City of Nedlands

AGENDA

Ordinary Council Meeting

Tuesday, 25 March 2025

Notice of Meeting

Mayor & Councillors

A Council Meeting Agenda Forum of the City of Nedlands is to be held on Tuesday, 25 March 2025 in the Council chambers at 71 Stirling Highway Nedlands commencing at 7pm.

This meeting will be livestreamed Livestreaming Council & Committee Meetings » City of Nedlands



Keri Shannon | Chief Executive Officer
25 March 2025

Information

Council Meeting Agenda are run in accordance with the City of Nedlands Standing Orders 2016. If you have any questions in relation to the agenda, procedural matters, addressing the Council or attending these meetings please contact the Governance Officer on 9273 3500 or council@nedlands.wa.gov.au

Public Question Time

Public question time at a Council Meeting is available for members of the public to ask a question about items on the agenda. Questions asked by members of the public are not to be accompanied by any statement reflecting adversely upon any Council Member or Employee.

Questions should be submitted as early as possible via the online form available on the City's website: Public question time | City of Nedlands

Questions may be taken on notice to allow adequate time to prepare a response and all answers will be published in the minutes of the meeting

Deputations

Members of the public may make presentations or ask questions on items contained within the agenda. Presentations are limited to 3 minutes. Members of the public must complete the online registration form available on the City's website: Public Address Registration Form | City of Nedlands

Disclaimer

Members of the public who attend Council Meetings should not act immediately on anything they hear at the meetings, without first seeking clarification of Council's position. For example, by reference to the confirmed Minutes of Council meeting. Members of the public are also advised to wait for written advice from the Council prior to taking action on any matter that they may have before Council.

Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

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1. Declaration of Opening

The Presiding Member will declare the meeting open at 7:00 pm and acknowledge the Whadjuk Nyoongar people, Traditional Custodians of the land on which we meet, and pay respect to Elders past, present and emerging. The Presiding Member will draw attention to the disclaimer on page 2 and advise the meeting is being livestreamed.

2. Present and Apologies and Leave of Absence (Previously Approved)

Leave of Absence (Previously Approved)	Nil
Apologies	Nil

3. Public Question Time

Questions received from members of the public will be read at this point.

The order in which the CEO receives questions shall determine the order of questions, unless the Mayor determines otherwise. Questions must relate to a matter affecting the City of Nedlands.

4. Deputations

Deputations by members of the public who have completed Public Address Registration Forms.

5. Requests for Leave of Absence

Any requests from Council Members for leave of absence will be dealt with at this point.

6. Petitions

6.1 6.1 Petition Request for Traffic Calming – Smyth Road/Karella Roundabout

That the Petition request for Traffic Calming – Smyth Road/Karella Roundabout be received.

7. Disclosures of Financial Interest

The Presiding Member to remind Council Members and Staff of the requirements of Section 5.65 of the Local Government Act to disclose any interest during the meeting when the matter is discussed.

A declaration under this section requires that the nature of the interest must be disclosed. Consequently, a member who has made a declaration must not preside, participate in, or be present during any discussion or decision-making procedure relating to the matter the subject of the declaration.

However, other members may allow participation of the declarant if the member further discloses the extent of the interest. Any such declarant who wishes to participate in the meeting on the matter, shall leave the meeting, after making their declaration and request to participate, while other members consider and decide upon whether the interest is trivial or insignificant or is common to a significant number of electors or ratepayers.

8. Disclosures of Interests Affecting Impartiality

The Presiding Member to remind Council Members and Staff of the requirements of Council's Code of Conduct in accordance with Section 5.103 of the Local Government Act. Council Members and staff are required, in addition to declaring any financial interests to declare any interest that may affect their impartiality in considering a matter. This declaration does not restrict any right to participate in or be present during the decision-making procedure.

The following pro forma declaration is provided to assist in making the disclosure.

"With regard to the matter in item x ….. I disclose that I have an association with the applicant (or person seeking a decision). This association is ….. (nature of the interest).

As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly."

The member or employee is encouraged to disclose the nature of the association.

9. Declarations by Members That They Have Not Given Due Consideration to Papers

10. Confirmation of Minutes

10.1 Ordinary Council Meeting 25 February 2025

The Minutes of the Ordinary Council Meeting held 25 February 2025 are to be confirmed.

11. Announcements of the Presiding Member without discussion

Any written or verbal announcements by the Presiding Member to be tabled at this point.

12. Members Announcements without discussion

Written announcements by Council Members to be tabled at this point. Council Members may wish to make verbal announcements at their discretion

13. Matters for Which the Meeting May Be Closed

For the convenience of the public, the following Confidential items are identified to be discussed behind closed doors, as the last items of business at this meeting.

14. en bloc

That the officer recommendations for Items xx be adopted en bloc and all remaining items will be dealt with separately.

15. Minutes of Council Committees and Administrative Liaison Working Groups

This is an information item only to receive the minutes of the various meetings held by the Council appointed Committees (N.B. This should not be confused with Council resolving to accept the recommendations of a particular Committee. Committee recommendations that require Council's approval should be presented to Council for resolution via the relevant departmental reports).

15.1 Public Art Committee Meeting | 27 May 2024

That the minutes of the Public Art Committee held on Monday 27 May 2024 be received.

15.2 Audit Risk and Improvement Committee Meeting | February 2025

That the minutes of the Audit Risk and Improvement Committee Meeting on Monday 17 February 2025 be received.

16. Divisional Reports - Planning & Development

16.1 PD14.03.25 Consideration of Responsible Authority Report for Five Grouped Dwellings at 111 Waratah Avenue, Dalkeith

PD14.03.25	**Consideration of Responsible Authority Report for Five Grouped Dwellings at 111 Waratah Avenue, Dalkeith**

Meeting & Date	Council Meeting – 25 March 2025
Applicant	Urabnista
Employee Disclosure under section 5.70 Local Government Act 1995	The author, reviewers and authoriser of this report declare they have no financial or impartiality interest with this matter. There is no financial or personal relationship between City staff involved in the preparation of this report and the proponents or their consultants.
Report Author	Sergio Famiano – Manager Planning & Development
Director	Bruce Thompson – Director Planning and Development
Attachments	1. Responsible Authority Report and Attachments

Purpose

The purpose of this report is for Council to consider the Development Assessment Panel (DAP) application for five grouped dwellings at 111 Waratah Avenue, Dalkeith.

Council is requested to make its recommendation to the Metro Inner Development Assessment Panel as the Responsible Authority. Council's recommendation will be incorporated into the Responsible Authority Report and lodged with the DAP Secretariat by 26 March 2025.

It is recommended that Council adopt the Officer Recommendation to refuse the application.

Recommendation

That Council ADOPTS as the Responsible Authority the Officer Recommendation contained in the Responsible Authority Report for the development of five grouped dwellings at 111 Waratah Avenue, Dalkeith as follows:

It is recommended that the Metro Inner Development Assessment Panel resolves to:

1. **Refuse DAP Application reference DAP/21/02110 and accompanying plans (Attachment 2) in accordance with Clause 68 of Schedule 2 (Deemed Provisions) of the Planning and Development (Local Planning Schemes) Regulations 2015, and the provisions of the City of Nedlands Planning Scheme No. 3, for the following reasons:**

Reasons

a. **The proposed development does not comply with Clause 67(2)(m) of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 as the development is not considered to be compatible with its setting, including the desired future character of its setting and the relationship development to development on adjoining land and land in the locality.**

b. **The proposed development does not meet the design principles of Clause 3.3 – Street setbacks of State Planning Policy 7.3 – Residential Design Codes (Volume 1) as the development is not consistent with the existing or desired streetscape character as outlined in LPP Precincts 5.14 in relation to primary street setbacks to Waratah Avenue and Shrike Lane and right-of-way setbacks to Gerygone Lane.**

c. **The proposed development does not meet the design principles of Clause 5.1 – Open space - Special transitional provision of State Planning Policy 7.3 – Residential Design Codes (Volume 1) as the development does not reflect the existing or desired streetscape character, increases the appearance of building bulk and exceeds the expectations of the R40 code.**

d. **The proposed development does not meet the design principles of Clause 3.4 – Lot boundary setbacks of State Planning Policy 7.3 – Residential Design Codes (Volume 1) as the reduced western upper floor setbacks present as bulky to the adjoining neighbour and do not provide a transition between sites with varying intensification of development.**

e. **The proposed development does not meet the design principles of Clause 3.10 – Visual Privacy of State Planning Policy 7.3 – Residential Design Codes (Volume 1) as there is direct and indirect overlooking of major openings and private open spaces on adjoining properties to the west, north and east.**

f. **The proposed development does not meet the design principles of Clause 2.1 –Size and layout of dwellings of State Planning Policy 7.3 – Residential Design Codes (Volume 1) as there is insufficient storage areas for large bulky items.**

Voting Requirement

Simple Majority.

Background

Land Details

Metropolitan Region Scheme Zone	Urban

Local Planning Scheme Zone	Residential
R-Code	R40
Land area	Parent Lot: 1164m^2 Lot 1: 244m^2 Lot 2: 225m^2 Lot 3: 225m^2 Lot 4: 225m^2 Lot 5: 244m^2
Land Use	Residential – Grouped Dwellings
Proposed No. Storeys	Two
Proposed No. Dwellings	Five (5)

Application details

The application is for five grouped dwellings at 111 Waratah Avenue, Dalkeith.



Figure 1: Aerial image

Discussion

Assessment of Statutory Provisions

The proposal has been assessed against all relevant legislative requirements including Local Planning Scheme No.3 (LPS3) and Local Planning Strategies and Policies. The matters below have been identified as key considerations for the determination of this application.

- Private Open Space
- Trees and Landscaping
- Size and Layout of Dwellings
- Parking
- Open Space
- Street Setback
- Lot Boundary Setbacks
- Streetscape
- Visual Privacy

These matters have been addressed in detail within the Responsible Authority Report (RAR). The development does not meet all relevant design principles and/or policy objectives, and thereby the application is recommended for refusal.

Design Review Panel

The development was reviewed by the City's Design Review Panel on two occasions, being 1 July 2024 and 2 December 2024. A final review was then carried out by the Acting Chair of the DRP, based on 31 January 2025 plans, on 5 February 2025. A summary of the Panel and Chair's evaluation of the proposal at each stage of the review process is provided in the table below.

DRP Design Quality Evaluation			
	Supported		
	Further Information Required		
	Not supported		
SPP 7.0 Principles	1 July 2024	2 December 2024	Chair Review 5 February 2025
1. Context and Character			
2. Landscape Quality			
3. Built Form and Scale			
4. Functionality and Built Quality			
5. Sustainability			
6. Amenity			
7. Legibility			
8. Safety			
9. Community			
10. Aesthetics			

The outstanding matters which were not supported by the DRP are detailed below.

Built Form and Scale
Comments:

- The rear setback generates an abrupt interface to the laneway.
- The boundary walls have been reduced in height to 3.0m – 3.5m. The western interface has improved by pulling back the terraces by 1.0m. The retention of an existing boundary wall requested by the neighbours is shown on the drawings.
- Visual compliance from the west side terraces have improved by pulling the terraces back 1.0m from the boundary.

Suggested amendments/improvements:
- Consider increasing the setback on the laneway interface and liaise with the City in terms of their requirements in relation to this.

Sustainability
Comments:
- The ESD Report only responds to Section J requirements which is a low bar.

Suggested amendments/improvements:
- The ESD report notes PV solar panels however the applicant is encouraged to consider integrating further ESD initiatives such as EV charging, double glazing, water capture, heat pump HWS's, all electric development (no gas) etc.

Should the DAP choose to approve the development, a condition of approval will be recommended which requires an updated ESD Report to be provided in accordance with LPP 1.3.

Local Planning Policy 1.3 Sustainable Design – Residential

Local Planning Policy 1.3 Sustainable Design – Residential applies additional sustainability requirements for new grouped dwellings to improve environmentally design. The Policy provides the following objectives relating to this proposal:

- Reduce the urban heat island effect by enforcing maximum solar absorptance ratings in relation to roof colourings.
- Each new dwelling to be provided with a minimum 3kw photovoltaic solar panel system.
- All water fittings to be within 1 star of the maximum Water Efficiency Labelling Standard (WELS)
- Landscaping plans to include irrigation efficiency as outlined in the Policy.
- An Environmentally Sustainable Design (ESD) Report is to be prepared demonstrating how the development achieves Design Principle 5: Sustainability from State Planning Policy 7.0.

Should the DAP choose to approve the development, conditions of approval are recommended to enforce the above-mentioned objectives. Additionally, a recommended condition of approval will be imposed to require an Environmentally Sustainable Design (ESD) Report be prepared prior to the issue of a building permit.

Consultation

Public Consultation

In accordance with the City's Local Planning Policy 7.3 Consultation of Planning Proposals, the development was advertised for a period of 14 days, from 29 November 2024 to 13 December 2024 to 46 owners and occupiers.

At the close of the advertising period, the City received 14 submissions, 13 objecting and one requesting further information on the proposal. A summary of issues and Officer Responses have been provided below, with full submissions and responses included as an attachment within the RAR.

Public Consultation	
Issue Raised	**Officer comments**
Bulk and scale (raised by 4 submissions)	The proposed bulk and scale is not supported. The combination of reduced primary and secondary street setbacks reduced open space and lot boundary setbacks all combine to negatively impact bulk and scale. Bulk and scale is a reason for the recommendation for refusal.
Reduced primary street setback (raised by 10 submissions)	The proposed primary street setback to Waratah Avenue is not supported. This does not align with the existing or desired future character of the area or streetscape as outlined in Precincts 5.14 LPP. The primary street setback is a reason for the recommendation for refusal.
Reduced secondary street setback (raised by 10 submissions)	The proposed secondary street/right-of-way setback is not supported. This does not align with the existing or desired future character of the area or streetscape as outlined in Precincts 5.14 LPP. The secondary street/right-of-way setback is a reason for the recommendation for refusal.
Lack of parking (raised by 9 submissions)	Officers support the proposed car parking provision. Refer to discussion on Parking within the RAR.
Visual Privacy (west, north, east) (raised by 9 submissions)	Visual privacy is not supported to the western, northern and eastern properties which do not achieve the deemed-to-comply provisions. Refer to discussion on Visual Privacy within the RAR.
Lack of open Space (raised by 9 submissions)	The lack of open space is not supported as it adds to the perception of bulk and scale and does not align with the existing or desired future character of the area as outlined in Precincts 5.14 LPP. Open space is a reason for the recommendation for refusal.
Western lot boundary setbacks and boundary walls (raised by 7 submissions)	Amended plans were received on 31 January 2025 which reduced the western boundary walls to a maximum of 3.5m in height, this now achieves the deemed-to-comply requirements. The western upper floor balconies were setback 1.0m, in lieu of the deemed-to-comply 1.5m. This setback is not supported as its adds to the perception of building bulk to the western neighbour and does not provide a transition between

	intensification of development. Refer to discussion on Lot boundary setbacks within the RAR.
Removal of trees (raised by 1 submissions)	Prior to the demolition of the single house, there were 6 trees located within the site boundaries of 111 Waratah Avenue, Dalkeith. The City does not currently have any Local Planning Policies that are applicable to this site in relation to tree retention. The trees have already been removed, except the Lemon Scented Gum (20-30m in height) along the western boundary as indicated in the Arborist Report.
Waste management (raised by 4 submissions)	The waste generated on site is managed independently by each dwelling. The dwellings have the provision to store 3 bins (as per City requirements). These will be located internally to the garages. Bin collection will be undertaken via Shrike Lane in accordance with the WAPC subdivision approval and discussions between the City's Technical Service and Waste Collection department and the applicant.
Concerns with construction (raised by 5 submissions)	Should the DAP choose to approve this development, a recommended condition of approval will be placed requiring a Construction Management Plan be prepared and approved by the City, to the satisfaction of the City.
Safety of laneways (raised by 7 submissions)	A condition of subdivision approval was placed by the WAPC which requires the upgrade of Shrike Lane to its full width (5m) from the subject site down to the intersection of Waratah Avenue. Vehicle access from the lowest order road possible is generally accepted as best planning.

These matters have been addressed within the RAR. All submissions on this proposal have been given due regard in this assessment in accordance with Clause 67(y) of the *Planning and Development (Local Planning Schemes Regulations) 2015.*

Strategic Implications

This item is strategically aligned to the City of Nedlands Council Plan 2023-33 vision and desired outcomes as follows:

Vision **Sustainable and responsible for a bright future**

Pillar **Place**
Outcome 6. Sustainable population growth with responsible urban planning.

Budget/Financial Implications

Nil.

Legislative and Policy Implications

Council is requested to make a recommendation to the DAP in accordance with Regulation 12 of the Planning and Development (Development Assessment Panels) Regulations 2011. Council may recommend to approve, refuse or defer the application.

Decision Implications

Council's recommendation will be incorporated into the Responsible Authority Report (RAR) and lodged with the DAP Secretariat on or before 26 March 2025. The recommendation noted above is the officer recommendation that is also included in the RAR.

In the event that Council does not adopt the officer recommendation, Council's recommendation will be located at the front of the RAR as the Responsible Authority Recommendation and the officer recommendation will be contained in the rear of the report.

In the event that Council does not make a recommendation, the RAR will be forwarded to DAP on 26 March 2025 with the Officer Recommendation only.

Conclusion

Council is requested to consider the attached Responsible Authority. It is requested that Council makes a recommendation to the DAP to either approve, refuse or defer the application.

The application for five grouped dwellings has not been adequately resolved to ensure that the development does not unduly impact on the streetscape or adjoining properties. Many elements of the proposal are inconsistent with the R-Codes and the City's planning framework, particularly LPP 5.14 Precincts.

For the above reasons, it is recommended Council adopt the Officer Recommendation contained in the RAR to refuse the application.

Further Information

Nil.

LOT NO. 348 (111) WARATAH AVENUE, DALKEITH – FIVE GROUPED DWELLING DEVELOPMENT

Form 1 – Responsible Authority Report
(Regulation 12)

DAP Name:	Metro Inner Development Assessment Panel
Local Government Area:	City of Nedlands
Applicant:	Urbanista Town Planning
Owner:	Dalkeith Properties Pty Ltd
Value of Development:	$5.05 million
Responsible Authority:	City of Nedlands
Authorising Officer:	Bruce Thompson, Director Planning & Development
LG Reference:	DA24-99438
DAP File No:	DAP/24/02799
Application Received Date:	15/11/2024
Report Due Date:	18 March 2025
Application Statutory Process Timeframe:	90 Days (with an additional 35 days agreed)
Attachment(s):	1. Location Plan 2. Amended Development Plans received 31 January 2025 3. Schedule of Submissions 4. Design Review Panel Minutes 5. Applicants Planning Report received 15 November 2024 6. Landscaping Plan dated 16 September 2024 7. Arboricultural Impact Assessment dated 28 August 2024

Responsible Authority Recommendation

To be resolved at the 25 March Ordinary Council Meeting

Reasons for Responsible Authority Recommendation

To be resolved at the 25 March Ordinary Council Meeting

Details: outline of development application

Region Scheme	Metropolitan Region Scheme
Region Scheme - Zone/Reserve	Urban
Local Planning Scheme	Local Planning Scheme No. 3

Local Planning Scheme - Zone	Residential (R40)
Structure Plan/Precinct Plan	N/A
Use Class and permissibility:	'P' Permitted
Lot Size:	1164m^2 Lot 1: 244m^2 Lot 2: 225m^2 Lot 3: 225m^2 Lot 4: 225m^2 Lot 5: 244m^2
Existing Land Use:	Residential – Single House
State Heritage Register	No
Local Heritage	☒ N/A ☐ Heritage List ☐ Heritage Area
Design Review	☐ N/A ☒ Local Design Review Panel ☐ State Design Review Panel ☐ Other
Bushfire Prone Area	No
Swan River Trust Area	No
Region Scheme	Metropolitan Region Scheme

Proposal:

Proposed Land Use	Residential (Grouped Dwellings)
Proposed No. Storeys	Two
Proposed No. Dwellings	Five

Assessment of the proposal is based on:

- Amended Development Plans received 31 January 2025 (**Attachment 2**)
- Landscaping Plan dated 16 September 2024 (**Attachment 6**)
- Arboricultural Impact Assessment dated 28 August 2024 (**Attachment 7**)

Background:

Site Context

The development is located at 111 Waratah Avenue, Dalkeith. The parent lot has a total lot area of 1,164m^2 and is located on the street block bound by Waratah Avenue to the south, Shrike Lane to the east and Gerygone Lane to the north (**Attachment 1**). The lot is regular in shape with a 20m frontage to Waratah Avenue. The lot is relatively flat, with a 0.5m slope down from the rear of the site to the street frontage. The site currently vacant.

The site is zoned Residential with a density code of R40. The dwellings to the east of Shrike Lane are also coded R40 whereas the dwellings to the north of Gerygone Lane are coded R10. The site received conditional subdivision approval for 5 green title lots on 27 August 2024 (WAPC ref 200280). As the lots have not been formally created,

the development has been assessed as 'Grouped Dwellings' and assessed against Part C of the R-Codes Volume 1.

Streetscape Character

The locality is experiencing a transition to a higher density and scale of development. The Residential zoned properties within the Waratah Avenue street block between Robert Street (west) and Alexander Road (east) was up-coded upon the gazettal of Local Planning Scheme No. 3 (LPS3), transitioning from R10 to R40. As a result, the streetscape features a mix of single residential houses reflective of the previous R10 coding under Town Planning Scheme No. 2 and newly constructed two-storey grouped dwelling developments. Within the street block, there are three recently completed four two-storey grouped dwellings at 116 Waratah Avenue and 130 Waratah Avenue, and a three-storey four grouped dwelling development 117 Waratah Avenue was approved by the City in 2024.

In response to the emerging development context, the City has prepared Local Planning Policy 5.14 Precincts (LPP 5.14) to guide future development. The policy contains built form controls to ensure that new development contributes to the desired future character of the wider Waratah Precinct as a medium density area.

Legislation and Policy:

Legislation

- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Schemes) Regulations 2015* (LPS Regulations)
- *Planning and Development (Development Assessment Panels) Regulations 2011*
- *Metropolitan Region Scheme*
- City of Nedlands Local Planning Scheme No.3 (LPS 3)

State Government Policies

- State Planning Policy 7.0 – Design of the Built Environment (SPP 7.0)

Planning Codes

- Residential Design Codes Volume 1 (R-Codes Vol. 1)

Local Policies

- Local Planning Policy 1.1 Residential Development (LPP 1.1)
- Local Planning Policy 1.3 Sustainable Design (LPP 1.3)
- Local Planning Policy 5.14 Precincts (LPP 5.14)
- Local Planning Policy 7.2 Design Review Panel (LPP 7.2)
- Local Planning Policy 7.3 Consultation of Planning Proposals (LPP 7.3)

Strategies

- City of Nedlands Local Planning Strategy

Consultation:

Public Consultation

In accordance with the City's Local Planning Policy 7.3 Consultation of Planning Proposals, the development was advertised for a period of 14 days, from 29 November 2024 to 13 December 2024 to 46 owners and occupiers.

At the close of the advertising period, the City received 14 submissions, 13 objecting and one requesting further information on the proposal. A full schedule of submissions can be found at **Attachment 3**. A summary of the objections is provided in **Table 1** below. All submissions on this proposal have been given due regard in this assessment in accordance with Clause 67(y) of the *Planning and Development (Local Planning Schemes Regulations) 2015.*

Issue Raised	**Officer comments**
Bulk and scale (raised by 4 submissions)	The proposed bulk and scale is not supported. The combination of reduced primary and secondary street setbacks, reduced open space and lot boundary setbacks all combine to negatively impact bulk and scale. Bulk and scale is a reason for the recommendation for refusal.
Reduced primary street setback (raised by 10 submissions)	The proposed primary street setback to Waratah Avenue is not supported. This does not align with the existing or desired future character of the area or streetscape as outlined in Precincts 5.14 LPP. The primary street setback is a reason for the recommendation for refusal.
Reduced secondary street setback (raised by 10 submissions)	The proposed secondary street/right-of-way setback is not supported. This does not align with the existing or desired future character of the area or streetscape as outlined in Precincts 5.14 LPP. The secondary street/right-of-way setback is a reason for the recommendation for refusal.
Lack of parking (raised by 9 submissions)	Officers support the proposed car parking provision. Refer to discussion on *Parking* within this RAR.
Visual Privacy (west, north, east) (raised by 9 submissions)	Visual privacy is not supported to the western, northern and eastern properties which do not achieve the deemed-to-comply provisions. Refer to discussion on *Visual Privacy* within this RAR.
Lack of open Space (raised by 9 submissions)	The lack of open space is not supported as it adds to the perception of bulk and scale and does not align with the existing or desired future character of the area as outlined in Precincts 5.14 LPP. Open space is a reason for the recommendation for refusal.
Western lot boundary setbacks and boundary walls (raised by 7 submissions)	Amended plans were received on 31 January 2025 which reduced the western boundary walls to a maximum of 3.5m in height, this now achieves the deemed-to-comply requirements. The western upper floor balconies were setback 1.0m, in lieu of the deemed-to-comply 1.5m. This setback is not supported as its adds to the perception of building

	bulk to the western neighbour and does not provide a transition between intensification of development. Refer to discussion on *Lot boundary setbacks* within this RAR.
Removal of trees (raised by 1 submissions)	Prior to the demolition of the single house, there were 6 trees located within the site boundaries of 111 Waratah Avenue, Dalkeith. The City does not currently have any Local Planning Policies that are applicable to this site in relation to tree retention. The trees have already been removed, except the Lemon Scented Gum (20-30m in height) along the western boundary as indicated in the Arborist Report, refer to **Attachment 7.**
Waste management (raised by 4 submissions)	The waste generated on site is managed independently by each dwelling. The dwellings have the provision to store 3 bins (as per City requirements). These will be located internally to the garages. Bin collection will be undertaken via Shrike Lane in accordance with the WAPC subdivision approval and discussions between the City's Technical Service and Waste Collection department and the applicant.
Concerns with construction (raised by 5 submissions)	Should the DAP choose to approve this development, a recommended condition of approval will be placed requiring a Construction Management Plan be prepared and approved by the City, to the satisfaction of the City.
Safety of laneways (raised by 7 submissions)	A condition of subdivision approval was placed by the WAPC which requires the upgrade of Shrike Lane to its full width (5m) from the subject site down to the intersection of Waratah Avenue. Vehicle access from the lowest order road possible is generally accepted as best planning.

Amended plans for the proposal were submitted to the City on 31 January 2025 which included the following changes:

- Reduction of western boundary walls (Lot 1-5) from a maximum of 5.0m to a maximum of 3.5m in height.
- Increase of upper floor western balcony walls setback (Lots 1-5) from nil to 1.0m to the western boundary.

The amendments are minor in nature and do not trigger the need for formal re-advertising of the proposal.

The amended plans received by the applicant addressed the boundary wall concerns raised by the City. No other changes were made in response to the City's recommendations.

<u>Design Review Panel Advice</u>

The development was reviewed by the City's Design Review Panel on two occasions, with a final review by the Chair of the DRP, based on 31 January 2025 plans. Full DRP Minutes are provided at **Attachment 4**. A summary of the Panel and Chair's evaluation of the proposal at each stage of the review process is provided in **Table 2** below.

Table 2: DRP Design Quality Evaluation			
	Supported		
	Further Information Required		
	Not supported		
SPP 7.0 Principles	1 July 2024	2 December 2024	Chair Review 5 February 2025
1. Context and Character			
2. Landscape Quality			
3. Built Form and Scale			
4. Functionality and Built Quality			
5. Sustainability			
6. Amenity			
7. Legibility			
8. Safety			
9. Community			
10. Aesthetics			

The areas that are not supported by the DRP include the following:

Built Form and Scale

Comments:

- The rear setback generates an abrupt interface to the laneway.
- The boundary walls have been reduced in height to 3.0m – 3.5m. The western interface has improved by pulling back the terraces by 1.0m. The retention of an existing boundary wall requested by the neighbours is shown on the drawings.
- Visual compliance from the west side terraces have improved by pulling the terraces back 1.0m from the boundary.

Suggested amendments/improvements:

- Consider increasing the setback on the laneway interface and liaise with the City in terms of their requirements in relation to this.

Sustainability

Comments:

- The ESD Report only responds to Section J requirements which is a low bar.

Suggested amendments/improvements:

- The ESD report notes PV solar panels however the applicant is encouraged to consider integrating further ESD initiatives such as EV charging, double glazing, water capture, heat pump HWS's, all electric development (no gas) etc.

Should the DAP choose to approve the development, a condition of approval would be recommended which requires an updated ESD Report to be provided in accordance with LPP 1.3.

Planning Assessment:

The proposal has been assessed against all relevant legislative requirements of LPS 3, and State and Local Planning Policies as outlined above. The matters below have been identified as key considerations for the determination of this application.

Local Planning Policy 1.3 Sustainable Design – Residential

Local Planning Policy 1.3 Sustainable Design – Residential (LPP 1.3) applies additional sustainability requirements for new grouped dwellings to improve environmentally design. The Policy provides the following objectives relating to this proposal:

- Reduce the urban heat island effect by enforcing maximum solar absorptance ratings in relation to roof colourings.
- Each new dwelling to be provided with a minimum 3kw photovoltaic solar panel system.
- All water fittings to be within 1 star of the maximum Water Efficiency Labelling Standard (WELS)
- Landscaping plans to include irrigation efficiency as outlined in the Policy.
- An Environmentally Sustainable Design (ESD) Report is to be prepared demonstrating how the development achieves Design Principle 5: Sustainability from State Planning Policy 7.0.

Should the DAP choose to approve the development, conditions of approval are recommended to enforce the above-mentioned objectives. Additionally, a recommended condition of approval will be imposed to require an Environmentally Sustainable Design (ESD) Report be prepared prior to the issue of a building permit.

