



CITY OF VINCENT

AGENDA

Council Briefing

12 May 2026

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

**David MacLennan
Chief Executive Officer**

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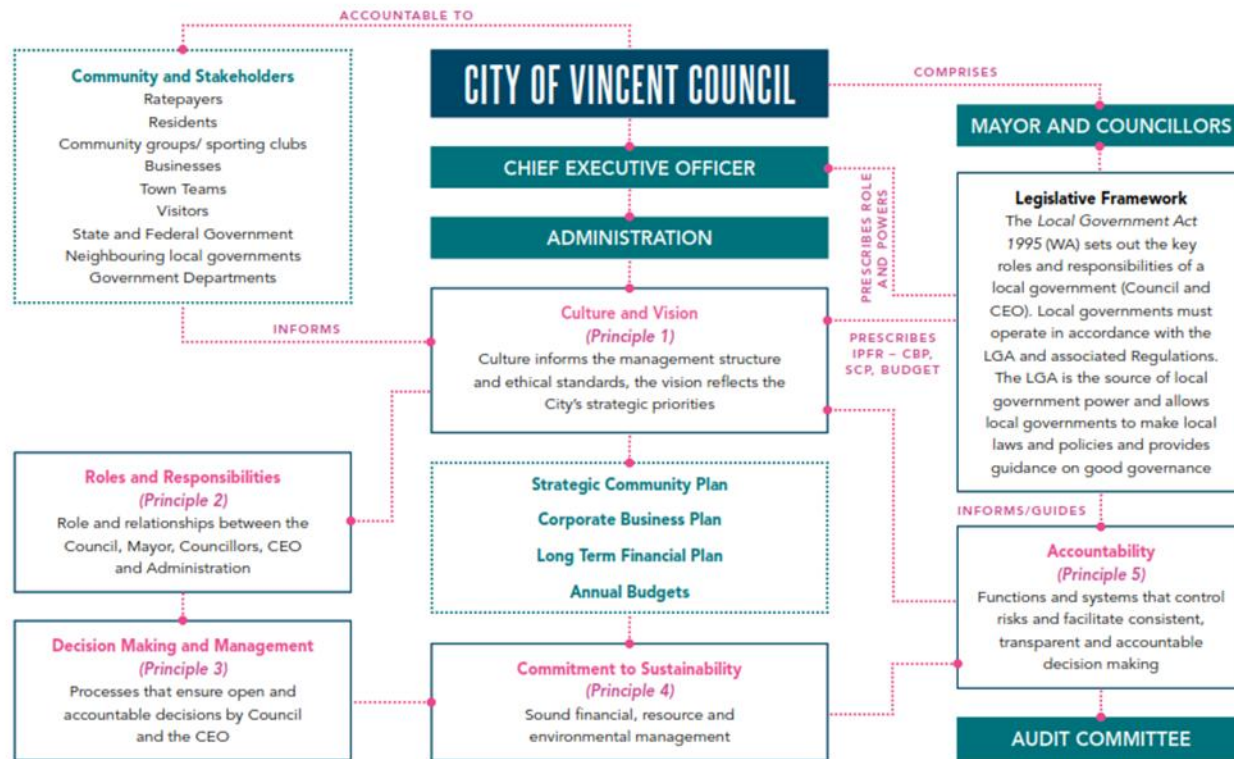
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CITY OF VINCENT GOVERNANCE FRAMEWORK 2020 OVERVIEW



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

Cr Sophie Greer on approved leave of absence from 11 February 2026 to 19 May 2026.

3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS








4 DECLARATIONS OF INTEREST

5 STRATEGY & DEVELOPMENT

5.1 NO. 188 (LOT: 1; D/P: 33790) VINCENT STREET, NORTH PERTH - PROPOSED ALTERATIONS AND ADDITIONS TO PLACE OF WORSHIP

Ward: South

Attachments:

1. Consultation and Location Plan 
2. Development Plans 
3. Conservation Management Plan 
4. Engineering Technical Note 
5. Arborist Technical Report 
6. Clause 67 Assessment 
7. 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:

1. **APPROVES** part of the application for Alterations and Additions to Place of Worship at No. 188 (Lot: 1; D/P: 33790) Vincent Street, North Perth, in accordance with the plans shown in Attachment 2, subject to the following conditions with the associated determination advice notes in Attachment 7:

1.1 Development Approval

This approval relates to Alterations and Additions to Place of Worship as shown on the approved plans dated 18 December 2025 and 31 March 2026. No other development forms part of this approval;

1.2 Use of Premises

1.2.1 This approval is for a Place of Worship 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;

1.2.2 The Place of Worship shall be limited to a maximum of 552 patrons at any one time;

1.3 Landscaping

1.3.1 Prior to the commencement of works, a detailed landscape and reticulation plan for the development site shall be lodged with and approved by the City.

The plan shall be drawn to a scale of 1:100, be generally in accordance with the landscaping plans dated 31 March 2026, and shall show the following to the satisfaction of the City:

- The location and type of proposed trees and plants;
- Areas to be irrigated or reticulated;
- Replacement of proposed Poincianas with appropriate selection of tree species (consistent with the City's Tree Selection Tool) to be located within the deep soil areas to maximise the provision of canopy coverage.

The landscaping is to be maintained thereafter at the expense of the owners/occupiers for the life of the development, to the satisfaction of the City.

1.3.2 All works shown in the approved landscape and reticulation plan as identified in Condition 1.3.1 shall be undertaken in accordance with the approved plans to the City's satisfaction, prior to the completion of works and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

1.4 Parking Management

Prior to the first use of the parking areas subject to the approval, a Parking Management Plan shall be submitted to and approved by the City. The Parking Management Plan is to include, but not limited to, addressing the following:

- Detailed management measures for the operation of the vehicular entry gate, to ensure access via Vincent Street, Alfonso Street and Camelia Street is readily available for visitors;
- The allocation of the car parking bays to ensure that there are a total of 95 formal bays provided and 28 informal temporary overflow bays; and
- Detailed management measures for the operation of the temporary overflow parking area.

The approved Parking Management Plan shall be implemented, and the development shall be carried out in accordance with the approved Parking Management Plan and approved plans, to the satisfaction of the City at the expense of the owners/occupiers;

1.5 11 short-term and 23 long-term bicycle parking spaces shall be provided on-site in accordance with Australian Standard AS2890.3 prior to the completion of works, to the satisfaction of the City;

1.6 A Construction Management Plan shall be lodged with and approved by the City prior to the commencement of development. This plan is to detail how construction (including demolition and/or forward works) will be managed to minimise disruption in the area and shall include:

- The delivery of and delivery times for materials and equipment to the site;
- Parking arrangements for contractors and sub-contractors;
- Management of noise;
- Public communication and complaint handling procedure;
- Construction times; and
- Tree protection measures to be undertaken to conserve the Lemon Scented Gum tree (Tree ID No. 1) as identified for retention on the approved plans. The approved measures are to be monitored by the Arborist and implemented for the duration of the demolition and construction processes to the satisfaction of the City.

The Construction Management Plan shall be complied with for the duration of the construction of the development; and

2. REFUSES part of the development application for Alterations and Additions to Place of Worship at No. 188 (Lot: 1; D/P: 33790) Vincent Street, North Perth, as shown on the plans shown in Attachment 2, for the following reasons:

2.1 Pursuant to Clause 67(2)(b), (l), (n), (o), (p) and (zc) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the objectives of the Residential Zone in the City of Vincent's Local Planning Scheme No. 2 and Local Planning Policy: Development Guidelines for Heritage Places, the proposed removal of trees identified as Tree ID's 22 to 32 (inclusive) and the eastern car parking area are not supported. The subject site is a State-registered heritage place and the existing mature trees are healthy, established landscape elements that form a contributory component of the heritage curtilage. As confirmed by the City's Design Review Panel, the trees make a significant contribution to the amenity, character, landscaping, natural environment, urban greening and present-day park-like setting of the place and locality. Their removal, and the introduction of additional hardstand and vehicle dominance associated with the eastern car parking area located forward of the building, would materially affect this setting and result in adverse impacts on the cultural heritage significance, visual amenity and character of the place and locality.

EXECUTIVE SUMMARY:

The purpose of this report is to consider an application for development approval for Alterations and Additions to a Place of Worship at No. 188 Vincent Street, North Perth. The site contains the Redemptorist Monastery and Church, which is included on the State Register of Heritage Places and the City of Vincent's Heritage List as Management Category 1.

The Redemptorist Monastery and Church has been undergoing staged upgrades, including remediation works and renovations to the internal and external built form and landscape for the last five years. This is part of broader conservation works to the Church, as guided by the Conservation Management Plan prepared in 2011 by Griffiths Architects.

The proposed works as part of this application are summarised as:

- Demolition of an existing non-original Gardener's Shed in front of the Monastery and Church;
- Alterations and restoration works to two non-original limestone piers fronting Alfonso Street and increasing the driveway width to improve access;
- Formalising the maximum number of persons on site to 552 persons;
- Reconfiguring the existing main car park to improve access and for line marking to be in accordance with current standards;
- Inclusion of a temporary overflow parking area within the existing grassed area with access from Camelia Street. This is designed for peak holiday periods with no physical works proposed;
- Construction of six new car parking bays in front of the Monastery and Church; and
- Removal of nine mature New Zealand Christmas Trees, and proposed staged landscaping plan to support its removal.

The applicant has submitted an updated 2025 Conservation Management Plan and supporting arboricultural material. That material provides additional information about the landscape history, tree condition and how the site could be managed in the future. It is a relevant consideration in the assessment, but it does not determine the application.

The application is presented to Council as the proposal involves demolition and works in front of the building that is on the State Heritage List and that are visible to the streetscape.

The application requires balancing between various planning considerations. These include the heritage significance of the place, the contribution of existing mature trees to its present-day park-like setting, the amenity and character of the locality, the need to accommodate the ongoing use of the site, parking adequacy, and the advice of the City's Design Review Panel members and State Government's Heritage Council of Western Australia (HCWA).

Administration Supports:

The proposal in part meets all relevant acceptable outcomes of the City's Local Planning Policy: Development Guidelines for Heritage Places (Heritage Policy). These works are limited to the demolition of Gardner's Shed, the re-instatement of piers along Alfonso Street, improvements to the western car parking area, and the informal overflow parking area. These elements improve site function and access without materially affecting the heritage significance of the place.

The formalisation of a maximum of 552 patrons is also supported. The subject site is not currently restricted by a maximum number of persons on-site under any historic planning or public health approval. The applicant seeks to formalise this through the present application. This figure has been determined based on the building's designed capacity.

Although a parking shortfall of nine bays is proposed based on current policy standards, the reduction in parking is supported. The revised line marking would improve accessibility, traffic flow and there is sufficient on-site parking to address the demand that is supported by overflow parking and surrounding street capacity.

Administration Does Not Support:

The part of the application not supported is the eastern parking area with six bays, the removal of the mature trees at the Vincent Street entry (nine mature New Zealand Christmas trees, one mature Fiddlewood tree and one semi-mature Macadamia tree), and the proposed phased replacement planting.

HCWA and the City's DRP heritage member have supported the removal of the trees on heritage grounds as it would improve views to the church and monastery, although that support was conditional and did not extend to the proposed Poinciana planting. The City's DRP landscape member does not support the tree removal as the Arborist Report confirms the trees proposed to be removed have generally moderate to good vitality and poor to good structure. The Arborist Report notes a 'Broadly Acceptable' risk priority to the trees and they pose limited risk of impacting the structural integrity of the Church or safety risk to patrons or surrounding environment. Based on the information provided, the trees are not in significant decline requiring immediate removal.

Administration accepts that improved views to the monastery are a relevant consideration. However, the existing mature trees are established and in healthy condition. Administration is not satisfied that the removal of the mature trees represents an acceptable outcome. The mature trees make a significant contribution to open, park like character of the Heritage Place, an important and notable aspect of the site as referenced of the Statement of Significance.

PROPOSAL:

The application proposes Alterations and Additions to a Place of Worship located at No. 188 Vincent Street, North Perth, as shown on the location plan included as **Attachment 1**.

The Redemptorist Monastery and Church has been undergoing staged upgrades including remediation works and renovations to the internal and external built form and landscaping works for the last five years. This is part of broader conservation works to the Church.

Council originally approved internal and external alterations and additions to the existing Place of Worship at its [13 December 2022](#) meeting (2022 Approval). This was later amended at the [19 September 2023](#) meeting (2023 Approval), which included demolition of two outbuildings and construction of a larger sheet metal outbuilding in a similar location. The most recent amendment was approved at the [13 May 2025](#) meeting (2025 Approval), which included a range of changes relating to car parking and landscaping. Collectively, these approvals have facilitated progressive restoration, functional improvements, and site-wide rationalisation of parking and landscaped areas.

Further works are now sought which includes removal of non-original structures, restoration works to the site's front wall, refinement of car parking and overflow parking and tree removal. The proposed works are summarised as follows:

- Removal of existing non-original shed in front of the Monastery and Church.
- Alterations and restoration work to two piers of the existing street wall fronting Alfonso Street.
- Formalising the maximum number of persons on site to 552.
- Car parking reconfiguration, resulting in a decrease in formal car parking bays from 101 to 95 bays. The reconfiguration and reduction of overall parking have resulted in an additional six bays being proposed directly in front of the Monastery Church to the east.
- Provision of a 28-bay informal temporary overflow parking area within the existing grassed area for peak holiday periods (no physical works proposed), with access from existing crossover to Camelia Street.
- Staged removal of:
 - Nine established *Metrosideros Excelsa* trees (New Zealand Christmas trees); and
 - Two established *Citharexylum Spinosum* (Fiddlewood and Macadamia Integrifolia).
- Proposed 2026 staged planting of:
 - Six 500L *Delonix Regia* (Poinciana) trees along the Vincent Street main entry by 2026; and
 - 10 90L *Delonix Regia* (Poinciana) trees in the western parking lot by 2026.
- Proposed 2031 staged planting of:
 - Three 45L *Lagerstroemia* (Crepe Myrtle) trees along the front façade of the south-eastern corner of the Monastery Church; and
 - Three 45L *Citharexylum Spinosum* (Fiddlewood) trees within the Vincent Street setback area.

The development plans the subject of this application are included as **Attachment 2**.

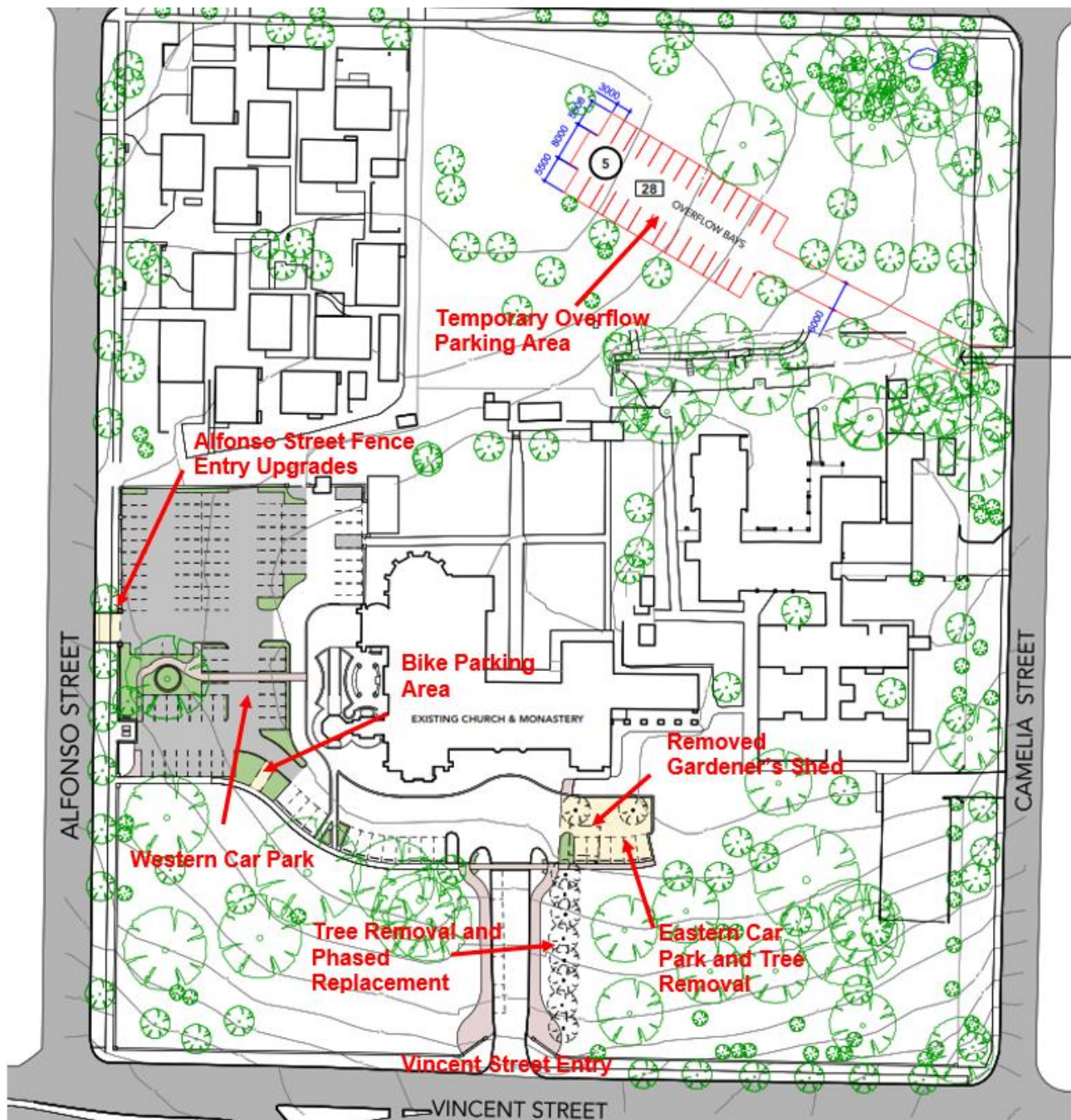


Figure 1: Annotated site plan of proposed development.

Delegation to Determine Applications:

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

This is because the delegation does not extend to applications for development approval that propose alterations and additions to a place listed on the State Register of Heritage Places, unless the works are for:

- (a) External fixtures (as defined by the Residential Design Codes);
- (b) Restoration and remediation works;
- (c) Internal building works;
- (d) Façade upgrades and roof replacements; or
- (e) Single storey additions that are located behind the front building line of the existing heritage building.

The application proposes alterations that are located forward of the building line of a place listed on the State Register of Heritage Places and are not external fixtures or restoration or remediation works.

BACKGROUND:

Landowner:	The Congregation of the Most Holy Redeemer Inc.
Applicant:	Slavin Architects
Client:	The Congregation of the Most Holy Redeemer Inc.
Date of Application:	13 February 2025
Zoning:	MRS: Urban LPS2: Zone: Residential R Code: R40
Built Form Area:	Residential
Existing Land Use:	Place of Worship
Proposed Use Class:	Place of Worship
Lot Area:	27,469m ²
Right of Way (ROW):	N/A
Heritage List:	City of Vincent Heritage List – Management Category 1 State Register of Heritage Places

Site Context and Zoning

The subject site is bound by Vincent Street to the south, Camelia Street to the east, Claverton Street to the north and Alfonso Street to the west. It forms most of the land parcel that is bounded by these streets. A location plan is included in **Attachment 1**.

The Redemptorist Monastery and Church are located centrally within the subject site. It is surrounded by a car park to the south-west, and gardens and vegetation to the north and south-east.

Two lots adjoin the subject site. No. 2 Alfonso Street is located to the north-west of the site, at the corner of Claverton and Alfonso Streets and contains a retirement village. It is in separate ownership from the subject site. No. 5 Camelia Street is located to the east of the Monastery complex and contains the Retreat House that forms part of the Heritage Place. This property is in common ownership with the subject site.

The subject site and adjoining properties are zoned Residential R40 under the City's Local Planning Scheme No. 2 (LPS2), as are surrounding properties along Claverton Street and Camelia Street. Properties along the western side of Alfonso Street are zoned Residential R60. The surrounding residential built form is generally single and double storey single house and grouped dwellings.

