



CITY OF VINCENT

AGENDA

Council Briefing 4 November 2025

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

**David MacLennan
Chief Executive Officer**

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PROCEDURE FOR PUBLIC QUESTION TIME

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

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

The following conditions apply to public questions and statements:

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

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

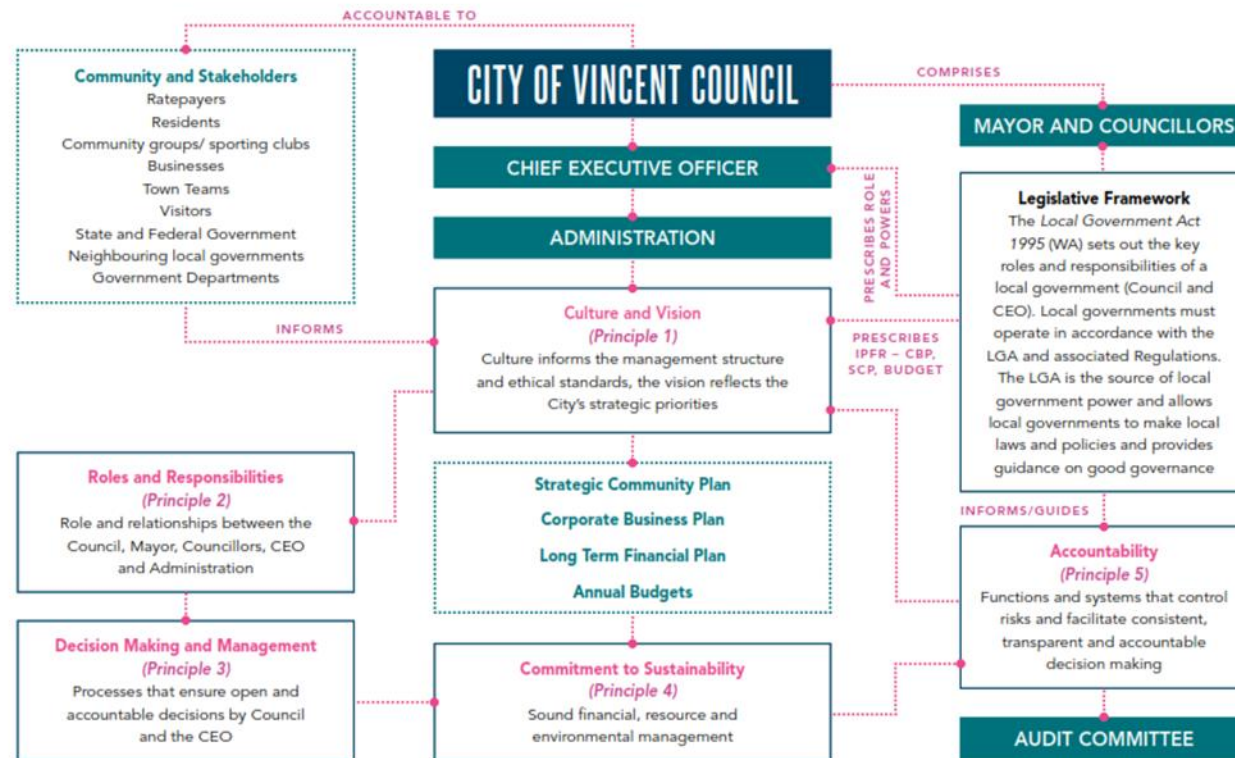
RECORDING AND WEBSTREAMING OF COUNCIL MEETINGS

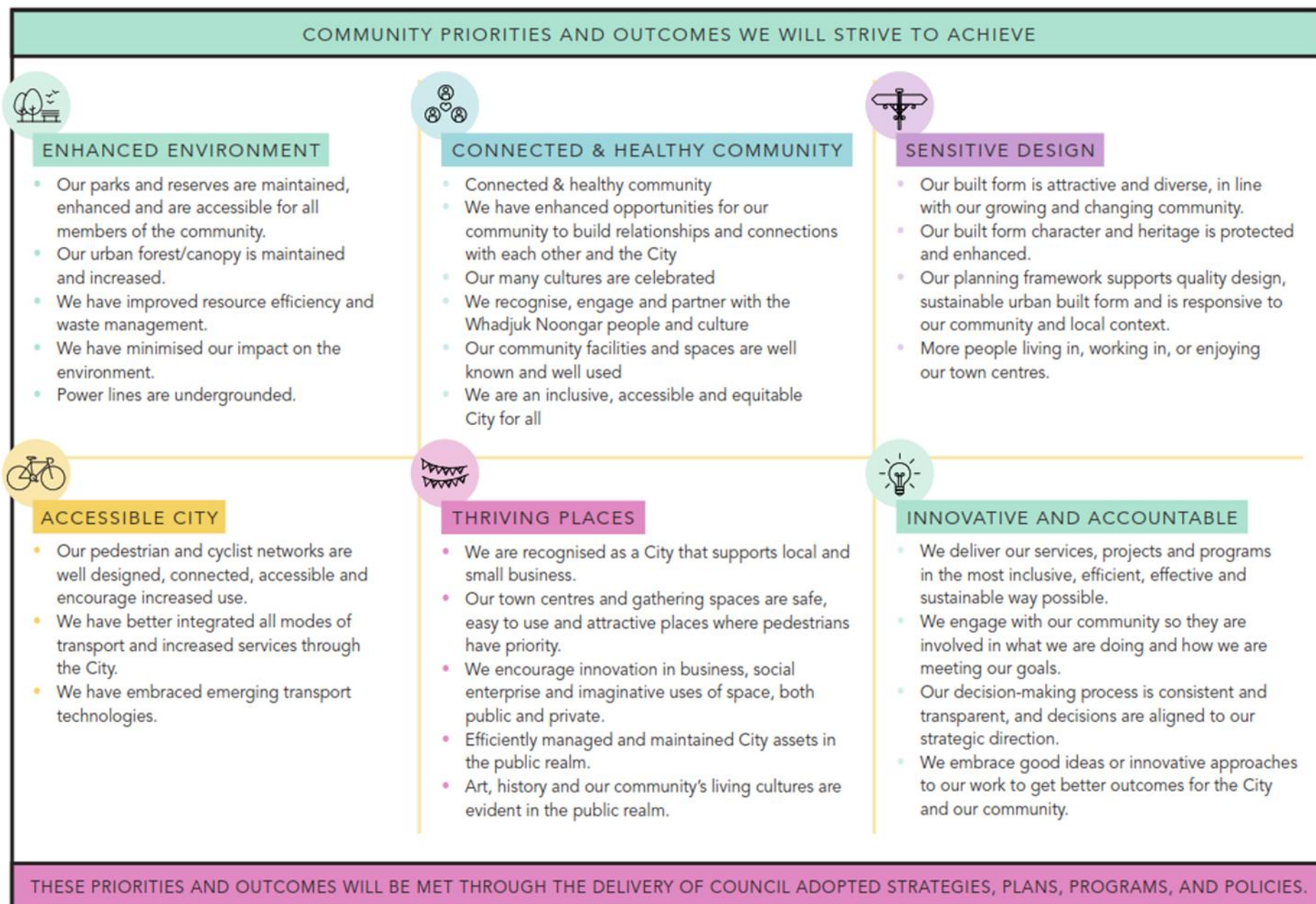
- All Council proceedings are recorded and livestreamed in accordance with the [Council Proceedings - Recording and Web Streaming Policy](#).
- All recordings are retained as part of the City's records in accordance with the State Records Act 2000.
- All livestreams can be accessed at <https://www.vincent.wa.gov.au/council-meetings/livestream>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