Residential Design Codes Volume 1 (R-Codes Volume 1)

The R-Codes Volume 1 provide controls applicable to grouped dwelling residential development in the form of deemed-to-comply development standards and design principles.

The R-Codes Volume 1 (Part C) are the development standards that apply to grouped dwellings in residential areas coded R30 and above in the form of deemed-to-comply development standards and design principles. Where an element of the proposal does not meet the deemed-to-comply provisions of the R-Codes it requires consideration against the Design Principles.

The below elements of the proposal do not meet the deemed-to-comply provisions, however, are considered to adequately satisfy the Design Principles.

- Private Open Space
- Trees and Landscaping
- Parking
- Streetscape

The below elements of the proposal do not meet the deemed-to-comply provisions and are not considered to achieve the Design Principles. It is for these reasons refusal is recommended.

- Size and Layout of Dwellings
- Open Space
- Street Setback
- Lot Boundary Setbacks
- Visual Privacy

The design principles relevant to the above are discussed below.

Assessment Against Design Principles:

The below elements of the proposal do not meet the deemed-to-comply provisions, however, are considered to adequately satisfy the Design Principles.

Private Open Space (Clause 1.1)

The development proposes private open space located in the primary street setback area (Unit 1). The design principles for private open space consider the functionality of private open space to allow for entertaining and leisure as well as access to northern sun and soft landscaping. The proposed private open space is considered to meet the design principles for the following reasons:

- Each dwelling has access to a private open space on both the ground and upper floors. The ground floor private open space is directly accessible from the primary living area, functional and sufficient in size.
- All private open spaces on the site are orientated for occupant amenity. All dwellings feature a private open space that has access to northern natural sunlight and ventilation.
- All private open spaces allow for sufficient uncovered area to permit winter sun and facilitate the addition of soft landscaping and tree planting areas.
- There is no communal open space proposed.

Trees and Landscaping (Clause 1.2)

Unit 1 proposes 13.9% soft landscaping in lieu of 15% and proposes two trees in lieu of four. The design principles for trees and landscaping consider the retention of existing trees, the provision of new trees and high-quality landscaping and sufficient deep soil area to sustain healthy tree and plant growth. The proposed trees and landscaping are considered to meet the design principles for the following reasons:

- One existing Lemon Scented Gum to the rear of the site on the proposed Unit 5 has been retained with all other vegetation being removed during demolition. The Arborist Report as outlined in **Attachment 7** recommended the retention of this tree as it is in excellent health and has good structure (category A tree quality). This tree is 20-30m in height and is visible from the street and surrounding properties. The retention of this tree is significant for local fauna and to aid the development to achieve the desired future character of the area as outlined in LPP Precincts 5.14.
- As viewed from the street, the soft landscaping and tree planting provided within Unit 1 aids in enhancing the built form and streetscape and pedestrian

amenity. Should the DAP choose to approve the development, a recommended condition of approval will be placed requiring the additional planting of a verge tree along Waratah Avenue to aid in the positive contribution to the streetscape.
- The location of soft landscaping on site has been positioned within the private open space on the ground and upper floor balconies. This aids in enhancing the visual appeal and amenity for future residents by providing an appealing outlook.

Parking (Clause 2.3)

The development proposes no visitor parking bays in lieu of one. The design principles for parking consider the availability of on-street parking and the proximity of the site to public transport. The proposed parking is considered to meet the design principles for the following reasons:

- The WAPC has conditionally approved a subdivision plan on 27 August 2024 for the creation of five lots as proposed, without the requirement of a visitor bay.
- The site is located approximately 15m from a bus stop on Waratah Avenue, which is serviced by bus route 24. Bus route 24 provides transit to key destinations including Perth City, QEII Medical Centre, Claremont Train Station, Nicholson Road and Kings Park. In the evening, between 5pm – 7pm, there is an average frequency of a bus servicing the nearest bus stop every 10 minutes. In the morning, between 7am – 9am, there is an average frequency of a bus servicing the nearest bus stop at an average of 15 minutes.
- Each dwelling is provided with two resident car bays, which exceeds the minimum deemed-to-comply criteria of one bay. The second resident bay is capable of accommodating visitor vehicles on the site if required. As the site is within 15m of a high frequency bus route, the provision of 15 parking bays (inclusive of two visitor bays) is the deemed-to-comply outcome. The development provides a total of 24 car parking bays, a technical 'oversupply' of parking.
- Within 200m of the site there are 11 on-street car parking bays.
- In terms of transport options, the development provides two car parking bays per dwelling, has sufficient availability of on-street parking and proximity to relatively high frequency public transport. The combination of these factors results in sufficient on-site car parking for the proposal.

Streetscape (Clause 3.6) and Residential Development 1.1

The development proposes solid fencing up to 1.8m in height within the primary street setback area in lieu of a maximum 1.2m. The design principles for street fencing consider if the design is complimentary to the streetscape, permits passive surveillance whilst balancing the need for privacy for residents. The proposed fencing are considered to meet the design principles for the following reasons:

- The existing streetscape along Waratah Avenue has several solid fences within the primary street setback area. These can be seen at 112, 114, 120B, 122, 124, 128 Waratah Avenue, Nedlands
- The solid fencing is proposed to provide increased privacy to the residents of Unit 1 given the location of their private open space.
- The proposed primary street fencing permits passive surveillance between Unit 1 and the street by utilising visually permeable portions. The solid portions of the fence along the southern elevation contributes to total of 28% (5.8m) of the lot frontage (20.1m). This allows for 72% of the lot frontage to consist of visually

permeable fencing. This aid in permitting surveillance between the dwelling and the street and demonstrates a balanced approach.
- The fencing will have no impact on vehicle safety with all fencing within the truncation and sight lines achieving the deemed-to-comply provisions.

The below elements of the proposal do not meet the deemed-to-comply provisions and are not considered to achieve the Design Principles. It is for these reasons refusal is recommended.

Size and Layout of Dwellings (Clause 2.1)

Units 1 to 5 do not achieve the recommended size and dimensions for storage areas. The design principles for size and layout of dwellings consider access to adequately size and conveniently located storage for the residents. The proposed storage areas are not considered to meet the design principles for the following reasons:

- All dwellings feature storage rooms ranging from 1.1m2 to 2.4m2, with some featuring a 0.5m dimension. The space provided is inadequate to permit the storage of large bulky items.
- The storage space provided is not proportionate to the size of the dwellings. The internal floor area of the dwellings ranges from 205m2 to 215m2, each with 4 bedrooms capable of 8 residents.
- Although the dwellings feature multiple walk in robes, this space is not appropriate for storage of bulky items such as bikes, lawn care equipment etc and should be used for its intended purpose (i.e. clothes/linen storage).

Street Setback (Clause 3.3) and Precincts 5.14

The development proposes the following street setbacks:

- Unit 1 is setback 2.0m on the ground floor and 1.5m on the upper floor from the primary street without adequate compensation in lieu of 4m as outlined in Precincts LPP 5.14.
- Unit 1 is setback 1.0m on the ground and upper floor from the secondary street in lieu of 2.0m.
- Units 2 to 5 are setback 1.0m on the ground and upper floors to the right-of-way (west) in lieu of 2.0m.
- Unit 5 has a nil setback on the ground and upper floor to the right-of-way (north) in lieu of 0.5m.

The design principles for street setbacks consider ensuring consistency with existing and future streetscape and character, building articulation. The proposed street setbacks are not considered to meet the design principles for the following reasons:

Waratah Avenue

- The Desired Future Character statement as outlined in LPP 5.14 Waratah Precinct states: "*new development within the residential sub-precincts shall reflect the established generous street setbacks*".
- The proposed primary street setback from Unit 1 to Waratah Avenue (2.0m on ground and 1.5m on upper) is not consistent with the existing of desired future streetscape. Of the 19 other residential properties fronting Waratah Avenue between Alexander Road and Robert street, the average primary street

setback is 6.4m. The existing streetscape, as discussed above, is a mixture of existing inter-war houses which generally have a large setback (7m+ without carports) and new grouped dwelling developments (130, 116 and 114 Waratah Avenue) which feature setbacks ranging from 2.0m-6.5m. The Precincts LPP 5.14 was created to guide the streetscapes of the Waratah Precinct to reflect and respect the existing character of the area, including street setbacks.

- Although Precincts LPP 5.14 allows for street setback reductions to 2m, it requires that this building encroachment be compensated for by open space (of which 50% to be soft landscaping) behind the street setback line. This development proposes encroachment of 76m^2 on both floors of which only 5m^2 (7%) is compensated for. This demonstrates that the development is pushing boundaries and increasing building bulk, without providing the necessary open space (and soft landscaping) to contribute positively to the streetscape and existing and desired future local character.
- The reduced setback of Unit 1 means that the private open space for the dwelling is located entirely within the primary street setback area and causes the requirement of solid fencing to provide residents privacy.
- The building mass of the development is architecturally designed. The southern elevation provides for an attractive setting for residents and the design contributes positively to the streetscape. The southern elevation features multiple articulations and varying materiality including screening, planters, pergolas and porches.
- As viewed from Waratah Avenue, the façade does not consist of building services such as vehicle entries, parking supply or serving infrastructure.

Shrike Lane/Gerygone Lane

- The street of Shrike Lane is an emerging laneway and is currently mainly used for rear vehicle access for dwellings along Alexander Road. This development will be the first to have direct pedestrian and vehicle frontage onto Shrike Lane. Having a reduced primary street setback on both ground and upper floors of all five dwellings increases the bulkiness of the building on the laneway and surrounding properties and users of the laneway.
- The reduced setback does not permit for sufficient landscaping or tree planting within the provided setback area. This can negatively impact the streetscape and the potential for residents of the development and surrounding residents to interact with the laneway.
- The reduced setback does not impact the proposed vehicle manoeuvrability.
- The ground and upper floor walls of Unit 5 propose a nil setback to the north Gerygone Lane. This will comprise privacy and noise for the residents of Unit 5 as there are major openings and walls to habitable rooms located on or adjacent to the laneway with a nil setback.

Lot boundary Setbacks (Clause 3.4)

Units 1 to 5 upper floor balcony setback along the western elevation is setback 1.0m from the western boundary in lieu of 1.5m. The design principles for lot boundary setbacks consider the locations streetscape character, transition between sites with varying land uses or intensity of development and to provide adequate solar access and natural ventilation and impact on privacy. The proposed western lot boundary setbacks are not considered to meet the design principles for the following reasons:

- The proposed lot boundary setbacks from the upper floor balconies do not reinforce the desired streetscape character. The proposed setbacks are not consistent with existing or desired built form local character which features ample separation between dwellings and lot boundaries, specifically on upper levels.
- The setback from the upper floor balconies does not provide a transition to the western property which has a different intensity of development. The western property features an inter-war single storey dwelling. The length of the balcony walls along the western boundary is combined to total 30m in length with heights ranging from 4.6m to 5.0m. The reduced setback of these second storey walls are not commiserative of the adjoining site which is of a lower intensity of development. Although the coding permits five grouped dwellings, the intensity of development on the subject site has increased from a single storey dwelling to five double storey grouped dwellings. This is a stark change and is exasperated by reduced second floor setbacks along the western boundary.
- The proposed setbacks are sufficient to provide adequate solar access and natural ventilation to the subject site and the adjoining western property.

Visual Privacy (Clause 3.10)

The development proposes the following visual privacy variations:

- Overlooking from the western balconies of Units 2, 3 and 4 onto the western property at 113 Waratah Avenue.
- Overlooking from the balcony of Unit 5 onto the northern properties at 34 and 36 Philip Road
- Overlooking from eastern balconies of Unit 1 and 2 to 107 Waratah Avenue along the eastern elevation
- Internal overlooking from Unit 4 western balcony along the northern elevation to Unit 5
- Internal overlooking from Unit 5 bed 4 along the western elevation to Unit 4

The design principles for visual privacy consider overlooking of major openings and active habitable spaces, the reduction of overlooking through various design elements and screening devices. The proposed visual privacy intrusions are not considered to meet the design principles for the following reasons:

- Indirect overlooking from the western balconies of Units 2, 3 and 4 to the western property at 113 Waratah Avenue. The overlooking falls onto major openings of the dwelling including the dining room and the main private open space for the dwelling. The source of overlooking is from the upper floor balconies which are likely to be used frequently and for extended periods of time. The reduced lot boundary setbacks worsens the impact of overlooking.
- Direct overlooking occurs from the western balcony of Unit 5 along the northern elevation to the properties at 34 and 36 Philip Road. The cone of vision falls directly onto private open space of both properties such as garden spaces and patio entertaining spaces.
- Direct overlooking occurs from the eastern balconies of Unit 1 and 2 along the eastern elevation to 107 Waratah Avenue. The cone of vision falls directly onto the private outdoor space of the property with direct view of the pool area.

- Should the DAP decide to approve the development, conditions of approval have been recommended to provide visual privacy screening to achieve the design principles of the above.

Open Space (Clause 5.1)

Units 1 to 5 range from 24.8% to 33.6% open space in lieu of 45% open space. The design principles for open space consider the impact of building bulk, provision of adequate sun and ventilation and ability to use external spaces for outdoor pursuits and recreation. The proposed open space is not considered to achieve the design principles for the following reasons:

- The proposed open space does not reflect the existing or desired streetscape character of Waratah Avenue and the surrounding locality. The existing streetscape is mainly characterised by single houses with large front and rear gardens and ample amount of open space.
- The open space provided for the lots does not seek to reduce the perception of building bulk. When looking at the impact that a lack of open space has on the appearance of building bulk, the amount of site cover should be investigated. All lots feature between 66% and 75% of site cover. The parent lot features on average 73% site cover (27% open space). When comparing this against the recommended site cover for the density coding (R40 55% site cover), the proposal exceeds this by double. The proposals open space and site cover is more commiserative of an R80 coded site (30% open space recommended). The open space on the site is not consistent with the expectations of the applicable density code. The open space proposed, combined with reduced street setbacks and lot boundary setbacks as discussed below, combines to allow for the presentation of building bulk.
- The parent lot is orientated north south, which given the layout of the proposed lots (being east-west) could prove challenging to provide each dwelling with sufficient access to sunlight. However, all dwellings feature major openings to primary living areas facing between north-west and east to permit sufficient winter sun into the dwellings. Furthermore, all dwellings feature private open space (ground or upper floors) which obtain northern sun.
- The dwellings feature ample opportunities for residents to pursue outdoor pursuits either on the ground or upper floors. All dwellings feature primary garden areas which achieve the size as required by C1.1.1/C1.1.2. Furthermore, all dwellings feature an additional private open space located on the upper floor balcony which is accessed from the rumpus room. The combination of private open spaces on the ground and upper floor allows for the residents to undertake a range of outdoor activities.
- Utilities and essential facilities are generally not located within the private open spaces of the units (except for clothes drying areas on the upper floor balcony's). This allows for the residents to utilise the private open space in its entirety without essential facilities compromising the functionality of the spaces.

Local Planning Policy 5.14 Precincts

Local Planning Policy 5.14 Precincts (LPP 5.14) applies to land coded R40 to R-AC3 within the Waratah Precinct. LPP 5.14 has been developed ensure new development enhances streetscapes, respectfully responds to the context and character of the area, promotes sustainable building design and effectively manages transition between high and medium densities.

LPP 5.14 replaces or augments several deemed-to-comply provisions of the R-Codes Vol. 1, and these have been addressed above where applicable. The policy also includes the objective to 'define the desired future character of the Precincts in context of their zoning and density code' and provides a desired future character statement for the Waratah sub-precinct. The proposed development in its current form does not satisfy the desired future character statement or objectives of the Policy due to the following reasons:

- The development does not maintain an appropriate setback from Waratah Avenue. This built form outcome does not balance the existing streetscape character with the emerging context as a medium density area as recommend in this Policy. The desired future character of the Waratah Precinct outlines the need to reflect the established generous street setbacks.
- The street block bound by Alexander Road and Robert Street is coded R40, however there is currently varying intensity of development along the street. The proposal does not provide the appropriate built form transitions between adjoining dwellings with lower intensity developments. The proposal seeks to push boundaries and the buildings present as bulky as observed from neighbouring properties and the public realm.
- The development contributes to the dwelling stock available in the locality via the addition of five new two storey dwellings, featuring 4 bedrooms and 3 bathrooms.
- The architectural style of the development is of high-quality and provides a high level of amenity for its residents. The City's Design Review Panel considers the building façade materials and design to be attractive and add to the streetscape appeal.

Conclusion:

The application has been assessed against the parts of the planning framework relevant to the site. In instances where the proposal does not satisfy a deemed-to-comply development standard, the development has been considered in the context of the relevant R-Codes Volume 1 design principles and policy objectives. The proposal five grouped dwellings is not consistent with the R-Codes or the City's planning framework, particularly LPP 5.14 Precincts. It is recommended that the development application be refused.

Responsible Authority Recommendation

It is recommended that the Metro Inner Development Assessment Panel resolves to:

1. Refuse DAP Application reference DAP/21/02110 and accompanying plans (**Attachment 2**) in accordance with Clause 68 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, and the provisions of the City of Nedlands Planning Scheme No. 3, for the following reasons:

   Reasons

a. The proposed development does not comply with Clause 67(2)(m) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* as the development is not considered to be compatible with its setting,

including the desired future character of its setting and the relationship development to development on adjoining land and land in the locality.

b. The proposed development does not meet the design principles of Clause 3.3 – Street setbacks of State Planning Policy 7.3 – Residential Design Codes (Volume 1) as the development is not consistent with the existing or desired streetscape character as outlined in LPP Precincts 5.14 in relation to primary street setbacks to Waratah Avenue and Shrike Lane and right-of-way setbacks to Gerygone Lane.

c. The proposed development does not meet the design principles of Clause 5.1 – Open space - Special transitional provision of State planning Policy 7.3 – Residential Design Codes (Volume 1) as the development does not reflect the existing or desired streetscape character, increases the appearance of building bulk and exceeds the expectations of the R40 code.

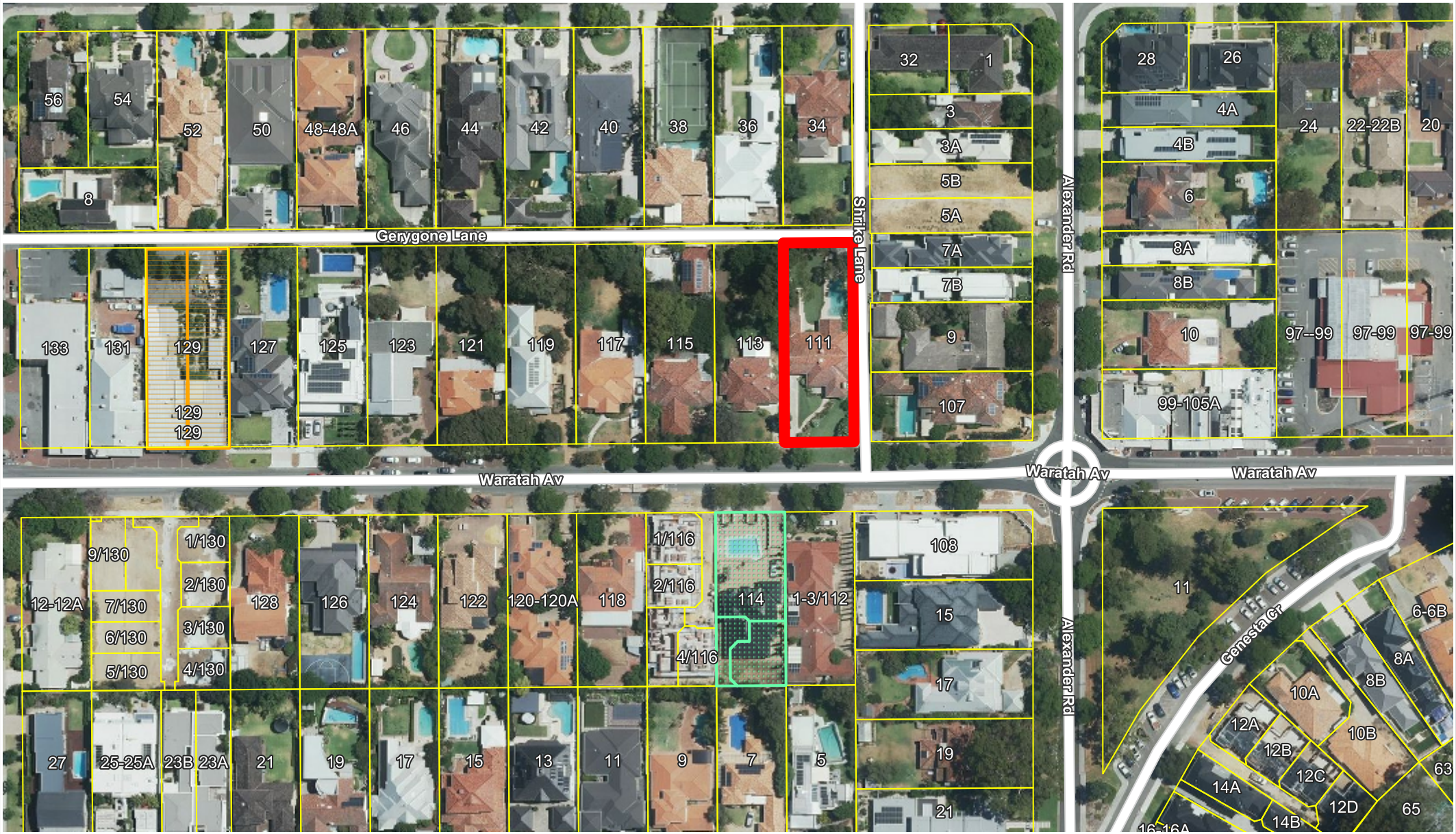
d. The proposed development does not meet the design principles of Clause 3.4 – Lot boundary setbacks of State Planning Policy 7.3 – Residential Design Codes (Volume 1) as the reduced western upper floor setbacks present as bulky to the adjoining neighbour and do not provide a transition between sites with varying intensification of development.

e. The proposed development does not meet the design principles of Clause 3.10 – Visual Privacy of State Planning Policy 7.3 – Residential Design Codes (Volume 1) as there is direct and indirect overlooking of major openings and private open spaces on adjoining properties to the west, north and east.

f. The proposed development does not meet the design principles of Clause 2.1 –Size and layout of dwellings of State Planning Policy 7.3 – Residential Design Codes (Volume 1) as there is insufficient storage areas for large bulky items.

Reason for Responsible Authority Recommendation

The application for five grouped dwellings has not been adequately resolved to ensure that the development does not unduly impact on the streetscape or adjoining properties. Many elements of the proposal are inconsistent with the R-Codes and the City's planning framework, particularly LPP 5.14 Precincts. Thereby is recommended that the development application be refused.



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Aerial Image

6/03/2025

1:1500



City of Nedlands

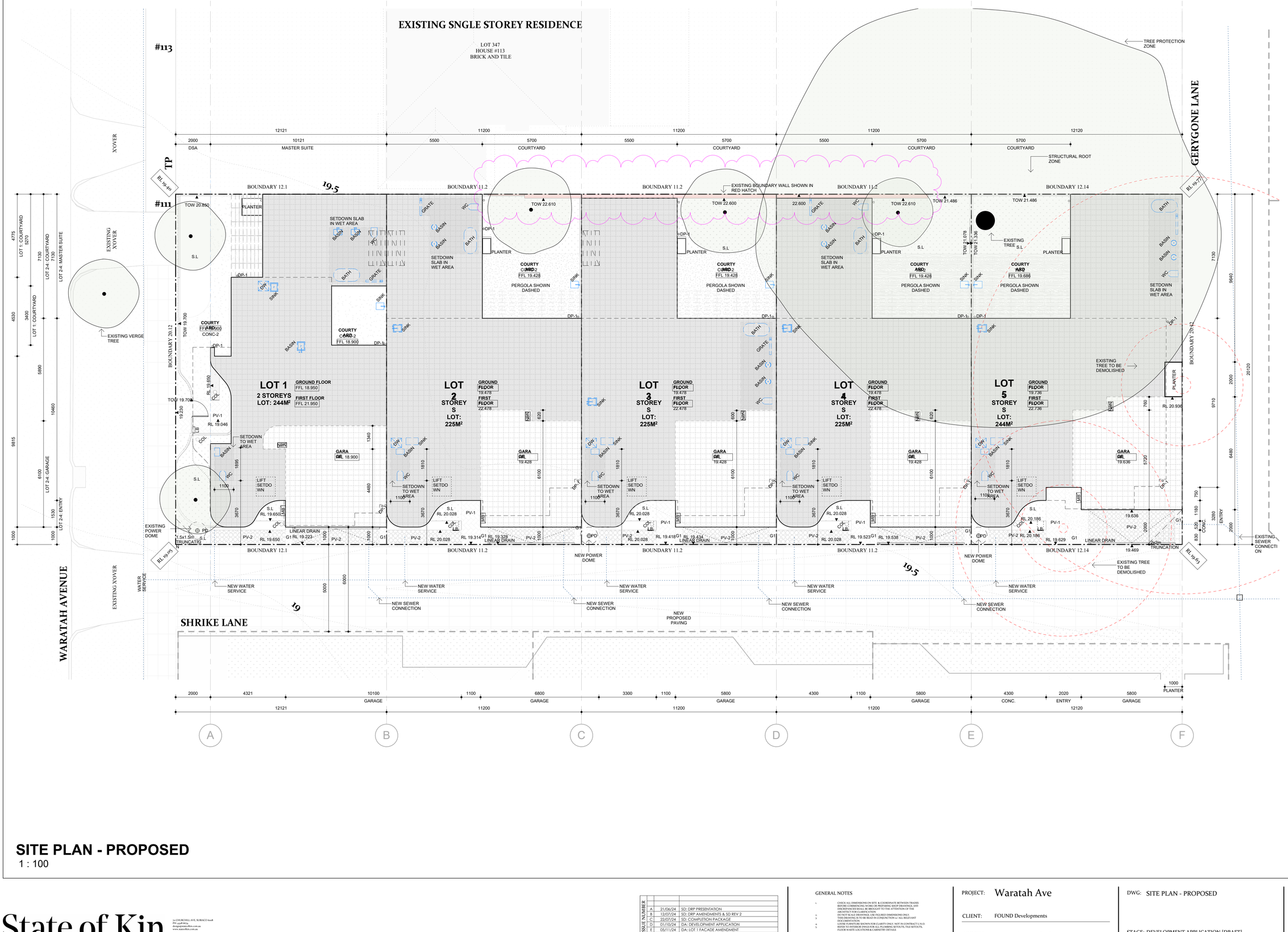
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Zoning

6/03/2025

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City of Nedlands
Amended Plans Received
31 January 2025



SITE PLAN - PROPOSED

1 : 100

ABBREVIATIONS

ADJ	ADJACENT
CAB	CABINETRY.
COL	COLUMN TO S.E. DWGS
C.O.S	CHECK ON SITE
CL	CLOTHES LINE AS SPEC.
DP	DOWNPIPE AS SPEC.
EX	EXISTING
FFL	FINISHED FLOOR LEVEL
FW	FLOOR WASTE
FSL	FINISHED SLAB LEVEL
FFL	FINISHED FLOOR LEVEL
GP	GAS POINT AS SPEC.
HC	HOSE COCK AS SPEC.
MV	MECHANICAL VENT
NBN	NATIONAL BROADBAND NETWORK
POP	OVERFLOW PIPE AS SPEC.
PD	POWER DOME
PCD	PREMISES CONNECTION DEVICE
RL	REDUCED LEVEL
S.L	SOFT LANDSCAPING
TBC	TO BE CONFIRMED
TOW	TOP OF WALL
TVA	TELEVISION ANTENNA
U.N.O	UNLESS NOTED OTHERWISE

SYMBOLS & CODES (GENERAL)

- PROJECT SET-OUT POINT(S)
- TILE SET-OUT POINTS(S)
- FW FLOOR WASTE (REFER INTERNAL LAYOUT DWGS)
- LB LETTERBOX
- KER B KERBING (TYPE X)
- POWER DOME. REFER ELECTRICAL DWG
- MB
- ESM ELEC. METER BOARD REFER ELECTRICAL DWG
- HWU ELEC. SUB-METER BOARD REFER ELECTRICAL DWG
- GM HOT WATER UNIT REFER ELECTRICAL DWG
- AC GAS METER REFER ELECTRICAL DWG
- WM AC CONDENSOR
- WATER METER
- HOSE COCK AS SPEC.
- BOX GUTTER SUMP
- S W DOWNPIPE & UNI PIT
- SOAKWELL AS SPEC.

FLOOR PLAN NOTES

1. ALL TILE SET-OUTS TO BE CONFIRMED ON-SITE w/ ARCHITECT.
2. SLAB SETDOWN TO S.E. DWGS. ENSURE ALL FLOOR TRANSITIONS ARE FLUSH U.N.O.
3. ALL MATERIAL CHANGES (I.E. CARPET TO TILE) OCCUR DIRECTLY UNDER THE CENTRE OF THE DOOR PANEL.
4. ALL EXTERNAL PAVING/TILES TO FALL AWAY FROM BUILDING U.N.O.
5. LANDSCAPING. REFER TO PROVISIONAL SUMS.

