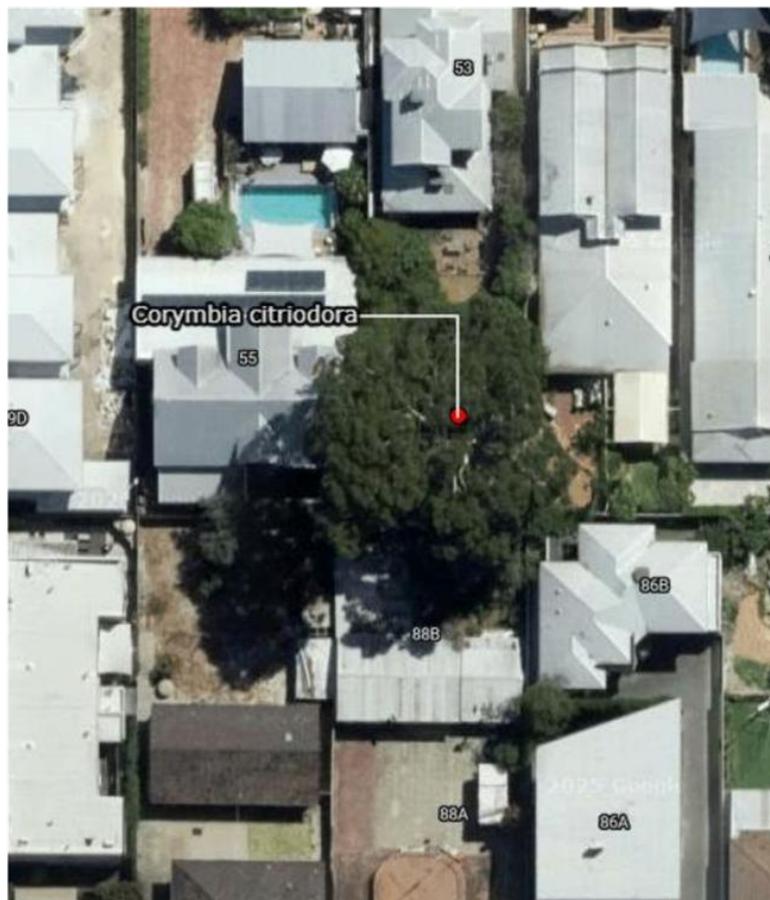


Figure 1 Indicating the location of the *Corymbia citriodora* (Lemon Scented Gum) within the rear yard of 53 Galwey St, Leederville.

ARBORICULTURAL IMPACT STATEMENT – WESTWORKS CONSULTANCY

2.0 Methodology

2.1 General

CITY OF VINCENT
RECEIVED
16 December 2025

This inspection consisted of a ground based basic tree assessment utilising the principals of Visual Tree Assessment (VTA) as outlined by Mattheck and Breloer (1994) and Lonsdale's approach (1999) but does not constitute a full arborist assessment.

Following positive identification, the tree was assessed against the following areas: height (in meters), canopy spread, diameter of the trunk, health, structure, age and inspected from ground level for any evidence of defect and pest and diseases, using the following tools.

- Measuring Tape.
- Camera.
- Probing tools

No excavation was undertaken as part of this assessment.

No risk assessment, soil sampling, or more detailed assessment of tree parts was undertaken during this site visit.

2.2 Species Identification.

This consultant and associates have a combined experience of over 20 years' working with Western Australian tree species, with key proficiency identifying those which are endemic and native to the local Perth regions. Additionally, there are resources at the disposal of Westworks Consultancy to assist in tree species identification including, but not limited to, peer reviewed books and journals, outsourced associates with particular expertise and access to the Western Australian Herbarium (Department of Biodiversity, Conservation and Attractions).

2.3 Tree Measurements

- The height of the tree is an approximate height taken in meters (m)
- The canopy spread gives an indication of the general spread of the canopy in meters.
- The diameter of the trunk (DSH) is measured at 1.4m above ground level.
- The diameter at the base (DRF) is measured just above any visible basal flare.

ARBORICULTURAL IMPACT STATEMENT – WESTWORKS CONSULTANCY

CITY OF VINCENT
RECEIVED
16 December 2025

2.4 Tree Health

- **Good:** The tree will show good to excellent vigour throughout the tree for the species. The tree will exhibit a full and healthy canopy of foliage with only minimal pest or diseases evident.
- **Fair:** The tree is growing in a reasonable condition and shape with adequate canopy foliage for the species. Minor dead wood may be present throughout the crown, with reasonable colour and density when compared to a typical healthy specimen of that species.
- **Poor:** The tree appears to not be growing to its full capability with the canopy potentially visibly showing signs of openness and thinning with excessive amounts of dead or dying limbs. Evidence of established pest and disease issues will be evident or symptoms of stress indicating the tree is in decline.
- **Very Poor:** The tree is in decline with a very sparse canopy, and little chance of recovery. There would typically be excessive amounts of dead and dying material throughout its canopy.
- **Dead:** No living tissue was found; the tree is dead and should be removed. Unless it is otherwise noted as holding potential as a habitat tree.

2.5 Tree Structure

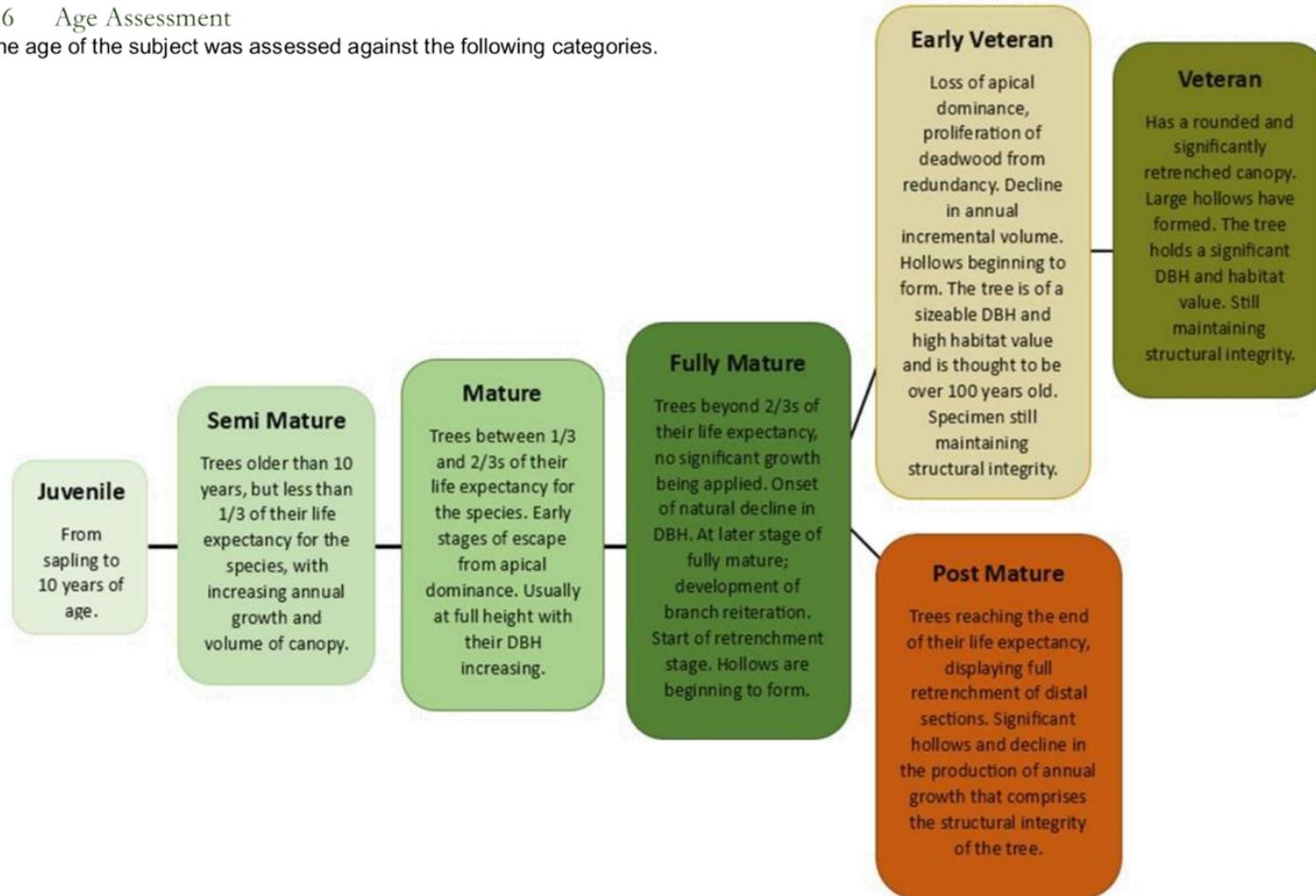
- **Good:** The tree will have optimum spacings of first order branches, with open angles of attachment and no inclusions, the trunk is applying very visible signs of annualised response growth. There are no observable defects. This is a high-quality specimen for the species.
- **Fair:** The tree is displaying evenly spaced first order branches, with structurally sound unions, the trunk is applying annualised wood to maintain optimum structural integrity. There may be some minor defects, yet the tree is managing these appropriately. This is a “normal” specimen for the species.
- **Poor:** Minor structural defects observed, there may be damage to the cambium, included bark, which reduces the structural integrity of a union, and/or the tree may have been lopped, which has significantly altered its form.
- **Very poor:** The tree is in a state of decline with poor branch spacings and attachment. Major structural defects have been observed.
- **Has Failed:** The tree is of a significantly poor structural integrity to the point where A failure event was observed to have occurred.

ARBORICULTURAL IMPACT STATEMENT – WESTWORKS CONSULTANCY

CITY OF VINCENT
RECEIVED
16 December 2025

2.6 Age Assessment

The age of the subject was assessed against the following categories.



ARBORICULTURAL IMPACT STATEMENT – WESTWORKS CONSULTANCY

CITY OF VINCENT
RECEIVED
16 December 2025

2.7 Useful Life Expectancy

➤ **Greater than 40 + years**

Very high quality and high value, these trees would hold such a condition that make them a valuable part of the environment/ landscape, would be considered to hold a Useful Life Expectancy (ULE) of greater than 40 years, thus allowing them to make a substantial contribution for a long period of time.

➤ **20 to 40 years**

High quality and high value, these trees would hold such a condition that make them a valuable part of the environment/ landscape, would be considered to hold a Useful Life Expectancy (ULE) of 20 – 40, thus allowing them to make a substantial contribution.

➤ **11 to 20 years**

Medium quality and medium value, trees of this category are thought of as making a significant contribution to the area they dwell in and would be considered to hold a ULE of a maximum of 20 years.

➤ **6 to 10 years**

Low quality and low value. These trees would be regarded as being in an adequate condition that would see them being retained for a period while new plantings are established.

➤ **1 to 5 years**

Very Low quality and very low value, these trees would be regarded as having a poor form, displaying a low vitality, and may be exhibiting initial signs of structural decline. They would be considered to have a ULE 5 years and are generally recommended to be scheduled for replacement.

➤ **No remaining ULE.** (Dead or hazardous)

Trees in this category would be considered to hold such a condition that would potentially hold no value or in their current state it would be reasonable to undertake their removal for reasons of sound Arboricultural management, due to a high level of risk.

2.8 Origin of species

➤ **Endemic** – A species of plant indigenous to the subject location, not found outside this region (South-West Province).

➤ **Native** – A species of plant indigenous to Australia.

Exotic – A species of plant introduced to Australia via anthropogenic activities.

ARBORICULTURAL IMPACT STATEMENT – WESTWORKS CONSULTANCY

CITY OF VINCENT
RECEIVED
16 December 2025

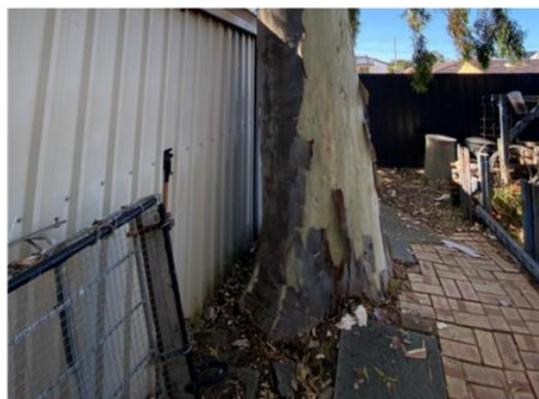
3.0 Tree details

Lemon-scented Gum <small>Tree ID #1</small>		<small>Hide</small>	
88B Bourke Street			
Tree Details <small>Hide</small>		Tree Location <small>Hide</small>	
Latin Name:	Corymbia citriodora	Longitude:	115.842352
Common Name:	Lemon-scented Gum	Latitude:	-31.931227
Species Origin:	Native	Address:	88B Bourke Street
Tree Age:	Fully Mature	Photos Street View Map View <small>Hide</small>	
Health:	Good	 <p>image.jpg 10/12/2025</p>	
Structure:	Good		
Tree Height (Estimated) [m]:	23		
Canopy Spread [m]:	20		
Canopy Spread E/W [m]:	19.5		
DSH [cm]:	100		
DSH Range:	>75cm		
Diameter at Root Flare (DRF) [m]:	1.14		
Notional Root Zone (NRZ) [m]:	12		
Structural Root Zone (SRZ) [m]:	3.5		
Useful Life Expectancy:	20-40 years	Observations- Structural Issues:	Leaning trunk, Epicormic shoots

ARBORICULTURAL IMPACT STATEMENT – WESTWORKS CONSULTANCY

4.0 Tree and Site Observations

- 4.1 This *Corymbia citriodora* (Lemon Scented Gum) was found to be in good health and structural condition and is located at the rear of 53 Galwey St with the trunk centre at ground level 4.0m from the northern boundary and 6.0m from the western boundary alignment of 88 Bourke St (Figure 2).
- 4.2 Concrete pavers forming a path have been previously installed around the base of the tree and a garden shed is close to the tree on the eastern side
- 4.3 Visible lifting of the root crown area up to 2m from the base of the tree is considered typical of mature trees of the species and indicative of structural root development (Figures 3 & 4).
- 4.4 There was no evidence of trunk or basal decay, and the tree appears to remain root firm.
- 4.5 The tree retains a full canopy of healthy foliage supported by extended branches typical of the species.
- 4.6 Major branches appear soundly attached and supported by adaptive secondary growth and there was no evidence of bark inclusions or previous failure at branch unions (Figure 5).
- 4.7 Mid-branch failures were evident within the northern and southern sides of the crown, with the largest failure that of a 200mm diameter branch from the central canopy on the northern side with a 3m long live stub remaining (Figure 6).
- 4.8 The tree was found to have been periodically pruned to maintain boundary line clearance on the eastern side over 51 Galwey St (Figure 7) and lower branches have previously been pruned to limit canopy extension over no. 88b Bourke St.
- 4.9 The canopy currently extends approximately 6m over both no.55 Galwey St and 88b Bourke St and much of the growth over the Bourke St property will be in conflict with the proposed development (Figures 8 -10).



Figures 2 – 4 Displaying the tree within 53 Galwey St and the base of the tree viewed from the western and northern sides with structural root development and lifting of the root crown area evident.

CITY OF VINCENT
RECEIVED
16 December 2025

ARBORICULTURAL IMPACT STATEMENT – WESTWORKS CONSULTANCY

CITY OF VINCENT
RECEIVED
16 December 2025



Figures 5 & 6 Displaying the major branch forks and indicating evidence of previous branch failure from the northern side of the tree.



Figures 7 & 8 Displaying current canopy extension over nos. 55 & 51 Galwey St.

ARBORICULTURAL IMPACT STATEMENT – WESTWORKS CONSULTANCY



Figures 9 & 10 Indicating the approximate extent of pruning appearing required to facilitate the proposed development.

CITY OF VINCENT
RECEIVED
16 December 2025

5.0 Potential impact of proposed works

Plan review

- 5.1 This consultant was provided with a copy of the development proposal titled 'Development Plans for a New Double Storey Residence – 88b Bourke St, Leederville' prepared by Hubble Design Architecture & Interiors (Project #2024-39 dated 16/10/25), which included a 'Site Feature Survey' by Monaghan Mapping and Surveying - Ref. BOU001 – dated 28/11/2024.
- 5.2 The plans do not include engineering details; however, the elevation drawings suggest a 'slab on ground' foundation at a level of RL20.80 is proposed, which approximates the average existing ground level at the northern edge of the site (range RL 21.13 - 20.40).
- 5.3 'Slab on ground' foundations typically require deep excavation for the edge and internal beams within the reinforced concrete slab. To support a two-storey building trenching for these integrated beams is likely to be at least 600mm deep and the edge trench will be approximately 5m from the base of the tree.
- 5.4 The plans also indicate a roof height of RL29.295, to allow for a loft level. The building will therefore be approximately 8.5m high and removal of all of the existing canopy below a level of approximately 11.0m above the existing ground level is likely to be required to facilitate works.
- 5.5 The property owner, however, is understood to be entitled to prune to the boundary line for the full height of the tree and may be reasonably expected to do so.

ARBORICULTURAL IMPACT STATEMENT – WESTWORKS CONSULTANCY

CITY OF VINCENT
RECEIVED
16 December 2025

AS4970 - 2025 Protection of trees on development sites

- 5.6 Based upon the current standard, this tree has a notional root zone radius (NRZ) of 12.0m, and a structural root zone radius (SRZ) of 3.5m (both are taken from the trunk centre point).
- 5.7 The encroachment into the NRZ of earthworks associated with the building foundation were found to represent an area of 109.8m² which is 24.3% of the total NRZ area of 452m² and is defined in the Australian Standard as a major encroachment.
- 5.8 The encroachment does not extend into the SRZ of the tree.
- 5.9 It is also noted that connection to the sewer and the provision of stormwater disposal and other services may also cause tree roots to be removed, however the location of services other than the sewer are not indicated in the development plans.
- 5.10 In addition, incidental damage to the tree due to aspects of construction such as mortar and concrete wash, soil compaction and mechanical impacts causing bark loss may also impact this tree, however these elements are difficult to quantify, particularly where space is so limited, but should be largely prevented if the tree is to be retained in a viable condition.

Pruning

- 5.1 Pruning to the boundary line is likely to be required to facilitate the proposed works and this will remove approximately 20 - 25% of the existing canopy cover (Figure 11) and thereby alter the characteristics of wind loading upon remaining branches. This may increase the incidence of live branch failure from the tree.
- 5.2 The tree displays a healthy vigour, however, and is most likely to tolerate the abovementioned extent of canopy removal and re-grow quite quickly.

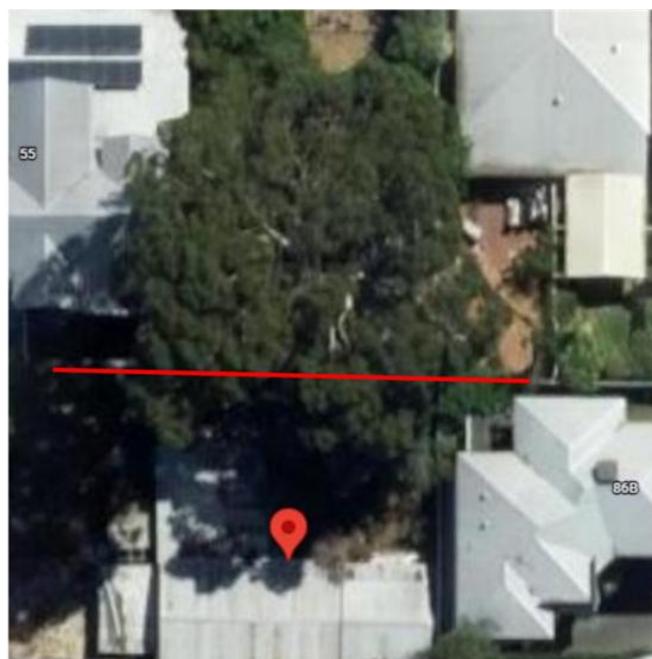


Figure 11 Displaying the current Google Maps image of the tree and indicating the boundary fence line to which the tree is likely to be pruned.

ARBORICULTURAL IMPACT STATEMENT – WESTWORKS CONSULTANCY

6.0 Discussion

- 6.1 *Corymbia citriodora* (Lemon Scented Gum) is an eastern states tree species widely planted in Perth.
- 6.2 The species is generally recognised to have a propensity to shed live branches in an unpredictable manner, particularly in response to moisture stress or drought conditions.
- 6.3 This tree, however, displays a limited history of significant branch failure and was found to be in good health and structural condition.
- 6.4 Wounding and canopy loss associated with both pruning and any increase in live branch failure will place further stress upon the tree and may result in canopy decline or dieback.
- 6.5 Damage to and the removal of roots, soil compaction and the covering of any roots that remain with reinforced concrete will reduce the trees capacity to access water, potentially placing the tree under drought-like stress.
- 6.6 It is possible, however, that the development of the roots of this tree within the subject area has been limited by previous earthworks associated with the installation and maintenance of the sewer line located along the northern site boundary and if so, this is likely to mitigate the potential impact of the building foundation earthworks on the tree.
- 6.7 This may be tested by undertaking vacuum excavation along the building line to the full depth of the integrated edge beam.
- 6.8 The placement of the residence renders the building susceptible to branch failure under windy conditions and periodic pruning will be required to maintain canopy clearance, however access to the canopy will become more difficult and is likely to require climbing arborists to be engaged.
- 6.9 The shedding of debris – leaves, buds, flowers, twigs, bark and fruit – is normal for a tree of this size and species and although the volume may be reduced by pruning, it will still be significant, and the height of the building will make roof and gutter maintenance difficult.

CITY OF VINCENT
RECEIVED
16 December 2025

7.0 Conclusions

- 7.1 The potential damage to and the removal of tree roots and significant reduction of the crown of this tree likely to be required to undertake the works described within the Development Application presents a significant risk to the health and structural integrity of this tree and may cause areas of canopy decline or dieback and an increased incidence of branch failure.
- 7.2 The works were not considered likely to kill or destabilise the tree but may lead to a significant reduction of the trees' useful life expectancy (ULE).
- 7.3 The placement of the new residence so close to the tree presents an increased risk of damage to both people and property associated with unpredictable branch failure and presents accessibility issues with regard to both building and tree maintenance.
- 7.4 If the tree is to be retained, further consideration of design and construction methods that mitigate the impact of works and, if possible, the potential target of people congregating beneath the tree is recommended.

ARBORICULTURAL IMPACT STATEMENT – WESTWORKS CONSULTANCY

8.0 Recommendations

- 8.1 If the tree is to be retained it is recommended to carry out vacuum excavation along the northern line of the building to more accurately assess both the extent of root removal required to implement the current proposal and thereby the likely impact upon the tree.
- 8.2 Vacuum excavation is to be attended by the project Arborist and the size and location of tree roots mapped by the consultant. Tree roots may also be cleanly cut by the Arborist while on site.
- 8.3 The outcome of this assessment will support options for consideration such as:
- Possible amendments to the development application that reduces the size and extent of root removal required - measures such as supporting the ground floor slab on piers, raising the 'slab on ground' level to minimise excavation depth or the relocation of elements of the building further from the tree.
 - The potential for removing and replacing the tree - If the tree is recommended and permitted to be removed, a condition of development approval is recommended to require mature nursery stock of an agreed tree species to be planted within a 'deep soil' area, either within 88 Bourke St or 53 Galwey St to at least partially replace the loss of existing canopy. It may be required that this tree is demonstrated to be in a healthy condition and displaying a healthy vigour at the point of project completion.
 - Practical measures to further mitigate incidental root and canopy damage – measures such as manual excavation and the direct supervision of all earthworks, measures to prevent soil contamination, ground surface protection within the notional root zone, supplementary watering and soil treatments to maintain most soil conditions and encourage root re-growth.

CITY OF VINCENT
RECEIVED
16 December 2025

ARBORICULTURAL IMPACT STATEMENT – WESTWORKS CONSULTANCY

9.0 Glossary of Arboricultural Terminology

Abscission - The shedding of a leaf or other short-lived part of a woody plant, involving the formation of a corky layer across its base; in some tree species twigs can be shed in this way.

Abiotic - Pertaining to non-living agents, e.g., environmental factors.

Absorptive roots - non-woody, short-lived roots, generally having a diameter of less than one millimetre, the primary function of which is uptake of water and nutrients.

Adaptive growth - In tree biomechanics, the process whereby the rate of wood formation in the cambial zone, as well as wood quality, responds to gravity and other forces acting on the cambium. This helps to maintain a uniform distribution of mechanical stress.

Adaptive roots - The adaptive growth of existing roots; or the production of new roots in response to damage, decay or altered mechanical loading.

Adventitious shoots - Shoots that develop other than from apical, axillary, or dormant buds; see also 'epicormic'

Anchorage - The system whereby a tree is fixed within the soil, involving cohesion between roots and soil and the development of a branched system of roots which withstands wind and gravitational forces transmitted from the aerial parts of the tree.

Axil - The place where a bud is borne between a leaf and its parent shoot.

Bacteria - Microscopic single-celled organisms, many species of which break down dead organic matter, and some of which cause diseases in other organisms.

Bark - A term usually applied to all the tissues of a woody plant lying outside the vascular cambium, thus including the phloem, cortex, and periderm; occasionally applied only to the periderm or the phellem.

Basidiomycotina (Basidiomycetes) - One of the major taxonomic groups of fungi.

Bolling - A term sometimes used to describe pollard heads.

Bottle-butt - A broadening of the stem base and buttresses of a tree, in excess of normal and sometimes denoting a growth response to weakening in that region, especially due to decay.

Bracing - The use of rods or cables to restrain the movement between parts of a tree.

Branch:

- **Primary** - A first order branch arising from a trunk or stem
- **Lateral** - A second order branch, subordinate to a primary branch
- **Sub-lateral** - A third order branch, originating from lateral branch

Branch bark ridge - The raised arc of bark tissues that forms within the acute angle between a branch and its parent stem.

Branch-collar - A visible swelling formed at the base of a branch.

Brown-rot - A type of wood decay in which cellulose is degraded, while lignin is only modified.

Buckling - An irreversible deformation of a structure subjected to a bending load.

Buttress zone - The region at the base of a tree where the major lateral roots join the stem, with buttress-like formations on the upper side of the junctions.

Cambium - Layer of dividing cells producing xylem (woody) tissue internally and phloem (bark) tissue externally.

Canker - A persistent lesion formed by the death of bark and cambium due to colonisation by fungi or bacteria.

Canopy species - Tree species that mature to form a closed forest canopy.

Cleaning out - The removal of dead, crossing, weak, and damaged branches, where this will not damage or spoil the overall appearance of the tree.

Compartmentalisation - The chemical confinement of disease, decay, or other dysfunction within a tree's tissue, due to passive and/or active defences operating at the boundaries of the affected region.

Compression fork - An acute angled fork that is mechanically optimised for the growth pressure that two or more adjacent stems exert on each other.

Compression strength - The ability of a material or structure to resist failure when subjected to compressive loading, measurable in trees with special drilling devices.

Compressive loading - Mechanical loading which exerts a positive pressure, the opposite to tensile loading.

Tree Protection Zone - Area from which access is prohibited for the duration of the project to prevent damage to a tree.

Crown/Canopy - The main foliage bearing section of the tree.

Crown lifting - The removal of limbs and small branches to a specified height above ground level.

Crown thinning - The removal of a proportion of secondary branch growth throughout the crown to produce an even density of foliage around a well-balanced branch structure.

Crown reduction/shaping - A specified reduction in crown size whilst preserving, as far as possible, the natural tree shape.

Crown reduction/thinning - Reduction of the canopy volume by thinning to remove selected branches whilst preserving the natural tree shape.

Deadwood - Branch or stem wood bearing no live tissues.

Decurrent - A system of branching in which the crown is borne on a number of major widely spreading limbs of similar size.

Defect - In relation to tree hazards, any feature of a tree which detracts from the uniform distribution of mechanical stress, or which makes the tree mechanically unsuited to its environment.

Delamination - The separation of wood layers along their length, visible as longitudinal splitting.

CITY OF VINCENT
RECEIVED
16 December 2025

ARBORICULTURAL IMPACT STATEMENT – WESTWORKS CONSULTANCY

Dieback - The death of parts of a woody plant, starting at shoot-tips or root-tips.

Disease - A malfunction in or destruction of tissues within a living organism, usually excluding mechanical damage; in trees, usually caused pathogens.

Distal - In the direction away from the main body of a tree or subject organism (cf. proximal)

Dominance - In trees, the tendency for a leading shoot to grow faster or more vigorously than the lateral shoots; also, the tendency of a tree to maintain a taller crown than its neighbours.

Dormant bud - An axial bud which does not develop into a shoot until after the formation of two or more annual wood increments; many such buds persist through the life of a tree and develop only if stimulated to do so.

Dysfunction - In woody tissues, the loss of physiological function, especially water conduction, in sapwood.

DBH (Diameter at Breast Height) - Stem diameter measured at a height of 1.4 metres or the nearest measurable point. Where measurement at a height of 1.4 metres is not possible, another height may be specified.

Endophytes - Micro-organisms that live inside plant tissues without causing overt disease, but in some cases capable of causing disease if the tissues become physiologically stressed.

Epicormic shoot - A shoot having developed from a dormant or adventitious bud and not having developed from a first-year shoot.

Excrescence - Any abnormal outgrowth on the surface of tree or other organism.

Excurrent - In trees, a system of branching in which there is a well-defined central main stem, bearing branches which are limited in their length, diameter, and secondary branching (cf. decurrent).

Fastigiate - Having upright, often clustered branches.

Flush cut - A pruning cut which removes part of the branch bark ridge and or branch-collar.

Girdling root - A root which circles and constricts the stem or roots possibly causing death of phloem and/or cambial tissue.

Habit - The overall growth characteristics, shape of the tree and branch structure.

Haloing - Removing or pruning trees from around the crown of another (usually mature or post-mature) tree to prevent it becoming suppressed.

Hazard beam - An upwardly curved part of a tree in which strong internal stresses may occur without being reduced by adaptive growth, prone to longitudinal splitting.

Heartwood/false-heartwood - The dead central wood that has become dysfunctional as part of the aging processes and being distinct from the sapwood.

Heave - The lifting of pavements and other structures by root diameter expansion; also, the lifting of one side of a wind-rocked root-plate.

High canopy tree species - Tree species having potential to contribute to the closed canopy of a mature forest.

Incipient failure - In wood tissues, a mechanical failure which results only in deformation or cracking, and not in the fall or detachment of the affected part.

Included bark (ingrown bark) - Bark of adjacent parts of a tree (usually forks, acutely joined branches or basal flutes) which is in face-to-face contact.

Infection - The establishment of a parasitic micro-organism in the tissues of a tree or other organism.

Internode - The part of a stem between two nodes; not to be confused with a length of stem which bear nodes but no branches.

Lever arm - A mechanical term denoting the length of the lever represented by a structure that is free to move at one end, such as a tree or individual branch.

Lignin - The hard, cement-like constituent of wood cells; deposition of lignin within the matrix of cellulose microfibrils in the cell wall is termed Lignification.

Lions tailing - When a branch of a tree that has few if any side branches except at its end and is thus liable to snap due to end-loading.

Loading - A mechanical term describing the force acting on a structure from a particular source, e.g., the weight of the structure itself or wind pressure.

Longitudinal - Along the length (of a stem, root, or branch).

Lopping - A term often used to describe the removal of large branches from a tree, but also used to describe other forms of cutting

Minor deadwood - Deadwood of a diameter less than 25mm and or unlikely to cause significant harm or damage upon impact with a target.

Mulch - Material laid down over the rooting area of plants to help conserve moisture; mulch may consist of organic matter, or artificial material.

Mycelium - The body of a fungus, consisting of branched filaments (hyphae).

Occlusion - The process whereby a wound is progressively closed by the formation of new wood and bark around it.

Pathogen - A micro-organism which causes disease in another organism.

Photosynthesis - The process whereby plants use light energy to split hydrogen from water molecules and combine it with carbon dioxide to form the molecular building blocks for synthesizing carbohydrates and other biochemical products.

Phytotoxic - Toxic to plants.

Pollarding - The removal of the tree canopy, back to the stem or primary branches, usually to a point just outside that of the previous cutting.

Primary branch - A major branch, generally having a basal diameter greater than 0.25 x stem diameter.

Probability - A statistical measure of the likelihood that a particular event might occur.

Pruning - The removal or cutting back tree parts to growth points.

CITY OF VINCENT
RECEIVED
16 December 2025

ARBORICULTURAL IMPACT STATEMENT – WESTWORKS CONSULTANCY

Rams-horn - In connection with wounds on trees, a roll of occluding tissues which has a spiral structure as seen in cross section.

Reactive Growth/Reaction Wood - Production of woody tissue in response to altered mechanical or external loading.

Residual wall - The amount of non-decayed wood remaining following decay of internal wood

Rib - A ridge of wood that has usually developed because of locally increased mechanical loading. Often associated with internal cracking in the wood of the stem, branch, or root.

Ringbarking (girdling) - The removal of a ring of bark and phloem around the circumference of a stem or branch, normally resulting in an inability to transport photosynthetic assimilates above or below the area of damage.

Ripewood - The older central wood of those tree species in which sapwood gradually ages without being converted to heartwood.

Root-collar - The transitional area between the stem/s and roots.

Root zone - Area of soils containing absorptive roots of the tree/s described. The Primary root zone is that which we consider of primary importance to the physiological well-being of the tree.

Sapwood - Living xylem tissues.

Selective delignification - A kind of wood decay (white-rot) in which lignin is degraded faster than cellulose.

Shedding - In woody plants, the normal abscission, rotting off or sloughing of leaves, floral parts, twigs, fine roots, and bark scales.

Shrub species - Woody perennial species forming the lowest level of woody plants in a forest or garden and not normally considered to be trees.

Simultaneous white rot - A kind of wood decay in which lignin and cellulose are degraded at about the same rate.

Soft-rot - A kind of wood decay in which a fungus degrades cellulose within the cells,

Spores - Propagules of fungi; most spores are microscopic and dispersed in air or water.

Sporophore - The spore bearing structure of fungi.

Stem/s - Principle above-ground structural component(s) of a tree that supports its branches.

Stress - In plant physiology, a condition under which one or more physiological functions are not operating within their optimum range, for example due to lack of water, inadequate nutrition, or extremes of temperature: In mechanics, the application of an external force to an object.

Stringy white-rot - The kind of wood decay produced by selective delignification.

Structural roots - Roots, generally having a diameter greater than 50 millimetres, and contributing significantly to the structural support and stability of the tree.

Structural root zone (SRZ) - The zone of the root plate most likely to contain roots that are critical for anchorage and the stability of the tree.

Subsidence - In relation to soil or structures resting in or on soil, a sinking due to shrinkage when certain types of clay soil dry out, sometimes due to extraction of moisture by tree roots.

Subsidence - In relation to branches of trees, a term that can be used to describe a progressive downward bending due to increasing weight.

Taper - In stems and branches, the degree of change in girth along a given length.

Targets - In tree risk assessment persons or property or other things of value which might be harmed or damaged by falling parts of a tree

Topping/ Lopping - In arboriculture, the removal of the crown of a tree, or of a major proportion of it.

Torsional stress - Mechanical stress applied by a twisting force.

Translocation - In plant physiology, the movement of water and dissolved materials through the body of the plant.

Transpiration - The evaporation of moisture from the surface of a plant, especially via the stomata of leaves; it exerts a suction which draws water up from the roots and through the intervening xylem cells.

Tree Protection Zone (TRZ) - This is an area left around a tree to ensure protection of the above and below ground parts of the tree during construction works. It will usually include the SRZ and is usually recommended to be fenced off for the period of the works.

Understorey - A layer of vegetation consisting of younger or smaller trees and shrubs which are adapted to grow under lower light conditions.

Understorey tree species - Tree species not having potential to attain a size at which they can contribute to the closed high canopy of a forest or garden.

Vascular wilt - A type of plant disease in which water-conducting cells become dysfunctional.

Vessels - Water-conducting cells in plants, usually wide and long for hydraulic efficiency; generally, not present in coniferous trees.

Vigour - The expression of carbohydrate expenditure to growth (in trees).

Vitality - A measure of physiological condition.

White-rot - A range of kinds of wood decay in which lignin, usually together with cellulose and other wood constituents, is degraded.

Wind exposure - The degree to which a tree or other object is exposed to wind, both in terms of duration and velocity.

Windthrow - The blowing over of a tree at its roots.

Woundwood - Wood with atypical anatomical features, formed in the vicinity of a wound.

CITY OF VINCENT
RECEIVED
16 December 2025

ARBORICULTURAL IMPACT STATEMENT – WESTWORKS CONSULTANCY

CITY OF VINCENT
RECEIVED
16 December 2025

10.0 Bibliography

Mattheck, C. and Breloer, H. 1994. The body language of trees - a handbook for failure analysis. The Stationery Office, London England. p 11- 21, 22 – 27, 39, 60 – 65, 130 – 136, 171 – 172.

Harris, R, H. Clark, J, R. Matheny, N, P. 2004 Arboriculture, Integrated management of Trees, Shrubs, and vines. Pearson education, Upper Saddle River, New Jersey, USA. p 162, 351.

Lonsdale, D. 1999, 2010 Principles of Tree Hazard Assessment and Management. The Stationary Office, London England. PG: 149-150.

Standards Australia. AS 4373 – 2007 Pruning of amenity Trees, Sydney, Australia.

Standards Australia. AS 4970 – 2025 Protection of Trees on Development Sites.

ARBORICULTURAL IMPACT STATEMENT – WESTWORKS CONSULTANCY

11.0 Disclaimer and Limitations

- a. References in this report to the "Consultant" means that person listed on the cover page as an employee of Westworks Consultancy.
- b. References in this report to Westworks Consultancy means Westworks Group Pty Ltd as trustee for Ussheridan Trust trading as Westworks Consultancy (ACN 156 131 010 ABN 23 100 208 057).
- c. In this report a reference to a group of persons includes a reference to all of them collectively, any two or more collectively and each of them individually.
- d. The releases and limitations in this report apply to the Arborist, Westworks Consultancy and any employees, directors, contractors, and agents of the Arborist and/or Westworks Consultancy.
- e. This report only covers issues specifically noted as requiring advice by the client. The Arborist and Westworks Consultancy accept no responsibility and cannot be held liable for any structural defect or unforeseen event/situation that may occur after the time of inspection.
- f. The Arborist and Westworks Consultancy cannot and do not guarantee trees contained within this report will be structurally sound under all circumstances and cannot and do not guarantee that the recommendations made will categorically result in the tree being made "safe." Unless specifically mentioned this report will only be concerned with above ground inspections, that will be undertaken visually from ground level.
- g. Trees are living organisms and as such cannot be classified as "safe" under any circumstances.
- h. Failure events can occur for any number of reasons at any time and cannot always reasonably be foreseen, as any number of circumstances can come about at any time before or after an inspection that the Arborist and Westworks Consultancy may not be aware of.
- i. All recommendations are made based on what can be reasonably identified at the time of inspection therefore the author/company accepts no liability for any recommendations made.
- j. Care has been taken to obtain all information from reliable sources. All data has been verified or as much as possible; however, the Arborist and Westworks Consultancy can neither guarantee nor be responsible for the accuracy of information provided by others.
- k. Booking of re-assessment after the prescribed period is the responsibility of the land manager/owner only. The Arborist and Westworks Consultancy are not responsible for providing reminders or notification that re assessment may be due and will not be held responsible to reinspect the listed trees until requested.
- l. The Arborist and Westworks Consultancy make no express warranties under this report.
- m. Except as the report specifically states, or as contained in any express warranty provided in relation to any goods or services provided or to be provided, the report does not include by implication any other term, condition, or warranty in respect of the quality, merchantability, acceptability, fitness for purpose, condition, description, assembly, manufacture, design or performance of the goods or services or any contractual remedy for their failure.
- n. If the client is a consumer nothing in the Report restricts, limits, or modifies the client's rights or remedies against Westworks Consultancy for failure of a statutory guarantee under the ACL save to the extent lawfully permissible.
- o. To the greatest extent permitted under law the Arborist and Westworks Consultancy are not liable to the client or any third party in any way under or in connection with the Report or in connection with the goods or services provided by them to the client or any third party.
- p. To the greatest extent permitted under law the Arborist and Westworks Consultancy are not liable for any indirect or consequential losses or expenses suffered by the client or any third party, howsoever caused, including but not limited to loss of turnover, profits, business or goodwill or any liability to any other party.
- q. The client expressly acknowledges and agrees that:
 - i. it has not relied upon, any service involving skill and judgement, or on any advice, recommendation, information, or assistance given by the Arborist or Westworks Consultancy, their agents, contractors, or employees in relation to any goods or services or their use or purpose.
 - ii. it has not made known, whether expressly or by implication, to the Arborist and Westworks Consultancy any purpose for which it requires the goods or services and it has the sole responsibility of satisfying itself that any goods or services as suitable for the use of the client.
 - iii. nothing in this Report is to be interpreted as excluding, restricting, or modifying the application of any non-excludable State or Federal legislation applicable to the sale of goods or supply of service.
 - iv. Any reinspection is the responsibility of the tree owner to arrange as required.

CITY OF VINCENT
RECEIVED
16 December 2025

Jacqui Corless-Crowther
36/238 Oxford Street, Leederville 6007
Tel : 0427287006
Jc6569@icloud.com

Reference – 88B Bourke street, Leederville 6007

Dear Council,

I am writing with regards to our submission to build a house on 88B Bourke Street, Leederville.

We are hoping to future proof our family with the house moving forward. Our 24 year old daughter is special needs/autistic and will need support for her whole life. Our aim with the house is to build one that will house myself, my husband and my daughter as well as my eldest daughter, her partner and our first grandchild who is due in February 2026.

In the process we hope to cater for childcare for our grandson, aged care for myself and my husband in our later years and ongoing support for our youngest child who will be taken care of by her sister and partner when we are gone.

As residents of the City of Vincent we would like to stay in the area where we have our community/village.

We have worked really hard with Grace our designer to get the most out of the space we have and comply with building regulations, and I believe we have managed that with this DA submission.

I hope you will look at our submission favourably and am happy to answer any questions you may have.

Regards,

Jacqui Corless-Crowther & Michael Crowther



City of Vincent

Planning Department

244 Vincent St,
Leederville WA 6007

Two Storey Residence with Loft, 88B Bourke street, Leederville 6007

To Council and Whom it May Concern,

Jacqui and Michael came to us with a clear intent to create a multigenerational home that could provide comfort and long-term support for their whole family, including their special needs daughter.

Our response to the brief included designing areas for independence, areas for gathering and areas to connect to the surrounding environment. To achieve this we needed to utilise all spaces due to the size restriction of the site.

For Jacqui and Michael's daughter we designed a floor with a kitchenette, bathroom, living, bedroom, and an external balcony. The intent was to make a homely space through warm materials, custom built-in furniture, attention to interior detail, and views of the beautiful gum tree from all angles. The inclusion of a kitchenette, bathroom and balcony within the loft is not intended as a separate dwelling, but as a layout that allows independence and security while still being part of the family home.

The adjacent mature gum tree has been treated as a valued element of the site. Openable windows and intimate interior nooks are positioned to frame views of the tree. The roof design has been shaped away from the tree's limbs. The inclusion of a balcony was an important element to encourage socialisation and family interaction, which informed how the roof needed to be laid out. The loft level balcony and welcoming nooks were inspired by the below photographs;



Image 1 Reference: <https://roofing4us.com/products/velux-cabrio-balcony-roof-window>

Image 2 Reference: <https://www.archdaily.com/153339/a-partment-granda-strovs-architects/5014ff1328ba0d58280010bc-a-partment-granda-strovs-architects-image>

Image 3 Reference: <https://au.pinterest.com/pin/balcony-in-the-attic-with-open-living-room-and-dining-area--2744449767292880/>

We have worked hard to balance the design between providing a warm, spacious and welcoming loft area, while complying with building storey restrictions.

Considerable care has been taken to ensure the proposal responds sensitively to its physical context. Through numerous design iterations, the overall building height has been reduced to sit below the applicable height controls, and overshadowing impacts on neighbouring properties have been significantly reduced. The roof form and internal planning have been carefully planned to achieve compliance without compromising the quality or usability of the loft space. The loft space is conceived as attic or loft area, but is going through council for the reason that it is not perceived as contained wholly within the roof.

Importantly, the loft retains the character of an attic rather than a conventional storey. Its modest scale, sloping roof geometry and integrated built-in elements reinforce its role as accommodation contained within the roof volume, rather than an additional floor.

This proposal represents a careful consideration between planning controls, amenity, and long-term family needs. We respectfully submit that the proposal satisfies the requirements for development approval and that the loft accommodation is an appropriate response to a multi-generational household with specific support needs. Approval of this application would enable a family to provide long term stability, care and independence.

Kind regards,

Grace Atkinson

Hubble Design ABN 31 123 014 513 | ACN 123 014 513 | ABWA REG NO: 2086

421 Oxford Street
Mount Hawthorn WA 6016

P: +61 8 9242 3167

E: grace@hubble.com.au
W: www.hubble.com.au

BSL11_Dk.ppt



01 SHADOW STUDY 21 JUNE AT 0900H 1:200

ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:
04	FOR DA	7/5/2025	02	OVERSHADOWING PLAN	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39
01	FOR REVIEW	16/1/2025	01			
				PROJECT STATUS:	JACQUELINE & MICHAEL CROWTHER	DRAWING NO:
				DEVELOPMENT APPROVAL	SCALE:	A1-03
					N.T.S. @A3	
					DRWN CHKD:	
					G.A. P.H.	



BSL11_Dk.ppt



02 SHADOW STUDY 21 JUNE AT 1200H
1:200

ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:
05	FOR DA	30/9/2025	01	OVERSHADOWING PLAN	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39
				PROJECT STATUS:	JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A1-04
					SCALE:	 <small>421 OXFORD ST MOUNT HATHORN WA 6016 AUSTRALIA +61 8 9242 3767 OFFICE@HUBBLE.COM.AU</small>
					DRWN: CHKD: G.A. P.H.	

BSL11_Dk.ppt



ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:
05	FOR DA	30/9/2025	01	OVERSHADOWING PLAN	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39
				PROJECT STATUS:	JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A1-05
					SCALE:	 <small>421 OXFORD ST MOUNT HUARTON WA 6016 AUSTRALIA +61 8 9242 3767 OFFICE@HUBBLE.COM.AU</small>
					DRWN CHKD: G.A. P.H.	

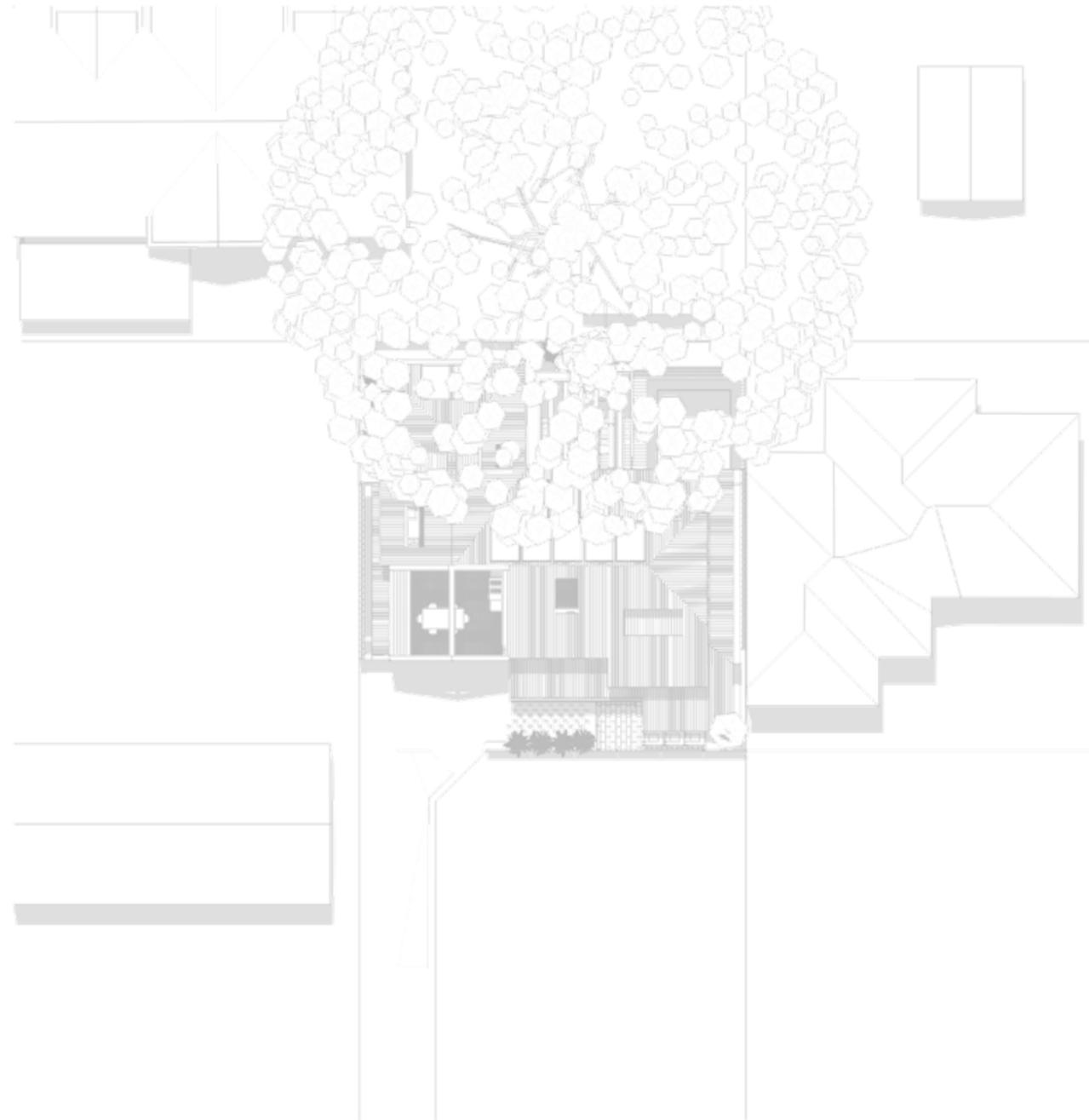
BSL11_04.dwg



04 SHADOW STUDY 21 DEC AT 0900H
1:200

ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:	
05	FOR DA	30/9/2025	01	OVERSHADOWING PLAN	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39	
				PROJECT STATUS:	JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A1-06	<small>421 OXFORD ST MOUNT HUARTON WA 6016 AUSTRALIA +61 8 9242 3767 OFFICE@HUBLE.COM.AU</small>
					SCALE:		
					DRWN CHKD: G.A. P.H.		

BSL11_Dk.ppt



05 SHADOW STUDY 21 DEC AT 1200H
1:200

ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:
05	FOR DA	30/9/2025	01	OVERSHADOWING PLAN	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39
				PROJECT STATUS:	JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A1-07
					SCALE:	
					DRWN CHKD: G.A. P.H.	



BSL11_Dk.ppt



06 SHADOW STUDY 21 DEC AT 1500H
1:200

ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:	
05	FOR DA	30/9/2025	01	OVERSHADOWING PLAN	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39	
				PROJECT STATUS:	JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A1-08	
					SCALE:		
					DRWN CHKD: G.A. P.H.		

BSL11_Dk.ppt



ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:	 ARCHITECTURE + INTERIORS <small>421 OXFORD ST MOUNT HATHORN WA 6016 AUSTRALIA +61 8 9242 3767 OFFICE@HUBLE.COM.AU</small>
05	FOR DA	30/9/2025	01	OVERSHADOWING PLAN	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39	
				PROJECT STATUS:	JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A1-09	
					SCALE:		
					DRWN CHKD: G.A. P.H.		

BSL11_Dk.ppt



08 SHADOW STUDY 20 MAR AT 1200H 1:200

ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:
05	FOR DA	30/9/2025	01	OVERSHADOWING PLAN	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39
				PROJECT STATUS:	JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A1-10
					SCALE:	
					DRWN: CHKD: G.A. P.H.	



BSL11_Dk.ppt



09 SHADOW STUDY 20 MAR AT 1500H
1:200

ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:
05	FOR DA	30/9/2025	01	OVERSHADOWING PLAN	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39
				PROJECT STATUS:	JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A1-11
					SCALE:	 ARCHITECTURE + INTERIORS 421 OXFORD ST MOUNT HAWTHORN WA 6105 AUSTRALIA +61 8 9242 3767 OFFICE@HUBBLE.COM.AU
					DRWN: CHKD: G.A. P.H.	

88L11_04a.pdf



10 SHADOW STUDY 23 SEP AT 0900H 1:200

ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:
05	FOR DA	30/9/2025	01	OVERSHADOWING PLAN	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39
				PROJECT STATUS:	JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A1-12
					SCALE:	 ARCHITECTURE + INTERIORS 421 OXFORD ST MOUNT HUARTON WA 6016 AUSTRALIA +61 8 9242 3767 OFFICE@HUBBLE.COM.AU
					DRWN: CHKD: G.A. P.H.	

BSL11_Dk.ppt



ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:	hubble design ARCHITECTURE + INTERIORS 421 OXFORD ST MOUNT HUARTON WA 6016 AUSTRALIA +61 8 9242 3767 OFFICE@HUBBLE.COM.AU
05	FOR DA	30/9/2025	01	OVERSHADOWING PLAN	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39	
				PROJECT STATUS:	JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A1-13	
					SCALE:		
					DRWN: CHKD: G.A. P.H.		

BSL11_Dk.ppt



12 SHADOW STUDY 23 SEP AT 1500H
1:200

ISSUE REV	DESCRIPTION	DATE	DWG REV	LAYOUT TITLE:	PROJECT/CLIENT:	PROJECT NO:
05	FOR DA	30/9/2025	01	OVERSHADOWING PLAN	NEW DOUBLE STOREY RESIDENCE 88 BOURKE LEEDERVILLE WA 6007 AUSTRALIA	2024-39
				PROJECT STATUS:	JACQUELINE & MICHAEL CROWTHER	DRAWING NO: A1-14
					SCALE:	
					DRWN: CHKD: G.A. P.H.	



Summary of Submissions:

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

Comments Received:	Applicant Comment:
<p><u>Overshadowing and Height</u></p> <p>Concerns with the extent of overshadowing proposed over the southern adjoining property as a result of the height, bulk and scale. This would negatively impact the amenity of the adjoining property.</p>	<p>Overshadowing to the adjoining southern property has been reduced over multiple plan revisions and now sits at 40.5% overshadowing of the southern property, in lieu of the 35% deemed-to-comply requirement.</p> <p>While the overshadowing remains above the 35% deemed-to-comply standard, it is considered to meet the design principles of Clause 3.9 of the R-Codes, as:</p> <ul style="list-style-type: none"> • The reduction in building height ensures a greater level of sunlight penetration to the southern property compared with the original proposal. • The extent of overshadowing will not unreasonably impact the future private open space of the adjoining lot, with adequate areas of usable outdoor space remaining accessible to winter sun. • The amendments demonstrate a balanced design outcome, responding to both the development potential of the subject site and the amenity of neighbouring properties. In this regard, a deemed to comply development / building height would almost certainly result in a variation to the deemed to comply overshadowing requirements. <p>It is recognised that achieving the full deemed-to-comply requirement of 35% is not practical in this context; however, the proposed amendments deliver a significant improvement and ensure that the southern adjoining property will continue to benefit from adequate solar access consistent with the intent of the design principles.</p>
<p><u>Tree</u></p> <p>The large gum tree on the northern adjoining property has limbs that extend into 88B Bourke Street. Given the proposed development, concerns were raised about the extent of pruning that may be required if the proposal is approved and that any pruning should be undertaken by a qualified arboriculturist, rather than being done in an ad hoc or excessive manner.</p>	<p>We would accept a condition of approval to this effect.</p>

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

Summary of Submissions:

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

Comments Received:	Administration Comment:
<p><u>Overshadowing and Height</u></p> <p>Concerns with the extent of overshadowing proposed over the southern adjoining property as a result of the height, bulk and scale. This would negatively impact the amenity of the adjoining property.</p>	<p>A detailed overshadowing assessment demonstrates that the development satisfies the requirements of the Residential Design Codes, despite the shadow falling to the northern aspect of the southern adjoining property. The applicant has submitted a solar access study, which demonstrates that although this space will be overshadowed during the winter solstice, throughout the year and at various times of the day, the space would have adequate solar access.</p> <p>The bulk of the building has been mitigated through the upper floor setback, material diversity, and use of openings, which reduces the perception of scale.</p>
<p><u>Tree</u></p> <p>The large gum tree on the northern adjoining property has limbs that extend into 88B Bourke Street. Given the proposed development, concerns were raised about the extent of pruning that may be required if the proposal is approved and that any pruning should be undertaken by a qualified arboriculturist, rather than being done in an ad hoc or excessive manner.</p>	<p>Although the applicant has submitted an Arborist Report that identifies the need for further excavation works to determine the development’s impact on the northern adjoining property’s tree root system, these investigations have not been completed. Notwithstanding this, the proposal can be supported on the basis that a condition of approval requires the applicant to submit a Tree Protection Plan and establish an appropriate tree protection zone prior to the issue of a building permit, ensuring the tree’s health is protected.</p>

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

5.4 TRANSPORT ADVISORY GROUP - APPOINTMENT OF COUNCIL MEMBERS AND COMMUNITY REPRESENTATIVES

- Attachments:**
1. Transport Advisory Group - Terms of Reference [↓](#) 
 2. Transport Advisory Group - Nominations - Confidential

RECOMMENDATION:**That Council:**

1. **APPROVES** the Terms of Reference for the Transport Advisory Group, as at Attachment 1;
2. **APPOINTS** the following Council Members as Council's representatives to the Transport Advisory Group for a term expiring on 16 October 2027;

Members:

1. _____;
2. _____;
3. _____; and

and the Chair of the Advisory Group will be Cr _____; and

3. **APPOINTS** the following community members to the Transport Advisory Group, as detailed in Confidential Attachment 2;
 1. Applicant 1;
 2. Applicant 2;
 3. Applicant 3;
 4. Applicant 4;
 5. Applicant 5;
 6. Applicant 6;
 7. Applicant 7; and
 8. Applicant 8.

PURPOSE OF REPORT:

To consider the Terms of Reference and appoint Council Members and community representatives to the Transport Advisory Group (TAG).

DELEGATION:

The City's Register of Delegations, Authorisations and Appointments does not extend to Advisory Groups.

Clauses 1.3 and 2.3 of the City's [Advisory Groups Policy](#) requires Council to approve the Terms of Reference (ToR), and appoint the Advisory Group membership including a Chairperson.

BACKGROUND:

The City's Advisory Groups Policy sets out that Council can establish an Advisory Group to:

- a) *facilitate Council Member, stakeholder and/or community input and involvement opportunities;*
- b) *provide advice; and*
- c) *support to the City, in regard to strategic, special interest and/or operational activities.*

This also provides a framework for the administration of Advisory Groups.

At their [11 November 2025 Ordinary Council Meeting \(OCM\)](#) whilst considering the appointment of Council Members and Community Representatives to the Arts Advisory Group and Sustainability Advisory Group, Council adopted the following amendment ([Item 12.1](#)):

7. *NOTES that a Transport Advisory Group will be established, with a report to be prepared for the Council's Ordinary Meeting in March 2026 to appoint the Council and Community Members and to approve the Terms of Referenced in accordance with the City's Advisory Groups Policy.*

DETAILS:Terms of Reference

Administration has drafted Terms of Reference for the Transport Advisory Group, as set out in **Attachment 1**.

The purpose of the TAG is to provides strategic, community-informed insights to support the City's long-term transport planning and decision-making, particularly during the upcoming Major Review of the Accessible City Strategy (ACS).

The objectives of the TAG are to:

- Enhance the effectiveness of the ACS Major Review (scheduled for 2026);
- Provide strategic advice on the City's transport plans and policies;
- Bring lived experience into strategic transport discussions;
- Support community alignment and transparent decision-making; and
- Strengthen Council's understanding of strategic transport issues.

Membership of the TAG shall comprise the following persons as determined by Council:

- Up to four (4) Council Members; and
- Up to ten (10) community representatives with qualifications, expertise or experience in transport planning, traffic engineering, road safety, active transport or accessibility.

Nominations

Nominations for the TAG were invited between Friday 28 November and Monday 15 December 2025 with notices placed on the City's website on Friday 28 November 2025, the City's LinkedIn page on Monday 1 December 2025 and Facebook page on Wednesday 3 December 2025.

Nominations were sought based on the following criteria:

"Qualifications, expertise or experience in transport planning, traffic engineering, road safety, active transport or accessibility".

The community nominations are included as **Attachment 2** and it is recommended that eight members be appointed to the TAG as set out in this attachment.

LEGAL/POLICY:

In accordance with the Advisory Groups Policy, the purpose of the TAG is to provide advice to the City and to support Council in making informed decisions. It is not a decision-making body.

Clause 1.3 of the Advisory Groups Policy sets out:

1.3 *Advisory Groups will operate in accordance with the Terms of Reference approved by Council which provide:*

- a) *A clear statement of objective and the scope of activity to be undertaken.*
- b) *Membership/stakeholder representation.*
- c) *The operational and administrative framework by which activities are to occur.*

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to appoint new Council and community members to the City's Transport Advisory Groups. The TAG would be administered in accordance with the Advisory Groups Policy.

STRATEGIC IMPLICATIONS:

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

Connected and Healthy Community

We have enhanced opportunities for our community to build relationships and connections with each other and the City.

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any specific sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024*, however the TAG will support Vincent to draft an Accessible City Strategy that adequately plans for alternative and more sustainable modes of transport.

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the *City's Public Health Plan 2020-2025* however the TAG will support Vincent to draft an Accessible City Strategy that adequately plans for alternative modes of transport and increased physical movement.

FINANCIAL/BUDGET IMPLICATIONS:

Nil. Advisory Group members are not paid and staff resourcing will be met within existing operational budgets.

COMMENTS:

The Transport Advisory Group (TAG) will support Council by providing high-level, community-informed perspectives on transport priorities and emerging issues. This helps ensure that Council's direction on the Accessible City Strategy review is shaped by both specialist knowledge and lived experience, while day-to-day operational and technical implementation matters remain the responsibility of Administration.

The proposed membership structure of up to four Council Members and up to 10 community representatives aligns with the City's Advisory Groups Policy and brings together a broad mix of insights. Having up to 10 community representatives allows the group to draw on a range of skills and experience across transport, accessibility, and movement around the City. This supports more rounded and balanced advice to Council as it considers the City's long-term transport direction.

The TAG is advisory in nature and is not a decision-making body. Its purpose is to strengthen Council's understanding of transport issues during a significant period of strategic planning, including the Major Review of the Accessible City Strategy.

TRANSPORT ADVISORY GROUP

Terms of Reference



1. OBJECTIVE

The purpose of the Transport Advisory Group (Advisory Group) is to provide strategic, community-informed insights to support the City's long-term transport planning and decision-making.

The objectives of the Transport Advisory Group are to:

- Enhance the effectiveness of the ACS Major Review
- Provide strategic advice on the City's transport plans and policies
- Bring lived experience into strategic transport discussions
- Support community alignment and transparent decision-making
- Strengthen Council's understanding of strategic transport issues

The Advisory Group is not a decision-making body and is not a committee for the purposes of the *Local Government Act 1995*.

2 MEMBERSHIP

Membership of the Advisory Group shall comprise the following persons as determined by Council:

2.1 Up to four (4) Council Members

2.2 Up to ten (10) Community Representatives

Up to ten (10) Community Representatives with qualifications, expertise or experience in transport planning, traffic engineering, road safety, active transport and/or accessibility.

2.3 City Officers

The appropriate Executive Director, Manager and/or Officer(s) as determined by the Chief Executive Officer.

3. TERM OF MEMBERS

3.1 The term of membership of the Advisory Group shall be a period of one and a half (1.5) years and is to align with the local government elections cycle. Membership of the Advisory Group will expire at the next ordinary local government election.

4. MEMBER ROLES AND RESPONSIBILITIES

Chairperson

4.1 A Council Member (where possible) on the Advisory Group shall be appointed as **Chairperson** by the Council. Otherwise a Senior City Officer will assume the role.

4.2 The **Chairperson** is responsible for:

- Attending and chairing all meetings;
- Leading the meeting in accordance with the meeting agenda;
- Facilitating engaged participation and collaborative discussion of each agenda item by all members; and
- Reviewing and ratifying the draft meeting minutes.

TRANSPORT ADVISORY GROUP

Terms of Reference



Members

4.3 Advisory Group **Members** shall be appointed by Council and are responsible for:

- Attending all meetings;
- Participating and collaborating in agenda item discussions; and
- Reviewing previous meeting minutes ahead of each new meeting.

Executive Support

4.4 The appropriate Executive Director or delegated Senior City Officer shall be the **Executive Support** for the Advisory Group meetings, for the purpose of administration and coordination of the meetings.

4.5 The **Executive Support** is responsible for:

- The administration of the Advisory Group and meetings;
- Inducting members and providing an initial briefing on the role, responsibility and operation of the Advisory Group;
- Setting and communicating the meeting agendas;
- Recording member comments on each agenda item and providing a summary at the end of each item discussion;
- Circulating draft minutes of meetings to the Chairperson for review and confirmation;
- Circulating final minutes of the meeting to the members;
- Ensuring the Advisory Group operates in accordance with [Advisory Group Policy](#) and [Code of Conduct](#) at all times; and
- Closing out the Advisory Group once the Objective has been met.

5. MEETING PROCEDURES

5.1 Meetings

- (a) The Advisory Group shall meet quarterly subject to sufficient agenda items being available. Additional meetings may be convened at the discretion of the **Executive Support**, in agreement with the **Chairperson**.
- (b) Where members or Council Members are unable to attend a meeting, the meeting may be rescheduled at the discretion of the **Executive Support**, in agreement with the **Chairperson**.
- (c) At the first meeting after convening, the Advisory Group shall determine a Schedule of Meeting dates for the remainder of the year. These dates are to be included in the City's monthly [Events Calendar](#).

5.2 Agendas

- (a) The relevant Executive Director with responsibility for the Advisory Group will determine the Agenda for each meeting.
- (b) All meetings shall be confined to items listed on the Agenda.

5.3 Minutes

TRANSPORT ADVISORY GROUP

Terms of Reference



- (a) The relevant Executive Director with responsibility for the Advisory Group, in liaison with the **Chairperson**, shall be responsible for ensuring the preparation and accuracy of the Minutes/meeting notes.
- (b) Items considered at the meeting will not be voted upon. The Minutes will record actions and any points of agreement/disagreement. They will not reflect verbatim discussion on issues or matters discussed. At the end of each meeting, the City’s Officer in attendance will read out the agreed actions and any points of agreement for confirmation by members.
- (c) Minutes of the meeting will be prepared and distributed to members within ten (10) working days of the meeting.
- (d) Advisory Group unconfirmed Minutes are to be reported through relevant Directorate reports outlining any views or recommendations raised by the Advisory Group to the next available Ordinary Council Meeting. Minutes not requiring a Council decision will be included in the Information Bulletin. Reports will consider each proposal to ensure it is:
 - (i) Consistent with the City’s established strategic and operational planning and the objective under which the Advisory Group was established.
 - (ii) Within the City’s capacity relevant to staffing, resources, adopted budget, and operational effectiveness and efficiencies.
 - (iii) Endorsed by Council resolution, where funding from external sources is proposed.
- (e) The Minutes shall accurately record the details of any disclosure of interest and the extent of such interest. The Minutes shall also record the times any person who has made a disclosure, departed and/or re-enters the meeting.

OFFICE USE ONLY	
Responsible Officer	
Initial Council Adoption	10/02/2026
Reviewed / Amended	
Next Review Date	October 2027

5.5 ADVERTISING OF DRAFT PUBLIC HEALTH PLAN 2026 - 2031

- Attachments:**
1. **Draft Public Health Plan 2026-2031** [↓](#) 
 2. **Achievements from the Public Health Plan 2020-2025** [↓](#) 

RECOMMENDATION:

That Council:

1. **APPROVES** the draft Public Health Plan 2026–2031, included in Attachment 1, for public consultation for a period of 21 days in accordance with the City’s Community and Stakeholder Engagement Policy; and
2. **NOTES:**
 - 2.1 That any submissions received during the advertising period would be presented to Council for consideration; and
 - 2.2 That the draft Public Health Plan 2026–2031 will be subject to further formatting, styling and graphic design as determined by the Chief Executive Officer prior to adoption.

PURPOSE OF REPORT:

To provide an overview of the development of the draft Public Health Plan (PHP) 2026–2031 and to consider the draft PHP at **Attachment 1** for the purposes of community consultation.

DELEGATION:

Section 45 of the Public Health Act 2016 (the Act) sets out the requirements for all local governments to prepare a public health plan for its ‘district’, that is consistent with the [State Public Health Plan](#).

BACKGROUND:

The State Public Health Plan, published in June 2025, provides a strategic framework to address the public health issues across the state of Western Australia.

Outlining two overarching objectives of **Aboriginal health and wellbeing** and **equity and inclusion**, the plan promotes partnerships, sustainability of approach, and actions that are in keeping with local need and precautionary in principle.

The purpose of a local government public health plan is to set priorities and actions to **promote, prevent, protect and enable the public health of its community**, working collaboratively with external agencies, while considering the specific needs of the local population.

City’s Public Health Plan 2020–2025

The City’s Public Health Plan 2020–2025 was adopted by Council in October 2020. The plan set out priorities across five pillars of public health, established through community and Council consultation and considering the areas of public health over which we have influence:



The plan reached its end of life in November 2025. All 41 deliverables within the plan were completed.

The City’s flagship *Smoke-Free Town Centres* project achieved a 42 percent reduction in smoking within 12 months, and three years ahead of schedule. Encouragingly, the project secured 81 percent community

support in March 2025 for expanding smoke- and vape-free areas, demonstrating its sustained success over the life of the Plan and beyond.

Other achievements included the development and adoption of two key policies to enable healthier environments, being the Restricted Premises Policy – Smoking, and the Healthy Food and Drink Policy. Actions delivered through the plan strengthened health protection measures, such as managing rising mosquito risks linked to climate change, and integrating public health with urban design through improved footpaths, pram ramps, and wayfinding to support active transport. A summary of the key achievements can be found at **Attachment 2**.

Building on these successes, the draft PHP will reinforce initiatives that have driven positive behavioural change and had strong community support.

DETAILS:

The draft PHP is a high-level strategy, supported by an annual action plan which aligns to the City's Strategic Community Plan 2022–2032 priorities and is to inform the Corporate Business Plan and annual budgets.

Development of the Plan has involved the analysis and consideration of several key factors.

City of Vincent Health Profile and Local Health Data Analysis

According to the 2024 SGS Cities and Regions Wellbeing Index, the City of Vincent is rated 'excellent', reflecting strong overall population health and comparatively high life expectancy.

A Vincent health profile has been collated using epidemiological data provided by the Epidemiology Directorate, Department of Health. This gives City of Vincent data compared to Western Australia averages and highlights areas of both strength and emerging areas for attention. A summary of the analysis of this data is included in the draft PHP.

Lifestyle-related risk factors such as overweight and obesity, physical activity, and diet are generally consistent with Western Australia averages. However, as the Western Australian population performs relatively poorly across these areas, they remain an area requiring ongoing attention. Mental health indicators in Vincent data showed a higher prevalence of anxiety, depression and psychological distress, indicating the need for strengthened protection and prevention approaches. Injury-related outcomes show lower transport-related hospitalisations, while rates of accidental falls are higher. This continues to present a substantial health burden, particularly for older residents. Where Vincent has performed below state averages, in consideration with other data sources, priority areas and associated deliverables have been established.

Consideration to the State Public Health Plan

The State PHP lists key objectives of **promoting, preventing, protecting and enabling public health**; two overarching objectives of Aboriginal health and wellbeing and equity and inclusion; and lists guiding principles of partnership working, sustainability of approach, and actions that are proportionate and precautionary. Local governments are asked to consider these priorities and adapt them to meet the specific public health needs of the local community.

Based on available data, the State PHP priorities, and the City's strategic direction (including the [Stretch Reconciliation Action Plan](#)) eight priority groups have been identified that reflect Vincent's population and include:

- Aboriginal and Torres Strait Islander peoples;
- Our LGBTIQ+SB community;
- People experiencing socioeconomic disadvantage;
- People with disability;
- People living with a mental health condition;
- People experiencing homelessness;
- Seniors; and
- People of culturally and Linguistically Diverse (CALD) backgrounds.

The draft PHP incorporate graphics which will show where actions:

1. Directly or indirectly support priority population groups; and
2. Contribute to climate change mitigation or adaptation.

Community and Stakeholder Consultation

In May 2025, community consultation seeking input on the what the City public health priorities should be reached over 13,000 people and resulted in 472 responses and 396 comments:

Key health priorities from the community, ranked in order of importance	Top responses from the community when asked what supports a healthy and happy life
1. Mental health and wellbeing	1. Parks, playgrounds, and public open spaces
2. Opportunities for exercise	2. Tree canopy protection and expansion
3. Building social connections	3. Environments that promote active lifestyles
4. Healthy food	4. Safe, healthy, and sustainable urban planning
5. Smoke- and vape-free environments	5. Recreation facilities (including Beatty Park)
6. Alcohol-free environments	

Feedback from the community highlighted the importance of **mental wellbeing**, the need for opportunities to support healthy lifestyles through provision of places and spaces to exercise, social connections, healthy food, and continuation and expansion of Smoke-Free Town Centres. **Climate-related priorities** like access to green spaces and protection and expansion of tree canopy to provide a leafy, shady environments which support healthy behaviours like outdoor play, sports and active transport, were also strongly valued. These themes are consistent with the priorities identified in the State PHP and are supported by local health data.

Strategic alignment, Council and Administration Priority Setting

Engagement with Council Members and the City’s Administration has built a thorough understanding of the projects, programs and services that have a positive impact on community health and wellbeing. It is recognised that almost every aspect of the City’s operations and strategic direction contribute to public health. The deliverables detailed in the draft PHP recognise the existing programs and services and identify future opportunities over the next five years.

Administration priority setting strongly identified social connection, high-quality parks and green spaces, and the use of urban planning to reduce public and environmental health risks as core inputs to plan deliverables.

Elected Member input established a stronger emphasis on the interrelationship between climate change and public health, endorsed the elevated focus on mental wellbeing and underscored the desire for the City to take a prominent advocacy role in emerging public health priorities. These inputs have shaped the draft PHP’s priorities and structure to ensure strategic alignment with the City’s wider plans.

Draft PHP 2026 – 2030 – Vision

The vision for the Public Health Plan 2020–2025 was *“A healthy, happy and connected community for all.”*

To ensure the draft PHP remains aligned with community needs and strategic priorities, the vision has been refreshed to provide a more aspirational and holistic direction for public health over the coming years.

Through consultation within the City and a desktop review of internal plans and priorities, the new vision is: ***“Thriving people in thriving places - together, for everyone.”***

- ‘Thriving people’ acknowledges that public health extends beyond the absence of illness or disease and encompasses the ability of individuals to thrive across all dimensions of wellbeing.
- ‘Thriving places’ reinforces the City’s commitment to high-quality urban environments, sustainability, greening initiatives and increased canopy cover. This is consistent with the City’s 2032 vision: *“In 2032, the City of Vincent is a leady and vibrant 24-hour city, which is synonymous with quality design and sustainability.”*
- ‘Together’ highlights the importance of social connection, collaboration and inclusive approaches to public health, particularly for priority groups.
- ‘For everyone’ reaffirms the City’s commitment to equity by supporting the health and wellbeing of all community members, regardless of age or circumstance.

Draft PHP 2026–2031 - Public Health Priorities

Two strategic priorities have been established: **mental health** ('Thriving minds') and the impact of the **climate and biodiversity emergency** on public health. The five pillars of public health received positive feedback during earlier engagement, and these have been retained in the current iteration of the draft PHP.

A total of 18 priorities are presented across the five pillars. These priority areas are designed to support the overall health of the community by promoting healthy lifestyles and by strengthening initiatives that have already demonstrated positive outcomes and received strong support from both the community and Council. The priority areas are informed by local health data and reflect the social determinants of health, including the conditions in which people live, work and age.

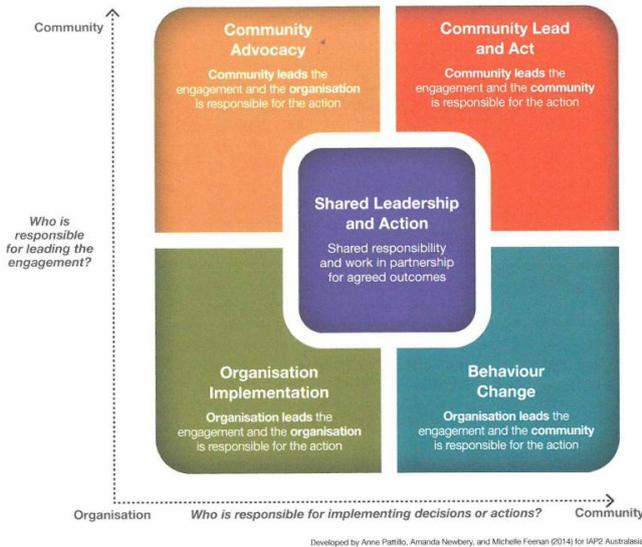
Public Health Pillar 1: Public Health Leadership Strategic initiatives Health literacy Healthy living environments Thriving minds
Public Health Pillar 2: Social Environment Healthy, accessible and sustainable food and drink Healthy social connections through activities and programs Inclusive communities Healthy and safe events Thriving body thriving mind: sports and recreation Healthy and safe communities
Public Health Pillar 3: Built Environment Healthy urban planning and design of communities Healthy and active travel Healthy streets
Public Health Pillar 4: Natural Environment Thriving parks, thriving people Climate emergency
Public Health Pillar 5: Health Protection Environmental health Emergency management Promoting community wellbeing by reducing waste and safeguarding natural resources and environments

CONSULTATION/ADVERTISING:

Consistent with the City's Community and Stakeholder Consultation Policy, community consultation would occur for a period of 21 days following endorsement of the draft PHP. To encourage the community to take part and share useful feedback, a combination of consultation methods would be used, including:

- An updated project page/survey in Imagine Vincent;
- Notification to members of the community who previously contributed to initial engagement in February-March 2025 for feedback on progression of the draft PHP;
- Consultation with external stakeholders who have supported the development of the draft PHP;
- Face to face 'pop-up' engagement;
- Notifications in City of Vincent and Business e-newsletters;
- Social media posts; and
- Digital displays at the City's Administration building, Library and Beatty Park.

The draft PHP is subject to amendments following the community consultation period. **Attachment 1** does not reflect the appearance of the final document, which will be fully formatted and styled before it comes before Council for adoption.



Behavioural Change

Organisations lead the conversation and identify the potential contributions to behavioural change.

Tension: There is no collective “why”/feeling forced/judged, undesirable impact/cost to make the change.
Mitigation: To build the collective before the change becomes a requirement.

The engagement leader/host organisation is responsible for identifying the problem and potential contributions for behavioural change

Identify which audiences need to change behaviour

LEGAL/POLICY:

Section 45 of the Public Health Act 2016 sets out the requirements for all local governments to prepare a local PHP that applies to its local government district. It is a requirement of the Public Health Act 2016 that local governments publish a PHP by 4 June 2026.

Under Section 45 of the *Public Health Act (2016)*, a local PHP must:

- Be consistent with the [State Public Health Plan](#) for Western Australia.
- Identify local public health needs.
- Examine data on health factors.
- Set objectives and policy priorities for public health improvements.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to approve the draft PHP for community consultation because:

- The draft PHP builds on progress already started in the PHP 2020–2025. We carefully considered new directions for progress in consultation with community and Council feedback, local health data, and priorities set by the State PHP.
- Council would consider all consultation feedback prior to adoption of the draft PHP.

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.
 Our urban forest/canopy is maintained and increased.*

*We have improved resource efficiency and waste management.
We have minimised our impact on the environment.*

Accessible City

Our pedestrian and cyclist networks are well designed, connected, accessible and encourage increased use.

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.

We protect, improve and promote public health and wellbeing within Vincent.

Thriving Places

Our town centres and gathering spaces are safe, easy to use and attractive places where pedestrians have priority.

Sensitive Design

Our planning framework supports quality design, sustainable urban built form and is responsive to our community and local context.

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

This is in keeping with the following key sustainability outcomes of the *City's Sustainable Vincent Framework (2025-2028)*:

Climate action (mitigation and adaptation)

Healthy and thriving city

Resource conservation

Regenerative, green and biodiverse

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial or budget implications that come from advertising the draft PHP. All costs associated with consultation will be met through the City's operational budget. Any future budget allocations to implement the draft PHP would be considered through annual budget processes. Applications for external grant funding would be made as opportunities arise.

COMMENTS:

The City remains committed to the continuous improvement of community health and wellbeing. The draft PHP will guide the City's work and partnerships over the next five years in improving community opportunities for healthy living for both current and future generations.

The draft PHP highlights two strategic priority areas of work:

1. Mental health ('Thriving minds'); and
2. The impact of the climate and biodiversity emergency on public health

Mental health ('Thriving minds')

The Australian Burden of Disease Study 2024 estimated that mental and substance use disorders account for 15 percent of the total burden of disease, with anxiety and depressive disorders representing the largest

contributors from this category. This burden has increased by 31 percent between 2003 and 2024. Data provided by the Department of Health and North Metropolitan Health Service indicates that in 2020, *Vincent residents had a higher prevalence of anxiety, depression and any mental health condition compared to Western Australia State prevalence*. Research demonstrates that reduced mental wellbeing is associated with lower uptake of exercise, reduced social connection and reduced economic and community participation.

Mental health exists along a continuum, and an individual's position on this continuum can fluctuate in response to internal and external factors throughout life. Mental health can be influenced by daily habits and lifestyle factors. Providing environments and resources that encourage the community to practice healthy habits helps shift population mental health towards the positive end of the continuum, and a state of **thriving**, and contributes to a resilient, healthy and connected community.

Mental ill-health adversely affects people's lives, and improvements in population mental wellbeing are likely to result in broader positive outcomes across other areas of health and community wellbeing.



Mental health has been prioritised in the draft PHP because:

- Local data indicates a higher prevalence of mental health concerns compared to Western Australia State prevalence. This is likely to negatively affect other areas of public health, and wider social and community outcomes.
- Optimising mental health and wellbeing is a priority area set by the State PHP.
- The community ranked mental health and wellbeing as their most important public health priority.
- Elected members recommended strengthening action around mental health.

Supporting positive mental health outcomes is strengthened when the community has access to environments and resources known to promote wellbeing. This includes:

- Increasing awareness of mental health support available;
- Increasing opportunity for community connection, like through events at our Library;
- Providing, maintaining and upgrading access to green spaces to socialise and exercise; and
- Providing, maintaining and upgrading accessible recreation facilities like Beatty Park.

Climate and biodiversity emergency

The City has various plans and strategies that address the impact of the climate emergency on the environment. The Enhanced Environmental Strategy (EES), adopted in 2025, prioritises greening the city to reduce urban heat, as well as conserving water and reducing waste to achieve net-zero emissions by 2030. The Sustainable Vincent Framework (SVF) embeds sustainability as a core function of Vincent's operations.

The draft PHP provides a framework for identifying and addressing the specific ways in which the climate emergency affects public health specifically.

The effects of climate change on public health can include:

- Direct injuries or death from extreme heat;
- Indirect impacts of extreme heat like reduced physical activity;
- An increase in the risk of skin cancers from exposure to extreme ultraviolet radiation;
- Worsening of mental ill-health conditions through direct and indirect means;
- Worsening of air quality which can worsen respiratory and cardiovascular conditions; and
- Changes to ecosystems which can worsen prevalence of disease-carrying insects like mosquitoes.

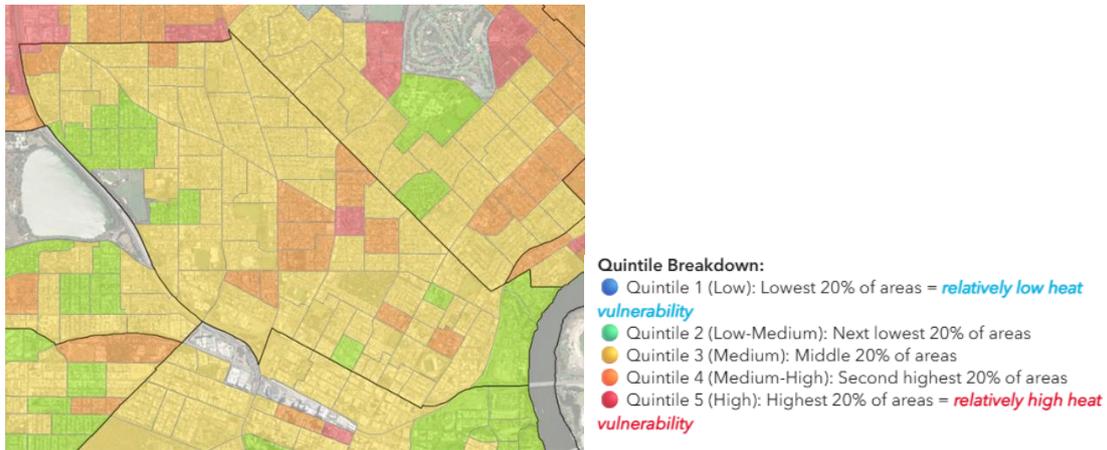
Extreme heat

Extreme heat is the number one climate-related threat facing Western Australia. Modelling by the Western Australia Department of Health shows that in Perth by 2050 we can expect:

- Heat-related deaths (projected) to increase by 61.4 percent from 2010 levels; and
- Heat-related hospital admissions (projected) to increase by 33.5 percent from 2010 levels.

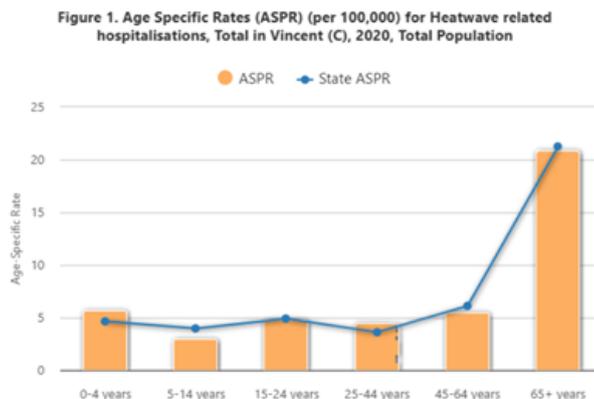
The following urban heat map from Thriving Perth Portal (2025) shows the City of Vincent areas most vulnerable to extreme heat by combining information on:

1. Heat exposure (using satellite and land surface temperature);
2. Heat sensitivity (how vulnerable a population is e.g., seniors and those with existing health conditions); and
3. Adaptive capacity (a community’s ability to cope with heat considering socioeconomic factors like green infrastructure):



While this heat map does not directly illustrate the health impacts potentially associated with areas of heat directly, the established evidence on the impacts of extreme heat on vulnerable populations can inform actions in the draft Plan. That is because extreme heat can affect vulnerable groups more than others. These can include:

- Seniors (and having a diagnosed health condition worsens the risk).
- People with Dementia, as Dementia can affect how the brain controls body temperature. Dementia gets more common as we age.
- People experiencing homelessness, due to direct exposure to heat and related psychological impacts.
- People using alcohol and illicit drugs because these can make it harder for the body to regulate temperature.
- People taking medications for diagnosed medical conditions. For example, anti-depressants can make it harder for the body to regulate temperature.



This figure provided by North Metropolitan Health Service through the Epidemiology Directorate, Department of Health, illustrates heatwave related hospitalisations in Vincent in 2020 compared to the Western Australia rate. The data indicates that seniors are the most vulnerable age population for heat-related hospitalisations. These risks demonstrate why addressing the climate emergency is a priority area within the PHP: climate impacts extend beyond environmental considerations - they pose significant public health challenges too.

Mental health and climate impacts are two of the 18 strategic priorities that we have identified can affect the health of our community. Actions within the Plan focus on enhancing protective factors, such as providing environments which promote healthy lifestyles, and reducing risk factors that can contribute to poor health. The priorities also consider the social determinants of health, including the conditions in which people live and work.

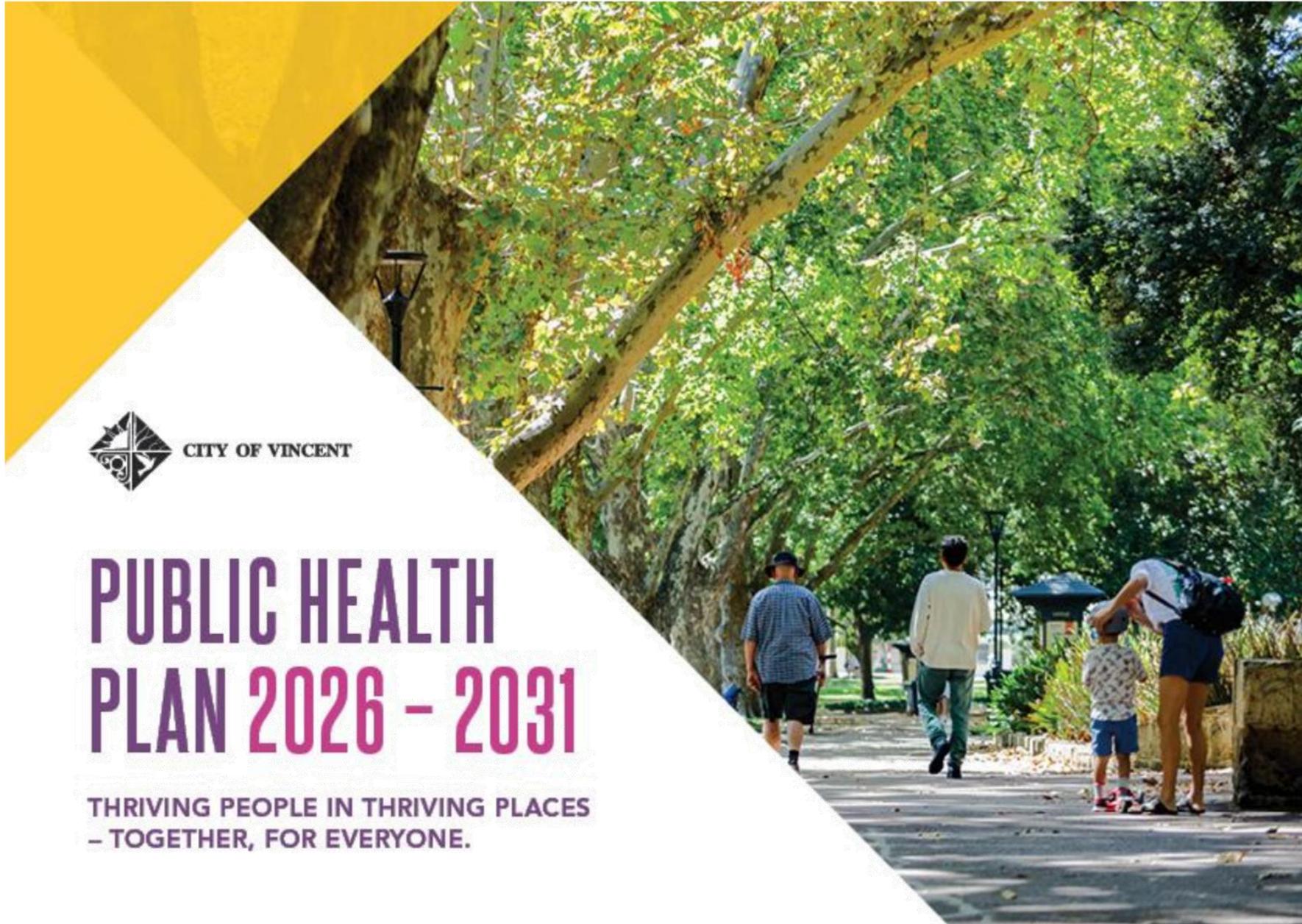
Priority groups

Some public health strategies will have universal benefits, while others require targeted approaches because certain populations may experience higher levels of unhealthy behaviours or are more significantly affected by external environmental factors which can contribute to ill-health. These groups may benefit from tailored strategies. Given the public health impacts of mental health and climate change on public health, **people living with a mental health condition** and **seniors** have been identified as two priority populations within the draft Plan.

The State PHP identifies Aboriginal health and wellbeing as a priority area due to the significantly higher health needs experienced by Aboriginal people in Western Australia. Racism is recognised as a determinant of health and contributes significantly to mental and physical ill-health in this population. Although the Aboriginal population within the City is relatively small, the draft PHP aims to balance the needs of this population alongside other priority populations by being guided by local health data and embedding a culturally appropriate lens across all areas of planning and service delivery. This approach aligns with recommendations outlined in the State PHP. Other City plans including the Access and Inclusion Plan (2022–2027) and Stretch Reconciliation Action Plan (2025–2028) also provide support for priority groups.

Other priority population groups, chosen through data, recommendations from the State PHP and consideration of the City's other plans are:

- Aboriginal and Torres Strait Islander peoples;
- Our LGBTIQ+SB community;
- People experiencing socio-economic disadvantage;
- People with disability;
- People experiencing homelessness; and
- People of Culturally and Linguistically Diverse (CALD backgrounds).



CONTENTS

Acknowledgement of Country 3

Message from Mayor 4

Introduction 5

The social determinants of health 9

Developing the new public health plan 11

A snapshot of public health in Australia 12

Community profile 14

Health status in our City..... 15

What did the community say? 18

Our vision for health in Vincent 19

Our public health priorities..... 21

Priority population groups 24

Public health pillars..... 26

Evaluation & reporting..... 28

Strategic action plan 29

Case studies 39

References 45



Acknowledgement of Country

The City of Vincent acknowledges the Traditional Owners of the land, the Whadjuk people of the Noongar nation and pay our respects to Elders past and present. We would also like to acknowledge all Aboriginal and Torres Strait Islander Elders for they hold the memories, the traditions, the culture and hopes of Aboriginal and Torres Strait Islander Australia. We recognise the contribution the Whadjuk people have made and continue to make to our culture and in our community. We will continue to seek the input of the Traditional Owners. The land on which we live, meet, and thrive as a community always was and always will be Noongar land.

CITY OF VINCENT

PUBLIC HEALTH PLAN 2026-2031

3



Message from Mayor

MESSAGE FROM MAYOR

THANK YOU

Thank you to all our partners and community members who helped shape this Public Health Plan (the Plan). We appreciate the support from Government and Non-Government Organisations, local groups, and residents across Vincent. A special thanks to North Metropolitan Health Service for their guidance and assistance in planning for a healthier future for all of us within Vincent.

Introduction

The City of Vincent's Public Health Plan 2026–2031 sets out our approach to strengthening service delivery and directing efforts toward creating a community that supports health and wellbeing. It outlines the projects, plans, policies and initiatives that will promote, prevent, protect and enable the health and wellbeing of our residents.

By planning for health today, we can help to prevent health problems tomorrow, ensuring our community **thrives** for generations to come.

WHAT IS PUBLIC HEALTH

Having good health is more than just not being unwell. It means feeling well physically, mentally, socially, and for Aboriginal and Torres Strait Islander people, it also means cultural wellbeing.

The Public Health Act 2016 defines public health as *"the wider health and wellbeing of the community; and the combination of safeguards, policies, and programs designed to protect, maintain, promote, and improve the health of individuals and their communities, and to prevent and reduce the incidence of illness and disability."*

We can aim not just to be well but **thriving**. When we thrive, we can live full, active lives and contribute positively to our communities.

OUR JOURNEY SO FAR

The City's vision, as described in the [Strategic Community Plan \(2022-2032\)](#) is that *"In 2032, the City of Vincent is a leafy and vibrant 24-hour city which is synonymous with quality design and sustainability. Its diverse population is supported in their innovative endeavours by a Council that says YES!"*

The City's inaugural Public Health Plan 2020–2025 contributed meaningfully to achieving this vision. It put public health in the spotlight and set us off on a journey to incorporate public health, wellbeing and health equity principles and priorities into everything we do. We led by example, establishing strong partnerships with both government and non-government agencies to deliver a number of initiatives.

This is reflected in City of Vincent's rating as the 'Most Liveable City in Western Australia' and the second 'Most Liveable City in Australia', as rated by the community, in the 2025 Australian Liveability Census.

The City's flagship *Smoke-Free Town Centres* project achieved a 42 percent reduction in smoking within just 12 months, and three years ahead of schedule. Encouragingly, the project secured 81 percent community support in March 2025 for expanding smoke- and vape-free areas, demonstrating its sustained success over the life of the Public Health Plan and beyond. It is just one example of work which has paved the way for this new iteration of the Plan.

LOCAL PUBLIC HEALTH PLANNING

Section 45 of the Public Health Act 2016 requires all local governments to prepare a Plan for their district that is consistent with the [State Public Health Plan](#) and supports the **promotion, prevention, protection and enabling of community health**.

This Plan has been developed with consideration to various factors including:

- Local health profile and data analysis
- Community and stakeholder feedback
- Objectives, priorities and actions in the State Public Health Plan
- Alignment with the City's Strategic Community Plan (2022-2032)



The Public Health Plans forms part of the City's suite of informing strategies. It will guide the City's Corporate Business Plan, Long-Term Financial Plan and annual budgets. It will be supported by an action plan that is designed to be a flexible, living document so new opportunities can be considered as they arise.



The Plan will ensure that the City will make the best possible use of our resources and continue to collaborate with the community and external organisations for the benefit of current and future generations.



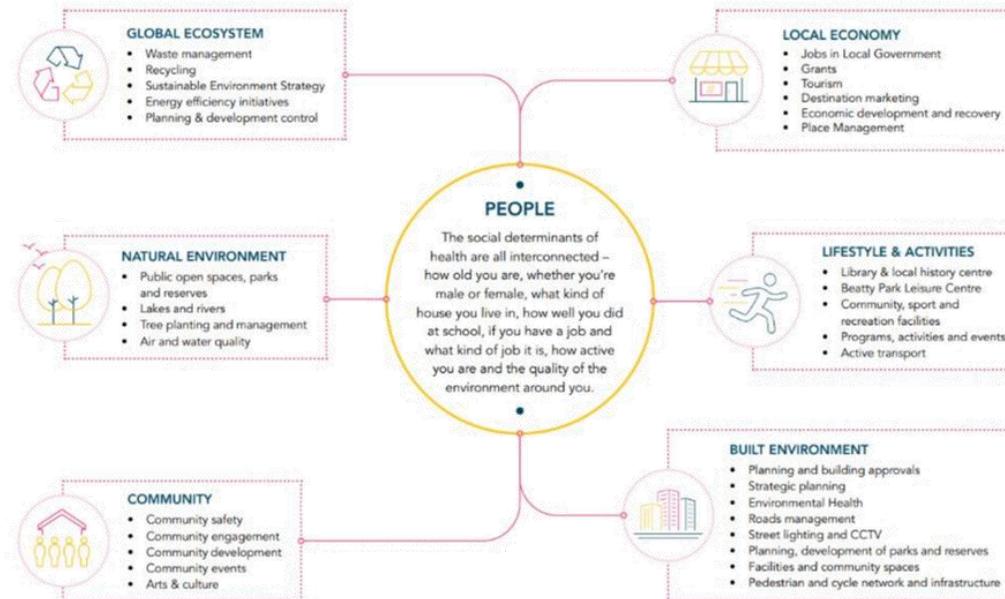
CITY OF VINCENT

PUBLIC HEALTH PLAN 2026-2031

8

The social determinants of health

Public health programs worldwide are shaped by the **social determinants of health** - the conditions where people are born, live, work, and age, and people's access to power, money and resources. These factors influence health and illness, and vice versa, and include income, education, housing, employment, social support, and access to health care.



HOW WE CONTRIBUTE

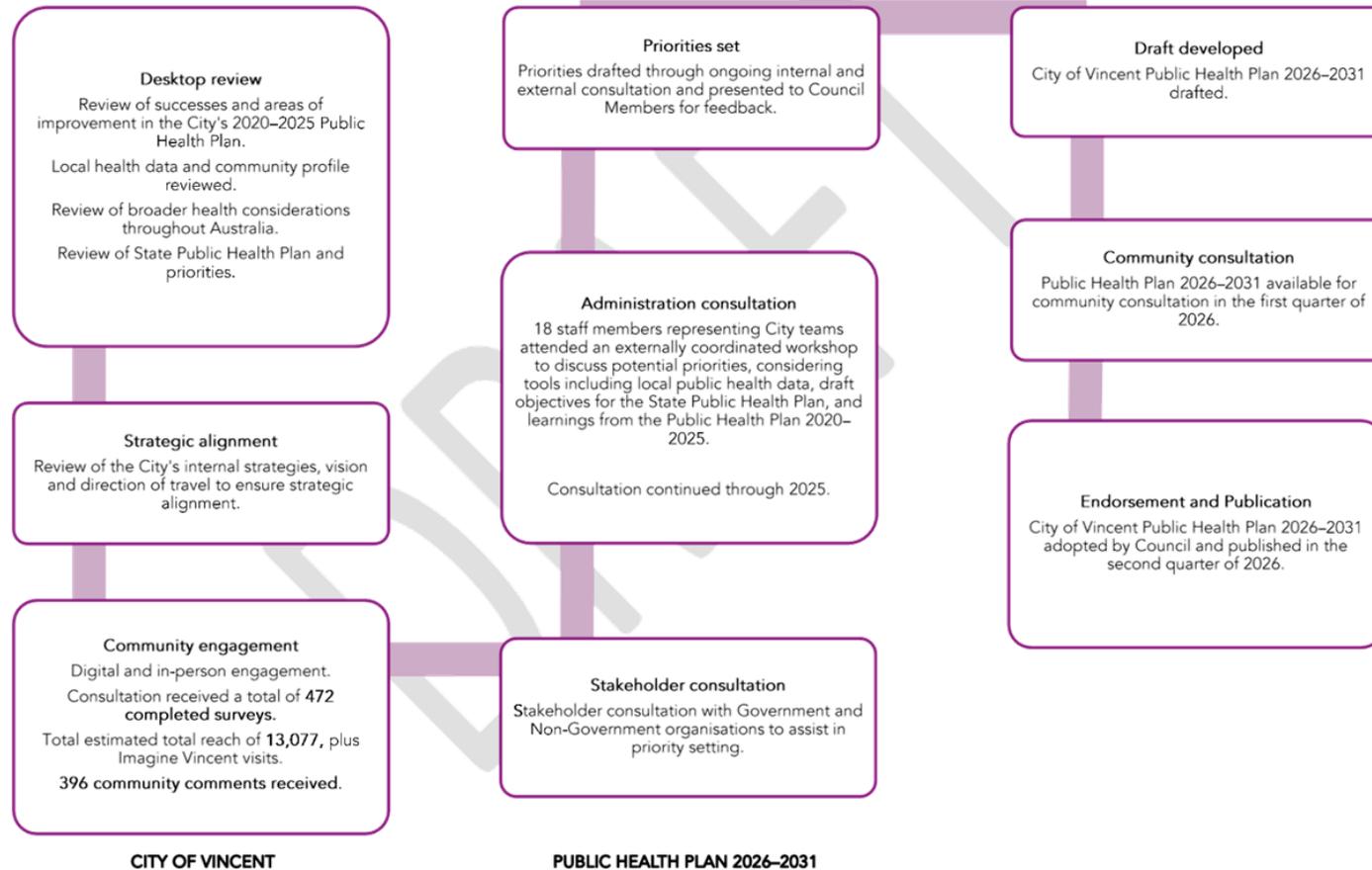
This plan provides a framework for supporting the health and wellbeing of our community and strengthens our proactive approach to protect future generations. It sets out priorities that consider health holistically and creates environments where healthy habits can thrive.

Our role is to create safe, clean, green, and accessible spaces, embed public health principles in local decision-making, advocate for public health priorities, and empower our community to make healthier choices. Local services, agencies, and community groups also play an important part. We know the best outcomes happen when responsibility is shared, so collaboration across government, services, and the community is essential. **By working together, we can create conditions that make healthy living easier and more achievable for everyone. (INFOGRAPHIC WILL BE CREATED FOR BELOW)**

As a Local Government, we can influence many areas which can directly or indirectly impact public health. Our role is to:

- Provide and maintain parks, sports fields, pools, and recreation centres to support active lifestyles.
- Act as a trusted source of health and wellbeing information, and to signpost to health experts.
- Offer resources to support public health.
- Enable, collaborate with and promote organisations that support community health.
- Manage waste and recycling to ensure clean and safe environments.
- Reduce injuries by maintaining roads and speed levels, footpaths, parks, and cycle paths.
- Provide infrastructure and property services, including parking and active travel options.
- Protect the community from environmental health hazards to reduce disease and manage risks like tobacco, water and food safety, noise, air pollution, and mosquitoes.
- Assess development proposals and building designs.
- Run programs and events and support community groups and cultural activities.
- Provide cultural facilities and services, such as the library.
- Advocate to State Government for initiatives that support public health.

Developing the new Public Health Plan



A snapshot of public health in Australia

An increasing number of Australians are living with long-term health problems and chronic diseases, often linked to how we live, eat, and move. Chronic diseases are the main cause of sickness, disability and death in Australia. In 2024, mental health conditions and substance use disorders were the second leading cause of disease burden in Australia, second only to Cancer.

In 2024, the leading risk factors contributing to disease burden in Australia were:

- | | |
|------------------------------------|-----------------------------|
| 1) Overweight (including obesity), | 6) Alcohol use, |
| 2) Tobacco use, | 7) Illicit drug use, |
| 3) All dietary risks, | 8) Child abuse and neglect, |
| 4) High blood pressure, | 9) High cholesterol, and |
| 5) High blood plasma glucose, | 10) Physical inactivity. |

In 2024, over one-third of the total burden of disease in Australia could have been prevented by reducing exposure to modifiable risk factors.

Other risk factors contributing to disease burden included air pollution and UV sun exposure.

RISK FACTORS ARE CONNECTED

Risk factors for ill-health are connected, so improving habits in one area of life can benefit other areas

Health risks often overlap and impact other areas of health. For example, poor diet, excess weight, and low physical activity are closely linked: they contribute to overweight and obesity. In 2022, 66% of adults in Australia were living with overweight or obesity. Living with overweight or obesity can increase the risk of conditions and symptoms like heart disease, type 2 diabetes, and joint problems. These conditions can lead to reduced mobility and can negatively affect mental health. Limited mobility may increase the likelihood of falls and injuries.

On the other hand, improving eating habits, increasing activity levels, and achieving a healthier weight can lead to wide-ranging benefits: reduced risks of chronic disease, better mental wellbeing, improved mobility, and in turn lower injury rates. Because risk factors for ill-health are connected, our Public Health Plan emphasises a holistic approach which tackles multiple risks at the same time to maximise health benefits.



CITY OF VINCENT

PUBLIC HEALTH PLAN 2026-2031

13

Community Profile

The social determinants of health show how public health is related to many other components of a community's profile. The following population overview identifies the demographic and social profile across our 11.km² City. **(INFOGRAPHIC WILL BE CREATED)**

Population and density:

- 37,865 people
- Median age of 36
- 28.7% speak a language other than English at home
- 11.8% aged 65 or over (senior)
- 3532.8 persons/km² in 2023

Vulnerability

- SEIFA Index of Disadvantage for the City of Vincent in 2021 was 1,068. *The national average is 1000. A higher score means lower disadvantage.*
- Estimated homeless population in the 2021 Census was 63 per 10,000. Estimated rough sleeping rate was 13 per 10,000.

Housing:

In June 2025:

- Median house price of \$1,527,500
- Median house price increase of 12.6% in the past 5 years.
- Median weekly rent for a house of \$850

Employment and Income:

- Unemployment rate of 3.9%
- 13.3% of residents had a total individual income (weekly) less than \$500

Education and Volunteering

- 46.2% had achieved a Bachelor Degree level or above as highest level of educational attainment.
- 19.4% did voluntary work through an organisation or group in the last 12 months.

Travel

On the day of 2021 census, to travel to work:

- 53.7% travelled to work by car as driver or passenger,
- 14.2% used public transport,
- 8.8% walked or biked.

Aboriginal and Torres Strait Islander population

- 0.9% of the population, or 316 peoples, were recorded as Aboriginal and Torres Strait Islander peoples.
- 83.6% spoke only English at home, 8.5% spoke Australian Indigenous languages at home, 4.4% spoke Noongar (other Australian Indigenous Languages and Aboriginal English).
- 10.5% were unemployed.

Health status in our City

The City of Vincent scores as 'excellent' on the 2024 SGS Cities and Regions Wellbeing Index, ranking 30th overall and 37th for health specifically of 518 Local Government Authorities. This means that residents in Vincent tend to live longer and have fewer major health issues compared to other areas. However, there are always opportunities to improve the health of the community by raising awareness and creating healthier environments to make it easier to make healthier choices.

The following data has been provided by North Metropolitan Health Service and is compiled by the Epidemiology branch of the Department of Health. It is supplemented with data from Injury Matters. It indicates how the City of Vincent compares to the WA State average across a number of health metrics in 2020.

Comparing our data to the WA State rates gives us a useful comparison.

(INFOGRAPHIC WILL BE CREATED)

City of Vincent residents display a mix of positive health behaviours and indicate areas where increased local support may be beneficial. Understanding these trends has helped guide priority-setting and ensure deliverables in the Plan are targeted where they are most needed.

Category	Health Indicator	City of Vincent	WA State Average	What This Means
Lifestyle Risk Factors	Physical activity	47%	48%	Similar activity
	Screen-based activity	44%	45%	Similar screen-based sedentary behaviour
	Recommended fruit intake	49%	50%	Similar fruit consumption
	Recommended vegetable intake	8%	8%	Same vegetable consumption
	Fast food eaten at least weekly	24%	24%	Same fast-food consumption
	Obesity	30%	32%	Similar obesity rates
	Overweight	31%	35%	Fewer residents overweight
Mental Health	Stress	10%	10%	Same stress prevalence
	Anxiety	12%	9%	Higher anxiety prevalence
	Depression	9%	8%	Higher depression prevalence
	Psychological distress	10%	9%	Higher distress prevalence
	Any mental health condition	17%	16%	Higher mental health condition prevalence
	Self-harm resulting in death (per 100,000)	16	15	Higher rate of fatal self-harm
All categories of notifiable infectious diseases	-	Lower	Higher	Strong community health practices
Tobacco & alcohol use	Current smoking	8%	11%	Lower current smoking
	Deaths from tobacco (per 100,000)	69	62	More deaths from tobacco
	High risk alcohol use (short-term)	6%	8%	Lower short-term risky drinking
	High risk alcohol use (long-term)	23%	24%	Similar long-term risky drinking
	Deaths from alcohol (per 100,000)	41	34	More deaths from alcohol
Accidental falls*	Hospitalisations from falls (per 100,000)	1,325	1,099	More hospitalisations from falls
	Deaths from falls (per 100,000)	25	16	More fatal falls
	Hospitalisation cost (accidental falls) (2019–2023)	\$14.7m	-	Highest-cost injury category

These insights help shape where effort and resources should be directed to achieve the greatest health improvements for the community.



CITY OF VINCENT

PUBLIC HEALTH PLAN 2026-2031

17

What did the community say?

A key process in developing the Plan was ensuring our community had opportunity to shape the priorities and tell us what mattered most to them. The community were invited to provide input on an online survey called 'Imagine Vincent,' through social media, emails, digital displays and face-to-face.

Our community ranked these health and wellbeing topics as most important to them, ranked in order of importance:

1. Mental health and wellbeing
2. Opportunities to exercise
3. Building social connections
4. Healthy, accessible food
5. Smoke and vape-free environments
6. Alcohol-free environments

In developing the plan, we reached an estimated 13,077 community members, plus Imagine Vincent visits.

We also asked the community what they find important to lead a healthy and happy life. **396 comments were received**, summarised in the following themes:

- Provision of parks, playgrounds and public open spaces
- Protection and increasing tree canopy
- Environments that support active lifestyles (accessibility, walkability, cycling networks)
- Creating safer, healthier, and more sustainable cities through urban planning
- Recreation facilities (including Beatty Park)
- Feeling safe in the community
- Reducing harms from environmental health hazards (asbestos, food, water, noise, air)
- Supporting our vulnerable community (including people experiencing homelessness)
- Community groups and sporting clubs
- Access to programs that support mental health and wellbeing
- Festivals and events that encourage community connection



Our vision for health in Vincent

To ensure the City's Public Health Plan remains aligned with community needs and strategic priorities, the vision has been refreshed to provide a more aspirational and holistic direction for public health over the coming five years.

THRIVING PEOPLE IN THRIVING PLACES - TOGETHER, FOR EVERYONE.

- *'Thriving people'* recognises that good health is not merely the absence of illness but thriving in all areas of life which can impact health.
- *'Thriving places'* acknowledges the importance of our built and natural environment on our health, and reflects the City's commitment to greening, canopy cover, quality design, and sustainability, as outlined in the City's 2032 vision: "In 2032, the City of Vincent is a leafy and vibrant 24-hour city, which is synonymous with quality design and sustainability. Its diverse population is supported in their innovative endeavours by a council that says YES!"
- *'Together'* highlights the importance of connection and inclusivity in public health, reflecting our focus on priority population groups, and the importance of partnership working to achieve the best outcomes for our health.
- *'For everyone'* reaffirms our commitment to supporting the health and wellbeing of all members of the community.



Our Public Health Priorities

To develop the priorities for the Public Health Plan, we considered several sources. We took into consideration ideas and data gathered from our community, external stakeholders, Council and the City's Administration. We are highlighting **two strategic focus areas**, alongside sixteen other areas of importance which we will build upon from the last iteration of the Public Health Plan.

OUR PUBLIC HEALTH PRIORITIES

Thriving minds – mental health

- Strategic initiatives
- Health literacy
- Healthy living environments
- Healthy, accessible and sustainable food and drink
- Healthy social connections through activities and programs
- Inclusive communities
- Healthy and safe events
- Thriving body, thriving mind: Sport and recreation

Climate emergency

- Healthy and safe communities
- Healthy urban planning and design of communities
- Healthy and active travel
- Healthy streets
- Thriving parks, thriving people
- Environmental health
- Emergency management
- Promote community wellbeing by reducing waste and safeguarding natural resources and environments



OUR FOCUSED PRIORITIES

1. A FOCUS ON MENTAL HEALTH: 'Thriving minds'

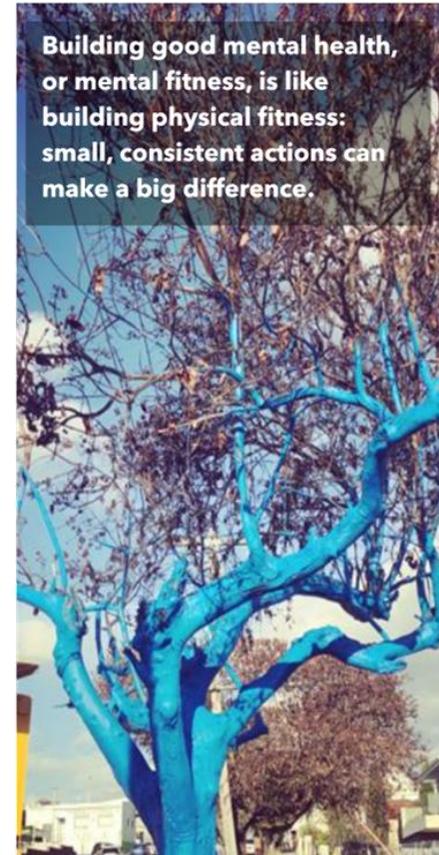
Around 8.5 million Australians - about 43% of people aged 16 to 85 - have experienced a mental health condition at some point in their lives.

Mental health issues like anxiety and depression are major contributors to poor health in Western Australia. When people are struggling with their mental health, it can affect their ability to work, socialise, and take part in community life. It can also impact their physical health and make it harder to avoid unhealthy habits such as smoking or vaping, drinking alcohol, using drugs, eating poorly, or being inactive. Good mental health, on the other hand, helps people cope with stress, stay connected to others, and do well at work and in daily life.

We can think about mental health like a muscle - it can grow stronger with practice. Building 'mental fitness' means creating healthy habits that support our wellbeing. This looks different for everyone, but might include staying connected with others, getting enough sleep, eating well, exercising, or seeking support. For some people, this might involve talking to a health professional or creating a mental health support plan.

Local governments play an important role in supporting community wellbeing. We can help by strengthening protective factors that contribute to good mental health and by reducing risk factors that can lead to poor mental health.

Example protective factors for good mental health	Example risk factors for poor mental health
Awareness of mental health support available	Lack of awareness of mental health support; mental health stigma; low mental health literacy
Community connection, like events at our Library	Social isolation
Access to green spaces and nature to exercise	Climate change, extreme urban heat
Accessible recreation facilities like Beatty Park	Recreation facilities are non-existent or poorly accessible



Building good mental health, or mental fitness, is like building physical fitness: small, consistent actions can make a big difference.

2. A FOCUS ON THE CLIMATE EMERGENCY

The City's Enhanced Environment Strategy (EES) highlights that extreme heat is the biggest climate-related threat facing Perth.

This plan looks at how the climate emergency affects public health. This includes the impacts of rising temperatures, exposure to harmful UV radiation, and the mental health effects linked to climate stress.

By 2050–2059, projections estimate that Perth is expected to see:

- 33.5% more heat-related hospital admissions compared with 2010
- 61.4% more heat-related deaths compared with 2010.

Climate change can affect the health of our community in many ways, including:

- **More extreme weather events**, like heatwaves and bushfires. These can cause injuries, deaths, and mental health impacts, especially for people who are already vulnerable.
- **Higher temperatures and worsening air quality**, which can:
 - Reduce physical activity
 - Worsen respiratory and heart conditions
 - Increase the risk of skin cancer
 - Change local ecosystems and expand mosquito-borne diseases
 - Affect crops, livestock, food systems, and water supply
- **Growing concern or worry about climate change**, often called climate anxiety.

Heat-related impacts often affect some groups more than others, including:

- Older adults
- People experiencing homelessness
- People with mental health conditions
- People living with chronic health issues or disabilities

These risks show that climate change isn't just an environmental issue, it's a public health issue. By acting on climate change, we can reduce these health risks and help our community stay safe, healthy, and resilient.

The World Health Organisation describes climate change as the defining issue for public health in the 21st century.¹

"A ruined planet cannot sustain human lives in good health." Dr Margaret Chan, Director-General of the World Health Organisation

Priority Population Groups

Some public health actions focus on everyone in the community because this is where we can make the biggest difference. But some groups face bigger health challenges than others and may need extra support.

Aboriginal health and wellbeing is an important focus of the State Public Health Plan. Vincent has a small Aboriginal and Torres Strait Islander population, but this community has some of the highest health needs in Western Australia. Some groups can have higher rates of unhealthy behaviours, and when these combine with social factors, people can experience poorer health and greater social or financial stress.

The City is committed to supporting Aboriginal health needs while also responding to the needs of other priority groups. We will do this by taking culturally appropriate approaches across all our work, as recommended by the State Public Health Plan. This means Aboriginal health will be woven through all priorities, rather than treated as a separate goal.

Other City plans, like the [Access and Inclusion Plan \(2022–2027\)](#) and the [Stretch Reconciliation Action Plan \(2025-2028\)](#), also help support priority groups. Public health priorities will continue to be built into our planning so we can help reduce health inequalities across the community.

We have identified the following priority population groups:

- Aboriginal and Torres Strait Islander peoples
- Our LGBTQI+SB community
- People experiencing socio-economic disadvantage
- People with disability
- People living with a mental health condition
- People experiencing homelessness
- Seniors
- People of Culturally and Linguistically Diverse (CALD) backgrounds



CITY OF VINCENT

PUBLIC HEALTH PLAN 2026-2031

25

Public Health Pillars

In the 2020–2025 Public Health Plan, five public health pillars were created in response to consultation, local demographics, health data and policy review. After positive feedback, and continuity of themes from community consultation, we continue to endorse these five pillars which capture where the City can have the greatest influence in improving community health and wellbeing. Deliverables under each pillar will indicate anticipated long-term health goals. The deliverables will be supported by an annual work plan that will identify actions, responsibilities and timeframes to best achieve positive outcomes for the community.

Public Health Leadership	Social Environment	Built Environment	Natural Environment	Health Protection
The City aims to ensure public health outcomes are embedded within everything that we do, for the benefit of the community. This involves a commitment to lead, influence and advocate for optimal public health. Public health leadership encourages shared responsibility, both within the organisation and through stakeholder partnerships. It recognises that public health is closely linked to our other strategic goals.	A social environment supports optimal physical, mental and social health and wellbeing for people who work, live and visit the City. Social groups, programs and events provide valuable local networks and form an important part of people’s identity. The main benefit of social connectedness and inclusion is improvement to quality of life and mental health and wellbeing. Social connections in the community include volunteering, joining a club or social group and, of course, spending time with our friends, family and neighbours.	Access to a built environment for people who live, work and visit the City includes all the humanmade physical spaces and built form including infrastructure, buildings, roads, footpaths and cycle ways. The built environment can support our health and wellbeing by having good walkability, space for bike riding, allowing ease of access to organised and incidental physical activity and all modes of transport and opportunities for social and community interactions. It is also important to provide accessible community spaces that are well utilised	Access to a healthy natural environment offers residents and visitors opportunities to be physically active and in turn increase mental health and wellbeing. Public open spaces are vital connectors for local walking and cycling networks, enabling people to opt for active transport modes, translating health and wellbeing benefits including an increase incidence of physical activity. The impact of climate change is a concern for our community and we believe that local action is an important part of the solution to deliver a sustainable, natural	Health protection for people who live, work and visit the City is facilitated by a suite of essential services, awareness programs and legislative measures. These include the delivery of environmental and public health legislation, leading the local response in emergency situations, promoting screening and immunisation programs and advocacy for smoke, vape and alcohol-free environments. The many and varied monitoring, promotion and surveillance functions of the City contribute to the protection of health and wellbeing in the local community. These functions enable our local

		and activated by residents and local businesses.	environment for the local community. It's important that the City plans for and responds to emerging risks associated with climate change to protect the public and the environment from the harmful health impacts of climate change.	businesses to incorporate public health assurances into their operations and encourage our residents to look after the health of their household and their neighbours.
<i>Strategic Community Plan link – Innovative & Accountable</i>	<i>Strategic Community Plan link – Connected & Healthy Community; Thriving Places; Innovative & Accountable</i>	<i>Strategic Community Plan link – Accessible City; Sensitive Design; Connected & Healthy Community; Innovative & Accountable</i>	<i>Strategic Community Plan link – Enhanced Environment; Accessible City; Sensitive Design; Innovative & Accountable</i>	<i>Strategic Community Plan link – Thriving Places; Enhanced Environment; Innovative & Accountable</i>



CITY OF VINCENT

PUBLIC HEALTH PLAN 2026-2031

27



Evaluation & Reporting

This Public Health Plan will guide the **City's Corporate Business Plan, Long-Term Financial Plan**, and annual budgets. Supported by an annual action plan, it is designed to be a flexible, living document so new opportunities can be added as they arise.

Measuring progress in reducing chronic disease and changing health behaviours is complex, and improvements often take a long time to show. The reporting requirements outlined in Public Health Act 2016 specify that a local Public Health Plan must be reviewed annually, replaced at least every five years and publicly available without charge. The City will **monitor and track progress over the life of the plan**, reporting annually through **Council** at the end of each financial year. Updates on actions will also be shared with the community via an **Annual Report**, social media, newsletters, and other publications. In the 2031/2032 financial year, the City will once again establish a new five-year plan.

In the final year of the plan, we will **evaluate and review outcomes**, considering what worked well, what can be improved moving forwards, and reassessing community health needs using the latest data. A new Public Health Plan will then be developed, building on achievements and identifying fresh opportunities for supporting our future generations.

Strategic action plan

Public Health vision THRIVING PEOPLE IN THRIVING PLACES - TOGETHER, FOR EVERYONE					
City of Vincent Public Health Pillars	Public Health Leadership	Social Environment	Built Environment	Natural Environment	Health Protection
<p>City of Vincent public health priorities</p> <ul style="list-style-type: none"> Strategic Initiatives Health literacy Healthy living environments Thriving minds – mental health 	<ul style="list-style-type: none"> Strategic Initiatives Health literacy Healthy living environments Thriving minds – mental health 	<ul style="list-style-type: none"> Healthy, accessible and sustainable food and drink Healthy social connections through activities and programs Inclusive communities Healthy and safe events Thriving body thriving mind: Sport and recreation Healthy and safe communities 	<ul style="list-style-type: none"> Healthy urban planning and design of communities Healthy and active travel Healthy streets 	<ul style="list-style-type: none"> Thriving parks, thriving people Climate and biodiversity emergency 	<ul style="list-style-type: none"> Environmental health Emergency management Promoting community wellbeing by reducing waste and safeguarding natural resources and environments
<p>Anticipated long-term health goals</p>	<ul style="list-style-type: none"> Policies, strategies and programs make healthy choices easy and build confidence for active, connected lives. Health literacy improves, reducing preventable illness and promoting mental wellbeing through awareness and partnership working. Public spaces and environments promote healthy habits and model healthy behaviour for future generations. Mental health is recognised as a critical component of public health through advocacy, awareness campaigns, and partnerships that connect the community to the right support. 	<ul style="list-style-type: none"> The community can access nutritious food through local outlets and initiatives that encourage healthy eating habits. Inclusive programs, events, and activities build belonging and promote mental wellbeing. Partnerships connect people to services that reduce disadvantage. Public spaces and events are safe, welcoming, and culturally inclusive. Recreation facilities and programs enable physical activity and mental wellbeing; falls prevention initiatives help older adults stay active. The community is kept safe through collaborations and partnerships. 	<ul style="list-style-type: none"> Planning and design make healthy living easy with safe, accessible community and sporting facilities; streets and public spaces invite social connection and everyday activity. Active travel and recreation reduce risk factors associated with chronic disease risk and support mental wellbeing; programs and events build confidence to use sustainable transport options. Street and infrastructure design improves safety and usability for pedestrians, cyclists, and vulnerable users. 	<ul style="list-style-type: none"> Parks and green spaces make healthy living easy by inviting physical activity, social connection, and mental wellbeing through shade, vegetation, and community events. Climate-smart design reduce heat-related risks, especially for vulnerable populations, and improve air and water quality. 	<ul style="list-style-type: none"> Proactive monitoring and education reduce health risks from environmental hazards; biodiversity and natural resources are preserved for future generations. Emergency preparedness is promoted so communities feel confident and informed; systems and planning help communities prepare, respond, and recover from disasters, reducing health risks during emergencies and supporting resilience. Public messaging encourages responsible waste reduction and resource recovery.
<p>City of Vincent Strategic Community Plan link</p>	<p>Innovative & Accountable</p>	<p>Connected & Healthy Community; Thriving Places; Innovative & Accountable</p>	<p>Accessible City; Sensitive Design; Connected & Healthy Community; Innovative & Accountable</p>	<p>Enhanced Environment; Accessible City; Sensitive Design; Innovative & Accountable</p>	<p>Thriving Places; Enhanced Environment; Innovative & Accountable</p>

Priority population groups: Aboriginal and Torres Strait Islander peoples; Our LGBTIQ+SB community; People experiencing socio-economic disadvantage; People with disability; People living with a mental health condition; People experiencing homelessness; Seniors; and People of Culturally and Linguistically Diverse (CALD) backgrounds.



CITY OF VINCENT

PUBLIC HEALTH PLAN 2026-2031

30

Pillar 1. Public Health Leadership



Objective - Lead by example and influence public health commitment through leadership, advocacy and engagement.

PRIORITY AREA	DELIVERABLES	ANTICIPATED LONG-TERM HEALTH GOALS
1. Strategic initiatives	1.1 Embed public health and wellbeing principles into the City of Vincent’s strategic plans and policies. 1.2 Leverage City infrastructure to amplify healthy advertising and promote positive behaviours, increasing community exposure to messages that inspire healthier, more active lifestyles. 1.3 Increase exposure to healthy advertising specifically in areas that children and young people may be more likely to frequent. 1.4 Maintain a safe and healthy workplace for City of Vincent staff by prioritising physical and mental wellbeing, recognising that a well-supported workforce is essential to delivering strong outcomes for the community. 1.5 Champion public health through robust advocacy and partnerships to strengthen community health and wellbeing to drive collective impact.	PROMOTE <ul style="list-style-type: none"> The community values health and wellbeing because policies and spaces make healthy choices easy. The community feels connected and confident to live active, healthy lives. Health literacy improves so everyone can make choices that support wellbeing. PREVENT <ul style="list-style-type: none"> Fewer preventable health problems occur because environments and education support healthy living. Mental health is understood to be a critical component of public health through advocacy, awareness campaigns, and partnerships that connect the community to the right support.
2. Health literacy	2.1 Champion vibrant, community-wide health and wellbeing messaging by delivering bold, creative, and inclusive marketing campaigns. 2.2 Strengthen the health, safety and wellbeing of young people in Vincent through tailored education and accessible resources.	PROTECT <ul style="list-style-type: none"> Public spaces are safe, clean, and healthy, lowering exposure to risks. The community is protected from influences that harm health and wellbeing. Actions today help protect future generations from harmful behaviours and model healthier behaviours.
3. Healthy living environments	3.1 Lead the way in advocating for clean air across Vincent, including smoke- and vape-free spaces, providing strong role modelling for future generations. 3.2 Implement proactive alcohol harm prevention strategies that foster safer community events, modelling healthier alcohol behaviours to the community and young people. 3.3 Develop and endorse a comprehensive council position on alcohol management that considers public health principles in decisions on alcohol related applications and outlines strategies to prevent and reduce alcohol related harms.	ENABLE <ul style="list-style-type: none"> Strong partnerships and advocacy drive collective action for better health. Systems and resources make it easier for the community to take charge of their health. City staff are supported to stay healthy and well, so they can deliver positive outcomes for the community.
4. Thriving minds – mental health	4.1 Prioritise mental health across the City of Vincent by expanding access to inclusive, protective, and empowering resources that support mental health and fitness for all. 4.2 Reduce stigma surrounding mental ill-health and improve opportunity for good mental health in Vincent through coordinated, evidence-informed campaigns and programs delivered in partnership with external agencies. 4.3 Champion the visibility of mental health and available support across the City of Vincent by promoting inclusive messaging, accessible services, and community-led initiatives that foster awareness and connection.	ENABLE <ul style="list-style-type: none"> Strong partnerships and advocacy drive collective action for better health. Systems and resources make it easier for the community to take charge of their health. City staff are supported to stay healthy and well, so they can deliver positive outcomes for the community.

 Indicates our **priority population groups** – Aboriginal and Torres Strait Islander peoples; LGBTIQ+SB community; People experiencing socio-economic disadvantage; People with disability; People living with a mental health condition; People experiencing homelessness; Seniors; People of Culturally and Linguistically Diverse (CALD) backgrounds, particularly those people who have recently arrived in Australia. The State Public Health Plan defines two overarching priorities: Aboriginal health and wellbeing and Equity & Inclusion. We have highlighted the most relevant areas where we strive to go further, noting that through the Stretch Reconciliation Action Plan and Access and Inclusion Plan, these priorities are embedded in everything we do; further noting that public health deliverables and actions in one area will indirectly benefit these priority groups.

 Indicates additional direct or indirect contributions to **climate change mitigation and/or adaptation**, complementing those in the primary 'climate emergency' priority area (15.1–15.8 inclusive).



CITY OF VINCENT

PUBLIC HEALTH PLAN 2026-2031

32



Pillar 2. Social Environment

Objective - Strengthen community connections and champion physical, mental and social health and wellbeing of our community.

PRIORITY AREA	DELIVERABLES	ANTICIPATED LONG-TERM HEALTH GOALS
5. Healthy, accessible and sustainable food and drink	<p>5.1 Implement the Healthy Food and Drink Policy to expand access to nutritious and sustainable options, fostering a healthier and more resilient community across the City of Vincent.</p> <p>5.2 Promote local healthy food outlets and safeguard and signpost community access to healthy food sources.</p>	<p>PROMOTE</p> <ul style="list-style-type: none"> Local healthy food outlets are promoted, and the community knows where to find nutritious foods. The community feels connected through inclusive programs and activities that build belonging.
6. Healthy social connections through activities and programs	<p>6.1 Encourage residents to foster a sense of belonging and connection through healthy projects and activities.</p> <p>6.2 Promote inclusive health and wellbeing programs with people from priority groups that face heightened risks of inequity.</p> <p>6.3 Create a welcoming and safe Library environment that invites the community to connect, learn, and thrive through inclusive spaces and enriching experiences.</p>	<p>PREVENT</p> <ul style="list-style-type: none"> Healthy eating habits are encouraged through policy and community initiatives. Programs reduce health inequities by supporting priority groups and promoting inclusion. Events and activities help prevent social isolation and promote physical activity and mental health. Falls prevention initiatives help older adults stay safe, active, and independent.
7. Inclusive communities	<p>7.1 Partner with organisations that provide services and assistance to people experiencing homelessness, to provide information, support and assistance.</p> <p>7.2 Partner with organisations to support the health and wellbeing of individuals and families at risk of socio-economic hardship or other disadvantage.</p> <p>7.3 Harness and promote goodwill opportunities that connects community members with local organisations and fosters participation that contributes to community health, wellbeing and social connection outcomes.</p>	<p>PROTECT</p> <ul style="list-style-type: none"> Public spaces and events are safe, welcoming, and culturally inclusive. Access to healthy food and safe environments help to protect future generations. <p>ENABLE</p> <ul style="list-style-type: none"> Strong partnerships connect people to services that reduce disadvantage and homelessness. Community goodwill and volunteering opportunities strengthen social connection and resilience. Modern, accessible recreation facilities and sports programs enable physical and mental wellbeing. City systems and collaborations improve community safety and cohesion.
8. Healthy and safe events	<p>8.1 Deliver and support healthy and safe events throughout Vincent that enhance social connections, reduce social isolation and cultural barriers.</p>	
9. Thriving body thriving mind: Sport and Recreation	<p>9.1 Provide modern and accessible recreation and leisure services for the community to thrive physically and mentally through services at Beatty Park.</p>	

	9.2 Support capacity-building initiatives for local sports clubs to strengthen their ability to promote health, wellbeing, and inclusive participation among members.	
10. Healthy and safe communities 	10.1 Enhance community safety and improve social cohesion through community and stakeholder collaborations and partnerships.	