The site is characterised by a predominantly open and park-like setting comprising expansive lawn areas, mature trees, and informal planting that frames and reinforces the landmark presence of the Church and Monastery. The Conservation Management Plan identifies the open setting, mature vegetation and axial Vincent Street entry as elements of considerable heritage significance, contributing to long views, visual permeability and the prominence of the built form.

Heritage Listing

The Redemptorist Monastery and Church is a three-storey monastery and church complex in the Federation Gothic style. The complex dates to the early twentieth century. The Retreat House at No. 5 Camelia Street was completed in 1967.

The subject site is included in the City of Vincent [Heritage List](#) as 'Category 1 – Exceptional' and the State Register of Heritage [Places](#).

The State Government HCWA's Statement of Significance for the place is:

'[The] Redemptorist Monastery and Church, comprising a three storey Cottesloe limestone construction monastery and church complex completed in stages, with a tiled roof designed in the Federation Gothic style, together with a Retreat House constructed in clinker bricks, off form concrete with a clay tiled roof in Late Twentieth Century Perth Regional style, located in a park-like setting, has cultural heritage significance for the following reasons:

- *The place is one of a small number of monasteries remaining in operation in Western Australia;*
- *The place is a landmark as a large and imposing structure in an open setting, which, together with its mature trees, may be seen from a number of vantage points in the area and Perth;*
- *The place is a well-used Church, highly valued by Western Australia's Catholic community for its religious and spiritual associations, and for the site's long association with the Redemptorist Order;*
- *The place is an excellent example of the work of architects Michael and James Cavanagh;*
- *The place is an excellent and intact example of a Federation Gothic style complex, located in a park-like setting, with elegant interiors, well detailed features, and is very well constructed;*
- *The place contributes to the community's sense of place as a well-known religious complex; and*
- *The Retreat House built in clinker brick and off form concrete, is a good example of the Late Twentieth Century Perth Regional style.'*

Conservation Management Plan

A Conservation Management Plan for the Redemptorist Monastery and Church was originally prepared in 2011 by Philip Griffiths Architects. The 2011 Conservation Management Plan provides a detailed assessment of the Place and identified actions for conserving its built, cultural and landscape values.

A Conservation Management Plan is not a statutory document and is not itself the subject of Council approval through this development application. It is a supporting document used to identify the significant cultural heritage values of a heritage place, and to inform the assessment of proposed development, restoration and repairs.

Since the preparation of the 2011 Conservation Management Plan, further work has been undertaken to understand the future needs of the Monastery and improve the presentation and condition of the place.

As part of this application, the applicant, in consultation with Philip Griffiths Architects and Arbor Consulting, have prepared an updated Conservation Management Plan in 2025.

The updated Conservation Management Plan builds on and refines the earlier document, with a particular focus on the southern grounds and western setting of the Church and Monastery within the State-registered heritage curtilage. It recognises the importance of this landscape in contributing to the ceremonial approach, setting and landmark qualities of the place. It includes two new documents and supporting information prepared by Arbor Consulting:

- A Tree Inventory undertaken of the existing trees on site (greater than 5.5 metres in height) that assess elements such as the vitality, structure, age and defects to determine the risk of the trees from a scale of "Unacceptable" (red) to "Negligible" (dark green); and
- A detailed Arboricultural Tree Audit which established the Tree Inventory and includes recommended measures for root protection zones.

The updated CMP and supporting arboricultural material are relevant considerations in the assessment. They do not replace the need for Council to determine the application under the statutory planning framework, including Clause 67 of the Deemed Provisions and the Heritage Policy.

Previous Approvals

Council at its Ordinary Meeting held on 13 December 2022 approved Alterations and Additions to Place of Worship for the subject site. The application included a range of internal and external works and improvements. External works included creating a new entrance with a covered walkway and Narthex, reducing ground levels for a new landscaped courtyard, and removing 20 car parking bays.

Internal works involved modifying the Choir Gallery, Sanctuary, and Transepts, installing new underfloor heating and cooling systems, and updating lighting and power systems. The aim was to enhance accessibility and functionality while preserving the site's heritage significance.

Council at its Ordinary Meeting held on 19 September 2023 approved amendments to the previously approved in 2022 Alterations and Additions to Place of Worship for the subject site. This approval was for the demolition of two existing outbuildings and constructing a new sheet metal outbuilding in approximately the same location.

Council at its Ordinary Meeting held on 13 May 2025 approved amendments to the previously approved in 2022. This included the reconfiguration of the on-site car parking layout and enhancements to landscaping, pedestrian access at the Church entrance.

Application's Assessment History

DRP and HCWA advice on the elements of the application evolved over time as additional information was provided. Early referral comments were based on incomplete arboricultural and landscape information.

Following later submission of revised plans, an updated Conservation Management Plan, arboricultural reporting and landscaping plans, HCWA and DRP provided updated advice.

DETAILS:

Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent LPS2, the City's Built Form Policy and the City's The Local Planning Policy: Development Guidelines for Heritage Places (Heritage Policy).

Planning Element	Deemed-to-Comply (Acceptable Outcome or Acceptable Development)	Previously approved	Requires further Discretion
Land Use	✓		
Street Setback	✓		
Building Setbacks	✓		
Roof Design	✓		
Building Height/Storeys	✓		
Façade Design	✓		
Adaptive Reuse	✓		
Public Domain Interface			✓
Car Parking			✓
Landscaping			✓
Heritage Policy			✓

Detailed Assessment

The Built Form Policy and Heritage Policy have two standards for assessing a development application. These are through either the Element Objectives or Acceptable Outcomes.

Element Objectives are qualitative measures that describe the desired outcome to be achieved.

The Acceptable Outcome standards are typically quantitative measures. Meeting the Acceptable Outcome standards is likely to achieve the Element Objectives, though they do not constitute a Deemed-to-Comply pathway.

The elements of the application that do not meet the applicable Acceptable Outcome standards and require the discretion of Council are as follows:

Public Domain Interface	
Acceptable Outcomes	Proposal
Built Form Policy Clause 1.7 A1.7.1 Car parking is not located within the primary street setback.	The proposed additions include car parking within the street setback area.
Car Parking & Landscaping	
Acceptable Outcomes	Proposal
Built Form Policy Clause 1.10 & Clause 5.3 A1.10.1 Open air car parks, including access ways, shall have a minimum of 60 percent canopy coverage at maturity. Local Planning Policy: Non-Residential Parking <i>Car Parking</i> 138 car parking bays required based on 552 persons. <i>Bicycle Parking</i> 11 short-term bicycle parking spaces required based on 552 persons. 23 long-term bicycle parking spaces required based on 552 persons.	29.3 percent of the proposed parking area and associated access way would have canopy coverage. 129 onsite car parking bays proposed consisting of: <ul style="list-style-type: none"> • 101 formal onsite car parking bays; and • 28 informal onsite car parking bays. Nil short-term bicycle parking has been specified but a bicycle parking area has been illustrated within the car park. Nil long-term bicycle parking spaces proposed.
Garage and Carports	
Acceptable Outcomes	Proposal
Heritage Policy Clause 3.4 3.4 Carports, garages or uncovered car parking bays are to be located at the rear of the property where right of way access or secondary street is available.	The proposed eastern car park is located forward of the building where access from a secondary street is available.

The above elements of the proposal do not meet the specified Acceptable Outcomes. These elements have been assessed against the relevant objectives-in the Comments section below.

CONSULTATION/ADVERTISING:

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of 14 days. Consultation was undertaken from 25 July 2025 to 7 August 2025. The method of consultation included a notice on the City's website, signs to each of the four street elevations and 91 letters mailed to owners and occupiers of the properties adjoining the subject site as shown in **Attachment 1**, in accordance with the City's Community and Stakeholder Engagement Policy.

No submissions were received at the conclusion of the community consultation period.

Heritage Council of Western Australia (HCWA)

The application was referred to the HCWA on three occasions for review and consideration in accordance with Section 73 of the *Heritage Act 2018* because it is a registered place on the State Register of Heritage Places. HCWA's advice evolved as further information was provided.

Early in the assessment, HCWA acknowledged that tree removal could improve views to the monastery from Vincent Street, but on balance did not support that outcome on the information then available because the trees also contributed to the park-like setting. HCWA also identified that Poinciana planting at the driveway would worsen view impacts.

Following submission of revised plans, an updated CMP and further arboricultural and landscape information, HCWA's later position supported removal of the Vincent Street driveway *Metrosideros* to improve significant heritage views. However, HCWA did not support the proposed driveway Poinciana planting, raised concern with planting in the western car park if it compromised views, and indicated that the northern overflow parking area should remain informal and not introduce hardstand or associated infrastructure that would adversely affect the open landscape setting.

HCWA also supported the removal of the intrusive shed and accepted the Alfonso Street pier works, subject to reconstruction preserving the original design intent.

More details of the HCWA advice is as follows:

- Removal of the intrusive metal shed, and pipe railings will have a positive outcome on the visual setting of the place.
- The park-like setting, mature plantings, and formal driveway entrance from Vincent Street are of considerable significance to the place.
- An Arboricultural Impact Assessment has been prepared by Arbor Consulting on 3 June Arboricultural value. This proposal looks to replace these trees with 6 Royal Poinciana trees, (3 either side of the driveway) as this species are more suited to the climate.
- The proposed removal of the ten New Zealand Christmas trees will have a positive views and vistas from Vincent Street. Although considerations have been made to mitigate the visual intrusiveness of the Poinciana trees, the vistas from Vincent Street.
- The proposed planting of Poinciana trees within the new western car park will obscure; however, can be mitigated by limited the number of trees preserve the views and vistas of the western elevation.
- The area north of the Monastery and Church is of some significance for its open landscape setting which would be negatively impacted by car park. Little detail has been provided such as materials and associated infrastructure, however, and hard surface is considered to have an adverse impact. Considerations should be made into temporary parking alteration of the open landscape setting.
- The modifications proposed to the western boundary wall piers will have a minor adverse impact on the place but is mitigated by the reconstruction of the piers to preserve the original design intent.

Design Review Panel (DRP):

Design Review Progress		
	<i>Supported</i>	
	<i>Pending further attention</i>	
	<i>Not supported</i>	
	<i>Not relevant to this proposal</i>	
	<i>Referral 1 – Plans dated 16 June 2025</i>	<i>Referral 2 – Plans dated 31 March 2026</i>
Principle 1 – Context & Character		
Principle 2 – Landscape Quality		
Principle 3 – Built Form and Scale		
Principle 4 – Functionality & Built Quality		
Principle 5 – Sustainability		
Principle 6 – Amenity		
Principle 7 – Legibility		
Principle 8 – Safety		
Principle 9 – Community		
Principle 10 – Aesthetics		

The application was referred to members of the City's Design Review Panel with expertise in heritage conservation and in landscape architecture and arboriculture. Their comments addressed different aspects of the proposal and evolved as additional material was provided.

Heritage Conservation DRP Member

Comments were requested on the appropriateness of the proposed alterations and additions. The DRP member sought further information and refinement on the Context and Character, Built Form and Scale and Aesthetics principles.

The DRP member supported removal of intrusive non-original elements and considered that improved presentation of the place could be achieved through selective landscape change. However, they did not support large replacement trees at the Vincent Street entry that would continue to obscure key views.

More details of the DRP member's comments are as follows:

- The proposed demolition of select trees and the garage will enhance the significant setting of the place.
- Widening of the Alfonso Street wall will maintain its overall appearance and materiality having no impact on its overall character and the setting of the place.
- Scale of the proposed Poinciana trees along the main approach are not appropriate and may obscure the significant views and vistas of the Church and Monastery from Vincent Street. Lower scale plantings would be more appropriate in this location.
- Fence widening works will use the existing material to reconstruct the piers to ensure there is minimal impact on the appearance of the street wall along Alfonso Street.

Landscaping DRP Member

Comments were requested on the appropriateness of the proposed tree removal and planting.

The DRP member initially did not support removal of the New Zealand Christmas trees because the evidence of decline or risk was insufficient and the replacement landscape strategy was not adequately resolved.

Following additional arboricultural correspondence, on-site discussions and clarification of heritage view objectives, the DRP member's position changed to support removal of the Vincent Street driveway trees in principle, subject to conditions including appropriate replacement species, protection of key views, no net long-term canopy loss, and a landscape plan prepared by an appropriately experienced landscape architect.

They remained concerned about the proposed Poinciana species, the formal avenue planting approach, and the planning merit of parking directly in front of the monastery.

More details of the DRP member's comments are as follows:

- The Arborist report confirms the trees proposed to be removed are generally healthy, stable, and do not pose a risk to the Church or surrounding environment.
- There is no demonstrated nexus between the proposed tree removal and any genuine functional or safety need.
- The City's parking data shows no significant parking shortfall in the surrounding area. As such, the City should consider accepting an on-site parking shortfall rather than the removal mature trees.
- The mature trees make a significant contribution to the character and setting of the place. Even when considering arguments relating to improved views, the retention of mature trees results in the better outcome overall.
- The proposed replacement species (predominantly *Delonix regia*, with *Jacaranda* suggested as an alternative) are not considered appropriate for the heritage context, as they are not period-appropriate, are not endemic to Western Australia, and do not strengthen the site's ecological and botanical character.
- The proposed trees are characterised by a broad, low and spreading canopy form, which would obstruct key sightlines to the Monastery from Vincent Street, including at semi-maturity and maturity. As such, the proposed planting does not achieve the stated objective of improving views and vistas.
- The proposed landscaping approach prioritises formal avenue planting, which is at odds with the informal, parkland aesthetic that contributes to the heritage significance and setting of the place.

Administration’s Response to Outstanding DRP Comments

The outstanding comments from the DRP member’s non-support and matters requiring further attention are detailed in the table below, along with Administration’s response.

DRP Comments Received	Administration’s Comment
<p><u>Principle 1 – Context and Character</u></p> <ul style="list-style-type: none"> The proposed Poinciana trees are unsuitable as they obstruct key views of the Church and Monastery from Vincent Street, impacting the context and character of the heritage place. Lower scale plantings in this area would be more appropriate to preserve the area’s significant open setting. 	<p>It is noted the Heritage and Landscaping DRP members have formed different opinions on the proposed tree removal based on their specific fields of expertise.</p> <p>Administration agrees with the Landscaping DRP member’s comments and does not support the proposed removal of mature trees or the associated planting along the Vincent Street main entry.</p>
<p><u>Principle 2 – Landscaping</u></p> <ul style="list-style-type: none"> The Arborist report confirms the trees proposed to be removed are generally healthy, stable, and do not pose a risk to the Church or surrounding environment. There is no demonstrated nexus between the proposed tree removal and any genuine functional or safety need. The City’s parking data shows no significant parking shortfall in the surrounding area. As such, the City should consider accepting an on-site parking shortfall rather than the removal mature trees. The mature trees make a significant contribution to the character and setting of the place. Even when considering arguments relating to improved views, the retention of mature trees results in the better outcome overall. The proposed replacement species (predominantly <i>Delonix regia</i>, with <i>Jacaranda</i> suggested as an alternative) are not considered appropriate for the heritage context, as they are not period-appropriate, are not endemic to Western Australia, and do not strengthen the site’s ecological and botanical character. The proposed trees are characterised by a broad, low and spreading canopy form, which would obstruct key sightlines to the Monastery from Vincent Street, including at semi-maturity and maturity. As such, the proposed planting does not achieve the stated objective of improving views and vistas. The proposed landscaping approach prioritises formal avenue planting, which is at odds with the informal, parkland aesthetic that contributes to the heritage significance and setting of the place. 	<p>The arboricultural reporting confirms the existing trees are generally healthy, stable and do not present a functional or safety risk requiring removal. Accordingly, no clear nexus has been demonstrated between tree removal and a genuine operational need, including parking demand, noting City parking data does not indicate a significant parking demand that would justify removal of mature vegetation.</p> <p>The existing mature trees make a substantial contribution to the heritage significance, character and park-like setting of the Church and Monastery, as recognised in the Place’s Statement of Significance. While views and vistas are an important consideration, Administration’s assessment is that the retention of established trees results in a better overall outcome, with views to the Church and Monastery largely maintained from Vincent Street and along the main approach.</p> <p>Administration also does not support the proposed replacement species or landscaping approach. The proposed Poinciana and alternative <i>Jacaranda</i> species are not appropriate to the heritage context, do not reflect the established informal parkland character, and would introduce broad, low canopies that would obstruct key views and sightlines at both semi-maturity and maturity. The formal avenue planting approach is also inconsistent with the historic landscaping evolution and visual openness that defines the place.</p> <p>Administration supports the DRP position that the proposal does not adequately respond to Context and Character, Built Form and Scale, or Aesthetics principles. Further, Administration is supportive of the Landscaping DRP member’s referral response that the retention of the existing mature trees provides the most appropriate heritage, landscape and streetscape outcome.</p>

DRP Comments Received	Administration's Comment
<p><u>Principle 3 – Built Form and Scale</u></p> <ul style="list-style-type: none"> Scale of the proposed Poinciana trees along the main approach are not appropriate and may obscure the significant views and vistas of the Church and Monastery from Vincent Street. Lower scale plantings would be more appropriate in this location. 	
<p><u>Principle 10 – Aesthetics</u></p> <ul style="list-style-type: none"> The proposed landscaping works are largely in keeping with the existing aesthetics of the place with the exception of the large trees proposed for the main entrance which obscure the aesthetic character of the heritage buildings from the Vincent Street, streetscape. Smaller plants would be more suitable in this location. 	

LEGAL/POLICY:

- *Planning and Development Act 2005*;
- *Heritage Act 2018*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- The Burra Charter (Australia ICOMOS, 2013);
- State Planning Policy 3.5 – Historic Heritage Conservation; and
- Local Planning Policy No. 7.1.1 – Built Form Policy;
- Local Planning Policy: Development Guidelines for Heritage Places.
- Community and Stakeholder Engagement Policy;

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.

Heritage Act 2018

The application must be referred to the Heritage Council under the *Heritage Act 2018* for advice on heritage matters before determination. This is because the place is on the State Register of Heritage Places.

That referral requirement does not create a separate approval process for the Conservation Management Plan or for heritage matters outside this planning application. The HCWA's advice is one input to the City's consideration of the application under the planning framework. The Conservation Management Plan is a non-statutory supporting document that informs the assessment but does not determine the application.

Planning and Development (Local Planning Schemes) Regulations 2015

In accordance with [Clause 67\(2\)](#) of the Deemed Provisions in 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.

The matters for consideration relevant to this application relate to the compatibility of the development within its setting, amenity and character of the locality, heritage significance, consistency with planning policies and advice from the DRP and HCWA.

Burra Charter

The *Australia ICOMOS Charter for Places of Cultural Significance, the Burra Charter 2013* (the Burra Charter) sets out best-practice principles for conserving and adapting heritage places. It emphasises that new works should be clearly identifiable as contemporary, while being sympathetic and respectful to the cultural significance of the place and its surroundings.

State Planning Policy 3.5 – Historic Heritage Conservation

State Planning Policy 3.5 – Historic Heritage Conservation (SPP 3.5) sets out principles of sound and responsible planning for the conservation and protection of Western Australia's historic heritage. These principles inform the heritage management standards of local planning policies.

Local Planning Policy: Development Guidelines for Heritage Places

As demolition, alterations and additions are proposed on the heritage listed property, the proposal is required to be assessed against Part 1, 2, 3, 4 and 5 of the City's Heritage Policy.

The objectives of the Heritage Policy are to:

1. *Encourage the appropriate conservation and restoration of places listed on the City's Heritage List, the State Register of Heritage Places and within heritage areas, in recognition of the distinct contribution they make to the character and history of the City;*
2. *Ensure that works, including conservation, alterations, additions and new development respect the cultural heritage significance associated with heritage places and areas;*
3. *Promote and encourage architecture and urban design that serves to support and enhance the ongoing cultural heritage significance of heritage places and areas; and*
4. *Protect and enhance the City's built heritage by guiding the sustainable and innovative integration of new development with heritage places and areas.*

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 under the planning framework. These risks are mitigated through a clear and transparent planning assessment, proper application of the relevant statutory and policy framework, and a decision that is grounded in planning merit and supported by appropriate conditions where required.