FLOOR SCHEDULE

CODE	OVERALL	DESCRIPTION
CONC-1	100	CONC.WAREHOUSE FINISH
CONC-2	100	CONC. EXPOSED AGGREGATE
G1	100	GREY PEBBLE
PV-1	100	SANDSTONE PAVER
PV-2	100	PERMEABLE PAVER
TL-1	1	TILE
TM-1	100	TIMBER FLOORBOARDS
TM-2	50	TIMBER DECK

DOWNPIPE SCHEDULE

CODE	DESCRIPTION
DP-1	COLORBOND DOWNPIPE 100Ø SURFMIST AS SPEC

SITE CALCULATIONS

LOT 1		
OPENSPACE	108 m²	44%
PRIMARY GARDEN	41 m²	
SOFT LANDSCAPING	40 m²	16%
TOTAL	244 m²	
LOT 2		
OPENSPACE	86 m²	36%
PRIMARY GARDEN	40 m²	
SOFT LANDSCAPING	30 m²	12%
TOTAL	225 m²	
LOT 3		
OPENSPACE	86 m²	36%
PRIMARY GARDEN	40 m²	
SOFT LANDSCAPING	30 m²	12%
TOTAL	225 m²	
LOT 4		
OPENSPACE	86 m²	36%
PRIMARY GARDEN	40 m²	
SOFT LANDSCAPING	30 m²	12%
TOTAL	225 m²	
LOT 5		
OPENSPACE	103 m²	42%
PRIMARY GARDEN	40 m²	
SOFT LANDSCAPING	37 m²	15%
TOTAL	244 m²	

ISSUE	NUMBER		
A	1	21/06/24	SD: DRP PRESENTATION
B	2	12/07/24	SD: DRP AMENDMENTS & SD REV 2
C	3	22/07/24	SD: COMPLETION PACKAGE
D	4	01/10/24	DA: DEVELOPMENT APPLICATION
E	5	05/11/24	DA: LOT 1 FACADE AMENDMENT
F	6	15/01/25	DA: EXISTING BOUNDARY WALL

GENERAL NOTES

a. CHECK ALL DIMENSIONS ON SITE & COORDINATE BETWEEN TRADES BEFORE COMMENCING WORK OR PREPARING SHOP DRAWINGS. ANY DISCREPANCIES ARE TO BE BROUGHT TO THE ATTENTION OF THE ARCHITECT FOR CLARIFICATION.
b. DO NOT SCALE DRAWINGS. USE FIGURED DIMENSIONS ONLY.
c. THIS DRAWING IS TO BE READ IN CONJUNCTION w/ ALL RELEVANT CONSULTANTS DWGS.
d. LOOSE FURNITURE SHOWN FOR CLARITY ONLY. NOT IN CONTRACT U.N.O.
e. REFER TO INTERIOR DWGS FOR ALL PLUMBING SETOUTS, TILE SETOUTS, FLOOR WASTE LOCATIONS & CABINETRY DETAILS

PROJECT: Waratah Ave
CLIENT: FOUND Developments
ADDRESS: 111 Waratah Ave, Dalkeith

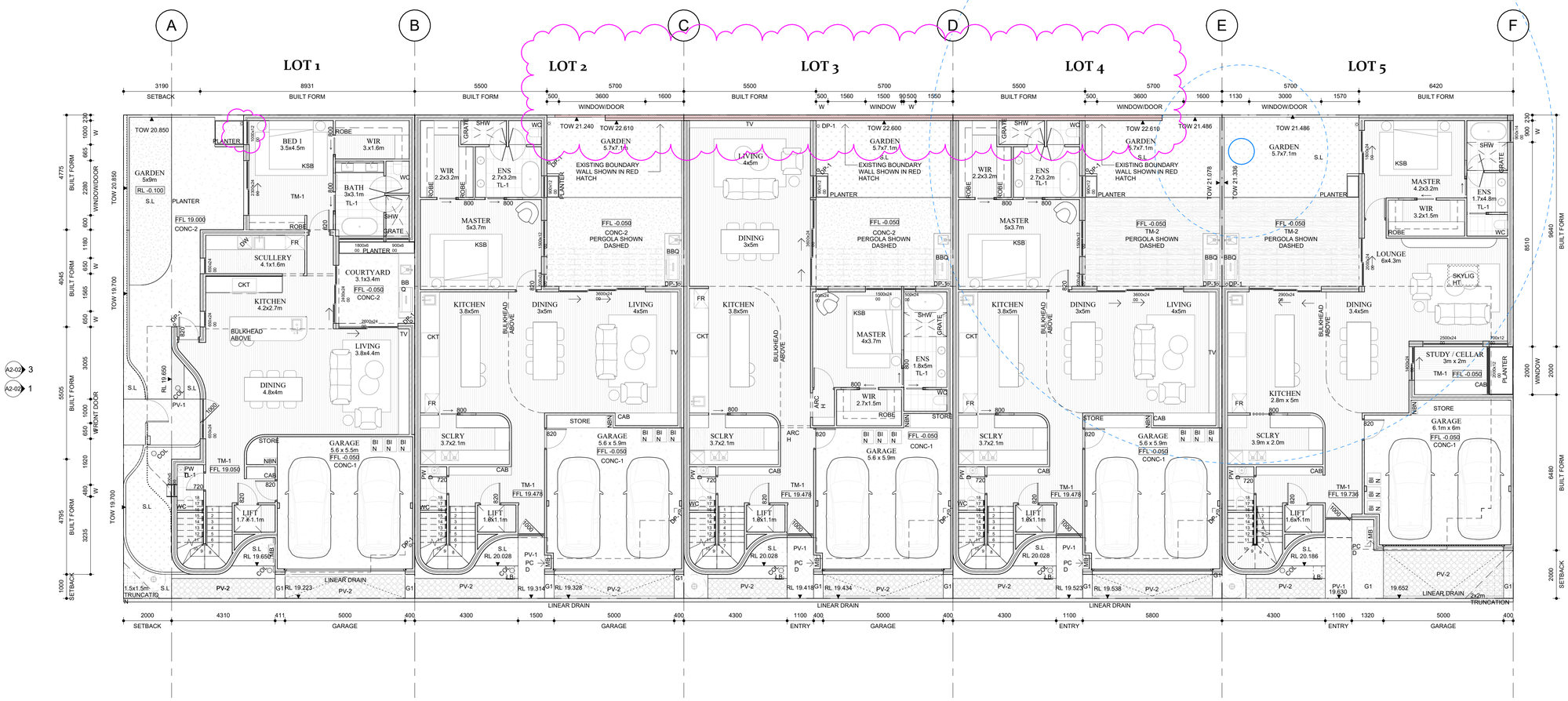
DWG: SITE PLAN - PROPOSED
STAGE: DEVELOPMENT APPLICATION [DRAFT]

SCALE: 1:100 @A1
JOB #: 2403
NORTH
DWG: A1-02
ISSUE F

State of Kin
70 CHURCHILL AVE, SUBIACO 6008
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City of Nedlands
Amended Plans Received
31 January 2025



ABBREVIATIONS

ADJ	ADJACENT
CAB	CABINETRY.
COL	COLUMN TO S.E. DWGS
C.O.S	CHECK ON SITE
CL	CLOTHES LINE AS SPEC.
DP	DOWNPIPE AS SPEC.
EX	EXISTING
FFL	FINISHED FLOOR LEVEL
FW	FLOOR WASTE
FSL	FINISHED SLAB LEVEL
FFL	FINISHED FLOOR LEVEL
GP	GAS POINT AS SPEC.
HC	HOSE COCK AS SPEC.
MV	MECHANICAL VENT
NBN	NATIONAL BROADBAND NETWORK
POP	OVERFLOW PIPE AS SPEC.
PD	POWER DOME
PCD	PREMISES CONNECTION DEVICE
RL	REDUCED LEVEL
S.L	SOFT LANDSCAPING
TBC	TO BE CONFIRMED
TOW	TOP OF WALL
TVA	TELEVISION ANTENNA
U.N.O	UNLESS NOTED OTHERWISE

SYMBOLS & CODES (GENERAL)

- PRODUCT SET-OUT POINT(S)
- TILE SET-OUT POINTS(S)
- FLOOR WASTE (REFER INTERNAL LAYOUT DWGS)
- LB — LETTERBOX
- KER — KERBING (TYPE X)
- MB — POWER DOME. REFER ELECTRICAL DWG
- ESM — ELEC. METER BOARD REFER ELECTRICAL DWG
- HWU — ELEC. SUB-METER BOARD REFER ELECTRICAL DWG
- GM — HOT WATER UNIT REFER ELECTRICAL DWG
- AC — GAS METER REFER ELECTRICAL DWG
- WM — AC CONDENSOR
- WATER METER
- HOSE COCK AS SPEC.
- BOX GUTTER SUMP
- DOWNPIPE & UNI PIT
- SOAKWELL AS SPEC.

FLOOR PLAN NOTES

1. ALL TILE SET-OUTS TO BE CONFIRMED ON-SITE w/ ARCHITECT.
2. SLAB SETDOWN TO S.E. DWGS. ENSURE ALL FLOOR TRANSITIONS ARE FLUSH U.N.O.
3. ALL MATERIAL CHANGES (I.E. CARPET TO TILE) OCCUR DIRECTLY UNDER THE CENTRE OF THE DOOR PANEL.
4. ALL EXTERNAL PAVING/TILES TO FALL AWAY FROM BUILDING U.N.O.
5. LANDSCAPING. REFER TO PROVISIONAL LANDSCAPE PLAN

FLOOR SCHEDULE

CODE	OVERALL	DESCRIPTION
CONC-1	100	CONC.WAREHOUSE FINISH
CONC-2	100	CONC. EXPOSED AGGREGATE
G1	100	GREY PEBBLE
PV-1	100	SANDSTONE PAVER
PV-2	100	PERMEABLE PAVER
TL-1	1	TILE
TM-1	100	TIMBER FLOORBOARDS
TM-2	150	TIMBER DECK

DOWNPIPE SCHEDULE

CODE	DESCRIPTION
DP-1	COLORBOND DOWNPIPE 100Ø SURFMIST AS SPEC

WALL NOTES

1. HIGHLY MOISTURE RESISTANT PLASTERBOARD TO BE USED IN ALL WET AREAS.

- 90mm UTILITY BRICKWORK
- 90mm TIMBER STUDWORK
- 230mm DOUBLE BRICKWORK

SITE CALCULATIONS

LOT 1		
OPENSPACE	108 m²	44%
PRIMARY GARDEN	41 m²	
SOFT LANDSCAPING	40 m²	16%
TOTAL	244 m²	
LOT 2		
OPENSPACE	86 m²	36%
PRIMARY GARDEN	40 m²	
SOFT LANDSCAPING	30 m²	12%
TOTAL	225 m²	
LOT 3		
OPENSPACE	86 m²	36%
PRIMARY GARDEN	40 m²	
SOFT LANDSCAPING	30 m²	12%
TOTAL	225 m²	
LOT 4		
OPENSPACE	86 m²	36%
PRIMARY GARDEN	40 m²	
SOFT LANDSCAPING	30 m²	12%
TOTAL	225 m²	
LOT 5		
OPENSPACE	103 m²	42%
PRIMARY GARDEN	40 m²	
SOFT LANDSCAPING	37 m²	15%
TOTAL	244 m²	

GROUND FLOOR PLAN

1 : 100

ISSUE NUMBER			
	A	21/06/24	SD: DRP PRESENTATION
	B	12/07/24	SD: DRP AMENDMENTS & SD REV 2
	C	22/07/24	SD: COMPLETION PACKAGE
	D	01/10/24	DA: DEVELOPMENT APPLICATION
	E	05/11/24	DA: LOT 1 FACADE AMENDMENT
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GENERAL NOTES

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PROJECT: Waratah Ave

CLIENT: FOUND Developments

ADDRESS: 111 Waratah Ave, Dalkeith

DWG: GROUND FLOOR PLAN

STAGE: DEVELOPMENT APPLICATION [DRAFT]

SCALE: 1:100 @A1

JOB #: 2403

NORTH

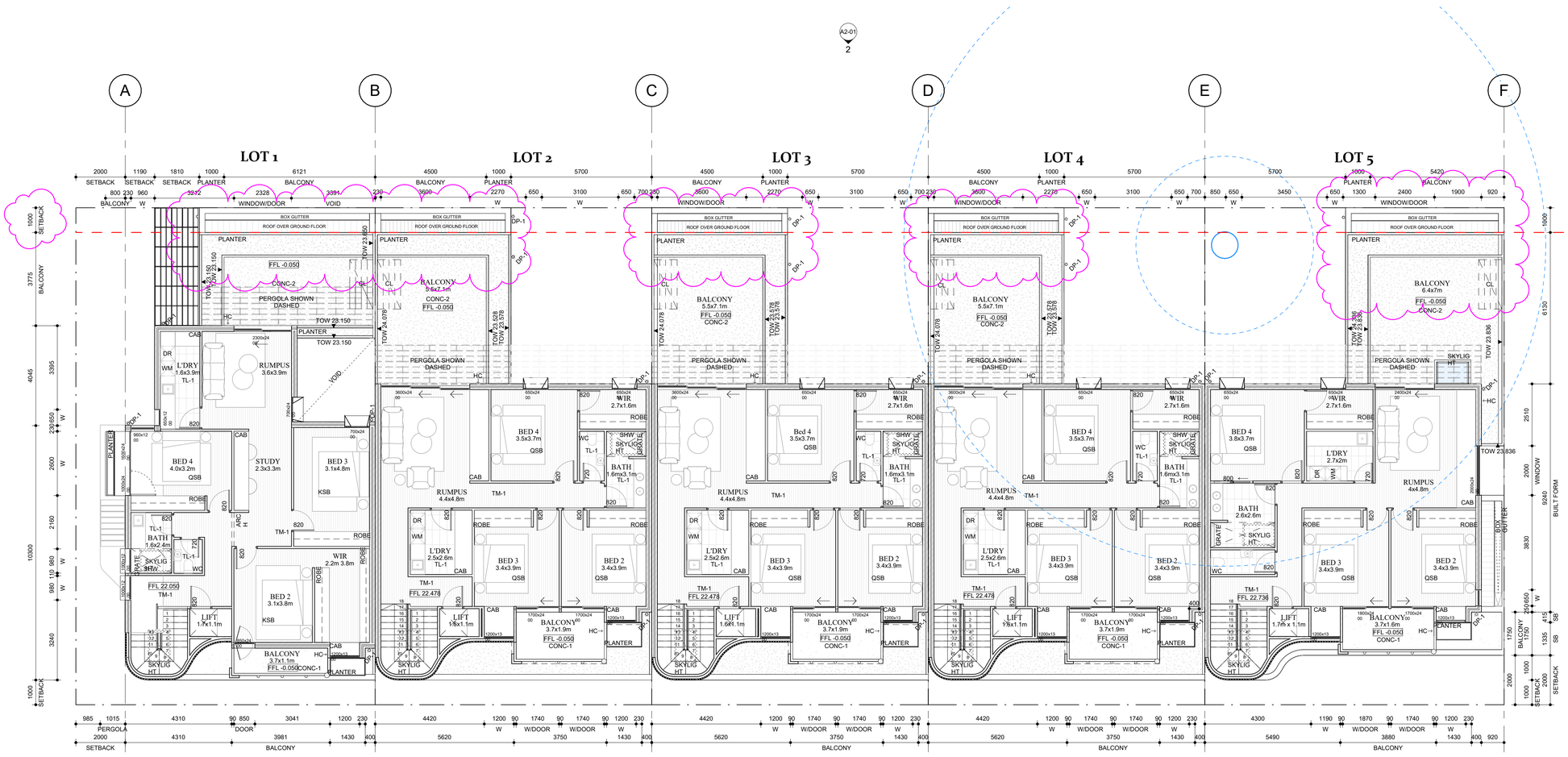
DWG: A1-03

ISSUE F

State of Kin
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City of Nedlands
Amended Plans Received
31 January 2025



FIRST FLOOR PLAN
1 : 100

ABBREVIATIONS

ADJ	ADJACENT
CAB	CABINETRY.
COL	COLUMN TO S.E. DWGS
C.O.S	CHECK ON SITE
CL	CLOTHES LINE AS SPEC.
DP	DOWNPIPE AS SPEC.
EX	EXISTING
FFL	FINISHED FLOOR LEVEL
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FSL	FINISHED SLAB LEVEL
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HC	HOSE COCK AS SPEC.
MV	MECHANICAL VENT
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PCD	PREMISES CONNECTION DEVICE
RL	REDUCED LEVEL
S.L	SOFT LANDSCAPING
TBC	TO BE CONFIRMED
TOW	TOP OF WALL
TVA	TELEVISION ANTENNA
U.N.O	UNLESS NOTED OTHERWISE

SYMBOLS & CODES (GENERAL)

- SURVEY SET-OUT POINT(S)
- TILE SET-OUT POINTS(S)
- FW FLOOR WASTE (REFER INTERNAL LAYOUT DWGS)
- LB LETTERBOX
- KER B KERBING (TYPE X)
- POWER DOME. REFER ELECTRICAL DWG
- MB ELEC. METER BOARD REFER ELECTRICAL DWG
- ESM ELEC. SUB-METER BOARD REFER ELECTRICAL DWG
- HWU HOT WATER UNIT REFER ELECTRICAL DWG
- GM GAS METER REFER ELECTRICAL DWG
- AC AC CONDENSOR
- WATER METER
- HOSE COCK AS SPEC.
- BOX GUTTER SUMP
- S W DOWNPIPE & UNI PIT
- SOAKWELL AS SPEC.

FLOOR PLAN NOTES

1. ALL TILE SET-OUTS TO BE CONFIRMED ON-SITE w/ ARCHITECT.
2. SLAB SETDOWN TO S.E. DWGS. ENSURE ALL FLOOR TRANSITIONS ARE FLUSH U.N.O.
3. ALL MATERIAL CHANGES (I.E. CARPET TO TILE) OCCUR DIRECTLY UNDER THE CENTRE OF THE DOOR PANEL.
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5. LANDSCAPING. REFER TO PROVISIONAL SUMS.

FLOOR SCHEDULE

COD E	OVERALL	DESCRIPTION
CONC-1	100	CONC.WAREHOUSE FINISH
CONC-2	100	CONC. EXPOSED AGGREGATE
G1	100	GREY PEBBLE
PV-1	100	SANDSTONE PAVER
PV-2	100	PERMEABLE PAVER
TL-1	1	TILE
TM-1	100	TIMBER FLOORBOARDS
TM-2	50	TIMBER DECK

DOWNPIPE SCHEDULE

CODE	DESCRIPTION
DP-1	COLORBOND DOWNPIPE 100Ø SURFMIST AS SPEC

WALL NOTES

1. HIGHLY MOISTURE RESISTANT PLASTERBOARD TO BE USED IN ALL WET AREAS.

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OPENSPACE	86 m²	36%
PRIMARY GARDEN	40 m²	
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	F	15/01/25	DA: EXISTING BOUNDARY WALL
	G	29/01/25	DA: SCREEN WALLS

GENERAL NOTES

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2. FIGURED DIMENSIONS TAKE PRECEDENCE OVER SCALED DIMENSIONS ONLY.
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PROJECT: Waratah Ave

CLIENT: FOUND Developments

ADDRESS: 111 Waratah Ave, Dalkeith

DWG: FIRST FLOOR PLAN

STAGE: DEVELOPMENT APPLICATION [DRAFT]

SCALE: 1:100 @A1

JOB #: 2403

NORTH

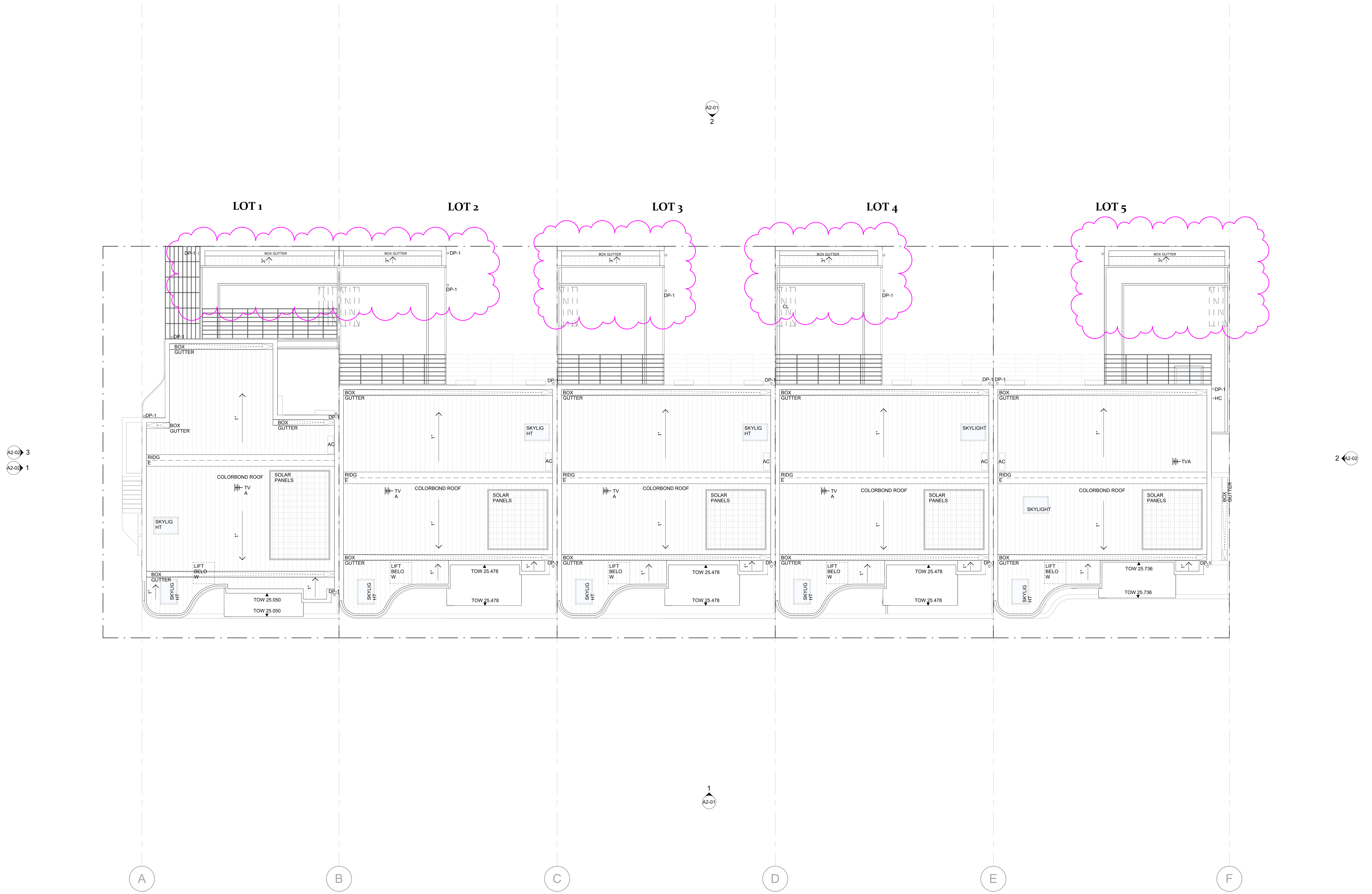
DWG: A1-04

ISSUE G

State of Kin
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City of Nedlands
Amended Plans Received
31 January 2025



PRIMARY GARDEN
1 : 100

ABBREVIATIONS

ADJ	ADJACENT
CAB	CABINETRY.
COL	COLUMN TO S.E. DWGS
C.O.S	CHECK ON SITE
CL	CLOTHES LINE AS SPEC.
DP	DOWNPIPE AS SPEC.
EX	EXISTING
FFL	FINISHED FLOOR LEVEL
FW	FLOOR WASTE
FSL	FINISHED SLAB LEVEL
FFL	FINISHED FLOOR LEVEL
GP	GAS POINT AS SPEC.
HC	HOSE COCK AS SPEC.
MV	MECHANICAL VENT
NBN	NATIONAL BROADBAND NETWORK
POP	OVERFLOW PIPE AS SPEC.
PD	POWER DOME
PCD	PREMISES CONNECTION DEVICE
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S.L	SOFT LANDSCAPING
TBC	TO BE CONFIRMED
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- TILE SET-OUT POINTS(S)
- FW — FLOOR WASTE (REFER INTERNAL LAYOUT DWGS)
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- GM — GAS METER REFER ELECTRICAL DWG
- AC — AC CONDENSOR
- WM — WATER METER
- HOSE COCK AS SPEC.
- DP — BOX GUTTER SUMP
- DOWNPIPE & UNI PIT
- SW — SOAKWELL AS SPEC.

FLOOR PLAN NOTES

1. ALL TILE SET-OUTS TO BE CONFIRMED ON-SITE w/ ARCHITECT.
2. SLAB SETDOWN TO S.E. DWGS. ENSURE ALL FLOOR TRANSITIONS ARE FLUSH U.N.O.
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FLOOR SCHEDULE

CODE	OVERALL	DESCRIPTION
CONC-1	100	CONC.WAREHOUSE FINISH
CONC-2	100	CONC. EXPOSED AGGREGATE
G1	100	GREY PEBBLE
PV-1	100	SANDSTONE PAVER
PV-2	100	PERMEABLE PAVER
TL-1	1	TILE
TM-1	100	TIMBER FLOORBOARDS
TM-2	50	TIMBER DECK

DOWNPIPE SCHEDULE

CODE	DESCRIPTION
DP-1	COLORBOND DOWNPIPE 100Ø SURFMIST AS SPEC

WALL NOTES

1. HIGHLY MOISTURE RESISTANT PLASTERBOARD TO BE USED IN ALL WET AREAS.

- 90mm UTILITY BRICKWORK
- 90mm TIMBER STUDWORK
- 230mm DOUBLE BRICKWORK

ROOF SCHEDULE

CODE	DESCRIPTION
RT-1	COLORBOND SHEETING (LIGHT) SURFMIST OR SIMILAR

State of Kin

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design@stateofkin.com.au
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ISSUE NUMBER		
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D	01/10/24	DA: DEVELOPMENT APPLICATION
E	05/11/24	DA: LOT 1 FACADE AMENDMENT
F	15/01/25	DA: EXISTING BOUNDARY WALL
G	29/01/25	DA: SCREEN WALLS

GENERAL NOTES

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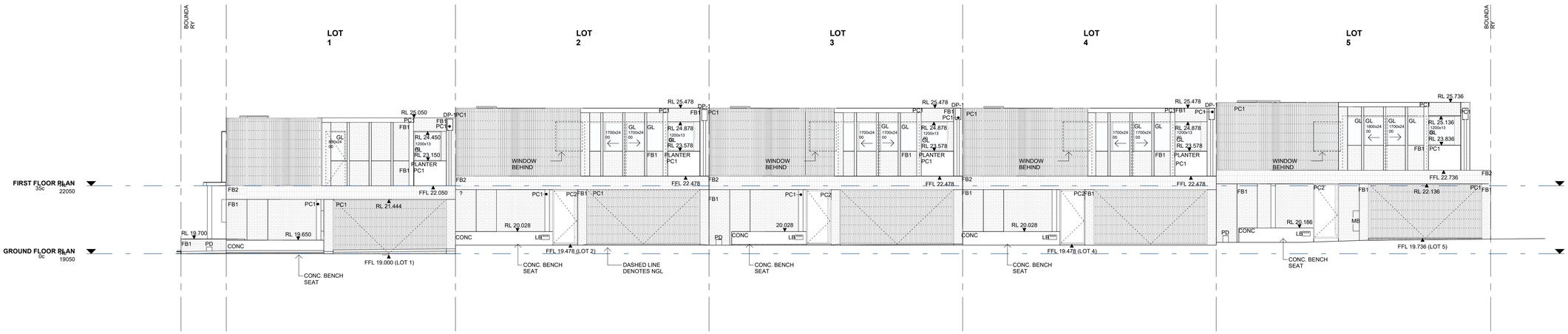
PROJECT: Waratah Ave
CLIENT: FOUND Developments
ADDRESS: 111 Waratah Ave, Dalkeith

DWG: ROOF PLAN
STAGE: DEVELOPMENT APPLICATION [DRAFT]

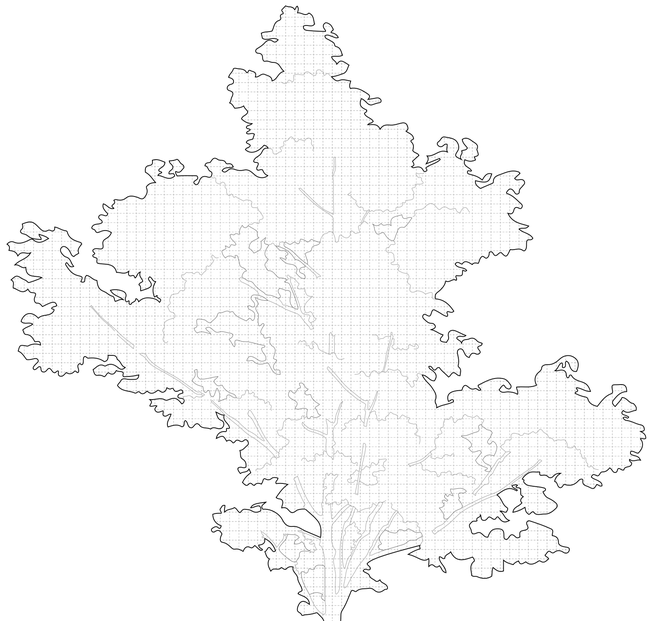
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NORTH

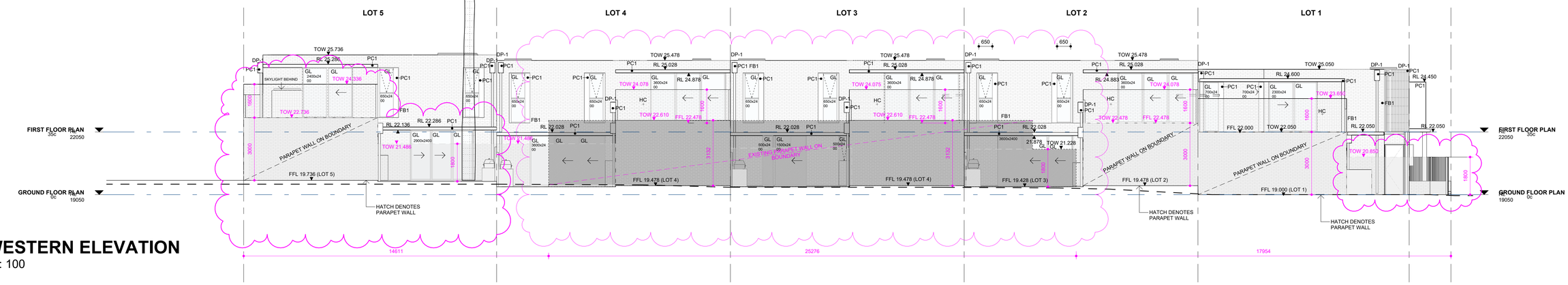
DWG: A1-05
ISSUE G

City of Nedlands
Amended Plans Received
31 January 2025



EASTERN ELEVATION
1 : 100





WESTERN ELEVATION
1 : 100

ABBREVIATIONS

ADJ	ADJACENT
CAB	CABINETRY.
COL	COLUMN TO S.E. DWGS
C.O.S	CHECK ON SITE
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PD	POWER DOME
PCD	PREMISES CONNECTION DEVICE
RL	REDUCED LEVEL
S.L	SOFT LANDSCAPING
TBC	TO BE CONFIRMED
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SYMBOLS & CODES (GENERAL)

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- HOSE COCK AS SPEC.
- BOX GUTTER SUMP
- S W — DOWNPIPE & UNI PIT
- SOAKWELL AS SPEC.