Order Of Business

1	Declaration of Opening / Acknowledgement of Country	9
2	Apologies / Members on Leave of Absence	9
3	Public Question Time and Receiving of Public Statements	9
4	Declarations of Interest	9
5	Strategy & Development	9
	Nil	
6	Infrastructure & Environment	9
	Nil	
7	Community & Business Services	10
7.1	Advertising of draft Youth Action Plan 2026 and Beyond Deliverables	10
8	Chief Executive Officer	15
8.1	Council Briefing and Ordinary Meeting of Council Dates for 2026	15
9	Motions of Which Previous Notice Has Been Given.....	19
	Nil	
10	Representation on Committees and Public Bodies	19
12	Closure	19

CITY OF VINCENT GOVERNANCE FRAMEWORK 2020 OVERVIEW





1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

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

2 APOLOGIES / MEMBERS ON LEAVE OF ABSENCE

Nil

3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS

4 DECLARATIONS OF INTEREST

5 STRATEGY & DEVELOPMENT

Nil

6 INFRASTRUCTURE & ENVIRONMENT

Nil

7 COMMUNITY & BUSINESS SERVICES

7.1 ADVERTISING OF DRAFT YOUTH ACTION PLAN 2026 AND BEYOND DELIVERABLES

Attachments: 1. Draft Youth Action Plan 2026 and Beyond Deliverables 

RECOMMENDATION

That Council **APPROVES** the draft Youth Action Plan 2026 and Beyond deliverables, at Attachment 1, for the purpose of community consultation.

PURPOSE OF REPORT:

For Council to approve, for the purpose of community consultation, the draft Youth Action Plan deliverables as detailed at **Attachment 1**.

DELEGATION:

Council is responsible for setting the strategic direction of the organisation, the Youth Action Plan 2026 and Beyond deliverables are required to be adopted by Council to embed the Council and Community's expectations.

BACKGROUND:

Youth Action Plans are strategic documents that guide how local governments engage with and support young people aged 10–25. They identify key focus areas, gaps, and actions to address these, and align with the City's [Strategic Community Plan 2022–2032](#), supporting priorities such as Healthy & Connected Community, Thriving Places, and Innovative and Accountable. Local plans are also informed by broader frameworks, including the [Western Australian Government's Youth Action Plan](#).

Vincent has a long-standing commitment to supporting young people with the current [Youth Action Plan 2020–2026](#) (Plan) being developed in two phases to respond to changing circumstances, including the impacts of COVID-19.

Phase one (2020–2022) focused on extensive community consultation, including the City of Vincent WA Youth Forum in October 2019 and a six-month engagement period, during which over 400 young people, community members, service providers, and government agencies contributed. This phase established priorities around health and wellbeing, recreation, community support, and education and employment opportunities.

Phase two (2022–2026) builds on these insights, analysing feedback and refining deliverables to ensure the Plan remains responsive to emerging youth needs and opportunities, with clear actions across wellbeing, participation, leadership, and skills development.

With the current Youth Action Plan 2020-2026 approaching the end of its lifecycle, this is the opportunity to review, update, and refine it to ensure it continues to reflect the needs, priorities, and aspirations of young people in Vincent.

DETAILS:

Unlike the City's first Youth Action Plan 2020-2026, the Youth Action Plan 2026 and Beyond (Plan) will be delivered as a single, comprehensive document. This approach ensures that the Plan presents a clear, cohesive set of priorities, actions, and deliverables.

Project Initiation and Research

Over a two-month period, both YACWA and the City worked together to lay the groundwork for the Youth Action Plan. This included kick-off meetings, developing a project plan with clear milestones, establishing consultation and communication strategies, and identifying key stakeholders. Concurrently, both teams conducted a comprehensive review and research phase, analysing youth demographics and trends,

reviewing City documents and strategies, examining state-wide issues and trends, and assessing current youth services and programs.