STRATEGIC IMPLICATIONS:

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

Sensitive Design

Our built form character and heritage is protected and enhanced.

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

Sustainable Vincent Framework:

These provisions are in keeping with the Healthy and Thriving City priority objective of the Sustainable Vincent Framework to support and influence our wider City to maintain sustainability leadership and create thriving places.

Enhanced Environment Strategy

Parts of the development are not keeping with the Urban Greening & Biodiversity, and Resource Conservation & Waste sustainability outcomes of the Enhanced Environment Strategy.

The City has assessed the application against the environmentally sustainable design provisions of the City's Policy No. 7.1.1 – Built Form. The proposal includes removal of 11 established trees in good health, which contributes to urban greening and improved streetscape presentation is not supported.

PUBLIC HEALTH IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

There are no direct financial or budget implications arising from the determination of this application. However, as with any discretionary planning decision, there is a possibility that the determination may be subject to review by the State Administrative Tribunal (SAT), which can result in legal and consultant costs being incurred by the City.

The extent of these costs depends on the complexity of the matter. The cost of defending a SAT appeal that proceeds to a full hearing can be approximately \$20,000 or more.

COMMENTS:

This application requires a balanced planning judgment. Relevant considerations include the heritage significance of the place and its setting, the contribution of the existing mature trees to the present-day park-like character of the site, the amenity and character of the locality, the operational needs of the place of worship, parking demand, the quality and timing of any replacement planting, and the advice of HCWA and DRP members.

The comments from HCWA and DRP members are relevant but not determinative. They address particular aspects of the proposal from their respective fields of expertise. The City must consider all relevant matters together under Clause 67.

Summary Assessment

Administration supports part of the application, including demolition of the non-contributory gardener's shed, the Alfonso Street pier works, the formalisation of a maximum patron number, the western car park reconfiguration, and the informal overflow parking area. These elements improve site function and access while remaining consistent with the heritage significance and ongoing use of the place.

Administration does not support the eastern parking area in front of the monastery. That part of the proposal would require the removal of three existing trees, introduce additional hardstand and vehicle presence into a prominent part of the heritage setting, and would not be necessary having regard to the parking context.

Administration also does not support removal of the mature trees at the Vincent Street entry at this time. While improved views to the monastery are a relevant consideration and some later referral advice supports removal in principle, the trees are healthy, established and contribute to the current park-like setting, character and amenity of the place and locality. The proposed replacement landscape outcome is not sufficiently resolved to demonstrate that removing those trees now would result in an acceptable outcome.

These matter are detailed under the Part Approval and Part Refusal sections below.

1. Part Approval

The application is recommended for approval, in part, for the following aspects and reasons:

- Access & Street Wall Reinstatement: The demolition of the two limestone piers at the Alfonso Street entrance will be followed by reinstatement to the original design and will not impact on the appearance for the remainder of the street wall. The proposed changes would accommodate two-way access and improve traffic flow to and from the site.
- Non-Contributory Structure: The demolition of the 1990 outbuilding is supported because it is a non-contributory structure. Its removal would positively improve the setting of the Church and the park-like setting.
- Patron Capacity & Operation: The formalisation of a maximum of 552 patrons provides a clear planning control and aligns with the operation of the site. This formalises access and parking arrangements including a 28-bay temporary overflow parking area from Camelia Street during peak periods. No physical works are proposed as part of the overflow parking and do not impact any existing grass or trees.
- Western Car Park Layout: The reconfiguration of the formal western car parking bays results in a decrease from 106 to 101 bays. This is due to the new line markings to Australian Standards and provision of ACROD bays. The reduction in parking is supported because the line marking would improve accessibility, traffic flow and allows additional planting of trees that would complement the heritage setting.
- Parking Demand & Capacity: Based on the parking data available and the limited peak periods of highest demand (Easter and Christmas), there is sufficient supply and alternate means of travel to cater for the demand without formally requiring additional parking in front of the monastery.
- HCWA Advice: The HCWA supports the above works, except for the proposed planting of the Poinciana trees within the western car park, as it would obscure the views and vistas to the Church as viewed from Alfonso Street. Condition 1.3.1 is recommended to require a revised Landscaping Plan to address this.

Demolition & Reinstatement

The demolition and replacement of the two limestone piers at the Alfonso Street entrance and the removal of the Gardner's Shed (Outbuilding) is supported for the following key reasons:

- Heritage Demolition: The Heritage Policy accepts partial demolition to heritage listed places where the parts to be demolished do not contribute to the cultural heritage significance of the place. The demolition of the existing structures is acceptable as the structures are non-original and would have no impact on the heritage significance of the place or structural integrity of the Church and Monastery. These structures do not form part of the Statement of Significance.
- Demolition & Replacement of Alfonso Street Piers: The demolition of the two limestone piers at the Alfonso Street entrance will be reinstated to the original design and will not impact on the appearance of the street wall. The proposed changes to the Alfonso entrance would accommodate two-way access to the main car park improving traffic flow to and from the site.
- Outbuilding Demolition: The structure is a metal shed that is free-standing located at the key entry point to the Church and Monastery, used as the 'Gardener's Shed'. The Conservation Plan designates the Gardener's Shed as being within an 'Intrusive Zone' and recommends removal as it is considered to detract from the significance of the Place.
- HCWA & DRP Heritage Member Comments: The City's DRP member specialising in heritage and the HCWA have both supported these elements of the proposal.



Figure 2: Proposed increase to the existing driveway on Alfonso Street to allow for two-way access and reconstruct two limestone piers (left) and existing limestone wall and entry point (right)

Patron Numbers & Parking Shortfall

The subject site is not currently restricted by a maximum number of persons onsite in accordance with any historic planning or public health approval. The proposed application seeks to formalise a maximum occupancy of 552 persons. This figure has been determined by the applicant based on how many people the building is designed to accommodate, such as the number of toilets. A condition of approval for a maximum occupancy is recommended in Condition 1.2.2.

Under the City's current Parking Policy, a Place of Worship with a maximum occupancy of 552 patrons requires 138 parking bays. The application proposes 129 bays in total, comprising 101 formal bays and 28 informal overflow bays. This results in a nine bay shortfall against the policy standard. If the six bays in the proposed eastern car park are not supported, the outcome is 95 formal bays plus 28 informal overflow bays.

The proposed parking shortfall would satisfy the Objectives of the Parking Policy for the following reasons:

- Peak Periods: The maximum 552 patrons is anticipated during peak periods, typically during Easter and Christmas. It is unlikely that usual operations would reach that capacity on a regular basis.
- Suitable Parking Provision: A proposed informal overflow parking area of up to 28 bays is proposed with access via an existing gated crossover on Camelia Street. This would accommodate additional parking demand during peak periods without the introduction of hardstand which would compromise the significance of the site.

A technical note included in **Attachment 4** has been provided by the applicant's Engineer explaining how the overflow parking will operate. Given the occasional use of the parking areas where drivers are most likely unfamiliar with the parking layout, appropriate parking management will be implemented. This may include parking marshals to guide and direct drivers into the informal parking bays in a safe and uniform manner upon arrival and monitoring the safe departure of vehicles. Based on the assessment presented in this technical note, the overflow parking area would present no significant traffic capacity or road safety issues. It is recommended a condition of approval require the submission of a Parking Management Plan outlining the method for managing the overflow parking area.

- Local Parking Context: The City's Ranger Services undertook a parking demand survey of Alfonso Street, Claverton Street and Camelia Street over four days in April and May 2025, generally at 8:00am, 12:00pm, 3:00pm and 6:00pm on a Thursday, Friday, Saturday and Sunday. There are 61 on-street bays on Alfonso Street, 71 on-street bays on Claverton Street and 58 bays on Camelia Street.

On average, between 10 and 19 per cent of bays were occupied on Alfonso and Claverton Streets, and up to 25 per cent on Camelia Street. This indicates that the surrounding street network generally has available capacity and does not show evidence of persistent parking pressure associated with the site.

- Heritage: The Heritage Policy seeks for car parking areas to be located to the rear of the property so that they do not visually dominate the heritage place.

The temporary overflow parking is located to the north of the building and obscured by existing vegetation. As it is not paved or formalised, this area would maintain its park-like appearance for most of the year and would not compromise the cultural significance of the place. The referral response from the HCWA notes that the overflow parking should have little impact on the area.

The proposed eastern car parking area is located forward of the building and is not supported. It is discussed in the Part Refusal section of this report.

- Alternate Transport Options: The high frequency bus route 970 runs along Charles Street, with the nearest stop approximately 300 metres to the west of the site. A dedicated cycle lane also runs along Bulwer Street. These routes support access by alternate means of transport.
- Cash-in-Lieu: Administration does not support requiring a cash-in-lieu contributions under the Non-Residential Parking Policy for the parking shortfall. As demonstrated by the City's parking demand data, adequate public parking supply is available nearby and that the highest demand occurs only during limited peak periods.
- Supporting the Ongoing Use of the Site: The proposed formalisation will assist the ongoing use of the site as a Place of Worship by the Western Australian Catholic community. The proposed changes would provide for improved and safer access for attendees whilst having an overall improved heritage outcome.
- Western Car Park Improvements: The reconfiguration of the formal car parking bays results in a decrease from 101 to 95 bays because of line marking to Australian Standards, improvements to incorporate pedestrian paths and connectivity to the Church, and an increased grassed area to retain a large mature tree. This would improve accessibility, traffic flow and wayfinding to the Church.

There is an existing mature Lemon Scented Gum Tree within the western car park. Condition 1.6 has been recommended to ensure the tree is protected and monitored during construction works.

The HCWA does not support the planting of the 10 Poinciana trees within the western car park. This is due to the Poinciana's potential to obscure the views and vistas to the Church as viewed from Alfonso Street. Condition 1.3.1 is recommended to provide for a revised Landscaping Plan to address this. There are more suitable native trees that can be planted without compromising the significance of the heritage place.

- Bicycle Parking: In accordance with the City's Parking Policy, the development requires 11 short-term and 23 long-term on-site bicycle parking spaces.

The plans note a bicycle parking location to the southwest of the building, proximate to the main car parking area. Details on the number of bicycle parking bays has not been provided, however there is additional space either side of the bicycle parking area for additional bays. A condition is recommended requiring 11 short-term and 23 long-term on-site bicycle parking spaces to be provided.

2. *Part Refusal*

The portion of works in the application that are not supported relate to the following:

1. The removal of nine mature New Zealand Christmas trees, one mature Fiddlewood tree and one semi-mature Macadamia tree;
2. The construction of a six-bay car park located at the Vincent Street entry; and
3. The proposed phased tree replacement.

This part of the application has been assessed against the relevant planning framework and is recommended for refusal, for the following reasons:

- The Arborist Report confirms the trees proposed to be removed are generally healthy, stable and do not pose a risk to the structural or heritage integrity of the Church, a safety risk to patrons or surrounding environment. Based on the information provided, the trees are not in significant decline to warrant removal at this time.
- There is no demonstrated nexus between the proposed tree removal and any genuine functional or safety need.
- The existing mature trees make a significant contribution to the character, setting and amenity of the place. Despite the potential for improved views and vistas to the Church, it does not outweigh the loss of amenity provided by the mature established trees. The retention of the mature trees reinforces the park-like setting which is also a key part of the site's Statement of Significance.
- The proposed eastern car park would replace landscaped area and require tree removal, introducing additional hardstand and vehicle parking forward of the building in a prominent part of the site that would detract from the visual character of the heritage place. The City's parking data shows availability in nearby parking in the surrounding area. It demonstrates there would not be a detrimental impact to the surrounding area if the eastern six bays in front of the monastery were not provided.
- The proposed phased tree replacement does not provide justify the removal of healthy mature trees at this time.

Removal of Mature Trees

Administration acknowledges the works undertaken by the applicant to preserve, restore and improve this State-significant heritage place. The revised Conservation Management Plan from 2025 provides a detailed review of the history of planting of trees on site. A further addendum includes an Arborist report assessing the health of the trees and an overall Tree Inventory for the remaining mature trees on site.

The proposed removal involves nine mature New Zealand Christmas trees (No. 22 – 29 & 31 in the Arborist Report), one mature Fiddlewood tree (No. 30 in the Arborist Report) and one semi-mature Macadamia tree (No. 32 in the Arborist Report). These trees are located east of the driveway at the Vincent Street entry and are up to 8 metres in height.



Figure 3: Existing landscaping shown at the Vincent Street main entrance, with all New Zealand Christmas Trees to the right proposed to be removed.

Tree Removal

Applicant Justification:

The applicant has provided the following summarised justification in support of the removal of the 11 trees:

- The removal is based on arboricultural and visual considerations. The trees are considered to be at approximately three-quarters of their natural life expectancy for this environment.
- The New Zealand Christmas trees have required significant maintenance to manage form, clearance and declining canopy density.
- The trees continue to present as a dense, evergreen foliage that obscures the Monastery from the street and reduces the site's architectural visibility.
- The planting does not reflect original or intact heritage planting and early photographs show these planted as a hedge. Over time a variety of non-endemic species have been introduced resulting in a mixed variety rather than a curated historical composition. The limited post-war nursery supply meant that true heritage plantings were quite narrow in variety and largely pragmatic rather than aesthetic.
- The staged removal and replacement of trees with Poincianas in 2026 and 2031 will facilitate the replacement of canopy coverage that will match or exceed the existing canopy.
- The removal of the trees would facilitate the construction of new parking east of the site.
- The removal of the trees would improve sightlines when exiting from Vincent Street.

Administration's Comments

Administration acknowledges the applicant's intent to improve presentation of the place. However, the acceptability of the proposal must be demonstrated against the applicable planning framework and carefully balanced. On the information submitted and the merits of this proposal, Administration is not satisfied that removal of the mature trees is an acceptable outcome. Having due regard to the Local Planning Scheme No. 2 and Clause 67 of the Deemed Provisions, this part of the application is not supported for the following reasons:

- **Viability of Trees:** An Arboricultural Tree Audit and Tree Protection Specifications were prepared in support of the application by Arbor Consulting. The Inventory has been detailed to include a Risk Matrix from a scale of "Unacceptable" (red) to "Negligible" (dark green). All of the trees proposed to be removed are classified as "Broadly Acceptable" (light green) by the Inventory. This is illustrated in **Figure 3**.

The Arborist Report confirms the trees proposed to be removed are generally healthy, stable and do not pose a risk to the Church or surrounding environment. Based on the information provided, the trees do not appear to be in significant decline requiring their immediate removal. Tree maintenance works should be limited to minor arboricultural interventions, such as the removal of minor deadwood, canopy balancing and formative pruning where required. This demonstrates there is no nexus between the proposed tree removal and any genuine functional or safety need required now to remove them.

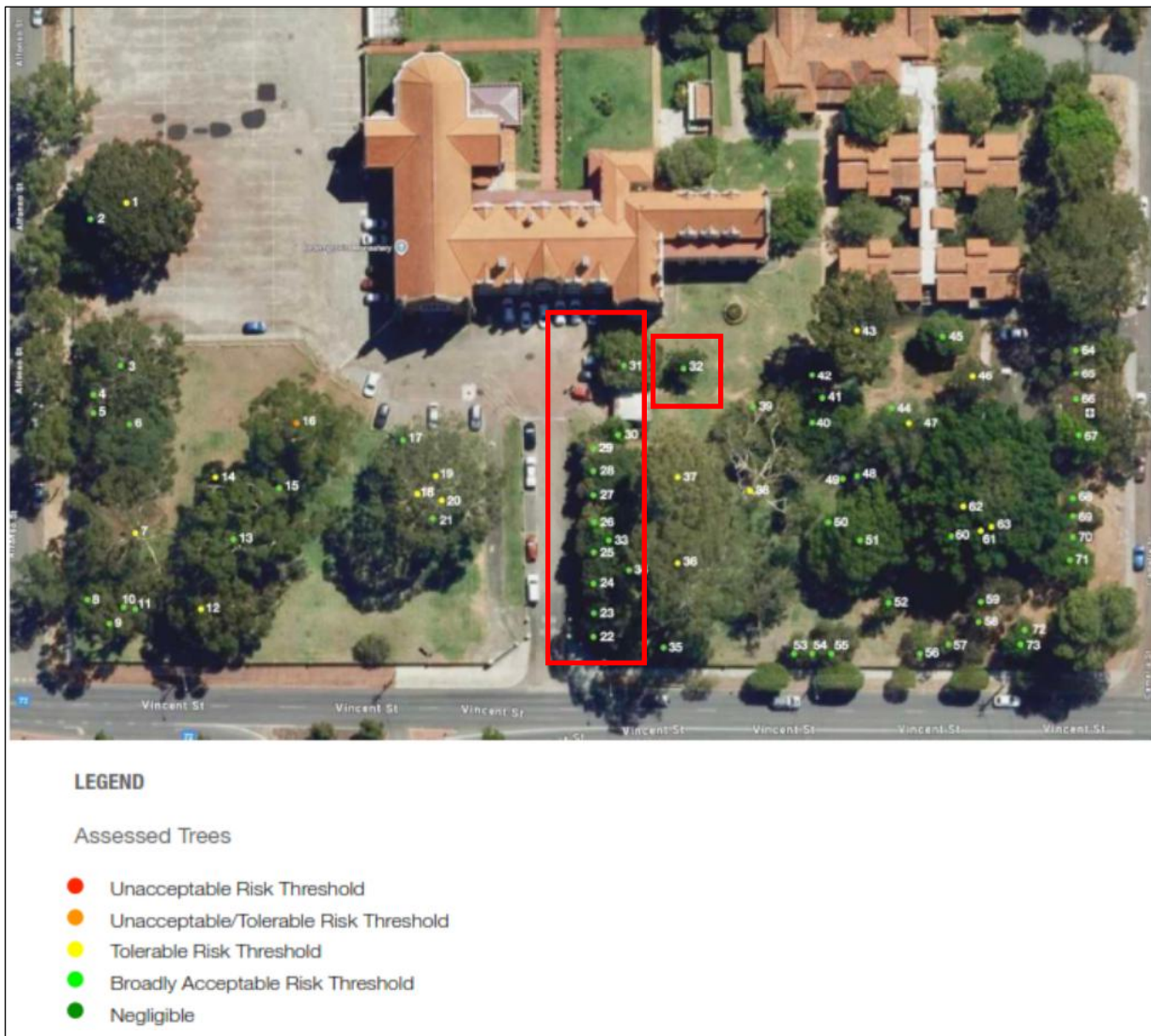


Figure 4: Site Context with the trees proposed to be removed and highlighting that it is “Broadly Acceptable Risk Threshold” in green

- **Tree Canopy:** The New Zealand Christmas tree canopy spans between 9-13 metres for each of the nine trees, 6.5 metres for the Fiddlewood and 7 metres for the Macadamia. These are large, mature trees with broad canopy cover provide cooling, aesthetic, and ecological value. Retaining these trees continues to deliver immediate and long-term benefits that newly planted trees take years to deliver. As the trees are not deemed a structural risk to the Church, a safety risk to patrons or are in immediate decline in health, their removal is premature and not supported. Noting that the trees have been assessed as having a Useful Life Expectancy of approximately 15 to 40 years from the time the report was prepared in 2025.
- **Landscape Character of the Site:** The Statement of Significance includes references that the Church and Monastery is not only a landmark heritage building but it is attributed by its “open setting, which, together with its mature trees and park-like setting” signifying its clear connection and contribution to the overall cultural heritage significance of the place. Removal of these mature trees at a key vantage point would erode the overall park-like setting and detrimentally impact a significant aspect of the place.

- History of Landscaping: The updated Conservation Management Plan provides detailed observations of the history of the site. It indicates that landscaping at the Vincent Street entry evolved over time, was generally informal in character and not intended to frame the place formally. While accepted that may be the case, over time these trees have matured, grown and collectively contribute to the overall setting of the place. They have become established elements of the current setting and an important part of the streetscape identify.
- Views are Maintained: The Church and Monastery are sited on a high point in the local topography, and remain clearly visible from Vincent Street and along the main approach.-These trees are located east of the driveway on an oblique angle. Particularly as patrons approach the Church from the main entry, western car park or as viewed north-east, views and vistas to the majority of the Church are maintained. So while removal of the trees may open views further, Administration is not satisfied that the degree of improvement outweighs the loss of established mature trees.