Pillar 3. Built Environment

Objective – Build, enhance and maintain well designed places and infrastructure to support the health, wellbeing and growth of our community.

PRIORITY AREA	DELIVERABLES	ANTIIPATED LONG-TERM HEALTH GOALS
11. Healthy urban planning and design of communities	11.1 Integrate and advocate for an evidence-informed public health lens in urban planning, design and development of the built environment. 11.2 Build accessible, fit-for-purpose and safe community and sporting infrastructure projects that recognise active and passive recreation.	<p>PROMOTE</p> <ul style="list-style-type: none"> • Planning and design make healthy living easier: there are more places to walk, cycle, and be active. • Streets and public spaces invite social connection and everyday activity. • Community and sporting facilities are safe, accessible, and welcoming for everyone. <p>PREVENT</p> <ul style="list-style-type: none"> • Active travel and increased opportunities for recreation help reduce risks for chronic disease onset and support mental wellbeing. • Programs and events build confidence to use sustainable transport options. • Street design lowers the risk for pedestrians, cyclists, children, and other vulnerable users. <p>PROTECT</p> <ul style="list-style-type: none"> • Built environments and transport networks reduce injury through good design. • Streets prioritise health and safety. • Infrastructure decisions protect future generations by embedding health principles. <p>ENABLE</p> <ul style="list-style-type: none"> • External funding is identified to deliver safe, accessible, high-quality community and sporting infrastructure that meets current and future needs. • Age-friendly, safe design supports vulnerable users' mobility and independence to travel around Vincent.
12. Healthy and active travel	12.1 Create a safe, connected transport network that brings people together and supports active, inclusive, and sustainable travel across the City of Vincent. 12.2 Through resources, programs and events, upskill the community to better understand and engage with safe and active methods of travel.	
13. Healthy streets	13.1 Champion high-quality public realm, healthy built form outcomes, and walkable street environments that enable safer, more active, and more accessible everyday movement.	



Pillar 4. Natural Environment

Objective - Provide a sustainable natural environment for the health and wellbeing of our community.

PRIORITY AREA	DELIVERABLES	ANTICIPATED LONG-TERM HEALTH GOALS
14. Thriving parks, thriving people	14.1 Increase, protect and preserve tree canopy to create cooler and shaded public spaces that promote outdoor activity and social connection. 14.2 Mitigate urban heat island effect through reducing hard stand surfacing and increasing canopy and vegetation coverage. 14.3 Design and nurture parks and green spaces that promote physical activity, mental wellbeing, and social connection, ensuring every member of the Vincent community can enjoy vibrant, healthy outdoor environments. 14.4 Promote physical, mental, and social health by delivering activities and events in parks and other green space.	PROMOTE <ul style="list-style-type: none"> Parks and green spaces encourage outdoor activity, social connection, and mental wellbeing. Tree canopy and vegetation create cooler, more inviting spaces for community use, including for physical activity. Events and activities in parks promote physical, mental, and social health. PREVENT <ul style="list-style-type: none"> Increased shade and greenery help prevent heat-related illness and support active lifestyles. Climate-smart design reduces health risks linked to extreme heat and poor air quality. Access to nature helps prevent feelings of isolation, increases opportunity for physical activity and recreation, and supports good mental health.
15. Climate emergency	15.1 Amend planning policy to improve the environmental performance and resilience of new and existing buildings. 15.2 Safeguard access to clean, reliable water for the community. 15.3 Monitor and improve local air quality to support the community's wellbeing. 15.4 Lead the City's transition to renewable energy. 15.5 Champion the transition to renewable energy sources for City and residential facilities. 15.6 Ensure equitable access to nature (green space and public open space). 15.7 Enhance and protect biodiversity through habitat conservation and restoration. 15.8 Strengthen community capacity to adapt to climate impacts.	PROTECT <ul style="list-style-type: none"> Biodiversity and habitats are safeguarded for future generations. Air and water quality are monitored and improved to protect community health. Planning policies ensure buildings and spaces are resilient to climate impacts. ENABLE <ul style="list-style-type: none"> Partnerships and funding opportunities are explored to deliver high-quality, sustainable parks and infrastructure. Community capacity is strengthened to adapt to climate change and environmental challenges. Policies and systems support renewable energy and equitable access to green spaces.

Pillar 5. Health Protection



Objective - Deliver evidence-based health protection services and programs for our community.

PRIORITY AREA	DELIVERABLES	ANTICIPATED LONG-TERM HEALTH GOALS
16. Environmental health 	16.1 Fulfill the City’s statutory responsibilities for providing health protection for the community, as legislated by the Public Health Act 2016, Food Act 2008, Tobacco Products Control Act 2006, Environmental Protection Act 1986 and the Health (Miscellaneous Provisions) Act 1911, subsidiary legislation and local laws. 16.2 Monitor regulated businesses, buildings and facilities to minimise community exposure to public health and safety risks. 16.3 Support and encourage our local businesses to provide safe and healthy food environments to our community. 16.4 Proactively manage mosquitos to reduce the impact of mosquito borne disease in the community. 16.5 Review, improve and deliver the City’s frameworks to respond to environmental health risks such as urban and environmental noise, asbestos and food safety to reduce their impact on public health. 16.6 Increase public awareness, provide clear safety guidance, and ensure compliance with relevant legislation to effectively manage risks associated with asbestos to protect community health. 16.7 Investigate proactive measures to protect vacant properties from illegal dumping and contribute positively to the streetscape and environment. 16.8 Support the development and maintenance of safe, accessible community environments that promote public health, reduce risk, and enhance resilience to both communicable and non-communicable health challenges.	PROMOTE <ul style="list-style-type: none"> The community understands the importance of safe food, clean environments, and healthy practices. Public messaging encourages responsible waste reduction and resource recovery. Emergency preparedness is promoted so the community feel confident and informed. PREVENT <ul style="list-style-type: none"> Health risks from food, asbestos, noise, and environmental hazards are reduced through proactive monitoring and education. Mosquito management helps prevent communicable disease outbreaks. Waste reduction strategies prevent environmental harm and protect community wellbeing. PROTECT <ul style="list-style-type: none"> Air and water quality are safeguarded to protect health. Emergency management systems help communities prepare, respond, and recover from disasters. Compliance with health laws and regulations protects the community from harm. Biodiversity and natural resources are preserved for future generations. ENABLE <ul style="list-style-type: none"> Partnerships support strong environmental health systems so the community feels protected from environmental harms. Clear guidance and education empower businesses and residents to meet health standards.
17. Emergency management 	17.1 Ensure Vincents Emergency Management responsibilities assist the community to prepare, prevent, respond and recover from various emergencies.	

<p>18. Promote community wellbeing by reducing waste and safeguarding natural resources and environments ●</p>	<p>18.1 Implement strategies that protect community health and wellbeing by conserving resources, reducing waste, and enhancing resource recovery.</p>	
--	--	--





Case studies

Minimising the impact of mosquito-borne diseases

Mosquitoes are a natural part of Perth's environment, but they can also spread disease. During the 2024–25 season, mosquito traps across the metropolitan area recorded a significant rise in mosquito numbers. This increase was mainly caused by tidal surges and La Niña-related weather patterns, including more tropical storms and late-season rain, perfect conditions for mosquito breeding. Some of these factors are outside of human control, they do increase the risk of mosquito-borne illnesses such as Ross River Virus.

What We're Doing

Mosquito issues extend across council boundaries, especially along the Swan River. To respond effectively, the City continues to participate in the **East Swan River Contiguous Local Authorities Group (ESR CLAG) Mosquito Management Program**.

Through this regional partnership, we:

- Share surveillance data
- Coordinate treatment activities
- Use collective expertise to improve mosquito management across the region

The City is also developing a formal Mosquito Management Plan, which will consolidate our current work, such as surveillance, treatment, natural control measures, and framework continuous improvement.

Our Key Actions

- **Surveillance and Treatment**
We conduct regular mosquito trapping to improve our understanding of mosquito activity. This helps us take early action to interrupt the breeding cycle and reduce numbers before they emerge as adults.
- **Collaboration**
We work closely with neighbouring councils through ESR CLAG to share information and align management efforts.
- **Innovation**
We investigate new technologies and approaches, including supporting native species that naturally help keep mosquito populations down.
- **Community Engagement**
We provide information and run awareness campaigns to help residents protect themselves and reduce breeding sites around their homes.
- **Environmental Management**
We identify and manage known breeding sites, especially after storms or weather events that increase breeding.

Our Goals

- Reduce mosquito numbers and associated health risks where possible
- Strengthen regional resilience through coordinated expertise and shared resources
- Improve public health outcomes through planning, education, and joint action

Mosquitoes are endemic to Western Australia, but by implementing these strategies we can reduce the burden of mosquito-borne disease. Our role includes managing mosquito numbers, delivering clear public health messages, and helping residents understand how to best protect themselves from bites, supporting the wellbeing of our whole community.

AWAITING: HEALTH LITERACY CASE STUDY

DRAFT

Thriving body thriving mind: Beatty Park Leisure Centre

Since opening in 1962, Beatty Park has been a cornerstone of community wellbeing in the City of Vincent. Beatty Park provides a 'one-stop' destination for **physical activity, social connection and mental wellbeing** - vital components of a thriving, healthy community.

Welcoming **over one million visitors each year**, Beatty Park offers a comprehensive suite of facilities, including four heated pools, a 750m² gym, 100+ group fitness classes per week, spa, three saunas, a steam room, personal training and physiotherapy services. Affordable access is supported through discounted membership for residents and seniors, concessions, and off-peak pricing, ensuring that physical activity is accessible to people of all ages and backgrounds.

Activity for all ages

- **Babies & Toddlers:** Swim lessons from 4 months, interactive water features and slides, plus a creche so parents and carers can stay active.
- **Children & Youth:** Award-winning Swim School, school partnerships through the Education Department, and holiday programs.
- **Seniors:** 'Energywise' classes for over-50s, Aqua Fitness and Chair Yoga.

Championing inclusion

In 2025, Beatty Park won the Chamber of Commerce and Industry of Western Australia Disability & Access Inclusion Award and was nationally recognised at the Australian Disability Service Awards for Most Effective Community Inclusion Program for its 'Angelfish' Program. Angelfish provides tailored swimming lessons for patrons with a disability.

Sustainability

Beatty Park contributes to the City of Vincent's commitment to a sustainable, healthy future. The Centre has committed to achieving a **10% reduction in water use per patron** under the City's *Enhanced Environment Strategy 2025–2030* and aligns with the broader target of **net zero emissions by 2030**.

Sustainability initiatives include:

- EV charging infrastructure
- Secure bicycle parking to support active transport
- A zero-waste household liquid detergent refill station located at reception
- Geothermal pool heating system and a 115 kW Solar PV system

Through its diverse programs, inclusive approach and emphasis on sustainability, Beatty Park provides more than just a place to swim or exercise - it fosters community connection, resilience and mental wellbeing - all tools to support us to thrive.



CITY OF VINCENT

PUBLIC HEALTH PLAN 2026-2031

42

Creating Safe Communities: The Safe Perth City Initiative

In February 2021, the State Government launched the Homeless Engagement Assessment Response Team (HEART). In the Cities of Perth and Vincent, HEART is delivered through the Safe Perth City Initiative.

The Initiative brings together the Department of Communities, specialist homelessness services, local government and WA Police, providing a coordinated framework to address safety, health and social issues through a collective, place-based approach.

By combining assertive outreach with connections to health, housing and cultural supports, the Safe Perth City Initiative highlights how cross-sector collaboration can reduce harm and strengthen community wellbeing.

For City of Vincent staff working on the ground, streamlined referral pathways, shared data and access to specialist expertise has resulted in strong and established partnerships with local stakeholders. The introduction of a new live outreach coordination tool in late 2024 has further enabled City staff and outreach services to exchange information, coordinate support and provide timely feedback, leading to faster responses to emerging concerns, improved service connections for vulnerable individuals and safer public spaces for everyone.



Play, move & thrive - outdoor spaces for all ages and abilities

The City of Vincent continues to maintain and create inclusive outdoor spaces that encourage active lifestyles for all ages and abilities.

Mr Hawthorne Skate Park, opened September 2024, provides a vibrant space for children and young people to give skating a try and for beginners to hone their skills. In 2025, we added three new playgrounds at Edinboro Street Reserve, Beatty Park Reserve, and Hyde Park East. Each designed with accessible features in mind, and inspired by nature, we hope to ensure play opportunities for everyone.

Recognising the importance of shade to keep our children and young people safe, four new trees were planted at Edinboro Street Reserve to increase natural canopy cover. Increasing canopy cover on City-owned and managed land is also a priority in our **Enhanced Environment Strategy (EES)**, essential for cooler, more inviting public spaces that encourage passive and active recreation. In 2025 alone, we planted 450 new trees along verges around Vincent.

For older residents, Britannia Road exercise equipment, also installed in 2025, supports the development of strength and mobility, important elements which help to prevent falls, especially in the older population. Our work to ensure Seniors feel supported and prioritised in the community was reflected in our November 2025 **WA Age-Friendly Local Government Award**.

Through these initiatives, we're creating cooler and greener spaces that support the uptake of movement, connection, and sustainability, helping our community play, move, and thrive for generations to come.



CITY OF VINCENT

PUBLIC HEALTH PLAN 2026-2031

44

References

- .id (Informed Decisions). (2025). *City of Vincent*. .id (Informed Decisions).
- Australian Bureau of Statistics. (2021). *Australian Census 2021*. Australian Bureau of Statistics.
- Australian Bureau of Statistics. (2021). *Estimated Resident Population, 2021*. Australian Bureau of Statistics.
- Australian Bureau of Statistics. (2021). *Population and Demographic Statistics*. Australian Bureau of Statistics.
- Australian Bureau of Statistics. (2022). *Smoking and vaping*. Australian Bureau of Statistics.
- Australian Bureau of Statistics. (2023). *National Study of Mental Health and Wellbeing, 2020–2022*. Australian Bureau of Statistics.
- Australian Government Department of Health, Disability and Ageing. (n.d). *Chronic conditions*. Australian Government Department of Health, Disability and Ageing.
- Australian Institute of Health and Welfare. (2015). *Aboriginal and Torres Strait Islander Health Performance Framework 2014: Western Australia* (Cat. no. IHW 165). Australian Institute of Health and Welfare.
- Australian Institute of Health and Welfare. (2023). *Australian Secondary Students' Alcohol and Drug Survey 2022/23*. Australian Institute of Health and Welfare.
- Australian Institute of Health and Welfare. (2024). *Australian Burden of Disease Study 2024*. Australian Institute of Health and Welfare.
- Australian Institute of Health and Welfare. (2024). *Living with overweight or obesity overtakes tobacco as new leading burden of disease risk factor*. Australian Government.
- Australian Institute of Health and Welfare. (2024). *Overweight and obesity: Summary*. Australian Government.
- Australian Institute of Health and Welfare. (2024). *Size and sources of the health gap for Australia's First Nations people 2017–2019*. In *Australia's health 2024: Data insights*. Australian Institute of Health and Welfare.
- Centre for Social Impact. (2023). *The Australian Homelessness Atlas 2021 Census*. Centre for Social Impact.
- Chan, M. (2016, March 8). *Climate change is the defining issue for public health in the 21st century* [Speech]. Climate & Clean Air Coalition.
- Department of Health, State of Western Australia. (2022). *Projecting heat-related health impacts under climate change in Perth*. Government of Western Australia.
- Department of Health, State of Western Australia. (2025–2030). *State Public Health Plan for Western Australia 2025–2030*. Government of Western Australia.
- Epidemiology Directorate. (2024). *Health and wellbeing profile for City of Vincent*. WA Department of Health. [Figures are rounded to the nearest decimal point. Age standardised rates (ASRs) are used when comparing City of Vincent data to WA State data. ASR are calculated by adjusting the crude rate to eliminate the effect of differences in age structures when comparing crude rates for different time periods, geographical areas and/or different population sub-groups. These are hypothetical rates that would have been observed if the populations being studied (City of Vincent versus WA State) had the same age distribution as the standard population, while all other factors remained unchanged. Data is recorded per residential status i.e. incidents may have occurred outside of City of Vincent geographical boundaries].
- Injury Matters. (2025). *Local Government Injury Report*. Injury Matters. Data generated in August 2025 from the WA Hospital Morbidity Data System (2019–2023) and the WA dataset from ABS and the Registry of Births, Deaths and Marriages (2018–2022) by the Epidemiology Branch, Department of Health WA. *Diagnostic Related Group (DRG)-derived cost value, not adjusted for CPI (\$)*.
- National Preventive Health Strategy. (2021–2030). *Valuing health before illness: Living well for longer. National Preventive Health Strategy 2021–2030*. Department of Health, Australian Government.
- Place Score. (2025). *2025 Australian Liveability Census*. Place Score.
- SGS Economics and Planning. (2024). *SGS Cities and Regions Wellbeing Index*. GS Economics and Planning.
- World Health Organization. (n.d.). *Social determinants of health*. World Health Organization.



CITY OF VINCENT

PUBLIC HEALTH PLAN 2026-2031

46

Clever
We always choose the simplest, quickest and most cost effective way to deliver our service

Creative
We find new and different approaches to get better outcomes for the City and our community

Courageous
We understand and manage the risks in being clever and creative but we still take action

STAY IN TOUCH  

VINCENT.WA.GOV.AU

This document can be made available in Braille, large print, audio and electronic formats for people with specific requirements. It can also be made available in other languages upon request.

CCV0614

Key Highlights – City of Vincent Public Health Plan 2020–2025

This is a summary of key highlights across the five years of the City’s Public Health Plan 2020–2025, mapped to the five public health pillars. Details of these achievements and further actions can be found by viewing the Annual Reports presented to Council between 2021 and 2025.

Public Health Leadership	Social Environment	Built Environment	Natural Environment	Health Protection
<p>Lead by example and influence public health commitment through leadership, advocacy and engagement.</p>	<p>Strengthen community connections and champion physical, mental and social health and wellbeing of our community.</p>	<p>Build, enhance and maintain well designed places and infrastructure to support the health, wellbeing and growth of our community.</p>	<p>Provide a sustainable natural environment for the health and wellbeing of our community.</p>	<p>Deliver evidence-based health protection services and programs for our community.</p>
<p>Smoke-free town centres</p> <ul style="list-style-type: none"> • First WA local government to include smoke- and vape-free areas in a Local Law, supported by an Education and Enforcement Policy. • First WA local government to introduce planning policy restricting tobacco sales and promotion. • Observed a 42% reduction in cigarette smoking in town centres within 12 months. • Received two Healthway grants (\$124,420) to support the project. • Finalist for five awards, presented at six conferences, featured in 11 news articles. Awarded the silver medal in the Department of Health Awards for Best Practice in Health and Wellbeing category at the 2024 Institute of Public Administration Australia WA (IPAA WA) Achievement Awards. • Reached over 11,000 people in community consultation. • 81% community support in May 2025. • Delivered vaping education to primary school students. • Collaborated with 20 businesses, nine pharmacies, and seven community services. <p>Civic leadership:</p> <ul style="list-style-type: none"> • Updated Governance Framework to embed public health considerations in Council decisions. • Amended Strategic Community Plan to include “Connected and Healthy Community” and a new outcome: “We protect, improve and promote public health and wellbeing within Vincent.” <p>Adopted two key policies:</p> <ul style="list-style-type: none"> • Restricted Premises (Local Planning) Policy adopted to reduce tobacco-related businesses and the Healthy Food and Drink Policy, to lead by example in promoting healthy choices, supported by North Metropolitan Health Service and Cancer Council WA. • Incorporated public health requirements into Festival and Event Sponsorship Agreements. • Continued advocacy to State Government on matters relating to public health for the best outcomes for our community. 	<ul style="list-style-type: none"> • Beatty Park is an award-winning leisure facility, providing the community with affordable and accessible opportunities to be physically and mentally fit. Most recently won the Disability Access and Inclusion Award in 2025. • Collaborated with North Metropolitan Health Service to deliver a healthy food and drink assessment at Beatty Park Café to improve healthy food and drink options at the centre. • Upskilled Beatty Park staff to better support users with mental health challenges. • Improved accessibility at Beatty Park with new indoor pool change rooms, unisex toilets, change cubicles, and inclusive chat boards. • Hosted Youth Week activities, including ‘Unstoppable’, a celebration to bring young people together, including those with disability along with their friends, families and supporters. • Installed new outdoor exercise equipment for all abilities at Britannia Reserve. • Built Mt Hawthorn Skate Space for younger and beginner skaters. • Secured LiveLighter funding to promote the Start Small Campaign (free park bench workouts). • Used social media to promote campaigns enhancing social connection. • Supported LGBTQIA+ events including Pride (Rainbow Picnic), Shutterpups, ‘One’ photography exhibition, and Drag Queen story time. • Hosted Reconciliation Week workshops (damper and jewellery making) to deepen understanding of First Nations cultures. • Hosted Harmony Week, including Festival of Culture, to celebrate our diverse community. • Improved digital literacy in our community through library workshops with external providers, reducing isolation and promoting befriending. • Named a finalist in 2025 WA Seniors Awards. • Supported seniors through Books on Wheels, Meals on Wheels, targeted fitness at Beatty Park, and partnership with Injury Matters WA to improve mobility and independence. • Maintained partnerships with support agencies to assist people experiencing homelessness, including Nyoongar Outreach Services, Shelter WA, Safe Perth City, Homelessness Working Group, and Perth Inner City Group. • Facilitated the ‘Chatty Café’ initiative to provide a space to bring people together. • Delivered mental health workshops to local clubs and community groups. 	<ul style="list-style-type: none"> • Strengthened coordinated responses to complex challenges through the Safer Vincent Program via partnerships with police, services, and community. • Awarded Business Enhancement Grants to activate spaces and reduce graffiti. • Received Climate Change & Resilience award for sustainable design in Built Form Policy. • Achieved 10-year Gold Waterwise Council status. • Adopted Bike Network Plan 2023–2028 to support safe cycling around Vincent, allowing active transport options. • Implemented North Perth Traffic Study and Norfolk Safe Active Street. • Upgraded pram ramps, footpaths, crossings, and Kyilla Primary School kiss-and-drive. • Implemented phase one of Wayfinding Signage Plan in town centres to promote active transport. • 40km/h Slower Speed Project received Honourable Mention in National Local Government Awards. • Installed eight speed advisory signs on Elsmere Street (4), Britannia Road (2), and Farmer Street (2) to promote safer driving around Vincent. • Partnered with WA Police and WALGA to share traffic data and support targeted enforcement through Local Government Speed Enforcement Program. • Delivered \$5.2 million Leederville Oval upgrade with 1,000 lux lighting, turf redevelopment, and community lighting access until 21:00; improved safety and supported professional football pathways for men and women. • Installed new Vibrant Public Spaces (4 City parklets, 8 affixed eating areas, 6 parklets, 10 eatlets), contributing to our vibrant town centres. • Received Climate Change & Resilience award from National Planning Institute of Australia for sustainable design in Built Form Policy. • Continued to strive towards thriving places through Healthy Active by Design Principles within planning projects, especially in preparation of the Planning Frameworks for William Street and Beaufort Street. 	<ul style="list-style-type: none"> • Improved strategic direction of sustainability at City of Vincent through endorsement of the Enhanced Environment Strategy and Sustainable Vincent Framework in 2025. • Installed Cancer Council UV monitor at Beatty Park Leisure Centre to provide real-time UV data and support sun safety awareness. • Delivered park and reserve upgrades to improve access and safety, supporting outdoor activity and healthy lifestyles. • Completed eco-zoning at Leake Alma, Bulwer Street, Venables Park, Charles Street, and Shakespeare Street Reserve. • Upgraded playgrounds and landscaping at Haynes Street Reserve, Banks Reserve, Charles Veryard Reserve, Menzies Park, Forrest Park, and pop-up play at Les Lilleyman, Gladstone Street, Beatty Park, Edinboro Street, and Hyde Park East. • Developed tree-watering initiatives to protect drought-affected trees, added mulching and planting around Jarrah Trees to attract native black cockatoos. • Worked with the Department of Primary Industries and Regional Development to remove trees heavily infested with Polyphagous shot-hole borer to stop the borer spreading to healthy trees. • Further supported native birdlife in Vincent through free events for the community, like guided walks, gardening tips and an owl documentary screening. • Celebrated National Tree Day with primary school children to promote greening and tree awareness. • Advanced community greening through native plant sales, community planting day, and Adopt a Verge programs. • Constructed interpretation node viewing platform at Banks Reserve foreshore; added picnic shelters to encourage visitation. • Led initiatives to reduce the use of single-use plastics through free coffee initiatives with a keep cup for Plastic Free July, and installed a new zero waste refill station at Beatty Park. 	<ul style="list-style-type: none"> • Remained an active member of Local Government Health and Wellbeing Group, sharing knowledge to improve community health outcomes across WA. • Established Local Drug Action Group with Cities of Subiaco and Perth to reduce alcohol-related harm; delivered workshops with Mental Health Commission on Safe Environments, Liquor Licensing, and Drinking Culture. • Environmental Health, Building, and Compliance Officers responded to major fire incidents involving asbestos, waste, wastewater, and structural risks, using technical expertise to reduce risk to people and property. • Conducted 400+ COVID-19 inspections and 728 contact tracing assessments since December 2020; provided ongoing public and business advice. • Supported delivery of several large-scale events, including the 2023 FIFA Women’s World Cup, Foo Fighters in 2023, 2025 Perth Festival, and HSBC World Rugby Sevens in 2025. • Environmental Health Officers ensured community safety through food safety, noise monitoring, risk assessment, and match- day inspections. • Shared updated guidance from Asbestos and Silica Safety and Eradication Agency as part of National Strategic Plan 2023–2024. • Continued infectious disease management in collaboration with Department of Health; investigated notifications and provided public health advice. • Delivered community education on risks of second-generation rodenticides. • Participated in advisory committee with Cancer Council WA and Telethon Kids Institute for SunSmart messaging project targeting WA youth.

5.6 SUBMISSION ON DRAFT STATION PRECINCTS IMPROVEMENT PLAN

- Attachments:**
1. **Western Australian Planning Commission Chair Correspondence - Station Precincts Improvement Plan** [↓](#) 
 2. **Improvement Plan Catchments - Planning Context Maps** [↓](#) 
 3. **Improvement Plan Catchments - Inclusion Criteria Assessment** [↓](#) 

RECOMMENDATION:**That Council:**

1. **ENDORSES** a submission being made to the Western Australian Planning Commission on the draft Station Precincts Improvement Plan being prepared in accordance with Part 8, Division 1, Section 119(3B) of the *Planning and Development Act 2005* advising that it:
 - 1.1 **SUPPORTS** the intent and purpose of the draft Improvement Plan which aligns with the intent of the City's Local Planning Strategy for increased density to be achieved through urban consolidation within activity and town centres, and areas with strong public transport connections;
 - 1.2 **SUPPORTS** the draft Improvement Plan boundaries for Claisebrook and Glendalough with modifications as shown in Attachment 3 to align with the planning framework, strategic redevelopment opportunities, density transition, and infrastructure and public realm upgrade opportunities;
 - 1.3 **REQUESTS** the inclusion of Leederville in the draft Improvement Plan which would align with the intent to create Station Precincts with the boundary aligning with 1.2 and as shown in Attachment 3;
 - 1.4 **SUPPORTS** the draft Improvement Plan purpose and objectives with modifications to:
 - The purpose to facilitate the cessation of incompatible non-residential uses, and to enable the purchase of strategic sites by the Western Australian Planning Commission; and
 - The objectives to ensure the coordination and delivery of key infrastructure and public realm upgrades by the State Government to meet the needs of the future community in these areas; and
 - 1.5 **NOTES** the importance of the Western Australian Planning Commission working with the City and community to ensure that the Improvement Plans and Schemes can support higher density redevelopment in a way which positively responds to the community and local planning framework vision for each area; and
2. **ENDORSES** the Mayor and/or CEO to write to the Western Australian Planning Commission and relevant State Government Ministers to advocate for greater investment in infrastructure to meet the needs of the future community in these areas.

PURPOSE OF REPORT:

The purpose of this report is for Council to make a submission to the Western Australian Planning Commission (WAPC) on the proposed Station Precinct Improvement Plan which includes areas around the Claisebrook and Glendalough train stations.

The submission focuses on ensuring the Improvement Plan boundaries and objectives align with the City's existing strategic planning and place frameworks (including areas previously consulted on) and strengthen the role of State coordination and investment in enabling infrastructure and the public realm.

DELEGATION:

This is being referred to Council because the Station Precincts project and proposed Improvement Plan is of strategic importance to the City and is appropriate for any submission to be endorsed by Council.

BACKGROUND:State Government Station Precincts Project

On 16 November 2025 the State Government announced its plan to [establish 10 station precincts](#) “to facilitate housing development and enhance consistency in planning and decision-making.” These stations include:

- Ballajura
- Bassendean
- Carlisle/Oats Street
- **Claisebrook**
- Cottesloe
- **Glendalough**
- Morley
- Mosman Park
- Redcliffe
- Swanbourne

The 800-metre radius around both Claisebrook and Glendalough stations partially falls within the City's boundaries.

The aim of the Station Precincts project is to realise the opportunity for transit-oriented development (TOD) and increased density in these higher amenity areas which are supported by strong public transport connections.

The Station Precincts project involves two stages:

1. Establish an Improvement Plan within an 800 metre radius around each of the identified stations and outline high level objectives which would apply to land within this boundary.
2. Once the Improvement Plan has been implemented, Improvement Schemes would then be established which would outline the planning framework that would apply to each area. This would include the zoning of land and built form standards such as building height.

On 27 November 2025, the Minister for Planning stated through the media that further station precincts would be included in the future including along the Fremantle line.

This could include West Leederville station which is within the Town of Cambridge and is approximately 750 metres from Leederville station.

For the City, the initiative aligns with long-standing strategic intent to direct new housing and density to well-located areas with strong public transport access, and to minimise change in established low density residential areas.

Improvement Plans and Improvement Schemes

The *Planning and Development Act 2005* (P&D Act) provides the ability for Improvement Plans and Schemes to be applied to land by the Minister for Planning.

These are strategic planning instruments that are used for land in areas identified by the WAPC as requiring special planning:

- Improvement Plan – This is a high level plan which sets out overarching objectives and the boundary which would then inform a future Improvement Scheme.

Areas included within an Improvement Plan would continue to be subject to the City's Local Planning Scheme 2 (LPS2) and would have minimal change to how planning applications are assessed and determined.

The City has two Improvement Plans which operate within its boundaries, being [Improvement Plan 61 – Lot 200 No. 71 Edward Street, Perth](#) and [Improvement Plan 62 – Lot 1001 No. 120 Claisebrook Road, Perth](#).

These apply to the Heidelberg and Holcim Concrete Batching Plants and came into effect in July 2024 with the objective to facilitate relocation of these plants so the area can transform into a high-density mixed use precinct.

- **Improvement Scheme** – An Improvement Scheme is a statutory planning scheme similar to LPS2 which applies to the area identified in the Improvement Plan. It is not possible for an Improvement Scheme to be prepared without an Improvement Plan being in place.

An Improvement Scheme would provide land use and built form provisions applicable to any redevelopment occurring within the Improvement Plan area and would remove the area from being subject to LPS2. This means the City's local planning framework would not apply to land that is subject to an Improvement Scheme.

The WAPC would be the decision maker for any development applications made under the Improvement Scheme, although it is possible for some of this decision-making to be delegated back to the City.

Improvement Plans and Schemes establish a clear framework for redevelopment and enable the WAPC to compulsorily acquire land within these areas to facilitate this.

Immediate and Future Planning Effects

- **Improvement Plan (now)** – LPS2 continues to apply and there is minimal immediate change to day-to-day development assessment; the Improvement Plan objectives become a relevant consideration.
- **Improvement Scheme (later)** – a new statutory scheme may apply (including zoning and built form controls). This is the stage where statutory community consultation is required and where community input can meaningfully influence tangible outcomes. The WAPC has not yet defined a timeframe for the implementation of an Improvement Scheme, however this is anticipated to occur in late 2026/early 2027, subject to the existing context and planning frameworks in place for each precinct.

Strategic Value of the Improvement Plan and Scheme

While the City's local planning strategies, precinct plans and policies provide clear strategic intent and prescribed standards, Improvement Plans and Schemes can support outcomes that are difficult to deliver through local planning alone. This is particularly where precinct delivery requires cross-local government coordination, making better use of State-owned land, strategic land assembly, and coordinated infrastructure and public realm investment.

Local Planning Strategy

The City is currently reviewing its Local Planning Strategy which came into effect in 2016.

The draft updated Local Planning Strategy was approved by Council at its meeting in [April 2025](#) for the purpose of advertising and is currently awaiting approval from the WAPC before this commences.

The draft Local Planning Strategy sets out the broad strategic planning direction for the City for the next 15 years to achieve the State Government's infill target of 11,500 new dwellings within Vincent by 2050.

This would be achieved by targeting population and dwelling growth through urban consolidation and density within activity and town centres, transport nodes and urban transport corridors. This would minimise change in established residential areas.

The draft Local Planning Strategy generally aligns with the planning intent of the Station Precincts project by locating density around train stations to support urban consolidation, and identifies:

- Glendalough – As a ‘future investigation area’ with relevant actions to investigate opportunities for additional dwelling growth within a walkable catchment of the Glendalough train Station.
- North Claisebrook – As a ‘planning area’ with actions to implement the existing North Claisebrook Planning Framework (NCPF) to facilitate redevelopment around Claisebrook and East Perth train stations.
- Leederville – As a ‘planning area’ which would be guided by the draft Leederville Precinct Structure Plan (LPSP) to facilitate higher density and additional housing around the Leederville train station.

Importantly, these locations have previously been identified through established planning work by the City and, in several cases, have already been the subject of consultation processes. This provides a strong basis for aligning State-led station precinct planning with the City’s community-informed strategic direction.

DETAILS:

On 5 December 2025 the WAPC advised the City (**Attachment 1**) that it:

- Had resolved to initiate the draft Station Precincts Improvement Plan.
- Is undertaking consultation with affected local governments on the proposed boundaries and objectives of the draft Improvement Plan.

The draft Improvement Plan includes areas of Claisebrook and Glendalough that are within 800 metres of the respective train stations.

In addition to Glendalough and Claisebrook, Administration also recommends that the WAPC consider Leederville train station for inclusion in the draft Improvement Plan.

Following the Improvement Plan being approved, the WAPC will then progress with preparing and consulting on the respective Improvement Schemes. This is anticipated to commence in the first half of 2026.

Approach to Defining Improvement Plan Boundaries

Administration has applied the following criteria to inform the Improvement Plan boundaries:

1. Planning Framework – Where the City’s Planning Framework identifies an area as a strategic location for density.
2. Strategic Development Opportunities – Where land within the area offers a strategic redevelopment opportunity because of its size, location, ownership, prominence or is currently underdeveloped/vacant.
3. Density Transition – Where an area provides for an opportunity to sensitively transition between high density development and established low density areas outside of the Improvement Plan area.
4. Infrastructure & Public Realm – Where there are opportunities for strategic infrastructure and public realm upgrades to support future redevelopment having a suitable level of amenity in each area.

These criteria have been developed to ensure areas recommended to be included in the Improvement Plan can support coordinated and achievable station precincts across local governments and infrastructure delivery, without extending into low-density areas where increased density would be inconsistent with community expectations and appropriate density transitions.

Claisebrook Station Precinct*Proposed Improvement Plan Boundary and Existing Planning Context*

The draft Improvement Plan boundary includes land within Vincent and the City of Perth that is within 800 metres of Claisebrook train station.

Within Vincent, the catchment area generally extends west to Beaufort Street, north to Lincoln Street and East Perth Train Station, and west to the East Perth Power Station site.

The existing local planning framework for the Improvement Plan catchment area is set out in **Attachment 2**.

Recommended Improvement Plan Boundary

Administration has undertaken an assessment of the catchment area against the above criteria which is included in **Attachment 3** and summarised in the table below.

Administration's recommended boundary for the Claisebrook Improvement Plan is set out in **Attachment 3**.

Key Inclusions in Recommended Claisebrook Improvement Plan Boundary
1. Planning Framework
<ul style="list-style-type: none"> • NCPF area. • Lord Street West Precinct Future Investigation Area and East Perth Power Station Future Investigation Area. • Residential R80 zoned land north of Bulwer Street. • Commercial and Centre zoned land along Lord Street.
2. Strategic Development Opportunities
<ul style="list-style-type: none"> • HBF Park and the East Perth Train Station and surrounding car park. • Vacant landholdings north of Bulwer Street. • Heidelberg and Holcim Concrete Batching Plants.
3. Density Transition
<ul style="list-style-type: none"> • Lord Street West Precinct Future Investigation Area to transition from NCPF to Lacey Street Character Area and William Street Planning Framework areas. • East Perth Power Station Future Investigation Area to transition from East Perth Power Station to R20 residential north of Westralia Street.
4. Infrastructure & Public Realm
<ul style="list-style-type: none"> • Improvements to Claisebrook Train Station access. • Improve the pedestrian environment crossing Lord Street and surrounding Gladstone Street Reserve. • Improved connectivity between Claisebrook and East Perth. • Improve the cycling environment within the Claisebrook Precinct.

The draft Improvement Plan excludes the Heidelberg and Holcim Concrete Batching Plants because these are already the subject of existing Improvement Plans. It is recommended that these be included within the draft Improvement Plan as both sites are key redevelopment sites.

The East Perth Power Station is also excluded. This is because it is subject to a redevelopment area under the control of Development WA, and Improvement Plans cannot apply to these.

Glendalough Station Precinct*Proposed Improvement Plan Boundary and Existing Planning Context*

The proposed Glendalough Improvement Plan boundary would include land within Vincent and the City of Stirling that is within 800 metres of the Glendalough Train Station.

Within Vincent, the catchment area is bound by Scarborough Beach Road/Green Street to the north and the Mitchell Freeway to the west and generally extends to Powis Street in the south and Federation Street to the East.

The existing local planning framework for the Improvement Plan catchment area is set out in **Attachment 2**.

Recommended Improvement Plan Boundary

Administration has undertaken an assessment of the catchment area against the above criteria which is included in **Attachment 3** and summarised in the table below.

Administration's recommended boundary for the Glendalough Improvement Plan is set out in **Attachment 3**.

Key Inclusions in Recommended Glendalough Improvement Plan Boundary
1. Planning Framework
<ul style="list-style-type: none"> • Glendalough Future Investigation Area.
2. Strategic Development Opportunities
<ul style="list-style-type: none"> • District Centre/Regional Centre R-AC2 zoned land along Scarborough Beach Road immediately next to Glendalough Station. • Commercial and Mixed Use R80 zoned land along Scarborough Beach Road, including the existing car yard and vacant land. • Large lot development opportunities along Jugan Street bordering the Mitchell Freeway.
3. Density Transition
<ul style="list-style-type: none"> • Residential R60 zoned land along Brady Street to transition down to R30 properties to the south-east. • Residential R30 zoned land north of Milton Street to transition down to R30 coded properties to the south-east and outside of the catchment, with Milton Street being a natural boundary.
4. Infrastructure & Public Realm
<ul style="list-style-type: none"> • Improvements to train station access, including provision of safe, direct and attractive walking connections with the broader precinct. • Delivery of additional public open space to address the gap identified in Mt Hawthorn in the City's Public Open Space Strategy. • Installation of weather protection on the Goody Close bridge, creating a continuous east-west walking route via Goody Close and Tasman Street. • Widening footpaths and upgrading crossings along Brady Street. • Public realm upgrades around Glendalough Station and along Scarborough Beach Road. • A future light rail stop/high frequency bus route stop to Scarborough on Scarborough Beach Road/Green Street in Mt Hawthorn.

Leederville Station Precinct

Leederville Train Station has not been included in the draft Improvement Plan.

Administration would advocate for its inclusion within a future Improvement Plan/Scheme as it would enable:

- A consistent planning framework and zoning within the precinct across the local government boundaries of City of Perth and Town of Cambridge capturing West Leederville and City West train stations.
- Coordinated planning and design for the redevelopment of Leederville Station and the West Leederville CAT bus station. This would support high quality urban design outcomes between the public and private realms of the City's redevelopment projects underway in the Leederville Town Centre.
- The establishment of a State Government Office Hub in Leederville adjacent to the Water Corporation's headquarters.

Recommended Improvement Plan Boundary and Existing Planning Context

An 800m catchment around Leederville Train Station (**Attachment 2**) would include land within both Vincent, the Town of Cambridge and the City of Perth. \

The catchment within the City of Vincent would be bound by the Mitchell Freeway to the south and west and would generally extend to Bourke Street in the north and Cleaver Street to the west.

Administration's recommended boundary for a Leederville/West Perth Improvement Plan area for Leederville within the City of Vincent, is set out in **Attachment 3**.

This boundary has been informed by an assessment of the catchment area against the above criteria and summarised in the table below.

Key Inclusions in Recommended Leederville Improvement Plan Boundary
1. Planning Framework
<ul style="list-style-type: none"> • Draft LPSP area. • PDPF area.
2. Strategic Development Opportunities
<ul style="list-style-type: none"> • Leederville Oval. • Leederville Car Parks. • 40 Frame Court. • Water Corporation offices.
3. Density Transition
<ul style="list-style-type: none"> • Residential R80 zoned land west of Cleaver Street to transition down to R50 and R40 coded properties to the east and north. • Draft LPSP and PDPF to keep existing density transitions to residential areas outside of the catchment.
4. Infrastructure & Public Realm
<ul style="list-style-type: none"> • Improvements to train station access, including provision of lifts and stairs to improve access to Oxford Street. • Improvements to crossings along Leederville Parade and Oxford Street. • Widening of the Principal Shared Pathway to separate pedestrians and cyclists.

CONSULTATION/ADVERTISING:

The Station Precincts project is a State Government initiative. As part of this the WAPC is consulting with affected local governments on the draft Improvement Plan until 27 February 2026.

The WAPC is not undertaking community consultation as part of this stage. This is because the P&D Act only requires consultation with the affected local government/s. Broader statutory community consultation is required at the Improvement Scheme stage.

Community Notification

The City's [Community and Stakeholder Engagement Policy](#) sets out the various levels of participation based on the International Association for Public Participation (IAP2) spectrum which ranges from 'inform' to 'collaborate'.

The consultation currently being undertaken by the WAPC with relevant local governments does not seek feedback on whether an Improvement Plan should be introduced for the identified station precincts.

Instead, it is informing that it is happening and seeks feedback from local governments in relation to appropriate boundaries and objectives.

The draft Improvement Plan includes minimal detail and broad objectives which generally align with the principles of urban consolidation already established in the City's local planning framework.

The draft Improvement Plan is intentionally high-level and is being progressed as a State Government direction. It does not include the detailed and tangible controls, such as land use and built form standards, that typically enable the community to meaningfully influence outcomes.

Consistent with the IAP2 spectrum and the guiding principles of the Community and Stakeholder Engagement Policy, Administration has informed the affected landowners and occupiers within the draft Improvement Plan by:

- Letters were sent out to affected landowners and occupiers providing information on the Station Precincts project.
- A project webpage and FAQ were set up as a point of information for affected community members on the City's website and will be updated by Administration.

Future Community Consultation

The risk of community perception of a lack of engagement at the current Improvement Plan stage would be able to be managed because there is more detailed consultation proposed to be undertaken as part of the development of the future Improvement Scheme/s.

This would present a more meaningful opportunity for the community to engage in the project and influence the built form outcome by considering more tangible elements such as building height, design and land use.

The P&D Act requires community consultation to be undertaken on draft Improvement Schemes for a period of 90 days, with written notice sent to all affected landowners.

LEGAL/POLICY:

Planning & Development Act 2005

The P&D Act is the head of power that is relevant to Improvement Plans. Further information is included in the WAPC's relevant [fact sheet](#).

Improvement Plan Process

Section 119 of the P&D Act sets out that:

- The WAPC can identify land within an area that is to be advanced for planning, development and use, and recommend to the Minister for Planning that this should be dealt with through an Improvement Plan.
- Improvement Plans can apply across multiple local government areas but would not apply to redevelopment areas that are subject to Development WA (such as the East Perth Power Station).
- Affected local governments are to be consulted before the WAPC makes a recommendation to the Minister.
- If the recommendation is accepted by the Minister, it progresses to the Governor for acceptance and finalisation.

Once an Improvement Plan has been gazetted, the area would remain within LPS2 and subject to the City's local planning framework.

The Improvement Plan objectives would be a relevant consideration for any development application within the area.

Improvement Plan Objectives

Section 119(3C) sets out that if an Improvement Plan is to authorise the making of an Improvement Scheme, it must set out the future objectives of this Scheme.

When an Improvement Scheme is made and gazetted, this is when land would no longer be subject to the City's LPS2 and relevant policies. Development applications would be assessed entirely against the Improvement Scheme.

The draft Improvement Plan sets out the following objectives:

- a) *Guide planning and development within Station Precincts to align with the strategic planning objectives of Perth and Peel @ 3.5 million, prioritising sustainable urban growth and land use.*
- b) *Support the delivery of new housing and ensure station precincts provide a diversity of housing options to cater for different community and lifecycle needs.*
- c) *Increase consistency in planning and decision making, providing greater certainty to local communities and the housing development industry.*
- d) *Coordinate the activities of state infrastructure providers and prioritise investment to support housing delivery in Station Precincts.*
- e) *Optimise the use of existing State owned land and building assets within Station Precincts for housing and mixed use development.*

RISK MANAGEMENT IMPLICATIONS:

Low: It is low risk for Council to make a submission in support for the draft Improvement Plan.

Existing Strategic Planning Framework

The intent of the Station Precincts project is to create greater TOD and increased density within areas with higher amenity and strong public transport connections.

This aligns with key planning directions and actions within the City's current and draft Local Planning Strategy to ensure medium and high density development occurs in well located areas and minimises change to existing low density suburban areas:

- The City has progressed planning in some of these areas, including the North Claisebrook and Pickle District Planning Frameworks that were approved by Council in August 2023, while the draft LPSP is intended to be finalised in 2026.

From discussions with the Department of Planning, Lands and Heritage (DPLH) the draft Improvement Plan and subsequent Schemes would look to incorporate any existing work undertaken by the City.

The City is well placed in this regard because of its progress in updating its strategic framework.

- Glendalough, Lord Street West and East Perth Power Station are identified as Future Growth/Planning Investigation Areas in the City's draft Local Planning Strategy.

If the draft Improvement Plan and Scheme were not progressed, the City would still progress this work in the medium-term as actions of the draft Local Planning Strategy to facilitate density and urban consolidation around train station precincts.

Planning & Decision-Making Powers

While the approach to TODs aligns with the City's strategic planning direction there is a perceived risk around a further reduction in local government decision-making.

This is because powers for both planning and determining proposals in Improvement Scheme areas would sit with the State Government.

These perceived risks relate to trust and can be managed because:

- The State Government, through the 11B Significant Development Pathway and the Development Assessment Panel, already has decision making power for large development applications with values over \$20 million and \$2 million respectively.
- State Government currently has the authority to approve and direct modifications to Precinct Structure Plans prepared for Activity Centres and transit nodes.
- The development of the Improvement Scheme would build on the City's existing planning frameworks in place for some of the station precincts.
- The City and affected community would have the opportunity to provide input to inform the development of the respective Improvement Schemes.
- It is common for Improvement Schemes to delegate decision-making to remain with the local government for specific types of development applications.

STRATEGIC IMPLICATIONS:

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

Sensitive Design

Our planning framework supports quality design, sustainable urban built form and is responsive to our community and local context.

SUSTAINABILITY IMPLICATIONS:

Transit-oriented development can support sustainability outcomes by reducing car dependence, increasing walkability, and enabling more efficient use of land and infrastructure. The extent of benefit will depend on the Improvement Scheme provisions and delivery of supporting public realm, tree canopy, heat mitigation, water sensitive urban design and active transport infrastructure.

PUBLIC HEALTH IMPLICATIONS:

Well-designed TOD precincts can support public health outcomes by improving access to services, employment, amenities and community spaces, encouraging walking and cycling, allowing ease of access to organised and incidental physical activity and improving public realm amenity. The extent of benefit will depend on the Improvement Scheme provisions and delivery of enabling infrastructure.

FINANCIAL/BUDGET IMPLICATIONS:

There are no finance or budget implications from this report.

COMMENTS:**Support for Station Precincts Project**

The Station Precincts project would be consistent with the City's strategic planning intent to encourage TODs and locate high density in areas with strong public transport connections and close to amenities.

The City has been proactively undertaking work to deliver on this intent. The Station Precincts project provides a delivery mechanism to implement this existing strategic direction, rather than replacing or redefining the City's planning vision for these areas.

The Station Precincts project would support this work and would have three key advantages to achieve the outcome:

1. Coordinated TOD Precincts - It would offer the opportunity for coordinated land use and built form outcomes to be implemented to create TODs around each station precinct which cross multiple local government areas.

Building on and elevating the City's existing precinct planning in a coordinated and cohesive planning framework would encourage and support the delivery of housing and density in each location. The initiative would also offer the opportunity to utilise 'lazy' State Government and private land to achieve this vision through land acquisition and assembly.

2. Infrastructure Upgrades – It is critical that any planning framework, to realise the potential of TODs, is supported by the necessary infrastructure to improve movement, connectivity, and the public realm. This would mean amenity and functionality for future residents and ensure that each precinct can accommodate sustainable growth.

The draft Improvement Plan and future Improvement Scheme/s provide a mechanism to coordinate and prioritise infrastructure and public realm investment at a precinct scale. This approach aligns with the City's broader plans and strategies, such as the Accessible City Strategy and Town Centre Place Plans, and enables outcomes that are difficult to achieve through local planning and advocacy alone.

With this initiative being delivered by the State Government there is the opportunity to realise the City's advocacy agenda and ensure that key upgrades are provided such as improvements to train stations and pedestrian movement, renewal of established facilities and delivery of public open space for the benefit of the broader community.

3. Public & Private Land – The City implements a place-based approach to coordinate the private and public realm. This includes the development of bespoke Place Plans which outline how investment would be delivered in the public realm to ensure high levels of amenity and create a distinct sense of place.

The draft Improvement Plan and future Improvement Scheme/s would continue to deliver this approach and ensure that future TODs can regenerate precincts in a cohesive manner rather than relying on multiple separate actions and documents.

Claisebrook Station Precinct Boundary

- Planning Framework – The Improvement Plan should include the whole of the NCPF given this area has an existing framework to inform the future Improvement Scheme and given it is also supported by East Perth Train Station and public and active transport infrastructure nearby.

A portion of R80 Residential and Commercial/Centre zoned land to the north of Bulwer Street is also recommended to be included as this area sits wholly within the 800 metre catchment and contains larger lot sizes and a mix of uses to facilitate further high-density development close to public open space and transport infrastructure.

The Lord Street West and East Perth Power Station Investigation Areas are identified in the draft Local Planning Strategy for additional dwelling growth and are also recommended to be included. It is noted that the southern portion of the East Power Station Investigation Area is unable to be included as it is under the control of Development WA.

- Strategic Development Opportunities – It is recommended that the Heidelberg and Holcim concrete batching plants be included in the draft Improvement Plan.

These have been excluded from the draft Improvement Plan because they are subject to existing Improvements Plans. However, an Improvement Scheme can only relate to an area within a relevant Improvement Plan. Because the batching plant sites are subject to individual Improvement Plans, this would mean that separate Improvement Schemes would need to be developed for each.

The current Improvement Plans should be rescinded so that these sites can be included within the draft Station Precincts Improvement Plan. This would be the most effective statutory pathway to ensure these strategic development sites can be planned and delivered as part of a single integrated station precinct outcome and would support a cohesive planning framework and infrastructure response for the broader Claisebrook/East Perth precinct.

Their inclusion would require modifications to the purpose of the draft Station Precincts Improvement Plan to ensure it reflects the need for the cessation of incompatible non-residential land uses on those sites, consistent with the respective existing Improvement Plans.

Other strategic development opportunities within the precinct include HBF Park, East Perth Train Station and its surrounding car parks and larger vacant residential zoned sites north of Bulwer Street. These sites are well serviced by the East Perth Train Station and existing bus and active transport infrastructure within the precinct.

- Density Transition – The East Perth Power Station Investigation Area is recommended to be included as this includes a portion of Residential zone coded R60 which provides a density transition between the R20 coded residential lots north of Westralia Street, and the East Perth Power Station site under the control of Development WA.

The Lord Street West Future Investigation Area is also recommended to be included as this provides a transition between the NCPF and the existing William Street Planning Framework to the west of the Improvement Plan catchment.

The Lord Street West Future Investigation Area also encompasses the Lacey Street Character Area to ensure its heritage and character is considered as part of the density transition that extends to the William Street Planning Framework area.

- Infrastructure & Public Realm – There are a number of opportunities for improvements to pedestrian movement over Lord Street, between North Claisebrook and East Perth and between the train station and North Claisebrook and HBF Park. Additionally, there is opportunity to upgrade the Claisebrook Station itself to improve rider experience and interface with the surrounding public realm.

These upgrades along with broader cycling and pedestrian upgrades would enhance connectivity throughout the wider area consistent with the North Claisebrook and William Street Place Plans.

Glendalough Station Precinct Boundary

- Planning Framework - The future investigation area for Glendalough outlined in the draft Local Planning Strategy is recommended to be included within the Improvement Plan area for Glendalough as this is an area identified for future dwelling growth.

Larger commercial and mixed use zoned lots along Scarborough Beach Road are also recommended to be included as they are well serviced by existing public and active transport infrastructure and provide good strategic development opportunities as landmark sites which anchor Scarborough Beach Road as a key corridor leading to the Mt Hawthorn Town Centre.

- Density Transition – The extent of the existing R30 coded areas within the catchment is recommended to be limited to ensure that established low density single houses are not adversely impacted by changes to density. This includes where there is no natural break in the existing urban form to transition density down into the low density suburban area outside of the catchment.

1.

Existing R60 properties along Brady Street are recommended to be included as they provide opportunity for a density transition down between the Glendalough Future Investigation Area and existing R30 coded single houses in suburban Mt Hawthorn. This is proposed to extend south down Brady Street to capture larger state government landholdings towards Powis Street.

A portion of existing R30 coded area north of Milton Street is proposed to be included as a density transition area between the commercial and mixed use zoned land along Scarborough Beach Road and the R30 coded single houses to the south-east of the catchment. This is because the Milton Street road reserve provides a natural break in urban form to manage this transition.

- Strategic Development Opportunities – Strategic development opportunities within the catchment include the established car yards and vacant land parcels along Scarborough Beach Road, as well as larger land holdings along Jugan Street and in the Commercial and Mixed Use zoned land along Scarborough beach Road.

These sites are well serviced by public and active transport infrastructure in the area and will contribute to additional development intensity along the urban corridor towards the Mt Hawthorn town centre.

- Infrastructure and Public Realm – Delivery of key infrastructure opportunities such as additional public open space, improved pedestrian movement across Brady Street and Scarborough Beach Road and improved pedestrian infrastructure to and from Glendalough Station will be critical to improving feasibility and delivering additional housing in this precinct.

Leederville Station Precinct Boundary

- Planning Framework - Should the WAPC agree to progress with an Improvement Plan for Leederville, the areas recommended to be included comprise of the draft LPSP and the Pickle District Planning Framework as the two pre-existing development frameworks within the catchment.

- Density Transition - A portion of existing Residential R80 area in West Perth along Loftus Street is also recommended to be included given it provides opportunity for density transition down to existing R80 and R50 coded areas east of Cleaver Street and north of Vincent Street.

Cleaver Street provides a natural break in the urban form to separate the improvement plan area from established character areas on Florence Street and Carr Street to the west.

- Strategic Development Opportunities – Strategic development opportunities within the catchment include existing undeveloped car parks in the draft LPSP, as well as 40 Frame Court, Leederville Oval and the Water Corporation.

The inclusion of the draft LPSP into an Improvement Plan would further prioritise infrastructure investment in the precinct to facilitate development on these sites.

- Infrastructure & Public Realm - The inclusion of Leederville in a future Improvement Plan will enable key infrastructure actions to be prioritised, including improved access to Leederville Train Station and the CAT bus system in West Leederville as well as improvements to walkability on Oxford Street consistent with the Leederville Place Plan.

Additionally, priority can be given to infrastructure opportunities identified in the Pickle District Place Plan including Safe Active Street upgrades to Golding Street and Strathcona Street and main street upgrades to Cleaver Main Street.

This would also promote opportunities for redevelopment of key facilities such as Beatty Park and Leederville Oval which are key pieces of the City's advocacy agenda.

Improvement Plan Purpose and Objectives

- Strategic Intent – The purpose and objectives included as part of the draft Improvement Plan align with the strategic intent of the City's planning framework to consolidate new housing and density within train station precincts. The purpose and objectives would ultimately guide and inform the preparation of a future Improvement Scheme for each precinct.
- Modification to Improvement Plan Purpose – The purpose of the existing Concrete Batching Plant Improvement Plans talks to the cessation of the concrete batching plants specifically and enabling the purchase of the sites by the WAPC.

Should these be rescinded so the sites can be incorporated into the draft Station Precincts Improvement Plan; the purpose should be modified to include the following to ensure it reflects the intent for the removal of the incompatible land uses on those sites, while also being more broadly applicable to the respective station precincts:

- *Assist in facilitating the cessation of incompatible non-residential uses and the transition of these uses to suitable alternative locations where applicable, in consultation with key state agencies and stakeholders.*
- *Enable the purchase of strategic sites by the WAPC (if required), as funded by appropriate Local and/or State Government agencies, to facilitate development in accordance with the relevant planning framework.*

- Modification to Public Infrastructure Objectives – To ensure that there would be benefit to the City from this initiative, it is important that the objectives seek to deliver necessary public benefit through investment in infrastructure and the public realm.

In the current building climate, delivery of infrastructure, amenity and public realm upgrades is essential to ensure development in locations such as Glendalough, Leederville and Claisebrook is feasible. It is therefore critical that development objectives reflect a commitment from the State Government to delivering this amenity.

Objective (d) currently talks to the coordination of state infrastructure providers and prioritised investment to support housing delivery.

The intent of this objective is supported but should be made more robust by modifications and an additional objective as follows to capture the necessary investment in infrastructure and the public realm for each precinct to improve amenity and connectivity and facilitate development on privately owned land:

- *Coordinate the activities of state infrastructure providers to deliver investment in infrastructure and prioritise investment in public amenity to unlock necessary development feasibility to deliver housing in Station Precincts.*
- *Coordinate enhanced movement and connectivity through targeted investment to deliver improved access to train stations and walkability throughout station precincts.*

OFFICIAL

LEADING A
CONTEMPORARY
PLANNING SYSTEMEnquiries: stationprecincts@dph.wa.gov.au
Glen Finn (6551 9047)

Mr David MacLennan
Chief Executive Officer
City of Vincent
Via email to: david.maclennan@vincent.wa.gov.au

Dear Mr MacLennan

Station Precincts Improvement Plan

Further to my letter of 20 November 2025, I can confirm that the Western Australian Planning Commission (WAPC) has now resolved to initiate the draft Station Precincts Improvement Plan and commence consultation with affected local governments. A copy of the draft Improvement Plan is enclosed.

The WAPC would welcome any comments on the draft Improvement Plan by no later than 27 February 2026, prior to making a recommendation to the Minister under s.119(1) of the *Planning and Development Act 2005*.

In general, the Improvement Plan boundary extends 800 metres from the nominated railway stations minus any statutory exclusions. The Improvement Plan also provides for the making of an Improvement Scheme under s.122A of the *Planning and Development Act 2005*. The boundary of the Improvement Scheme will vary depending on the local context for each station precinct, but is generally expected to cover a more targeted area within the 800 metre Improvement Plan boundary. More information on Improvement Plans and Schemes can be found [here](#).

If you would like to discuss the content of the draft Improvement Plan please contact Glen Finn, Executive Director Precincts and Projects at Glen.Finn@dph.wa.gov.au.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Emma Cole'.

Emma Cole
Chairperson

5 December 2025

Enc Draft Station Precincts Improvement Plan
Draft Station Precincts Improvement Plan Maps (8)

140 William Street Perth WA 6000 | Locked Bag 2506 Perth WA 6001
(08) 6551 8002 | info@dph.wa.gov.au | www.planning.wa.gov.au/wapc
ABN 35 482 341 493

IMPROVEMENT PLAN NO. XX

STATION PRECINCTS



WESTERN AUSTRALIAN PLANNING COMMISSION

XXXX 2025

DRAFT
Page 1 of 6

IMPROVEMENT PLAN NO. XX - STATION PRECINCTS

Introduction

1. Under section 119 of the *Planning and Development Act 2005* (the Act), the Western Australian Planning Commission (WAPC) is authorised to certify and recommend to the Minister for Planning that an improvement plan should be prepared for the purposes of advancing the planning, development and use of any land within the State of Western Australia.
2. The improvement plan provisions of the Act provide for the WAPC, with the approval of the Minister and Governor, to:
 - a. Plan, replan, design, redesign, consolidate, re-subdivide, clear, develop, reconstruct or rehabilitate land held by the State under the Act or enter into agreement with any owner of land not held by it within the improvement plan area;
 - b. Provide for the land to be used for such purposes as may be appropriate or necessary;
 - c. Make necessary changes to land acquired or held by it under the Act;
 - d. Manage the tenure of ownership of the land or any improvements to that land held by it under the Act or enter into agreement with other owners of land within the improvement plan area for the same purposes;
 - e. Enter into agreement for the purchase, surrender, exchange, vesting, allocation or other disposal of land, including the adjustment of boundaries;
 - f. Recover costs in implementing the agreement with any owner of land within the Improvement Plan area; and
 - g. Do any act, matter or thing for the purposes of carrying out any agreement entered into with other landowners.
3. Improvement Plan No. XX is prepared under section 119 of the Act to advance the planning and development of land generally within 800 metres of selected metropolitan rail stations (Station Precincts) as defined by the Improvement Plan Area.

Background

4. Directions 2031 and Beyond was released in 2010 and established a target of 47 per cent of all new dwellings to be built in existing urban areas, with a particular focus on neighbourhoods within a walkable distance of high frequency public transport.
5. This 'connected city' model was reinforced with the release of *Perth & Peel @ 3.5 million* in 2018 and remains a fundamental part of the State's metropolitan growth management strategy.
6. Notwithstanding this, housing supply and affordability remain critical challenges, and the rate of urban infill is well below the 2010 target.
7. In July 2025, the WAPC resolved to recommend that the Minister for Planning endorse the preparation of a Station Precincts Improvement Plan and Improvement Scheme to unlock housing opportunities around metropolitan rail stations.

8. In November 2025, the State Government announced its intention to use the Improvement Plan and Improvement Scheme provisions of the Act to facilitate housing development and enhance consistency in planning and decision-making.

Purpose

9. The purpose of Improvement Plan No. **XX** is to:
 - a. Enable the Western Australian Planning Commission to undertake all necessary steps to advance the planning and development of land within Station Precincts as provided for under Part 8 of the Act;
 - b. Establish the strategic planning and development intent for Station Precincts;
 - c. Authorise the making of a Station Precincts Improvement Scheme to be implemented within the Improvement Plan Area; and
 - d. Provide the objectives of the Improvement Scheme.

Improvement Scheme

10. In accordance with Section 122A(1) of the Act, an improvement plan may authorise the making of an improvement scheme by the Western Australian Planning Commission (WAPC) in respect of some or all of the land to which the improvement plan applies.
11. This improvement plan authorises the making of the Station Precincts Improvement Scheme, by resolution of the WAPC and approval of the Minister for Planning.
12. The Station Precincts Improvement Scheme made under this Improvement Plan will be informed by the following objectives:
 - a. Guide planning and development within Station Precincts to align with the strategic planning objectives of *Perth and Peel @ 3.5 million*, prioritising sustainable urban growth and land use;
 - b. Support the delivery of new housing and ensure station precincts provide a diversity of housing options to cater for different community and lifecycle needs;
 - c. Increase consistency in planning and decision making, providing greater certainty to local communities and the housing development industry;
 - d. Coordinate the activities of state infrastructure providers and prioritise investment to support housing delivery in Station Precincts;
 - e. Optimise the use of existing State owned land and building assets within Station Precincts for housing and mixed use development.

Improvement Plan Area

13. Improvement Plan No. **XX** incorporates the areas depicted on the attached Western Australian Planning Commission Plan No. **XX**, which comprises the land generally within 800 metres of the following passenger rail stations:
 - a. Bassendean
 - b. Carlisle / Oats Street
 - c. Claisebrook
 - d. Cottesloe
 - e. Glendalough
 - f. Morley
 - g. Mosman Park

h. Swanbourne

14. Improvement Plan No. **XX** may be amended from time to time to add, remove or modify Station Precincts in accordance with section 120 of the Act.

Affected Local Governments

15. Consultation on this improvement plan has occurred with the affected Local Governments, in accordance with section 119(3B) of the Act.

DRAFT
4

IMPROVEMENT PLAN NO. XX

STATION PRECINCTS

CERTIFICATE

This Improvement Plan is accompanied by a Certificate given in accordance with Part 8 of the Planning and Development Act 2005. It has been endorsed by the Western Australian Planning Commission for submission to the Minister for Planning.

The Common Seal of the Western Australian Planning Commission was hereunto affixed
In the presence of:

CHAIRMAN

SECRETARY

DATE

THIS RECOMMENDATION IS ACCEPTED:

MINISTER FOR PLANNING



DATE

THIS RECOMMENDATION IS ACCEPTED:

GOVERNOR

DATE

DRAFT
5

WESTERN AUSTRALIAN PLANNING COMMISSION

IMPROVEMENT PLAN NO. **XX**

CERTIFICATE AND RECOMMENDATION

PURSUANT TO PART 8 OF THE PLANNING AND DEVELOPMENT ACT 2005 IT IS HEREBY:

1. CERTIFIED THAT FOR THE PURPOSE OF ADVANCING THE PLANNING, DEVELOPMENT AND USE OF THE LAND IN STATION PRECINCTS, AS DEPICTED ON WESTERN AUSTRALIAN PLANNING COMMISSION PLAN NUMBERED **XX** ANNEXED HERETO, PROVISION SHOULD BE MADE FOR THE LAND TO BE USED FOR SUCH PURPOSES AS MAY BE APPROPRIATE OR NECESSARY FOR THE PLANNING AND DEVELOPMENT OF THE AREA; AND
2. RECOMMENDED TO THE MINISTER FOR PLANNING AND HIS EXCELLENCY THE GOVERNOR THAT THE LAND IN STATION PRECINCTS SHOULD BE USED FOR THIS PURPOSE AND BE MADE THE SUBJECT OF IMPROVEMENT PLAN NO. **XX** AS DEPICTED ON THE PLAN ANNEXED HERETO.

THIS CERTIFICATE AND RECOMMENDATION IS GIVEN IN ACCORDANCE WITH A RESOLUTION OF THE WESTERN AUSTRALIAN PLANNING COMMISSION PASSED ON **XX**

THE COMMON SEAL OF THE WESTERN AUSTRALIAN PLANNING COMMISSION WAS HEREUNTO AFFIXED IN THE PRESENCE OF:

CHAIRMAN

SECRETARY

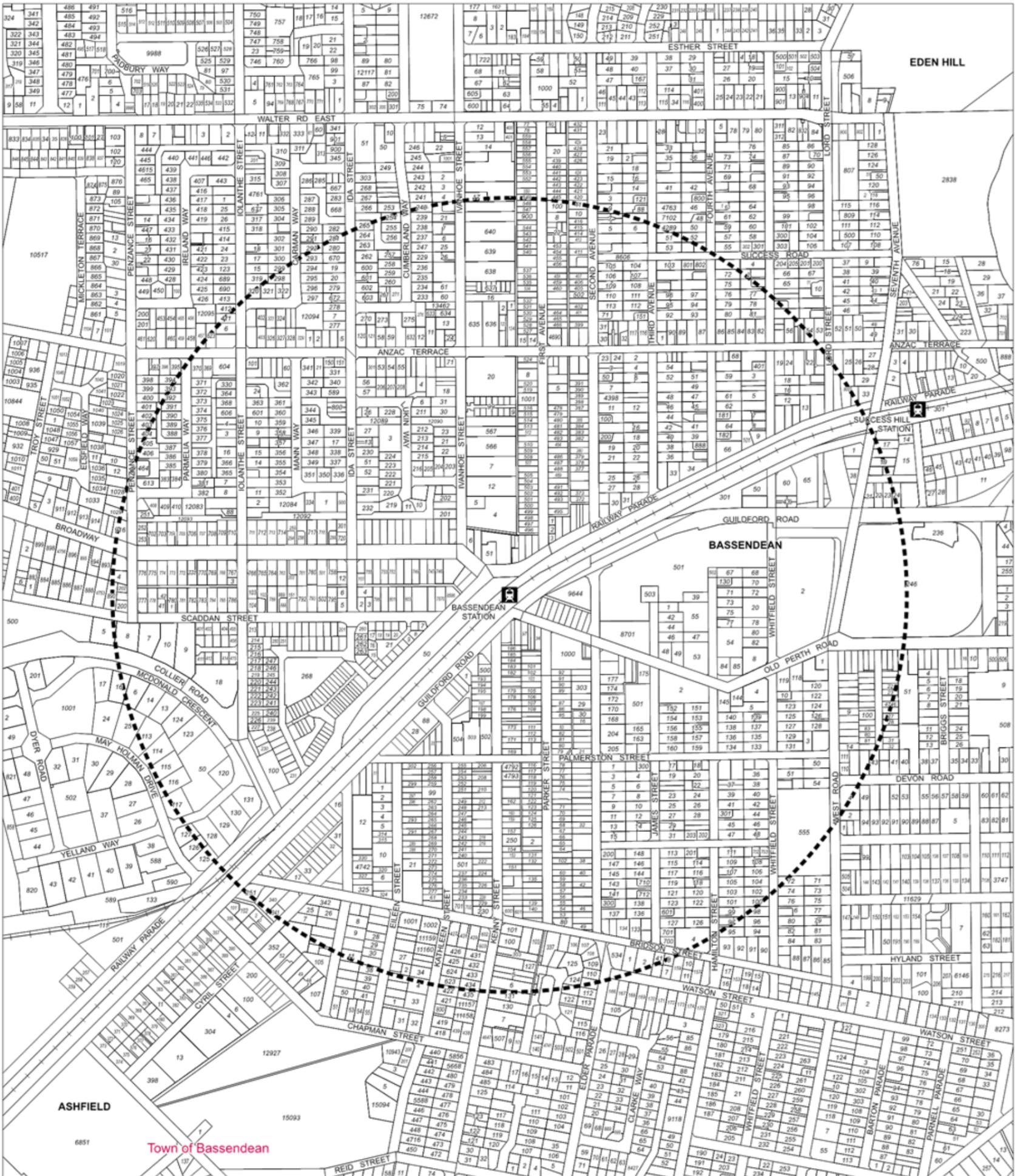
DATE



DRAFT
6

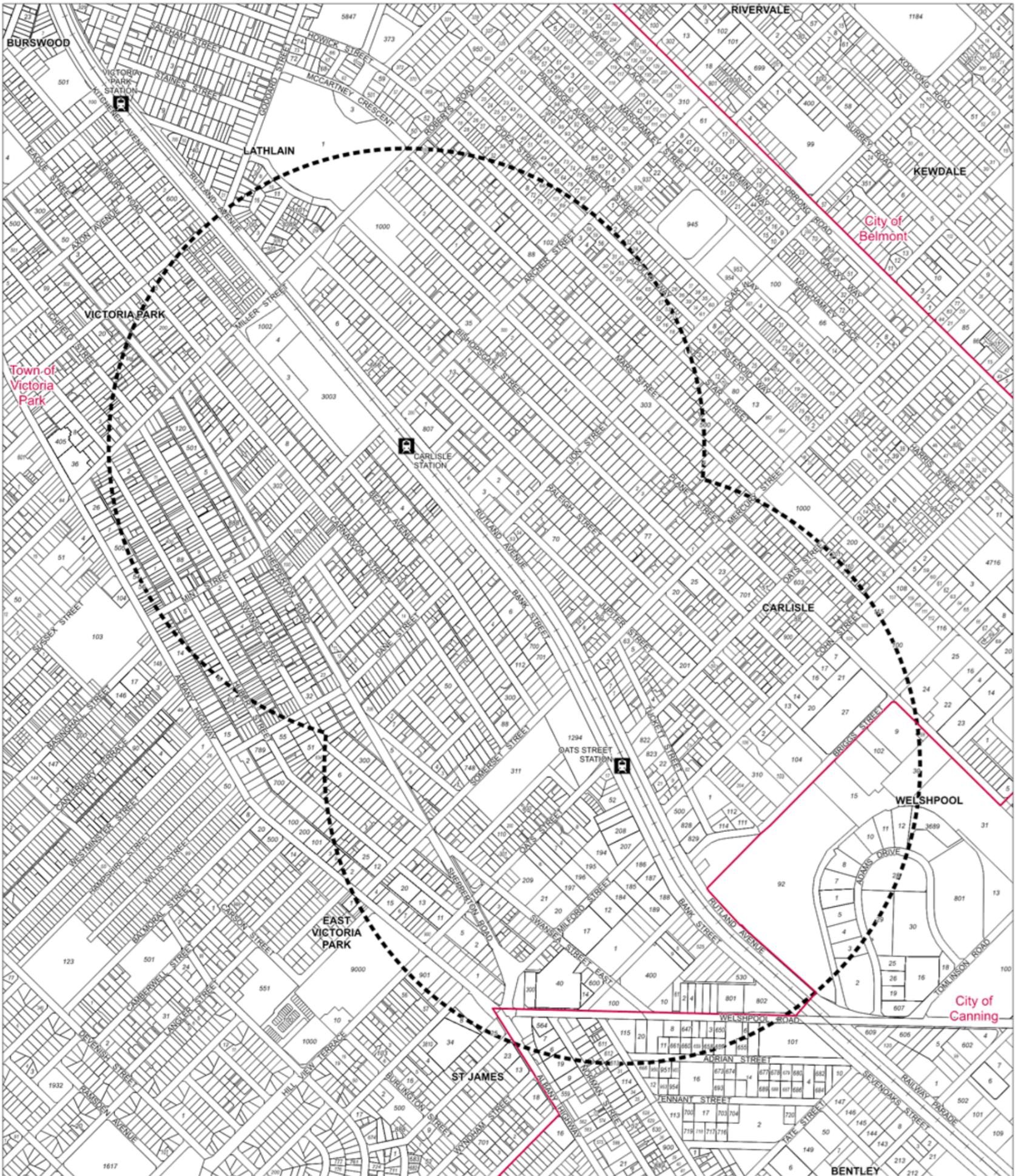
ATTACHMENT 3

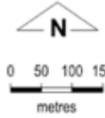
3.2877



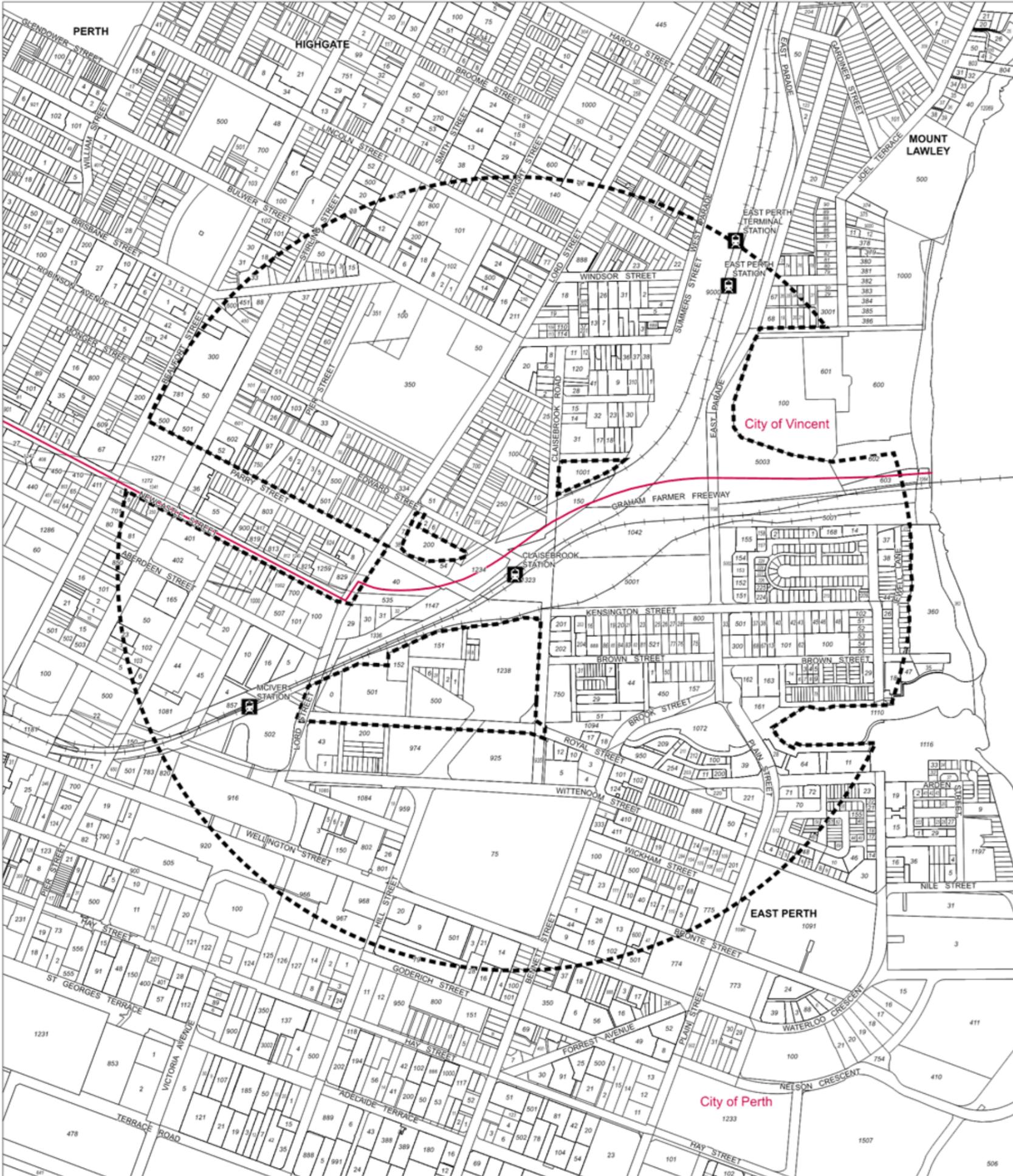
<p>Improvement Plan No.</p> <p>IMPROVEMENT PLAN NO. xx - BASSENDEAN STATION PRECINCT</p>			
<p> Improvement plan</p>	<p>Project Manager: A. Cagnana</p> <p>Geospatial Officer: K. Rampellini</p> <p>Examined: T. Servaas</p> <p>Revised:</p> <p>Version No: 3</p> <p>Date:</p>	<p>Plan Number:</p> <p>3.2877</p> <p>5840</p>	<p>File number: RLS/1204</p> <p>Plan reference:</p>
<p> WAPC Western Australian Planning Commission</p> <p>Created on date: Tuesday, 18 November 2025 Document Name: IP_xx_MRS_5840v3</p> <p>Produced by Data Analytics, Department of Planning, Perth WA Base information supplied by Western Australian Land Information Authority SLIP 1447-2023-1</p>		<p style="text-align: center;"> N 0 50 100 150 metres </p>	

3.2877



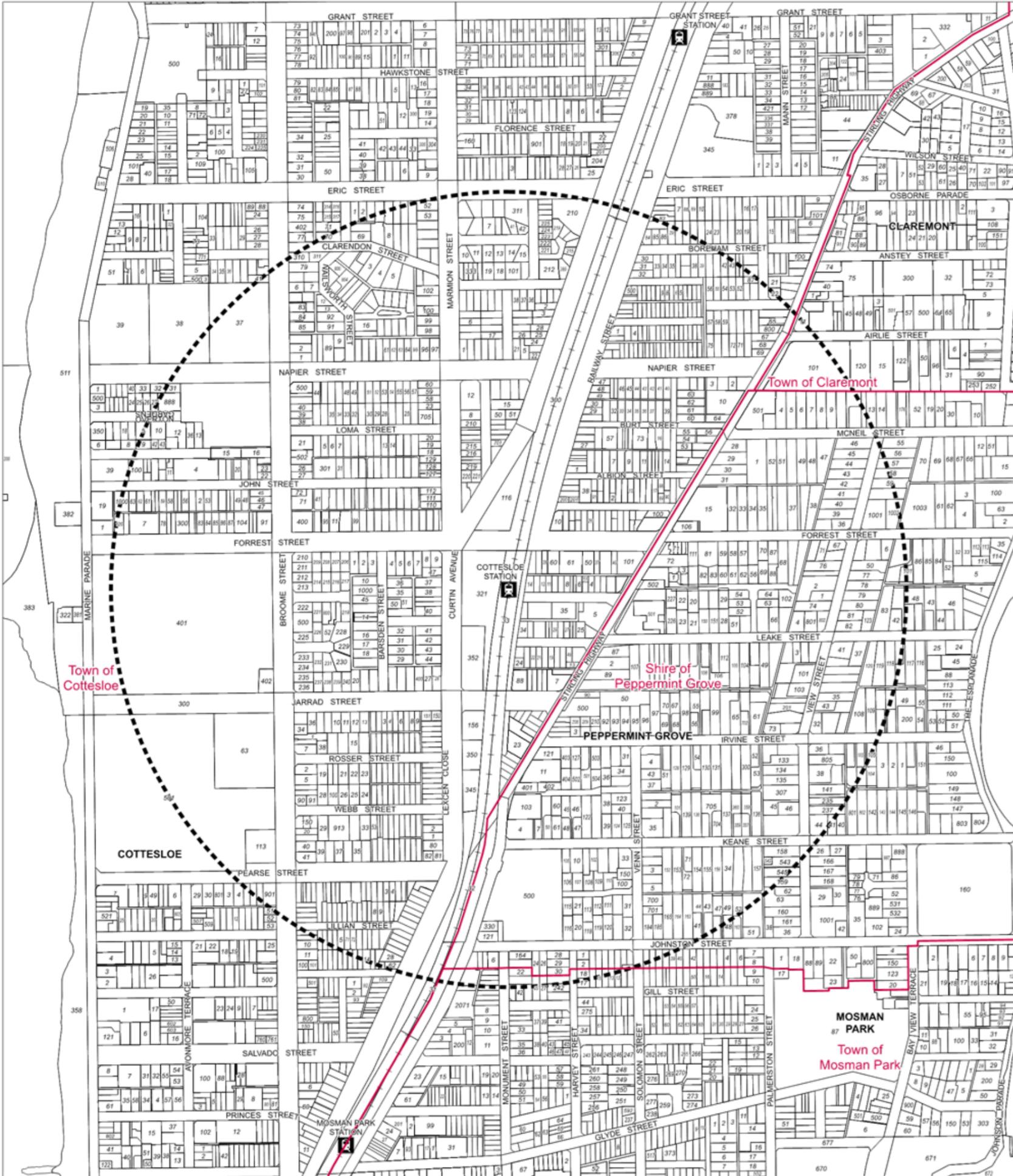
<p>Improvement Plan No.</p> <p>IMPROVEMENT PLAN NO. xx - CARLISLE AND OATS STREET STATION PRECINCTS</p>				
<p> Improvement plan</p>	<p>Project Manager: A. Cagnana</p>	<p>Plan Number:</p>	<p>File number: RLS/1204</p>	
	<p>Geospatial Officer: K. Rampellini</p>	<p></p> <p>3.2877</p>	<p>Plan reference:</p>	
<p>Examined: T. Servaas</p>	<p>5840</p>			
<p>Revised:</p> <p>Version No: 3</p> <p>Date:</p>				
<p> WAPC Western Australian Planning Commission</p> <p>Created on date: Tuesday, 18 November 2025 Document Name: IP_xx_MRS_5840v3</p> <p>Produced by Data Analytics, Department of Planning, Perth WA Base information supplied by Western Australian Land Information Authority SLIP 1447-2023-1</p>				

3.2877



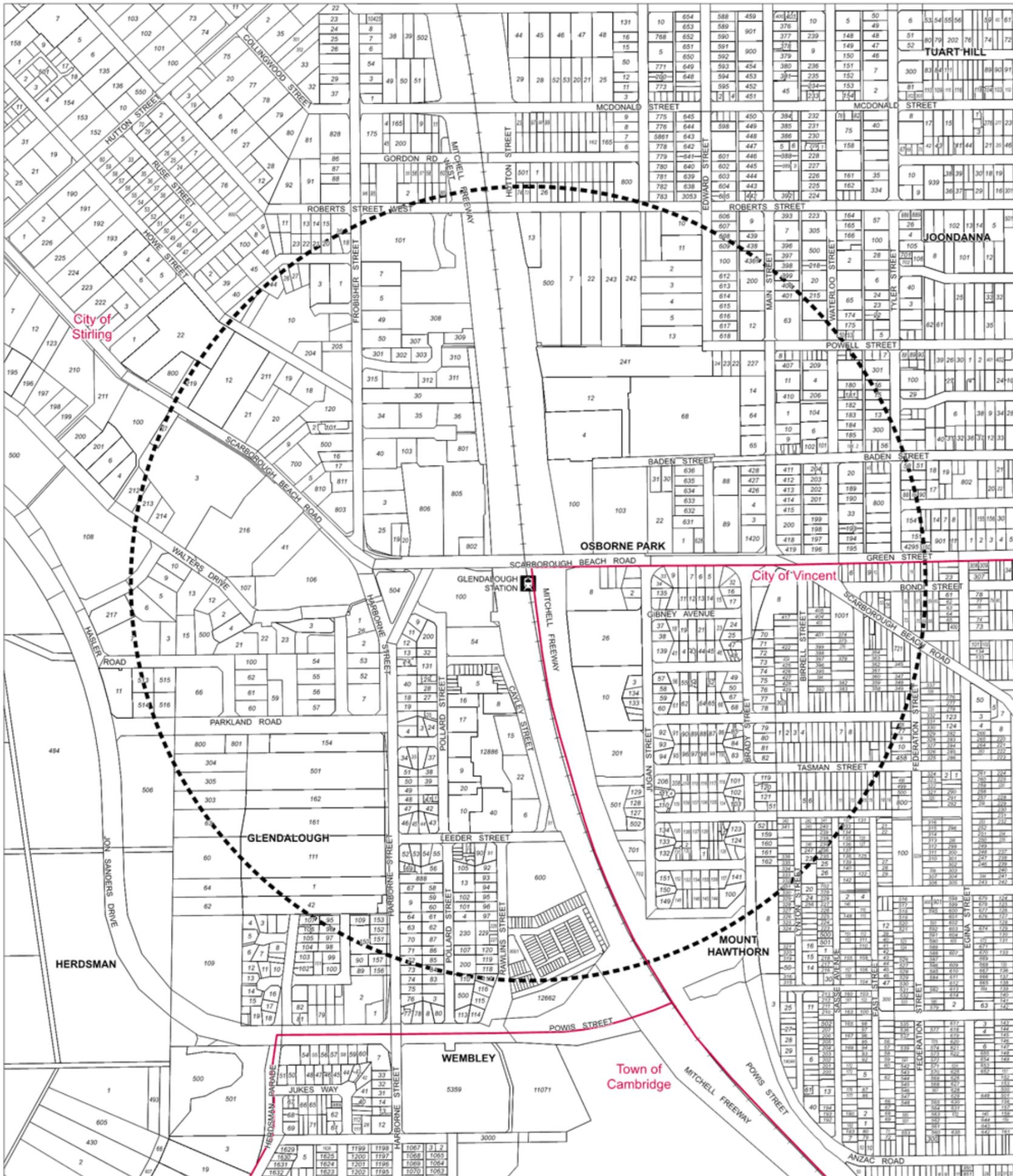
<p>Improvement Plan No.</p> <p align="center">IMPROVEMENT PLAN NO. xx - CLAISEBROOK STATION PRECINCT</p>				
<p>Improvement plan</p>	<p>Project Manager: A. Cagnana</p>	<p>Plan Number:</p>	<p>File number: RLS/1204</p>	
	<p>Geospatial Officer: K. Rampellini</p>		<p>Plan reference:</p>	
<p>Examined: T. Servaas</p>	<p align="center">3.2877</p>			
<p>Revised:</p> <p>Version No: 3</p> <p>Date:</p>	<p>5840</p>			
<p> Created on date: Tuesday, 18 November 2025 Document Name: IP_xx_MRS_5840v3</p> <p><small>Produced by Data Analytics, Department of Planning, Perth WA Base information supplied by Western Australian Land Information Authority SLIP 1447-2023-1</small></p>				

3.2877



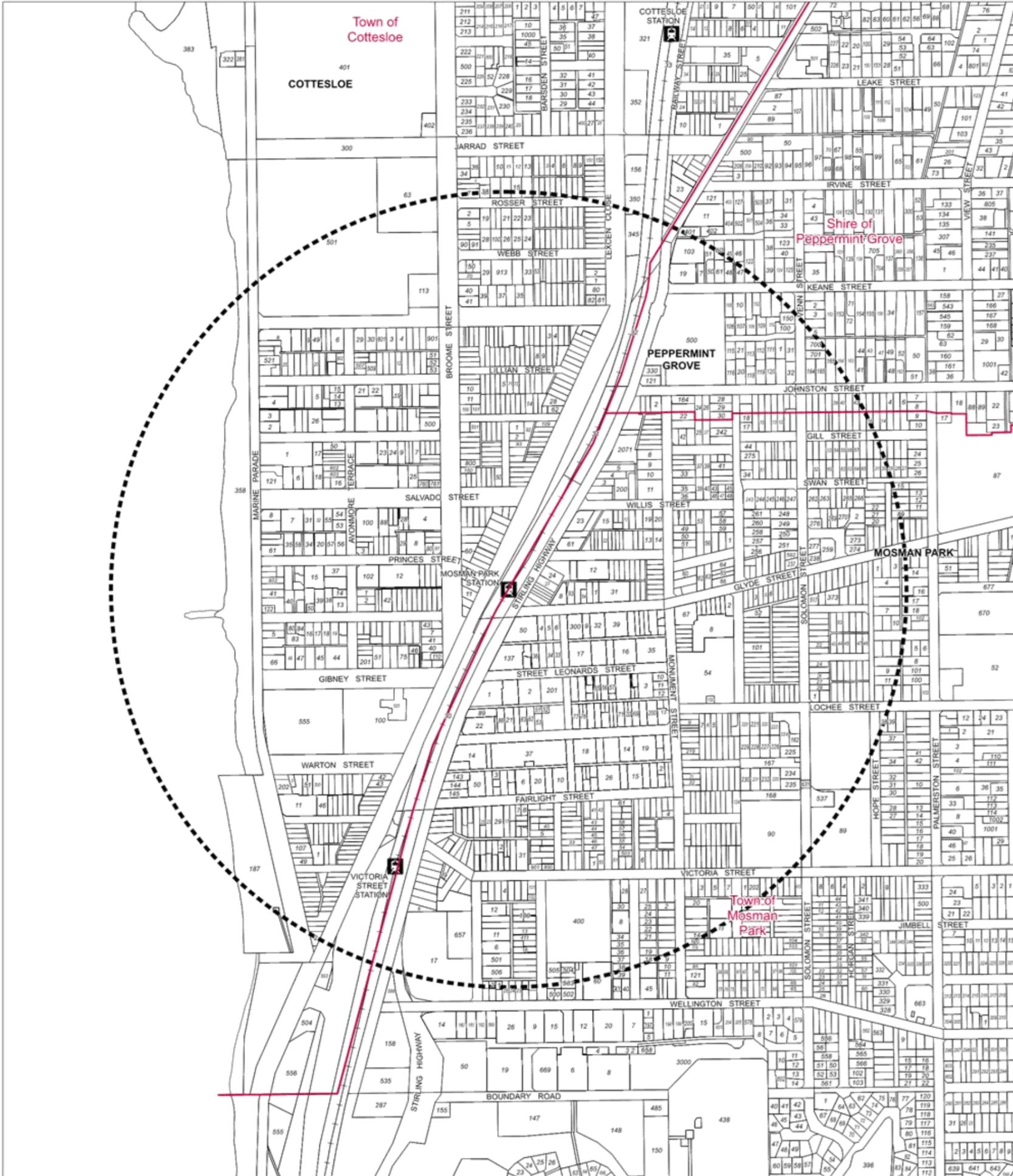
<p>Improvement Plan No.</p>		<p>IMPROVEMENT PLAN NO. xx - COTTESLOE STATION PRECINCT</p>		
<p>Improvement plan</p>	<p>Project Manager: A. Cagnana</p>	<p>Plan Number:</p>	<p>File number: RLS/1204</p>	
	<p>Geospatial Officer: K. Rampellini</p>	<p>Examined: T. Servaas</p>	<p>3.2877</p>	<p>Plan reference:</p>
<p>Created on date: Tuesday, 18 November 2025 Document Name: IP_xx_MRS_5840v3</p>	<p>Revised:</p>			<p>Version No: 3</p>
<p>Produced by Data Analytics, Department of Planning, Perth WA Base information supplied by Western Australian Land Information Authority SLIP 1447-2023-1</p>	<p>Date:</p>	<p>5840</p>		

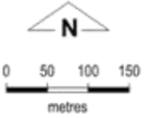
3.2877



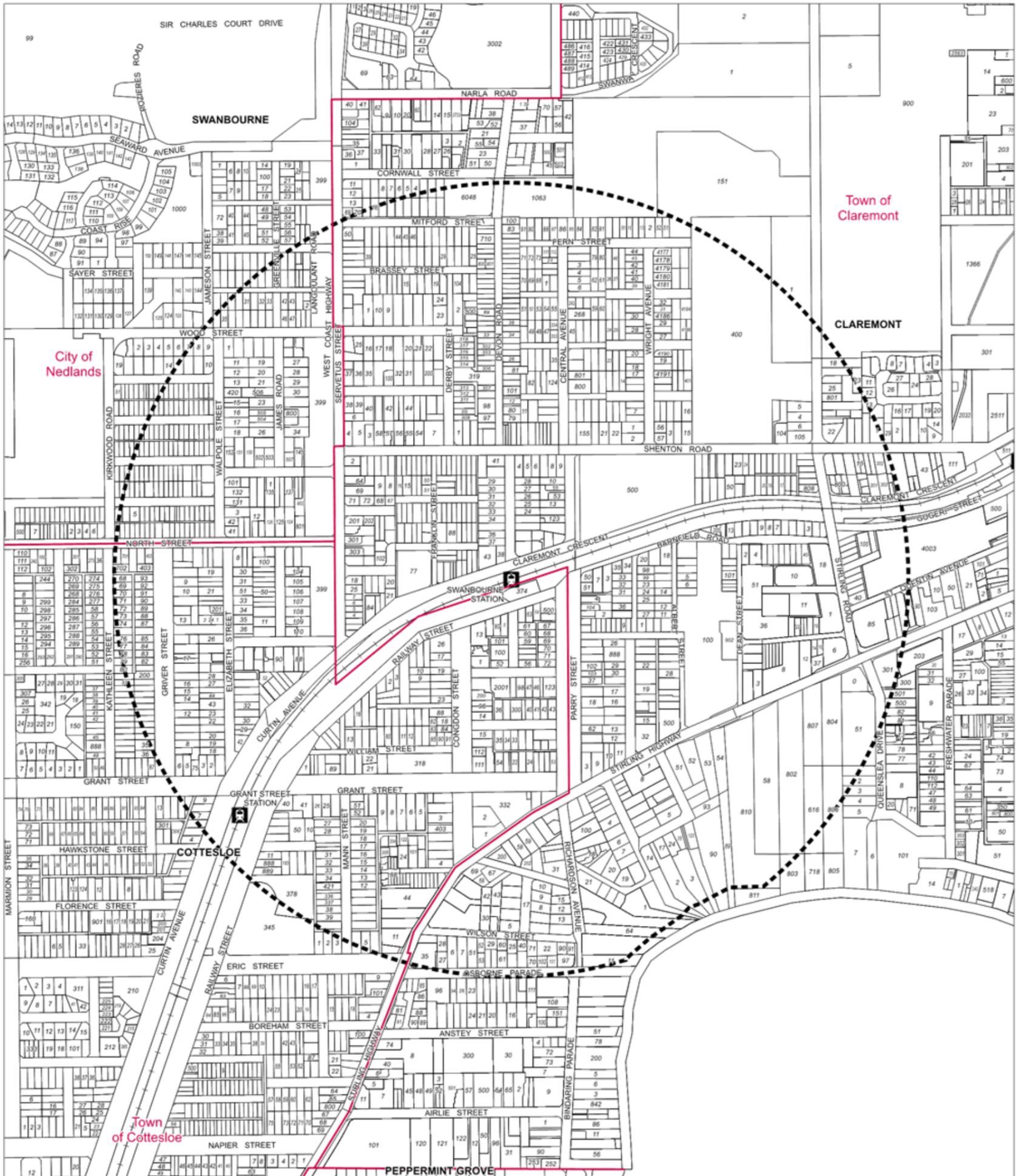
<p>Improvement Plan No.</p> <p align="center">IMPROVEMENT PLAN NO. xx - GLENDALOUGH STATION PRECINCT</p>			
<p>Improvement plan</p>	<p>Project Manager: A. Cagnana</p>	<p>Plan Number:</p> <p align="center">3.2877</p>	<p>File number: RLS/1204</p> <p>Plan reference:</p>
	<p>Created on date: Tuesday, 18 November 2025 Document Name: IP_xx_MRS_5840v3</p> <p>Produced by Data Analytics, Department of Planning, Perth WA Base information supplied by Western Australian Land Information Authority SLIP 1447-2023-1</p>	<p>Geospatial Officer: K. Rampellini</p> <p>Examined: T. Servaas</p> <p>Revised:</p> <p>Version No: 3</p> <p>Date:</p>	

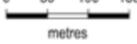
3.2877

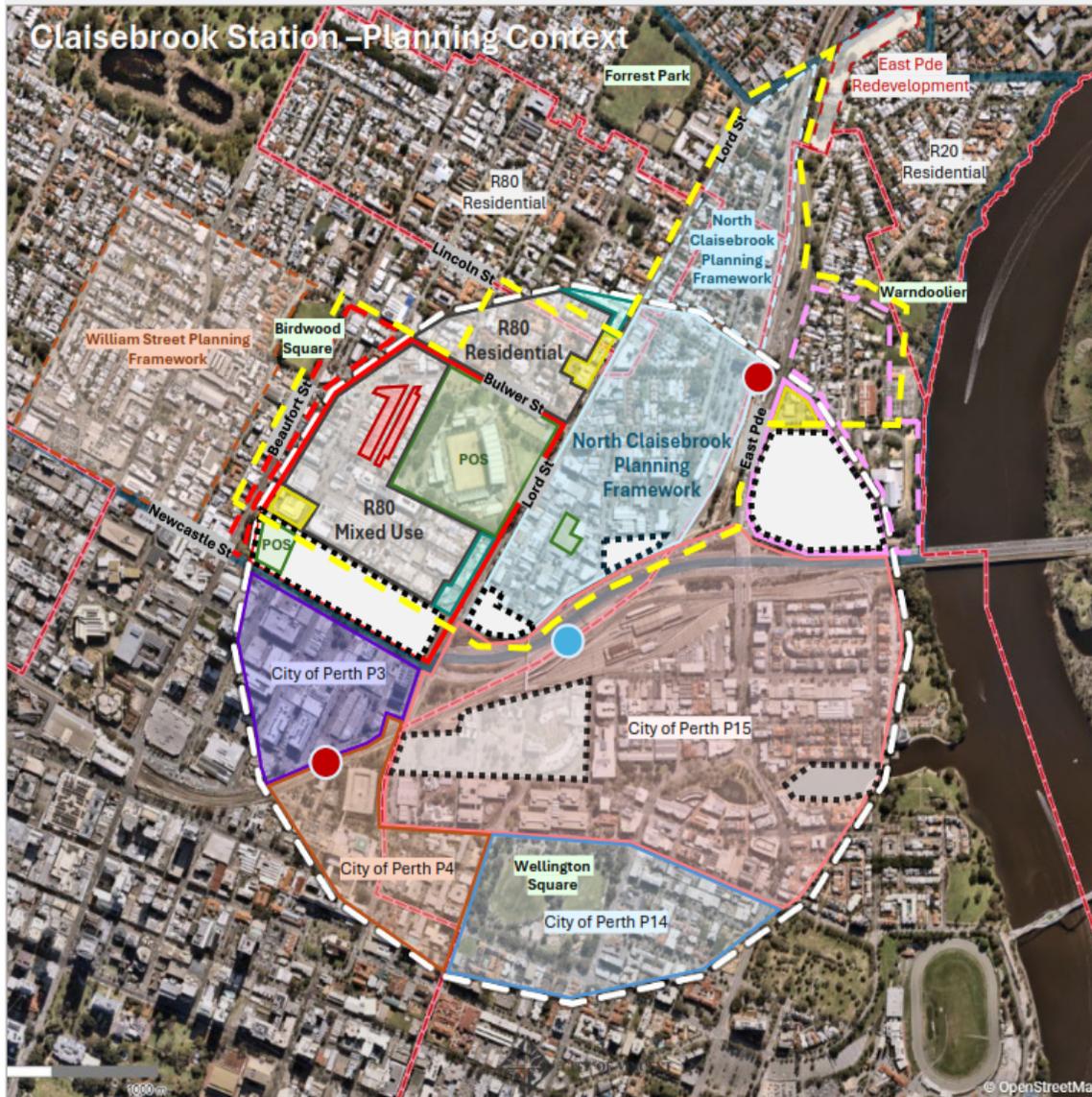


<p>Improvement Plan No.</p> <p align="center">IMPROVEMENT PLAN NO. xx - MOSMAN PARK STATION PRECINCT</p>	
<p> Improvement plan</p>	<p>Project Manager: A. Cagnana</p> <p>Geospatial Officer: K. Rampellini</p> <p>Examined: T. Servaas</p> <p>Revised:</p> <p>Version No: 3</p> <p>Date:</p>
<p> WAPC Western Australian Planning Commission</p> <p>Created on date: Tuesday, 18 November 2025 Document Name: IP_xx_MRS_5840v3</p> <p>Produced by Data Analytics, Department of Planning, Perth WA Base information supplied by Western Australian Land Information Authority SLIP 1447-2023-1</p>	<p align="center">  0 50 100 150 metres </p> <p align="center">3.2877</p> <p>5840</p>
	<p>Plan Number:</p> <p>File number: RLS/1204</p> <p>Plan reference:</p>

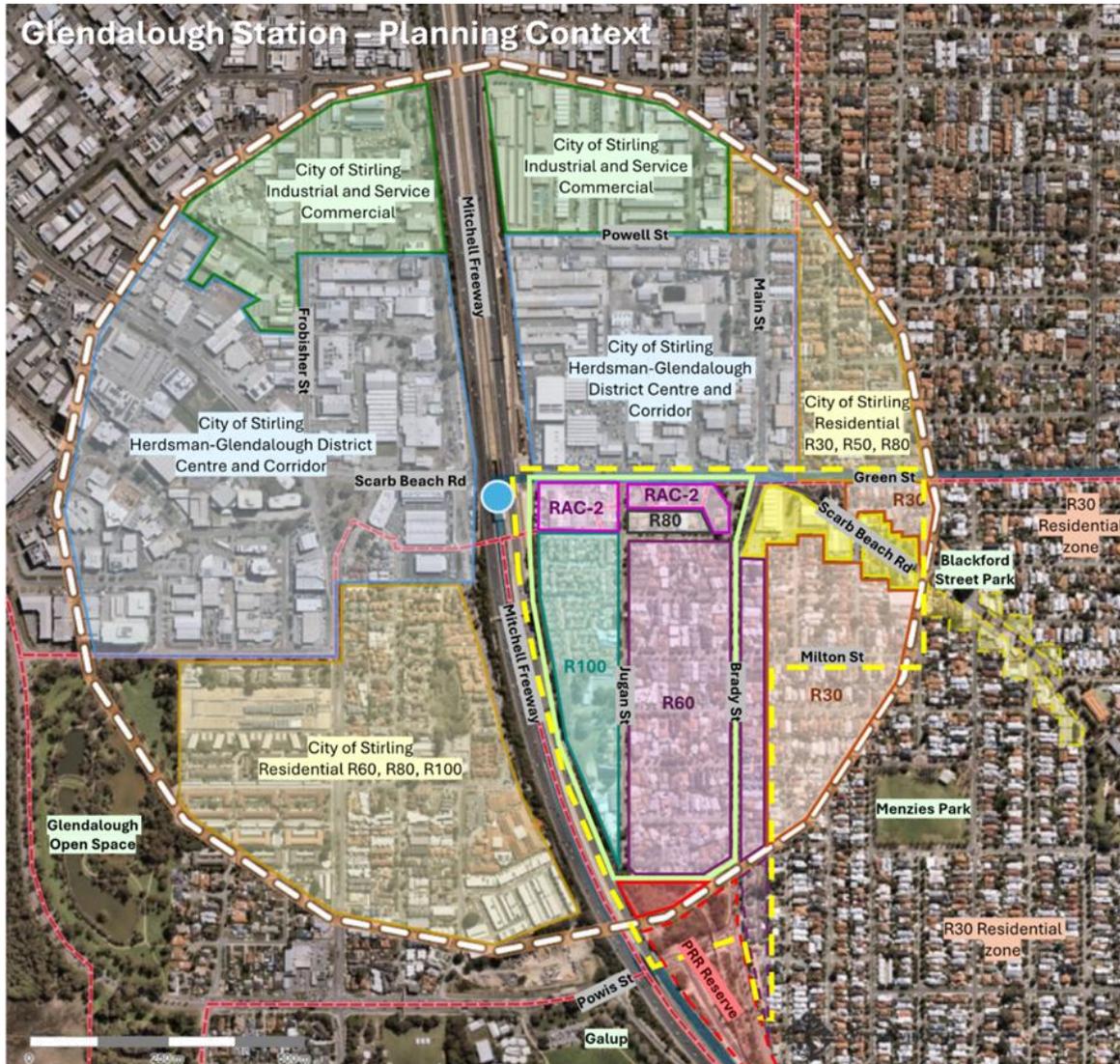
3.2877



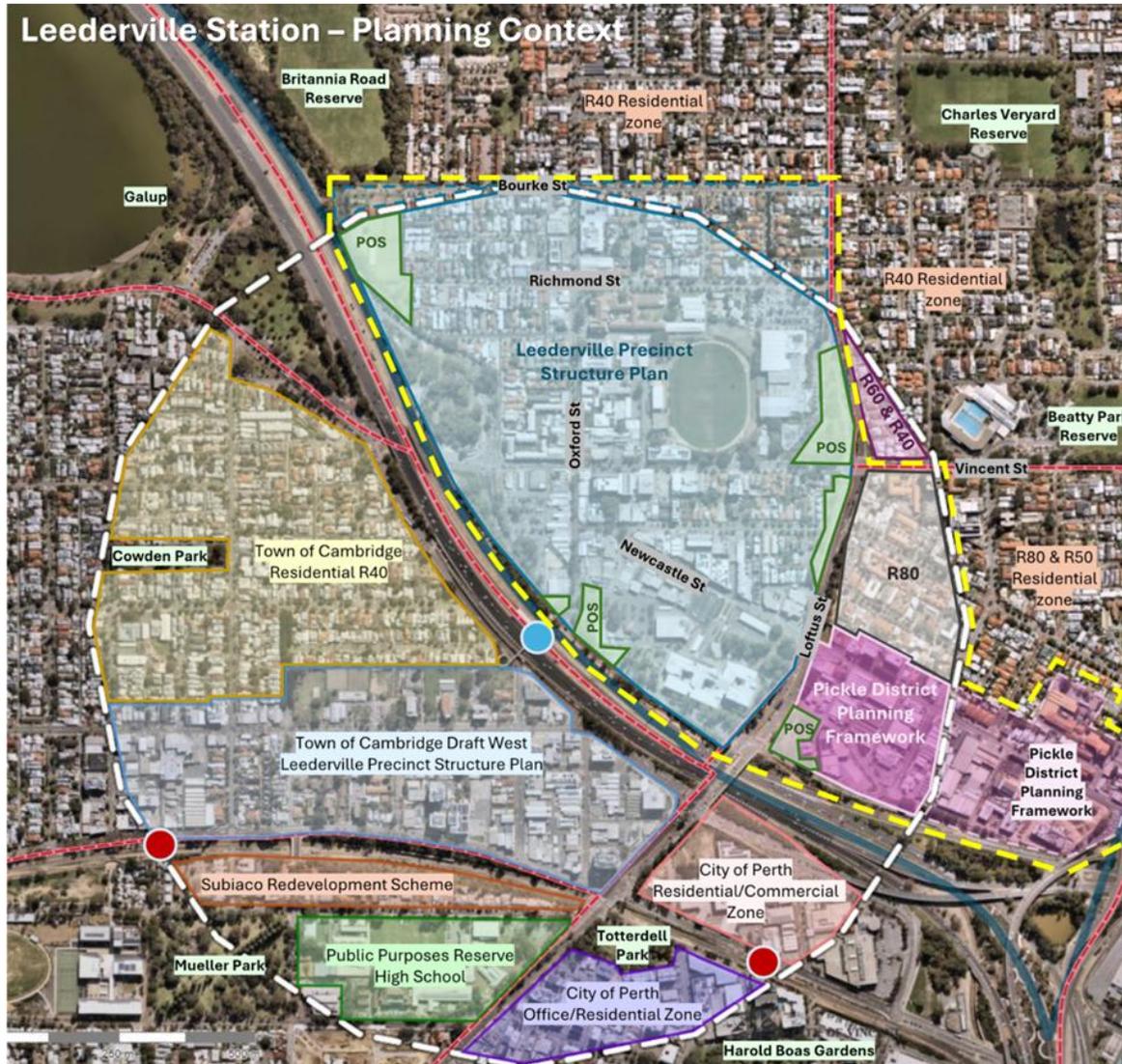
<p>Improvement Plan No.</p> <p>IMPROVEMENT PLAN NO. xx - SWANBOURNE STATION PRECINCT</p>			
<p> Improvement plan</p>	<p>Project Manager: A. Cagnana</p> <p>Geospatial Officer: K. Rampellini</p> <p>Examined: T. Servaas</p> <p>Revised:</p> <p>Version No: 3</p> <p>Date:</p>	<p>Plan Number:</p> <p>3.2877</p> <p>5840</p>	<p>File number: RLS/1204</p> <p>Plan reference:</p>
<p> WAPC Western Australian Planning Commission</p> <p>Created on date: Tuesday, 18 November 2025 Document Name: IP_xx_MRS_5840v3</p> <p>Produced by Data Analytics, Department of Planning, Perth WA Base information supplied by Western Australian Land Information Authority SLIP 1447-2023-1</p>		<p style="text-align: center;">   </p>	



Legend:	
	Claisebrook Train Station
	East Perth and McIver Train Stations
	800m catchment
	Recommended Improvement Plan Boundary
	Excluded from proposed Improvement Plan
City of Vincent:	
	North Claisebrook Planning Framework: <ul style="list-style-type: none"> Sets out detailed planning and land use for North Claisebrook. Mixed Use and R100, R80 & R60 Residential with development capacity up to 12 storeys.
	Lord Street West Future Investigation Area: <ul style="list-style-type: none"> Identified in draft Strategy to investigate opportunities for additional dwelling growth.
	East Perth Power Station Future Investigation Area: <ul style="list-style-type: none"> Identified in draft Strategy to investigate opportunities for infill development
	Commercial and District/Local Centre Zone: <ul style="list-style-type: none"> Existing mix of commercial uses, grouped and multiple dwellings. Existing redevelopment capacity for apartments up to 6 storeys.
	R100 Residential/Mixed Use: <ul style="list-style-type: none"> Existing mix of single and grouped dwellings and commercial tenancies. Existing redevelopment capacity for apartments up to 6 storeys.
	R80 Residential/Mixed Use: <ul style="list-style-type: none"> Existing mix of single, grouped & multiple dwellings and commercial tenancies up to 6 storeys. Existing redevelopment capacity for residential development up to 4 storeys.
	Lacey Street Character Area: <ul style="list-style-type: none"> Established character area with predominantly single storey dwellings.
City of Perth	
	P3 Stirling Precinct Plan: <ul style="list-style-type: none"> Existing mixed-use precinct with building heights 20+ storeys. Redevelopment capacity provides for development with no prescribed height limit.
	P15 East Perth Precinct Plan: <ul style="list-style-type: none"> Existing mixed-use precinct with building heights up to 8 storeys. Redevelopment capacity provides for development with height limited by flight path.
	P4 Stirling Precinct Plan: <ul style="list-style-type: none"> Existing mixed-use precinct containing Royal Perth Hospital. Redevelopment capacity provides for development with height limited by flight path.
	P14 Stirling Precinct Plan: <ul style="list-style-type: none"> Existing mixed-use precinct with building heights up to 6 storeys. Redevelopment capacity provides for development up to 29 storeys.

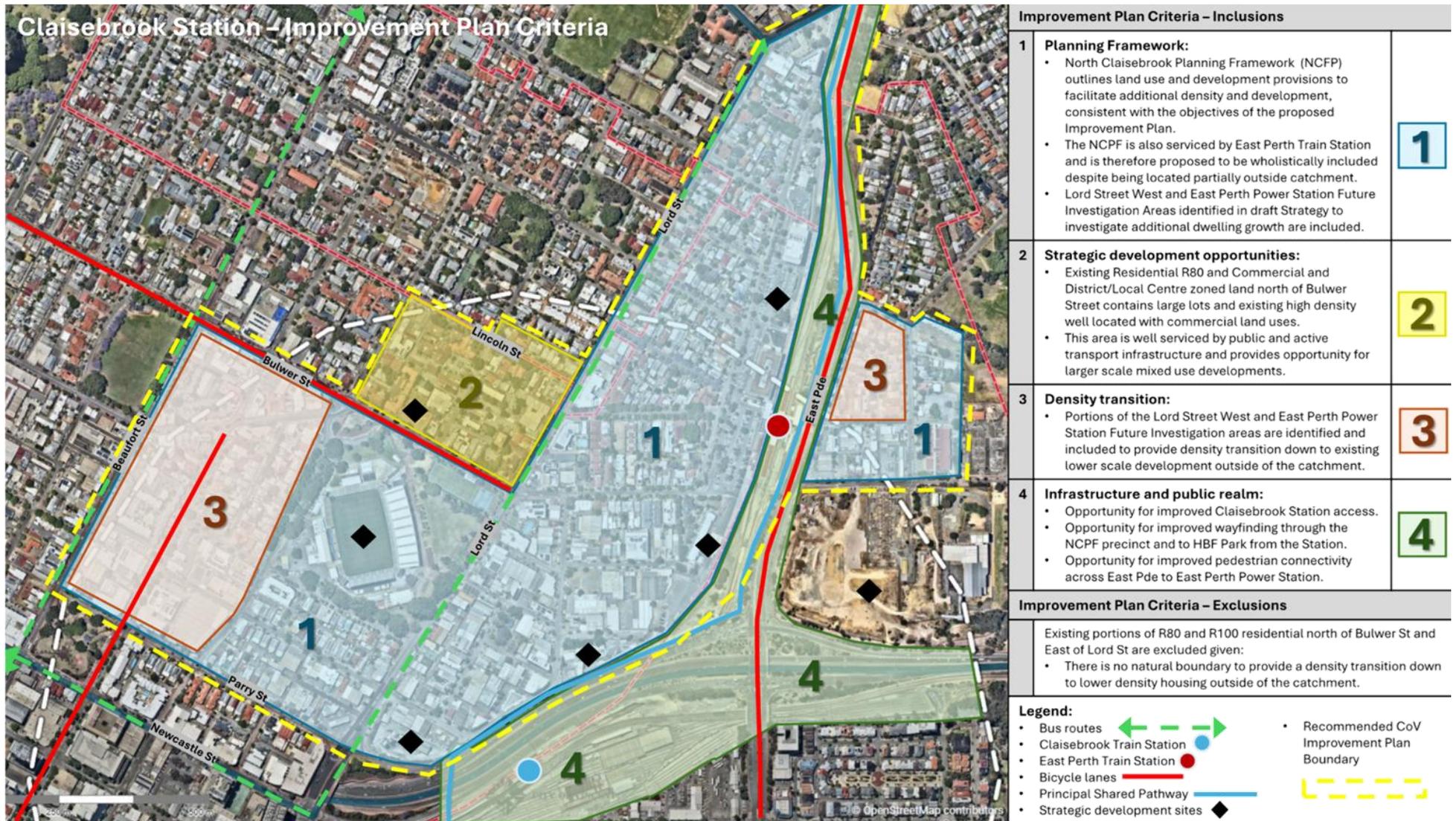


Legend:	
	Glendalough Train Station
	800m catchment
	Recommended Improvement Plan Boundary
City of Vincent:	
	Glendalough Future Investigation Area: • Identified in draft Strategy to investigate opportunities for additional dwelling growth
	Commercial & R80 mixed use: • Existing mix of commercial uses, single and grouped dwellings. • Existing redevelopment capacity for apartments up to 4 storeys.
	District and Local Centre RAC-2: • Existing mix of commercial uses, vacant land and single dwellings. • Existing redevelopment capacity for apartments up to 8 storeys.
	R100 Residential: • Existing mix of single, grouped & multiple dwellings – up to 2 storeys. • Existing redevelopment capacity for apartments up to 3 storeys.
	R80 Residential: • Existing mix of single, grouped & multiple dwellings – up to 3 storeys. • Existing redevelopment capacity for apartments up to 3 storeys.
	R60 Residential: • Existing mix of single, grouped & multiple dwellings - up to 2 storeys. • Existing redevelopment capacity for apartments up to 3 storeys.
	R30 Residential: • Existing mix of single and grouped dwellings – up to 2 storeys. • Limited existing redevelopment capacity. Maximum 2 lot subdivisions.
	Primary Regional Road Reserve: • Under the care and control of Main Roads WA
City of Stirling:	
	Herdsman-Glendalough District Centre and Corridor: • Existing mix of industrial, light industrial, and service commercial land uses. • Existing Structure Plan and LDP facilitate transition to mid-high-density mixed-use development – 10-14 storeys.
	Industrial and Service Commercial: • Existing mix of industrial, light industrial, and service commercial land uses. • To remain as existing in incoming LPS4 to maintain inner city industrial centre.
	R30 Residential: • Existing mix of single and grouped & multiple dwellings – up to 10 storeys. • Redevelopment capacity under incoming LPS4 provides for apartments (4+ storeys).



Legend:	
	Leederville Train Station
	West Leederville & West Perth Train Stations
	800m catchment
	Recommended Improvement Plan Boundary
City of Vincent:	
	Draft Leederville Precinct Structure Plan: <ul style="list-style-type: none"> Sets out detailed planning and land use for Leederville Town centre. Proposes redevelopment capacity for mixed use development 6-25 storeys.
	Pickle District Planning Framework: <ul style="list-style-type: none"> PDPF sets out planning and land use for the Pickle District. Existing redevelopment capacity for mixed use development up to 8 storeys.
	R80 Residential: <ul style="list-style-type: none"> Existing mix of single, grouped & multiple dwellings – up to 9 storeys. Existing redevelopment capacity for residential development up to 3 storeys.
	R60 & R40 Residential: <ul style="list-style-type: none"> Existing mix of single, grouped & multiple dwellings - up to 2 storeys. Existing redevelopment capacity for residential development up to 3 storeys.
Town of Cambridge	
	Draft West Leederville Precinct Structure Plan <ul style="list-style-type: none"> Existing mix of residential, mixed use, office and commercial – up to 9 storeys. Proposed mixed use development between 4 -18 storeys.
	R40 Residential <ul style="list-style-type: none"> Existing mix of single and grouped dwellings – up to 2 storeys. Existing redevelopment capacity provides for development up to 2 storeys.
City of Subiaco/Development WA	
	Subiaco Redevelopment Scheme <ul style="list-style-type: none"> Existing mix of residential, office and commercial – up to 3 storeys. Development WA Subi East Masterplan provides for development up to 18 storeys.
	Public Purposes Reserve <ul style="list-style-type: none"> Existing Perth Modern School Site.
City of Perth	
	Residential/Commercial Zone <ul style="list-style-type: none"> Existing mix of single and grouped & multiple dwellings – up to 9 storeys. Redevelopment capacity provides for development up to 8 storeys.
	Office/Residential Zone <ul style="list-style-type: none"> Existing mix of single and grouped & multiple dwellings – up to 8 storeys. Redevelopment capacity provides for development up to 29 storeys.

Improvement Plan Boundary Criteria:	
<i>Inclusion in Improvement Plan Area:</i>	<i>Exclusion from Improvement Plan Area:</i>
<p>1. Planning framework:</p> <ul style="list-style-type: none"> Where an area is identified in the City’s Planning Framework as a strategic location for density and development. <p>2. Strategic development opportunities:</p> <ul style="list-style-type: none"> Where land within the area provides a strategic redevelopment opportunity because of its size, location, ownership, prominence or is currently underdeveloped/vacant. <p>3. Density transition:</p> <ul style="list-style-type: none"> Where an area provides for an opportunity to gradually transition between high density to established low density areas outside of the Improvement Plan area. <p>4. Infrastructure & public realm:</p> <ul style="list-style-type: none"> Where an area provides opportunities for strategic infrastructure and public realm upgrades to support future redevelopment having a suitable level of amenity. 	<p>1. Areas outside of the 800m catchment.</p> <p>2. Existing low-density areas where there is no natural boundary (i.e. roads, parks etc) to transition to higher density.</p> <p>3. Areas with limited access to established and future anticipated public and active transport infrastructure.</p>



Improvement Plan Criteria – Inclusions

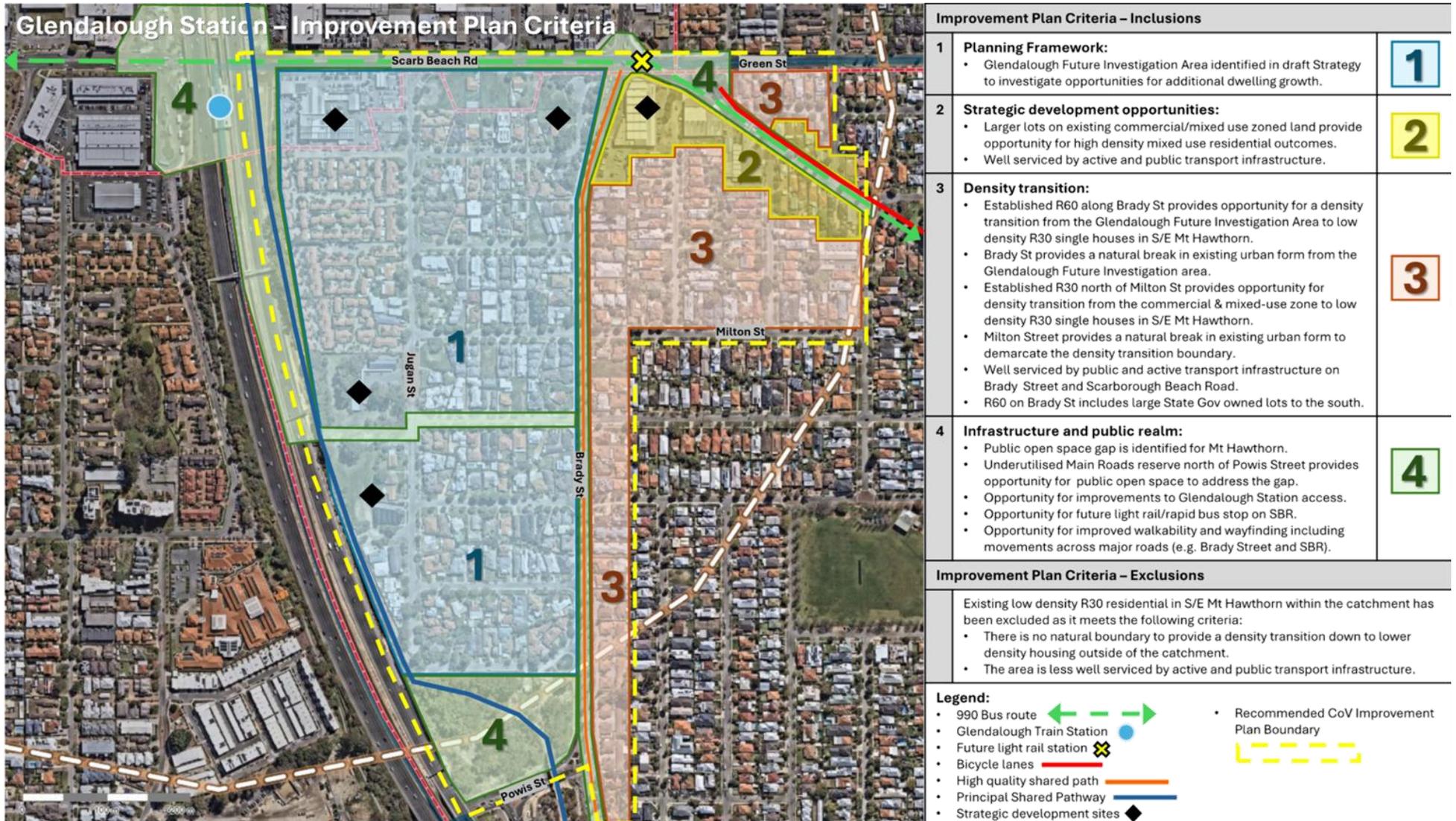
1	<p>Planning Framework:</p> <ul style="list-style-type: none"> North Claisebrook Planning Framework (NCPF) outlines land use and development provisions to facilitate additional density and development, consistent with the objectives of the proposed Improvement Plan. The NCPF is also serviced by East Perth Train Station and is therefore proposed to be wholistically included despite being located partially outside catchment. Lord Street West and East Perth Power Station Future Investigation Areas identified in draft Strategy to investigate additional dwelling growth are included. 	1
2	<p>Strategic development opportunities:</p> <ul style="list-style-type: none"> Existing Residential R80 and Commercial and District/Local Centre zoned land north of Bulwer Street contains large lots and existing high density well located with commercial land uses. This area is well serviced by public and active transport infrastructure and provides opportunity for larger scale mixed use developments. 	2
3	<p>Density transition:</p> <ul style="list-style-type: none"> Portions of the Lord Street West and East Perth Power Station Future Investigation areas are identified and included to provide density transition down to existing lower scale development outside of the catchment. 	3
4	<p>Infrastructure and public realm:</p> <ul style="list-style-type: none"> Opportunity for improved Claisebrook Station access. Opportunity for improved wayfinding through the NCPF precinct and to HBF Park from the Station. Opportunity for improved pedestrian connectivity across East Pde to East Perth Power Station. 	4

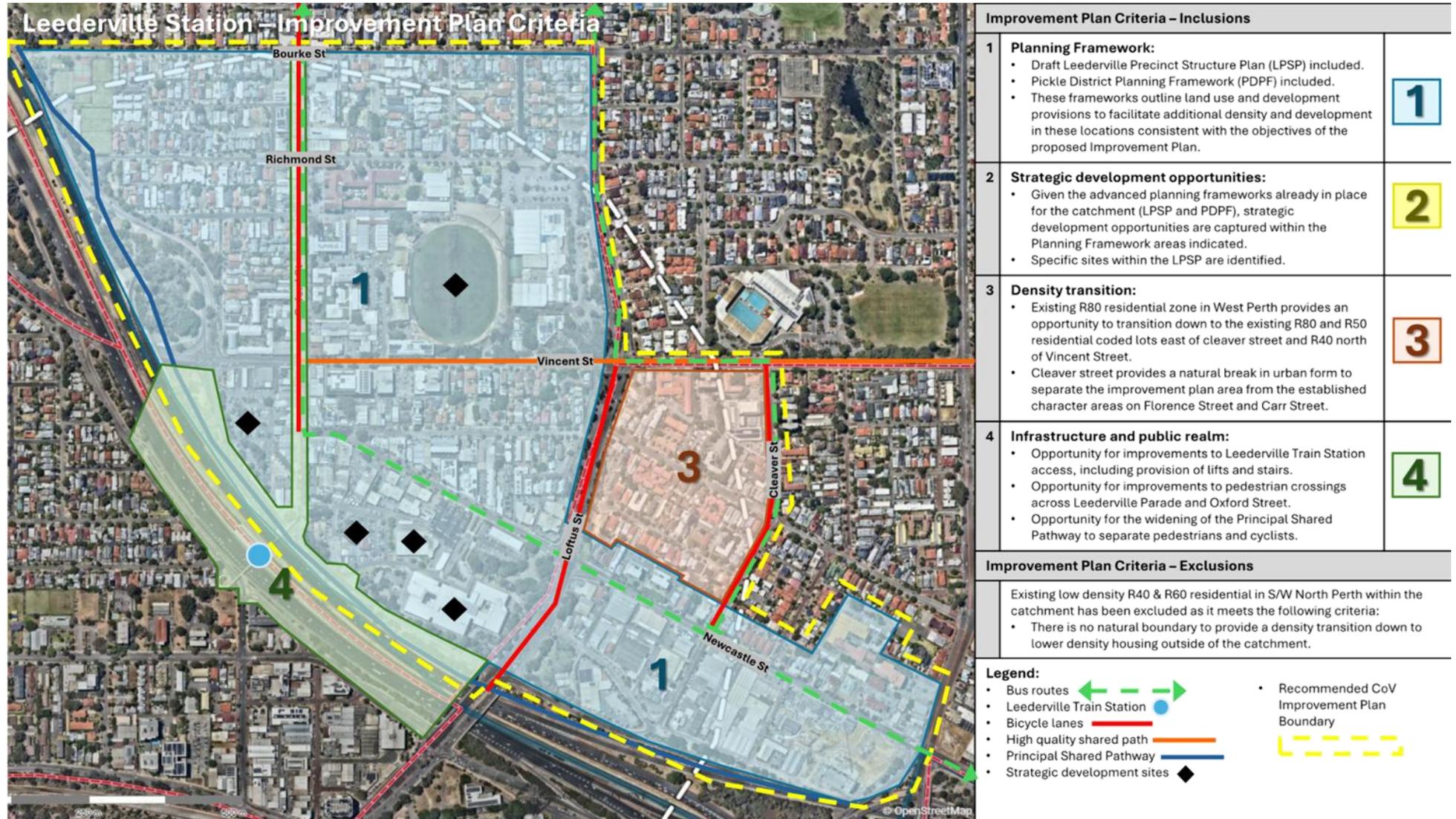
Improvement Plan Criteria – Exclusions

<p>Existing portions of R80 and R100 residential north of Bulwer St and East of Lord St are excluded given:</p> <ul style="list-style-type: none"> There is no natural boundary to provide a density transition down to lower density housing outside of the catchment.
--

Legend:

- Bus routes
- Claisebrook Train Station
- East Perth Train Station
- Bicycle lanes
- Principal Shared Pathway
- Strategic development sites
- Recommended CoV Improvement Plan Boundary





Improvement Plan Criteria – Inclusions

1	<p>Planning Framework:</p> <ul style="list-style-type: none"> • Draft Leederville Precinct Structure Plan (LPSP) included. • Pickle District Planning Framework (PDPF) included. • These frameworks outline land use and development provisions to facilitate additional density and development in these locations consistent with the objectives of the proposed Improvement Plan. 	1
2	<p>Strategic development opportunities:</p> <ul style="list-style-type: none"> • Given the advanced planning frameworks already in place for the catchment (LPSP and PDPF), strategic development opportunities are captured within the Planning Framework areas indicated. • Specific sites within the LPSP are identified. 	2
3	<p>Density transition:</p> <ul style="list-style-type: none"> • Existing R80 residential zone in West Perth provides an opportunity to transition down to the existing R80 and R50 residential coded lots east of cleaver street and R40 north of Vincent Street. • Cleaver street provides a natural break in urban form to separate the improvement plan area from the established character areas on Florence Street and Carr Street. 	3
4	<p>Infrastructure and public realm:</p> <ul style="list-style-type: none"> • Opportunity for improvements to Leederville Train Station access, including provision of lifts and stairs. • Opportunity for improvements to pedestrian crossings across Leederville Parade and Oxford Street. • Opportunity for the widening of the Principal Shared Pathway to separate pedestrians and cyclists. 	4

Improvement Plan Criteria – Exclusions

Existing low density R40 & R60 residential in S/W North Perth within the catchment has been excluded as it meets the following criteria:

- There is no natural boundary to provide a density transition down to lower density housing outside of the catchment.