Consultation and Engagement

The development of the Plan's deliverables was guided by an extensive engagement process with young people, community members, and organisational stakeholders, ensuring the priorities and perspectives of Vincent's diverse youth community are reflected.

In November 2024, the City engaged YACWA to lead the development of the Youth Action Plan, facilitate youth and community consultations, and mentor a peer research team to deliver youth-led engagement. As WA's peak body for young people, YACWA works with government, community organisations, and youth to influence policy, deliver programs, and strengthen participation and leadership. Their expertise ensured that all youth-focused initiatives were evidence-based and informed directly by young people's perspectives.

YACWA recruited five peer researchers from Vincent to drive the youth-led engagement. Their training focused on surveying and conducting peer interviews, with additional guidance on handling disclosures, mandatory reporting, and ethical engagement. Ongoing support and resources from YACWA ensured the consultations were safe, youth-led, and reflective of the community's needs. This approach ensured that the Plan's deliverables authentically represent the experiences, priorities, and aspirations of young people in Vincent.

The survey was open to the public from April to May 2025. During this consultation period, the following engagement activities were conducted:

- Online and in person youth surveys
- Online parent/caregiver surveys
- pop-up consultation session at Loftus Recreation Centre
- pop-up consultation session at Beatty Park Leisure Centre
- pop-up consultation session at Mt Hawthorn Junior Football Club
- pop-up consultation stall at Bob Hawke College Healthy Lifestyle Expo (September 2024)
- pop-up consultation stall at Young Makers Christmas Market (December 2024)
- pop-up consultation stall at Unstoppable All Abilities Youth Week Event
- workshop with the YMCA Youth Squad
- workshop with North Perth Primary School
- two community workshop with Aranmore Catholic College
- online and in person meetings with community groups and sporting clubs
- online and in-person meetings with key external stakeholders
- in-person feedback from team members across City business units
- promotion at City run community workshops, events and activities

An Imagine Vincent page was developed for the consultation process and promoted via the City's social media platforms, flyers, posters and street signage in key locations, the City's e-newsletter and information sent via email to relevant stakeholders, community groups and individuals (Foyer Oxford, The Y, Aranmore Catholic College, School of Distance Education, SEDA, all primary schools, clubs, and community organisations).

During the five-week consultation period from April to May 2025, there were approximately 801 engagements. This included:

- 672 young people aged 10–25
 - 327 youth survey respondents
 - 6 youth interviews
 - 70 workshop participants
 - 275 postcards
- 74 parents/caregivers
- 8 youth service providers and community organisations
- 14 City staff
- 27 other community members

This comprehensive consultation approach ensured representation across diverse age groups, cultures, abilities, and interests, while encouraging younger participants to engage early in local decision-making.

Consultation Findings

The consultation provided a wide range of insights into what matters to young people in Vincent, highlighting both strengths to celebrate and areas where improvements could be made. The survey received 327 responses (approximately 6.8 per cent of the youth population), of which:

- 45% of respondents were aged 10 to 17 who live, work, study, volunteer, or access services in Vincent
- 55% of respondents were aged 18 to 25 who live, work, study, volunteer, or access services in Vincent
- The age with the highest number of respondents was 17, with 13%
- The lowest number of respondents was 11 and 13, each with 1%
- 31% identified as LGBTIQA+
- 18% identified as Culturally and Linguistically Diverse
- 30% identified as neurodivergent
- 28% identified as having mental health condition
- 3% identified as Aboriginal or Torres Strait Islander

Young people praised Vincent's green, walkable and shaded environment, with Hyde Park and Charles Veryard Reserve particular favourites. They described the City as friendly, vibrant and diverse, with a strong creative identity through street art, live music and local culture. Leederville's café scene was seen as youthful and social, and most felt safe during the day. The Y HQ stood out as a key youth space, alongside valued services like Perth Inner City Youth Services, Foyer Oxford and the Freedom Centre.