Figure 5: Views maintained to the Church and Monastery looking north-east



Figure 6: Views maintained to the Church and Monastery looking north

- Sightlines: Sightlines were identified as a reason for removal of the New Zealand Christmas trees.

Sightlines are still maintained. The entry of the Vincent Street driveway has large truncations (of up to 8 metres) and the trees are located east of the driveway, with visibility for oncoming traffic from the west retained. On the information submitted, sightline issues do not justify removal.



Figure 7: Photograph from Conservation Management Plan showing view from Vincent Street in 1981

Eastern Car Park

The applicant has proposed six additional parking bays to the east of the site to address a parking shortfall under the Parking Policy standards. This parking area would require removal of three trees, being the New Zealand Christmas tree, Fiddlewood Tree and Macadamia tree.

Administration acknowledges that the site is physically constrained and that the applicant seeks to address a technical parking shortfall. Administration met with the applicant to consider alternatives that would not result in tree removal. These included:

- Locating the additional parking south of the existing western car park. This would impact sightlines, traffic flow and existing grassed landscaping;
- Locating the additional parking east of the Vincent Street driveway. This would detract from the views and vistas to the main building; and
- Re-configuring the proposed eastern car park to retain these trees. This would result in fewer car bays due to the extent of the Root Protection Zone and likely construction impacts due to the trees' maturity.

Administration recommends the eastern car park not be supported for the following key reasons:

- Parking not to Dominate Place: The Heritage Policy seeks to reduce the impact of car parking dominating the place when viewed from the street. This proposed eastern car parking area would replace an existing landscaped area and require the removal of three trees. The proposed parking is also located within a "Significant" zone in the Conservation Management Plan, and would introduce additional hardstand and vehicle presence into a prominent part of the landscaped setting of a State heritage place. This is inconsistent with the policy objectives.
- Parking Availability: Although the application proposes a nine bay car parking shortfall based on a maximum occupancy of 552 persons, it is not anticipated the Monastery and Church would operate at its maximum capacity outside of peak periods. The City's car parking survey demonstrates that sufficient on-street parking capacity exists to cater for the additional visitors in those instances.

Phased Planting Plans

The applicant has proposed two Phased Planting Plans to support removal of the 11 trees, as follows:

1. Phase 1 – proposed in 2026:
 - Removal of six established New Zealand Christmas trees east of the Vincent Street entry; and
 - Replacement with six, 500L Poinciana (Delonix Regia) trees on either side of the Vincent Street driveway.
2. Phase 2 – proposed in 2031:
 - Removal of the remaining three established New Zealand Christmas trees east of the Vincent Street entry; and
 - Replacement with three, 45L Crepe Myrtle trees within the east of the parkland area and three, 45L Fiddlewood trees planted on the east in front of the Church.

The Phased Planting Plans are shown in **Attachment 2**. The intention of the proposed plans is to illustrate a phased approach to removal of the trees to reduce impact from the streetscape and improve views to the Church.

Applicant Justification:

The applicant has provided the following summarised justification in support of the phased planting:

- The design intent is to reveal the Heritage Place and frame its entry. The proposed replacement of the Poinciana species (Delonix Regia) from a landscape and visual permeability perspective better meets the objective of visually opening the site while maintaining shade.
- The proposed species are deciduous, providing a complete open view during the winter months. The species forms a broad, horizontal plane elevated above the ground, creating a clear line of sight beneath. This is a characteristic sought to improve the Monastery's visibility.
- The phased approach is intended to better address the visual impact from the streetscape.
- The additional trees proposed are more than double that being removed, providing an overall net benefit to the site.



Figure 8: Indicative Image of the proposed Delonix tree replacement at the entry of Vincent Street and potential impact at semi-maturity (Image prepared by DRP Landscape Member)

Administration Comments:






Administration does not support the two Phased Planting Plans for the following reasons:

- Species from a Landscape Perspective: The proposed Poinciana species (*Delonix Regia*) is not supported. It is not an endemic WA species and does not contribute to the heritage values. This is because it does not support the existing park-like aesthetic of generally tall clear trunked trees (such as the existing Eucalypts and Phoenix Palms). The species chosen would not strengthen the ecological or botanical character of the site, and are a high risk to Polyphagous shot-hole borer host species. The DRP Landscape member has not supported the tree removal or species chosen for these reasons outlined.
- Species from a Heritage Perspective: The formal Vincent Street entry is of considerable significance to the place. As shown in **Figure 7**, the proposed Poinciana trees along the main approach would obscure the views and vistas of the Church and Monastery from a key focal point from Vincent Street. This would not achieve the stated objective from the applicant of improving views to the place. The Conservation Management Plan and supporting documents from the applicant have highlighted the rationale for removing the existing trees is to maintain the views at the entry point.

The DRP Heritage member and HCWA have not supported the proposed tree replacement selection, as it would introduce new obstructions to the views and vistas of the main focal entry and have instead recommended low shrubs or a different tree species.

- Tree Replacement Strategy: The proposed phased replacement of trees would not adequately restore or replace canopy, shade, microclimate benefits and the landscape character provided by the existing mature trees that are in good health. The existing trees should be retained and the proposed phased tree replacement is not supported.
- Sightlines to the Place: Sightlines were identified as a reason for removal of the New Zealand Christmas trees. The Poinciana species has a broad, low canopy form (described as 'umbrella shaped') and may further obscure views to the place as it matures. The potential impact of the proposed trees at semi-maturity would result in views to the place being further obscured than the current situation. That would be at odds with the applicant's stated rationale for removal. This would also be the outcome for most of the year as these trees are semi-deciduous and are in leaf for much of the year. There are concerns also with the proposed alternative of a Jacaranda. While the Arborist Report identifies it as potentially more appropriate than the Poinciana, it raises the same issues outlined above. This includes impacts on sightlines to the building, no historic connection to the site or its context, and it is not endemic to Western Australia.

5.2 OUTCOME OF ADVERTISING, AND ADOPTION OF THE CITY'S PUBLIC HEALTH PLAN 2026 – 2031

- Attachments:**
1. **Public Health Plan 2026-2031** 
 2. **Summary of Submissions and Administration Comment** 
 3. **Stakeholder Feedback: Cancer Council WA** 
 4. **Stakeholder Feedback: Royal Life Saving WA** 
 5. **Stakeholder Feedback: Neami National** 

RECOMMENDATION:

That Council **APPROVE** the Public Health Plan 2026-2031 included in Attachment 1.

PURPOSE OF REPORT:

For Council to consider the outcomes of community consultation on the Public Health Plan 2026-2031 (the draft Plan) (**Attachment 1**).

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.

There is no delegation to Administration to approve the Plan.

BACKGROUND:

At its meeting held on [10 February 2026](#), Council approved the draft Public Health Plan for the purposes of community consultation.

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.

A Public Health Plan 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.

The Public Health Plan would:

- Fulfill statutory obligations under the *Public Health Act 2016*.
- Replace the City's Public Health Plan 2020-2025 which reached the end of its life in November 2025.
- Reflect updated health data, trends, and the City's strategic direction.
- Outlines the City's health profile, key priorities including mental health and climate-related health impacts.
- Set deliverables across 18 priority areas under five pillars of public health.

DETAILS:Community Consultation

The draft Public Health Plan was advertised for 21 days from 13 February to 6 March 2026 in accordance with the City's [Community and Stakeholder Engagement Policy](#). A survey on Imagine Vincent was available digitally and through hard copy, advertised through:

- Notices displayed at the City's website and the City's Administration building and Vincent Library.
- A news item on the City of Vincent website, published on 13 February.
- An article in the fortnightly e-news (26 February) and business e-newsletter (5 March).
- Social media posts through Facebook and Instagram on 17th February, 18 February, 24 February, and 3 March.

- Digital displays and screens at Beatty Park, Vincent library and the Administration building.
- Postcards displayed for the community to take from Vincent Library and Beatty Park.
- An email sent to community members on 28 February who had previously asked to be kept updated on the Public Health Plan.
- Two in-person events at Vincent Library on 24 February and Beatty Park on 18 February where administration staff engaged with approximately 60 community members.
- Emails to stakeholders sent on 29 January (providing early notice), 16 February and 25 February.

The estimated total reach of the consultation was 12,804.

The results of community consultation are summarised below.

Community Consultation	Total submissions	Supportive	% Supportive	Unsupportive	Unsure
Draft PHP overall	34	31	91%	0	3
Draft PHP vision	34	33	97%	0	1
Two strategic priority areas (mental health and impact of climate change on health)	34	33	97%	0	1

The draft Plan was very well received. The following themes were mentioned the most frequently in the optional comment boxes:

- Mental health.
- Strong support and endorsement of the draft Plan, vision and strategic priority areas.
- Climate and environmental conditions.
- Social connection and community cohesion.

Examples of community comments received include:

- *"It's a great vision to have a positive feedback loop between an environment which promotes people thriving and thriving people who invest and contribute to an environment they're proud of".*
- *"I think it's a very comprehensive document that has diligently addressed the most important matters and great to see the right things prioritised".*
- *"Absolutely [support the two strategic priority areas], great to finally see mental health at the forefront and serious considerations being taken to address the very real effects of climate change".*

A summary of submissions, and Administration's response is included in **Attachment 2**.

Submissions highlighted themes which are consistent with the strategic direction of the draft Plan and its intended outcomes. This alignment validates the draft Plan's strategic positioning and direction and will inform its implementation, with progress reported annually.

No modifications to the draft Plan are required from community feedback.

Stakeholder Submissions

Feedback was received from key health sector and government stakeholders including North Metropolitan Health Service, Cancer Council WA, Royal Life Saving WA, Injury Matters and Neami National.

Stakeholders praised the holistic, community-focused approach the City has taken to public health planning. The draft Plan is a strategic document that sets direction and priorities, enabling the City to respond to emerging public health issues while retaining flexibility in how implementation occurs.

Feedback related to matters of operational detail, which sit outside the scope of the draft Plan and will inform its implementation over time. Progress against the Plan will be reported annually. This approach allows the City to respond to emerging public health issues without needing to formally amend the draft Plan.

Where specific amendments to wording or requests for additional detail have been made, these and Administration comments are detailed in **Attachment 2**. These changes are minor in nature and do not alter the intent or direction of the Plan.

The below table provides a summary of proposed changes to the draft Plan:

Stakeholder	Submission theme	Modifications to draft PHP
North Metropolitan Health Service Submission received via text comments on draft PHP.	Submitter suggested modification of language in draft PHP to align more with values-based messaging; to highlight living environments as the largest contributor to health and wellbeing outcomes, rather than individual responsibility.	Small adjustments will be made to language throughout draft PHP to align better with values-based messaging, for example: <i>An increasing number of Australians are living with long-term health problems and chronic diseases, often linked to how we live, eat and move.</i>
Cancer Council WA Copy of full submission at Attachment 3.	Submitter gave strong endorsement of the draft PHP, coupled with recommendations to further strengthen cancer-prevention efforts across risk areas, including the importance of healthy food environments and active living, expanding alcohol harm-prevention measures, elevating skin cancer prevention through UV-reduction strategies, maintaining momentum on smoke and vape-control measures, and embedding of public health principles into local law reviews and lease agreements. These matters will inform implementation of the PHP, with progress reported on annually.	Wording modification on page 36 of draft PHP to reflect inclusion of UV as a health risk, and that shade can be natural or built: <i>Increased shade (whether natural or built) and greenery help prevent heat-related illness, reduce UV exposure and support active lifestyles.</i> Modification of deliverable 1.1 to: <i>Embed public health and wellbeing principles into the City of Vincent's strategic plans, policies, local laws and lease agreements.</i>
Injury Matters Submission received via Imagine Vincent survey.	Submitter provided support for the inclusion of objectives and actions around both climate and mental health, noting that both impact injury rates. Submitter noted support for actions around the built environment, and development of a council endorsed position on alcohol management.	No modifications.
Royal Life Saving WA Copy of full submission at Attachment 4.	Submitter offered strong support for the draft PHP, noting its comprehensive and partnership-focused approach. Submitter gave suggestions to further strengthen injury prevention in the aquatic and drowning space. This feedback will inform implementation of the PHP, with progress reported annually.	No modifications.
Neami National Copy of full submission at Attachment 5.	Submitter noted that the draft is strong. Submitter offered refinements on sector-aligned terminology, and more explicitly referencing commercial determinants of health as risk factors for mental ill-health. Submitter offered suggestions for strengthening work in suicide prevention. This feedback will inform implementation of the PHP, with progress reported annually.	Small adjustments to language in three areas of the draft PHP, for example referencing that community connection can be <i>in-person and online.</i>

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 adopt the draft PHP because:

- The draft PHP builds on progress already started in the PHP 2020–2025. Administration have carefully considered new directions for progress in consultation with community and Council feedback, local health data, and priorities set by the State PHP.
- Community and stakeholder consultation was overwhelmingly positive. Only minor modifications were made to the draft PHP following community and stakeholder consultation, none of which change the strategic direction of the 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.
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.
We protect, improve and promote public health and wellbeing within Vincent.*

Thriving Places

*Efficiently managed and maintained City assets in the public realm.
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.
More people living in and working in or enjoying our town centres.*

Innovative and Accountable

We deliver our services, projects and programs in the most inclusive, efficient, effective and sustainable way possible.

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

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

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

SUSTAINABILITY IMPLICATIONS:

Sustainable Vincent Framework

This is in keeping with the following priority objectives of the City's Sustainable Vincent Framework:

Climate Action (Mitigation & Adaption)

Healthy and thriving city

Regenerative, green and biodiverse

Resource conservation

Enhanced Environment Strategy

This is in keeping with the following key sustainability outcomes of the City's Enhanced Environment Strategy 2025-2030:

Resource Conservation & Waste - A Circular Vincent

Water Conservation & Management - A Water Sensitive Vincent

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial or budget implications that would arise through adopting the draft PHP. 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 draft Public Health Plan 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.

The draft Public Health Plan lists 18 priority areas overall. Priorities have been carefully crafted while considering:

- City of Vincent Health Profile and Local Health Data Analysis, provided by the Department of Health.
- Consideration of the State Public Health Plan.
- Community and Stakeholder Consultation.
- Strategic alignment, Council and Administration Priority Setting.

Priority areas included within the draft Public Health Plan are as follows.

Thriving minds – mental health	Climate emergency
Strategic initiatives	Healthy and safe communities
Health literacy	Healthy urban planning and design of communities
Healthy living environments	Healthy and active travel
Healthy, accessible and sustainable food and drink	Healthy streets
Healthy social connections through activities and programs	Thriving parks, thriving people
Inclusive communities	Environmental health
Healthy and safe events	Emergency management
Thriving body, thriving mind: Sport and recreation	Promote community wellbeing by reducing waste and safeguarding natural resources and environments

The draft Public Health Plan 2026-2031 (**Attachment 1**) represents the City's next major step in strengthening community health and wellbeing. The draft PHP would continue to build on the significant progress made in the PHP 2020-2025 and continue to position the City as a leader in public health.

Developed in alignment with the State Public Health Plan 2025, it provides a clear strategic direction that is grounded in local data, informed by extensive engagement, and supported by strong participation from both the community and key health sector partners.

Throughout the process of planning, analysis and consultation for the draft PHP, Administration has consistently worked with community, key stakeholders, and elected members to refine the Plan's direction, ensuring the final draft is well-positioned to address the most significant health challenges facing the Vincent community.

6 INFRASTRUCTURE & ENVIRONMENT

6.1 APPROVAL TO ADVERTISE LOCAL AREA TRAFFIC MANAGEMENT POLICY - STANDARD AMENDMENT

- Attachments:**
1. Local Area Traffic Management (LATM) Policy 
 2. Road Safety Management Plan (RSMP) 
 3. Traffic Warrant Scoring System 

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 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.

Further discussion on the draft Policy was held at Council Workshops held 17 February and 17 March 2026.

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.

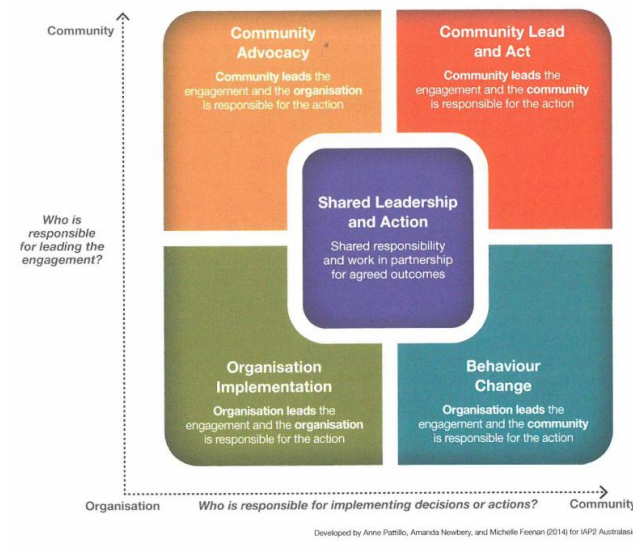
Examples of current / best practice:

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 25 May 2026

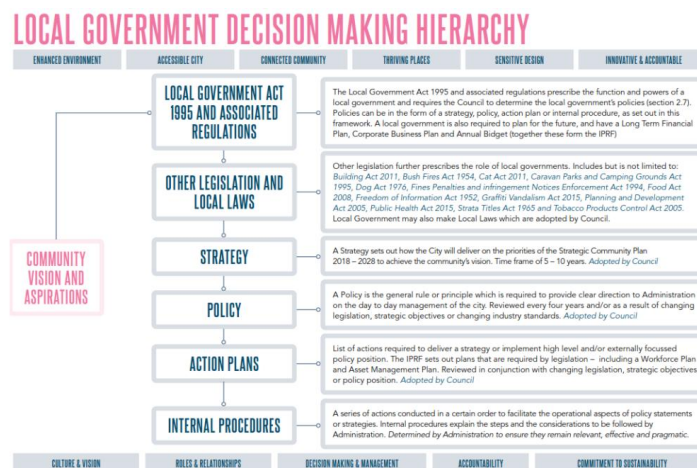
LEGAL/POLICY:

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

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.



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: It is low risk for Council to adopt the proposed Local Area traffic Management policy because –

- it will 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 our town centres.

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:**Sustainable Vincent Framework**

This is in keeping with the following priority objectives of the City's Sustainable Vincent Framework:

Resilient and low carbon infrastructure

Enhanced Environment Strategy

This is in keeping with the following key sustainability outcomes of the City's Enhanced Environment Strategy 2025-2030:

Resilient and low carbon infrastructure

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. Adoption of a LATM Policy is critical to ensuring that resources are prioritised to address the greatest need for road safety outcomes.

COMMENTS:

Nil

6.2 SAFE TRADING SITE - 62 FRAME COURT CARPARK, LEEDERVILLE

Attachments: 1. 2175 - Safe Trading Site_Map 

RECOMMENDATION:

That Council:

1. **APPROVES** the establishment of a designated Safe Trading Site at the proposed location shown in Attachment 1; and
2. **AUTHORISES** the Chief Executive Officer to administer and enforce the operation of the site.

PURPOSE OF REPORT:

The purpose of this report is to present to Council the proposed location of a Safe Trading Site in Leederville and seek approval for implementation and advertising.

DELEGATION:

Not applicable. Council resolution requested an implementation model be presented for action within the 2025/2026 financial year.

BACKGROUND:

In December 2025, Council supported a notice of motion from Councillor Woolf seeking that the City explore and develop an implementation model for a Safe Trading Site in the City of Vincent for online marketplace exchanges. The report was to address:

- 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; and
- Resource and cost implication.

DETAILS:

The use of online trading platforms, including Facebook marketplace, continues to increase. While these platforms offer convenience, they also present safety risks associated with face-to-face exchanges between unknown parties.

Safe Trading Sites have been established in Victoria and the City of Stirling. These sites provide a designated public location where community members can meet to exchange goods in an open, well-used environment with the aim of reducing the risk of physical harm, intimidation or anti-social behaviour.