Legend:

- Bus routes
- Leederville Train Station
- Bicycle lanes
- High quality shared path
- Principal Shared Pathway
- Strategic development sites
- Recommended CoV Improvement Plan Boundary

5.7 PROPOSED LICENCE FOR LITIS STADIUM CHANGEROOM TO FLOREAT ATHENA SOCCER CLUB INC

- Attachments:**
1. Litis Stadium Changerooms Licence Area [↓](#) 
 2. Market Valuation - Confidential

RECOMMENDATION:

That Council

1. **APPROVES** the City granting a licence to Floreat Athena Soccer Club Inc (ABN 24 163 514 023) (FASC) for the use of the Litis Stadium changerooms and storage areas located on a portion of Lot: 31 on Plan: 687 known as No. 41 Britannia Road, Leederville and as shown on the plan in Attachment 1, subject to the following key terms:
 - 1.1 **Commencement:** 1 April 2026
 - 1.2 **Expiry:** 30 September 2030
 - 1.3 **Licence Area:** Approximately 383m² (subject to survey)
 - 1.4 **Licence fee:** \$2,550 per annum plus GST including 25% community benefit rebate, indexed by CPI annually on 1 July.
 - 1.5 **Bond:** \$2,000 to be maintained throughout the duration of the licence term.
 - 1.6 **Permitted use:**

Changerooms: Non-exclusive right to use as changerooms for sporting and recreational activities.

Storage areas: Used only for storage of FASC's sporting equipment only.

The Licence Area must not be used for any business, commercial, illegal or immoral purposes.
 - 1.7 **Permitted days of use:**

Changerooms: Winter season, each year (1 April to 30 September).

Storage areas: All year round
 - 1.8 **Insurance:** FASC will hold public liability insurance to a minimum value of \$20,000,000 (per claim).
 - 1.9 **Indemnity:** The club will indemnify the City against loss or damage to property or persons occurring as a result of the use of the Licence Area.
 - 1.10 **Maintenance:**

During the Permitted Days of Use of the licence term, FASC must ensure that the Licence Area is kept clean and free from rubbish after each use and in good repair.

A deep clean of the Licence Area is required at the end of every Winter season.
 - 1.11 **Access**

The City and public utilities may access the Licence Area at any time in connection with its respective services.

1.12 Inspection

FASC acknowledges and agrees that the City is entitled to undertake regular inspections to view the state of repair and condition of the Licence Area by giving reasonable notice to FASC.

2. **AUTHORISES the Chief Executive Officer to negotiate the Licence Agreement with Floreat Athena Soccer Club Inc and NOTES that the agreement will be executed in accordance with the City's Execution of Documents Policy.**

PURPOSE OF REPORT:

To grant a contractual right to non-exclusive occupation (licence) to Floreat Athena Soccer Club Inc (FASC) (ABN 24 163 514 023) for the use of the Litis Stadium changerooms and storage areas located on a portion of Lot 31 on Plan 687, known as 41 Britannia Road, Leederville, and as shown on the plan at **Attachment 1** (Licence Area).

DELEGATION:

Delegation [2.2.18](#) – Disposing of Property by Leases and Licenses of the City's Delegations, Authorisations and Appointments does not extend to approving a new licence.

BACKGROUND:

On [12 November 2019](#), Council approved the lease of the Litis Stadium clubrooms to FASC on an exclusive basis. This area included the service access area, canteen, carpark to the rear of the clubrooms, and the tiered seating fronting the clubrooms.

The lease to FASC is for a term of ten years and expires on 30 September 2030.

In March 2023, the City received \$3 million in funding from the Federal Government for the Litis Stadium Changeroom Redevelopment project. This included refurbishing the existing clubrooms and construction of a new building with changerooms, universally accessible toilets and storage space.

Construction works have recently finished, and the Litis Stadium Changeroom Redevelopment project is approaching practical completion.

The new changerooms are located to the north-west of the existing clubrooms as shown below:



Litis Stadium is the home ground of FASC seniors (under 18s and above) during the Winter Season (April – September). During the Summer Season (October – March) it is available to several community clubs and organisation, including the Vincent City Ducks Gridiron Club.

FASC juniors (under 16s and below) use the Britannia Pavillion clubrooms during Winter Season under a shared licence with Leederville Cricket Club. They also use the playing field as a training ground.

The changerooms are proposed to be used by both FASC seniors and juniors during the Winter Season.

The licence to FASC to use the changerooms by both seniors and juniors during the Winter Season for a term which aligns with FASC's existing Litis Stadium lease.

DETAILS:

Under the City's [Property Management Framework](#) (PMF) a licence provides for non-exclusive permission to access and use a facility during specified times.

The proposed Licence would grant FASC non-exclusive use to the Litis Stadium changerooms during the Winter Season (April – September). This recognises the current Lease and ongoing use by FASC as the primary user of Litis Stadium during this time.

During the Summer Season (October - March) the Litis Stadium changerooms would be a publicly hireable facility. Users would be charged in accordance with the City's annual Fees & Charges.

Proposed Licence Terms

Based on the assessment of FASC against the PMF eligibility criteria, FASC satisfies both Category 2 and 3. On that basis, Administration recommends granting a licence to FASC on the key terms below.

- Category 2 and 3 community benefit criteria. FASC seniors qualify under Category 3 criteria as it operates at a state league level. The club provides services which are generally out of the scope of local government and therefore no direct local community benefit due to the state level nature. FASC juniors meet the Category 2 criteria as a community level sporting club that delivers services aligned with identified community needs.
- Category 2 Shared Use criteria. As the changerooms will be benefited by the senior and junior club patrons during the Winter Season and public hire during the Summer Season, the shared arrangement meets the shared use criteria. The storage areas will also be shared by the senior and junior club patrons all year round.

Because the changerooms and storage areas will be used on a shared use basis, Administration has determined that FASC aligns more with Category 2 eligibility criteria and recommends that the essential terms applicable to Category 2 be adopted for the licence, except for determination of the licence fee.

The following proposed licence terms have been agreed by FASC and are in accordance with the Category 2 Essential Terms, where relevant, of the PMF:

1	Commencement	1 April 2026
2	Expiry	30 September 2030
3	Licence Area	Approximately 383m ² (subject to survey), comprising of changerooms and storage areas as shown in Attachment 1.
4	Licence Fee	\$2,550 per annum plus GST including 25% community benefit rebate, indexed by CPI annually on 1 July.
5	Bond	\$2,000 to be maintained throughout the duration of the licence term.
6	Permitted Use	Changerooms: Non-exclusive right to use as changerooms for sporting and recreational activities. Storage areas: Used only for storage of the club's sporting equipment only. The Licence Area must not be used for any business, commercial, illegal or immoral purposes.
7	Permitted days of use	Changerooms: Winter season each year (1 April to 30 September). Storage areas: All year round
8	Insurance	Public liability insurance to a minimum value of \$20,000,000 (per claim).

9	Indemnity	The club will indemnify the City against loss or damage to property or persons occurring as a result of the use of the Licence Area.
10	Maintenance	During the Permitted Days of Use of the licence term, the club must ensure that the Licence Area is kept clean and free from rubbish after each use and in good repair. A deep clean of the Licence Area is required at the end of every Winter season.
11	Access	The City and public utilities may access the Licence Area at any time in connection with its respective services.
12	Inspection	FASC acknowledges and agrees that the City is entitled to undertake regular inspections to view the state of repair and condition of the Licence Area by giving reasonable notice to FASC.

Proposed Licence Fee

The PMF sets out that the Licence Fee for Category 2 is to be 10% of the Gross Rental Value (GRV).

The Licence Fee was not determined using GRV. This is because the GRV for the changerooms has not yet been issued as the building has not reached practical completion or received an occupancy permit.

Practical completion is imminent, however, due to uncertainty around Landgate's backlog and timing, Administration obtained a market valuation of the licence fee to ensure that FASC will be able to commence the licence on 1 April 2026. The market valuation dated 9 October 2025 is attached as **Confidential Attachment 2**.

Consistent with the approach for other Category 2 tenants where a 25 percent community benefit rebate has been applied to the licence fee, Administration proposes the same rebate be applied to the market licence fee.

This would be consistent with the existing licence fee for the clubrooms which also includes a 25 percent community benefit rebate.

The licence fee for the changerooms is proposed at \$2,550 inclusive of the 25 percent community benefit rebate.

CONSULTATION/ADVERTISING:

[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) of the Regulations because the disposition is to a not-for-profit incorporated association which has an objective of providing recreational, social and sporting facilities for its members.

This is outlined further in the Policy/Legal section of this report.

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.*

FASC is a not-for-profit incorporated association which has an object of providing recreational, social and sporting facilities for its members for purposes of Regulation 30(2)(b).

Property Management Framework

The objectives of the PMF are:

- *To meet growing community needs and to maximise community benefit, City owned and managed properties will be prioritised for use where occupancy arrangements include co-location, shared-use and highest community utilisation;*
- *To meet the Strategic Community Plan's objectives of 'Connected Community' and 'Thriving Places', City owned and managed properties will primarily be available for local not-for-profit organisations, community groups and other community purposes;*
- *To ensure transparency and equity, all financial and in-kind subsidisation by Council will be recognised where City owned and managed properties are used to meet demonstrated community needs;*
- *To ensure sustainable City owned and managed properties, effective asset management and demonstrated sound financial management will be prioritised; and*
- *Where appropriate, specific City owned and managed properties may be identified and made accessible for commercial activities for income generation to support and encourage sustainable City owned asset management.*

The proposed Licence to FASC is consistent with these objectives as outlined in the Comments section of this report.

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 grant of licence has been conducted through accountable and transparent procedures through implementing relevant risk control measures managed through the licence agreement and in accordance with the City's Risk Management Framework and Property Management Framework .
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 grant a licence to FASC. The proposed licence terms are consistent with the City's PMF.

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.

FINANCIAL/BUDGET IMPLICATIONS:

The proposed Licence Fee of \$2,550 per annum plus GST and indexed annually by CPI.

There will be no additional costs to the City in granting the Licence to FASC.

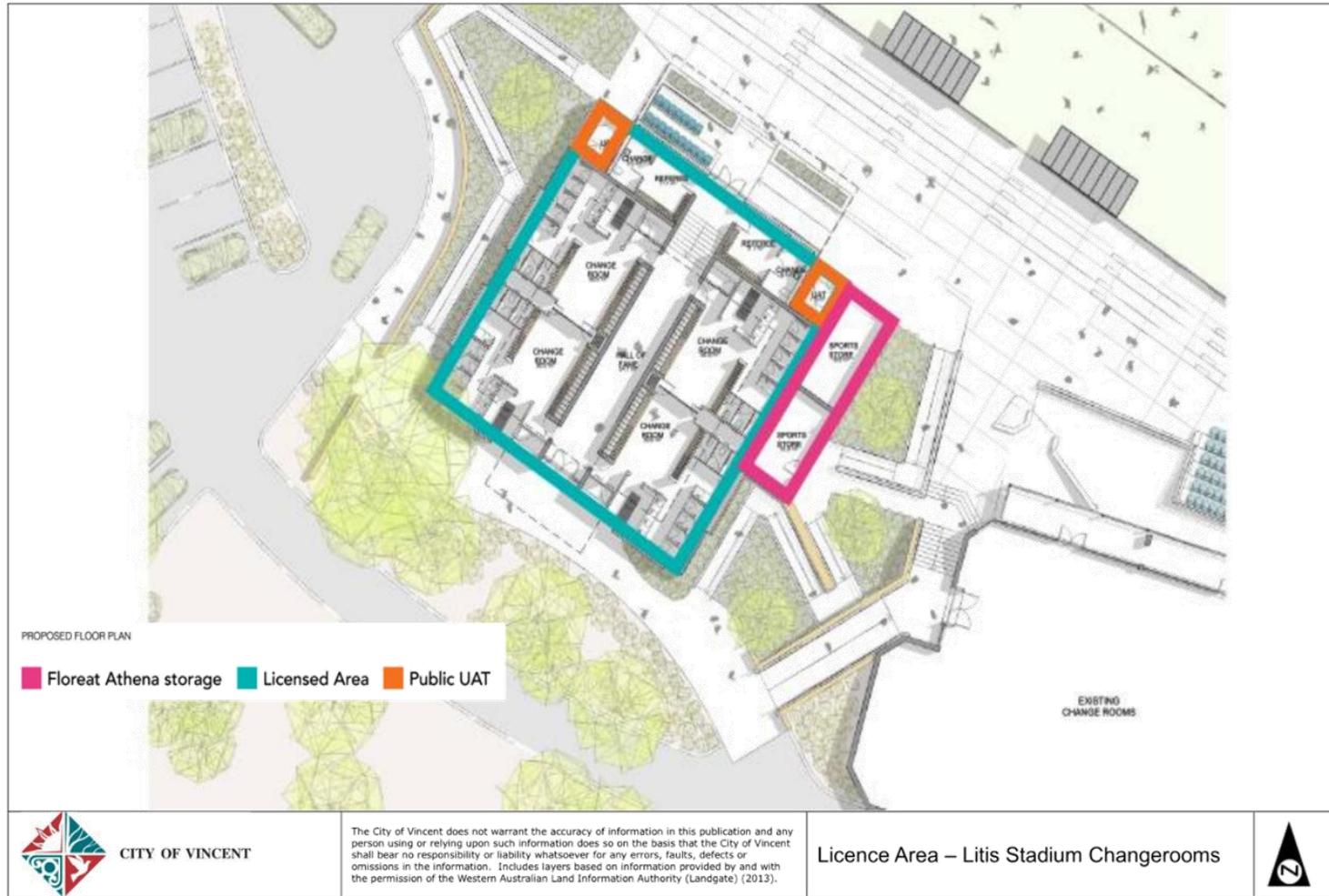
COMMENTS:

The proposed Licence to FASC for non-exclusive use of the Litis Stadium changerooms is consistent with the PMF because:

- Maintenance & Responsibilities – The Licence provides a clear delineation of responsibilities and establishes a defined framework for maintenance, access, and accountability between the City and FASC in relation to the changerooms and storage areas.

FASC would be responsible for maintenance, cleaning, minor repairs and upkeep of the changerooms during the Winter Season. This is when usage is at its peak and would reduce operational demands on the City to manage during this period, freeing up staff and budget which would otherwise be required for seasonal maintenance. The storage areas will be maintained and kept clean by the club all year round.

- Community Benefit – The Licence would ensure the continuity of sport and recreation use of the new changeroom facilities during the peak Winter Season while allowing public access in the off-season. This would maximise the broader community benefit for Litis Stadium.
- Licence Terms – The Licence terms are consistent with the relevant Essential Terms of the PMF, with the exception of the licence fee which has been determined in accordance with market valuation.
 - As outlined above, this is because it is not possible to obtain the GRV prior to practical completion, and progressing based on the market valuation would ensure that licence can be in place for FASC to use the clubrooms from 1 April 2026 (subject to practical completion and an occupancy permit being obtained). The Licence Fee would contribute towards the maintenance of the changerooms during the Summer Season.



6 INFRASTRUCTURE & ENVIRONMENT

6.1 APPROVAL TO ADVERTISE LOCAL AREA TRAFFIC MANAGEMENT POLICY

- Attachments:
1. Local Area Traffic Management (LATM) Policy [↓](#) 
 2. Road Safety Management Plan (RSMP) [↓](#) 

RECOMMENDATION

That Council **APPROVES** for the purpose of community consultation, the draft Local Area Traffic Management (LATM) Policy, at Attachment 1, and authorises Administration to advertise the draft Policy in accordance with the City's Corporate Document Development Policy and Community and Stakeholder Engagement Policy.

PURPOSE OF REPORT:

For Council to approve, for the purpose of community consultation, the draft Local Area Traffic Management (LATM) Policy as detailed 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 Council policies.

BACKGROUND:

The requirement of provisions outlined in clause 1.3 of the Corporate Document Development Policy were presented to Council Members through the monthly Policy Paper in July 2025.

The need to develop a Local Area Traffic Management (LATM) Policy was presented to Council Members in the monthly Policy Paper in July 2025, in accordance with clause 1.3 of the City's Corporate Document Development Policy.

The City receives a significant number of community requests relating to traffic safety, speeding, congestion, and neighbourhood amenity. Concurrently, the City must align its road safety approach with State Government direction, including the **Driving Change Strategy 2020–2030** and the City's **Road Safety Management Plan (RSMP)**.

The RSMP identifies predominant crash types on the local network, particularly right-angle, right-turn-through, and vulnerable road user crashes, setting out proactive and reactive safety actions. The LATM Policy provides the mechanism to implement these actions at the neighbourhood level, including warrant scoring, local area assessments, and prioritised treatment programs.

A formal policy is required to replace legacy practices and ensure a modern, consistent, and transparent approach to LATM across the City.

DETAILS:

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

The LATM Policy is necessary to:

- Establish a clear, transparent, and accountable framework for assessing and responding to traffic management issues.
- Ensure all community requests are evaluated using credible data, including crash history, speed and volume counts, and warrant scoring.
- Align the City’s decisions with Safe System principles and RSMP actions.
- Prioritise limited capital resources toward locations with the highest documented safety risk.
- Provide clarity to the community on how LATM assessments, design development, and engagement processes occur.

The policy formalises documentation, investigation, risk assessment, traffic warrant scoring, design development, and community engagement processes.

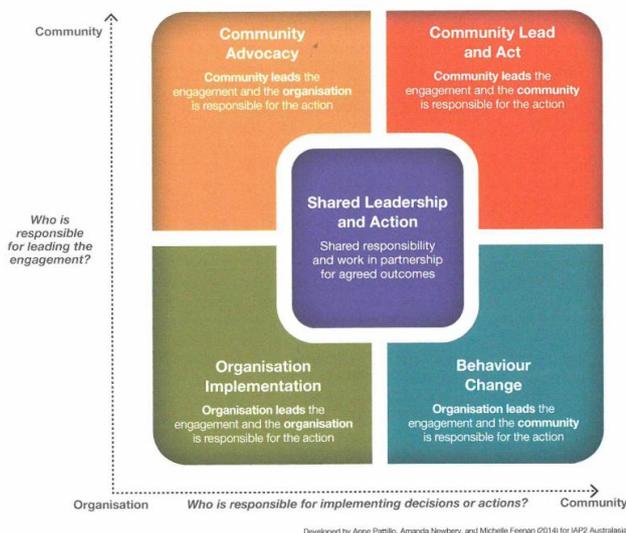
Examples of current / best practice:

The Policy aligns with:

- Austroads Guide to Traffic Management Part 8 – Local Area Traffic Management
- State Government Driving Change Strategy 2020–2030
- City of Vincent Road Safety Management Plan 2025–2030
- WALGA and Main Roads WA Safe System guidance

These documents represent national and state best practice for risk-based traffic management.

CONSULTATION/ADVERTISING:



Organisation Implementation

Engagement is used to both inform the community about the proposed policy, project or propositions, and to provide some input to the shape or execution of the policy, project or proposition.

Tension: People feel forced leading to an unresponsive process.

Mitigation: Increasing the level of influence, and implementing a transparent, robust process.

Required under regulations/legislation**Communicate how community and stakeholder input has influenced the decision-making or implementation**

In accordance with the City's Corporate Document Development Policy draft policy documents are presented to Council for approval and authorisation to commence community consultation. All proposed changes, other than those covered by clause 5.8, will be advertised in accordance with, but not limited to, the requirements of the City's Community and Stakeholder Engagement Policy and guided by the following amendment classifications;

- **Complex Amendments** - Broad public engagement will be required, aligned with the Community and Stakeholder Engagement Policy, to ensure significant changes are thoroughly communicated and reviewed.
- **Standard Amendments** - Will be advertised for a minimum of 21 days in accordance with the Community and Stakeholder Engagement Policy. Consultation methods will be tailored based on the potential impact of the amendments, with recommendations presented to Council for determination.

The proposed **Local Area Traffic Management Policy is new** and will be advertised in the following ways:

- The City's website
- City social media channels
- Local newspapers
- Noticeboards at the Administration Centre and the Library & Local History Centre
- Letters to relevant community groups, precinct groups, and local businesses

Public notice of this proposed new policy will be provided from 09 February 2026

LEGAL/POLICY:

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

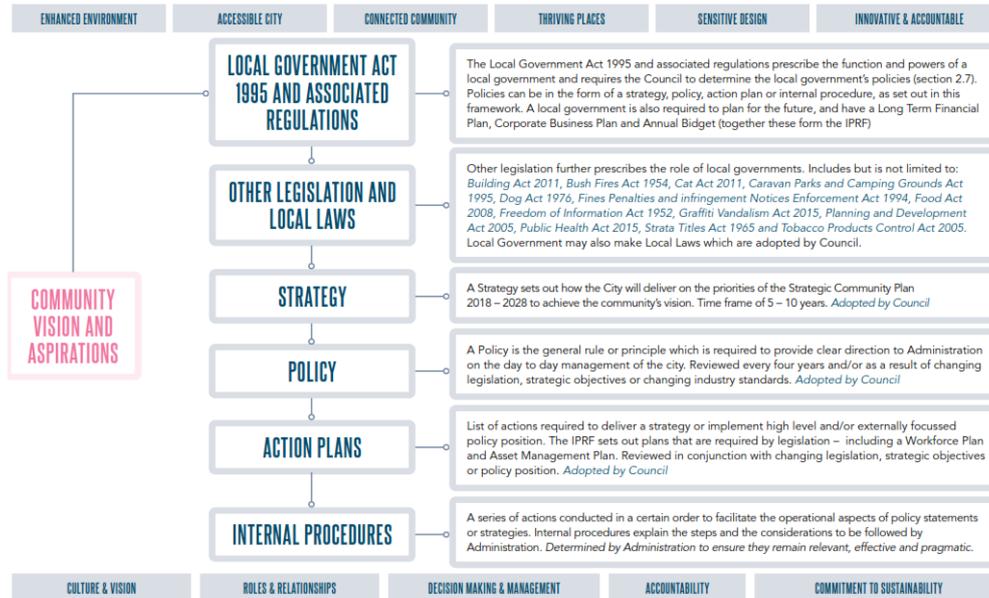
The City's Corporate Document Development Policy sets out the process for the development and review of the City's policy documents.

In accordance with clause 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 proposed policy is to provide a clear, transparent, and accountable framework for assessing and responding to traffic management issues.

LOCAL GOVERNMENT DECISION MAKING HIERARCHY



The Policy is informed by the following Western Australian legislation:

- Road Traffic Code 2000
- Land Administration Act 1997
- Main Roads Act 1930

RISK MANAGEMENT IMPLICATIONS

Low: Adopting the proposed Local Area Traffic Management policy is low risk because this will:

- It formalises a transparent, defensible assessment framework.
- It supports the City's duty of care to road users.
- It reduces organisational risk by ensuring decisions are data-driven and consistent.
- It aligns with Safe System principles and the RSMP, helping reduce serious injury crash risk.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

We have minimised our impact on the environment.

Accessible City

Our pedestrian and cyclist networks are well designed, connected, accessible and encourage increased use.

Connected and Healthy Community

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

Thriving Places

Our town centres and gathering spaces are safe, easy to use and attractive places where pedestrians have priority.

Sensitive Design

More people living in and working in or enjoying town centres

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 the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024*.

Sustainable Transport

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Reduced injuries and a safer community

FINANCIAL/BUDGET IMPLICATIONS:

There are no direct financial implications associated with adopting the Policy.

Implementation of LATM treatments will occur through future budgets and external funding programs such as Black Spot and MRRG grants.



Local Area Traffic Management (LATM)

Legislation / local law requirements	Road Traffic Code 2000 Lands Administration Act 1997 Main Roads Act 1930
Relevant delegations	2.2.9 Control of Road Reserves and Certain Unvested Facilities.
Related policies, procedures and supporting documentation	Road Safety Management Plan – D22/205253

PRELIMINARY

INTRODUCTION

This policy provides an objective framework by which the City's local road network can be assessed to determine where the implementation of traffic management treatments will be of greatest benefit to the community in support of the vision *"to be a leader in making it safe, easy, environmentally friendly and enjoyable around Vincent"*. This policy allows the City to determine the need for traffic treatments aligned with Main Roads Western Australia strategic vision for 'Driving Change' Road Safety Management Plans which are committed to reducing road trauma on the local road network throughout the City.

PURPOSE

The purpose of this policy is to specify a consistent, transparent, and accountable process, holistically reviewing local area traffic conditions on local roads. The policy's outcome is to align Council, State Government and Community expectation on traffic related safety requests.

OBJECTIVE

The aim is to understand the road safety risk on the local road network throughout the City of Vincent and set out both reactive and proactive actions to address the risks. This policy is based on recommendations outlined in *"Austroads Guide to Traffic Management – Part 8: Local Area Traffic Management"* and the prioritisation of projects for funding meets the 'reasonable measures' requirements regarding the City's duty of care to road users.

SCOPE

The function and description of a road is categorised in accordance with Main Roads WA as:

Primary Distributor means a road that provides for major regional and inter-regional traffic movement and carries large volumes of fast-moving traffic. These roads can be strategic freight routes.

District Distributor A means a road that carries high-capacity traffic movements between industrial, commercial and residential areas and connects to Primary Distributor roads.

District Distributor B means a road that has a similar function to a District Distributor A road but with reduced capacity due to flow restrictions caused by frequent property accesses and roadside parking.

Regional Distributor means roads that are not Primary Distributors, but which link significant destinations and are designed for efficient movement of people and goods within and beyond regional areas. They are managed by local government.



Local Area Traffic Management (LATM)

Local Distributor means a road that caters for movement of traffic within local areas and connects access roads to higher-order distributor roads.

Access Road means a road provided for access to abutting properties.

Local Distributor and **Access Roads** will be subject to with this policy. All other road categories will not be subject to this policy as traffic calming devices may alter their operation and function beyond that intended.

ROAD HIERARCHY FUNCTION				
ROAD TYPE	RESPONSIBILITY	PREDOMINANT PURPOSE	INDICATIVE TRAFFIC VOLUME	RECOMMENDED OPERATING SPEED
Primary Distributor	Main Roads WA	Major network. Movement of interregional and/or cross town/city traffic, e.g. freeways, highways and main roads.	Over 35,000 vehicles per day.	60 – 110km/h (depending on design characteristics).
Distributor A	Local Government	Important network. High capacity traffic movements between industrial, commercial and residential areas.	20,000 to 35,000 vehicles per day.	60 – 80km/h
Distributor B	Local Government	Less important network. Reduced capacity, but high traffic volumes travelling between industrial, commercial and residential areas.	7,000to 20,000 vehicles per day.	60 – 70 km/h
Local Distributor	Local Government	Minor Distribution network. Movement of traffic within local areas and connect access roads to higher order distributors.	3,000 to 7,000 vehicles per day.	50 – 60km/h (desired speed)
Access Road	Local Government	Forms part of local distribution network. Provision of vehicle access to abutting properties.	Maximum desirable volume of 3,000 vehicles per day	30 – 40km/h (desired speed)

POLICY PROVISIONS

The recommended operating speeds identified in the road hierarchy table represent desired operating ranges. This Policy supports the **reduction of operating speeds**, where practical, to better align with the intended function and safety outcomes of each road classification.

Similarly, the indicative traffic volumes represent desirable thresholds for each road type. This Policy supports initiatives that **reduce traffic volumes**, particularly on **Access Roads**, to ensure their primary function of local access is maintained.

DEFINITIONS

The core values and shared vision of the policy recognises the four (4) main pillars of the safe system approach which are:

Safe Roads and Roadsides – roads and roadsides are designed and maintained to reduce the risk of crashes occurring, and to lessen the severity of injury if a crash does occur.

Safe Speeds – speeds are managed to complement the road environment and ensure crash impact forces are within human tolerances.

Safe Vehicles – vehicles that lessen the likelihood of a crash and protect occupants, other road users.

Safe People (road use) – road users that are skilled, competent, alert and unimpaired.

Traffic Warrant Scoring System – A scoring methodology recognised by “Austroads Guide to Traffic Management – Part 8: Local Area Traffic Management” as good practice in design and currently within local government. The Score will be used as a guide to determine priority as well as what alterations are required to improve road safety.



Local Area Traffic Management (LATM)

POLICY

1. Traffic Safety Investigation Process

1.1 **Documentation and Risk Assessment**

Enquiries related to traffic calming measures will be documented in a dedicated register. Risk levels will be assessed through crash data analysis to inform prioritization. Areas identified as blackspots by Main Roads Western Australia will be given the highest priority for intervention.

1.2 **Prioritisation of Treatments**

Roads subject to high crash frequency and severity will be prioritised for safety treatments. The primary focus will be on implementing measures that reduce vehicle speeds, decrease traffic volumes, and redirect through traffic away from Access Roads and onto Distributor Roads.

1.3 **Design Development and Community Engagement**

Concept designs for traffic calming treatments will be developed in consultation with relevant stakeholders. Community engagement will initially serve to inform residents of identified road safety issues. Ongoing engagement will involve consultation with the community throughout the design process to ensure transparency and gather feedback.

1.4 **Community Feedback**

Community feedback will be considered and incorporated when selecting preferred treatment options where possible but not where proposed changes compromise safety, effectiveness, or policy compliance.

1.5 **Approval and Funding**

The Executive Director of Infrastructure and Environment is delegated authority to approve works in areas identified as having the highest safety risks. Funding applications shall be submitted to relevant external funding bodies through the appropriate processes. Once funding is secured, projects will be incorporated into the relevant budget cycle for delivery.

1.6 **Implementation of Treatments**

Treatments and traffic calming devices will be selected to achieve targeted safety outcomes. Temporary or trial installations shall be used only as a last resort and must be carefully planned, adequately funded, and resourced to enable comprehensive evaluation of their effectiveness. Extensive planning and resource allocation are required to allow for accurate measurement and reporting of trial outcomes.

2. Traffic Calming Warrant Score

2.1 **Areas not Warranting Treatment**

Areas that do not reach appropriate funding criteria will be warrant scored, through the Traffic Warrant Scoring system. Areas which fail to score the minimum number of points will not be considered for treatment, however monitoring of these areas may be undertaken.

2.2 **Areas Warranting Treatment**

When a completed Traffic Calming Warrant score indicates that remedial action is warranted, the treatment type will be determined as stated within the Traffic Safety Investigation Process.

2.3 **Traffic Warrant Score Procedure**

The procedure for appraising traffic conditions and calming requests will be as follows:



Local Area Traffic Management (LATM)

1. Site or request details are to be placed on an investigation list.
2. Reported crash data shall be obtained from Main Roads Western Australia.
3. Traffic speed and volume data shall be obtained.
4. A site inspection is to be undertaken.
5. The Traffic Warrant Scoring sheet shall be populated with all the applicable information.
6. The overall score shall be evaluated and actioned in accordance with the requirements of Action Priority table.
7. Applicants are to be advised on the outcome of the investigation.

2.4 Post Treatment Speed Review

Following the implementation of a traffic calming project, the speed zoning of the area is to be reviewed. On review, if the speed zoning can be reduced within the surrounding area(s) then this is to be submitted to Main Roads Western Australia for their consideration and approval.

If the area is approved to reduce the speed and there is no budget for 'traffic management' to implement, costs associated with the new speed limit are to be estimated and presented back to Council for consideration. Speed Zoning and reduction in speeds are to be actively pursued by the City.

2.5 Post Treatment Speed Review

Road Safety Audits shall be conducted in accordance with the Austroads guide to Road Safety Part 6A: Implementing Road Safety Audits. The Road Safety Auditor shall be registered and accredited according to the Main Roads Western Australia Policy and Guidelines for Road Safety Audits. Development Applications of significant size shall have a Road Safety Audit completed at the request of Administration.

OFFICE USE ONLY	
Responsible Officer	Manager Engineering
Initial Council Adoption	DD/MM/YYYY
Previous Title	Applicable if the policy has been renamed
Reviewed / Amended	DD/MM/YYYY
Next Review Date	MM/YYYY



CITY OF VINCENT

2025-2030

Road Safety Management Plan



Driving Change

Foreword

The City of Vincent in developing this Road Safety Management Plan are committed to reducing road trauma on the local road network throughout the city. This is to be achieved by adopting Safe System principles and by accepting that people will always make mistakes on our roads but should not be killed or seriously injured as a consequence and acknowledging that there are known limits to the forces the human body can tolerate without being seriously injured. The City of Vincent agrees that our local road transport system should be designed and maintained so that people are not exposed to crash forces beyond the limits of their physical tolerance.

The aim of our Road Safety Management Plan is to understand the road safety risk on the local road network throughout the City of Vincent and set out both reactive and proactive actions to address the risks. The city with support from our partners aim to implement the actions outlined in this plan and monitor the road safety outcomes of these actions over the term of the plan.

Our Road Safety Management Plan was endorsed by the City of Vincent Executive Management Committee on 10 December 2022.

The delivery of the actions set out in the plan are to be achieved as the result of the City of Vincent and our partners working collaboratively to achieve good road safety outcomes for the people who live, work and travel on the local road network in the city.

Our Partners



Contents

State Road Safety Strategy 2025 - 2030	3
Safe System Principles	4
Understanding Our Road Safety Risk	6
Crash Severity per Year	6
Casualty Crashes by Crash Nature	7
Fatal and Serious Injury Crashes by Nature	8
Vulnerable Road User Crashes per Year	9
Key Areas of Focus	11
Predominant Crash Types	11
Proactive Initiatives and Activities	11
Knowledge and Skills Development	11
Action Plan Delivery	11
Progress Tracking and Monitoring	11
Action Plan	12
State Strategy Target Tracking	17
Progress Report 2021 – 2024	17
Action Plan Update 2025	19
Progress Report 2021 – 2030	20
Results and Concluding Statement	21



State Road Safety Strategy 2025 - 2030

The Road Safety Strategy for Western Australia ‘Driving Change’ sets out the journey over the next 10 years towards a shared vision and the steps to take to improve road safety infrastructure, vehicles and the cultural change needed to achieve it.

Road safety is an important public health issue and saving more lives depends on an important cultural shift towards greater acceptance of road safety as everybody’s responsibility and less acceptance of road trauma as part of the journey.

People are at the heart of our transport system and the vision is for all Western Australians to connect with the places where they live, work, learn and play safely. WA’s population is growing and ageing and more people are choosing other transport options alongside private car use, including walking, cycling, public transport and on-demand transport.

Since 2008, the greatest improvements have been in:

		Killed or Seriously Injured			
		Baseline ^a	2019	% change	
Young road users		17-19	350	108	▼ 69%
Seatbelt not worn			216	68	▼ 69%
Speed related			640	301	▼ 53%
Motor vehicle occupants			2,385	1,258	▼ 47%

But, areas where we still need more focus include:

		Killed or Seriously Injured			
		Baseline ^a	2019	% change	
Metro intersections			1,054	607	▼ 42%
Regional and Remote			1,062	676	▼ 36%
Pedestrians			210	137	▼ 36%
Crashes involving errors, tiredness and inattention			2,104	1,414	▼ 33%
Cyclists			100	67	▼ 33%
Motorcyclists			364	320	▼ 12%

WA’s population has doubled since the 1970s and road deaths have halved. Since WA published the previous Road Safety Strategy in 2008, there has been a 19% reduction in road deaths and a 43% reduction in serious injuries.

Despite the downward trend in road trauma over time, there are still too many preventable deaths and serious injuries on WA roads.

In addition to the huge personal, social and health impacts of road trauma, the economic cost of each death on WA roads has been estimated at over \$7 million. The average cost of each hospitalised injury is over \$300,000. Road trauma costs Western Australia approximately \$2.4 billion every year.

The numbers of lives and livelihoods affected by road trauma are unacceptably high and these people and their loved ones are the hidden victims of road trauma.

Our Target

The *Driving Change* strategy aims to reduce the numbers of people killed, severely or seriously injured by **50 – 70 % by 2030**. (evaluated on the baseline average crash data from 2015 to 2019)

Achieving a 50 % reduction will see WA keep pace with the rest of Australia, whereas achieving a 70 % reduction will see WA catch up with the best performing Australian jurisdictions. WA could save up to 723 lives and prevent approximately 8,000 fewer people suffering from serious and life-changing injuries over the next decade.

This is achievable by doing more of what works, embracing new technology and engaging with the community and stakeholders to develop a cultural shift in road safety attitudes and behaviours. While the city has adopted the Accessibility City strategy that will contribute to the least ‘car centric’ environment, the intension of pedestrian, cyclist and other road users with cars and heavy vehicles remain.



Safe System Principles

The Safe System approach underpins our ‘Driving Change’ state strategy. It was pioneered in Sweden and acknowledges the physiological and psychological limitations of humans and puts ultimate responsibility on the designers and operators of the road system to accommodate these human limitations.

Safe System philosophy is founded on:

- **Ethics** – no one should be killed on our road network;
- **Crash Force** – understanding the survivable forces of the human body in relation to crash types; and
- **Human Error** – accepting that humans are fallible and will continue to make mistakes.

Safe System is a road safety approach adopted by Federal and State Government that is promoted to Local Governments to generate improvements in road safety. The Safe System approach is underpinned by three guiding principles:

- people will always make mistakes on our roads but should not be killed or seriously injured as a consequence;
- there are known limits to the forces the human body can tolerate without being seriously injured; and
- the road transport system should be designed and maintained so that people are not exposed to crash forces beyond the limits of their physical tolerance.

Safe System principles require a holistic view of the road transport system and the interactions among roads and roadsides, travel speeds, vehicles and road users. This is an inclusive approach that caters for all groups using the road system, including drivers, motorcyclists, passengers, pedestrians, bicyclists, and commercial and heavy vehicle drivers. Consistent with a long-term road safety vision, it recognises that people will always make mistakes and may have road crashes, but the road system should be forgiving, and those crashes should not result in death or serious injury.

Central to the Safe System approach is human tolerance to crash impacts and the management of kinetic energy transfer so these are within survivable limits. The Safe System approach is based on the following four Safe System pillars:

- **Safe Roads and Roadsides** - roads and roadsides are designed and maintained to reduce the risk of crashes occurring, and to lessen the severity of injury if a crash does occur.
- **Safe Speeds** – speeds are managed to complement the road environment and ensure crash impact forces are within human tolerances.
- **Safe Vehicles** – vehicles that lessen the likelihood of a crash and protect occupants and other road users.
- **Safe People (road use)** – road users that are skilled, competent, alert and unimpaired.



Survivability of Crashes – the chances of surviving a crash decreases rapidly above certain impact speeds, dependant on the nature of the collision:

- Car/pedestrian (vulnerable road users): **30 km/h**
- Car/motorcyclist (vulnerable road users): **30 km/h**
- Car/tree or pole (run off road impact object): **40 km/h**
- Car/car (side impact – right angle): **50 km/h**
- Car/car (head-on): **70 km/h**

The City of Vincent acknowledges in the assessment of crash risk throughout the local road network in the city, that any recorded crash of the types listed above that occur in a location that is likely to exceed the associated speed threshold has the potential to result in a higher severity outcome. Therefore, in accordance with Safe System principles all locations identified that demonstrate the risk of a high severity crash outcome will be evaluated and treated on that basis.



The role of speed in road safety

The evidence behind this project is based on kinetics and the laws of physics.

This is expressed within the equation

$$Ek=mv^2$$

Where:

- E_k = Kinetic energy (Joules)
- m = Mass (kg)
- v = Velocity (m/s)

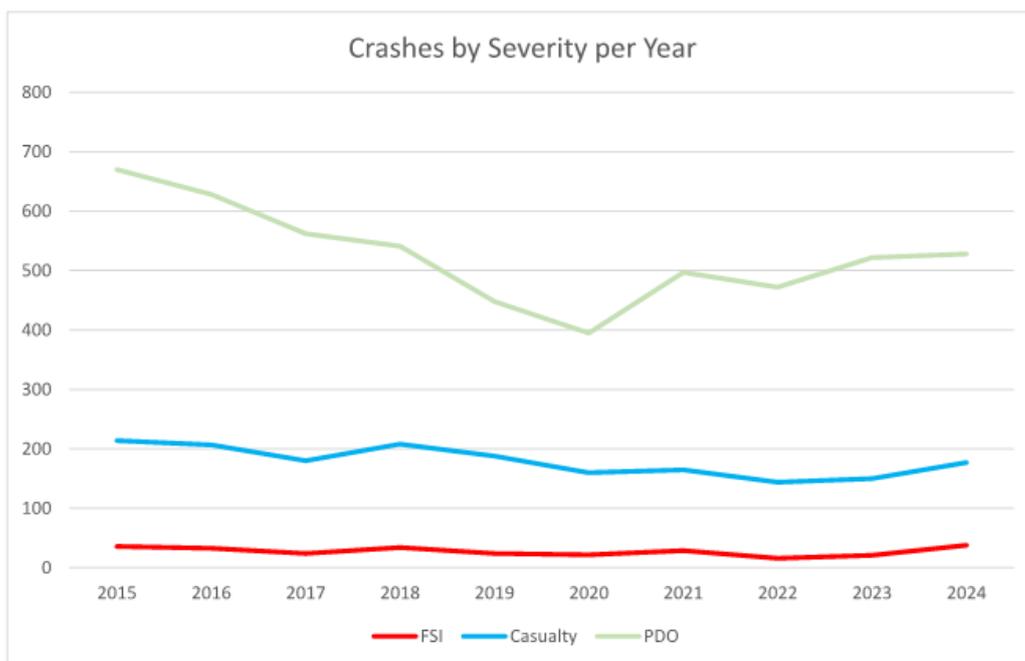


Understanding Our Road Safety Risk

The purpose of the following charts and tables is to provide an understanding of the existing crash risk in the City of Vincent based on the recorded crash history that has occurred on the local road network. This information outlines the key crash severity and crash nature statistics as well as an individual summary of crashes involving vulnerable road users.

The City of Vincent acknowledge that this plan is based on a reactive road safety approach, as unfortunately the results of proactive models such as AusRAP and ANRAM are currently unavailable for the local road network. However, other proactive road safety approaches will be considered by the city in the interim period such as: utilising the [Austroads Infrastructure Risk Rating Tool \(IRR\)](#) in combination with the Route and Intersection Risk Assessment Tools in [Crash Map](#); working towards developing a 'Network Safety Plan' to identify suitable road stereotypes (cross-section and intersection designs) to provide consistent and improved safety outcomes on road networks and corridors; conducting [Road Safety Audits](#) on proposed changes to local roads; undertaking Road Safety Inspections at locations of concern; and taking a risk based approach to crash analysis. The long-term aim of the city is to work with our partners to develop personal and collective risk crash maps for the city to work towards taking a more proactive approach to addressing crash risk.

Crash Severity per Year



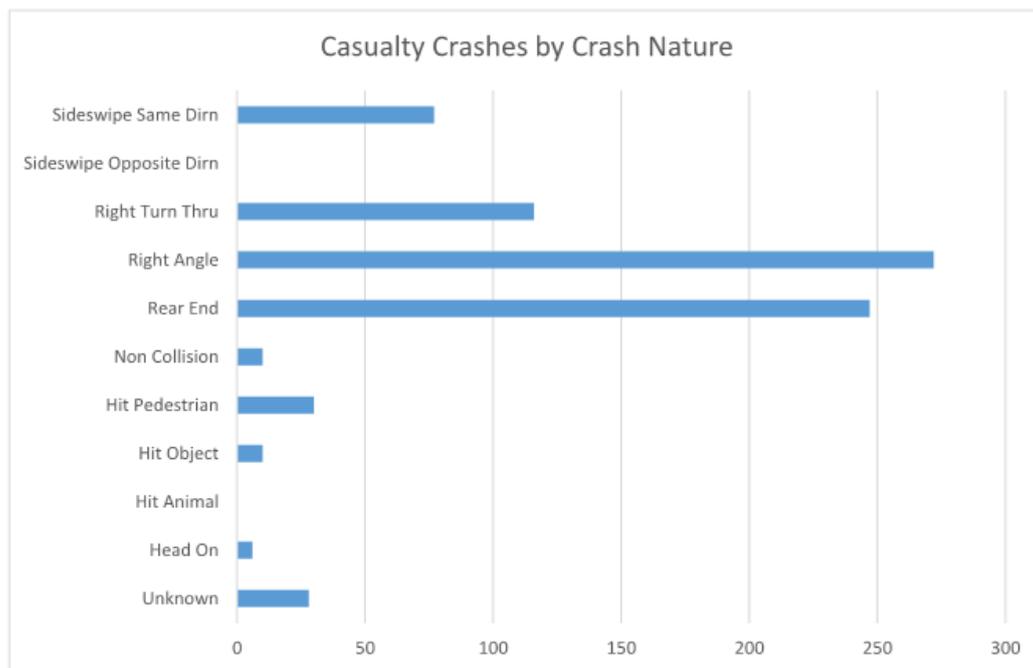
(FSI – Fatal and Serious Injury crashes / Casualty – fatal, hospital and medical severity crashes / PDO – Property Damage Only crashes)

The above crash statistics shows that through COVID, there had been a steady decline in the number of crashes that resulted in property damage, casualty severity and fatal and serious injury (FSI) on the local road network in the City of Vincent. When comparing the COVID period to 2024, there has been significant increases particularly in Casualty Crashes and FSI Crashes.

All Crash Severities by Year

Year	PDO Crashes	Casualty Crashes	FSI Crashes
2015	670	214	36
2016	628	207	33
2017	562	180	24
2018	541	208	34
2019	448	188	24
2020	395	160	22
2021	497	165	29
2022	472	144	16
2023	522	150	21
2024	528	177	38
Total	5263	1793	277

Casualty Crashes by Crash Nature



(Casualty – fatal, hospital and medical severity crashes)

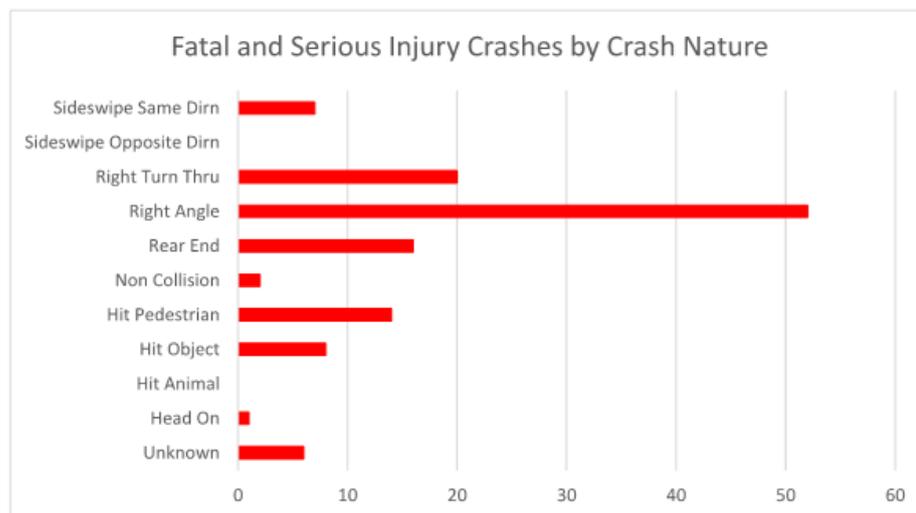


Casualty Crashes by Crash Nature

Casualty Crash Nature	No. of Crashes	%
Unknown	28	3.52
Head On	6	0.75
Hit Animal	0	0
Hit Object	10	1.26
Hit Pedestrian	30	3.77
Non Collision	10	1.26
Rear End	247	31.03
Right Angle	272	34.17
Right Turn Thru	116	14.57
Sideswipe Opposite Dirn	0	0
Sideswipe Same Dirn	77	9.67
Total	796	100.0

The information above shows that the predominant casualty crash nature in the period from 2020 to 2024 on the local road network in the City of Vincent are right angle crashes, followed by rear end and right turn through crash types.

Fatal and Serious Injury Crashes by Nature



(FSI – Fatal and Serious Injury crashes)

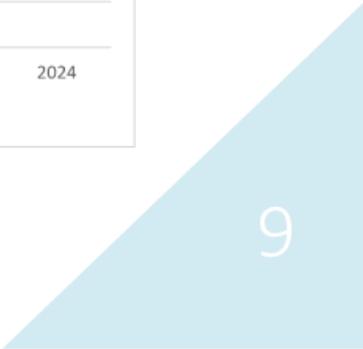
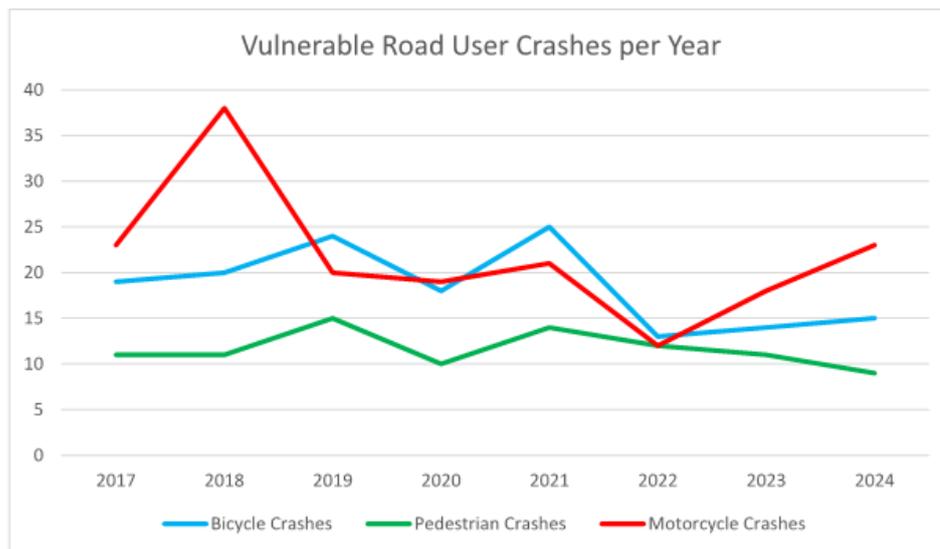


Fatal and Serious Injury Crashes by Crash Nature

Fatal or Serious Injury Crash Nature	No. of Crashes	%
Unknown	6	4.76
Head On	1	0.79
Hit Animal	0	0
Hit Object	8	6.35
Hit Pedestrian	14	11.11
Non Collision	2	1.59
Rear End	16	12.7
Right Angle	52	41.27
Right Turn Thru	20	15.87
Sideswipe Opposite Dirn	0	0
Sideswipe Same Dirn	7	5.56
Total	126	100.0

It is important to understand the differences in the predominant crash natures when comparing fatal and serious injury (FSI) crash outcomes with casualty crashes. The information above shows that the predominant fatal and serious injury (FSI) crash nature in the period from Jan 2020 to Dec 2024 on the local road network in the City of Vincent are right angle crashes, followed by right turn through and rear end crash types.

Vulnerable Road User Crashes per Year



Pedestrian Crashes by Severity

Pedestrian Crashes By Severity	No. of Crashes
Fatal	2
Hospital	16
Medical	20
PDO Major	3
PDO Minor	15
Total	56

Bicycle Crashes by Severity

Bicycle Crashes By Severity	No. of Crashes
Fatal	1
Hospital	15
Medical	51
PDO Major	2
PDO Minor	16
Total	85

Motorcycle Crashes by Severity

Motorcycle Crashes By Severity	No. of Crashes
Fatal	1
Hospital	21
Medical	33
PDO Major	18
PDO Minor	20
Total	93

The crash statistics involving vulnerable road users shows that the predominant vulnerable road user involved in the majority of fatal and serious injury crashes on the local road network in the City of Vincent are motorcycle crashes closely followed by hit pedestrian crashes.



Key Areas of Focus

Predominant Crash Types

The review of the recorded crash history on the local road network in the City of Vincent has found that right angle crashes are over-represented when compared to all other casualty crash types. Right angle crashes are also over-represented for fatal and serious injury (FSI) crashes, followed by right turn through and hit pedestrian crash types.

The City of Vincent plans to focus its efforts on the above predominant crash types when prioritising improvements and conducting maintenance activities on the local road network.

The City of Vincent aims to develop a better understanding of the road safety risks on the local road network using available training, tools and resources.

Proactive Initiatives and Activities

The city and its partners aim to promote and be actively involved in road safety educational initiatives and support road safety enforcement activities throughout the city as outlined in our action plan. The city intends to utilise the [Austroads Infrastructure Risk Rating Tool \(IRR\)](#) in combination with the Route and Intersection Risk Assessment Tools in [Crash Map](#); work towards developing a '[Network Safety Plan](#)' to identify suitable road stereotypes (cross-section and intersection designs) to provide consistent and improved safety outcomes on road networks and corridors; proactively conduct [Road Safety Audits](#) on proposed changes to local roads; and undertake Road Safety Inspections on individual locations and routes of concern throughout the local road network.

The city aims to work with our partners to create personal and collective risk maps for the routes in the city to work towards taking a more proactive risk assessment approach. The city also intends to conduct local area assessments in our suburbs to work towards improving road safety within our communities.

Knowledge and Skills Development

The City of Vincent will take all opportunities to further develop and build a road safety knowledge base in the city to build capacity and to assist improvement of road safety outcomes.

Action Plan Delivery

The city with the support from our partners intends to deliver the Safe System cornerstone actions detailed in our action plan.

Progress Tracking and Monitoring

The City of Vincent will monitor our Road Safety Management Plan objectives and progress in relation to the targets set out in State Road Safety Strategy and re-evaluate proposed actions as required.

Action Plan

Safe Roads and Roadsides – Safety Performance Indicators				
Item	Action	Supporting Tools and Resources	City / Partner Commitment	Target
1.1	Conduct road safety assessments to identify potential locations for Black Spot funding submissions (reactive and proactive site selection)	Crash Map Road View – route assessment video tool Road Safety Engineering – Treatment of Crash Locations training Austroads Guide to Road Safety Part 2: Safe Roads Austroads Safe System Roads for Local Government	City of Vincent	State Road Safety Strategy Target
1.2	Conduct high risk route and intersection assessments at known sites of concern	Crash Map Road View - route assessment video tool Regional Road Safety Program – LG Roads Austroads Infrastructure Risk Rating Tool	City of Vincent / Main Roads	State Road Safety Strategy Target
1.3	Apply the Austroads Safe System Assessment Framework to assess infrastructure changes alignment with Safe System principles	Austroads Safe System Assessment Framework Road Safety Engineering – Treatment of Crash Locations training	City of Vincent	July 2026
1.4	Adopt the Austroads Model Road Safety Audit Policy template for Local Government	Austroads Model Road Safety Audit Policy template for Local Government	City of Vincent	July 2026
1.5	Conduct Road Safety Audits on permanent changes to the road network and conduct Road Safety Inspections at locations of concern	Road Safety Audit training to build auditor resources in the city	City of Vincent	July 2026
1.6	Ensure most development projects that involve a permanent change to the road environment are Road Safety Audited at design stages	Austroads Model Road Safety Audit Policy template for Local Government	City of Vincent	July 2028
1.7	Commitment to allocate internal budget funding for road safety delivery	Austroads Local Government Road Safety Management Guidance	City of Vincent	July 2026

1.8	Work with our partners to create personal and collective risk maps for strategic routes in the city	Austroads Local Government Road Safety Management Guidance Crash Map Road Safety Engineering – Treatment of Crash Locations training Austroads Infrastructure Risk Rating Tool	City of Vincent / Main Roads	July 2027
1.9	Develop a Local Area Traffic Management (LATM) priority list for the treatment of town centres and local activity areas to create safe and liveable road environments particularly for vulnerable road users	Austroads Guide to Traffic Management Part 8: Local Street Management Road Safety Engineering – Treatment of Crash Locations training Crash Map	City of Vincent	July 2027
1.10	Conduct monitoring to evaluate the road safety performance of all permanent changes to the local road network	Crash Map Monitoring Tool	City of Vincent	July 2027

Safe Speeds – Safety Performance Indicators				
Item	Action	Supporting Tools and Resources	City / Partner Commitment	Target
2.1	Conduct speed monitoring to identify locations or in response to public concern to request potential speed enforcement by WA Police	WA Police Force – Cameras Traffic Map Austroads Guide to Road Safety Part 3: Safe Speed	City of Vincent / WA Police	July 2025
2.2	Conduct speed monitoring to identify locations or in response to public concern to request potential speed limit reductions where feasible	Main Roads – Speed Zoning TrafficMap Austroads Infrastructure Risk Rating Tool Crash Map	City of Vincent / Main Roads	July 2025
2.3	Assist to promote, support and cascade speed awareness campaigns from the Road Safety Commission	Road Safety Commission – Speeding Road Safety Commission – Event Grants Road Safety Commission – Project Grants Road Safety Commission – Information sheets	City of Vincent / Road Safety Commission	July 2026
2.4	Introduce gateway treatments to entrances to townsites from high-speed road environments	Austroads Speed Reduction Treatments for High-speed Environments	City of Vincent	July 2029
2.5	Identify potential high risk urban locations for speed management by Local Area Traffic Management	Austroads Guide to Traffic Management Part 8: Local Street Management Crash Map	City of Vincent	July 2026
2.6	Identify potential locations for speed activated warning signs	Austroads Speed Reduction Treatments for High-speed Environments Crash Map	City of Vincent	July 2025
2.7	Take advantage of WALGA RoadWise courtesy speed display signs to be deployed at high-risk locations or sites of concern	WALGA RoadWise – Courtesy Speed Display Signs	City of Vincent / WALGA RoadWise	July 2026

Safe Vehicles – Safety Performance Indicators				
Item	Action	Supporting Tools and Resources	City / Partner Commitment	Target
3.1	Commitment to purchase five-star ANCAP rated vehicles for the city fleet	ANCAP	City of Vincent	Entire Vehicle Fleet by Month 2030
3.2	Assist to promote, support and cascade safe vehicle information from the Road Safety Commission	Road Safety Commission – Safe Vehicles Road Safety Commission – Information sheets	City of Vincent / Road Safety Commission	July 2028
3.3	Assist to promote, support and cascade vehicle child car restraint information from WALGA RoadWise	WALGA RoadWise – Child car restraints	City of Vincent / WALGA RoadWise	July 2027
3.4	Adopt RoadWise Fleet Safety Policies	WALGA RoadWise – Fleet Safety Resource Kit	City of Vincent / WALGA RoadWise	July 2027
3.5	Assist to promote, support and cascade safe vehicle information to the public when purchasing a vehicle	How Safe is Your Car Online Resource Road Safety Commission – Buying a Safe Vehicle guidance	City of Vincent / Road Safety Commission	July 2029

Safe People (Road Use) – Safety Performance Indicators				
Item	Action	Supporting Tools and Resources	City / Partner Commitment	Target
4.1	Assist to promote, support and cascade safe road use initiatives and campaigns from the Road Safety Commission and WALGA RoadWise	Road Safety Commission – Campaigns WALGA – RoadWise Road Safety Commission – Event Grants Road Safety Commission – Project Grants	City of Vincent / WALGA RoadWise / Road Safety Commission	July 2026
4.2	Promote and support road safety initiatives at schools	WALGA RoadWise – Safety Around Schools	City of Vincent / WALGA RoadWise	July 2026
4.3	Identify suitable urban locations that could be converted to Safe Active Streets	Safe Active Streets – Department of Transport Crash Map	City of Vincent / Department of Transport	July 2026
4.4	Take advantage of WALGA RoadWise Road Safety Display Trailers to promote road safety messages at community events	WALGA RoadWise – Road Safety Display Trailers	City of Vincent / WALGA RoadWise	July 2026
4.5	Assist to promote, support and cascade mobile phone use and driving initiatives and enforcement	WALGA RoadWise – Mobile Phone Use WA Police Force Road Safety Commission – mobile phones Road Safety Commission – Event Grants Road Safety Commission – Project Grants	City of Vincent / WALGA RoadWise / WA Police / Road Safety Commission	July 2026
4.6	Support schools in applying for traffic warden controlled children’s crossings and provide any necessary infrastructure changes at approved children’s crossing locations	WA Police Force – Children’s Crossings	City of Vincent / WA Police	July 2026

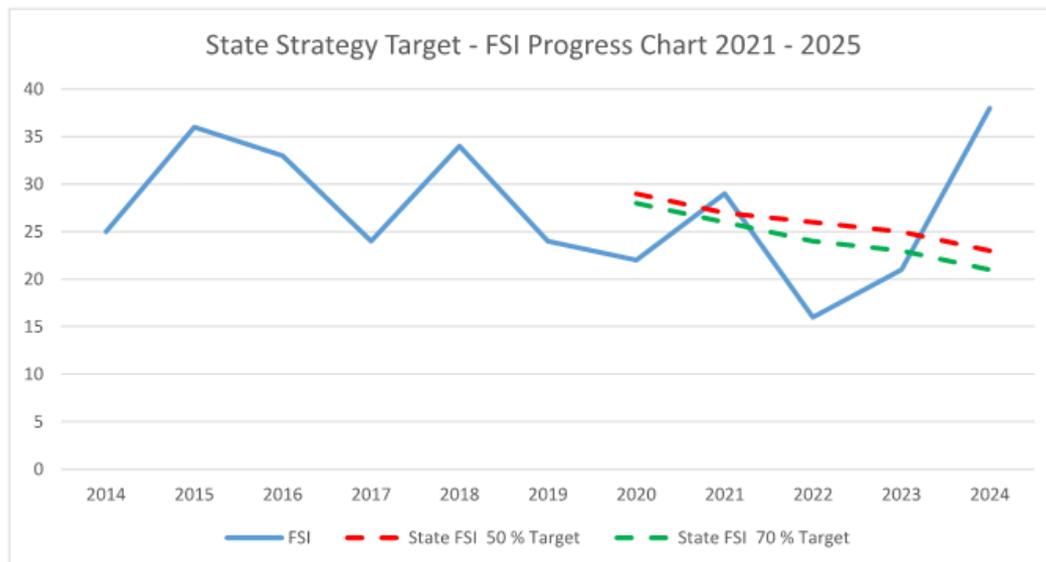
State Strategy Target Tracking

Progress Report 2021 – 2024

The following tables and chart outline the progress of the City of Vincent towards the State’s Road Safety Strategy target of 50 - 70 % reduction in fatal and serious crashes by 2030 over the period from 2021 to 2024.

Crashes per Year by Severity

Year	PDO	Casualty	FSI	State FSI 50 % Target	State FSI 70 % Target
2014	752	158	25	-	-
2015	670	214	36	-	-
2016	628	207	33	-	-
2017	562	180	24	-	-
2018	541	208	34	-	-
2019	448	188	24	-	-
2020	395	160	22	29	28
2021	497	165	2	27	26
2022	472	144	16	26	24
2023	522	150	21	25	23
2024	528	177	38	23	21



Casualty Crashes by Nature (to be updated in 2026)

Casualty Crash Nature	2017 - 2021	2021 - 2025	Percentage Change (%)
Unknown	9	0	0%
Head On	3	0	0%
Hit Animal	0	0	0%
Hit Object	5	0	0%
Hit Pedestrian	31	0	0%
Non-Collision	9	0	0%
Rear End	162	0	0%
Right Angle	174	0	0%
Right Turn Thru	89	0	0%
Sideswipe Opposite Dirn	0	0	0%
Sideswipe Same Dirn	48	0	0%
Total	530	0	0%



Action Plan Update 2025

The following items in the action plan have been completed based on results from the monitoring of the progress report from 2021 to 2025.

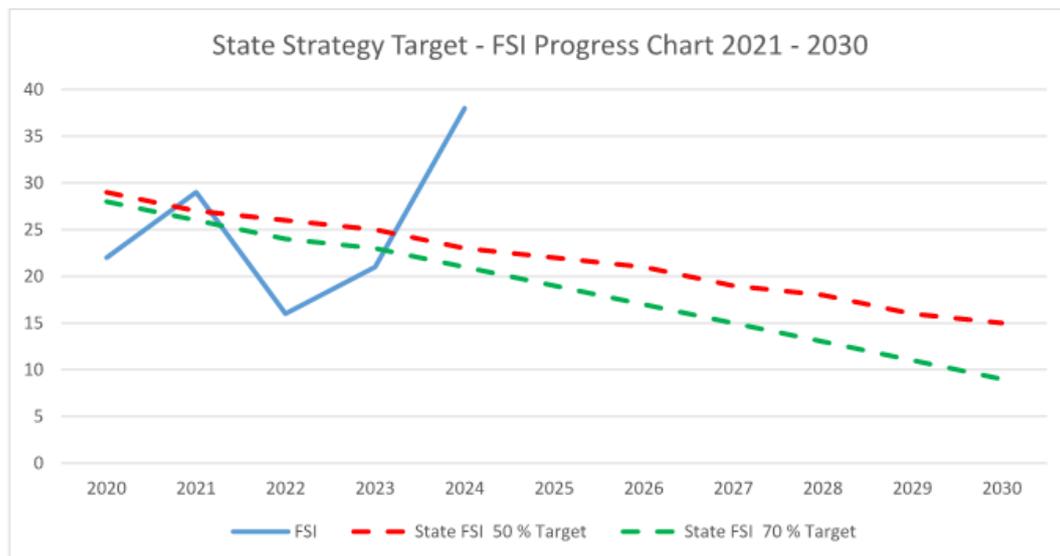
Item	Action Update	Available Tools and Resources	City / Partner Commitment	Completed Target
1.1	Conduct road safety assessments to identify potential locations for Black Spot funding submissions (reactive and proactive site selection)	Crash Map Road View – route assessment video tool Road Safety Engineering – Treatment of Crash Locations training Austroads Guide to Road Safety Part 2: Safe Roads Austroads Safe System Roads for Local Government	City of Vincent	State Road Safety Strategy Target
1.2	Conduct high risk route and intersection assessments at known sites of concern	Crash Map Road View - route assessment video tool Regional Road Safety Program – LG Roads Austroads Infrastructure Risk Rating Tool	City of Vincent / Main Roads	State Road Safety Strategy Target
2.1	Conduct speed monitoring to identify locations or in response to public concern to request potential speed enforcement by WA Police	WA Police Force – Cameras Traffic Map Austroads Guide to Road Safety Part 3: Safe Speed	City of Vincent / WA Police	July 2025
2.2	Conduct speed monitoring to identify locations or in response to public concern to request potential speed limit reductions where feasible	Main Roads – Speed Zoning TrafficMap Austroads Infrastructure Risk Rating Tool Crash Map	City of Vincent / Main Roads	July 2025
2.6	Identify potential locations for speed activated warning signs	Austroads Speed Reduction Treatments for High-speed Environments Crash Map	City of Vincent	July 2025

Progress Report 2021 – 2030

The following tables and chart outline the progress of the City of Vincent towards the State’s Road Safety Strategy target of 50 - 70 % reduction in fatal and serious crashes by 2030 over the period from 2021 to 2030.

Crashes per Year by Severity

Year	PDO	Casualty	FSI	State FSI 50 % Target	State FSI 70 % Target
2020	395	160	22	29	28
2021	497	165	29	27	26
2022	472	144	16	26	24
2023	522	150	21	25	23
2024	528	177	38	23	21
2025	0	0	0	22	19
2026	0	0	0	21	17
2027	0	0	0	19	15
2028	0	0	0	18	13
2029	0	0	0	16	11
2030	0	0	0	15	9



Casualty Crashes by Nature (to be updated in 2026)

Casualty Crash Nature	2021 - 2025	2026 - 2030	Percentage Change (%)
Unknown	0	0	+/- 0 %
Head On	0	0	+/- 0 %
Hit Animal	0	0	+/- 0 %
Hit Object	0	0	+/- 0 %
Hit Pedestrian	0	0	+/- 0 %
Non Collision	0	0	+/- 0 %
Rear End	0	0	+/- 0 %
Right Angle	0	0	+/- 0 %
Right Turn Thru	0	0	+/- 0 %
Sideswipe Opposite Dirn	0	0	+/- 0 %
Sideswipe Same Dirn	0	0	+/- 0 %
Total	0	0	+/- 0 %

Results and Concluding Statement

The City of Vincent is advancing its strategic road safety agenda through targeted initiatives, including the successful rollout of the slower speeds project, which has reduced all local road speed limits from 50 km/h to 40 km/h. Key milestones have been achieved, such as comprehensive speed monitoring, traffic data collection, deployment of speed radar signage, and the completion of detailed Road Safety Audit reports.

Despite a recent uptick in serious injuries and casualty crashes compared to COVID-19 periods, the city remains committed to a proactive, long-term approach. Continued investment in blackspot programs and traffic calming measures underpin this strategy, aiming to mitigate risks and enhance safety outcomes.

Furthermore, the City of Vincent is now undertaking precinct-wide traffic analysis studies to inform strategic planning. These studies are foundational to achieving the target of a 70% reduction in serious injuries and fatalities by 2030, while also anticipating future challenges related to population growth, infill development, and evolving transport demands. This strategic approach ensures that safety interventions are data-driven, adaptable, and aligned with the city’s broader urban planning objectives.

6.2 RESPONSE TO PETITION - VINE STREET AND HAMMILL LANE INTERSECTION - SAFETY CONCERNS

Attachments: 1. **Petition - Vine Street and Hammill Lane Intersection - Road Safety Concerns - Confidential**

RECOMMENDATION:

That in response to a petition received on 11 November 2025 in relation to Road Safety issues at the intersection of Vine Street and Hammill Lane, Council:

1. **NOTES** the request for Administration to conduct a formal traffic assessment and implement traffic calming measures to slow traffic, improve sightlines, and enhance the safety of all residents, drivers, and pedestrians using the Vine Street and Hammill Lane intersection; and
2. **REQUESTS** Administration to advise Main Roads Western Australia of the reported crashes by residents to police relating to four cars being side swiped at the intersection of Vine Street and Hammond Lane; and
3. **SUPPORTS** Administration on continuing to monitor the area as part of its broader traffic management program and reassess the location should conditions materially change in the future.

PURPOSE OF REPORT:

To provide Council with a response to a petition received on 11 November 2025 in relation to road safety issues at the intersection of Vine Street and Hammill Lane.

DELEGATION

Council resolved that a further report be submitted to Council. Consequently, this matter is not subject to delegated determination.

BACKGROUND:

On 11 November 2025, Council received a petition from Nathan Calleja of North Perth, as detailed within Confidential Attachment 1, containing 13 signatures. The petition raises concerns regarding vehicle speeds, shortcutting behaviour, sightline constraints for vehicles exiting Hammill Lane, and several reported near-miss incidents and crashes at the intersection. It requests the City of Vincent conduct a formal traffic assessment and implement traffic calming measures to slow traffic, improve sightlines, and enhance the safety of all residents, drivers, and pedestrians using the Vine Street and Hammill Lane intersection.

In response, Administration has undertaken a preliminary traffic investigation in accordance with its Local Area Traffic Management (LATM) framework, which is guided by Austroads Guide to Traffic Management – Part 8: Local Area Traffic Management.

DETAILS:**Traffic Assessment Process**

Administration applies a consistent, evidence-based assessment process to all traffic concerns raised by the community. This process considers:

- Road classification and function.
- Traffic volumes and operating speeds.
- Crash history and reported incidents through the Main Roads Western Australia crash map system.
- Road geometry, sight distance, and width.
- Pedestrian and cyclist activity.
- Network impacts and displacement risk.
- Alignment with Austroads LATM principles.

Each location assessed is assigned a LATM warrant score, which is used to prioritise locations across the City of Vincent where traffic management interventions may be warranted.

This approach ensures fairness, transparency, and appropriate allocation of limited resources across the entire road network.

Traffic Data and Warrant Assessment

Key findings from the traffic assessment are as follows:

- Road hierarchy: Access Road
- Posted speed limit: 40 km/h
- 85th percentile speed: 38.52 km/h
- Average weekday traffic volume: 814 vehicles per day
- Crash history (2019–2024):
 - Fatal crashes: 0
 - Injury crashes: 0
 - Non-injury crashes: 0

The recorded operating speed is below the posted speed limit, indicating that, on average, vehicle speeds are compliant and do not demonstrate a systemic speeding issue at this location.

The assessment resulted in a total LATM warrant score of 16, derived primarily from:

- Restricted sight distance due to road geometry (2 points)
- Presence of an educational institution in the broader area (2 points)
- Rat-running traffic during peak periods (5 points)
- Percentage of heavy vehicles (7 points)

No points were allocated for speed exceedance, traffic volume, or crash history, as these parameters did not meet the thresholds for scoring under the LATM.

Interpretation of Warrant Score

Under the City's LATM warrant criteria:

- **Scores greater than 50** are classified as *Technical Problem Sites*.
- **Scores between 30 and 50** are classified as *Minor Technical Problem Sites*.
- **Scores below 30** are classified as *Sites with low safety and amenity concerns*.

With a total score of **16**, Vine Street is classified as a site with low safety and amenity concerns, for which no further action is required at this time under the adopted framework.

City-Wide Prioritisation Context

When assessed against all current traffic investigations across the City:

- The Vine Street / Hammill Lane location is ranked **441** out of **638** assessed locations.
- This places the site in the lower priority range for further investigation or treatment.

As higher-priority locations typically involve a combination of elevated speeds, higher crash rates, or network-wide safety risks, Administration focuses its resources on these areas first.

Based on current workloads and prioritisation, it is unlikely that this location would be investigated further or progressed to detailed design within the next 2 to 3 years, unless there is a material change in conditions (such as a significant crash history or altered traffic environment).

CONSULTATION/ADVERTISING:



Community Advocacy

A community leads to identify, highlight and propose the action required to solve a problem or take an opportunity.

Tension: Gap between what’s wanted and what you can do or influence.

Mitigation: Showing you’re willing to be their decision-makers’ advocate.

The community has identified problems, opportunities or outcomes which could realistically (legally, financially, ethically and sustainably) be implemented

Proactively communicate with advocates to understand their positions and processes

LEGAL/POLICY:

- Road Traffic Code 2000
- Main Roads Act 1930
- Local Government Act 1995

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to receive a petition from the local community that requests/supports Administration to investigate road safety improvements.

STRATEGIC IMPLICATIONS:

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

Accessible City

We have better integrated all modes of transport and increased services through the City.

Connected and Healthy Community

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

Thriving Places

Our town centres and gathering spaces are safe, easy to use and attractive places where pedestrians have priority.

Sensitive Design

More people living in and working in or enjoying our town centres.

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral, it relates to road safety.

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Reduced injuries and a safer community

FINANCIAL/BUDGET IMPLICATIONS:

Nil

COMMENTS:

While Administration acknowledges the concerns, crash reporting raised by residents and the perceived safety issues at this location, the traffic data and warrant assessment indicate that:

- The site does not meet the threshold for immediate traffic calming intervention under Administration's LATM framework.
- The location ranks relatively low when compared to other investigated sites across the City of Vincent.
- There have been no crashes reported by police, through to the Main Roads WA crash map system which Administration uses for the preliminary traffic investigation.
- Resources must continue to be directed toward higher-priority locations to achieve the greatest overall safety benefit for the community.

Administration will continue to monitor the area as part of its broader traffic management program and reassess the location should conditions materially change in the future.

6.3 RESPONSE TO PETITION - SAFETY CONTROL MEASURES - BRENTHAM STREET

Attachments: 1. Petition - Brentham Street Crossing - Road Safety Concerns - Confidential

RECOMMENDATION:

That in response to a petition received on 9 December 2025 in relation to Road Safety issues on Brentham Street, Council:

1. **NOTES** the request for safety control measures in relation to pedestrians crossing Brentham Street and the outcomes of the formal traffic assessment Administration completed;
2. **REQUESTS** Administration to apply to Main Roads Western Australia to slow the speed on Brentham Street, from Britannia Road to Bourke Street from 50km/h to 40km/h as part of the Perth Inner City Group slower speeds project; and
3. **SUPPORTS** Administration on continuing to monitor the area as part of its broader traffic management program and reassess the location should conditions materially change in the future.

PURPOSE OF REPORT:

To provide Council with a response to a petition received on 9 December 2025 in relation to Road Safety Issues related to pedestrians crossing Brentham Street.

DELEGATION:

Council resolved that a further report be submitted to Council. Consequently, this matter is not subject to delegated determination.

BACKGROUND:

On the 11 November 2025, Council received a petition from Lara Cent of Leederville, as detailed within Confidential Attachment 1, containing 9 signatures. An additional 200 names were also provided in support however these were submitted outside the formal petition process. The petition raises concerns regarding pedestrians crossing Brentham Street, requesting the City of Vincent implement safety control measures in relation to the concern.

In response, Administration has reviewed the preliminary traffic investigation undertaken in September 2024, in accordance with its Local Area Traffic Management (LATM) framework, which is guided by Austroads Guide to Traffic Management – Part 8: Local Area Traffic Management.

DETAILS:**Traffic Assessment Process**

Administration applies a consistent, evidence-based assessment process to all traffic concerns raised by the community. This process considers:

- Road classification and function.
- Traffic volumes and operating speeds.
- Crash history and reported incidents through the Main Roads Western Australia crash map system.
- Road geometry, sight distance, and width.
- Pedestrian and cyclist activity.
- Network impacts and displacement risk.
- Alignment with Austroads LATM principles.

Each location assessed is assigned a LATM warrant score, which is used to prioritise locations across the City of Vincent where traffic management interventions may be warranted.

This approach ensures fairness, transparency, and appropriate allocation of limited resources across the entire road network.

Traffic Data and Warrant Assessment

Key findings from the traffic assessment completed in September 2024 are as follows:

- Road hierarchy: Local Distributor
- Posted speed limit: 50 km/h
- 85th percentile speed: 45.2 km/h
- Average weekday traffic volume: 1049 vehicles per day
- Crash history (2019–2024):
 - Fatal crashes: 0
 - Injury crashes: 0
 - Non-injury crashes: 1

The recorded operating speed is below the posted speed limit, indicating that, on average, vehicle speeds are compliant and do not demonstrate a systemic speeding issue at this location.

The assessment resulted in a total LATM warrant score of 25, derived primarily from:

- Non-injury crashes (2 points)
- Restricted sight distance due to road geometry (2 points)
- Major bicycle or pedestrian crossing point (2 points)
- Presence of an educational institution in the broader area (4 points)
- Presence of retail outlets in the broader area (2 points)
- Rat-running traffic during peak periods (10 points)
- Percentage of heavy vehicles (3 points)

No points were allocated for speed exceedance or traffic volume, as these parameters did not meet the thresholds for scoring under the LATM.

Interpretation of Warrant Score

Under the City's LATM warrant criteria:

- **Scores greater than 50** are classified as *Technical Problem Sites*.
- **Scores between 30 and 50** are classified as *Minor Technical Problem Sites*.
- **Scores below 30** are classified as *Sites with low safety and amenity concerns*.

With a total score of **25**, Brentham Street is classified as a site with low safety and amenity concerns, for which no further action is required at this time under the adopted framework.

City-Wide Prioritisation Context

When assessed against all current traffic investigations across the City:

- The Brentham Street location between Britannia Road and Namatjira Place is ranked **223** out of **638** assessed locations.
- This places the site in the lower priority range for further investigation or treatment.

As higher-priority locations typically involve a combination of elevated speeds, higher crash rates, or network-wide safety risks, Administration focuses its resources on these areas first.

Based on current workloads and prioritisation, it is unlikely that this location would be investigated further within the next 2 to 3 years, unless there is a material change in conditions (such as a significant crash history or altered traffic environment).

Administration is working with the Perth Inner City group to slow all Local Distributor road and there are plans already in place for the Perth Inner City Group to apply to Main Roads WA to reduce the posted speed from 50km/h to 40k/h on Brentham Street from Britannia Road to Bourke Street within the next 12 months, improving pedestrian safety on Brentham Street.

CONSULTATION/ADVERTISING:



Community Advocacy

A community leads to identify, highlight and propose the action required to solve a problem or take an opportunity.

Tension: Gap between what’s wanted and what you can do or influence.

Mitigation: Showing you’re willing to be their decision-makers’ advocate.

The community has identified problems, opportunities or outcomes which could realistically (legally, financially, ethically and sustainably) be implemented

Proactively communicate with advocates to understand their positions and processes

LEGAL/POLICY:

- Road Traffic Code 2000
- Main Roads Act 1930
- Local Government Act 1995

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to receive a petition from the local community that requests/supports administration to investigate/implement road safety improvements.

STRATEGIC IMPLICATIONS:

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

Accessible City

We have better integrated all modes of transport and increased services through the City.

Connected and Healthy Community

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

Thriving Places

Our town centres and gathering spaces are safe, easy to use and attractive places where pedestrians have priority.

Sensitive Design

More people living in and working in or enjoying our town centres.

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral, it relates to road safety.

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Reduced injuries and a safer community

FINANCIAL/BUDGET IMPLICATIONS:

Nil

COMMENTS:

While Administration acknowledges the concerns and the perceived safety issues at this location, the traffic data and warrant assessment indicate that:

- The location already has traffic calming measures in place (speed humps) and does not meet the threshold for further traffic calming interventions under Administration's LATM framework.
- The location ranks relatively low when compared to other investigated sites across the City of Vincent.
- There have been low crash numbers (1 non-injury).
- Resources must continue to be directed toward higher-priority locations to achieve the greatest overall safety benefit for the community.

Administration will work with the Perth Inner City Group in applying to Main Roads WA to slow the posted speed from 50km/h to 40km/h and continue to monitor the area as part of its broader traffic management program.

6.4 APPROVAL TO ADVERTISE AMENDED POLICY - VERGE TREATMENTS

- Attachments:**
1. **Verge Treatment Policy**  
 2. **Operational Guidelines - Verge Treatments**  
 3. **Summary of Key Changes - Verge Treatment Policy**  

RECOMMENDATION

That Council **APPROVES** the proposed amendments to the Verge Treatment Policy, at Attachment 1, for the purpose of community consultation, which is proposed to replace Verge Treatments, Plantings and Beautification Policy (Policy No. 2.2.4).

PURPOSE OF REPORT:

For Council to approve, for the purpose of community consultation, the proposed amendments to the Verge Treatment Policy detailed 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 Council policies.

BACKGROUND:

The Verge Treatments, Plantings and Beautification Policy was originally adopted in 2007 and has undergone periodic updates. Since adoption, changes to local laws, engineering standards and community expectations necessitate a comprehensive update.

The requirement of provisions outlined in clause 1.3 of the Corporate Document Development Policy were presented to Council Members through the monthly Policy Paper in 22 August 2025.

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

Street verges are Crown land under the care, control and management of Local Government and perform multiple functions including pedestrian movement, streetscape, service infrastructure, drainage, and environmental outcomes.

The amended policy is required to:

- Support safe, accessible and sustainable streetscapes.
- Provide clear direction on permissible verge treatments.
- Align with the City of Vincent Local Government Property Local Law 2021 and Parking Local Law 2023.
- Improve consistency, transparency and enforceability of decisions.

Examples of current / best practice:

The amended policy reflects contemporary Local Government practice by:

- Separating policy intent from operational and technical detail.
- Supporting policy with CEO-approved Operational Guidelines.
- Strengthening environmental and water-sensitive design outcomes.
- Clarifying responsibilities for residents, utilities and the City.

CONSULTATION/ADVERTISING:

**Organisation Implementation**

Engagement is used to both inform the community about the proposed policy, project or propositions, and to provide some input to the shape or execution of the policy, project or proposition.

Tension: People feel forced leading to an unresponsive process.

Mitigation: Increasing the level of influence, and implementing a transparent, robust process.

Your organisation has the legitimacy to lead and implement

A robust process to engage with the community and stakeholders

In accordance with the City's Corporate Document Development Policy draft policy documents are presented to Council for approval and authorisation to commence community consultation. All proposed changes, other than those covered by clause 5.8, will be advertised in accordance with, but not limited to, the requirements of the City's Community and Stakeholder Engagement Policy and guided by the following amendment classifications;

- **Standard Amendments** - Will be advertised for a minimum of 21 days in accordance with the Community and Stakeholder Engagement Policy. Consultation methods will be tailored based on the potential impact of the amendments, with recommendations presented to Council for determination.

The proposed amendments to Verge Treatments Policy will be advertised in the following ways:

- Public notice on the City's website.
- Promotion through the City's digital channels.
- Direct notification to relevant stakeholders where appropriate.

LEGAL/POLICY:

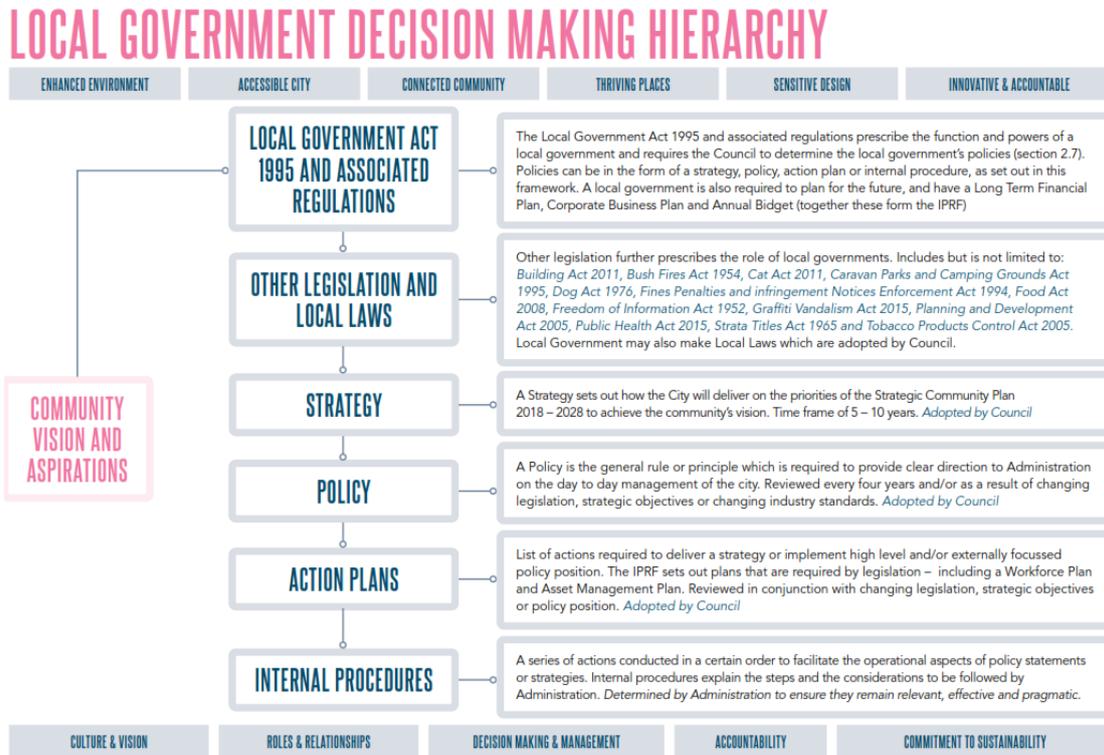
Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies.

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 clause 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 proposed policy is to provide clear principles to guide decision-making and community understanding in relation to verge management, planting, parking and general works.



The amended Verge Treatment Policy has been prepared in accordance with the Corporate Document Development Policy and aligns with:

- City of Vincent Local Government Property Local Law 2021.
- City of Vincent Parking Local Law 2023.
- Road Traffic Code 2000.

RISK MANAGEMENT IMPLICATIONS

Low: Adopting the proposed policy is low risk because this will improve clarity, consistency and enforceability, reducing safety and compliance risks.

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

We have embraced emerging transport technologies.

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.

Sensitive Design

Our planning framework supports quality design, sustainable urban built form and is responsive to our community and local context.

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 the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024*.

Urban Greening and Biodiversity

PUBLIC HEALTH IMPLICATIONS

This is in keeping with the following priority health outcomes of the *City's Public Health Plan 2020-2025*:

Increased physical activity

FINANCIAL/BUDGET IMPLICATIONS:

There are no direct financial implications arising from the advertising of the amended policy. Implementation will be managed within existing operational and capital budget processes.

COMMENTS:

This report seeks Council approval to advertise the amended Verge Treatment Policy for community consultation. The proposed amendments modernise the City's approach to verge management, align the policy with current Local Laws, and introduce supporting Operational Guidelines to improve clarity, consistency, safety and environmental outcomes.

VERGE TREATMENT POLICY



Legislation / local law requirements	Local Government (Uniform Local Provisions) Regulations 1996 City of Vincent Local Government Property Local Law 2021 City of Vincent Parking Local Law 2023
Relevant delegations	2.2.9 Control or Roads, Reserves and Certain Unvested Facilities
Related policies, procedures and supporting documentation	D25/115332 - Operational Guidelines - Verge Treatments D24/77575 - Street Tree Policy Enhanced Environment Strategy 2025-2030

PRELIMINARY

INTRODUCTION

The verge is the area between the road carriageway and property, owned by the Crown and is under the care, control and management of the local government. Maintenance of the verge is the responsibility of the adjacent landowner or occupier.

Residents are encouraged to landscape and beautify their verge to improve aesthetics and positive environmental outcomes in the street. This may include treatments such as turf, plants and/or a portion of permeable paving.

PURPOSE

The purpose of this policy is to ensure the City of Vincent’s urban environment is maintained, enhanced, and accessible for all members of the community, while accommodating utility and service infrastructure. It establishes a consistent approach to decision-making and enforcement in relation to verge management, planting, parking, and general works within the verge area.

OBJECTIVE

The objectives of this Policy are to:

- Provide direction to what is a ‘*Permissible Verge Treatment*’ within a verge for the purposes of the City of Vincent Local Government Property Local Law which regulates responsibility for plantings and/or beautification of a verge.
- Ensure that a verge within the City is maintained at a safe level relative to that of the abutting road and/or footpath and provides traffic visibility and access for pedestrians.
- This policy is supported by Operational Guidelines as approved by the City’s Chief Executive Officer.

SCOPE

This policy sets out the framework through which a verge is managed within the City.

The size and use of a verge vary throughout the City and some criteria, setbacks and or other obstacles may prevent verge improvement.

VERGE TREATMENT POLICY



POLICY PROVISIONS

DEFINITIONS

For the purpose of this Policy the following definitions will apply:

Carriageway has the meaning given to it in the Road Traffic Code 2000.

Carriageway means a portion of road that is improved, designed or ordinarily used for vehicular traffic, and includes the shoulders, and areas, including embayment's, at the side or centre of the carriageway, used for the stopping or parking of vehicles; and where a road has 2 or more of those portions divided by a median strip, the expression means each of those portions, separately.

City means the City of Vincent.

Footpath has the meaning given to it in the Road Traffic Code 2000.

Footpath means an area that is open to the public that is designated for, or has as one of its main uses, use by pedestrians.

Operational Guidelines means a document prepared to support this Policy by providing detailed instructions, procedures, roles, responsibilities and standards for implementation. It is intended to guide good practice.

Thoroughfare has the meaning given to it in section 1.4 of the Local Government Act 1995.

Thoroughfare means a road or other thoroughfare and includes structures or other things appurtenant to the thoroughfare that are within its limits, and nothing is prevented from being a thoroughfare only because it is not open at each end.

Verge has the meaning given to it in the Road Traffic Code 2000.

Verge means that part of a thoroughfare between the carriageway and the land which abuts the thoroughfare but does not include a footpath.

Verge treatment means any treatment approved by the local government as a standard verge treatment permitted by the City of Vincent Local Government Property Local Law and includes any reticulation pipes and sprinklers.

POLICY

1. BEAUTIFICATION OF STREET VERGES

The City encourages and assists where practicable a landowner or occupier to maintain the abutting street verge in a way that retains and enhances the streetscape, whilst minimising water usage.

A landowner or occupier of land abutting a street verge may undertake work to beautify the verge according to the Operational Guidelines.

Verge beautification works carried out in accordance with the Operational Guidelines do not require approval from the City.

Verge gardens and turf may incorporate certain landscaping features where permitted.

VERGE TREATMENT POLICY



Permissible verge landscaping features include:

- Raised garden beds
- Rocks, stones and/or logs
- Compacted crushed-gravel pathways
- Paved pathways and bin-stand areas
- Seating and benches
- Decorative elements and solar lighting
- Play equipment

Synthetic turf is a non-permissible verge landscaping treatment.

2. MOWING & CLEANING OF STREET VERGES

2.1 Mowing

- (i) A verge along a main road and a district distributor road will be mowed by the City on a programmed basis.
- (ii) A verge along any other road shall be maintained or mowed by the adjacent owner or resident.
- (iii) Verge mowing assistance may be provided by the City, on a programmed basis, when the owner/occupier is a pension card holder (age or disability).

2.2 Cleaning

- (i) Cleaning of litter and removal of the build-up of leaves and grass clippings from a verge is the responsibility of the adjacent landowner or occupier.

3 PAVING OF A STREET VERGE FOR PARKING

Non-permeable paving of a verge is not permitted within the City.

While parking on a verge is discouraged, in exceptional circumstances where limited kerbside and off-street parking is available to residents, the City may consider an application for approval to pave a portion of a verge for parking. The paving of the entire area of the verge will not be permitted; the paved area is to be kept to a minimum.

The application is required to incorporate a minimum of one verge tree, and additional trees should be provided where practicable.

Approved paving shall be permeable and designed and installed in accordance with Water Sensitive Urban Design (WSUD) criteria and the specifications contained within the Operational Guidelines.

An owner or resident of a property wishing to pave a portion of the verge is to apply in writing to the City stating specific requirements relating to the proposal.

VERGE TREATMENT POLICY



4 REMOVAL OF VERGE TREATMENTS AND REINSTATEMENT WORKS

A verge treatment may need removal by either the City or a utility/service provider to allow infrastructure work. If removed, the City or utility/service provider will reinstate to the standard stipulated within the Operational Guidelines.

OFFICE USE ONLY	
Responsible Officer	Manager Engineering
Initial Council Adoption	2007
Previous Title	VERGE TREATMENTS, PLANTINGS AND BEAUTIFICATION POLICY 2.2.4
Reviewed / Amended	18/11/2025
Next Review Date	18/11/2028

Verge Treatments Guideline and Procedures



Operational Guidelines - VERGE TREATMENT





Legislation / local law requirements	Local Government (Uniform Local Provisions) Regulations 1996 Local Government Property Local Law 2021 Parking Local Law 2023
Relevant delegations	2.2.9 Control of Roads, Reserves and Certain Unvested Facilities
Related policies, procedures and supporting documentation	D25/115284 Verge Treatment Policy D24/77575 - Street Tree Policy Enhanced Environment Strategy 2025 – 2030

PRELIMINARY

INTRODUCTION

The City of Vincent’s Verge Treatment Policy provides the overarching principles for the City management of street verges. These Operational Guidelines have been developed to supplement the Policy and ensure verges in the City can be managed effectively and efficiently for the benefit of the community’s current and future needs. Existing verges are not required to be retrospectively upgraded however; all new applications and future verge works are to be undertaken in accordance with this document.

VERGE TREATMENT OPERATIONAL GUIDELINES

The objectives of the Operational Guidelines are to:

- Provide direction as to what is a “*Permissible Verge Treatment*” within the verge for the purposes of the City of Vincent Local Government Property Local Law.
- Provide direction on verge plantings and verge beautification and to outline the City’s and resident’s responsibilities.
- Ensure that a verge within the City is maintained at a safe level relative to that of the abutting road and/or footpath and provides traffic visibility and access for pedestrians on other users.
- Establish the extent of the City’s responsibility for the mowing and the removal of rubbish from a road verge.
- Define the City’s requirements and conditions with regards to the installation of a vehicle crossover within the road reserve.
- Provide guidelines for a person wishing to pave a portion of the street verge in front of their property.

DEFINITIONS

The definitions contained within the Verge Treatment Policy apply and are reproduced below:

“**Carriageway**” means a portion of road that is improved, designed or ordinarily used for vehicular traffic, and includes the shoulders, and areas, including embayment, at the side or centre of the carriageway, used for the stopping or parking of vehicles and where a



road has two or more of those portions divided by a median strip, the expression means each of those portions, separately.”

“**City**” means the City of Vincent.

“**Footpath**” means an area that is open to the public that is designated for, or has as one of its main uses, use by pedestrians.”

“**Thoroughfare**” means a road or other thoroughfare and includes structures or other things appurtenant to the thoroughfare that are within its limits, and nothing is prevented from being a thoroughfare only because it is not open at each end.

“**Verge**” means that part of a thoroughfare between the carriageway and the land which abuts the thoroughfare but does not include a footpath.

“**Verge treatment**” means any treatments approved by the local government as the standard verge treatments permitted by these local laws and includes any reticulation pipes and sprinklers.

1. BEAUTIFICATION OF STREET VERGES

1.1 Verge beautification

- (i) Beautification of a street verge is to be carried out in accordance with these operational guidelines.
- (ii) Beautification of a street verge carried out in-line with the below guidelines does not require approval from the City.
- (iii) The City recommends you discuss your verge design with neighbours prior to commencing any works, to identify any potential issues that may arise.

1.2 Underground Services

- (i) Prior to commencing any work on a verge, it is advised to contact ‘Dial Before You Dig’ to ascertain what, if any services, including Telstra, Water Corporation, Western Power and Gas, are located within the verge and to ensure that the depth of the services is sufficient to carry out the proposed works safely.
- (ii) Any works carried out on the verge that results in damage or disruption to the services will need to be reinstated at the full cost of the installer / resident.

1.3 Verge Garden and Turf

- (i) The City strongly encourages the use of waterwise plants, in particular local and Australian native plants, for planting on a verge due to their ability to survive hot dry summers with little to no supplementary water.
- (ii) Selected plant species should not be prickly, have spines or be known to be poisonous or cause allergic reactions. Plants that bear fruit should be maintained and the fruit harvested to ensure excess or rotting fruit does not pose a hazard or nuisance to pedestrians, cyclists or motorists.
- (iii) All plants must be maintained to ensure ongoing clear lines of sight for pedestrians, cyclists and motorists.



- (iv) Australian native plants are available to residents of the City at subsidised prices. Native Plant Sales are conducted annually, and further information can be obtained by contacting the City.
- (v) Turfing of a verge is permitted however alternative options are encouraged in the interests of saving water resources and reducing fertiliser run-off. Should turfing be required, it is recommended that a hardy low maintenance turf developed for Australian conditions be laid.
- (vi) The City encourages the installation of waterwise verge gardens that conserve water eliminating the need for permanent reticulation. If reticulation is to be installed, sub-surface drip irrigation is recommended as the most water efficient reticulation type suited to the exposed conditions typical on the verge area.
- (vii) Only slow-release fertilisers should be used on a verge. Fertiliser use should be minimised, and particular care should be undertaken during application to ensure that granules or residues do not enter the local drainage system.
- (viii) Mulching of the verge area is encouraged, and mulch should be installed to ensure the finished level is flush with the adjoining kerbs, footpaths and crossovers. This will prevent the mulch from spreading beyond the verge area, flowing into drainage systems and/or creating a hazard.
- (ix) The installation of synthetic turf on a verge is not an approved treatment.

1.4 Landscaping Features

- (i) In addition to verge gardens and turf, some permissible landscaping features may be installed within a verge.
- (ii) Permissible verge landscaping features include:
 - raised garden beds
 - rocks/stones and/or logs
 - compacted crushed gravel pathways
 - paved pathways and/or bin stand areas
 - seating or benches
 - decorations and solar lighting
 - play equipment
 - bird baths and other shallow watering stations for native animals
- (iii) Any other item (not listed in (ii) above) may be considered at the discretion of the City, in accordance with the Verge Treatment Policy.
- (iv) The following requirements must be adhered to when installing and/or incorporating landscaping features on a verge:
 - A landscaping feature installed on a verge must provide clear lines of sight for any pedestrians, cyclists or motorists.
 - A landscaping feature must be installed to provide clear access to any infrastructure on the verge such as power poles and underground services.
 - Residents may incorporate several permissible verge landscaping features provided the specific guidelines for each feature are adhered to.
 - Residents must ensure landscaping features are checked regularly and kept well maintained so that they meet and continue to meet the requirements of these operational guidelines.



- Where a verge landscaping feature is assessed by the City to pose a safety hazard or is non-compliant to these operational guidelines, the City may require the resident to remove or revise part or/all of the feature to comply.

1.4.1 Raised Garden Bed

The installation of a raised garden bed must:

- Be constructed of durable material, securely installed with no sharp edges, corners or fixtures.
- Shall not exceed 0.5 metres in height (built form) unless approved by the City.
- Provide a minimum 0.5 metre setback from any street tree to maintain the health of the tree.
- Provide a minimum 0.5 metre setback from the face of the kerb to always maintain clear access for parked vehicles.

1.4.2 Rocks, Stones and Logs

The installation of rocks, stones and logs must:

- Provide a minimum 0.5 metre setback from the face of the kerb to maintain clear access for parked vehicles at all times.
- Be of a size and installed securely so as to not be easily moved.

1.4.3 Compacted Gravel Pathways

The installation of compacted gravel pathways must:

- Provide a minimum 0.5 metre setback from any street trees to maintain the health of the street tree.

1.4.4 Paved Pathways and Bin Stands

The installation of paved pathways and bin stands must:

- Ensure the finished level is flush with an adjacent footpath, crossover, kerb and verge soil level so as to not create a trip hazard.
- Provide a minimum 0.5 metre setback from street trees to maintain the health of the street tree. The City is to approve any bin stand within 1.0m of a verge tree.
- Typical Bin pad dimensions are 730mm in width and 835mm in depth. A bin pad is preferred for each property; paving is to be kept to a minimum.

The use of permeable paving is preferred by the City.

NOTE: The above guidelines apply to verge paving for non-parking purposes only. For specifications on paving of verges for parking, please refer to Clause 2. Paving of Street Verge for Parking.

1.4.5 Seating and Benches

The installation of seating and benches must:

- Be constructed of durable material, securely installed with no sharp edges, corners or fixtures.
- Provide a minimum 0.5 metre setback from any street tree to maintain the health of the tree.
- Provide a minimum 0.5 metre setback from the face of the kerb to always maintain clear access for parked cars.

1.4.6 Decorations and Solar Lighting



The installation of decorations and solar lighting must:

- (i) Be constructed of durable material, securely installed with no sharp edges, corners or fixtures.
- (ii) Provide a minimum 0.5 metre setback from the face of the kerb to maintain clear access for parked cars at all times.
- (iii) Provide a minimum 0.5 metre setback from any street tree to maintain the health of the tree.
- (iv) Only solar lighting is permitted in the verge area.

1.4.7 Play Equipment

The installation of play equipment must:

- (i) Be constructed of durable material, securely installed with no sharp edges, corners or fixtures.
- (ii) Be freestanding.
- (iii) Have a minimum 1m set back from kerb.
- (iv) In-line with the City's *Street Tree Policy*, an owner or occupier may install a permissible street tree attachment on a street tree located on the verge immediately adjacent to their property.
- (v) Permissible Street Tree attachments include:
 - A swing
 - A rope ladder
 - A platform / structure
 - Decorations and lighting

Please refer to the City's *Street Tree Policy* for further details.

1.4.8 Additional Requirements

The City may apply more specific requirements for a landscaping feature to address a matter not otherwise addressed in these operational guidelines.

1.5 Verge Beautification Indemnification

The City reserves the right to remove any verge beautification treatment or landscaping feature at any time if the City considers the installation is treatment is contrary to this policy or poses a hazard to or interference with persons or property.

1.6 Verge Beautification - Damage to City Infrastructure

Any damage to the footpath, kerb and road reserve whilst undertaking works will need to be made good by the resident, to the City's satisfaction.

Although due care will be taken, the City will not be held responsible for any damage that occurs to verge gardens and landscaping features because of the City's regular maintenance programs or capital works projects.

2. PAVING OF A STREET VERGE FOR PARKING

2.1 Parking on and Paving of a Street Verge

The City discourages parking on street verges. However, it is acknowledged that there are exceptional circumstances where there is limited kerbside and off-street parking available to residents, the City may consider an application to pave a portion of a verge. Non-permeable paving on a verge is discouraged and not permitted within the City.



2.2 Application to Pave a Portion of a Verge

An owner of a property wishing to pave a portion, and not the entire area of the verge, is to apply in writing to the City, stating specific requirements relating to the proposal. Paving must be permeable in composition or construction, allowing rainwater infiltration into the paved verge area. Verge paving applications must be submitted via the City's website Verge Paving Application Form [verge-paving-application-form](#) and the specifications contained in these operational guidelines must be adhered to with the requirement of at least one tree to be present within the verge area.

2.2.1 Specifications and Drawings

All works associated with the construction of the verge paving shall be carried out in accordance with the specification and drawings to the satisfaction of the City. The applicant must provide the City at least 24 hours prior to commencing approved paving works.

2.2.2 Clearance

The area of verge to be paved shall conform to the following conditions:

- There shall be a minimum clearance of 1.0 metres from a side boundary.
- The minimum clearance from any existing verge tree or pole is to be 1.0 metres.

Note: Where a tree is within 1.5 metres from the edge of the proposed paving, advice should be obtained from the Parks Services Section on the future size of the tree.

The maximum allowable width of paving (parallel to the kerb) is to be 7.5 metres.

Where a crossover exists, the area of verge to be paved may abut the crossover providing the full width of the "hard stand" including the crossover does not exceed 7.5 metres.

Where the "hard stand" exceeds 7.5 metres in width a landscaped gap of 1.0 metre must be provided between the edge of the crossover and the edge of the proposed paving.

Where the proposed paving abuts an existing footpath, the proposed paving material must be clearly different in material, colour and texture from the existing footpath.

2.2.3 Mountable Kerb

Where the existing kerb abutting the verge area to be paved is either semi mountable or barrier, this section of kerb MUST be replaced with a mountable kerb by the City at the applicant/owner's expense.

2.2.4 Street Intersections

Where the property is located at the intersection of two (2) local streets, there shall be a minimum of 6 metres between the edge of the proposed paving and the kerb tangent point.

Where the property is located at the intersection of all other roads the extent of the paving is to be determined by the City.



2.2.5 Prohibited parking

The parking of a commercial vehicle with a Tare Weight of greater than 1500kg is prohibited from parking on a paved verge.

Vehicles, whether owned by or authorised by the adjacent property occupier, shall not park on a paved verge for a period more than 24 hours without the written approval of the City.

The paving of a verge in a street where adequate off-road parking exists on adjoining private property may be approved at the discretion of the City.

Where a verge width is less than four (4) metres in width, paving of the verge for parking purposes will not be approved.

The property owner will be responsible for all future repairs and maintenance of paving unless:

- the paving is damaged by specific City works; or
- the paving is damaged by a service authority works.

The owner/applicant is to ensure that a parked vehicle does not encroach onto a footpath.

2.2.6 Obstruction and Safety Precautions

The work must be carried out with minimum disruption to pedestrians and vehicular traffic. Every precaution shall be taken to ensure the safety of persons and property.

All excavations, materials, plant and equipment must be made safe, barricaded and provided with warning lights, during the hours of darkness to the satisfaction of the City.

2.2.7 Disposal of Unwanted Material

Any surplus material arising from the construction of the crossover shall be neatly stacked or disposed of by the Owner/Applicant to an approved disposal site.

2.2.8 Making Good

Any reinstatement necessary, caused because of the work, shall be carried out by the Owner/Applicant at their own cost.

2.3 Materials

2.3.1 Screed Sand

Screed sand shall be well graded, free from deleterious materials and organic matter and must not contain soluble salts that may cause efflorescence.

2.3.2 Bricks

Bricks shall be new, solid, manufactured in clay or concrete and have sharp or true bevelled arises. They shall have nominal dimensions of 80mm thick and have an equivalent transverse strength of 2.5mpa as determined by AS1226.3.



2.4 Construction

2.4.1 Formation

The verge paving shall be constructed in accordance with the details indicated in Drawing No Drawing SD-6001.

Boxing out for the formation shall be carried out taking due care to protect the surrounding verge, utility services, vegetation and footpath, if applicable.

The subgrade generally consists of sand which is adequately compacted. Where the subgrade has failed the contractor shall replace the defective material with suitable sand which is to be compacted to a minimum density of 7 blows per 300mm as determined by a standard penetrometer.

2.4.2 Base Construction

The base material shall consist of permeable material, (5-7mm aggregate) placed at optimum moisture content and spread such that the final compacted thickness is a minimum of 150mm.

2.4.3 Bedding Sand Placement

Bedding sand shall be placed and screeded at optimum moisture content. The finished thickness of the sand shall be 20mm.

2.4.4 Placement of Bricks

The verge paving shall be constructed in accordance with the details indicated on Drawing SD-6001. Bricks shall be laid in either a 45° or 90° herringbone pattern, leaving a maximum space of 2 - 3mm between each brick.

Immediately after the laying of the bricks, a minimum of three passes shall be made over the surface with a suitable vibrating plate compactor. During compaction, the paving shall be protected from damage by utilising a suitable protective medium between the surface of the plate compactor and the paving units.

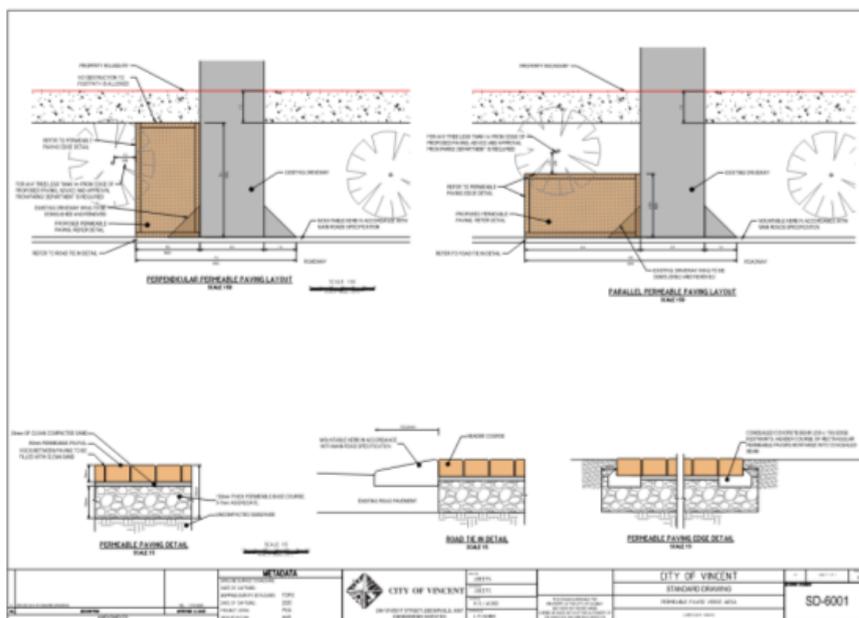
As soon as practicable after compaction, the bricks shall be set by brooming the setting sand into the joints. To ensure that the joints are completely filled, the pavement shall receive one or more passes of the plate compactor and the joints refilled.

2.4.5 Edge Restraints

The edges of the verge paving are to be restrained as shown on Drawing No SD-6001. A single row of header bricks shall be set on the beam using a mortar mix of four parts bricklayer's sand to one part cement.



2.5 Standard Drawing Example



2.6 Assessment

Following receipt of an application, the site shall be inspected to determine the conditions which should apply to any approval.

2.6.1 Testing

Testing shall be carried out in accordance with the relevant Australian Standards.

2.6.2 Public Utilities

The Applicant is responsible to apply to the relevant public utility authorities for approval to alter any utility service that conflicts with the proposed verge paving.

Any costs incurred in the alteration of any service and subsequent reinstatement of the verge to original shall be borne by the Owner/Applicant.

2.6.3 Bond

Prior to approval being granted, the applicant must submit a bond (Amount as determined by the City from time to time) to ensure that all works are carried out to the required standard.

Request for the refund of the bond must be made in writing at which time an inspection will be carried out by the City.

2.6.4 Insurance

The works shall be covered by the insurance policies for workers' compensation and public risk (person and property). The latter policy shall provide sufficient cover for all claims arising from the construction of the verge paving.



3. CROSSOVERS

3.1 Concrete Crossover Specification

A verge beautification work which requires an upgrade to a crossover shall conform to the *'Specification for the installation of insitu concrete crossovers.'*

3.2 Crossover Subsidy

A verge beautification work which requires an upgrade to a crossover can apply for a subsidy through the crossover subsidy and application process.

4. MEMORIAL PLAQUES

The city may consider memorial plaques in or around the verge area as part of beautification works in accordance with the *'Memorials in Public Places and Reserves'* policy.

5. MOWING, CLEANING & MAINTENANCE OF STREET VERGES

Maintenance and cleaning of the verge is the responsibility of the adjacent landowner or occupier, and a verge must always be maintained in a healthy, tidy condition.

5.1 Mowing of Main and Distributor Roads

Verges along main roads and district distributor roads, as determined by the City will be mowed by the City, a maximum of two times in any one financial year where a sight-line problem or significant safety/hazard exists.

5.2 Verge Cleaning

- (i) Cleaning of litter and removal of the build-up of leaves and grass clippings from the verge is the responsibility of the adjacent owner/occupier.
- (ii) The City will assist with the removal of litter and general rubbish from verges only in the following circumstances:
 - Pre-booked verge collections.
 - Accidents.
 - Storm damage.
 - Where responsibility for placing the litter on the verge cannot be determined or as approved by the City.
- (ii) Where responsibility for placing litter on the verge can be determined the City will direct the person responsible to remove the litter.

5.3 Mowing and Other Assistance

- (i) Where an owner/occupier is a pension card holder (age or disability), the City may undertake mowing of the verge up to a maximum of four times per year.
- (ii) The City may undertake mowing where an owner/occupier provides evidence of hardship or where, in the opinion of the City that there is a public safety risk relating to:
 - Fire hazard
 - Visibility problem
 - Safety issue



- (iii) A verge which is reticulated with in-ground reticulation will NOT be mowed by the City.
- (iv) A register is to be kept by the City of the street address of verges mowed and the number of times the verge has been mowed in any one financial year.
- (v) Should budgetary constraints not permit a verge or a number of verges to be mowed in a current financial year, the verge/s in question will be listed for action in the following financial year.
- (vi) Where the owner/occupier applies for the 'Adopt a Verge Program', the City will assist in converting turfed/weedy verges into waterwise native gardens.

6. REGISTERING A VERGE

Residents may register their verge to deter others parking on the verge as per clause 3.3 of the City of Vincent Parking Local Law 2023. Applications and further information on this process can be obtained from Ranger Services.

7. REINSTATEMENTS OF VERGES

Pursuant to the provisions of the *Local Government Act 1995*, the City is responsible for the maintenance of a street in a safe condition at all times and may do so, by removing part or all of the verge area. If the verge area has already been upgraded/beautified, the City will reinstate verges with clean sand and will not be responsible for reinstatement associated with previous upgrades/beautification works.

Public Utility Authority (PUA) have infrastructure and assets close to or within verge areas throughout the City. If these assets need maintained and/or renewed, reinstatement of verge areas will be with clean sand. The PUA or the City will not be responsible for reinstatement associated with previous upgrades/beautification works.

8. UPGRADING OF FOOTPATHS

8.1 Residential and Commercial Areas

In accordance with the *Specifications for The Reinstatement of Insitu Concrete, Slab and Brick Paved Paths* dated 20 July 2009, any verge beautification upgrades which requires works to the adjacent footpath shall conform to this specification.

9. NON-COMPLIANT VERGE INSTALLATIONS

A non-compliant improvement or installation that has been installed prior to the coming into effect of these Operational Guidelines must be made compliant or removed in the following circumstances:

- (i) Where in the opinion of the City the improvement or installation presents an unacceptable risk to public safety.
- (ii) Where in the opinion of the City the improvement or installation has fallen into disrepair.
- (iii) Where the improvement or installation has been removed by the City or a Public Utility Authority to undertake works.



10. VERGE RELATED APPLICATIONS

Adopt-a-Verge Application

Required where a resident seeks to obtain support from the City to landscape a verge through the City’s Adopt-a-Verge program. Applications must include a sketch plan and proposed planting details and are assessed against the City’s Verge Treatments, Plantings and Beautification Policy.

[Verge Landscaping Guide: Maintenance & Adopt a Verge Program](#)

Verge Paving Application

Required for any hardstand treatments within the verge, including paving, concrete, brickwork or similar materials. Approval must be obtained prior to works commencing.

<https://www.vincent.wa.gov.au/documents/1807/verge-paving-application-form>

Crossover Application

Required for the construction, modification or relocation of a vehicle crossover across the verge. Crossovers must be designed and constructed in accordance with City specifications and approved prior to construction.

[Crossover Installation Application » City of Vincent](#)

Memorial Plaques or Commemorative Items

Required where a memorial plaque, commemorative marker or similar item is proposed to be installed within a verge. Approval is subject to location, design, wording, long-term maintenance and public safety considerations.

[Request to install a memorial in a public place » City of Vincent](#)

Permit for Works or Placement in the Road Reserve

Required where temporary occupation or obstruction of the verge is proposed, including skip bins, storage containers, construction plant, hoarding or equipment associated with building or maintenance works.

<https://www.vincent.wa.gov.au/residents/online-forms/ranger-permits/application-for-a-permit-for-works-placement-in-road-reserve-form.aspx>

OFFICE USE ONLY	
Responsible Officer	Manager Engineering
Initial Council Adoption	2007
Previous Title	Verge Treatments, Planting and Beautification
Reviewed / Amended	18/11/2025
Next Review Date	18/11/2028

**Attachment 3
Summary of Key Changes – Verge Treatment Policy**

This attachment summarises the key differences between the existing Verge Treatments, Plantings and Beautification Policy (Policy No. 2.2.4) and the updated Verge Treatment Policy.

Theme	Previous Policy	Updated Policy
Overall intent	Focused primarily on verge beautification, planting and maintenance.	Broadens the policy intent to manage verges as multi-functional public infrastructure, balancing amenity, safety, accessibility, utilities and enforcement.
Legislative alignment	General legislative references with limited linkage to newer Local Laws.	Explicit alignment with the City of Vincent Local Government Property Local Law 2021, Parking Local Law 2023 and Uniform Local Provisions Regulations 1996.
Policy structure	Contained both principles and detailed technical requirements.	Separates policy principles from CEO-approved Verge Treatment Operational Guidelines for technical standards.
Purpose and objectives	Emphasised greening, aesthetics and resident participation.	Expanded to include pedestrian safety, traffic visibility, accessibility, utilities and consistent decision-making.
Definitions	Relied largely on implied or commonly understood terms.	Introduces statutory definitions aligned with the Road Traffic Code 2000 and Local Government Act 1995.

Permissible verge treatments	Listed typical verge treatments with broader discretion.	Clearly identifies permissible verge treatments, providing greater certainty for residents.
Application and assessment	Some verge works could proceed without formal application.	Formal assessment required; written applications needed for verge paving proposals.
Verge paving controls	Verge paving permitted in certain circumstances.	Non-permeable paving explicitly prohibited.
Verge parking	Allowed in limited circumstances.	Discouraged and only considered in exceptional circumstances.
Environmental outcomes	Encouraged water-wise outcomes.	Requires permeable paving, WSUD compliance and inclusion of additional trees.
Maintenance responsibilities	Responsibilities implied but not explicit.	Clearly defines owner/occupier and City maintenance responsibilities.
Removal and reinstatement	Reinstatement responsibilities unclear.	Clarifies reinstatement obligations following infrastructure works.
Non-compliant improvements and installations	Not addressed.	Clarifies circumstances where non-compliant installations are to be removed or made compliant.

Note:

- New applications and future verge works must comply with the updated policy and the supporting Operational Guidelines.

6.5 APPROVAL TO ADVERTISE AMENDED POLICY - RIGHTS OF WAY

- Attachments:**
1. **Rights of Way Policy** [↓](#) 
 2. **Operational Guidelines - Rights of Way** [↓](#) 
 3. **Summary of Key Changes - Rights of Way Policy** [↓](#) 

RECOMMENDATION

That Council **APPROVES** the draft amended **Rights of Way Policy**, at Attachment 1, for the purpose of community consultation, which is proposed to replace **Laneways and Rights of Way Policy**, (Policy No. 2.2.8)

PURPOSE OF REPORT:

For Council to approve, for the purpose of community consultation, the draft amended Rights of Way Policy as detailed 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 Council policies.

BACKGROUND:

The requirement of provisions outlined in clause 1.3 of the Corporate Document Development Policy were presented to Council Members through the monthly Policy Paper in 22 August 2025.

The City's existing Laneways and Rights of Way Policy was adopted in 2013 and is primarily engineering-focused, combining strategic intent, operational procedures and technical standards within a single document.

Since adoption, there have been significant changes in:

- Legislative frameworks governing roads and Crown land.
- Planning and redevelopment outcomes in established urban areas.
- Asset management and renewal practices.
- Community expectations regarding safety, accessibility, amenity and activation of laneways.

In response, the City has undertaken a comprehensive review to modernise the policy framework, clarify governance responsibilities, and improve legal and operational robustness.

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

The amended Rights of Way Policy provides a clear, contemporary City position on the ownership, acquisition, closure, maintenance, upgrade and amenity of rights of way, irrespective of ownership.

The Policy:

- Establishes rights of way as strategic City assets.
- Clarifies responsibilities based on ownership.
- Formalises the City's intent to proactively acquire private rights of way where appropriate.
- Provides a defensible framework for closure, access management and beautification.

Detailed technical, procedural and construction requirements are now contained within Operational Guidelines, approved under CEO delegation, ensuring flexibility while retaining Council oversight of strategic direction.

Examples of current / best practice:

The separation of policy from operational guidelines aligns with contemporary local government governance practice and reduces the need for frequent Council amendments when technical standards change.

The amended Policy also aligns with:

- *Land Administration Act 1997.*
- *Local Government Act 1995.*
- WAPC Planning Bulletin 33 – Rights-of-Way or Laneways in Established Areas.
- Asset-management best practice and renewal programming.

CONSULTATION/ADVERTISING:



Organisation Implementation

Engagement is used to both inform the community about the proposed policy, project or propositions, and to provide some input to the shape or execution of the policy, project or proposition.

Tension: People feel forced leading to an unresponsive process.

Mitigation: Increasing the level of influence, and implementing a transparent, robust process.

Your organisation has the legitimacy to lead and implement

A robust process to engage with the community and stakeholders

In accordance with the City’s Corporate Document Development Policy draft policy documents are presented to Council for approval and authorisation to commence community consultation. All proposed changes, other than those covered by clause 5.8, will be advertised in accordance with, but not limited to, the requirements of the City’s Community and Stakeholder Engagement Policy and guided by the following amendment classifications;

- **Standard Amendments** - Will be advertised for a minimum of 21 days in accordance with the Community and Stakeholder Engagement Policy. Consultation methods will be tailored based on the potential impact of the amendments, with recommendations presented to Council for determination.

The proposed amendments to Laneways and Rights of Way Policy will be advertised in the following ways:

- Public notice on the City’s website.
- Direct notification to key stakeholders where appropriate.
- Opportunity for written submissions.

Public notice of this proposed new policy will be provided from 2 March 2025.

LEGAL/POLICY:

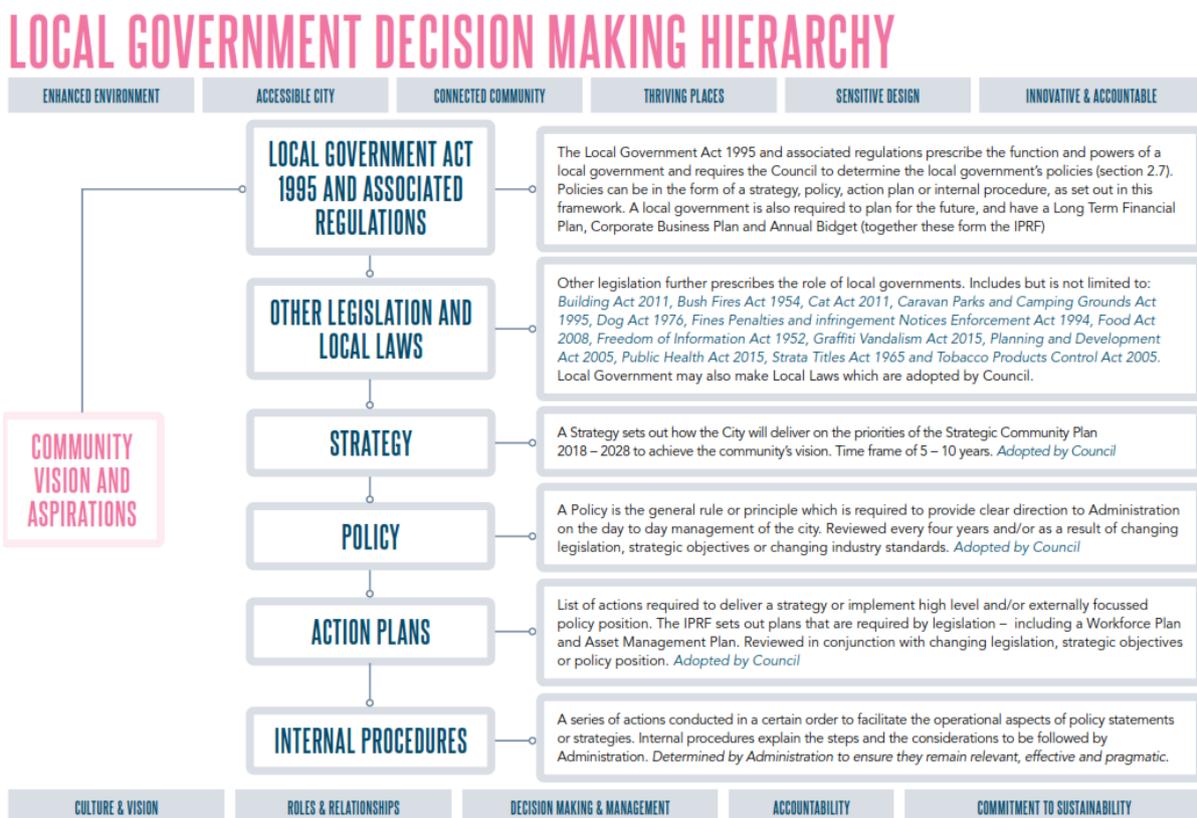
Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies.

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 clause 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 proposed policy is to provide high-level principles to guide decision-making, with operational detail contained in CEO-approved guidelines.



The draft amended Rights of Way Policy is supported by, and consistent with, the following legislation and statutory frameworks:

- Land Administration Act 1997 – relating to acquisition, dedication and closure of rights of way.
- Transfer of Land Act 1893 – relating to easements and interests in land.
- Road Traffic (Administration) Act 2008 and Road Traffic Code 2000 – relating to the definition, regulation and use of roads and public thoroughfares.
- Planning and Development Act 2005 – relating to development access and infrastructure contributions.
- Relevant City of Vincent Local Laws.

RISK MANAGEMENT IMPLICATIONS

Low: Adopting the proposed policy is low risk because this will reduce risks by:

- Improving legislative and procedural clarity.
- Strengthening defensibility of acquisition and closure decisions.
- Ensuring consistent, transparent management of rights of way.

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.

Sensitive Design

Our planning framework supports quality design, sustainable urban built form and is responsive to our community and local context.

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 the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024*.

*Water Use Reduction/Water Quality Improvement***PUBLIC HEALTH IMPLICATIONS:**

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

*Reduced injuries and a safer community***FINANCIAL/BUDGET IMPLICATIONS:**

There are no immediate financial implications arising from advertising the amended Policy.

Future works will continue to be prioritised through existing asset-management and renewal programs.

COMMENTS:

The proposed amended Rights of Way Policy modernises the City's approach by establishing a clear, strategic framework for the ownership, acquisition and management of rights of way across the City.

The Policy separates Council's strategic direction from operational delivery, with detailed technical and procedural requirements contained within CEO-approved Operational Guidelines.

The accompanying Guidelines provide consistent standards for design, construction, maintenance, renewal, acquisition, naming and beautification of rights of way. Advertising the Policy will enable community feedback while strengthening governance, legal robustness and long-term asset management outcomes.

RIGHTS OF WAY POLICY



Legislation / local law requirements	<p><i>Land Administration Act 1997, Sections 52, 55, 56</i> <i>Local Government Act 1995, Section 3.25</i> <i>Transfer of Land Act 1893, Section 167a</i></p> <p>City of Vincent Local Government Property Local Law 2021 City of Vincent Parking Local Law 2023</p>
Relevant delegations	<p>2.2.8 Closing thoroughfares to vehicles 2.2.9 Control or Roads, Reserves and Certain Unvested Facilities</p>
Related policies, procedures and supporting documentation	<p>D25/115289 - Operational Guidelines - Rights of Way</p> <p><i>WAPC Planning Bulletin 33/2017 Rights-of-way or laneways in established areas</i></p> <p><i>Asset Management and Sustainability Strategy 2020-2025</i></p>

INTRODUCTION

The City of Vincent Rights of Way are valuable assets that provide important amenity to the community. The majority of Right of Ways are owned and/or under management of the City of Vincent. The City of Vincent Local Planning Strategy dated 8 November 2016 recommends that where possible Town Centres are to have vehicle access to properties provided from secondary streets, laneways and rights-of-way. The City of Vincent will acquire privately owned rights-of-way to ensure consistent legal control, maintenance, and public safety. Ownership allows the City of Vincent to upgrade and manage these rights of way to modern standards that support redevelopment and connectivity and resolve long-standing ownership and access issues. This approach aligns with the City’s strategic goal for a connected, accessible, and sustainable urban environment.

PURPOSE

This Policy provides a framework by which a Right of Way in the City of Vincent can be managed regardless of ownership.

OBJECTIVE

The objective of this policy is to provide a framework that directs the actions, decisions, and priorities relating to a Right of Way in the City of Vincent. The Policy is supported by the Operational Guidelines for Rights of Way as approved by the City’s Chief Executive Officer.

The Policy provides direction on how a Rights of Way is to be managed in terms of:

- Ownership.
- Acquisition.
- Closure.
- Provision of Services.
- Maintenance and Upgrades.
- Adjoining Development.
- Beautification.

RIGHTS OF WAY POLICY



SCOPE

This Policy applies to Rights of Way within the City of Vincent, irrespective of ownership or management status. This Policy is applicable to all City of Vincent officers, developers, and property owners where a Right of Way provides, or has the potential to provide, access to private property or public infrastructure.

DEFINITIONS

City - means the City of Vincent.

Crown Land - means all land except alienated land includes reserved and leased Crown land, tidal waters, reclaimed land, riverbeds and lakes. (Note: Landgate glossary of terms).

Dedication - means the acquisition as Crown land of any alienated land or private road which has been used by the public, following a request from a local government to the Minister for Lands under Section 56 of the Land Administration Act 1997.

Local Road - (Local Street) - a road that is a managed asset of a local government and primarily used for access to abutting properties. (Note: Main Roads WA glossary of technical terms)

Operational Guidelines - means a document prepared to support this policy by providing detailed instructions, procedures, roles, responsibilities and standards for implementation. It is intended to guide good practice.

Private rights of way - means a narrow strip of land in a private subdivision and legally available only to owners of blocks in the subdivision. (Note: Landgate glossary of terms)

Public Road - means a public thoroughfare for vehicles (as defined in section 4 of the Road Traffic (Administration) Act 2008) or pedestrians and includes structures or other things appurtenant to the road that are within its limits; a thoroughfare is not prevented from being a road only because it is not open at each end.

Renewal - Works to replace existing assets or facilities with assets or facilities of equivalent capacity or performance capability (IIMM).

RoW - the acronym used within this policy to identify a rights of way or laneway, irrespective of ownership.

Upgrade - Enhancements to an existing asset to provide higher levels of service, e.g. widen a sealed road (Australian Infrastructure Financial Management Manual).

POLICY

OWNERSHIP OF RoW

A RoW privately owned will be maintained by the landowner, or in the absence of the landowner, by the adjacent property owner/s who have a legal right of access over a RoW.

A RoW owned by, or under the care, control and management of the City of Vincent, will be maintained by the City.

RIGHTS OF WAY POLICY



DEVELOPMENT OF RoW

A developer, landowner or group of landowners may develop a RoW or section of a RoW adjacent to their property subject to: Prior approval being granted by the City, as per the Operational Guidelines.

The RoW upgrade extending from and including the frontage of the property to be developed through to the nearest dedicated road.

RoW ACQUISITION

Section 52 of the Land Administration Act 1997 (LAA) provides that a local government may request the Minister for Lands to acquire a private right of way to become dedicated RoW land.

Upon acquisition, the laneway shall be assigned a name in accordance with this Policy. The City reserves the right to request a cost contribution from adjoining landowners or beneficiaries towards the upgrade of a RoW that requires acquisition, with the contribution amount determined according to the condition and standard of the RoW at the time of acquisition.

RoW MAINTENANCE AND UPGRADE

A RoW under the care and control of the City will be maintained and upgraded as part of the City's RoW renewal program and in accordance with the specifications outlined in the Operational Guidelines. All costs associated with maintenance and upgrades will be the responsibility of the City of Vincent.

Private rights of way will be maintained and upgraded in accordance with the specifications outlined in the Operational Guidelines. The cost of maintenance and upgrade will be borne by the landowner. Where a landowner is not identifiable, the costs will be the responsibility of the adjoining property owner(s) who hold a legal right of access over the RoW.