The biggest barriers to participation were cost and not knowing what's available. Many young people said they struggle to afford sport and events and want more free, safe 'third spaces' to connect without pressure to spend. Parents and service providers echoed these concerns, adding transport and safety as key issues.

A significant number of respondents identified as neurodivergent or LGBTIQA+, reinforcing the need for inclusive, sensory-friendly activities. Many also reported low awareness of health and wellbeing supports, relying first on friends and family before formal services like Headspace. Safety after dark was a recurring concern, particularly around lighting, anti-social behaviour and street crossings.

Young people called for more diverse, low-cost and youth-led events. Many felt current options were too child-focused or too adult-oriented. They also wanted better access to jobs, skills training, volunteering and creative industries, including practical workshops and pathways that link to real experience.

Communication was another challenge. Young people mostly hear through friends and Instagram, while parents rely on word-of-mouth, schools and Facebook.

Creation of the Draft Plan

In September 2025, prior to creating the draft deliverables for the Plan, an additional 219 young people helped prioritise key themes emerging from the consultation. These insights directly shaped the Plan's four focus areas:

- **Place and Belonging** – Creating safe, welcoming, and youth-friendly spaces.
- **Wellbeing and Inclusion** – Reducing barriers and supporting young people through mental health services, accessible programs, and inclusive opportunities
- **Youth Leadership and Engagement** – Providing opportunities for young people to contribute and share their perspectives.
- **Opportunity** – Developing clear pathways for skills, creativity, volunteering, and employment.

Feedback from these focus areas informed the draft Youth Action Plan 2026 and Beyond deliverables. The Plan builds on the Youth Action Plan 2020–2026 by continuing to support young people's wellbeing, social participation, and access to opportunities, while maintaining core commitments such as youth-friendly spaces, safe and inclusive environments, community event participation, and engagement with local services.

CONSULTATION/ADVERTISING:

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

This will occur in the following ways:

- notice published on the City's website;
- notice posted to the City's social media;
- notice published in the local newspapers; and
- notice exhibited on the notice board at the City's Administration and Library and Local History Centre.

It is proposed that the draft Youth Action Plan 2026 and Beyond be released for public comment for a period of 21 days from 17 November to 8 December 2025

**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.

You are expected to by community

A robust process to engage with the community and stakeholders

LEGAL/POLICY:

There is no legal requirement to have a Youth Action Plan.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to adopt a Youth Action Plan.

STRATEGIC IMPLICATIONS:

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

Connected and Healthy Community

Our many cultures are celebrated.

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

Thriving Places

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

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral.

PUBLIC HEALTH IMPLICATIONS:

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

Increased mental health and wellbeing

FINANCIAL/BUDGET IMPLICATIONS:

The actions and deliverables of the Youth Action Plan 2026 and Beyond are included in the 2025/2026 operating budget and will need to be considered within subsequent financial year budgets.

8 CHIEF EXECUTIVE OFFICER

8.1 COUNCIL BRIEFING AND ORDINARY MEETING OF COUNCIL DATES FOR 2026

Attachments: 1. Proposed Meeting Cycle - 2026 

RECOMMENDATION:

That Council:

1. **ADOPTS** the 2026 monthly cycle of Council Briefings and Ordinary Meetings of Council, each commencing at 6:00pm and held at the City of Vincent Council Chambers, 244 Vincent Street, Leederville, as listed below and shown in the calendar at Attachment 1; and

Council Briefing	Ordinary Meeting of Council
3 February	10 February
3 March	10 March
14 April	21 April
12 May	19 May
9 June	16 June
14 July	21 July
11 August	18 August
8 September	15 September
13 October	20 October
10 November	17 November
8 December	15 December

2. **PROVIDES** local public notice of the Council Briefing and Ordinary Meeting of Council dates, time and place, as listed in Recommendation 1. above.