Administration has investigated potential locations that meet the intent of a Safe Trading Site and proposes the following location as suitable:

62 Frame Court carpark, Leederville (adjacent 106 Oxford Street)

The proposed site is located just outside the undercover area, adjacent to (former) Cranked Coffee and the Frame Court carpark. The site offers the following attributes:

- Publicly accessible parking;
- Accessibility;
- Close proximity to Leederville Train Station;
- Location within a busy and vibrant town centre;
- Undercover seating nearby;
- Adequate lighting; and
- Existing CCTV coverage

An aerial view of the proposed location is provided at **Attachment 1**.

CONSULTATION/ADVERTISING:

Subject to there being no objections to the proposed location, the following implementation actions are recommended:

- Installation of ground-level floor decals identifying the Safe Trading Site;
- Installation of pole-mounted signage indicating the site location and including appropriate indemnity wording;
- Updates to the City’s website;
- Social media communications;
- Promotion through the City of Vincent eNewsletter; and
- Installation of QR code signage to enable users to provide feedback.



Organisation Implementation

Engagement is used to both inform the community about the proposed policy, project or propositions, and to provide some input to the shape or execution of the policy, project or proposition.

Tension: People feel forced leading to an unresponsive process.

Mitigation: Increasing the level of influence, and implementing a transparent, robust process.

The engagement leader/host is responsible for decision-making and implementation

A robust process to engage with the community and stakeholders

LEGAL/POLICY:

Nil

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to establish a Safe Trading site which may compromise public safety, legislative compliance, environmental protection or community trust.

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

SUSTAINABILITY IMPLICATIONS:**Sustainable Vincent Framework**

This does not contribute to any specific sustainability outcomes of the Sustainable Vincent Framework.

Enhanced Environment Strategy

This does not contribute to any specific sustainability outcomes of the City's Enhanced Environment Strategy 2025-2030.

PUBLIC HEALTH IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

It is estimated that the costs for signage and promotion of the Safer Trading Site initiative will be approximately \$350 and will be funded through the City's operating budget.

COMMENTS:

Whilst the site will be promoted as a Safe Trading Site, it is important to appropriately manage community expectations around safety.

All promotional material and on-site messaging should clearly state:

"People engaging in online purchases or sales do so at their own risk. The City of Vincent will not be liable for any incidents or offending that may occur. Victims of crime should immediately seek police assistance."

The Safe Trading Site is intended to provide a highly visible, well-used public space to support safer transactions, however, it does not guarantee personal safety.

Feedback will be collected from users of the site both in person and online, including through QR codes displayed on-site.

Survey data will be used to assess community uptake, perceptions of safety and the overall effectiveness of the initiative and location. This information may inform future improvements of the Site.

7 COMMUNITY & BUSINESS SERVICES

7.1 FINANCIAL STATEMENTS AS AT 31 MARCH 2026

Attachments: 1. **Financial Statements as at 31 Mar 2026** 

RECOMMENDATION:

That Council **RECEIVES** the Financial Statements for the month ended 31 March 2026 as shown in Attachment 1.

PURPOSE OF REPORT:

To present the statement of financial activity for the period ended 31 March 2026.

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 March 2026**:

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 March 2026 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 \$769,249 (0.9%). The following items materially contributed to this position:

- A favourable variance of \$641,581 in Fees and Charges due to timing variances:
 - \$671,249 favourable Ranger Services revenue,
 - \$88,641 favourable Statutory Planning Services development application fees, and
 - \$84,368 favourable Beatty Park revenue, partially offset by:
 - \$110,217 unfavourable Lease fee income, and
 - \$74,430 unfavourable Hire fees income
 - \$57,420 unfavourable Public Health and Building Environment
- Favourable variance in interest earnings of \$569,688 mostly due to higher cash balances and interest rates.
- Favourable variance in other revenue of \$167,567 mainly due to income from withholding tax from MRC land sales.
- An unfavourable timing variance in Operating grants, subsidies and contributions of \$419,255.
- An unfavourable timing variance in Profit on Disposal of Assets of \$186,575.

Expenditure by Nature or Type (on page 1) is unfavourable by \$681,936 (1.1%). The following items materially contributed to this position:

- \$491,943 unfavourable Depreciation expense due to higher asset balances.
- \$315,791 unfavourable Employee related costs due to timing variances.
- \$242,745 unfavourable Other expenditure due to timing variances.
- \$69,867 unfavourable Utility charges due to timing variances.
- \$365,578 favourable Materials and Contracts mainly due to timing variances in:
 - \$208,385 favourable maintenance expense in City Buildings and Asset management,
 - \$169,907 favourable Waste Management Services,
 - \$160,344 favourable Statutory Planning Services,
 - \$150,456 favourable Public Works,
 - \$100,887 favourable Urban Design and Strategy,
 - \$59,907 favourable Engineering Design,
 - \$58,665 favourable Major projects,
 - \$56,038 favourable Information Communication, partially offset by:
 - \$288,834 unfavourable Parks Services,
 - \$196,680 unfavourable Ranger Services, and
 - \$139,785 unfavourable Marketing and Communications.

Surplus Position

The opening surplus position brought forward to 2025/26 is \$5,102,373. The closing surplus is \$22,090,970 against the budget of \$21,272,365 as at March 2026.

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 March 2026 is \$33,081,131.

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 March 2026
Third Instalment	2 January 2026
Fourth Instalment	6 March 2026

At 31 March 2026, the outstanding rates debtors balance was \$3,820,800 including Underground Power service charges. The percentage of collectable outstanding rates and service charges at this date were 6.41% and 27.69% respectively.

8. Receivables: Other Debtors (Note 7 Page 13)

Total trade and other receivables at 31 March 2026 were \$4,469,387. Below is a summary of the significant items with an outstanding balance over 90 days:

- \$2,662,149 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.
- \$37,729 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 March 2026, the Centre reported a net operating deficit of \$364,451 against the year-to-date budget deficit of \$21,690.

CONSULTATION/ADVERTISING:

Nil.

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:

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

Innovative and Accountable

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

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

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.

SUSTAINABILITY IMPLICATIONS:

Expenditure within this report facilitates various projects, programs, services and initiatives that contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.




PUBLIC HEALTH IMPLICATIONS:

Expenditure within this report facilitates various projects, programs and services that contribute to the priority health outcomes within the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

As contained in this report.

7.2 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 1 MARCH 2026 TO 31 MARCH 2026
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- Attachments:**
1. **March 2026- Payments by Eft and Payroll** 
 2. **March 2026 - Payments by Direct Debits** 
 3. **March 2026 - Payments by Fuel Cards** 

RECOMMENDATION:

That Council **RECEIVES** the list of accounts paid under delegated authority for the period 01 March 2026 to 31 March 2026 as detailed in Attachments 1, 2, and 3 as summarised below:

EFT payments, including payroll	\$ 11,775,138.54
Direct debits, including credit cards	\$ 416,293.14
Total payment for Mrach 2026	\$ 12,191,431.68

PURPOSE OF REPORT:

To present to Council the list of expenditure and accounts paid for the period 01 March 2026 to 31 March 2026.

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 March 2026 to 31 March 2026, covers the following:

FUND	CHEQUE NUMBERS/ BATCH NUMBER	AMOUNT
Municipal Account (Attachment 1, 2 and 3)		
EFT Payments	3294 - 3306	\$9,933,018.75
Payroll by Direct Credit	March 2026	\$1,842,119.79
Sub Total		\$ 11,775,138.54

Direct Debits (including Credit Cards)

Lease Fees		\$ 27,429.04
Loan Repayments		\$ 349,078.09
Bank Charges – CBA		\$ 18,960.10
Credit Cards		\$ 20,825.91
Sub Total		\$ 416,293.14
Total Payments		\$ 12,191,431.68

CONSULTATION/ADVERTISING:

Nil.

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

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

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

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.

SUSTAINABILITY IMPLICATIONS:

Expenditure covered in this report includes various projects, programs, services and initiatives that contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.

PUBLIC HEALTH IMPLICATIONS:

Expenditure covered in this report includes various projects, programs and services that contribute to the priority health outcomes within the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

All municipal fund expenditure included in the list of payments is in accordance with Council's annual budget.

7.3 INVESTMENT REPORT AS AT 31 MARCH 2026

Attachments: 1. Investment Report as at 31 March 2026 

RECOMMENDATION:

That Council **NOTES** the Investment Statistics for the month ended 31 March 2026 as detailed in Attachment 1.

PURPOSE OF REPORT:

To advise Council of the nature and value of the City's Investments as at 31 March 2026 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**

No funds were invested in the month of March 2026 while \$4.0m of funds maturing during the same period.

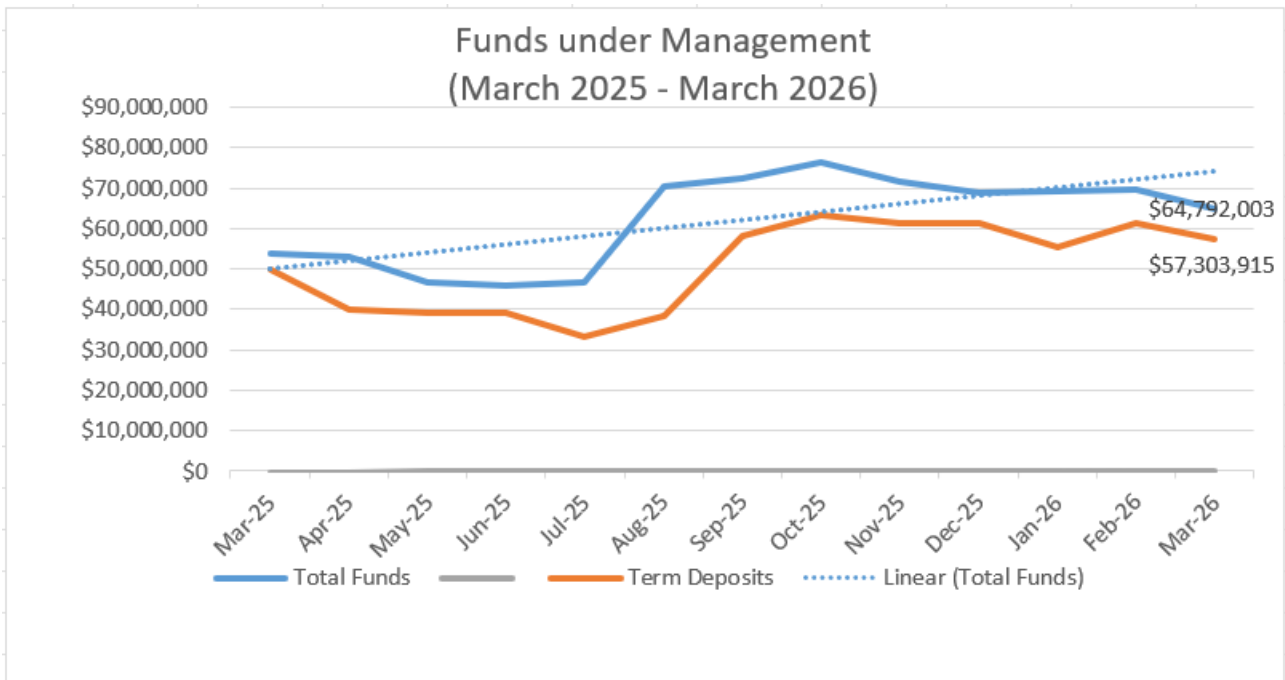
Investment Status

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

As at 31 March 2026, the total funds held in the City's operating accounts (including on call) was \$64,792,003 compared to \$53,737,391 for the period ended 31 March 2025. All funds are interest bearing as at 31 March 2026.

The total term deposit investments for the period ended 31 March 2026 were \$57,303,915 compared to \$49,699,836 for the period ended 31 March 2025.

The following chart shows funds under management from March 2025 to March 2026:



Interest Status

Total accrued interest earned on investments as at 31 March 2026 is:

Total Accrued Interest Earned on Investment	Budget Annual	Budget YTD	Actual YTD	% of YTD Budget	FY24/25 Actual
Municipal	1,000,000	697,360	942,255	135.12%	1,269,032
Reserve	1,100,000	700,800	997,900	142.39%	1,200,000
Subtotal	2,100,000	1,398,160	1,940,156	138.76%	2,469,032
Leederville Gardens Inc. Surplus Trust*	0	\$0	141,852	N/A	197,586
Total	2,100,000	1,398,160	2,082,008	148.91%	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 4.31% for current investments compared to the Reserve Bank 6 month accepted bill rate for March 2026 of 4.60%.

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 50.6% of its total investment portfolio allocated to banks with fossil fuel exposure as at March 2026, 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%	25.5%	90%	50.6%
A-1	25%	0%	90%	0%
A-2	20%	13.9%	90%	49.4%

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 2022-2032*:

Innovative and Accountable

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

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

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.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any specific sustainability outcomes of the Sustainable Vincent Framework, however focussing on non-fossil fuel investments contributes to a sustainable environment.



PUBLIC HEALTH IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

The 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.

7.4 DIFFERENTIAL RATING STRATEGY 2026/2027

TRIM Ref: D26/34592
Authors: Ronel de Lange, Coordinator Rates and Receivables
 Main Bhuiyan, Manager Financial Services
Authoriser: David MacLennan, Chief Executive Officer
Attachments: 1. Statement of Financial Activity FY2026/27 (Draft) 
 2. Statement of Objects and Reasons for the Proposed Differential Rates and Minimum Payments for 2026/27 

RECOMMENDATION:

That Council:

1. **ADVERTISES** by local public notice for a period of 21 days, in accordance with Section 6.36(1) of the *Local Government Act 1995*, its intention to levy the following differential rates and minimum rates in 2026/2027 as set out in the Statement of Objects and Reasons for the Proposed Differential Rates and Minimum Payments for 2026/2027, at Attachment 2; and
2. **AUTHORISES** the Chief Executive Officer to invite submissions from electors and ratepayers on the proposed differential rates and minimum payments for 2026/2027:

Rating Category	2026/27	
	Rate in the Dollar	Minimum Rate
Residential	0.06477315	\$1,685.55
Vacant	0.12900000	\$1,794.97
Other	0.07146508	\$1,700.00
Short Term Rental Accommodation	0.07772778	\$2,022.66

PURPOSE OF REPORT:

To obtain Council’s approval to advertise the proposed differential and minimum rates for the 2026/27 financial year and invite community feedback.

DELEGATION

Section 6.36(1) of the *Local Government Act 1996* requires that before imposing differential general rates a local government is to give local public notice of its intention to do so.

BACKGROUND:

The City of Vincent imposes differential rates based on the purpose for which land is zoned or for which the land is held or used.

In accordance with section 6.36 of the *Local Government Act 1995*, the City is required to give local public notice of its intention to impose differential general rates prior to adopting its 2026/27 budget.

DETAILS:

For the 2026/27 budget, rate setting required careful balancing between maintaining financial sustainability and easing the burden on our community. The City has considered ongoing cost-of-living pressures and rising service delivery costs.

Budget Themes for 2026/2027

The City of Vincent proposes a balanced budget for 2026/2027, as set out in the DRAFT Statement of Financial Activity at **Attachment 1**. The budget is DRAFT and is subject to change.

The 2026/27 draft budget continues the City's path toward long-term financial sustainability while considering service delivery requirements.

The City continues to face cost escalations across employee costs, Polyphagous Shot-Hole Borer (PSHB) response, waste services, construction costs, IT software, materials and utilities. These cost pressures, along with higher community expectations, asset maintenance and renewal needs, have shaped the 2026/27 Annual Budget.

The City is proposing a rate increase of 5.4% for the 2026/27 financial year.

A higher rate increase of 40.9% for Vacant residential properties is also proposed to encourage development of vacant land in the City. A concession for residential properties that have been vacant for less than 2 years is proposed in the Annual Budget 2026/27 to reduce the additional increase for those ratepayers.

A new Differential rating category is proposed for un-hosted Short Term Rental Accommodation (STRA) at 20% higher than the Residential rating category. STRA properties typically place greater demand on local infrastructure and services due to higher occupant turnover, including increased waste generation, use of public amenities, and pressures on parking and local amenity. They also require additional regulatory oversight, resulting in higher administrative and compliance costs. The higher rates revenue will offset these additional costs and reduce the burden on other ratepayers.

To help reduce the impact on ratepayers, the City has factored in higher-than-expected revenue from fees & charges and interest earnings, as well as carried-forward surplus funds from the 2025/26 financial year.

The City of Vincent remains one of the lowest rating Councils in metropolitan Perth. In 2025/26, it was ranked eighth lowest based on a median GRV of 20,800.

The proposed 5.4% rate increase equates to \$1.85 per week, or \$96.20 per year for the median residential household. Other residential property examples include an increase of \$2.17 per week or \$112.72 per year for a 4x1 house in Mt Lawley with a GRV of 33,910 and \$2.66 per week or \$138.08 per year for a 5x2 house in North Perth with a GRV of 42,180.

Rates and annual charges comprise 58% of the revenue mix for the City of Vincent with 34% from Fees & Charges to help minimise the burden on ratepayers. Interest revenue is expected to increase in line with forecasted higher interest rates.

Employee costs are forecasted to increase by \$2.8m, primarily due to EBA increases and resourcing needs at Beatty Park and other high-demand areas.

Included in the Draft Statement of Financial Activity are Underground Power costs in Materials and Contracts of \$1,338,719. All Underground Power costs are fully recovered from ratepayers within the NPMH project area and do not impact the proposed rate increases for 2026/27.

Comparative view of Residential Rates

In developing an equitable rating model, it is useful to undertake a comparison with other metropolitan local governments.

The following table details how the rate in the dollar and waste collection charges (where they are applied separately) levied in 2025/26 impact on the rate levied on an individual residential property at each of the local governments, based on a nominated Gross Rental Value (GRV) of 20,800, being the City of Vincent Residential category median value.

In a residential rating context, this table demonstrates that in 2025/26, when the waste collection charge is factored in the City had the **eighth lowest minimum and median rate** in the Perth metropolitan area.

2025/26 Residential Rating Comparison table

Council	Rate in \$	Minimum Rates	Waste Charge	Security	Total		Ranking Based on:		Reserve Balance (excl UP)	Capital Budget	Reserve to Capex ratio	Rates Revenue
					Total Minimum Payable	Residential Rates Levy based on a GRV of \$20,800	Minimum	\$20,800				
Armadale	0.1012250	1,460.00	449.00	-	1,909.00	2,554.48	27	29	165,304,765	82,845,000	2.0	96,265,165
Bassendean	0.0849600	1,229.00	432.00	-	1,661.00	2,199.17	21	25	13,869,765	7,389,304	1.9	17,355,682
Bayswater	0.0772880	1,183.40	421.30	-	1,604.70	2,028.89	18	19	52,400,986	31,840,656	1.6	62,997,810
Belmont	0.0655580	920.00	360.00	-	1,280.00	1,723.61	2	9	63,088,942	23,837,592	2.6	62,356,757
Cambridge	0.0580360	1,057.00	600.00	-	1,657.00	1,807.15	20	12	68,547,939	17,226,084	4.0	29,423,910
Canning	0.0607200	1,125.00	436.00	81.00	1,642.00	1,779.98	19	10	88,756,849	51,934,475	1.7	93,955,579
Claremont	0.0638840	1,557.63	-	-	1,557.63	1,557.63	12	1	10,718,177	5,585,045	1.9	18,678,635
Cockburn	0.0838700	1,591.00	-	72.57	1,663.57	1,817.07	22	13	226,868,503	65,374,352	3.5	141,460,000
Cottesloe	0.0581200	900.00	585.00	-	1,485.00	1,793.90	8	11	8,694,160	3,878,871	2.2	11,864,459
East Fremantle	0.0754170	1,360.00	-	-	1,360.00	1,568.67	4	2	1,386,991	2,430,421	0.6	10,044,192
Fremantle	0.0876640	1,825.00	-	-	1,825.00	1,825.00	25	14	15,404,133	29,176,417	0.5	67,538,194
Gosnells	0.0733000	1,128.00	415.00	-	1,543.00	1,939.64	11	17	116,679,787	57,549,786	2.0	88,172,327
Jondalup	0.0569450	935.00	395.00	-	1,330.00	1,579.46	3	3	118,502,408	54,513,828	2.2	117,270,575
Kalamunda	0.0701200	1,240.00	674.95	-	1,914.95	2,133.45	28	23	54,251,080	42,894,435	1.3	51,786,679
Kwinana	0.0924410	1,277.00	414.00	-	1,691.00	2,336.77	24	27	65,384,116	35,777,857	1.8	56,311,710
Melville	0.0761814	1,491.80	-	67.00	1,558.80	1,651.57	13	6	102,337,003	60,497,985	1.7	114,863,860
Mosman Park	0.0772500	1,002.75	438.90	-	1,441.65	2,045.70	6	21	4,844,420	3,162,935	1.5	12,165,511
Mundaring	0.0920012	1,019.00	550.00	-	1,569.00	2,463.62	15	28	30,255,820	23,521,850	1.3	35,748,896
Nedlands	0.0775510	1,636.00	428.50	-	2,064.50	2,064.50	29	22	7,884,124	10,363,277	0.8	29,821,188
Peppermint Grove	0.0789600	1,560.00	-	-	1,560.00	1,642.37	14	5	2,452,676	2,916,019	0.8	3,856,665
Perth	0.0626235	805.00	371.70	-	1,176.70	1,674.27	1	7	164,728,264	63,452,100	2.6	112,246,343
Rockingham	0.0860700	1,431.00	476.00	-	1,907.00	2,266.26	26	26	104,955,485	81,724,623	1.3	118,374,706
South Perth	0.0776670	1,244.00	430.00	-	1,674.00	2,045.47	23	20	50,384,525	31,624,075	1.6	47,742,872
Stirling	0.0552270	991.00	405.00	55.00	1,451.00	1,608.72	7	4	111,367,666	119,489,713	0.9	174,558,410
Subiaco	0.0709200	1,190.00	408.00	-	1,598.00	1,883.14	17	15	71,856,320	22,080,336	3.3	28,128,259
Swan	0.0803380	1,005.00	507.00	-	1,512.00	2,178.03	9	24	348,736,156	155,017,143	2.2	166,496,196
Victoria Park	0.0942000	1,411.00	-	-	1,411.00	1,959.36	5	18	44,987,233	25,657,805	1.8	55,338,147
Vincent	0.0817795	1,516.54	-	-	1,516.54	1,701.01	10	8	31,165,191	21,858,784	1.4	46,428,195
Wanneroo	0.0709020	1,138.00	440.00	-	1,578.00	1,914.76	16	16	345,774,175	137,558,649	2.5	174,680,029

Gross Rental Values - Triennial Revaluation

The State Government is responsible for determining the methodology for valuing properties in Western Australia. The values provided by the Valuer General are reviewed every three years to complete what is known as a General Valuation.