RoW BEAUTIFICATION

Beautification of a RoW can be undertaken on application to the City, and in compliance with the Operational Guidelines.

REQUEST FOR RIGHT OF WAY RoW CLOSURE

Section 58 of the Land Administration Act 1997 (LAA) provides that a local government may request the Minister for Lands to close a RoW that is dedicated as a public road.

Temporary closure for works on a RoW dedicated as a public road requires prior approval from the City and shall be through an application for a permit for works placement in road reserve.

Application for permanent closure to vehicle traffic of a RoW dedicated as a public road must demonstrate the following:

- The RoW is not accessible to vehicles due to width configuration issues.
- Adjacent landowners and occupiers agree that the RoW is not required for vehicular access to their properties.

RIGHTS OF WAY POLICY



- The applicant and/or the adjacent landowners contribute to the cost of closing the RoW to vehicular traffic.
- Pedestrian access is maintained, including those using mobility devices.
- Service and emergency response vehicles can safely and without undue delay, access the adjoining properties.

RoW NAMING

A proposal to name a RoW must conform to the State Government's Policies and Standards for Geographical Naming in Western Australia.

OFFICE USE ONLY	
Responsible Officer	Manager Engineering
Initial Council Adoption	1997
Previous Title	Laneways and Rights of Way 2.2.8
Reviewed / Amended	18/11/2025
Next Review Date	18/11/2028



Operational Guidelines – RIGHTS OF WAY

Legislation / local law requirements	Land Administration Act 1997, Sections 52, 55, 56 Local Government Act 1995, Section 3.25 Transfer of Land Act 1893, Section 167a City of Vincent Local Government Property Local Law 2021 City of Vincent Parking Local Law 2023
Relevant delegations	2.2.8 Closing thoroughfares to vehicles 2.2.9 Control or Roads, Reserves and Certain Unvested Facilities
Related Policy, procedure and supporting documentation	D25/115308 - Rights of Way Policy WAPC Planning Bulletin 33/2017 Rights-of-way or Laneways in established areas Enhanced Environment Strategy 2025 – 2030 Asset Management and Sustainability Strategy 2020-2025

PURPOSE

The operational implementation and management of the City of Vincent’s Rights of Way Policy.

OBJECTIVE

The City of Vincent recognises the importance of a consistent approach to the construction, management, and maintenance of Rights of Way (RoW) in line with relevant legislation, policies, and the City’s broader strategic objectives.

These operational guidelines aim to:

- Ensure all RoW provide a safe, accessible, and durable asphalt and /or permeable brick surface that supports both residential access and essential service vehicles.
- Define clear processes for the upgrade, resurfacing, and ongoing maintenance of RoW throughout the City.
- Establish procedures for securing upgrade contributions from private developments or subdivisions that impact a RoW.
- Provide a framework for assessing and, where appropriate, facilitating the transfer of privately owned rights of way to the City’s ownership, particularly where these are used for access to Crown land or public facilities.

These operational guidelines will ensure the City maintains RoW so that they’re functional, safe, and consistent with the City’s strategic urban planning objectives,

The definitions contained within the Rights of Way Policy apply to these Operational Guidelines.



Operational Guidelines – RIGHTS OF WAY

OPERATIONAL GUIDELINES

1. Traffic and Transport

Rights of Way (RoW) should not be longer than 140 metres without a mid-lane link and have a maximum design speed of 15km/h. RoW should have a maximum vehicle volume of 300 vehicles a day unless located within a town centre with abutting commercial land uses. RoW located in town centre areas need to consider accessible pedestrian use and should provide a surface that meets disability access requirements. RoW are to be designed to allow bidirectional traffic.

The minimum manoeuvring width of 6 metres shall be provided at all vehicle accesses from the RoW to private property. Where the RoW is 5 metres wide, the access shall be set back 1 metre. Where the RoW is 3 metres wide, the access shall be set back 3 metres. These dimensions shall be relevant to accesses on both sides of the RoW. The setback shall remain in the ownership of the private property. The setback is to be constructed in accordance with the City's standard crossover specification.

If traffic treatments or traffic control devices are required for a RoW to achieve the design speed or sight distance requirements, the treatment type, detailed design and construction specifications needs to be approved by the City. In some cases, the City may require a Road Safety Audit of the RoW to ensure proposed traffic treatments will meet the design speed requirements.

No parking is to be provided in right of ways unless approved by the City.

- Truncations are required at intersections and corners to provide space for vehicles to turn.
- RoW/RoW and RoW/Street: a minimum of a 3m-by-3m corner truncation is typically required.
- RoW/residential access: a minimum of a 1m-by-1m corner truncation is typically required.
- RoW/ pedestrian access - a minimum of a 1m-by-1m corner truncation is typically required.
- Design Vehicle B99 vehicle is required to be used for the design vehicle and 8.8m service vehicle is required to be used for the check vehicle.
- Future lighting of a RoW may be considered where a property has its only frontage onto the RoW, subject to the RoW being 5 metres or greater in width.
- Future lighting will not be considered where the property has an alternative frontage or side boundary onto an existing dedicated road, strata title, multi units, or battle-axe properties.

2 Design, Construction and Asset Management

The following specifications and standards must be adhered to for the design, construction and ongoing management of a RoW in the City of Vincent. Any variation to these requirements must have the prior approval of the City.

2.1 Sustainable Road Construction Practices

Operational Guidelines – RIGHTS OF WAY



2.1.1 Use of recycled materials

The use of sustainable construction practices and materials is encouraged by the City including:

- Recycled Asphalt Pavement – in accordance with IPWEA/WALGA Specification for the Supply of Recycled Road Base, Main Roads Specification 501 Pavements.
- Crushed Recycled Concrete and Crushed Rock – in accordance with IPWEA/WALGA Specification for the Supply of Recycled Road Base.
- Crumb Rubber – in accordance with WALGA Sprayed Bituminous Surfacing: Road Building Model Specification.
- Warm Mix Asphalt - WALGA Sprayed Bituminous Surfacing: Road Building Model Specification.
- Permeable paving.

2.2 Full Reconstruction

2.2.1 Box Out

The depth of the box out will be governed by the levels supplied by the City and the type of finished pavement selected. Any damage or loss of fences during this process will be the responsibility of the contractor and at his expense to make good to the City's satisfaction.

Width of box out is to be from boundary to boundary or as specified by the Engineering Design team or representative. The tolerance for the sub-grade width shall be + / - 30mm. Compaction of the sub-grade shall conform to a minimum of 95% of the maximum dry density (MDD) when tested in accordance with AS 1289 2.1.1. - *Methods of testing soils for engineering purposes*.

Dust suppression must be kept to a minimum by means of the application of water so as not to inconvenience adjoining residents and to increase the compaction strength required.

The finished levels of the sub-grade box out shall be within + / - 20 mm. of the design levels, or as approved by the relevant officer.

2.2.2 Sub-grade

The formation shall be excavated in conformity with profiles, dimensions, camber and depths shown on the approved drawings.

Tolerance for sub-grade width shall be ± 100 millimetres. The finished levels of sub-grade shall be within +0 to -30 millimetres of design levels. The sub-grade shall be compacted to not less than 95 per cent of the maximum dry density when tested in accordance with AS 1289: Methods of Testing Soils for Engineering Purposes.

The sub-grade shall be approved by the Local Government before any sub-base material is placed. Sub-grade strength shall be tested to determine sub-grade CBR values. Depending on the results additional works may be required to ensure a satisfactory pavement.

Operational Guidelines – RIGHTS OF WAY



2.2.3 Drainage

All drainage systems shall be designed to include water sensitive urban design principles. Such principles set down pollution control exceedance events, where soil conditions are satisfactory for the level of infiltration that is required for the peak flows calculated. Greater AEP storms will require a conveyance system to cater for the extra water. Where overland flows can cater for the higher peak flows then the conveyance system can be reduced to suit. All piped drainage lines shall be designed in accordance with the recommendations of the pipe manufacturers and the appropriate Australian standards.

The minimum pipe diameter shall be 300 millimetres and Class two concrete or equivalent pipes are the minimum standard to be used in the road reserve. Minimum cover to pipes to be 600mm unless approved otherwise by the Local Government. The pipe system shall have the capacity to accommodate the design rainfall with the design top water level in gullies a minimum of 150 millimetres below the surface and, in junction pits, a minimum of 300 millimetres below the surface.

2.2.4 Sub-base and Base Course

The sub-base and base-course pavement must be constructed using crushed limestone (20–40mm) or crushed rock (road base) sourced from approved suppliers. Both materials must meet the following requirements:

Crushed Limestone:

- The crushed limestone must be sourced from an approved supplier and crushed to meet the required grading specifications.
- It must be free from tree roots, vegetable matter, lumps of clay, sand, capstone, or any other organic or deleterious material.
- The crushed limestone must have an abrasion resistance of no more than 60% weight loss when tested according to the Los Angeles Test.
- The limestone must contain no less than 60% calcium carbonate by weight.

Crushed Rock:

- The crushed rock must also be sourced from an approved supplier and meet the grading specifications.
- It must be free from the same contaminants as limestone and meet a minimum abrasion resistance of 50% weight loss when tested by the Los Angeles Test.
- Materials must be adequately moistened during compaction to achieve a minimum of 96% of the maximum dry density (MDD), as determined by the Australian Standards.

For RoW upgrades, the sub-base must be constructed using well graded crushed rock or crushed limestone with a nominal size of 20–40mm, meeting the grading and quality limits set out in Main Roads WA Specification 501 or a City approved equivalent.

A minimum compacted depth of 150mm is required. The sub-base is to be placed in one layer not exceeding 200mm in loose thickness before compaction and compacted to at least 96% of the maximum dry density (MDD) as determined by AS 1289.5.1.1 "Methods of testing soils for engineering purposes - Determination of the dry density/moisture content relation of a soil using standard compactive effort" or

Operational Guidelines – RIGHTS OF WAY



AS 1289.5.2.1 “*Methods of testing soils for engineering purposes - Soil compaction and density tests - Determination of the dry density/moisture content relation of a soil using modified compactive effort*”, as specified by the City.

In-situ density testing must be undertaken at a frequency approved by the City’s officer, and results are to be submitted for review and approval prior to the placement of any subsequent pavement layers.

Approval and Testing Requirements:

- Contractors must obtain the City’s approval for any road base used and provide documentation detailing the source and specifications of the materials.
- All materials supplied or used must meet the relevant Australian Standards for quality assurance.
- Comprehensive testing methods must be followed as outlined in the Australian Standards, such as
 - AS 1141 standards – For Sampling and Testing Aggregates.
 - AS 1289 Standards – For Methods for Testing Soils.

2.2.5 Kerbing

All concrete kerbing shall be constructed using pre-batched concrete from an approved supplier, conforming to AS 3600 – Concrete Structures. The maximum aggregate size shall not exceed 9mm. Cement shall be Portland Cement meeting AS 3972 - *General purpose and blended cements*, with a target slump of approximately 30mm to ensure adequate workability.

Concrete cylinder compressive strength shall be tested in accordance with AS 1012.9 - *Methods of testing concrete, Method 9: Compressive strength tests - Concrete, mortar and grout specimens*. and shall achieve a minimum strength of 20 MPa at 28 days.

Kerbing shall be placed using an extrusion machine directly onto a properly prepared base. Expansion joints shall be sawn at intervals of 5m, perpendicular to the kerb line. The joint width shall be 10mm and extend through the full depth of the kerb. Joints shall be filled with approved compressible joint filler, leaving a 10mm recess on the back, top, and front faces of the kerb. This recess shall be sealed with an approved silicone sealant. Contraction joints shall be formed between expansion joints at 5m intervals. These shall be formed using a grooving tool to a depth of 15mm and a width not exceeding 6mm.

Concrete surfaces shall be cured for a minimum of seven (7) days following initial set. Curing shall be achieved by applying a curing compound such as Calcrete “CR” or equivalent, sprayed evenly at the manufacturer’s recommended rate within two (2) hours of finishing.

Kerb profiles will generally be either semi-mountable, mountable, or flush, as specified by the City. The contractor must confirm the kerb type with the City prior to commencement of works.

Backfill adjacent to the kerb shall consist of locally sourced topsoil or clean yellow sand free from debris and shall be compacted to avoid settlement.

Any kerb damaged during construction or within the defect’s liability period shall be replaced or repaired by the contractor at no cost to the City.



Operational Guidelines – RIGHTS OF WAY

2.2.6 Wearing Course

All asphalt for RoW works shall be supplied by an asphalt plant operating under a third-party certified quality management system (ISO 9001 or equivalent) and shall conform to AS 2150 – Asphalt - A guide to good practice (latest edition), the Austroads Guide to Pavement Technology, Part 4B – Asphalt, and the Australian Asphalt Pavement Association (AAPA) National Asphalt Specification.

Black asphalt shall be dense graded asphalt (DGA) with a nominal size of 7mm or 10mm, using granite or diorite aggregate in accordance with Main Roads WA Specification 504.

Red asphalt shall be dense graded or stone mastic asphalt incorporating red oxide pigment (minimum 1% by mass of total mix) and coloured aggregate, meeting the same performance requirements as black asphalt.

Asphalt shall be placed to a minimum compacted thickness of 30mm for resurfacing works or 30–35mm for new construction, unless otherwise specified by the City.

The mix shall be laid and compacted to achieve:

- In-situ air void content between 3% and 6% as per AS 2891.8 - Methods of sampling and testing asphalt, Method 8: Voids and volumetric properties of compacted asphalt mixes.
- Density ratio of $\geq 92\%$ of Marshall reference density or $\geq 98\%$ of target laboratory density for gyratory-compacted mixes as per AS 2891.9.2 - Methods of sampling and testing asphalt, Method 9.2: Determination of bulk density of compacted asphalt – Presaturation method or
- AS 2891.14.1- Methods of sampling and testing asphalt, Method 14.15: Mean, standard deviation, coefficient of variation and characteristic values.

Asphalt placement shall comply with Main Roads WA Specification 504, including surface preparation, tack coating, joint construction, and compaction procedures. Compaction must produce a uniform, smooth, well bonded surface free from segregation, flushing, or tearing, with joints straight, tightly butted, and well compacted.

When resurfacing RoW, a minimum of 30mm of the existing surface shall be profiled before placing new asphalt. Black asphalt shall be DGA hot mix with a nominal size of 7mm or 10mm. Red asphalt, where specified, shall be a dense graded mix with red oxide pigment (minimum 1% by mass) and coloured aggregate.

Permeable paving shall be constructed using interlocking concrete pavers and designed to promote stormwater infiltration and reduce surface runoff in accordance with Sustainable Urban Drainage Systems (SUDS) techniques. The system shall comprise clean, open-graded aggregate layers free from fines, including a 20–40 mm bedding layer and a 150–400 mm permeable base course depending on loading conditions. Pavers shall be trafficable and be laid hand-tight with 2–5 mm joints filled with washed aggregate to maintain permeability. Subgrade preparation shall ensure a uniform surface compacted to 95% MDD with adequate falls and no contamination by fines.

Construction shall ensure the paving system remains fully permeable and structurally sound. Layers of open-graded aggregate shall be compacted in lifts, and pavers vibrated with a rubber-matted plate compactor to achieve interlock. Edge restraints are to be installed, and sub-surface drains provided



Operational Guidelines – RIGHTS OF WAY

where infiltration capacity is limited. Post-construction infiltration shall meet a minimum rate of 250 mm/hr, and the finished surface shall be true to grade within ±10 mm over 3 m. The use of alternative permeable pavement products that does not meet the above criteria is subject to the approval of Manager Engineering Services.

2.3 Resurfacing (renewal)

2.4 Asset Management

The City undertakes triennial comprehensive Condition Survey of all roads and RoW as part of its 10-year Renewal Program. This survey identifies and prioritises RoW for either resurfacing or full upgrades.

The timing and scope of RoW upgrade works are determined at the sole discretion of the City and are carried out by the City or its nominated contractors.

Prioritisation is based on a range of factors, including vehicle and pedestrian usage, surface condition and drainage performance. Additional considerations include the number of property boundaries along the RoW, the number of properties with garages or gates accessing the RoW, the number of properties fronting the RoW, and the presence of business or commercial car parks. Row with an existing high standard surface may be given lower priority.

Highest priority is given to RoW that experience heavy use especially those serving as primary access for neighbouring properties and that are predominantly sealed. Additional priority is also allocated to RoW needing improvements for traffic safety, drainage, or access to businesses, as well as those where significant upfront contributions have been made by property owners.

The following table provides condition ratings for existing surface.

Condition	Rating	Description
1	Very Good	Very good condition for newly or recently constructed pavements
2	Good	Good condition and likely to require only routine maintenance
3	Fair	Fair condition and likely to require light maintenance or resurfacing
4	Poor	Poor condition and likely to require a surface correction or possibly a structural treatment
5	Very Poor	Very poor condition possibly requiring a structural treatment or a reconstruction.

3 Private Rights of Way / Road

Some RoW within the City are privately owned and often registered in the name of deceased estates. Generally, there are two main avenues available under the Land Administration Act 1997 (LAA) for local governments to acquire the private rights of way and assume maintenance obligations:

- a) Closure and revetment under section 52 of LAA and Regulation 6 of the *Land Administration Regulations 1998*; and



Operational Guidelines – RIGHTS OF WAY

- b) Dedication as road under section [56](#) of LAA and Regulation [8](#) of the *Land Administration Regulations 1998*.

3.1 Acquisition of Private Road - S52 LAA

A private road may be closed under Section 52 of LAA through an Acquisition Order made by the Minister for Lands, following a formal request from the City. Upon registration of the Acquisition Order, the land is revested as Crown land and all existing rights, interests, and encumbrances affecting the land are extinguished.

The City will also request that a management order be granted under Section [46](#) of LAA enabling the City to assume care, control, and management of the land for public use purposes.

Where a private road is closed via an Acquisition Order under Section 52, no compensation is payable to any person with an interest in the land, including:

- The registered owner of the fee simple interest, and
- Any person who may benefit from an easement created under Section 167A of the Transfer of Land Act 1893 (WA).

3.2 Dedication of Private Road - S56 LAA

A private road, being alienated land, may be dedicated as a public road without it having to first revest as unallocated Crown land under section 56 of LAA, if the requirements in section 56(1)(b) or (c) are followed. When the RoW becomes a public road and it is automatically vested in the local government. No management order is required because roads are not managed as reserves. They are governed by road related legislation.

However, there is still a general requirement to remove any encumbrances, other interests and caveats affecting that parcel of alienated land.

Section 56 (6) of LAA excludes any interest holder from claiming compensation for loss of interest due to dedication.

Local Governments may request the Minister for Lands to dedicate land described in a plan of survey, sketch plan or document as a road under section 56 of the LAA where:

- the land (being alienated land or Crown land) has been reserved or acquired for use by the public, or is used by the public, as a road and such land is under the care, control and management of Local Government (section 56(1)(a) of LAA);
- the owner of a private road or the adjoining owners apply to the Local Government, and the private road has been constructed and maintained to the satisfaction of Local Government (section 56(1)(b) of LAA); or
- land comprising a private road has been used by the public for an uninterrupted period of not less than 10 years (section 56(1)(c) of LAA).



Operational Guidelines – RIGHTS OF WAY

3.3 Process

Once the appropriate route is determined, Council must formally resolve to support the request to the Minister for Lands, clearly outlining the reasons for the proposed acquisition or dedication. The request to the Minister must also include documentary evidence required by the relevant regulation of the *Land Administration Regulations 1998*.

4 Naming of Roads

Road naming is governed by the Sections [26](#) and [26A](#) of the *Land Administration Act 1997* and Landgate's [Policies And Standards For Geographical Naming](#).

The process requires local governments to assess naming proposals for uniqueness, appropriateness, and compliance with standards set by Landgate. Proposals can originate from the community or council and must undergo public consultation, including direct notification to affected parties and advertising.

The naming process involves submitting proposals through Landgate's online portal, supported by documentation such as survey plans, community consultation evidence and justification for the name. Complex or contentious proposals may be referred to the Geographic Names Committee (GNC) for expert advice. Approved names are entered into GEONOMA, the official register of place names in WA.

4.1 Application

An application to name a RoW shall be submitted in writing to the City, and shall include the following:

- (a) a brief history or submission in support of the naming application, which must:
 - demonstrate a strong relevance and/or connection to the area; and/or
 - identify long standing links with the local community and/or City
- (b) in the case of a person, detailed information and supporting documentation (e.g. letters, newspaper articles, oral histories, photographs etc) to demonstrate their contribution(s)/relevance to the local community; or
- (c) in the case of a place/historical matter, detailed information and supporting documentation (e.g. letters, newspaper articles, oral histories, photographs etc) to demonstrate the relevance/connection/link of the name to the area and/or the local community.

The Applicant must agree to fund the cost of manufacture and installation of street nameplates and poles.

4.2 Community Consultation

Once it has been determined that the proposed name/s complies with Landgate's Policies And Standards For Geographical Naming, it shall be advertised on the City's website in accordance with the [Community and Stakeholder Engagement Policy](#).

At the conclusion of the advertising period, all submissions received will be considered and the approved name will be submitted to the GNC for formal approval and application.

Operational Guidelines – RIGHTS OF WAY



Once the name has been approved by the GNC, the applicant and all owners/occupiers adjoining the ROW will be advised of the new name. The approved name will also be included in the Streetsmart guide, Emergency Services directories, and the City's Geographic Mapping System.

4.3 Financial Considerations

The manufacture and installation of street nameplates and poles will only be arranged, once the applicant has paid the required monies as outlined in the relevant adopted Fees and Charges.

The submitted information of the approved name, including the family history (if applicable) shall be forwarded to, and preserved by the City's Local History Librarian, to record the details and assist in building a picture of the early Vincent population and its character.

5 Beautification of Rights of Way

The City of Vincent recognises the important role that residential RoW play in community connectivity and access. Traditionally seen primarily as vehicle access routes, RoW have significant potential to become more vibrant, safe, and attractive public spaces that foster community pride and engagement.

The City may provide a small grants scheme and structured framework that supports residents and neighbours to collaborate on improving the amenity and function of RoW in their neighbourhoods.

Key opportunities may include:

- Landscaping and planting to enhance greenery and biodiversity.
- Installation of improved lighting for safety and visibility.
- Public art and mural projects to add cultural and aesthetic value.
- Enhanced wayfinding and signage to support pedestrian and cyclist navigation.
- While encouraging beautification and activation, the program will maintain a strong focus on preserving the primary functions of RoW, including safe vehicle access, servicing requirements, and overall area amenity.
- All improvements must comply with safety standards and allow for ongoing maintenance and access by essential service providers.

6 Land Use and Infill Development

6.1 Development Application

When a RoW is required for access to a new development or subdivision, the developer must construct and drain the section of the RoW directly abutting the lot, to the satisfaction of the City.

The remainder of the RoW, extending to the nearest gazetted road, must be made trafficable by the applicant. Several conditions must be met before development or the clearance of a conditionally approved subdivision.

Plans for RoW construction and drainage must be prepared according to the specifications outlined in this document. These plans must be submitted to the City for approval.



Operational Guidelines – RIGHTS OF WAY

A fee, in accordance with Section 158 of the Planning and Development Act 2005, is required upon plan approval:

- 3% of the estimated construction and drainage cost if no consulting engineer is engaged.
- 1.5% if a consulting engineer is engaged.

Works must not begin until:

- The plans have been approved by the City.
- The inspection fee is paid.
- A pre-start meeting with the City is conducted (minimum of 24 hours' notice required).
- Upon completion, the City's Development Engineer must be contacted for an inspection, with a minimum of 24 hours' notice.

Contractors must submit a certification checklist confirming that all works comply with approved plans, including:

- Sub-grade preparation and compaction.
- Correct placement of drainage and sub-base material.
- Proper compaction and asphalt application.
- Compliance with City of Vincent's specification.

7 Sustainable Road Construction Practices

7.1 Use of recycled materials

The use of sustainable construction practices and materials is encouraged by the City including:

Recycled Asphalt Pavement – in accordance with IPWEA/WALGA Specification for the Supply of Recycled Road Base, Main Roads Specification 501 Pavements.

- Crushed Recycled Concrete and Crushed Rock – in accordance with IPWEA/WALGA Specification for the Supply of Recycled Road Base.
- Crumb Rubber – in accordance with WALGA Sprayed Bituminous Surfacing: Road Building Model Specification.
- Warm Mix Asphalt - WALGA Sprayed Bituminous Surfacing: Road Building Model Specification.

OFFICE USE ONLY	
Responsible Officer	Manager Engineering
Initial Council Adoption	1997
Previous Title	Laneways and Rights of Way 2.2.8
Reviewed / Amended	18/11/2025
Next Review Date	18/11/2028

Attachment: Comparison of Existing and Updated Rights of Way Policy

Policy Area	Existing Policy (2013)	Updated Policy (2025)
Overall intent	Engineering-focused guidance on access and construction.	Strategic asset-based policy supporting connectivity, redevelopment, amenity and safety.
Strategic alignment	Limited links to broader strategies.	Aligned with Local Planning Strategy and Asset Management Strategy.
Governance	Policy and operational detail combined.	Policy separated from CEO-approved Operational Guidelines.
Legislative framework	Limited explicit references.	Explicit alignment with LAA 1997, LGA 1995, TLA 1893 and Local Laws.
Ownership & maintenance	Less clarity where ownership fragmented.	Clear responsibility based on ownership and legal access.
Acquisition of RoW	Ad-hoc and reactive.	Proactive acquisition to resolve legacy issues.
Closure framework	Less structured.	Clear, defensible criteria for vehicle closure.
Accessibility	Limited reference.	Explicit pedestrian, mobility and emergency access requirements.
Beautification	Minimal.	Formal recognition of RoW beautification.
Risk & defensibility	Lower.	Improved SAT/Ombudsman robustness.

6.6 RFT IE529/2025 MENZIES PARK AND BIRDWOOD SQUARE FLOOD LIGHTING UPGRADE

Attachments: 1. Attachment 1 - Evaluation Worksheet RFT IE529-2025 - Confidential

RECOMMENDATION:

That Council:

1. **NOTES** the outcome of the evaluation process for Request for Tender IE529/2025; and
2. **ACCEPTS** the tender submissions of Stiles Electircal Pty Ltd for Request for Tender IE529/2025 Separable Portion 1 Menzies Park Flood Lighting Upgrade and Separable Portion 2 Birdwood Square Flood Lighting Upgrade.

PURPOSE OF REPORT:

For Council to consider and determine the outcome of Request for Tender IE529/2025 Separable Portion 1 Menzies Park Flood Lighting Upgrade and Separable Portion 2 Birdwood Square Flood Lighting Upgrade.

DELEGATION:

The decision to accept or reject tenders with a value exceeding \$250,000 requires a decision of Council in accordance with Council's adopted register of delegations, authorisations and appointments.

BACKGROUND:

Menzies Park: The existing floodlighting at Menzies Park currently illuminates only approximately one third of the reserve and has progressively deteriorated over recent years. The current lighting infrastructure does not comply with the minimum Australian Standards required for AFL night training or match play. As a result, Mount Hawthorn Cardinals Junior Football Club (Cardies) is significantly restricted in its ability to use Menzies Park during the winter season when natural light is insufficient.

Since 2023, Cardies has worked closely with the City to support and advocate to the State Government for an upgrade to the park's floodlighting. The proposed upgrade will provide lighting to a minimum of 100 lux and illuminate the entire reserve, ensuring compliance with Australian Standards for night football training and matches.

In 2025, this project received \$190,000 as part of a Cook Labor Government election commitment. In addition, the City secured a further \$98,482 through a successful Club Night Lights Program (CNLP) application, with the City committing to one-third of the total project cost.

The scope of works for this project includes:

Removal of:

- Two existing floodlighting poles
- Existing metal halide lamps

Supply and installation of:

- New floodlighting poles
- LED luminaires
- Lighting system distribution board
- All associated electrical cabling and conduits

Birdwood Square: The existing floodlighting at Birdwood Square has severely deteriorated over time and is nearing the end of its service life. While there is currently no sporting club operating at the reserve that requires floodlighting, upgrading the lighting presents an opportunity to maximise future use of the reserve. Improved lighting will also further activate and enhance this prominent inner-city space.

Since 2023, Perth Azzurri (formerly Perth Soccer Club) has worked closely with the City to evaluate a range of projects that would deliver positive outcomes for both the club and the wider community, following the club's receipt of funding through the Women's World Cup Legacy Program in 2022. Through these discussions, Perth Azzurri has committed \$100,000 to the Birdwood Square floodlighting project, as it provides the club with access to an additional centrally located training space during peak times (Monday to Thursday, 5.00 pm to 8.00 pm), while also enabling broader after-hours community use of the reserve.

The scope of works for this project includes:

Removal of:

- Two existing floodlighting poles
- Existing metal halide lamps

Supply and installation of:

- New floodlighting poles
- LED luminaires
- Lighting system distribution board
- All associated electrical cabling and conduits

DETAILS:

Tender Submissions

Four (4) Respondents submitted submissions to both Separable Portions.

Separable Portion 1 Menzies Park Flood Lighting Upgrade: There were a total five (5) submissions received from four (4) Respondents for Separable Portion 1. Respondent 3 submitted a conforming and an alternate response.

Separable Portion 2 Birdwood Square Flood Lighting Upgrade: There were a total of four (4) submissions received from four (4) Respondent for Separable Portion 2.

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. Three (3) Respondents were assessed as compliant and progressed to the qualitative evaluation stage. One (1) submission was assessed as non-complaint and did not progress to the qualitative evaluation stage.

Evaluation Method and Weighting

The submissions were assessed using a qualitative weighted evaluation methodology. The qualitative evaluation criteria and associated weightings applied to the assessment are detailed below.

Qualitative Criteria		Weighting
1.	Demonstrated understanding of the required service	22.5%
2.	Demonstrated understanding of the project	22.5%
3.	Experience and Product Compliance	20%
4.	Capacity and Skills	15%
5.	Warranty, Support and Proprietary Material	15%
6.	Environmental & Social	5%

Qualitative Assessment

Each submission was evaluated against the qualitative criteria outlined in the Request for Tender for the Menzies Park and Birdwood Square Floodlighting Upgrade (IE529/2025). The qualitative assessment focused on each respondent's demonstrated experience, capability, and capacity to deliver high-quality floodlighting infrastructure in accordance with the City's technical, safety, and community requirements. As this was a separable portion tender, submissions were assessed separately for Separable Portion 1 – Menzies Park Floodlighting Upgrade and Separable Portion 2 – Birdwood Square Floodlighting Upgrade, while also considering the respondent's overall capability to deliver works within sensitive public open space environments.

Specifically, the assessment considered the respondent's understanding of the scope of works, identification and management of site-specific risks, proposed delivery methodology and program, health, safety, environmental and quality management practices, and demonstrated experience delivering similar floodlighting projects within local government and residential contexts. Consideration was also given to organisational structure, key personnel and resourcing, quality assurance processes, warranty provisions, and alignment with the City of Vincent's environmental and social objectives.

The panel also assessed each respondent's environmental and social practices, including alignment with the City's *Reconciliation Action Plan 2025–2027 Stretch*, *Enhanced Environment Strategy 2025-2030*, and proposed initiatives for recycling, low carbon output and other environmentally beneficial practices.

Each submission was scored and ranked against the evaluation criteria, with the results reflecting the respondent's overall capability, capacity, and commitment to delivering the services efficiently and sustainably in accordance with the City's requirements.

The results of the qualitative assessment of both Separable Portions are summarised below:

Separable Portion 1 – Menzies Park Flood Lighting Upgrade

Respondent #	Weighted Percentage Score	Qualitative Ranking
Respondent 2	78.75%	3
Respondent 3 – Conforming	84.13%	2
Respondent 3 – Alternate	88.25%	1
Respondent 4	77.38%	4

Separable Portion 2 – Birdwood Square Flood Lighting Upgrade

Respondent #	Weighted Percentage Score	Qualitative Ranking
Respondent 2	76.50%	3
Respondent 3	87.13%	1
Respondent 4	77.38%	2

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

All submissions achieved a qualitative score of greater than 60%, meeting the minimum threshold required under the RFT. In accordance with the RFT evaluation methodology, all three respondents therefore progressed to the Price Assessment stage for further evaluation and comparison.

Price Assessment

Each submission was assessed against the pricing schedules provided in the Request for Tender for both separable portions, being **Separable Portion 1 – Menzies Park Floodlighting Upgrade** and **Separable Portion 2 – Birdwood Square Floodlighting Upgrade**. The price assessment involved a comparative analysis of the total lump sum prices submitted for each separable portion, including consideration of scope completeness, pricing clarity, and overall reasonableness in relation to the specified works.

All submissions were reviewed for compliance with the pricing requirements of the RFT and were found to be free from material pricing departures.

Separable Portion 1 – Menzies Park

or Menzies Park, **Stiles Electrical & Communication Services Pty Ltd (Alternate Submission)** submitted the lowest overall price and achieved the highest price ranking. The pricing was assessed as competitive and reasonable having regard to the scope of works and the quality of the technical solution offered.

Separable Portion 2 – Birdwood Square

For Birdwood Square, **Stiles Electrical & Communication Services Pty Ltd** was assessed as representing the best value for money. While not the lowest-priced submission, the pricing was considered competitive and was supported by a strong qualitative response and a low assessed risk profile.

The pricing outcomes, when considered in conjunction with the qualitative and risk assessments, informed the panel's overall determination of best value for money for each separable portion.

Separable Portion 1 – Menzies Park Flood Lighting Upgrade

Respondent #	Total Price (GST excl)	Price Assessment Rank
Respondent 2	\$363,547.20	4
Respondent 3 – Conforming	\$310,083.97	2
Respondent 3 – Alternate	\$291,511.10	1
Respondent 4	\$312,686.78	3

Separable Portion 2 – Birdwood Square Flood Lighting Upgrade

Respondent #	Total Price (GST excl)	Price Assessment Rank
Respondent 2	\$245,030.38	1
Respondent 3	\$258,748.29	2
Respondent 4	\$272,058.84	3

Refer to **Confidential Attachment 1** for the total price breakdown.

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.

Separable Portion 1 – Menzies Park Flood Lighting Upgrade

Respondent #	Compliance with RFT	Operational/Service Delivery Risk	Contractual Risk	Risk Rank
Respondent 2	Low – Fully compliant submission with no contractual departures or assumptions. All requested information was provided in accordance with the RFT requirements.	Moderate – The submission demonstrated strong experience, capability, and a well-documented delivery methodology, supported by sound HSEQ and quality assurance practices. However, the overall operational risk is marginally elevated due to standard warranty provisions, limited detail around contingency and active budget control, and sustainability and RAP initiatives that are largely foundational rather than project-specific. These matters are considered manageable but would require closer contract oversight.	Low – No contractual departures were identified. Standard warranty and support arrangements transfer a degree of lifecycle and maintenance risk to the City beyond the defects liability period; however, this aligns with common industry practice and can be managed through contract administration.	3

Respondent #	Compliance with RFT	Operational/Service Delivery Risk	Contractual Risk	Risk Rank
Respondent 3 – Conforming	Low – Fully compliant submission with no departures or assumptions. All required information was provided and clearly demonstrated a strong understanding of the RFT requirements and site-specific obligations.	Low – The submission demonstrated an outstanding, site-specific understanding of delivery risks, supported by strong technical awareness, mature ISO-certified management systems, and highly relevant local government experience. Minor operational risks relate to optimistic scheduling assumptions and reliance on timely approvals; however, these risks were clearly identified, acknowledged, and considered manageable through clarification and contract controls.	Low – No contractual risks were identified. The respondent demonstrated a strong track record of contractual compliance, supported by robust governance, quality assurance processes, and clear delivery accountability.	2
Respondent 3 – Alternate	Low – Fully compliant alternate submission with no contractual departures. All required information was provided and clearly distinguished from the conforming offer.	Low – The alternate submission presented the lowest operational risk by proactively resolving identified technical and site-specific risks through an alternative design solution. Enhanced warranties significantly reduce lifecycle and maintenance risk to the City. The approach demonstrated exceptional technical competence, strong delivery planning, and robust risk mitigation. Residual risks are minor and readily manageable.	Low – No contractual risks identified. The enhanced warranty and support provisions materially strengthen the City’s contractual position and reduce long-term exposure.	1
Respondent 4	Low – Fully compliant submission with no contractual departures.	Medium – While the respondent demonstrated relevant experience and a generally sound understanding of the project, the absence of detailed HSEQ documentation at submission, lack of Inspection and Test Plans (ITPs), and limited definition of quality hold points increase operational risk. Additional gaps in site-specific planning would require increased oversight and pre-award clarification.	Moderate – No formal contractual departures were identified; however, the limited upfront documentation relating to HSEQ and quality assurance introduces a higher level of uncertainty and reliance on post-award controls.	4

Separable Portion 2 – Birdwood Square Flood Lighting Upgrade

Respondent #	Compliance with RFT	Operational/Service Delivery Risk	Contractual Risk	Risk Rank
Respondent 2	Low – Fully compliant submission with no contractual departures or assumptions. All requested information was provided in accordance with the RFT requirements.	Moderate – The submission demonstrated strong experience and a comprehensive approach to risk identification and mitigation across all phases of delivery. However, the operational risk profile is elevated due to the omission of a clearly articulated Aboriginal and Torres Strait Islander heritage risk for Birdwood Square, including consideration of Section 18 of the Aboriginal Heritage Act. Additional minor gaps relating to contingency management, standard warranty provisions, and foundational RAP maturity further increase the residual risk. These matters are considered manageable but would require increased oversight.	Low – No contractual departures were identified. Standard warranty and servicing arrangements transfer some ongoing maintenance and lifecycle risk to the City beyond the defects liability period, consistent with industry practice but requiring active contract management.	2
Respondent 3	Low – Fully compliant submission with no departures or assumptions. All required information was provided and clearly demonstrated a strong understanding of the RFT scope and site-specific requirements.	Low – The submission demonstrated an outstanding, site-specific understanding of Birdwood Square constraints, particularly in relation to the large fig tree and Tree Protection Zone (TPZ). Risks were clearly identified, directly linked to mitigation strategies, and informed by issues raised during the mandatory site meeting. Delivery methodology, scheduling, HSEQ systems, and quality assurance processes were all of a very high standard. Minor residual risks relate to program assumptions and commencement timing; however, these were acknowledged and considered manageable through clarification and contract administration.	Low – No contractual risks identified. The respondent demonstrated strong governance, mature management systems, and a proven track record of meeting contractual obligations within local government environments.	1

Respondent #	Compliance with RFT	Operational/Service Delivery Risk	Contractual Risk	Risk Rank
Respondent 4	Low – Fully compliant submission with no contractual departures or assumptions.	Medium – While the respondent demonstrated relevant experience and a generally sound understanding of the Birdwood Square works, the submission carries the highest operational risk. Key concerns include the absence of detailed HSEQ documentation at submission, lack of Inspection and Test Plans (ITPs) and defined quality hold points, and limited consideration of sensitive site interfaces, including Aboriginal heritage and adjacent land uses. These risks are considered manageable but would require increased contractual controls, pre-award clarification, and active oversight by the City.	Moderate – No formal contractual departures were identified; however, the reliance on post-award provision of critical HSEQ and quality documentation increases contractual uncertainty and places greater reliance on compliance monitoring during delivery.	3

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.

Separable Portion 1 – Menzies Park Flood Lighting Upgrade

Respondent #	Qualitative Rank	Price Rank	Risk Rank	Value for Money Rank	Comment
Respondent 2	3	2	3	3	Respondent 2 submitted a strong and well-documented qualitative response demonstrating sound experience, capable personnel, and a structured delivery methodology. However, standard warranty provisions, limited contingency and budget control detail, and foundational maturity in RAP and sustainability initiatives elevate the overall risk profile when compared to higher-ranked respondents. While pricing was competitive, the moderate residual risk and comparatively lower qualitative ranking reduce the overall value for money for the City.

Respondent #	Qualitative Rank	Price Rank	Risk Rank	Value for Money Rank	Comment
Respondent 3 - Conforming	2	2	2	2	Respondent 3 provided a high-quality submission demonstrating strong site-specific understanding, mature HSEQ and quality assurance systems, and extensive local government experience. The submission presents a low risk profile; however, minor concerns relating to program assumptions and the optimistic scheduling framework slightly reduce delivery confidence when compared to the alternate submission. Overall, the submission represents good value for money through a strong balance of capability, cost and manageable risk.
Respondent 3 - Alternate	1	1	1	1	Respondent 3's alternate submission represents the strongest overall offer and best value for money for the City. The proposal achieved the highest qualitative score, the most competitive pricing, and the lowest assessed risk. The alternative solution proactively resolved key technical and site-specific risks, demonstrated exceptional technical competence, and significantly reduced lifecycle and maintenance risk through enhanced warranty provisions. This submission provides the most advantageous outcome to the City by combining superior capability, cost-effectiveness, and a high level of delivery certainty.
Respondent 4	4	3	4	4	Respondent 4 demonstrated relevant experience and a sound understanding of the project; however, the absence of detailed HSEQ documentation at submission, lack of Inspection and Test Plans (ITPs) and defined quality hold points, and gaps in site logistics and sensitive site interface management resulted in the highest residual risk. Combined with lower qualitative performance and higher pricing, the submission provides the lowest overall value for money for the City.

Separable Portion 2 – Birdwood Square Flood Lighting Upgrade

Respondent #	Qualitative Rank	Price Rank	Risk Rank	Value for Money Rank	Comment
Respondent 2	3	1	2	2	Respondent 2 submitted a strong and well-documented qualitative response demonstrating sound experience, capable personnel, and a structured delivery methodology. The submission reflected practical experience in public-space delivery and included solid HSEQ and quality assurance practices. However, the omission of a clearly articulated Aboriginal and Torres Strait Islander heritage risk specific to Birdwood Square, including consideration of Section 18 of the Aboriginal Heritage Act, elevates the overall risk profile. While the price was the most competitive, these gaps reduce overall delivery confidence when compared to Respondent 3.
Respondent 3	1	2	1	1	Respondent 3 provided the strongest overall submission for Birdwood Square, achieving the highest qualitative score and the lowest assessed risk. The submission demonstrated an outstanding, site-specific understanding of risks and constraints, particularly in relation to the large fig tree and Tree Protection Zone (TPZ), supported by clear and practical mitigation strategies. Mature ISO-certified HSEQ and quality systems, strong local government experience, and a well-structured delivery methodology provide a high level of confidence in delivery. Despite not being the lowest priced submission, the superior capability and low risk profile deliver the best overall value for money to the City.
Respondent 4	2	3	3	3	Respondent 4 demonstrated relevant experience and a generally sound understanding of the Birdwood Square works; however, the submission carries the highest residual risk. Key concerns include the absence of detailed HSEQ documentation at submission, lack of Inspection and Test Plans (ITPs) and defined quality hold points, and limited consideration of sensitive site interfaces, including Aboriginal heritage and adjacent land uses. Combined with the highest price and moderate qualitative performance, the submission represents the lowest overall value for money.

Evaluation Summary

Separable Portion 1 – Menzies Park Floodlighting Upgrade

The Evaluation Panel concluded that **Stiles Electrical & Communication Services Pty Ltd – Alternate Submission** provides the best overall value for money to the City and is recommended for the provision of IE529/2025 – Menzies Park Floodlighting Upgrade for the following reasons:

- Fully compliant with all submission and specification requirements, with no contractual departures or assumptions;
- Ranked 1st in the qualitative assessment, demonstrating exceptional technical capability, strong local government experience, and a highly site-responsive methodology for delivery;
- Ranked 1st in the pricing assessment, offering the most competitive overall price for Menzies Park;
- Assessed as having the lowest overall risk, having proactively resolved key site-specific and technical risks through its alternative product solution, supported by mature ISO-certified HSEQ and quality management systems; and
- The enhanced warranty offering materially improves the City's long-term position by reducing lifecycle, maintenance, and performance risk.

The Panel considered that the alternative solution proposed by **Stiles Electrical & Communication Services Pty Ltd** demonstrates outstanding technical competence, effectively mitigates identified design constraints, and provides superior whole-of-life value for money. The submission represents the best balance between price, quality, and risk, providing the City with a high degree of confidence in the successful delivery of the Menzies Park Floodlighting Upgrade.

Separable Portion 2 – Birdwood Square Floodlighting Upgrade

The Evaluation Panel concluded that **Stiles Electrical & Communication Services Pty Ltd** provides the best overall value for money to the City and is recommended for the provision of IE529/2025 – Birdwood Square Floodlighting Upgrade for the following reasons:

- Fully compliant with all submission and specification requirements, with no contractual departures or assumptions;
- Ranked 1st in the qualitative assessment, demonstrating an outstanding, site-specific understanding of the Birdwood Square works, particularly in relation to the large fig tree and Tree Protection Zone (TPZ);
- Ranked 2nd in the pricing assessment, offering competitive pricing that is offset by superior capability and significantly reduced delivery risk;
- Assessed as having the lowest overall risk, supported by mature ISO-certified HSEQ and quality assurance systems, strong local government experience, and a well-developed, site-responsive delivery methodology; and
- The submission represents the strongest balance between price, quality, and risk, providing the City with the highest level of confidence in achieving a successful outcome for this sensitive and stakeholder-focused site.

Stiles Electrical & Communication Services Pty Ltd's demonstrated experience delivering floodlighting projects in complex urban environments, including sites with highly engaged community stakeholders, further supports their suitability for this portion of the works. The Evaluation Panel determined that this submission represents the most advantageous value for money outcome for the City for the Birdwood Square Floodlighting Upgrade.

CONSULTATION/ADVERTISING:

This matter is subject to a statutory advertising requirement. The Request for Tender IE529/2025 Menzies Park Flood Lighting Upgrade and Birdwood Square Flood Lighting Upgrade Request was advertised in the West Australian on 1 November 2025 and on both the City's website and VendorPanel between 1 November 2025 and 4 December 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 recommended respondent for both Separable Portions of RFT IE529/2025, as they have demonstrated strong technical capability, relevant local government experience, mature management systems, and competitive pricing that together provide confidence in their ability to successfully deliver the floodlighting upgrades at Menzies Park and Birdwood Square.

In accordance with the City of Vincent's adopted *Risk Appetite and Tolerance Statements*, the recommendation to award:

- Separable Portion 1 – Menzies Park Floodlighting Upgrade to **Stiles Electrical & Communication Services Pty Ltd (Alternate Submission)**, and
- Separable Portion 2 – Birdwood Square Floodlighting Upgrade to **Stiles Electrical & Communication Services Pty Ltd (Conforming Submission)**

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, reflecting the critical importance of engaging reliable and capable service providers for public infrastructure projects. Stiles Electrical & Communication Services Pty Ltd demonstrated:

- Extensive experience delivering similar floodlighting projects for local governments;
- Mature, ISO-certified HSEQ and quality management systems;
- Strong technical understanding of site-specific risks, including electrical design constraints, Tree Protection Zones, drainage cells, and sensitive public open space interfaces; and
- A well-resourced delivery model supported by qualified personnel and senior management oversight.

The alternate submission for Menzies Park further reduced delivery risk through proactive resolution of identified technical constraints and enhanced warranty provisions, materially improving lifecycle performance and reducing ongoing maintenance risk. These factors provide a high level of confidence in the contractor's ability to meet contractual obligations and minimise the likelihood of delivery delays or service failures. Accordingly, the risk of third-party failure is assessed as **low** and within the City's risk tolerance.

- **Procurement Failure**

- The City has a **low risk appetite** for procurement failures that lead to poor value for money, substandard service quality, or financial loss. The recommended respondents achieved the highest qualitative scores for each separable portion and were assessed as having the lowest overall risk profiles. The evaluation process has demonstrated that:

- The preferred respondents provide the best balance between price, quality, and risk;
- The Menzies Park alternate submission offers enhanced whole-of-life value through reduced technical and maintenance risk; and
- The Birdwood Square submission demonstrates superior site-specific capability in a sensitive and stakeholder-focused environment.

The procurement has been conducted in full compliance with the City's Purchasing Policy and evaluation framework, and the outcomes represent low-risk procurement decisions consistent with the City's risk appetite.

- **Zero Tolerance – Safety Risk**

- The City has **zero tolerance** for procurement decisions that could endanger staff or the community. Stiles Electrical & Communication Services Pty Ltd demonstrated strong commitment to safety through:

- Comprehensive ISO-certified HSEQ systems;
- Detailed management processes for working in public open spaces and high-risk electrical environments; and
- Clear identification and mitigation of key safety risks relevant to each site.

No material safety concerns were identified, and the proposed methodologies align with the City's expectations for managing public interface works. The recommended contract awards are therefore consistent with the City's zero-tolerance position on safety risk.

- **Reputational and Strategic Risk**

- Engaging a capable and reputable contractor supports the City's reputation for sound governance, transparent procurement, and high-quality infrastructure delivery. Stiles Electrical & Communication Services Pty Ltd has demonstrated a strong track record within the local government sector, with extensive experience delivering comparable projects in complex urban and community environments. Their proactive approach to risk identification, technical problem-solving, and quality management supports the City's strategic objectives and reinforces public confidence in the City's procurement practices.

The recommended contract awards for both Separable Portions present a **low overall risk** to the City and are consistent with the City of Vincent's Risk Appetite and Tolerance Statements. The evaluation panel is satisfied that the preferred respondent offers a robust, well-managed, and value-for-money solution that will deliver the required floodlighting upgrades safely, efficiently, and to a high standard.

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.

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 Vincent Framework 2025 - 2028*, however sustainability considerations were embedded within the tender evaluation process through both compliance and qualitative assessment criteria.

The Request for Tender required respondents to provide information on:

- the environmental performance of their products and services, including life-cycle impacts, material selection, durability, and end-of-life reuse and recycling pathways; and
- company social responsibility practices, including opportunities for Aboriginal and Torres Strait Islander persons and businesses, persons with disability, and initiatives to support gender diversity.

Environmental and social criteria were assessed as part of the qualitative evaluation, with respondents evaluated on their alignment with the City's Reconciliation Action Plan and Sustainable Environment Strategy, as well as their proposed material recycling, low-carbon practices, and broader environmentally beneficial initiatives.

The preferred respondent demonstrated a mature approach to environmental management through documented environmental policies, work instructions, and operational practices that support material recycling and responsible environmental performance. In addition, the submission included social responsibility measures aligned with reconciliation objectives and inclusive employment practices.

Accordingly, while the project does not represent a standalone sustainability initiative, the procurement outcome supports the City's sustainability objectives by ensuring that environmental performance and social responsibility considerations were integrated into the assessment of value for money and selection of the preferred contractor.

PUBLIC HEALTH IMPLICATIONS:

The lighting of these reserves provides an opportunity for greater activation and utilisation of active green space therefore benefitting the health and wellness outcomes for the community.

FINANCIAL/BUDGET IMPLICATIONS:

The Request for Tender IE529/2025 Menzies Park and Birdwood Square Floodlighting Upgrade has been structured as a separable portion tender, with each portion funded through a combination of capital works allocations, election commitments and external contributions.

Separable Portion 1 – Menzies Park Floodlighting Upgrade

The estimated value of this separable portion is **\$438,000 (ex GST)**. The preferred respondent, **Stiles Electrical & Communication Services Pty Ltd**, submitted a price of **\$291,511.10 (ex GST)** for Separable Portion 1, which is within the approved project budget. Sufficient budget is available from the following funding sources:

- Election Commitment – **\$190,000**
- Club Night Lights Program (CNLP) Grant Funding – **\$98,482**
- City of Vincent Capital Works Budget – **\$140,000**

The recommended award price represents a favourable financial outcome for the City and provides adequate contingency within the approved budget to manage unforeseen project risks.

Separable Portion 2 – Birdwood Square Floodlighting Upgrade

The estimated value of this separable portion is **\$304,000 (ex GST)**. The preferred respondent, **Stiles Electrical & Communication Services Pty Ltd**, submitted a price of **\$258,748.29 (ex GST)** for Separable Portion 2, which is within the available project budget. Sufficient funding is available from the following sources:

- Perth Soccer Club Commitment (Grant Funding) – **\$100,000**
- City of Vincent Capital Works Budget – **\$200,000**

The recommended contract sum is within the approved funding envelope and maintains adequate contingency capacity.

Both separable portions are fully funded within existing budget allocations and external funding commitments. Awarding the contract to the preferred respondent is not expected to result in any adverse budget impacts and represents a financially sustainable outcome for the City.

COMMENTS:

Stiles Electrical & Communication Services Pty Ltd is recommended for award of the contract for RFT IE529/2025 – Menzies Park and Birdwood Square Floodlighting Upgrade, as their submission provides the best overall value for money to the City of Vincent.

The Respondent submitted a fully compliant and high-quality tender that demonstrated an outstanding understanding of the technical, environmental and site-specific requirements associated with both Menzies Park and Birdwood Square. **Stiles Electrical & Communication Services Pty Ltd** ranked 1st in the qualitative assessment for both separable portions, with the Evaluation Panel noting their strong local government experience, exceptional technical capability, robust project delivery methodology, and mature HSEQ and quality assurance systems. Their submission included comprehensive, site-specific risk identification and mitigation strategies, particularly for sensitive public-space environments, providing a high level of confidence in their ability to successfully deliver the works.

The Respondent's pricing submissions were assessed as highly competitive, ranking 1st for Menzies Park and 2nd for Birdwood Square, and were both within the City's approved project budgets. The submitted prices are considered reasonable and represent strong value for money when assessed against the scope of works, the quality of the technical solution, and the reduced delivery and lifecycle risk profile offered. The overall risk rating for **Stiles Electrical & Communication Services Pty Ltd** was assessed as Low for both separable portions. The company demonstrated mature ISO-certified management systems, strong governance arrangements, highly experienced personnel, and a proven track record of delivering complex floodlighting projects within local government environments.

Minor residual risks relating to program assumptions and commencement timing were identified but are considered manageable through contract clarification and standard contract administration.

In relation to sustainability and social responsibility, the Respondent demonstrated a sound commitment to environmental and social outcomes. Their submission included evidence of environmentally responsible practices, recycling and waste management initiatives, and progression towards enhanced environmental management systems. Socially, **Stiles Electrical & Communication Services Pty Ltd** demonstrated alignment with the City's Reconciliation Action Plan Innovate objectives and broader inclusion principles, indicating a positive approach to embedding social value within their operations.

Based on the strength of their qualitative submission, competitive pricing, low assessed risk, and alignment with the City's sustainability and risk management frameworks, **Stiles Electrical & Communication Services Pty Ltd** is recommended as the preferred supplier for RFT IE529/2025 – Menzies Park and Birdwood Square Floodlighting Upgrade.

7 COMMUNITY & BUSINESS SERVICES

7.1 FINANCIAL STATEMENTS AS AT 30 NOVEMBER 2025

Attachments: 1. Financial Statements as at 30 November 2025  

RECOMMENDATION:

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

PURPOSE OF REPORT:

To present the statement of financial activity for the period ended 30 November 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 November 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	7-11
6.	Cash Backed Reserves	12
7.	Receivables: Rates and Other Debtors	13
8.	Beatty Park Leisure Centre Financial Activity	14

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 2025/26 and is used in the preparation of the statements of financial activity when highlighting material variance in accordance with *Financial Management Regulation 34(1) (d)*.

In accordance with the above, all material variances as at 30 November 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 \$350,513 (0.5%). The following items materially contributed to this position:

- A favourable variance of \$529,605 in Fees and Charges due to timing variances:
 - \$585,752 favourable Ranger Services revenue,
 - \$85,209 favourable Beatty Park revenue,
 - \$53,658 favourable Statutory Planning Services development application fees, partially offset by:
 - \$89,819 unfavourable Lease fee income,
 - \$86,633 unfavourable Food Premises Licences fees.
- A favourable variance in interest earnings of \$395,055 mostly due to higher cash balances.
- An unfavourable timing variance in Operating grants, subsidies and contributions of \$334,388.
- An unfavourable variance of \$145,210 in Other revenue mainly due to a timing variance.
- An unfavourable variance in Service charges due to lower Underground Power Service charges \$95,263.

Expenditure by Nature or Type (on page 1) is unfavourable by \$496,201 (1.5%). The following items materially contributed to this position:

- \$389,009 unfavourable Other expenditure due to timing variances.
- \$301,086 unfavourable Employee related costs due to timing variances.
- \$203,801 unfavourable Depreciation expense due to higher asset balances.
- \$422,923 favourable Materials and Contracts mainly due to timing variances in:
 - \$270,658 favourable Public Works,
 - \$178,532 favourable Waste Services,
 - \$114,572 favourable Public Health and Built Environment,
 - \$105,258 favourable Beatty Park,
 - \$104,899 favourable Urban Design and Strategic Projects, partially offset by:
 - \$402,832 unfavourable Information Communication and Technology mainly due to software licences.

Surplus Position

The opening surplus position brought forward to 2025/26 is \$5,102,373. The closing surplus is \$37,974,584 against the budget of \$38,534,408 as at November 2025.

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 7-11)

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 12)

The cash backed reserves schedule provides a detailed summary of the movements in the reserve portfolio, including transfers to and from the reserve. The balance as at 30 November 2025 is \$30,192,857.

7. Receivables: Rating Information (Note 7 Page 13)

The notices for rates and charges levied for 2025/26 were issued on 23 July 2025. *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	29 August 2025
Second Instalment	30 November 2025
Third Instalment	2 January 2026
Fourth Instalment	6 March 2026

At 30 November 2025, the outstanding rates debtors balance was \$15,175,183 including Underground Power service charges. The percentage of collectable outstanding rates and service charges at this date were 26.84% and 35.80% respectively.

8. Receivables: Other Debtors (Note 7 Page 13)

Total trade and other receivables at 30 November 2025 were \$4,895,051. Below is a summary of the significant items with an outstanding balance over 90 days:

- \$2,596,547 relates to unpaid infringements 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.
- \$136,834 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 14)

As at 30 November 2025, the Centre reported a net operating deficit of \$32,951 against the year-to-date budgeted net operating surplus of \$7,281.

CONSULTATION/ADVERTISING:

Not applicable.

LEGAL/POLICY:

Section 6.4 of the Local Government Act 1995 requires a local government to prepare an annual financial report for the preceding year and other financial reports as prescribed.

Regulation 34 (1) of the Local Government (Financial Management) Regulations 1996 requires the local government to prepare a statement of financial activity each month, reporting on the source and application of funds as set out in the adopted annual budget.

A statement of financial activity and any accompanying documents are to be presented at an Ordinary Meeting of the Council within two months after the end of the month to which the statement relates. *Section 6.8 of the Local Government Act 1995* specifies that a local government is not to incur expenditure from its Municipal Fund for an additional purpose except where the expenditure is authorised in advance by an absolute majority decision of Council.

RISK MANAGEMENT IMPLICATIONS:

Low: Provision of monthly financial reports to Council fulfils relevant statutory requirements and is consistent with good financial governance.

STRATEGIC IMPLICATIONS:

Reporting on the City's financial position is aligned with the City's *Strategic Community Plan 2022-2032*:

Innovative and Accountable

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

Our community is aware of what we are doing and how we are meeting our goals.

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Expenditure within this report facilitates various projects, programs, services and initiatives that contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.

PUBLIC HEALTH IMPLICATIONS:

Expenditure within this report facilitates various projects, programs and services that contribute to the priority health outcomes within the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

As contained in this report.

CITY OF VINCENT
 NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY
 BY NATURE OR TYPE
 FOR THE PERIOD ENDED 30 NOVEMBER 2025



CITY OF VINCENT

	Note	Revised Budget	YTD Budget	YTD Actual	YTD Variance	YTD Variance
		2025/26	30/11/2025	30/11/2025		
		\$	\$	\$	\$	%
Opening Funding Surplus(Deficit)		5,090,559	5,090,559	5,102,373	11,814	0.2%
Revenue from operating activities						
Rates		46,428,195	46,378,195	46,385,909	7,714	0.0%
Operating Grants, Subsidies and Contributions		2,138,561	795,365	460,977	(334,388)	-42.0%
Fees and Charges		27,001,820	11,460,385	11,989,990	529,605	4.6%
Interest Earnings		2,112,800	1,032,300	1,427,355	395,055	38.3%
Service Charges		7,114,538	7,114,538	7,019,275	(95,263)	-1.3%
Other Revenue		1,799,254	907,347	762,137	(145,210)	-16.0%
Profit on Disposal of Assets		6,207,632	150,000	143,000	(7,000)	-4.7%
		92,802,800	67,838,130	68,188,643	350,513	0.5%
Expenditure from operating activities						
Employee Costs		(36,202,448)	(13,868,757)	(14,169,843)	(301,086)	2.2%
Materials and Contracts		(29,901,942)	(11,894,487)	(11,471,564)	422,923	-3.6%
Utility Charges		(2,298,869)	(946,800)	(983,067)	(36,267)	3.8%
Depreciation on Non-Current Assets		(14,884,439)	(6,201,865)	(6,405,666)	(203,801)	3.3%
Interest Expenses		(341,520)	(105,596)	(93,016)	12,580	-11.9%
Insurance Expenses		(761,739)	(317,390)	(317,390)	0	0.0%
Other Expenditure		(1,059,342)	(463,054)	(852,063)	(389,009)	84.0%
Loss on Disposal of Assets		(40,846)	0	(1,541)	(1,541)	0.0%
		(85,491,145)	(33,797,949)	(34,294,150)	(496,201)	1.5%
Operating activities excluded from budget						
Add Deferred Rates Adjustment		0	0	(337,938)	(337,938)	0.0%
Add Back Depreciation		14,884,439	6,201,865	6,405,666	203,801	3.3%
Service Charges Receivable		(4,101,446)	(1,774,713)	(1,755,722)	18,991	-1.1%
Adjust (Profit)/Loss on Asset Disposal		(6,166,786)	(150,000)	(141,459)	8,541	-5.7%
		4,616,207	4,277,152	4,170,547	(106,605)	-2.5%
Amount attributable to operating activities		11,927,862	38,317,333	38,065,040	(252,293)	-0.7%
Investing Activities						
Non-operating Grants, Subsidies and Contributions		4,078,089	478,054	243,607	(234,447)	-49.0%
Purchase Property, Plant and Equipment	5	(9,588,223)	(2,309,364)	(2,397,753)	(88,389)	3.8%
Purchase Infrastructure Assets	5	(13,197,515)	(4,534,816)	(4,351,881)	182,935	-4.0%
Proceeds from Joint Venture Operations		5,833,333	0	0	0	0.0%
Proceeds from Disposal of Assets		557,810	193,000	185,412	(7,588)	-3.9%
		(12,316,506)	(6,173,126)	(6,320,615)	(147,489)	2.4%
Amount attributable to investing activities		(12,316,506)	(6,173,126)	(6,320,615)	(147,489)	2.4%
Financing Activities						
Principal elements of finance lease payments		(306,230)	(132,988)	(132,986)	2	(0.0%)
Repayment of Loans		(1,776,541)	(645,270)	(645,270)	0	0.0%
Proceeds from New Loans		2,500,000	2,167,128	2,167,128	0	0.0%
Transfer to Reserves	6	(8,906,702)	(966,728)	(1,106,132)	(139,404)	14.4%
Transfer from Reserves	6	4,373,612	877,500	845,046	(32,454)	-3.7%
Amount attributable to financing activities		(4,115,861)	1,299,642	1,127,786	(171,856)	-13.2%
Closing Funding Surplus(Deficit)		586,054	38,534,408	37,974,584	(559,824)	-1.5%



CITY OF VINCENT

**CITY OF VINCENT
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
NOTE 2 - NET CURRENT FUNDING POSITION
FOR THE PERIOD ENDED 30 NOVEMBER 2025**

	Note	YTD Actual	PY Actual
		30/11/2025	30/11/2024
		\$	\$
Current Assets			
Cash Unrestricted		37,455,108	33,234,630
Cash Restricted		30,192,857	24,284,329
Receivables - Rates	7	15,175,183	13,405,778
Receivables - Other	7	4,895,052	4,909,151
Inventories		2,020,708	1,442,510
		<u>89,738,908</u>	<u>77,276,399</u>
Less: Current Liabilities			
Payables		(15,384,636)	(14,534,742)
Provisions - employee		(6,331,179)	(5,499,656)
		<u>(21,715,815)</u>	<u>(20,034,398)</u>
Unadjusted Net Current Assets		68,023,092	57,242,001
Adjustments and exclusions permitted by FM Reg 32			
Less: Reserves - restricted cash	6	(30,192,857)	(24,284,328)
Less: Land held for sale		(1,619,782)	(1,101,531)
Add: Current portion of long term borrowings		1,520,041	1,519,098
Add: Infringement Debtors transferred to non current asset		0	1,625,260
Add: Current portion of long term finance lease liabilities		244,090	269,162
		<u>(30,048,508)</u>	<u>(22,014,325)</u>
Adjusted Net Current Assets		<u>37,974,584</u>	<u>35,227,676</u>



**CITY OF VINCENT
NOTE 3 - STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 NOVEMBER 2025**

	Note	YTD Actual 30/11/2025 \$	PY Actual 30/06/2025 \$
Current Assets			
Cash Unrestricted		37,455,108	11,767,487
Cash Restricted		30,192,857	29,931,772
Receivables - Rates	7	15,175,183	2,085,717
Receivables - Other	7	4,895,052	5,198,538
Inventories		2,020,708	1,932,767
Total Current Assets		89,738,908	50,916,281
Non-Current Assets			
Receivables - Rates		1,914,807	271,497
Receivables - Other		696,752	604,108
Inventories		0	14,774
Investment in associate		13,466,665	13,466,665
Property, plant and equipment		253,902,130	254,904,208
Infrastructure		156,289,442	154,855,365
Right of use assets		415,505	540,211
Intangible assets		38,518	45,796
Total Non-Current Assets		426,723,819	424,702,624
Total Assets		516,462,727	475,618,905
Current Liabilities			
Payables		(15,384,637)	(10,280,841)
Provisions - employee		(6,331,179)	(6,337,611)
Total Current Liabilities		(21,715,815)	(16,618,452)
Non-Current Liabilities			
Borrowings		(8,413,748)	(6,965,964)
Employee related provisions		(664,345)	(664,345)
Total Non-Current Liabilities		(9,078,093)	(7,630,309)
Total Liabilities		(30,793,908)	(24,248,761)
Net Assets		485,668,818	451,370,144
Equity			
Retained Surplus		(154,392,481)	(120,354,891)
Reserve Accounts		(30,192,857)	(29,931,772)
Revaluation Surplus		(301,083,480)	(301,083,481)
Total Equity		(485,668,818)	(451,370,144)

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
INFRASTRUCTURE AND ENVIRONMENT DIRECTORATE
 AS AT 30 NOVEMBER 2025



ANNUAL INCOME BUDGET VS ACTUAL

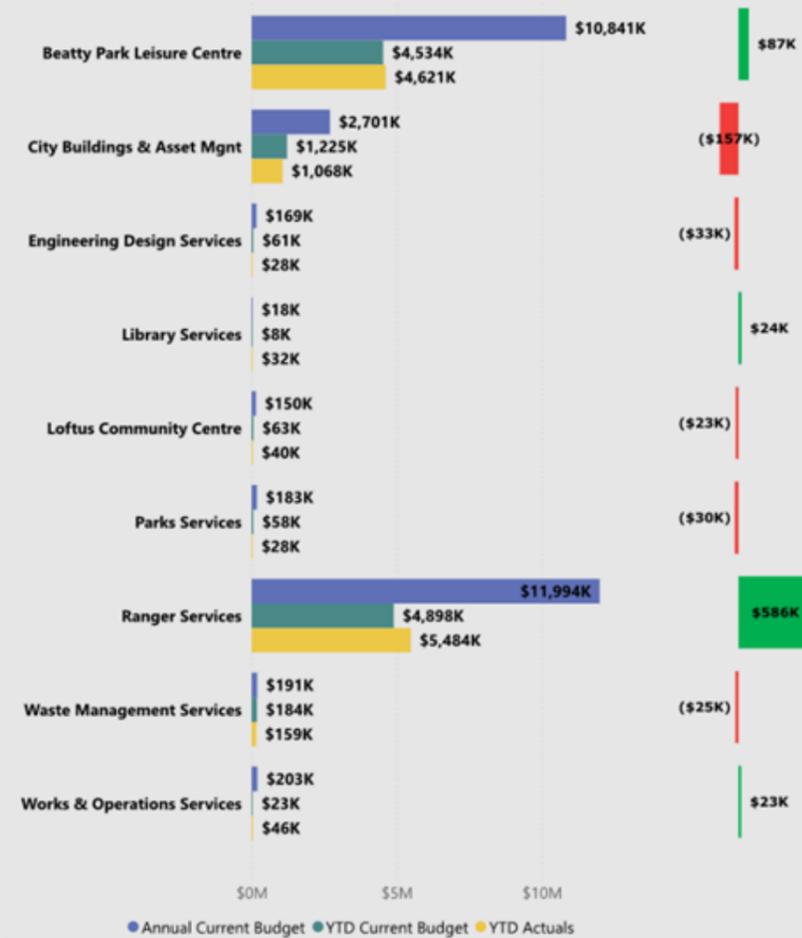
\$0.5M

ANNUAL EXPENDITURE BUDGET VS ACTUAL

\$0.7M

KEY VARIANCE COMMENTARY
 (\$20,000 and 10%)

INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



Beatty Park Leisure Centre
 \$87k favourable income mostly due to timing variances for fees and charges.
 \$82k unfavourable expenditure mostly due to timing variances for employee related costs \$139k, depreciation expense \$89k and other expenditure costs of \$23k, partially offset by materials and contracts \$105k, utilities \$36k and interest expense of \$22k.

City Buildings & Asset Management
 \$157k unfavourable income mostly due to timing variance for lease and hire fees income.

Engineering Design Services
 \$33k unfavourable income mainly due to timing variance in advertising fees income \$17k.
 \$102k favourable expenditure mainly due to timing variances for materials and contracts \$63k and employee related costs of \$32k.

Library Services
 \$24k favourable income mainly due to timing variance in fees and charges of \$16k.
 \$67k unfavourable expenditure mainly due to timing variance in employee related costs of \$40k and materials and contracts \$26k.

Loftus Community Centre
 \$23k unfavourable income main due to timing variance in fees and charges.

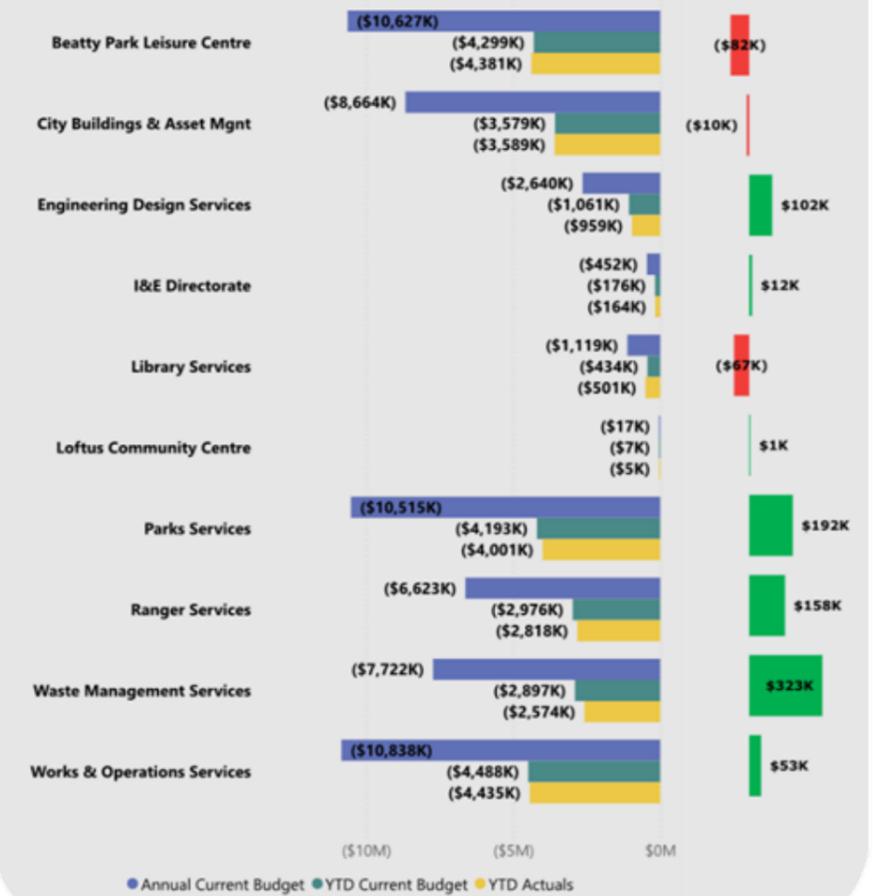
Parks Services
 \$30k unfavourable income mainly due to timing variance in hire fees and charges.
 \$192k favourable expenditure mainly due to timing variances for employee related costs of \$245k, and depreciation costs of \$53k, partially offset by unfavourable expenditure of \$98k in materials and contracts.

Ranger Services
 \$586k favourable income mainly due to timing variance in fees and charges \$585k.
 \$158k favourable expenditure mainly due to timing variance of \$183k in equipment maintenance costs, partially offset by unfavourable expenditure of \$32k in materials and contracts.

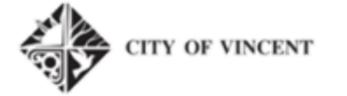
Waste Management Services
 \$25k unfavourable income mainly due to a timing variance in waste and recycling fees.
 \$323k favourable expenditure mainly due to a timing variance in materials and contracts of \$178k, employee related costs \$103k and interest expense of \$41k.

Works & Operations Services
 \$23k favourable income mainly due to timing variance in fees and charges.
 \$53k favourable expenditure mainly due to timing variances in materials and contracts of \$270k, partially offset by unfavourable expenditure in depreciation \$145k and in other expenditure \$44k.

EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
COMMUNITY & BUSINESS SERVICES DIRECTORATE
OFFICE OF THE CEO
 AS AT 30 NOVEMBER 2025



ANNUAL INCOME BUDGET VS ACTUAL

\$0.4M

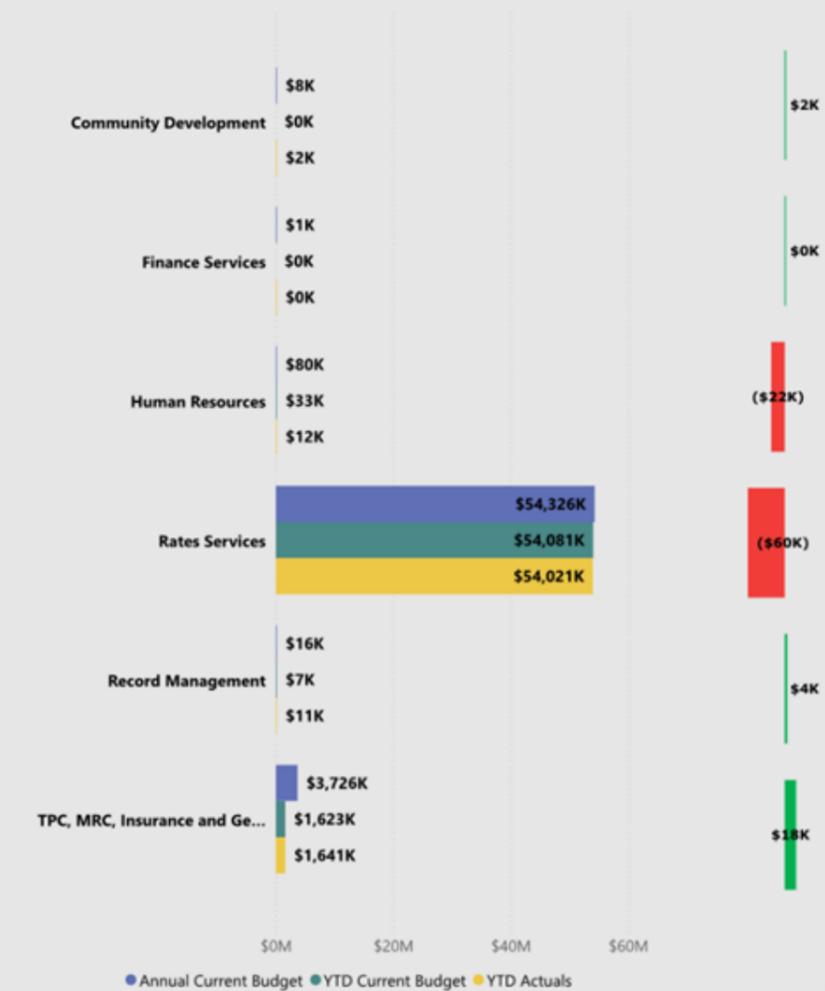
ANNUAL EXPENDITURE BUDGET VS ACTUAL

\$0.2M

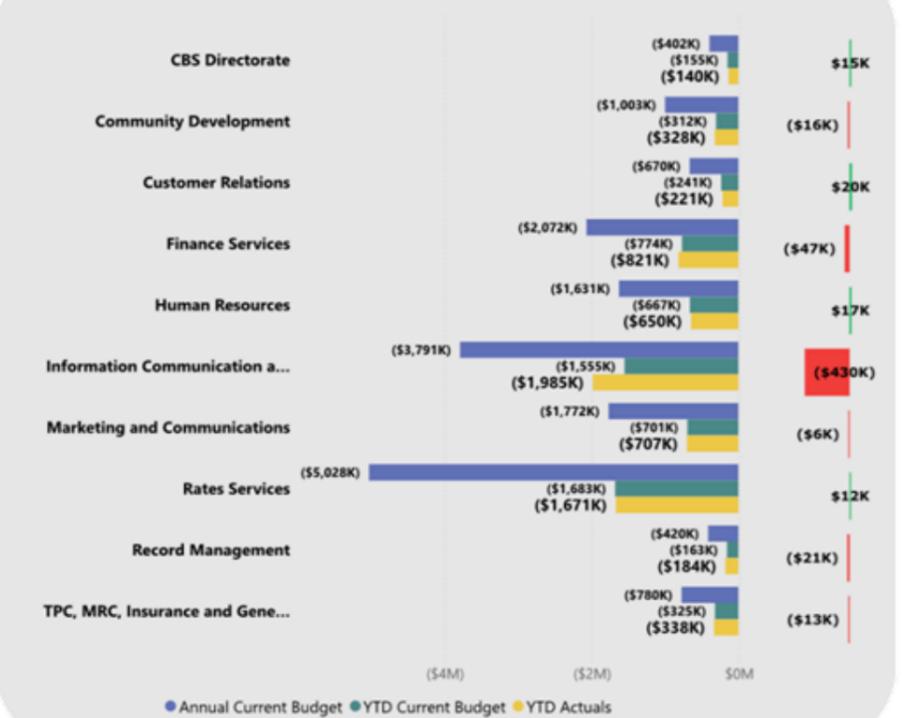
KEY VARIANCE COMMENTARY
 (\$20,000 and 10%)

- Customer Relations**
\$20k favourable expenditure mainly due to timing variance in employee related costs of \$20k.
- Finance Services**
\$47k unfavourable expenditure mainly due to timing variances for interest expense \$58k, consultants \$48k. This is partially offset by favourable variance in employee related costs of \$38k.
- Human Resources**
\$22k unfavourable income mainly due to timing variances of \$22k in reimbursements from Centrelink.
- Information Communication and Technology**
\$430k unfavourable expenditure mainly due to timing variance in software licences \$553k, partially offset by a favourable timing variance in consultants \$90k and operating initiatives \$74k.
- Rates Services**
\$60k unfavourable income mainly due to lower Underground Power service charges \$95k, partially offset by a favourable variance in interest earnings \$39k.
- Record Management**
\$21k unfavourable expenditure mainly due to a timing variances in materials and contracts of \$13k.
- Major Projects**
\$94k unfavourable expenditure mainly due to a timing variance in materials and contracts \$53k and employee related costs of \$41k.
- Members of Council**
\$47k favourable expenditure mainly due to a timing variances in materials and contracts.
- PICG**
\$21k unfavourable expenditure mainly due to a timing variance in materials and contracts.

INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals

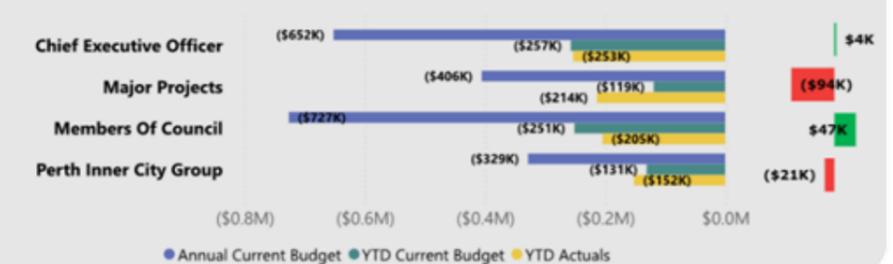


EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



OFFICE OF THE CEO

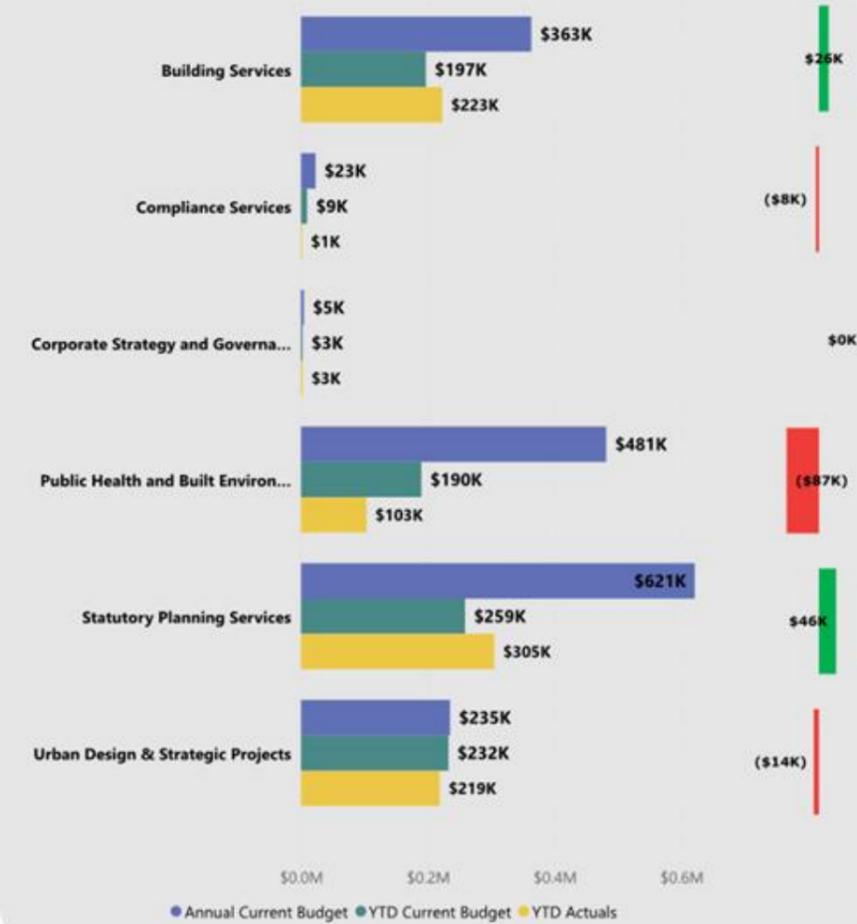
EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
STRATEGY AND DEVELOPMENT DIRECTORATE
 AS AT 30 NOVEMBER 2025



INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



ANNUAL INCOME BUDGET VS ACTUAL

(\$0.0M)

ANNUAL EXPENDITURE BUDGET VS ACTUAL

\$0.6M

KEY VARIANCE COMMENTARY
 (\$20,000 and 10%)

Building Services
 \$26k favourable variance in income, primarily attributable to a higher number of building licence applications received.

Compliance Services
 \$137k favourable expenditure mainly due to a timing variance in employee related costs of \$117k and materials and contracts of \$20k.

Corporate Strategy and Governance
 \$39k favourable expenditure mainly due to timing variance in employee related costs of \$28k and materials and contracts \$10k.

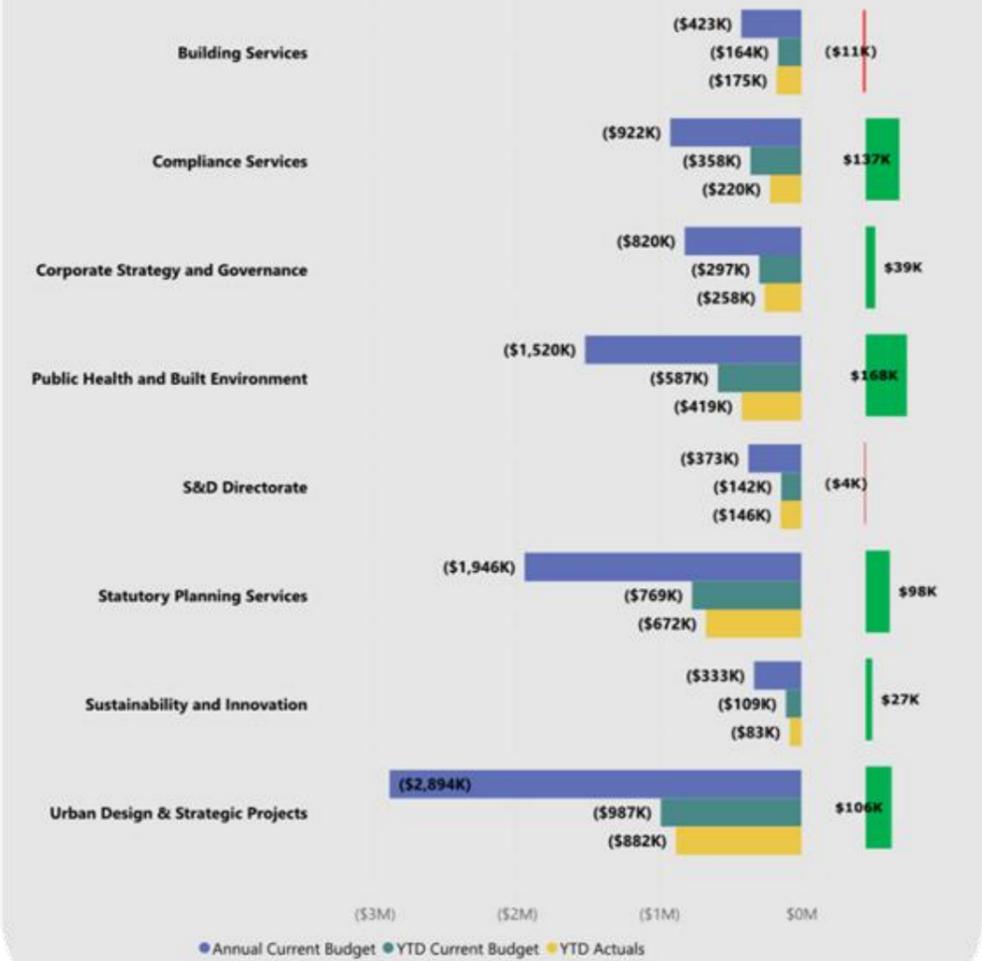
Public Health and Built Environment
 \$87k unfavourable income mainly due to lower fees and charges.
 \$168k favourable expenditure mainly due to a timing variance of \$115k in materials and contracts and \$55k in employee related costs.

Statutory Planning Services
 \$46k favourable income mainly due to timing variance in fees and charges of Development applications.
 \$98k favourable expenditure mainly due timing variances in materials and contracts \$91k and employee related costs of \$25k.

Sustainability and Innovation
 \$27k favourable expenditure mainly due to a timing variance in employee related costs of \$29k.

Urban Design & Strategic Projects
 \$106k favourable expenditure mainly due to timing variances in materials and contracts.

EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
INFRASTRUCTURE AND ENVIRONMENT DIRECTORATE
 AS AT 30 NOVEMBER 2025



ANNUAL INCOME BUDGET VS ACTUAL

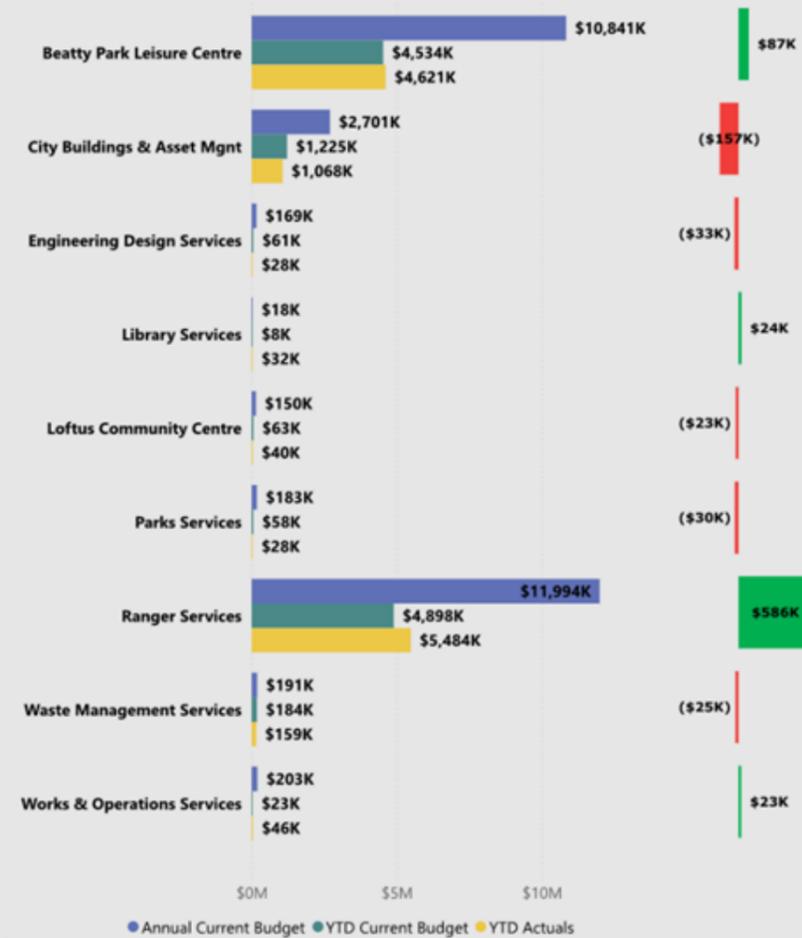
\$0.5M

ANNUAL EXPENDITURE BUDGET VS ACTUAL

\$0.7M

KEY VARIANCE COMMENTARY
 (\$20,000 and 10%)

INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



Beatty Park Leisure Centre
 \$87k favourable income mostly due to timing variances for fees and charges.
 \$82k unfavourable expenditure mostly due to timing variances for depreciation expense \$89k. Employee costs \$161k and Other expenditure costs of \$23k are unfavourable which is partially offset by favourable expenditure in materials and contracts \$105k, utilities \$36k, other employee costs of \$27k and interest expense of \$22k.

City Buildings & Asset Management
 \$157k unfavourable income mostly due to timing variance for lease and hire fees income.

Engineering Design Services
 \$33k unfavourable income mainly due to timing variance in advertising fees income \$17k.
 \$102k favourable expenditure mainly due to timing variances for materials and contracts \$63k and employee related costs of \$32k.

Library Services
 \$24k favourable income mainly due to timing variance in fees and charges of \$16k.
 \$67k unfavourable expenditure mainly due to timing variance in employee related costs of \$40k and materials and contracts \$26k.

Loftus Community Centre
 \$23k unfavourable income main due to timing variance on fees and charges.

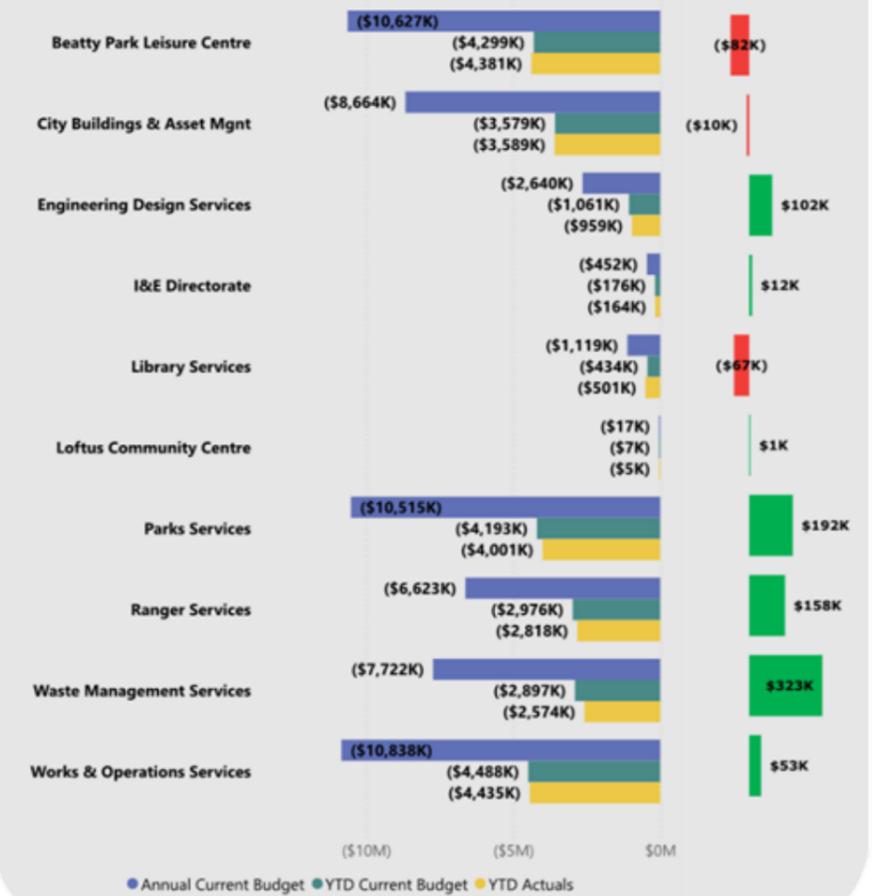
Parks Services
 \$30k unfavourable income mainly due to timing variance in hire fees and charges.
 \$192k favourable expenditure mainly due to timing variances for employee related costs of \$245k, depreciation costs of \$53k. However, this is partially offset by unfavourable expenditure of \$98k in materials and contracts.

Ranger Services
 \$586k favourable income mainly due to timing variance in fees and charges \$585k.
 \$158k favourable expenditure mainly due to timing variance \$183k in equipment maintenance costs. However, there is unfavourable expenditure of \$32 in materials and contracts.

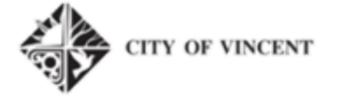
Waste Management Services
 \$25k unfavourable income mainly due to timing variance in waste and recycling fees.
 \$323k favourable expenditure mainly due to timing variance in materials and contracts of \$178k, employee related costs \$103k and interest expense of \$41k.

Works & Operations Services
 \$23k favourable income mainly due to timing variance in fees and charges.
 \$53k favourable expenditure mainly due to timing variances for materials and contracts of \$270k, However there is unfavourable expenditure of \$145 in depreciation and \$44k in other expenditure.

EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
COMMUNITY & BUSINESS SERVICES DIRECTORATE
OFFICE OF THE CEO
 AS AT 30 NOVEMBER 2025



ANNUAL INCOME BUDGET VS ACTUAL

\$0.4M

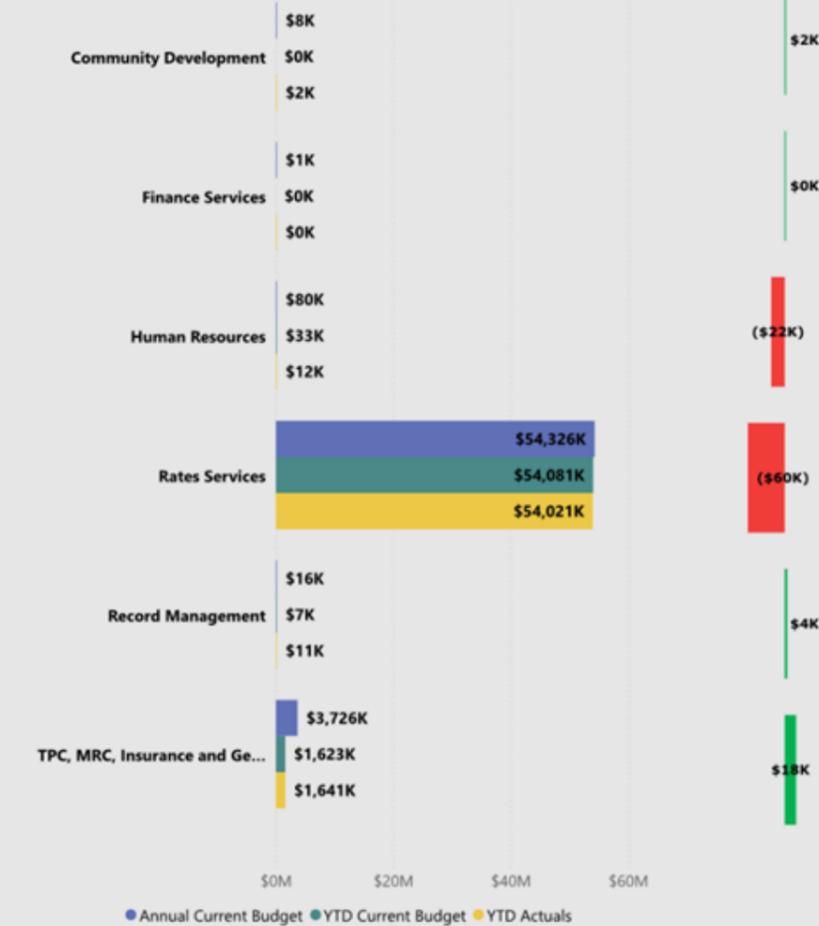
ANNUAL EXPENDITURE BUDGET VS ACTUAL

\$0.2M

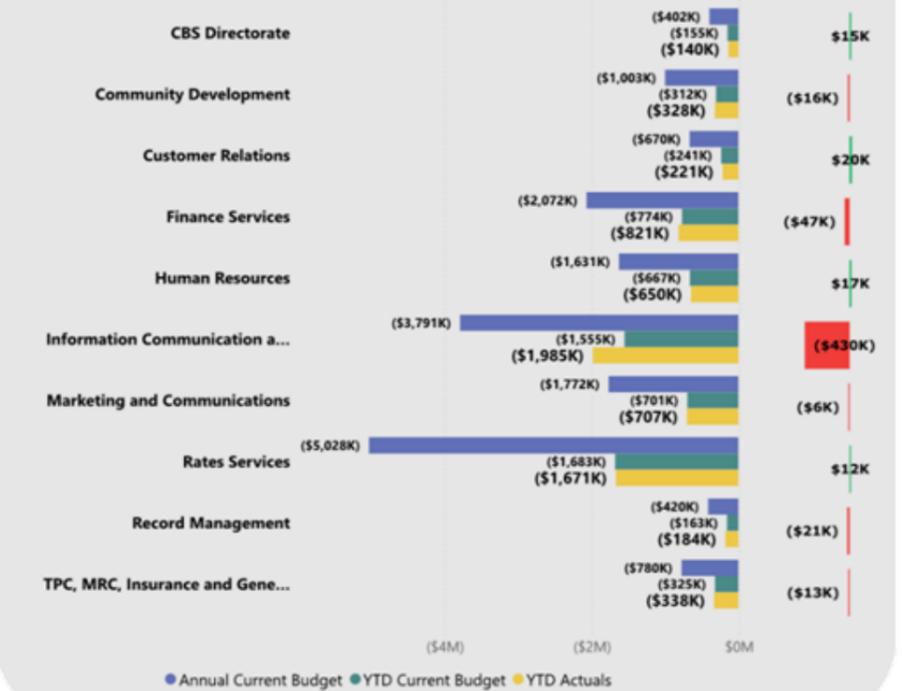
KEY VARIANCE COMMENTARY
 (\$20,000 and 10%)

- Customer Relations**
\$20k favourable expenditure mainly due to timing variance in employee related costs of \$20k.
- Finance Services**
\$47k unfavourable expenditure mainly due to timing variances for interest expense \$58k, consultants \$48k. This is partially offset by favourable variance in employee related costs of \$38k.
- Human Resources**
\$22k unfavourable income mainly due to timing variances of \$22k in reimbursements from Centrelink.
- Information Communication and Technology**
\$430k unfavourable expenditure mainly due to timing variance on software licence \$553k. However, there is favourable timing variance on consultants \$90k and operating initiatives \$74k.
- Rates Services**
\$60k unfavourable income mainly due to timing variance on service charges \$95k which is partially offset by favourable variance in interest earnings of \$39k.
- Record Management**
\$21k unfavourable expenditure mainly due to timing variances in materials and contracts of \$13k.
- Major Projects**
\$94k unfavourable expenditure mainly due to timing variance in materials and contracts \$53k and employee related costs of \$41k.
- Members of Council**
\$47k favourable expenditure mainly due to timing variances in materials and contracts.
- PICG**
\$21k unfavourable expenditure mainly due to timing variance in materials and contracts.

INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals

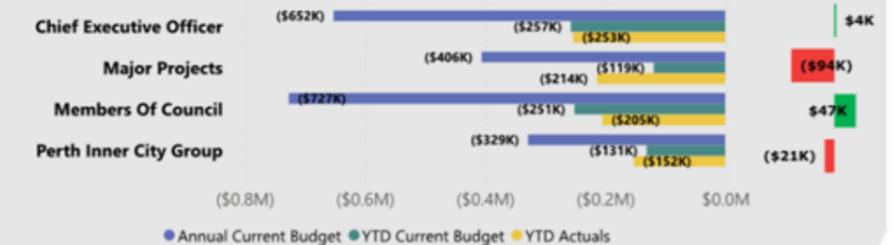


EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



OFFICE OF THE CEO

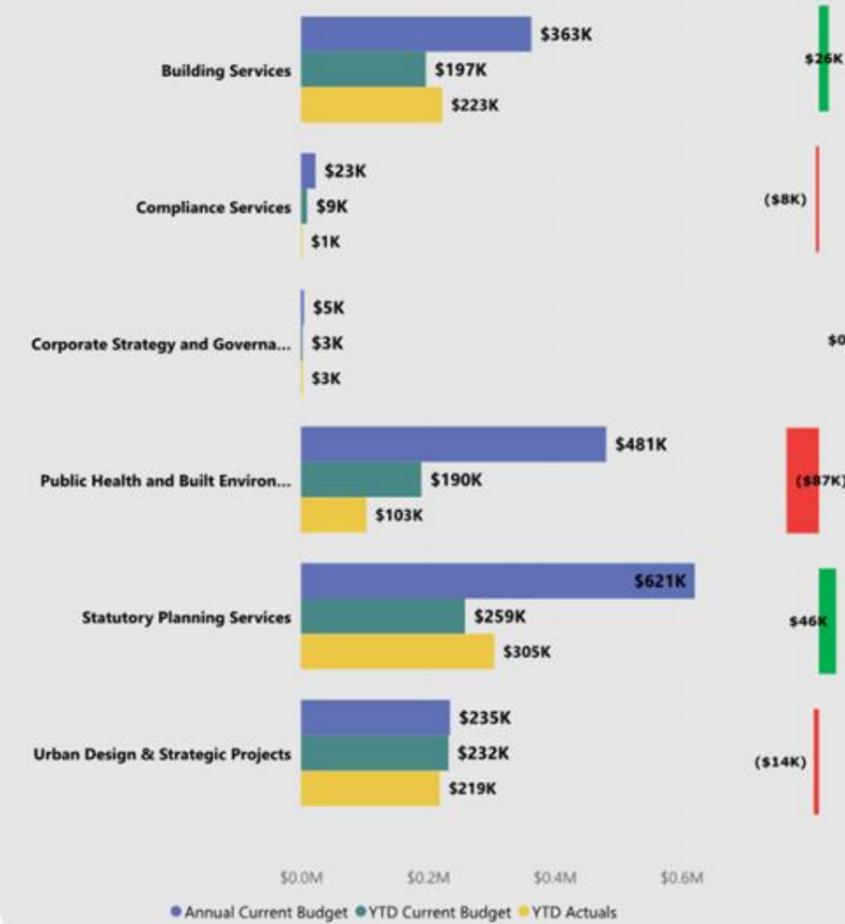
EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
STRATEGY AND DEVELOPMENT DIRECTORATE
 AS AT 30 NOVEMBER 2025



INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



ANNUAL INCOME BUDGET VS ACTUAL

(\$0.0M)

ANNUAL EXPENDITURE BUDGET VS ACTUAL

\$0.6M

KEY VARIANCE COMMENTARY
 (\$20,000 and 10%)

Building Services
 \$26k favourable variance in income, primarily attributable to a higher number of building licence application received.

Compliance Services
 \$137k favourable expenditure mainly due to a timing variance in employee related costs of \$117k and materials and contracts of \$20k.

Corporate Strategy and Governance
 \$39k favourable expenditure mainly due to timing variance in employee related costs of \$28k and materials and contracts \$10k.

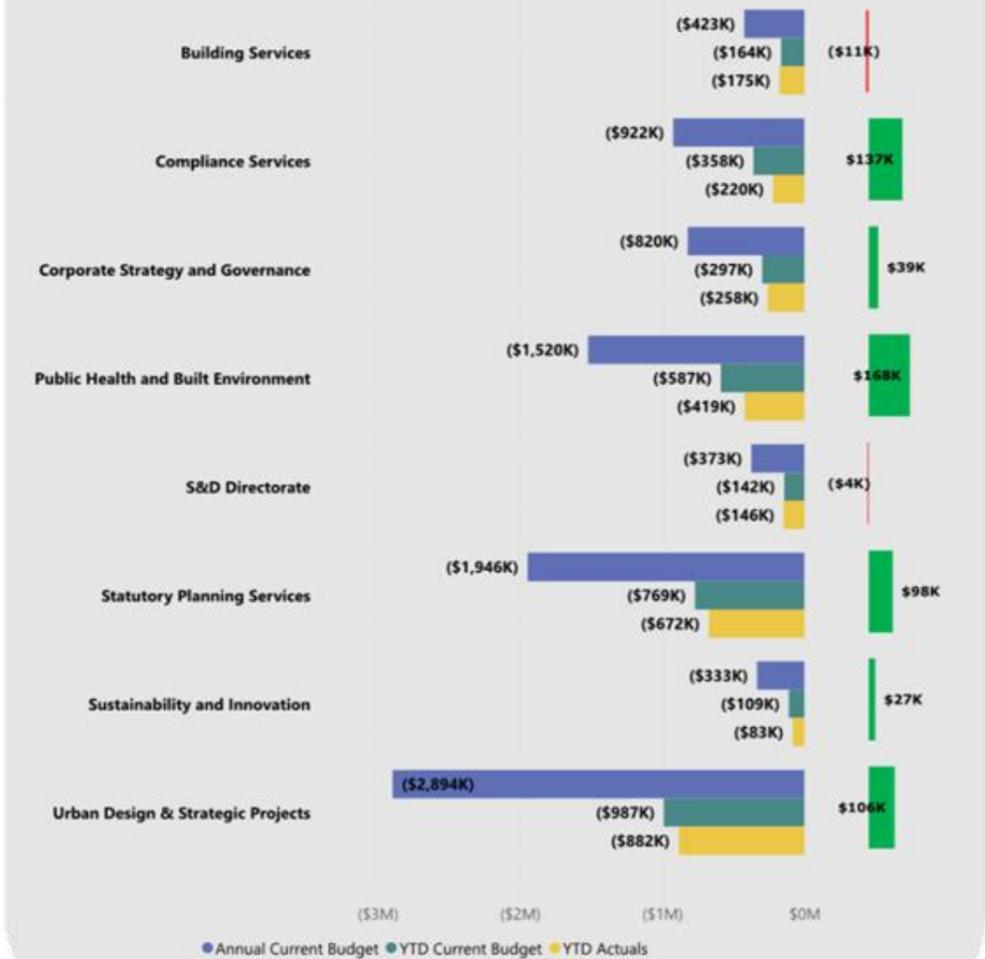
Public Health and Built Environment
 \$87k unfavourable income mainly due to lower fees and charges.
 \$168k favourable expenditure mainly due to a timing variance of \$115k in materials and contracts and \$55k in employee related costs.

Statutory Planning Services
 \$46k favourable income mainly due to timing variance in fees and charges of Development applications.
 \$98k favourable expenditure mainly due timing variances in materials and contracts \$91k and employee related costs of \$25k.

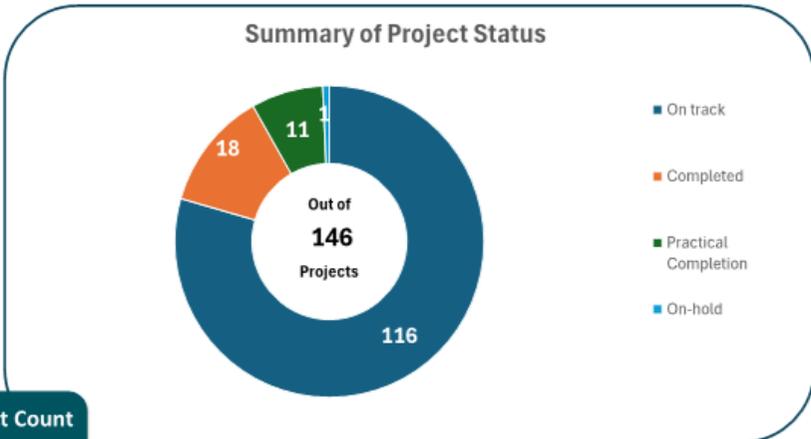
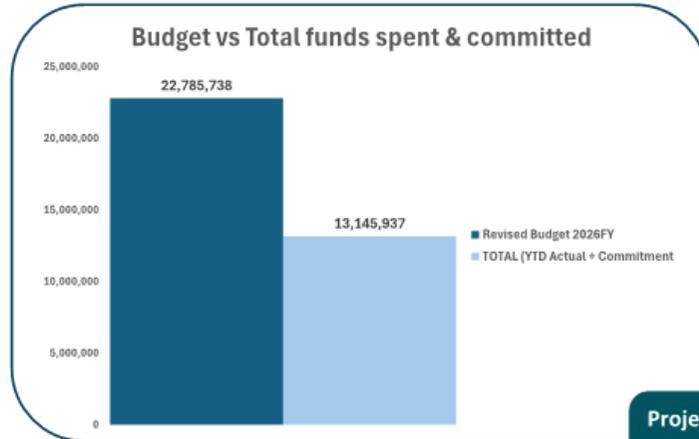
Sustainability and Innovation
 \$27k favourable expenditure mainly due to timing variance in employee related costs of \$29k. Partially offset by an unfavourable timing variance on materials and contracts of \$3k.

Urban Design & Strategic Projects
 \$106k favourable expenditure mainly due to timing variances in materials and contracts.

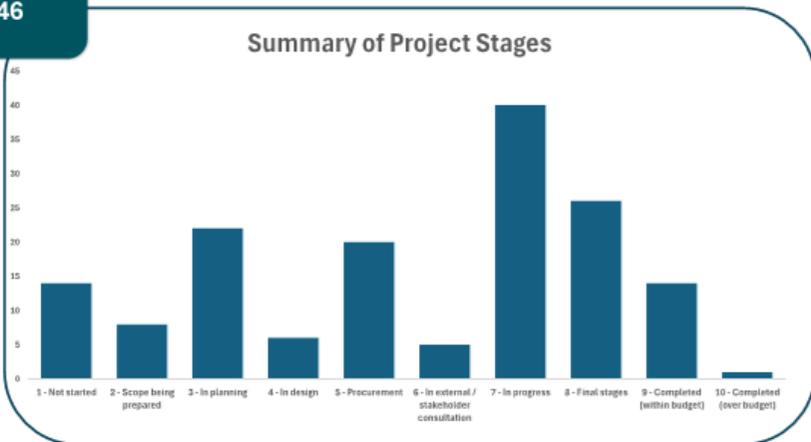
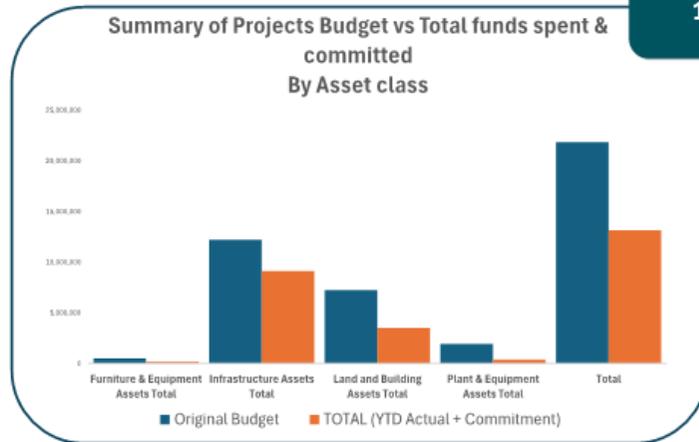
EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



Note 5 - City Of Vincent - Capex Report As At 30 November 2025



**Project Count
146**



CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2025/26
AS AT 30 NOVEMBER 2025

WO Name	Revised Budget 2025/26	YTD Budget	YTD Actual	YTD Variance	Commitment	Status	Stage	Commentary
Land & Building Assets								
Air Conditioning & HVAC Renewal								
Air Conditioning & HVAC Renewal - Admin	516,869	300,000	285,290	14,710	250	On track	8 - Final stages	Stage 2 works completed
Air Con & HVAC Renewal - Miscellaneous	100,000	50,000	54,454	(4,454)	-	On track	7 - In progress	Delivery due Nov/Dec for Loftus AC
Air Con/HVAC Renew - Mt Heathorn Comm Centre (Leased)	100,000	-	971	(971)	12,760	On track	4 - In design	Seeking design layout
Leederville Oval - HVAC Renewal - East Perth Function Room	-	-	97,200	(97,200)	260	On track	8 - Final stages	Works completed. DLP Period has commenced.
Public Toilet Renewal Program								
Charles Veyard Reserve Clubroom Toilets	45,000	-	-	-	-	-	1 - Not started	
Litlis Stadium Works								
Litlis Stadium Floodlights	940,000	400,000	355,225	44,775	259,086	On track	7 - In progress	Works in progress
BPLC - Construction of Indoor Changerooms								
BPLC - Construct & Fit Out Indoor Pool Changerooms	33,367	-	-	-	33,367	Completed	9 - Completed (within budget)	Works completed in FY25. DLP payment is due in FY26
Litlis Stadium changeroom redevelopment								
Infrastructure Works - Litlis Stadium	210,446	50,000	51,209	(1,209)	294,792	On track	8 - Final stages	Final works to complete
Florat Athena Clubroom Refurbishment - Litlis Stadium	68,364	68,364	109,763	(41,399)	2,000	On track	8 - Final stages	Works completed
Beatty Park Leisure Centre - Facilities Infrastructure								
BPLC - Facilities Infrastructure Renewal	-	-	88,542	(88,542)	17,830	On track	7 - In progress	Works in progress
BPLC - Mechanical - HVAC Systems Renewal	25,000	-	-	-	-	-	1 - Not started	
BPLC - Structure - Roof & Building Renewal	225,000	-	-	-	-	On track	7 - In progress	Works in progress
BPLC - Eastum Side Grandstand - Water Ingress	348,577	-	-	-	-	On track	5 - Procurement	In procurement
Beatty Park Leisure Centre - Repair and maintain Heritage Grandstand	954,277	900,000	843,871	65,428	145,242	On track	8 - Final stages	Final works to complete
Miscellaneous Asset Renewal (City Buildings)								
Misc Asset Renewal - City buildings	250,000	30,000	28,576	1,424	24,705	On track	7 - In progress	Works in progress
Fornal Park Croquet - Kitchen Renewal	45,000	-	-	-	53,842	On track	7 - In progress	Works due to start
City Buildings Painting Renewal	30,000	-	-	-	-	On track	5 - Procurement	In procurement
Mt Claremont Depot								
Mt Claremont Depot	570,000	20,000	23,094	(3,094)	8,981	On track	7 - In progress	Works in progress
Land and Building Asset Renewal Projects								
DLOSC - HVAC, Plant & Fire Services Renewals	995,000	30,000	23,948	6,052	519,121	On track	7 - In progress	Waiting on delivery of equipment
Lespe Property Non Scheduled Renewal	78,000	-	-	-	59,501	On track	7 - In progress	Works in progress
Library Renewals - Upgrades to Accessibility	200,000	10,000	6,600	3,400	5,000	On track	5 - Procurement	In procurement
Leederville Oval - Misc Buildings Renewal	200,000	75,000	73,890	1,110	11,870	On track	7 - In progress	Works due to start December
Loftus - Gymnastics WA - Roof Renewal	80,000	10,000	2,482	7,518	-	On track	3 - In planning	In planning
Mt Heathorn Com Centre - Roof Renewal	200,000	-	-	-	-	On track	4 - In design	Coordinating with HVAC works
Tokoi facilities upgrade - Loftus Rec Ctr (Belgravia)	250,000	-	6,700	(6,700)	540	On track	5 - Procurement	In procurement
Higginate Child Health Clinic Renewal (Licensed Child and Adolescent Health)	20,000	20,000	16,200	3,800	-	On track	7 - In progress	Works in progress
Royal Park Hall - Carpet and Blind Renewal	30,000	30,000	28,929	1,071	-	On track	8 - Final stages	In final stages
Admin Building Renewal	50,000	-	-	-	-	-	1 - Not started	
Beatty Park Reserve Toilet	300,000	-	4,450	(4,450)	-	On track	3 - In planning	In planning
Halvorsen Hall - Renewal/Upgrade	165,000	-	-	-	-	-	1 - Not started	
North Perth Bowling Club - Driveway Renewal	50,000	-	3,298	(3,298)	38,742	On track	7 - In progress	Works in progress
Asbestos Management Plan - Chilcare (as per asbestos register)	50,000	-	-	-	-	-	1 - Not started	
Water and Energy Efficiency Initiatives								
Water and Energy Efficiency Initiatives	150,000	5,000	5,051	(51)	8,260	On track	7 - In progress	Works in progress
Land & Building Assets Total	6,949,900	1,998,364	2,109,443	(111,079)	1,406,829			
Furniture & Equipment Assets								
Furniture & Equipment								
BPLC - Non Fixed Assets Renewal	60,000	30,000	24,956	5,044	3,146	On track	7 - In progress	In progress
BPLC Non-Infrastructure Fixed Asset Renewal	12,000	6,000	5,985	15	-	On track	7 - In progress	FY25 Project
Accessible City Strategy Implementation Program								
Accessible City Strategy Implementation - Capex for future years subject to Cash-in-Lieu Reserve Funds received	214,740	10,000	6,144	3,856	61,053	On track	3 - In planning	

ICT Renewal Program								
ICT Infrastructure Renewal	110,958	-	-	-	-	On track	7 - In progress	Works in progress
Public Arts Projects								
COVID-19 Artwork relief project	123,625	-	-	-	16,125	On track	3 - In planning	
Miscellaneous Asset Renewal (City Buildings)								
Furniture and Equipment Renewal - (Admin, Library and Depot)	25,000	15,000	18,210	(3,210)	-	On track	7 - In progress	Furniture replacement in progress
Parking Machines Asset Replacement Program								
Parking Infrastructure Renewal Program	153,000	-	-	-	-	On track	5 - Procurement	In procurement
Furniture & Equipment Assets Total	699,323	61,000	55,294	5,706	80,324			

Plant & Equipment Assets								
Major Plant Replacement Program								
Heavy Fleet Replacement Program	1,086,500	250,000	233,015	16,885	105,769	On track	7 - In progress	In progress
10 Tonne Rubbish Compactor Side Arm – Volvo							5 - Procurement	
Single Axle Truss Precast Cleaning (Hybrid) – Hino							9 - Completed (within budget)	
Water Tank & Trailer							10 - Completed (over budget)	
Tractor – Kubota (Hyde Park)							8 - Completed (within budget)	
Mower/ Ride On John Deere							9 - Completed (within budget)	
Verti-drain (Rodevan)							8 - Final stages	
Forklift CAT GP25N							5 - Procurement	
Trailer - CCTV (Rangers)							5 - Procurement	
Trailer - CCTV (Rangers)							5 - Procurement	
Fleet Management Program								
Light Fleet Replacement - Annual Allocation	-	-	-	-	-	On track	3 - In planning	
P1267 - Toyota Camry Hybrid 2.5L Rigo 1GUW039	50,000	-	-	-	50,263	On track	2 - Scope being prepared	Specifications to be finalised
P1270 - Toyota Corolla Hybrid 1GWG751, Ascent Hatch	50,000	-	-	-	-	On track	3 - In planning	
P1271 - Toyota Corolla Hybrid 1GWG752, Ascent Hatch	50,000	-	-	-	-	On track	3 - In planning	
P1273 - 1GW4073 Nissan LEAF Ev 18MY	50,000	-	-	-	-	On track	3 - In planning	
P1281 - HYUNDAI - Ioniq EV Hatch - 1HGJ354 Rangers	50,000	-	-	-	-	On track	3 - In planning	
P1282 - Toyota Corolla Sedan Hybrid - 1HDR934	50,000	-	-	-	-	On track	3 - In planning	
P2193 - Nissan Navara 4x2 - 1GQG990	50,000	-	-	-	-	On track	5 - Procurement	At evaluation
P2212 - Nissan Navara 4x DSL Auto DC RX - 1HCO126	50,000	-	-	-	-	On track	3 - In planning	
P2213 - Renault Kangaroo 1HY57	50,000	-	-	-	-	On track	2 - Scope being prepared	Specifications to be finalised
P2215 - NISSAN 4x2 1HKO697	50,000	-	-	-	-	On track	3 - In planning	
P2217 - Nissan Navara Dual Cab 4x2 Auto 1HMK939	50,000	-	-	-	-	On track	3 - In planning	
P2216 - Nissan Navara Dual Cab 4x2 Auto 1HKT763	50,000	-	-	-	-	On track	3 - In planning	
P1278 - Toyota Corolla Hybrid Ascent 1GZQ221	50,000	-	-	-	-	On track	3 - In planning	
P1283 - Toyota Corolla Hybrid 1HFD003	50,000	-	-	-	-	On track	3 - In planning	
P1284 - Toyota Yaris 1HFJ099	50,000	-	-	-	-	On track	3 - In planning	
P1285 - Toyota Yaris Hybrid 1H4J592	50,000	-	-	-	-	On track	3 - In planning	
P1290 - Hyundai Ioniq EV 1HMK941	50,000	-	-	-	-	On track	3 - In planning	
Artists								
Artists - Public Art - Sculpture	2,500	-	-	-	2,400	-	1 - Not started	
Plant & Equipment Assets Total	1,939,000	250,000	233,015	16,985	158,432			

Infrastructure Assets								
Robertson Park Development Plan - Stage 1								
Robertson Park Stage 1B - Tennis Centre	2,434,169	900,000	778,882	121,108	1,607,373	On track	7 - In progress	Works in progress
Robertson Park Stage 1B - Contingency	-	-	-	-	-	-	-	
Greening program - Robertson Park	-	-	536	(536)	-	On track	7 - In progress	
MISCELLANEOUS								
Temporary at-grade car park	248,796	248,796	201,479	(42,683)	146,880	Practical Completion	8 - Final stages	Project completed, awaiting final invoice
Wendoulieri Banks Reserve Master Plan Implementation								
Boardwalk - Interpretation Node	-	-	1,452	(1,452)	-	Completed	9 - Completed (within budget)	FY25 project, completed
General landscape - EPPS Foreshore Upgrades	40,000	16,665	6,348	10,317	5,830	On track	7 - In progress	Works in progress
Skate Space at Britannia Reserve								
NR Hawke Skate Park - Youth Skate Facility (Election Commitment)	52,565	-	300	(300)	-	On track	8 - Final stages	
Parks Fencing Renewal Program								
Brathwaite Park - Renew Perimeter Fencing	160,000	-	-	-	160,000	On track	5 - Procurement	In procurement
Leske/Alma St Res - renew playground fencing	10,000	-	-	-	-	On track	5 - Procurement	In procurement
Edinboro Street Reserve - Renew Perimeter Fencing	40,000	-	-	-	40,000	On track	5 - Procurement	In procurement
Utis Stadium - Install New Fence (western end)	20,000	-	-	-	-	On track	5 - Procurement	In procurement
Footpath Upgrade and Renewal Program								
Footpath Upgrade and Renewal Program	248,750	80,000	100,528	(20,528)	50,446	On track	7 - In progress	Works commenced

Parks Irrigation Upgrade & Renewal Program									
Hyde Park - renew groundwater bores No 24 and 29	60,000	-	-	-	60,000	On track	5 - Procurement		
Robertson Park - renew groundwater bore No 31	50,000	-	-	-	50,000	On track	5 - Procurement		
Ward Square - renew irrigation system and install iron filter	180,000	-	-	-	-	On track	4 - In design	In design	
Bailey Park Res - renew in-ground irrigation system, electrical cabinet and install iron filter	250,000	-	-	-	9,915	On track	4 - In design	In design	
Birdwood Square - renew irrigation system and electrical cabinet	145,000	-	-	-	-	On track	7 - In progress	Works to commence in Jan-26	
Forest Park - upgrade irrigation system and electrical cabinet	6,940	6,940	11,880	(4,920)	-	Completed	9 - Completed (within budget)	FY2025 project, completed	
Sullivan Logistics Stadium (Leedsville Oval)									
Sullivan Logistics Stadium (Leedsville Oval) Turf Upgrade	103,792	30,000	21,251	8,749	796	Completed	9 - Completed (within budget)	FY25 project, turf upgrade completed	
Sullivan Logistics Stadium (Leedsville Oval) Lighting Upgrade	360,147	250,000	214,192	35,958	54,038	Completed	7 - In progress	FY25 project, lighting upgrade completed. Additional works to continue	
Road Maintenance Programs – MRRG									
Annual MRRG Program - bgt to be split	78,705	-	-	-	-	On track	8 - Final stages		
MRRG - London St North Bound - Green St	199,333	199,333	229,943	(30,610)	4,893	Completed	8 - Final stages	Project completed, awaiting final invoice	
MRRG - London St South Bound - Green St to Gill St	199,333	199,333	230,544	(31,211)	-	Completed	8 - Final stages	Project completed, awaiting final invoice	
MRRG - Bulwer Street E23 & W6 - Smith St to Bowdler	182,907	-	-	(84,343)	5,905	Practical Completion	8 - Final stages	Works in progress	
MRRG - Lord St North Bound - Newcastle St	115,416	5,000	1,638	3,352	129,917	Practical Completion	8 - Final stages	Works in progress	
MRRG - Lord St South Bound - Newcastle St to Parry St	93,220	-	-	-	115,918	Practical Completion	8 - Final stages	Works in progress	
MRRG - Lord St North Bound - Parry St to Edward St	137,012	5,000	4,640	360	115,918	Practical Completion	8 - Final stages	Works in progress	
MRRG - Lord St South Bound - Parry St to Edward St	104,074	-	-	-	130,572	Practical Completion	8 - Final stages	Works in progress	
Road Maintenance Programs – Local Road Program									
Annual Local Roads Program - bgt to be split	-	-	-	-	-	On track	7 - In progress		
LRP - Grosvenor Road - Norfolk St to William St	-	-	42	(42)	20,585	On track	7 - In progress		
LRP - Commonwealth Ave - Anzac Rd to Chamberlain St	131,350	131,350	125,460	5,890	-	Practical Completion	8 - Final stages	Works completed, waiting for line marking	
LRP - Fleet St - Bourke St to Richmond St	147,052	147,052	80,750	66,302	560	Practical Completion	8 - Final stages	Works completed	
LRP - Fitzroy St - Fitzgerald St to Dead end	89,851	50,000	37,310	12,690	56,372	On track	8 - Final stages	Works in progress	
LRP - Franklin St - Oxford St to Mollusca Ln	105,020	-	-	-	78,234	On track	1 - Not started		
LRP - Ruth St - William St to Wade St	48,816	20,000	16,969	3,031	40,754	On track	8 - Final stages	Works in progress	
LRP - Salisbury St - Oxford St to Shakespeare St	161,795	20,000	22,039	(2,039)	102,128	On track	8 - Final stages		
LRP - Campsie St Bourke St to Col de Sac	44,174	44,174	34,888	9,276	-	Completed	9 - Completed (within budget)	Project completed, awaiting final invoice	
LRP - Galwey St - Oxford St to R06m In	81,362	-	6,322	(6,322)	77,087	On track	1 - Not started		
LRP - Raglan Rd - Hill St to Wicket St	203,144	50,000	25,979	21,021	146,269	On track	7 - In progress		
LRP - Zolna St - Gawnher St to Col de Sac	108,588	-	6,202	(6,202)	70,563	Practical Completion	8 - Final stages		
LRP - Woodstock St - London St to R O W 104	178,335	-	-	-	-	-	1 - Not started		
LRP - Cavendish St - Lincoln St to Chataleath Rd	209,883	-	-	-	-	-	1 - Not started		
LRP - Raglan Rd - Fitzgerald St to Norfolk St	189,832	-	-	-	-	-	1 - Not started		
LRP - Glebe Street - View St to Alna Rd	-	-	1,600	(1,600)	-	Completed	9 - Completed (within budget)	FY25 project, completed	
Parks Greening Plan Program									
Greening plan	211,698	50,000	52,862	(2,862)	114,740	On track	5 - Procurement	Planning for 2026 season, stock ordered	
Post PSHB Restoration Works	227,469	50,000	40,304	9,696	217,782	On track	7 - In progress	Island revegetation works underway	
Traffic Management Improvements									
Minor Traffic Management Improvements	300,000	100,000	83,334	16,666	59,298	On track	7 - In progress		
Parks Infrastructure Upgrade & Renewal Program									
Birdwood Square Floodlight Renewal	300,000	-	-	-	922	On track	5 - Procurement	In procurement	
Parks Infrastructure Upgrade & Renewal - BBO provision	60,000	60,000	59,564	446	-	Completed	9 - Completed (within budget)	Project completed	
Infrastructure Upgrade/Renewal Program - General Provision	100,000	-	2,411	(2,411)	37,666	On track	7 - In progress	Works in progress	
Oxford St Reserve - renew park furniture	40,000	-	-	-	-	On track	5 - Procurement	In procurement	
Streetscape - renew furniture	50,000	-	-	-	-	On track	2 - Scope being prepared	Scope to be prepared	
Menzies Park Floodlights Upgrade	430,500	-	-	-	5,070	On track	5 - Procurement	In procurement	
Accessible City Strategy Implementation Program									
Wayfinding Implementation Plan - Stage 1	125,800	-	-	-	-	-	1 - Not started		
Road Maintenance Programs – State Black Spot									
State Black Spot Programs scheduled annually	-	-	-	-	-	On track	7 - In progress		
Blackspot - Brisbane Street with Smith and Brewer St	61,000	20,000	20,412	(412)	-	On track	8 - Final stages	Works in progress	
Blackspot - Eton from Haynes Street to SBR intersection	80,000	-	942	(942)	-	On track	6 - In external / stakeholder consultation		
Road Maintenance Programs – Roads to Recovery									
Annual Roads to Recovery Program - bgt to be split	18,922	-	-	-	-	On track	8 - Final stages		
R2R - Farmer St - Fitzgerald St to Angove St	380,000	380,000	414,922	(34,922)	66,773	Practical Completion	8 - Final stages	Project completed, awaiting final invoice	
R2R - Ruth St - Lake St to William St	98,823	98,823	87,287	11,536	43,914	Practical Completion	8 - Final stages	Project completed, awaiting final invoice	
Public Open Space Strategy Implementation Plan									
Public Open Space Strategy Implementation	31,200	31,200	30,283	917	-	Completed	9 - Completed (within budget)	Project completed	
Parks Lighting Renewal Program									
Lighting Renewal Program - General Provision	52,000	-	-	-	145	On track	5 - Procurement	In procurement	
Axford Park Lighting Upgrade	200,000	100,000	90,561	9,049	100,000	On track	5 - Procurement		
Gully Soak-well and Minor Drainage Improvement Program									
Catchment Drainage Improvements	400,000	250,000	213,697	36,303	119,838	On track	7 - In progress		
Minor Drainage Improvement Program	-	-	-	-	-	On track	7 - In progress		

Parks Eco-Zoning Program									
Wormouth Street	8,136	-	-	-	-	On hold	1 - Not started	On hold	
Parks Eco-Zoning - General Provision	20,000	-	-	-	-	On track	2 - Scope being prepared	Locations and coatings being determined	
Road Reserves - Eco-zoning	3,213	-	3,247	(3,247)	-	Completed	10 - Completed (over budget)	FY25 project, completed	
Parks Pathways Renewal Program									
Hyde Park Re-asphalt Pathways	50,000	-	-	-	400	On track	2 - Scope being prepared	Scope being prepared	
Pathways Renewal Program - General Provision	80,000	-	-	-	-	On track	7 - In progress	Awaiting completion of other pathways	
Smith's Lake - re-asphalt existing bitumen pathways	45,000	-	-	-	-	On track	2 - Scope being prepared	Scope being prepared	
Robertson Park - re-asphalt existing bitumen pathways	80,000	-	-	-	-	On track	2 - Scope being prepared	Scope being prepared	
Nick Michael Park - re-asphalt existing bitumen pathways	35,000	-	-	-	-	On track	2 - Scope being prepared	Scope being prepared	
Car Parking Upgrade/Renewal Program									
Accessibility audits and proposed project implementation	50,000	-	-	-	-	On track	3 - In planning	Preparing scope of works	
Bus Shelter Replacement and Renewal Program									
Bus Shelters - Replace & Upgrade	66,975	40,000	40,674	(674)	-	On track	7 - In progress	Works in progress	
Parks Playground / Exercise Equipment Upgrade & Renewal Program									
Childs Wickst Renewal Program	37,000	20,000	17,800	2,200	-	On track	5 - Procurement	In procurement	
Brathwaite Park - replace wooden nature play elements	50,000	20,000	19,295	705	-	Completed	9 - Completed (within budget)	Project completed	
Oxford St Res - renew wooden nature play elements	10,000	10,000	13,660	(3,660)	-	Completed	9 - Completed (within budget)	Project completed	
Playground Equip Renewal Program - General Provision	55,000	-	2,187	(2,187)	-	On track	1 - Not started		
Brigall Gardens - repl playground equip/soft fall	175,000	-	-	-	175,000	On track	6 - In external / stakeholder consultation	Second consultation underway	
Edinboro St Res - repl playground equipment and soft fall	161,542	161,542	159,680	1,862	-	Completed	9 - Completed (within budget)	Project completed	
Banks Reserve - renew platforms and wooden nature play elements	20,000	20,000	16,445	3,555	-	Completed	9 - Completed (within budget)	Works in progress	
Hyde Park - renew playground and softfall (east)	156,821	156,821	146,680	10,141	-	Completed	9 - Completed (within budget)	Project completed	
Beatty Park Reserve - repl exercise equipment	80,000	-	-	-	80,000	On track	7 - In progress	Works in progress	
Hyde Park - renew playground and softfall (West)	100,000	-	-	-	-	On track	3 - In planning	In planning	
Beatty Park Reserve - Renew Playground Equipment and Softfall	178,880	178,880	174,360	4,520	-	Completed	9 - Completed (within budget)	Project completed	
Britannia Road Reserve - Renew Playground Equipment and Softfall (south)	180,000	-	1,900	(1,900)	180,000	On track	6 - In external / stakeholder consultation	Second consultation underway	
Hyde Street Reserve - Renew Playground Equipment and Softfall	180,000	-	120	(120)	180,000	On track	6 - In external / stakeholder consultation	Second consultation underway	
Leased Properties Playground Renewal - General Provisions	100,000	-	-	-	-	On track	4 - In design	In design	
Cricket Practice Net Renewal Program	100,000	-	-	-	-	On track	5 - Procurement	In procurement	
AFL Goals Renewal Program	15,000	10,000	5,835	4,165	4,205	On track	7 - In progress	Works in progress	
Bicycle Network									
Bicycle Network	99,791	5,000	5,026	(26)	-	On track	6 - In external / stakeholder consultation		
Bicycle Network - Travel Smart Actions	35,111	-	91	(91)	480	-	1 - Not started		
Rights of Way Rehabilitation Program									
Rights of Way Rehab Program	185,933	100,000	72,449	27,551	7,800	On track	7 - In progress		
Parks Irrigation Upgrade and Renewal Program									
Groundwater Bore and Pump Renewal - General Provision	120,000	25,000	18,537	6,463	45,014	On track	3 - In planning	Locations to be determined based on maintenance program	
Street Lighting Renewal Program									
Street Lighting Upgrade Program	30,000	30,000	27,866	2,132	7,416	On track	7 - In progress	Works in progress	
Robertson Park Development Plan - Stage 2									
Dog & Leisure park	51,542	30,000	28,022	1,978	-	On track	7 - In progress	Works in progress	
Greening Program - Robertson Park Stage 2	260,000	-	-	-	-	On track	4 - In design	Works to commence early 2025	
Infrastructure Assets Total	13,197,515	4,534,816	4,351,881	182,935	4,750,718				
Total	22,785,738	6,844,180	6,749,634	94,546	6,396,303				

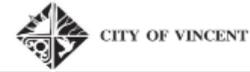
Summary	Original Budget			
	2026FY	YTD Budget	YTD Actual	Remaining Budget
	\$	\$	\$	\$
Land and Buildings	6,949,900	1,895,304	2,109,443	69.65%
Furniture and Equipment	699,323	61,000	55,294	92.09%
Plant and Equipment	1,339,000	350,000	233,015	87.98%
Infrastructure Assets	13,197,515	4,534,816	4,351,881	67.02%
Total	22,785,738	6,844,180	6,749,634	70.38%

Funding	Original Budget		
	2026FY	YTD Budget	YTD Actual
	\$	\$	\$
Own Source Funding - Municipal	13,776,227	5,295,628	5,475,569
Cash Backed Reserves	4,373,612	877,500	845,046
Capital Grants, Contributions and Loans	4,078,089	478,054	243,507
Other (Disposals/Trade In)	557,810	193,000	185,412
Total	22,785,738	6,844,180	6,749,634

CITY OF VINCENT
 NOTE 6 - CASH BACKED RESERVES
 AS AT 30 NOVEMBER 2025

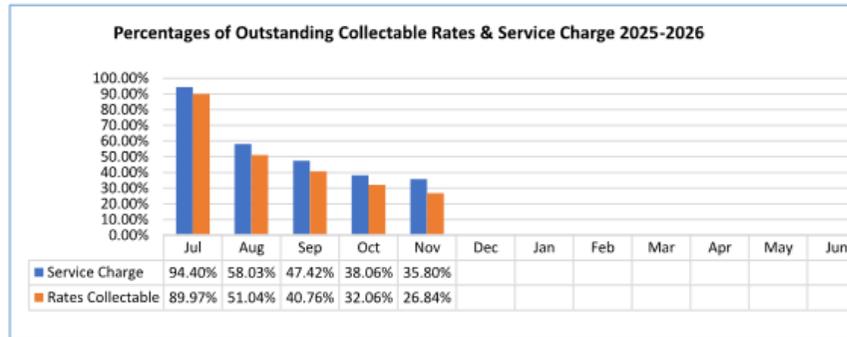
Reserve Particulars	Revised Budget	Actual	Budget	YTD Actual	Budget	YTD Actual	Budget	YTD Actual	Budget	Actual
	Opening	Opening	Transfers	Transfers	Interest	Interest	Transfers	Transfers	Closing	Closing
	Balance	Balance	to Reserve	to Reserve	Earned	Earned	from Reserve	from Reserve	Balance	Balance
	1/07/2025	1/07/2025	30/11/2025	30/11/2025	30/11/2025	30/11/2025	30/11/2025	30/11/2025	30/11/2025	30/11/2025
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Asset Sustainability Reserve	10,251,888	10,251,888	430,000	442,163	131,601	180,012	(550,000)	(560,860)	10,477,189	10,313,204
Beatty Park Leisure Centre Reserve	202,805	202,805	0	0	2,941	3,615	0	0	227,239	206,420
Cash in Lieu Parking Reserve	828,286	828,286	0	0	4,575	6,573	(300,000)	(254,940)	599,157	579,919
Hyde Park Lake Reserve	184,697	184,697	0	0	2,560	3,323	0	0	187,772	188,019
Land and Building Acquisition Reserve	340,403	340,403	0	0	4,297	6,125	0	0	345,652	346,527
Leederville Oval Reserve	146,187	146,187	2,833	0	400	645	(20,000)	(21,308)	94,751	125,524
Loftus Community Centre Reserve	157,564	157,564	0	0	2,508	2,836	0	0	160,513	160,400
Loftus Recreation Centre Reserve	163,995	163,995	30,490	30,023	2,649	2,660	0	0	201,032	196,677
Office Building Reserve - 246 Vincent Street	228,001	228,001	0	0	3,293	4,102	(5,000)	(5,456)	226,929	226,647
Parking Facility Reserve	120,954	120,954	0	0	1,349	2,176	0	0	122,643	123,130
Percentage For Public Art Reserve	296,683	296,683	0	0	3,610	4,613	0	0	302,344	301,296
POS reserve - General	1,531,903	1,531,903	53,480	45,240	20,087	27,561	0	0	1,609,601	1,604,705
POS reserve - Haynes Street	148,146	148,146	18,865	18,612	2,394	2,652	0	0	168,825	169,410
State Gymnastics Centre Reserve	88,135	88,135	5,860	5,815	818	1,319	(2,500)	(2,482)	106,681	92,787
Strategic Waste Management Reserve	385,711	385,711	40,000	41,667	5,305	6,944	0	0	431,923	434,322
Catalina Land Sales Reserve	12,171,329	12,171,329	0	0	161,864	219,149	0	0	12,351,098	12,390,478
Underground Power Reserve	2,685,083	2,685,083	0	0	34,949	48,308	0	0	2,727,531	2,733,391
	29,931,770	29,931,770	581,528	583,520	385,200	522,612	(877,500)	(845,046)	30,340,880	30,192,857

CITY OF VINCENT
NOTE 7 - RECEIVABLES (RATING & OTHER DEBTORS)
FOR THE MONTH ENDED 30 November 2025



Rates & Service Charge Outstanding

	Total
Balance from Previous Year	891,273
Rates Levied - Initial	46,765,281
Rates Levied - Interims	(199,336)
Rates Waived	(180,011)
Service Charges Levied	7,019,275
Non Payment Penalties	545,175
Other Rates Revenue	189,507
Total Rates Collectable	55,031,164
Outstanding Rates	12,884,961
Outstanding Service Charge - Current	650,570
Service Charge Rebates Not Yet Claimed	342,555
ESL Debtors	652,096
Pensioner Rebates Not Yet Claimed	918,973
ESL Rebates Not Yet Claimed	33,653
Deferred Rates Debtors	(307,625)
Current Rates Outstanding	15,175,183



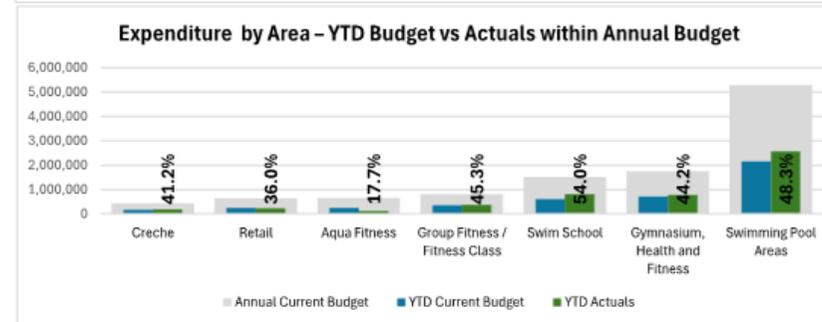
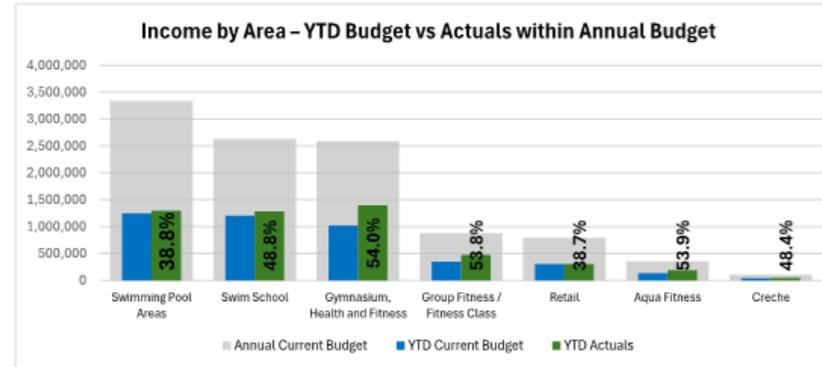
Receivable - Other Debtors

DESCRIPTION

	30 Days	60 Days	90 Days	OVER 90 DAYS	BALANCE
	\$	\$	\$	\$	\$
DEBTOR CONTROL - HEALTH LICENCES	2,132	3,815	4,051	(11,086)	(1,088)
DEBTOR CONTROL - CASH IN LIEU CAR PARKING	0	0	0	136,834	136,834
DEBTOR CONTROL - RUBBISH CHARGES	0	531	0	0	531
DEBTOR CONTROL - PROPERTY INCOME	54,123	18,261	11,055	(16,495)	66,944
DEBTOR CONTROL - RECOVERABLE WORKS	1,408	0	0	930	2,337
DEBTOR CONTROL - OTHER	48,997	1,954	680	56,503	108,133
DEBTOR CONTROL - PLANNING SERVICES FEES	240	0	(18)	(306)	(84)
DEBTOR CONTROL - GST	(225,684)	79,348	(50,595)	196,930	(1)
DEBTOR CONTROL - INFRINGEMENT	290,695	167,300	81,825	2,596,547	3,136,367
PROVISION FOR DOUBTFUL DEBT (CURRENT)	0	0	0	(640,649)	(640,649)
IMPAIRMENT OF RECEIVABLES	0	0	0	(96,291)	(96,291)
TOTAL DEBTORS OUTSTANDING AS AT 30/11/2025	171,911	271,210	46,998	2,222,916	2,713,034
	6.3%	10.0%	1.7%	81.9%	100.0%
ACCRUED INCOME					119,057
ACCRUED INTEREST					816,044
PREPAYMENTS					800,883
RECEIVABLES - EMPLOYEE PROVISIONS - CURRENT					283,534
LEASE INCENTIVE - NON CURRENT					162,500
TOTAL TRADE AND OTHER RECEIVABLES					4,895,051

CITY OF VINCENT
 NOTE 8 - BEATTY PARK LEISURE CENTRE FINANCIAL ACTIVITY
 AS AT 30 November 2025

	Annual Current Budget FY25-26	YTD Current Budget Nov-25	YTD Actuals Nov-25
	\$	\$	\$
OPERATING ACTIVITIES			
Revenue	10,840,517	4,533,680	4,618,859
Expenses	(11,216,042)	(4,526,399)	(4,651,810)
Net Operating Surplus/(Deficit)	(375,525)	7,281	(32,951)
Non-cash amounts excluded	(1,756,851)	(732,020)	(821,353)
Amount attributable to operating activities	1,381,326	739,301	788,402
INVESTING ACTIVITIES			
Capital expenditure	(1,658,221)	-	(963,053)
Amount attributable to investing activities	(1,658,221)	-	(963,053)
FINANCING ACTIVITIES			
Repayment of borrowings	(1,776,541)	(645,270)	(645,270)
Amount attributable to financing activities	(1,776,541)	(645,270)	(645,270)
Net current assets at Nov 25 - surplus/(deficit)	(2,053,436)	94,031	(819,921)



7.2 FINANCIAL STATEMENTS AS AT 31 DECEMBER 2025

Attachments: 1. Financial Statements as at 31 December 2025 [↓](#) 

RECOMMENDATION:

That Council RECEIVES the Financial Statements for the month ended 31 December 2025 as shown in Attachment 1.