MATERIAL SCHEDULE

CODE	DESCRIPTION
CONC	CONCRETE
FB1	FACEBRICK RUNNING BOND(LIGHT)
FB2	FACEBRICK VERTALLY BOND (LIGHT)
GL	GLASS
PC1	POWDERCOAT SURFMIST OR SIMILAR
PC2	POWDERCOAT NATURAL BRONZE
TR1	RENDERED MASONRY. TROWEL-ON ACRYLIC TEXTURE COAT.

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CLIENT: FOUND Developments

ADDRESS: 111 Waratah Ave, Dalkeith

DWG: ELEVATIONS - EAST & WEST

STAGE: DEVELOPMENT APPLICATION [DRAFT]

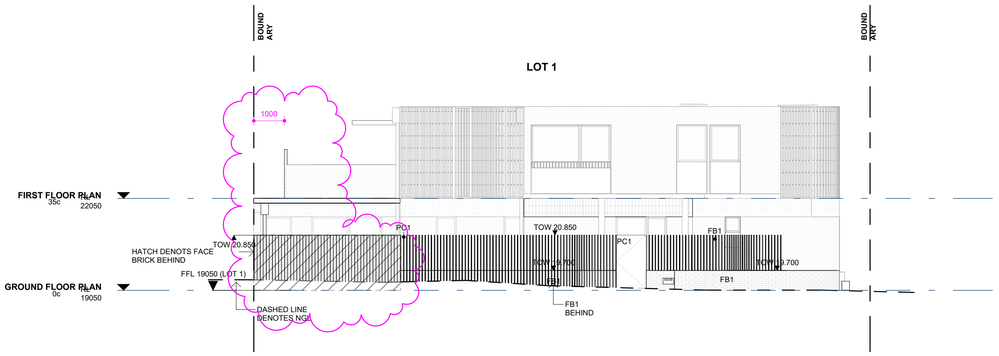
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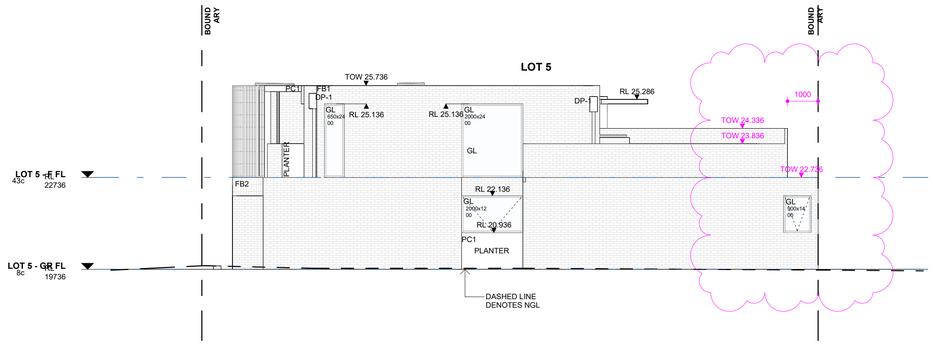
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ISSUE G

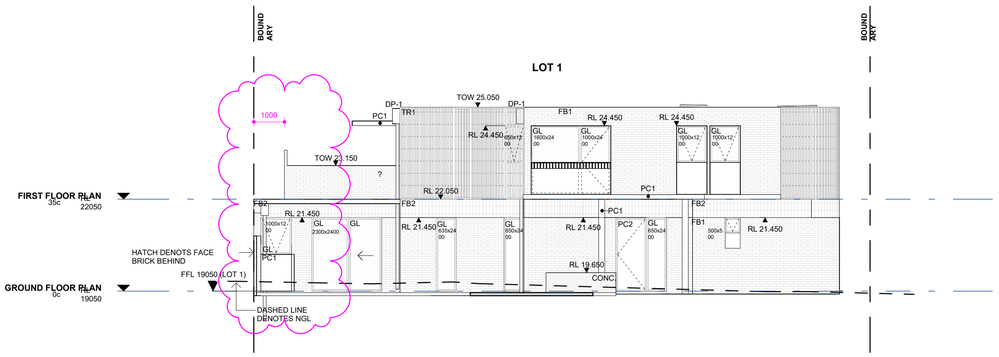
City of Nedlands
Amended Plans Received
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WARATAH AVENUE ELEVATION
1 : 100



NORTHERN ELEVATION
1 : 100



SOUTHERN ELEVATION
1 : 100

ABBREVIATIONS

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- POWER DOME. REFER ELECTRICAL DWG
- MB — ELEC. METER BOARD REFER ELECTRICAL DWG
- ESM — ELEC. SUB-METER BOARD REFER ELECTRICAL DWG
- HWU — HOT WATER UNIT REFER ELECTRICAL DWG
- GM — GAS METER REFER ELECTRICAL DWG
- AC — AC CONDENSOR
- WM — WATER METER
- HOSE COCK AS SPEC.
- BOX GUTTER SUMP
- S W — DOWNPIPE & UNI PIT
- SOAKWELL AS SPEC.

MATERIAL SCHEDULE

CODE	DESCRIPTION
CONC	CONCRETE
FB1	FACEBRICK RUNNING BOND(LIGHT)
FB2	FACEBRICK VERTALLY BOND (LIGHT)
GL	GLASS
PC1	POWDERCOAT SURFMIST OR SIMILAR
PC2	POWDERCOAT NATURAL BRONZE
TR1	RENDERED MASONRY. TROWEL-ON ACRYLIC TEXTURE COAT.

State of Kin
3a CHURCHILL AVE, SUBIACO 6008
PH: 9388 0629
www.stateofkin.com.au
www.statedkin.com.au

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ISSUE NUMBER			
	A	21/06/24	SD: DRP PRESENTATION
	B	12/07/24	SD: DRP AMENDMENTS & SD REV 2
	C	22/07/24	SD: COMPLETION PACKAGE
	D	01/10/24	DA: DEVELOPMENT APPLICATION
	E	05/11/24	DA: LOT 1 FACADE AMENDMENT
	F	15/01/25	DA: EXISTING BOUNDARY WALL
	G	29/01/25	DA: SCREEN WALLS

GENERAL NOTES

1. CHECK ALL DIMENSIONS ON SITE & COORDINATE BETWEEN TRADES BEFORE COMMENCING WORK OR PREPARING SHOP DRAWINGS. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT FOR CLARIFICATION
2. DO NOT SCALE DRAWINGS. USE FIGURED DIMENSIONS ONLY.
3. THESE DRAWINGS ARE TO BE READ IN CONJUNCTION W/ ALL RELEVANT DOCUMENTATION
4. LOOSE FURNITURE SHOWN FOR CLARITY ONLY. NOT IN CONTRACT U.N.O.
5. REFER TO INTERIOR DWGS FOR ALL PLUMBING SETOUTS, TILE SETOUTS, FLOOR WASTE LOCATIONS & CABINETRY DETAILS

PROJECT: Waratah Ave

CLIENT: FOUND Developments

ADDRESS: 111 Waratah Ave, Dalkeith

DWG: ELEVATIONS - NORTH & SOUTH

STAGE: DEVELOPMENT APPLICATION [DRAFT]

SCALE: 1:100 @A1

JOB #: 2403

DWG: A2-02

ISSUE G

Schedule of Submissions

111 Waratah Avenue, Dalkeith

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Submission No.	Object	Applicant Response
1	I wish to oppose the proposed Five Grouped Dwellings (DA24-99438) at 111 Waratah Avenue Dalkeith, for the following reasons: 1. The bulk and scale is excessive and setbacks not compliant. 2. Primary street setback - should be 3 meters as per R-codes state at R40 zoning primary street setback. The setback should be in keeping with the other properties, and ensure the safety of pedestrians and traffic - and have a 8m setback. 3. Secondary street setback - does not comply and is inadequate. Needs to be 2 m as per R- codes. Setbacks to Shrike Lane and Gerygone Lane are inadequate. The R-codes dictate 2m setback. 4. Unsafe entry to Lots 2, 3, 4, 5. 5. Parking - Section C3.2 of the R-codes state that multiple dwellings of 5-8 dwellings, must have a minimum of 1 visitor parking bay. The proposed development has no visitor parking bays. Bins will be an issue. 6. Visual privacy - The development is noncompliant in regards to visual privacy, Windows to the lane on the east and north also impact visual privacy. 7. Open space - not compliant with the R-codes state at R40 zoning maximum site coverage is 65%, 40-48% open space per unit. However, there is less than 10% soft landscaping, which is inadequate for outdoor space for landscaping, trees and deep soil areas. 8. Site works - There is very little space for a lay down area, trucks to manoeuvre, and contractors to park. This is likely to pose problems for other residents in the area during construction. In summary, I strongly oppose the proposed development as it is incompatible with the existing and/or desired streetscape and local character of the street, lane and area. The bulk and scale is excessive, and does not meet R-codes. Non-compliant setbacks pose serious safety risks to pedestrians, vehicles, and homes themselves. The visual privacy of neighbours is a concern, and the lack of setbacks to neighbours will have	

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	[redacted]ns for noise. I urge the council and planners to reject the proposed [redacted]ment. Many thanks for the opportunity to comment.	
2	[redacted]dlands Planning Team, I am writing to comment on the proposed plans for construction at 111 Waratah Avenue listed on yourvoice Nedlands as: 111 Waratah Avenue, Dalkeith - Five Grouped Dwellings (DA24-99438) As the immediate neighbours of this block I am deeply concerned about the substantial negative effect the proposed plans would have on the amenity and privacy of our home and the lack of consideration of these concerns shown in the proposed design. My family's immediate concerns are: **Setbacks**: The proposed plan shows all of the dwellings built up to the western boundary with no setback of any kind. This includes major structural walls for bedrooms, bathrooms, and living rooms with balconies above, and walls extending over 4.5m in height. This lack of setback will substantially negatively affect the amenity of our home and we request a revision of the design to include an appropriate setback for this major construction. The "deemed to comply" standard of 1.5m suggested in the Residential Design Code for a wall of this height would seem a reasonable minimum. **Privacy Concerns**: The proposed plan will substantially compromise the privacy of my family's home with major windows and balconies directly overlooking our home and garden. Lots 1-5 all have balcony areas on the western side overlooking our garden and home including the dining room and patio area. Lots 2-5 feature two windows each from bedrooms and bathrooms directly overlooking our home and garden including the dining room and patio area. Lots 2-5 feature courtyard areas against our boundary with a 1600mm high wall. Our preference would be for the dwellings to be redesigned such that the balconies, courtyards, and windows are on the Eastern side where they would face the laneway. Failing this, then alterations to preserve our privacy could include removal or raising of the relevant windows and increasing the wall height to obstruct the view of our home and garden from these windows, balconies, and courtyards. **Garden Space and Heat Effect**: Each of the dwellings occupies a substantial majority of the total lot area with minimal open areas or garden space. This will dramatically increase local heating effects from insolation and increase local temperatures. A redesign to include a substantially larger open garden area would substantially mitigate	

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	ncrease the amenity of both the local area and these particular dwellings as roviding vital habitat for wildlife. As an example our home features several ees in an open garden comprising more than 65% of the block area and provides habitat for more than 40 bird species. Thank you for your consideration of our concerns, we look forward to any actions that may be taken to mitigate our concerns.	
3	We are deeply saddened by the large mature tree that sat on the boundary of that property and Gerygone Lane being cut down to make way for a 5th dwelling on the property. That was wholly unnecessary if in fact there was a setback from the laneway but the plans seem to come without setbacks that are consistent with R Codes ... isn't it supposed to be 0.5m? For the 29 years we have lived in our home the Council has shown no appetite to seal , drain nor make safe Shrike and Gerygone Lanes and now you have allowed the war zone that is relentless treeless infill that is of your making to roll in upon us . What are you going to do for us to reduce the existing dustbowl of a summer lane now you are going to pack it with another 10 vehicles coming and going? Where are visitors to these properties going to park and how are you going to ensure that our ability to enjoy the quiet amenity of access to our property can be maintained? What are they/you doing to mitigate the risk of turning out of Gerygone lane into Shrike lane? It is a ROW, not a driveway nor a parking lot. It took about 5 minutes for the developer to put their temporary fence 1m or so inside the laneway making access to our property challenging. Emails/phone calls showed some difficulty on the part of Council to understand the issue and after a couple of inspections the problem dawned, and it was fixed. Time and effort on everyone's part holding a developer to account. Point being unless this development strictly meets the rules, not those guideline things that don't seem to matter when a developer gets going, we are at a loss to understand why you would volunteer approval given you don't obviously have the resources to protect residents from all the adverse events that are visiting them. Council should prepare for a relentless stream of contact because there is not a world where this development is not consistently going to block the laneways preventing residents from going about their daily business. And isn't it going to be fun once you have explained to the developer that in proposing to build to all extremities of 111 Waratah it does not	

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[redacted]	em to block the laneways and then having the building process out on Waratah next to a bus stop used by children, the elderly and the disabled. We get quite with the expectation on the part of Council that as residents we should have to simply absorb the epic amount of access disruption that all this building is creating. You have turned Philip Road into a 1 lane street. Regularly the footpaths are blocked and for residents such as my wife who is a blind ratepayer moving around what should be safe footpaths has taken on new risks. We are aware of other residents eloquently describing the developments shortcomings .We also strongly oppose the proposed development on the basis that the bulk and scale is excessive, it does not appear to meet the R-Codes, the safety aspects of allowing 10 vehicles with 1m setbacks (is this compliant) in a lane (Shrike) where 2 oncoming vehicles cannot pass present as unsolvable and will be exacerbated when strewn with another 10 rubbish bins on a Friday. By our dead reckoning you will likely add another 20 vehicles on top of this into Shrike lane with other development's so here is your chance to get ahead of the game and fix the laneway that you are turning into a street. The proposition that a living room will have a 60cm brick wall between it and Gerygone Lane is preposterous and a 2m setback from Waratah Ave is simply ridiculous if you subscribe to the proposition that all this is supposed to enhance the community. 4 town houses with proper setbacks like other development's down Waratah Ave seems appropriate. Other residents are now required to setback from the lane on new builds (2m in the R-Codes) and this developer should be providing enough land back to the community for 2 vehicles to safely pass in Shrike laneway. So 1m added to the laneway and then a 2m setback! We are not anti-development but are anti bad and/or non-compliant/greedy development and it is appropriate that Council support residents by making decisions that allow for their safety and welfare. There is nothing safe about this proposal and as we use Shrike/Gerygone lane c 10 times a day will be put at increased personal risk by the decisions you make. We remain ever hopeful that Council will consider existing residents. Please find a photo dated this morning 16/12 showing neighbours quietly and pleasantly using the 1 vehicle wide Shrike laneway. Lived experience. So is Council really going to support a 1m set back to the right of that vehicle so as to introduce 10 more garage spaces backing /driving into this narrow lane? In what world	

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	[redacted]icles fit don and pass on this lane? The intersection to the right of picture is a [redacted]now as evidenced by Councils tilted bollards which have failed to attract [redacted]attention and the obviousness of the danger the bulk of the proposal presents is clear to all that stand observantly at the intersection. If the developer provided a driveway the length of the block like 117 Waratah chances are the safety risks will be largely mitigated but in turn it becomes a 4 dwelling development if R Codes are implemented. Council will in approving this development own the risks and therefore the responsibility of turning Shrike lane into a street. Out of interest what street in the shire is an unpaved, non drained, not lite and presents as a pot holed goat track? We note that the development approved for the health care complex at the corner of Roberts and Waratah will - again based on lived experience rather than observation of satellite images and manuals - materially increase the traffic on Gerygone lane that hurtles down to a shuddering halt at Shrike lane where visual obstruction escalates the risks to safety. As you can summarise, we have strong views about unsafe development that is negatively affecting our amenity and quiet enjoyment of our property as long term rate payers. For better or worse we live here and believe that we are entitled to continue living safely and pleasantly in our home and not adversely affected by generosity towards developers pushing boundaries and limits.	
4	The submitter would like to object to the plans for 111 Waratah Ave on the grounds of: Not meeting setback requirements Excessive congestion of traffic in Shrike & Gerrygone lanes Excessive bulk & scale of construction	
5	I object to this development plan as submitted. 1. Adequate consideration to the visual impact on the local area and its amenity does not appear to have been given. 2. Despite the requirements of the R Codes, open space appears to be extremely limited. 3. It appears that there will be a negative impact upon the visual privacy of the property to the west. 4. There is an absence of visitor parking. 5. Boundary setbacks do not comply with the R Codes.	

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6	[redacted] it may concern, I are writing to OPPOSE the proposed Five Grouped [redacted]s (DA24-99438) at 111 Waratah Avenue Dalkeith, as the following are NOT [redacted]ANT with the R-CODES: 1. Lot boundary setbacks: NON-COMPLIANT 2. Primary street setback: NON-COMPLIANT 3. Secondary street setback (Shrike Lane and Gerygone Lane: NON-COMPLIANT 4. Unsafe entry to Lots 2, 3, 4, 5: NON-COMPLIANT 5. Parking: NON-COMPLIANT 6. Waste Storage & Disposal: NON-COMPLIANT 7. Visual privacy: NON-COMPLIANT 8. Open space: NON-COMPLIANT 9. Site works: NON-COMPLIANT. In summary, we strongly oppose the proposed development as it is incompatible with the existing and/or desired streetscape and local character of the street, lane and area. The bulk and scale is excessive, and does not meet R-codes. Non-compliant setbacks pose serious safety risks to pedestrians, vehicles, and homes themselves. The visual privacy of neighbours is a concern, and the lack of setbacks to neighbours will have implications for noise. We urge the council and planners to REJECT the proposed development, and request the applicant do the following as a minimum: 1. Reduce site coverage to R40 AO of 65%. 2. Reduce bulk and scale of the combined apartments. 3. Setback should match the street - 8m setback on Waratah Ave, and 2m setbacks along Shrike Lane and Gerygone Lane. Thank you for the opportunity to comment	
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	cks will be a traffic hazard for vehicles exiting the garages and turning onto e Lane. The R-codes dictate 0.5m setback along the adjoining laneway gone Lane), and the proposal shows no setback at all, this is a safety hazard for the dwelling at Lot 5, as there is no boundary fence between vehicles traversing the lane and the structure of the dwelling. If the proposed development goes ahead, as well as other increased development along Waratah Ave and Alexander Rd properties that abut Shrike Lane, there will be significantly increased traffic using both Shrike Lane and Gerygone Lane, and thus it is absolutely essential for the safety of pedestrians, drivers, and homeowners, that minimum setbacks are strictly adhered to, or even greater setbacks are encouraged. 4. Unsafe entry to Lots 2, 3, 4, 5 - The proposed development positions the front doors to Lots 2, 3, 4, and 5 off Shrike Lane. Considering the lack of adequate setbacks, this will be a serious hazard to pedestrians, and vehicles. Not only that but the lane is very narrow at 5m wide, unsealed, and is primarily gravel or dirt, with pot holes! 5. Parking - Section C3.2 of the R-codes state that multiple dwellings of 5-8 dwellings, must have a minimum of 1 visitor parking bay. The proposed development has no visitor parking bays. There is no parking available on Waratah Avenue in front of the property, nor available in the lane, thus lack of parking on site is likely to lead to parking congestion in the area. At minimum there should be 1 visitor parking bay to comply with the R-codes, but it would be a much better design for each dwelling to have a dedicated visitor parking bay. 6. Bins - Storing the bins in the garage is a health hazard, and will likely smell. This will probably lead to the bins being kept or stored along Shrike Lane, which further exacerbates the setback and line of sight issues along the lane, as well as being an eyesore. Also, the proposed plans illustrate 3 bins per lot, however, more often than not people require 4 bins, and the current plans would not have space for additional bins. 7. Visual privacy - The development is noncompliant in regards to visual privacy, with windows and balcony overlooking the neighbouring property to the west. Windows to the lane on the east and north also impact visual privacy.	

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	space - The R-codes state at R40 zoning maximum site coverage is 65%, he drawings claim there is 40-48% open space per unit. However, there is less 10% soft landscaping, which is inadequate. The design codes state that there must be sufficient outdoor space for landscaping, trees and deep soil areas. 9. Site works - we are concerned how site works will be conducted, given that there is very little space for a lay down area, trucks to manoeuvre, and contractors to park. This is likely to pose problems for other residents in the area during construction. In summary, we strongly oppose the proposed development as it is incompatible with the existing and/or desired streetscape and local character of the street, lane and area. The bulk and scale is excessive, and does not meet R-codes. Non-compliant setbacks pose serious safety risks to pedestrians, vehicles, and homes themselves. The visual privacy of neighbours is a concern, and the lack of setbacks to neighbours will have implications for noise. We urge the council and planners to reject the proposed development, and request the applicant do the following as a minimum: 1. Reduce site coverage to R40 AO of 65%. 2. Reduce bulk and scale of the combined apartments. 3. Setback should match the street - 8m setback on Waratah Ave, and 2m setbacks along Shrike Lane and Gerygone Lane.	
11	See attached pdf	
Comments only		**Applicant Response**
12	I submit the following questions / comments regarding the development propopsal for; residential - 5 grouped dwellings at 111 Waratah Ave Dalkeith. I am concerned with the loss of tree canopy in particular in Nedlands, where a lot of development is occuring. I wish to clarify that the development will not clear a large gum tree on the corner of the site, adjacent to Gerygone lane? The plans look to include this tree remaining,(I think it is T7 on the plans), but I would like confirmation of this please. This tree is subject to much bird activity in the area. I also see that green space has been allowed for in the plans, which is good. Is there any planning guidelines for the minimum green space for each site? I note that I live in a group of 3 units on a similar sized land area to the	

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111 Waratah Avenue, Dalkeith

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	[redacted] development. Albeit these proposed dwellings are 2 storey, whereas our 3 [redacted] single level. Also It appears that the dwellings will use access via Shrike Lane [redacted] Philip or Waratah, is this correct? Given the number of multi unit developments finishing or being completed in Waratah, has there been any traffic studies done to assess the impact of this increase in traffic along Waratah Avenue? If so what actions have been taken to mitigate such impacts, in particular, in relation to parking and street access? I look forward to your responses to my questions / comments.	
Late Submission		**Applicant Response**
13	We refer to your letter dated 29th November 2024 inviting comment on the proposed development at 111 Waratah Avenue. Thank you for letting us make comment on new density infill development. We hope that although the period for comment finished on 13 December you will accept these comments. Council's letter, states that the proposal is being advertised because it requires an assessment of merit on several items. We have concern regarding the following • Lot boundary setbacks East R-code requirement for Adjoining laneway or right of way where it is the primary street to the dwelling (Lot 2,3,4 and 5) is 2m. The proposal is for a setback of 1m to garages and only a little more for the stairwell. The lane is frequently used by nearby owners and residents. It will become a street for the proposed development and there is no justification for reducing that setback, particularly when two- way traffic and pedestrian usage will inevitably increase. The reduced setback leaves also very little opportunity for planting. • Lot boundary setbacks South The revised coding for the street to R40 significantly reduces the street setback from the previous 9m to 3m. We cannot see any justification for the proposal further reducing the setback from the minimum deemed to comply requirement. • Boundary walls west	

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	mum boundary wall height for R40 is 3.5m. The heights proposed are more n. These provisions are to protect adjoining owners from excessive building s is a significant additional imposition on the neighbour. • Visual privacy The requirement for setbacks from the outdoor living areas is 7.5m. The proposed Balconies are screened on the west but not on the north so that the cone of vision from those balconies on lot 2,3,4 and 5 extend significantly into the active habitable space rear garden of 113 Waratah Avenue.This is an undue imposition on their privacy. OTHER ISSUES OF CONCERN On further examination of the submitted plans, however, we have a number of queries and concerns that do impact on the neighbours, both directly and indirectly. Visitor Parking There is no visitor parking provided on the site. The R-codes C3.2 requires a minimum of 1 visitor bay for a development of 5 group dwellings. There is no high frequency bus route that would warrant a reduction in that requirement. The laneway which will serve as the street for the development has no opportunity for parking or for any delivery vehicles to stand without disrupting traffic flow. Parking is heavily restricted on Waratah Avenue and the little that is available is likely to be put under further pressure by the numerous medium density developments currently under construction and future commercial and residential developments in the vicinity. Each of the proposed units is a large 3 bedroom, 2 bathroom dwelling and their occupation will certainly increase traffic and parking pressure on the immediate neighbourhood.	

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	[redacted]its are provided with lifts, which suggests the development is aimed at the [redacted]rs and the 'aging in place' cohort. Where will aged care service providers [redacted]here will cleaners park? The increased demand for deliveries of online shopping, meals and taxi/rideshare are not catered for- where will they park? We think it essential that the minimum requirement of 1 visitor bay be provided on the site. Access during construction The proposal clearly requires all access to be via the laneway. This would likely result in the developer wanting closure of the lane during construction- an unreasonable burden on the rest of the community. For years Broadway has been blighted by building sites extending not only over the footpath and street verge, but also over parts of the road. In allowing the developers of such projects to have access for long periods of time over public land, Council is not looking after the residents who have to put up with the inconvenience.	
14	We are writing to express our concern re the proposed development ay 111 Waratah Av, with garages on Shrike Lane. We live at Alexander Rd, with our garage also opening onto Shrike Lane. We already have a dust problem from the unsealed Lane, so believe the proposed development will substantially increase the problem. Also, street parking is already a problem, which will only be further exacerbated by this development. Furthermore, the extra traffic on Shrike Lane will also be a problem for those with garages opening onto the Lane. At the very least, Council should consider upgrading Shrike Lane, if allowing this (and other proposed developments) to proceed.	

111 Waratah Avenue, Dalkeith - Five Grouped Dwellings (DA24-99438)

Comments by:

[redacted]

[redacted]

[redacted]

12 December 2024

The land at 111 Warratah is zoned R-40



City of Nedlands

Online Mapping System

The accuracy provided is not to be used for legal purposes.
For current property information please verify on the Certificate of Title.

Source: https://gispublic01.nedlands.wa.gov.au/intramaps21b/

Problem: The drawings claim 40-48% "open space" per unit, however a basic visual inspection of the drawings indicates less than 10% of the block area is soft landscape (aka garden) area. How did the draftsperson quantify that nearly half of each block is open space when it's clearly much more than the 65% AO in the R-codes?

How does the lawnmower access the soft landscaping areas?

3.1 Site cover

DESIGN PRINCIPLES

***Development** demonstrates compliance with the following **design principles** (P)*

P3.1.1 The **site cover** of the **development** is suitable for its context to:

i. achieve appropriate **building** bulk on the **site**, consistent with the intent of the applicable density code and/or as outlined in the local **planning framework**;

ii. ensure sufficient outdoor space for **landscaping** including trees and **deep soil areas**;

iii. ensure adequate **solar access** and **natural ventilation** into the **dwelling**;

iv. provide opportunities for residents to use space external to the dwelling for outdoor pursuits and access within and around the **site**;

v. provide space for **utilities** and essential facilities; and

vi. be compatible with the existing and/or desired **streetscape** and **local character**.

DEEMED-TO-COMPLY

***Development** satisfies the following **deemed-to-comply** requirements (C)*

C3.1.1 Development on each site does not exceed the maximum **site cover** percentages of **Table 3.1a**.

Table 3.1a Maximum site cover requirements

R30	R35	R40	R50	R60	R80
60%	60%	65%	65%	70%	70%

*R80 Code standards apply to **single houses** and **grouped dwellings** in areas coded R100, R160 and R-AC.*

Solution:

1. Reduce site coverage to R40 AO of 65%
2. Reduce bulk and scale of the combined apartments
3. Setback should match the street – i.e. 8m setback on Waratah ave, ***and*** 2m setbacks along Shrike Lane ***and*** Gerygone Lane.

R40 acceptable outcome requires 3m setbacks on Waratah ave. Why is the setback only 2m on Warratah?
Setbacks on Shrike Lane, and Gerygone Lane, also don't meet R-code AO.