PURPOSE OF REPORT:

To approve the meeting dates for Council Briefings and Ordinary Meetings of Council for 2026.

DELEGATION:

The Act does not require a decision of Council to determine the annual meeting dates.

It is orderly and proper to table the dates of the meeting with Council and for the adopted dates to then form part of the information required to be published on the City's website under Regulation 12 of the *Local Government (Administration) Regulations 1996*.

BACKGROUND:

The *Local Government Act 1995* (Act) requires that Council meet at least once every three months. Regulation 12 of the *Local Government (Administration) Regulations 1996* provides that the Chief Executive Officer must publish on the local government's website the meeting details for Ordinary Council meetings before the beginning of the year in which the meetings are to be held. Consequently, Council are requested to determine its Ordinary Council Meeting dates and times for the next twelve months.

Section 3.1.1 of Council's adopted [Governance Framework](#) sets out the frequency and timing for scheduling Council Briefing and Meetings.

The proposed dates for the Council Briefing and Ordinary Meetings for 2026 are detailed above and set out in the Proposed Meeting Cycle - 2025 at **Attachment 1**.

DETAILS:

The proposed 2026 meeting schedule has been prepared with consideration of council recess periods, school holidays, local government elections and budget adoption.

The standard pattern for the proposed 2026 meeting schedule involves holding Council Briefings on the first Tuesday of each month and Ordinary Meetings of Council on the second Tuesday of each month, with a deviation to the June meeting to allow for presentation of the annual budget closer to the end of the financial year. This adjustment ensures that the budget adoption process aligns more closely with the fiscal timelines, allowing for more accurate planning and sufficient time for the preparation of the statutory budget financial statements. It also provides for the scheduling of an additional budget workshop if required by Council.

The determination of Council meeting dates provides the foundation for the City to schedule all other Council and organisational requirements around the calendar, including general council workshops and special budget workshops.

Administration is also able to schedule the timeframes to ensure that appropriate advice is provided to Council so that an informed decision can be made.

The ALGA National General Assembly was in 24 – 27 June in 2025. The WALGA Conference was 22 -24 September 2025.

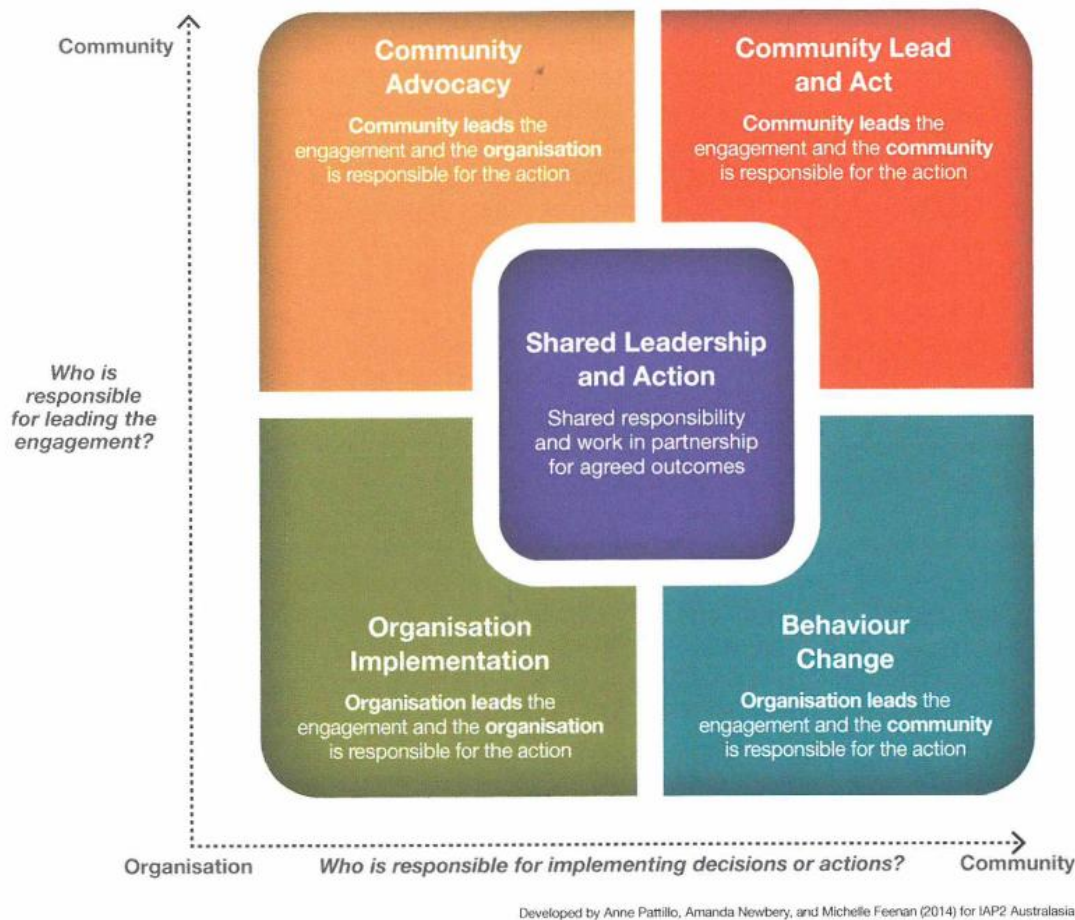
Tuesdays which are not allocated for an Ordinary Meeting of Council, Briefing or Workshop will be reserved for Council professional development with a program to be settled in consultation with Council Members.