The revaluation is based on property valuations and sales data as of 1 August 2024 and is effective from 1 July 2026. Rating valuations are therefore assessed at a 'snapshot in time' reflecting the property market for the metropolitan area on precisely the same date, ensuring consistency and fairness in the allocation of rates.

Developed properties are valued on their potential rental income (Gross Rental Value), whereas undeveloped properties are valued between 3 – 5% on the capital value. Both these methods of valuation are known as Gross Rental Value (GRV).

The GRV revaluation adds volatility to the City's rates setting process. The GRV may vary for either the individual property (e.g. where property improvements or development has occurred) or may vary for a category of properties depending on sales data and valuations for the area.

Rate Setting Arising from the Triennial Revaluation

The Valuer General's Office has recently provided the revaluation data, with the following table demonstrating the total variance of the GRV for each rateable category:

2025/26 Differential	GRV 2023	GRV 2026	Increase (%)
Residential	405,611,813	541,265,017	33.4%
Other - Commercial	121,752,246	136,990,360	12.5%
Other - Industrial	18,353,261	21,619,075	17.8%
Vacant-Commercial	2,762,250	2,915,000	5.5%
Vacant- Residential	6,130,110	7,552,260	23.2%
	554,609,680	710,341,712	28.1%

Whilst individual properties may have fluctuated in value to various extents, at an overall category level, it can be seen that:

- Residential developed properties have on average increased in value by 33.4% and Vacant residential land by 23.2%; and
- Commercial/Industrial properties have on average increased between 12.5% and 17.8% in value, while Vacant Commercial has increased by only 5.5%

Rate Modelling Assumptions

In preparing the proposed Differential Rates and Minimum Rates for 2026/27, the City has used the following methodology:

1. Rate increase of 5.4%, a higher rate increase of 40.9% for Vacant Residential and a new Short Term Rental Accommodation rate set at 20% higher than the Residential rate; and
2. Minimum rate increases by 11.1% for Residential and Vacant Residential, 16.2% for Other, 33.4% for STRA, and a reduction in Vacant-commercial of 3.1%.

Minimum rates are imposed to establish the minimum amount any property must pay to contribute to the cost of services provided by a local government, regardless of the value (GRV) of their property.

Rates Growth, Waivers and Concessions

Rates revenue in the draft Statement of Financial Activity (**Attachment 1**) has also provided for the following assumptions:

- An increase of approximately \$150,000 due to organic growth in rates revenue arising from property development or improvement (i.e. interim rates);
- A decrease of approximately \$156,340 as a waiver of rates for particular community and sporting groups;
- A decrease of approximately \$100,000 as a concession that will reduce the rates payable for vacant residential properties that have been vacant for less than 2 years; and
- A decrease of approximately \$25,000 for vacant land designated for future road reserve purposes.

The City’s level of growth in the number of rateable properties has slowed to 0.16% in 2026 and an average of 0.52% between 2020 and 2026.

Year (30 June)	RATEABLE PROPERTIES	Increase	
		Number	%
2026	19,585	31	0.16%
2025	19,554	61	0.31%
2024	19,493	138	0.71%
2023	19,355	58	0.30%
2022	19,297	59	0.31%
2021	19,238	197	1.02%
2020	19,041	163	0.86%

Rate Payments

The City will provide 3 payment options namely:

- pay in full;
- pay by instalments (four instalments); and
- pay by rates smoothing/flexible payments.

A provision of \$50,000 for financial hardship has been included in the draft budget for 2026/27.

PROPOSED DIFFERENTIAL RATES RELATIVITIES AND MINIMUM RATES FOR 2026/27

Having regard to the differential rates relativities and proposed minimum rates, the City of Vincent proposes the following differential rates for 2026/27:

Rating Category	2026/27	
	Rate in the Dollar	Minimum Rate
Residential	0.06477315	\$1,685.55
Vacant	0.12900000	\$1,794.97
Other	0.07146508	\$1,700.00
Short Term Rental Accommodation	0.07772778	\$2,022.66

The overall objective of the proposed rates in the 2026/27 Budget is to provide for the net funding requirements of the City of Vincent's various programs, services and facilities.

The *Local Government Act 1995 (Section 6.36)* provides that a local government may impose a differential general rate (**DGR**) according to land zoning, land use, whether the land is vacant or not, or a combination of each characteristic.

The City of Vincent applies a differential general rate as Council has determined that different property categories should pay a fair and equitable contribution, considering the benefits those properties derive from the services and amenities of the City. Providing a lower DGR to any group of ratepayers, means the rates burden must be borne by increases to other ratepayers.

The General Rate reflects the proportional allocation of the City's budget deficiency (excluding organic rates growth) across the total Gross Rental Values (GRV) for all Vincent properties:

$$General\ Rate = \frac{Budget\ Deficiency\ (excluding\ growth)}{Total\ GRV\ for\ Vincent\ Properties}$$

$$General\ Rate = \frac{\$49,340,500}{\$710,341,712}$$

$$General\ Rate = 0.0694602$$

The differential rates are considered in relation to the general rate, and with due consideration for the impact of minimum rates.

The Statement of Objects and Reasons for the Proposed Differential Rates and Minimum Payments is at **Attachment 2**.

CONSULTATION/ADVERTISING:



Developed by Anne Pattillo, 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

A robust process to engage with the community and stakeholders

In accordance with section 6.36 of the *Local Government Act 1995* (the Act), public comments will be invited through publication of a local public notice, with the consultation period being open for a minimum of 21 days. All submissions received will be submitted to Council for consideration.

Once approved by Council, advertising of the City’s intention to levy and the Objects and Reasons for the proposed 2026/27 Differential Rates will be on the following forums which will satisfy the regulation requirements:

1. State-wide advert in The West newspaper
2. City of Vincent website
3. E-newsletter
4. Social media post
5. Noticeboard at the City of Vincent Library and Administration Centre

Advertising the City’s intention to levy and the objects and reasons for the proposed 2026/27 differential rates on 20 May 2026 will be open for submissions for 21 days and will close **5pm Wednesday, 10 June 2026**.

LEGAL/POLICY:**‘6.33. Differential general rates**

- (1) A local government may impose differential general rates according to any, or a combination, of the following characteristics —
 - (a) the purpose for which the land is zoned, whether or not under a planning scheme as defined in the Planning and Development Act 2005; or
 - (b) a purpose for which the land is held or used as determined by the local government; or
 - (c) whether or not the land is vacant land; or
 - (d) any other characteristic or combination of characteristics prescribed.

6.35. Minimum payment

- (1) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.
- (2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.
- (3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —
 - (a) 50% of the total number of separately rated properties in the district; or
 - (b) 50% of the number of properties in each category referred to in subsection (6),
on which a minimum payment is imposed.

6.36. Local government to give notice of certain rates

- (1) Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.
- (2) A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).
- (3) A notice referred to in subsection (1) —
 - (a) may be published within the period of 2 months preceding the commencement of the financial year to which the proposed rates are to apply on the basis of the local government’s estimate of the budget deficiency; and
 - (b) is to contain —
 - (i) details of each rate or minimum payment the local government intends to impose; and
 - (ii) an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days (or such longer period as is specified in the notice) of the notice; and
 - (iii) any further information in relation to the matters specified in subparagraphs (i) and (ii) which may be prescribed;and
 - (c) is to advise electors and ratepayers that the document referred to in subsection (3A) —
 - (i) may be inspected at a time and place specified in the notice; and
 - (ii) is published on the local government’s official website.

- (3A) *The local government is required to prepare a document describing the objects of, and reasons for, each proposed rate and minimum payment and to publish the document on the local government's official website.*
- (4) *The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.*
- (5) *Where a local government —*
- (a) *in an emergency, proposes to impose a supplementary general rate or specified area rate under section 6.32(3)(a); or*
 - (b) *proposes to modify the proposed rates or minimum payments after considering any submissions under subsection (4),*
- it is not required to give local public notice of that proposed supplementary general rate, specified area rate, modified rate or minimum payment.*

RISK MANAGEMENT IMPLICATIONS:

Low: Reputational risk if the City does not advertise its intention to levy differential rates and minimums.

STRATEGIC IMPLICATIONS:

This report aligns with the Strategic Community Plan 2022–2032 by allocating resources to deliver services, projects and initiatives across all strategic priorities and achieve the City's community outcomes. Resource allocation reflects Council's direction and supports achievement of community outcomes.

FINANCIAL/BUDGET IMPLICATIONS:

The advertising of the proposed differential and minimum rates is critical in the development of the annual budget. The level of rates generation is linked to the delivery of services and level of funding for capital works, debt servicing and consolidation of reserve funds.

7.5 EVENT SPONSORSHIP 2026/2027

- Attachments:
1. Event Sponsorship Guidelines 2026-2027 
 2. Event Sponsorship 2026-2027 Applications Summary 

RECOMMENDATION

1. That Council APPROVES BY ABSOLUTE MAJORITY an amount of \$250,000 for 2026/27 Event Sponsorship as follows:

Event	Amount
Revelation Perth International Film Festival Inc. Revelation Perth International Film Festival	\$20,000
Perth Pre Loved Pty Ltd Perth Pre Loved Market	In-Kind Support
Perth Bears Perth Beas Activation at Storm vs Sea Eagles	In-Kind Support
Youth Pride Network Queer Prom	\$10,000
Educated by Nature A Day of Creative Play	\$5,000
Floreat Athena Soccer Club The European Food and Wine Festival	\$10,000
Ellena Stacey Fairytales in the Park	\$10,000
Reclink Australia Reclink Cup	\$10,000
The Leederville Precinct Leedy Artfest – Vol III	\$9,500
Mili Markets and Events Taste	\$1,500
Perth International Jazz Festival Jazz Picnic in the Park	\$20,000
The Spot (Dance Studio) Electric Lane Dance Battle	\$5,000
Pisconeri Wholesalers – James De Leo The Provedores Market	\$10,000
Perth International Arts Festival Casa Musica	\$40,000
Rotary Club North Perth Hyde Park Festival	\$20,000
Perth Design Week Perth Design Week 2027: Hyde Park Design Talks	In-kind Support
WA Youth Jazz Orchestra 2027 Season Launch	\$8,000
St Patricks Festival WA Inc St Patricks Festival WA	\$20,000 + \$3,000 (shuttle bus)
RTRFM Neon Picnic	\$13,000
Brisbane Hotel Trading's Perth Bears Inaugural Game Event	\$5,000
Perth Bears Perth Bears First Game Activation	\$10,000
Liberation Cooperative Perth Vegan Expo	\$20,000
Temp Gallery A Place We Call Home: Northbridge	\$0
Curate Arts Incorporated Moving Melodies	\$0
Leederville Connect	\$0

Leederville Connect Events Calendar	
Remida Perth Inc Crafts in the Park	\$0
Colombian Association WA Little Candles Day	\$0
SRO Group of Companies Blended	\$0
Sonlife Church Christmas Festival	\$0
Middle Ground Pty Ltd Leederville New Years Eve	\$0
TOTAL EVENT SPONSORSHIP	\$250,000

2. **NOTES the allocation of 2026/2027 Event Sponsorship remains subject to the recipient signing a Sponsorship Agreement with the City of Vincent identifying all related expectations and obligations.**

PURPOSE OF REPORT:

Community events create cultural opportunities that make Vincent a vibrant and connected place for our community to enjoy, activating town centres and facilities and sustaining artists and the creative economy.

The City's sponsorship program is open once a year for community events such as family-friendly festivals, concerts, food markets and cultural celebrations.

As per the [Community Funding Policy](#), the level of support for events is determined by the value to the Vincent community in terms of economic, cultural and social outcomes.

Sponsorship is available for:

- Established commercial business and incorporated community groups.
- Applicants with appropriate insurances and licences (public liability, product liability, general property and workers compensation).
- Events that are free or low-cost to attend and within a public place in the City's boundary.
- Events held between 1 July 2026 and 30 June 2027.
- Events that demonstrate alignment to all criteria within the guidelines.

Funding is available for up to half the total cost of the event with a cap of \$40,000 per application.

DETAILS:

Process for Seeking Applications

Applications for 2026/27 Event Sponsorship opened on 2 February 2026. The sponsorship program was promoted through the City's Facebook page, Instagram, website, e-newsletter, eco signs, business e-newsletter and direct correspondence with previous and prospective applicants. Applications closed on 13 March 2026.

Applicants are required to address the assessment criteria as set out in the Event Sponsorship Guidelines and Criteria (**Attachment 1**).

Assessment Criteria

The City of Vincent receives more funding applications than the available budget. To ensure an equitable assessment process, all applications are required to demonstrate the value the event adds to the Vincent community and how it aligns with the Strategic Community Plan.

Applicants are required to respond to the following criteria which is outlined in the Event Sponsorship Guidelines and stepped out in the application form:

Event Details – 30 Points

- Applicant's experience.
- Community feedback on previous events.
- Level of event detail provided.
- Alignment with community and cultural objectives.
- Demonstrated experience of the event organiser.
- Event is free of charge or low cost.
- Event is open to the community.

Event Marketing and Outcomes – 10 Points

- Level of proposed marketing and community engagement strategies.
- Economic and social benefits including benefit to local businesses.
- Anticipated attendance (based on estimation by the applicant and previous events of similar nature).
- Post-event evaluation process.

Financials – 10 Points

- Estimated budget.
- Funding requested.
- Funding provided for similar events and likely financial sustainability of the event.
- Event budget detail.
- Funding requested aligns with event proposal and estimated attendance.
- Demonstration of financial sustainability.

Each application is scored against these criteria, using the following weighting based on the size and category of the event as specified by the event organiser:

Event category	Sponsorship amounts	Crowds	Scoring based on alignment to the criteria
Small events	\$5,000 - \$10,000	1,000 – 5,000	A score of at least 35/50
Medium events	\$10,000 - \$20,000	5,000 – 10,000	A score of at least 40/50
Large events	\$20,000 - \$40,000	10,000 +	A score of at least 45/50

Applications were assessed by a panel of three Administration staff with experience in managing events to ensure impartiality and equity in the selection process.

Application Outcomes

A total of 30 applications were received as shown in the table below.

A summary of each application along with the funding recommendation and details of funding provided in previous years is at **Attachment 2**.

The total amount of funding requested was \$521,926 with the recommended sponsorship total of \$250,000.

Event Sponsorship

Event	Location	Event Date	Funding Requested	Funding Recommended	2025/26 Funding
Revelation Perth International Film Festival	Luna Cinema	July	\$20,000	\$20,000	\$20,000
Perth Pre Loved Market	North Perth Town Hall	July 2026 – June 2027	\$18,000	In-Kind Support	N/A
Perth Bears Activation at Storm vs Sea Eagles	Loton Park	August	\$10,000	In-Kind Support	N/A
Queer Prom	North Perth Town Hall	August	\$16,550	\$10,000	N/A
A Day of Creative Play	Britannia Reserve	August	\$9,111	\$5,000	N/A
The European Food and Wine Festival	Litis Stadium	October	\$10,000	\$10,000	N/A
Elenna Stacey – Fairytales in the Park	Hyde Park	October	\$10,000	\$10,000	\$7,000
Reclink Perth Community Cup	Sullivans Logistics Oval	October	\$10,000	\$10,000	\$10,000
The Leederville Precinct – Leedy Artfest	Leederville Precinct & Electric Lane	October	\$9,500	\$9,500	\$10,000
Taste	Hyde Park	October	\$1,500	\$1,500	N/A
Jazz Picnic in the Park	Hyde Park	November	\$20,000	\$20,000	\$15,000
Electric Lane Dance Battle	Electric Lane	November	\$20,000	\$5,000	N/A
The Provedores Market	Pisconeri Market	December March	\$20,000	\$10,000	\$20,000
Perth Festival – Casa Musica	EPPS	February	\$40,000	\$40,000	\$40,000
Hyde Park Festival	Hyde Park	March	\$25,000	\$20,000	\$20,000
Perth Design Week 2027 – Hyde Park Design Talks	Hyde Park	March	\$20,000	In-Kind Support	N/A
WAYJO 2027 Season Launch	Hyde Park	March	\$10,000	\$8,000	N/A
St Patricks Festival WA	Birdwood Square	March	\$50,000	\$20,000 + \$3,000 (shuttle bus)	\$20,000
RTFRFM Neon Picnic	Hyde Park	March	\$13,000	\$13,000	\$10,000
Perth Bears Inaugural Game (Brisbane Hotel)	Brisbane Street Piazza	March	\$10,000	\$5,000	N/A
Perth Bears First Game Activation (Perth Bears)	Loton Park	March	\$10,000	\$10,000	N/A
Liberation Cooperative –Perth Vegan Expo	Hyde Park	March	\$30,000	\$20,000	N/A
A Place We Call Home: Northbridge	452 William Street	July	\$7,550	\$0	N/A
Moving Melodies	Royal Park Hall, Mary Street Piazza & North Perth Town Hall	July – April	\$10,000	\$0	N/A
Leederville Connect Events Calander	Leederville – Various	July 2026 – June 2027	\$30,000	\$0	N/A
Crafts in the Park	Hyde Park	September	\$4,215	\$0	N/A
Little Candles Day	Hyde Park	December	\$15,000	\$0	N/A
Blended	Hyde Park	December	\$20,000	\$0	N/A
Christmas Festival	Birdwood Square	December	\$10,000	\$0	N/A
Leederville New Years Eve	Leederville Town Centre	December	\$40,000	\$0	N/A
TOTAL				\$250,000	

CONSULTATION/ADVERTISING:

No consultation required.

LEGAL/POLICY:

Community Funding Policy

RISK MANAGEMENT IMPLICATIONS

Medium: The public nature of events attracts risks including loss of reputation, financial, loss and damage to facilities and equipment. This is managed by the sponsorship agreement which requires recipients to supply the City with event plans, risk management plans and insurance details.