Table 3.3a Minimum setback of buildings from the street

Street type	R30	R35	R40	R50	R60	R80
Primary street	4m	4m	3m	2m	2m	2m
Secondary street	1.5m	1.5m	1m	1m	1m	1m
Adjoining comm… street	0.5m					
…djoining laneway or right-of way where it is the primary street to the dwelling [1]	2m					
Adjoining laneway or right-of way	0.5m					

*R80 Co… standards apply to **…ngle houses** and **grouped …ellings** in areas coded …00, R160 and RAC.*

*Where road wid… is required, **street setbacks** are to be calculated f… …e adjusted **street boundary**.*

[1] *De… …pply to **ancillary dwellings**.*

Warratah Ave setback is only 2m, should be 3m

Shrike Lane setback is only 1m, should be 2m

Gerygon Lane setback is only 0m, should be 0.5m

Problems:

1. **Setback out of character with the street.**
2. **The non-compliant setback on Warratah Ave *is a traffic hazard* to the many vehicles turning from Shrike Lane onto Warratah Ave.**



- All adjacent houses (except
- The 2.0m setback at is at odds with:
  - houses in the affected streetscape…
  - …including 2 houses, and 1 church, of *"…relatively recent construction, quality and value…"*.
  - Community safety (traffic hazard)
- Solution: Setback should match the street – i.e. 8m on Waratah ave, and 2m on Shrike Lane and 0.5m on Gerygone Lane.

This 5-dwelling development doesn't have any visitor parking.

It must have 1 visitor parking bay to meet R-code AO.

DEEMED-TO-COMPLY

***Development** satisfies the following **deemed-to-comply** requirements (C)*

C3.1 The following minimum number of on-**site** car parking spaces is to be provided for each **single house**, **grouped dwelling** and **special purpose dwelling** comprising the following number of bedrooms:

Type of dwelling	Car parking spaces	
	Location A	Location B
1 bedroom	1	1
2+ bedroom dwelling	1	2
Aged persons' dwelling	1	1
Ancillary dwelling	Nil	1

C3.2 On-**site** visitors' car parking spaces for **grouped** and **multiple dwelling developments** provided at a rate of one space for each four **dwellings**, or part thereof in excess of four dwellings, served by a common access.

Dwellings	Visitor bays
0-4	Nil
5-8	1
9-12	2
13-16	3
17+	1 additional bay for every 4 dwellings or part thereof

- **Problem:** There is a health-hazard locating the bins within the garages.
  - Realistically, those bins are EXTREMELY UNLIKELY to be stored within the garages due to the stink.
  - Also only 3 bins are illustrated, but everyone in this neighbourhood has 4 bins per residence.
  - Most or all of those 20 bins will be kept outside along Shrike Lane.
  - Also even if the bins were stored inside garages, the bins must be put out on collection day and render Shrike Lane unnavigable as the bins would be obstructing it. Also obstructions in the lane prevent Alexander Rd residents turning into and out of their garages.

- Element 3.4 Communal Open Space:
  - A 3.4.5 "*Communal open space is separated or screened from adverse amenity impacts such as bins…*"
  - A 3.4.7 "*Communal open space is designed and oriented to minimise the impacts of noise, odour, lightspill and overlooking on the habitable rooms and private open spaces within the site and of neighbouring properties.*"
  - DG 3.4.2 "*The siting of communal open space influences its amenity value. Consider climate and aspect including solar access, wind effects, noise and odours.*"
- Element 4.14 Mixed Use – Specifically O4.14.2 "*A safe and secure living environment for residents is maintained through the design and management of the impacts of non-residential uses such as noise, light, odour, traffic and waste.*"
- "*Amenity - as defined under the Planning and Development (Local Planning Schemes) Regulations 2015 and includes the 'liveability', comfort or quality of a place which makes it pleasant and agreeable to be in for individuals and the community. Amenity is important in the public, communal and private domains and includes the enjoyment of sunlight, views, privacy and quiet. It also includes protection from pollution and odours.*"

- **Alteration:** Redesign site coverage to R40 AO of 65%, allowing more space to store bins without obstructing Shrike lane, and without stinking out the garages.

Architectural Design Review Assessment *City of Nedlands Design Review Panel*	
Design quality evaluation	**Date: 01 July 2024**
Application: 111 Waratah Avenue, Dalkeith	
Review No.: 1	**Time:** 3:15pm
Panel: • Simon Venturi – A/Chair • Tony Casella • Dominic Snellgrove • Walter Van Der Loo **City of Nedlands Representatives:** • Nathan Blumenthal – A/Manager Urban Planning • Aviva Micevski- Coordinator Statutory Planning • Chantel Weerasekera – Senior Urban Planner (Statutory)	
Apply the applicable rating to each Design Principle	*Supported* *Further information required* *Not supported* *Yet to be addressed*
Summary	Site Context The subject site is zoned 'Urban' by the Metropolitan Region Scheme and 'Residential' by the City of Nedlands Local Planning Scheme No.3 and has a density coding of R40. The site is 1,164m2 in area and has a frontage to Waratah Avenue, Shrike Lane and Gerygone Lane. Application History The application proposes a residential development comprising 5 grouped dwellings. The application is in pre-lodgment stage. This is the first time this proposal has been presented to the DRP.
Strengths of the proposal	• The applicant has engaged with the DRP at an early stage which is appreciated and commended. • The applicant submitted a comprehensive presentation addressing the 10 Design Principles and including contextual analysis. • The inclusion of lifts and ground floor master bedrooms supports aging in place and multi-generational living. • The aesthetic, external articulation and subtle materiality is of a high quality and represents a sophisticated design response to the surrounding context as well as specific character of Dalkeith. • The development's Shrike Lane façade generates a high level of interactivity with and passive surveillance of the laneway public realm. • The internal dwelling planning for Lots 2, 3 and 4 are efficient, generous and functional. • The orientation of the block generates no overshadowing of adjoining properties. • A landscape architect has been engaged early and a Landscape Plan incorporating native species across the development has been provided. • Three existing mature trees are proposed to be retained. The intention is supported. • The dwelling floor levels respond to the natural ground levels of the site.

	• All dwellings have north facing courtyards and upper level balconies. • The dwellings will generally receive good cross ventilation.
Principle 1 - **Context and character**	*Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.*
	1a. Comments • The proposed front fence interface to Waratah Avenue doesn't acknowledge this is a primary streetscape and currently appears as a continuous solid (side or rear) boundary fence interface. • The non-compliant front setback does not respond to the prevailing condition on the streetscape and makes it difficult to contribute to the area's open feel leafy green streetscape character which plays an important role within the areas unique sense of place. • The interface to Shrike Lane will determine the success of the development. To create a successful Mews like space, it must present as being pedestrian oriented which will be difficult to achieve with the current gravel laneway finish or if asphalt is selected to upgrade the laneway. 1b. Suggested amendments/improvements • Introduce further visual permeability, interactivity and visual interest to the front streetscape fence. • Consider increasing the front setback on Waratah Avenue significantly to generate greater separation between the front dwelling and street as well as offering an opportunity for generous landscaping in the front setback area which will contribute positively to the streetscape and local community. • Consider committing to upgrading the laneway ground surface as part of the development with a high quality paving indicative of a pedestrian orientated space.
Principle 2 - **Landscape quality**	*Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.*
	2a. Comments • The intention to retain the 3 off large mature trees is appreciated but an arborist's report is required to confirm the viability of doing so. The dwellings appear to be too close to the trees. The Panel are sceptical they can be retained based on the information provided. • As noted above in the Context & Character Principle increasing the front setback would generate on opportunity to provide additional generous landscaping including new trees on the Waratah Avenue streetscape interface. • The permeable paving areas in-front of the lift and stairs on the Shrike Lane side appear as opportunities for additional planting areas. • Some areas of the upper level on-structure planting look like they will be difficult to access for maintenance. 2b. Suggested amendments/improvements • An arborist report should be presented to the DRP identifying the state of each tree proposed for retention, the potential for the trees to be retained and the building clearances that would be required to retain the trees.

		• Provide additional generous landscaping in the Waratah Avenue front setback area. • Replace the laneway permeable paving areas in-front of the lift and stairs with landscaping and explore the potential for small trees in these areas. • Consider and illustrate how the upper level planting will be maintained to ensure these areas are viable long term.
Principle 3 - **Built form and scale**		*Good design ensures that the massing and height of development is appropriate to its setting and successfully negotiates between existing built form and the intended future character of the local area.*
		3a. Comments • The non-compliant front and rear setbacks are tight. • The front and rear unit courtyards appear small and awkward in shape. This in combination with the minimal front and rear setbacks potentially indicate the site is being overdeveloped. One solution discussed in the meeting could be to flip the courtyard to Lot 1 to face Waratah Avenue, increasing the 'effective' outdoor space by amalgamating both courtyards and also increasing the front setback distance for a portion of the front façade. Although this would result in one south facing courtyard and living area on balance this approach would likely be supported. Another option to free up the ground plane would be reducing the dwellings on the site or some 4 bed dwellings being reduced to three bed dwellings. 3b. Suggested amendments/improvements • Investigate re-configurations to increase the front and rear setbacks on the site. • Investigate options to increase the size and improve the proportions of the courtyards to the front and rear dwellings.
Principle 4 - **Functionality and build quality**		*Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life cycle.*

		4a. Comments
		• Limited storage is provided within the dwellings.
		• There are a number of items that require liaison with the City's Planning and Engineering / Technical Services Departments that may impact significantly on the general built form arrangement on the site
		• Some upper levels don't currently have a WC.
		• AC external units are not currently shown on the drawings.
		4b. Suggested amendments/improvements
		• Liaise with the City in relation to;
		  ○ Visitor parking requirements
		  ○ Bin collection location (currently residents would need to take the bins through the laneway if bins are collected from Waratah Ave)
		  ○ Post delivery
		  ○ Turning circle for vehicles (the current layout appears to require vehicles to use the adjacent neighbour's property to provide compliant turning circles into the garages).
		  ○ Requirements in relation to upgrading the laneway (which is currently gravel)

		○ Truncations on the front and rear lots for vehicle turning visibility ○ Retention of the rear tree in terms of its impact on the laneway Confirm the requirements in relation to the above items with the City and integrate any resulting impacts into the proposal • Undertake a close analysis and fine tuning of the plans for issues such as no upstairs WC's, undersized master bedroom, lack of built in robes etc. • Show the AC external units on the drawings in a location that does not impact of resident amenity (ideally positioned and screened on the roof).
Principle 5 - **Sustainability**		*Good design optimises the sustainability of the built environment, delivering positive environmental, social, and economic outcomes.*
		5a. Comments • The applicant has provided insufficient information for this Principle to be assessed due to the early nature of the design process. 5b. Suggested amendments/improvements • Engage an ESD professional to develop a comprehensive ESD report for the project. • Develop an ESD narrative for the project and consider integrating ESD initiatives such as PV solar panels, water capture / re-use, EV charging, heat pump hot water systems, double glazing, light colour roofs etc.
Principle 6 - **Amenity**		*Good design optimises internal and external amenity for occupants, visitors, and neighbours, providing environments that are comfortable, productive and healthy.*
		6a. Comments • The Lot 1 living area will receive limited natural light due to the solid wall facing the courtyard. • The Lot 2, 3 and 4 living spaces and master bedrooms could be swapped so the living area receives more north light access. • The proposal includes a number of internal bathrooms without windows. • The rumpus rooms will receive limited natural light access. • All units have north facing upper terraces which is supported however these are currently non-compliant in relation to visual privacy. These spaces are having to work hard to generate resident amenity as the ground level courtyards are relatively small. • The upper and lower level west facing openings have no roof overhang or passive shading. 6b. Suggested amendments/improvements • Look at options to improve natural light access to the Lot 1 living area. • Consider flipping the ground floor master bedrooms and living spaces to create northern oriented living spaces. • At upper level behind the curved batons consider placing a window to allow more light to access the rumpus room or install operable Velux roof skylights in these rooms. • Include skylights to internal bathrooms. • Consider a roof overhang or passive shading to all west facing openings for sun as well as weather protection as well as to the upper level terraces to increase the potential use of this space throughout the year.

		• Consider additional north facing glazing to the upper level of Lot 5.
Principle 7 - **Legibility**		*Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.*
		7a. Comments • Nil. 7b. Suggested amendments/improvements • Supported.
Principle 8 - **Safety**		*Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.*
		8a. Comments • The current requirement for movement of bins in a vehicle access laneway may present a safety concern. • The current proposal may rely on vehicles crossing over adjacent properties to comply with turning circle requirements into the garages. 8b. Suggested amendments/improvements • Liaise with the City in relation to these items and integrate any requirements into the proposal.
Principle 9 - **Community**		*Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.*
		9a. Comments • Additional work is required to develop a narrative on what the development will provide to the surrounding community beyond the retention of existing mature trees. 9b. Suggested amendments/improvements • Improve the Waratah Avenue front fence interface and consider upgrading the laneway ground surface as noted in the Context & Character Principle. • Increase the front setback and provide generous landscaping within the front setback area to contribute positively to the streetscape and surrounding local community.
Principle 10 **Aesthetics**		*Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.*
		10a. Comments • Nil. 10b. Suggested amendments/improvements • Supported.
SUMMARY		The proposal's external aesthetic and materiality will contribute positively to the surrounding local community and context. The level of resident amenity generated within Lots 2, 3 and 4 is working towards an outcome that is supportable by the Panel however the front a rear setbacks as well as the level of amenity generated in Lots 1 and 5 are indicative of over-development. Further information is also required in relation to an ESD narrative / ESD initiatives to be integrated into the proposal and an arborist's report should be provided to support the retention of the existing mature trees on the site.

OVERALL RECOMMENDATION	Further attention required. Not yet supported.

Design Review progress			
	Supported		
	Further information required		
	Not yet supported		
	Yet to be addressed		
	DR1	*DR2*	*DR3*
Principle 1 - **Context and character**			
Principle 2 - **Landscape quality**			
Principle 3 - **Built form and scale**			
Principle 4 - **Functionality and build quality**			
Principle 5 - **Sustainability**			
Principle 6 - **Amenity**			
Principle 7 - **Legibility**			
Principle 8 - **Safety**			
Principle 9 - **Community**			
Principle 10 - **Aesthetics**			

Architectural Design Review Assessment *City of Nedlands Design Review Panel*	
Design quality evaluation	**Date: 2/12/24**
Application: 111 Waratah Avenue – Five Grouped Dwellings	
Review No.: 2	**Time: 3:20pm**

Panel:

- Simon Venturi – Acting Chair
- Dominic Snellgrove
- Tony Blackwell

City of Nedlands Representatives:

- Tony Free - Director Planning and Development
- Kirsty Klimcke – A/Senior Urban Planner

Apply the applicable rating to each Design Principle		*Supported*
		Further information required
		Not supported
		Yet to be addressed

Summary

Site Context

Lodged at DAP. This is the second time this proposal has been presented to the DRP.

A subdivision for 5 green title lots has been conditionally approved by the WAPC. As such, the proposal is now to be assessed against Part B of the R-Codes Volume 1 as per Table 1.4a

Assessment will be done in accordance with:

- Clause 32.4: Additional site and development requirements, and the objectives of the zone under the Scheme;
- SPP 7.0 & 7.3;
- Local Planning Policy Precincts 5.14
- Consideration of the application under clause 67 of the *Planning and Development – Local Planning Schemes (Regulations).*
- *Residential Design Codes Volume 1 2024 – Part B*

Application History

This is the second time this application has been presented to DRP. The scoring from the 1 July 2024 DRP meeting is as below:

Design Element	*DR1*
Principle 1 - **Context and character**	
Principle 2 - **Landscape quality**	
Principle 3 - **Built form and scale**	
Principle 4 - **Functionality and build quality**	
Principle 5 - **Sustainability**	
Principle 6 - **Amenity**	
Principle 7 - **Legibility**	
Principle 8 - **Safety**	
Principle 9 - **Community**	
Principle 10 - **Aesthetics**	

Strengths of the proposal		• The presentation focused on the previous DRP comments which is appreciated • Permeability and visual interest of the front streetscape interface has improved • Front setback has increased a small amount • A Landscape Architect has been engaged and a Landscape Plan has been provided • Soft landscaping has been added in the front setback which contributes to the streetscape and local community in a positive way • An Arborist's Report has been added which confirms the existing mature Gum tree can be retained which is supported • AC condenser units have now been shown on the roof • Additional WC's on the upper levels of the units improve amenity for residents • Increased potential for north light to middle unit living areas has been provided by including an option showing the living areas facing north • Ground level outdoor private space supplemented by terraces above • Skylights have been added to upper level bathrooms • Pergola's have been added to shade upper level openings • Provision of lifts supports ageing in place • Additional permeable paving has been added • Contemporary architectural language is strong
Principle 1 - **Context and character**		*Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.*
		<u>1a. Comments</u> • No comments. Supported. <u>1b. Suggested amendments/improvements</u> • Nil.
Principle 2 - **Landscape quality**		*Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.*
		<u>2a. Comments</u> • Dwarf Olive species are included on the shot-hole borer list. <u>2b. Suggested amendments/improvements</u> • Review planting species selections to remove species included on the shot-hole borer list.
Principle 3 - **Built form and scale**		*Good design ensures that the massing and height of development is appropriate to its setting and successfully negotiates between existing built form and the intended future character of the local area.*

		3a. Comments • The rear setback generates an abrupt interface to the laneway. • The length and heights of boundary walls on the west boundary may not be supportable in terms of the impact generated on the adjoining property. No information has been provided in relation to the adjacent west side property on the drawings. The retention of an existing boundary wall requested by the neighbours was discussed in the meeting however this is not shown on the drawings. • Visual compliance from the west side terraces in relation to the adjoining west property is not clear. 3b. Suggested amendments/improvements • Consider increasing the setback on the laneway interface and liaise with the City in terms of their requirements in relation to this. • Provide further information in relation to the adjoining west side property which may build a justification for the extent of boundary walls. • Further illustrate how visual privacy compliance is being achieved on the west interface.
Principle 4 - **Functionality and build quality**		*Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life cycle.*
		4a. Comments • No comments. Supported. 4b. Suggested amendments/improvements • Nil.
Principle 5 - **Sustainability**		*Good design optimises the sustainability of the built environment, delivering positive environmental, social, and economic outcomes.*
		5a. Comments • The ESD Report only responds to Section J requirements which is a very low bar. 5b. Suggested amendments/improvements • The ESD report notes PV solar panels however the applicant is encouraged to consider integrating further ESD initiatives such as EV charging, double glazing, water capture, heat pump HWS's, all electric development (no gas) etc.
Principle 6 - **Amenity**		*Good design optimises internal and external amenity for occupants, visitors, and neighbours, providing environments that are comfortable, productive and healthy.*
		6a. Comments • The Lot 5 living areas have the potential to receive more north light and outlook to the courtyards by swapping the lounge and kitchen / dining areas. 6b. Suggested amendments/improvements • Consider swapping the lounge and kitchen / dining areas in Lot 5.
Principle 7 -		*Good design results in buildings and places that are legible, with clear*

Legibility		*connections and easily identifiable elements to help people find their way around.*
		7a. Comments • No comments. Supported. 7b. Suggested amendments/improvements • Nil.
Principle 8 - **Safety**		*Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.*
		8a. Comments • No comments. Supported. 8b. Suggested amendments/improvements • Nil.
Principle 9 - **Community**		*Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.*
		9a. Comments • No Comments. Supported. 9b. Suggested amendments/improvements • Nil.
Principle 10 **Aesthetics**		*Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.*
		10a. Comments • No comments. Supported. 10b. Suggested amendments/improvements • Nil.
SUMMARY		The proposal has responded to the majority of previous comments from the DRP and generally presents a high-quality outcome including the architectural language and level of amenity for occupants. The retention of the existing mature tree is also supported and commended. The applicant is encouraged to address items noted in the Built Form & Scale and Sustainability Principles in order to achieve full DRP support for the proposal. In particular the rear setback, extent and height of west side boundary wall and west side visual privacy compliance require attention.
OVERALL RECOMMENDATION		Requires Further Attention

Design Review progress			
	Supported		
	Further information required		
	Not yet supported		
	Yet to be addressed		
	DR1	*DR2*	*DR3*
Principle 1 - **Context and character**			

Principle 2 - **Landscape quality**			
Principle 3 - **Built form and scale**			
Principle 4 - **Functionality and build quality**			
Principle 5 - **Sustainability**			
Principle 6 - **Amenity**			
Principle 7 - **Legibility**			
Principle 8 - **Safety**			
Principle 9 - **Community**			
Principle 10 - **Aesthetics**			

From: Simon Venturi
To: Kirsty Klimcke
Subject: RE: 111 Waratah Avenue - 5 Grouped Dwellings - Request for Chair Review
Date: Wednesday, 5 February 2025 9:15:08 AM
Attachments: image010.png
image009.png
image012.png
image014.png
image016.png

Hi Kirsty,

I've reviewed the applicants amended drawings and provide the following updated comments relating to the Principles that were not already green;

Strengths (based on changes from previous version)

- The western boundary walls for all units have been reduced in height to 3m - 3.5m
- Upper floor terraces have been set back 1.0m from the western boundary
- The existing wall on the west boundary has been shown on the drawings. The applicant has indicated the west property neighbour specifically requested this wall be retained as part of the consultation process

Principle 3 - Built form and scale

3a. Comments

- The rear setback generates an abrupt interface to the laneway. *Previous comment still relevant.*
- The length and heights of boundary walls on the west boundary may not be supportable in terms of the impact generated on the adjoining property. No information has been provided in relation to the adjacent west side property on the drawings. The retention of an existing boundary wall requested by the neighbours was discussed in the meeting however this is not shown on the drawings. *This wall has now been shown on the drawings and the west interface has been improved by pulling back the terraces 1m.*
- Visual compliance from the west side terraces in relation to the adjoining west property is not clear. *This has improved due to pulling the terraces back 1m from the boundary.*

3b. Suggested amendments/improvements

- Consider increasing the setback on the laneway interface and liaise with the City in terms of their requirements in relation to this. *Not addressed.* *Not addressed. The applicant is still encouraged to consider this amendment.*
- Provide further information in relation to the adjoining west side property which may build a justification for the extent of boundary walls. *Addressed - The existing wall has been shown on the drawings and pulling back the upper level terraces 1m from the boundary reduces boundary wall heights and generally improves the interface with the west neighbour.*
- Further illustrate how visual privacy compliance is being achieved on the west interface. *Addressed - This has improved due to pulling the upper level terraces back 1m from the boundary.*

Principle 5 -Sustainability

-

5a. Comments

- The ESD Report only responds to Section J requirements which is a very low bar. *Previous comment still relevant.*

-

5b. Suggested amendments/improvements

- The ESD report notes PV solar panels however the applicant is encouraged to consider integrating further ESD initiatives such as EV charging, double glazing, water capture, heat pump HWS's, all electric development (no gas) etc. *Not addressed. No additional information has been provided in relation to ESD initiatives for the project.*

DRP Design Quality Evaluation			
	Supported		
	Further Information Required		
	Not supported		
SPP 7.0 Principles	1 July 2024 DRP 1	2 December 2024 DRP 2	Revision 3 - Chair Review 5/2/25
Context and Character			
Landscape Quality			
Built Form and Scale			
Functionality and Built Quality			
Sustainability			
Amenity			
Legibility			
Safety			

Community			
Aesthetics			

If you have any queries in relation to the above or require further comment on any specific items let me know.

Regards

Simon Venturi

NOMA* Pty Ltd > Director + Architect > RAIA + ABWA

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From: Kirsty Klimcke [mailto:kklimcke@nedlands.wa.gov.au]
Sent: Tuesday, February 04, 2025 11:45 AM
To: Simon Venturi <simon.venturi@nomastudio.com.au>
Subject: 111 Waratah Avenue - 5 Grouped Dwellings - Request for Chair Review

Hi Simon,

Revised plans for the above application, dated 31 January 2025, have been submitted to the City for consideration (available to download here 111 Waratah Avenue - Chair Review Request)

Please see below list of changes from the applicant:

- Western boundary walls for all units have been reduced to maximum 3.5m in height
- Upper floor terraces have been set back 1.0m from the western boundary.

No other changes have been made.

The table below is a summary of the DRP scoring from the previous meetings (I have attached the previous minutes from 2 December 2024). Can you please provide an update to the table to indicate your review, and any additional comments and/or recommendations.

This item is set to go to February Council Meeting and reports are due next week, I would apricate if you could get a response to us as soon as practicable. **Can you please provide this via return email by 10th February 2025.**

DRP Design Quality Evaluation			
	Supported		
	Further Information Required		
	Not supported		
SPP 7.0 Principles	1 July 2024 DRP 1	2 December 2024 DRP 2	Revision 3 (pending Chair Review)
Context and Character			
Landscape Quality			
Built Form and Scale			
Functionality and Built Quality			
Sustainability			
Amenity			
Legibility			
Safety			
Community			
Aesthetics			

Kind regards,

Kirsty Klimcke
Acting Senior Urban Planner

City of Nedlands

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urbanista
TOWN PLANNING



NO. 111 WARATAH AVENUE, DALKEITH

PROPOSED RESIDENTIAL DEVELOPMENT

November 2024

This report has been prepared by Urbanista Town Planning on behalf of the landowners for the proposed development at 111 Waratah Avenue, Dalkeith.

Rev	Author	Date	Reviewed	Date
A – Draft V1	PM	08/08/2024	MS	09/10/2024
B – Draft V2	MS	23/10/2024	PM	28/10/2024
C – Draft V3	MS	31/10/2024	DM	31/10/2024
D – DA lodgement	MS	07/11/2024		

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2 INTRODUCTION

Urbanista Town Planning have been engaged to prepare and submit a Joint Development Assessment Panel (JDAP) application comprising of five (5) two storey, single houses at No. 111 Waratah Avenue, Dalkeith.

This report has been prepared to provide an overview of the subject site and the proposed development, as well as a detailed assessment against relevant planning requirements and an examination of the planning merits of the proposal.

This report is also accompanied by a detailed architectural package, as well as supporting technical reports prepared by the following consultants:

Document	Prepared by	Date
Architectural Drawings	State of Kin	05/11/2024
Arboricultural Impact Assessment	CIVICA	28/08/2024
Civil Drawings	EMP Consulting	01/09/2024
Energy Efficiency Reports	Energy Advance	28/08/2024
Landscape Plans	KDLA Landscape Architects	16/09/2024



Figure 1: Proposed streetscape view from Waratah Avenue

3 DEVELOPMENT CONTEXT

The subject development site is located at No. 111 Waratah Avenue, Dalkeith on the corner of Shrike Lane to the east and Greygone Lane to the north. The site has a total land area of 1163sqm, with a 20.12m frontage to Waratah Avenue and a 57.84m frontage to Shrike Lane.

The existing single house is due to be demolished to facilitate the development of the proposal as it has a recent August 2024 subdivision approval (WAPC 200280) for the five green title lots at the development site.

The Waratah Avenue verge (footpath) includes one mature tree, a stormwater drain and school zone signs. Waratah Avenue adjoins the nearest intersecting street, Shrike Lane (right of way) the north-east. The right of way contains a rough sealed road with no other notable structures.

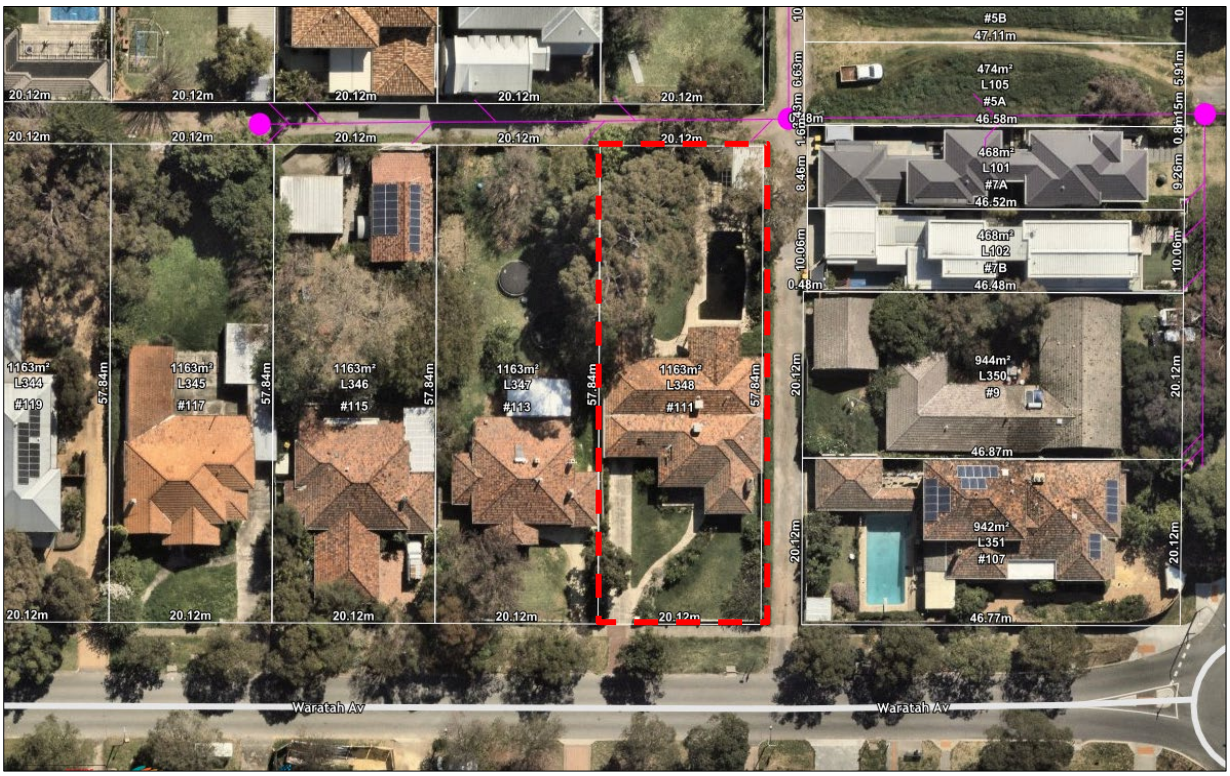


Figure 2: Aerial image of subject site and surrounds.

4 THE PROPOSAL

The development application proposes five (5) single houses on five independent lots. Lot 1 derives access via Waratah Avenue (primary street) and Shirke Lane (secondary street). Lots 2 – 5 derive sole access via Shirke Lane (primary street). Greygone Lane is considered as the northern lot boundary for Lot 5.