PURPOSE OF REPORT:

To present the statement of financial activity for the period ended 31 December 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 **31 December 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	7-11
6.	Cash Backed Reserves	12
7.	Receivables: Rates and Other Debtors	13
8.	Beatty Park Leisure Centre Financial Activity	14

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 2025/26 and is used in the preparation of the statements of financial activity when highlighting material variance in accordance with *Financial Management Regulation 34(1) (d)*.

In accordance with the above, all material variances as at 31 December 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 \$724,275 (1.0%). The following items materially contributed to this position:

- A favourable variance of \$598,580 in Fees and Charges due to timing variances:
 - \$559,230 favourable Ranger Services revenue,
 - \$232,407 favourable Beatty Park revenue,
 - \$46,227 favourable Statutory Planning Services development application fees, partially offset by:
 - \$135,567 unfavourable Lease fee income,
 - \$116,052 unfavourable Food Premises Licences fees.
 - \$31,372 unfavourable Waste recycling income
- A favourable variance in interest earnings of \$465,788 mostly due to higher cash balances.
- An unfavourable variance of \$233,894 in Other revenue mainly due to a timing variance.
- An unfavourable variance in Service charges due to lower Underground Power Service charges \$95,263.
- An unfavourable timing variance in Operating grants, subsidies and contributions of \$27,557.

Expenditure by Nature or Type (on page 1) is unfavourable by \$462,605 (1.1%). The following items materially contributed to this position:

1.

- \$313,212 unfavourable Other expenditure due to timing variances.
- \$269,544 unfavourable Depreciation expense due to higher asset balances.
- \$122,114 unfavourable Employee related costs due to timing variances.
- \$211,141 favourable Materials and Contracts mainly due to timing variances in:
 - \$302,164 favourable Public Works,
 - \$127,756 favourable Public Health and Built Environment,
 - \$122,122 favourable Waste Services,
 - \$93,071 favourable Beatty Park, partially offset by:
 - \$242,054 unfavourable Parks Services,
 - \$109,562 unfavourable ICT mainly due to software licences, and
 - \$76,774 unfavourable Marketing and Communications.

Surplus Position

The opening surplus position brought forward to 2025/26 is \$5,102,373. The closing surplus is \$34,138,192 against the budget of \$33,864,284 as at December 2025.

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 7-11)

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 12)

The cash backed reserves schedule provides a detailed summary of the movements in the reserve portfolio, including transfers to and from the reserve. The balance as at 31 December 2025 is \$33,192,241.

7. Receivables: Rating Information (Note 7 Page 13)

The notices for rates and charges levied for 2025/26 were issued on 23 July 2025. *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	29 August 2025
Second Instalment	31 December 2025
Third Instalment	2 January 2026
Fourth Instalment	6 March 2026

At 31 December 2025, the outstanding rates debtors balance was \$11,937,425 including Underground Power service charges. The percentage of collectable outstanding rates and service charges at this date were 21.00% and 32.72% respectively.

8. Receivables: Other Debtors (Note 7 Page 13)

Total trade and other receivables at 31 December 2025 were \$4,534,230. Below is a summary of the significant items with an outstanding balance over 90 days:

- \$2,609,349 relates to unpaid infringements 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.
- \$136,358 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 14)

As at 31 December 2025, the Centre reported a net operating deficit of \$223,803 against the year-to-date budget deficit of \$216,795.

CONSULTATION/ADVERTISING:

Not applicable.

LEGAL/POLICY:

Section 6.4 of the Local Government Act 1995 requires a local government to prepare an annual financial report for the preceding year and other financial reports as prescribed.

Regulation 34 (1) of the Local Government (Financial Management) Regulations 1996 requires the local government to prepare a statement of financial activity each month, reporting on the source and application of funds as set out in the adopted annual budget.

A statement of financial activity and any accompanying documents are to be presented at an Ordinary Meeting of the Council within two months after the end of the month to which the statement relates. *Section 6.8 of the Local Government Act 1995* specifies that a local government is not to incur expenditure from its Municipal Fund for an additional purpose except where the expenditure is authorised in advance by an absolute majority decision of Council.

RISK MANAGEMENT IMPLICATIONS:

Low: Provision of monthly financial reports to Council fulfils relevant statutory requirements and is consistent with good financial governance.

STRATEGIC IMPLICATIONS:

Reporting on the City's financial position is aligned with the City's *Strategic Community Plan 2022-2032*:

Innovative and Accountable

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

Our community is aware of what we are doing and how we are meeting our goals.

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Expenditure within this report facilitates various projects, programs, services and initiatives that contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.

PUBLIC HEALTH IMPLICATIONS:

Expenditure within this report facilitates various projects, programs and services that contribute to the priority health outcomes within the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

As contained in this report.

CITY OF VINCENT
 NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY
 BY NATURE OR TYPE
 FOR THE PERIOD ENDED 31 DECEMBER 2025



CITY OF VINCENT

	Note	Revised Budget	YTD Budget	YTD Actual	YTD Variance	YTD Variance
		2025/26	31/12/2025	31/12/2025		
		\$	\$	\$	\$	%
Opening Funding Surplus(Deficit)		5,090,559	5,090,559	5,102,373	11,814	0.2%
Revenue from operating activities						
Rates		46,428,195	46,378,195	46,401,815	23,620	0.1%
Operating Grants, Subsidies and Contributions		2,138,561	824,038	796,481	(27,557)	-3.3%
Fees and Charges		27,001,820	13,604,599	14,203,179	598,580	4.4%
Interest Earnings		2,112,800	1,216,120	1,681,908	465,788	38.3%
Service Charges		7,114,538	7,114,538	7,019,275	(95,263)	-1.3%
Other Revenue		1,799,254	1,123,787	889,893	(233,894)	-20.8%
Profit on Disposal of Assets		6,207,632	3,066,666	3,059,667	(6,999)	-0.2%
		92,802,800	73,327,943	74,052,218	724,275	1.0%
Expenditure from operating activities						
Employee Costs		(36,202,448)	(17,949,096)	(18,071,210)	(122,114)	0.7%
Materials and Contracts		(29,901,942)	(14,002,315)	(13,791,174)	211,141	-1.5%
Utility Charges		(2,298,869)	(1,136,160)	(1,145,992)	(9,832)	0.9%
Depreciation on Non-Current Assets		(14,884,439)	(7,442,238)	(7,711,782)	(269,544)	3.6%
Interest Expenses		(341,520)	(180,434)	(109,230)	71,204	-39.5%
Insurance Expenses		(761,739)	(380,868)	(380,868)	0	0.0%
Other Expenditure		(1,059,342)	(472,785)	(785,997)	(313,212)	66.2%
Loss on Disposal of Assets		(40,846)	0	(30,248)	(30,248)	0.0%
		(85,491,145)	(41,563,896)	(42,026,501)	(462,605)	1.1%
Operating activities excluded from budget						
Add Deferred Rates Adjustment		0	0	(337,938)	(337,938)	0.0%
Add Back Depreciation		14,884,439	7,442,238	7,711,782	269,544	3.6%
Service Charges Receivable		(4,101,446)	(1,774,713)	(1,754,004)	20,709	-1.2%
Adjust (Profit)/Loss on Asset Disposal		(6,166,786)	(3,066,666)	(3,029,419)	37,247	-1.2%
		4,616,207	2,600,859	2,590,421	(10,438)	-0.4%
Amount attributable to operating activities		11,927,862	34,364,906	34,616,138	251,232	0.7%
Investing Activities						
Non-operating Grants, Subsidies and Contributions		4,078,089	2,074,254	2,086,359	12,105	0.6%
Purchase Property, Plant and Equipment	5	(9,778,223)	(3,006,045)	(2,915,284)	90,761	-3.0%
Purchase Infrastructure Assets	5	(13,197,515)	(5,981,346)	(5,920,264)	61,082	-1.0%
Proceeds from Joint Venture Operations		5,833,333	2,916,666	2,916,667	1	0.0%
Proceeds from Disposal of Assets		557,810	243,000	237,117	(5,883)	-2.4%
		(12,506,506)	(3,753,471)	(3,595,405)	158,066	-4.2%
Amount attributable to investing activities		(12,506,506)	(3,753,471)	(3,595,405)	158,066	-4.2%
Financing Activities						
Principal elements of finance lease payments		(306,230)	(153,118)	(153,115)	3	(0.0%)
Repayment of Loans		(1,776,541)	(738,456)	(738,456)	0	0.0%
Proceeds from New Loans		2,500,000	2,167,128	2,167,128	0	0.0%
Transfer to Reserves	6	(8,906,702)	(4,096,264)	(4,230,938)	(134,674)	3.3%
Transfer from Reserves	6	4,373,612	983,000	970,467	(12,533)	-1.3%
Amount attributable to financing activities		(4,115,861)	(1,837,710)	(1,984,914)	(147,204)	8.0%
Closing Funding Surplus(Deficit)		396,054	33,864,284	34,138,192	273,908	0.8%



CITY OF VINCENT

**CITY OF VINCENT
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 NOTE 2 - NET CURRENT FUNDING POSITION
 FOR THE PERIOD ENDED 31 DECEMBER 2025**

	Note	YTD Actual 31/12/2025 \$	PY Actual 31/12/2024 \$
Current Assets			
Cash Unrestricted		31,393,733	30,133,298
Cash Restricted		33,192,241	26,232,585
Receivables - Rates	7	11,937,425	10,407,986
Receivables - Other	7	4,534,232	4,212,247
Inventories		2,038,945	1,463,456
		83,096,576	72,449,573
Less: Current Liabilities			
Payables		(9,870,294)	(12,131,281)
Provisions - employee		(6,308,101)	(5,499,656)
		(16,178,395)	(17,630,937)
Unadjusted Net Current Assets		66,918,181	54,818,636
Adjustments and exclusions permitted by FM Reg 32			
Less: Reserves - restricted cash	6	(33,192,241)	(26,232,584)
Less: Land held for sale		(1,605,009)	(1,101,531)
Add: Current portion of long term borrowings		1,778,487	1,522,513
Add: Infringement Debtors transferred to non current asset		0	1,625,260
Add: Current portion of long term finance lease liabilities		238,775	269,973
		(32,779,988)	(23,958,355)
Adjusted Net Current Assets		34,138,192	30,860,281



**CITY OF VINCENT
NOTE 3 - STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 DECEMBER 2025**

	Note	YTD Actual 31/12/2025 \$	PY Actual 30/06/2025 \$
Current Assets			
Cash Unrestricted		31,393,733	11,767,487
Cash Restricted		33,192,241	29,931,772
Receivables - Rates	7	11,937,425	2,085,717
Receivables - Other	7	4,534,232	5,198,538
Inventories		2,038,945	1,932,767
Total Current Assets		83,096,576	50,916,281
Non-Current Assets			
Receivables - Rates		1,913,089	271,497
Receivables - Other		604,108	604,108
Inventories		15,398	14,774
Investment in associate		13,466,665	13,466,665
Property, plant and equipment		253,743,777	254,904,208
Infrastructure		157,173,577	154,855,365
Right of use assets		390,564	540,211
Intangible assets		37,063	45,796
Total Non-Current Assets		427,344,241	424,702,624
Total Assets		510,440,817	475,618,905
Current Liabilities			
Payables		(9,870,294)	(10,280,841)
Provisions - employee		(6,308,101)	(6,337,611)
Total Current Liabilities		(16,178,394)	(16,618,452)
Non-Current Liabilities			
Borrowings		(8,052,681)	(6,965,964)
Employee related provisions		(664,345)	(664,345)
Total Non-Current Liabilities		(8,717,026)	(7,630,309)
Total Liabilities		(24,895,420)	(24,248,761)
Net Assets		485,545,396	451,370,144
Equity			
Retained Surplus		(151,269,675)	(120,354,891)
Reserve Accounts		(33,192,241)	(29,931,772)
Revaluation Surplus		(301,083,480)	(301,083,481)
Total Equity		(485,545,396)	(451,370,144)

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
INFRASTRUCTURE AND ENVIRONMENT DIRECTORATE
 AS AT 31 DECEMBER 2025



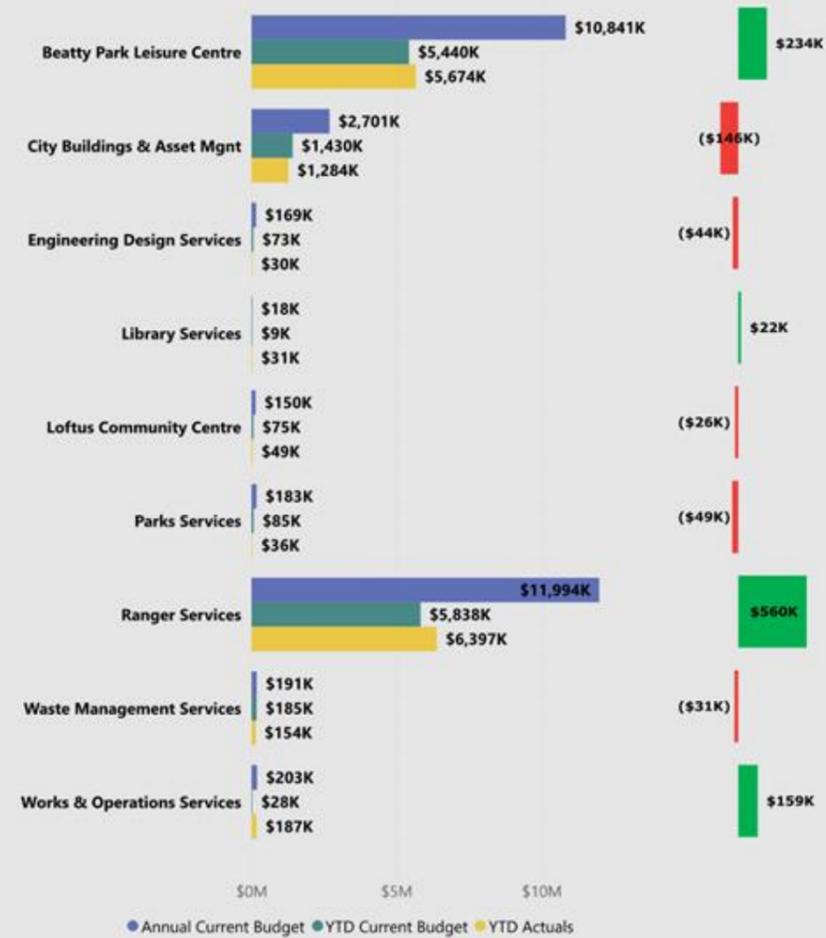
ANNUAL INCOME BUDGET VS ACTUAL

\$0.7M

ANNUAL EXPENDITURE BUDGET VS ACTUAL

\$0.4M

INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



KEY VARIANCE COMMENTARY
 (\$20,000 and 10%)

Beatty Park Leisure Centre
 \$234k favourable income mostly due to timing variances for membership and fees and charges.
 \$191k unfavourable expenditure mostly due to timing variances in employee related costs \$225k, depreciation expense \$106k and other expenditure costs of \$36k, partially offset by favourable materials and contracts \$93k, utilities \$61k and interest expense of \$22k.

City Buildings & Asset Management
 \$146k unfavourable income mostly due to a timing variance for lease and hire fees income.
 \$94k unfavourable expenditure mostly due to timing variances for depreciation expense \$47k, utilities \$42k and other expenditure by \$28k.

Engineering Design Services
 \$44k unfavourable income mainly due to a timing variance in advertising fees income \$24k.
 \$111k favourable expenditure mainly due to timing variances for materials and contracts \$72k and employee related costs of \$34k.

Library Services
 \$22k favourable income mainly due to a timing variance in fees and charges of \$13k.
 \$76k unfavourable expenditure mainly due to a timing variance in employee related costs of \$47k and materials and contracts \$25k.

Loftus Community Centre
 \$26k unfavourable income mainly due to a timing variance in fees and charges.

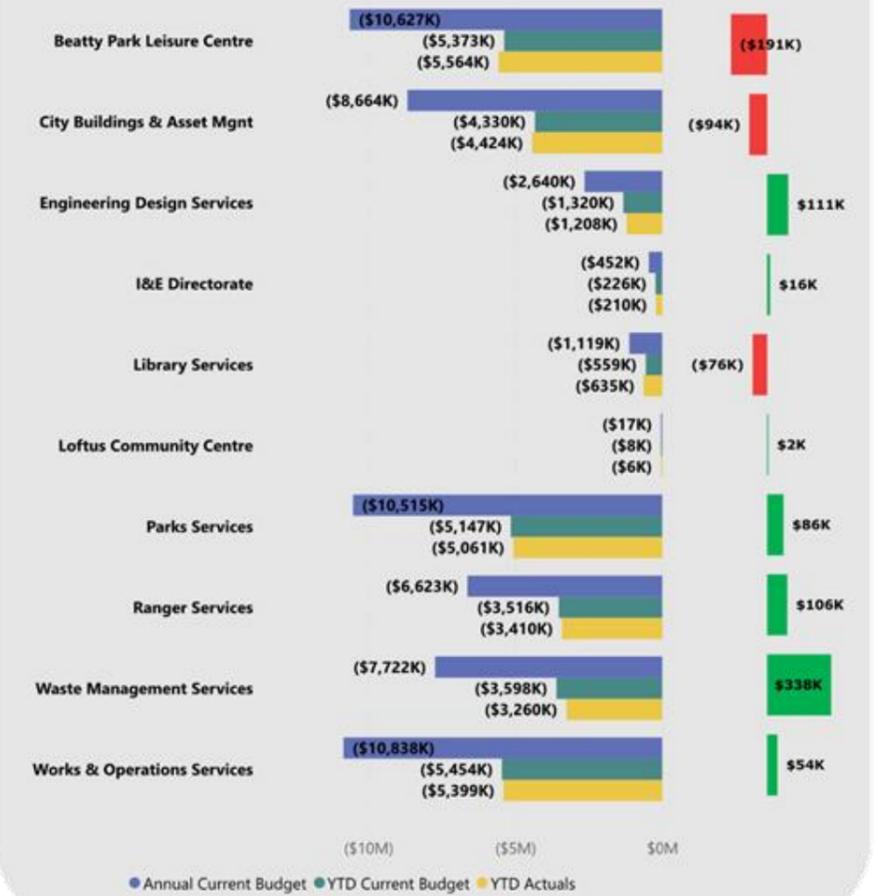
Parks Services
 \$49k unfavourable income mainly due to timing variance in hire fees and charges.
 \$86k favourable expenditure mainly due to timing variances for employee related costs of \$301k, depreciation costs of \$43k, partially offset by unfavourable expenditure of \$242k in materials and contracts.

Ranger Services
 \$560k favourable income mainly due to timing variance in fees and charges \$560k.
 \$106k favourable expenditure mainly due to a timing variance in equipment maintenance costs \$148k, partially offset by an unfavourable variance in materials and contracts \$41k.

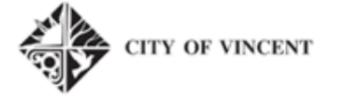
Waste Management Services
 \$31k unfavourable income mainly due to timing variance in waste and recycling fees.
 \$338k favourable expenditure mainly due to timing variance in employee related costs \$145k, materials and contracts of \$122k, and interest expense of \$41k.

Works & Operations Services
 \$159k favourable income mainly due to timing variance in grants and subsidies of \$131k.
 \$54k favourable expenditure mainly due to timing variances for materials and contracts of \$302k, partially offset by unfavourable expenditure of \$174k in depreciation and \$41k in other expenditure.

EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
COMMUNITY & BUSINESS SERVICES DIRECTORATE
OFFICE OF THE CEO
 AS AT 31 DECEMBER 2025



ANNUAL INCOME BUDGET VS ACTUAL

\$0.7M

ANNUAL EXPENDITURE BUDGET VS ACTUAL

\$0.3M

KEY VARIANCE COMMENTARY
 (\$20,000 and 10%)

Community Development
 \$39k unfavourable expenditure mainly due to timing variance in materials and contracts of \$14k and other expenditure of \$14k.

Customer Relations
 \$47k unfavourable expenditure mainly due to timing variance in employee related costs of \$27k and materials and contracts of \$14k.

Human Resources
 \$25k unfavourable income mainly due to timing variances of \$25k in reimbursements from Centrelink.

Information Communication and Technology
 \$140k unfavourable expenditure mainly due to timing variance in software licences \$270k, employee related costs \$26k and internet and telephone costs of \$23k, partially offset by favourable timing variances in consultants \$95k and operating initiatives \$89k.

Marketing and Communications
 \$158k unfavourable expenditure mainly due to a timing variance in materials and contracts of \$76k, other expenditure \$48k and employee related costs of \$30k.

Rates Services
 \$49k unfavourable income mainly due to lower service charges \$95k, partially offset by a favourable variance in interest earnings of \$30k.

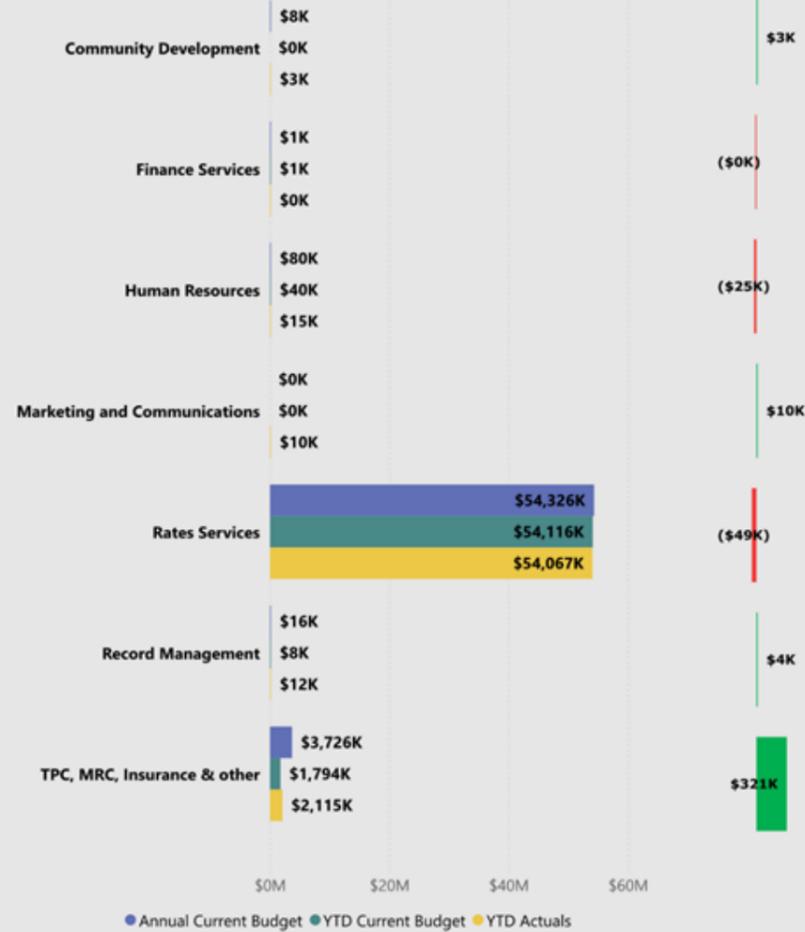
Record Management
 \$21k unfavourable expenditure mainly due to timing variances in materials and contracts of \$11k.

TPC, MRC, Insurance & Other
 \$321 favourable income mainly due to higher interest earnings \$436k, partially offset by unfavourable timing variance in grants and subsidies of \$143k.

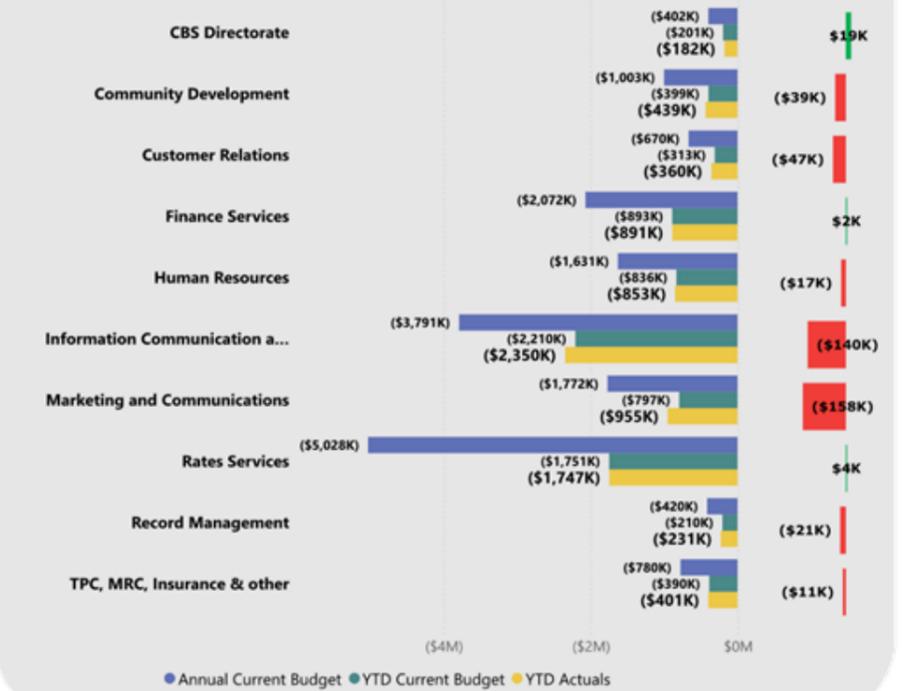
Major Projects
 \$112k unfavourable expenditure mainly due to timing variance in employee related costs of \$63k and materials and contracts \$49k.

Members of Council
 \$36k favourable expenditure mainly due to timing variances in materials and contracts.

INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals

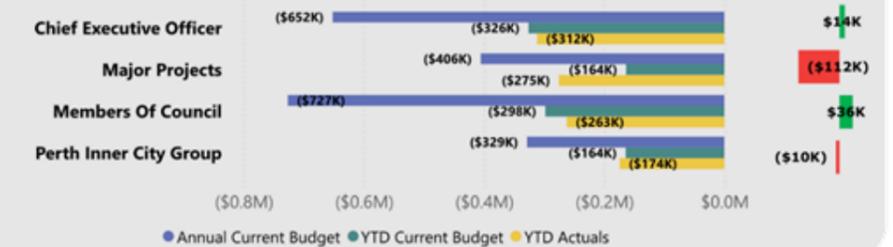


EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



OFFICE OF THE CEO

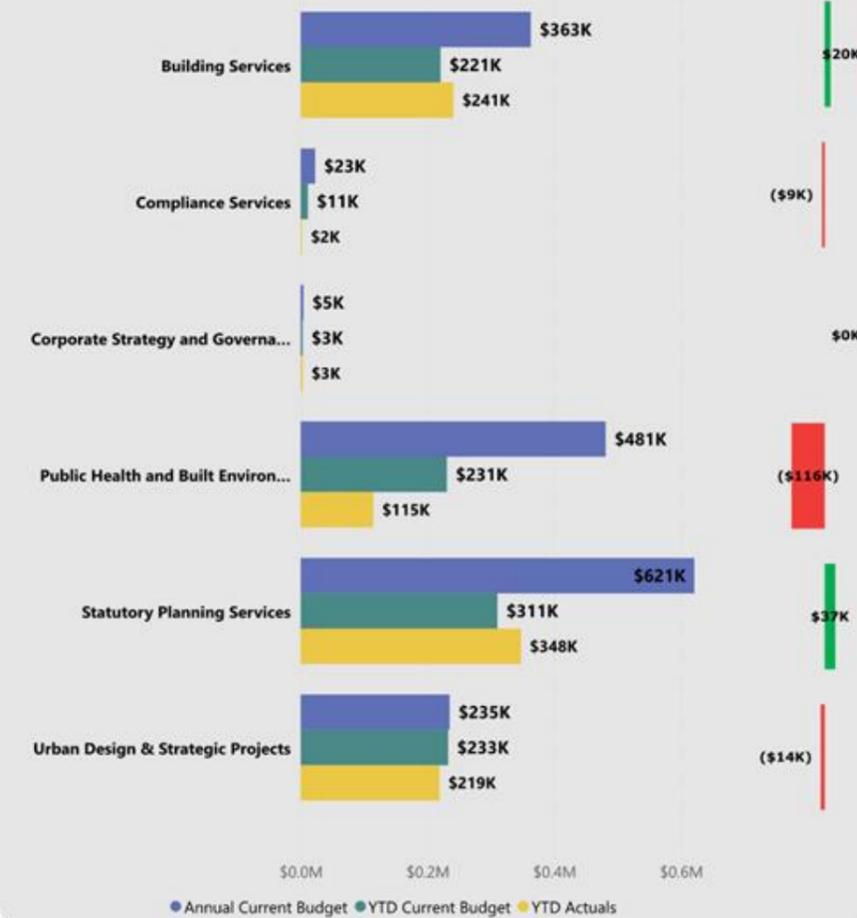
EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
STRATEGY AND DEVELOPMENT DIRECTORATE
 AS AT 31 DECEMBER 2025



INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



ANNUAL INCOME BUDGET VS ACTUAL

(\$0.1M)

ANNUAL EXPENDITURE BUDGET VS ACTUAL

\$0.6M

KEY VARIANCE COMMENTARY
 (\$20,000 and 10%)

Building Services
 \$20k favourable variance in income, primarily attributable to a higher number of building licence application received.
 \$29k unfavourable expenditure mainly due to timing variance in employee related costs of \$34k, partially offset by materials and contracts \$6k.

Compliance Services
 \$174k favourable expenditure mainly due to a timing variance in employee related costs of \$150k and materials and contracts of \$23k.

Corporate Strategy and Governance
 \$37k favourable expenditure mainly due to timing variance in employee related costs of \$34k.

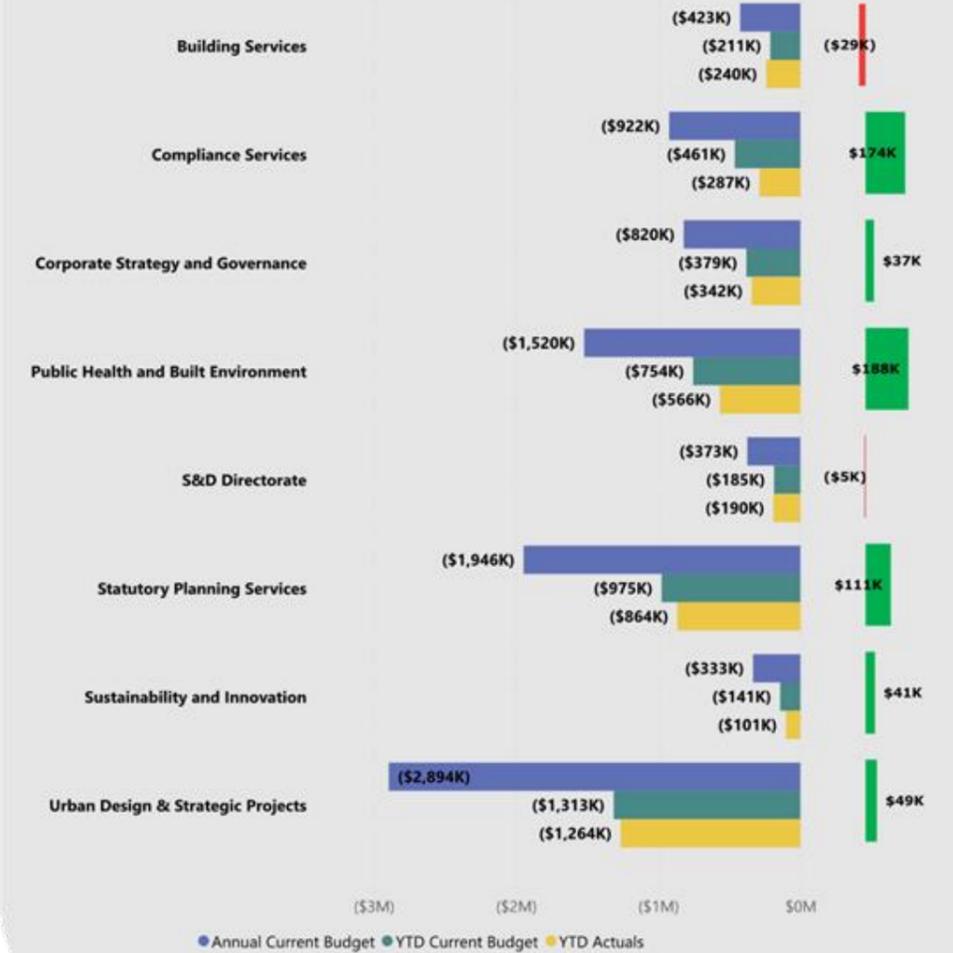
Public Health and Built Environment
 \$116k unfavourable income mainly due to lower fees and charges.
 \$188k favourable expenditure mainly due to a timing variance of \$128k in materials and contracts and \$57k in employee related costs.

Statutory Planning Services
 \$37k favourable income mainly due to timing variance in fees and charges of Development applications.
 \$111k favourable expenditure mainly due timing variances in materials and contracts \$77k and employee related costs of \$67k.

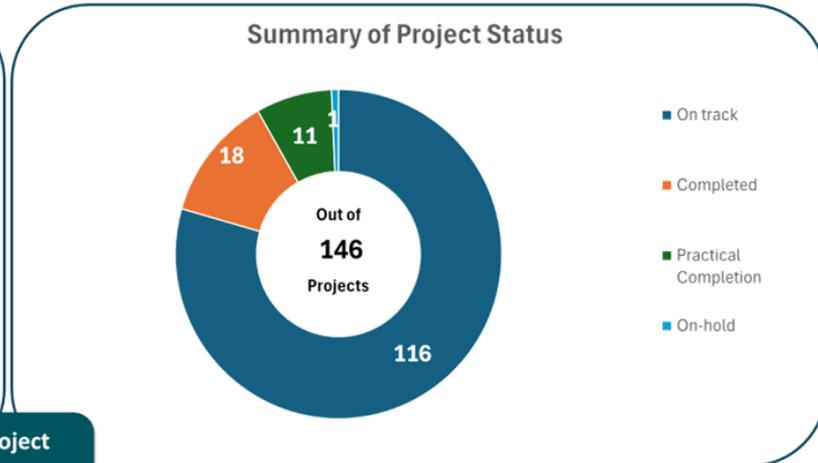
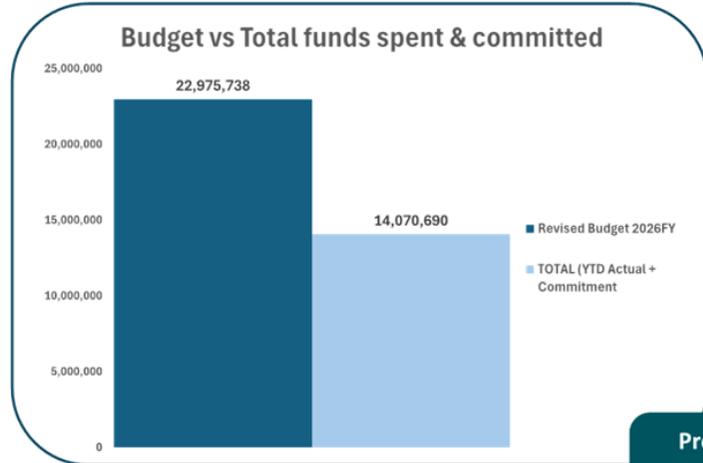
Sustainability and Innovation
 \$41k favourable expenditure mainly due to timing variance in employee related costs of \$38k.

Urban Design & Strategic Projects
 \$49k favourable expenditure mainly due to timing variances in materials and contracts.

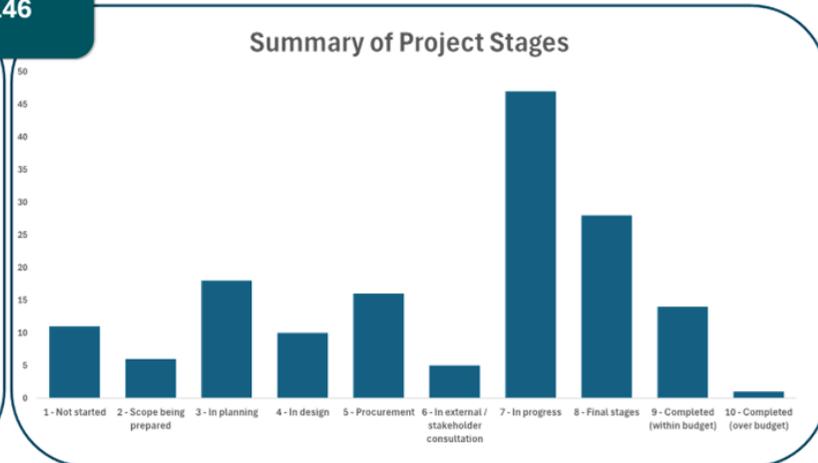
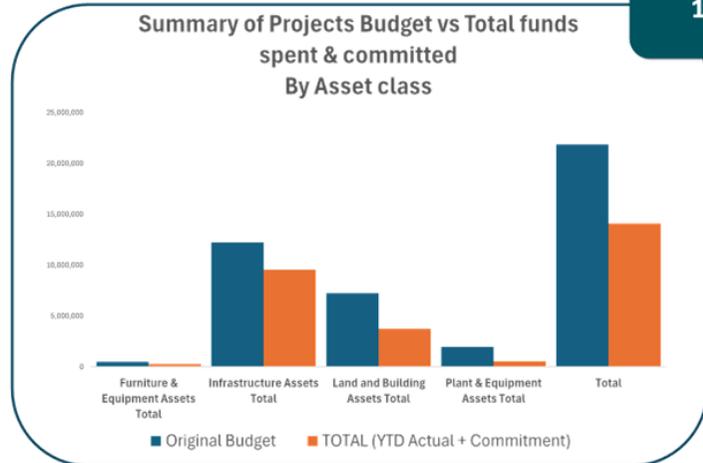
EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



Note 5 - City Of Vincent - Capex Report As At 31 December 2025



Project 146



CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2025/26
AS AT 31 DECEMBER 2025

WO Name	Revised Budget 2026FY	YTD Budget	YTD Actual	YTD Variance	Commitment	Status	Stage	Commentary
Land & Building Assets								
Air Conditioning & HVAC Renewal								
Air Conditioning & HVAC Renewal - Admin	516,869	300,000	285,563	14,437	250	On track	8 - Final stages	Stage 2 works completed
Air Con & HVAC Renew - Miscellaneous	100,000	60,000	54,454	5,546	-	On track	7 - In progress	Works in progress
Air Con/HVAC Renew - Mt Hawthorn Comm Centre (Leased)	100,000	-	2,428	(2,428)	15,260	On track	4 - In design	Seeking design layout
Leederville Oval - HVAC Renewal - East Perth Function Room	-	-	97,200	(97,200)	950	On track	8 - Final stages	Works completed. DLP Period has commenced.
Public Toilet Renewal Program								
Charles Varyard Reserve Clubroom Toilets	45,000	-	-	-	-	-	1 - Not started	
Litlis Stadium Works								
Litlis Stadium Floodlights	940,000	500,000	437,677	62,323	281,338	On track	7 - In progress	Works in progress
BPLC - Construction of Indoor Changerooms								
BPLC - Construc & Fit Out Indoor Pool Changerooms	33,367	-	-	-	33,367	Completed	9 - Completed (within budget)	Works completed in FY25, DLP payment is due in FY26
Litlis Stadium changeroom redevelopment								
Infrastructure Works - Litlis Stadium	210,446	210,446	115,027	95,419	72,953	On track	8 - Final stages	Project practical completion achieved
Floreat Athena Clubroom Refurbishment - Litlis Stadium	68,364	68,364	110,249	(41,885)	2,000	On track	8 - Final stages	Project practical completion achieved
Beatty Park Leisure Centre - Facilities Infrastructure								
BPLC - Facilities Infrastructure Renewal	-	-	88,542	(88,542)	17,830	On track	7 - In progress	Works in progress
BPLC - Mechanical - HVAC Systems Renewal	25,000	25,000	-	25,000	22,410	-	1 - Not started	
BPLC - Structure - Roof & Building Renewal	225,000	75,000	-	75,000	-	On track	7 - In progress	Works in progress
BPLC - Eastern Side Grandstand - Water Ingress	348,577	-	-	-	-	On track	5 - Procurement	In procurement
Beatty Park Leisure Centre - Repair and maintain Heritage Grandstand	954,277	954,277	939,372	14,905	49,441	On track	8 - Final stages	Final works to complete
Miscellaneous Asset Renewal (City Buildings)								
Misc Asset Renewal - City buildings	250,000	60,000	53,281	6,719	52,250	On track	7 - In progress	Works in progress
Forrest Park Croquet - Kitchen Renewal	45,000	-	-	-	53,842	On track	7 - In progress	Works due to start
City Buildings Painting Renewal	30,000	-	-	-	-	On track	5 - Procurement	In procurement
Mt Claremont Depot								
Mt Claremont Depot	570,000	50,000	32,634	17,366	27,717	On track	7 - In progress	Works in progress
Land and Building Asset Renewal Projects								
DLGSC - HVAC, Plant & Fire Services Renewals	665,000	30,000	23,948	6,052	519,121	On track	7 - In progress	Waiting on delivery of equipment
Lease Property Non Scheduled Renewal	78,000	-	18,553	(18,553)	40,948	On track	7 - In progress	Works in progress
Library Renewals - Upgrades to Accessibility	200,000	10,000	6,600	3,400	5,000	On track	7 - In progress	Works in progress
Leederville Oval - Misc Buildings Renewal	200,000	75,000	73,890	1,110	11,870	On track	7 - In progress	Works in progress
Loftus - Gymnastics WA - Roof Renewal	80,000	10,000	2,482	7,518	-	On track	3 - In planning	In planning
Mt Hawthorn Com Centre - Roof Renewal	200,000	-	-	-	-	On track	4 - In design	Coordinating with HVAC works
Toilet/ facilities upgrade - Loftus Rec Ctr (Belgravia)	250,000	10,000	8,226	1,774	-	On track	7 - In progress	Works in progress
Highgate Child Health Clinic Renewal (Leased Child and Adolescent Health)	20,000	20,000	16,200	3,800	-	On track	7 - In progress	Works in progress
Royal Park Hall - Carpet and Blind Renewal	30,000	30,000	28,929	1,071	-	On track	8 - Final stages	In final stages
Admin Building Renewal	50,000	-	-	-	-	-	1 - Not started	
Beatty Park Reserve Toilet	490,000	15,000	10,774	4,226	-	On track	3 - In planning	In planning
Halvorsen Halli - Renewal/Upgrade	165,000	-	-	-	1,700	-	1 - Not started	
North Perth Bowling Club - Driveway Renewal	50,000	50,000	52,520	(2,520)	-	On track	7 - In progress	Works in progress
Asbestos Management Plan - Childcare (as per asbestos register)	50,000	-	-	-	-	-	1 - Not started	
Water and Energy Efficiency Initiatives								
Water and Energy Efficiency Initiatives	150,000	5,000	5,051	(51)	8,260	On track	7 - In progress	Works in progress
Forrest Park Reserve								
Forrest Park Reserve Project	-	-	24,161	(24,161)	24,346	On track	7 - In progress	
Land & Building Assets Total								
	7,139,900	2,558,087	2,487,761	70,326	1,240,851			
Furniture & Equipment Assets								
Furniture & Equipment								
BPLC - Non Fixed Assets Renewal	60,000	30,000	26,322	3,678	3,146	On track	7 - In progress	Works in progress
BPLC Non-Infrastructure Fixed Asset Renewal	12,000	12,000	5,985	6,015	-	On track	7 - In progress	FY25 Project
Accessible City Strategy Implementation Program								
Accessible City Strategy Implementation - Capex for future years subject to Cash-in Lieu Reserve Funds received	214,740	25,000	21,144	3,856	40,498	On track	7 - In progress	

ICT Renewal Program									
ICT Infrastructure Renewal	110,958	110,958	122,847	(11,889)	-	On track	7 - In progress	Works in progress	
Public Arts Projects									
COVID-19 Artwork relief project	123,625	-	-	-	16,125	On track	3 - In planning		
Miscellaneous Asset Renewal (City Buildings)									
Furniture and Equipment Renewal - (Admin, Library and Depot)	25,000	20,000	18,210	1,790	-	On track	7 - In progress	Furniture replacement in progress	
Parking Machines Asset Replacement Program									
Parking Infrastructure Renewal Program	153,000	-	-	-	-	On track	5 - Procurement	In procurement	
Furniture & Equipment Assets Total	699,323	197,958	194,507	3,451	59,769				
Plant & Equipment Assets									
Major Plant Replacement Program									
Heavy Fleet Replacement Program	1,086,500	250,000	233,015	16,985	222,632	On track	7 - In progress	In progress	
Fleet Management Program									
Light Fleet Replacement - Annual Allocation	-	-	-	-	-	On track	3 - In planning		
P1267 - Toyota Camry Hybrid 2.5L Rego 1GUX039	50,000	-	-	-	-	On track	8 - Final stages	Expected delivery Jan 2026	
P1270 - Toyota Corolla Hybrid 1GWG751, Ascent Hatch	50,000	-	-	-	-	On track	3 - In planning		
P1271 - Toyota Corolla Hybrid 1GWG752, Ascent Hatch	50,000	-	-	-	-	On track	3 - In planning		
P1273 - 1GW073, Nissan LEAF Ev 18MY	50,000	-	-	-	-	On track	3 - In planning		
P1281 - HYUNDI - Ioniq EV Hatch - 1HCJ354 Rangers	50,000	-	-	-	-	On track	3 - In planning		
P1282 - Toyota Corolla Sedan Hybrid - 1HDR934	50,000	-	-	-	-	On track	3 - In planning		
P2193 - Nissan Navara 4x2 - 1GG990	50,000	-	-	-	41,118	On track	8 - Final stages	Expected delivery Jan 2026	
P2212 - Nissan Navara 4x DSL Auto DC RK - 1HCO126	50,000	-	-	-	-	On track	4 - In design	Specifications and Procurement Plan in progress	
P2213 - Renault Kangaroo 1HY67	50,000	-	-	-	45,685	On track	5 - Procurement	Specifications and Procurement Plan in progress	
P2215 - NAVARA 4X2 1HK0697	50,000	-	-	-	-	On track	4 - In design	Specifications and Procurement Plan in progress	
P2217 - Nissan Navara Dual Cab 4x2 Auto 1HNK939	50,000	-	-	-	-	On track	4 - In design	Specifications and Procurement Plan in progress	
P2216 - Nissan Navara Dual Cab 4x2 Auto 1HKT763	50,000	-	-	-	-	On track	4 - In design	Specifications and Procurement Plan in progress	
P1278 - Toyota Corolla Hybrid Ascent 1GZQ221	50,000	-	-	-	-	On track	3 - In planning		
P1283 - Toyota Corolla Hybrid 1HFD003	50,000	-	-	-	-	On track	3 - In planning		
P1284 - Toyota Yaris 1HFJ099	50,000	-	-	-	-	On track	3 - In planning		
P1285 - Toyota Yaris Hybrid 1HGJ592	50,000	-	-	-	-	On track	3 - In planning		
P1290 - Hyundai Ioniq EV 1HNK941	50,000	-	-	-	-	On track	3 - In planning		
Artists									
Artists - Public Art - Sculpture	2,500	-	-	-	2,400	-	1 - Not started		
Plant & Equipment Assets Total	1,939,000	250,000	233,015	16,985	311,835				
Infrastructure Assets									
Robertson Park Development Plan - Stage 1									
Robertson Park Stage 1B - Tennis Centre	2,434,169	1,300,000	1,237,560	62,440	1,148,483	On track	7 - In progress	Works in progress	
Greening program - Robertson Park	-	-	536	(536)	-	On track	7 - In progress		
MISCELLANEOUS									
Temporary at-grade car park	248,796	248,796	292,174	(43,378)	-	Practical Completion	8 - Final stages	Project completed	
Wandoolier/ Banks Reserve Master Plan Implementation									
Boardwalk - Interpretation Node	-	-	1,452	(1,452)	-	Completed	9 - Completed (within budget)	FY25 project, completed	
General landscape - EPPS Foreshore Upgrades	40,000	19,998	12,178	7,820	-	On track	7 - In progress	Works in progress	
Skate Space at Britannia Reserve									
Mt Hawt Skate Park - Youth Skate Facility (Election Commitment)	52,565	-	300	(300)	-	On track	8 - Final stages		
Parks Fencing Renewal Program									
Braithwaite Park - Renew Perimeter Fencing	160,000	-	-	-	160,000	On track	5 - Procurement	In procurement	
Leake/Alma St Res - renew playground fencing	10,000	-	-	-	-	On track	5 - Procurement	In procurement	
Edinboro Street Reserve - Renew Perimeter Fencing	40,000	-	-	-	40,000	On track	5 - Procurement	In procurement	
Lilis Stadium - Install New Fence (western end)	20,000	-	-	-	-	On track	5 - Procurement	In procurement	
Footpath Upgrade and Renewal Program									
Footpath Upgrade and Renewal Program	248,750	125,000	122,486	2,514	50,446	On track	7 - In progress	Works in progress	

Parks Irrigation Upgrade & Renewal Program									
Hyde Park - renew groundwater bores No 24 and 29	60,000	-	-	-	60,000	On track	5 - Procurement		
Robertson Park - renew groundwater bore No 31	50,000	-	-	-	50,000	On track	5 - Procurement		
Weld Square - renew irrigation system and install iron filter	180,000	-	3,810	(3,810)	-	On track	4 - In design	In design	
Beatty Park Res - renew in-ground irrigation system, electrical cabinet and install iron filter	250,000	-	4,180	(4,180)	-	On track	4 - In design	In design	
Birdwood Square - renew irrigation system and electrical cabinet	145,000	-	-	-	145,000	On track	7 - In progress	Works to commence in Jan-26	
Forrest Park - upgrade irrigation system and electrical cabinet	6,940	6,940	11,860	(4,920)	-	Completed	9 - Completed (within budget)	FY2025 project, completed	
Sullivan Logistics Stadium (Leederville Oval)									
Sullivan Logistics Stadium (Leederville Oval) Turf Upgrade	103,792	30,000	21,957	8,043	1,572	Completed	9 - Completed (within budget)	FY25 project, turf upgrade completed	
Sullivan Logistics Stadium (Leederville Oval) Lighting Upgrade	360,147	250,000	214,192	35,808	104,038	Completed	7 - In progress	FY25 project, lighting upgrade completed. Additional works to continue	
Road Maintenance Programs – MRRG									
Annual MRRG Program - bgt to be split	78,705	-	-	-	-	On track			
MRRG - London St North Bound - Green St	199,333	199,333	229,943	(30,610)	4,593	Completed	8 - Final stages	Project completed, awaiting final invoice	
MRRG - London St South Bound - Green St to Gill St	199,333	199,333	230,544	(31,211)	-	Completed	8 - Final stages	Project completed, awaiting final invoice	
MRRG - Bulwer Street EB & WB - Smith St to Beaufor	182,907	182,907	251,282	(68,375)	33,604	Practical Completion	9 - Final stages	Project completed	
MRRG - Lord St North Bound - Newcastle St	115,416	115,416	112,104	3,312	13,998	Practical Completion	8 - Final stages	Project completed	
MRRG - Lord St South Bound - Newcastle St to Parry St	93,220	93,220	110,466	(17,246)	-	Practical Completion	8 - Final stages	Project completed	
MRRG - Lord St North Bound - Parry St to Edward St	137,012	137,012	115,106	21,906	-	Practical Completion	8 - Final stages	Project completed	
MRRG - Lord St South Bound - Parry St to Edward St	104,074	104,074	110,466	(6,392)	14,653	Practical Completion	8 - Final stages	Project completed	
Road Maintenance Programs – Local Road Program									
Annual Local Roads Program - bgt to be split	-	-	12,209	(12,209)	-	On track			
LRP - Grosvenor Road - Norfolk St to William St	-	-	42	(42)	20,585	On track	7 - In progress		
LRP - Commonwealth Ave - Anzac Rd to Chamberlain St	131,350	131,350	125,480	5,890	-	Practical Completion	8 - Final stages	Project completed	
LRP - Fleet St - Bourke St to Richmond St	147,052	147,052	81,326	65,726	-	Practical Completion	8 - Final stages	Project completed	
LRP - Fitzroy St - Fitzgerald St to Dead end	89,651	89,651	79,982	9,669	590	On track	9 - Final stages	Works in progress	
LRP - Franklin St - Oxford St to Meisakuca Ln	105,020	25,000	17,686	7,315	64,782	On track	7 - In progress		
LRP - Ruth St - William St to Wade St	48,816	48,816	52,945	(4,129)	-	On track	8 - Final stages	Works in progress	
LRP - Salisbury St - Oxford St to Shakespeare St	161,795	161,795	114,629	47,166	545	On track	8 - Final stages		
LRP - Campsie St Bourke St to Cul de Sac	44,174	44,174	34,898	9,276	-	Completed	9 - Completed (within budget)	Project completed, awaiting final invoice	
LRP - Gaiway St - Oxford St to 60m in	81,362	20,000	14,035	5,965	74,428	On track	7 - In progress		
LRP - Raglan Rd - Hutt St to Wacoat St	203,144	150,000	138,627	11,373	44,335	On track	7 - In progress		
LRP - Zetina St - Gardiner St to Cul de Sac	108,588	60,000	58,616	1,384	1,500	Practical Completion	8 - Final stages		
LRP - Woodstock St - London St to R.O.W 104	179,335	-	-	-	-	-	1 - Not started		
LRP - Cavendish St - Lincoln St to Chatsworth Rd	209,883	-	-	-	-	-	1 - Not started		
LRP - Raglan Rd - Fitzgerald St to Norfolk St	189,832	-	1,106	(1,106)	135,584	-	1 - Not started		
LRP - Glebe Street - View St to Alma Rd	-	-	1,500	(1,500)	-	Completed	9 - Completed (within budget)	FY25 project, completed	
Parks Greening Plan Program									
Greening plan	211,688	100,000	100,160	(160)	85,309	On track	5 - Procurement	Planning for 2026 season, stock ordered	
Post PSHB Restoration Works	227,469	75,000	69,425	5,575	201,777	On track	7 - In progress	Island revegetation works underway	
Traffic Management Improvements									
Minor Traffic Management Improvements	300,000	100,000	97,935	2,065	58,289	On track	7 - In progress	Works in progress	
Parks Infrastructure Upgrade & Renewal Program									
Birdwood Square Floodlight Renewal	300,000	-	922	(922)	-	On track			
Parks Infrastructure Upgrade & Renewal - BBO provision	60,000	60,000	59,554	446	25	Completed	9 - Completed (within budget)	Project completed	
Infrastructure Upgrade/Renewal Program - General Provision	100,000	20,000	19,748	252	27,144	On track	7 - In progress	Works in progress	
Oxford St Reserve - renew park furniture	40,000	-	-	-	-	On track	5 - Procurement	In procurement	
Streetscape - renew furniture	50,000	-	-	-	-	On track	2 - Scope being prepared	Scope to be prepared	
Menzies Park Floodlights Upgrade	430,500	-	-	-	5,070	On track	5 - Procurement	In procurement	
Accessible City Strategy Implementation Program									
Wayfinding Implementation Plan - Stage 1	125,800	-	-	-	-	-	1 - Not started		
Road Maintenance Programs – State Black Spot									
State Black Spot Programs scheduled annually	-	-	-	-	-	On track			
Blackspot - Bibbans Street with Smith and Brewer St	61,000	20,000	20,997	(997)	-	On track	7 - In progress		
Blackspot - Eton from Haynes Street to SBR intersection	90,000	10,000	2,048	7,952	-	On track	6 - In external / stakeholder consultation	Works in progress	
Road Maintenance Programs – Roads to Recovery									
Annual Roads to Recovery Program - bgt to be split	18,922	-	300	(300)	-	On track			
R2R - Farmer St - Fitzgerald St to Angove St	380,000	380,000	417,070	(37,070)	65,273	Practical Completion	8 - Final stages	Project completed	
R2R - Ruth St - Lake St to William St	98,823	98,823	156,042	(57,219)	1,120	Practical Completion	8 - Final stages	Project completed	
Public Open Space Strategy Implementation Plan									
Public Open Space Strategy Implementation	31,200	31,200	30,283	917	-	Completed	9 - Completed (within budget)	Project completed	
Parks Lighting Renewal Program									
Lighting Renewal Program - General Provision	52,000	-	-	-	145	On track	5 - Procurement	In procurement	
Axford Park Lighting Upgrade	200,000	100,000	90,951	9,049	100,000	On track	7 - In progress	Works in progress	
Gully Soak-well and Minor Drainage Improvement Pro									
Catchment Drainage Improvements	400,000	275,000	256,577	18,423	25,398	On track	7 - In progress	Works in progress	

Parks Eco-Zoning Program									
Monmouth Street	8,136	-	-	-	-	On hold	1 - Not started	On hold	
Parks Eco-Zoning - General Provision	20,000	-	-	-	-	On track	2 - Scope being prepared	Locations and costings being determined	
Road Reserves - Eco-zoning	3,213	3,213	3,247	(34)	-	Completed	10 - Completed (over budget)	FY25 project completed	
Parks Pathways Renewal Program									
Hyde Park Re-asphalt Pathways	50,000	-	400	(400)	43,842	On track	2 - Scope being prepared	Scope being prepared	
Pathways Renewal Program - General Provision	80,000	10,000	7,994	2,006	65,663	On track	7 - In progress	Awaiting completion of other pathways	
Smith's Lake - re-asphalt existing bitumen pathways	45,000	-	-	-	-	On track	2 - Scope being prepared	Scope being prepared	
Robertson Park - re-asphalt existing bitumen pathways	60,000	-	-	-	-	On track	2 - Scope being prepared	Scope being prepared	
Mick Michael Park - re-asphalt existing bitumen pathways	35,000	-	-	-	-	On track	2 - Scope being prepared	Scope being prepared	
Car Parking Upgrade/Renewal Program									
Accessibility audits and proposed project implementation	50,000	-	-	-	-	On track	3 - In planning	Preparing scope of works	
Bus Shelter Replacement and Renewal Program									
Bus Shelters - Replace & Upgrade	65,975	40,000	40,874	(874)	-	On track	7 - In progress	Works in progress	
Parks Playground / Exercise Equipment Upgrade & Renewal Program									
Cricknet Wicket Renewal Program	37,000	20,000	17,800	2,200	-	On track	7 - In progress	Works in progress	
Braithwaite Park - replace wooden nature play elements	50,000	20,000	19,295	705	-	Completed	9 - Completed (within budget)	Project completed	
Oxford St Res - renew wooden nature play elements	10,000	10,000	13,600	(3,600)	-	Completed	9 - Completed (within budget)	Project completed	
Playground/Equip Renewal Program - General Provision	55,000	-	3,289	(3,289)	20,570	On track	3 - In planning		
Briganti Gardens - repl playground equip/soft fall	175,000	-	-	-	175,000	On track	6 - In external / stakeholder consultation	Second consultation underway	
Edinboro St Res - repl playground equipment and soft fall	161,542	161,542	159,680	1,862	-	Completed	9 - Completed (within budget)	Project completed	
Banks Reserve - renew platforms and wooden nature play elements	20,000	20,000	16,445	3,555	-	Completed	9 - Completed (within budget)	Project completed	
Hyde Park - renew playground and softfall (east)	156,821	156,821	146,680	10,141	-	Completed	9 - Completed (within budget)	Project completed	
Beatty Park Reserve - repl exercise equipment	80,000	-	-	-	80,000	On track	7 - In progress	Works in progress	
Hyde Park - renew playground and softfall (West)	100,000	-	-	-	29,623	On track	3 - In planning	In planning	
Beatty Park Reserve - Renew Playground Equipment and Softfall	179,880	179,880	174,360	5,520	-	Completed	9 - Completed (within budget)	Project completed	
Britannia Road Reserve - Renew Playground Equipment and Softfall (south)	180,000	-	1,900	(1,900)	180,000	On track	6 - In external / stakeholder consultation	Second consultation underway	
Hyde Street Reserve - Renew Playground Equipment and Softfall	180,000	-	120	(120)	180,000	On track	6 - In external / stakeholder consultation	Second consultation underway	
Leased Properties Playground Renewal - General Provisions	100,000	-	-	-	-	On track	4 - In design	In design	
Cricknet Practice Net Renewal Program	100,000	-	-	-	-	On track	5 - Procurement	In procurement	
AFL Goals Renewal Program	15,000	10,000	5,835	4,165	4,205	On track	7 - In progress	Works in progress	
Bicycle Network									
Bicycle Network	99,791	5,000	5,546	(546)	50,909	On track	6 - In external / stakeholder consultation		
Bicycle Network - Travel Smart Actions	35,111	-	571	(571)	2,180	-	1 - Not started		
Rights of Way Rehabilitation Program									
Rights of Way Rehab Program	185,933	100,000	91,535	8,465	-	On track	7 - In progress		
Parks Irrigation Upgrade and Renewal Program									
Groundwater Bore and Pump Renewal - General Provision	120,000	25,000	18,537	6,463	45,014	On track	3 - In planning	Locations to be determined based on maintenance program	
Street Lighting Renewal Program									
Street Lighting Upgrade Program	30,000	30,000	27,868	2,132	7,416	On track	7 - In progress	Works in progress	
Robertson Park Development Plan - Stage 2									
Dog & Leisure park	51,542	30,000	28,022	1,978	-	On track	7 - In progress	Works in progress	
Greening Program - Robertson Park Stage 2	260,000	-	-	-	-	On track	4 - In design	Works to commence early 2026	
Infrastructure Assets Total	13,197,515	5,981,346	5,920,264	61,082	3,622,687				
Total	22,975,738	8,987,391	8,835,548	151,843	5,235,142				

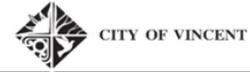
Summary	Original Budget			
	2026FY	YTD Budget	YTD Actual	Remaining Budget
	\$	\$	\$	\$
Land and Buildings	7,139,900	2,558,087	2,487,761	65.16%
Furniture and Equipment	699,323	197,958	194,507	72.19%
Plant and Equipment	1,939,000	250,000	233,015	87.98%
Infrastructure Assets	13,197,515	5,981,346	5,920,264	55.14%
Total	22,975,738	8,987,391	8,835,548	61.54%

Funding	Original Budget		
	2026FY	YTD Budget	YTD Actual
	\$	\$	\$
Own Source Funding - Municipal	13,966,227	5,687,137	5,541,605
Cash Backed Reserves	4,373,612	983,000	970,467
Capital Grants, Contributions and Loans	4,078,089	2,074,254	2,086,359
Other (Disposals/Trade In)	557,810	243,000	237,117
Total	22,975,738	8,987,391	8,835,548

CITY OF VINCENT
 NOTE 6 - CASH BACKED RESERVES
 AS AT 31 DECEMBER 2025

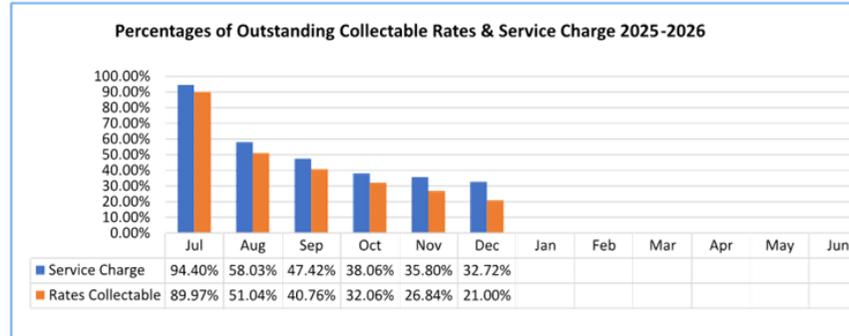
Reserve Particulars	Revised Budget	Actual	Budget	YTD Actual	Budget	YTD Actual	Budget	YTD Actual	Budget	Actual
	Opening Balance 1/07/2025 \$	Opening Balance 1/07/2025 \$	Transfers to Reserve 31/12/2025 \$	Transfers to Reserve 31/12/2025 \$	Interest Earned 31/12/2025 \$	Interest Earned 31/12/2025 \$	Transfers from Reserve 31/12/2025 \$	Transfers from Reserve 31/12/2025 \$	Closing Balance 31/12/2025 \$	Closing Balance 31/12/2025 \$
Asset Sustainability Reserve	10,251,888	10,251,888	500,000	498,596	158,330	213,938	(675,000)	(670,576)	10,448,918	10,293,846
Beatty Park Leisure Centre Reserve	202,805	202,805	0	0	3,478	4,296	0	0	227,776	207,102
Cash in Lieu Parking Reserve	828,286	828,286	0	0	5,551	7,812	(275,000)	(269,940)	625,133	566,158
Hyde Park Lake Reserve	184,697	184,697	0	0	3,053	3,948	0	0	188,265	188,645
Land and Building Acquisition Reserve	340,403	340,403	0	0	5,206	7,278	0	0	346,561	347,681
Leederville Oval Reserve	146,187	146,187	33,990	33,990	496	767	(25,000)	(22,014)	121,004	158,931
Loftus Community Centre Reserve	157,564	157,564	0	0	2,929	3,370	0	0	160,934	160,934
Loftus Recreation Centre Reserve	163,995	163,995	36,588	36,027	3,044	3,161	0	0	207,525	203,183
Office Building Reserve - 246 Vincent Street	228,001	228,001	0	0	3,902	4,875	(5,500)	(5,456)	227,038	227,420
Parking Facility Reserve	120,954	120,954	0	0	1,672	2,586	0	0	122,966	123,540
Percentage For Public Art Reserve	296,683	296,683	0	0	4,295	5,483	0	0	303,029	302,165
POS reserve - General	1,531,903	1,531,903	57,600	45,240	24,180	32,756	0	0	1,617,814	1,609,900
POS reserve - Haynes Street	148,146	148,146	22,588	22,335	2,788	3,152	0	0	172,942	173,632
State Gymnastics Centre Reserve	88,135	88,135	7,032	6,978	1,014	1,568	(2,500)	(2,482)	108,049	94,199
Strategic Waste Management Reserve	385,711	385,711	59,000	50,000	6,336	8,253	0	0	451,954	443,964
Catalina Land Sales Reserve	12,171,329	12,171,329	2,916,666	2,916,667	194,404	260,450	0	0	15,300,304	15,348,445
Underground Power Reserve	2,685,083	2,685,083	0	0	42,122	57,412	0	0	2,734,704	2,742,495
	29,931,770	29,931,770	3,633,464	3,609,833	462,800	621,105	(983,000)	(970,467)	33,364,916	33,192,241

CITY OF VINCENT
NOTE 7 - RECEIVABLES (RATING & OTHER DEBTORS)
FOR THE MONTH ENDED 31 December 2025



Rates & Service Charge Outstanding

	Total
Balance from Previous Year	891,273
Rates Levied - Initial	46,765,281
Rates Levied - Interims	(183,679)
Rates Waived	(180,011)
Service Charges Levied	7,019,275
Non Payment Penalties	559,699
Other Rates Revenue	189,507
Total Rates Collectable	55,061,344
Outstanding Rates	10,088,269
Outstanding Service Charge - Current	438,217
Service Charge Rebates Not Yet Claimed	342,673
ESL Debtors	579,402
Pensioner Rebates Not Yet Claimed	911,734
ESL Rebates Not Yet Claimed	32,717
Deferred Rates Debtors	(455,587)
Current Rates Outstanding	11,937,425



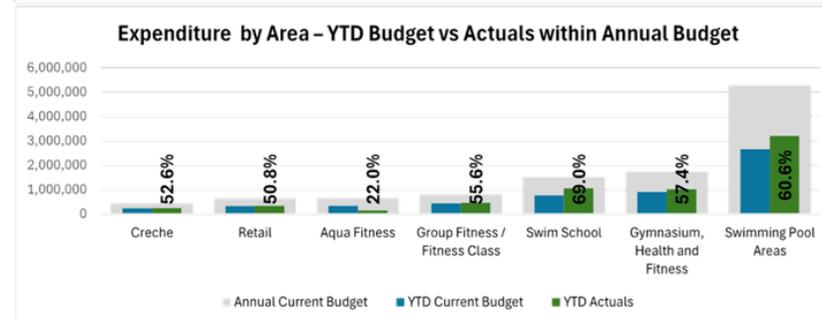
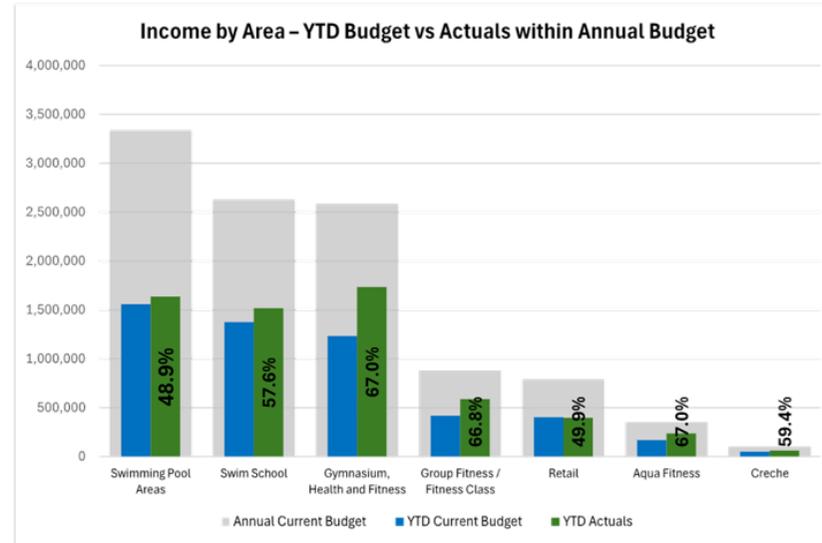
Receivable - Other Debtors

DESCRIPTION

DESCRIPTION	30 Days	60 Days	90 Days	OVER 90 DAYS	BALANCE
	\$	\$	\$	\$	\$
DEBTOR CONTROL - HEALTH LICENCES	5,484	33	3,099	(7,850)	766
DEBTOR CONTROL - CASH IN LIEU CAR PARKING	0	0	0	136,358	136,358
DEBTOR CONTROL - RUBBISH CHARGES	0	0	0	0	0
DEBTOR CONTROL - PROPERTY INCOME	143,242	5,815	(936)	(86,121)	61,999
DEBTOR CONTROL - RECOVERABLE WORKS	1,408	0	0	(478)	930
DEBTOR CONTROL - OTHER	(40,400)	41,300	1,954	51,373	54,227
DEBTOR CONTROL - PLANNING SERVICES FEES	38	0	0	(296)	(258)
DEBTOR CONTROL - GST	(135,920)	(89,764)	79,348	146,335	(1)
DEBTOR CONTROL - INFRINGEMENT	111,171	173,635	121,307	2,609,349	3,015,462
PROVISION FOR DOUBTFUL DEBT (CURRENT)	0	0	0	(640,649)	(640,649)
IMPAIRMENT OF RECEIVABLES	0	0	0	(96,291)	(96,291)
TOTAL DEBTORS OUTSTANDING AS AT 31/12/2025	85,022	131,019	204,772	2,111,729	2,532,542
	3.4%	5.2%	8.1%	83.4%	100.0%
ACCRUED INCOME					72,176
ACCRUED INTEREST					1,017,023
PREPAYMENTS					466,456
RECEIVABLES - EMPLOYEE PROVISIONS - CURRENT					283,534
LEASE INCENTIVE - NON CURRENT					162,500
TOTAL TRADE AND OTHER RECEIVABLES					4,534,232

CITY OF VINCENT
 NOTE 8 - BEATTY PARK LEISURE CENTRE FINANCIAL ACTIVITY
 AS AT 31 December 2025

	Annual Current Budget FY25-26	YTD Current Budget Dec-25	YTD Actuals Dec-25
	\$	\$	\$
OPERATING ACTIVITIES			
Revenue	10,840,517	5,439,996	5,672,378
Expenses			
Depreciation	(1,756,851)	(878,424)	(985,036)
Employee Costs	(5,700,596)	(2,865,245)	(3,089,969)
Interest Expenses	(141,921)	(65,896)	(43,903)
Materials and Contracts & Other Expenditure	(2,766,674)	(1,422,234)	(1,414,037)
Utilities	(850,000)	(424,992)	(363,237)
Expenses	(11,216,042)	(5,656,791)	(5,896,181)
Net Operating Surplus/(Deficit)	(375,525)	(216,795)	(223,803)
Non-cash amounts excluded	(1,756,851)	(878,424)	(985,036)
Amount attributable to operating activities	1,381,326	661,629	761,232
INVESTING ACTIVITIES			
Capital expenditure	(1,658,221)	(12,000)	(1,060,221)
Amount attributable to investing activities	(1,658,221)	(12,000)	(1,060,221)
FINANCING ACTIVITIES			
Repayment of borrowings	(1,776,541)	(738,456)	(738,456)
Amount attributable to financing activities	(1,776,541)	(738,456)	(738,456)
Net current assets at Nov 25 - surplus/(deficit)	(2,053,436)	(88,827)	(1,037,445)



7.3	AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 NOVEMBER TO 30 NOVEMBER 2025
------------	--

- Attachments:**
1. **November 2025 - Payments by EFT and Payroll** [↓](#) 
 2. **November 2025 - Payments by Direct Debits** [↓](#) 
 3. **November 2025 - Payments by Cheque** [↓](#) 
 4. **November 2025 - Payments by Fuel Cards** [↓](#) 

Recommendation:

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

EFT payments, including payroll		\$6,854,475.14
Cheques	82811	\$ 292.05
Direct debits, including credit cards		\$ 122,280.88
Total payments for November 2025		\$6,977,048.07

PURPOSE OF REPORT:

To present to Council the list of expenditure and accounts paid for the period 01 November 2025 to 30 November 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 November 2025 to 30 November 2025, covers the following:

FUND	CHEQUE NUMBERS/ BATCH NUMBER	AMOUNT
Municipal Account (Attachment 1, 2 and 3)		
EFT Payments	3254 -3260	\$5,062,575.24
Payroll by Direct Credit	November 2025	\$1,791,899.90
Sub Total		\$6,854,475.14
Cheques	82811	\$292.05
Sub Total		\$292.05
Direct Debits (including Credit Cards)		
Lease Fees		\$23,536.08
Loan Repayments		\$54,063.78
Bank Charges – CBA		\$25,705.50
Credit Cards		\$18,975.52
Sub Total		\$122,280.88
Total Payments		\$6,977,048.07

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; and*
- *the amount of the payment; and*
- *the date of the payment; and*
- *sufficient information to identify the transaction.*

(3) *A list prepared under sub regulation (1) is to be —*

- *presented to Council at the next ordinary meeting of Council after the list is prepared; and*
- *recorded in the minutes of that meeting.”*

RISK MANAGEMENT IMPLICATIONS

Low: Management systems are in place that establish satisfactory controls, supported by the internal and external audit functions. Financial reporting to Council increases transparency and accountability.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

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

Our community is aware of what we are doing and how we are meeting our goals.

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Expenditure covered in this report includes various projects, programs, services and initiatives that contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.

PUBLIC HEALTH IMPLICATIONS:

Expenditure covered in this report includes various projects, programs and services that contribute to the priority health outcomes within the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

All municipal fund expenditure included in the list of payments is in accordance with Council's annual budget.

Authorisation of Expenditure for the Period November 2025			
Payment Date	Payee	DESCRIPTION	AMOUNT
28/11/2025	A Class Earthmoving Pty Ltd	Top soil/ grass away cart and disposa	\$ 3,102.00
28/11/2025	A. Richards Pty Ltd	Birdwood Square - 5m3 Lawn Mix incl Delivery	\$ 467.50
14/11/2025	A1 Locksmiths WA Pty Ltd	Key cutting and lock maintenance service	\$ 385.00
28/11/2025	ABC	Rights of Way Rehabilitation Program	\$ 35,707.21
14/11/2025	Access Icon Pty Ltd	Supply of trafficable covers	\$ 2,908.40
28/11/2025	Access Without Barriers Pty Lt	Playground Softfall Rubber Cleaning Work	\$ 2,874.08
14/11/2025	Acrobatch - B A Kotovski-Stee	Rainbow Picnic 2025 - Circus Workshops	\$ 1,100.00
28/11/2025	Action Logistics (WA) Pty Ltd	Courier services	\$ 30.78
14/11/2025	Afgri Equipment Australia Pty	Service and repairs	\$ 2,328.56
28/11/2025	Afgri Equipment Australia Pty	Service and repairs	\$ 191.45
28/11/2025	AK DAVRAY	instagram reel creation and post	\$ 600.00
28/11/2025	Alchemy Saunas Pty Ltd	Monthly Sauna Rental October 2025	\$ 2,860.00
14/11/2025	Alerton Australia	Maintenance and service - Sept 2025	\$ 1,977.71
14/11/2025	Alexa Nguyen	Rebate for reusable sanitary product purchase	\$ 50.00
14/11/2025	Alexandra Castle	November 2025 - Meeting and Deputy Mayor allowance fee	\$ 3,646.48
28/11/2025	Alinta Sales Pty Ltd	Gas supplies - Banks reserve	\$ 97.55
14/11/2025	Alison Austin	Fitness instructor fee	\$ 135.20
14/11/2025	Alison Xamon	November 2025 - Meeting and Mayor allowance fee	\$ 8,820.08
14/11/2025	Allstate Kerbing	Kerbing services - various locations	\$ 27,730.63
28/11/2025	Allstate Kerbing	Kerbing services - various locations	\$ 1,183.38
14/11/2025	Alsco Pty Ltd	Auto Air Freshner 25.09.25 to 20.11.25	\$ 74.38
14/11/2025	Amber Mic Productions	Rainbow Picnic 2025 event	\$ 1,055.00
14/11/2025	Ampol Australia Petroleum Pty	Fuel supplies for the month Oct 25	\$ 28,789.68
14/11/2025	Amy C Pearn	Rebate for reusable sanitary product purchase	\$ 17.25
28/11/2025	Andrew O'Neil	Performance services at Citizenship Ceremony	\$ 550.00
28/11/2025	Angela Zhang	Refund of dog registration fee	\$ 150.00
14/11/2025	Anna Cappelletta	Fitness instructor fee	\$ 3,403.40
28/11/2025	Anna Cappelletta	Fitness instructor fee	\$ 1,591.20
14/11/2025	Anne-Rose Banham	Fitness instructor fee	\$ 560.00
28/11/2025	Anne-Rose Banham	Fitness instructor fee	\$ 630.00
14/11/2025	APARC Pty Ltd	Licence and maintenance - online and offline machines , LHC sensors, Ticket Machine Removal. Credit card transactions and testing	\$ 49,445.13
28/11/2025	APARC Pty Ltd	Licence and maintenance - online and offline machines , LHC sensors, Ticket Machine Removal. Credit card transactions and testing	\$ 1,131.55
28/11/2025	Aqua Terra Oil and Mineral Se	Supply of Cable Ties Large	\$ 1,496.59
28/11/2025	Aranmore Catholic Primary	Donation- Student Citizenship awards	\$ 250.00
28/11/2025	Arbor Consulting	Arboricultural services - various Locations	\$ 968.00
28/11/2025	Arend Verburg	Fitness instructor fee	\$ 2,048.80
28/11/2025	Artemis Group Pty Ltd TA Artem	Refund of Building Fee and Levy	\$ 171.65
14/11/2025	Arthur D Riley & Co Pty Ltd	Monthly support services TicketOr2 Licencing	\$ 10,684.78
28/11/2025	Arthur D Riley & Co Pty Ltd	Monthly support services TicketOr2 Licencing	\$ 999.19
14/11/2025	Ashlee La Fontaine	November 2025- Meeting allowance fee	\$ 2,168.33
14/11/2025	Ashleigh Hitchens	Rainbow Picnic 2025 - Live Sketching	\$ 575.00
14/11/2025	Ashley Wallace	November 2025- Meeting allowance fee	\$ 2,168.33
14/11/2025	Asphaltech Pty Ltd	Asphalt supplies	\$ 320,639.76
28/11/2025	Asphaltech Pty Ltd	Asphalt supplies	\$ 1,209.91
14/11/2025	Astute Technical Solutions Pty	Depot pedestrian gate access issue	\$ 374.00
14/11/2025	Australia Post	Commission charges & mail delivery	\$ 1,259.50
14/11/2025	Australian Coffee Connection	Coffee Cart service for Pride Flag Raising	\$ 1,800.15
14/11/2025	Australian HVAC Services	Air-conditioning maintenance - various locations	\$ 25,671.62
28/11/2025	Australian HVAC Services	Air-conditioning maintenance - various locations	\$ 15,651.79
14/11/2025	Australian Services Union	Payroll deductions	\$ 159.00
28/11/2025	Australian Services Union	Payroll deductions	\$ 159.00
28/11/2025	Australian Taxation Department	Payroll deductions	\$ 524,833.00
14/11/2025	Award Irrigation Pty Ltd	Locating services - various locations	\$ 418.00
28/11/2025	Award Irrigation Pty Ltd	Locating services - various locations	\$ 1,149.50
14/11/2025	B Christmass	Staff Reimbursement - Airfares & Accomodation for event	\$ 1,326.06
28/11/2025	Bar Code Data Systems Pty Ltd	Bar Code Data Systems	\$ 9,814.20
14/11/2025	Bayview Constructions (WA) Pty	Refund of infrastructure bonds	\$ 3,000.00
28/11/2025	Benara Nurseries	Plant supplies	\$ 522.06
28/11/2025	Benjamin Ngooi	Refund of dog registration fee	\$ 42.50
14/11/2025	Bing Technologies Pty Ltd	Printing services - November 2025	\$ 13,690.07
28/11/2025	Bitumen Distributors Pty Ltd	Supply 100l bitumen emulsion.	\$ 126.50
28/11/2025	Bladerunner Trust	Bobcat hire	\$ 12,237.50
14/11/2025	Blueline Holdings T/A My Best	Vet Services - October 2025	\$ 2,590.00
14/11/2025	Boc Gases Australia Limited	Supply of CO2 & container services- medical oxygen c size	\$ 654.30
14/11/2025	Boral Construction Materials G	Supply of concrete	\$ 1,875.53
28/11/2025	Boral Construction Materials G	Supply of concrete	\$ 1,646.75
28/11/2025	Boyan Electrical Services	Electrical services - BPLC	\$ 9,069.50
14/11/2025	Briskleen Supplies	Supply washroom consumables - BPLC	\$ 5,371.67
28/11/2025	Briskleen Supplies	Supply washroom consumables - BPLC	\$ 2,692.51
14/11/2025	Buildwell Group Pty Ltd	Refund of BE-LEVY	\$ 287.70
14/11/2025	Bunnings Group Limited	Hardware supplies	\$ 283.44

28/11/2025	Bunnings Group Limited	Hardware supplies	\$ 1,624.07
14/11/2025	C & A Poullos	November 2025- Meeting allowance fee	\$ 2,168.33
28/11/2025	C.R. Kennedy & Co Pty Ltd	Supply reveal D3 body camera	\$ 1,765.50
14/11/2025	c2pr Group Pty Ltd	C2PR Blocked Hours for ad hoc Microsoft	\$ 5,637.50
14/11/2025	Call Associates Pty Ltd	Afterhours call service - September 2025	\$ 2,424.18
28/11/2025	Carlos Alberta Piedrahita	Refund of remainder of 12 month ratepayment	\$ 506.00
14/11/2025	CDM Australia Pty Ltd	Supply of Tablets for Waste and street cleaning team	\$ 17,674.80
28/11/2025	CDM Australia Pty Ltd	Samsung Display for Depot	\$ 2,905.10
14/11/2025	Chargefox Pty Ltd	Station management fee	\$ 77.75
28/11/2025	Charmaine Amanda Magness	Fitness instructor fee	\$ 405.60
14/11/2025	Choiceone Pty Ltd	Hire of agency staff	\$ 39,869.95
28/11/2025	Choiceone Pty Ltd	Hire of agency staff	\$ 33,260.60
14/11/2025	Citizens Advice Bureau of WA I	Citizens Advice Bureau Mediation Fee	\$ 700.00
14/11/2025	City Of Perth	Building Archive Retrievals 2025 / 2026	\$ 182.69
14/11/2025	City of South Perth Municipal	Animal Care Facility Impound Fees for cats and dogs	\$ 213.50
14/11/2025	City of Stirling	Processing of disposal green waste and Meals on wheels services	\$ 681.40
28/11/2025	City of Stirling	Processing of disposal green waste and Meals on wheels services	\$ 814.02
11/11/2025	City of Vincent	November 2025 - Superannuation	\$ 190,016.23
14/11/2025	City of Vincent	Payroll deductions	\$ 1,065.20
18/11/2025	City of Vincent	November 2025 - Superannuation	\$ 189,611.09
28/11/2025	City of Vincent	Payroll deductions	\$ 1,059.87
14/11/2025	City of Vincent Social Club	Payroll deductions	\$ 386.00
28/11/2025	City of Vincent Social Club	Payroll deductions	\$ 374.00
14/11/2025	Civica Pty Ltd	Authority Altitude Saas Service - 2.10.2	\$ 96,318.77
28/11/2025	Civica Pty Ltd	Payment for rates on demand	\$ 6,270.00
14/11/2025	Classic Tree Services Pty Ltd	Powerline pruning services and emergency tree work	\$ 101,542.10
28/11/2025	Classic Tree Services Pty Ltd	Powerline pruning services and emergency tree work	\$ 72,260.10
14/11/2025	Claudia Scalisi	Fitness instructor fee	\$ 145.60
14/11/2025	CLBUCKLER	Fitness instructor fee	\$ 626.10
28/11/2025	CLBUCKLER	Fitness instructor fee	\$ 319.30
14/11/2025	Clever Patch	Library supplies	\$ 666.19
14/11/2025	Cobblestone Concrete Pty Ltd	Concrete repairs -various locations	\$ 10,239.36
28/11/2025	Cobblestone Concrete Pty Ltd	Concrete repairs -various locations	\$ 6,435.00
14/11/2025	Cockburn Cement Limited	Rapidset Concrete 20kg, Pallets	\$ 990.00
14/11/2025	Cockburn Party Hire	Remembrance Day 2025 - Chair and Table Hire	\$ 273.85
14/11/2025	Code Bloom	Remembrance Day wreaths	\$ 330.00
14/11/2025	Comex Civil	Catchment Drainage Improvements	\$ 28,743.00
28/11/2025	Comex Civil	Catchment Drainage Improvements	\$ 60,977.40
28/11/2025	Commercial Aquatics Australia	Replace pool circulating pump	\$ 9,333.50
14/11/2025	Compu-Stor	Off-site Storage and Digitisation	\$ 17,255.21
14/11/2025	Contra-Flow Pty Ltd	Traffic management - various locations	\$ 46,833.73
28/11/2025	Contra-Flow Pty Ltd	Traffic management - various locations	\$ 37,855.80
28/11/2025	Corsign WA	Sign supplies	\$ 6,840.90
28/11/2025	CRM Hospitality Group Pty Ltd	Ice cream service at Depot Family Fun Day	\$ 1,005.00
28/11/2025	Cromag Pty Ltd t/as Sigma Telf	Supply of pool chemicals - BPLC	\$ 13,645.37
28/11/2025	CSE Crosscom Pty Ltd	CSE network fee and CE battery supply	\$ 3,975.40
14/11/2025	CTI Security Services Pty Ltd	Mobile Patrol and callouts - various locations	\$ 165.00
28/11/2025	CTI Security Services Pty Ltd	Mobile Patrol and callouts - various locations	\$ 82.50
28/11/2025	Cygnat West Pty Ltd ATF The Ch	Consultancy services - October 2025	\$ 14,891.36
28/11/2025	D John Inglis T/A Aline Brickp	Reinstatement of paving and footpath - various locations	\$ 13,640.00
14/11/2025	Daniela Toffali	Fitness instructor fee	\$ 728.00
14/11/2025	Danterr Pty Ltd	Diamond blades	\$ 1,441.00
14/11/2025	DAPTH	Consultancy services	\$ 7,287.50
14/11/2025	David Gerrard	Reimbursement for Parking - Training courses	\$ 22.72
14/11/2025	Department of Local Government	Levy collection fee (49 forms) October 25	\$ 24,960.04
14/11/2025	Department of Social Services	Payroll deductions	\$ 1,051.43
28/11/2025	Department of Social Services	Payroll deductions	\$ 1,051.43
14/11/2025	Department of Transport	Disclosure of information fees	\$ 7,767.30
28/11/2025	Department of Transport	Disclosure of information fees	\$ 7,053.30
28/11/2025	Dept of Finance RevWA EFT Depa	Refund of ESL Rebate	\$ 878.58
14/11/2025	Design Right	Repairs and Maintenance - Royal Park Hall & admin building	\$ 8,250.00
14/11/2025	Devco Builders	Repairs and Maintenance - BPLC	\$ 34,975.39
28/11/2025	Devco Builders	Repairs and Maintenance - Administration	\$ 16,583.60
14/11/2025	Diabolik Books	Prizes - Kids in Vincent Art competition	\$ 200.00
14/11/2025	Diplomatik Pty Ltd	Hire of agency staff	\$ 1,885.51
28/11/2025	Diplomatik Pty Ltd	Hire of agency staff	\$ 4,698.32
28/11/2025	Discus on Demand Pty Ltd	Supply of forms	\$ 1,298.00
14/11/2025	Dismantle Main Account	General Maintenance	\$ 25,025.00
28/11/2025	Dismantle Main Account	General Maintenance	\$ 4,356.00
28/11/2025	DNX Energy	Online monitoring services - admin	\$ 16,004.16
14/11/2025	Donegan Enterprises Pty Ltd	Braithwaite park Nature play inspector	\$ 495.00
28/11/2025	Droneit Group Pty Ltd	COV - staff - Flight Assessment	\$ 210.00
14/11/2025	Dynamic Audio Visual Solutions	Pro AV solutions function room projector set up , Light source , Laser , brackets and standard technical installations	\$ 4,120.94

28/11/2025	Dynamic Audio Visual Solutions	Pro AV solutions function room projector set up , Light source , Laser , brackets and standard technical installations	\$ 4,884.15
14/11/2025	E Bentley	Reimbursements for quarterly workshops and digital music kits Les Mills	\$ 146.30
14/11/2025	Eagers WA Pty Ltd	Repairs and maintenance	\$ 1,335.25
28/11/2025	Eagers WA Pty Ltd	Repairs and maintenance	\$ 1,943.98
14/11/2025	Eamco Pty Ltd t/as EOS Electri	Electrical services - various locations	\$ 17,634.30
28/11/2025	Eamco Pty Ltd t/as EOS Electri	Electrical services - various locations	\$ 113,040.60
14/11/2025	Eclipse Soils Pty Ltd	40m3 of blowable aquamor mulch delivered	\$ 3,388.00
14/11/2025	Ecoscape Australia Pty Ltd	High level concept design and costings for hostile vehicle mitigation measures at Leederville Village Square	\$ 3,952.30
14/11/2025	ELECTRICITY GENERATION AND RET	Electricity supplies - various locations	\$ 79,214.99
28/11/2025	ELECTRICITY GENERATION AND RET	Electricity supplies - various locations	\$ 79,710.38
14/11/2025	Elisdi Pty Ltd	Rainbow Picnic 2025 - Stilt Walkers	\$ 550.00
14/11/2025	Enchanted Characters Pty Ltd	Rainbow Picnic 2025 - Stilt Walkers	\$ 1,870.00
14/11/2025	Epic Installations Pty Ltd	Rainbow Picnic - Stage decorations	\$ 970.00
14/11/2025	ER NG Woolf	November 2025- Meeting allowance fee	\$ 2,168.33
14/11/2025	Eric Hood Pty Ltd	Painting services - Depot	\$ 17,820.00
14/11/2025	Eric Mcguire	Rebate for Modern Cloth Nappy Subsidy	\$ 100.00
14/11/2025	ES Vincent	Payroll deductions	\$ 8,063.84
28/11/2025	ES Vincent	Payroll deductions	\$ 6,581.54
28/11/2025	Falconet Pty Ltd	Repairs and Maintenance	\$ 4,804.75
28/11/2025	FE Technologies Pty Ltd	RFID labels	\$ 437.80
14/11/2025	Finestone Investments Pty Ltd	Plumbing services - various locations	\$ 23,979.26
28/11/2025	Finestone Investments Pty Ltd	Plumbing services - various locations	\$ 10,558.71
14/11/2025	Fire And Emergency Services Au	2025/26 ESL income local government	\$ 106,271.93
14/11/2025	Flex Fitness Equipment	Supply of fitness equipment - BPLC	\$ 188.00
14/11/2025	Flexi Staff Group Pty Ltd	Hire of agency staff	\$ 15,452.88
28/11/2025	Flexi Staff Group Pty Ltd	Hire of agency staff	\$ 28,504.01
14/11/2025	Flick Anticimex Pty Ltd	Pest control services - Various Locations	\$ 2,709.47
28/11/2025	Flick Anticimex Pty Ltd	Pest control services - Various Locations	\$ 495.00
14/11/2025	Floreat Athena Soccer Club	Supply and install flashing to new function room sliding door and install down pipe: Install new bar top in main function room and bar area & Supply of Semak 3 tier rotisserie and heavy duty grill kit	\$ 553.45
28/11/2025	Floreat Athena Soccer Club	Managed proactive services , Ad hoc remote services , DNS Hositng with DMARC monitoring, ICT Huntress managed end point detection	\$ 42,683.50
14/11/2025	Focus Networks	Managed proactive services , Ad hoc remote services , DNS Hositng with DMARC monitoring, ICT Huntress managed end point detection	\$ 31,999.00
28/11/2025	Focus Networks	Managed proactive services , Ad hoc remote services , DNS Hositng with DMARC monitoring, ICT Huntress managed end point detection	\$ 26,301.80
14/11/2025	Four Roses WA Pty Ltd	Refund of infrastructure bonds	\$ 5,000.00
14/11/2025	FVS Fire Pty Ltd	Fire equipment testing and maintenance - various locations	\$ 6,602.63
28/11/2025	FVS Fire Pty Ltd	Fire equipment testing and maintenance - various locations	\$ 384.67
14/11/2025	G and M Seal	Graham Seal presenting Event at City of Vincent	\$ 402.00
28/11/2025	Gabrielle Ru	Local history awards prize money	\$ 50.00
28/11/2025	Giant Autos (1977) Pty Ltd	Repairs and maintenance	\$ 1,104.00
14/11/2025	Goldensail Creative Pty Ltd	Seniors Week Mosaic Art Workshop & Rainbow Picnic	\$ 3,680.00
28/11/2025	Goldpin Corporation Pty Ltd	Cycle studio repairs and maintenance	\$ 649.00
14/11/2025	Golly Investments	Catering services	\$ 245.63
28/11/2025	Golly Investments	Catering services	\$ 1,007.23
14/11/2025	Grace Shannon	Fitness instructor fee	\$ 473.20
14/11/2025	Graffiti Force	Graffiti removal services	\$ 5,236.00
14/11/2025	Green By Nature Specialty Serv	Turf renovations - various locations	\$ 32,040.25
28/11/2025	Green By Nature Specialty Serv	Turf renovations - various locations	\$ 2,560.93
28/11/2025	Greenwood Party Hire	Equipment hire and set up / pack down	\$ 395.00
28/11/2025	Ha Thuy Truong	Refund of part gym membership fee	\$ 64.80
14/11/2025	Harriet G H Morley	Rates refund	\$ 484.53
28/11/2025	Hart Sport	Hart resistance bands 25 mm heavy	\$ 893.00
14/11/2025	Hays Personnel Services (Austr	Hire of agency staff	\$ 5,888.38
28/11/2025	Hays Personnel Services (Austr	Hire of agency staff	\$ 14,237.56
14/11/2025	Health Insurance Fund of Austr	Payroll deductions	\$ 209.60
28/11/2025	Health Insurance Fund of Austr	Payroll deductions	\$ 209.60
28/11/2025	HFM Asset Management Pty Ltd	Undertake structural assessment of BPLC	\$ 10,945.00
28/11/2025	Highgate Primary School	Donation - Student Citizenship awarc	\$ 250.00
14/11/2025	Holcim (Australia) Pty Ltd	Supply of concrete	\$ 1,158.58
28/11/2025	Holcim (Australia) Pty Ltd	Supply of concrete	\$ 3,516.43
28/11/2025	Homewood Consulting Pty Ltd	Tree plotter software subscription 2025-2026	\$ 2,200.00
28/11/2025	Ian Smith	Refund of over payment for annual food stall holder	\$ 150.00
14/11/2025	Iconic Property Services Pty L	Monthly cleaning and supplies for various locations	\$ 54,079.22
28/11/2025	Iconic Property Services Pty L	Monthly cleaning and supplies for various locations	\$ 13,641.53
14/11/2025	Imogene Blair	Refund for a paid book found on Library	\$ 15.40
14/11/2025	Inlogik Pty Ltd	Monthly subscription charges	\$ 274.69
28/11/2025	Innogreen Homes Trust	Refund of overpayment for Mail Out	\$ 178.00
14/11/2025	Insight Enterprises Australia	Microsoft licences	\$ 417,756.87
28/11/2025	Institute of Public Administra	How to develop good report writing skill	\$ 3,850.00
14/11/2025	Isabel Michailides	Rebate for reusable sanitary product purchase	\$ 45.60
14/11/2025	J Blackwood & Son Ltd	Hardware supplies	\$ 2,059.73
28/11/2025	J Blackwood & Son Ltd	Hardware supplies	\$ 1,115.84

14/11/2025	J K Hopkins	Purchase of office furniture	\$ 2,027.52
14/11/2025	J Owens	Reimbursement of medical expenses -staff	\$ 405.90
28/11/2025	J P Marsland	Fitness instructor fee	\$ 3,055.00
14/11/2025	Jackson McDonald General Accou	Legal fees	\$ 5,500.00
14/11/2025	James Chung	Fitness instructor fee	\$ 338.00
28/11/2025	Jaqueline E Jones	Refund of dog registration fee	\$ 150.00
14/11/2025	JB Hi Fi Group Pty Ltd	Purchase of IT equipments for office	\$ 2,761.40
28/11/2025	Jeffrey R Fondacaro	Replacement part for ice machine	\$ 289.43
14/11/2025	Jilian Griffiths	Adult Services Event - Author Talk with Jill Griff	\$ 402.00
28/11/2025	Jodie Moffat	Presentation of talks	\$ 804.00
28/11/2025	K A Dunster	Pride Parade Sashes	\$ 357.70
28/11/2025	K&L Gates Office Account	Legal services for Leederville Carpark	\$ 17,732.00
14/11/2025	Karina Helene Noble	Fitness instructor fee	\$ 936.00
14/11/2025	Kasse M McCumiskey	Fitness instructor fee	\$ 405.60
28/11/2025	Kate Smith	Fitness instructor fee	\$ 941.20
28/11/2025	Kathryn S Clare	Fitness instructor fee	\$ 608.40
14/11/2025	Kayleigh Peace	Fitness instructor fee	\$ 202.80
14/11/2025	Keely Peta Kenton	Refund of infrastructure bonds	\$ 275.00
14/11/2025	KELYN TRAINING SERVICES	Traffic Management Training	\$ 2,450.00
14/11/2025	Kennards Hire	Hire of plant and machinery	\$ 655.80
28/11/2025	Kennards Hire	Hire of plant and machinery	\$ 3,167.20
28/11/2025	KF O'Driscoll	Refund of part of dog registration	\$ 100.00
28/11/2025	Kilmore Group Pty Ltd	Beatty Park - IE360-2024 Asbestos Remova	\$ 101,268.85
14/11/2025	Kingscrest Holdings Pty Ltd	Refund of infrastructure bonds	\$ 10,000.00
14/11/2025	Kody Sampson	Rebate for modern cloth nappy subsidy	\$ 100.00
14/11/2025	Kone Elevators Pty Ltd	Elevator call out fee - BPLC 10.10.25	\$ 432.30
28/11/2025	KOR Equipment Solutions Pty Lt	Supply 4 rotojet nozzles for drainage truck	\$ 440.88
28/11/2025	Kyilla Primary School	Donation - Student Citizenship awarc	\$ 250.00
14/11/2025	Kyocera Document Solutions Aus	Printer Meter Readings - various locations & supply of printer tone	\$ 957.13
28/11/2025	Lalli Holdings Pty Ltd	BPLC reserve site inspection	\$ 1,210.00
14/11/2025	Landmark Operations Limited	Supply of weedkiller	\$ 2,904.00
14/11/2025	Lara Lukich atf Beaufort 237 I	Smarty Grants Heritage Assistance Fund	\$ 5,000.00
28/11/2025	Larrikin Holdings Pty Ltd	Library books supplies	\$ 131.13
14/11/2025	Leo Heaney Pty Ltd	Street tree pruning services at various locations & reticulation line cleaning	\$ 31,020.00
28/11/2025	Leo Heaney Pty Ltd	Street tree pruning services at various locations	\$ 6,501.91
14/11/2025	Leonie Helen Thompson t/as The	Poster Distribution - Young Makers Christmas Market	\$ 35.20
14/11/2025	Les Mills	License fee 01.11.25-30.11.25	\$ 1,543.44
28/11/2025	Light Application Pty Ltd	Call out fee and service labour	\$ 445.50
14/11/2025	LINEMARKING WA PTY LTD	Line marking services - various locations	\$ 1,155.00
28/11/2025	LINEMARKING WA PTY LTD	Line marking services - various locations	\$ 11,218.13
14/11/2025	Liveable Group Pty Ltd	Tree pruning & removal services -various locations	\$ 10,219.28
28/11/2025	Liveable Group Pty Ltd	Tree pruning & removal services -various locations	\$ 31,049.70
28/11/2025	Living Turf	Initiator Tablets 1 carton - 1200 table	\$ 1,111.00
14/11/2025	LIZO Pty Ltd	Repairs and Maintenance of Equipment	\$ 6,150.55
28/11/2025	LIZO Pty Ltd	Repairs and Maintenance of Equipment	\$ 489.60
28/11/2025	Lloyd George Acoustics Pty Ltd	City of Vincent Essential Services Noise Managemen	\$ 7,128.00
14/11/2025	Luke Riley Creative	Photography services	\$ 1,287.00
14/11/2025	Luna Palace Joint Venture	Venue Hire - Pride Movie Night	\$ 1,665.00
28/11/2025	Luna Palace Joint Venture	Food & Drink tokens - Pride Movie Night	\$ 429.00
14/11/2025	Macdonald Johnston Engineering	Repairs and Maintenance	\$ 423.50
28/11/2025	Major Motors Pty Ltd	Repairs and Maintenance	\$ 1,764.47
28/11/2025	Margaret Davies	Gift making workshop	\$ 700.00
28/11/2025	Marino Lawrence Securo	Rates refund	\$ 833.46
14/11/2025	Mark C Di Renzo	Refund of infrastructure bonds	\$ 3,275.00
14/11/2025	Mary Slater	Fitness instructor fee	\$ 145.60
28/11/2025	Mary Slater	Fitness instructor fee	\$ 145.60
14/11/2025	Max Wax Auto Detailing	Vehicle Detailing services	\$ 110.00
14/11/2025	McLeods Lawyers	Legal fees	\$ 832.92
28/11/2025	McLeods Lawyers	Legal fees	\$ 574.20
14/11/2025	MDI Building and Construction	Refund of infrastructure bond	\$ 5,000.00
14/11/2025	Message4U Pty Ltd	Monthly SMS Intergrating for Phoenix	\$ 360.10
14/11/2025	Metro Count	Provision of traffic monitoring equipmen	\$ 3,960.00
14/11/2025	Michelle Lilleyman	Traffic Management Refresher Course	\$ 167.50
14/11/2025	Mindarie Regional Council	Processable and non processable waste - October 2025 & November 2025	\$ 58,476.11
28/11/2025	Mindarie Regional Council	Processable and non processable waste - October 2025 & Noveber 2025	\$ 85,794.97
28/11/2025	Modern Teaching Aids	Library supplies	\$ 1,799.93
28/11/2025	Mount Hawthorn Primary School	Donation - Student Citizenship award	\$ 250.00
14/11/2025	Mr Matthew George Jajko	Fitness instructor fee	\$ 65.00
14/11/2025	Murdoch University	Facilitator fee- Introducing Birds of Vincent	\$ 220.00
14/11/2025	Nao Williams	Fitness instructor fee	\$ 156.00
14/11/2025	National Association for the V	Annual NAVA membership	\$ 96.00
14/11/2025	National Tyre & Wheel Pty Ltd	Repairs and Maintenance	\$ 1,280.07
14/11/2025	Naturalis Spring Water	Delivery water for reception area	\$ 30.00
14/11/2025	Newground Water Services Pty L	KIKUYU TURF - Delivery to City of Vincent	\$ 1,430.00
28/11/2025	Newox Pty Ltd	Event Sponsorship 2025-26 - Mo-Town Fundraiser	\$ 6,600.00

28/11/2025	Nightlife Music Pty Ltd	Supply Crowd DJ for the gym - Dec 2025	\$ 417.94
28/11/2025	NJ Stacey SE Elson	Assistance fund - Smarty Grants heritage	\$ 2,500.00
28/11/2025	North Perth Primary School	Donation - Student Citizenship awarc	\$ 250.00
14/11/2025	Northsands Resources	Paving Sand	\$ 808.14
28/11/2025	Northsands Resources	Paving Sand	\$ 6,316.20
28/11/2025	Northshore Unit Inc. - SES	FY 2025-2026- FESA SES Contribution - Q2	\$ 15,039.75
28/11/2025	Office of the Auditor General	Audit Fee FY 2024-25	\$ 122,827.10
14/11/2025	Officeworks Ltd	Office and stationery supplies	\$ 177.59
28/11/2025	Officeworks Ltd	Office and stationery supplies	\$ 1,203.47
14/11/2025	Omnicom Media Group Australia	Public Notice - October	\$ 332.62
28/11/2025	Online Apparel Group Pty Ltd	Custom lanyard pins for library staff	\$ 317.90
28/11/2025	On-site Stress Management Pty	Citys workplace health , safty and wellness expc	\$ 1,126.14
14/11/2025	Open Systems Technology Pty Lt	Subscription services , support services , Azure services	\$ 38,077.97
28/11/2025	Open Systems Technology Pty Lt	Subscription services , support services , Azure services	\$ 9,139.05
14/11/2025	Optus Billing Services Pty Ltd	Mobile, internet services	\$ 9,873.45
14/11/2025	Oxford Retail Pty Ltd	Printing services	\$ 715.00
28/11/2025	Oxford Retail Pty Ltd	Printing services	\$ 169.06
14/11/2025	Park Holdings (WA) Pty Ltd	Carpet installation at various locations	\$ 17,089.00
28/11/2025	Park Holdings (WA) Pty Ltd	Carpet installation at various locations	\$ 3,285.70
14/11/2025	Paul Connelly	Rates refund	\$ 135.21
4/11/2025	Payroll deductions	Payroll	\$ 896,808.61
18/11/2025	Payroll deductions	Payroll	\$ 895,091.29
14/11/2025	Pei-Chea Tran	Fitness instructor fee	\$ 202.80
28/11/2025	Pei-Chea Tran	Fitness instructor fee	\$ 135.20
14/11/2025	Pentland Pty Ltd - Speedo Aust	Purchase Speedo items for resale in Retail store	\$ 8,207.10
14/11/2025	Perth Auto Alliance P/L AHG Fo	Repairs and Maintenance	\$ 1,104.00
14/11/2025	Perth Bouncy Castle Hire	Rainbow Picnic 2025 event	\$ 2,967.05
14/11/2025	Perth International Jazz Festi	Event Sponsorship 2025/26 - Jazz Picnic	\$ 3,300.00
14/11/2025	Perth Patio Magic	Refund of infrastructure bond	\$ 1,000.00
14/11/2025	Perth Pride Choir Inc	Perth Pride Choir Performance - Pride Flag Ceremony	\$ 800.00
28/11/2025	Perth Trees Direct	Plant supplies	\$ 852.50
28/11/2025	Pharmacycycle Pty Ltd	Site Set up of 240 litre bin and liners	\$ 110.00
14/11/2025	Phase3 Landscape Construction	Robertson Park Stage 1B Construction	\$ 91,225.12
28/11/2025	Pickles Auctions	Towing service	\$ 440.00
14/11/2025	Picnic Tables Hire Sales	Rainbow Picnic 2025 - Picnic Table Hire	\$ 1,210.00
14/11/2025	Pioneer Road Services	Asphalt - 20kg cold mix	\$ 1,999.80
28/11/2025	Pixelcase Group Pty Ltd	Monthly Subscription	\$ 9,539.12
28/11/2025	Place Leaders Association	FY26 Annual Membership Government	\$ 4,356.00
14/11/2025	Planning Institute Australia	PIA PlanTech Briefing: NBN & Urbis Accelerated Smarter development report - findings briefings	\$ 30.00
14/11/2025	Pretone Graphics	Printing services	\$ 242.00
28/11/2025	PriceMark Pty Ltd	1000 RFID Pool Membership Cards and freight charges	\$ 3,539.80
14/11/2025	Print and Sign Co	Printing services	\$ 2,824.14
28/11/2025	Print and Sign Co	Printing services	\$ 1,228.40
14/11/2025	R Wheadon R Hendon	November 2025- Meeting allowance fee	\$ 2,168.33
14/11/2025	RAC Motoring	Repairs and Maintenance	\$ 110.00
28/11/2025	RAC Motoring	Repairs and Maintenance	\$ 110.00
14/11/2025	Rachel Freitas	Fitness instructor fee	\$ 480.00
28/11/2025	Rachel Freitas	Fitness instructor fee	\$ 180.00
14/11/2025	Rada Mirceta	After hours cleaning services - BPLC	\$ 14,740.00
28/11/2025	Rada Mirceta	After hours cleaning services - BPLC	\$ 2,970.00
14/11/2025	Regents Commercial Trust Accou	Rental charges - November 2025 & December 2025 and water services	\$ 341.19
28/11/2025	Regents Commercial Trust Accou	Rental charges - November 2025 & December 2025 and water services	\$ 18,369.12
14/11/2025	Remida Perth Inc	The Poppy Project Installation 2025	\$ 3,150.00
14/11/2025	Remote Asset Inspection & Main	Drainage - Maintenance	\$ 6,490.00
28/11/2025	Remote Asset Inspection & Main	Drainage - Maintenance	\$ 8,360.00
14/11/2025	Repco Auto Parts	Auto parts supplies and repairs	\$ 1,069.70
28/11/2025	Repco Auto Parts	Parts supplies and repairs	\$ 209.15
14/11/2025	Repeat Plastics WA	Wheel Stop 1.65m Grey per quote 00012952	\$ 4,488.00
14/11/2025	Richard Harrison	Beehive treatment and removal - various locations	\$ 1,500.00
28/11/2025	Richard Harrison	Beehive treatment and removal - various locations	\$ 1,000.00
14/11/2025	Richards Tyres Pty Ltd	Repairs and Maintenance	\$ 249.00
14/11/2025	Rosevale Electrical	Electrical services - BPLC	\$ 5,627.60
14/11/2025	Roy Galvin & Co Pty Ltd	Plumbing supplies	\$ 533.72
14/11/2025	S & H Investments Pty Ltd	Hardware supplies	\$ 1,235.30
28/11/2025	S & H Investments Pty Ltd	Hardware supplies	\$ 273.90
14/11/2025	S & S Massey	Depot Milk supplies	\$ 381.60
14/11/2025	S & T Miranda	Refund of infrastructure bond	\$ 3,000.00
14/11/2025	S S Lorenzon	Reimbursement of court costs	\$ 250.00
14/11/2025	S.A.S Locksmiths	Key cutting and lock maintenance service	\$ 172.04
28/11/2025	S.A.S Locksmiths	Key cutting and lock maintenance service	\$ 141.41
14/11/2025	SafeTCard Australia Pty Ltd	Monthly monitoring fees	\$ 431.20
28/11/2025	Sage Consulting Engineers Pty	Lighting and Electrical Design for Litis Stadium	\$ 2,970.00
14/11/2025	Samuel Pilot	Rainbow Picnic - Welcome to Country	\$ 1,500.00
28/11/2025	Sarah Urbani	Refund of part of dog registration	\$ 30.00

14/11/2025	Scarboro Motors Pty Ltd	Repairs and Maintenance	\$ 2,531.41
14/11/2025	Scintillating Enterprises Pty	Rainbow Picnic 2025 - Sparkle Bar x3 Technicians	\$ 1,742.24
28/11/2025	SEEK Limited	Employment advertisement	\$ 2,175.99
28/11/2025	Self Made Girls	Facilitation session	\$ 660.00
14/11/2025	Shaaron Taylor	Fitness instructor fee	\$ 234.00
28/11/2025	Shaaron Taylor	Fitness instructor fee	\$ 390.00
14/11/2025	Shane McMaster Surveys	Surveying services - various locations	\$ 1,100.00
14/11/2025	Shaun Gardner	Refund of infrastructure bond	\$ 5,000.00
14/11/2025	Shelley Beckett	Rainbow Picnic 2025 - Photobooth	\$ 620.00
14/11/2025	Sherina Patchett	Fitness instructor fee	\$ 447.20
14/11/2025	Shiho Ugawa	Refund of 3 x Student Passes	\$ 30.24
28/11/2025	Signbiz WA	Supply of metal signs	\$ 1,298.00
28/11/2025	Silvertown Corporation ATF The	Rates refund	\$ 5,058.20
14/11/2025	Slimline Warehouse	Custom lanyard pins for library staff	\$ 323.00
14/11/2025	Smoke and Mirrors Audio Visual	Rainbow Picnic - Audio Visual & remembrance day speaker hire	\$ 1,948.05
28/11/2025	Snap Send Solve Pty Ltd	12 months subscription services	\$ 58,058.00
14/11/2025	Soco Studios	Photography and videography services	\$ 852.50
28/11/2025	Solo Resource Recovery	Vac out storm water - Hyde Park	\$ 1,769.24
14/11/2025	Sophie M Greer	November 2025- Meeting allowance fee	\$ 2,168.33
14/11/2025	Sports Turf Technology Pty Ltd	Bore sampling April 2025 14 Sites @ \$170	\$ 2,618.00
14/11/2025	St John Ambulance Western Aust	First aid kits and consumables, Defibrillator	\$ 373.25
28/11/2025	St John Ambulance Western Aust	First aid kits and consumables, Defibrillator	\$ 1,261.50
28/11/2025	Stiles Electrical & Communicat	Contract Variations Sullivan Logistics Stadium	\$ 112,055.94
14/11/2025	Suez Recycling & Recovery (Per	General waste collection	\$ 8,876.10
14/11/2025	Sun Bum	Purchase Sunbum items for resale in retail store.	\$ 539.90
14/11/2025	Survey Dynamics	Survey services - various locations	\$ 27,720.00
28/11/2025	Susan Douglas	Rates refund	\$ 649.19
28/11/2025	Suzanne Smart	Fitness instructor fee	\$ 816.40
14/11/2025	Suzanne Worner	November 2025- Meeting allowance fee	\$ 2,168.33
28/11/2025	Swan Towing Service Pty Ltd	Towing services	\$ 726.00
14/11/2025	Sweetly Baked Enterprises Pty	Catering services	\$ 912.00
14/11/2025	Sydell Nominees Pty Ltd t/as Im	magazine shelf pattern cover-ups & 3x place books here desk decal	\$ 826.10
14/11/2025	Tactile Indicators Perth	Footpaths/Cycleways Maintenance	\$ 2,431.50
28/11/2025	Tactile Indicators Perth	Yellow Stikcrete Hazard Adhesive fixed	\$ 7,566.00
14/11/2025	Tamala Park Regional Council	Sep 2025 - Account for GST Payable and Receivable	\$ 25,731.77
28/11/2025	Tania Herbert	Refund for part of dog registration	\$ 100.00
14/11/2025	Technogym Australia Pty Ltd	Education session 04.11.25 to 03.11.26	\$ 2,112.00
28/11/2025	Technologically Speaking	Adult Services Event at City of Vincent	\$ 750.00
14/11/2025	Temptations Catering	Catering services	\$ 1,822.44
28/11/2025	Temptations Catering	Catering services	\$ 381.26
28/11/2025	Temptations Catering	Seniors Week event Understanding Osteoporosis	\$ 299.81
14/11/2025	The BBQ Man	BBQ cleaning - Hyde Park and Pressure cleaning at Oxford street reserve	\$ 715.00
28/11/2025	The BBQ Man	BBQ cleaning - Hyde Park and Pressure cleaning at Oxford street reserve	\$ 440.00
14/11/2025	The Beaufort	Catering services	\$ 3,375.00
14/11/2025	The Footage Company Pty Ltd	Licence fee for Nine News clip about City of Vincent	\$ 660.00
14/11/2025	The Fruit Box Group Pty Ltd	Milk supplies	\$ 380.15
28/11/2025	The Fruit Box Group Pty Ltd	Milk supplies	\$ 174.28
14/11/2025	The Leisure Institute of WA Aq	Membership renewal	\$ 300.00
14/11/2025	The Royal Life Saving Society	Hyde Park water playground and aids memorial monthly services	\$ 6,682.55
28/11/2025	Tien Dung Nguyen	Refund of Building Fee and Levy	\$ 171.65
28/11/2025	TNTL	Donation for BBQ stall	\$ 500.00
14/11/2025	Total Eden	Retics parts	\$ 579.29
28/11/2025	Total Eden	Retics parts	\$ 1,324.00
14/11/2025	Totally Workwear Mt Hawthorn	Uniform supplies	\$ 2,235.41
28/11/2025	Totally Workwear Mt Hawthorn	Uniform supplies	\$ 734.75
14/11/2025	Tracklink WA Pty Ltd	Rental agreement 3.5 ton excavator	\$ 8,250.00
28/11/2025	Transpacific Industries PL	General waste collections at various locations	\$ 41,897.60
14/11/2025	Trellis Technologies Pty Ltd	Emissions Data Management System and Scope 3 - CY2	\$ 10,291.58
14/11/2025	Truck Centre (WA) Pty Ltd	Repairs and maintenance	\$ 17,071.63
28/11/2025	Truck Centre (WA) Pty Ltd	Repairs and maintenance	\$ 2,818.09
28/11/2025	Trustee for Holdsworth Trust t	DRP meeting and advice	\$ 1,320.00
28/11/2025	Trustees for The Folan Family	Coaching session - At City of Vincent - Follow up Culture Session	\$ 1,980.00
28/11/2025	United Equipment Pty Ltd	Purchase of 2.5 tonne gas forklift GP25P	\$ 44,163.90
14/11/2025	Universal Diggers	Bobcat hire	\$ 2,821.50
28/11/2025	Universal Diggers	Bobcat hire	\$ 4,826.25
28/11/2025	Urban Reticulation	Reticulation repairs	\$ 1,490.50
14/11/2025	Urbis Pty Ltd	DRP meeting and advice	\$ 1,100.00
14/11/2025	V J McGuire	Attendance to citizenship ceremony & welcome to country - pride flag raising	\$ 2,915.00
14/11/2025	Vanessa Forbes	Fitness instructor fee	\$ 223.08
14/11/2025	Veolia Recycling & Recovery Pt	General waste collections at various locations	\$ 3,752.14
14/11/2025	Vorgee Pty Ltd	Purchase Vorgee Items for resale in the retail store BPLC	\$ 2,620.20
14/11/2025	W.A. Limestone Co	19mm Limestone	\$ 1,810.80
14/11/2025	WA Aids Council	Library events	\$ 488.00
28/11/2025	WA Aids Council	Library events	\$ 150.00
28/11/2025	WA Library Supplies	Library supplies	\$ 33.00