The sponsorship agreement also stipulates recipients carry out the events at their own risk and agree to not make any claims against the City and the City shall have no liability or responsibility to the provider with respect to the event.

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 well utilised.

Accessible City

Our pedestrian and cyclist networks are well designed, connected, accessible and encourage increased use.

Connected Community

An arts culture flourishes and is celebrated in the City of Vincent.

We have enhanced opportunities for our community to build relationships and connections with each other and the City.

Our many cultures are celebrated.

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

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

Thriving Places

We are recognised as a City that supports local and small business.

Our town centres and gathering spaces are safe, easy to use and attractive places where pedestrians have priority.

We encourage innovation in business, social enterprise and imaginative uses of space, both public and private.

Innovative and Accountable

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:

Funding recipients are required to adhere to sustainable practices as set out in the funding agreement.

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Increased mental health and wellbeing

Increased physical activity

FINANCIAL/BUDGET IMPLICATIONS:

Event Sponsorship funding of \$250,000 to be approved by Council as part of the annual budget for 2026/27.

COMMENTS:

The allocation of event funding through Council's 2026/27 budget will not only contribute to the success of various community events but will also have positive impacts on the local economy and social cohesion.

The delivery of these events in collaboration with community groups, local businesses and not-for-profits builds strong relationships to enhance collaboration, strengthen community bonds and lead to the development of more inclusive and diverse events reflecting the unique needs and interests of the local community.

7.6 ADOPTION OF THE LONG TERM FINANCIAL PLAN 2026/27 - 2035/36

Attachments: 1. Long Term Financial Plan 2026/27 - 2035/36 

RECOMMENDATION:

That Council:

1. **ADOPTS** the Long Term Financial Plan 2026/27 to 2035/36

PURPOSE OF REPORT:

To consider the adoption of a Long-Term Financial Plan (LTFP) for the period 2026/27 – 2035/36.

DELEGATION:

Section 19, Division 3, Local Government (Administration) Regulations 1996 establishes the minimum requirements for a local government to 'plan for the future'. This includes the requirement for the creation of a Strategic Community Plan (SCP) and a Corporate Business Plan (CBP), as per *Section 5.56 Local Government Act 1995*.

This plan complies with the State Government's guidelines for the development of an Integrated Planning and Reporting (IPR) framework, and the relevant advisory standards and Model LTFP provided by the Department of Local Government, Industry Regulation and Safety.

BACKGROUND:

As part of the Integrated Planning and Reporting Framework (IPRF), all local governments in Western Australia are required to have developed and adopted a "plan for the future", comprising at a minimum of Strategic Community Plan and Corporate Business Plan.

The Long-Term Financial Plan is also a key component of the City's integrated planning framework and identifies how the City funds the delivery of the SCP and CBP short, medium and long-term priorities.

The City's current LTFP was adopted on 13 May 2025. We have comprehensively reviewed the LTFP to reflect the significant changes in economic conditions that have occurred since 2025 and to ensure its alignment to the City's Corporate Business Plan 2026/27 - 2029/30.

The Draft LTFP was presented to Council Members at Budget Workshops on 24 March and 5 May 2026 for consideration.

The LTFP provides an indication of a local government's long term financial sustainability and allows early identification of financial issues and their longer-term impacts. It shows the linkages between specific plans and strategies and enhances the transparency and accountability of the Council.

The underlying assumptions and calculations used in the Underground Power Financial Model have been included in the LTFP.

DETAILS:

We have modelled the LTFP from 2026/27 – 2035/36 to provide guidance towards capital expenditure and reserve funding based on varying levels of rate rises. The underlying assumptions used include:

- Balanced budget for each year.
- Service charges levied are E30 estimates provided by Western Power for the remaining seven underground power projects.
- A 10% contingency is included on the E30 underground power cost estimates provided by Western Power for modelling purposes.
- Individual 4-year fixed interest loans are capped at 50% of the total cost of each project to provide longer payback period for ratepayers.

- The Underground Power Reserve and Catalina Land Sales Reserve will be used to extend 4-year instalment options to up to 70% of ratepayers and to help manage service charge recoverability timing issues.
- A temporary spike in inflation of ~4% is expected in 2026/27 and forecasted at 3.5% for future years.
- 4.0% increase in wages in 2026/27, and 3% in future years.
- Service delivery and staff levels (i.e. full time equivalent or FTE) to increase in 2026/27, however will remain at the same level for future years, and any increase in service expectations are absorbed through other operational efficiencies.
- Sustained higher interest revenue, due to higher cash balances and interest rates forecasted over the long term.
- Light fleet renewal is planned for every 3 years as per council policy and reflecting the optimal life span of the current hybrid and electric vehicle fleet. Further electrification of the fleet may need to consider other infrastructure costs, such as charging infrastructure.

Modelled Scenario

The base scenario allows for the majority of Council approved projects and master plans to be delivered, including key projects like Underground Power, Leederville Carpark Development, Leederville Oval venue enhancements and Robertson Park Development Plan Stage 1 & 2. The key assumptions and outcomes of this scenario are:

- Moderate rate increase of 5.4% in 2026/27 and reducing to 4% from 2027/28.
- Rate rises have been increased slightly against the previous LTFP 2025/26 – 2034/35 due to persisting higher inflation and increased capital works requirements. Notwithstanding, the City aims to increase fees & charges to minimise the burden on ratepayers.
- If the inflationary environment moderates back to historical levels, future forecasted rate increases can be adjusted down accordingly.
- 4-year capital works is funded with a steady increase averaging 5% from 2030/31.
- Reserve balances to grow by \$12m over 10 years (2035/36 balance of \$54m).
- The current ratio is planned to fall below the minimum prescribed benchmark of 1.0 due to a strategic focus on transferring any excess surplus funds to build up the reserve balances over the long term.

Asset Renewal Focus – City Buildings & Roads Infrastructure

The City has reviewed its rolling 4-year capital works program, resulting in a strategic shift toward increased investment in asset renewal to address the rising maintenance costs associated with aging, City-owned buildings. This heightened focus aims to preserve these assets for the long term and improve overall structural longevity.

Furthermore, the City is expanding its focus on road infrastructure by actively exploring opportunities under the federally funded Black Spot Program to support road renewal, an avenue that had not been previously considered. The City has historically only sought Black Spot funding under the State Funded program.

The volatility in reserve balances as depicted in the graph below are due to cashflow timing variances in the Underground Power project. A second graph has been included in **Attachment 1** that removes impact of the Underground Power project on reserve balances.



COMMENT:

The Long-Term Financial Plan is an ‘informing strategy’ within the Integrated Planning and Reporting Framework established by the State Government. It plays a vital role in prioritisation and integration, supporting the local government in current and future decision making. It enables the local government to achieve SCP and CBP outcomes, based on their resourcing capabilities, for the delivery of short, medium, and long-term community priorities. It is also an indicator of a local government’s long term financial sustainability and allows early identification of financial issues and their longer-term impacts. The LTFP highlights linkages between specific plans and strategies and enhances the transparency and accountability of the council to the community.

The Long-Term Financial Plan does not commit Council to a future course of action. Where Council decisions deviate from the assumptions within this plan, the impact on the LTFP should be understood and the LTFP updated accordingly.

The LTFP has been modelled on the 2026/27 Budget being the first year of a 10-year rolling plan. It is assumed that it is updated annually when the Annual Budget and 4-year Capital Works Budget are reviewed.

The capital expenditure approved in the annual budget will be aligned to the Corporate Business Plan and the Capital Works Program.

The LTFP is based on a range of assumptions and strategies considered reasonable at the time of developing the LTFP.

The modelled scenario outlined above will fund the delivery of the current 4-year capex plan and the underground power project.

CONSULTATION/ADVERTISING:



The LTFP is an internal planning tool used to support the City's broader strategic planning framework and in particular the Strategic Community Plan.

LEGAL/POLICY:

Section 19, Division 3, Local Government (Administration) Regulations 1996 establishes the minimum requirements for a local government to 'plan for the future'. This includes the requirement for the creation of a Strategic Community Plan and a Corporate Business Plan, as per *Section 5.56 Local Government Act 1995*.

This plan complies with the State Government's guidelines for the development of an Integrated Planning and Reporting (IPR) framework, and the relevant advisory standards and Model LTFP provided by the Department of Local Government, Sport and Cultural Industries.

RISK MANAGEMENT IMPLICATIONS

Medium: The Long-Term Financial Plan will be used for planning future annual budgets and assessing the future financial sustainability and therefore it is important that the estimates are based on the appropriate and relevant assumptions.

In preparing long term estimates there is a risk that the assumptions on which the estimates are based do not hold true over time. These risks are mitigated by a requirement for annual update and review.

STRATEGIC IMPLICATIONS:

This report aligns with the Strategic Community Plan 2022–2032 by allocating resources to deliver services, projects and initiatives across all strategic priorities and achieve the City’s community outcomes. Resource allocation reflects Council’s direction and supports achievement of community outcomes.

SUSTAINABILITY IMPLICATIONS:

A key aim of the Long-Term Financial Plan is to enhance the City’s financial sustainability, which will in turn contribute to protecting/enhancing the City’s built and natural environment and to improving resource efficiency.

FINANCIAL/BUDGET IMPLICATIONS:

The Long-Term Financial Plan will assist in the preparation of future Annual Budgets and project planning.

7.7 OUTCOME OF ADVERTISING AND ADOPTION OF AMENDED INVESTMENT POLICY

Attachments: 1. Investment Policy 

RECOMMENDATION:

That Council ADOPTS the Investment Policy at Attachment 1.

PURPOSE OF REPORT:

To present the outcome of community consultation and seek approval of the proposed Investment Policy at **Attachment 1**.

DELEGATION:

Section 2.7 of the *Local Government Act 1995* sets out the Role of Council as being to 'determine the local government's policies'. There is no delegation to Administration to make, review or repeal policies.

BACKGROUND:

At its 10 March 2026 Meeting, Council approved conducting community consultation of its intention to amend the investment policy.

In accordance with the City's [Community and Stakeholder Engagement Policy](#), community consultation was undertaken between 12 March and 2 April 2026, which is in excess of the 21 days required.

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

- The consultation webpage was published on the Imagine Vincent website from 12 March and 2 April 2026 – with 12 visitors and a total of 16 views.
- News Item on the City's website – 12 March and 2 April 2026 – with 8 views.
- E- news publication on 27 March – estimated to have reached 5,000 of people; and
- Notice exhibited on the notice board at the City's Administration and Library and Local History Centre.

One submission was received during the consultation period.

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

The submission received expressed concerns regarding the ethical, environmental and social investment provisions outlined in Section 15 of the proposed Investment Policy. The submitter did not support an investment approach that may prioritise financial outcomes over environmental and social considerations, particularly in relation to fossil fuel-related investments.

Administration has considered the feedback and, in response, has made a minor amendment to **Section 15** to strengthen clarity and reinforce the policy intent. The revised section now:

- Retains the City's preference for investing with institutions that do not materially finance fossil fuel extraction or carbon-intensive industries;
- Clarifies that this preference will only be applied where the City's primary investment objectives—being preservation of capital and liquidity—are not materially compromised; and
- Explicitly requires compliance with Section 14 of the Policy, which governs counterparty credit risk and portfolio diversification.

This amendment strengthens the integration between ethical investment considerations and the City's overarching risk management framework. It ensures that environmental and social preferences are balanced with the City's fiduciary responsibility to safeguard public funds.

While the City intends to prioritise investment with fossil fuel-free institutions where practicable, it is recognised that such institutions in the Australian market may have lower credit ratings (commonly BBB category or equivalent as assessed by agencies such as Standard & Poor’s, Moody’s, or Fitch Ratings). This introduces potential risks relating to credit quality and concentration.

Accordingly, the Policy maintains a balanced and prudent approach that:

- Prioritises capital preservation and liquidity as the primary investment objectives;
- Supports ethical and environmentally conscious investment decisions where these do not materially impact risk or return; and
- Ensures appropriate diversification of the investment portfolio in accordance with approved limits.

The amendment is not considered to be substantive and does not change the overall intent or structure of the Policy. No further changes are proposed following the consultation process.

CONSULTATION/ADVERTISING:

No further consultation is required.

LEGAL/POLICY:

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

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

In accordance with 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 to guide the prudent investment of the City’s funds, ensuring capital preservation, liquidity, diversification, and risk-adjusted returns, while supporting responsible investment practices.

LOCAL GOVERNMENT DECISION MAKING HIERARCHY



RISK MANAGEMENT IMPLICATIONS

Low: Adopting the proposed policy is low risk. The policy amendments do not alter the risk profile of the City's investment approach.

STRATEGIC IMPLICATIONS:

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

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 Enhanced Environment Strategy 2025-2030:

Resilient and low carbon infrastructure

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.

COMMENTS:

Nil.

7.8 RFT CB541/2026 CHRISTMAS LIGHTS INSTALLATIONS

Attachments: 1. **CB541-2026 Christmas Lights Installations Evaluation - Confidential**

RECOMMENDATION:**That Council**

1. **NOTES** the outcome of the evaluation process for Request for Tender CB541/2026 Christmas Lights Installation; and
2. **ACCEPTS** the tender submission of The Factory Australia Pty Ltd for Request for Tender CB541/2026 Christmas Lights Installation.

PURPOSE OF REPORT:

For Council to consider and determine the outcome of Request for Tender CB541/2026 Christmas Lights Installations (RFT).

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:

City of Vincent hires a variety of high-quality and energy-efficient Christmas lights, illuminated decorations and projections to display across various town centres and facilities each year. The decorations aim to improve visual impact and increase visitation across Vincent throughout the festive season.

The contractor will be required to design, supply, install and remove all illuminated decorations and projections. The decorations and projections budget is set by Council annually, and the contractor will be required to work within this budget.

Locations include, but are not limited to:

- Braithwaite Park, Mt Hawthorn
- Pine Tree, located on Scarborough Beach Road
- Axford Park, Mt Hawthorn
- Mary Street Piazza, Highgate
- North Perth Common
- Leederville Town Centre
- Brisbane Street Piazza, Highgate
- City of Vincent Administration Building
- City of Vincent Library

DETAILS:**Tender Submissions**

There were a total four (4) submissions received from four (4) Respondents in response to the RFT.

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. All four (4) submissions were assessed as compliant and moved to the qualitative evaluation assessment 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.	Relevant Experience	30%
2.	Design Quality & Visual Impact	30%
3.	Safety, Compliance & Risk Management	15%
4.	Timeline Management	15%
5.	Sustainability & Environmental Considerations	10%

Qualitative Assessment

Each submission was evaluated against the qualitative criteria outlined in the Request for Tender for CB541/2025 Christmas Lights Installation. The qualitative assessment focused on each respondent's demonstrated experience, design capability and overall ability to deliver a high-quality, cohesive and visually engaging Christmas lighting program in alignment with the City's requirements.

Specifically, the assessment considered the respondent's relevant experience in delivering similar installations, the quality, creativity and visual impact of the proposed designs and the extent to which the concepts aligned with the City of Vincent's branding and community expectations. The panel also assessed each respondent's approach to safety, compliance and risk management, including health, safety, electrical compliance and public risk controls.

In addition, consideration was given to the proposed project timelines, including the practicality and clarity of planning, installation, maintenance and removal, as well as processes for responding to faults or damages during the operational period. The panel further evaluated each respondent's commitment to sustainability and environmental considerations, including energy-efficient lighting, waste minimisation and strategies to minimise impacts on trees, parks and City assets.

Each submission was scored and ranked against the weighted evaluation criteria, with the results reflecting the respondent's overall capability, capacity and commitment to delivering a safe, visually impactful and sustainable Christmas lighting program.

The result of the qualitative assessment is summarised below:

Respondent #	Weighted Percentage Score	Qualitative Ranking
Respondent 1	73.00%	3
Respondent 2	46.00%	4
Respondent 3	90.00%	1
Respondent 4	84.50%	2

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

Three (3) submissions achieved a qualitative score exceeding the 60% threshold, meeting the minimum requirement specified in the RFT. In accordance with the evaluation methodology, these respondents progressed to the Price Assessment stage for further evaluation and comparison.

One (1) submission did not achieve the required 60% qualitative threshold. In line with the RFT evaluation methodology, this submission was not progressed to the Price Assessment stage.

Price Assessment

Each submission that met the minimum qualitative threshold was assessed against the pricing schedules provided in the Request for Tender. The price assessment involved a comparative analysis of the total prices submitted for the Christmas lights installation program, including consideration of scope completeness, pricing clarity and overall reasonableness in relation to the specified services.

All submissions progressed to this stage were reviewed for compliance with the pricing requirements of the RFT and were found to be free from material pricing departures.

Respondent #	Total Price (GST excl)	Price Assessment Rank
Respondent 1	\$373,422.00	2
Respondent 3	\$375,150.00	3
Respondent 4	\$360,000.00	1

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.

Respondent #	Compliance with RFT	Operational/Service Delivery Risk	Contractual Risk	Risk Rank
Respondent 1	Low – Fully compliant submission with no material departures from the RFT requirements. All requested information was provided and adequately substantiated, demonstrating a clear understanding of the scope and evaluation criteria.	Moderate – The submission demonstrated strong experience, capability and a well-documented delivery approach, supported by detailed timelines, WHS systems and sound safety and compliance practices. However, operational risk is moderately elevated due to limitations in design cohesion, creativity and alignment with the City's branding, as well as limited detail regarding public safety controls and fault management processes. These matters are considered manageable but would require active contract management and oversight to ensure delivery outcomes meet the City's expectations.	Moderate – Four contractual departures were listed. Three departures were considered to be acceptable, however one departure related to payment terms introduced some uncertainty and reliance on post award controls. Standard commercial arrangements apply, including call-out fees for incident response and minor pricing clarifications (e.g. after-hours costs), which are typical for this type of service and can be managed through contract administration.	3
Respondent 3	Low – Fully compliant submission with no material departures from the RFT requirements. All requested information was provided, with a high level of detail and substantiation demonstrating a strong understanding of the scope and evaluation criteria.	Low – The submission demonstrated outstanding experience, capability and a highly detailed and structured delivery methodology. This is supported by strong design outcomes aligned to the City's branding, comprehensive safety and compliance systems, well-developed timeline management (including Gantt charts and milestones), and robust fault response processes (including same-day response and	Low – No contractual departures were identified. The submission reflects standard industry practices, with clearly defined processes and responsibilities. Strong operational systems, including maintenance and incident response, reduce the likelihood of contractual disputes and support effective contract administration.	1

Respondent #	Compliance with RFT	Operational/Service Delivery Risk	Contractual Risk	Risk Rank
		contingency measures). The respondent also demonstrated a strong understanding of local government environments, including prior experience with the City of Vincent. A minor operational consideration relates to the proposed early installation timing, which may increase exposure to damage over the operational period; however, this is mitigated by the respondent's strong maintenance and response processes. Overall, the risk is considered low.		
Respondent 4	Low – Fully compliant submission with no material departures from the RFT requirements. All requested information was provided, supported by detailed documentation and case studies demonstrating a clear understanding of the scope and evaluation criteria.	Low to Moderate – The submission demonstrated strong experience, capability and a well-developed delivery approach, supported by high-quality design outcomes, comprehensive safety and compliance systems, and sound sustainability practices. The proposal presented a cohesive and creative Australiana theme aligned with community expectations. However, operational risk is marginally elevated due to limited detail in timeline planning (including project phasing and application to Vincent), the exclusion of the Braithwaite Tree within the design, and some reliance on clarifications (e.g. technician fees and operational approach). These matters are considered manageable but would require active contract management to ensure alignment with the City's expectations and delivery requirements.	Low – No contractual departures were identified. Standard industry practices apply, with some minor commercial clarifications (including technician fees) noted. These are typical for this type of service and can be effectively managed through contract administration.	2

Value for Money Assessment

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

Respondent #	Qualitative Rank	Price Rank	Risk Rank	Value for Money Rank	Comment
Respondent 1	3	2	3	3	Respondent 1 submitted a strong and well-documented response demonstrating sound experience, established systems and a structured delivery approach. The submission provided confidence in safety, compliance and timeline management; however, the proposed design was considered less cohesive, less creative and not fully aligned to the City's branding when compared to higher-ranked respondents. While pricing was competitive, the comparatively lower qualitative outcomes and moderate operational risks reduce the overall value for money for the City.
Respondent 3	1	3	1	1	Respondent 3 provided an outstanding submission demonstrating strong local government experience, a cohesive and creative design aligned to the City's branding, and highly developed safety, operational and sustainability systems. The submission presents a low risk profile, supported by detailed methodology, robust fault response processes and a strong understanding of the City's requirements. While pricing was not the lowest, the high quality of the proposal and low delivery risk represent the best overall value for money through a strong balance of capability, certainty and outcomes.
Respondent 4	2	1	2	2	Respondent 4 submitted a high-quality and competitive proposal, demonstrating strong experience, a creative and well-received Australiana design concept, and sound safety and operational systems. The submission achieved the most competitive pricing and presents a low overall risk profile. However, some limitations in timeline detail, reliance on clarifications, and minor design considerations (including exclusion of key elements) slightly reduce delivery confidence when compared to Respondent 3. Overall, the submission represents very good value for money, but is marginally lower than the top-ranked respondent.