The dwellings will be finishes in a matching aesthetic and includes trees within the front and rear outdoor areas surrounding the dwellings. The design elements of the proposal achieve a high-quality design that is responsive to the site's context, solar access and shading needs.

All 5 dwellings are provided with a similar layout including the following:

Lot	Composition
Lot 1	• Two outdoor living areas • 3 bedrooms and ancillary rooms • Open plan primary living space • Double garage, storage area and lift • Julliette balcony and alfresco entertainment
Lot 2, 3, 4 & 5	• Outdoor living areas • 3 bedrooms and ancillary rooms • Open plan primary living space • Master bedroom and ensuite • Double garage, storage area and lift • Balcony and alfresco entertainment



Figure 3: Proposed streetscape view from Shrike Lane

5 DESIGN REVIEW PANEL

The proposal was presented to the city's design review panel on 1 July 2024, where it received generally positive feedback. The DRP highlighted the strengths of the proposal, as well as areas for improvement. The plans have since been amended in response to the DRP's feedback and are assessed in accordance with the City's Planning Framework in this report.

The applicant and architect will continue to work with the DRP and intend to present the updated the plans to the Panel for further review after lodgement.

The strengths of the proposal are listed below. The DRP minutes and architectural response are provided as an attachment to this report.

- The applicant has engaged with the DRP at an early stage which is appreciated and commended.
- The applicant submitted a comprehensive presentation addressing the 10 Design Principles and including contextual analysis.
- The inclusion of lifts and ground floor master bedrooms supports aging in place and multi-generational living.
- The aesthetic, external articulation and subtle materiality is of a high quality and represents a sophisticated design response to the surrounding context as well as specific character of Dalkeith.
- The development's Shrike Lane façade generates a high level of interactivity with and passive surveillance of the laneway public realm.
- The internal dwelling planning for Lots 2, 3 and 4 are efficient, generous and functional.
- The orientation of the block generates no overshadowing of adjoining properties.
- A landscape architect has been engaged early and a Landscape Plan incorporating native species across the development has been provided.
- Three existing mature trees are proposed to be retained. The intention is supported.
- The dwelling floor levels respond to the natural ground levels of the site.
- All dwellings have north facing courtyards and upper level balconies.
- The dwellings will generally receive good cross ventilation.

6 PLANNING FRAMEWORK

6.1 STRATEGIC PLANNING FRAMEWORK

Perth and Peel@3.5million is the overarching strategic planning framework for the Perth and Peel metropolitan regions. Perth and Peel@3.5million proposes five strategic themes for a liveable, prosperous, connected, sustainable and collaborative City. The framework aspires to a city that provides a network of connected activity centres which deliver employment, entertainment and high-density lifestyle choices.

The framework identifies that additional 800,000 dwellings will be required from 2011 to 2050. This consists of 4,320 additional dwellings and 9,500 additional residents within the City of Nedlands. The proposed development seeks to consolidate density into the Nedlands area, helping the City to meet its strategic dwelling targets set by the State government.

6.2 CITY OF NEDLANDS LOCAL PLANNING SCHEME NO. 3

The subject site is zoned 'Urban' under the Metropolitan Region Scheme (**MRS**) zoned 'Residential' under the City of Nedland's Local Planning Scheme No. 3 (**LPS 3**). Residential land uses are not broken down into separate categories (single house, grouped dwelling, multiple dwelling) under LPS 3, rather they are all grouped as a single land use 'Residential'. Within the Residential Zone, the 'Residential' land use is a permitted use and therefore does not require consideration in assessment of this proposal.

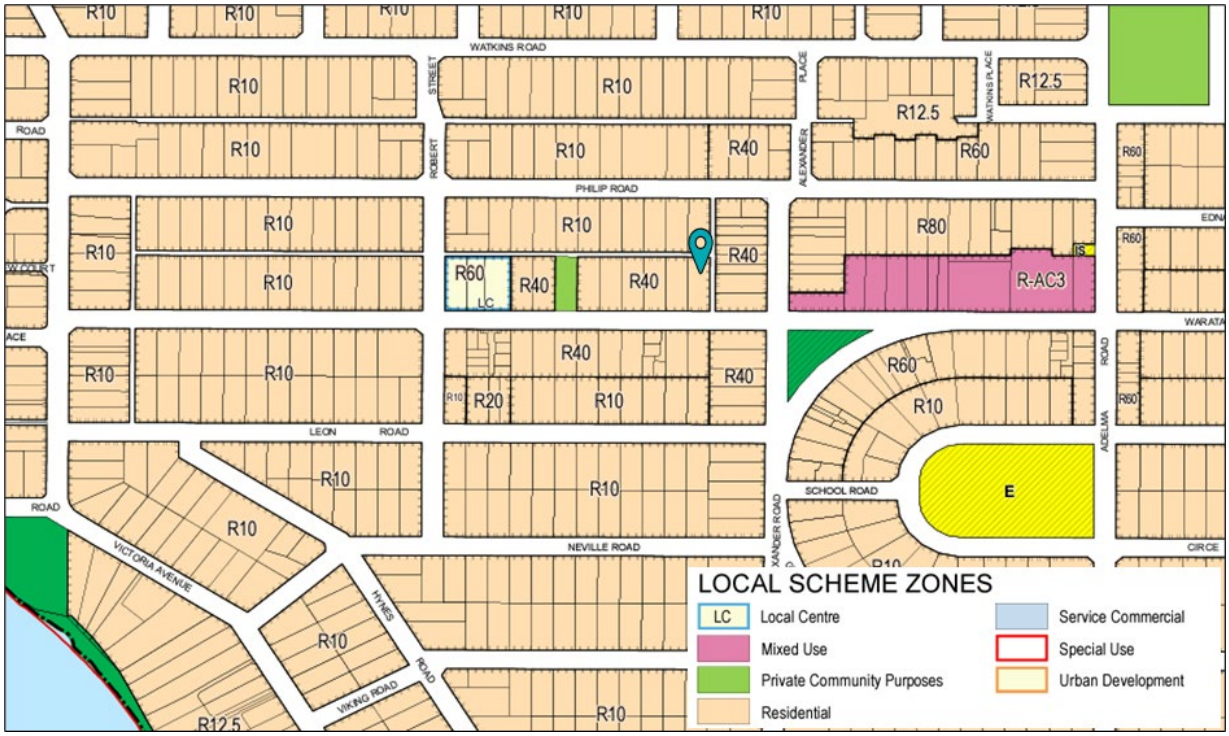


Figure 4: Extract of LPS3 Zoning Map

7 PLANNING ASSESSMENT AND JUSTIFICATION

An assessment of the proposed development's performance against the relevant provisions of the planning framework is detailed in this section of the report.

Local Planning Policy 1.1 – Residential Development: Single and Grouped Dwellings

LPP 1.1 includes a number of modifications and augmentations for the R-Codes assessment of residential development within Nedlands. Relevant elements of the R-Codes affected by the policy include:

- *Street setback*
- *Building height*
- *Street walls and fences*
- *Sight lines*
- *Vehicular access*

These changes have been incorporated into the R-Codes assessment above. Any variations have been considered against the relevant R-Codes design principles and any additional housing objectives of this policy.

Local Planning Policy 5.14 – Precicnts (Waratah Sub-Precinct)

The purpose of the policy is to provide built form requirements which respond to the context of each precinct area and to promote high level design quality of new development, in specific, the Waratah sub-precinct residential area south of the Stirling Highway.

> *"The Waratah sub-precinct shall provide for a diversity of dwelling types and configurations that provide for a range of household types..."*

The policy modifies requirements of the following R-Codes elements which specifically relates to Residential R40 development located within Waratah Avenue:

- *Street setback (primary and secondary street)*
- *Lot boundary setbacks (boundary walls)*

These changes have been incorporated into the R-Codes assessment above. Any variations have been considered against the relevant R-Codes design principles and any additional housing objectives of this policy.

State Planning Policy 7.3 – Residential Design Codes (Volume 1)

State Planning Policy 7.3 Volume 1 is the primary planning control document for single houses, grouped dwellings and low-density multiple dwellings in Western Australia. As outlined in State Planning Policy 7.3 R-Codes Volume 1, each design element includes design principles. Where a proposed development does not satisfy the deemed-to-comply requirement it must demonstrate that it satisfies the design principles of each respective element.

A design must also demonstrate that it meets the statement of intent or objectives of respective Local Planning Policies which are applicable to the proposed development. Planning approval applications will be assessed in context of the entire development design to ensure the objectives are achieved

SUMMARY OF SPP7.3 VOLUME 1 DEEMED-TO-COMPLY ASSESSMENT

5.1	CONTEXT	
5.1.2	Street setback*	☒
5.1.3	Lot boundary setback*	☒
5.1.4	Open space	☒
5.1.5	Communal open space	N/A
5.1.6	Building height*	☑

5.2	STREETSCAPE	
5.2.1	Setback of garages and carports*	☒
5.2.2	Garage width	☑
5.2.3	Street surveillance	☑
5.2.4	Street walls and fences*	☑
5.2.5	Sight lines*	☑
5.2.6	Appearance of retained dwellings	N/A

5.3	SITE PLANNING AND DESIGN	
5.3.1	Outdoor living areas	☑
5.3.2	Landscaping	☑
5.3.3	Parking	☑
5.3.4	Design of car parking spaces	☑
5.3.5	Vehicular access*	☑
5.3.6	Pedestrian access	N/A
5.3.7	Site works	☑
5.3.9	Stormwater management	☑

5.4	BUILDING DESIGN	
5.4.1	Visual privacy	☒
5.4.2	Solar access for adjoining sites	☑
5.4.3	Outbuildings	N/A
5.4.4	External fixtures, utilities and facilities	☑

5.5	SPECIAL PURPOSE DWELLING	
5.5.1	Ancillary dwellings	N/A
5.5.2	Aged or dependent person's dwellings	N/A
5.5.3	Single bedroom dwellings	N/A
5.5.4	Accessible Dwellings	N/A
5.5.5	Small Dwellings	N/A

R-CODES VOL.1 PART D – LAND		
1.0	LAND	
1.1	Site area	☑

*Indicates a requirement which has been modified or supplemented by a local planning policy.

Design elements which have not satisfied the deemed-to-comply requirements are demonstrated compliance with the associated design principles below.

5.1.2 Street Setback

Required	Proposed Variation
• LPP 5.14 – 9.3 Primary Controls prevails. Primary Street – 4.0m	• Lot 1: 2.0m (Waratah Av) • Lot 2, 3, 4 & 5: 1.0m (Shrike Ln)
• LPP 5.14 – 9.3 Primary Controls prevails. Secondary Street – 2.0m	• Lot 1: 1.0m (Waratah Av)

Design Principles

P2.1 *Buildings set back from street boundaries an appropriate distance to ensure they:*

- *contribute to, and are consistent with, an established streetscape;*
- *provide adequate privacy and open space for dwellings;*
- *accommodate site planning requirements such as parking, landscape and utilities; and*
- allow safety clearances for easements for essential service corridors.

P2.2 *Buildings mass and form that:*

- *uses design features to affect the size and scale of the building;*
- *uses appropriate minor projections that do not detract from the character of the streetscape;*
- *minimises the proportion of the façade at ground level taken up by building services, vehicle entries and walls, servicing infrastructure parking supply, blank access and meters and the like; and*
- *positively contributes to the prevailing or future development context and streetscape as outlined in the local planning framework.*

Planning Justification

Lot 1 (as indicated in Figure 5)

The primary street setback within the Waratah sub-precinct prescribes a 4 metre front setback. Lot 1 seeks to vary the requirement by 2 metres across a 20 metre frontage. The closest point which interjects into the streetscape is the first floor *Juliette* balcony attached to Bed 4 has a width of 800mm and is setback 1.2 metres from the primary street. Given the ancillary nature of the structure, it could be considered a minor projection.

The bulk of the dwelling is situated within the right of way to reduce impacts to the property abutting the western boundary and to maintain their respective views of the front setback area.

The design includes an abundance of streetscape landscaping and an open aspect façade of Waratah Avenue to minimise potential loss amenity and maintain the intent of residential development in the Waratah precinct.

The secondary street setback (Shrike Lane) is setback 1 metre in lieu of 2 metres. The proposed setback is in line with Lots 2 – 5 primary street setbacks. The bulk of the dwelling is situated along the right of way, as it is the most suitable location for building bulk in this context. Right of ways are considered ancillary in nature due to its heavy reliance on secondary access The setback variation will not impact on the amenity of the right of way or the neighbouring properties.

Lots 2 – 4 (as indicated in Figure 5)

The primary street setback for Lots 2 – 4 is 1 metre in lieu of 4 metres as Shrike Lane is considered the primary street.

Lots fronting Shrike Lane rely on sole access to the double garages. To reduce to potential dominance of bulk, the garages all have a permeable doors and permeable balcony screening above. The choice of colours and materials soften the appearance of bulk.

Lots 2 – 5 continue the primary setback landscaping theme, with raised planters within the ground and first floor and permeable paving within the driveway, creating an overwhelming sense of greenery in an area commonly bitumen.

The reduced setback to Shrike Lane does not result in loss of privacy as there is adequate separation between the proposed dwellings and the abutting eastern properties which is due to the laneway setback of over 5 metres. Lots 1 and 2 – 5 will enhance the frontages abutting the laneway and will result in an activated streetscape that is not commonly provided for laneways.

- The single houses provide passive surveillance of the street setback area, especially important in rights of way's due to the lack of frequent pedestrian and vehicle activity.

- There are no easements of structures within Waratah Avenue, Shrike Lane or Greygone Lane that are impacted by the setback variations and is therefore considered acceptable.

- The dwellings façade has been kept simplistic without invasive projections which is consistent with the design context of the locality. The design is intended to contrast and compliment the residential zone.

- Lots 2 – 5 street setback area is open in nature with no street walls or fences dominating the area. Lot 1 proposes a low lying permeable front fence which allows for views into the front setback area.

The modernistic design will set a positive precedence for the Waratah precinct. The white and cream colour tones contrast against the landscaping areas and planters within the upper floors help contribute to the prevailing context of the area. The dwellings offer a refreshed sense of place and laneway activation for Shrike and Greygone Lane.

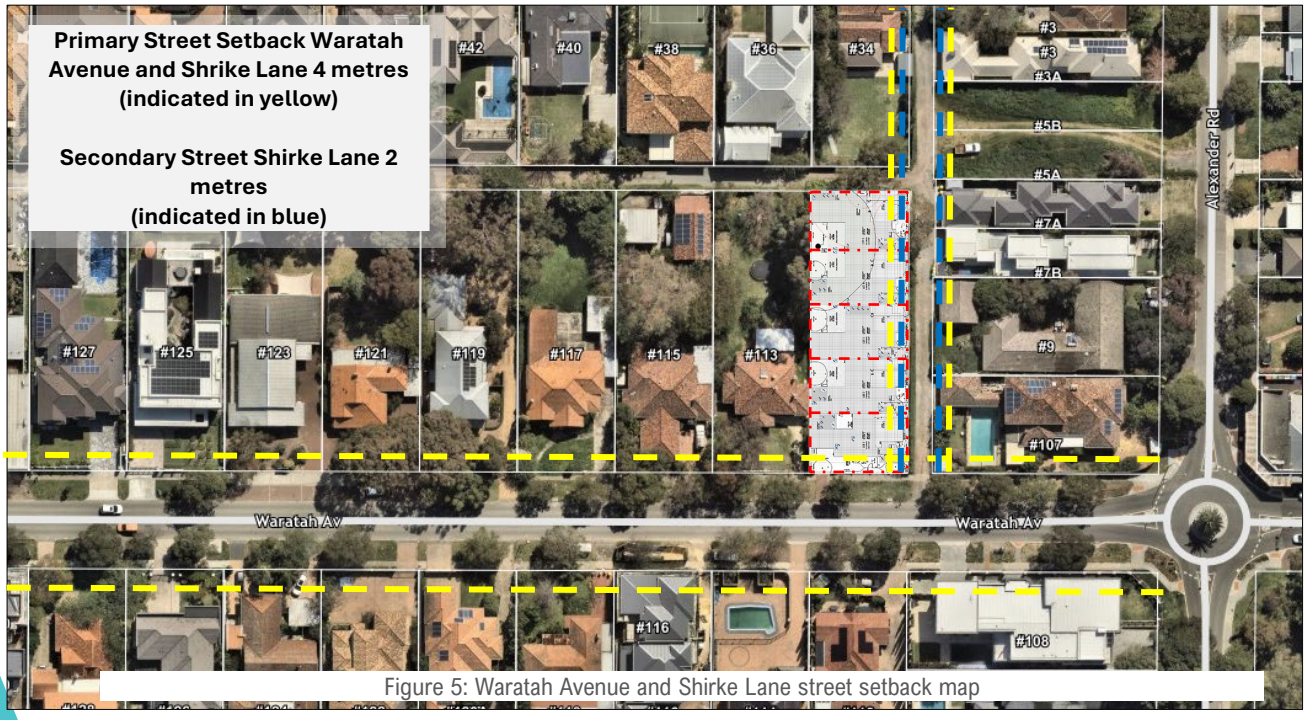


Figure 5: Waratah Avenue and Shirke Lane street setback map

5.2.1 Setback of Carport and Garages	
Required	**Proposed Variation**
• Garages are required to be set back 4.5m from the primary street. • Garages and carports set back 1.5m from a secondary street.	• Lot 2, 3 & 4: 1.0m setback • Lot 5: 2.0m setback • Lot 1: 1.0m setback
Design Principles	
P1.1	*Carports and garages set back to maintain clear sightlines along the street, to not obstruct views of dwellings from the street and vice versa and designed to contribute positively to streetscapes and to the appearance of dwellings.*
P1.2	*Garages and/or carports set back to ensure any vehicle parking on a driveway does not impede on any existing or planned adjoining pedestrian, cycle or dual-use path.*

Planning Justification

- Lot 1 proposes a setback of 1 metre in lieu of 1.5 metres for the secondary street setback.
- Lots 2 – 4 propose 1 metre setbacks in lieu of 4.5 metres
- Lot 5 proposes 2 metres in lieu of 4.5 metres.

All variations proposed have been adequately justified as the garages are effectively in alignment with each other, providing consistency with the Shrike Lane streetscape.
The proposed garages maintain clear sightlines along the Shrike Lane as the garages are setback between 1 – 2 metres and are not within the truncated areas.

The reduced setbacks do not prevent safe vehicle ingress and egress into the double garages. Majority of the adjacent properties have garages setback nil to the right of way and therefore the proposed is consistent with the existing streetscape.

The garages do not obstruct views for pedestrian accessing the right of way. Vehicles accessing their garage or using the right of way for access.

Lot 1 setback does not prevent views of Waratah Avenue where the streetscape vista is of greater importance.

The garages do not detract from the streetscape and are considered to be discrete due to proximity to the dwelling's alignment, the colours and material proposed will contribute positively to streetscapes and to the appearance of dwellings.

As a condition of subdivision approval, the landowner is required to adequately pave and drain the right of way. The choice of paving is currently being contemplated as it is the landowner's preference to provide a pedestrian-friendly material which will encourage passive activity within the laneway.

As indicated in Figure 6, there is a strong prevailing context of garages both established and recent, being constructed within the 4.5 metre deemed-to-comply setback.



107 Waratah Avenue
Garage indicated in red is setback 1.1 metres from Shrike Lane contrary to the DTC 4.5m setback requirement



9 Alexander Road
Garage indicated in red is setback 1.0 metre from Shrike Lane contrary to the DTC 4.5m setback requirement



7A/7B Alexandar Road
Garage indicated in red is setback 1.0 metre from Shrike Lane contrary to the DTC 4.5m setback requirement

Figure 6: Examples of Garages within Shrike Lane

5.1.3 Boundary Walls

Required	Proposed Variation
• Boundary walls up to one storey in height.	• Lots 1, 2, 3, 4 & 5: boundary wall height greater than one storey (4.6m to 4.9m).

Design Principles

P3.1 Buildings set back from lot boundaries or adjacent buildings on the same lot so as to:

- reduce impacts of building bulk on adjoining properties;
- provide adequate sunlight and ventilation to the building and open spaces on the site and adjoining properties; and
- minimise the extent of overlooking and resultant loss of privacy on adjoining properties.

P3.2 Buildings built up to boundaries (other than the street boundary) where this:

- makes more effective use of space for enhanced privacy for the occupant/s or outdoor living areas;
- does not compromise the design principle contained in clause 5.1.3 P3.1;
- does not have any adverse impact on the amenity of the adjoining property;
- ensures sunlight to major openings to habitable rooms and outdoor living areas for adjoining properties is not restricted; and
- positively contributes to the prevailing or future development context and streetscape as outlined in the local planning framework.

Planning Justification

Lots 1 – 5 propose boundary walls with heights greater than 1 storey within the western lot boundary. The boundary walls are approximately half the length of the proposed lot boundary and does impact on primary outdoor garden/living areas.

As the boundary walls only make up half of the respective lot boundary, there is still adequate sunlight for outdoor garden/living areas. This ensures that the abutting property is not dominated by building bulk and there is a sense of articulation.

The purpose of the boundary walls is to provide privacy for the upper floor balcony which face west. The walls provide a screening mechanism which prevents overlooking of the western property.

The proposed boundary walls achieve deemed-to-comply overshadowing outcomes and does not preclude the provision of outdoor living areas to the front and rear of each dwelling, including provision of trees.

5.1.4 Open Space

Required	Proposed Variation
• 45% open space required.	• Lot 2, 3 & 4: 40%

Design Principles

P4 Development incorporates suitable open space for its context to:

- reflect the existing and/or desired streetscape character or as outlined under the local planning framework;
- provide access to sunlight for the dwelling;
- reduce building bulk on the site, consistent with the expectations of the applicable density code and/or as outlined in the local planning framework;
- provide an attractive setting for the buildings, landscape, vegetation and streetscape;
- provide opportunities for residents to use space external to the dwelling for outdoor pursuits and access within/around the site; and
- provide space for utilities and essential facilities.
-

Planning Justification

In the context of each development site, the proposed 40% open space is equal to 90sqm of open space. There is sufficient open space provided that ultimately enables the occupant of the dwelling to utilise the dwelling for domestic pursuits.

The proposed single houses have been designed to abut each other. This design allows for the maximisation of space which is considered positive outcome for this type of development. with lots abutting each other in this arrangement, there is open space continuity throughout the lots which is accessible and usable space. The proposed open space allows for opportunities for the landscaping and trees to grow in significant deep soli areas.

The proposed dwellings function in a townhouse style, where internal areas provide preference to outdoor living, notwithstanding, Lot 2 – 4 contain 40sqm of primary outdoor living area and 31sqm of soft landscaping, combined total of 71sqm of each lot.

The primary outdoor living areas not screened by boundary walls which provides sufficient solar and ventilation into the dwelling. Solar access is provided through the setbacks which is provided to the northern ground and first floor.

The proposed balconies and alfresco areas on the upper floor are generous in size (38sqm), sufficiently landscaped with planters and will provide opportunities for occupants to use the space for outdoor pursuits.

There are several standard trees proposed across the entire site to aid in the green coverage of the development.

The proposed dwellings are consistent with existing two-storey development commonly seen in the Waratah Avenue locality where higher density development is prominent.

Although open space has a minor departure, the proposed is considered to be a better outcome for these lots and compatible with the desired streetscape.

5.4.1 Visual Privacy

Required	Proposed Variation
• 7.5 metre cone of vision	• Lot 1, 2, 3 & 4: 1F Balcony (east) – balcony partially overlooks the eastern adjoining dwellings side setback area. • Lot 5: 1F Balcony (north) – balcony partially overlooks the northern adjoining dwellings rear setback area.

Design Principles

P1.1 *Minimal direct overlooking of active habitable spaces and outdoor living areas of adjacent dwellings achieved through:*

- *building layout and location;*
- *design of major openings;*
- *landscape screening of outdoor active habitable spaces; and/or*
- *location of screening devices.*
-

P1.2 *Maximum visual privacy to side and rear boundaries through measures such as:*

- *offsetting the location of ground and first floor windows so that viewing is oblique rather than direct;*
- *building to the boundary where appropriate;*
- *setting back the first floor from the side boundary;*
- *providing higher or opaque and fixed windows; and/or*
- *screen devices (including landscaping, fencing, obscure glazing, timber screens, external blinds, window hoods and shutters).*
-

Planning Justification

The eastern setback for Lots 1 – 5 abuts Shrike Lane and partially overlooks properties that border the eastern boundary. The separation distance of Shrike Lane and the proposed dwellings is the 5 metres. Although a sufficient setback is provided through the right of way, overlooking departures are identified for Lots 1 – 4, and in addition, Lot 5 abutting Greygone Lane.

Lot 1 & 2 (as indicated in Figure 7)

- The rear balcony partially overlooks a side setback area inclusive of established landscaping and rear garage. The landscaping sits above the boundary fence and provides a natural screen to buffer between the dwelling and right of way. The visual privacy impact is considered minor as the overlooking does not extend into the entirety of the setback area.
- The balcony provides passive surveillance of the streetscape (Shrike Lane) and utilises views to an area that is ancillary in nature.

Lot 2 & 3 (as indicated in Figure 7)

- Partially overlooks side setback area inclusive of a rear garden setting and low to medium trees along the boundary fence and a rear garage. The visual privacy impact is considered minor as the overlooking does not extend into the entirety of the setback area.
- The balcony provides passive surveillance of the streetscape (Shrike Lane) and utilises views to an area that is ancillary in nature.

Lot 4 (as indicated in Figure 7)

- Partially overlooks a small rear bin store area and a rear garage. Due to the high-density dwelling nature of this property, there is little to no open space or areas which are sensitive to overlook.
- The balcony provides passive surveillance of the streetscape (Shrike Lane) and utilises views to an area that is ancillary in nature.

Lot 5 (as indicated in Figure 7)

- Partially overlooks the rear setback area inclusive of a rear garden setting and low to medium trees along the boundary fence. This area appears to not be utilised by the landowner for outdoor pursuits as the primary outdoor living area is closer to the dwellings alfresco area. The large established tree at Lot 5 will provide dense natural screening to the northern elevation.
- The balcony provides passive surveillance of the streetscape (Greygone Lane) and utilises views to an area that is ancillary in nature.

The minor overlooking variations are considered acceptable. Notwithstanding, if the determining authority requires a suitable screening device to be implemented, then this could be accommodated as a condition of approval.



Figure 7: Extent of overlooking on adjoining properties

8 CONCLUSION

The development has been designed to provide a high-quality outcome for the Dalkeith locality. The expectation of bespoke residential design is believed to be delivered as part of this proposal.

We request the City consider the benefits of the proposal, which will include a high resident amenity, and minimal impact on adjacent properties.

We look forward to working with the City towards the redevelopment of the site

ATTACHMENT 1: DRP MINUTES AND ARCHITECTURAL RESPONSE

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29 October 2024

01/07/2024	DR1
Principle 1 - **Context and character**	
Principle 2 - **Landscape quality**	
Principle 3 - **Built form and scale**	
Principle 4 - **Functionality and build quality**	
Principle 5 - **Sustainability**	
Principle 6 - **Amenity**	
Principle 7 - **Legibility**	
Principle 8 - **Safety**	
Principle 9 - **Community**	
Principle 10 - **Aesthetics**	

DESIGN REVIEW PANEL MEETING MINUTES AND RESPONSES

Principle 1 – Context and character *Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.*

	1a. Comments	**Applicant's Response**
	The proposed front fence interface to Waratah Avenue doesn't acknowledge this is a primary streetscape and currently appears as a continuous solid (side or rear) boundary fence interface.	Added articulation to the front fence interface to Waratah Avenue, incorporating varied elements to align with the primary streetscape design.
	The non-compliant front setback does not respond to the prevailing condition on the streetscape and makes it difficult to contribute to the area's open feel leafy green streetscape character which plays an important role within the areas unique sense of place.	Adjusted the front setback to better align with the prevailing streetscape conditions, enhancing the open, leafy green character that defines the area's unique sense of place.
	The interface to Shrike Lane will determine the success of the development. To create a successful Mews like space, it must present as being pedestrian oriented which will be difficult to achieve with the current gravel laneway finish or if asphalt is selected to upgrade the laneway.	Permeable paving and landscaping outside each lot, including bench seats and a path, to create a pedestrian-oriented, Mews-like space that enhances the interface with Shrike Lane.
	1b. Suggested amendments/improvements	**Applicant's Response**
	Introduce further visual permeability, interactivity and visual interest to the front streetscape fence.	Landscaping elements, permeable garage doors, and a well-articulated design that enhances visual permeability, interactivity, and interest, while being conscious of the location.
	Consider increasing the front setback on Waratah Avenue significantly to generate greater separation between the front dwelling and street as well as offering an opportunity for	To best achieve the minimum lot requirements, we have increased the front setback to the greatest extent possible within the design constraints.

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DESIGN REVIEW PANEL MEETING MINUTES AND RESPONSES

generous landscaping in the front setback area which will contribute positively to the streetscape and local community.	
Consider committing to upgrading the laneway ground surface as part of the development with a high quality paving indicative of a pedestrian orientated space.	Shrike Lane has been documented to be repaved to create a pedestrian-oriented space.

Principle 2 – Landscape quality

Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.