14/11/2025	WA Local Government Associatio	Training and workshop	\$ 1,925.00
28/11/2025	WA Local Government Associatio	Training and workshop	\$ 682.00
14/11/2025	WA Return Recycle Renew Ltd	Container exchange	\$ 1,320.00
28/11/2025	WA Safety Tape & Mesh	450 Orange reflective traffic cones - stencil	\$ 1,987.50
28/11/2025	Waste Management and Resource	WMRR End of Year Industry Drinks - Waste Ed Office	\$ 50.00
14/11/2025	Water Corporation	Water supplies - various locations	\$ 6,738.93
28/11/2025	Water Corporation	Water supplies - various locations	\$ 7,146.72
14/11/2025	Way Funky Company Pty Limited	Funkita stock for resale in the retail shop	\$ 2,679.05
14/11/2025	WC Convenience Management	Maintenance exelooos Sept 2025 - Various locations	\$ 4,831.13
28/11/2025	Westbooks	Assorted Books for Library	\$ 708.66
14/11/2025	Western Metropolitan Regional	FOGO Processing Services 16.09.2025-30.0	\$ 38,600.82
14/11/2025	Western Resource Recovery Pty	Grease trap maintenance - various locations	\$ 1,126.27
14/11/2025	West-Sure Group P/L	Cash collection for various departments	\$ 1,431.10
28/11/2025	West-Sure Group P/L	Cash collection for various departments	\$ 192.50
14/11/2025	Winc Australia Pty Limited	Office and stationery supplies	\$ 1,023.82
28/11/2025	Winc Australia Pty Limited	Office and stationery supplies	\$ 1,130.31
28/11/2025	Wolf & Swine Pty Ltd	Rainbow Picnic 2025 - Replacement Trestle tables	\$ 400.00
14/11/2025	Wolfcom Australia	Supply of vests	\$ 932.08
28/11/2025	Woolworths Group Limited	Milk supplies 01.10.25 to 31.10.25	\$ 321.26
28/11/2025	Work Health Professionals Pty	Audiometric Hearing Tests - Depot - 12/1	\$ 1,474.00
14/11/2025	Worldwide Online Printing Cann	Printing services	\$ 1,267.00
14/11/2025	Wrap Happy	Reusable gift wraps for workshop	\$ 580.00
14/11/2025	Yolande Gomez	Fitness instructor fee	\$ 592.80
28/11/2025	Yolande Gomez	Fitness instructor fee	\$ 748.80
14/11/2025	Z & K Casley	Refund of infrastructure bond	\$ 3,000.00
14/11/2025	Zen Corporation Pty Ltd	Pride Shirts - Community Development, Pr	\$ 491.70
28/11/2025	Zenien	Install new Axis P3267 CCTV - Raglan Rc	\$ 2,686.64
14/11/2025	Zettagrid Pty Ltd	NBN & Enterprise Internet	\$ 2,581.70
28/11/2025	Zoho Corporation Pty Ltd	Subscription fee Jan26-Jan27	\$ 10,167.30
Grand Total			\$ 6,854,475.14

Creditors Report - Payments by Direct Debit				
01 November 2025 - 30 November 2025				
Credit Card Transactions for the Period - 01 November 2025 -30 November 2025				
Card Holder	Date	Payee	Description	Amount
CEO	4/11/2025	Easypark Prahran Aus	CEO Parking - Hackett Drive, Crawley - 031125	\$ 7.18
	7/11/2025	Easypark Prahran Aus	CEO Parking - Safer Perth Roundtable - 061125	\$ 7.01
	12/11/2025	Nespresso Australia Sydney Aus	Catering for City Events - Coffee Pods	\$ 196.01
	13/11/2025	Big W 0454 Karrinyup Wa	Crockery and Tea Towels for Function Room Events	\$ 70.00
	13/11/2025	Easypark Prahran Aus	CEO Parking - Meeting with City of Bayswater CEO	\$ 2.91
	14/11/2025	Easypark Prahran Aus	CEO Parking - WALGA PSHB Meeting - 13/11/25	\$ 7.36
	17/11/2025	Wanewsditi Osborne Parkwa	West Australian Newspaper Subscription - 15/11/25	\$ 102.60
	20/11/2025	Uber *Eats Help.Uber.C Sydney Aus	Catering for City Events - Council Workshop	\$ 524.79
	21/11/2025	Wilson Parking Austral Perth Wa	CEO Parking - Governance Institute Event	\$ 15.21
	28/11/2025	Metal Artwork Badges Subiaco Wa	Name Badges for new Elected Members (2)	\$ 27.72
				\$ 960.79
Executive Director Infrastructure and Engineering				
	3/11/2025	Cpp Convention Centre Perth Wa	Parking - RAC Stakeholder Event	\$ 12.62
	11/11/2025	Zanthorrea Pty Ltd Maida Vale	Garden Competition 2025	\$ 250.00
	11/11/2025	Zanthorrea Pty Ltd Maida Vale	Garden Competition 2025	\$ 250.00
	11/11/2025	Zanthorrea Pty Ltd Maida Vale	Garden Competition 2025	\$ 100.00
	11/11/2025	Miaflora Garden Centre Inglewood	Garden Competition 2025	\$ 350.00
	12/11/2025	Thebeaufort-Gi251111Nb Highgate Wa	Garden competition 2023	\$ 103.75
	12/11/2025	Pinchos251111Nb Leederville Wa	Garden Competition 2025	\$ 103.74
	12/11/2025	Madeleine251111Nb Highgate Wa	Garden Competition 2025	\$ 150.00
	12/11/2025	Theleederville251111Nb Leederville Wa	Garden Competition 2025	\$ 103.69
	12/11/2025	Sq *Ischia On Beaufort Highgate Wa	Garden Competition 2025	\$ 150.00
	12/11/2025	Bunnings 454000 Innaloo	Garden Competition 2025	\$ 500.00
	12/11/2025	Lerebelle251111Nb Mount Lawleywa	Garden Competition 2025	\$ 151.99
	12/11/2025	Daphsrestaurant251111Nb North Beach Wa	Garden Competition 2025	\$ 152.98
	12/11/2025	Catalanofamily251111Nb Perth Wa	Garden Competition 2025	\$ 103.79
	12/11/2025	Theoldlaundryb251111Nb North Perth Wa	Garden Competition 2025	\$ 154.24
	13/11/2025	Petbarn Osborne Park	Garden Competition 2025	\$ 250.00
	13/11/2025	Bar Botanik West Perth Wa	Garden Competition 2025	\$ 450.00
	13/11/2025	University of Wester Crawley	Parking - UDIA Event	\$ 10.00
	28/11/2025	Public Transport Autho Perth	Transport - WALGA PSHB	\$ 2.40
	28/11/2025	Public Transport Autho Perth	Transport - WALGA PSHB	\$ 3.50
				\$ 3,352.70
Executive Director Strategy & Design				
	13/11/2025	CPP Convention Centre Perth WA	Parking 11 November 2025	\$ 22.72
	28/11/2025	CPP Convention Centre Perth WA	Parking 26 November 2025	\$ 26.25

Card Holder	Date	Payee	Description	Amount
				\$ 48.97
Manager Marketing and Partnerships				
	3/11/2025	Facebk *2Anls5R7R2 Dublin Irl	Facebook advertising	\$ 218.69
	3/11/2025	Artist - International transaction fee	Artist - int'l transaction fee	\$ 8.38
	3/11/2025	WWW.Artist.IO Norwich GBR	Stock audio subscription	\$ 335.17
	5/11/2025	Coles 0357 North Perth 06	Community event supplies	\$ 11.09
	5/11/2025	Chemist Warehouse North Perth Wa	Ice pack for events	\$ 9.98
	7/11/2025	Leederville Cameras Leederville	Disposable cameras for event	\$ 139.80
	11/11/2025	Intuit Mailchimp Sydney Aus	Enewsletter platform	\$ 637.37
	13/11/2025	Coles 0357 North Perth 06	Community event supplies	\$ 13.36
	17/11/2025	Spe*Partyrama International Transaction fee	Live chat - int'l transaction fee	\$ 3.80
	17/11/2025	Pure Chat, Inc. (A Sub Chesapeake Va	Website Live Chat	\$ 152.00
	17/11/2025	Jotform Pty Ltd International Transacton fee	online form - int'l transaction fee	\$ 1.65
	17/11/2025	Jotform Pty Ltd Mortlake Aus	Online form tool	\$ 65.98
	19/11/2025	Spe*Partyrama Reynella Aus	Pride parade equipment	\$ 149.76
	20/11/2025	Coles 0357 North Perth 06	Community event supplies	\$ 11.73
	24/11/2025	Asana.com interenational transaction fee	Schedudling tool - int'l transaction fee	\$ 29.69
	24/11/2025	Asana.Com San Franciscca	Marketing scheduling tool	\$ 1,187.49
	24/11/2025	Leederville Cameras Leederville	Film processing for Rainbow Picnic	\$ 88.00
	27/11/2025	Shutterstock Ireland L Dublin 2 Irl	Stock photo subscription	\$ 99.00
	27/11/2025	Coles 0357 North Perth 06	Community event supplies	\$ 12.71
	27/11/2025	SP Giftlines Blivah Qld	Flowers for Chatty Café	\$ 232.10
	28/11/2025	Sprout Social International Transaction fee	Schedudling tool - int'l transaction fee	\$ 19.30
	28/11/2025	Sprout Social, Inc 8668783231 Il	Social media scheduling tool	\$ 772.09
	28/11/2025	Woolworths 4313 Innaloo Wa	Community event supplies	\$ 39.00
	28/11/2025	Officeworks 0622 Osborne Park06	Community event supplies	\$ 90.97
	28/11/2025	Coles 0298 Innaloo 06	Community event supplies	\$ 17.38
	28/11/2025	Kmart 1386 Perth 06	Supplies for community event	\$ 70.40
	28/11/2025	Coles 0298 Innaloo 06	Community event supplies	\$ 20.82
	28/11/2025	Officeworks 0622 Osborne Park06	Community event supplies	\$ 31.03
				\$ 4,468.74

Card Holder	Date	Payee	Description	Amount
Branch Librarian				
	3/11/2025	Planet Books Mount Lawleywa	Materials Purchased: Local stock purchase	\$ 27.99
	4/11/2025	SQ *Manic Botanic Wemblely WA	Local History Awards	\$ 320.00
	7/11/2025	Urban Records Leederville Aus	Local History Awards	\$ 100.00
	10/11/2025	Kmart Mulgrave VIC	Frames for Local History Award image displays	\$ 260.00
	10/11/2025	The Good Grocer Leed Leederville WA	Catering for Local History Award Ceremony	\$ 534.18
	10/11/2025	The Good Grocer Leed Leederville WA	Catering for Local History Award Ceremony	\$ 484.99
	12/11/2025	Guest.Px.com Adelaide SA	Photo Service for Communtiy Facilities	\$ 84.70
	13/11/2025	The Good Grocer Leed Leederville WA	Senior's Week Catering	\$ 315.00
	13/11/2025	The Good Grocer Leed Leederville WA	Catering for Senior's Week Morning Tea	\$ 343.97
	24/11/2025	SP Ginger IVY Bedford WA	Catering for Library Lounge gallery opening launch	\$ 190.00
	24/11/2025	CTI Logistics Ltd West Perth AUS	Courier for Library Exhibition Materials	\$ 110.00
	24/11/2025	SP JB HI FI Online South Bank Vic	Equipment for Local History Centre event	\$ 292.99
	27/11/2025	SP Desky 0312 Eastbrisanbe Qld	Purchase of desktop whiteboard for office	\$ 39.20
				\$ 3,103.02
Executive Manager Information and Communication Technology				
	3/11/2025	Assetsonar.com international transaction fee	AssetSonar Intl Transaction Fee	\$ 14.54
	3/11/2025	Assetsonar Com Carson City Nv	AssetSonar ICT Asset Database/Inventory	\$ 581.75
	4/11/2025	Yodeck.com interneational transaction fee	Yodeck Intl Transaction	\$ 10.34
	4/11/2025	Yodeck	Yodeck Enterprise Plan Nov25	\$ 413.41
	4/11/2025	Onetouch Enterprises Pyrmont Nsw	Virtual Mobile # for Media	\$ 33.46
	6/11/2025	Landis international transaction fee	Landis Intl Transaction	\$ 33.96
	6/11/2025	Landis Techno	Landis Contact Centre - Customer Relations	\$ 1,358.23
	6/11/2025	Twilio Sendgrid international transactionfee	Twilio Intl Transaction	\$ 3.47
	6/11/2025	Twilio Sendgrid San Franciscca	Twilio SendGrid Nov25	\$ 138.83
	7/11/2025	Simplybook.Me Limassol Nic	SimplyBook Me Beatty Park Creche	\$ 80.00
	10/11/2025	Nodeone	NodeOne Internet Link for BPGym equipment & backup	\$ 228.00
	10/11/2025	Microsoft-G123532632 Sydney Aus	Microsoft Azure Std Mgmt, Gov & Storage	\$ 87.25
	11/11/2025	Yodeck.com interenational transactionfee	Yodeck Player Intl Transaction	\$ 10.91
	11/11/2025	Yodeck	Yodeck Player 4k +Shipping	\$ 436.35
	11/11/2025	Ezi*M2M One Pty Ltd Kensington Aus	M2M One Services for Park Retic Nov 25	\$ 454.93
	19/11/2025	Australian Communicati Belconnen	ACMA BP Land MobileAmbulatory	\$ 74.00
	25/11/2025	Onetouch Enterprises Pyrmont Nsw	TouchSMS Exisiting Media number port to TouchSMS	\$ 89.23
	25/11/2025	Onetouch Enterprises Pyrmont Nsw	Virtual Mobile # for Media	\$ 33.46
				\$ 4,082.12
Procurement and Contracts Officer				
	26/11/2025	Company Director Sydney NSW	AICD Training	\$ 1,400.00
				\$ 1,400.00

<i>Card Holder</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
Council Liasion Officer				
	5/11/2025	Uber *Eats Help.Uber.C Sydney Aus	Catering for Council Briefing 4 November 2025	\$ 507.98
	5/11/2025	Dd *Doordash Sixsenses Melbourne Vic	Catering for Council Briefing 4 November 2025	\$ 33.04
	12/11/2025	Uber *Eats Help.Uber.C Sydney Aus	Catering for Council Meeting 11 November 2025	\$ 428.98
	12/11/2025	Evermack Pty Ltd Subiaco Wa	Names plates for Honour Board	\$ 244.40
	14/11/2025	Woolworths 4341 Currambine Wa	Drinks for Council Meetings	\$ 47.96
	14/11/2025	Woolworths 4341 Currambine Wa	Drinks for Council Meetings	\$ 6.04
	17/11/2025	A1 Quality Laundroma Joondalup Wa	Laundry of Council Tablecloths	\$ 29.00
				\$ 1,297.40
Manager Engineering				
	5/11/2025	Amazon Au Marketplace Sydney	Waste Management Event	\$ 27.29
	10/11/2025	Coles Online Hawthorn Easwa	Waste Event - Catering	\$ 164.65
	27/11/2025	Kmart Mulgrave Vic	Waste Event - Wooden Battle blocks	\$ 50.00
	27/11/2025	EB *Christmas Circular 801-413-7200VIC	Waste Events - Wall Planner	\$ 19.84
				\$ 261.78
Total Corporate Credit Cards				\$ 18,975.52
Direct Debits				
	3/11/2025	K Finance		\$ 1,914.48
	3/11/2025	HP financial Ser		\$ 20,621.70
	27/11/2025	EC*netstaraustra		\$ 999.90
			Total Leasing	\$ 23,536.08
Loan Repayments				
	3/11/2025	WA Treasury Corp		\$ 54,063.78
			Total Treasury Corporation	\$ 54,063.78
Bank Fees and Charges				
	30/11/2025	CBA bank fee		\$ 25,705.50
			Bank fees	\$ 25,705.50
Total Direct Debits including Credit Cards				\$ 122,280.88

Creditors Report - Payments by Cheque				
01 November 2025 - 30 November 2025				
Creditor	Date	Payee	Description	Amount
00082811	4/11/2025	Petty cash - BPLC	Recoup petty cash BPLC	\$ 292.05
Total Net Cheque Payments				\$ 292.05

05

**CITY OF VINCENT
FUEL CARDS REPORT
FOR THE MONTH OF 30 NOVEMBER 2025**

Payee	Date	Type	Total Cost
AMPOL FOODARY ASCOT	01/11/2025	Fuel	\$ 46.87
AMPOL FOODARY EAST PERTH	01/11/2025	Fuel	\$ 107.87
AMPOL FOODARY GLENDALOUGH	01/11/2025	Fuel	\$ 441.33
AMPOL FOODARY LEEDERVILLE	01/11/2025	Fuel	\$ 758.27
AMPOL FOODARY MALAGA DRIVE S/STN	01/11/2025	Fuel	\$ 69.47
EG AMPOL 94243 GREENWOOD	01/11/2025	Fuel	\$ 79.07
AMPOL FOODARY CANNINGTON	02/11/2025	Fuel	\$ 55.77
AMPOL FOODARY EAST PERTH	02/11/2025	Fuel	\$ 140.63
AMPOL FOODARY GLENDALOUGH	02/11/2025	Fuel	\$ 67.73
AMPOL FOODARY LEEDERVILLE	02/11/2025	Fuel	\$ 176.19
AMPOL FOODARY CARINE	03/11/2025	Fuel	\$ 66.20
AMPOL FOODARY EAST PERTH	03/11/2025	Fuel	\$ 97.19
AMPOL FOODARY GLENDALOUGH	03/11/2025	Fuel	\$ 179.69
AMPOL FOODARY LEEDERVILLE	03/11/2025	Fuel	\$ 272.56
AMPOL FOODARY MOUNT LAWLEY (INGLEWOOD)	03/11/2025	Fuel	\$ 133.90
AMPOL FOODARY EAST PERTH	04/11/2025	Fuel	\$ 162.47
AMPOL FOODARY GLENDALOUGH	04/11/2025	Fuel	\$ 509.17
AMPOL FOODARY LEEDERVILLE	04/11/2025	Fuel	\$ 254.66
AMPOL FOODARY EAST PERTH	05/11/2025	Fuel	\$ 275.79
AMPOL FOODARY GLENDALOUGH	05/11/2025	Fuel	\$ 326.96
AMPOL FOODARY LEEDERVILLE	05/11/2025	Fuel	\$ 635.79
AMPOL FOODARY BUTLER S/STN	06/11/2025	Fuel	\$ 96.89
AMPOL FOODARY EAST PERTH	06/11/2025	Fuel	\$ 254.66
AMPOL FOODARY GLENDALOUGH	06/11/2025	Fuel	\$ 316.37
AMPOL FOODARY LEEDERVILLE	06/11/2025	Fuel	\$ 539.20
AMPOL FOODARY SECRET HARBOUR	06/11/2025	Fuel	\$ 65.88
AMPOL FOODARY EAST PERTH	07/11/2025	Fuel	\$ 65.26
AMPOL FOODARY FORREST HIGHWAY SOUTH	07/11/2025	Fuel	\$ 43.67
AMPOL FOODARY GLENDALOUGH	07/11/2025	Fuel	\$ 193.25
AMPOL FOODARY KARRINYUP	07/11/2025	Fuel	\$ 106.50
AMPOL FOODARY LEEDERVILLE	07/11/2025	Fuel	\$ 354.14
AMPOL FOODARY LEEDERVILLE	08/11/2025	Fuel	\$ 85.64
AMPOL FOODARY CLARKSON	10/11/2025	Fuel	\$ 75.83
AMPOL FOODARY GLENDALOUGH	10/11/2025	Fuel	\$ 479.37
AMPOL FOODARY LEEDERVILLE	10/11/2025	Fuel	\$ 800.87
EG AMPOL 94240 OSBORNE PARK	10/11/2025	Fuel	\$ 61.81
AMPOL FOODARY COCKBURN CENTRAL JANDAKOT	11/11/2025	Fuel	\$ 36.75
AMPOL FOODARY DOUBLEVIEW	11/11/2025	Fuel	\$ 141.88
AMPOL FOODARY EAST PERTH	11/11/2025	Fuel	\$ 403.41
AMPOL FOODARY GLENDALOUGH	11/11/2025	Fuel	\$ 679.74
AMPOL FOODARY HIGH WYCOMBE	11/11/2025	Fuel	\$ 46.78
AMPOL FOODARY LEEDERVILLE	11/11/2025	Fuel	\$ 563.94
AMPOL FOODARY MALAGA DRIVE S/STN	11/11/2025	Fuel	\$ 55.22
AMPOL FOODARY SOUTH LAKE	11/11/2025	Fuel	\$ 118.78
AMPOL FOODARY DOUBLEVIEW	12/11/2025	Fuel	\$ 78.55
AMPOL FOODARY EAST PERTH	12/11/2025	Fuel	\$ 114.86
AMPOL FOODARY GLENDALOUGH	12/11/2025	Fuel	\$ 355.94
AMPOL FOODARY LEEDERVILLE	12/11/2025	Fuel	\$ 709.96
AMPOL FOODARY MIDVALE	12/11/2025	Fuel	\$ 136.75
AMPOL FOODARY CANNINGTON	13/11/2025	Fuel	\$ 64.02
AMPOL FOODARY EAST PERTH	13/11/2025	Fuel	\$ 232.68
AMPOL FOODARY GLENDALOUGH	13/11/2025	Fuel	\$ 462.98
AMPOL FOODARY LEEDERVILLE	13/11/2025	Fuel	\$ 598.06
EG AMPOL 94240 OSBORNE PARK	13/11/2025	Fuel	\$ 220.14
EG AMPOL 94243 GREENWOOD	13/11/2025	Fuel	\$ 79.77
AMPOL FOODARY CARINE	14/11/2025	Fuel	\$ 65.17
AMPOL FOODARY GLENDALOUGH	14/11/2025	Fuel	\$ 770.16
AMPOL FOODARY JOONDALUP	14/11/2025	Fuel	\$ 120.61
AMPOL FOODARY LEEDERVILLE	14/11/2025	Fuel	\$ 357.24
AMPOL FOODARY CARINE	15/11/2025	Fuel	\$ 74.68

AMPOL FOODARY MALAGA DRIVE S/STN	15/11/2025	Fuel	\$	109.56
AMPOL BRUNSWICK	16/11/2025	Fuel	\$	63.11
AMPOL FOODARY LAKELANDS	16/11/2025	Fuel	\$	70.22
EG AMPOL 94203 BALLAJURA	16/11/2025	Fuel	\$	68.18
AMPOL FOODARY GLENDALOUGH	17/11/2025	Fuel	\$	128.60
AMPOL FOODARY LEEDERVILLE	17/11/2025	Fuel	\$	213.10
EG AMPOL 94228 MIRRABOOKA	17/11/2025	Fuel	\$	51.39
AMPOL FOODARY EAST PERTH	18/11/2025	Fuel	\$	388.39
AMPOL FOODARY GLENDALOUGH	18/11/2025	Fuel	\$	155.84
AMPOL FOODARY LEEDERVILLE	18/11/2025	Fuel	\$	377.91
EG AMPOL 94215 WHITFORDS	18/11/2025	Fuel	\$	56.68
AMPOL FOODARY COCKBURN CENTRAL JANDAKOT	19/11/2025	Fuel	\$	106.62
AMPOL FOODARY EAST PERTH	19/11/2025	Fuel	\$	123.08
AMPOL FOODARY GLENDALOUGH	19/11/2025	Fuel	\$	254.96
AMPOL FOODARY LEEDERVILLE	19/11/2025	Fuel	\$	610.42
EG AMPOL 94240 OSBORNE PARK	19/11/2025	Fuel	\$	270.72
AMPOL FOODARY EAST PERTH	20/11/2025	Fuel	\$	603.27
AMPOL FOODARY GLENDALOUGH	20/11/2025	Fuel	\$	196.60
AMPOL FOODARY LEEDERVILLE	20/11/2025	Fuel	\$	629.57
EG AMPOL 94243 GREENWOOD	20/11/2025	Fuel	\$	62.47
AMPOL FOODARY CARINE	21/11/2025	Fuel	\$	70.63
AMPOL FOODARY EAST PERTH	21/11/2025	Fuel	\$	553.17
AMPOL FOODARY GLENDALOUGH	21/11/2025	Fuel	\$	79.72
AMPOL FOODARY LEEDERVILLE	21/11/2025	Fuel	\$	495.13
AMPOL FOODARY STRATTON	21/11/2025	Fuel	\$	112.38
AMPOL FOODARY CANNINGTON	22/11/2025	Fuel	\$	53.84
AMPOL FOODARY LAKELANDS	22/11/2025	Fuel	\$	77.74
EG AMPOL 94243 GREENWOOD	22/11/2025	Fuel	\$	69.53
AMPOL FOODARY GLENDALOUGH	23/11/2025	Fuel	\$	162.45
AMPOL FOODARY MOUNT LAWLEY (INGLEWOOD)	23/11/2025	Fuel	\$	43.33
AMPOL FOODARY CARINE	24/11/2025	Fuel	\$	70.08
AMPOL FOODARY CLARKSON	24/11/2025	Fuel	\$	68.47
AMPOL FOODARY EAST PERTH	24/11/2025	Fuel	\$	95.60
AMPOL FOODARY ERSKINE	24/11/2025	Fuel	\$	48.23
AMPOL FOODARY GLENDALOUGH	24/11/2025	Fuel	\$	139.86
AMPOL FOODARY HIGH WYCOMBE	24/11/2025	Fuel	\$	49.32
AMPOL FOODARY LEEDERVILLE	24/11/2025	Fuel	\$	778.43
AMPOL FOODARY MALAGA DRIVE S/STN	24/11/2025	Fuel	\$	103.20
EG FUELCO 94235 JOONDALUP	24/11/2025	Fuel	\$	91.26
AMPOL FOODARY DOUBLEVIEW	25/11/2025	Fuel	\$	91.39
AMPOL FOODARY EAST PERTH	25/11/2025	Fuel	\$	311.89
AMPOL FOODARY GLENDALOUGH	25/11/2025	Fuel	\$	323.72
AMPOL FOODARY LEEDERVILLE	25/11/2025	Fuel	\$	322.67
AMPOL FOODARY MALAGA DRIVE S/STN	25/11/2025	Fuel	\$	63.15
AMPOL FOODARY EAST PERTH	26/11/2025	Fuel	\$	155.85
AMPOL FOODARY GLENDALOUGH	26/11/2025	Fuel	\$	102.42
AMPOL FOODARY LEEDERVILLE	26/11/2025	Fuel	\$	222.17
AMPOL FOODARY DOUBLEVIEW	27/11/2025	Fuel	\$	81.24
AMPOL FOODARY EAST PERTH	27/11/2025	Fuel	\$	64.81
AMPOL FOODARY GLENDALOUGH	27/11/2025	Fuel	\$	298.92
AMPOL FOODARY LEEDERVILLE	27/11/2025	Fuel	\$	493.75
EG AMPOL 94240 OSBORNE PARK	27/11/2025	Fuel	\$	124.06
AMPOL FOODARY COCKBURN CENTRAL JANDAKOT	28/11/2025	Fuel	\$	85.94
AMPOL FOODARY EAST PERTH	28/11/2025	Fuel	\$	203.97
AMPOL FOODARY GLENDALOUGH	28/11/2025	Fuel	\$	426.77
AMPOL FOODARY HIGH WYCOMBE	28/11/2025	Fuel	\$	18.16
AMPOL FOODARY KARRINYUP	28/11/2025	Fuel	\$	111.24
AMPOL FOODARY LEEDERVILLE	28/11/2025	Fuel	\$	576.98
EG AMPOL 94219 ELLENBROOK	28/11/2025	Fuel	\$	109.05
EG AMPOL 94237 PORT KENNEDY	28/11/2025	Fuel	\$	62.84
EG AMPOL 94240 OSBORNE PARK	28/11/2025	Fuel	\$	162.48
AMPOL FOODARY CANNINGTON	29/11/2025	Fuel	\$	74.07
AMPOL FOODARY SUBIACO	29/11/2025	Fuel	\$	58.38
Grand Total			\$	27,133.97

7.4 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 DECEMBER 2025 TO 31 DECEMBER 2025

- Attachments:**
1. December 2025- Payments by EFT and Payroll [↓](#) 
 2. December 2025 - Payments by Direct Debit [↓](#) 
 3. December 2025 - Payments by Cheques [↓](#) 
 4. December 2025 - Payments by Fuel Cards [↓](#) 

Recommendation:

That Council RECEIVES the list of accounts paid under delegated authority for the period 01 December 2025 to 31 December 2025 as detailed in Attachments 1, 2 ,3 and 4 as summarised below:

EFT payments, including payroll		\$13,227,718.44
Cheques	82813-82815	\$ 910.70
Direct debits, including credit cards		\$ 155,587.06
Total payments for December 2025		\$13,384,216.20

PURPOSE OF REPORT:

To present to Council the list of expenditure and accounts paid for the period 01 December 2025 to 31 December 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 December 2025 to 31 December 2025, covers the following:

FUND	CHEQUE NUMBERS/ BATCH NUMBER	AMOUNT
Municipal Account (Attachment 1, 2 and 3)		
EFT Payments	3261-3273	\$10,503,031.85
Payroll by Direct Credit	December 2025	\$2,724,686.59
Sub Total		\$13,227,718.44
Cheques	82813-82815	\$910.70
Sub Total		\$910.70
Direct Debits (including Credit Cards)		
Lease Fees		\$23,536.08
Loan Repayments		\$107,929.63
Bank Charges – CBA		\$11,284.08
Credit Cards		\$12,837.27
Sub Total		\$155,587.06
Total Payments		\$13,384,216.20

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; and*
- *the amount of the payment; and*
- *the date of the payment; and*
- *sufficient information to identify the transaction.*

(3) *A list prepared under sub regulation (1) is to be —*

- *presented to Council at the next ordinary meeting of Council after the list is prepared; and*
- *recorded in the minutes of that meeting.”*

RISK MANAGEMENT IMPLICATIONS

Low: Management systems are in place that establish satisfactory controls, supported by the internal and external audit functions. Financial reporting to Council increases transparency and accountability.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

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

Our community is aware of what we are doing and how we are meeting our goals.

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Expenditure covered in this report includes various projects, programs, services and initiatives that contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.

PUBLIC HEALTH IMPLICATIONS:

Expenditure covered in this report includes various projects, programs and services that contribute to the priority health outcomes within the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

All municipal fund expenditure included in the list of payments is in accordance with Council's annual budget.

Authorisation of Expenditure for the Period December 2025			
Payment Date	Payee	DESCRIPTION	AMOUNT
19/12/2025	A Radici	Reimbursement for Reward and Recognition	\$ 98.30
12/12/2025	ABC	Footpath repairs and maintenance	\$ 13,937.00
19/12/2025	ABC	Footpath repairs and maintenance	\$ 8,261.00
19/12/2025	ABC Distributors (WA) Pty Ltd	240l Plastic Bin Liner 75um	\$ 7,209.40
2/12/2025	Abigail Jones	Reimbursement for department expenses	\$ 114.00
19/12/2025	Abigail Jones	Reimbursement for end of year celebrations	\$ 55.15
12/12/2025	Advanced Spatial Technologies	AUTO CAD Single user annual subscription	\$ 47,344.00
12/12/2025	Aha! Consulting	Essentials of Engagement 11.02.2026	\$ 1,309.00
12/12/2025	AKC Pty Ltd T/as Baileys Ferti	Purchase of fertilizers	\$ 9,680.00
19/12/2025	AKC Pty Ltd T/as Baileys Ferti	Purchase of fertilizers	\$ 9,680.00
12/12/2025	Alchemy Saunas Pty Ltd	November 2025- Monthly sauna rental	\$ 2,860.00
12/12/2025	Aldo and Janessa Oliva	Low mow and sweep 2.5, etc	\$ 150.00
19/12/2025	Alerton Australia	Service BMS November. 01.11.25 to 30.11.	\$ 1,977.71
15/12/2025	Alexandra Castle	December 2025- Deputy mayor allowance and meeting fee	\$ 3,646.48
19/12/2025	Alinta Sales Pty Ltd	Gas supplies various locations	\$ 253.00
12/12/2025	Alison Austin	Fitness instructor fee	\$ 374.40
19/12/2025	Alison Bannister Career Coach	Career workshops - Youth Job Searching Tips	\$ 544.50
15/12/2025	Alison Xamon	December 2025- Mayor allowance and meeting fee	\$ 8,820.08
19/12/2025	Allflow Industrial Australia P	Design, fabricate and install silt basket - Depot	\$ 949.30
19/12/2025	Allpipe Technologies	Robertson Park: reline 300mm dia PVC pipe approx.	\$ 67,545.50
12/12/2025	Allstate Kerbing	Kerbing services	\$ 23,162.02
19/12/2025	Allstate Kerbing	Kerbing services	\$ 16,462.33
12/12/2025	ALS Library Services Pty Ltd	Purchase of Library books	\$ 90.32
19/12/2025	ALS Library Services Pty Ltd	Purchase of Library books	\$ 1,390.26
12/12/2025	Alsco Pty Ltd	Monthly mat changeover at BPLC - November 2025	\$ 831.61
12/12/2025	Alysha & Timothy Mayes	Furniture hire - Staff Christmas Function	\$ 1,240.00
19/12/2025	Amanzi Unit Trust	Purchase Amanzi items for resale in the store BPLC	\$ 5,038.22
12/12/2025	Ampol Australia Petroleum Pty	Fuel and Oil - Nov 2025	\$ 27,133.97
19/12/2025	Amy Thorpe	Reimbursement for purchases for team building events	\$ 186.95
12/12/2025	Anna Cappelletta	Fitness instructor fee	\$ 1,591.20
19/12/2025	Anna Cappelletta	Fitness instructor fee	\$ 1,591.20
12/12/2025	Anne-Rose Banham	Fitness instructor fee	\$ 905.00
19/12/2025	Anne-Rose Banham	Fitness instructor fee	\$ 415.00
12/12/2025	APARC Pty Ltd	Licence,hosting communications , maintenance , credit card transactions, LHC sensors	\$ 62,510.68
19/12/2025	APARC Pty Ltd	Licence,hosting communications , maintenance , credit card transactions, LHC sensors	\$ 46.05
12/12/2025	Arbor Consulting	Parks Tree Mapping & PSHB monitoring stations	\$ 39,050.00
12/12/2025	Arend Verburg	Fitness instructor fee	\$ 1,742.00
12/12/2025	Arkance Australia Pty Ltd	Pinnacle Series online training for AEC	\$ 1,980.00
19/12/2025	ARMA Group Holdings Pty Ltd	2025/2026 Professional Fees - debt recovery	\$ 9,389.05
12/12/2025	Art Jam WA Pty Ltd	3 activities during IDPWD Silent Disco event	\$ 750.00
12/12/2025	Arthur D Riley & Co Pty Ltd	ADR Monthly support TicketOr2 Licensing	\$ 5,955.62
12/12/2025	Arup Australia Services Pty Lt	Housing Supply and Infrastructure Services	\$ 142,142.00
15/12/2025	Ashlee La Fontaine	December 2025 - Meeting attendance fee	\$ 2,168.33
19/12/2025	Ashley & Tara Brian	Crossover subsidy	\$ 535.00
15/12/2025	Ashley Wallace	December 2025 - Meeting attendance fee	\$ 2,168.33
12/12/2025	Asphalttech Pty Ltd	Asphalt supplies	\$ 584,062.18
19/12/2025	Asphalttech Pty Ltd	Asphalt supplies	\$ 160,457.27
12/12/2025	Astute Technical Solutions Pty	New conduit and repairs to Depot pedestrian gate	\$ 5,539.60
12/12/2025	Astute Technical Solutions Pty	Access control installation at the Depot	\$ 77.00
12/12/2025	ATI-Mirage Training and Busine	Staff training course	\$ 589.05
12/12/2025	Australia Post	Postal services for period ending 30.11.2025	\$ 573.27
12/12/2025	Australian HVAC Services	Air- conditioning maintenance - various locations	\$ 25,430.22
12/12/2025	Australian Services Union	Payroll deductions	\$ 159.00
19/12/2025	Australian Services Union	Payroll deductions	\$ 159.00
12/12/2025	Australian Taxation Department	Payroll deductions	\$ 269,558.00
22/12/2025	Australian Taxation Department	Payroll deductions	\$ 537,244.00
12/12/2025	Award Irrigation Pty Ltd	Locating service	\$ 627.00
12/12/2025	Azility	Core Scorekeeping Service - 04.11.25 to 04.12.25	\$ 1,529.00
12/12/2025	Balcatta Mowers & Chainsaws Pt	Repairs and maintenance - Minor Plants	\$ 1,575.00
12/12/2025	Bamora Holdings Pty Ltd t/a Po	Three planter boxes	\$ 1,104.85
12/12/2025	Benara Nurseries	Plant supplies	\$ 1,774.30
12/12/2025	Bing Technologies Pty Ltd	November 2025- Printing services	\$ 9,377.58
12/12/2025	Bladerunner Trust	Skid steer works - various locations	\$ 3,564.00
19/12/2025	BlueLine Holdings T/A My Best	Vet Services - November 2025	\$ 1,130.00
12/12/2025	Boc Gases Australia Limited	Dry ice and container services for medical oxygen C size	\$ 117.85
19/12/2025	Boc Gases Australia Limited	Dry ice and container services for medical oxygen C size	\$ 5.30
12/12/2025	Boom Events Co	Medium Package for Silent Disco 50 heads	\$ 587.40
12/12/2025	Boral Construction Materials G	Supply of concrete	\$ 1,155.58
12/12/2025	Brellico	Rainbow Picnic 2025 - Umbrella Hire	\$ 2,690.00
12/12/2025	Bridgestone Australia Ltd	Reparis and maintenance	\$ 303.60

19/12/2025	Bridgestone Australia Ltd	Repairs and maintenance	\$ 1,139.16
12/12/2025	Briskleen Supplies	Supply of washroom paper consumables and changeover sanitary and nappy bins	\$ 9,106.21
12/12/2025	Building Certification Service	BA3 certificate of design compliance	\$ 594.00
12/12/2025	Bunnings Group Limited	Hardware supplies	\$ 628.38
19/12/2025	Bunnings Group Limited	Hardware supplies	\$ 1,484.96
15/12/2025	C & A Poullos	December 2025 - Meeting attendance fee	\$ 2,168.33
12/12/2025	C & M Vasquez	Donation	\$ 400.00
12/12/2025	c2pr Group Pty Ltd	C2PR Blocked Hours for ad hoc Microsoft	\$ 6,088.50
12/12/2025	Call Associates Pty Ltd	After hour calls - October 25	\$ 2,511.30
19/12/2025	Call Associates Pty Ltd	November 2025- Monthly charges	\$ 2,824.80
12/12/2025	CDM Australia Pty Ltd	Purchase of hardware supplies IT	\$ 11,128.81
19/12/2025	CDM Australia Pty Ltd	Library thermal printer 2	\$ 1,064.80
19/12/2025	Chellew Hawley Pty Ltd	Sand cleaning - various locations	\$ 6,507.12
12/12/2025	Cherrie-O-Moment Pty Ltd	Photo Booth for International Day	\$ 208.00
12/12/2025	Choiceone Pty Ltd	Hire of agency staff	\$ 37,061.81
19/12/2025	Choiceone Pty Ltd	Hire of agency staff	\$ 7,197.16
19/12/2025	City of Kwinana	LSL liability	\$ 6,244.43
12/12/2025	City of Stirling	Meals on wheels	\$ 160.06
19/12/2025	City of Stirling	LSL liability for 2 staff	\$ 16,833.62
19/12/2025	City of Stirling	Processing and disposal of Green waste	\$ 2,102.65
3/12/2025	City of Vincent	Superannuation	\$ 188,015.04
12/12/2025	City of Vincent	Payroll deductions	\$ 982.50
19/12/2025	City of Vincent	Payroll deductions	\$ 1,209.00
22/12/2025	City of Vincent	Superannuation	\$ 198,508.77
22/12/2025	City of Vincent	Superannuation	\$ 183,344.53
12/12/2025	City of Vincent Social Club	Payroll deductions	\$ 158.00
19/12/2025	City of Vincent Social Club	Payroll deductions	\$ 158.00
12/12/2025	Civica Pty Ltd	Milestone 3 - Implementation of Citizen Central	\$ 4,129.13
12/12/2025	Civil Engineering Assignments	Assist with Designs and Drafting	\$ 2,202.75
12/12/2025	Classic Tree Services Pty Ltd	Powerline pruning of tree services	\$ 123,041.60
19/12/2025	Classic Tree Services Pty Ltd	Zone 3 powerline pruning No parking pruning	\$ 12,540.00
12/12/2025	Claudia Scalisi	Fitness instructor fee	\$ 364.00
19/12/2025	Claudia Scalisi	Fitness instructor fee	\$ 145.60
12/12/2025	CLBUCKLER	Fitness instructor fee	\$ 538.60
12/12/2025	Cobblestone Concrete Pty Ltd	Concrete supplies and repairs	\$ 106,508.66
19/12/2025	Cobblestone Concrete Pty Ltd	Concrete supplies and repairs	\$ 6,732.56
12/12/2025	Cockburn Cement Limited	Concrete supplies	\$ 1,100.00
12/12/2025	Colin Dickson and Francesca Ne	Fitness instructor fee	\$ 50.00
12/12/2025	Comex Civil	Bondi St cul-de-sac: Remove existing drainage pits	\$ 19,998.00
12/12/2025	Commercial Aquatics Australia	Monthly fee for water treatment , repairs to 50 meter pool filter, supply and install magnetic flow meter	\$ 55,429.00
19/12/2025	Commercial Aquatics Australia	Monthly Cleaning services - BPLC	\$ 1,804.00
12/12/2025	Compu-Stor	Off-site Storage and Digitisation	\$ 384.67
12/12/2025	Comware Pty Ltd	Hardware supplies - Library	\$ 1,908.61
12/12/2025	Contra-Flow Pty Ltd	Traffic management - various locations	\$ 75,014.92
19/12/2025	Contra-Flow Pty Ltd	Traffic management - various locations	\$ 20,362.25
19/12/2025	Cooper Egan	Refund of infrastructure bond	\$ 1,000.00
12/12/2025	Cormac James Cashen	Fitness instructor fee	\$ 239.20
12/12/2025	Corsign WA	Supply of signs	\$ 3,060.75
12/12/2025	Creative Catering Trust	Bar and staff services - Staff Christmas	\$ 5,341.00
12/12/2025	CRM Hospitality Group Pty Ltd	Staff Christmas Function - Gelato Catering	\$ 1,700.00
19/12/2025	Cromag Pty Ltd t/as Sigma Telf	Supply of pool chemicals	\$ 8,843.23
12/12/2025	CSE Crosscom Pty Ltd	Hardware supplies ICT	\$ 5,126.00
12/12/2025	CTI Security Services Pty Ltd	Admin centre - Mobile Patroll callouts	\$ 82.50
19/12/2025	CTI Security Services Pty Ltd	Alarm monitoring charges - various locations	\$ 242.46
12/12/2025	CW & SC Dearman	Hire of ebikes	\$ 473.20
12/12/2025	Cygnat West Pty Ltd ATF The Ch	Consultancy services	\$ 15,567.75
12/12/2025	D & N Cusworth	Remembrance Day Bugler service 2025	\$ 250.00
19/12/2025	D Morrissy	Reimbursement for recognition and rewards	\$ 417.75
12/12/2025	D&L Studio Pty Ltd	Badges for staff	\$ 243.76
12/12/2025	Daniela Toffali	Fitness instructor fee	\$ 509.60
19/12/2025	DAPTH	Consultancy services - January 2026	\$ 2,117.50
2/12/2025	David and Jacqueline Hunt	Reimbursement for catering of event expenses	\$ 197.60
19/12/2025	David and Jacqueline Hunt	Reimbursement for catering of event expenses	\$ 206.25
2/12/2025	David Gerrard	Reimbursement for garden competition stationery purchases	\$ 26.37
12/12/2025	David Johnson	Refund of membership fee BPLC	\$ 357.33
19/12/2025	David McLoughlin	Local History awards prize money	\$ 250.00
19/12/2025	DeMem-Capic Pty Ltd	October 2025 _ Qauterly water treatment	\$ 211.20
19/12/2025	Dene F Lawrence	Reimbursement for spring water , magnet and mounting, catering for an event	\$ 307.39
19/12/2025	Denis Murselovic	Refund of infrastructure bond	\$ 3,000.00
19/12/2025	Department of Justice	Refund of infringement	\$ 188.90
19/12/2025	Department of Planning Lands a	DAP application fee	\$ 14,784.00
12/12/2025	Department of Social Serivces	Payroll deductions	\$ 1,048.74
19/12/2025	Department of Social Serivces	Payroll deductions	\$ 1,014.97
19/12/2025	Department of Transport	Vehicle search fee - Nov25	\$ 7,257.30

12/12/2025	Design Right	Woodville Reserve Community Hub area development	\$ 4,400.00
12/12/2025	Devco Builders	Repairs and Maintenance - Forrest Park	\$ 17,667.25
12/12/2025	Devco Builders	Repairs and Maintenance - 11 John XXIII Ave	\$ 10,560.00
12/12/2025	Devco Builders	Repairs and Maintenance - various locations	\$ 1,971.45
19/12/2025	Devco Builders	Repairs and Maintenance - North Perth Town Hall	\$ 18,231.40
19/12/2025	Devco Builders	Repairs and Maintenance - COV Buildings	\$ 15,071.10
19/12/2025	Devco Builders	Repairs and Maintenance - Mt Hawthorn Ha	\$ 5,447.10
19/12/2025	Devco Builders	Repairs and Maintenance - BPLC	\$ 5,128.70
19/12/2025	Devco Builders	Repairs and Maintenance - Hyde Park	\$ 4,745.80
19/12/2025	Devco Builders	Repairs and Maintenance - various locations	\$ 5,062.64
12/12/2025	Dial-A-Nappy	Purchase disposable nappies for resale	\$ 550.00
12/12/2025	Diplomatik Pty Ltd	Hire of agency staff	\$ 1,421.86
12/12/2025	Dismantle Main Account	General maintenance and seniors verge	\$ 8,646.00
19/12/2025	Dismantle Main Account	General maintenance and seniors verge	\$ 10,087.00
12/12/2025	Donegan Enterprises Pty Ltd	November 2025 Monthly safety inspection	\$ 495.00
19/12/2025	Donegan Enterprises Pty Ltd	Playground repair and maintenance - various locations	\$ 4,422.00
12/12/2025	Donna J Dama	Fitness instructor fee	\$ 67.60
12/12/2025	Dynamic Audio Visual Solutions	Installation of microphones , streaming	\$ 135,131.70
12/12/2025	Eagers WA Pty Ltd	Repairs and maintenance - Plants	\$ 560.00
12/12/2025	Eamco Pty Ltd t/as EOS Electri	Electrical services - various locations	\$ 14,319.45
19/12/2025	Eamco Pty Ltd t/as EOS Electri	Electrical services - various locations	\$ 5,463.69
12/12/2025	Ecocycle Pty Ltd	Vape Bin - Delivery plus fuel levy	\$ 228.06
12/12/2025	Ecoscape Australia Pty Ltd	High level concept design and costing for hostile vehicle mitigation measure for Leederville villa square	\$ 1,459.70
12/12/2025	ELECTRICITY GENERATION AND RET	Electrical services - various locations	\$ 33,889.70
19/12/2025	ELECTRICITY GENERATION AND RET	Electrical services - various locations	\$ 40,947.52
16/12/2025	Electricity Networks Corp	Underground Power - NPMH	\$ 1,338,719.00
15/12/2025	ER NG Woolf	December 2025 - Meeting attendance fee	\$ 2,168.33
12/12/2025	ES Vincent	Payroll deductions	\$ 6,027.87
19/12/2025	ES Vincent	Payroll deductions	\$ 7,669.11
19/12/2025	Exteria	Vasse Composite seat inground PC and slate	\$ 5,694.70
12/12/2025	Finestone Investments Pty Ltd	Plumbing services - various locations	\$ 4,829.80
19/12/2025	Finestone Investments Pty Ltd	Plumbing services - various locations	\$ 17,539.94
19/12/2025	Fire And Emergency Services Au	2025/26 ESL Qtr 2 contribution	\$ 2,558,521.84
19/12/2025	Fitness Australia	Refund of membership fee BPLC	\$ 699.00
12/12/2025	Flexi Staff Group Pty Ltd	Hire of agency staff	\$ 15,797.32
12/12/2025	Flick Anticimex Pty Ltd	Pest Control services - various locations	\$ 15,027.24
19/12/2025	Flick Anticimex Pty Ltd	Pest Control services - various locations	\$ 363.00
19/12/2025	Fluidra Group Australia Pty Lt	False start stick pole	\$ 2,567.53
12/12/2025	Focus Networks	Managed infrastructure services , internal pentest , managed proactive services , Huntress managed EDR	\$ 67,719.30
19/12/2025	Focus Networks	Managed infrastructure services , internal pentest , managed proactive services , Huntress managed EDR	\$ 17,168.80
12/12/2025	FVS Fire Pty Ltd	Monthly inspection of fire detection system -	\$ 4,106.83
19/12/2025	Garmony Property Consultants	Review witness statements and attendance	\$ 1,760.00
12/12/2025	GAS Assets Pty Ltd	Forrest Park turf works	\$ 50,712.09
12/12/2025	GC Sales (WA)	Supply bin lock head single with lid	\$ 1,988.49
12/12/2025	George Araj	Attendance to audit and risk committee meeting	\$ 450.00
12/12/2025	Go Doors Pty Ltd	Auto door maintenance - BPLC	\$ 1,038.40
19/12/2025	Go2Cup	Provision of GO2CUP services	\$ 1,375.00
19/12/2025	Goce Spiroski	Reimbursement for shoes	\$ 199.99
19/12/2025	Goce Spiroski	Reimbursement for doctors consultation	\$ 150.00
12/12/2025	Goldpin Corporation Pty Ltd	Cycle studio repairs and maintenance	\$ 186.78
12/12/2025	Golly Investments	Catering services	\$ 753.89
19/12/2025	Golly Investments	Catering services	\$ 955.00
19/12/2025	Grace Shannon	Fitness instructor fee	\$ 608.40
12/12/2025	Green By Nature Specialty Serv	Turf maintenance - various locations	\$ 55,535.70
19/12/2025	Green By Nature Specialty Serv	Turf renovations Litis Stadium	\$ 1,485.00
12/12/2025	Grillex Pty Ltd	Water fountain order for Kyilla, Britannia Rd Reserve	\$ 13,376.00
12/12/2025	Grow It Local	750 seed sachets purchase	\$ 1,650.00
19/12/2025	Growise Pty Ltd	Whippa Guards for parks and street trees	\$ 682.00
12/12/2025	GTF Pty Ltd	Jack Mars Reserve- Supply and install Kikuyu jumbo	\$ 8,316.00
12/12/2025	GTF Pty Ltd	Woodville Goal Square Repair	\$ 1,913.01
12/12/2025	Guru Productions Pty Ltd	Christmas Buy Local and Most Livable City	\$ 11,000.00
12/12/2025	Hays Personnel Services (Austr	Hire of agency staff	\$ 6,498.11
12/12/2025	Health Insurance Fund of Austr	Payroll deductions	\$ 209.60
19/12/2025	Health Insurance Fund of Austr	Payroll deductions	\$ 209.60
19/12/2025	Heather Barrett	Local History awards prize money	\$ 300.00
19/12/2025	Hsin-Yu Yu	Refund of membership fee BPLC	\$ 118.80
19/12/2025	Ian Russo Jenelle Russo	AGM 2025 - JRS Singers performance	\$ 580.00
12/12/2025	Iconic Property Services Pty L	Purchase of consumable supplies for various locations and monthly cleaning services for various locations	\$ 111,483.14
19/12/2025	Iconic Property Services Pty L	Purchase of consumable supplies for various locations and monthly cleaning services for various locations	\$ 10,646.21
12/12/2025	Inlogik Pty Ltd	November 2025- Monthl charges	\$ 287.18

12/12/2025	Insight Enterprises Australia	Subscriptions - Sept 2025 & Oct 2025	\$ 9,721.33
12/12/2025	Insight Urbanism Pty Ltd	DRP meeting and advice	\$ 618.75
12/12/2025	Institute of Public Administra	Training course attendance fee	\$ 588.50
12/12/2025	Institute of Public Works Engi	IPWEA training sessions for 9 staff	\$ 6,650.00
12/12/2025	J Blackwood & Son Ltd	Hardware supplies	\$ 2,045.17
19/12/2025	J Blackwood & Son Ltd	Hardware supplies	\$ 204.81
19/12/2025	J Corbellini	Reimbursement for major project reward and recognition	\$ 60.90
19/12/2025	J K Hopkins	At Administration Building, 4 x GO SLIMLINE mobile	\$ 836.01
12/12/2025	Jackson McDonald General Accou	Legal fees	\$ 238.39
19/12/2025	Jackson McDonald General Accou	Legal fees - application of new title	\$ 277.20
19/12/2025	James Chung	Fitness instructor fee	\$ 270.40
19/12/2025	James De Leo	Sponsorship	\$ 10,000.00
19/12/2025	Jason Towns	Refund of infrastructure bond	\$ 275.00
19/12/2025	J-Corp Pty Ltd	Refund of infrastructure bond	\$ 6,000.00
19/12/2025	Jeremy Owen Bosworth	Refund of part dog registration	\$ 150.00
12/12/2025	Jerome Pessio	Refund of membership fee BPLC	\$ 217.89
19/12/2025	Jessica Brennan	Refund of infrastructure bond	\$ 3,000.00
12/12/2025	JJ Richards & Sons	Monthly waste disposal - BPLC	\$ 1,023.46
19/12/2025	JJ Richards & Sons	Monthly waste disposal - BPLC	\$ 1,204.12
12/12/2025	JM & LE Brown	Parking permit refund	\$ 220.00
19/12/2025	John Pabian	Crossover subsidy	\$ 535.00
19/12/2025	John Pabian	Refund of infrastructure bond	\$ 275.00
12/12/2025	John Papas Trailers (Aust) P/L	Hydraulic rams to be fitted on rear tail	\$ 4,895.00
12/12/2025	K&L Gates Office Account	Legal services	\$ 3,789.50
12/12/2025	K.S.Black Pty Limited	Bore/pump maintenance - various locations	\$ 9,349.76
12/12/2025	Karina Helene Noble	Fitness instructor fee	\$ 1,326.00
12/12/2025	Kasse M McCumiskey	Fitness instructor fee	\$ 795.60
12/12/2025	Kayleigh Peace	Fitness instructor fee	\$ 135.20
12/12/2025	Kennards Hire	Hire of plant and machinery	\$ 2,526.50
19/12/2025	Kennards Hire	Hire of plant and machinery	\$ 983.20
19/12/2025	Kerry & Peter Doyle	Reimbursement for rebate of reusable gift wrapping	\$ 40.50
19/12/2025	Kilmore Group Pty Ltd	Beatty Park - IE360-2024 Asbestos Removal	\$ 105,381.88
12/12/2025	Kindling Creative	Facilitator - Christmas Card Making	\$ 585.00
12/12/2025	Kirsten Hocking	Two paintings	\$ 1,750.00
12/12/2025	Kleen West Distributors	Write off street cleaning	\$ 2,022.90
12/12/2025	KMart Online	Supplies for Creche BPLC	\$ 190.00
19/12/2025	KMart Online	Pool Inflatables for Swim School	\$ 98.00
12/12/2025	Kone Elevators Pty Ltd	Service fee to various location maintenance	\$ 2,617.79
12/12/2025	KOR Equipment Solutions Pty Lt	Drainage maintenance	\$ 10,995.28
19/12/2025	Kristina Nhu Pham	Rates Refund	\$ 147.37
19/12/2025	Kylie Tran	Refund of infrastructure bond	\$ 3,000.00
12/12/2025	Kyocera Document Solutions Aus	Monthly printing services - various locations	\$ 725.19
12/12/2025	Lalli Holdings Pty Ltd	Loftus CC - Predesign inspection , report and design	\$ 1,650.00
12/12/2025	Lee J O'Donohue	Rates Refund	\$ 516.29
12/12/2025	Leo Heaney Pty Ltd	Bobcat Hire	\$ 87,763.50
19/12/2025	Leo Heaney Pty Ltd	Bobcat Hire	\$ 14,421.00
12/12/2025	Les Mills	Monthly Music License Fees	\$ 1,466.45
19/12/2025	Leverock Pty Ltd	Purchase Zoggs items for resale in Retail store	\$ 49,408.32
12/12/2025	LINEMARKING WA PTY LTD	Line marking maintenance	\$ 29,152.42
19/12/2025	LINEMARKING WA PTY LTD	Line marking maintenance	\$ 1,328.03
12/12/2025	Liveable Group Pty Ltd	Tree Pruning and removal services	\$ 59,993.57
12/12/2025	Living Turf	Annual fertilizer program	\$ 13,031.70
19/12/2025	Lizhen Huang	Safety glasses	\$ 200.00
19/12/2025	LIZO Pty Ltd	Combination Tool edger blades - HD Blade	\$ 264.00
2/12/2025	Luke McGuirk	Reimbursement for IPWEA WA Country meeting and parking ticket	\$ 734.16
19/12/2025	Luke Riley Creative	Photography and videography services	\$ 2,772.00
2/12/2025	M E McKahey	Reimbursement for purchases - Cutlery for function room	\$ 260.00
12/12/2025	Macdonald Johnston Engineering	Hire of plant and machinery	\$ 11,112.02
19/12/2025	Maneesha Free	Glitter Tattoos - Young Makers Market	\$ 475.00
19/12/2025	Map Homes Pty Ltd	Refund of infrastructure bond	\$ 3,000.00
12/12/2025	Mark C O'Sullivan	Rates Refund	\$ 107.51
12/12/2025	Mary Slater	Fitness instructor fee	\$ 145.60
19/12/2025	Mary Slater	Fitness instructor fee	\$ 72.80
12/12/2025	Masterprint Pty Limited	Purchase of authorization cards	\$ 27.50
19/12/2025	Masters Co	Bi-annual clean - internal and external	\$ 9,735.00
19/12/2025	Matthew Biocich	Photos at Poppy Making workshop	\$ 583.00
19/12/2025	Max Wax Auto Detailing	Car detailing	\$ 120.00
12/12/2025	McLeods Lawyers	Legal fees	\$ 3,661.68
19/12/2025	McLeods Lawyers	Legal fees	\$ 765.60
12/12/2025	Message4U Pty Ltd	November 2025 - SMS Intergrating for Phoenix	\$ 300.25
19/12/2025	Michael McKenna	Refund of infrastructure bond	\$ 1,000.00
12/12/2025	Michael T Duckett	Consultancy Services for the Western Central Local	\$ 962.50
2/12/2025	Michelle Lilleyman	Reimbursement for catering of training program expenses	\$ 274.31
19/12/2025	Michelle Lilleyman	Reimbursement for training program expenses	\$ 194.26
19/12/2025	Mindarie Regional Council	Processable and non processable waste	\$ 73,954.65

19/12/2025	Mr and Mrs C Vacca	Rates Refund	\$ 283.42
19/12/2025	Ms D Zuks	Photography and videography services	\$ 1,705.00
12/12/2025	Natale Group Australia Pty Ltd	Security Guard at Beatty Park 30.11.25	\$ 753.50
19/12/2025	Nathan Stokes	Reimbursement for Team Building Event	\$ 360.50
19/12/2025	Naturalis Spring Water	15 Liter full bottle - reception	\$ 30.00
12/12/2025	Newground Water Services Pty L	Irrigation design and services - Robertson Park and Weld square	\$ 6,633.00
19/12/2025	Nightlife Music Pty Ltd	January 2026 Supply Crowd DJ and consume	\$ 417.94
12/12/2025	Noma Pty Ltd	DRP meeting and advice	\$ 5,692.50
19/12/2025	North Perth Bowling & Rec Club	Payment for staff christmas party	\$ 1,070.00
12/12/2025	Northbridge Common Incorporate	Sponsorship 2025-2026	\$ 5,500.00
12/12/2025	Northsands Resources	Paving Sand	\$ 549.75
19/12/2025	Northsands Resources	Sand Paving	\$ 2,874.96
12/12/2025	Officeworks Ltd	Office and stationery supplies	\$ 810.84
19/12/2025	Officeworks Ltd	Office and stationery supplies	\$ 481.23
12/12/2025	Omnicom Media Group Australia	Public notices and advertisements	\$ 5,191.19
12/12/2025	OP Centa Pty Ltd	Purchase of Chiq 90 L Retro single door bar fridge	\$ 248.00
19/12/2025	OP Centa Pty Ltd	Replacement bar fridge	\$ 241.00
12/12/2025	Open Systems Technology Pty Lt	Baseline subscriptions and STP Transactions	\$ 38,867.77
19/12/2025	Open Systems Technology Pty Lt	October 2025- Microsoft Azure	\$ 1,473.64
12/12/2025	Optus Billing Services Pty Ltd	Mobile/Internet charges	\$ 9,688.50
12/12/2025	Oxford Retail Pty Ltd	Printing services - various locations	\$ 698.20
12/12/2025	Oxford Retail Pty Ltd	Spirit of Christmas Certificates	\$ 104.00
19/12/2025	Oxford Retail Pty Ltd	Printing services - various locations	\$ 118.40
12/12/2025	P & R Trust t/as Workwear Supp	Uniform supplies	\$ 240.02
19/12/2025	P & R Trust t/as Workwear Supp	Uniform supplies	\$ 295.69
12/12/2025	P A Rojo Diaz	Fitness instructor fee	\$ 1,638.00
19/12/2025	P O Dart and V Dart	Refund of infrastructure bond	\$ 3,000.00
19/12/2025	Park Holdings (WA) Pty Ltd	Supply and install carpet tiles and trims dance floor	\$ 20,408.00
19/12/2025	Patricia Schraven	Local History awards prize money	\$ 100.00
19/12/2025	Paxon Business & Financial Ser	Preparation of Draft Audit Report	\$ 13,153.54
19/12/2025	Paxon Business & Financial Ser	Audit and risk committee meeting	\$ 205.52
2/12/2025	Payroll deductions	Payroll PP 12	\$ 903,831.77
16/12/2025	Payroll deductions	Payroll PP 13	\$ 927,755.14
30/12/2025	Payroll deductions	Payroll PP 14	\$ 893,099.68
12/12/2025	Pei-Chea Tran	Fitness instructor fee	\$ 270.40
19/12/2025	Pei-Chea Tran	Fitness instructor fee	\$ 270.40
12/12/2025	Pentland Pty Ltd - Speedo Aust	Purchase items for resale in the retail store	\$ 801.90
19/12/2025	Pentland Pty Ltd - Speedo Aust	Purchase items for resale in retail store	\$ 18,482.20
12/12/2025	People on Bicycles Pty Ltd	Hire of ebikes	\$ 528.00
12/12/2025	People Sense	EAP Counselling - October 2025	\$ 1,530.60
19/12/2025	People Sense	Critical Incident Response	\$ 2,180.94
12/12/2025	Performance Invoice Account Ra	MC - Young Makers Christmas Market	\$ 850.00
12/12/2025	Perth Auto Alliance P/L AHG Fo	Repairs and maintenance	\$ 1,104.00
19/12/2025	Perth Patio Magic	Refund of infrastructure bond	\$ 2,000.00
19/12/2025	Peter Cicanese	Reimbursement for parking tickets	\$ 170.62
12/12/2025	Phase3 Landscape Construction	Progress Claim 9-Robertson Park Stage 1B	\$ 303,832.12
19/12/2025	Phase3 Landscape Construction	Progress claim 10 Robertson Park Stage	\$ 131,201.46
2/12/2025	Phelps Craig	Reimbursment for safety spectacles	\$ 200.00
12/12/2025	Phillip Meyerkort	Fitness instructor fee	\$ 10,296.00
12/12/2025	Picnic Tables Hire Sales	Hire of staff xmas party picnic tables	\$ 1,188.00
19/12/2025	Pioneer Road Services	Asphalt supplies	\$ 3,999.60
19/12/2025	Pixelcase Group Pty Ltd	Monthly subscription of 6 aero ranger vehicle kits	\$ 9,539.12
19/12/2025	Pool Robotics Perth	Repair pool robot	\$ 450.00
12/12/2025	PPG Industries Australia Pty L	Paint supplies	\$ 1,179.88
12/12/2025	Pretone Graphics	Printing services - various locations	\$ 1,204.50
12/12/2025	PriceMark Pty Ltd	20 boxes of yellow WAW bands	\$ 1,342.00
12/12/2025	Print and Sign Co	Printing services - various locations	\$ 12,383.47
19/12/2025	Print and Sign Co	Printing services - various locations	\$ 1,490.72
12/12/2025	Programmed Property Services P	Restore x4 Hyde Park Heritage listed signs	\$ 7,535.00
12/12/2025	Programmed Skilled Workforce L	Hire of agency staff	\$ 18,063.94
19/12/2025	Programmed Skilled Workforce L	Agency conversion fee from temporary to permanent staff	\$ 9,219.32
19/12/2025	Programmed Skilled Workforce L	Hire of agency staff	\$ 2,382.36
19/12/2025	Quality Press	Printing services - Yellow Tea Towels	\$ 2,656.50
12/12/2025	R Chillemi	Refund of part dog registration	\$ 150.00
19/12/2025	R E Eccleston-Wirth	Local History awards prize money	\$ 200.00
15/12/2025	R Wheadon R Hendon	December 2025 - Meeting attendance fee	\$ 2,168.33
12/12/2025	RAC Motoring	Repairs and maintenance	\$ 577.50
12/12/2025	Rachael D Berry	Fitness instructor fee	\$ 143.00
12/12/2025	Rachel Freitas	Fitness instructor fee	\$ 420.00
12/12/2025	Rada Mirceta	After hours and general cleaning services	\$ 14,660.00
19/12/2025	Rada Mirceta	After hours cleaning of swimming pool and gym	\$ 5,380.00
12/12/2025	REALMstudios Pty Ltd	DRP meeting and advice	\$ 825.00
12/12/2025	Redimed Pty Ltd - Receipts WA	Fitness instructor fee	\$ 240.90
19/12/2025	Regents Commercial Trust Accou	Rent payment, water charges and land tax for lot 49	\$ 16,291.87
12/12/2025	Remote Asset Inspection & Main	Supply operator and ute for drainage truck	\$ 19,800.00

12/12/2025	Repeat Plastics WA	Wheel Stop 1.65m Grey per quote 00012976, Spi, etc	\$ 8,808.80
19/12/2025	Repeat Plastics WA	Wheel Stop 1.65m Grey per quote 00012976	\$ 3,025.00
12/12/2025	Retech Rubber	Kyilla and Robertson Park sofffall rubber repair	\$ 467.50
19/12/2025	Retech Rubber	Kyilla and Robertson Park sofffall rubber	\$ 467.50
12/12/2025	Revelation Perth International	Management of COV Film Project - Installement 1	\$ 4,400.00
19/12/2025	Rhys Taylor	Reimbursement for CBS reward and recognition & travel expenses	\$ 275.04
12/12/2025	Richard Harrison	Beehive treatment - various locations	\$ 750.00
12/12/2025	Richards Tyres Pty Ltd	Repairs and maintenance	\$ 60.00
12/12/2025	Road Specialist Australia P/L	Install shovel bin to truck	\$ 2,525.82
19/12/2025	Robert Logan Homes Pty Ltd	Refund of infrastructure bond	\$ 3,000.00
12/12/2025	Roof Safety Solutions Pty Ltd	Remedial work to roof safety inspection - variouls locations	\$ 29,117.64
12/12/2025	S & S Massey	Depot Milk supplies	\$ 381.60
19/12/2025	S.A.S Locksmiths	Key cutting and lock maintenance service	\$ 388.54
12/12/2025	Sacred Heart Primary School Bo	Donation	\$ 250.00
12/12/2025	SafetyCulture Pty Ltd	Safety Culture iAuditor - November 2025	\$ 1,050.25
12/12/2025	Sai Global Australia Pty Ltd t	Subscription 05.11.25-04.11.26	\$ 3,443.00
12/12/2025	Saint Benoit Pty Ltd	Attendance to audit and risk committee meeting	\$ 450.00
12/12/2025	SBP Group Pty Ltd	Refund of building licence fee & BE Levy	\$ 178.50
12/12/2025	Scarboro Motors Pty Ltd	Repairs and maintenance	\$ 2,014.14
19/12/2025	Scarboro Motors Pty Ltd	Repairs and maintenance	\$ 386.86
19/12/2025	SCRD Holdings Pty Ltd Business	E waste recycling	\$ 1,597.71
19/12/2025	Sean Vincent	Refund of infrastructure bond	\$ 275.00
19/12/2025	Sean Vincent	Crossover subsidy	\$ 205.00
12/12/2025	Sendon Pty Ltd	Everyday Zero Gamified Waste Education Module	\$ 8,580.00
12/12/2025	Shaaron Taylor	Fitness instructor fee	\$ 234.00
19/12/2025	Shaaron Taylor	Fitness instructor fee	\$ 468.00
19/12/2025	Smart Generation Homes Pty Ltd	Refund of infrastructure bond	\$ 5,000.00
12/12/2025	Smoke and Mirrors Audio Visual	Pride Parade Speakers	\$ 254.00
15/12/2025	Sophie M Greer	December 2025 - Meeting attendance fee	\$ 2,168.33
12/12/2025	Soyeon Kim	Refund of part membership fee BPLC	\$ 741.29
12/12/2025	Specialized Cleaning Group Pty	Repairs and maintenance service	\$ 3,976.59
12/12/2025	St John Ambulance Western Aust	First Aid Officers - Young Makers market	\$ 660.00
19/12/2025	St John Ambulance Western Aust	Depot - Service first aid kits November	\$ 114.75
12/12/2025	Stiles Electrical & Communicat	Milestone payment 2 Litis Stadium floodlights and variation 01 replacement concrete mix at Litis Stadium	\$ 187,894.18
19/12/2025	Stiles Electrical & Communicat	Progress claim # 3 - Litis Stadium flood	\$ 89,673.45
12/12/2025	Streamline Entertainment Pty L	Staff Christmas Function - Musician and Speaker hire	\$ 946.00
12/12/2025	Suez Recycling & Recovery (Per	Processing of Co-Mingled Recyclable Material	\$ 19,232.44
19/12/2025	Supagas Pty Ltd	P3011 1GR1108 Forklift gas 18kg	\$ 195.59
19/12/2025	Survey Dynamics	Survey boundary for Ilma Lane	\$ 6,270.00
19/12/2025	Survey Dynamics	Nightshift surveyor	\$ 2,871.00
12/12/2025	Suzanne Smart	Fitness instructor fee	\$ 364.00
15/12/2025	Suzanne Worner	December 2025 - Meeting attendance fee	\$ 2,168.33
12/12/2025	Sydel Nominees Pty Ltd t/as Im	Artwork instagram selfie frame - BPLC	\$ 302.50
12/12/2025	Sydel Nominees Pty Ltd t/as Im	Printing services - various locations	\$ 269.50
12/12/2025	Sylvia Loh	Refund of membership fee BPLC	\$ 256.90
12/12/2025	Tactile Indicators Perth	Yello Stikcrete hazard	\$ 576.00
12/12/2025	Tara Mazzulla	Fitness instructor fee	\$ 365.00
12/12/2025	Technologically Speaking	Adult Services Event at City of Vincent	\$ 375.00
12/12/2025	Temptations Catering	Catering services	\$ 2,037.49
19/12/2025	Temptations Catering	Catering services	\$ 1,617.24
12/12/2025	Tercel International (WA) Pty	Lighning protection program - Progress claim	\$ 26,711.30
12/12/2025	The BBQ Man	BBQ cleaning various locations	\$ 4,845.23
12/12/2025	THE FACTORY	Supply, install and remove christmas decoration and lights at various locations	\$ 64,570.00
12/12/2025	The Royal Life Saving Society	Aids memorial monthly services	\$ 7,383.12
19/12/2025	Timothy Boike and Kim Brock	Crossover subsidy	\$ 300.00
19/12/2025	Timothy Boike and Kim Brock	Refund of infrastructure bond	\$ 275.00
19/12/2025	Tony Aveling & Associates	Staff White Card training from Aveling	\$ 540.00
12/12/2025	Total Eden	Retic Parts	\$ 6,478.64
19/12/2025	Total Eden	Retic Parts	\$ 5,668.54
12/12/2025	Totally Workwear Mt Hawthorn	Uniform supplies	\$ 1,299.70
19/12/2025	Totally Workwear Mt Hawthorn	Uniform supplies	\$ 3,799.89
12/12/2025	Tracklink WA Pty Ltd	Rental agreement 3.5 ton excavator	\$ 1,650.00
19/12/2025	Tracklink WA Pty Ltd	Rental agreement 3.5 ton excavator	\$ 13,550.90
12/12/2025	Transpacific Industries PL	140 lts , 240 Lts & 360 Lts Residential collections and recycling	\$ 106,612.27
12/12/2025	Universal Diggers	Hire of plant and machinery	\$ 4,181.10
19/12/2025	Universal Diggers	Bobcat Hire	\$ 10,873.50
12/12/2025	Urban Reticulation	Retic Parts	\$ 1,716.00
12/12/2025	Urbis Pty Ltd	DRP meeting and advice	\$ 275.00
12/12/2025	Vanessa Forbes	Fitness instructor fee	\$ 223.08
12/12/2025	Veolia Recycling & Recovery Pt	Weekly general waste collections - various locations	\$ 6,747.49
19/12/2025	Veolia Recycling & Recovery Pt	Weekly general waste collections - various locations	\$ 1,712.91
12/12/2025	W.A. Limestone Co	19mm Limestone	\$ 853.51
12/12/2025	WA Local Government Associatio	Staff training course	\$ 6,864.00
19/12/2025	WA Local Government Associatio	Training attendance	\$ 5,654.00

19/12/2025	Walter Martinez TA Wallys Taco	Catering services	\$ 4,500.00
12/12/2025	Water Corporation	Water Charges - various locations	\$ 29,755.32
19/12/2025	Water Corporation	Water Charges - various locations	\$ 2,179.16
12/12/2025	Water Corporation Expenditure	Water Charges - various locations	\$ 1,297.24
19/12/2025	WC Convenience Management	November 2025 Exeloo maintenance - various locations	\$ 4,831.13
12/12/2025	Wespray on Paving Pty Ltd	Application of brick faux pavement	\$ 2,490.03
19/12/2025	Wespray on Paving Pty Ltd	Application of brick faux pavement	\$ 3,256.66
19/12/2025	Westbooks	Books for library services	\$ 1,441.20
19/12/2025	Western Australian Land Inform	GRV interim schedule and valuation	\$ 663.66
12/12/2025	Western Metropolitan Regional	FOGO processing , verge valet collections	\$ 210,971.76
19/12/2025	Western Metropolitan Regional	Verge Valet - Sept 2025 & Nov 2025	\$ 158,604.72
12/12/2025	West-Sure Group P/L	Cash collection for various locations	\$ 462.00
19/12/2025	West-Sure Group P/L	Cash collection for various locations	\$ 1,439.90
12/12/2025	William Buck Consulting (WA) P	Attendance to audit and risk committee meeting	\$ 450.00
12/12/2025	Winc Australia Pty Limited	Office and stationery supplies	\$ 992.08
19/12/2025	Winc Australia Pty Limited	Office and stationery supplies	\$ 1,222.85
19/12/2025	WMFG Pty Ltd	Items for sale in the retail store - BPLC	\$ 184.17
12/12/2025	Wolf & Swine Pty Ltd	Rainbow Picnic 2025 - Marquee and Furniture hire	\$ 6,987.60
12/12/2025	Wolfcom Australia	5 x Load Bearing Vest with custom yellow patch	\$ 1,243.52
12/12/2025	Woodlands Distributors & Agenc	Dog Bags Compostable	\$ 17,075.52
12/12/2025	work	Entertainment - Young Makers Christmas Market	\$ 340.00
12/12/2025	Worldwide Online Printing Cann	Printing services - various locations	\$ 594.00
12/12/2025	Wrap Happy	Sustainable lifestyles gift wrapping act	\$ 200.00
19/12/2025	Wrap Happy	Kylla Christmas Gift Wrapping Service	\$ 400.00
12/12/2025	Yellow Citrine Pty Ltd	Equipment Hire - Young Makers Christmas	\$ 872.00
12/12/2025	Yolande Gomez	Fitness instructor fee	\$ 1,128.40
19/12/2025	Yolande Gomez	Fitness instructor fee	\$ 390.00
19/12/2025	Youth Affairs Council Of WA	COV youth action plan - FY 2026	\$ 18,260.00
12/12/2025	Youth Disability Advocacy Netw	Sensory Space - Young Makers Christmas Market	\$ 797.50
12/12/2025	Youth Disability Advocacy Netw	IDPWD Silent Disco event - Facilitating	\$ 429.00
12/12/2025	Zap Circus	Rainbow Picnic - Comedy Stage Show	\$ 2,805.00
12/12/2025	Zenien	CCTV Maintenance for Aug/ Nov 25	\$ 3,236.75
12/12/2025	Zettagrid Pty Ltd	Enterprise internet and NBN	\$ 2,581.70
12/12/2025	ZIP Heaters Aust Pty Ltd	Hydrotap maintenance - Admin and COV library	\$ 547.80
19/12/2025	ZIP Heaters Aust Pty Ltd	Repairs and maintenance - Admin	\$ 799.99
19/12/2025	Zipform	FY 2025-26 - 3rd installment notice	\$ 8,085.68
12/12/2025	Zoran and Snjezana Nevjestic	Rates Refund	\$ 451.60
Grand Total			\$ 13,227,718.44

Creditors Report - Payments by Direct Debit				
01 December 2025 - 31 December 2025				
Credit Card Transactions for the Period - 01 December 2025 -31 December 2025				
<i>Card Holder</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
CEO				
	3/12/2025	Edith Cowan University Joondalup Wa	CEO Registration - IRSPM Conference - 2026	\$ 1,119.00
	4/12/2025	Aust Institute Of Mana Perth Wa	CEO Membership Fee - AIM WA	\$ 49.00
	12/12/2025	Governance Institute Sydney Nsw	Membership Renewal - Governance Institute (GIA)	\$ 750.00
	15/12/2025	Wanewsdti Osborne Parkwa	West Australian Newspaper Subscription - 13/12/25	\$ 102.60
				\$ 2,020.60
Executive Director Infrastructure and Engineering				
	1/12/2025	CPP State Library Perth WA	Parking - Engineering Australia Event	\$ 10.60
				\$ 10.60
Manager Marketing and Partnerships				
	1/12/2025	Facebk *P3Tvs8M7R2 Dublin Irl	Facebook advertising	\$ 30.46
	5/12/2025	Officeworks 0622 Osborne Park06	Spirit of Christmas frames	\$ 44.00
	5/12/2025	Leederville Cameras Leederville	SD card for camera	\$ 39.95
	11/12/2025	Intuit Mailchimp Sydney Aus	Enewsletter platform	\$ 623.58
	11/12/2025	Bunnings Group Ltd Hawthorn Eas	Community development supplies	\$ 17.21
	15/12/2025	Pure Chat, Inc. Intl Tran	Website live chat- int'l transaction fee	\$ 3.74
	15/12/2025	Pure Chat, Inc. (A Sub Chesapeake Va ##1225	Website Live Chat	\$ 149.46
	16/12/2025	Jotform Pty Ltd Mortlake Aus Intl Tran	Online forms - int'l transaction fee	\$ 1.62
	16/12/2025	Jotform Pty Ltd Mortlake Aus ##1225	Online form tool	\$ 64.69
	16/12/2025	Woolworths 4346 Mt Hawthorn Wa	Soft drinks for AGM	\$ 64.75
	17/12/2025	Ampol Leederville Leederville	Ice for AGM	\$ 38.00
	18/12/2025	Bunnings Group Ltd Hawthorn Eas	Community development supplies	\$ 78.00

<i>Card Holder</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
	24/12/2025	Asana.Com San Franciscca ## Intl Tran	Scheduling tool - int'l transaction fee	\$ 28.86
	24/12/2025	Asana.Com San Franciscca ##1225	Marketing scheduling tool	\$ 1,154.40
	29/12/2025	Shutterstock Ireland L Dublin 2 Irl	Stock photo subscription	\$ 99.00
	29/12/2025	Shutterstock Ireland L Dublin 2 Irl Intl Tran	Social media scheduling tool - int'l transaction fee	\$ 18.60
	29/12/2025	Sprout Social, Inc 8668783231 II ##1225	Social media scheduling tool	\$ 743.84
				\$ 3,200.16
Executive Manager Information and Communication Technology				
	2/12/2025	Onetouch Enterprises Pymont Nsw	Virtual number for media@vincent,wa.gov.au	\$ 33.46
	3/12/2025	International Transaction Fee	AssetSonar Intl Transaction Fee	\$ 14.55
	3/12/2025	Assetsonar.Com Carson City Nv ##1225	AssetSonar ICT Asset Database Dec25	\$ 581.84
	4/12/2025	International Transaction Fee	Yodeck Player Intl Transaction	\$ 10.33
	4/12/2025	Yodeck.Com Flipnode San Franciscca ##1225	Yodeck Player Enterprise Dec25	\$ 413.22
	5/12/2025	International Transaction Fee	Twilio SendGrid Intl Transaction Fee	\$ 3.43
	5/12/2025	Twilio Sendgrid San Franciscca ##1225	Twilio SendGrid Dec25	\$ 137.33
	8/12/2025	International Transaction Fee	Landis Intl Transaction Fee	\$ 33.40
	8/12/2025	Landis Technol00 Of 00 Ephrata Pa ##1225	Landis Contact Centre - Customer Relations	\$ 1,335.96
	8/12/2025	Simplybook.Me Limassol Nic	SimplyBookme for BP Creche Booking	\$ 80.00
	8/12/2025	Nodeone Geraldton Wa	NodeOne Broadband Link and Fixed Wireless	\$ 228.00
	9/12/2025	Australian Communicati Belconnen	ACMA BP Land MobileAmbulatory	\$ 506.00
	10/12/2025	Microsoft-G128165856 Sydney Aus	Microsoft Azure Std Mgmt, Gov & Storage	\$ 43.65
	11/12/2025	Ezi*M2M One Pty Ltd Kensington Aus	M2M One Services for Park Retics	\$ 465.72
	29/12/2025	Onetouch Enterprises Pymont Nsw	Virtual number for media	\$ 33.46
				\$ 3,920.35
Branch Librarian				
	3/12/2025	The Good Grocer Leeder Leederville Wa	Refund - Senior's Week Catering	-\$ 315.00
	8/12/2025	Tafe165001 Ultimo	Refund - Cataloguing for Practitioners TAFE Course	-\$ 330.00
				-\$ 645.00

<i>Card Holder</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
Procurement and Contracts Officer				
	4/12/2025	Company Director Sydney Nsw	2026 AICD Forum	\$ 388.00
	5/12/2025	Cpa Australia Southbank Vic	CPA Membership	\$ 898.80
	18/12/2025	Cpa Australia Southbank Vic	CPA Membership	\$ 404.36
				\$ 1,691.16
Council Liasion Officer				
	1/12/2025	Woolworths 4390 Joondalup Wa	Christmas Crackers for Council Meeting 9 December	\$ 24.00
	1/12/2025	Kmart 1143 Joondalup 06	Christmas decorations for Mayor's area	\$ 95.00
	3/12/2025	Uber *Eats Help.Uber.C Sydney Aus	Catering for Council Briefing 2 December 2025	\$ 547.98
	3/12/2025	Six Senses Gourmet Th Leederville Wa	Catering - Mayor Council Meeting 11 November 2025	\$ 22.84
	5/12/2025	Ikea Perth Innaloo Wa	Serviettes and glasses for council meetings	\$ 42.75
	16/12/2025	A1 Quality Laundroma Joondalup Wa	Laundry of Council Tablecloths	\$ 34.00
				\$ 766.57
Manager Engineering				
	1/12/2025	Kmart Mulgrave Vic	Refund - only Wooden Quoits received	-\$ 25.00
	3/12/2025	Prezzee* Prezzee/Au449 Sydney Nsw	Reward & Recogniton Waste	\$ 50.00
	5/12/2025	Coles Online Hawthorn Easwa	Waste Event - Catering	\$ 443.65
	5/12/2025	Coles Online Hawthorn Easwa	Waste Event - Catering	\$ 100.00
	11/12/2025	Coles 0347 Yokine 06	Waste Event - Catering	\$ 100.00
	12/12/2025	Ipaas Murdoch Wa	IPAA 2025 Awards - 40km/hr Speed Zone	\$ 1,120.00
	18/12/2025	Coles 0347 Yokine 06	Reward & Recogniton Waste	\$ 50.00
	23/12/2025	International Transaction Fee	ChatGPT subscription International trans fee	\$ 0.83
	23/12/2025	Openai *Chatgpt Subscr San Franciscca ##1225	ChatGPT subscription	\$ 33.35
				\$ 1,872.83
Total Corporate Credit Cards				\$ 12,837.27

<i>Card Holder</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
Direct Debits				
	1/12/2025	Hp Financial services		\$ 20,621.70
	1/12/2025	K Finance		\$ 1,914.48
	29/12/2025	EC*Netstar Austra		\$ 999.90
			Total Leasing	\$ 23,536.08
Loan Repayments				
	1/12/2025	WA Treasury Corp		\$ 54,063.78
	2/12/2025	WA Treasury Corp		\$ 53,865.85
			Total Treasury Corporation	\$ 107,929.63
Bank Fees and Charges				
	31/12/2025	CBA bank fee		\$ 11,284.08
			Bank fees	\$ 11,284.08
Total Direct Debits including Credit Cards				\$ 155,587.06

Creditors Report - Payments by Cheque				
01 December 2025 - 31 December 2025				
Creditor	Date	Payee	Description	Amount
00082813	8/12/2025	Petty Cash - Beatty Park Leisure Centre	Petty cash recoup - BPLC	\$ 344.30
00082814	8/12/2025	Petty Cash - Finance	Petty cash recoup - Finance	\$ 386.00
00082815	15/12/2025	Petty Cash - Depot	Petty cash recoup - Depot	\$ 180.40
Total Net Cheque Payments				\$ 910.70

06

**CITY OF VINCENT
FUEL CARDS REPORT
FOR THE MONTH OF 31 DECEMBER 2025**

Payee	Date	Type	Total Cost
AMPOL FOODARY GLENDALOUGH	01/12/2025	Fuel	\$ 977.50
AMPOL FOODARY KINGSLEY	01/12/2025	Fuel	\$ 83.32
AMPOL FOODARY LEEDERVILLE	01/12/2025	Fuel	\$ 218.52
AMPOL FOODARY MALAGA DRIVE S/STN	01/12/2025	Fuel	\$ 102.64
AMPOL FOODARY EAST PERTH	02/12/2025	Fuel	\$ 264.01
AMPOL FOODARY GLENDALOUGH	02/12/2025	Fuel	\$ 559.19
AMPOL FOODARY LEEDERVILLE	02/12/2025	Fuel	\$ 306.32
EG AMPOL 94240 OSBORNE PARK	02/12/2025	Fuel	\$ 85.56
EG AMPOL 94243 GREENWOOD	02/12/2025	Fuel	\$ 55.29
AMPOL FOODARY EAST PERTH	03/12/2025	Fuel	\$ 125.27
AMPOL FOODARY GLENDALOUGH	03/12/2025	Fuel	\$ 474.43
AMPOL FOODARY LEEDERVILLE	03/12/2025	Fuel	\$ 174.45
AMPOL FOODARY NORTHLANDS - BALCATT	03/12/2025	Fuel	\$ 45.35
EG AMPOL 94228 MIRRABOOKA	03/12/2025	Fuel	\$ 58.53
AMPOL FOODARY CARINE	04/12/2025	Fuel	\$ 67.32
AMPOL FOODARY EAST PERTH	04/12/2025	Fuel	\$ 324.34
AMPOL FOODARY GLENDALOUGH	04/12/2025	Fuel	\$ 440.33
AMPOL FOODARY LEEDERVILLE	04/12/2025	Fuel	\$ 546.51
EG AMPOL 94240 OSBORNE PARK	04/12/2025	Fuel	\$ 153.51
AMPOL FOODARY COCKBURN CENTRAL JANDAKOT	05/12/2025	Fuel	\$ 81.58
AMPOL FOODARY GLENDALOUGH	05/12/2025	Fuel	\$ 222.06
AMPOL FOODARY HIGH WYCOMBE	05/12/2025	Fuel	\$ 62.49
AMPOL FOODARY JOONDALUP	05/12/2025	Fuel	\$ 184.60
AMPOL FOODARY LEEDERVILLE	05/12/2025	Fuel	\$ 808.66
AMPOL FOODARY MALAGA DRIVE S/STN	05/12/2025	Fuel	\$ 44.43
AMPOL FOODARY CARINE	06/12/2025	Fuel	\$ 70.14
AMPOL FOODARY ERSKINE	06/12/2025	Fuel	\$ 51.68
AMPOL FOODARY LEEDERVILLE	06/12/2025	Fuel	\$ 77.54
AMPOL FOODARY LEEDERVILLE	07/12/2025	Fuel	\$ 193.43
EG AMPOL 94203 BALLAJURA	07/12/2025	Fuel	\$ 67.22
AMPOL FOODARY EAST PERTH	08/12/2025	Fuel	\$ 445.77
AMPOL FOODARY GLENDALOUGH	08/12/2025	Fuel	\$ 659.42
AMPOL FOODARY LEEDERVILLE	08/12/2025	Fuel	\$ 151.99
EG AMPOL 94215 WHITFORDS	08/12/2025	Fuel	\$ 57.73
AMPOL FOODARY COCKBURN CENTRAL JANDAKOT	09/12/2025	Fuel	\$ 59.07
AMPOL FOODARY DOUBLEVIEW	09/12/2025	Fuel	\$ 92.38
AMPOL FOODARY EAST PERTH	09/12/2025	Fuel	\$ 338.94
AMPOL FOODARY GLENDALOUGH	09/12/2025	Fuel	\$ 403.79
AMPOL FOODARY LEEDERVILLE	09/12/2025	Fuel	\$ 227.45
AMPOL FOODARY MALAGA DRIVE S/STN	09/12/2025	Fuel	\$ 101.50
AMPOL FOODARY CARINE	10/12/2025	Fuel	\$ 64.61
AMPOL FOODARY GLENDALOUGH	10/12/2025	Fuel	\$ 164.86
AMPOL FOODARY LEEDERVILLE	10/12/2025	Fuel	\$ 761.69
AMPOL FOODARY MIDVALE	10/12/2025	Fuel	\$ 141.21
AMPOL FOODARY SCARBOROUGH	10/12/2025	Fuel	\$ 91.58
AMPOL FOODARY EAST PERTH	11/12/2025	Fuel	\$ 206.39
AMPOL FOODARY GLENDALOUGH	11/12/2025	Fuel	\$ 78.98
AMPOL FOODARY LEEDERVILLE	11/12/2025	Fuel	\$ 250.50
AMPOL FOODARY EAST PERTH	12/12/2025	Fuel	\$ 95.97
AMPOL FOODARY GLENDALOUGH	12/12/2025	Fuel	\$ 354.47
AMPOL FOODARY LEEDERVILLE	12/12/2025	Fuel	\$ 689.31
AMPOL FOODARY NORTHLANDS - BALCATT	12/12/2025	Fuel	\$ 41.03
EG AMPOL 94240 OSBORNE PARK	12/12/2025	Fuel	\$ 177.33
AMPOL FOODARY LEEDERVILLE	13/12/2025	Fuel	\$ 113.76
AMPOL FOODARY MOUNT LAWLEY (INGLEWOOD)	13/12/2025	Fuel	\$ 52.97
EG FUELCO 94275 MANDURAH FRM	14/12/2025	Fuel	\$ 52.48
AMPOL FOODARY CARINE	15/12/2025	Fuel	\$ 66.34
AMPOL FOODARY GLENDALOUGH	15/12/2025	Fuel	\$ 109.43

AMPOL FOODARY LEEDERVILLE	15/12/2025	Fuel	\$ 347.30
AMPOL FOODARY MALAGA	15/12/2025	Fuel	\$ 101.16
AMPOL FOODARY COCKBURN CENTRAL JANDAKOT	16/12/2025	Fuel	\$ 78.02
AMPOL FOODARY EAST PERTH	16/12/2025	Fuel	\$ 630.80
AMPOL FOODARY GLENDALOUGH	16/12/2025	Fuel	\$ 499.70
AMPOL FOODARY LEEDERVILLE	16/12/2025	Fuel	\$ 540.70
AMPOL FOODARY SECRET HARBOUR	16/12/2025	Fuel	\$ 56.70
AMPOL FOODARY GLENDALOUGH	17/12/2025	Fuel	\$ 106.86
AMPOL FOODARY LEEDERVILLE	17/12/2025	Fuel	\$ 772.12
AMPOL FOODARY COCKBURN CENTRAL JANDAKOT	18/12/2025	Fuel	\$ 88.22
AMPOL FOODARY EAST PERTH	18/12/2025	Fuel	\$ 183.47
AMPOL FOODARY GLENDALOUGH	18/12/2025	Fuel	\$ 110.48
AMPOL FOODARY KARRINYUP	18/12/2025	Fuel	\$ 103.69
AMPOL FOODARY LEEDERVILLE	18/12/2025	Fuel	\$ 601.21
AMPOL FOODARY SCARBOROUGH	18/12/2025	Fuel	\$ 79.52
AMPOL FOODARY GLENDALOUGH	19/12/2025	Fuel	\$ 633.24
AMPOL FOODARY LEEDERVILLE	19/12/2025	Fuel	\$ 338.36
AMPOL FOODARY MOUNT LAWLEY (INGLEWOOD)	19/12/2025	Fuel	\$ 237.63
AMPOL FOODARY NEDLANDS	19/12/2025	Fuel	\$ 132.75
AMPOL FOODARY LEEDERVILLE	20/12/2025	Fuel	\$ 143.89
AMPOL FOODARY MOUNT LAWLEY (INGLEWOOD)	20/12/2025	Fuel	\$ 63.19
AMPOL FOODARY SUBIACO	20/12/2025	Fuel	\$ 74.91
EG AMPOL 94215 WHITFORDS	20/12/2025	Fuel	\$ 45.48
AMPOL FOODARY STRATTON	21/12/2025	Fuel	\$ 122.78
AMPOL FOODARY EAST PERTH	22/12/2025	Fuel	\$ 109.65
AMPOL FOODARY GLENDALOUGH	22/12/2025	Fuel	\$ 343.17
AMPOL FOODARY LEEDERVILLE	22/12/2025	Fuel	\$ 335.37
AMPOL FOODARY NORTHLANDS - BALCATT	22/12/2025	Fuel	\$ 134.32
AMPOL FOODARY ASCOT	23/12/2025	Fuel	\$ 40.00
AMPOL FOODARY DOUBLEVIEW	23/12/2025	Fuel	\$ 74.48
AMPOL FOODARY EAST PERTH	23/12/2025	Fuel	\$ 151.09
AMPOL FOODARY GLENDALOUGH	23/12/2025	Fuel	\$ 463.15
AMPOL FOODARY LEEDERVILLE	23/12/2025	Fuel	\$ 253.36
AMPOL FOODARY ASCOT	24/12/2025	Fuel	\$ 52.76
AMPOL FOODARY CARINE	24/12/2025	Fuel	\$ 62.08
AMPOL FOODARY EAST PERTH	24/12/2025	Fuel	\$ 131.08
AMPOL FOODARY GLENDALOUGH	24/12/2025	Fuel	\$ 631.93
AMPOL FOODARY LEEDERVILLE	24/12/2025	Fuel	\$ 116.04
EG AMPOL 94240 OSBORNE PARK	24/12/2025	Fuel	\$ 99.86
AMPOL FOODARY CARINE	26/12/2025	Fuel	\$ 61.74
AMPOL FOODARY EAST PERTH	26/12/2025	Fuel	\$ 136.59
AMPOL FOODARY GLENDALOUGH	26/12/2025	Fuel	\$ 90.27
AMPOL FOODARY LEEDERVILLE	26/12/2025	Fuel	\$ 159.20
AMPOL FOODARY CARINE	27/12/2025	Fuel	\$ 68.53
AMPOL FOODARY GLENDALOUGH	27/12/2025	Fuel	\$ 91.24
AMPOL FOODARY LEEDERVILLE	27/12/2025	Fuel	\$ 292.00
AMPOL FOODARY MOSMAN PARK	28/12/2025	Fuel	\$ 73.54
AMPOL FOODARY GLENDALOUGH	29/12/2025	Fuel	\$ 244.04
AMPOL FOODARY LEEDERVILLE	29/12/2025	Fuel	\$ 283.60
AMPOL FOODARY CANNINGTON	30/12/2025	Fuel	\$ 51.52
AMPOL FOODARY EAST PERTH	30/12/2025	Fuel	\$ 353.26
AMPOL FOODARY GLENDALOUGH	30/12/2025	Fuel	\$ 374.59
AMPOL FOODARY LEEDERVILLE	30/12/2025	Fuel	\$ 220.36
AMPOL FOODARY MIDVALE	30/12/2025	Fuel	\$ 133.67
AMPOL FOODARY NORTHLANDS - BALCATT	30/12/2025	Fuel	\$ 68.67
AMPOL FOODARY SUBIACO	31/12/2025	Fuel	\$ 49.92
Grand Total			\$ 24,820.43

7.5 INVESTMENT REPORT AS AT 30 NOVEMBER 2025

Attachments: 1. **Investment Report as at 30 November 2025**  

RECOMMENDATION:

That Council **NOTES** the Investment Statistics for the month ended 30 November 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 November 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**

Total funds invested in the month of November 2025 were \$8.0m and \$10.0m of funds matured during the same period.

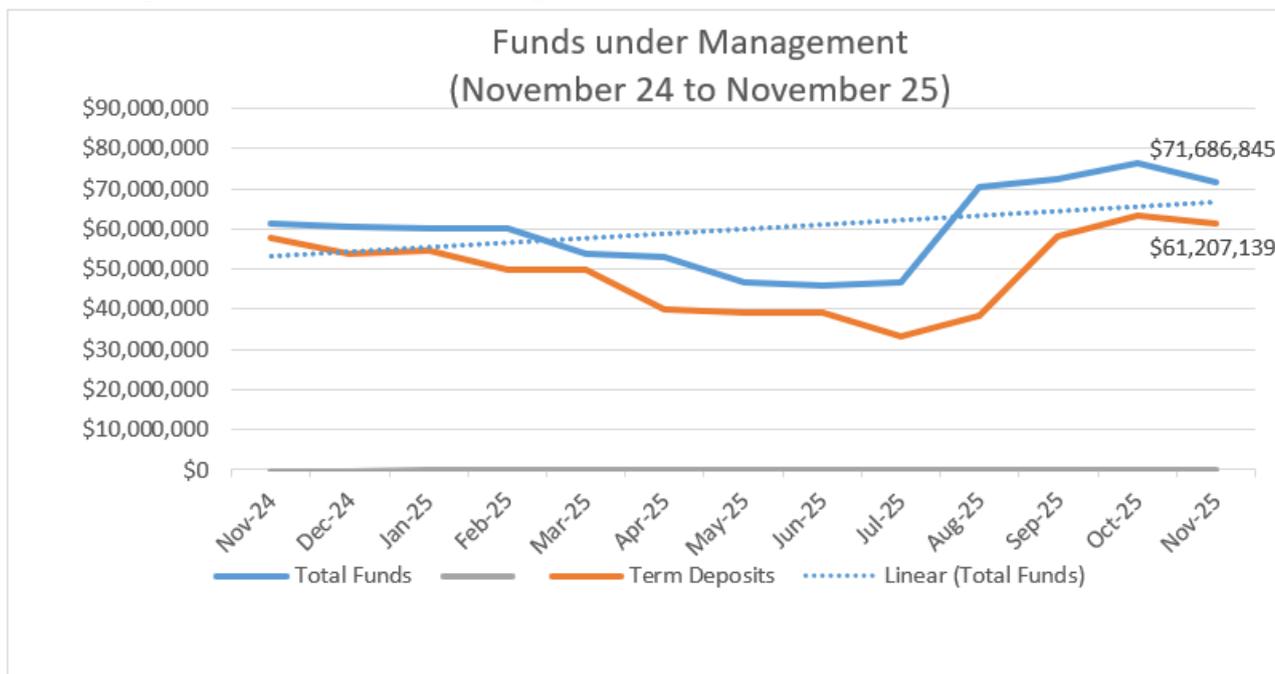
Investment Status

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

As at 30 November 2025, the total funds held in the City's operating accounts (including on call) was \$71,686,845 compared to \$61,463,884 for the period ended 30 November 2024. All funds are interest bearing as at 30 November 2025.

The total term deposit investments for the period ended 30 November 2025 were \$61,207,139 compared to \$57,606,168 for the period ended 30 November 2024.

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



Interest Status

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

Total Accrued Interest Earned on Investment	Budget Annual	Budget YTD	Actual YTD	% of YTD Budget	FY24/25 Actual
Municipal	860,000	348,300	505,628	145.17%	1,269,032
Reserve	800,000	385,200	522,612	135.67%	1,200,000
Subtotal	1,660,000	733,500	1,028,240	140.18%	2,469,032
Leederville Gardens Inc. Surplus Trust*	0	0	81,461	N/A	197,586
Total	1,660,000	733,500	1,109,701	151.29%	2,666,618

*Interest estimates for Leederville Gardens Inc. Surplus Trust were not included in the 2025/26 Budget as actual interest earned is restricted.

The City has a weighted average interest rate of 4.18% for current investments compared to the Reserve Bank 90 day accepted bill rate for November 2025 of 3.65%.

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%	27.2%	90%	45.7%
A-1	25%	0%	90%	0%
A-2	20%	16.7%	90%	54.3%

Administration will continuously explore options to ascertain if a balanced investment strategy can be developed where investments in divested banks can be increased with a minimal opportunity cost of loss in interest rate returns for instances when banks not divested in fossil fuel activities offer a higher rate of return.

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

Section 19(2)(b) of the *Local Government (Financial Management) Regulations 1996* requires that a local government establish and document procedures to enable the identification of the nature and location of all investments.

RISK MANAGEMENT IMPLICATIONS

Low: Administration has developed effective controls to ensure funds are invested in accordance with the City's Investment Policy. This report enhances transparency and accountability for the City's investments.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's Strategic Community Plan 2023-2032:

Innovative and Accountable

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

Our community is aware of what we are doing and how we are meeting our goals.

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any specific sustainability outcomes of the City's Sustainable Environment Strategy 2019-2024, however focussing on non-fossil fuel investments contributes to a sustainable environment.

PUBLIC HEALTH IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

The financial implications of this report are as noted in the details section of the report. Administration is satisfied that appropriate and responsible measures are in place to protect the City's financial assets.

**CITY OF VINCENT
CURRENT INVESTMENT HOLDING
AS AT 30 NOVEMBER 2025**

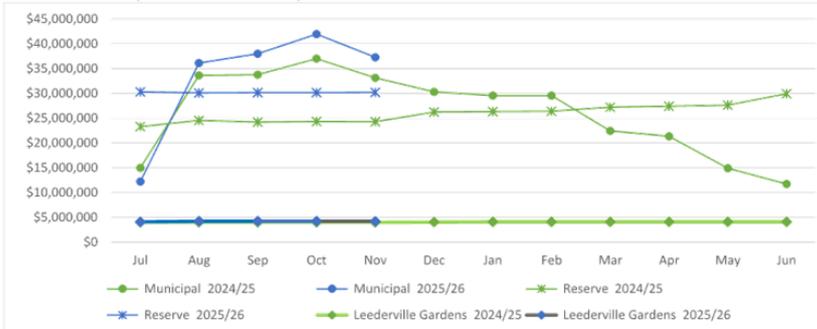
Funds	Institution	Investment Date	Maturity Date	Interest Rate	Principal \$
<u>OPERATING ACCOUNTS</u>					
Municipal	Commonwealth Bank of Australia	Ongoing		3.35%	794,267
Municipal	Commonwealth Bank of Australia	Ongoing		3.30%	2,492,582
Reserve	Commonwealth Bank of Australia	Ongoing		3.35%	7,192,857
Total Operating Funds					10,479,706
<u>TERM DEPOSITS</u>					
Leederville Gardens Inc Surplus Trust	AMP Bank	18/12/2024	17/12/2025	5.10%	935,347
Leederville Gardens Inc Surplus Trust	AMP Bank	24/01/2025	23/01/2026	4.95%	996,738
Leederville Gardens Inc Surplus Trust	National Australia Bank	22/08/2025	21/08/2026	4.05%	2,275,054
Municipal	AMP Bank	24/01/2025	23/01/2026	4.95%	3,000,000
Municipal	Beyond Bank	20/08/2025	18/02/2026	4.25%	4,000,000
Municipal	Judo Bank	19/03/2025	17/03/2026	4.65%	2,000,000
Municipal	MyState Bank	27/06/2025	26/06/2026	4.25%	4,000,000
Municipal	Unity Bank	11/09/2025	10/09/2026	4.20%	2,000,000
Municipal	Unity Bank	11/09/2025	11/09/2026	4.20%	2,000,000
Municipal	Beyond Bank	11/09/2025	10/09/2026	4.25%	4,000,000
Municipal	Beyond Bank	11/09/2025	11/09/2026	4.25%	4,000,000
Municipal	Commonwealth Bank of Australia	31/10/2025	29/04/2026	4.21%	5,000,000
Municipal	Commonwealth Bank of Australia	26/11/2025	24/07/2026	4.25%	4,000,000
Reserve	National Australia Bank	24/01/2025	23/01/2026	4.85%	3,000,000
Reserve	AMP Bank	19/08/2025	18/02/2026	4.25%	3,000,000
Reserve	Bendigo and Adelaide Bank	19/08/2025	18/02/2026	4.10%	3,000,000
Reserve	Judo Bank	19/03/2025	17/03/2026	4.65%	2,000,000
Reserve	National Australia Bank	11/09/2025	11/09/2026	4.15%	8,000,000
Reserve	Bank of Queensland	26/11/2025	25/05/2026	4.25%	4,000,000
Total Term Deposits					61,207,139
Total Funds available					71,686,845

**CITY OF VINCENT
INVESTMENT PORTFOLIO
AS AT 30 NOVEMBER 2025**

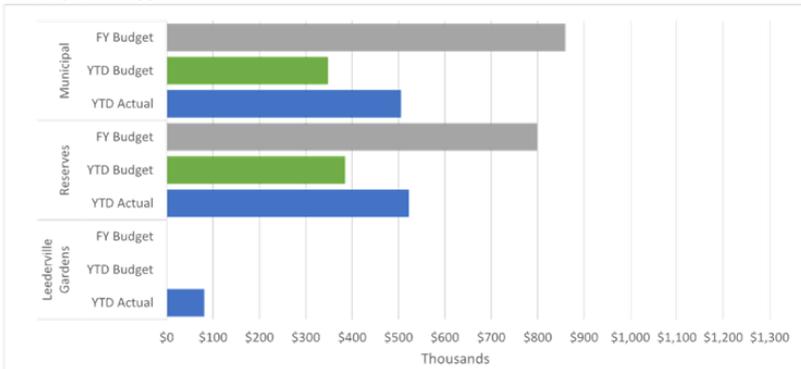
	Municipal	Reserve	Leederville Gardens Inc Surplus Trust	Total	Total
	\$	\$	\$	\$	%
BY INVESTMENT HOLDINGS					
Municipal Account	794,267	7,192,857	0	7,987,124	11.1%
Online Saver	2,492,582	0	0	2,492,582	3.5%
Term Deposits	34,000,000	23,000,000	4,207,139	61,207,139	85.4%
	37,286,849	30,192,857	4,207,139	71,686,845	100.0%
BY INSTITUTION					
Bank of Queensland	0	4,000,000	0	4,000,000	5.6%
Bendigo and Adelaide Bank	0	3,000,000	0	3,000,000	4.2%
Commonwealth Bank of Australia	12,286,849	7,192,857	0	19,479,706	27.2%
Beyond Bank	12,000,000	0	0	12,000,000	16.7%
National Australia Bank	0	11,000,000	2,275,054	13,275,054	18.5%
MyState Bank	4,000,000	0	0	4,000,000	5.6%
AMP Bank	3,000,000	3,000,000	1,932,085	7,932,085	11.0%
Judo Bank	2,000,000	2,000,000	0	4,000,000	5.6%
Unity Bank	4,000,000	0	0	4,000,000	5.6%
	37,286,849	30,192,857	4,207,139	71,686,845	100.0%
BY CREDIT RATINGS (SHORT-TERM ISSUE)					
A-1+	12,286,849	18,192,857	2,275,054	32,754,760	45.7%
A-2	25,000,000	12,000,000	1,932,085	38,932,085	54.3%
	37,286,849	30,192,857	4,207,139	71,686,845	100.0%
BY TERMS					
0-30 days	3,286,849	7,192,857	0	10,479,706	14.6%
91-180 days	5,000,000	4,000,000	0	9,000,000	12.6%
181-270 days	8,000,000	6,000,000	0	14,000,000	19.5%
271-365 days	21,000,000	13,000,000	4,207,139	38,207,139	53.3%
	37,286,849	30,192,857	4,207,139	71,686,845	100.0%
BY MATURITY					
0-30 days	3,286,849	7,192,857	935,347	11,415,053	15.9%
31-90 days	7,000,000	9,000,000	996,738	16,996,738	23.7%
91-180 days	7,000,000	6,000,000	0	13,000,000	18.1%
181-270 days	8,000,000	0	2,275,054	10,275,054	14.3%
271-365 days	12,000,000	8,000,000	0	20,000,000	27.9%
	37,286,849	30,192,857	4,207,139	71,686,845	100.0%
BY FOSSIL FUEL EXPOSURE					
Fossil Fuel Investments	12,286,849	21,192,857	2,275,054	35,754,760	49.9%
Non Fossil Fuel Investments	25,000,000	9,000,000	1,932,085	35,932,085	50.1%
	37,286,849	30,192,857	4,207,139	71,686,845	100.0%

**CITY OF VINCENT
INVESTMENT PERFORMANCE
AS AT 30 NOVEMBER 2025**

FUNDS INVESTED (TERM DEPOSITS ONLY)



INTEREST EARNINGS

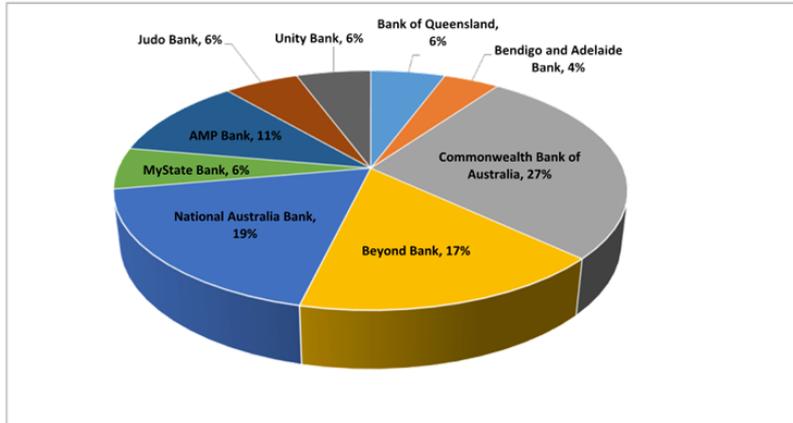


INTEREST RATE COMPARISON

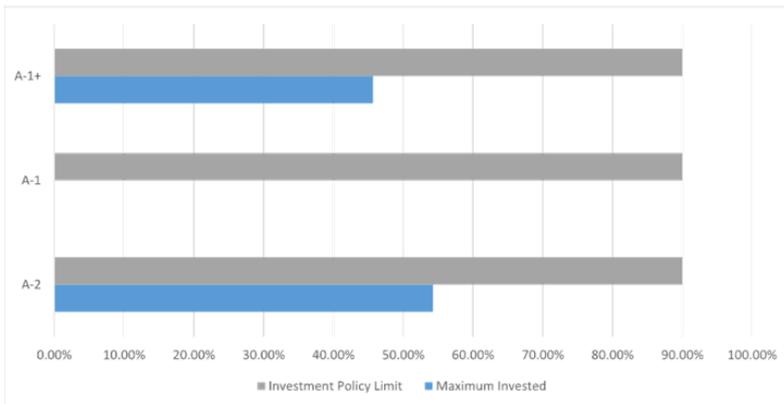


**CITY OF VINCENT
INVESTMENT POLICY COMPLIANCE
AS AT 30 NOVEMBER 2025**

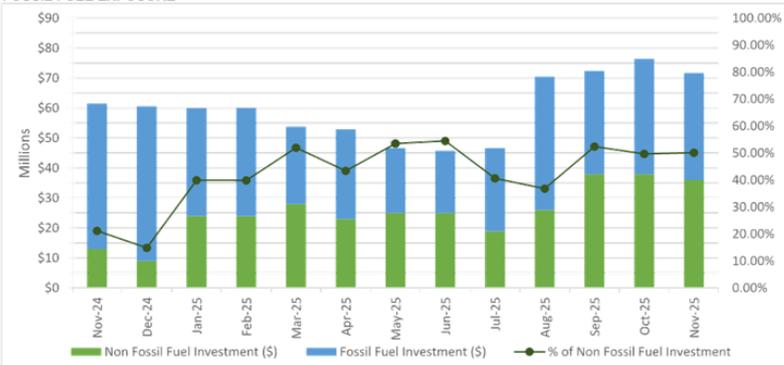
TOTAL PORTFOLIO EXPOSURE



TOATL CREDIT EXPOSURE



FOSSIL FUEL EXPOSURE



7.6 INVESTMENT REPORT AS AT 31 DECEMBER 2025

Attachments: 1. **Investment Report as at 31 December 2025** [↓](#) 

RECOMMENDATION:

That Council **NOTES** the Investment Statistics for the month ended 31 December 2025 as detailed in Attachment 1.

PURPOSE OF REPORT:

To advise Council of the nature and value of the City's Investments as at 31 December 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**

Total funds invested in the month of December 2025 were \$0.9m and \$0.9m of funds matured during the same period.

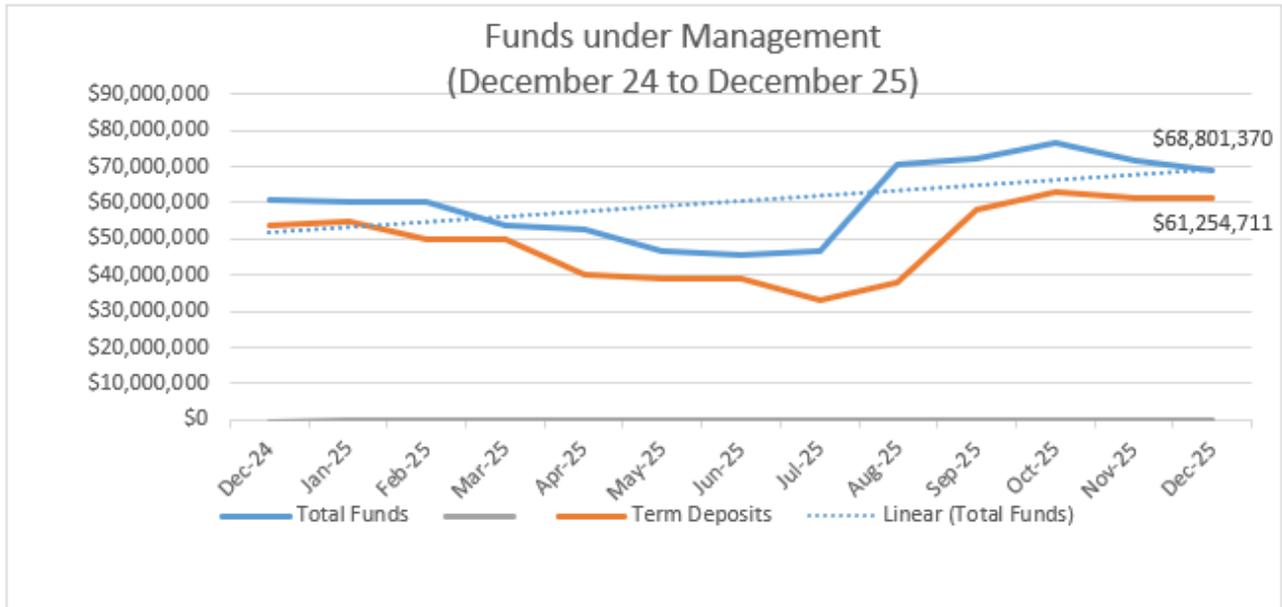
Investment Status

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

As at 31 December 2025, the total funds held in the City's operating accounts (including on call) was \$68,801,370 compared to \$60,623,360 for the period ended 31 December 2024. All funds are interest bearing as at 31 December 2025.

The total term deposit investments for the period ended 31 December 2025 were \$61,254,711 compared to \$53,652,824 for the period ended 31 December 2024.

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



Interest Status

Total accrued interest earned on investments as at 31 December 2025 is:

Total Accrued Interest Earned on Investment	Budget Annual	Budget YTD	Actual YTD	% of YTD Budget	FY24/25 Actual
Municipal	860,000	431,720	648,263	150.16%	1,269,032
Reserve	800,000	401,600	621,105	154.66%	1,200,000
Subtotal	1,660,000	833,320	1,269,368	152.33%	2,469,032
Leederville Gardens Inc. Surplus Trust*	0	0	97,285	N/A	197,586
Total	1,660,000	833,320	1,366,653	164.00%	2,666,618

*Interest estimates for Leederville Gardens Inc. Surplus Trust were not included in the 2025/26 Budget as actual interest earned is restricted.

The City has a weighted average interest rate of 4.21% for current investments compared to the Reserve Bank 6 month accepted bill rate for December 2025 of 4.06%.

Sustainable Investments

The City's investment policy requires that in the first instance, the City considers the risk and return of the investment. All things being equal, the City then prioritises investments with no current record of funding fossil fuels while complying with the investment policy.

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 City has 43.3% of its total investment portfolio allocated to banks with fossil fuel exposure as at December 2025, specifically National Australia Bank (NAB) and the Commonwealth Bank of Australia (CBA) which both have A-1+ rating. Both institutions have taken steps to reduce their financing of fossil fuel activities, with CBA in particular implementing stricter requirements for fossil fuel clients to disclose credible climate transition plans. Since the introduction of these requirements in 2024, CBA has achieved significant reductions in its fossil fuel financing. The City maintains its operating accounts with CBA.

The investment guidelines which are 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%	24.2%	90%	43.3%
A-1	25%	0%	90%	0%
A-2	20%	17.4%	90%	56.7%

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

Section 19(2)(b) of the *Local Government (Financial Management) Regulations 1996* requires that a local government establish and document procedures to enable the identification of the nature and location of all investments.

RISK MANAGEMENT IMPLICATIONS

Low: Administration has developed effective controls to ensure funds are invested in accordance with the City's Investment Policy. This report enhances transparency and accountability for the City's investments.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's Strategic Community Plan 2023-2032:

Innovative and Accountable

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

Our community is aware of what we are doing and how we are meeting our goals.

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any specific sustainability outcomes of the City's Sustainable Environment Strategy 2019-2024, however focussing on non-fossil fuel investments contributes to a sustainable environment.

PUBLIC HEALTH IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

The financial implications of this report are as noted in the details section of the report. Administration is satisfied that appropriate and responsible measures are in place to protect the City's financial assets.

**CITY OF VINCENT
CURRENT INVESTMENT HOLDING
AS AT 31 DECEMBER 2025**

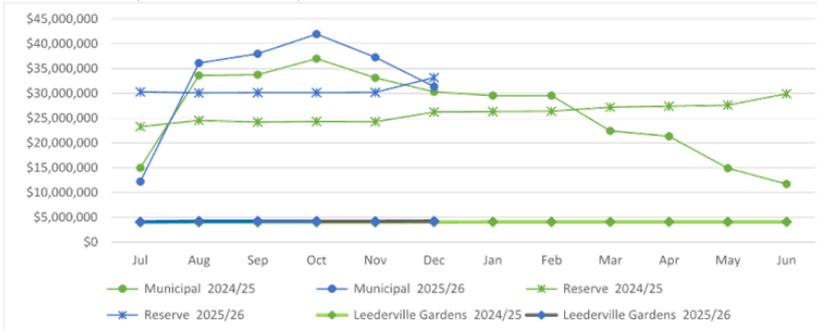
Funds	Institution	Investment Date	Maturity Date	Interest Rate	Principal \$
<u>OPERATING ACCOUNTS</u>					
Municipal	Commonwealth Bank of Australia	Ongoing		3.35%	852,887
Municipal	Commonwealth Bank of Australia	Ongoing		3.30%	2,501,530
Reserve	Commonwealth Bank of Australia	Ongoing		3.35%	4,192,241
Total Operating Funds					7,546,659
<u>TERM DEPOSITS</u>					
Leederville Gardens Inc Surplus Trust	AMP Bank	24/01/2025	23/01/2026	4.95%	996,738
Leederville Gardens Inc Surplus Trust	National Australia Bank	22/08/2025	21/08/2026	4.05%	2,275,054
Leederville Gardens Inc Surplus Trust	AMP Bank	17/12/2025	17/12/2026	4.25%	982,919
Municipal	AMP Bank	24/01/2025	23/01/2026	4.95%	3,000,000
Municipal	Beyond Bank	20/08/2025	18/02/2026	4.25%	4,000,000
Municipal	Judo Bank	19/03/2025	17/03/2026	4.65%	2,000,000
Municipal	Commonwealth Bank of Australia	31/10/2025	29/04/2026	4.21%	5,000,000
Municipal	MyState Bank	27/06/2025	26/06/2026	4.25%	4,000,000
Municipal	Unity Bank	11/09/2025	10/09/2026	4.20%	2,000,000
Municipal	Beyond Bank	11/09/2025	10/09/2026	4.25%	4,000,000
Municipal	Beyond Bank	11/09/2025	11/09/2026	4.25%	4,000,000
Reserve	National Australia Bank	24/01/2025	23/01/2026	4.85%	3,000,000
Reserve	AMP Bank	19/08/2025	18/02/2026	4.25%	3,000,000
Reserve	Bendigo and Adelaide Bank	19/08/2025	18/02/2026	4.10%	3,000,000
Reserve	Judo Bank	19/03/2025	17/03/2026	4.65%	2,000,000
Reserve	Bank of Queensland	26/11/2025	25/05/2026	4.25%	4,000,000
Reserve	Commonwealth Bank of Australia	26/11/2025	24/07/2026	4.25%	4,000,000
Reserve	Unity Bank	11/09/2025	11/09/2026	4.20%	2,000,000
Reserve	National Australia Bank	11/09/2025	11/09/2026	4.15%	8,000,000
Total Term Deposits					61,254,711
Total Funds available					68,801,370

CITY OF VINCENT
INVESTMENT PORTFOLIO
AS AT 31 DECEMBER 2025

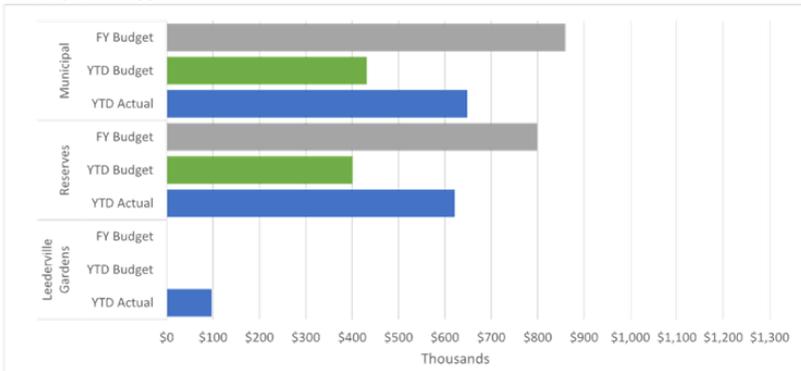
	Municipal	Reserve	Leederville Gardens Inc Surplus Trust	Total	Total
	\$	\$	\$	\$	%
BY INVESTMENT HOLDINGS					
Municipal Account	852,887	4,192,241	0	5,045,128	7.3%
Online Saver	2,501,530	0	0	2,501,530	3.7%
Term Deposits	28,000,000	29,000,000	4,254,711	61,254,711	89.0%
	31,354,418	33,192,241	4,254,711	68,801,370	100.0%
BY INSTITUTION					
Bank of Queensland 	0	4,000,000	0	4,000,000	5.8%
Bendigo and Adelaide Bank 	0	3,000,000	0	3,000,000	4.4%
Commonwealth Bank of Australia 	8,354,418	8,192,241	0	16,546,659	24.1%
Beyond Bank 	12,000,000	0	0	12,000,000	17.4%
National Australia Bank 	0	11,000,000	2,275,054	13,275,054	19.3%
MyState Bank 	4,000,000	0	0	4,000,000	5.8%
AMP Bank 	3,000,000	3,000,000	1,979,657	7,979,657	11.6%
Judo Bank 	2,000,000	2,000,000	0	4,000,000	5.8%
Unity Bank 	2,000,000	2,000,000	0	4,000,000	5.8%
	31,354,418	33,192,241	4,254,711	68,801,370	100.0%
 - Fossil fuel investment  - Non fossil fuel investment					
BY CREDIT RATINGS (SHORT-TERM ISSUE)					
A-1+	8,354,418	19,192,241	2,275,054	29,821,713	43.3%
A-2	23,000,000	14,000,000	1,979,657	38,979,657	56.7%
	31,354,418	33,192,241	4,254,711	68,801,370	100.0%
BY TERMS					
0-30 days	3,354,418	4,192,241	0	7,546,659	11.0%
91-180 days	5,000,000	4,000,000	0	9,000,000	13.1%
181-270 days	4,000,000	10,000,000	0	14,000,000	20.3%
271-365 days	19,000,000	15,000,000	4,254,711	38,254,711	55.6%
	31,354,418	33,192,241	4,254,711	68,801,370	100.0%
BY MATURITY					
0-30 days	6,354,418	7,192,241	996,738	14,543,397	21.1%
31-90 days	6,000,000	8,000,000	0	14,000,000	20.4%
91-180 days	9,000,000	4,000,000	0	13,000,000	18.9%
181-270 days	10,000,000	14,000,000	2,275,054	26,275,054	38.2%
271-365 days	0	0	982,919	982,919	1.4%
	31,354,418	33,192,241	4,254,711	68,801,370	100.0%
BY FOSSIL FUEL EXPOSURE					
Fossil Fuel Investments 	8,354,418	19,192,241	2,275,054	29,821,713	43.3%
Non Fossil Fuel Investments 	23,000,000	14,000,000	1,979,657	38,979,657	56.7%
	31,354,418	33,192,241	4,254,711	68,801,370	100.0%

**CITY OF VINCENT
INVESTMENT PERFORMANCE
AS AT 31 DECEMBER 2025**

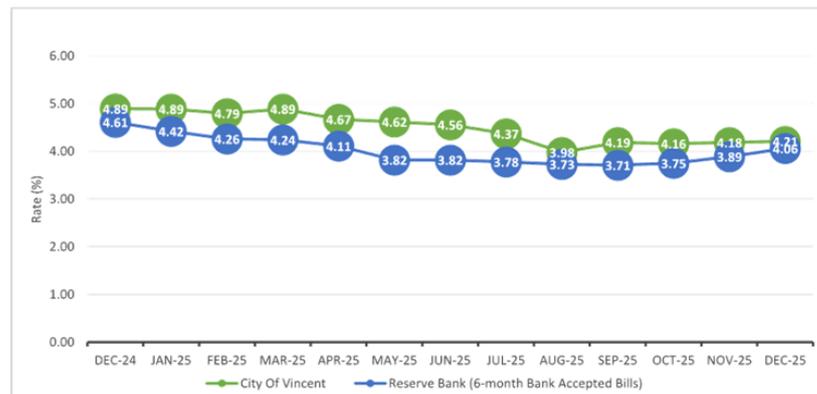
FUNDS INVESTED (TERM DEPOSITS ONLY)



INTEREST EARNINGS

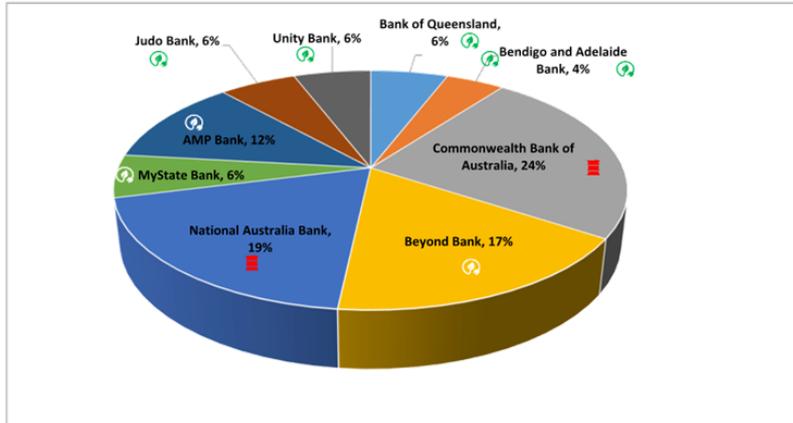


INTEREST RATE COMPARISON

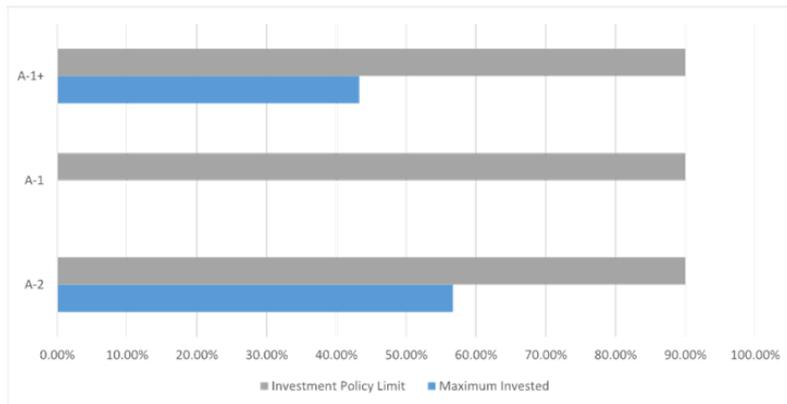


**CITY OF VINCENT
INVESTMENT POLICY COMPLIANCE
AS AT 31 DECEMBER 2025**

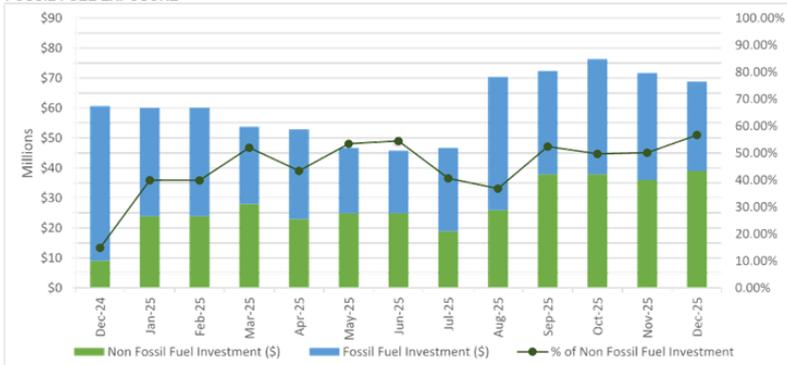
TOTAL PORTFOLIO EXPOSURE



TOATL CREDIT EXPOSURE



FOSSIL FUEL EXPOSURE



7.7 OUTCOME OF ADVERTISING - DRAFT YOUTH ACTION PLAN 2026 AND BEYOND DELIVERABLES

- Attachments:**
1. **Draft Youth Action Plan 2026 and Beyond Deliverables**  
 2. **Summary of Submissions - Administration Response**  

RECOMMENDATION:

That Council ENDORSES the Youth Action Plan 2026 and Beyond deliverables at Attachment 1

PURPOSE OF REPORT:

To present the outcome of community consultation and seek endorsement of the Youth Action Plan 2026 and Beyond Focus Areas and Deliverables.

DELEGATION:

Council is responsible for setting the strategic direction of the organisation. The Youth Action Plan 2026 and Beyond deliverables are required to be adopted by Council.