Evaluation Summary

The Evaluation Panel concluded that **The Factory Australia Pty Ltd** provides the best overall value for money to the City and is recommended for the provision of **CB541/2025 – Christmas Lights Installation** 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 outstanding experience, a cohesive and creative design aligned to the City's branding, and a strong understanding of local government requirements;
- Demonstrated a comprehensive and well-structured delivery methodology, including detailed timelines, robust fault response processes, and highly developed safety, compliance and risk management systems;

- Assessed as having the lowest overall risk, supported by detailed planning, strong operational capability, and proven experience delivering similar large-scale installations, including within the City of Vincent; and
- Demonstrated a strong commitment to sustainability and environmental practices, including energy-efficient lighting, reusable materials and minimisation of impacts on City assets.

The Panel considered that the submission from **The Factory Australia Pty Ltd** demonstrates outstanding capability, capacity and experience, and provides a high level of confidence in the successful delivery of a cohesive, visually engaging and well-managed Christmas lighting program.

While the submission was not the lowest priced, the Panel confirmed that the proposed pricing is within the approved budget for this procurement. The Panel determined that the submission represents the best overall balance of quality, risk and cost, and therefore provides the most advantageous outcome and best value for money for the City.

CONSULTATION/ADVERTISING:

This matter is subject to a statutory advertising requirement. The Request for Tender CB541/2026 Christmas Lights Installation was advertised in the West Australian on 28 February 2026 and on both the City's website and VendorPanel between 28 February 2026 and 31 March 2026.

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, **The Factory Australia Pty Ltd**, for RFT CB541/2025 – Christmas Lights Installation. The respondent has demonstrated outstanding capability, relevant local government experience, highly developed management systems, and a well-structured delivery approach, providing confidence in their ability to successfully deliver a cohesive, visually engaging and well-managed Christmas lighting program.

In accordance with the City of Vincent's adopted Risk Appetite and Tolerance Statements, the recommendation to award the contract to **The Factory Australia Pty Ltd** presents a low risk to the City and is consistent with the organisation's risk position in the following areas:

Third Party (Contractor) Failure

The City has a low risk appetite for contractor failure, reflecting the importance of engaging reliable and capable service providers for high-profile public programs. **The Factory Australia Pty Ltd** demonstrated:

- Extensive experience delivering large-scale Christmas lighting installations for local governments and private sector clients;
- Proven delivery capability within the City of Vincent, including previous involvement in the Christmas lights trail;
- Highly developed safety, compliance and risk management systems, supported by detailed procedures and staff capability; and
- A well-resourced and structured delivery model, including strong timeline management, fault response processes and maintenance capability.

The submission included detailed methodologies, same-day fault response processes and clearly defined operational controls, providing a high level of confidence in the contractor's ability to meet contractual obligations and minimise service disruptions. 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 result in poor value for money, substandard outcomes, or financial loss. The recommended respondent achieved:

- The highest qualitative ranking, demonstrating a strong balance of design quality, creativity, safety, delivery capability and sustainability;
- The lowest overall risk profile across the evaluated submissions; and
- A submission that, while not the lowest priced, remains within the approved budget and provides the best balance of quality, risk and cost.

The evaluation process has demonstrated that **The Factory Australia Pty Ltd** provides the most advantageous outcome for the City, delivering a high-quality, low-risk and well-managed solution. The procurement has been conducted in full compliance with the City's Purchasing Policy and evaluation framework, and the outcome represents a low-risk procurement decision 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. **The Factory Australia Pty Ltd** demonstrated a strong commitment to safety through:

- Comprehensive and well-documented WHS systems and procedures;
- Detailed risk assessments and control measures for installation, operation and removal activities; and
- Clear processes for managing public safety, electrical compliance and incident response.

No material safety concerns were identified, and the proposed methodologies align with the City's expectations for managing works in public spaces. The recommended contract award is therefore consistent with the City's zero-tolerance position on safety risk.

Reputational and Strategic Risk

Engaging a capable and experienced contractor supports the City's reputation for sound governance, transparent procurement and delivery of high-quality community outcomes. **The Factory Australia Pty Ltd** demonstrated:

- Strong experience in delivering visually impactful and community-focused lighting installations;
- A cohesive and creative design aligned to the City's branding and community expectations; and
- A proactive and well-managed approach to delivery, sustainability and stakeholder outcomes.

The proposed Christmas lighting program is expected to positively contribute to community activation and enhance the City's public spaces, supporting strategic objectives and reinforcing public confidence in the City's procurement practices.

The recommended contract award presents a low overall risk to the City and is consistent with the City of Vincent's Risk Appetite and Tolerance Statements. The evaluation panel is satisfied that The Factory Australia Pty Ltd offers a robust, well-managed and value-for-money solution that will deliver the Christmas Lights Installation safely, effectively and to a high standard.

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

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

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

SUSTAINABILITY IMPLICATIONS:**Sustainable Vincent Framework**

This does not contribute to any specific sustainability outcomes of the Sustainable Vincent Framework, however sustainability was incorporated as a qualitative evaluation criterion and assessed by the Evaluation Panel as part of the tender process.

Respondents were required to demonstrate their commitment to environmentally responsible practices, including the use of energy-efficient lighting, waste minimisation, and strategies to reduce impacts on trees, parks and City assets. The panel considered these factors in assessing each submission's overall capability and value for money.

The recommended respondent demonstrated a strong commitment to sustainability through the use of energy-efficient lighting, reusable materials, and environmentally conscious installation and operational practices.

PUBLIC HEALTH IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

The Request for Tender CB541/2025 – Christmas Lights Installation has been assessed as a whole-of-service procurement for the delivery of the City's annual Christmas lighting program across key town centres and public spaces.

The recommended respondent, **The Factory Australia Pty Ltd**, submitted a price that is within the approved budget allocation for this procurement. Sufficient funding is available within the City's operational budget to support the delivery of the Christmas lights installation, including planning, installation, maintenance and removal.

While the recommended submission was not the lowest priced, it represents the best overall value for money when considering the balance of qualitative outcomes, risk profile and delivery capability. The pricing allows for a high-quality, cohesive and well-managed program, supported by strong operational systems and reduced delivery risk.

The recommended contract sum is within the approved funding envelope and maintains capacity to manage operational requirements throughout the installation period.

Awarding the contract to **The Factory Australia Pty Ltd** is not expected to result in any adverse budget impacts and represents a financially sustainable outcome for the City.

COMMENTS:

The Factory Australia Pty Ltd is recommended for award of the contract for RFT CB541/2025 – Christmas Lights Installation, 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 City's requirements for a cohesive, visually engaging and community-focused Christmas lighting program. The Factory Australia Pty Ltd ranked 1st in the qualitative assessment, with the Evaluation Panel noting their strong local government experience, including previous delivery within the City of Vincent, as well as their cohesive and creative design approach aligned to the City's branding and community expectations. The submission demonstrated a high level of capability across all criteria, including a well-structured delivery methodology, detailed timelines, robust fault response processes, and comprehensive safety, compliance and risk management systems.

The Respondent's pricing was assessed as competitive and within the City's approved budget for this procurement. While not the lowest priced submission, the price was considered reasonable and represents strong value for money when assessed against the quality of the proposed design, the strength of the delivery approach, and the low overall risk profile.

The overall risk rating for The Factory Australia Pty Ltd was assessed as Low. The Respondent demonstrated mature and well-documented systems, strong operational capability, and a proven track record of delivering similar large-scale installations. Minor considerations relating to installation timing were identified; however, these are considered manageable and are mitigated by the Respondent's strong maintenance and fault response processes.

In relation to sustainability, the Respondent demonstrated a strong commitment to environmentally responsible practices. The submission included the use of energy-efficient lighting, reusable and recyclable materials, waste minimisation practices, and strategies to minimise impacts on trees, parks and City assets. These initiatives align with the City's sustainability objectives and support the delivery of a responsible and environmentally conscious program.

Based on the strength of their qualitative submission, competitive pricing within budget, low assessed risk, and strong alignment with the City's design, operational and sustainability objectives, The Factory Australia Pty Ltd is recommended as the preferred supplier for RFT CB541/2025 – Christmas Lights Installation.

8 CHIEF EXECUTIVE OFFICER

8.1 PROPOSED PARTIAL ACQUISITION OF LOT 807 FROM CATALINA REGIONAL COUNCIL

Attachments: 1. Transfer of Land Document 

RECOMMENDATION:

That Council:

1. **AUTHORISE** the acquisition of 1/12th of Lot 807 from the Catalina Regional Council for Nil consideration.
2. **NOTE** that the current market value of the land being acquired is \$4,750,000 with the City's/Town's acquisition having a value of \$395,833.
3. **AUTHORISE** the Mayor and CEO to sign and seal the Deed of Transfer to enact this transaction.

PURPOSE OF REPORT:

To seek Council's consent for the Mayor and CEO to sign a Deed of Transfer for the acquisition of 1/12th of Lot 807 from the Catalina Regional Council in accordance with the Catalina Establishment Agreement.

DELEGATION:

Execution of Documents requiring the common seal under Section 9.49A of the *Local Government Act 1995* requires determination by Council in accordance with Council's adopted register of Delegations, Authorisations and Appointments Section 2.2.30. The signing and seal of Transfer of Land documents is a Category 1 document under the City's Execution of Documents Policy and requires a Council resolution.

BACKGROUND:

Catalina Estate

The City is co-owner of a large portion of freehold land in Clarkson/Mindarie that is being developed as the Catalina Estate. The land was acquired in 1996 through a deal that was done between the City of Perth, the City of Stirling and the City of Wanneroo. The land is currently owned in the current proportional ownership structure:

City of Stirling	4/12 th
City of Wanneroo	2/12 th
City of Joondalup	2/12 th
City of Perth	1/12 th
City of Vincent	1/12 th
Town of Victoria Park	1/12 th
Town of Cambridge	1/12 th

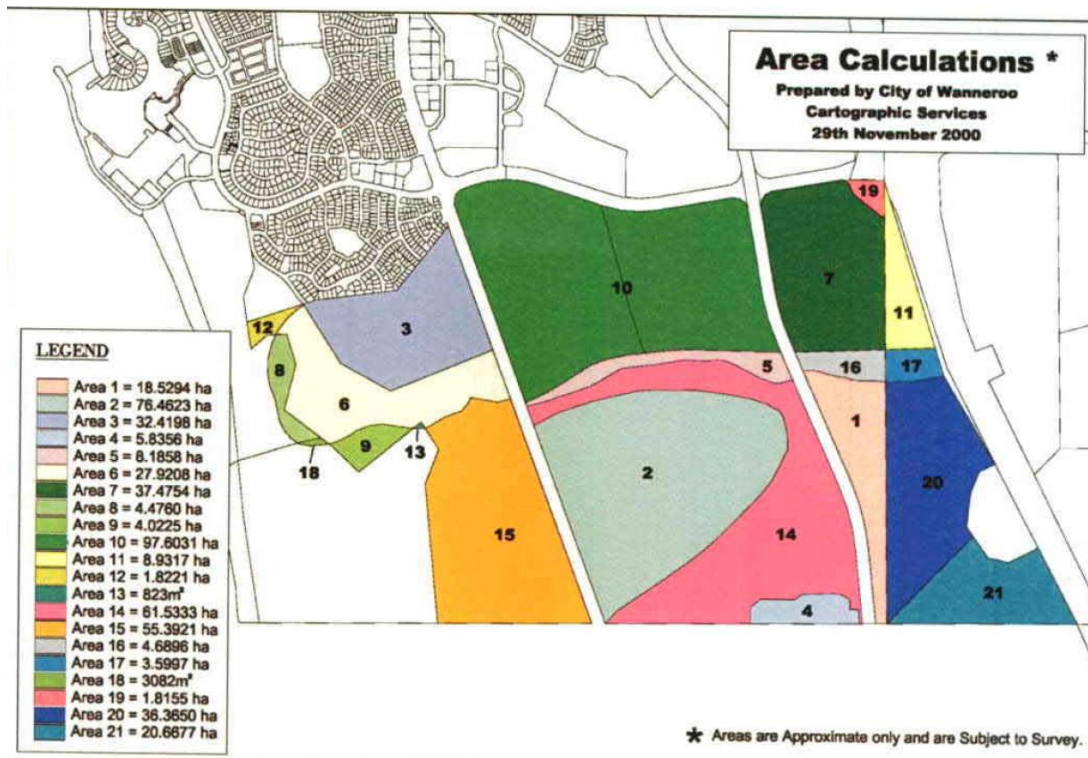
Since 2011 the land has been developed as a Master Planned community. To date over 2000 residential lots have been sold in Catalina Estate with sales contract values exceeding \$685M over the life of project. The project is now over 90% complete with the residual, unsold land expected to be under contract of sale within 12 months.

Lot 807

The 'Background' section of the CRC's Establishment, written in 2000, states (in part) that:

A) the Participants are the owners of the Land, in the shares set out in Schedule 1.

The diagram below is Schedule 1 from the Establishment Agreement. The pink area in the Northeast corner of the Map (shown as area 19) is now known as Lot 807.



In 2003 the State Government commenced negotiations with the Member Councils as a component of the implementation of the State’s Bush Forever legislation. Through these negotiations the State sought to acquire land owned by the Member Councils for Bush Forever purposes. In return for that land acquisition the Member Council sought to obtain land for future urban development. These negotiations culminated in a Negotiated Planning Solution (NPS) being agreed to in 2006. At that time, agreed land parcels were transferred between the parties. Those transfers included the land identified as Area 19 (now Lot 807) in the plan above.

Rather than transferring the land to the Member Councils under joint ownership like all other land that was held by the parties at that time, the land was transferred to the TPRC (now the CRC). The land became a CRC asset rather than an asset directly owned by member Councils. This is the only land parcel that is/was owned by the TPRC/CRC. The reason for this occurring is not clear and a review of the files from 2006 does not reveal why this was done.

Lot 807 is now being developed as a component of Stages 44-47 of the Catalina project. A subdivision application for these stages has been prepared and approved. The approved subdivision layout includes:

- 28 lots that are wholly contained within Lot 807;
- 11 lots that are partially contained within Lot 807;
- A Balance lot that is the subject of a Strata Application process that is partially contained within Lot 807.



Lot 807 shown in Red

The dual ownership and straddling of lots across ownership boundaries is creating issues for the CRC from an administrative, legal and accounting perspective.

Proposed Solution

The CRC has sought legal and accounting advice on the most appropriate manner to deal with this issue. That advice indicates that the most effective solution would be for the CRC to 'sell' Lot 807 to the member Councils in their proportionate shareholdings for Nil cost. While the CRC would essentially be 'gifting' the land to the Member Councils and hence taking a loss on the sale of asset, there is no real impact to member Councils as they already own Lot 807 in proportionate amounts through their equity ownership in the CRC.

Given the status of development and the desire to sell the subdivided land on market in the near term, it is proposed to undertake the sale/transfer transaction before the 30/6/26.

To effect the transaction a Deed of Transfer will need to be signed and sealed by the CEO and Mayors from all seven member Council's as well as the CEO and Chair of the Catalina Regional Council. A copy of the proposed Deed is **Attachment 1** to this report.

DETAILS:

The proposed transaction involves the City acquiring freehold title to land that has a real value at no cost. As there is no Delegated Authority for the CEO to acquire land on behalf of the City, Council consent is being sought to proceed with the proposed Deed of Transfer.

The CRC has received legal advice confirming that this proposed transaction would not be considered disposition under section 3.58 of the *Local Government Act*, on the basis that, pursuant to regulation 30(2)(c) of the *Local Government (Functions and General) Regulations 1996* (WA), a disposition of land is an exempt disposition if the land is disposed of to another local government or a regional local government.

Additionally, this advice states that the proposed transfer of land ownership would not be considered a 'Major Land Transaction' under Section 3.59 of the Local Government Act as, although it is a land transaction, it would, pursuant to regulation 8 of the Regulations, be an 'exempt land transaction' on the basis that CRC and the Member Councils will each be entering into the transaction:

- without intending to produce a profit to either CRC or the Member Councils; and
- without intending that another person will be sold or given joint or exclusive use of all or any of the land involved in the transaction.

CONSULTATION/ADVERTISING:

Nil required.

LEGAL/POLICY:

The City's [execution-of-documents-policy](#) categorises documents to ensure that the City's common seal is used and documents are executed in accordance with the provisions of section 9.49A of the Act.

As per the policy *Deeds or contracts in respect to sale, purchase or other commercial dealing relating to City assets including equitable interests* are classified as 'Category 1'.

Category 1 documents require:

- (a) *the City's common seal to be affixed. The Act requires the common seal to be affixed in the presence of the Mayor and CEO or a Senior Employee;*
- (b) *at least two specific Council resolutions; the approval to:*
 - (i) *do the act or enter into an agreement; and*
 - (ii) *execute the document related to the approval in (b)(i) above in accordance with the Policy.*

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to enter into a Deed of Transfer to enable this land to be transferred to the Catalina Regional Council. The City is a part owner of Catalina Regional Council this transfer is financially beneficial not only due to the value of the land in its current form but the value that would be realised through the subdivision and subsequent sale of the land.

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:

Sustainable Vincent Framework

This is in keeping with the following priority objectives of the City's Sustainable Vincent Framework:

Good governance and responsible investment

PUBLIC HEALTH IMPLICATIONS:

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











FINANCIAL/BUDGET IMPLICATIONS:

On the 10th of April 2026 Burgess Rawson Valuers provided the CRC with an independent valuation for Lot 807. That valuation valued the land at \$4,750,000. As the City/Town is a 1/12th owner of the CRC, its proportional ownership of the Lot through its equity in the CRC is \$395,833.

COMMENTS:

The transfer seeks to rectify a historical anomaly and is consistent with the intent of the original Establishment Agreement which identified this land as being within the ownership of the Catalina Regional Council. The acquisition of this portion of land represents a further 28 sites which may be subdivided and sold for which the City would be a future beneficiary.

8.2 INFORMATION BULLETIN

- Attachments:**
1. **Unconfirmed Minutes of the Mindarie Regional Council Special Council Meeting held on 16 April 2026** 
 2. **Unconfirmed Minutes of the Catalina Regional Council Meeting held on 16 April 2026** 
 3. **Unconfirmed Catalina Regional Council Special Council Meeting Minutes** 
 4. **Statistics for Development Services Applications as at the end of April 2026** 
 5. **Register of Legal Action and Prosecutions Monthly - Confidential**
 6. **Register of Legal Action - Orders and Notices Quarterly - Confidential**
 7. **Register of State Administrative Tribunal (SAT) Appeals - Progress Report as at 23 April 2026** 
 8. **Register of Applications Referred to the Metro Inner-North Joint Development Assessment Panel - Current** 
 9. **Register of Applications Referred to the Design Review Panel - Current** 
 10. **Register of Petitions - Progress Report May 2026** 
 11. **Register of Notices of Motion - Progress Report - May 2026** 
 12. **Register of Reports to be Actioned - Progress Report - May 2026** 
 13. **Council Workshop Items since 22 April 2026** 
 14. **Council Briefing Notes - 14 April 2026** 

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated May 2026.

9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

11 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED ("BEHIND CLOSED DOORS")

12 CLOSURE