2a Comments	**Applicant's Response**
The intention to retain the 3 off large mature trees is appreciated but an arborist's report is required to confirm the viability of doing so. The dwellings appear to be too close to the trees. The Panel are sceptical they can be retained based on the information provided.	An arborist's report has identified which trees can be retained. We have complied with the report and documented the trees that will be preserved.
As noted above in the Context & Character Principle increasing the front setback would generate on opportunity to provide additional generous landscaping including new trees on the Waratah Avenue streetscape interface.	The design has incorporated locations within the setback where the landscape architect has provided generous landscaping, including up to three additional medium trees, to enhance the Waratah Avenue streetscape interface.
The permeable paving areas in-front of the lift and stairs on the Shrike Lane side appear as opportunities for additional planting areas.	We have implemented additional planting areas in the permeable paving zones in front of the lift and stairs on Shrike Lane.
Some areas of the upper level on-structure planting look like they will be difficult to access for maintenance.	Noted.
2b. Suggested amendments/improvements	**Applicant's Response**
An arborist report should be presented to the DRP identifying the state of each tree proposed for retention, the potential for the trees to be retained and the building clearances that would be required to retain the trees.	An arborist report has been undertaken and its findings have been implemented into the design.
Provide additional generous landscaping in the Waratah Avenue front setback area.	Additional planting has been provided in the Waratah Avenue front setback area.
Replace the laneway permeable paving areas in-front of the lift and stairs with landscaping and explore the potential for small trees in these areas.	These areas are designed to increase pedestrian access and create a Mews-like space, which is why permeable paving has been prioritized over additional landscaping. Soft landscaping has been maximised in these locations.

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DESIGN REVIEW PANEL MEETING MINUTES AND RESPONSES

Consider and illustrate how the upper level planting will be maintained to ensure these areas are viable long term.	Access and maintenance have been considered within the current design.

Principle 3 – Built form and scale

Good design ensures that the massing and height of development is appropriate to its setting and successfully negotiates between existing built form and the intended future character of the local area.

3a. Comments	**Applicant's Response**
The non-compliant front and rear setbacks are tight. *The front and rear unit courtyards appear small and awkward in shape. This in combination with the minimal front and rear setbacks potentially indicate the site is being overdeveloped. One solution discussed in the meeting could be to flip the courtyard to Lot 1 to face Waratah Avenue, increasing the 'effective' outdoor space by amalgamating both courtyards and also increasing the front setback distance for a portion of the front façade. Although this would result in one south facing courtyard and living area on balance this approach would likely be supported. Another option to free up the ground plane would be reducing the dwellings on the site or some 4 bed dwellings being reduced to three bed dwellings.*	We have adapted the feedback by redesigning Lot 1 to include two courtyards, thereby creating valuable open space and improving the overall layout.
3b. Suggested amendments/improvements	**Applicant's Response**
Investigate re-configurations to increase the front and rear setbacks on the site.	We have reconfigured Lots 1 and 5 to increase the front and rear setbacks, enhancing the overall layout and providing more valuable open space
Investigate options to increase the size and improve the proportions of the courtyards to the front and rear dwellings.	Feedback has been adopted.

Principle 4 – Functionality and build quality

Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life-cycle.

4a. Comments	**Applicant's Response**
Limited storage is provided within the dwellings.	Each lot has been designed to include storage space.
There are a number of items that require liaison with the City's Planning and Engineering / Technical Services Departments that may impact significantly on the general built form arrangement on the site.	The design has incorporated feedback from: Planners Arborist Civil Engineer Landscape architect
Some upper levels don't currently have a WC.	All upper levels have been designed to include a WC.

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DESIGN REVIEW PANEL MEETING MINUTES AND RESPONSES

AC external units are not currently shown on the drawings.	All A/C units are shown
4b. Suggested amendments/improvements	**Applicant's Response**
Liaise with the City in relation to; *Visitor parking requirements* *Bin collection location (currently residents would need to take the bins through the laneway if bins are collected from Waratah Ave)* *Post delivery* *Turning circle for vehicles (the current layout appears to require vehicles to use the adjacent neighbour's property to provide compliant turning circles into the garages).* *Requirements in relation to upgrading the laneway (which is currently gravel)* *Truncations on the front and rear lots for vehicle turning visibility* *Retention of the rear tree in terms of its impact on the laneway* *Confirm the requirements in relation to the above items with the City and integrate any resulting impacts into the proposal*	Items have been addressed
Undertake a close analysis and fine tuning of the plans for issues such as no upstairs WC's, undersized master bedroom, lack of built in robes etc.	We have adopted the feedback into the drawings, addressing issues such as the inclusion of upstairs WCs, resizing the master bedroom, and adding built-in robes.
Show the AC external units on the drawings in a location that does not impact of resident amenity (ideally positioned and screened on the roof).	All A/C units are shown

Principle 5 – Sustainability	*Good design optimises the sustainability of the built environment, delivering positive environmental, social and economic outcomes.*
5a. Comments	**Applicant's Response**
The applicant has provided insufficient information for this Principle to be assessed due to the early nature of the design process.	Energy efficiency consultant has been engaged to provide reports ensuring compliance
5b. Suggested amendments/improvements	**Applicant's Response**
Engage an ESD professional to develop a comprehensive ESD report for the project.	

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DESIGN REVIEW PANEL MEETING MINUTES AND RESPONSES

	Develop an ESD narrative for the project and consider integrating ESD initiatives such as PV solar panels, water capture / re-use, EV charging, heat pump hot water systems, double glazing, light colour roofs etc.	An energy efficiency assessment has been undertaken for all lots. The results are as follows: Lot 1: 6-star rating Lots 2-4: 7-star rating Lot 5: 6-star rating

Principle 6 – Amenity

Good design optimises internal and external amenity for occupants, visitors and neighbours, providing environments that are comfortable, productive and healthy.

	6a. Comments	**Applicant's Response**
	The Lot 1 living area will receive limited natural light due to the solid wall facing the courtyard.	The new design for Lot 1 addresses the issue of limited natural light in the living area.
	The Lot 2, 3 and 4 living spaces and master bedrooms could be swapped so the living area receives more north light access.	The design has incorporated this feedback, providing options for the living space orientation in Lots 2, 3, and 4 to enhance north light access.
	The proposal includes a number of internal bathrooms without windows.	Where a window cannot be provided, a skylight has been used.
	The rumpus rooms will receive limited natural light access.	The rumpus rooms have been redesigned to incorporate natural light.
	All units have north facing upper terraces which is supported however these are currently non-compliant in relation to visual privacy. These spaces are having to work hard to generate resident amenity as the ground level courtyards are relatively small.	Feedback has been incorporated, and screens have been used where necessary.
	The upper and lower level west facing openings have no roof overhang or passive shading.	Shading and fairings have been incorporated into the design.
	6b. Suggested amendments/improvements	**Applicant's Response**
	Look at options to improve natural light access to the Lot 1 living area.	An internal courtyard has been incorporated into the design to improve natural light access to the Lot 1 living area.
	Consider flipping the ground floor master bedrooms and living spaces to create northern oriented living spaces.	An option has been provided that incorporates the design change.
	At upper level behind the curved batons consider placing a window to allow more light to access the rumpus room or install operable Velux roof skylights in these rooms.	Adopted.
	Include skylights to internal bathrooms.	Adopted.

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DESIGN REVIEW PANEL MEETING MINUTES AND RESPONSES

Consider a roof overhang or passive shading to all west facing openings for sun as well as weather protection as well as to the upper level terraces to increase the potential use of this space throughout the year.	Adopted.
Consider additional north facing glazing to the upper level of Lot 5.	Adopted.

Principle 7 – Legibility

Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.

7a. Comments	**Applicant's Response**
Nil.	Noted.
7b. Suggested amendments/improvements	**Applicant's Response**
Supported.	Noted.

Principle 8 – Safety

Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.

8a. Comments	**Applicant's Response**
The current requirement for movement of bins in a vehicle access laneway may present a safety concern.	Bins have been considered and are in keeping with requirements and the status quo within the laneway.
The current proposal may rely on vehicles crossing over adjacent properties to comply with turning circle requirements into the garages.	The required turning circle requirements have been provided and comply with the necessary standards.
8b. Suggested amendments/improvements	**Applicant's Response**
Liaise with the City in relation to these items and integrate any requirements into the proposal.	Considered.

Principle 9 – Community

Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.

9a. Comments	**Applicant's Response**
Additional work is required to develop a narrative on what the development will provide to the surrounding community beyond the retention of existing mature trees.	The development will activate a laneway currently in disrepair and is designed to be in keeping with the design language of Dalkeith.
9b. Suggested amendments/improvements	**Applicant's Response**
Improve the Waratah Avenue front fence interface and consider upgrading the laneway ground surface as noted in the Context & Character Principle.	Incorporated into design.

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DESIGN REVIEW PANEL MEETING MINUTES AND RESPONSES

	Increase the front setback and provide generous landscaping within the front setback area to contribute positively to the streetscape and surrounding local community.	Landscaping has been incorporated.
Principle 10 – Aesthetics		*Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.*
	10a. Comments	**Applicant's Response**
	Nil.	Noted.
	10b. Suggested amendments/improvements	**Applicant's Response**
	Supported.	Noted.

GENERAL NOTES:
1. THIS IS A CONCEPT PLAN ONLY.
2. ALL STRUCTURES SUBJECT TO ENGINEERING AND COUNCIL APPROVAL.
3. ALL MEASUREMENTS TO BE CHECKED PRIOR TO CONSTRUCTION.

REV	DATE	DWN	APP	DESCRIPTION
A	28.06.24	KD	KD	PLANTING PALETTE
B	16.09.24	KD	KD	PLANTING PALETTE - UPDATE

PLANTING IMAGES - TREES


EUCtor


EUCvic


LAGtus


OLEeur

FEATURE


ANIfla


ZAMfur

GROUND COVERS AND CASCADING


ADEcun


CAScou


CORfir


DICsil


EREblu


GREgin


HIBsca


ROSpro


SCAhum

STRAPPY


CONcan


DIAeme


DIAbla


FICnod


LOMtan


LOMnya

SHRUBS


LEUbro


PIMfer


PITmis


RHAori


SYZora


WESaus


WESgre

SHADE PLANTS


CLImin


CORdus


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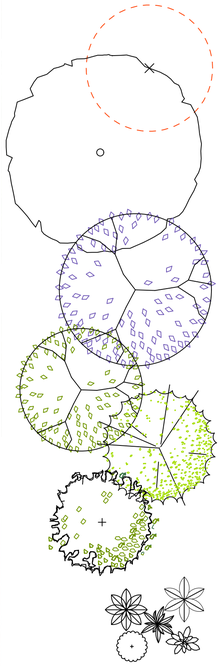

LIRjus


PHIxan


SANtri

LEGEND

TREES



EXISTING TREES TO BE REMOVED

EXISTING TREES TO BE RETAINED

SELECTED NATIVE TREES EG. EUCALYPTUS TORQUATA CANOPY: 5m

SELECTED SMALL TREES EG. EUCALYPTUS VICTRIX CANOPY: 4m

SELECTED SMALL TREES EG. CREPE MYRTLES CANOPY: 4m

SELECTED SMALL TREES EG. BAMBINO OLIVE CANOPY: 3m

FEATURE PLANTS

SELECTED FEATURE PLANTING

PLANTING

VERGE PLANTING
LOW NATIVE GROUNDCOVERS

PLANTING TYPE 01
GROUNDCOVERS

PLANTING TYPE 02
SHRUBS

PLANTING TYPE 03
STRAPPY/MIXED

PLANTING TYPE 04
SHADE PLANTING

SELECTED LAWN SPECIES
WINTERGREEN COUCH

PERMEABLE PAVING
TRAFFICABLE TURF CELLS

MISC

DEEP SOIL AREAS (DSA)

DEEP SOIL AREAS ON STRUCTURE (CALCULATED AT 50%)

FEATURE BOULDERS
EG. MOSS ROCKS

PLANTING PALETTE

Symbol	Species	Common Name	Quantities	Size
Trees:				
EUCfor	Eucalyptus forrestiana	Fushia Gum	As Shown	100L
EUCtor	Eucalyptus torquata	Coral Gum	As Shown	100L
EUCvic	Eucalyptus victrix	Little Ghost Gum	As Shown	100L
HAKlau	Hakea laurina	Pin Cushin Hakea	As Shown	100L
LAGind	Lagerstroemia indica	White Crepe Myrtle	As Shown	100L
LAGtus	Lagerstroemia tuscarora	Pink Crepe Myrtle	As Shown	100L
OLEeur	Olea europaea	Bambino Olive	As Shown	100L
Groundcovers and Cascading:				
ADEcun	Adenanthos cuneatus	Coral Carpet	2/m2	140mm
CAScou	Casuarina glauca 'Cousin It'	Cousin It	2/m2	140mm
CORfir	Correa 'Fire Bells	Fire Bells	2/m2	140mm
DICsil	Dichondra 'Silver Falls'	Silver Falls	2/m2	140mm
ECHimb	Echeveria imbricata	Blue Rose	2/m2	140mm
EREblu	Eremophila 'Blue Horizon'	Blue Horizon	2/m2	140mm
FICpum	Ficus pumila	Creeping Fig	2/m2	140mm
GREgin	Grevillea 'Gin Gin Gem'	Gin Gin Gem	2/m2	140mm
HIBsca	Hibbertia scandens	Snake Vine	2/m2	140mm
MYOpar	Myoporum parvifolium 'Yareena'	Yareena	2/m2	140mm
ROSoff	Rosmarinus officinalis 'Prostratus'	Creeping Rosemary	2/m2	140mm
SCAhum	Scaevola humilis 'Purple Fusion'	Fan Flower	2/m2	140mm
Strappy:				
CONcan	Conostylis candicans	Grey Cottonheads	3/m2	140mm
DIAeme	Dianella tasmanica 'Emerald Arch'	Emerald Arch	3/m2	140mm
DIAbla	Dianella tasmanica 'Blaze'	Blaze	3/m2	140mm
FICnod	Ficinia nodosa	Knobby Club Rush	3/m2	140mm
LOMtan	Lomandra 'Tanika'	Tanika	3/m2	200mm
LOMnya	Lomandra 'Nyalla'	Nyalla	3/m2	200mm
Shrubs:				
LEUbro	Leucophyta brownii	Silver Cushion Bush	3/m2	140mm
OLEaxi	Olearia axillaris	Coastal Daisy	3/m2	200mm
PIMfer	Pimelea ferruginea	Rice Flower	3/m2	200mm
PITmis	Pittosporum tobira 'Miss Muffet'	Miss Muffet	3/m2	200mm
RHAori	Rhaiolepsis 'Oriental Pearl'	Dwarf Indian Hawthorn	2/m2	200mm
SYZora	Syzigium 'Orange Twist'	Lilly Pilly	2/m2	200mm
WESaus	Westringia 'Aussie Box'	Aussie Box	3/m2	200mm
WESgre	Westringia 'Grey Box'	Grey Box	3/m2	200mm
Shade Planting				
AJUrep	Ajuga reptans	Bungle weed	3/m2	140mm
CLImin	Clivia miniata	Bush Lily	3/m2	200mm
CORdus	Correa 'Dusky Bells'	Dusky Bells	3/m2	140mm
DICrep	Dicondra repens	kidney plant	3/m2	140mm
LIRjus	Liriope 'Just Right'	Just Right	3/m2	140mm
PHIxan	Philodendron Xanadu	Xanadu	3/m2	200mm
SANtri	Sansevieria trifasciata laurentii	Mother-in-law's Tongue	3/m2	200mm
Feature Plants:				
AGAatt	Agave attenuata	Foxtail	2/m2	12L
ALOtop	Aloe hybrid	Topaz	2/m2	12L
ANIfla	Anigozanthos flavidus	Kangaroo Paw	2/m2	12L
ZAMfur	Zamia furfuracea	Cardboard Palm	2/m2	12L

NOTES

1. GENERAL

1.1 DRAINAGE FROM THE RAISED PLANTER AREAS AND POTS TO BE PROVIDED BY BUILDER
1.2 ALL SCALES ARE AS NOTED AND TO SUIT A1 PAPER SIZE
1.3 THIS DRAWING SHALL NOT BE USED FOR CONSTRUCTION UNLESS REVISED '0' ISSUED FOR CONSTRUCTION AND SIGNED AND APPROVED BY PROJECT MANAGER/SUPERINTENDENT.
1.4 PLANTING SETOUT SHOULD BE CHECKED BY SUPERINTENDENT BEFORE INSTALLATION BEGINS.

2. SOIL PREPARATION

2.1 ALL AREAS ARE TO BE FINE GRADED EVENLY TO CONFORM TO KERB LEVELS AND SURROUNDING FINISHES.
2.2 SURFACES SHALL BE FREE FROM DEPRESSIONS, IRREGULARITIES AND NOTICEABLE CHANGES IN GRADE. GENERALLY, GRADES SHALL DEVIATE IN LEVEL NO GREATER THAN 20mm IN ONE LINEAR METRE.
2.3 PLANTED AREAS SHALL BE SPREAD WITH MIN. 50mm OF APPROVED STANDARD SOIL CONDITIONER THAT SHALL BE RIPPED INTO EXISTING SOIL TO A MIN. DEPTH OF 200mm.
2.4 RAISED PLANTER AREAS AND POTS SHALL BE INSTALLED WITH APPROPRIATE DRAINAGE CELL, AGGREGATE AND GEOTEXTILE MEMBRANE BELOW SOIL.
2.5 FILL SOIL TO RAISED PLANTER AREAS AND POTS TO BE APPROVED LIGHTWEIGHT LANDSCAPE MIX.
2.6 ALL SITE AND IMPORTED SOILS, POTTING MIX, SOIL CONDITIONERS AND MULCHES TO BE IN ACCORDANCE TO RELEVANT AUSTRALIAN STANDARDS.

3. PLANTING

3.1 PLANTED AREAS SHALL BE MULCHED WITH AN ORGANIC (WOODCHIP) MULCH UNLESS OTHERWISE STATED TO A MINIMUM DEPTH OF 75mm.
3.2 ADVANCED TREES SHALL BE STAKED W/ 50x50mm DIA HARDWOOD POSTS. POSTS SHALL BE PAINTED BLACK AND INSTALLED TO A MIN DEPTH OF 500mm. TREES SHALL BE SECURED TO POLES W/ RUBBER TIES IN FIGURE 8.
3.3 TREES PLANTED WITH IN 1000mm OF BOUNDARY WALLS AND/OR PARKING AREAS SHALL BE INSTALLED WITHIN 600mm DEPTH NYLEX ROOT BARRIER MEMBRANE. MEMBRANE SHALL BE INSTALLED AS PER MANUFACTURERS RECOMMENDATIONS.
3.4 FINAL PLANTING SHALL BE SELECTED FROM PLANTING PALETTE SCHEDULE.
3.5 PLANTS TO BE SET OUT IN EVEN SPACING TO FILL THE DESIGNATED AREAS.
3.6 IN AREAS OF MIXED PLANTING, SPECIES TO BE SPREAD OUT AT RANDOM, IN GROUPINGS OF 2 OR 3.
3.7 PLANTS SHALL BE SUPPLIED FROM AN INDUSTRY ACCREDITED WHOLESALE NURSERY. PLANTS SHALL BE IN APPROPRIATE SIZE FOR THE LISTED POT SIZE AND IN GOOD HEALTH.

4. IRRIGATION

4.1 PLANTING TO GROUND LEVEL TO BE IRRIGATED VIA A FULLY AUTOMATIC SYSTEM FROM MAINS.
4.2 WATER PRESSURE TO HAVE A MINIMUM FLOW RATE OF 30L/pm AT 300kPA FROM THE WATER CONNECTION POINT (OR AS STIPULATED).
4.3 PLANTING TO COURTYARDS TO BE IRRIGATED VIA DIGITAL TAP TIMER (INDIVIDUAL CONNECTION POINTS TO BE PROVIDED).
4.4 PLANTING ON ALL UPPER LEVELS TO BE IRRIGATED VIA BATTERY OPERATED VALVE (CONNECTION POINTS TO BE PROVIDED TO EACH LEVEL).
4.5 CONTROLLER TO BE LOCATED IN SERVICE ROOM (OR AS SHOWN ON IRRIGATION DETAILS).
4.6 SLEEVES BENEATH PAVED SURFACES AND TO RAISED PLANTING AREAS TO BE PROVIDED BY OTHERS.
4.7 IRRIGATION TO GARDEN BEDS TO BE NETAFIM TECHLINE, SUB SURFACE IRRIGATION. INSTALLED TO MANUFACTURERS SPECIFICATION. IRRIGATION TO TURF TO BE POP UP SPRINKLERS; MP ROTATORS OR SIMILAR. IRRIGATION TO TREES TO BE BE BUBBLERS; TORO FLOOD BUBBLERS OR SIMILAR.
4.8 ASCON DRAWINGS, MANUALS AND 12 MONTH WARRANTY SHALL BE SUPPLIED BY THE IRRIGATION CONTRACTOR TO THE CLIENT UPON PRACTICAL COMPLETION.
4.9 PLEASE REFER TO IRRIGATION DRAWING SET FOR FINAL LAYOUT AND SCHEDULE (TO FUTURE DETAIL).

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DEVELOPMENT APPROVAL

JOB No. 0449 PAGE 100 REV B

WARATAH AVE RESIDENTIAL
LANDSCAPE CONCEPT IMAGES

FOUND DEVELOPMENTS
111 WARATAH AVE, DALKEITH

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H:\Shared drives\KDLA Design\0449 Waratah Ave Dalkeith_Found Development\01. CAD Design\0449-WAR-LR_B.dwg

GENERAL NOTES:
1. THIS IS A CONCEPT PLAN ONLY.
2. ALL STRUCTURES SUBJECT TO ENGINEERING AND COUNCIL APPROVAL.
3. ALL MEASUREMENTS TO BE CHECKED PRIOR TO CONSTRUCTION.

REV	DATE	DWN	APP	DESCRIPTION
A	28.06.24	KD	KD	LANDSCAPE CONCEPT PLAN
B	16.09.24	KD	KD	LANDSCAPE CONCEPT PLAN – **UPDATED**

LANDSCAPE AREA CALCULATIONS

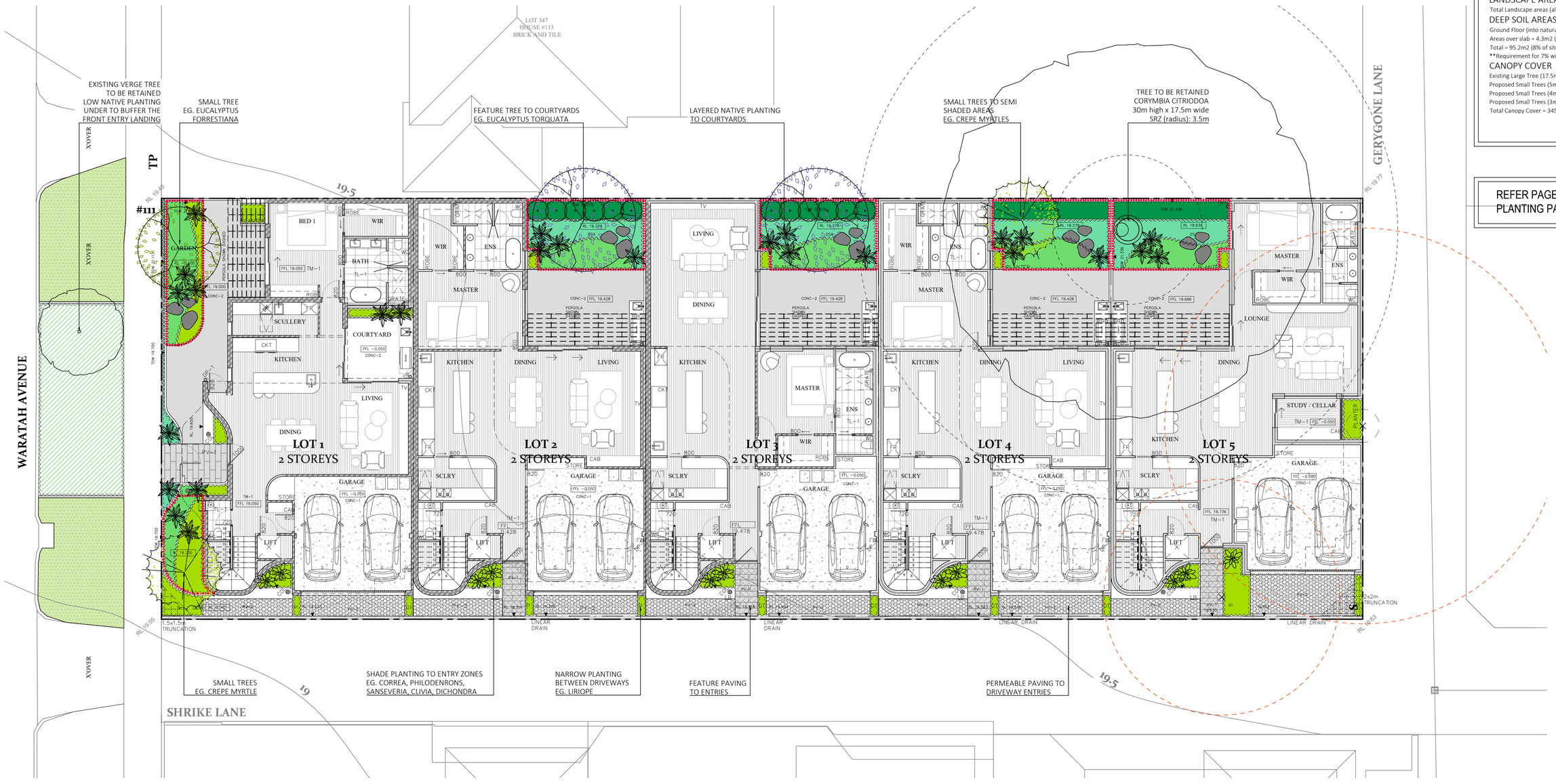
SITE AREA
Total site areas = 1164m2

LANDSCAPE AREAS
Total Landscape areas (all levels) = 205.5m2 (17.6% of site)

DEEP SOIL AREAS (DSA)
Ground Floor (into natural earth)= 93m2
Areas over slab = 4.3m2 (halved to 2.2m2 for DSA on structure)
Total = 95.2m2 (8% of site)
**Requirement for 7% with existing tree retention

CANOPY COVER
Existing Large Tree (17.5m canopy) = 240m2
Proposed Small Trees (5m canopy) x 3 = 59m2
Proposed Small Trees (4m canopy) x 2 = 25m2
Proposed Small Trees (3m canopy) x 3 = 21m2
Total Canopy Cover = 345.2m2 (30% of site)

REFER PAGE 100 FOR LEGEND, PLANTING PALETTE AND LEGEND



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DEVELOPMENT APPROVAL

JOB No. 0449 PAGE 101 REV B

SCALE 1:100 @A1

WARATAH AVE RESIDENTIAL
LANDSCAPE CONCEPT PLAN_GROUND FLOOR

FOUND DEVELOPMENTS
111 WARATAH AVE, DALKEITH

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REV	DATE	DWN	APP	DESCRIPTION
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B	16.09.24	KD	KD	LANDSCAPE CONCEPT PLAN – **UPDATED**

LANDSCAPE AREA CALCULATIONS

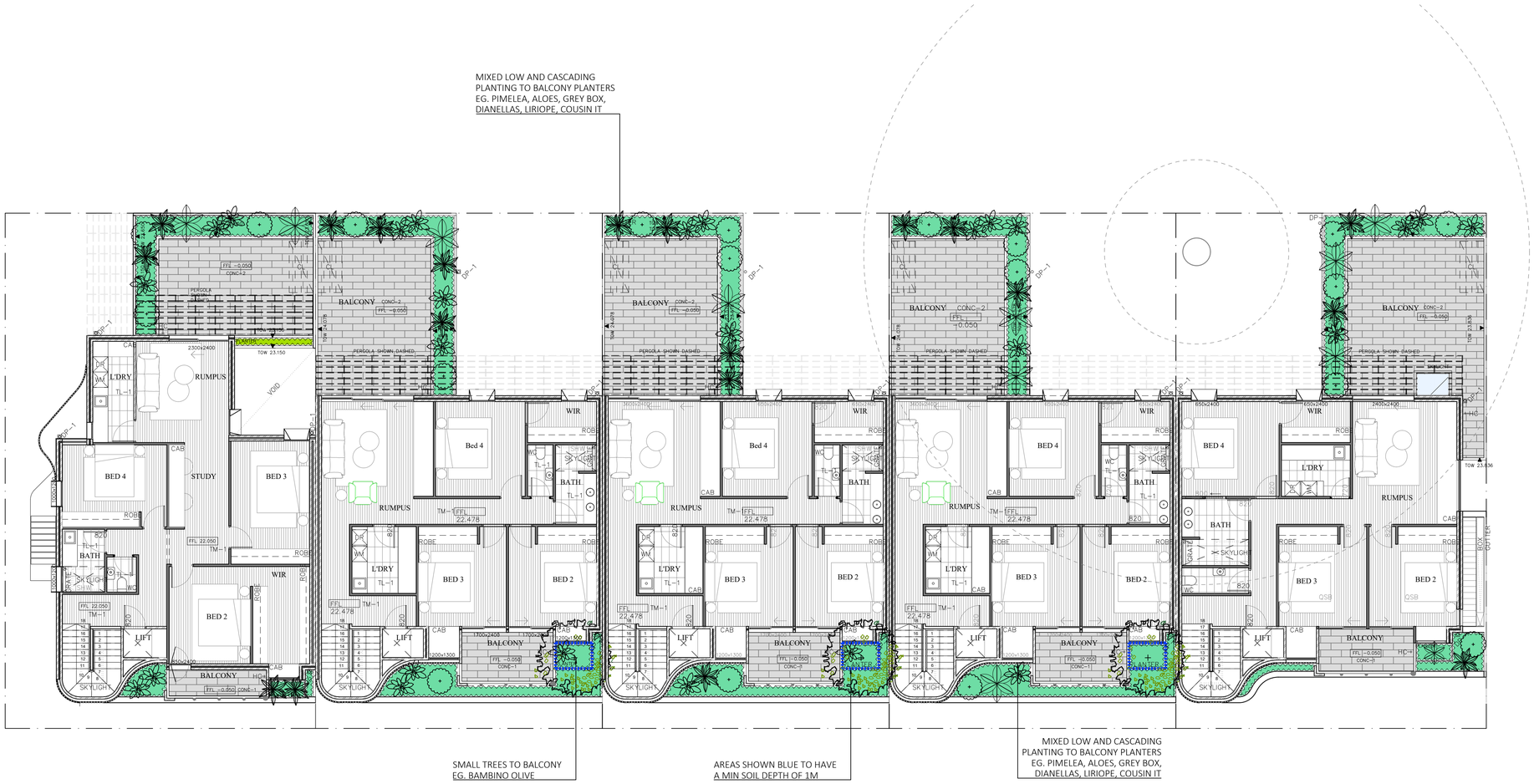
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DEVELOPMENT APPROVAL

JOB No. 0449 PAGE 102 REV B

0 1 2 4 6 10m
SCALE 1:100 @A1

WARATAH AVE RESIDENTIAL
LANDSCAPE CONCEPT PLAN_LEVEL 01

FOUND DEVELOPMENTS
111 WARATAH AVE, DALKEITH

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CIVICA | ArborSafe
Software Solutions for Tree Inventory Management



Arboricultural Impact Assessment

State of Kin
111 Waratah Avenue
Dalkeith WA

28 August 2024

Assessment and report by:

Nick Arnold Dip. Arb., BSC Biology, MSC Soil Management, NZQF (equiv. AQF) Level 5

Job No: 05661

CIVICA | ArborSafe

05661

28 August 2024

Ara Salomone
State of Kin
70 Churchill Avenue
Subiaco WA 6008

Arboricultural Impact Assessment report regarding eight trees located within the vicinity of a proposed development at 111 Waratah Avenue, Dalkeith WA

Dear Ara,

We are pleased to provide the following Arboricultural Impact Assessment report for eight trees within the grounds of 111 Waratah Avenue, Dalkeith.