BACKGROUND:Youth Action Plans

A Youth Action Plan (YAP) is a strategic framework that guides a local government's approach to supporting and engaging young people. It identifies priorities, sets actions and outlines initiatives across areas such as wellbeing, participation, leadership, education, employment and recreation, ensuring that programs and services respond to the needs and aspirations of the youth community.

Current Youth Action Plan

Vincent has a long-standing commitment to supporting young people, with the Youth Action Plan 2020–2026 developed in two phases to respond to the impacts of COVID-19.

The YAP aligns with the City's Strategic Community Plan 2022–2032, supporting priorities such as Healthy & Connected Community, Thriving Places, and Innovative & Accountable and was informed by broader frameworks including the WA Government's Youth Action Plan.

Phase one (2020–2022) focused on extensive community consultation, including a six-month engagement period during which over 400 young people, community members, service providers and government agencies contributed. This phase established priorities in health and wellbeing, recreation, community support and education and employment.

Phase two (2022–2026) built on these insights, analysing feedback and refining actions to ensure the YAP remained responsive to emerging youth needs, with clear initiatives across wellbeing, participation, leadership and skills development.

Development of Youth Action Plan 2026 and Beyond

With the Youth Action Plan 2020–2026 approaching its conclusion, the City initiated a review and renewal process to ensure continued alignment with the needs of young people. In November 2024, the City partnered with the Youth Affairs Council of WA (YACWA) to develop the next phase of the YAP, lead consultations and mentor a peer research team. As WA's peak youth body, YACWA ensured initiatives were evidence-based and informed directly by young people.

YACWA recruited five peer researchers from Vincent to lead the youth engagement. They were trained in conducting peer interviews, with guidance on handling disclosures, mandatory reporting and ethical engagement. Ongoing support from YACWA ensured the consultations were safe, youth-led and aligned with community needs, producing deliverables that authentically reflect the experiences, priorities and aspirations of Vincent's young people.

The survey was open to the public from April to May 2025. During this consultation period, the following engagement activities were conducted:

- Online and in person youth surveys
- Online parent/caregiver surveys
- Pop-up consultation sessions at:
 - Loftus Recreation Centre
 - Beatty Park Leisure Centre
 - Mt Hawthorn Junior Football Club
 - Bob Hawke College Healthy Lifestyle Expo
 - Young Makers Christmas Market
 - Unstoppable All Abilities Youth Week Event
 - Workshop with the YMCA Youth Squad
 - Workshop with North Perth Primary School
 - Two community workshops with Aranmore Catholic College
- Online and in person meetings with community groups and sporting clubs
- Online and in-person meetings with key external stakeholders
- In-person feedback from internal business units
- Promotion at City run community workshops, events and activities.

An Imagine Vincent page was created for the consultation, providing background information and participation details. The consultation was promoted via social media, flyers, posters, street signage and e-news, as well as through emails to key stakeholders, including Foyer Oxford, The Y, Aranmore Catholic College, School of Distance Education, SEDA, all primary schools and local clubs and community groups.

During the five-week consultation period feedback was received from:

- Young people aged 10–25
 - 327 youth survey respondents
 - Six youth interviews
 - 70 workshop participants
 - 275 postcard surveys completed
- 74 parents/caregiver surveys

Feedback was also received from:

- Eight youth service providers and community organisations
- 14 City staff
- 27 other community members.

This inclusive consultation approach captured the perspectives of diverse ages, cultures, abilities and interests, while encouraging young people to participate early in local decision-making.

This feedback was used by YACWA to develop the draft deliverables of the YAP.

DETAILS:

In accordance with the City's [Community and Stakeholder Engagement Policy](#), community consultation on the draft deliverables was undertaken between 17 November to 8 December 2025.

In addition to community-wide communication, direct contact was made with key stakeholders to provide them with adequate time and opportunity to review the deliverables document and submit their feedback. No feedback was received.

Key stakeholders directly contacted:

- Local primary schools
- Playgroups
- Toy libraries
- Community groups
- Sporting clubs

Several options to provide feedback were provided including an online survey on Imagine Vincent, in person, in writing, via email and by phone.

Communications Reach

Supporting communications generated a reach of approximately 21,263 and comprised:

- News item on City's website on 17 November 2025
- E-news sent to over 10,000 subscribers on 20 November and 4 December 2025
- 13 posts across Instagram, Facebook and LinkedIn during the consultation period resulting in 10,838 views
- Postcards and posters on display at the Community Centre, Administration building and Library & Local History Centre
- TV/Digital display at the Library & Local History Centre and Beatty Park Leisure Centre.
- Advert in Perth Now Central on 20 November 2025
- Postcards, posters and staff interactions at Young Makers Market on 29 November attended by approximately 600 visitors and 150 young stallholders
- Email contact with 30 key stakeholders, partners, service providers and groups
- Email contact with those young people who participated in the 1st phase of the engagement and who requested they be kept updated.

While community and key stakeholder feedback was limited, the development of the deliverables as coordinated by YACWA was comprehensive and directly involved the City's young people.

There were 84 unique visitors to Imagine Vincent, with ten responses submitted. These ten residents were from North Perth (3), Highgate (1), Leederville (2), Mt Hawthorn (2), Mt Lawley (1) and West Perth (1). A summary of the submissions, including six from young people and four from other residents, along with Administration's response, is provided in **Attachment 2**.

CONSULTATION/ADVERTISING:

No further consultation is required.

LEGAL/POLICY:

There is no legal requirement for the City to have a Youth Action Plan. The City's actions are guided by the *Local Government Act 1995 (WA)*, which sets out the general functions of local governments to provide for the good governance of persons in their districts. The City's Youth Action Plan aligns with broader strategic frameworks, including the City of Vincent Strategic Community Plan 2022–2032, and supports the City's commitment to evidence-based, inclusive decision-making and community engagement.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to adopt a Youth Action Plan, as it provides a clear framework for supporting young people and outlines how the City can maintain meaningful engagement and participation with the youth community.

STRATEGIC IMPLICATIONS:

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

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.

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

Thriving Places

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

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral.

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 healthy eating

Increased physical activity

Reduced injuries and a safer community

FINANCIAL/BUDGET IMPLICATIONS:

The actions and deliverables of the Youth Action Plan 2026 and Beyond are included in the 2025/26 operating budget and will need to be considered within subsequent financial year budgets.

Attachment 1 – Draft Youth Action Plan 2026 and Beyond Deliverables

Focus area 1: Place and belonging

We want to make Vincent a place where young people feel safe, welcome and connected. This means improving walkable streets, creating more youth-friendly spaces like libraries, community centres, parks and skateparks and supporting vibrant outlets like street art. Together, these changes will generate more opportunities for young people to hang out, be creative and feel a strong sense of belonging in our community.

1.1 Young people have access to youth friendly places to spend time with their peers						
#	Action	SCP outcome	Ongoing	Short	Medium	Long
1.1.1	Explore youth-led initiatives to assess how City spaces and facilities meet youth needs and identify opportunities for improvement.	Innovative and Accountable Accessible City				✓
1.1.2	Activate and promote youth friendly spaces in City facilities (libraries, recreation centres and community hubs) for study, connection and creativity, ensuring that where practical, they are accessible and sensory-friendly	Connected & Healthy Community Thriving Places		✓		
1.1.3	Continue to support and strengthen under-age youth live music venues as important spaces for young people in WA	Connected & Healthy Community Thriving Places	✓			
1.1.4	Improve popular youth spaces and ensure future park and outdoor facility upgrades reflect the needs of young people	Enhanced Environment Thriving Places Accessible City	✓			
1.2 Young people feel safe and welcome in the City						
#	Action	SCP outcome	Ongoing	Short	Medium	Long
1.2.1	Work with young people to develop an effective method of communication for reporting issues, concerns and safety hazards in the community.	Innovative & Accountable Connected & Healthy Community				✓
1.2.2	Facilitate youth-driven safety audits and youth safety initiatives to identify and address safety issues in public spaces.	Accessible City Innovative and Accountable			✓	
Legend						
Priority	What this means					
Short	Actions we will begin within the first two years. These are high-priority items and/or require minimal additional resources.					
Medium	Actions we will begin within two to three years. These require moderate resources, planning or partnerships before implementation can commence					
Long	Actions that are stretch goals and may take significant planning, exploration or resources to achieve.					
Ongoing	Actions that are already underway and will continue throughout the life of the Plan.					

Attachment 1 – Draft Youth Action Plan 2026 and Beyond Deliverables

Focus area 2: Wellbeing and inclusion

We want to make it easier for young people to get involved in sport, recreation and events and to know what’s available in Vincent. We also want to ensure services and spaces are inclusive and accessible for everyone, including young people who are neurodivergent, LGBTIQ+, living with disability, or experiencing mental health challenges. By raising awareness of supports and making sure no one is left behind, we can strengthen connection, wellbeing and opportunities for all young people.

2.1 Young people can access inclusive and affordable activities and services that reflect their interests and needs						
#	Action	SCP outcome	Ongoing	Short	Medium	Long
2.1.1	Work with local organisations, businesses and youth service providers to offer try-it passes for activities, continue free entry to City-run youth events and ensure young people are aware of these opportunities through their networks.	Connected & Healthy Community Accessible City		✓	✓	
2.1.2	Provide a program of free youth activities, including opportunities in arts, culture and life skills.	Connected & Healthy Community Thriving Places	✓			
2.1.3	Encourage event organisers to install and promote ‘youth zones’ and youth activities at relevant community events.	Thriving Places Innovative and Accountable		✓	✓	
2.1.4	Provide engaging, accessible youth programs in community spaces, ensuring opportunities for every young person to participate making programs accessible and sensory-friendly.	Accessible City Sensitive Design Innovative and Accountable		✓	✓	
2.1.5	Review the City’s Youth Development Grant and related funding programs to ensure they align with the goals of the Youth Action Plan.	Connected and Healthy Community Thriving Places			✓	
2.1.6	Embed child safe practices across all City programs, events and facilities involving young people.	Connected & Healthy Community Innovative and Accountable	✓			
2.1.7	Advocate for increased access to affordable and inclusive sporting and recreational opportunities for young people in Vincent.	Connected and Healthy Community Thriving Places	✓			

Attachment 1 – Draft Youth Action Plan 2026 and Beyond Deliverables

2.1.8	Actively promote and share information about KidSport eligibility and benefits to Vincent residents.	Connected and Healthy Community Thriving Places	✓			
2.1.9	Support, promote and deliver creative and interest-based activities that help young people connect, learn new skills, and feel part of their community.	Connected and Healthy Community Thriving Places		✓		
2.2	Young people know where to go for help and are supported by a community that promotes wellbeing and reduces stigma					
#	Action	SCP outcome	Ongoing	Short	Medium	Long
2.2.1	Partner with local youth and mental health services to make supports more visible and accessible to young people, including promotion at City events and youth spaces.	Connected & Healthy Community		✓		
2.2.2	Explore community initiatives to better recognise, respond to and understand youth wellbeing by supporting training, sharing resources and running awareness campaigns.	Connected & Healthy Community			✓	
2.2.3	Promote youth study spaces and supports in City facilities after school and during exam periods, inclusive of positive messaging on managing study stress.	Connected & Healthy Community		✓		
2.2.4	Develop a suite of programs specifically designed for neurodivergent, LGBTIQ+, or other marginalised youth, with mentoring and peer support.	Connected & Healthy Community			✓	
2.2.5	Continue to develop relationships with service providers and support them where possible to promote awareness of their services and create links with the wider community.	Connected & Healthy Community	✓			
2.2.6	Participate in local government youth service networks to enhance collaboration and improve outcomes for vulnerable young people	Connected & Healthy Community	✓			

Attachment 1 – Draft Youth Action Plan 2026 and Beyond Deliverables

DRAFT

Focus area 3: Youth leadership and engagement

We want to make sure young people have more opportunities to share their views and have a real say in City decisions. This means improving how we communicate, using social media, peer-to-peer channels and other ways young people prefer, while also keeping parents in the loop through schools and community channels. We want to recognise and value young people's contributions, involve them in short-term projects and work with existing groups to make engagement meaningful, visible and impactful.

Attachment 1 – Draft Youth Action Plan 2026 and Beyond Deliverables

3.1 Young people have a genuine say in plans and decisions that affect them and are recognised for their contributions						
#	Action	SCP outcome	Ongoing	Short	Medium	Long
3.1.1	Build organisational capacity and develop clear processes for involving young people in decision-making, planning and design, ensuring their voices are heard and their contributions are recognised.	Sensitive Design Innovative and Accountable			✓	
3.1.2	Continue and strengthen the <i>Councillor for a Day</i> program to deepen young people's understanding of local government and promote meaningful opportunities for youth input into civic decision making.	Innovative and Accountable	✓			
3.1.3	Seek youth input on programs, events and communications to ensure they are accessible and engaging.	Connected and Healthy Community Innovative and Accountable		✓		
3.1.4	Provide micro-engagement opportunities with quick, low-commitment options for youth input (polls, short surveys, idea boards) to complement larger co-design projects.	Connected and Healthy Community Innovative and Accountable	✓			
3.2 Young people are informed and aware of City initiatives and opportunities						
#	Action	SCP outcome	Ongoing	Short	Medium	Long
3.2.1	Organise youth focus groups to find out how young people want us to communicate with them to make City opportunities more visible and consistent.	Innovative and Accountable			✓	
3.2 Young people are informed and aware of City initiatives and opportunities						
#	Action	SCP outcome	Ongoing	Short	Medium	Long
3.2.2	Explore and trial a peer-to-peer <i>Amplifier Team</i> of youth communicators.	Connected & Healthy Community Innovative and Accountable				✓

Attachment 1 – Draft Youth Action Plan 2026 and Beyond Deliverables

3.2.3	Continue to strengthen partnerships with local schools, groups and youth services to promote City events and opportunities directly to young people.	Connected and Healthy Community	✓			
3.3	The City is open and accountable in working with young people					
#	Action	SCP outcome	Ongoing	Short	Medium	Long
3.3.1	Engage young people biennially to review progress on the Youth Action Plan and help shape next steps.	Innovative and Accountable		✓		
3.3.2	Co-design and publish a biennial Youth Scorecard with young people to track progress.	Innovative and Accountable		✓		
3.3.3	Monitor and stay up to date with emerging trends, needs and issues affecting young people to ensure City programs and initiatives remain relevant.	Innovative and Accountable	✓			
3.3.4	Keep up to date with State, Federal and Local Government youth policies and programs to make sure City initiatives stay relevant and aligned with current priorities.	Innovative and Accountable	✓			
3.3.5	Support staff training and development that helps them better engage with young people in City projects, programs and activities.	Innovative and Accountable	✓			

Focus area 4: Opportunity

We want to make Vincent a place where young people can build skills, explore their interests and step into work, volunteering and leadership opportunities. That means expanding pathways beyond casual jobs into creative industries, entrepreneurship and practical life skills. We also want to support volunteering and leadership experiences that help young people gain confidence, connect with their community, and thrive as they transition into adult life.

4.1	Young people are supported to explore and access creative, enterprise and career pathways
------------	--

Attachment 1 – Draft Youth Action Plan 2026 and Beyond Deliverables

#	Action	SCP outcome	Ongoing	Short	Medium	Long
4.1.1	Continue and strengthen opportunities for young creatives and entrepreneurs through events, mentoring and training in enterprise skills.	Thriving Places Innovative and Accountable	✓			
4.1.2	Build partnerships with local business, schools and community organisations to deliver life skills and employment opportunities for young people.	Thriving Places Connected and Healthy Community			✓	
4.1.3	Continue to provide opportunities for young people to gain job-ready experience through internships and work placements at the City.	Thriving Places Connected and Healthy Community	✓			
4.1.4	Celebration of youth enterprise by hosting an annual event showcasing young entrepreneurs, artists or community project leaders to highlight skills and achievements.	Thriving Places Connected and Healthy Community		✓		
4.2	Young people build skills and confidence through volunteering and leadership					
#	Action	SCP outcome	Ongoing	Short	Medium	Long
4.2.1	Encourage local community groups, organisations and peak bodies to involve young people in leadership and volunteer roles by building their capacity to recruit, retain and support them.	Connected & Healthy Community Thriving Places			✓	
4.2	Young people build skills and confidence through volunteering and leadership					
#	Action	SCP outcome	Ongoing	Short	Medium	Long
4.2.2	Partner with local schools, local business and youth service providers to identify, recognise and celebrate personal or professional achievements, efforts and contributions of young people.	Connected & Healthy Community Thriving Places	✓			

Attachment 2 – Draft Youth Action Plan – Summary of Submissions

Comment	Administration's response
<p>Place and belonging - support the idea of walkable, social streets and low-cost hangout culture. I would love to see roads that are pedestrian zones. More youth-friendly spaces like green spaces, gardens, community stages & safer streets at night.</p> <p>Youth leadership - It would be great to involve more young people in decisions about extended trading hours, skate parks, street markets and affordable retail schemes. Grants for youth-led events. Neighbourhoods that prioritise affordable culture over expensive redevelopment.</p> <p>Opportunity - raising rent prices are driving young people out. My house is one of the last North Perth share houses. The vibrant Vincent city everyone wants comes from young people. Young people need to be able to work, make art, and experiment without high financial barriers.</p>	<p>This is noted.</p> <p>Officers will investigate opportunities to incorporate these ideas when planning future workshops, events and activities for children and young people, including initiatives that foster place, belonging, youth leadership and affordable creative opportunities.</p>
<p>My teen goes to an out of catchment school and finds it hard to reach out to friends. Opportunities to belong to the local community through activities might help him form friendships and improve his mental health.</p>	<p>This is noted.</p> <p>The City currently delivers a range of events, workshops and activities that create opportunities for young people to connect, build friendships and get involved in their local community. These offerings continue to grow and evolve and details for all of them can be found on our website.</p>
<p>Since Skateboarding WA closed business, the City of Vincent has not organised a single skateboard competition or skateboarding event for the older youth at skate HQ Leederville skatepark. I know this because I have skated there since Leederville was built and used to coach for Skateboarding WA. I am also familiar with Freestylenow who you organised to do a skate clinic with at Mount Hawthorn skatepark recently.</p>	<p>This is noted.</p> <p>Officers will investigate opportunities to host skateboard clinics during the planning of future workshops, events and activities for young people.</p>
<p>Kids in our local government area need opportunities to connect with others on an intergenerational basis through volunteering and leadership opportunities locally. Sometimes that can be through schools, but importantly that shouldn't be the focus on high school as many kids then travel out of the LGA to different high schools but still need to feel like they belong in their local community. Also, wellbeing workshops would be a great way to engage young people in their holiday periods. Special offers to Beatty Park for local students in the holidays for example would be great for teens and families.</p>	<p>This is noted.</p> <p>Officers will take it into consideration when planning future workshops, events and activities for children and young people, including opportunities for intergenerational connection, local leadership and wellbeing-focused programs.</p>
<p>Belong and opportunities mostly.</p>	<p>This is noted.</p>
<p>All these items are important to our youth's learning and development.</p>	<p>This is noted.</p>
<p>I think these areas cover the bases of what youth need to feel a connection to their community and foster an environment for belonging.</p>	<p>This is noted.</p>

8 CHIEF EXECUTIVE OFFICER

8.1 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT (NGA) 2026

Attachments: Nil

RECOMMENDATION:

That Council APPROVES the attendance of Mayor Alison Xamon at the 2026 National General Assembly of Local Government (NGA) in Canberra from 23 – 25 June 2026.

PURPOSE OF REPORT:

To seek approval for the Mayor Alison Xamon to attend the 2026 National General Assembly of Local Government (NGA).

DELEGATION:

In accordance with clause 2 of the [Council Member Continuing Professional Development Policy](#), Council approval is required for a Council Member to attend a course or conference held outside of the Perth metropolitan region.

There is no delegation for this decision.

BACKGROUND:

The Australian Local Government Association (ALGA) National General Assembly (NGA) is an annual event convened by ALGA and attended by council members from local governments across Australia.

The Assembly provides a forum for councils to come together to consider sector-wide issues and share information on matters affecting local government at a national level. Council approval is required for the Mayor or Council Members to attend a course or conference held outside of the Perth metropolitan region in accordance with the Council Members Continuing Professional Development Policy.

DETAILS:

The [Australian Local Government Association 2026 National General Assembly](#) will be held in Canberra from 23 - 25 June 2026, with the theme "Driving Impact through Collaboration" This event will focus on the importance of partnerships and shared knowledge to achieve tangible results in waste management and resource recovery.

The NGA is ALGA's peak annual forum, bringing together mayors and councillors from across Australia to engage on matters affecting the local government sector at a national level.

The Assembly provides an opportunity for councils to participate in national policy and advocacy discussions relevant to local government. It also enables information sharing and collaboration with other local governments on emerging challenges and opportunities.

Key activities include:

- participation in policy discussions and debate on motions;
- engagement with the broader local government sector; and
- information sharing on national initiatives and priorities impacting local communities.

The City is not proposing or submitting any motions to the 2026 ALGA NGA. Attendance will enable the Mayor to represent the City's interests, observe sector trends, and contribute to informed decision-making through exposure to national local government issues.

CONSULTATION/ADVERTISING:

Not applicable.

LEGAL/POLICY:

In accordance with clause 2 of the [Council Member Continuing Professional Development Policy](#), Council approval is required for a Council Member to attend a course or conference held outside of the Perth metropolitan region.

RISK MANAGEMENT IMPLICATIONS

Risk Category	Risk Appetite/Tolerance Statement	Descriptor/Clarification
<i>Negotiate with Regulators, State & Federal Government Agencies</i>	The City has a high risk appetite to consult and negotiate with regulators, State & Federal Government Agencies to achieve the City's objectives.	Nil

Low: It is low risk for Council to approve the Mayor's attendance at this event, as it provides opportunities for sector engagement, information sharing and representation of the City's interests at a national local government forum and is aligned with the City's adopted Risk Appetite and Tolerance statements.

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.

FINANCIAL/BUDGET IMPLICATIONS:

In accordance with clause 5 of the City's [Attendance at Events Policy](#), where a fee is payable for a Council Member or the Chief Executive Officer to attend an approved event, approval is subject to the availability of an approved budget allocation.

The costs associated with attendance at this event are within the existing approved Professional Development budget.

Cost Item	Description	Cost
Admission – Early Bird Registration	<ul style="list-style-type: none"> Access to all Assembly Sessions Access to the Exhibition Hall Welcome Reception ticket Conference Satchel & materials 	\$999
Airfares	Based on the average cost of a return flight from Perth to Canberra in the month of June	\$1,600 (Approx)
Accommodation	Based on the average cost of a corporate hotel in Canberra for 3 nights	\$700 (Approx)
Meals	Based on the average cost of meals for a four-day trip, excluding catering provided as part of the conference	\$300 (Approx)
Total estimated cost		\$3,599

Attendance supports the Mayor's ongoing professional development and the City's representation at a national local government forum, providing value to the City through informed leadership and sector engagement.

8.2 APPROVAL TO ADVERTISE NEW PRIVACY AND INFORMATION BREACH POLICY - STANDARD AMENDMENT

- Attachments:**
1. **Privacy and Information Breach Policy - updated** [↓](#) 
 2. **4.1.31 Privacy Management - current** [↓](#) 

RECOMMENDATION

That Council **APPROVES** the Privacy and Information Breach Policy, at Attachment 1, for the purpose of community consultation, which is proposed to replace Policy 4.1.31 Privacy Management, at Attachment 2.

PURPOSE OF REPORT:

For Council to approve, for the purpose of community consultation, the new Privacy and Information Breach Policy as detailed 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:

The requirement of provisions outlined in clause 1.3 of the [Corporate Document Development Policy](#) were presented to Council Members through the monthly Policy Paper in November 2025.

Western Australia has historically been the only jurisdiction in Australia without its own dedicated privacy legislation. To address this gap, the State Government introduced the Privacy and Responsible Information Sharing (PRIS) Bill in May 2024. The PRIS Bill was introduced into the Western Australian Legislative Assembly on 16 May 2024. It received Royal Assent on 6 December 2024, becoming the [Privacy and Responsible Information Sharing Act 2024](#) (PRIS Act).

The PRIS Act aims to modernise and strengthen privacy protections for Western Australians by providing a framework for the safe and secure sharing of information across government entities and with trusted external parties.

PRIS commencement and rollout

As of 8 January 2026, only Parts 1 through 5 and 7 of the Act have commenced operation. The remaining provisions are yet to come into force in July 2026.

From 1 July 2026, the PRIS Act will:

- Set clear principles and standards for how government agencies collect, use, store, and share personal information.
- Allow agencies to share information only if they follow clear principles for risk, decision-making, and transparency.
- Ensure Aboriginal people are involved when sharing information that affects their communities.

From 1 January 2027, government agencies will be required to report serious information breaches to the Information Commissioner and to the people affected.

PRIS Readiness Plan and the City's obligations

In preparation for the legislation, the State Government has issued a PRIS Readiness Plan and a PRIS Readiness Checklist for all agencies. These documents outline the minimum requirements agencies must put in place by June 2026, including the development of:

- a Privacy Policy
- an Information Breach Policy
- an Information Breach Register
- collection notices
- internal procedures for access, correction, complaints and breach response
- training programs and staff capability building

Additional information about the privacy framework established by the PRIS Act and the *Information Commissioner Act 2024* is available [here](#), and the Information Privacy Principles (IPPs) are available [here](#).

The City's [Privacy Management Policy \(4.1.31\)](#) was adopted in November 2010 and has not been reviewed since. The review was postponed pending the introduction of the PRIS Act.

At the time of adoption, the objectives of the policy were:

- to ensure that Personal Information is collected, accessed, used, stored, and disposed of in accordance with the *Privacy Act 1988 (Cwth)* and *Privacy Amendment Act 2004 (Cwth)*; and
- to provide guidelines for the City when dealing with information.

DETAILS:

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

The review of Policy 4.1.31 – Privacy Management is proposed to ensure alignment with current and emerging legislative obligations under the PRIS Act and the associated IPPs. The existing policy does not adequately reflect the expanded scope of privacy and information governance required under the new legislation and readiness guidance.

In accordance with the PRIS Readiness Plan, agencies are required to develop and publish an Information Breach Policy and Privacy Policy ahead of 1 July 2026. The proposed consolidated **Privacy and Information Breach Policy** therefore ensures the City meets its legislative readiness obligations and is positioned for full compliance when the remaining provisions commence.

The new Policy will:

- Provide a clear framework for managing, recording and reporting information breaches;
- Define the scope of personal and sensitive information collected by the City and the circumstances under which it may be disclosed;
- Clarify the distinction between primary and secondary uses of information;
- Outline how the IPPs apply to the City's privacy and information governance practices; and
- Align the policy position with the City's corporate values.

Alignment with the PRIS Act and IPPs will position the City to:

- Ensure compliance with current legislative requirements;
- Provide clarity and consistency to the community regarding the City's approach to privacy and responsible information sharing;
- Meet obligations under the PRIS Readiness Action Plan, including the requirement to establish a publicly available Information Breach Policy; and
- Strengthen the City's capacity to respond effectively to complaints and incidents involving information breaches.

Examples of current / best practice:

In 2024, the Office of Digital Government (DGov) issued [Readiness Guidance 10](#) to support agencies in the implementation of Action 8, the development and publication of a Privacy Policy. The guidance was designed to assist agencies in creating and maintaining a publicly available Privacy Policy aligned with IPP 5 – Openness and Transparency.

Although DGov has not provided a standardised template for Privacy or Information Breach Policies, the following examples of current practice have informed the development of the new Policy.

Notably, the Department of Education has published the following policies:

- [Privacy and Responsible Information Sharing Policy](#)
- [Information Breach Policy](#)

In addition, several local governments have implemented measures relating to privacy and information breach management, including:

- *City of Stirling* – [Information Handling and Breach Policy](#), adopted in 2024.
- *City of Bayswater* – [Information Handling and Privacy Policy](#), adopted in May 2025.
- *City of Cockburn* – [Privacy Management Policy](#), adopted in July 2025.

CONSULTATION/ADVERTISING:



Developed by Anne Patillo, Amanda Newbery, and Michelle Feenan (2014) for IAP2 Australasia

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

In accordance with the City's [Corporate Document Development Policy](#) draft policy documents are presented to Council for approval and authorisation to commence community consultation.

All proposed changes, other than those covered by clause 5.8, will be advertised in accordance with, but not limited to, the requirements of the City's [Community and Stakeholder Engagement Policy](#) and guided by the following amendment classifications;

- **Complex Amendments** - Broad public engagement will be required, aligned with the Community and Stakeholder Engagement Policy, to ensure significant changes are thoroughly communicated and reviewed.
- **Standard Amendments** - Will be advertised for a minimum of 21 days in accordance with the Community and Stakeholder Engagement Policy. Consultation methods will be tailored based on the potential impact of the amendments, with recommendations presented to Council for determination.

The proposed Privacy and Information Breach Policy will be advertised for 21 days via:

- notice published on Imagine Vincent and the City's website;
- inclusion in the City's E-news publication; and
- the notice board at the City's Administration and Library and Local History Centre.

Public notice of this proposed new policy will be provided from 17 February 2026.

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.

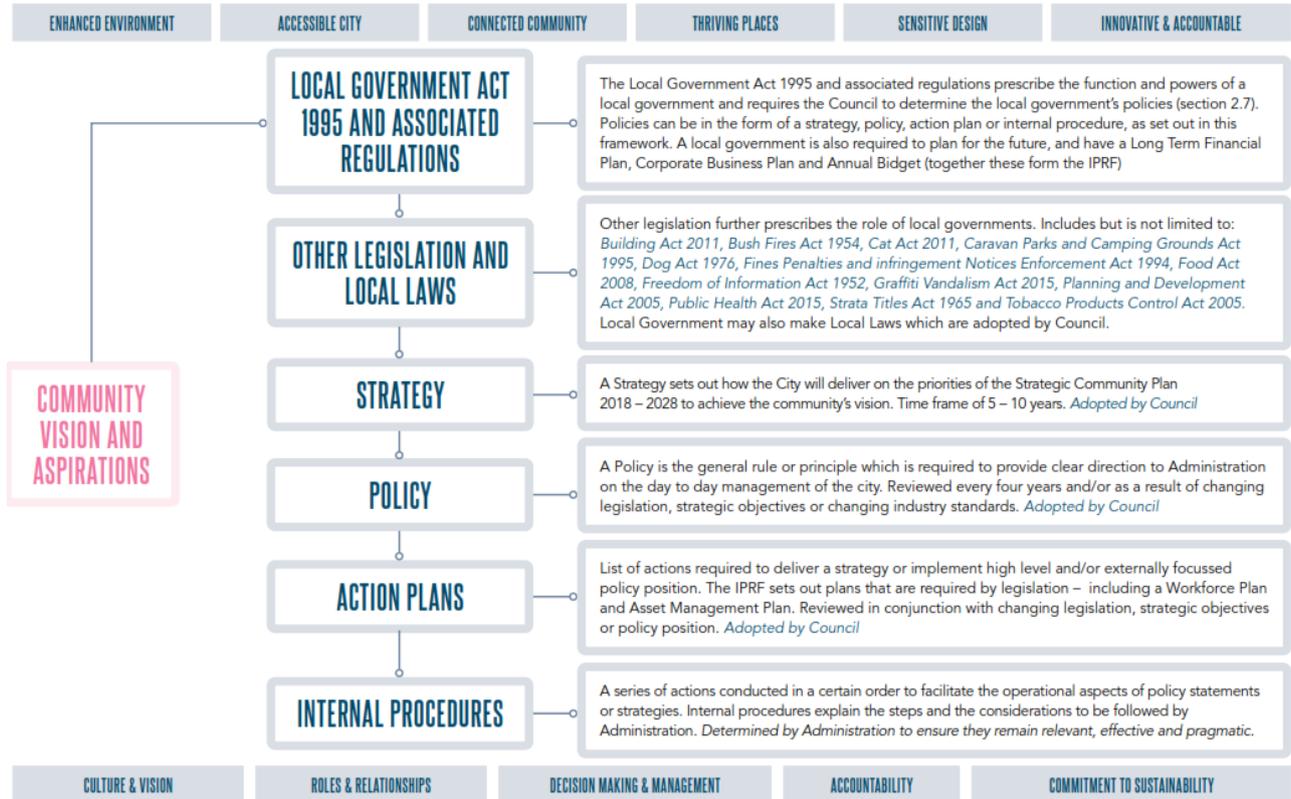
In accordance with clause 2.3 of the Corporate Document Development Policy:

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 objective of the current Privacy Management Policy requires revision, as it references outdated legislation, including the *Privacy Act 1988 (Cwth)* and the *Privacy Amendment Act 2004 (Cwth)*, which have since been amended through the *Privacy and Other Legislation Amendment Act 2024*.

The purpose of the proposed policy is to establish clear guidance on the City's handling of personal and sensitive information. It outlines the types of personal information the City collects, how that information is used and stored, and the safeguards in place to prevent and respond to information breaches.

LOCAL GOVERNMENT DECISION MAKING HIERARCHY



RISK MANAGEMENT IMPLICATIONS

Low: Adopting the proposed policy is low risk as the proposed changes are required to ensure compliance with the *Privacy and Responsible Information Sharing Act 2024*. This review aligns with Council's adopted Appetite and Tolerance Statements.

STRATEGIC IMPLICATIONS:

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

Connected and Healthy Community

We recognise, engage and partner with the Whadjuk Noongar people and culture.

Innovative and Accountable

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

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.

PRIVACY AND INFORMATION BREACH POLICY



Legislation / local law requirements	<i>Privacy and Responsible Information Sharing Act 2024</i> <i>Privacy and Other Legislation Amendment Act 2024</i> <i>State Records Act 2000</i> <i>Freedom of Information Act 1992</i> <i>Public Interest Disclosure Act 2003</i> <i>Local Government Act 1995</i>
Relevant delegations	Nil.
Related policies, procedures and supporting documentation	Freedom of Information Requests Policy (CM D22/129721) ICT Incident (including Cyber) Management Plan (CM D24/66658) ICT Information Classification Procedure (CM D23/105358) Information Security Management System (ISMS) (CM D24/66668) Record Keeping Plan (CM D16/94546) Records Management Services Policy and Procedure Manual (CM D21/190477)

PURPOSE

The City of Vincent (City) views privacy compliance as an integral part of its commitment to accountability and integrity. The City values the privacy of its customers and stakeholders and is committed to upholding the highest standards of information privacy in alignment with the *Privacy and Responsible Information Sharing Act 2024* (PRIS Act).

The purpose of this Policy is to provide clear and consistent guidelines to support the City in handling personal information responsibly, lawfully, and transparently. The Policy will ensure the City takes reasonable steps to protect the information it handles from misuse and loss and from unauthorised access, modification, or disclosure.

OBJECTIVE

This policy details the types of personal information the City collects, what it’s used for and how it’s stored, and the measures in place to prevent and respond to information breaches.

SCOPE

This policy applies to all City employees, Council Members, and individuals engaged to perform work on behalf of the City, including:

- contractors and consultants,
- temporary labour and service providers,
- volunteers, and
- third-party providers.

The City requires all contracted service providers to comply with this policy.

PRIVACY AND INFORMATION BREACH POLICY



DEFINITIONS

Contracted Service Provider refers to a party to a services contract who provides services to or on behalf of an outsourcing entity under the contract, or a person who is a direct or indirect subcontractor of the party for the purposes of the services contract.

Council Member: a person who is currently serving a term of office as an elected member of the Council in accordance with the *Local Government Act 1995*.

De-identified information means personal data that has been modified or processed in such a way that the identity of an individual is no longer apparent and cannot reasonably be determined from the information.

Information Breach means unauthorised access to information, or unauthorised disclosure of information, or loss of information.

Information Sharing Agreement refers to the agreement or mechanism between entities to share information under the PRIS Act.

Personal Information means personal information as defined in section 4 of the PRIS Act.

Sensitive Personal Information means sensitive personal information as defined in section 4 of the PRIS Act.

POLICY POSITION

The City takes reasonable steps to protect personal information by preventing misuse, loss, unauthorised access, re-identification, modification, or unauthorised disclosure.

POLICY

1. Collection

The City collects personal information only when necessary to fulfil its functions, meet statutory obligations, deliver services, and support day-to-day operations.

This includes, but is not limited to, the following:

- Email, written, online and in person requests, applications, submissions, complaints, feedback and general enquiries related to the delivery of City services.
- Employment details during recruitment, onboarding and throughout employment.
- Video or audio call recordings for monitoring responses, training and quality assurance.
- Data from third-party platforms and cloud services supporting City operations.
- CCTV footage for safety, security, and operational purposes in public spaces.
- Location data and device identifiers, from City-approved websites and mobile apps.
- Community surveys, including details voluntarily provided for planning and policy development.
- Website analytics and cookies, including on the City's digital platforms to personalise content and improve user experience.

PRIVACY AND INFORMATION BREACH POLICY



- Procurement details, including the collection of information from suppliers and contractors through the City's procurement systems.
- Inter-agency collaboration details, to support the delivery of joint initiatives.

1.1 Conditions of Collection

The City will only collect personal information when:

- it is necessary for the City's core functions (primary purpose),
- it relates to other City functions that the individual would reasonably expect (secondary purpose),
- it is authorised by law,
- the individual has provided consent, or
- it is required for research conducted in the public interest.

1.2 Use and Disclosure

The City uses personal information for the purpose for which it was collected. The City may also use information for another purpose when:

- the person would reasonably expect this use (secondary purpose),
- the person has given consent,
- the law requires or permits it,
- it is needed to prevent serious harm or protect safety,
- it is needed to investigate unlawful activity,
- it is needed to develop, maintain or improve our services, technology or customer experience, or
- it is needed for research in the public interest, where people cannot be identified and it is not practical to get consent.

The City will not disclose personal information to third parties without the individual's consent, unless:

- the person would reasonably expect the disclosure because it is related (or, if sensitive, directly related) to the reason the information was originally collected, or
- the disclosure is with an organisation or government agency that funds or arranges services for the individual, or
- it is required or permitted by law,
- it is necessary to address an imminent and serious risk to an individual's life, health, or safety, or
- it is in accordance with a formalised Information Sharing Agreement.

To support its operations and service delivery, the City may share personal information with contracted service providers or other government entities, for the purpose of:

- conducting community consultation or research,
- delivering goods, infrastructure, or services, or
- collaborating with other government entities, including local, state, or federal agencies, where required to deliver services or where an Information Sharing Agreement is in place.

PRIVACY AND INFORMATION BREACH POLICY



When sharing or accessing data with third parties, the City must comply with the conditions in any agreements, licences, or memoranda of understanding. These agreements govern how State and Federal agencies, including WA Police, use and access specific data resources.

Where a contracted service provider stores personal information, the City requires that party to comply with this policy.

2. Information Quality

The City cannot guarantee that the personal information it holds is accurate, for reasons including errors, omissions, and information becoming outdated over time.

However, the City will take all reasonable steps, as appropriate in the circumstances, to ensure accuracy and completeness of personal information upon collection or before it is shared.

3. Information Security

Personal information is stored in on-premises and cloud-based systems.

Where cloud services are used, they are hosted in Australia and must comply with Australian privacy laws and contracted information security requirements.

Controls will be implemented to protect the information the City holds, including:

- multi-factor authentication;
- access controls;
- endpoint detection and response (EDR);
- encryption of data at rest and in transit;
- regular security patching and vulnerability management;
- a managed Security Information and Event Management (SIEM) service; and
- ongoing cybersecurity awareness training for staff.

The City will ensure that personal information is not kept any longer than necessary or destroyed or de-identified in line with accepted document disposal schedules and the City's Recordkeeping Plan.

4. Access and Correction

Individuals have the right to request access to their personal information held by the City and to seek correction if the information is inaccurate, incomplete, or out of date.

All requests will be managed in accordance with the City of Vincent Customer Service Charter.

Requests to access or correct personal information held by the City must be submitted in writing to:

Chief Executive Officer

City of Vincent
PO Box 82
Leederville WA 6902

Or via email to: mail@vincent.wa.gov.au

PRIVACY AND INFORMATION BREACH POLICY



Where access to personal information is sought, individuals may be required to submit a formal Freedom of Information (FOI) request. Where access is refused, the City will provide written reasons and inform the individual of their right to seek review.

5. Unique Identifiers

Unique identifiers (such as driver's licence numbers) will only be collected if it is:

- necessary to carry out the City's official functions, or
- required by law.

When unique identifiers are collected, the City ensures they are handled securely and used only for their intended purpose.

6. Anonymity

Where it is lawful and practical, the City of Vincent will give individuals the option to remain anonymous or use a pseudonym when interacting with the City.

This may apply to general enquiries, feedback, or participation in surveys where personal identification is not required.

In some cases, providing personal information may be necessary to deliver services or respond to specific requests.

7. Automated Decision Making

The City may use automated decision-making to support minor decisions involving personal information to streamline services and enhance the customer experience, such as during the review of application assessments or routing of customer queries and requests.

Automated decision-making does not replace human decision-making for significant or high-risk decisions.

8. Disposal & De-identification

The City will securely and permanently destroy or de-identify personal information when it is no longer needed by law.

Disposal is conducted in a manner that ensures complete destruction of personal information, making it irretrievable.

8.1 Protection of de-identified information

The City will document all de-identification processes and ensure that de-identified data is handled securely.

Digital records are de-identified appropriately before disposal, such as when decommissioning devices or systems.

PRIVACY AND INFORMATION BREACH POLICY



8.2 Retention of Documents

Copies of proof-of-identity documents will not be retained unless required. Instead, a record of sighting will be created.

Unsolicited copies will be destroyed immediately.

9. **Information Breaches**

The City will conduct regular security assessments to detect and prevent data misuse or loss. If an information breach occurs, the City will investigate the extent of the incident and ensure appropriate containment and mitigation measures are applied.

9.1 Employee Responsibilities

The City requires all employees to immediately report any actual or suspected privacy breach, cyber incident, unauthorised access, disclosure, or loss of personal information to the Privacy Officer.

9.2 Mandatory Reporting

The City will comply with mandatory information breach reporting requirements when they commence under the PRIS Act. Where applicable, the City will notify the WA Information Commissioner and relevant law enforcement agencies.

9.3 Information Breach Prevention

The City will take proactive steps to reduce the risk of information breaches, including:

- Ongoing monitoring of systems,
- Regular security assessments,
- Maintaining effective information security controls, and
- Providing regular privacy and security training for staff.

9.4 Information Breach Response Process

If a breach occurs, the City will follow its Information Breach Response Plan by:

- Containing the breach,
- assessing the impact,
- notifying affected parties (if required), and
- preventing future occurrences.

The Privacy Officer is responsible for determining whether notification is required and identifying who needs to be notified.

PRIVACY AND INFORMATION BREACH POLICY



All information breaches will be recorded in the City's Information Breach Register. Information recorded includes:

- The type of breach (e.g. unauthorised access, disclosure, or loss),
- Whether personal information was affected,
- Assessment outcomes (if the breach meets the notifiable definition),
- Details of who was notified and when (e.g. affected individuals or the Information Commissioner),
- Actions taken to reduce harm and prevent recurrence, and
- The estimated impact or cost of the breach.

9.5 Complaints

Complaints of alleged interferences with personal information may be made to the City. This may include unauthorised access, loss or disclosure of personal or sensitive personal information.

All complaints will be managed in accordance with the City of Vincent Customer Service Charter.

Complaints must be submitted in writing to:

Chief Executive Officer

City of Vincent
PO Box 82
Leederville WA 6902

Or via email to: mail@vincent.wa.gov.au

OFFICE USE ONLY	
Responsible Officer	Executive Manager Information and Communication Technology, Executive Manager Corporate Strategy and Governance
Initial Council Adoption	DD/MM/YYYY
Previous Title	Policy No: 4.1.31 Privacy Management
Reviewed / Amended	DD/MM/YYYY
Next Review Date	MM/YYYY

POLICY NO: 4.1.31**PRIVACY MANAGEMENT****OBJECTIVES**

The objectives of this Policy are:

- to ensure that *Personal Information* is collected, accessed, used, stored, and disposed of in accordance with the *Privacy Act 1988 (Cwth)* and *Privacy Amendment Act 2004 (Cwth)*; and
- to provide guidelines for the City when dealing with information.

POLICY STATEMENT

The City of Vincent respects every individual's right to privacy, dignity and confidentiality.

In order to comply with the requirements of the Acts and Regulations governing the action of local government, the City of Vincent will provide appropriate information to the public, in accordance with this Policy, the *Local Government Act 1995* and other relevant legislation.

PRIVACY ACT 1988

"*Personal Information*" means information or an opinion (including information or an opinion forming part of a database), whether true or not, and whether recorded in a material form or not, about an individual whose identity is apparent, or can reasonably be ascertained, from the information or opinion.

"*Sensitive Information*" means:

- (a) information or an opinion about an individual's:
 - (i) racial or ethnic origin; or
 - (ii) political opinions; or
 - (iii) membership of a political association; or
 - (iv) religious beliefs or affiliations; or
 - (v) philosophical beliefs; or
 - (vi) membership of a trade union; or
 - (vii) sexual preference or practices; or
 - (viii) criminal record;

that is also *Personal Information*; or

- (b) health information about an individual.

PRIVACY PRINCIPLES

As at November 2010, Western Australia does not have specific privacy legislation which applies to local government. However, wherever possible, the City of Vincent will endeavour to comply with Commonwealth legislation.

In relation to the *Privacy Act 1988 (Cwth)* and *Privacy Amendment Act 2004 (Cwth)*, the City of Vincent will endeavour to always comply with the National Privacy Principles, as follows:

1. NATIONAL PRIVACY PRINCIPLE 1 – COLLECTION

1.1 The City of Vincent will not collect Personal Information unless:

- (i) information is collected for a lawful purpose that is directly related to a function or activity of City of Vincent, and
- (ii) the collection of the information is reasonably necessary for the purpose.

The City of Vincent will not collect Personal Information by any unlawful means.

1.2 When collecting Personal Information, the City of Vincent will collect information only from the individual to whom the information relates unless:

- (i) the individual has authorised collection from someone else; or
- (ii) the information has been provided by a parent or guardian of a person under the age of 16 years.

1.3 When the City of Vincent collects Personal Information about an individual, that person will be notified of:

- (i) the fact that the information is being collected;
- (ii) the purposes for which the information is collected;
- (iii) the intended recipients of the information;
- (iv) whether the supply of information is required by law or is voluntary, and any consequences for the individual if the information (or any part of it) is not provided;
- (v) the name of the organisation that will collect the information and the address where the information will be stored.

2. NATIONAL PRIVACY PRINCIPLE 2 – USE AND DISCLOSURE

2.1 The City of Vincent will not use Personal Information for a purpose other than for which it was collected unless:

- (i) the individual to whom the information relates has consented to use the information for that other purpose; or
- (ii) the other purpose for which the information is used is directly related to the purpose for which it was collected; or
- (iii) the use of the information or that other purpose is necessary to prevent or lessen a serious and imminent threat to the life or health of the individual to whom that information relates or of another person.

2.2 Situations where the City of Vincent may use or disclose information without an individual's consent include where it:

- (i) reasonably believes that use or disclosure is necessary to reduce or prevent a threat to a person's life, health or safety or a serious threat to public health or safety;
- (ii) is investigating or reporting on suspected unlawful activity;
- (iii) reasonably believes that the use is necessary for law enforcement, public revenue protection, prevention and remedying of serious improper conduct, or conduct of court or tribunal proceedings, either by or on behalf of an enforcement body.

Note: If the City uses or discloses information without consent, the City's Officer will make a written note of such disclosure.

2.3 The City of Vincent will take reasonable care not to disclose Personal Information unless:

- (i) the disclosure is directly related to the purpose for which it was collected and there is not reason to believe the individual concerned would object; or
- (ii) the individual has been made aware that this kind of information is usually released; or
- (iii) disclosure is necessary to prevent or lessen a serious or imminent threat to the life of the individual concerned or another person.

2.4 The City of Vincent will take reasonable care not to disclose Personal Information that:

- (i) relates to an individual's ethnic or race origin, political opinions, religion or philosophical beliefs, trade union membership, health or sexual activities unless the disclosure is necessary to prevent a serious or imminent threat to the life or health of the individual concerned or another person;
- (ii) relates to any enquiry from anyone outside the State of Western Australia unless a relevant privacy law applies to *Personal Information* in force in that jurisdiction.

PUBLIC REGISTERS

The City will not disclose *Personal Information* kept in a Public Register unless the information is to be used for a purpose relating to the purpose of the Register, or an Act under which the Register is kept.

The City requires that any person who applies for information from a Public Register completes a statutory declaration describing the intended use of any information obtained from the public register.

3. NATIONAL PRIVACY PRINCIPLE 3 – DATA QUALITY**3.1 The City of Vincent will take reasonable steps to ensure that:**

- (i) information collected is relevant to a purpose, is not excessive, and is accurate, up-to-date and complete and the collection of the information does not intrude to an unreasonable extent on the personal affairs of the individual to whom the information relates.

4. NATIONAL PRIVACY PRINCIPLE 4 – DATA SECURITY**4.1 With regards to the retention and security of Personal Information, the City of Vincent will ensure:**

- (i) that information is used for a lawful purpose and is kept for no longer than is necessary;
- (ii) that the information will be disposed of securely;
- (iii) that the information is protected against loss, unauthorised access, use, modification or disclosure and against all other misuse (as are reasonable in the circumstances);
- (iv) if it is necessary to release the information to a person in connection with the provision of a service to the City of Vincent, everything reasonable is done to prevent unauthorised use or disclosure of the information by the service provider; and
- (v) all *Personal Information* will be stored securely.

4.2 The culling and destruction of records is carried by the City's Senior Records Officer in accordance with the *State Records Act 2000*, City of Vincent Record Keeping Plan and General Disposal Authority for the Local Government Records.

5. NATIONAL PRIVACY PRINCIPLE 5 – OPENNESS

The City of Vincent will be open and accountable about how it manages *Personal Information*.

6. NATIONAL PRIVACY PRINCIPLE 6 – ACCESSING AND CORRECTING PERSONAL INFORMATION

Access may be requested by an individual to correct the information if they believe that it is incorrect, incomplete or out of date.

Usually, when asked, the City will give an individual access to their *Personal Information*, unless there is a reason why the City cannot do so.

6.1 If the City of Vincent holds Personal Information about any individual it must take the necessary steps to enable any person to ascertain:

- (i) whether the City of Vincent holds *Personal Information*; and
- (ii) whether the City of Vincent holds *Personal Information* relating to that person; and
- (iii) if the City of Vincent holds *Personal Information* relating to that person:
 - (a) the nature of that information; and
 - (b) the main purposes that the information is being used; and
 - (c) that person's entitlement to gain access to that information.

6.2 Any person will be able to ascertain whether the City of Vincent holds their Personal Information by submitting a written request.**6.3 Any person who is not satisfied with the accuracy or acceptable use of their Personal Information kept by the City of Vincent may request amendments be made to that information by writing to the Chief Executive Officer**

- (i) *Personal Information* must be used for the purpose that it was collected, and used for any purpose that is directly related to the purpose. It must be relevant, up-to-date, complete and not misleading.
- (ii) it will require appropriate supporting documentation, for example, a marriage certificate or statutory declaration.
- (iii) The City of Vincent has an obligation to take steps to amend *Personal Information* where necessary. If the City of Vincent decides that it will not amend the information, it must add the additional information, so it can be read with the existing information and the individual notified. The individual to whom the information relates is entitled to have the recipients notified of the amendments made by the City of Vincent.

6.4 The City of Vincent will take reasonable steps to ensure the accuracy of Personal Information prior to use, having regard to the purpose it was collected, its proposed use, its relevance, accuracy, whether it is up-to-date, complete and not misleading.**7. REVIEW OF CERTAIN CONDUCT (INTERNAL REVIEW PROCESS)****7.1 Where a person who has requested information is aggrieved by the conduct of the City of Vincent, as for example, in the following circumstances:**

- (i) contravention of a privacy principle that applies to the City of Vincent;
- (ii) contravention of a Code of Practice that applies to the City of Vincent; and
- (iii) disclosure of *Personal Information* kept on a public register.

the person (Applicant) is entitled to apply for an Internal Review.

The application for a review must be in writing and addressed to:

Chief Executive Officer
City of Vincent
244 Vincent Street
Leederville WA 6007

The application must be submitted no later than 6 months from the time the Applicant first becomes aware of the conduct (the subject of the application).

7.2 The application will be dealt with by the Chief Executive Officer who will consider any relevant material submitted by the applicant.

The review will be completed as soon as reasonably practicable and within 60 days from receipt of the application for review. Following completion of the review, the City of Vincent may do one or more of the following:

- (a) take no further action on the matter;
- (b) make a formal apology to the applicant;
- (c) take appropriate remedial action;
- (d) provide undertakings that the conduct will not occur again;
- (e) implement administrative measures to ensure that the conduct will not occur again; or
- (f) any combination of the above.

7.3 As soon as practicable within 14 days of the completion of the review, the City of Vincent will notify the applicant in writing of:

- (i) the findings and the reasons for those findings;
- (ii) any proposed action to be taken; and
- (iii) the right of the applicant to have those findings.

7.4 Refusing a Request

- (i) The City may deny a request for access if the Chief Executive Officer reasonably believes:
 - (a) it would pose a serious or imminent threat to the life or health of any person;
 - (b) the privacy of others would be unreasonably affected;
 - (c) the request is frivolous or vexatious;
 - (d) the information relates to existing legal proceedings with the person who is the subject of the information and would not be accessible through discovery;
 - (e) providing access would prejudice negotiations with the person who is the subject of the information by revealing the City's intentions regarding those negotiations;
 - (f) providing access would be unlawful or denying access is required or authorised by law;
 - (g) providing access would be likely to prejudice an investigation of unlawful activity or law enforcement, public revenue protection, prevention and remedying of seriously improper conduct, or preparation or conduct of court or tribunal proceedings, either by or on behalf of an enforcement body; or
 - (h) an enforcement body performing a lawful security function requests denial of access to protect national security.
- (ii) If the City refuses access, it will usually explain why. Access may be by providing the individual with a copy of the information or by review of the information with the management at the City.

8. NATIONAL PRIVACY PRINCIPLE 7 – IDENTIFYERS

The City will generally not adopt Commonwealth Government identifiers, such as Tax File Number or Medicare Numbers for use as its own identifiers. If the City is required to collect a government identifier in providing services to individuals, it will not use this number to identify the individual.

9. NATIONAL PRIVACY PRINCIPLE 8 – ANONYMITY

Where requested and reasonably possible, the City will give individuals the option of dealing with the City anonymously.

10. NATIONAL PRIVACY PRINCIPLE 9 – TRANSBORDER DATA FLOW

This principle mainly relates to the transfer of information overseas and is not applicable to the activities of the City. However, the City will not disclose information, unless required by law.

11. NATIONAL PRIVACY PRINCIPLE 10 – SENSITIVE INFORMATION

The City will not collect '*Sensitive Information*' about an individual, except where:

- (a) the collection is required by law or to establish, exercise or defend a legal or equitable claim; or
- (b) it is necessary to prevent or lessen a serious or imminent threat to the life or health of the person who is the subject of the information; or
- (c) it is legally required to assist in providing a wider range of services to the community.

12. CODE OF CONDUCT

Part 7 of the Council's Code of Conduct outlines Council Member and Employee obligations in relation to "Access to Information".

Date Adopted:	November 2010
Date Amended:	-
Date Reviewed:	-
Date of Next Review:	November 2015

8.3 COUNCIL RECESS PERIOD 2025-2026 - RECEIVING OF ITEMS DEALT WITH UNDER DELEGATED AUTHORITY BETWEEN 10 DECEMBER 2025 AND 2 FEBRUARY 2026

Attachments: Nil

RECOMMENDATION:

That Council **RECEIVES** the report on items of business dealt with under delegated authority during the Council recess period, 10 December 2025 and 2 February 2026:

1. **New Lease of Portion of No. 4 View Street, North Perth.**

PURPOSE OF REPORT:

To advise Council of the items approved under delegated authority during the 2025-26 Council recess period, being 10 December 2025 and 2 February 2026, in accordance with Council's resolution of 9 December 2025.

DELEGATION:

The resolution of item 12.2 at the 9 December 2025 OCM required:

1.3 A report summarising the items of business dealt with under delegated authority be submitted for information to Council at its Ordinary Meeting to be held on 10 February 2026;

BACKGROUND:

At its meeting held on 9 December 2025, Council resolved as follows:

1. *That Council DELEGATES BY ABSOLUTE MAJORITY, pursuant to section 5.42 of the Local Government Act 1995, to the Chief Executive Officer, the power to deal with any items of business that may arise between 10 December 2025 and 2 February 2026, and which are not the subject of delegated authority already granted by Council, subject to:*
 - 1.1 *Reports being issued to all Council Members for a period of three business days with Council Members notified by phone prior to the delegated decision being made and no requests for 'call-in' of the matter being received from Council Members;*
 - 1.2 *Reports being displayed on the City's website for a period of three business days prior to the delegated decision being made;*
 - 1.3 *A report summarising the items of business dealt with under delegated authority being submitted for information to Council at its Ordinary Meeting to be held on 10 February 2026; and*
 - 1.4 *A Register of Items Approved under this Delegated Authority is being kept and made available for public inspection on the City's website during the period that the delegation applies;*
2. *DETERMINES for the purpose of section 5.43(d) of the Local Government Act 1995 that the Chief Executive Officer is delegated authority to negotiate and approve the lease in respect of No. 4 View St, North Perth, up to a limit not exceeding the current gross rental value of the property, subject to the conditions in recommendation 1.1 to 1.4 above.*

DETAILS:

The following reports were tabled over the Council recess period and approved under delegation by the CEO.

Item	Responsible Directorate	Subject	Decision and Date
1	Chief Executive	New Lease of Portion No. 4 View Street, North Perth	Approved 27 January 2026

New Lease of Portion No. 4 View Street, North Perth

This report was circulated to Council Members on 20 January 2026 and displayed on the City’s website for a period of three business days, commencing on 21 January 2026.

The City received no requests from Council Members for the report to be called in to be considered at the 10 February 2026 Council Meeting.

On this basis, and following appropriate due diligence, the Chief Executive Officer authorised the report under delegated authority on 27 January 2026.

CONSULTATION/ADVERTISING:

All reports were displayed on the City’s website during the notification period and a copy of the delegated decision was published on the website [here](#).

LEGAL/POLICY:

Section 5.42(1) of the *Local Government Act 1995* provides that a local government may delegate to the CEO any of its powers or the discharge of any of its duties under this Act, other than those requiring an absolute or special majority decision (see section 5.43).

RISK MANAGEMENT IMPLICATIONS:

Risk Category	Risk Appetite / Tolerance Statement	Descriptor / clarification
<i>A breach in Delegated Authority</i>	The City has a <i>very low risk tolerance</i> for breach in delegated authority.	<p>This report is submitted for information only and provides transparency and assurance to Council regarding decisions made under the recess-period delegation previously approved by Council.</p> <p>All decisions reported were made within the scope, time limits and conditions of the delegation resolved by Council on 9 December 2025, including compliance with sections 5.42 and 5.43 of the <i>Local Government Act 1995</i>. The delegation was time-limited, narrowly scoped, and excluded all matters reserved to Council.</p> <p>Governance controls operated as intended during the recess period, including:</p> <ul style="list-style-type: none"> • circulation of reports to Council Members for three business days prior to determination; • opportunity for Council Members to “call-in” matters for Council consideration; • publication of reports and delegated decisions on the City’s website; and • maintenance of a public register of decisions made under delegated authority. <p>The provision of this report to Council further mitigates risk by ensuring oversight, transparency and accountability for decisions made during the recess period, consistent with the City’s very low tolerance for breaches of delegated authority.</p>

Low: It is low risk for Council to receive this report, as it does not confer decision-making authority and confirms that all delegated decisions were exercised in accordance with Council's resolution, legislative requirements and established governance controls.

8.4 INFORMATION BULLETIN

- Attachments:**
1. **Unconfirmed Minutes of the Mindarie Regional Council Meeting held on 18 December 2025** [↓](#) 
 2. **Unconfirmed Minutes of the Catalina Regional Council Meeting held on 11 December 2025** [↓](#) 
 3. **Statistics for Development Services Applications as at the end of December 2025** [↓](#) 
 4. **Register of Legal Action and Prosecutions Monthly - Confidential**
 5. **Register of Legal Action - Orders and Notices Quarterly - Confidential**
 6. **Register of State Administrative Tribunal (SAT) Appeals - Progress Report as at 22 January 2026** [↓](#) 
 7. **Register of Applications Referred to the Metro Inner Development Assessment Panel - Current** [↓](#) 
 8. **Register of Applications Referred to the Design Review Panel - Current** [↓](#) 
 9. **Quarterly Update - Unrecoverable Parking Infringements Write-Off** [↓](#) 
 10. **Register of Petitions - Progress Report February 2026** [↓](#) 
 11. **Register of Notices of Motion - Progress Report - February 2026** [↓](#) 
 12. **Register of Reports to be Actioned - Progress Report - February 2026** [↓](#) 
 13. **Council Workshop Items since 19 November 2025** [↓](#) 
 14. **Council Briefing Notes - 2 December 2025** [↓](#) 

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated February 2026.

DATE: THURSDAY, 18 DECEMBER 2025

TIME: 6:30 PM

LOCATION: CITY OF PERTH, 27 ST GEORGES TERRACE, PERTH, WA 6000



Ordinary Council Meeting

Minutes

mrc.wa.gov.au



mrc.wa.gov.au

NOTICE OF MEETING

Councillors of the Mindarie Regional Council are advised that an Ordinary Council Meeting will be held on Thursday, 18 December 2025 commencing at 6:30 PM - City of Perth, 27 St Georges Terrace, Perth, WA 6000.

The agenda pertaining to the meeting follows.
Your attendance is respectfully requested.

Yours faithfully

SCOTT CAIRNS
Chief Executive Officer

MINDARIE REGIONAL COUNCIL – MEMBERSHIP

Cr S Proud, JP (Stephanie) - Chair	City of Stirling
Cr K Vernon (Karen) Deputy Chair	Town of Victoria Park
Cr G Mack (Gary)	Town of Cambridge
Cr A Hill (Adrian)	City of Joondalup
Cr R Fishwick, JP (Russ)	City of Joondalup
Cr L Gobbert, JP (Liam)	City of Perth
Cr M Dudek (Michael)	City of Stirling
Cr J Ferrante (Joe)	City of Stirling
Cr C Hatton (Chris)	City of Stirling
Cr A Xamon (Alison)	City of Vincent
Cr P Bedworth (Phil)	City of Wanneroo
Cr J Wright (Jordan)	City of Wanneroo

NB: Although some Councils have nominated alternate members, it is a requirement that a Council carries a specific resolution for each occasion that the alternate member is to act.



Mindarie Regional Council (MRC) constituent members: Town of Cambridge; City of Joondalup; City of Perth; City of Stirling; Town of Victoria Park; City of Vincent; City of Wanneroo



1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chair declared the meeting open at 6.36 pm

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Member Council	Councillor Present
Town of Cambridge	Cr Susan Kennerly
City of Joondalup	Cr Adrian Hill Cr Russ Fishwick
City of Perth	Cr Liam Gobbert
City of Stirling	Cr Michael Dudek Cr Joe Ferrante Cr Chris Hatton Cr Stephanie Proud (Chair)
Town of Victoria Park	Cr Karen Vernon (Deputy Chair) <i>arrived 6.37 pm</i>
City of Vincent	Cr Alison Xamon <i>arrived 6.38 pm</i>
City of Wanneroo	Cr Phil Bedworth Cr Paul Miles

The Chair welcomed Cr Susan Kennerly (Town of Cambridge) and Cr Paul Miles (City of Wanneroo), who were appointed as alternate members for this meeting.

Apologies

Nil

Approved Leave of Absence

Cr Gary Mack, Town of Cambridge
Cr Jordan Wright, City of Wanneroo

Cr Vernon entered the meeting at 6.37 pm

MRC OFFICERS PRESENT
Ms Adnana Arapovic, Acting CEOMs Ms Sonia Cherico, HR Manager
Ms Deborah Toward, Executive Assistant
Mr Reece Vellios, IT Systems Engineer
Mr Robert Davies, Communications Specialist

MRC Observers

Nil

**Visitors**

Nil

Members of the Public

One member of the public seated in the gallery.

The following Member Council Observers were also present.

Member Council	Observers
Town of Cambridge	Mr Lindon Mellor Mr Andrew Head
City of Joondalup	Mr Nico Claassen
City of Perth	Mr Brice Campbell
City of Stirling	Mr Andrew Murphy Ms Yvette Plimbley
City of Vincent	Mr Peter Varris Ms Aaron Griffiths
City of Wanneroo	Mr Harminder Singh

3. DECLARATION OF INTERESTS

Nil

4. PUBLIC QUESTION TIME*Cr Xamon entered the meeting at 6.38pm***PUBLIC QUESTION TIME OPENED AT 6.39 pm****QUESTIONS ASKED VERBALLY AT THE COUNCIL MEETING HELD ON DECEMBER 18, 2025.****Mary O'Byrne, Kinross**

Question 1: Has the Mindarie Regional Council operation been permitted by DWER to evaporate leachate – even in a reduced form since the Regulator applied the EPN notice on the facility.

Answer 1: The question was taken on notice.

PUBLIC QUESTION TIME CLOSED AT 6.40 pm**5. ANNOUNCEMENT BY THE PRESIDING PERSON**

The Chair conveyed best wishes to Council members, MRC staff, and Member Council Officers for an enjoyable and restful festive season.



6. APPLICATION FOR LEAVE OF ABSENCE

Nil

7. PETITIONS/DEPUTATIONS/PRESENTATIONS

PETITION

Ms Mary O'Byrne, Kinross submitted an petition signed by 81 people to change the Council meeting times to 6.30pm and change the venue of all Council meetings to take place at either City of Joondalup or City of Wanneroo.

DEPUTATION

Ms Mary O'Byrne, Kinross

In general, we have two regional councils governed by the cities of Joondalup, Perth, Stirling, Vincent and Wanneroo, and the towns of Cambridge and Victoria Park.

In the special meeting called Post Local Government Elections 2025 to elect their delegates, the City of Wanneroo described both regional councils in the following terms. The Mindarie Regional Council is one of the WA's largest waste management authorities. Its duty is to assist its member councils situated in the northern corridor. The Council disposes over 250,000 tonnes of waste generated each year by people living in the Regional Council's 7 local government localities.

Catalina Regional Council CRC, formed in 2005, is designed for the following purpose, a corporate entity charged with the Urban Development of 180 hectares of land in Clarkson and Mindarie in Perth's Northern suburb.

These two local regional councils are joint owners of LOT 9504, which covers in the area of 432 hectares in the district of City of Wanneroo. CRC was formed to implement the Urban Development of the Tamala Park project.

What is missing from these descriptions is any mention of the regional Council's duty to the local residents who were not in the picture in the beginning (because the land was undeveloped).

There are residents now – well they might not seem to be fully in the picture either because it is so difficult to obtain timely community MRC interactions

mrc.wa.gov.au

that gives all of the community the full picture about the landfill. The landfill is coming into an overdue end and residents are burdened with disgusting odour. They need a road map from the MRC to ensure the logical steps in the process to the end.

The last three weeks have been very fraught trying to achieve a better outcome for the Community that included helping them to make their submissions and in the process, but that they're starting from nowhere, basically. The attempt to get a special meeting of the MRC failed, but the most delineated MRC member explanation is here, in part, and I appreciate the effort taken by the member in writing it.

The odour affected community you referred to (meaning me) do not have any right to have a special Council meeting of the MRC for the purpose of direct questioning of the MRC officers and a chance to make better informed submissions to DWER because that is an elector's purpose:

1. Special Council meetings of the MRC are for the purpose of transacting Council meeting a business only
2. Councils, including regional councils, are required to have regard to the separation between councils governing role and the CEO's executive role section 2.7(3) of the Act.
3. Council has adopted a strategic plan, a critical infrastructure plan and a corporate business plan which guide the MRC CEO executives as to the Council's strategic objectives, which includes the closure of the landfill when it has reached its capacity.
4. Your request is effectively an attempt to use the mechanism of a special Council meeting in substitution for an annual meeting of electors or a special meeting of electors that MRC is not required to hold, to achieve the purpose that is not part of the Council's business, and I do not consider that is a proper basis for holding a special Council meeting.

I seemingly asked for the impossible thinking it was possible. My understanding is in the context of a special Council meeting because it was a Council meeting that any question from residents would have gone through the chair, being answered or referred to the CEO or taken on notice. Normal local government routine and quite within the context of the



mrc.wa.gov.au

appropriate legislation. So not really intended as a unwarranted inquisition outside of the local government context.

The MRC has known since mid 2025 that both work applications were going to DWER for regulatory approval and once validated, and invoice paid would go out to public consultation. There were months available to the MRC to have informed in person discussion with suffering residents or a public meeting prior to the work applications appearing unannounced in residences in-boxes. I would like to say as well that the anxiety generated by the situation on the landfill It's there all the time, whether the odour is there or not.

But overall, in general, collaborative partnerships with the community are much less likely in multi council regional councils, meaning communities such as ours lying close to the odour generated landfill generating landfill are totally disadvantaged. Advantage to the benefit of those with no exposure to it, referencing advances in 21st Century Human Settlements, (ACHS) Shahed Khan & Bhishna Bajracharya.

MRC's lack of community consultative practises might be seen by some as a form of disempowerment to the communities of Wanneroo and Joondalup, one of the most interesting responses to my efforts, and this time from a mayor of a council whose electors were not impacted by Tamala Park odour issues and said without any intention of being offensive - they had a fiduciary responsibility to the ratepayers not us and that meant they didn't have that responsibility to the people living in the stink zone.



8. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

8.1 Ordinary Council Meeting - 27 November 2025

MOTION

That the Minutes of the Ordinary Meeting of Council held on 27 November 2025 be confirmed as a true record of the proceedings.

Moved: None | Seconded: None

Carried - 12/0

For: Cr Proud, Cr Vernon, Cr Hill, Cr Fishwick, Cr Gobbert, Cr Dudek, Cr Ferrante, Cr Hatton, Cr Xamon, Cr Bedworth, Councillor Kennerly, Cr Miles

Against: None

9. CHIEF EXECUTIVE OFFICERS REPORTS

9.1 Financial Statements for the month ended 30 November 2025

MOTION

That Council: Receive the Financial Statements set out in the Attachment for the month ended 30 November 2025.

Moved: Cr Vernon | Seconded: Cr Ferrante

Carried - 12/0

For: Cr Proud, Cr Vernon, Cr Hill, Cr Fishwick, Cr Gobbert, Cr Dudek, Cr Ferrante, Cr Hatton, Cr Xamon, Cr Bedworth, Councillor Kennerly, Cr Miles

Against: None

9.2 List of Accounts paid for the month ended 30 November 2025

MOTION

That Council: Note the list of accounts paid under delegated authority to the Chief Executive Officer for the month ended 30 November 2025, in accordance with regulation 13(1) of the Local Government (Financial Management) Regulation 1996.

Moved: Cr Vernon | Seconded: Cr Hatton

Carried - 11/1

For: Cr Proud, Cr Vernon, Cr Hill, Cr Gobbert, Cr Dudek, Cr Ferrante, Cr Hatton, Cr Xamon, Cr Bedworth, Councillor Kennerly, Cr Miles

Against: Cr Fishwick



10. MEMBERS INFORMATION BULLETIN

10.1 Members Information Bulletin No 95

MOTION

That Council:

Receive the members Information Bulletin Issue No 95.

Moved: Cr Gobbert | Seconded: Cr Miles

Carried - 12/0

For: Cr Proud, Cr Vernon, Cr Hill, Cr Fishwick, Cr Gobbert, Cr Dudek, Cr Ferrante, Cr Hatton, Cr Xamon, Cr Bedworth, Councillor Kennerly, Cr Miles

Against: None

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12. URGENT BUSINESS

MOTION

That the matter of the date of the June 2026 MRC OCM be determined at this meeting as a special circumstance without notice pursuant 5.5 (1) of the meeting procedures local law.

Moved: Cr Proud | Seconded: Cr Xamon

Carried - 12/0

For: Cr Proud, Cr Vernon, Cr Hill, Cr Fishwick, Cr Gobbert, Cr Dudek, Cr Ferrante, Cr Hatton, Cr Xamon, Cr Bedworth, Councillor Kennerly, Cr Miles

Against: None

MOTION

That the meeting of 25 June 2026 be moved to the 11 June 2026 to avoid a clash with the ALGA conference

Moved: Cr Xamon | Seconded: Cr Gobbert

Carried - 12/0

For: Cr Proud, Cr Vernon, Cr Hill, Cr Fishwick, Cr Gobbert, Cr Dudek, Cr Ferrante, Cr Hatton, Cr Xamon, Cr Bedworth, Councillor Kennerly, Cr Miles

Against: None

13. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

mrc.wa.gov.au**14. MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC**

Nil

15. NEXT MEETING

The next meeting of Council will be held on 26 February 2026 at the City of Stirling, commencing at 6pm.

16. CLOSURE

The Chair closed the meeting at 7.32 pm and thanked the City of Perth for their hospitality and use of their meeting facilities.

Signed	Chair
Dated:	2026



Ordinary Meeting of Council

Thursday 11 December 2025

MINUTES

City of Stirling, 25 Cedric Street, Stirling

*Constituent Members:
Cities of Perth, Joondalup, Stirling, Vincent, and Wanneroo
Towns of Cambridge and Victoria Park*

Minutes CRC Ordinary Meeting of Council – 11 December 2025

TABLE OF CONTENTS

MEMBERSHIP	3
PRELIMINARIES.....	5
1. OFFICIAL OPENING.....	5
2. APOLOGIES AND LEAVE OF ABSENCE.....	5
3. DISCLOSURE OF INTERESTS	5
4. PUBLIC STATEMENT/QUESTION TIME.....	5
5. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION).....	5
6. PETITIONS	5
7. CONFIRMATION OF MINUTES	5
8. BUSINESS ARISING FROM MINUTES	6
9. ADMINISTRATION REPORTS AS PRESENTED	6
9.1 BUSINESS REPORT – PERIOD ENDING 30 NOVEMBER 2025	6
9.2 STATEMENT OF FINANCIAL ACTIVITY FOR OCTOBER 2025.....	6
9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR OCTOBER 2025	6
9.4 PROJECT FINANCIAL REPORT – SEPTEMBER 2025.....	7
9.5 PROJECT FINANCIAL REPORT – OCTOBER 2025.....	7
9.6 SALES AND SETTLEMENT REPORT – PERIOD ENDING 30 NOVEMBER 2025	7
9.7 REVIEW OF CODE OF CONDUCT FOR ELECTED MEMBERS, COMMITTEE MEMBERS AND CANDIDATES.....	8
9.8 ANNUAL REPORT FOR YEAR ENDING 30 JUNE 2025	8
9.9 PROJECT BUDGET FYE 2026 – MID YEAR REVIEW	8
9.10 REVIEW OF PURCHASER TERMS, CONDITIONS AND INCENTIVES	9
9.11 CATALINA SUSTAINABLE HOME UPDATE	10
9.12 APPOINTMENT OF INDEPENDENT MEMBERS – AUDIT, RISK and IMPROVEMENT COMMITTEE.....	10
10. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN	11
11. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	11
12. URGENT BUSINESS APPROVED BY THE CHAIR.....	11
13. GENERAL BUSINESS	11
14. DECISION TO MOVE TO CONFIDENTIAL SESSION	11
14.1 CONFIDENTIAL: CRC RISK MANAGEMENT FRAMEWORK	12
14.2 CONFIDENTIAL: CEO CONTRACT RENEWAL	12
15. FORMAL CLOSURE OF MEETING	13

Minutes CRC Ordinary Meeting of Council – 11 December 2025

MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Cr Ben Mayes	Cr Susan Kennerly
City of Joondalup	Cr Lewis Hutton Cr Christopher May	Cr Russ Fishwick Cr John Raftis
City of Perth	Cr David Gonclaves	Cr Liam Gobbert
City of Stirling	Cr Tony Krsticevic Cr Suzanne Migdale Cr Teresa Olow Cr Karlo Perkov	Cr Andrea Creado
Town of Victoria Park	Cr Claire Anderson	Cr Andra Biondi
City of Vincent	Cr Alison Xamon	Cr Ashley Wallace
City of Wanneroo	Cr Sonet Coetzee Cr Glynis Parker	Cr Helen Berry Cr Hugh Nguyen

Minutes CRC Ordinary Meeting of Council – 11 December 2025

PRESENT

Chair	Cr Tony Krsticevic
Councillors	Cr Claire Anderson Cr David Goncalves Cr Lewis Hutton Cr Christopher May Cr Ben Mayes Cr Teresa Olow Cr Glynis Parker Cr Karlo Perkov Cr Alison Xamon
Alternate Members	Cr Helen Berry
Staff	Mr Chris Adams (CEO) Mr Simon O'Sullivan (Project Manager) Ms Vickie Wesolowski (EA/Office Manager)
Apologies Councillors	Cr Suzanne Migdale
Leave of Absence	Cr Sonet Coetzee
Absent	Nil
Consultants	Nil
Apologies Participant Councils' Advisers	Mr David MacLennan (City of Vincent) Mr Bill Parker (City of Wanneroo) Mr James Pearson (City of Joondalup) Ms Michelle Reynolds (City of Perth) Ms Lisa Clack (Town of Cambridge) Mr Carl Askew (Town of Victoria Park) Mr Stevan Rodic (City of Stirling)
In Attendance Participant Councils' Advisers	Nil
Members of the Public	Nil
Press	Nil

Minutes CRC Ordinary Meeting of Council – 11 December 2025

PRELIMINARIES**1. OFFICIAL OPENING**

The Chair declared the meeting open at 6:04pm.

2. APOLOGIES AND LEAVE OF ABSENCE

Apologies: Cr Migdale
Leave of Absence: Cr Coetzee

3. DISCLOSURE OF INTERESTS

Crs Anderson, Berry, Hutton, Krsticevic, May and Perkov declared an impartiality interest in Item 9.12 as one of the applicants is known to them.

The CEO declared a financial interest in Item 14.2 as it concerns his Contract of Employment.

4. PUBLIC STATEMENT/QUESTION TIME

Nil

5. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION)

The Chair welcomed Cr Goncalves to the CRC and acknowledged the service previously provided by Cr Doshi in her role on the Council.

6. PETITIONS

Nil

7. CONFIRMATION OF MINUTES

Moved Cr Hutton, Seconded Cr Anderson.

Recommendation in the Agenda:

That the minutes of the Ordinary Meeting of Council of 16 October 2025 and the Special Meeting of Council of 13 November 2025 be CONFIRMED as true and accurate records of proceedings.

The Motion was put and declared CARRIED (11/0).

For: Councillors Anderson, Berry, Goncalves, Hutton, Krsticevic, May, Mayes, Olow, Parker, Perkov and Xamon.

Against: Nil.

Minutes CRC Ordinary Meeting of Council – 11 December 2025

8. BUSINESS ARISING FROM MINUTES

Nil

9. ADMINISTRATION REPORTS AS PRESENTED

9.1 BUSINESS REPORT – PERIOD ENDING 30 NOVEMBER 2025

Moved Cr Hutton, Seconded Cr Berry.

Recommendation in the Agenda:

That the Council RECEIVES the Business Report for the period ending 30 November 2025.

The Motion was put and declared CARRIED (11/0).

For: Councillors Anderson, Berry, Goncalves, Hutton, Krsticevic, May, Mayes, Olow, Parker, Perkov and Xamon.

Against: Nil.

9.2 STATEMENT OF FINANCIAL ACTIVITY FOR OCTOBER 2025

Moved Cr Mayes, Seconded Cr Hutton.

Recommendation in the Agenda:

That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 31 October 2025.

The Motion was put and declared CARRIED (11/0) by exception resolution.

For: Councillors Anderson, Berry, Goncalves, Hutton, Krsticevic, May, Mayes, Olow, Parker, Perkov and Xamon.

Against: Nil.

9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR OCTOBER 2025

Moved Cr Mayes, Seconded Cr Hutton.

Recommendation in the Agenda:

That the Council:

- 1. RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for October 2025 - \$4,342,563.41.**
- 2. APPROVES the Credit Card Statement for October 2025.**

Page 6 of 13

Minutes CRC Ordinary Meeting of Council – 11 December 2025

The Motion was put and declared CARRIED (11/0) by exception resolution.

For: Councillors Anderson, Berry, Goncalves, Hutton, Krsticevic, May, Mayes, Olow, Parker, Perkov and Xamon.

Against: Nil.

9.4 PROJECT FINANCIAL REPORT – SEPTEMBER 2025

Moved Cr Mayes, Seconded Cr Hutton.

Recommendation in the Agenda:

That the Council RECEIVES the Project Financial Report (September 2025) submitted by the Satterley Property Group.

The Motion was put and declared CARRIED (11/0) by exception resolution.

For: Councillors Anderson, Berry, Goncalves, Hutton, Krsticevic, May, Mayes, Olow, Parker, Perkov and Xamon.

Against: Nil.

9.5 PROJECT FINANCIAL REPORT – OCTOBER 2025

Moved Cr Mayes, Seconded Cr Hutton.

Recommendation in the Agenda:

That the Council RECEIVES the Project Financial Report (October 2025) submitted by the Satterley Property Group.

The Motion was put and declared CARRIED (11/0) by exception resolution.

For: Councillors Anderson, Berry, Goncalves, Hutton, Krsticevic, May, Mayes, Olow, Parker, Perkov and Xamon.

Against: Nil.

9.6 SALES AND SETTLEMENT REPORT – PERIOD ENDING 30 NOVEMBER 2025

Moved Cr Mayes, Seconded Cr Hutton.

Recommendation in the Agenda:

That the Council RECEIVES the Sales and Settlement Report for the period ending 30 November 2025.

The Motion was put and declared CARRIED (11/0) by exception resolution.

For: Councillors Anderson, Berry, Goncalves, Hutton, Krsticevic, May, Mayes, Olow, Parker, Perkov and Xamon.

Against: Nil.

Minutes CRC Ordinary Meeting of Council – 11 December 2025

9.7 REVIEW OF CODE OF CONDUCT FOR ELECTED MEMBERS, COMMITTEE MEMBERS AND CANDIDATES

Moved Cr Mayes, Seconded Cr Hutton.

Recommendation in the Agenda:

That the Council APPROVES:

1. **The Code of Conduct for Elected Members, Committee Members and Candidates 2025; and**
2. **The Complaint about Alleged Breach Form; Code of Conduct for Elected Members, Committee Members and Candidates.**

The Motion was put and declared CARRIED (11/0) by exception resolution.

For: Councillors Anderson, Berry, Goncalves, Hutton, Krsticevic, May, Mayes, Olow, Parker, Perkov and Xamon.

Against: Nil.

9.8 ANNUAL REPORT FOR YEAR ENDING 30 JUNE 2025

Moved Cr Perkov, Seconded Cr Parker.

Recommendation in the Agenda:

That the Council ADOPTS the Annual Report of the Catalina Regional Council for the FYE 2025.

The Motion was put and declared CARRIED (11/0) by ABSOLUTE MAJORITY.

For: Councillors Anderson, Berry, Goncalves, Hutton, Krsticevic, May, Mayes, Olow, Parker, Perkov and Xamon.

Against: Nil.

9.9 PROJECT BUDGET FYE 2026 – MID YEAR REVIEW

Moved Cr Hutton, Seconded Cr Parker.

Recommendation in the Agenda:

That the Council ADOPTS the Mid-Year Project Budget FYE 2026 Review (as contained in the Attachments) and uses it as the basis for financial planning, including for the statutory Mid-Year CRC Budget FYE 2026 Review.

The Motion was put and declared CARRIED (11/0) by ABSOLUTE MAJORITY.

For: Councillors Anderson, Berry, Goncalves, Hutton, Krsticevic, May, Mayes, Olow, Parker, Perkov and Xamon.

Against: Nil.

Page 8 of 13

Minutes CRC Ordinary Meeting of Council – 11 December 2025

9.10 REVIEW OF PURCHASER TERMS, CONDITIONS AND INCENTIVES

Moved Cr Berry, Seconded Cr Hutton.

Recommendation in the Agenda:

That the Council:

1. **APPROVES** the following Purchaser Terms, Conditions and Incentives for remaining lots to sell in Catalina Green:
 - (a) Use of the REIWA Offer and Acceptance Contract with Special Conditions and Annexure.
 - (b) A \$5,000 deposit to be used in the Sales Contracts, with the exception of bona fide first home purchasers who are eligible for a lesser deposit requirement of \$2,000/lot.
 - (c) A finance approval period of 90 days.
 - (d) A 21-day settlement period from finance approval or the issue of titles, whichever is the later.
 - (e) A waterwise landscaping package to the front garden.
 - (f) A \$3,000 rebate for all homes constructed with a minimum 3.0KW capacity photovoltaic solar power system, with an additional \$1,000 rebate paid where the system includes integrated battery storage.
 - (g) Side and rear boundary fencing (behind the building line).
 - (h) Up to a \$1,000 rebate for all homes that include appropriate WELS rated fittings and fixtures.
 - (i) Sales incentives (Items 1(e) – 1(h)) subject to homes being constructed in accordance with the approved applicable Design Guidelines within 24 months of settlement for single storey homes and 30 months of settlement for two storey homes.
 - (j) Waterwise front landscaping package to also include:
 - i. Wi-fi enabled smart meter and irrigation controller.
 - ii. Increased number and size of included tree stock.
 - (k) An eco-smart lifestyle bundle including:
 - i. Heat pump hot water system (capped at \$1,500).
 - ii. Energy efficient air-conditioning monitor or thermostat (capped at \$300).
 - iii. Home Energy monitor (capped at \$350).
2. **APPROVES** the following Purchaser Terms, Conditions, and Incentives for remaining lots to sell in Catalina Beach:
 - (a) Use of the REIWA Offer and Acceptance Contract with Special Conditions and Annexure.
 - (b) A \$5,000 deposit to be used in the Sales Contracts.
 - (c) A finance approval period of 90 days.
 - (d) A 21-day settlement period from finance approval or the issue of titles, whichever is the later.

Page 9 of 13

Minutes CRC Ordinary Meeting of Council – 11 December 2025

- (e) A waterwise landscaping package to the front garden.
- (f) A \$2,000 rebate for all homes constructed with a minimum 3.0KW capacity photovoltaic solar power system, with an additional \$1,000 rebate paid where the system includes integrated battery storage.
- (g) Side and rear boundary fencing (behind the building line).
- (h) Up to a \$1,000 rebate for all homes that include appropriate WELS rated fittings and fixtures.
- (i) Sales incentives (Items 2(e) – 2(h)) subject to homes being constructed in accordance with the approved applicable Design Guidelines within 24 months of settlement for single storey homes and 30 months of settlement for two storey homes.

The Motion was put and declared CARRIED (11/0) by ABSOLUTE MAJORITY.

For: Councillors Anderson, Berry, Goncalves, Hutton, Krsticevic, May, Mayes, Olow, Parker, Perkov and Xamon.

Against: Nil.

9.11 CATALINA SUSTAINABLE HOME UPDATE

Moved Cr Mayes, Seconded Cr Hutton.

Recommendation in the Agenda:

That the Council RECEIVES the report on the operation of the Catalina Sustainable Home.

The Motion was put and declared CARRIED (11/0) by exception resolution.

For: Councillors Anderson, Berry, Goncalves, Hutton, Krsticevic, May, Mayes, Olow, Parker, Perkov and Xamon.

Against: Nil.

9.12 APPOINTMENT OF INDEPENDENT MEMBERS – AUDIT, RISK and IMPROVEMENT COMMITTEE

Moved Cr Perkov, Seconded Cr Hutton.

Recommendation in the Agenda:

That Council:

1. **Appoints Jane Cutler as the Independent Chair of the Catalina Regional Council Audit Risk and Improvement Committee until 16 October 2027.**
2. **Appoints Carmelina Fiorentino as the Independent Member/Deputy Chair of the Catalina Regional Council Audit Risk and Improvement Committee until 16 October 2027.**

The Motion was put and declared CARRIED (11/0) by ABSOLUTE MAJORITY.

Page 10 of 13

Minutes CRC Ordinary Meeting of Council – 11 December 2025

For: Councillors Anderson, Berry, Goncalves, Hutton, Krsticevic, May, Mayes, Olow, Parker, Perkov and Xamon.

Against: Nil.

10. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

11. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

12. URGENT BUSINESS APPROVED BY THE CHAIR

Nil

13. GENERAL BUSINESS

Nil.

14. DECISION TO MOVE TO CONFIDENTIAL SESSION

Moved Cr Xamon, Seconded Cr Mayes.

That the Council:

Moves into Closed Session and excludes members of the press and public from the meeting of the Closed Session and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld. This action is taken in accordance with Section 5.23 of the *Local Government Act 1995*, as item 14.1 Review of CRC Risk Management Framework deals with:

- c) *A contract entered into, or which may be entered into, by the CRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and***
- e) *A matter that if disclosed, would reveal -***
 - i) information that has a commercial value to a person; or***
 - ii) information about the business, professional, commercial, or financial affairs of a person;******where the information is held by, or is about, a person other than the CRC (section 5.32(2)(e)).***

and item 14.2 CEO Contract Renewal deals with:

- a) *A matter affecting an employee or employees.***

The Motion was put and declared CARRIED (11/0).

For: Councillors Anderson, Berry, Goncalves, Hutton, Krsticevic, May, Mayes, Olow, Parker, Perkov and Xamon.

Against: Nil.

14.1 CONFIDENTIAL: CRC RISK MANAGEMENT FRAMEWORK

Moved Cr Parker, Seconded Cr Perkov.

Recommendation in the Agenda:

That the Council:

1. **PROCEEDS with the confidential recommendation as outlined in the Confidential Agenda.**
2. **RESOLVES that this report, attachments and resolution remain confidential in accordance with section 5.23(2)(c) and (e) of the *Local Government Act 1995*.**

The Motion was put and declared CARRIED (11/0).

For: Councillors Anderson, Berry, Goncalves, Hutton, Krsticevic, May, Mayes, Olow, Parker, Perkov and Xamon.

Against: Nil.

14.2 CONFIDENTIAL: CEO CONTRACT RENEWAL

The CEO and Project Manager left the room at 6:15pm.

Recommendation in the Agenda:

That the Council:

1. NOTES that the CEO's current employment contract expires on 12 September 2026 and that, in accordance with the provisions of his employment contract, he has requested a renewal of the contract.
2. NOTES that the Chair of the CRC has held preliminary discussions/negotiations with the CEO regarding the terms of a potential contract renewal.
3. AGREES to offer the CEO a contract extension until 16 October 2027 (approx. 13 months extension to current Expiry Date) to align with the term of the current CRC Council.
4. AGREES to include a new termination provision within the CEO's Employment Contract that indicates that, in the event that CRC is wound up on or before the Expiry Date of the Contract, the CEO shall be paid:
 - *The balance of the Remuneration Package payable for the term; plus*
 - *An amount equivalent to the provisions detailed in Redundancy Provision of Section 119(2) of the Fair Work Act; plus*
 - *6 additional weeks of pay.*

Moved Cr Perkov, Seconded Cr Berry.

ALTERNATE RECOMMENDATION

That the Council:

1. **NOTES that the CEO's current employment contract expires on 12 September 2026 and that, in accordance with the provisions of his employment contract, he has requested a renewal of the contract.**

Minutes CRC Ordinary Meeting of Council – 11 December 2025

2. **NOTES** that the Chair of the CRC has held preliminary discussions/negotiations with the CEO regarding the terms of a potential contract renewal.
3. **AGREES** to offer the CEO a contract extension until 16 October 2027 (approx. 13 months extension to current Expiry Date) to align with the term of the current CRC Council.
4. **AGREES** to include a new provision within the CEO's Employment Contract that indicates that, in the event that CRC is wound up on or before the Expiry Date of the Contract, the CEO shall be paid 16 additional weeks of pay.
5. **REQUESTS** that the CEO engage a suitable legal advisor to draft the Employment Contract extension instrument and ensure the new provision complies with the requirements of the Local Government Act 1995 and regulations.
6. **AUTHORISES** the Chair of the CRC to liaise with the legal advisor in preparation of the Employment Contract extension instrument and undertake any further negotiations with the CEO if required.

Reason for Alternate Recommendation:

Post the Council report being written, advice was received from WALGA. Based on this advice Councillors supported amendments to point 4 and the addition of points 5 and 6 to the recommendation.

The Alternate Motion was put and declared CARRIED (7/4).

For: Councillors Anderson, Berry, Hutton, Krsticevic, Olow, Parker and Perkov.

Against: Councillors Goncalves, May, Mayes and Xamon.

Moved Cr Berry, Seconded Cr Parker.

That the meeting be REOPENED to the public.

The Motion was put and declared CARRIED (11/0).

For: Councillors Anderson, Berry, Goncalves, Hutton, Krsticevic, May, Mayes, Olow, Parker, Perkov and Xamon.

Against: Nil.

15. FORMAL CLOSURE OF MEETING

The Chair declared the meeting closed at 6:53pm.

Statistics for Development Applications As at the end of December 2025

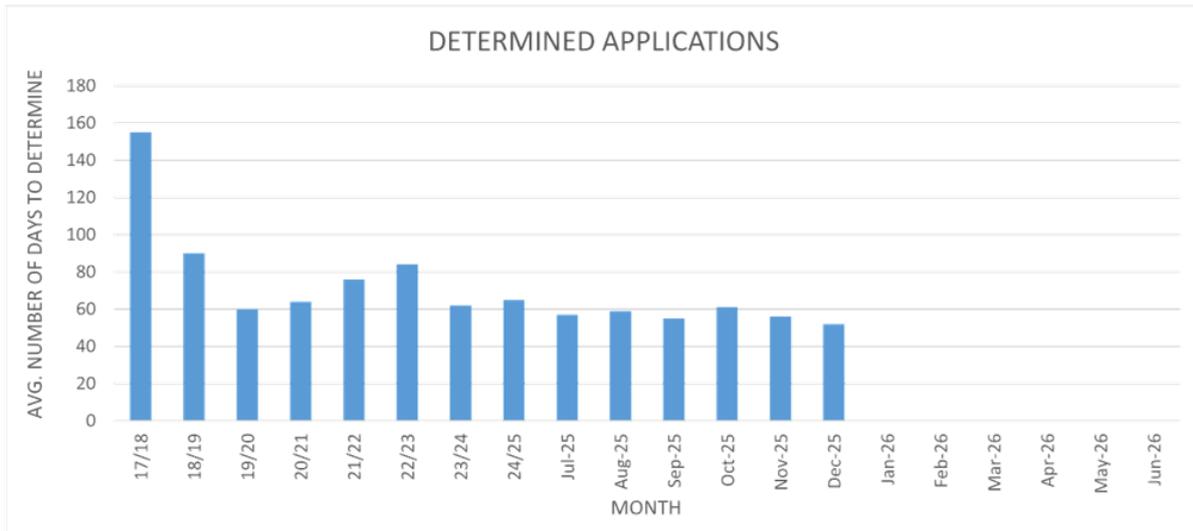
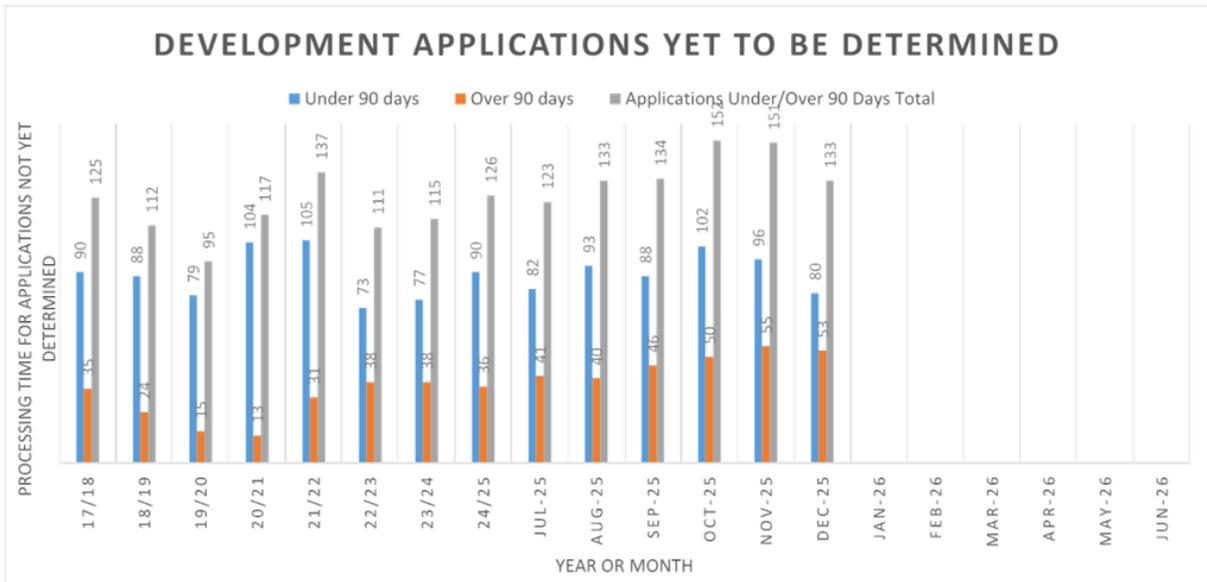


Table 1: Minimum, Average and Maximum Processing Timeframes for determined applications in each financial year since 2017/2018 and each month since July 2025.

Processing Days	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Jul 25	Aug 25	Sep 25	Oct 25	Nov 25	Dec 24	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26
Minimum	1	0	0	0	1	0	9	0	2	13	0	1	11	0						
Average	155	85	60	64	76	84	62	65	57	59	55	61	56	52						
Maximum	1008	787	499	268	298	280	145	137	90	114	98	114	192	141						

	20/21	21/22	22/23	23/24	24/25	Jul 25	Aug 25	Sep 25	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26
DA's Determined (excludes exempt from approval or cancelled)	403	385	281	311	337	42	26	33	32	32	37						
Value of Determined DA's (in millions)	217	143	417	405	416	21	12.6	10.6	11.2	7.5	13.4						



	Jul 25	Aug 25	Sep 25	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26
DA's lodged	39	37	34	51	30	23						
DA's to be Determined	123	133	134	152	151	133						
Value of DA's to be Determined (in millions)	44.8	47.7	65.2	107	110.4	110.5						

REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 22 JANUARY 2026

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
1.	Nos. 41-43 & 45 Angove Street, North Perth (DR 81 of 2023)	1 June 2023	Hidding Urban Planning/Lavan	<p>Application for review of a Development Assessment Panel decision to refuse an application for a Service Station on 3 May 2023.</p> <p>*****</p> <p>Directions hearing 16 June 2023. Mediation 4 July 2023, with Mayor Cole and interested community members in attendance to make a presentation. Second mediation 14 August 2023 vacated. Mediation 10 October 2023 also vacated. Matter listed for directions hearing on 10 November 2023 to schedule a new date for mediation. This was vacated. Matter was listed for directions on 2 February 2024 with the applicant to provide additional information by 11 January 2024. Applicant yet to provide any additional information, matter still proceeded to the directions hearing on 2 February 2024. Directions hearing vacated and the matter was listed to further mediation on 27 February 2024 which was scheduled for 6 May 2024. Following this the matter was listed for a further mediation to be held on 2 July 2024. This was vacated and rescheduled to 2 September 2024. The mediation was cancelled on 30 August 2024 and the matter was listed for a further directions hearing on 27 September 2024. Following this the matter was listed for a further directions hearing on 1 November 2024. Following this the SAT made orders for a further directions hearing on 17 January 2024, with the applicant to provide additional information by 13 December 2024. Matter scheduled for a directions hearing on 14 February 2025 with the applicant to provide additional information by 31 January 2025. This information was received by the DAP Executive Director and provided to the City on 13 March 2025 and listed for mediation on 9 April 2025. Following this mediation the matter was listed for a further mediation on 27 June 2025, with the applicant to provide additional information to the DPLH by 11 June 2025. Information was received by the DAP Executive Director and was provided to the City on 16 June 2025. Following this mediation the matter has been listed for a further mediation on 2 September 2025, with the applicant to provide additional information to the DPLH by 22 August 2025. Mediation was vacated and rescheduled to 22 October 2025, with applicant to provide additional information to the DPLH by 8 October 2025. Following this mediation the matter has been listed for a further mediation on 16 December 2025. The mediation was vacated and orders made for the matter to proceed to reconsideration. The orders require dates for the reconsideration to be provided prior to 30 January 2026.</p> <p><i>Representation by: DAP Executive Director</i></p>

REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 22 JANUARY 2026

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
2.	No. 235 Brisbane Street, Perth (DR 122 of 2024)	21 August 2024	Michael Cao	<p>Application for review of a Council decision to refuse an application for a Change of Use from Family Day Care to Child Care Premises on 23 July 2024.</p> <p>*****</p> <p>Directions hearing held on 4 October 2024. A further directions hearing was held on 11 October 2024 at which interested residents were invited to make a presentation to the SAT at the commencement of the following mediation. Mediation was held on 7 November 2024 and included interested community members presenting to the SAT. A directions hearing was scheduled for 22 November 2024. The directions hearing was vacated, and the matter was listed for a directions hearing on 17 January 2025. At the 17 January 2025 directions hearing the parties agreed for the matter to be scheduled for a further mediation. A further Mediation was held on 25 February 2025. Following the 25 February 2025 mediation the SAT issued orders with key dates for the reconsideration of Council's decision by 20 May 2025. On 1 April 2025 the City filed consent orders with the SAT which were co-signed by the applicant. On 1 April 2025 the SAT issued amended orders with key dates for the reconsideration of Council's decision by 24 June 2025. On 6 May 2025 the City filed consent orders with the SAT which were co-signed by the applicant. On 6 May 2025 the SAT issued amended orders inviting Council to reconsider its decision on or before 22 July 2025, with the applicant to provide an amended application by 19 May 2025. The additional information was received on 15 May 2025. The application was reconsidered by Council at its Ordinary Meeting on 15 July 2025 and approved with a time limited approval of three years. A directions hearing was held on 1 August 2025, and the matter was listed for a directions hearing on 8 August 2025 to program the matter for a final hearing. At 8 August 2025 directions hearing SAT issued orders with the following key dates for final hearing:</p> <ul style="list-style-type: none"> • 12 September 2025 – Respondent Statement of Issues, Facts and Contentions submitted to SAT. • 3 October 2025 – Applicant Statement of Issues, Facts and Contentions due to SAT. • 24 October 2025 – Applicant and Respondent witness statements due to SAT. • 7 November 2025 – Respondent without prejudice draft conditions due to SAT. • 14 November 2025 – Applicant response to without prejudice conditions due to SAT. • 27 November 2025 – SAT final hearing. <p>The orders issued at 8 August 2025 directions hearing limited the grounds of review to Condition 2 of the development approval only. The SAT final hearing took place on 27 November 2025, the SAT has reserved its decision on the matter, meaning the Member will continue to consider the evidence before handing down its decision. SAT provided an oral decision on 18 December 2025 that it approved the application without condition 2, which imposed a time limit on the approval period. The City is awaiting receipt of the orders and transcript confirming the decision.</p> <p><i>Representation by: Altus Planning and Appeals</i></p>

REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 22 JANUARY 2026

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
3.	Nos. 41-43 Angove Street, North Perth (DR 138 of 2024)	11 October 2024	Lavan	<p>Application for review of a Council decision to refuse an application for Alterations and Additions to Service Station on 20 August 2024.</p> <p>*****</p> <p>*</p> <p>The matter was listed for a directions hearing on 11 October 2024. On 10 October 2024 the directions hearing was vacated and rescheduled to 20 December 2024. The purpose of rescheduling the directions hearing is to allow the parties to prepare a Statement of Issues Facts and Contentions (SIFC) to define the issues under contention and inform future programming for the matter.</p> <p><u>Preliminary Hearing</u></p> <p>The SAT issued orders on 10 October 2024 with the following key dates prior to the directions hearing:</p> <ul style="list-style-type: none"> • 22 November 2024 – Respondent’s Statement of Issues, Facts and Contentions due to SAT. • 13 December 2024 – Applicant’s Statement of Issues, Facts and Contentions due to SAT. <p>On 11 December 2024 the SAT made orders to extend the time in which the Applicants SIFC is due to the SAT to 20 December 2024 and listed the matter for a Directions Hearing on 7 February 2025. The date for the Applicants SIFC was subsequently extended until 17 January 2025 and was submitted. Following this Directions Hearing the matter was listed for a preliminary hearing on 22 and 23 July 2025. The purpose of the preliminary hearing is to deal with the legal issues relating to the application being:</p> <ul style="list-style-type: none"> • Issue 1: Does the subject site have the benefit of existing use rights or non-conforming use rights for use as a ‘service station’? • Issue 2: If the answer to Issue 1 is yes, is clause 23 of the City of Vincent Local Planning Scheme No. 2 engaged or is clause 60 of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> engaged, such that development approval is required? <p>The outcome of this preliminary hearing would determine whether a further hearing would be needed to deal with the planning merits of Council’s refusal. The preliminary hearing concluded on 22 July 2025. SAT published its decision on 24 October 2025 which determined that:</p> <ul style="list-style-type: none"> • The site has existing use rights as a ‘service station’. • Development approval is required for the works. <p>The matter has been listed for a directions hearing on 14 November 2025 to programme the matter for a further hearing on the remaining issues including the inadequacy of landscaping, the built form being inconsistent with the desired streetscape of Angove Street, and amenity impacts including the health risk from emissions, traffic flow and safety, and noise.</p>

REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 22 JANUARY 2026

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
				<p><u>Full Hearing</u> The 14 November 2025 directions hearing was vacated with the consent of the City and the applicant because it was agreed that the matter would progress to a full hearing on the planning merits of the proposal. Awaiting confirmation of when the full hearing would be scheduled based on the availability of the SAT member and would not be before 20 May 2026. The SAT issued orders on 13 November 2025 and 20 November 2025 setting out with the following key dates for final hearing:</p> <ul style="list-style-type: none"> • 4 December 2025 – Applicant to file any amended plans identifying the works sought to be approved. • 9 March 2026 – Applicant and Respondent witness statements due to SAT. • 20 March 2026 – Expert witnesses in each field of expertise are to confer with one another and prepare a joint statement. • 27 March 2026 – Joint statements signed by each expert witness due to SAT. • 1 May 2026 – Respondents without prejudice conditions due to SAT. • 15 May 2026 – Applicant response to without prejudice conditions due to SAT. • 20 May 2026 – SAT final hearing for a duration of 7 days, commencing on-site. <p><i>Representation by: Administration & McLeods</i></p>
4.	No. 40 Guildford Road, Mount Lawley	13 December 2024	Western Australian Planning Commission	<p>Application for review of a Council decision to issue a Heritage Conservation Notice for the property on 23 April 2024, with the notice having been issued on 15 November 2024. ***** Matter listed for a directions hearing on 7 February 2025. Following this the matter was listed for a mediation on 13 March 2025. Mediation held on 13 March 2025 with SAT issuing orders setting out:</p> <ul style="list-style-type: none"> • The applicant to provide additional information to the City on or before 5 May 2025; • Pursuant to s.31(1) of the <i>State Administrative Tribunal Act 2004</i>, Council is invited to reconsider its decision on or before 24 June 2025; and • The matter is listed for a directions hearing on 4 July 2025. <p>Additional information was received on 5 May 2025 and was presented to Council at its June 2025 meeting. At this meeting Council affirmed its decision to issue the Heritage Conservation Notice. The directions hearing on 4 July 2025 was to consider how the matter will progress however, on 3 July 2025 the directions hearing was vacated and rescheduled until 3 October 2025. On 2 October 2025 the directions hearing was vacated and rescheduled until 13 February 2026. The purpose of this is to allow for the lodgement and determination of a development application on the site before the next directions hearing. <i>Representation by: Administration & McLeods</i></p>

REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 22 JANUARY 2026

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
5.	No. 11 St Albans Avenue, Highgate	5 January 2026	Sonja Damiani	Application for review of Council decision to refuse an application for Change of Use from Grouped Dwelling to Grouped Dwelling and Holiday House on 9 December 2025. The matter is listed for a directions hearing on 20 February 2026. <i>Representation by: Administration</i>

**METRO INNER DEVELOPMENT ASSESSMENT PANEL (DAP)
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT
AS AT 23 JANUARY 2026**

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	STATUS
1.	Nos. 256 & 258 Charles Street, North Perth	Urbanista Town Planning	Form 1 – Multiple Dwellings (29)	23 September 2025	Not yet scheduled	The City's Responsible Authority Report has been prepared and submitted to the DAP 23 January 2026.
2.	No. 114 Hobart Street, Mount Hawthorn	Forge Planning	Form 1 – Mixed Use Development	25 September 2025	Not yet scheduled	The application is under reassessment following the submission of additional information on 18 December 2025. The Responsible Authority Report is currently due on 28 January 2026.
3.	No. 31 Jugan Street, Mount Hawthorn	Urbanista Town Planning	Form 1 – Multiple Dwellings (15)	9 October 2025	Not yet scheduled	The application is on stop-the-clock as the City has requested further information. The due date for the Responsible Authority Report will be updated upon receipt of the information requested by the City.
4.	Nos. 139 and 141 Lake Street, Perth	Planning Solutions	Form 2 – Mixed Use Development	23 October 2025	Not yet scheduled	The application is on stop-the-clock as the City has requested further information. The due date for the Responsible Authority Report will be updated upon receipt of the information requested by the City.
5.	No. 292 Beaufort Street, Perth	Urbis	Form 1 – Alterations and Additions to Tavern	2 December 2025	Not yet scheduled	The application is under assessment. A Responsible Authority Report due date has not yet been set.
6.	No.129 Loftus Street, Leederville	TBB Planning	Form 2 – Multiple Dwellings (16)	18 December 2025	Not yet scheduled	The application is under assessment. A Responsible Authority Report is currently due on 28 May 2026.

**METRO INNER DEVELOPMENT ASSESSMENT PANEL (DAP)
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT
AS AT 23 JANUARY 2026**

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	STATUS
7.	No. 441 William Street, Perth	Lateral Planning	Form 1 – Mixed Use Development	10 January 2026	Not yet scheduled	The application is under assessment. The Responsible Authority Report is currently due on 1 April 2026.
8.	No. 19 Lincoln Street, Perth	G Living	Form 1 – Multiple Dwellings (7)	15 January 2026	Not yet scheduled	The application is under assessment. A Responsible Authority Report due date has not yet been set.

DAP Process Improvements:

The City's Administration has changed the process for DAP matters. This will include early confirmation of the availability of Elected Members that are DAP Members to attend DAP meetings. This will also include the circulation of the Responsible Authority Report to all Elected Members on contentious DAP items.

**CITY OF VINCENT DESIGN REVIEW PANEL (DRP)
REGISTER OF APPLICATIONS CONSIDERED BY DESIGN REVIEW PANEL
AS AT 22 JANUARY 2026**

ADDRESS	APPLICANT	PROPOSAL	DRP MEETING DATE	REASON FOR REFERRAL
No. 19 Wright Street, Highgate	Planning Solutions	Commercial Development (Aged Care Facility)	17 December 2026	Pre-lodgement Application. The proposal would benefit from referral to the Design Review Panel to consider appropriateness of the development within its setting.



INFORMATION BULLETIN

SUBJECT:	Unrecoverable Parking Infringements Write-off for 2nd Quarter 2025/2026
DATE:	21 January 2026
AUTHOR:	Chris Dixon, Senior Projects & Strategy Officer, Ranger Services
AUTHORISER:	Peter Varris, Executive Director Infrastructure & Environment

PURPOSE:

To advise Council of the write-off of Parking Infringement Notices that the Fines Enforcement Registry have advised are unrecoverable for the second quarter of the 2025/2026 financial year.

BACKGROUND:

At the Ordinary Council Meeting of 4 November 2025, a report was presented on the total write-offs of parking infringements advised by the Fines Enforcement Registry for the first quarter of the 2025/2026 financial year. That report also noted that future reports would be provided on a quarterly basis.

For the second quarter of the 2025/2026 financial year, there were a total of 51 Parking Infringement Notices, valued at \$6,886.40 withdrawn as advised by the Fines Enforcement Registry that these infringements are unrecoverable, and they will no longer be pursuing payment.

While these infringements have been deemed unrecoverable and subsequently withdrawn by the Fines Enforcement Registry, it should be noted that a total infringement value of \$248,029.57 has been recovered and paid through the Fines Enforcement Registry for the period 1 October 2025 to 31 December 2025.

The unrecoverable individual infringements have been written off under delegated authority.

COMMENTS:

Future reports will be provided on a quarterly basis.

Please find below listing of written off infringements for the period 1 October 2025 to 31 December 2025.



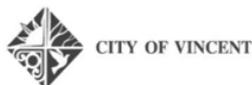
INFORMATION BULLETIN

<i>Infringement No</i>	<i>FER Comment</i>	<i>Infringement Write-Off</i>
19355449	<i>Case reg over 8 years ago</i>	151.7
19352787	<i>Case reg over 8 years ago</i>	186.7
19315163	<i>Case reg over 8 years ago</i>	217.35
21180030	<i>Uneconomical to enf</i>	0.3
20660614	<i>Uneconomical to enf</i>	0.9
19325963	<i>Case reg over 8 years ago</i>	152.35
19321564	<i>Case reg over 8 years ago</i>	177.35
19381037	<i>Case reg over 4 years ago</i>	188.25
19321475	<i>Case reg over 8 years ago</i>	217.35
19326741	<i>Case reg over 8 years ago</i>	217.35
19324372	<i>Case reg over 8 years ago</i>	177.35
19355231	<i>Case reg over 8 years ago</i>	161.7
19317706	<i>Case reg over 8 years ago</i>	29.9
19312531	<i>Case reg over 8 years ago</i>	142.35
20016591	<i>Uneconomical to enf</i>	0.8
20154276	<i>Uneconomical to enf</i>	0.5
19356897	<i>Case reg over 8 years ago</i>	186.7
19348235	<i>Case reg over 8 years ago</i>	226.7
19324461	<i>Case reg over 8 years ago</i>	177.35
19321925	<i>Case reg over 8 years ago</i>	177.35
20306156	<i>Uneconomical to enf</i>	0.9
20810360	<i>Uneconomical to enf</i>	0.6
19330283	<i>Case reg over 8 years ago</i>	152.35
19302667	<i>Case reg over 8 years ago</i>	177.35
19323294	<i>Case reg over 8 years ago</i>	177.35
20660442	<i>Uneconomical to enf</i>	0.9
19318810	<i>Case reg over 8 years ago</i>	217.35



INFORMATION BULLETIN

19319837	Case reg over 8 years ago	177.35
19319989	Case reg over 8 years ago	142.35
19203785	Case reg over 8 years ago	118
19216847	Case reg over 8 years ago	128
19214783	Case reg over 8 years ago	153
19327024	Case reg over 8 years ago	217.35
19321844	Case reg over 8 years ago	149.9
20480391	Uneconomical to enf	0.3
20324716	Uneconomical to enf	0.2
20550082	Uneconomical to enf	0.1
20680342	Uneconomical to enf	0.9
20661449	Uneconomical to enf	0.6
20520462	Uneconomical to enf	0.9
20870075	Uneconomical to enf	0.9
20084965	Company no longer registered	205.8
19368171	Insufficient details to enf	163.25
19565384	Insufficient details to enf	201.8
50330030	Insufficient details to enf	327.3
19881061	Insufficient details to enf	256.6
20020921	Offender deceased	262.8
19463923	Insufficient details to enf	170.35
19922480	Offender deceased	237.8
19928878	W/O Policy Sent Prisoner	225.8
19359497	Insufficient details to enf	227.95



INFORMATION BULLETIN

TITLE:	Register of Petitions – Progress Report – February 2026
DIRECTORATE:	Chief Executive Officer

DETAILS:

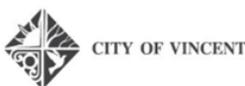
Petitions received by the City of Vincent are read out at the Council Meeting and are referred to the appropriate Director for investigation and report. This normally takes 6-8 weeks and the purpose of this report is to keep the Council informed on the progress of the petitions which have been reported to the Council.

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following petitions still require action or are in the process of being actioned.

Key Index:	
CEO:	Chief Executive Officer
EDCBS:	Executive Director Community & Business Services
EDIE:	Executive Director Infrastructure & Environment
EDSD:	Executive Director Strategy & Development

Date Rcd	Subject	Action Officer	Action Taken
2/12/2025	A petition with nine signatures has been received from Lara Centa of Leederville. An additional 200 names were also provided in support; however, these were submitted outside the formal petition process. The petition requests Council to implement safety control measures in relation to the pedestrian crossing on Brentham Street.	EDIE	The Petition has been received, and a report has been prepared for Council Briefing on 3 February 2026
29/10/2025	A petition with 13 signatures has been received from Nathan Calleja of North Perth to urgently review the intersection of Vine and Hammill Lane due to ongoing safety concerns. Drivers frequently use this route as a shortcut and travel at excessive speeds, creating hazards for both motorists and pedestrians. Vehicles exiting Hammill Lane onto Vine Street face a major blind spot, making it extremely difficult to see oncoming traffic. This has led to multiple near misses and, more recently, four cars being sideswiped (Police report 667614 CAD). The narrowness of the lane and two-way traffic flow further increase the danger, making visibility and manoeuvrability particularly challenging. Residents strongly believe that installing effective traffic-calming measures, such as a slow point similar to that on Alma Street, would significantly improve safety and reduce the risk of accidents. However, our preference is that no street parking be removed as part of any changes. We respectfully request that the City of Vincent conduct a formal traffic assessment and implement suitable measures to slow vehicles, improve sightlines, and enhance the safety of all residents, drivers, and pedestrians using the Vine Street and Hammill Lane intersection.	EDIE	The petition has been received, and a report will be prepared for Council Briefing on 3 February 2026



INFORMATION BULLETIN

TITLE:	Register of Notices of Motion – Progress Report – February 2026
DIRECTORATE:	Chief Executive Officer

DETAILS:

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following Notices of Motion still require action or are in the process of being actioned.

Key Index:	
CEO:	Office of the CEO
EDCBS:	Executive Director Community & Business Services
EDIE:	Executive Director Infrastructure & Environment
EDSD:	Executive Director Strategy & Development

Details	Action Officer	Comment
<p>Safe Trading Site</p> <p>That Council REQUESTS the Chief Executive Officer present a report to Council within three months with a recommended implementation model for a safe trading site in the City of Vincent for online marketplace exchanges. The report should address:</p> <ul style="list-style-type: none"> <input type="checkbox"/> An appropriate location in a high foot traffic area, close to parking and public transport <input type="checkbox"/> Site infrastructure, including lighting, CCTV, seating, shade, accessibility and signage <input type="checkbox"/> Public communications <input type="checkbox"/> Resource and cost implication 	<p>EDIE</p>	<p>In progress</p> <p>Report to be provided to Council in March 2026</p>
<p>Plant Based Food Systems</p>	<p>EDSD EDIE</p>	<p>In progress</p> <p>This is ongoing and Administration will implement the NOM outcomes through existing planned policies and strategies.</p> <p>This includes the new Climate Transition Action Plan, and review of the Public Health Plan, Waste Strategy, Events Policy and Health Foods Policy.</p> <p>Plant-based principles and best practice would be incorporated into future policy and strategy preparation.</p> <p>Administration will investigate opportunities for increased education and advocacy as part of the ongoing implementation of the Enhanced Environment Strategy.</p>

LifeVac Devices at City of Vincent Community Facilities	EDIE	<p>In progress</p> <p>Administration is now planning the rollout of devices, and a follow up report is to be provided to Council in March 2026.</p>
Laneway Upgrade Program	EDSD EDCBS EDIE	<p>In progress</p> <p>The <i>Love Your Laneway</i> small grants program has been established and launched to support the beautification and activation of laneways across the City. Promotion is underway and applications are open.</p>
Animal Local Law – Cat Containment	EDIE	<p>In progress</p> <p>Legal advice has been provided to Council Members.</p> <p>Waiting on Joint standing Committee on delegated legislation review of City of Bayswater Cat Local Laws before determining approach to advocacy. Sept 25, State Govt. announced it will amend the Cat Act to enable local government to make and enforce local laws regarding cat containment.</p>
Electric Vehicle Charging Infrastructure in the City of Vincent	EDIE / EDSD	<p>In progress</p> <p>Administration is implementing the NOM outcomes. This is ongoing.</p> <p>Advocacy letter sent to relevant State Government Ministers on 9 January 2025 with a response being received in May 2025.</p> <p>Administration is currently working with the PICG and Western Power to lead a trial for charging infrastructure to be incorporated into public realm infrastructure. An MOU for the project was signed by the PICG Mayors and CEO's in December 2025 and the next project workshop planned for February 2026.</p>
Rodenticide Use	EDSD	<p>In progress</p> <p>Administration is implementing the NOM outcomes.</p> <p>On 16 December 2025, the Australian Pesticides and Veterinary Medicines Authority handed down their review on the proposed regulatory decisions for the reconsideration of anticoagulant rodenticides. Public consultation period open until 16 March 2026 to make a submission.</p>
Protection and promotion of trees on private land	EDSD	<p>In progress</p> <p>Administration is implementing the NOM outcomes. This is ongoing.</p> <p>Review of Trees of Significance Policy approved by Council at December 2024 meeting for the purposes of community consultation. Consultation concluded 13 February 2025.</p> <p>SAT decision of Town of Cambridge was finalised early August 2025 and the outcomes were discussed at the September 2025 Council Workshop.</p> <p>Administration is currently reviewing further options for the Policy for discussion at a Council Workshop in February 2026 before it is presented back to Council for determination.</p>

ACTION REGISTER FEBRUARY 2026

Item Number	Meeting Type	Council Meeting	Agenda Report Item	Resolution Action Item	Council Decision	Director	Comments	Time frame for Completion
10.1	OCM	9/12/2025	Loftus Recreation Centre - Review of Annual Lease Payments for FY25/26 by Belgravia Health & Leisure Group Pty Ltd	3. REQUESTS that Council be provided with an update by 30 June 2026 on the operational and financial performance of Loftus Recreation Centre (including membership, utilisation and revenue trends, operating result and any material change to the City's financial exposure) and be advised earlier should any material financial or operational risks arise prior to that date;	Carried 8/1 with Amendment	EDIE		Update Council by June 2026
13.1	OCM	9/12/2025	Notice of Motion - Cr Woolf - Safe Trading Site	That Council REQUESTS the Chief Executive Officer present a report to Council within three months with a recommended implementation model for a safe trading site in the City of Vincent for online marketplace exchanges. The report should address: <ul style="list-style-type: none"> An appropriate location in a high foot traffic area, close to parking and public transport Site infrastructure, including lighting, CCTV, seating, shade, accessibility and signage Public communications Resource and cost implication 	Carried 9/0	EDIE		March 2026
11.4	OCM	11/11/2025	Advertising of draft Youth Action Plan 2026 and Beyond Deliverables	That Council APPROVES the draft Youth Action Plan 2026 and Beyond deliverables, at Attachment 1, for the purpose of community consultation.	Carried 8/0	EDCBS	Community Consultation on the Youth Action Plan commenced 17 November 2025. The report on the outcomes will go back to Council February 2026	Feb-26
5.4	Audit Committee	3/09/2025	Monthly Review of the City's Corporate Risk Register and Outcomes of Deep Dive Reviews	NOTE: The Committee noted that two medium risks (IDs 11 and 12) relating to the polyphagus shothole borer are currently outside Council's risk appetite. A six-month deep dive into the financial impacts is to be presented next year. It was further noted that many aspects of this risk are outside the City's direct control, and that consideration should be given to tolerance levels and descriptors when Council next reviews its risk appetite and tolerance statements.	Carried 6/0	CEO	Scheduled on forward agenda for May 2026	May 2026
9.5	OCM	12/08/2025	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	3. NOTES that any submissions received during the advertising period on the respective policies would be presented to Council for consideration. 4. REQUESTS that an evaluation report be provided to Council by February 2026, addressing matters including: <ul style="list-style-type: none"> Installation process and locations; Usage and any device replacements; Any issues arising, including vandalism; Signage and staff training; and Any community feedback received. 	Carried en bloc	EDSD	Built Form Policy and Character Area Guidelines approved at December 2025 OMC and submitted to WAPC for final approval. ESD Policy to be presented to April 2026 OMC. Domestic Satellite Dishes Policy received no submissions and was revoked 12 November 2025.	ESD Policy - March 2026.
10.1	OCM	17/06/2025	Lifevac Device Installation at Community Facilities		Carried 9/0	EDIE		March 2026
9.4	OCM	13/05/2025	Review of Policy No. 7.5.23 - Construction Management Plans	2. AUTHORISES the Chief Executive Officer to advertise the proposed amendments in accordance with Schedule 2, Part 2, Clause 4(1) of the Planning and Development (Local Planning Schemes) Regulations 2015; and 3. NOTES that any submissions received during the advertising period would be presented to Council for consideration.	Carried 9/0	EDSD	Advertising concluded 16 June 2025. To be returned to Council following the Council Workshop in February 2026.	1Q 2026
9.2	OCM	8/04/2025	Advertising of Draft Amended Local Planning Strategy	NOTES that: Any submissions received during the advertising period for the Draft Amended Local Planning Strategy would be presented to Council for consideration.	Carried 7/0	EDSD	To be presented to Council following advertising.	2Q 2026

ACTION REGISTER FEBRUARY 2026

13.1	OCM	11/02/2025	Notice of Motion - Mayor Xamon - Animal Local Law - Cat Containment	That Council REQUESTS the Chief Executive Officer to: 1. Seek further additional external legal advice on whether cat containment provisions are currently enabled within the Cat Act 2011; 2. Request that the State Government bring forward the review of the Cat Act 2011 to include provisions to enable Local Governments to enact Local Laws with cat containment provisions; 3. Present this advice to Council for consideration to go out for consultation on whether the Animal Local Law 2022 should be amended accordingly; and 4. Consider further consultation on amending the Animal Local 2022 to include provisions for cat containment, pending the additional external legal advice received.	Carried unanimously 9-0	EDIE	Legal advice has been provided to Council Members. Waiting on Joint standing Committee on delegated legislation review of City of Bayswater Cat Local Laws before determining approach to advocacy.	TBA
9.6	OCM	11/02/2025	Response to Petition - William Street Town Centre Public Artwork Commission	4. RECEIVES a project closure report following practical completion which includes: • Outline of the EOI process including conception and assessment for this project and how this can be improved for future projects. • Identify a process to obtain Engineering feedback and assess key services; and • Identify an approach for the accurate assessment of proposed projects before financial commitments are made and executed.	Carried with amendment 9-0	EDSD	To be commenced after completion of artwork.	TBA
9.6	OCM	11/02/2025	Response to Petition - William Street Town Centre Public Artwork Commission	3. REQUESTS the Chief Executive Officer investigate alternate locations for the artwork and present a report back to Council by June 2025.	Carried with amendment 9-0	EDSD	Preferred sites presented to August 2025 Workshop and outcomes of detailed investigations present to November 2025. Administration will present estimated contract variations required for each location at February 2026 Council Workshop. Consultation will commence in March 2026 with outcomes of consultation and a final recommendation presented at May 2026 Council Workshop ahead of a formal decision at the June 2026 Ordinary Council Meeting.	February 2026 OCM
12.4	OCM	11/02/2025	Responses to Motions carried at the Annual General Meeting of Electors held on 11 December 2024	Gas Appliances (Incentives) – That Council NOTES Administration is currently investigating opportunities to incentivise electrification as part of the GreenTrack program through the review of Policy No. 7.1.1 – Built Form and 7.5.10 – Sustainable Design that will be progressed in 2025, and the Climate Transition Adaption Plan that is scheduled to be developed in 2025/26.	Carried 9-0	EDSD	Review of Built Form Policy and amended ESD Policy approved for advertising August 2025 OMC. Built Form Policy approved at December 2025 OMC and ESD Policy to be presented to March 2026 OMC. Preparation of Climate Transition Action Plan to commence in second half of 2025 and progress through 2026.	Built Form Policy - 9 December 2025 ESD Policy - March 2026 CTAP - 2025/26 to 2026/27
12.4	OCM	11/02/2025	Responses to Motions carried at the Annual General Meeting of Electors held on 11 December 2024	Motion 4.3 Gas Appliances (Residential and Businesses) – That Council NOTES: • Administration is currently investigating opportunities to promote electrification within the local planning framework through a review of Policy No. 7.1.1 – Built Form and 7.5.10 – Sustainable Design. This review would be presented to Council by mid-2025 prior to undertaking community consultation.	Carried 9-0	EDSD	Review of Built Form Policy and amended ESD Policy approved for advertising August 2025 OMC. Built Form Policy approved at December 2025 OMC and ESD Policy to be presented to March 2026 OMC. Preparation of Climate Transition Action Plan to commence in second half of 2025 and progress through 2026.	Built Form Policy - 9 December 2025 ESD Policy - March 2026 CTAP - 2025/26 to 2026/27

ACTION REGISTER FEBRUARY 2026

12.4	OCM	11/02/2025	2024	<p>Responses to Motions carried at the Annual General Meeting of Electors held on 11 December</p> <p>1. Motion 4.2 – Scheme Amendment – That Council NOTES:</p> <ul style="list-style-type: none"> Community consultation on proposed amendments to Policy No. 7.6.3 – Trees of Significance will conclude on 13 February 2025 pursuant to its resolution from its meeting on 10 December 2024. The outcomes of community consultation would be presented to a future meeting by mid-2025; The review of Policy No. 7.6.3 – Trees of Significance is one part of Administration’s broader approach to improving tree canopy on private land. Other measures would include a further review of planning controls in the City’s local planning framework, investigation of financial and non-financial incentives, community education and awareness, and advocacy to the State Government; and If ultimately approved by Council, Administration would continue to monitor the implementation of an amended Policy No. 7.6.3 – Trees of Significance as part of this broader approach to tree protection. 	Carried 9-0	EDSD	<p>Administration is implementing the NOM outcomes. This is ongoing.</p> <p>Review of Trees of Significance Policy approved by Council at December 2024 meeting for the purposes of community consultation. Consultation concluded 13 February 2025.</p> <p>SAT decision of Town of Cambridge was finalised early August 2025 and the outcomes were discussed the September 2025 Council Workshop.</p> <p>Administration is currently reviewing further options for the Policy for discussion at February 2026 Council Workshop before it is presented back to Council for determination.</p>	1Q 2026
13.1	OCM	19/03/2024		<p>Notice of Motion - Mayor Alison Xamon - Protection and Promotion of Trees on Private Land</p> <p>REQUESTS that the City:</p> <p>2.1 Prioritises the progress of planning controls to ensure greater protection of trees and canopy provision on private land; and</p> <p>2.2 Advocates to the Western Australian Planning Commission and Minister for Planning for greater protection of trees on private land.</p>	Carried 9/0	EDSD	<p>Administration is implementing the NOM outcomes. This is ongoing.</p> <p>Review of Trees of Significance Policy approved by Council at December 2024 meeting for the purposes of community consultation. Consultation concluded 13 February 2025.</p> <p>SAT decision of Town of Cambridge was finalised early August 2025 and the outcomes were discussed the September 2025 Council Workshop.</p> <p>Administration is currently reviewing further options for the Policy for discussion at February 2026 Council Workshop before it is presented back to Council for determination.</p> <p>Amendments to Built Form Policy approved at December OMC and submitted to WAPC for final determination by April 2026.</p>	<p>Trees of Significance - 1Q 2026</p> <p>Built Form Policy - 10 April 2026</p>
10.2	OCM	12/12/2023		<p>Response to Petition - Ellesmere Street, North Perth Parking</p> <p>RECEIVES a further report at the conclusion of the collection of traffic data and public consultation.</p>	Carried 7/0	EDIE	<p>MEng - Short-Term concepts regarding to Traffic Calming to be explored before August 2025.</p> <p>Longer Term traffic intervention plans to be presented to Council in February 2027</p>	February 2027
10.1	OCM	12/12/2023		<p>Response To Petition - Corner Scarborough Beach Road and Killarney Street - Maintenance and Infrastructure</p> <p>REQUESTS administration to complete a review of the location of Scarborough Beach Road and Killarney Street for improved and additional signage and if warranted, provide a concept design on road infrastructure improvements to address road safety concerns which will be included in the wider precinct wide traffic modelling for the Mount Hawthorn area.</p>	Carried 7/0	EDIE	<p>MEng - Short-Term concepts relating to signage has been completed by Main Roads WA.</p> <p>Longer Term traffic intervention plans to be presented to Council in February 2027</p>	February 2027
9.4	OCM	8/03/2022		<p>Sale of No. 26 Brentham Street, Leederville</p> <p>APPROVES the disposal of the City’s Lot 37 (No. 26) Brentham Street, Leederville, pursuant to section 3.58 of the Local Government Act 1995, via public tender, subject to amendment to Local Planning Scheme No. 2 (LPS2) to reclassify a portion of Lot 37 (No. 26) Brentham Street, Leederville from Public Open Space reserve to R60:</p> <p>1.1 the Request For Tender criteria would include the terms of sale, offer, any conditions, proposed settlement date, and proposed future land use; an</p>	Carried with Amendments from Mayor Cole and Cr Loden – 9/0	EDSD	<p>Subdivision clearance pending. Offer and Acceptance and conditions pending with Rosewood.</p> <p>Rosewood offer not accepted by Council August 2025.</p> <p>Public tender to be prepared for sale of site, with offers to be presented to a future Council Meeting.</p>	2Q 2026

COUNCIL WORKSHOP ITEMS SINCE 19 NOVEMBER 2025

No workshops have been held since the 19 November 2025.