The annual financial statements and receipt of the Auditor's Report is an essential component of the Annual Report. In accordance with section 5.27 of the *Local Government Act 1995* the Annual General Meeting of Electors must be held within 56 days of Council's acceptance of the Annual Report.

While it is scheduled that the Annual Report will be presented to the Ordinary Meeting of Council on 17 November 2025, this will be entirely dependent on the receipt of the Audit Report.

Subject to the above, the Annual General Meeting of Electors is tentatively scheduled to be held on Wednesday, 16 December 2026, or Tuesday, 17 December 2025, to commence at 7:00 pm.

CONSULTATION/ADVERTISING:

**Shared Leadership and Action**

This collaborative arrangement for shared decision-making, management and responsibility for delivery is required to meet shared outcomes.

Tension: The baton changes between project partners at different speeds of action.

Mitigation: Lots of communication, clear roles and monitoring.

You could support community responses to key community, environmental, economic or social problems or opportunities

Be a stakeholder in the community's process

In accordance with Regulation 12 of the *Local Government (Administration) Regulations 1996*, the Council Briefing and Ordinary Meeting of Council dates will be published in both local newspapers, on the City's website and on the City's notice boards.

LEGAL/POLICY:

Section 5.3 of the Act states:

"Ordinary and Special Council meetings:

- (1) *A Council is to hold ordinary meetings and may hold special meetings;*
- (2) *Ordinary meetings are to be held not more than three months apart; and*
- (3) *If a Council fails to meet as required by subsection (2) the CEO is to notify the Minister of that failure."*

Regulation 12 of the *Local Government (Administration) Regulations 1996* states:

- “(1) *In this regulation —*
meeting details, for a meeting, means the date and time when, and the place where, the meeting is to be held.
- (2) *The CEO must publish on the local government’s official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held —*
- (a) *ordinary council meetings;*
 - (b) *committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.*

The Meeting Procedures Local Law 2008 and Council Meeting Procedures Policy provides guidance on the publication of agendas.

RISK MANAGEMENT IMPLICATIONS

Low: The proposed monthly cycle will provide consistency in the sequencing of briefings and meetings and will increase transparency by ensuring financial statements are included in the Council Briefing Agenda.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral.

PUBLIC HEALTH IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

Nil

9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

12 CLOSURE