CITY OF VINCENT

NOTES

**Council Briefing
2 December 2025**

Table of Contents

1	Declaration of Opening / Acknowledgement of Country	3
2	Apologies / Members on Approved Leave of Absence	3
3	Public Question Time and Receiving of Public Statements	3
4	Declarations of Interest	11
	Reports with Discussion	13
5.4	Outcome of Advertising and Adoption of Local Heritage Survey and Amended Heritage List.....	13
5.2	No. 11 (Lot: 1; STR: 48405) St Albans Avenue, Highgate - Proposed Change of Use from Grouped Dwelling to Grouped Dwelling and Holiday House	14
6.1	Loftus Recreation Centre - Review of Annual Lease Payments for FY25/26 by Belgravia Health & Leisure Group Pty Ltd	19
6.2	Beatty Park Toilet and Store/Changeroom	20
8.3	Information Bulletin	23
11.1	Waste to Energy Options	24
	Reports with No Discussion	25
5.1	No. 36 (Lot 23; D/P: 1493) View Street, North Perth - Proposed Alterations and Additions to a Single House (Amendment to Approved)	25
5.3	Outcome of Advertising and Approval of Local Planning Policy - Built Form and Local Planning Policy - Character Area Guidelines.....	27
5.5	Outcome of Advertising and Adoption of Leederville Town Centre Place Plan 2025-2030	28
7.1	Financial Statements as at 31 October 2025.....	29
7.2	Authorisation of Expenditure for the Period 01 October to 31 October 2025	30
7.3	Investment Report as at 31 October 2025	31
8.1	Corporate Document Register: 2025 Implementation Review and 2026 Review Program	32
8.2	Council Recess Period 2025-26 - Delegated Authority to the Chief Executive Officer [ABSOLUTE MAJORITY DECISION REQUIRED].....	33
9	Motions of Which Previous Notice Has Been Given	34
10	Representation on Committees and Public Bodies	34
11	Confidential Items/Matters For Which the Meeting May be Closed	34
11.2	Declaration of Secondary Employment – Chief Executive Officer.....	34
12	Closure	34

**NOTES OF CITY OF VINCENT
COUNCIL BRIEFING
HELD AS E-MEETING AND AT THE ADMINISTRATION AND CIVIC CENTRE,
244 VINCENT STREET, LEEDERVILLE
ON TUESDAY, 2 DECEMBER 2025 AT 6:00 PM**

PRESENT:	<p>Mayor Alison Xamon Cr Suzanne Worner Cr Nicole Woolf Cr Con Poullos Cr Ashley Wallace Cr Sophie Greer Cr Ashlee La Fontaine Cr Reece Wheadon</p>	<p>Presiding Member North Ward North Ward North Ward South Ward South Ward South Ward South Ward</p>
IN ATTENDANCE:	<p>David MacLennan Peter Varris Rhys Taylor Michael Hancock Mitchell Hoad Eamonn Holmes Dale Morrissy Ruth Markham Peter van Gent Emma Simmons Wendy Barnard</p>	<p>Chief Executive Officer Executive Director Infrastructure & Environment Executive Director Community & Business Services Manager Development & Design Manager Strategic Planning & Sustainability Coordinator Place Manager Community Facilities Manager City Buildings and Asset Management Coordinator Project Planning & Delivery A/Executive Manager Corporate Strategy & Governance Executive Assistant to the Mayor and Council Support</p>
Public:	Approximately two members of the public.	

1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

The Presiding Member, Alison Xamon, declared the meeting open at 6.00pm and read the following Acknowledgement of Country statement:

"The City of Vincent would like to acknowledge the Traditional Owners of the land, the Whadjuk people of the Noongar nation and pay our respects to Elders past and present, acknowledging that the City of Vincent has a role to play in working towards reconciliation and justice for First Nations people."

2 APOLOGIES / MEMBERS ON APPROVED LEAVE OF ABSENCE

Cr Alex Castle on approved leave of absence from 22 November 2025 to 08 December 2025.

3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS

The following is a summary of questions and submissions received and responses provided at the meeting. This is not a verbatim record of comments made at the meeting.

3.1 Kevin Kannis of Mt Hawthorn – Item 5.4

His statement can be heard [here](#).

3.2 John Kannis of Woodlands – Item 5.4

His statement can be heard [here](#).

COUNCIL BRIEFING NOTES**2 DECEMBER 2025**

The following questions and statements were received in writing prior to the meeting.

Michael Green of Highgate - Item 5.2

Briefing Intro

No. 11 St Albans Avenue, Highgate – Proposed Holiday House

The Planning Department is recommending approval of a Holiday House at No. 11 St Albans Avenue. This recommendation is indefensible:

- The site is zoned Residential R50 – Holiday House is an 'A' use, permissible only if compatible. It is not.
- The proposal fails the Short-Term Accommodation Policy (no parking) and the Draft Policy (not adjacent to non-residential uses).
- The soon-to-be adopted Character Area Guidelines for St Albans Avenue explicitly strengthen residential character, stability, and amenity.

This proposal undermines all three.

- The officer's report misrepresents Beaufort Street businesses as if they were on St Albans Avenue, manufacturing the illusion of a "commercial presence" to justify what would be the first commercial intrusion into the street itself.
- The City's own Figure 1 – Surrounding Land Uses shows St Albans Avenue is entirely residential.
- Councillors face 534 pages of briefing papers. Item 5.2 alone is 45 pages. It is impossible to be across every detail of that quantum of data, so reliance on officer recommendations is understandable. But here, the recommendation itself is indefensible.

This application fails every compliance test across zoning, policy, amenity, and planning logic. Approval would erode trust in the City's planning framework and set a dangerous precedent.

Full Letter

I am writing regarding Item 5.2 on the Council Briefing Agenda of 2 December 2025: the proposed change of use at No. 11 St Albans Avenue, Highgate from Grouped Dwelling to Grouped Dwelling and Holiday House. The Planning Department has recommended approval of this application. We submit that this recommendation is fundamentally flawed. The proposal fails every single compliance test across zoning, policy, amenity, and planning logic. To approve it would be to disregard the City's own framework and undermine community trust in the planning process.

1. Zoning conflict

- Residential zone: The site is zoned Residential R50 under LPS2.
- 'A' use test: A Holiday House is an 'A' use, permissible only if it is compatible with residential objectives.
- Incompatibility: The proposal introduces commercial, transient occupancy into a stable residential street, contrary to objectives for retaining housing stock and enhancing neighbourhood character.

COUNCIL BRIEFING NOTES**2 DECEMBER 2025****2. Policy non-compliance**

- The Short-Term Accommodation Policy requires adequate on-site parking. The proposal provides none.
- The Draft Short Term Accommodation Policy requires un-hosted Holiday Houses to be located adjacent to non-residential uses and to provide a minimum of two on-site bays. The proposal meets neither criterion.
- The soon-to-be adopted Character Area Guidelines for St Albans Avenue explicitly strengthen the planning intent around:
 - Low-intensity, long-term residential occupancy
 - Predictable amenity patterns
 - Neighbourhood stability and rhythm

The proposal undermines all three. It introduces transient, commercial occupancy, removes predictability of amenity, and destabilises the residential rhythm.

Council cannot seriously adopt the Character Area Guidelines to protect St Albans Avenue while simultaneously approving the very type of use that undermines them.

To do so would be to hollow out the policy before it even takes effect.

3. Misrepresentation of “commercial properties”

The officer’s report claims that “existing commercial developments at the intersection of St Albans Avenue and Beaufort Street” demonstrate a commercial presence in the street.

This is misleading.

- No. 442–446 Beaufort Street is, as the name suggests, on Beaufort Street - not St Albans Avenue.
- No. 423–449 Beaufort Street (the Church) also fronts Beaufort Street.
- Even No. 2 St Albans Avenue is in reality 451 Beaufort Street.

It faces Beaufort Street, and Wildlings Creative Agency itself advertises its address as 451 Beaufort Street on its own website.

In other words, every “commercial property” cited by Planning is actually a Beaufort Street frontage. The officer’s report goes further than simply mis-stating addresses.

It deliberately alludes to “existing commercial developments at the intersection of St Albans Avenue and Beaufort Street” as if they were part of St Albans Avenue itself.

In reality, every example cited - the Church, the mixed-use development, and even the so-called “No. 2 St Albans Avenue” advertising agency - are Beaufort Street frontages.

To present them as evidence of “commercial activity in St Albans Avenue” is not just inaccurate - it is a sleight of hand designed to make a purely residential street appear mixed-use when it is not.

Why mention Beaufort Street businesses at all?

The only purpose is to create the illusion of a commercial presence in St Albans Avenue, so that Council might feel more comfortable approving what would in fact be the first commercial property actually in the street.

This is not planning logic; it is rhetorical sleight of hand - and it asks Councillors to approve a precedent built on spin, not fact.

COUNCIL BRIEFING NOTES**2 DECEMBER 2025**

And the City's own Figure 1 – Surrounding Land Uses confirms this:

- St Albans Avenue is entirely green-coded Residential.
- Commercial uses are confined to Beaufort Street.
- The subject site is not adjacent to any commercial property.

St Albans Avenue is a purely residential street designated as a Character Retention Area. The proposed Holiday House would be the only commercial intrusion into this residential fabric.

3. Amenity impacts

- Front interface: The outdoor living area is located at the front of the property, directly opposite neighbouring bedrooms.
- Transient behaviour: Short-term guests are more likely to engage in high-intensity social behaviour, disrupting predictable amenity rhythms.
- Weak controls: The proposed "quiet hours" and caretaker model are unenforceable and unverifiable. They do not mitigate the risk of disruption.

The officer's reliance on a "Complaints Management Procedure" and "Management Plan/Code of Conduct" is misplaced.

These documents have no statutory force.

Unlike existing local laws - such as noise restrictions on garbage trucks or parking time limits enforceable by fines - there is no mechanism for residents to secure compliance. The safeguards are voluntary, unverifiable, and unenforceable.

5. Planning logic

- Housing erosion: The application removes long-term housing availability, introduces transient occupancy, and concentrates disruptive activity at the street interface.
- No enhancement: It offers no architectural or social contribution to the Character Retention Area.
- Parking externalisation: It relies entirely on public street parking, contrary to policy and common sense.
- Consultation deficit: It defers disclosure of operational safeguards until after approval, undermining meaningful community consultation.

Conclusion

The Planning Department's recommendation to approve this application is indefensible. It contradicts the City's own zoning objectives, adopted policies, and imminent Character Area Guidelines. It misrepresents the street context, disregards amenity impacts, and sets a dangerous precedent for commercial intrusion into residential streets.

We urge Council to reject the officer's recommendation and refuse the application in full.

To do otherwise would be to signal that the City's planning rules are optional, and that community consultation is a hollow exercise.

COUNCIL BRIEFING NOTES

2 DECEMBER 2025

Jason Boyd of Highgate - Item 5.2

I write in regard to the Vincent Council Briefing Agenda for December 2, 2025 and specifically in respect of the recommendations for item 5.2.

- 1) The application seeks to have approval granted for a commercial activity in an area zoned "residential".

The development application recommendation states, (in Section 1 Development Approval, sub section 1.1) that the development for a holiday house at number 11 St Albans Avenue, Highgate is a change of use from Grouped Dwelling to 'Grouped Dwelling and holiday House'.

This is in contravention to existing Vincent Policy wherein the Grouped Dwelling is zoned as residential and a holiday house is not a residential use and is not permitted to be in an area zoned residential.

See the Vincent planning policy for "holiday house" here,
<https://www.vincent.wa.gov.au/documents/780/local-planning-policy-short-term-accommodation>

In particular page 2, section 2 where the use class is "holiday house", the host is "not present" and the permitted zones are local centre, district centre, regional centre or commercial.

St Albans Avenue is a residential zone.

The use of a property for holiday house is specifically not permitted in a residential zone.

Also see page 3, section 3, part 3, sub part 3.1, clause (a) wherein it is stated once again that "The preferred location for short term accommodation uses is on land zoned Local Centre, District Centre, Regional Centre and Commercial"

- 2) The application is recommended for approval with no parking permits.

This simply means that the guests of the "holiday home" will park in the street as they can and would, whenever they can and would to the further disturbance of the residents in the street but with the added option for Vincent to fine the visitors as and when they can.

Like all visitors to the area who incur fines this means that the affected persons may choose not to visit the area again but does nothing to alleviate or control the pressure on parking.

Inviting extra and transient clients into the street will increase the burden on parking facilities and will cause additional difficulty for the residents.

The point here is that a commercial activity in a residential area adds further burdens to existing residential amenity and is unwelcome.

- 3) The Council Briefing Agenda incorrectly describes existing commercial developments.

On page 6 there is a serious error in the description of local commercial businesses and their locations, where it is stated that:

"No. 2 St Albans Avenue – Office for an advertising agency, trading 9:00am–5:00pm Monday to Friday, with vehicle access from St Albans Avenue".

This is incorrect.

There is no such address.

The report mistakenly refers to the business at number 451 Beaufort Street which is on the corner of St Albans Avenue.

Historically a previous business operator at number 451 Beaufort Street had deliberately covered their existing and development critical onsite parking bays with a display area for their goods. This person then subsequently arranged for a fake letterbox to be put at the St Albans side of that property in order to claim residential parking permits in lieu of the original onsite parking which they had obliterated.

COUNCIL BRIEFING NOTES

2 DECEMBER 2025

There has never been a number 2 or a number 4 St Albans Avenue.
The first house number on the Northern side of St Albans is number 6.

Furthermore, the "vehicle access from St Albans Avenue" for the business at 451 Beaufort Street is to a "disabled access parking bay".

It has been used only as a default parking bay for the staff of that business and does not serve it's original purpose.

There are no commercial developments in St Albans Avenue.

- 4) The Council Briefing Agenda incorrectly describes food kitchens at St Albans Church as "businesses". The Anglican Church at 423 - 449 Beaufort Street serves food to the needy as a charity - it does not charge disadvantaged people for food.

It is not a business in any sense of the word.

There are no businesses in St Albans Avenue, it is a residential area.

- 5) The Detailed Assessment on page 8 notes that the application fails all 5 critical class-use and acceptable development use provisions.

It fails all relevant policy criteria.

This can not be glossed over.

The development application has no merit whatsoever.

At the top of page 4 it is asserted that ".....the application is considered capable of operating in a way that maintains the amenity expected in the Residential zone."

For all of the reasons detailed above it is obvious that the application is manifestly inconsistent with Vincent planning policy, inconsistent with local residential amenity and can not maintain the residential amenity expected in this residential zone.

On another level entirely this is a residential zone for good reasons and variations of this nature would erode the intention and consistency of that zoning.

The application is technically incorrect, and the framing of the Council Briefing Agenda is technically incorrect.

I urge you to reject the application in full.

Peter and Suzette Herkenhoff of Highgate – Item 5.2

NO. (LOT: 1 STR: 48405) 11 St Albans Avenue HIGHGATE – PROPOSED Change of Use from Grouped Dwelling to Grouped Dwelling and Holiday House

The aforementioned application is being referred to Council for determination following receipt of six (6) objections from directly affected residences, four of which were reaffirmed following receipt of amended information for a readvertised (altered) proposal.

As the Planning Department's Council Briefing Agenda fails to specify that the remaining two (2) objections remained standing objections, we deduce that, given the following Planning Department advice received when the amended proposal was readvertised, six (6) residences continue to object to the amended proposal:

"In providing a submission to the amended information, please see the following options:

1. Reaffirm your previous submission;
2. Reaffirm your previous submission with additional comments;

COUNCIL BRIEFING NOTES**2 DECEMBER 2025**

3. Modify your previous submissions; or

4. Withdraw your previous submission.

If the City does not receive a response to this email within 7 days, your previous submission on the application would remain." (**CoV Planning Department email 20/10/2025**).

With 6 out of a total of 11 affected St Albans Avenue residences submitting objections to the original and amended proposals, we trust our Elected Members feel compelled to review all constituent submissions received to support their decision-making.

We urge you to do this, as the contents of the Planning Department's Council Briefing Agenda fails to capture the significance of concerns expressed by residents. Rather, it reflects the diabolical nature of the 'consultation' process to which we have been subjected; a process by which the proposal has been progressively amended to mock and minimise our concerns through cognitive distortion, a process in which the proponents and the Planning Department downplayed our concerns, framing them insignificant instead.

The most egregious example of this is the Department's studious effort to IGNORE our primary concern about personal safety, as we would be required to interact with complete strangers on common property (easement) established to accommodate essential residential amenity. Instead, the Planning Department's Council Briefing Agenda states:

The objections raised the following matters:

- *Potential impacts of STRA on long-term housing availability.*
- *Concerns that introducing a commercial land use in this location would result in amenity issues including noise and disruption to surrounding residential properties.*
- *Concerns that the location of the outdoor living area could result in amenity impacts to neighbours.*
- *Concerns that the absence of on-site car parking could reduce on-street parking availability and generate additional traffic issues.*

Such obfuscation is galling. If the proponents of this commercial venture secure guests for the approved period of operation now sought, we would be forced to interact with in excess of 240 strangers (holiday-making guests)!

Against this backdrop, the Department's decision to sanction the proponents' commitment to a 24-hour response time to complaints received about guest behaviour is unfathomable. As the owners of the servient, abutting lot on the same strata plan, how does this protect our rights to safety, security and amenity? We would be required to wait up to 24 hours for a caretaker response, by which time the damage is done.

Nevertheless, your Planning Department appears to accept that the hosts 'guest screening' process should allay any resident concerns.

In keeping with this impact minimisation bias, your Planning Department now requests highly significant Council discretion to secure deemed-to-comply status for a development proposal that fails to meet four (4) Acceptable Development Provisions (not 3, as depicted in the Briefing Agenda Table) detailed in the City's Local Planning Policy: Short Term Accommodation. In seeking Councils' discretion, your Planning Department states:

"In this case, the departures from the locational and parking standards are addressed by the limited scale and part-time nature of the use, the proximity to Beaufort Street and high-frequency public transport, and the evidence of available on-street parking capacity."

COUNCIL BRIEFING NOTES

2 DECEMBER 2025

That's a rather long bow to draw, especially since the Department's parking survey was conducted on one weekend in the middle of winter!

Should you agree with your Planning Department's recommendation in spite of the departures from the Acceptable Development Provisions, **your approval of Development Application 5.2025.5893.1 would establish the first-ever, un-hosted, short-stay beachhead at the very centre of the City's maiden Character Retention Area, setting a precedent with City-wide implications.**

Time-limited approval allays none of our concerns in this regard.

Based on our experience to date, this outcome would further exacerbate the planning uncertainty introduced by a hastily-cobbled and approved Local Planning Policy: Short Term Accommodation and associated consultation processes, which we construe to be designed to facilitate approval of this contentious development proposal. It would leave troubling questions unanswered, such as:

- **Are the rights conferred upon the proponents through rezoning approval able to be on-sold?**
- **How is the operational cap policed and how is compliance demonstrated?**
- **What is involved in obtaining further approval following expiration of a time limited approval and can the cap then be removed?**
- **Would further approval trigger consultation with directly affected parties, or does this become a commercial-in-confidence matter between the City and the proponents?**
- **Do un-hosted, short-stay Holiday Houses really have a place in the City's Character Retention Areas?**
- **Would character erosion follow?**

As stated previously, the statutory consultation process, ostensibly deployed to facilitate approval of this proposal, has been diabolical. Despite being the most directly affected neighbours living on the adjoining strata lot, we were first precluded from the process. Only through the diligence of a directly impacted neighbour, who ensured CoV signage was placed on the gate, were we made aware of the proposal. Subsequently, we had to highlight other non-compliances to ensure all St Albans Avenue residents were consulted, as specified in Appendix 2 of the City's Community and Stakeholder Engagement Policy. While it can be construed these were attempts to avoid consulting legitimate stakeholders about this highly contentious proposal, the number of objections ultimately received by the CoV Planning Department speak for themselves.

With regard to these non-compliances, regardless of the outcome of the 9 December OMC decision, we intend to report these to the new Local Government Inspector for consideration in 2026. We note that CoV's Planning Department has made no Agenda Briefing reference to the non-compliant process deployed prior to our intervention (and that of our vigilant neighbour), instead claiming its community consultation was undertaken in accordance with the Deemed Provisions for a period of 14 days between 1 September 2025 and 15 September 2025.

We trust you will appreciate our initial mistrust of this process and the distrust that followed. It has eroded our confidence in the City's commitment to genuine community consultation, so maybe you can seek answers to our questions in the interim?

There will surely be others if you approve this time-limited trial, and we draw attention to the position taken by the WA State Administrative Tribunal (SAT) in relation to Kogon and the City of Vincent [2019] WASAT 75 (WALGA Advice note, [Kogon Vincent.pdf](#)), where Kogon proposed changing an existing residential property to an entirely different land use category to accommodate a Holiday House.

The SAT expressed serious concerns about that proposal's potential to impact on residential amenity and its lack of compatibility in the context of the locality. In particular, the SAT was concerned that approval of the

COUNCIL BRIEFING NOTES**2 DECEMBER 2025**

Kogon proposal would result in the introduction of a commercial land use in an area surrounded by premises used for permanent residential purposes. This would result in noise impacts as, in the words of the SAT: **“...if the premises are suitable for use as a holiday house, then those who choose to stay should be entitled to use the premises in an ordinary manner that one may use a holiday house”.**

On that basis, the SAT considered it reasonable to assume that noise coming from a Holiday House is likely to be more intense than noise coming from a purely residential dwelling. This, and other adverse amenity impacts resulting from the Kogon proposal, such as increased movement of people in and out of the dwelling, was deemed incompatible with its immediate residential context.

As a consequence, the SAT found that approval of the proposal would be inconsistent with the principles of orderly and proper planning.

The applicant is seeking approval to formally commence operations of a commercial, Holiday House venture.

Where:

- Dead centre of St Albans Avenue, a residential street
- In the City's first-ever Character Retention Area
- On common property
- Literally, on our doorstep

What future do you contemplate for our quiet, residential, Character Retention Area, where we have lived for the past 20 years?

To support your decision, please take the time to review all submissions from your St Albans Avenue constituents.

Sarah Yukich and Christopher Malcolm of Highgate – Item 5.2

Ahead of today's Council Briefing Meeting regarding NO. (LOT: 1 STR: 48405) 11 St Albans Avenue HIGHGATE – PROPOSED Change of Use from Grouped Dwelling to Grouped Dwelling and Holiday House, I wish to reaffirm our earlier submitted objections to the proposed Change of Use for 11 St Albans Ave, Highgate to Grouped Dwelling and Holiday House.

There being no further speakers, Public Question Time closed at approximately 6.08pm.

4 DECLARATIONS OF INTEREST

Cr Ashley Wallace declared a financial interest in item 5.4 Outcome of Advertising and Adoption of Local Heritage Survey and Amended Heritage List. The extent of his interest is that his property is on the heritage list. He is not seeking approval to participate in the debate or remain in Chambers or vote in the matter.

Cr Con Poullos declared an impartiality interest in Item 6.1 Loftus Recreation Centre - Review of Annual Lease Payments for FY25/26 by Belgravia Health & Leisure Group Pty Ltd. The extent of his interest is that he plays indoor soccer and his son plays basketball at the facilities.

REPORTS

The Presiding Member, Mayor Alison Xamon, requested Council Members to indicate:

Items which Council Members wish to discuss which have not already been the subject of a public question/comment and the following was advised:

COUNCIL MEMBER	ITEMS TO BE DISCUSSED
Cr Worner	5.2, 6.1 and 6.2
Cr Woolf	8.3
Cr Poulos	6.1 and 6.2
Cr Wheadon	11.1

At 6.11pm Cr Wallace left the meeting due to a previously declared financial interest.

REPORTS WITH DISCUSSION**5.4 OUTCOME OF ADVERTISING AND ADOPTION OF LOCAL HERITAGE SURVEY AND AMENDED HERITAGE LIST**

- Attachments:
1. Heritage List December 2025 
 2. Local Heritage Survey December 2025 
 3. Thematic History December 2025 
 4. Place Record Forms (Existing Places) 
 5. Place Record Forms (New Entries) 
 6. Summary of Submissions 
 7. Stage 2 Heritage Review Places 
 8. Schedule of Modifications 

RECOMMENDATION:

That Council:

1. **ADOPTS** the:
 - 1.1 Amended Heritage List included in Attachment 1, in accordance with Schedule 2, Part 3 Clause 8(1) and 8(3) of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and
 - 1.2 Local Heritage Survey, Thematic History, and updated Place Record Forms included in Attachments 2, 3, 4 and 5 in accordance with Part 8 Clause 103(1) of the *Heritage Act 2018*;
2. **NOTES** that the Heritage Council of Western Australia, and all owners and occupiers of places included on the adopted Heritage List and Local Heritage Survey will be notified, in accordance with Part 8 Clause 103(4) of the *Heritage Act 2018* and Part 3 Clause 8(4) of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
3. **APPROVES** the commencement of Stage 2 of the Heritage Review, which includes consulting with the affected owners and occupiers that are included in Attachment 7 of:
 - New entries on the Local Heritage Survey proposed for inclusion on the Heritage List;
 - Existing Category 3 places on the Heritage List; and
 - Existing Category 4 places proposed for removal from the Heritage List;
4. **NOTES** that any objections or submissions received through Stage 2 consultation will be presented to Council for consideration prior to any changes to the Heritage List.

NO QUESTIONS ON NOTICE

At 6.17pm Cr Wallace rejoined the meeting.

5.2 NO. 11 (LOT: 1; STR: 48405) ST ALBANS AVENUE, HIGHGATE - PROPOSED CHANGE OF USE FROM GROUPED DWELLING TO GROUPED DWELLING AND HOLIDAY HOUSE

Ward: South Ward

- Attachments:**
1. Consultation and Location Map 
 2. Development Plans 
 3. Operations Management Plan 
 4. Code of Conduct 
 5. Clause 67 Assessment 
 6. Summary of Submissions - Administration Response 
 7. Summary of Submissions - Applicant Response 
 8. Determination Advice Notes 

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2, APPROVES the application for Change of Use from Grouped Dwelling to Grouped Dwelling and Holiday House at No. 11 (Lot: 1, STR: 48405) St Albans Avenue, Highgate, in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 8.

1. Development Approval

- 1.1 This approval relates to a Change of Use from Grouped Dwelling to Grouped Dwelling and Holiday House as shown on the approved plans dated 26 May 2025. No other development forms part of this approval; and
- 1.2 This approval is for Holiday House as defined in the City of Vincent Local Planning Scheme No. 2. The use of the subject land for any other land use may require further approval from the City;

2. Time Limited Approval

- 2.1 This approval is granted for a term of 12 months from the date the use commences, after which date the Holiday House use shall cease and the use of the site shall revert to a Grouped Dwelling, unless a further approval is obtained prior to the expiration of this period; and
- 2.2 The operator is required to notify the City of Vincent in writing seven days prior to commencement of the Holiday House land use;

3. Operation of the Use

- 3.1 The Holiday House use is permitted for a maximum of 182 days in a calendar year (181 nights of accommodation);
- 3.2 The Holiday House shall accommodate a maximum of four (4) guests and no visitors at any one time;
- 3.3 The Holiday House shall operate with a minimum stay period of three consecutive nights per booking;
- 3.4 Use of the outdoor living area is prohibited between the hours of 9:00pm – 8:00am;
- 3.5 The rear service courtyard, including the drying court and bin store area, shall not be used by Holiday House guests for any purpose of outdoor recreation or entertaining. These areas shall be used only for waste disposal, bin movements and associated service functions, to the satisfaction of the City;
- 3.6 The Holiday House shall operate in accordance with the approved Operations

Management Plan and Code of Conduct, dated 17 October 2025, at all times for the duration of the use. A copy of the approved Code of Conduct shall be provided to guests of the Holiday House at the time of check-in and displayed in a prominent location within Holiday House;

- 3.7 Check-in and check-out activities associated with the Holiday House shall not occur between 9:00pm and 8:00am;
- 3.8 Guests of the Holiday House shall not use the easement area for any purpose other than placing rubbish in the bin and moving bins for waste disposal, collection or return to their storage area, and to the satisfaction of the City. The easement shall remain unobstructed at all times;
- 3.9 Prior to the commencement of the Holiday House use, a copy of the approved Operations Management Plan and Code of Conduct, shall be provided to all adjoining and adjacent properties; and
- 3.10 An A4 sized sign shall be provided on site and made visible from the street at the front of the dwelling, identifying the property as a Holiday House and detailing the contact number of the manager or owner. This sign is to comply with the City's Local Planning Policy: Signs and Advertising, to the satisfaction of the City;

4. Parking Permits

No residential parking permits shall be made available for use by guests of the Holiday House, to the satisfaction of the City;

5. Booking and Complaint Records

A written record of all complaints received in relation to the Holiday House, including the date, nature of the complaint and the action taken, must be kept and made available to the City on request; and

6. Caretaker and Response Time

A nominated contact person with authority to manage the Holiday House must be contactable at all times and must respond to complaints within 24 hours. Contact details must be provided to adjoining and adjacent landowners prior to commencement and kept updated.

CR WOOLF:

2 St Albans Avenue does not exist as an address within the St Albans Avenue street context.

MANAGER DEVELOPMENT AND DESIGN:

The City's Rates Team has confirmed that 2 St Albans Avenue currently operates as a commercial land use and pays commercial rates under the rateable address of 2 St Albans Avenue, Highgate. The Officer's report refers to 2 St Albans Avenue for the purposes of drawing attention to these non-residential properties within the immediate context, demonstrating Beaufort Street as a source of ambient noise and activity forming part of the City's assessment of discretionary matters.

CR WOOLF:

Relating to the time limitation, can we consider the severity of the housing crisis in maintaining housing supply within residential zones.

MANAGER DEVELOPMENT AND DESIGN:

The Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations) outlines matters local governments can consider when assessing an application. The delivery of housing, although an important matter, is not listed in the Regulations as a matter that the local government must consider. Notwithstanding, objectives of the City's draft Local Planning Policy: Short Term Accommodation seek to retain the Residential zone as fulfilling its primary purpose of providing long term housing.

The proposed function of the subject dwelling will not reduce the availability of long-term housing opportunities as the owners intend to reside in the property for 6 months of the year, with the remaining 6 months having the dwelling operate as a "Holiday House".

CR WOOLF:

Regarding guest screening, what is the legality against the anti-discrimination provisions

MANAGER DEVELOPMENT AND DESIGN:

The Applicant has advised they will only accept bookings from certain guests through a screening process.

For the purposes of presenting the Applicants justification in support of their proposal, the Officer report outlines this approach. However, the City's recommendation is based on an assessment against the relevant local planning framework. Characteristics of an individual (potential guest) is not a matter considered by the planning framework and therefore did not form part of the City's assessment.

Recommended condition 3.6 requires the "Holiday House" to operate in accordance with the Operational Management Plan, which states the screening process will only accept certain people. Attachment 8 – Determination Advice Notes has been updated with Advice Note 13 clarifying that condition 3.6 does not obviate the operator's need to be consistent with other laws or regulations, including the need to not operate in a discriminatory manner. The operator will still be able to screen guests for the purposes of their reviews and the manner in which the guest intends to use the dwelling.

MAYOR XAMON:

Seeking confirmation that even if this were granted a time limited approval, this approval would run with the land.

MANAGER DEVELOPMENT AND DESIGN:

Any approval will run with the land rather than the Applicant. However, should the ownership of the property change, any modifications to the operation of the "Holiday House" would require the submission of an amended application for development approval for consideration.

CR GREER:

What are the parking restrictions from Friday to Sunday (3P)? What are the parking restrictions from when the survey was undertaken?

MANAGER DEVELOPMENT AND DESIGN:

The on-street car parking is restricted to 3P free parking from Monday – Friday, 8:00am – 5:30pm. The on-street car parking is unrestricted for all other times. During the parking survey, data was collected from both in and out of the time restricted hours.

Within time restricted hours:

Thursday 10 April 2025, at 12:00pm

Friday 9 May 2025, at 12:00pm

Friday 9 May 2025, at 2:00pm

Outside of the time restrictions:

Thursday 10 April 2025 6:00pm

Saturday 10 May 2025 8:00am, 12:00pm and 2:00pm

Sunday 11 May 2025 12:00pm, 2:00pm and 6:00pm

CR GREER:

181 days within the year, whereby the remaining would be grouped dwelling. what is the spread over the '6 months'?

MANAGER DEVELOPMENT AND DESIGN:

The application submitted to the City seeks approval for the dwelling to operate as a "Holiday House" land use for 181 nights of the year, with the dwelling functioning as a "Grouped Dwelling" for the remainder of the year. It is intended the uses will operate intermittently rather than as continuous periods of time. This approach allows the Applicant, who partially resides in both the subject site and regional WA, to reside in the property as required. For periods where the Applicant is not residing in the subject site, the dwelling could operate as a "Holiday House" for a maximum period of 181 nights.

Administration has confirmed with the Applicant that the property is intended to remain as the primary residence for the landowners. The use of the property as a "Holiday House" is proposed for the periods of the year when the landowners are not in Perth. The landowners have confirmed that they intend to stay at the property for a duration of anywhere between a week and a month at a time, depending on their needs.

CR GREER:

Can we condition that the 181 days to be limited to 6 months of the year and the remaining 6 months (consecutive) be used as a grouped dwelling?

MANAGER DEVELOPMENT AND DESIGN:

Whilst it is open to Council to apply a condition to this effect, City Officers advise that orderly and proper planning would require a decision maker to not apply conditions that significantly change the purpose of what has been applied for. In this instance, the application seeks approval for the operation of both uses intermittently rather than consecutively, therefore approving the application with a condition requiring each use to operate for 6 months consecutively would amount to a refusal. As such, City Officers would recommend against applying such a condition.

CR GREER:

How do we know that it would be operating as a holiday house for 181 nights, it would then be required to be vacant for 181 nights not being operating as a holiday house. what is the expectation of this property when vacant, would there be a 'long term' tenant living there for the remainder of the year?

MANAGER DEVELOPMENT AND DESIGN:

The subject property is currently approved as a "Grouped Dwelling" land use. If approved, the dwelling would operate as two distinct land uses, being a "Holiday House" and a "Grouped Dwelling". The "Holiday House" component of the approval would be permitted to operate for a maximum of 181 nights per year. For the remainder of the year the dwelling would be approved to function in the same residential manner that it is currently approved, being a "Grouped Dwelling". The Applicant has advised that when the dwelling is not being used as a "Holiday House" they will typically be residing in the property.

CR WORNER:

For half of the year, would the grouped dwelling have to give up their residential parking permits, or would they be allowed to leave their vehicles there? What would be the impact of up to 5 vehicles within the street.

MANAGER DEVELOPMENT AND DESIGN:

In accordance with the City's Parking Permits Policy, "Grouped Dwellings" are permitted two residential parking permits. The landowner's residential parking permits would remain valid in the event this application is approved, however these would only be valid for use by the resident. No guests are permitted to apply or obtain residential or commercial parking permits. There are no restrictions to how long a vehicle can be parked within one location with an E-permit. The City's Ranger Services are currently reviewing the Parking Permits Policy, with a policy paper recently circulated to Elected Members for comment. Noting the Planning and Development (Local Planning Schemes) Regulations 2015 exempt dwellings operating as an un-hosted short term rental accommodation for up to 90 days, Elected Members may look to place restrictions on the eligibility of residential parking permits for such dwellings.

There is the potential that two resident vehicles could be parked on St Albans Avenue concurrently with guests occupying the dwelling, resulting in a total of 4 vehicles associated with the one dwelling being parked in the street. Vehicles that do not have a valid residential parking permit must comply with the City's parking restrictions, or risk infringement. Whilst a total of 4 vehicles associated with one dwelling is an unlikely situation, as the owners live between this dwelling and another dwelling in regional Western Australia, the City's car parking survey demonstrates this would not necessarily result in St Albans Avenue reaching capacity.

CR LA FONTAINE:

We are aware of the car parking restrictions Monday – Friday, what are the parking restrictions on weekend?

MANAGER DEVELOPMENT AND DESIGN:

The on-street parking restrictions on St Albans Avenue are currently:

*Monday to Friday: 8.00am to 5.30pm – 3 hour parking
Saturday to Sunday: No restrictions*

CR LA FONTAINE:

What parking is available on Beaufort Street, Cavendish Street and Lincoln Street. Do we have data for the parking capacities of these streets?

MANAGER DEVELOPMENT AND DESIGN:

The City has collated parking capacity data for the following surrounding streets as shown below:

Table A –Average On-Street Parking Capacities within Surrounding Streets

Surrounding Street	Total Bays	Average Occupancy	Thursday	Friday	Saturday	Sunday
			10 April 2025	9 May 2025	10 May 2025	11 May 2025
Average Occupancy (per day)						
Cavendish Street	51	15%	42%	40%	16%	12%
Harley Street	59	11%	32%	41%	*	*
St Albans Avenue	36	18%	29%	25%	29%	33%
Chatsworth Road between Harley Street and Beaufort Street	63	3%	6%	25%	*	*
Beaufort Street between St Albans Avenue and Mary Street	31	29%	19%	39%	30%	29%
Lincoln Street between Harley Street and Cavendish Street	14	9%	35%	*	*	*

*Insufficient data obtained

Given the City parking data, it is considered that there is sufficient parking on the surrounding streets to accommodate the two valid residential parking permits and any potential guests attending via private vehicles.

6.1 LOFTUS RECREATION CENTRE - REVIEW OF ANNUAL LEASE PAYMENTS FOR FY25/26 BY BELGRAVIA HEALTH & LEISURE GROUP PTY LTD

- Attachments:**
1. Belgravia letter dated 6 November 2025 - Confidential
 2. Belgravia Financial Statements FY20-21 and FY22-23 - Confidential
 3. Belgravia FY24 and FY25 P&L Results - Confidential

RECOMMENDATION:

That Council

1. **APPROVES** a variation of lease with Belgravia Health & Leisure Group Pty Ltd (ACN 005 087 463) located at portion of Lot 501 (99) Loftus Street, Leederville as follows:
 - 1.1 Reduction of rent for FY2025/2026 by 50% from 1 July 2025 to 30 June 2026 in the amount of \$96,873.12; and
2. **Subject to satisfactory negotiations carried out by the Chief Executive Officer, AUTHORISES** the Mayor and CEO to execute the Deed of Variation of Lease in accordance with the Execution of Documents Policy.

CR POULIOS:

Does the building have solar panels on it? Investigate adding them?

MANAGER COMMUNITY FACILITIES:

Loftus Recreation Centre does not currently have solar panels installed.

A City-wide solar assessment was undertaken in 2019, and Loftus was identified as a suitable site. At that time, the estimated installation cost was \$109,000, with potential credits of approximately \$23,000, and an expected annual saving of around \$22,000.

In 2023, the City held preliminary discussions with Belgravia regarding a potential installation. However, the project did not progress due to the payback period extending beyond the remaining lease term, and we were unable to reach agreement on how the capital cost and benefits would be shared.

Before solar can be installed, the roof replacement at Loftus needs to be completed. This work is currently out for RFQ, with delivery scheduled for this financial year. Once the roof works are finalised, we can revisit updated solar costs and consider including the project in future budget submissions.

6.2 BEATTY PARK TOILET AND STORE/CHANGEROOM

- Attachments:
1. Respondent 1 Elevation and Layout 
 2. Respondent 2 Elevation and Floor Plan 
 3. Respondent 3 Elevations and Layout 
 4. Respondent 4 Elevation and Layout 

RECOMMENDATION:

That Council:

1. **NOTES** the identified higher construction costs associated with the expanded scope and improved built form outcome for the Beatty Park Reserve Public Toilet and Store/Changeroom Facility;
2. **ENDORSES** Respondent 3 (Rebus Restrooms) as the successful submission of the Request for Quote (RFQ) for the Beatty Park Reserve Public Toilet and Store/Changeroom Facility;
3. **BY ABSOLUTE MAJORITY APPROVES** the following amendments to the 2025/26 Annual Budget to accommodate the expanded scope for the Beatty Park Reserve Public Toilet and Store/Changeroom Facility:
 - a. A net increase in the Capital Expenditure Budget of \$190,000; and
 - b. A net decrease in the closing surplus of \$190,000 resulting in a forecasted year end surplus at 30 June 2026 of \$396,054.

CR GREER:

Following on from Cr Worner's comments, that the map layout is hard to read, can we have a copy of the floor plan or images that we can read? What are the size differences of the change room and store room? How many people will be able to utilise it? I don't have a good understanding of the size.

MANAGER CITY BUILDINGS AND ASSET MANAGEMENT:

1. Please see **Attachment 1 (RQ350)** with clearer images of floor plans for the Rebus Restroom proposal.
2. The footprints submitted by all respondents ranged from 43 sqm to 50 sqm. The Rebus overall floor plan = 46 sqm. Rebus design consists of a 14.6 sqm female change room and an 11.3sqm storeroom, with the remaining area being public toilet space.
3. Change room is scoped to accommodate approximately 15 players for training purposes with storeroom sized to support equipment needs.
4. The skillion roof has an overhang of 900 mm which can be adjusted to maximise shade and weather protection on the oval facing side.
5. The primary objective of the construct is to provide a safe, clean functional space which caters for young female football training in the afternoon and evenings, and for general reserve users including the playground families.
6. The other respondents offered lower cost options, their products have unknown durability and functional limitations. Those options were considered less suitable for an inner-city urban environment due to the reduced robustness and higher lifecycle costs.

CR WALLACE:

Did we get the design review panel to review these designs against their brief?

MANAGER CITY BUILDINGS AND ASSET MANAGEMENT:

1. The initial concept presented to OCM on 13 May 2025, included feedback from the Design Review Panel.
2. At that meeting an alternate motion seeking additional funds for detailed design by a registered architect

was considered, but was not supported by Council.

3. At Council Workshop on 23 September 2025, the summary of the Design Review Panel comments regarding a range of construct options (Basic Modular, Enhanced Modular, Bespoke Architectural) were discussed.
4. Council feedback focused on providing a functional, durable facility that can support the needs of Perth Soccer Club's female participants, as well as general users of the reserve and playground. The importance of a safe, clean and accessible building where personal belongings can be secured was highlighted as a priority.
5. Concern was expressed over time delays and additional costs of engaging an architectural solution for a toilet building.
6. Based on the Workshop discussion, elements previously approved by the Design Review Panel were incorporated into the scope that formed the basis of the RFQ (**Attachments 3-8**).
7. The lack of robustness of the existing facilities at Birdwood Square and Warndoolier Reserve can be described as follows:
 - The materials used in the existing toilet blocks are not durable enough to withstand antisocial behaviour or vandalism. Common issues include doors being kicked in, damaged door frames, and door closers being ripped from their fixings.
 - Most doors have required repairs and reinforcements. Administration has attempted mitigation by installing solid-core doors with steel edging and reinforcing the door jambs, but repairs are still required frequently.
 - Electronic timers are regularly jammed due to antisocial behaviour, resulting in unauthorised access outside intended hours.
 - For example, the cost to repair a single door is \$1,800.

CR WALLACE:

Can you provide the details of the experience and qualifications of the people who were on the tender review panel?

MANAGER CITY BUILDINGS AND ASSET MANAGEMENT:

The evaluation panel included senior officers with strong technical backgrounds in urban planning, sport and recreation, and building construction, ensuring a well-rounded assessment.

CR WALLACE:

Can I request an assessment of this design against the design panel with or without assistance from the DRP?

MANAGER CITY BUILDINGS AND ASSET MANAGEMENT:

The design concepts that were presented at the OCM on 13 May 2025 and at Council Workshop on 23 September 2025 had already been assessed by the DRP. The timeframe to deliver this project is already constrained and the contribution from the Perth Soccer Club through the Women's World Cup Legacy Funding Program might be jeopardised.

CR WOOLF

Is it possible to get three things included if we have them:

1. Copy of the original design pack with any further imagery.
2. Copies of similar work done by the contractor, which might give us another sense of what that work looks like.
3. How much it will cost to do some artwork, murals, and landscaping on/around the design.

MANAGER CITY BUILDINGS AND ASSET MANAGEMENT:

1. Please see **Attachments 3-8** for the original RFQ.
2. Imagery of examples of different adaptations by Rebus, addressing the setting, are provided in **Attachment 2**.

COUNCIL BRIEFING NOTES

2 DECEMBER 2025

3. *The idea of incorporating artwork or murals onto the structure was discussed at the Arts Advisory Group meeting on 3 December 2025. The group viewed this positively, subject to agreement on the scope and style. They acknowledged that the priority is to deliver the facility and then progress an artistic response that is appropriate to its setting. The scope for artwork is not currently included in the project cost. Should artwork be commissioned post-construction, the estimated budget required for artist engagement and delivery is expected to be in the order of \$20,000.*

NOTE: All attachments referred to above are included at the end of these Notes.

COUNCIL BRIEFING NOTES

2 DECEMBER 2025

8.3 INFORMATION BULLETIN

- Attachments:**
1. Statistics for Development Services Applications as at the end of November 2025 - to follow due to end of month 
 2. Register of Legal Action and Prosecutions Monthly - Confidential
 3. Register of State Administrative Tribunal (SAT) Appeals - Progress Report as at 20 November 2025 
 4. Register of Applications Referred to the Metro Inner-North Joint Development Assessment Panel - Current 
 5. Register of Applications Referred to the Design Review Panel - Current 
 6. Snap, Send, Solve Update as at October 2025 
 7. Register of Petitions - Progress Report December 2025 
 8. Register of Notices of Motion - Progress Report - December 2025 
 9. Register of Reports to be Actioned - Progress Report - December 2025 
 10. Council Workshop Items since 11 November 2025 
 11. Council Briefing Notes - 4 November 2025 

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated December 2025.

NO QUESTIONS ON NOTICE**ADDITIONAL INFORMATION:**

Statistics for Development Services Applications for the month of November have now been included.

The SAT Register has been updated for No. 235 Brisbane Street, Perth. The SAT final hearing took place on 27 November 2025, the SAT has reserved its decision on the matter, meaning the Member will continue to consider the evidence before handing down its decision.

At 7.07pm the Presiding Member advised that the meeting would go "behind closed doors" to discuss Confidential Item 11.1 Waste to Energy Options. The livestream was stopped.

At 7.07pm Manager Development & Design left the meeting and did not return.

At 7.07pm Manager Strategic Planning & Sustainability left the meeting and did not return.

At 7.07pm Coordinator Place left the meeting and did not return.

At 7.07pm Manager Community Facilities left the meeting and did not return.

At 7.07pm Manager City Buildings and Asset Management left the meeting and did not return.

At 7.07pm Coordinator Project Planning & Delivery left the meeting and did not return.

11.1 WASTE TO ENERGY OPTIONS**RECOMMENDATION:****That Council:**

1. **ENDORSES** the City exercising its Mindarie Regional Council exemption from disposal of all or part of its waste;
2. **APPROVES** the CEO providing 12 months notice to the Mindarie Regional Council of the City's intent to exercise its exemption, subject to an agreement not being achieved with a preferred tenderer and all member councils for a Waste to Energy contract, within the exemption notification period; and
3. **APPROVES** the CEO to undertake a procurement process for disposal of its residual waste to a Waste to Energy Facility, should the exemption come into effect.

CR WHEADON:

Do we have any statistics on how much recyclable material is currently going to landfill and that will go to waste to energy, particularly around red bins on the street?

MANAGER WASTE & RECYCLING

As part of the Mindarie Regional Council (MRC) the City participated in a series of waste audits of all three domestic kerbside bins, which include General Waste, FOGO, and Recycling waste streams. Data was collected in both 2024 and 2025. Based on the 195 and 221 general waste (red lid) bins sampled during the audit, the level of recyclables identified was 26.2% and 27.2% respectively.

We plan on conducting an audit on the level of contamination within our precinct street recycling bins, as these are typically too contaminated to be recycled. Over the past 12 months, we have also installed 30 Containers for Change cradles and baskets to capture eligible containers, with plans for more in the next year.

REPORTS WITH NO DISCUSSION

5.1 NO. 36 (LOT 23; D/P: 1493) VIEW STREET, NORTH PERTH - PROPOSED ALTERATIONS AND ADDITIONS TO A SINGLE HOUSE (AMENDMENT TO APPROVED)

Ward: North

Attachments: 1. Consultation and Location Plan 
 2. Development Plans 
 3. Determination Advice Notes 

RECOMMENDATION:

That Council:

1. ADVISES the Department of Planning Lands and Heritage that it SUPPORTS the grant of an easement for the benefit of the landowner of No.36 (Lot:23; D/P: 1493) View Street, North Perth pursuant to Section 144 of the *Land Administration Act 1997* over the portion of the adjacent road reserve required to accommodate the awning posts and associated footings, as shown in Attachment 2. All costs associated with the easement shall be at the landowner's/applicant's expense; and
2. In accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for Alterations and Additions to Single House (Amendment to Approved) at No. 36 (Lot: 23; D/P: 1493) View Street, North Perth in accordance with the plans shown in Attachment 2, deleting all conditions and advice notes of approval 5.2021.230.1 and imposing the following conditions and associated determination advice notes contained in Attachment 3:
 - 2.1 This approval is for Alterations and Additions to Single House (Amendment to Approved) as shown on the approved plans dated 10 November 2025. No other development forms part of this approval;
 - 2.2 Prior to the issue of a Building Permit, the applicant shall submit and have approved a schedule of materials, colours and finishes for the development to the satisfaction of the City;
 - 2.3 Prior to the issue of a Building Permit, an easement shall be placed on the certificate of title and deposited plan for the subject lot pursuant to Section 144 of the *Land Administration Act 1997* for the benefit of the landowner. All costs associated with the easement shall be at the landowner's/applicant's expense;
 - 2.4 Prior to the lodgement of a Building Permit for the proposed development on No. 36 View Street, North Perth ("the land"):
 - 2.4.1 The owner of the land shall enter into a deed of agreement ("Agreement") with the City whereby the owner:
 - 2.4.2 Indemnifies the City against any loss or damage to any property or thing, or death or injury to any person, in accordance with the terms of the Agreement; and
 - 2.4.3 Agrees to take out and maintain a policy of public liability insurance with a reputable insurer in an amount and on terms satisfactory to the City; and
 - 2.5 The owner of the land shall maintain and, if required by the City, remove at its cost the awning structure and associated infrastructure within the road reserve to the satisfaction of the City;
3. Prior to the completion of the development, one tree shall be planted in the View Street verge adjacent to the subject lot, in accordance with the City's specifications and to the satisfaction

COUNCIL BRIEFING NOTES

2 DECEMBER 2025

of the City;

- 4. Any existing street trees within the verge in front of the lot shall be protected and maintained through the duration of construction to the satisfaction of the City;
- 5. At all times the pedestrian thoroughfare between the awning structure and No. 36 View Street shall be kept clear of obstructions and shall allow for unimpeded pedestrian movement, to the satisfaction of the City; and
- 6. All stormwater produced on the subject land shall be retained on site. Stormwater from the awning located within the road reserve may be discharged to the City's drainage system at the expense of the applicant/landowner, to the satisfaction of the City.

NO QUESTIONS ASKED

5.3 OUTCOME OF ADVERTISING AND APPROVAL OF LOCAL PLANNING POLICY - BUILT FORM AND LOCAL PLANNING POLICY - CHARACTER AREA GUIDELINES

- Attachments:
1. Local Planning Policy: Built Form 
 2. Local Planning Policy: Character Area Guidelines 
 3. Summary of Submissions: Character Area Guidelines 
 4. Schedule of Modifications - Character Area Guidelines 

RECOMMENDATION:

That Council:

1. **PROCEEDS** with amendments to Local Planning Policy: Built Form, included as Attachment 1, and Local Planning Policy: Character Area Guidelines, included as Attachment 2, pursuant to Schedule 2, Clause 5(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
2. **FORWARDS** the Local Planning Policy: Built Form and Local Planning Policy: Character Area Guidelines to the Western Australian Planning Commission for approval pursuant Schedule 2 Clause 4(3A) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and in accordance with Part A, Clause 3.2.3b of the Residential Design Codes Volume 1 and Clause 1.2.2 of the Residential Design Codes Volume 2; and
3. **NOTES** that:
 - Administration will publish a notice in accordance with Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015* following approval from the Western Australian Planning Commission for the Local Planning Policy: Built Form and Local Planning Policy: Character Area Guidelines; and
 - Should standards of either the Local Planning Policy: Built Form and/or Local Planning Policy: Character Area Guidelines not be approved by the Western Australian Planning Commission, a further report will be presented back to Council.

NO QUESTIONS ASKED

ADDITIONAL INFORMATION:

*Local Planning Policy – Built Form (Built Form Policy, **Attachment 1**) has been updated to include the following wording on page 8 in relation to the policy application:*

The R-AC3 provisions of the R Codes Volume 2 shall apply to all multiple dwelling and mixed use applications for development approval on sites zoned Regional Centre, District Centre, Local Centre and Commercial.

This change does not affect any of the policy standards and is consistent with the existing wording of Clause 2.3 of the Built Form Policy.

This ensures that the assessment pathway is clear for apartment and mixed use developments in the City.

5.5 OUTCOME OF ADVERTISING AND ADOPTION OF LEEDERVILLE TOWN CENTRE PLACE PLAN 2025-2030

- Attachments:**
1. **Leederville Town Centre Place Plan 2025-2030 - Summary of Submissions**
 2. **Leederville Town Centre Place Plan 2025-2030**

RECOMMENDATION:

That Council **ADOPTS** the Leederville Town Centre Place Plan 2025-2030.

NO QUESTIONS ASKED

7.1 FINANCIAL STATEMENTS AS AT 31 OCTOBER 2025

Attachments: 1. Financial Statements as at 31 October 2025 

RECOMMENDATION:

That Council RECEIVES the Financial Statements for the month ended 31 October 2025 as shown in Attachment 1.

NO QUESTIONS ASKED

7.2 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 OCTOBER TO 31 OCTOBER 2025

- Attachments:**
1. October 2025- Payments by EFT and Payroll 
 2. October 2025- Payments by Direct Debit 
 3. October 2025- Payments by Cheques 
 4. October 2025- Payments by Fuel Cards 

Recommendation:

That Council RECEIVES the list of accounts paid under delegated authority for the period 01 October 2025 to 31 October 2025 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including payroll		\$ 10,003,010.05
Cheques	82810	\$350.40
Direct debits, including credit cards		\$ 256,537.86
Total payments for October 2025		\$10,259,898.31

NO QUESTIONS ASKED

7.3 INVESTMENT REPORT AS AT 31 OCTOBER 2025

Attachments: 1. Investment Report as at 31 October 2025 

RECOMMENDATION:

That Council **NOTES** the Investment Statistics for the month ended 31 October 2025 as detailed in Attachment 1.

NO QUESTIONS ASKED

COUNCIL BRIEFING NOTES

2 DECEMBER 2025

8.1 CORPORATE DOCUMENT REGISTER: 2025 IMPLEMENTATION REVIEW AND 2026 REVIEW PROGRAM

- Attachments:
1. Corporate Document Review Summary 
 2. Corporate Document Register and Review Plan 
 3. 2026 Review Program 

RECOMMENDATION

That Council:

1. RECEIVES the Corporate Document Review Summary at Attachment 1; and
2. APPROVES the:
 - 2.1 updated Corporate Document Register and Review Plan, at Attachment 2; and
 - 2.2 2026 Review Program at Attachment 3.

NO QUESTIONS ASKED

8.2 COUNCIL RECESS PERIOD 2025-26 - DELEGATED AUTHORITY TO THE CHIEF EXECUTIVE OFFICER**Attachments:** Nil**RECOMMENDATION:**

1. That Council **DELEGATES BY ABSOLUTE MAJORITY**, pursuant to section 5.42 of the *Local Government Act 1995*, to the Chief Executive Officer, the power to deal with any items of business that may arise between 10 December 2025 and 2 February 2026, and which are not the subject of delegated authority already granted by Council, subject to:
 - 1.1 Reports being issued to all Council Members for a period of three business days with Council Members notified by phone prior to the delegated decision being made and no requests for 'call-in' of the matter being received from Council Members;
 - 1.2 Reports being displayed on the City's website for a period of three business days prior to the delegated decision being made;
 - 1.3 A report summarising the items of business dealt with under delegated authority being submitted for information to Council at its Ordinary Meeting to be held on 10 February 2026; and
 - 1.4 A Register of Items Approved under this Delegated Authority is being kept and made available for public inspection on the City's website during the period that the delegation applies;
2. **DETERMINES** for the purpose of section 5.43(d) of the *Local Government Act 1995* that the Chief Executive Officer is delegated authority to negotiate and approve the lease in respect of No. 4 View St, North Perth, up to a limit not exceeding the current gross rental value of the property, subject to the conditions in recommendation 1.1 to 1.4 above.

NO QUESTIONS ASKED

9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

Nil

11 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED

11.2 DECLARATION OF SECONDARY EMPLOYMENT – CHIEF EXECUTIVE OFFICER

This report will be presented to the Council Meeting on 9 December 2025.

12 CLOSURE

There being no further business the meeting closed at 7.23pm.



PERSPECTIVE

NTS



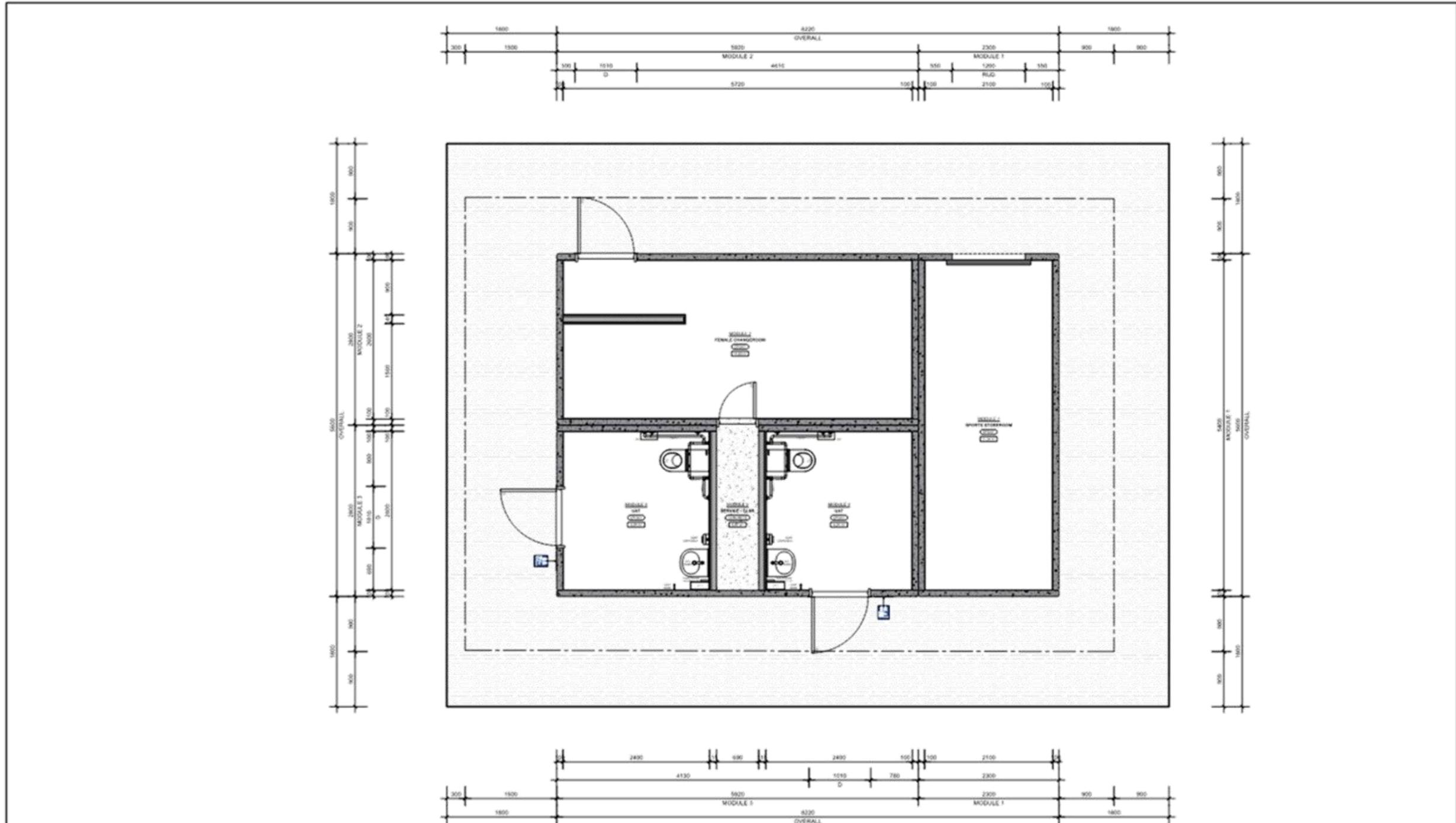
A : 16 Merrifield Street, Albany, WA 6330
 W : www.rebusrestrooms.com.au
 P : 1300 270 244
 E : sales@rebuswa.com.au

REVISIONS			
REV#	BY	DESCRIPTION	DATE
00	BB	ISSUED FOR REVIEW	14.11.2025

GENERAL NOTES:

1. ALL DISCREPANCIES SHALL BE REFERRED TO THE SUPERVISOR FOR A DECISION BEFORE PROCEEDING WITH THE WORK.
2. COMPLY WITH THE LATEST SAA CODES & AMENDMENTS.
3. ALL MATERIALS AND WORKMANSHIP SHALL COMPLY WITH AS 3600-(2501).
4. DESIGN OF LIFTING POINTS AND TEMPORARY BRACE.
5. NOTIFY THE SUPERVISOR A MIN OF 24 HOURS BEFORE PLACING CONCRETE.

REQUEST TITLE: BEATTY PARK RESERVE - TOILET BLOCK CONCEPT DRAWING			
CITY OF VINCENT, WA 6006			
DRAWING TITLE: PERSPECTIVE			
SCALE: 1:100	MODELLER BY: BB	DWG CREATED DATE: 14.11.2025	DWG EDITED BY: BB
REQUEST QUOTE NUMBER: RQ350-Op2		DRAWING NUMBER: RQ350-A-3D-001	
CHECKED BY: AS / MR		REVISION: 00	PAGE: 01



FLOOR PLAN
SCALE 1:50



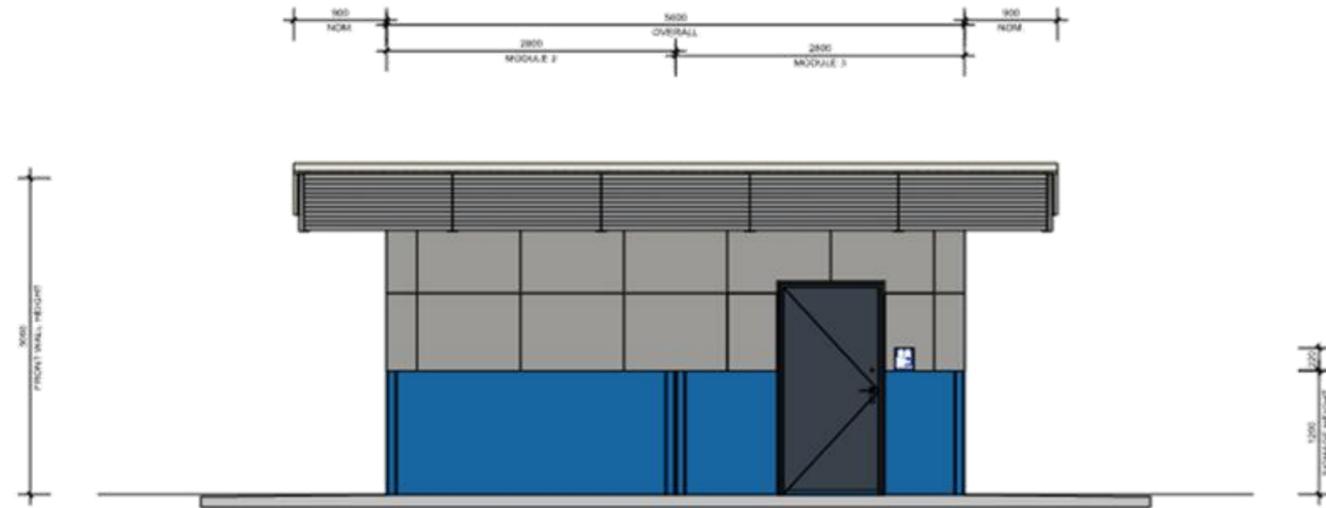
A : 16 Merrifield Street, Albany, WA 6330
 W : www.rebusrestrooms.com.au
 P : 1300 270 244
 E : sales@rebuswa.com.au

REVISIONS			
REV#	BY	DESCRIPTION	DATE
00	BB	ISSUED FOR REVIEW	14.11.2025

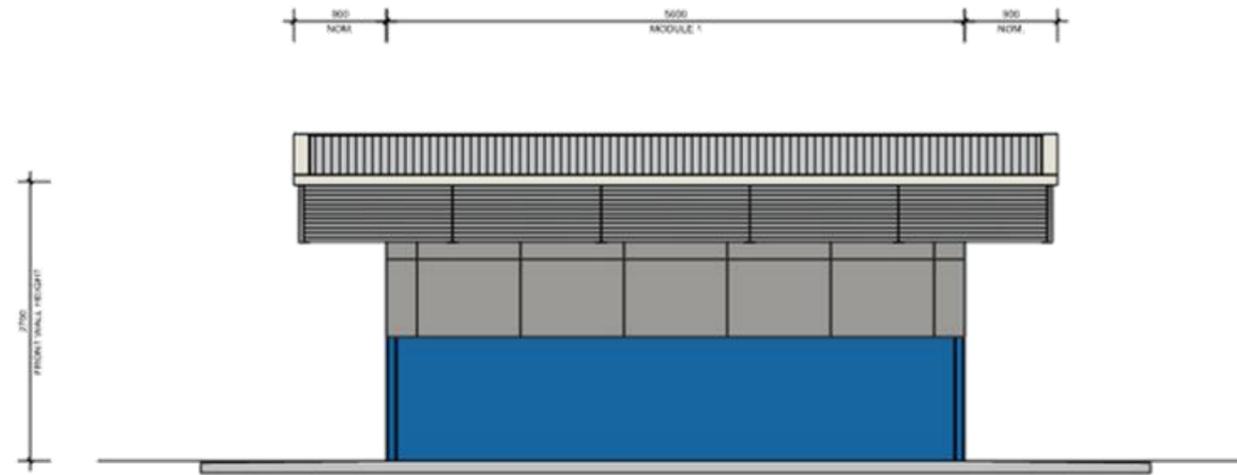
GENERAL NOTES:

1. ALL DISCREPANCIES SHALL BE REFERRED TO THE SUPERVISOR FOR A DECISION BEFORE PROCEEDING WITH THE WORK.
2. COMPLY WITH THE LATEST SAA CODES & AMENDMENTS.
3. ALL MATERIALS AND WORKMANSHIP SHALL COMPLY WITH AS 3600-(2507).
4. DESIGN OF LIFTING POINTS AND TEMPORARY BRACE.
5. NOTIFY THE SUPERVISOR A MIN OF 24 HOURS BEFORE PLACING CONCRETE.

REQUEST TITLE: BEATTY PARK RESERVE - TOILET BLOCK CONCEPT DRAWING			
CITY OF VINCENT, WA 6006			
DRAWING TITLE: FLOOR PLAN			
SCALE: 1:100	MODELLED BY: BB	DWG CREATED DATE: 14.11.2025	DWG EDITED BY: BB
REQUEST QUOTE NUMBER: RQ350-Op2		DRAWING NUMBER: RQ350-A-FP-001	
		CHECKED BY: AS / MR	PAGE 02
		REVISION 00	



FRONT ELEVATION
SCALE 1:50



REAR ELEVATION
SCALE 1:50

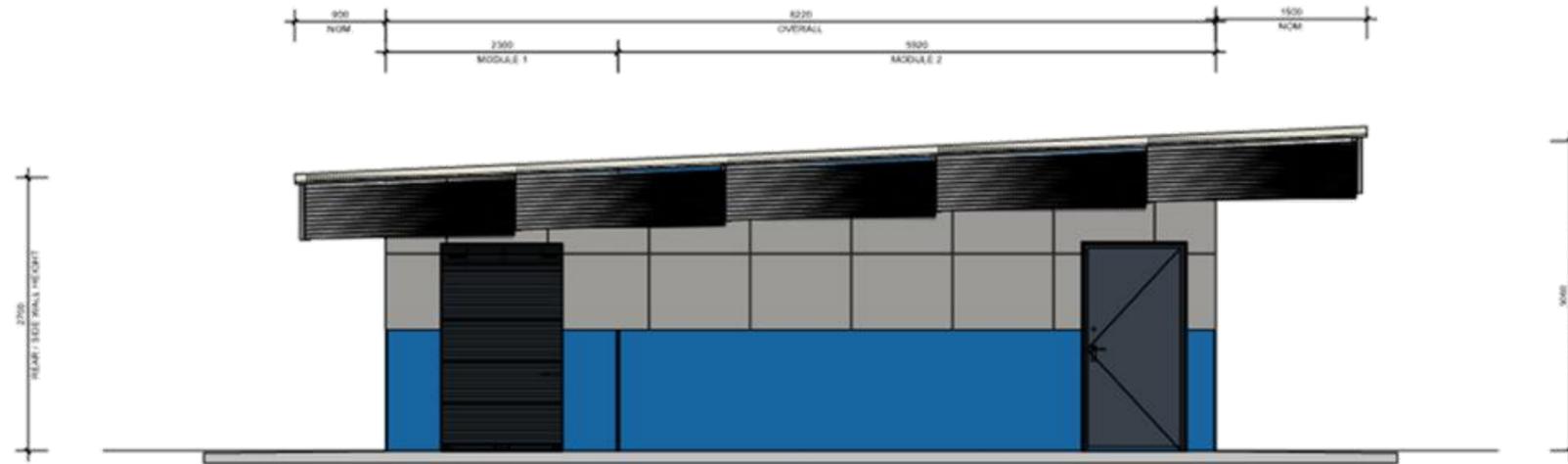


A : 16 Merrifield Street, Albany, WA 6330
 W : www.rebusrestrooms.com.au
 P : 1300 270 244
 E : sales@rebuswa.com.au

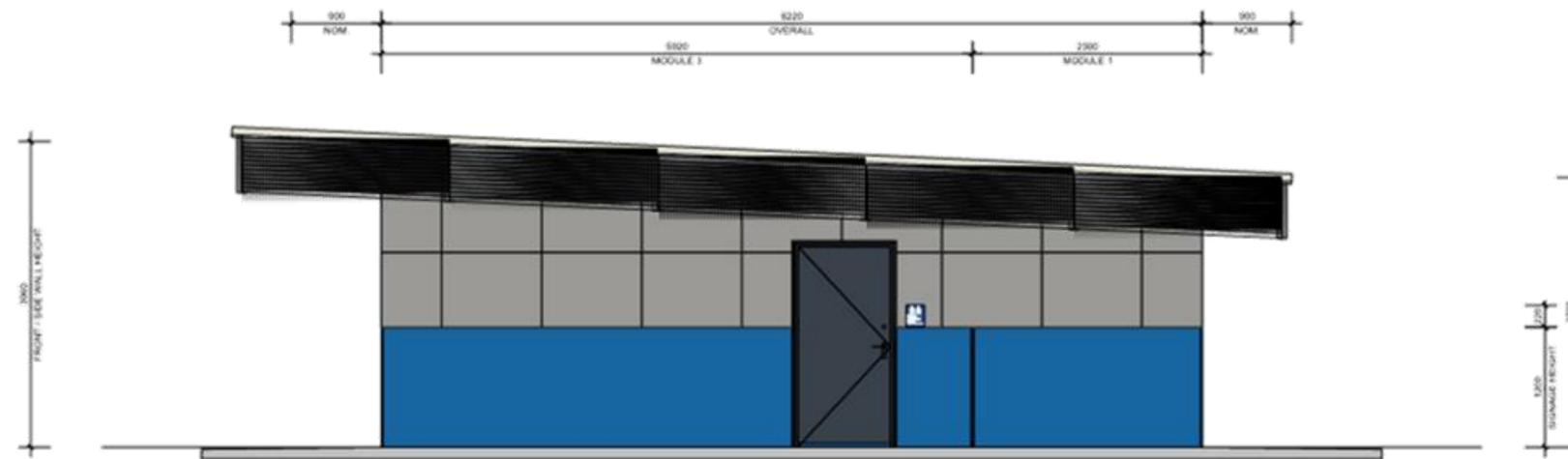
REVISIONS			
REV#	BY	DESCRIPTION	DATE
00	BB	ISSUED FOR REVIEW	14.11.2025

GENERAL NOTES:
 1. ALL DISCREPANCIES SHALL BE REFERRED TO THE SUPERVISOR FOR A DECISION BEFORE PROCEEDING WITH THE WORK.
 2. COMPLY WITH THE LATEST SAA CODES & AMENDMENTS.
 3. ALL MATERIALS AND WORKMANSHIP SHALL COMPLY WITH AS 3600-(2501).
 4. DESIGN OF LIFTING POINTS AND TEMPORARY BRACE.
 5. NOTIFY THE SUPERVISOR A MIN OF 24 HOURS BEFORE PLACING CONCRETE.

REQUEST TITLE: BEATTY PARK RESERVE - TOILET BLOCK CONCEPT DRAWING			
CITY OF VINCENT, WA 6006			
DRAWING TITLE: ELEVATION			
SCALE: 1:100	MODELLED BY: BB	DWG CREATED DATE: 14.11.2025	DWG EDITED BY: BB
REQUEST QUOTE NUMBER: RQ350-Op2		DRAWING NUMBER: RQ350-A-EL-001	CHECKED BY: AS / MR
		REVISION: 00	PAGE: 03



LEFT SIDE ELEVATION
SCALE 1:50



RIGHT SIDE ELEVATION
SCALE 1:50



A : 16 Merrifield Street, Albany, WA 6330
 W : www.rebusrestrooms.com.au
 P : 1300 270 244
 E : sales@rebuswa.com.au

REVISIONS			
REV#	BY	DESCRIPTION	DATE
00	BB	ISSUED FOR REVIEW	14.11.2025

GENERAL NOTES:
 1. ALL DISCREPANCIES SHALL BE REFERRED TO THE SUPERVISOR FOR A DECISION BEFORE PROCEEDING WITH THE WORK.
 2. COMPLY WITH THE LATEST SAA CODES & AMENDMENTS.
 3. ALL MATERIALS AND WORKMANSHIP SHALL COMPLY WITH AS 3600-(2507).
 4. DESIGN OF LIFTING POINTS AND TEMPORARY BRACE.
 5. NOTIFY THE SUPERVISOR A MIN OF 24 HOURS BEFORE PLACING CONCRETE.

REQUEST TITLE: BEATTY PARK RESERVE - TOILET BLOCK CONCEPT DRAWING			
CITY OF VINCENT, WA 6006			
DRAWING TITLE: ELEVATION			
SCALE: 1:100	MODELLED BY: BB	DWG CREATED DATE: 14.11.2025	DWG EDITED BY: BB
REQUEST QUOTE NUMBER: RQ350-Op2		DRAWING NUMBER: RQ350-A-EL-002	CHECKED BY: AS / MR
		REVISION: 00	PAGE: 04

Images of Buildings In Progress and Completed and Concept Views:



Hand Painted Mural – External Finish
- Belambi Boat Ramp – Wollongong NSW



Graphics Wrap – External Finish
- Ocean Reef Marina Boat Ramp WA



Cast-In Weatherboard Look – External Finish
- Saylor Park – Karratha WA



Weatherboard Plank Style Cast-In – External Finish
- Concept View – Eyre Park Contract with City of Albany



Simple Cast-In Design
- Concept View



Cast-In Text – Painted Out (with oxide coloured concrete)
- Memorial Hall – Shire of Kojonup WA

**CITY OF VINCENT****REQUEST FOR QUOTATION*****Beatty Park Reserve Toilet Facility Upgrade***

REFERENCE: RFQ IE521/2025
ENQUIRIES: Please submit questions in VendorPanel

LODGEMENT OF QUOTATION:

Submissions must be lodged via VendorPanel. It is recommended to **combine your documents into one (1) PDF file and add a contents page**. The Large File Uploader can take files more than 15Mb each but less than 150mb. If your combined file will exceed 150MB, you can split it and upload multiple files to a maximum of five (5) files. Submissions should not include electronic zipped files with many subfolders and subdocuments.

CLOSING DATE: **19 November 2025**
MANDATORY SITE MEETING: **Thursday 6 November 10AM (WST)**

TABLE OF CONTENTS

PART 1 CONDITIONS OF RESPONDING..... 4

1.1 Contract requirements..... 4

1.2 Definitions 4

1.3 How to Prepare Your Response..... 5

1.4 Contact Person..... 6

1.5 Selection Criteria..... 6

1.6 Compliance Criteria 6

1.7 Qualitative Criteria 6

1.8 Value Considerations 7

1.9 Risk Assessment 7

1.10 Lodgment of Response and Delivery Method 7

1.11 Rejection of Responses 8

1.12 Acceptance of Responses..... 8

1.13 Response Validity Period..... 8

1.14 Precedence of Documents 8

1.15 Document Discrepancies..... 8

1.16 Variations 8

1.17 Occupational Safety and Health..... 9

1.18 Disability Access and Inclusion Plan 9

1.19 Conflict of Interest..... 9

1.20 Anti-Collusion Clause 9

1.21 Workplace Gender Equality Agency Non-Compliance List..... 10

1.22 Limitation to Liability 10

1.23 Canvassing of City Councillors or employees..... 11

City of Vincent 2

1.24 Identity of the Respondent..... 11

1.25 Request not binding..... 11

1.26 Departures from Specified Requirements..... 11

1.27 Material Departures and Risk Assessment..... 11

PART 2 SCOPE OF WORK AND SPECIFICATION..... 13

2.1 Introduction/Background..... 13

2.2 Separable Portions 13

2.3 Key Deliverables 13

2.4 Work Not Included 14

2.5 Implementation Timetable 14

PART 3 GENERAL CONDITIONS OF CONTRACT 15

3.1 The engagement..... 15

3.2 Contract period..... 15

3.3 Status of Contractor..... 15

3.4 Transfer or assignment..... 15

3.5 Engagement of sub-contractors 16

3.6 Variations 16

3.7 Fee and payment..... 16

3.8 Termination..... 16

3.9 Confidentiality and publicity..... 17

3.10 City's and Contractor's Representatives 17

3.11 Responsibilities and Obligations of the Contractor..... 18

3.12 Insurance..... 18

PART 4 RESPONDENT'S OFFER 20

4.1 Offer form 20

4.3 Selection Criteria..... 21

4.3.1 Compliance Criteria 21

4.3.2 Risk Assessment 22

Organisational Profile 22

Referees 22

Agents 22

Subcontractors..... 22

Conflicts of Interest 22

Financial Position 23

Insurance Coverage..... 23

4.3.3 Qualitative Criteria 23

4.3.4 Price Schedule 27

4.3.5 Addenda Acknowledgement 27

4.3.6 Schedule of Departures 27

4.3.7 Contractor’s Occupational Safety and Health Questionnaire..... 29

4.3.8 Respondent’s Safety Record 36

4.3.9 Respondent’s Resource Schedule..... 37

PART 1 CONDITIONS OF RESPONDING

READ AND KEEP THIS PART

1.1 Contract requirements

The City is calling for quotations from suitably qualified and experienced Contractors to undertake the design documentation and construction of a public toilet and storage facility, with an optional changeroom for the City of Vincent.

A full statement of the services required under the proposed Contract appears in Part 2 – Scope of Work and Specifications.

1.2 Definitions

In this document:

Attachments:	means the documents attached to your Response;
Contractor:	means the Respondent whose Response is accepted by the City and with whom the City enters into a contract for the Services;
Deadline:	means the closing date shown on the front cover of this Request for lodgment of your Response;
General Conditions of Contract:	means the general conditions of contract contained in Part 3 of this Request;
Offer:	means the offer form at Part 4 of this Request together with any relevant Attachments;
City:	means the City of Vincent;
City's Representative	means the Chief Executive Officer or his authorised representative;
Principal:	means the City;
Request or RFQ :	means this document including all of Parts 1 to 4;
Response:	means the completed Offer form (including the response to the Selection Criteria) and the Attachments (if any);
Respondent:	means the person(s), consultant and/or corporation(s) that submits an Offer to the City, and includes the executors, administrators, successors and assigns of the Respondent;
Selection Criteria:	the criteria used by the City in evaluating your Response incorporating the qualitative and compliance criteria (as detailed in Part 4); and
Services:	means the goods and/or services requested by the City as set out in Part 2 (Scope of Work and Specification) of this Request;
Specification:	the statement of Services that the City requests you to provide if selected.

1.3 How to Prepare Your Response

- a) Carefully read all parts of this document.
- b) Ensure you understand the Services.
- c) Complete and return the Offer (Part 4) in all respects and include all Attachments.
- d) Make sure you have signed the Offer form and responded to all of the Selection Criteria (as set out in the Offer).

- e) Lodge your Response before the expiry of the Deadline.
- f) For ease of evaluation, a maximum of five (5) files in any one Response. It is recommended to combine your documents into one file and add a contents page.

1.4 Contact Person

Respondents should not rely on any information provided by any person other than the person listed below. All enquiries shall be in writing and forwarded to the contact person listed below:

Olla Dedic

a/Contracts and Procurement Officer

Tel: 08 9273 6581

Email: tenders@vincent.wa.gov.au

1.5 Selection Criteria

The Contract may be awarded to a Respondent who best demonstrates the ability to provide quality products and or services at a competitive price. The quoted prices will be assessed together with the qualitative and compliance criteria (together comprising the Selection Criteria) by an evaluation panel established by the City (**Evaluation Panel**) to determine the most advantageous outcome to the City.

The City has adopted the best value for money approach to this Request. This means that, although price is considered, the Response containing the lowest price will not necessarily be accepted, nor will the offer ranked the highest on the qualitative criteria as set out in Part 4, clause 4.2.3 of the Offer (**Qualitative Criteria**).

A scoring system will be used as part of the assessment of the Qualitative Criteria. Unless otherwise stated, a Response which provides all the information requested will be assessed as satisfactory.

The extent to which a Respondent demonstrates greater satisfaction of each of these criteria will result in a greater score. The aggregate score of each Response will be used as one of the factors in the final assessment of the Qualitative Criteria and in the overall assessment of value for money.

1.6 Compliance Criteria

The compliance criteria are detailed within Part 4, clause 4.2.1 (**Compliance Criteria**) of this document and will not be point scored. Each Response will be assessed on a Yes/No basis as to whether the Compliance Criterion is satisfactorily met. An assessment of "No" against any Compliance Criterion may eliminate the Response from consideration.

1.7 Qualitative Criteria

In determining the most advantageous Response, the Evaluation Panel will score each Response against the Qualitative Criteria as detailed within Part 4 of this document. Each Qualitative Criterion will be weighted to indicate the relative degree of importance that the City places on the technical aspects of the goods or services being purchased.

Note: it is essential that Respondents address each Qualitative Criterion. Failure to provide the specified information may result in elimination from the evaluation process or a low score that could result in a Response being unsuccessful.

1.8 Value Considerations

The Evaluation Panel will make a series of value judgements based on the capability of the Respondents to complete the Services and a number of factors will be considered including:

- (a) the Qualitative Criteria ranking of each Respondent; and
- (b) the pricing submitted by each Respondent.

Once the Responses have been ranked, the Evaluation Panel will make a value judgement as to the cost affordability, Qualitative Criteria ranking and risk assessment of each Response, in order to determine the Response which is most advantageous to the City.

The quoted price will be considered along with related factors affecting the total cost to the City (e.g. the lifetime operating costs of goods or the City's contract management costs may also be considered in assessing the best value for money outcome).

1.9 Risk Assessment

- a) The City may have access to and give consideration to:
 - i) any risk assessment undertaken by any credit rating agency;
 - ii) any financial analytical assessment undertaken by any agency; and
 - iii) any information produced by the Bank, financial institution, or accountant of a Respondent;

so as to assess that Response and may consider such materials as tools in the assessment process.

- b) Respondents may be required to undertake to provide to the City (or its nominated agent) upon request all such information as the City reasonably requires to satisfy itself that Respondent are financially viable and have the financial capability to provide the Services for which they are submitting and to otherwise meet their obligations under any proposed Contract. The City reserves the right to engage (at its own cost) an independent financial assessor as a nominated agent to conduct financial assessments under conditions of strict confidentiality.
- c) The financial assessment is specifically for use by the City for the purpose of assessing Respondents and will be treated as strictly confidential.
- d) The City will also consider any material contractual departures identified in a Respondent's Statement of Departures, as described in Clause 1.27, as part of the overall risk assessment.

1.10 Lodgment of Response and Delivery Method

The Response must be lodged before the Deadline stated on the cover page of this request.

Respondents must ensure the Response, including the complete Offer form, price schedule and any drawings, written statements or other information (if required), is submitted before the expiry of the Deadline.

1.11 Rejection of Responses

A Response will be rejected without consideration of its merits in the event that:

- (a) it is not submitted before the Deadline expiry; or
- (b) it is not submitted in the manner specified in the Request; or
- (c) the Respondent is listed on the Workplace Gender Equality Agency non-compliant list'; or
- (d) the Respondent does not submit an Offer form which has been completed and signed together with all the required Attachments.

A Response may also be rejected if it fails to comply with any other requirements of the Request.

1.12 Acceptance of Responses

Unless otherwise stated in this Request, Responses must be for all of the Services. The City is not bound to accept the lowest Response and may reject any or all Responses submitted.

1.13 Response Validity Period

All Responses shall remain valid and open for acceptance by the City for a minimum period of ninety (90) days from the day after the Deadline expires.

1.14 Precedence of Documents

If there is any conflict or inconsistency between the terms and conditions of this Part 1 (Conditions of Responding) and those in Part 3 (General Conditions of Contract) of this Request, the terms and conditions appearing in this Part 1 (Conditions of Responding) will take precedence.

1.15 Document Discrepancies

- (a) If the Respondent discovers any inconsistency, ambiguity or discrepancy in any document prepared for the purpose of carrying out this Request or the Services, the Respondent shall give written notice to the City immediately upon becoming aware of the inconsistency, ambiguity or discrepancy.
- (b) Upon receiving notice from the Respondent (in accordance with clause 1.14(a)), the City will direct the Respondent as to the interpretation of the document.
- (c) If any such direction causes the Respondent to incur more or less cost, the difference shall be assessed by the City and added to or deducted from the contracted sum.

1.16 Variations

- (a) The Respondents shall not vary the Services or the work necessary to complete the Services, unless directed in writing by the City to do so.
- (b) The City will issue an addendum to all registered Respondents where matters of significance make it necessary to amend the issued Request documents before the Deadline.
- (c) The City may request the Respondent to give a detailed quotation of the proposed variation supported by evidence of cost.
- (d) Any costs or charges payable in respect of any variation shall be agreed upon by the City.
- (e) If the City agrees to the variation, prices will be based on the rates usually charged by the Respondent under this RFQ. If variations are requested for the convenience of the Respondent, the variation may be granted at no extra time nor cost to the City.

1.17 Occupational Safety and Health

All Respondents shall ensure that their plant, equipment and personnel comply with the *Work Health and Safety Act 2020 and Work Health and Safety Regulations 2022*.

1.18 Disability Access and Inclusion Plan

It is a requirement of the *Disability Services Act 1993* that public authorities take all practical measures to ensure that their Disability Access and Inclusion Plan (DAIP) are implemented by their officers, employees, agents and contractors.

If the contract involves the supply of services to the public, then the successful Contractor will, to the extent practicable, implement the City's DAIP prepared under the *Disability Services Act 1993*.

1.19 Conflict of Interest

Respondents are required to disclose any information which might be relevant to an actual or potential conflict of interest. The existence of or failure to declare such a conflict of interest will entitle the City to terminate the Respondent's offer.

1.20 Anti-Collusion Clause

(a) Anti-Collusion Warranty

By submitting a response, the Respondent warrants that:

- i) The submission has been prepared independently and without consultation, communication, agreement, or arrangement with any other Respondent (or potential Respondent) for the purpose of:
 1. Fixing or adjusting prices, rates, or other elements of the submission;
 2. Agreeing to submit or not submit a response;
 3. Submitting a complementary or non-competitive response; or
 4. Dividing or allocating markets, customers, or geographic areas;
- ii) The contents of the submission have not been disclosed, and will not be disclosed, to any other Respondent (or potential Respondent), except where

such disclosure is to employees, consultants, or advisers for the sole purpose of preparing the response;

- iii) No attempt has been made to induce any other person or entity to submit or not submit a response for the purpose of restricting competition.

(b) Acknowledgement of Legal and Ethical Obligations

The Respondent acknowledges that engaging in collusive or anti-competitive conduct may constitute a breach of the *Competition and Consumer Act 2010 (Cth)* and may lead to serious civil or criminal penalties. Such conduct may also result in the Respondent being excluded from this and future procurement processes conducted by the City of Vincent.

(c) Investigation and Remedies

The City of Vincent reserves the right to:

- i) Reject any submission where it has reasonable grounds to suspect the submission involves collusion or other anti-competitive behaviour;
- ii) Report any suspected collusion or bid rigging to the Australian Competition and Consumer Commission (ACCC) or other relevant authorities;
- iii) Pursue legal or contractual remedies where the City suffers loss or is otherwise adversely affected by collusive conduct.

1.21 Workplace Gender Equality Agency Non-Compliance List

The City of Vincent will not enter into contract with an organisations listed on the Workplace Gender Equality Agency's non-complaint list. The list can be found at the following link: <https://www.wgea.gov.au/non-compliant-list>. If a Respondent is listed on the non-compliant list their submission will be deemed non-compliant and will not proceed to evaluation.

1.22 Limitation to Liability

- (a) The City reserves the right, without advance notice, without explanation and for any cause whatsoever not to proceed with this Request.
- (b) The City will not reimburse any Respondent for any costs directly or indirectly incurred by that Respondent in connection with this Request.
- (c) The City does not warrant to a Respondent the accuracy or reliability of any of the contents of this Request or any other document provided by the City, its employees, agents or advisers to a Respondent in conjunction with this Request.
- (d) No responsibility (including responsibility by reason of negligence) is assumed by the City, its employees, contractors, agents or advisers in respect of the contents of, or omissions from, any document provided by the City to a Respondent in connection with this Request. Each Respondent must make its own independent enquiries concerning all matters relevant to the Request and the Services.

- (e) Before the issue of this Request, meetings, conversations and other contacts may have occurred between the Respondent and the City. These meetings, conversations and contacts will not form the basis of this Request and varied by issue of Addendum.

1.23 Canvassing of City Councillors or employees

If a Respondent, whether personally or by an agent, canvasses any of the City's Councillors, employees or contractors (as the case may be) with a view to influencing the acceptance of any Response made by it or any other Respondent, then regardless of such canvassing having any influence on the acceptance of such Response, the City may at its absolute discretion omit the Respondent from consideration.

If at any stage a Respondent has any concerns with the Request process, these concerns need to be addressed to the City's Executive Manager Corporate Strategy and Governance in the first instance.

1.24 Identity of the Respondent

The identity of the Respondent and the Contractor is fundamental to the City. The Respondent is the individual(s) and/or entity named in Part 4 and that signs the execution clause in the Offer form in Part 4.

1.25 Request not binding

This Request does not form any contractual relationship with the City. The Contract will only be formed once a written agreement is entered into between the City and the successful Respondent.

The Respondent submission is required to be approved by the City and no contract will be formed with any Respondent until the approvals have been received.

1.26 Departures from Specified Requirements

Each Respondent must provide a Statement of Departures with the Response. The purpose of this Statement is to highlight those clauses in the Contract and/or conditions in the request documents that the Respondent does not accept or will not be able to fully comply with.

The Statement of Departures must be in the format and completed in accordance with the instructions specified in item 4.2.6 Schedule of Departures.

If the Statement of Departures is not completed or if it does not indicate clauses or conditions of the Contract or request documents that the Respondent does not accept or will not be able to fully comply with, the Respondent will be deemed to have fully complied with and accepted all those clauses and conditions. Such full compliance means:

- a) in the case of a clause which is of an informative nature only – that the clause has been read and understood;
- b) in the case of a clause which imposes a contractual condition – that the condition is agreed to in a strict and literal sense; and
- c) in the case of a clause which specifies a characteristic or performance standard to be met by the Respondent – that the Respondents offer is to provide or exceed the specified characteristic or standard.

1.27 Material Departures and Risk Assessment

Respondents are advised that contractual departures identified in their Statement of Departures that are considered material by the City may be assessed as introducing a high risk to the City. The City reserves the right to consider the nature and extent of any such departures when undertaking the risk assessment in accordance with Clause 1.9 and when evaluating Responses in accordance with Clause 1.8.

Material departures may, without limitation, include departures that affect indemnities, insurances, warranties, limitations of liability, payment terms, or performance standards.

The City may, at its absolute discretion, treat material departures as a factor adversely affecting the Respondent's risk profile and the Respondent's overall value-for-money assessment.

PART 2 SCOPE OF WORK AND SPECIFICATION**READ AND KEEP THIS PART****2.1 Introduction/Background**

The City of Vincent intends to construct a public toilet and storage facility, with an optional changeroom, at Beatty Park Reserve. A specific location has been nominated for the facility; respondents must refer to the provided site plan (Attachment 3).

The City of Vincent is requesting quotations from suitably qualified and experienced contractors for the design and construction of a new facility comprising of:

- A public toilet block
- A storage room
- An optional changeroom

2.2 Separable Portions

2.2.1 The scope of work is presented as a separable portion contract where the design documentation and delivery, and the site preparation and construction each form two individual portions of work.

2.2.2 Contractor(s) may provide submissions for single or both portions of the contract and the City will at its sole discretion award these portions individually or collectively.

2.2.3 The City reserves the right to not to award portions of this contract.

2.2.4 Contractors must indicate which portions it is responding to by ticking the box in Part 4 Item 4.2 of this Request.

2.2.5 If responding to both portions separate responses addressing the Qualitative Criteria and Pricing must be submitted.

2.2.6 There are two (2) separable portions of work, as detailed below.

2.2.7 Separable Portion 1 Design & Deliver

Refer to 'Attachment 1- Scope SP1' for Scope Requirements

2.2.8 Separable Portion 2 Site Preparation and Construction

Refer to 'Attachment 2 – Scope SP2' for Scope Requirements

2.3 Key Deliverables**2.3.1 Quotation Stage**

- a) Confirmation of project scope and proposed service outline
- b) Scaled plans, elevations, renders, and materials schedule
- c) Schedule of works stating Practical Completion.

- d) Schedule of rates and detailed quote breakdown
- e) Overview of safety approach, track record, and HSE personnel
- f) Draft Health, Safety and Environment (HSE) Management Plan
- g) General site operation procedures including access, laydown, exclusion zones, and fencing
- h) Certificates of required insurances (as per RFQ)

2.3.2 Post-Contract Award

- a) Confirm site access, operating hours, and plant/equipment register
- b) Details of plumbing pre-lay, service connections, and utility controls
- c) Structural Certification and Certificate of Design Compliance (BCA/NCC)
- d) Submission of certified construction documentation for building permit
- e) Coordination of utility connections (water, sewerage, electrical)
- f) Construction of ablutions facility per approved design
- g) Provision of electrical, plumbing, and building certifications
- h) Handover documentation including OEM manuals, product warranties, and As-Constructed Drawings

2.4 Work Not Included

The Contractor is not required to undertake:

- Construction of footpath from bike path
- Surrounding landscaping

2.5 Implementation Timetable

The below table outlines the key tasks for the project including estimated timelines for each:

Task	Detail	Estimated timeline
1. Awarding of RFQ	Successful Contractor notified	December 2025
2. Program of works	Respondents must provide end-to-end program of works specifying Practical Completion	1 February 2026
3. Project Completion	Practical Completion and Acceptance by the City	30 April 2026

The City may, by written notice to Respondent, alter this proposed timetable at any time.

PART 3 GENERAL CONDITIONS OF CONTRACT**Read and keep this part.****3.1 The engagement**

The contract will:

- (a) commence on the date the last party signs the contract;
- (b) be governed by and construed with reference to the laws for the time being in force in the State of Western Australia; and
- (c) comprise the following documents:
 - i) WALGA PSP012 Procurement Form (Construction Contract);
 - ii) the Request;
 - iii) these General Conditions of Contract (contained in this Part 3) and Scope of Works and Specification (in Part 2); and
 - iv) any Special Conditions;
 - v) the Brief; and
 - vi) any other documents listed in the Schedule of Documents in the RFQ.
 - vii) the Contractor's Response.(together the **Contract**).

3.2 Contract period

- (d) The Contract is for a period of 6 months from the date of Agreement.
- (e) The City reserves the right to review the Contractor's performance of the Contract on a regular basis.
- (f) If the Contractor fails in any manner to carry out the terms of the Contract to the City's satisfaction, the City may terminate the Contract by providing thirty (30) days' written notice to the Contractor.
- (g) Please refer to clause 2.4 – Implementation Timetable, above for indicative timeframes for the project.

3.3 Status of Contractor

The Contractor is an independent, professional person/entity. Nothing contained herein will constitute the relationship of partnership or employer and employee between the Contractor and City and it is the express intention of both parties that any such relationships are denied.

3.4 Transfer or assignment

The Contractor shall not, without the prior written approval of the City (which approval may be granted or withheld in the City's absolute discretion), transfer, assign, charge or

encumber all or any part of its rights, titles, entitlements or interests under the Contract to any third party.

3.5 Engagement of sub-contractors

- (a) Unless provided for in the Contract, the Contractor will not subcontract any part of the Services (or work required to complete the Services) to a third party without the prior written approval of the City which approval may be granted or withheld in the City's absolute discretion.
- (b) Any approval given to the Contractor by the City to engage a sub-contractor to provide all or any part of the Services does not relieve the Contractor from any of the Contractor's liabilities or obligations under the Contract.
- (c) The Contractor is, at all times, liable for the work of its employees, agents and sub-contractors (if any) in providing the Services.

3.6 Variations

- (a) The City may, by written notice to the Contractor, direct the Contractor to vary the scope of the Services and the Contractor will be bound to comply with that direction.
- (b) Any variation in the fee payable to the Contractor, as a consequence of a direction issued by the City under this clause 3.6, will be agreed between the City and the Contractor at the time the direction is issued.

3.7 Fee and payment

- (a) The fee payable to the Contractor under the Contract will be based on a fixed lump sum, payable in three instalments over the term of the Contract
- (b) Each instalment will become due and payable upon satisfactory completion of each task specified in the Implementation Timetable in clause 2.4.
- (c) Upon completion of a task, the Contractor will submit a tax invoice for the instalment.
- (d) Unless otherwise indicated, prices submitted must include delivery, unloading, packing, marking and all applicable levies, duties, taxes and charges. Any charge not stated in the Response, as being additional will not be allowed as a charge for any transaction under any resultant Contract.
- (e) The City will pay the instalment within thirty (30) days of receipt of the invoice.

3.8 Termination

- (a) The Contractor will be in breach of the Contract if it fails to perform or observe any obligations or undertakings to be performed or observed on its part under this Request.
- (b) If the Contractor commits a substantial breach of the Contract, the City may, give written notification specifying the relevant default (**Notice**) and requiring the Contractor to:
 - (i) where the default is incapable of being remedied, to show cause why the Contract should not be terminated as a result of the Contractor's breach; or
 - (ii) where the default is capable of being rectified or compensated for, rectify the default or pay the specified compensation within the time specified in the Notice.

- (c) Where:
- (i) the Contractor fails to respond within fourteen (14) days of receiving a Notice;
or
 - (ii) the default is not remedied or compensated for within the timeframe stated in the Notice and the Contractor has not claimed an extension of time to remedy the default,
- the City may terminate the Contract or limit the Services being provided under the Contract effective from the date specified in the Notice.

3.9 Confidentiality and publicity

- (a) For the purpose of this clause 3.9:
- Confidential Information** means all information relating to the City and its affairs, business, data and records (including any personal or sensitive information) which is not in the public domain and includes any such information in the City's power, possession or control concerning or belonging to any other person.
- (b) The Contractor must not disclose any Confidential Information accessed or gained by the Contractor as a result of undertaking the Services except to the extent that:
- (i) the Confidential Information is required to be disclosed by the operation of any law, judicial or parliamentary body or governmental agency;
 - (ii) the City has authorised in writing the disclosure of the Confidential Information;
or
 - (iii) the Confidential Information is disclosed by the Contractors to its employees, agents or professional advisers who have agreed to keep confidential the Confidential Information.
- (c) The Contractor shall not release any document or article or divulge any information gained in the course of the Contract to the media or any person without the prior written approval of the City.
- (d) If the Contractor wishes to submit for publication in journals, exhibitions or entry for awards any work produced by the Contractor in providing the Services to the City, the Contractor shall obtain prior approval in principle and then obtain final written approval from the City by submitting, for a decision, a final copy of the material proposed to be published. Such approval shall not be unreasonably withheld. The material shall identify and if requested by the City, acknowledge the City.
- (e) Any financial and commercial information supplied by the Contractor to the City will be kept confidentially and only be used for the evaluation and/or decision-making process.

3.10 City's and Contractor's Representatives

City's Representative

The City will appoint a City's Representative to exercise the duties, directions and powers vested in the City under the Contract. The City may, at any time, cancel the appointment and nominate another person as the City's Representative by giving written notice to the Contractor.

Contractor's Representative

The Contractor shall appoint a representative (**Contractor's Representative**) to be the first point of contact with the City. The Contractor may, upon providing written notice to the City, cancel the appointment and nominate an alternative Contractor's Representative.

3.11 Responsibilities and Obligations of the Contractor

- (a) The Contractor acknowledges that the City relies on the Contractor to provide the Services with due skill, care and diligence.
- (b) The Contractor will –
 - (i) promptly provide all professional advice and skills which are required for the provision of the Services under the Contract;
 - (ii) remain fully responsible for the Services provided irrespective of any review or acceptance of those Services by the City;
 - (iii) be liable for loss or damage suffered by the City as a result of any negligent act, error, omission or statement by the Contractor or the Contractor's employees, agents or sub-contractors;
 - (iv) employ staff with qualifications and experience appropriate to the provision of the services or component part of the Services; and
 - (v) promptly inform the City in writing if any information or any document provided or caused to be provided to the Contractor by the City is found to be inadequate to enable the Contractor to properly provide the Services or is found to contain any material inaccuracies.

3.12 Insurance

The Contractor must effect, maintain and keep in force (for the duration of the Contract) the following policies of insurance, with a reputable and solvent insurer which carries on insurance business in Australia and is authorised in Australia to operate as an insurance company:

- (a) Public and Product Liability Insurance Policy:
 - (i) in a form and content acceptable to the City for an amount of not less than twenty million dollars (\$20,000,000), for any one occurrence covering the Contractor in respect of any claim resulting from loss of or damage to property and the death or illness of, or injury to, any person arising out of or in connection with any act or omission of the Contractor on the site the Contractor will be completing the Services;
 - (ii) the Contractor shall provide a Certificate of Currency to the City prior to the commencement of the contract; and
 - (iii) the City of Vincent is to be named as an additional insured on the policy;
- (b) Professional Indemnity Insurance Policy:
 - (i) for an amount of no less than five million dollars (\$5,000,000) for any one claim and in the aggregate, to cover a professional's legal liability for a breach of professional duty; and
 - (ii) the Contractor shall provide a Certificate of Currency to the City prior to the commencement of the Contract; and

- (c) Workers Compensation Insurance Policy:
- (i) to insure against liability for death of or injury to persons employed by the Contractor including liability by statute and at common law to a limit of not less than fifty million dollars (\$50,000,000);
 - (ii) the insurance cover shall include a Principals Indemnity Extension for Act and common law including waiver of subrogation;
 - (iii) in the case of the Contractor being a sole trader, the Contractor shall effect and maintain a Personal Accident/Illness Insurance policy to cover the Contractor against any accident, illness or death; and
 - (iv) the Contractor shall provide a Certificate of Currency to the City prior to the commencement of the contract.

PART 4 RESPONDENT'S OFFER

(COMPLETE AND RETURN THIS PART)

Failure to provide or adequately address the following information may result in your Response being eliminated from further consideration.

4.1 Offer form

Chief Executive Officer
City of Vincent
244 Vincent Street
LEEDERVILLE WA 6007

Respondent Details

Full name: _____

ACN (if a corporation): _____

ABN/GST Status: _____

Postal address: _____

Contact person: _____

Telephone No.: _____

Email: _____

Facsimile: _____

In response to RFQ IE521-2025 - Beatty Park Reserve Toilet Facility.

The Respondent agrees that it is bound by and will comply with the terms and conditions of this Request and its associated attachments (if any).

The price quoted by the Respondent is valid up to 90 days from the day after the expiry of the Deadline unless extended by mutual agreement between the City and the Respondent in writing.

The Respondent agrees that there will be no cost payable by the City towards the preparation and/or submission of this Offer irrespective of its outcome.

The consideration/price for the Services is as provided under the price schedule provided by the Respondent in the prescribed format and submitted with this Offer.

This Offer does not form any contractual relationship with the City. The Respondent's Response is required to be approved by the City and no contract will be formed with any Respondent until all necessary approvals have been received and a written agreement is executed by both the City and the successful Respondent.

Dated this the _____ day of _____ 2025
 Signature of authorised signatory of Respondent: _____
 Full Name of authorised signatory (BLOCK LETTERS): Mr. Mrs. Ms. Please tick one.
 First Name: _____ Surname: _____
 Position: _____
 Address: _____
 Witness Signature: _____
 Name of witness: (BLOCK LETTERS): _____
 Position: _____

4.2 Separable Portion

Tenderers must indicate below which Separable Portion it is tendering for. If tendering for both portions separate submissions must be provided addressing the Qualitative Criteria and Pricing Only.

Separable Portion A

Separable Portion B

(COMPLETE AND RETURN THIS PART)
 Failure to provide or adequately address the following information may result in your Response being eliminated from further consideration.

4.3 Selection Criteria

4.3.1 Compliance Criteria

Please select with a "Yes" or "No" whether you have complied with the following compliance criteria:

Description of Compliance Criteria	
1 Respondent is to provide acknowledgment that your organisation has submitted in accordance with the Conditions of this RFQ including completion of the Offer form and provision of your pricing submitted in the format required by the Principal.	Yes/No
2 Compliance with the Specification contained in the Request.	Yes/No
3 Compliance with attendance at any mandatory site inspection.	Yes/No

4 Compliance with the Quality Assurance requirement for this Request.	Yes/No
5 Compliance with the Delivery Date.	Yes/No
6 Compliance with the Risk Assessment provided at 4.2.2	Yes/No
7 Compliance with the Contractor's Occupational Safety and Health Questionnaire	Yes/No

4.3.2 Risk Assessment

The following checklist has been provided to determine the Respondent's risk assessment and to assist you with your submission. Where it is necessary to provide additional information, please ensure that all documents are clearly marked with the relevant attachment title to assist the Evaluation Panel with their assessment.

Organisational Profile

Attach a copy of your organisation profile and provide background information on your company and label it " Organisation Profile ".	Tick if attached <input type="checkbox"/>
If the Respondent is a corporation, attach a copy of current ASIC company extract including latest Annual Company Statement and label it " ASIC Company Extracts ".	Tick if attached <input type="checkbox"/>

Referees

Attached details of your referees and label it " Referees ". You should give examples of work provided for your referees where possible.	Tick if attached <input type="checkbox"/>
---	---

Agents

Are you acting as an agent for another party?	Yes/No
If Yes, attach details (including name and address) of your City and label it " Agents ".	Tick if attached <input type="checkbox"/>

Subcontractors

Do you intend to subcontract any of the Services?	Yes/No
If Yes, in an attachment labelled " Subcontractor/s " provide details of the subcontractor(s) including: i) the name, address of all sub-contractor(s); ii) the Services that will be subcontracted	Tick if attached <input type="checkbox"/>

Conflicts of Interest

Will the Respondent have an actual or potential conflict of interest in the performance of the Services if the Respondent is awarded the Contract,	Yes/No
--	--------

or are any such conflicts of interest likely to arise during the Contract?	
If Yes, please supply in an attachment details of any actual or potential conflict of interest and the way in which any conflict will be dealt with and label it “ Conflicts of Interest ”.	Tick if attached <input type="checkbox"/>

Financial Position

Is the Respondent presently able to pay its debts in full as and when they fall due?	Yes/No
Is the Respondent currently engaged in litigation as a result of which it may be liable for \$50,000 or more?	Yes/No
If the Respondent is awarded the Contract, will it be able to fulfil the Services from its own resources or from resources readily available to it and remain able to pay all its debts in full as and when they fall due?	Yes/No
In order to demonstrate the Respondent’s financial ability to undertake the Services, in an attachment labelled “ Financial Position ” attach a copy of the latest financial statements for the Respondent (where there is more than one proposed contracting entities, included copies from each entity), that include Profit & Loss and Balance Sheet statements, (which must include prior-year comparatives), together with a list of financial referees from the Respondent’s bank and/or accountant.	Tick if attached <input type="checkbox"/>

Insurance Coverage

The insurance requirements for this Request are stipulated in the General Conditions of Contract. Respondents are to supply evidence of their insurance coverage in a format as outlined below or in an attachment labelled “ Insurance Coverage ”. A copy of the Certificate of Currency is to be provided to the City within fourteen (14) days of acceptance.				Tick if attached <input type="checkbox"/>
Type	Insurer-Broker	Policy Number	Value (\$)	Expiry Date
Public & Product Liability				
Professional Indemnity				
Workers Compensation				

4.3.3 Qualitative Criteria

Before responding to the following Qualitative Criteria, Respondents must note the following:

- (a) All information relevant to the Respondent’s answers to each criterion are to be contained within its Response;

- (b) Respondents are to assume that the Evaluation Panel has no previous knowledge of the Respondent's organisation, activities or experience;
- (c) Respondents are to provide full details for any claims, statements or examples used to address the Qualitative Criteria; and
- (d) Respondents are to address each issue outlined within a Qualitative Criterion.

The following particular Qualitative Criteria will be applied in the assessment of all Responses.

It is essential that Contractor address each Qualitative Criterion. The responses will be used to select the successful Respondent and failure to provide the specified information may result in elimination from the evaluation process.

Qualitative Criteria – Separable Portion 1			
Criteria		Weighting	How it will be evaluated
1.	Demonstrated understanding of the required service	60%	Submissions must contain the following information in an attachment labelled " Demonstrated Understanding of the brief ": <ul style="list-style-type: none"> a) Address the integration of building form and shape into the site setting based on the design and outcome principles b) Address how the proposed building is fit for purpose as a maintainable public toilet facility and the design is structurally certified and compliant with relevant Australian Standards. (maximum two pages) c) Respondents must provide end-to-end program of works specifying Practical Completion on or before 1 February 2026. (maximum two pages) d) General site operation procedures and plans including site access, laydown area, exclusion area, and site fencing. (maximum two pages) e) A draft Health, Safety and Environment management plan including an overview of the Contractor's safety approach, track record, and accredited HSE staff within the company. (maximum two pages) f) After sales service plan. (maximum two pages)
2.	Capacity, Skills and Experience	10%	Submissions must contain the following information in an attachment labelled " Capacity, Skills and Experience " <ul style="list-style-type: none"> a) Company ownership structure demonstrating direct contract management (maximum one page)

			<ul style="list-style-type: none"> b) Roles and qualifications of the key personnel proposed to undertake this contract (maximum two pages) c) Examples of contracts with similar scopes of work undertaken, including any references and referees. (maximum three pages)
3.	Environmental and Social	5%	<p>Submissions must contain the following information in an attachment labelled “Environmental and Social”</p> <ul style="list-style-type: none"> a) Existing and/or planned company practices that embrace the City of Vincent’s Reconciliation Action Plan 2022-2024 Innovate. https://www.vincent.wa.gov.au/documents/2097/reconciliation-action-plan-2022-2024-innovate b) Company initiatives to meet the objectives of the City of Vincent’s Sustainable Environment Strategy 2019–2024 (https://www.vincent.wa.gov.au/documents/1868/sustainable-environment-strategy-2019-2024) c) Material recycling, low carbon output and other environmentally beneficial practices proposed for this contract.
4.	Product form, and maintenance ease	25%	<p>Submission must contain the following information in an attachment labelled “Product Form and Maintenance Ease”</p> <p>Address how the form and facia, integrated into the urban and sports setting of Beatty Park and operations are robust and enduring and subject to ease of maintenance.</p>
TOTAL		100%	

Qualitative Criteria – Separable Portion 2			
Criteria	Weighting	How it will be evaluated	
1.	Demonstrated understanding of the required service	60%	<p>Submissions must contain the following information in an attachment labelled “Demonstrated Understanding of the brief”:</p> <ul style="list-style-type: none"> a) Respondents must provide end-to-end program of works specifying Practical Completion on or before 1 February 2026. (maximum two pages)

			<ul style="list-style-type: none"> b) General site operation procedures and plans including site access, laydown area, exclusion area, and site fencing. (maximum two pages) c) A draft Health, Safety and Environment management plan including an overview of the Contractor’s safety approach, track record, and accredited HSE staff within the company. (maximum two pages)
2.	Capacity, Skills and Experience	30%	<p>Submissions must contain the following information in an attachment labelled “Capacity, Skills and Experience”</p> <ul style="list-style-type: none"> a) Company ownership structure demonstrating direct contract management (maximum one page) b) Roles and qualifications of the key personnel proposed to undertake this contract (maximum two pages) c) Examples of contracts with similar scopes of work undertaken, including any references and referees. (maximum three pages)
3.	Environmental and Social	10%	<p>Submissions must contain the following information in an attachment labelled “Environmental and Social”</p> <ul style="list-style-type: none"> a) Existing and/or planned company practices that embrace the City of Vincent’s Reconciliation Action Plan 2022-2024 Innovate. https://www.vincent.wa.gov.au/documents/2097/reconciliation-action-plan-2022-2024-innovate b) Company initiatives to meet the objectives of the City of Vincent’s Sustainable Environment Strategy 2019–2024 (https://www.vincent.wa.gov.au/documents/1868/sustainable-environment-strategy-2019-2024) c) Material recycling, low carbon output and other environmentally beneficial practices proposed for this contract.
TOTAL		100%	

(COMPLETE AND RETURN THIS PART)
 Failure to provide or adequately address the following information may result in your Response being eliminated from further consideration.

4.3.4 Price Schedule

Before completing the Price Schedule, it is recommended that the Respondents read the entire Request document. Amount quoted below shall include GST.

Item No.	Description	Amount	GST	Total incl. GST
1	Separable Portion 1			
2	Separable Portion 2			

4.3.5 Addenda Acknowledgement

Addendum: _____

Company Name: _____

Address: _____

Signature: _____

Full Name of Respondent: (Block Letters): _____

Date: _____

4.3.6 Schedule of Departures

The Respondent must provide in its Response a Statement of Departures as follows:

Statement of Departures

As required by Clause 1.26 of the Conditions of Responding, a Statement of Departures must be provided with each Respondent. The purpose of this Statement is to highlight those clauses in the Request Documents (including the Contract) that the Respondent does not accept or will not be able to fully comply with.

Respondents are reminded that the Statement of Departures is not to be used by the Respondent for identifying any alternative proposals. All Respondents must satisfy the mandatory Requirements.

Important: To the extent that the Statement of Departures does not indicate clauses or conditions of the Request Documents (including the Contract) that the Respondent:

- (a) does not accept; or
- (b) will not be able to fully comply with;

the Respondent will be deemed by Council to have fully complied with and accepted all those clauses and conditions.

The Statement of Departures must be in the following format:

Clause or Condition Number and Name of RFQ Document	Indication of Non-Compliance	Comments and Information

In the Statement of Departures, in addition to relevant comments by Respondents, in respect of each clause or condition of the Request Documents (including the Contract) listed, the Respondent will indicate whether it:

- (a) partially non-complies with the requirement. If so, this must be indicated by a 'P' under the heading 'Indication of Non-Compliance', which means:
 - i) in the case of a clause which imposes a contractual condition, the condition can only be met subject to certain qualifications. All such qualifications must be stated in full; and
 - ii) in the case of a clause which specifies a characteristic or performance standard, the condition can only be met subject to certain conditions. Where this is the case and the Respondent is prepared to make good on the condition, characteristic or performance standard, the Respondent must state or describe the manner in which the non-compliance is to be made good;
- (b) does not comply with the requirement. If so, this must be indicated by a 'N' under the heading 'Indication of Non-Compliance'. This means that the complete contractual condition, or characteristic or performance standard of the clause is not met or totally accepted by the Response. The Respondent must provide full details of the non-compliance.

Responses may be grouped together (e.g. 'Clauses 1 to 15 – P') only if they are the same level of non-compliance. Alternatively, Respondents may wish to state their non-compliance against each clause.

4.3.7 Contractor’s Occupational Safety and Health Questionnaire

This questionnaire forms part of the City’s evaluation process and is to be completed by Respondents and submitted with their response and labelled as “**Contractor’s Safety & Health Questionnaire**”. The objective of the questionnaire is to provide an overview of the status of Contractor’s safety management system. Contractors may be required to verify their responses noted in their questionnaire by providing evidence of their ability and capacity in relevant matters. (This questionnaire should be completed by the Respondent, or if the installation work is subcontracted, by the subcontractor.)

OSH Policy and Management	Yes	No
Is there a written company Health and Safety Policy? If Yes, provide a copy of the policy.	<input type="checkbox"/>	<input type="checkbox"/>
Does the company have an OSH Management System? (‘System’ refers to a process, plan, framework; how the respondent manages OSH in a systematic way) If Yes, provide details: _____ _____ _____	<input type="checkbox"/>	<input type="checkbox"/>
Is the OSH Management System audited or reviewed on a regular basis? If Accredited please provide a copy of the accreditation If Not accredited please provide the audit schedule including items audited If Not, Provide any details on how OSH is managed by your company _____	<input type="checkbox"/>	<input type="checkbox"/>

<p>_____</p> <p>_____</p>		
<p>Are Line Managers held accountable for Health and Safety performances?</p> <p>If Yes, provide details</p> <p>_____</p> <p>_____</p> <p>_____</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Safe Workplace Practices and Procedures</p>	<p>Yes</p>	<p>No</p>
<p>Has the company prepared Safe Operating Procedures or specific safety instructions relevant to its operations?</p> <p>If Yes, provide a summary listing of procedures or instructions.</p> <p>_____</p> <p>_____</p> <p>_____</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Are safe operating procedures or specific safety instructions issued to employees?</p> <p>If Yes, explain how this is done.</p> <p>_____</p> <p>_____</p> <p>_____</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Provide a copy of a standard Hazard and Incident Report form.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Which company personnel are responsible for investigating incidents?</p> <p>_____</p>		

<p>_____</p> <p>_____</p>		
<p>Do Incident Reports contain prevention recommendations?</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Who is responsible for implementing remedial measures recommended?</p> <p>_____</p> <p>_____</p> <p>_____</p>		
<p>Are there procedures to manage hazardous substances?</p> <p>If Yes, provide details.</p> <p>_____</p> <p>_____</p> <p>_____</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Occupational Safety and Health</p>		
<p>Describe how Safety and Health Training (including Inductions) is conducted in your company?</p> <p>_____</p> <p>_____</p> <p>_____</p>		
<p>Provide a summary or example of Safety and Health Training courses provided for, or undertaken by employees during the past 12 months.</p> <p>_____</p> <p>_____</p> <p>_____</p>		

<p>Is a record maintained of all training and inductions programmes undertaken for employees in your company?</p> <p>If Yes, provide examples of Safety Training records.</p> <hr/> <hr/> <hr/>		
<p>Provide details of any company safety induction programmes for company employees and or subcontractors.</p> <hr/> <hr/> <hr/>		
Safety and Health Workplace Inspection	Yes	No
<p>Are regular Health and Safety Inspections at work Sites undertaken?</p> <p>If Yes, provide details.</p> <hr/> <hr/> <hr/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Are standard workplace inspection checklists used to conduct Health and Safety Inspections?</p> <p>If Yes, provide details or examples.</p> <hr/> <hr/> <hr/>	<input type="checkbox"/>	<input type="checkbox"/>

Who normally completes workplace Safety and Health Inspections?		
<hr/> <hr/>		
How are workplace Safety and Health Inspection reports dealt with?		
<hr/> <hr/> <hr/>		
Is there a procedure by which employees can report hazards at workplaces?	<input type="checkbox"/>	<input type="checkbox"/>
If Yes, provide details		
<hr/> <hr/> <hr/>		
Safety and Health Consultation	Yes	No
Is there a workplace Safety Committee?	<input type="checkbox"/>	<input type="checkbox"/>
If Yes, provide details.		
<hr/> <hr/> <hr/>		
Are there guidelines on procedures governing the Safety Committee operation?	<input type="checkbox"/>	<input type="checkbox"/>
Are there employee elected Health and Safety Representatives?	<input type="checkbox"/>	<input type="checkbox"/>
If Yes, provide details.		

<hr/> <hr/> <hr/>		
Safety and Health Performance Monitoring	Yes	No
<p>Is there a system for recording and analysing Safety Performance Statistics?</p> <p>If Yes, provide details.</p> <hr/> <hr/> <hr/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Is Safety Performance on the agenda of management meetings?</p> <p>If Yes, provide details.</p> <hr/> <hr/> <hr/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Is senior management involved in analysis of Safety Performance Statistics?</p> <hr/> <hr/> <hr/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Has the company ever been convicted of an Occupation Health and Safety offence?</p> <p>If Yes, provide details.</p>	<input type="checkbox"/>	<input type="checkbox"/>

<hr/> <hr/> <hr/>		
Has the company being issued an Improvement Notice by WorkSafe? If yes, provide details <hr/>	<input type="checkbox"/>	<input type="checkbox"/>
Has the company being issued a Prohibition Notice by WorkSafe? If yes, provide details <hr/>	<input type="checkbox"/>	<input type="checkbox"/>

4.3.9 Respondent's Resource Schedule

Respondent's Current Commitment Schedule

Project	Description	Value as Let	Date Started	Referees Name Telephone Number

RFQ No. IE521-2025 Separable Portion 1

Attachment 1 – RFQ IE521-2025

Scope of Work - Separable Portion 1 Design & Deliver

The successful Respondent will prepare detailed construction documentation for the proposed facility, incorporating the below specifications.

1. Deliverables

- a) Elevations/sections,
- b) details,
- c) roof & drainage intent,
- d) materials schedule,
- e) specifications,
- f) services schematics,
- g) code/access report,
- h) CPTED statement,
- i) lighting strategy, and
- j) Certificate of Design Compliance (CDC).

2. Structural Requirements

- a) Aluminium/steel-clad, steel-frame structure on a concrete slab
- b) Skillion roof extending over door openings (excluding duct door) to form a veranda
- c) Building façade to include steel and timber (or timber-look) elements

3. Facility Components

- a) 1 x Right Universal Access Toilet (UAT)
- b) 1 x Left Universal Access Toilet (UAT)
- c) 1 x Storage room (minimum 10 m²)
- d) 1 x Changing room with wall or floor-mounted aluminium benches and an entrance view restriction panel.

4. Compliance

- a) Facility must comply with AS 1428.1 (Design for access and mobility)
- b) NCC (BCA) Volume One (all applicable parts).
- c) AS 1428.1 (access & mobility) – UAT(s) and ambulant provisions as applicable.
- d) AS/NZS 3500 (plumbing & drainage), AS 1668 (ventilation), AS/NZS 3000 (electrical).
- e) CPTED principles; City of Vincent standards/policies; WA OHS requirements.

5. Fixtures and Fittings

- a) Stainless steel basin with push-button tapware (UAT)
- b) Stainless steel wall-faced toilet suite with backrest and blue Pedigree II Care Single Flap Seat
- c) Invisi Series 2 cistern (in duct)
- d) Clipsal Classic power point (in duct)
- e) Clipsal Classic light switch with timed, sensor-based operation (in cubicles)

RFQ No. IE521-2025 Separable Portion 1

- f) Flat panel LED lighting with timed, sensor-based operation (in cubicles)
- g) Solid core doors with deadbolts and external metal skin.

6. Design Considerations

- a) Cubicles arranged side-by-side with doors facing the oval and playground
- b) Service corridor located behind toilet cubicles only, with external access (not required behind storage room or changeroom)

7. Design Principles

- a) Integration with existing Beatty Park built form long vistas and sports field context
- b) Public accessibility and optional changeroom for sporting users
- c) Cost-effective and easy to maintain
- d) Robust construction and durable hardware

8. Design Outcomes

- a) Use of complementary, durable, and textural materials and colours
- b) Maximisation of natural daylight and ventilation (e.g., high-level windows)
- c) Effective roof and gutter systems to manage leaf litter and heavy rainfall
- d) Adequate lighting levels for nighttime use
- e) Privacy screens designed to avoid a defensive or institutional appearance
- f) Safe and secure place for players to change clothes, store equipment and securely leave personal belongings
- g) Accessible UAT toilets with amenities to provide for reserve users

9. Functional Requirements

- a) Covered outdoor area (veranda or sheltered space)
- b) Anti-vandal fixtures and fittings (e.g., stainless steel toilets and basins)
- c) Solid core doors with deadbolts and external metal skin.

Attachment 2 – RFQ IE521-2025**Scope of Work - Separable Portion 2 Site Preparation and Construction**

- 1. Site Works**
 - a) Supply clean fill to raise the facility 200 mm above the adjacent bike path (flood mitigation)
 - b) Construct facility foundations as per approved documentation
- 2. Approvals and Permits**
 - a) Obtain all required local building permits
 - b) Secure statutory approvals (e.g., Water Corporation, Western Power)
- 3. Service Connections**
 - a) Extend existing services to the site: Sewerage (135 m to be confirmed on site), Water and power (175 m to be confirmed on site).
 - b) Install dual pump sewerage tank system suitable for full facility usage
- 4. Site Restoration**
 - a) Reinstate disturbed ground surfaces to original condition
 - b) Ensure uniform backfilling and re-turfing as required

KFQ IE521-2025 Attachment 1 Location Map



ENQUIRIES TO: Olla Dedic
A / Procurement & Contracts Officer

OUR REF: IE521/2025



CITY OF VINCENT

ADDENDA NOTICE 1 TO REQUEST FOR QUOTATION IE521/2025 BEATTY PARK RESERVE TOILET FACILITY UPGRADE

Please see the below questions received at the mandatory site visit and the City's responses for the above Request for Quotation (RFQ).

This addenda forms part of the RFQ documentation. Prospective Respondents are required to confirm in their Submissions that the addenda has been received and allowance has been made for each addendum.

Q1. What is the estimated decision date?

A1. The recommendation report will be presented to Council in December for the Ordinary Council Meeting on 9 December. Respondents will be notified shortly thereafter.

Q2. Is the privacy screen in front of the changeroom required externally or only internally?

A2. Only in front of the changeroom; not external.

Q3. For the size of the changerooms, how many people should it accommodate?

A3. Approximately 15 people.

Q4. Should the facility include two toilet cubicles, a changeroom with benches, and a storage room?

A4. Yes, that is correct. No showers are required, as users can access the Beatty Park showers if needed.

Q5. Is the changeroom and storage area intended only for training purposes, rather than games or home/away teams?

A5. Yes, that's correct. The City does not intend for the field to be highly activated. The changeroom is to provide the girls' soccer team with a safe and private space to change and store equipment. The toilet facilities will be available for public and playground users.

Q6. Should the covered outdoor area function as a verandah, or should it accommodate seating?

A6. It is not intended to be an active sporting area. The structure should provide weather protection and be integrated with the facility design, not as a stand-alone or temporary addition.

Q7. Which direction should the doors face?

A7. At least one of the toilet doors should face the playground for passive security and line of sight. Other toilet should face the oval or can be integrated into a designed solution – for instance facing the BPLC.

Q8. Should the floor level be 200mm above the pathway?

A8. Yes, it must be above path level for flood prevention.

Q9. Is a geotechnical report available?

A9. The City will arrange for a geotechnical report to be completed and distributed as soon as possible.



Unit 1, 55 Howe Street, Osborne Park, WA 6017
☎ 9444 0171 @ www.lalli.com.au
✉ reception@lalli.com.au

SITE INSPECTION AND CLASSIFICATION REPORT

Site Details

CLIENT:	CITY OF VINCENT	CLIENTS JOB NO:	
OWNER:		JOB NO:	25-2253
LOT/HOUSE NO:		DATE:	17/11/2025
STREET:	BEATTY PARK RESERVE	INSPECTION DATE:	17/11/2025
LOCATION:	NORTH PERTH		

Site Classification

VEGETATION:	Grass		
TOPSOIL/ROOTS:	Yes		
ROOTMAT:	Yes		
STUMPS:	Nil		
RUBBISH:	Nil		
SITE CLASSIFICATION:	Class A <i>in accordance with AS2870</i>	DURABILITY CLASS.:	R3 <i>in accordance with AS3700 & AS2699</i>
SAND PAD:	No sand pad required		
FOOTING DETAIL:	Refer to Engineering		

Site Description

SITE DESCRIPTION: Flat, grassed area





Site Inspection Report
BEATTY PARK RESERVE, NORTH PERTH
25-2253

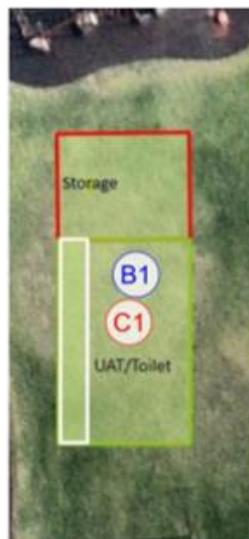
Soil Profile and Bore Hole Log

0 - 400mm; SAND; Light Grey; Fine Grained; Uniform Graded; Non Plastic; High Density; Dry

400 - 1500mm; SAND; Light Yellow; Medium Grained; Well Graded; Non Plastic; High Density; Dry

Borehole Notes

1. Bore Holes are numbered as such (unless otherwise noted):
1 - Front Left of Site, 2 - Rear Left of Site, 3 - Rear Right of Site, 4 - Front Right of Site.
2. Where only one Bore Hole is taken, it is located at the centre of the site/building envelope.
3. Bore Holes reveal the soil profile at the bore hole location only and are assumed to be consistent across the site. Should excavation reveal otherwise, contact this office for further advice.





Compaction Results

COMPACTION 1: C1
25/25/35/30+

Compaction Notes

1. Tested with a Perth Sands Penetrometer (PSP). Flat ended rod of 16Ø driven with a 9kg mass dropped 600mm) in accordance with as 1289.6.3.3
2. This is an indication of the in-situ compaction at time of inspection and is intended to act as a guide when determining the extent of earthworks and preparation required for the site. A formal compaction certificate is to be obtained prior to pouring any concrete or commencing any construction.
3. Compaction testing will be carried out to a depth of 1050mm or prior refusal.

VH	Very Hard:	Penetration Resistance (Np) results which exceed 15 blows.
R	Refusal:	This is when the shaft of the penetrometer encounters a material which cannot be penetrated such as gravel, limestone or building rubble.

Recommendations

1. All earthworks shall be in accordance with AS3798 "Guidelines on Earthworks for Commercial and Residential Developments" and shall include but not be limited to:
 - Strip building area and perimeter apron of organic material and rubbish.
 - Grub out any trees/stumps and back fill with clean compacted sand free of any voids.
 - Remove any deleterious material such as rock or clay from the building area or apron.
 - Notify Engineer if any anomalies or unusual features are encountered during the works.
 - Cut and/or fill site to form up pad with clean compacted sand to the required level.
 - Refer to structural drawings for compaction requirements.
 - Construct footings and slab as per the structural footing details.
2. This office must be notified of any existing geotechnical or site classification reports for this site as these may take precedence over this report. Contact this office should an existing report be available.
3. The footing detail recommended requires ongoing maintenance of the site to ensure its structural performance. Refer to CSIRO publication 10-91 "Guide to Home Owners on Foundation Maintenance and Footing Performance" for details.
4. These recommendations and footing details provided are based on performance as defined in AS2870. Minor foundation movement is to be expected which can result in cracking relating to damage category 2. This is deemed to be non-structural cracking.
5. The soil and wind classification contained in this report is applicable for single and two storey residential applications only.
6. For sites not classified as Class A (Sand), an inspection of the cut base is recommended prior to installation of sand pad. Requirements for WPM and sub-soil drainage will be advised at this time.
7. The footing details provided are not for construction and are only for preliminary costing advice. Final footing design may change as it is to take into account additional factors such as loading and geometry.



Site Inspection Report
BEATTY PARK RESERVE, NORTH PERTH
25-2253

Certification

A handwritten signature in blue ink, appearing to read 'A. Lalli'.

SIGNED: Andrew Lalli
Structural Engineer - BEng (Hons) MIE Aust

DATE: Monday, 17 November 2025

9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

Nil

11 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED ("BEHIND CLOSED DOORS")

Nil

12 CLOSURE