Complete use of this report is authorised under the conditions limiting its use as stated in Appendix A Item 7 of “Arboricultural Reporting Assumptions and Limiting Conditions”.

Should you have any queries relating to this report, its recommendations, or the options considered please do not hesitate to contact us on 1300 272 671.

Regards,



Nick Arnold

Consulting Arborist
Dip. Arb., BSC Biology, MSC Soil Management, NZQF (equiv. AQF) Level 5

1 Introduction

1.1 Civica ArborSafe was engaged by Ara Solomone on behalf of State of Kin (the Client) to complete an Arboricultural Impact Assessment (report) on eight trees located within or adjacent to 111 Waratah Avenue, Dalkeith (Perth).

1.2 This report has been requested as part of a Development Application (DA) that involves the demolition of an existing residential building and the sub-division/construction of multiple new dwellings within a similar location.

1.3 The report was intended to provide information on site trees and how they may be impacted upon by the proposed development. Report findings and subsequent recommendations are based upon guidance provided within Australian Standard AS 4970–2009: *Protection of Trees on Development Sites*.

1.4 Observations and recommendations provided within this report are based upon information provided by the Client and an arborist site visit.

2 Scope

2.1 Carry out a visual examination of trees nominated by the Client.

2.2 Inspect nominated trees and their growing environment in the context of the proposed development.

2.3 Provide an objective appraisal of the subject trees in relation to their species, estimated age, health, structural condition and viability within the landscape.

2.4 Based on the findings of this investigation, provide independent recommendations on the retention value of the trees.

2.5 Nominate subject trees that can be retained or require removal to facilitate the proposed development.

2.6 Review the proposed development in the context of City of Nedlands Policy 3.3: Tree Retention (City Of Nedlands, 2019).

2.7 Identify and reduce potential conflicts between subject trees and site development by providing accurate information on the area required for tree retention and methods/techniques suitable for tree protection during construction.

2.8 Provide information on restricted activities within the area nominated for tree protection, as well as suitable construction methods to be adopted during construction.

3 Methodology

3.1 Data Collection

3.1.1 Nick Arnold of Civica ArborSafe carried out a site inspection of the subject trees on 23 August 2024.

3.1.2 Trees that are the subject of this report were identified during discussions with the Client.

3.1.3 The subject trees were inspected from ground level. No foliage or soil samples were taken. No aerial or internal investigations were undertaken.

3.1.4 Tree height and crown width were estimated and have been provided to the nearest whole metre. Trunk Diameter at Breast Height (DBH) was measured with a diameter tape and provided to the nearest centimetre.

3.1.5 Data collected on site was analysed by Nick Arnold, collated into report format, and relevant recommendations were formulated.

3.2 Tree Protection Zones

3.2.1 The Tree Protection Zone (TPZ) and Structural Root Zone (SRZ) methods have been derived from the Australian Standard AS 4970–2009: *Protection of Trees on Development Sites*.

3.2.2 The TPZ is defined as a specified area above and below ground and at a given distance measured radially away from the centre of the tree's trunk and which is set aside for the protection of its roots and crown. It is the area required to provide for the viability and stability of a tree to be retained where it is potentially subject to damage by development. The radius of the TPZ is calculated by multiplying its DBH by 12. TPZ radius = DBH × 12. (Note "Breast Height" is nominally measured as 1.4m from ground level).

3.2.3 The SRZ is the area around the base of a tree required for the tree's stability in the ground. The woody root growth and soil cohesion in this area are necessary to hold the tree upright. The SRZ is nominally circular with the trunk at its centre and is expressed by its radius in metres. SRZ radius = $(D \times 50)^{0.42 \times 0.64}$.

3.2.4 Retention values are determined based upon the British Standard BS 5837–2012: *Trees in Relation to Design, Demolition and Construction*. This standard categorises tree retention value based upon assessment of the tree's quality (health and structure), and life expectancy.

3.2.5 Other criteria such as a tree's physical dimensions, age class, location and its amenity, heritage and environmental significance are also considered. A breakdown of attributes required for each category can be obtained from Appendix B – *Explanation of Tree Assessment Terms.*

3.3 Images and Site Photographs

3.3.1 All photographs were taken at the time of the site inspection by the inspecting arborist. Photographs have been altered for brightness and/or cropped only. Other images used within this report have been sourced from ArborSafe or via the internet. The source of all images has been referenced accordingly.

3.4 Determining Tree Retention Values

3.4.1 Collectively tree attributes are reviewed and used to categorise tree value in a development context. Additional information explaining Tree Retention Value can be found in Appendix C – *Tree Retention Values.*

4 Observations

4.1 Site Details

4.1.1 The site was located within the City of Nedlands (CoN) Local Government Area (LGA).

4.2 Site Assessment Data

4.2.1 Refer to Appendix E – *Tree Assessment Data* for data relating to the specific trees covered within this report.

4.3 Tree / Site Images



Figure 1. Tree 3. Author, August 2024.



Figure 2. Tree 1. Author, August 2024.



Figure 3. Tree 4. Author, August 2024.



Figure 4. Tree 13. Author, August 2024.

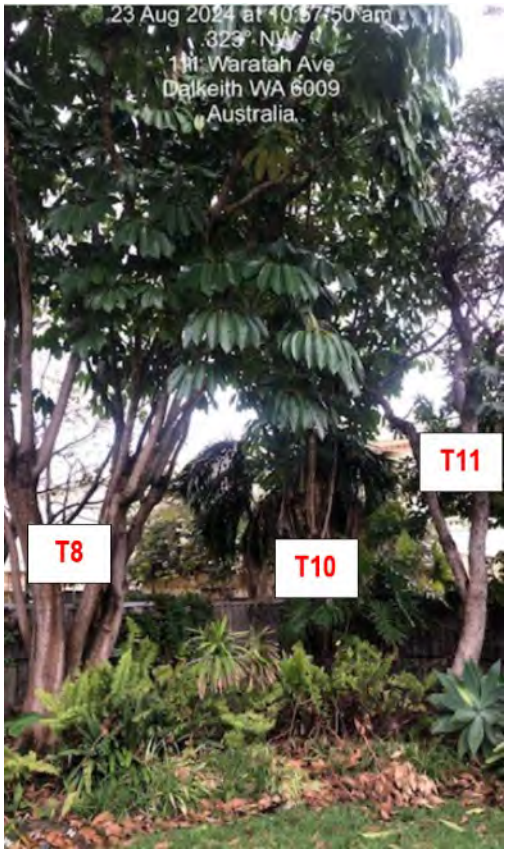


Figure 5. Trees 8 10 and 11. Author, August 2024.



Figure 6. Tree 7. Author, August 2024.

4.4 Heritage/Environmental Status

4.4.1 A search of *Environment Online* (Government of WA, 2024) returned no overlays for Aboriginal Cultural Heritage, Heritage Council WA or Environmentally Sensitive Areas (ESA) as relate to the subject site.

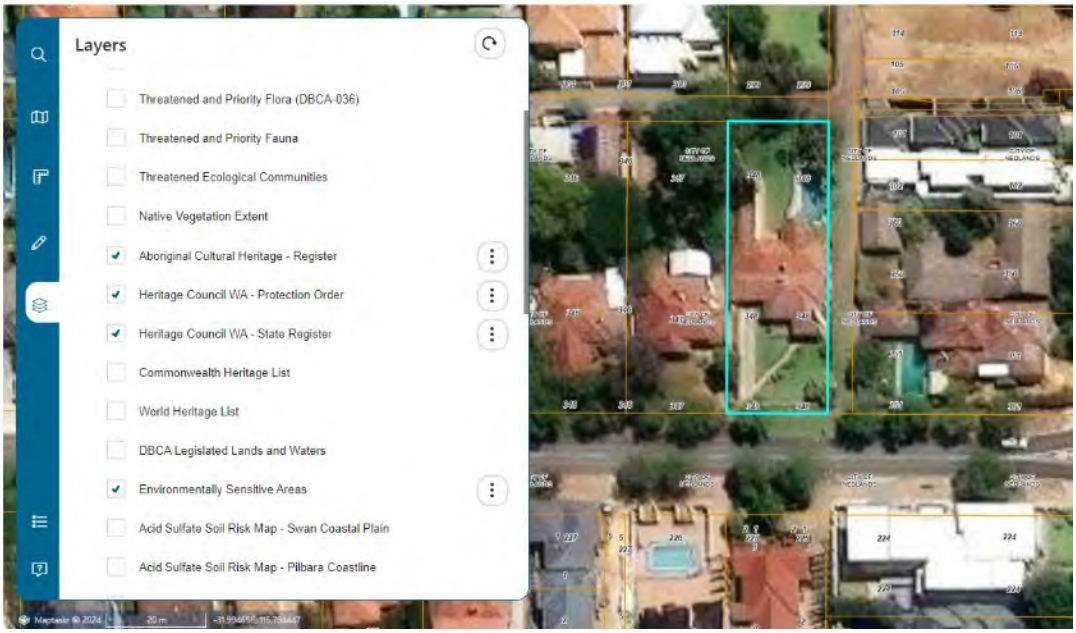


Figure 7. Environmental overlays. WA Gov. Environment Online, August 2024.

4.5 Proposed Construction

4.5.1 Plans of the existing site and of the proposed development were provided to Civica ArborSafe on 21 August 2024 and included:

- *Sketch Design Completion Package, Version 2, State of Kin, 2 August 2024.*
- *Feature Survey, Job No. VS009899, Version 1, Vision Surveys, 28 March 2024*

4.6 Outline of Site Trees

4.6.1 Eight trees were inspected and are the subject of this report. Complete attributes for each tree can be found in the *Site Assessment Data* section of this report.

4.6.2 The subject trees were numbered as per the convention applied within the site's feature survey. Subject trees were not tagged.

4.6.3 Tree 1 was identified as a CoN street tree asset located within the road berm along Waratah Avenue.

5 Discussion

5.1 TPZ Encroachment

5.1.1 Major encroachment. As per the Australian Standard AS 4970–2009: *Protection of Trees on Development Sites*, a major encroachment into the TPZ of any tree is considered to occur when it is beyond 10% of the total TPZ area.

5.1.2 Minor encroachment. A minor encroachment is determined as being less than 10% of the total TPZ area. Trees with minor encroachment may be retained with specific, generic or no protection requirements throughout the construction stage.

5.1.3 No encroachment. Trees with no encroachment may be retained with specific, generic or no protection requirements throughout the construction stage.

5.1.4 For the purposes of this report, trees to be removed or retained have been identified as those:

- Requiring removal due to major encroachment into their TPZ
- Retainable and requiring specific protection requirements throughout construction (i.e. generic requirements plus arborist supervision and careful construction methods within their TPZ)
- Retainable and requiring generic tree protection measures only (i.e. protective fencing and restriction of activities within the TPZ).

5.1.5 The main development impact which affects trees, but not necessarily to the point of requiring immediate removal, is significant root damage/severance due to major TPZ encroachment. Root damage/severance largely occurs due to two main impacts – soil compaction (compacting existing site soil to build on or installing additional fill to raise soil levels) and/or direct root severance (excavation for service installation or lowering surface levels).

5.1.6 The assumption of allowable encroachment and minimal long-term health or structural impacts to trees relies on a combination of the following being used - root sensitive construction methods being adhered to within the TPZ, minimal excavation within the TPZ to limit root severance (i.e. construction placed outside the TPZ where possible), fill rather than excavation utilised to affect level changes where possible (i.e. to minimise root severance and allow the tree's root system time to adjust), no construction occurring within the SRZ, compensatory area being available around the unimpacted aspects of the trees, and the enhancement of the existing TPZ area (i.e. mulched, soil conditioning and irrigation when required).

6 Recommendations

6.1 Tree Removal

6.1.1 Five trees would require removal to facilitate the proposed development, based upon supplied plans. The intended design/site layout would require modification/revision to ensure the post work viability of one or more of these trees.

6.2 Tree Retention

6.2.1 Three trees were recommended for retention and require specific and/or generic protection measures during construction to ensure that they remain viable following the completion of works.

6.2.2 Tree protection measures (including protective fencing) should be in place PRIOR to demolition.

6.2.3 Tree 1 is to be excluded from site via external boundary fencing and/or rigid tree protection fencing* (**refer to appendices for specifications*) for the duration of the project (including demolition).

6.2.4 Two trees (numbered 3 and 7) require specific protection controls, with expected TPZ encroachments greater than 10%.

6.3 Tree 3

6.3.1 Tree 3 was located within a neighbouring property. In the first instance, any and all proposed encroachment(s) into the designated SRZ of Tree 3 are to be eliminated at the design phase, as significant root damage/severance inside of this area can impact future tree health and/or stability within the soil profile.

6.3.2 Preference should be given to piles, pier and beam and/or suspended sections as opposed to contiguous trenching where such works are proposed within the TPZ.

6.4 Tree 7

6.4.1 Proposed site plans show major encroachments into the TPZ/SRZ of Tree 7 equating to approximately 50-60%. These incursions include excavations for building foundations and hard surfacing of adjacent courtyard areas.

6.4.2 Where such encroachments cannot be reduced below 20% and/or eliminated from the SRZ by design, further information will be required in order to demonstrate that Tree 7 would remain stable/viable post project completion.

6.4.3 Root sensitive excavation is to be undertaken to a depth of approximately 60cm (and at a minimum width to achieve the required depth) along the proposed building foundation lines as shown within the site's Tree Protection Plan (Tree 7). Techniques for root sensitive exploration may include:

- Excavation using a high-pressure water jet and vacuum truck
- Excavation using an air spade with vacuum truck
- Excavation by hand

6.4.4 Where exploratory excavation(s) identifies significant root mass, a modification to the proposed design and/or a revision of individual tree retention/removal status may be required.

6.4.5 Using the Arborist Network Root Loss Calculator (The Arborist Network, 2023), the severance of roots for a given tree must not exceed 30% of the tree's estimated total root mass. This figure may vary based upon site observations and individual tree characteristics.

6.4.6 Roots discovered are to be treated with care and minor roots (<50mm in diameter) pruned with a sharp, sterile handsaw or secateurs.

6.4.7 All significant roots (>50mm in diameter) are to be preserved/protected from desiccation, recorded, photographed and reported to the project arborist for review. The project arborist may subsequently determine that retention of such roots is required for future tree health/viability or that such roots can be pruned without any significant impact(s) on future tree health/stability.

6.5 Cellular Confinement Systems (CCS)

6.5.1 Where proposed TPZ encroachments, including loss of permeable surfaces, represent an incursion in excess of 20% (Trees 3 and 7), such surfaces are to be installed above the existing grade and be of a permeable nature to allow the passage of air and moisture into the soil profile. If the surfacing is to be load bearing, a geogrid/web or similar such design is to be incorporated to ensure the soil profile within the TPZ does not become compacted.

6.5.2 In order to create a stable base/foundation for hard surfacing adjacent to the subject trees, it is recommended that a cellular confinement system, made of high density polyethylene (HDPE), be used. The cells should be filled with clean angular stone to increase water/gas permeability and load spreading capacity.

6.5.3 Geotextile products should conform to ISO 13426-1:2019 *Geotextiles and geotextile-related products* – Strength of internal structural junctions Part 1: Geocells (International Organization for Standardization (ISO), 2019).

6.5.4 In order to be an effective tree protection/conservation measure **geocell systems must be installed above grade** with the finished surface layer approximately 150mm above existing ground levels. A degree of levelling/ground preparation not exceeding the removal of more than 50-100mm of existing sand may be considered tolerable but is to be **supervised by the project arborist** to avoid unnecessary damage to surface root mass.

6.5.5 A base layer of geotextile is required beneath the cellular confinement system in order to separate fill material and subgrade, infill is to be consolidated but not excessively compacted.

6.5.6 Ground preparation works must be undertaken manually or with the assistance of a small (<2 tonne) excavator positioned outside of the TPZ or upon suitable ground protection to minimise compaction/machine slewing damage.

6.5.7 Underground services should not be routed below the CCS.

6.6 Surface Finish/Wearing Course

6.6.1 Areas of finished surfacing within designated TPZ areas are to be permeable in nature. Suitable finishes may include loose gravel, resin bound gravels or permeable block paving e.g. concrete block permeable paving, porous block paving or clay block permeable paving (Arboricultural Association, 2020). A block paved finish will require a second geotextile layer between the cellular in-fill and sand base.

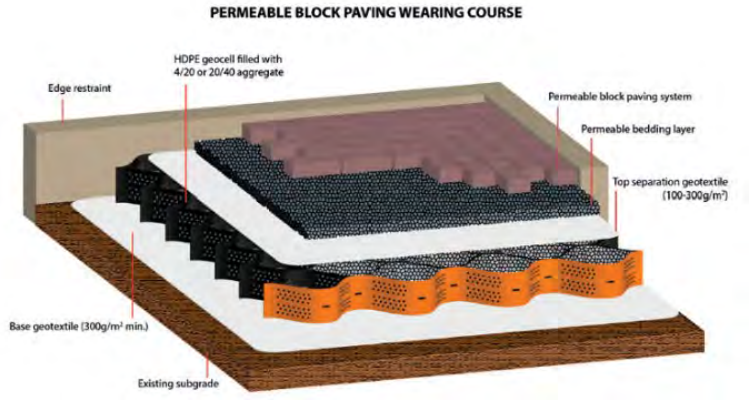


Figure 8. Recommended specification for block paving above a cellular confinement system. Arboriculture Association, 2022.

6.6.2 Finished surfacing must have a minimum set-back of no less than 25cm from the trunks/buttress roots of subject trees to allow space for future secondary growth and/or minimise premature surface distortion/displacement.

6.7 Tree Pruning

6.7.1 All pruning/tree removal is to be undertaken in accordance with the Australian Standard AS 4373–2007: *Pruning of Amenity Trees* (Standards Australia, 2007) and by a suitably qualified arborist(s) (minimum AQF 3 arborist).

6.7.2 Reduction pruning should focus on the removal of smaller diameter branches where feasible and remove no greater than 10% of the total crown. Branches no greater than 50mm diameter are to be removed unless specifically approved by the project arborist.

6.8 Replacement Trees

6.8.1 Replacement trees must be selected, sourced and planted as per CoN guidelines - including Section 7.4 of LPP 3.3: Tree Retention (City of Nedlands, 2024).

6.8.2 Landscape plans must include planting locations, species lists and appropriate planting/aftercare specifications to ensure the best chances of tree establishment.

7 References

- Arboricultural Association, 2020. *Guidance Note 12. The Use of Cellular Confinement Systems Near Trees: A Guide to Good Practice.* [Online]
  Available at: https://www.trees.org.uk/Trees.org.uk/media/Trees-org.uk/Misc%20images/Bookshop/AA_GuidanceNote12_CellularConfinementSystems-Web.pdf
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  [Accessed August 2024].
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  Available at: https://www.iso.org/obp/ui/en/#iso:std:iso:13426:-1:ed-2:v1:en
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- Standards Australia, 2009. *AS 4970–2009: Protection of Trees on Development Sites,* GPO Box 476 Sydney NSW 2001: Standards Australia.
- The Arborist Network, 2023. *Root Loss Calculator,* s.l.: CC-BY-NC-ND 4.0.
- The British Standards Institution, 2012. *BS5837–2012: Trees in relation to design, demolition and construction,* London: BSI Standards Limited.

Site map


5A
7A
7
9
107
115
113
111
Shrike Ln
13
10
11
8
4
7
3
1
Waratah Av
After Shrike Ln

Appendices

Appendix A. Arboricultural reporting assumptions and limiting conditions

1. Any legal description provided to the consultant is assumed to be correct. Any titles and ownership of any property are assumed to be good. No responsibility is assumed for matters legal in character.

2. It is assumed that any property/project is not in violation of any applicable codes, ordinances, statutes or other government regulations.

3. Care has been taken to obtain all information from reliable sources. All data has been verified in so far as possible, however, the consultant can neither guarantee nor be responsible for the accuracy of the information provided by others.

4. The consultant shall not be required to give testimony or to attend court by reason of this report unless subsequent contractual arrangements are made, including payment of an additional fee for such services.

5. Loss or alteration of any part of this report invalidates the entire report.

6. Possession of this report or a copy thereof does not imply right of publication or use for any purpose by anyone but the person to whom it is addressed, without the prior written consent of the consultant.

7. Neither all nor any part of the contents of this report, nor any copy thereof, shall be used for any purpose by anyone but the person to whom it is addressed, without the written consent of the consultant. Nor shall it be conveyed by anyone, including the Client, to the public through advertising, public relations, news, sales or other media, without the written consent of the consultant.

8. This report and any values expressed herein represent the opinion of the consultant and the consultant's fee is in no way contingent upon the reporting of a specified value, a stipulated result, the occurrence of a subsequent event, nor upon any finding to be reported.

9. Sketches, diagrams, graphs and photographs in this report, being intended as visual aids, are not necessarily to scale and should not be construed as engineering or architectural reports or surveys unless expressed otherwise.

10. Information contained in this report covers only those items that were examined and reflect the condition of those items at the time of inspection.

11. Inspection is limited to visual examination of accessible components without dissection, excavation or probing. There is no warranty or guarantee expressed or implied that the problems or deficiencies of the plants or property in question may not arise in the future.

Appendix B. Explanation of tree assessment terms

Tree number: Refers to the individual identification number assigned within the ArborSafe software to each assessed tree on the site and the number which appears of the tree's tag.

Tree location: Refers to the easting and northing coordinates assigned to the location of the tree as obtained from the geo-referenced aerial image within the ArborSafe software.

Tree species: Provides the botanic name (genus, species, sub-species, variety and cultivar where applicable) in accordance with the International Code of Botanical Nomenclature (ICBN), and the accepted common name.

Trees in group: The number of trees encompassing a collective assessment of more than one tree. Typically grouped trees have similar attributes that can be encompassed within one data record.

Height: The estimated range in metres attributed to the tree from its base to the highest point of the canopy. Where required height will be estimated to the nearest metre.

Diameter at Breast Height (DBH): Refers to the tree's estimated trunk diameter measured 1.4m from ground level for a single trunked tree. These estimates increase in 50mm increments. Where required DBH will be measured to give an accurate measurement for single trunked trees, trees with multiple trunks, significant root buttressing, bifurcating close to ground level or trunk defects and will be measured as per the Australian Standard AS 4970–2009: *Protection of Trees on Development Sites*.

Tree Protection Zone (TPZ): A specified area above and below ground and at a given distance measured radially away from the centre of the tree's trunk and which is set aside for the protection of its roots and crown. It is the area required to provide for the viability and stability of a tree to be retained where it is potentially subject to damage by development. The radius of the TPZ is calculated by multiplying its DBH by 12. TPZ radius = DBH × 12. (Note "Breast Height" is nominally measured as 1.4m from ground level).TPZ is a theoretical calculation and can be influenced by existing physical constraints such as buildings, drainage channels, retaining walls, etc. (Standards Australia, 2009).

Structural Root Zone (SRZ): The area close to the base of a tree required for the tree's anchorage and stability in the ground. The woody root growth and soil cohesion in this area are necessary to hold the tree upright. The SRZ is nominally circular with the trunk at its centre and is expressed by its radius in metres. SRZ radius = (D × 50)0.42 × 0.64 (Standards Australia, 2009).

Canopy spread: The estimated range in metres attributed to the spread of the tree's canopy on its widest axis. Where required crown spread will be estimated to the nearest metre.

Origin: Refers to the origin of the species and its type.

Category	Description
Indigenous	Occurs naturally in the local area and is native to a given region or ecosystem.
State Native	Occurs naturally within State but is not indigenous.
Australian Native	Occurs naturally within Australia and its territories but is not a State native or indigenous.
Exotic Evergreen	Occurs naturally outside of Australia and its territories and typically retains its leaves throughout the year.
Exotic Deciduous	Occurs naturally outside of Australia and its territories and typically loses its leaves at least once a year.

Health: Refers to the health and vigour of the tree.

Category	Description
Excellent	Canopy full with even foliage density throughout, leaves are entire and are of an excellent size and colour for the species with no visible pathogen damage. Excellent growth indicators, e.g. seasonal extension growth. Exceptional specimen.
Good	Canopy full with minor variations in foliage density throughout, leaves are entire and are of good size and colour for the species with minimal or no visible pathogen damage. Good growth indicators, none or minimal deadwood.
Fair	Canopy with moderate variations in foliage density throughout, leaves not entire with reduced size and/or atypical in colour, moderate pathogen damage. Reduced growth indicators, visible amounts of deadwood, may contain epicormic growth.
Poor	Canopy density significantly reduced throughout, leaves are not entire, are significantly reduced in size and/or are discoloured, significant pathogen damage. Significant amounts of deadwood and/or epicormic growth, noticeable dieback of branch tips, possibly extensive.
Dead	No live plant material observed throughout the canopy, bark may be visibly delaminating from the trunk and/or branches.

Age: Refers to the life cycle of the tree.

Category	Description
Young	Newly planted small tree not fully established may be capable of being transplanted or easily replaced.
Juvenile	Tree is small in terms of its potential physical size and has not reached its full reproductive ability.
Semi-mature	Tree in active growth phase of life cycle and has not yet attained an expected maximum physical size for its species and/or its location.
Mature	Tree has reached an expected maximum physical size for the species and/or location and is showing a reduction in the rate of seasonal extension growth.
Senescent	Tree is approaching the end of its life cycle and is exhibiting a reduction in vigour often evidenced by natural deterioration in health and structure.

Structure: Refers to the structure of the tree from roots to crown.

Category	Description
Good	Sound branch attachments with no visible structural defects, e.g. included bark or acute angled unions. No visible wounds to the trunk and/or root plate. No fungal pathogens present.
Fair	Minor structural defects present, e.g. apical leaders sharing common union(s). Minor damage to structural roots. Small wounds present where decay could begin. No fungal pathogens present.
Poor	Moderate structural defects present, including bifurcations with included bark with union failure likely within 0–5 years. Wounding evident with cavities and/or decay present. Damage to structural roots.
Hazardous	Significant structural defects with failure imminent (3–6 months). Defects may include active splits and/or partial branch or root plate failures. Tree requires immediate arboricultural works to alleviate the associated risk.

Useful Life Expectancy (ULE): Useful life expectancy refers to an expected period of time the tree can be retained within the landscape before its amenity value declines to a point where it may detract from the appearance of the landscape and/or presents a greater risk and/or more hazards to people and/or property. ULE values consider tree species, current age, health, structure and location. ULE values are based on the tree at the time of assessment and do not consider future changes within the tree's location and environment which may influence the ULE value.

Category
0 Years
<5 Years
5–10 Years
10–15 Years
15–25 Years
25–50 Years
>50 Years

Defects: Visual observations made of the presenting defects of the tree and its growing environment that are, or have the capacity to impact upon, the health, structural condition and/or the useful life expectancy of the tree. Defects may include adverse physical traits or conditions, signs of structural weaknesses, plant disease and/or pest damage, tree impacts to assets or soil related issues.

Tree significance: Includes environmental, social or historical reasons why the tree is significant to the site. The tree may also be rare under cultivation or have a rare or localised natural distribution.

Arborist actions: A list of arboricultural and/or plant health care works that are aimed at maintaining or improving the tree's health, structural condition or form. Actions may also directly or indirectly reduce the risk potential of the tree such as via the removal of a particular branch or the moving of infrastructure from under its canopy.

Appendix C. Tree retention values

Based upon a modified version of the British Standard BS 5837–2012: Trees in relation to design, demolition and construction – recommendations.

Category and definition	Criteria (including sub-categories where appropriate)		
	1. Arboricultural qualities	**2. Landscape qualities**	**3. Cultural and environmental values**
Category A			
Trees of High Quality with an estimated remaining life expectancy of at least 25 years and of dimensions and prominence that it cannot be readily replaced in <20 years.	Trees that are particularly good examples of their species, especially if rare or unusual (in the wild or under cultivation); or those that are important components of groups or avenues.	Trees or groups of significant visual importance as arboricultural and/or landscape features. (e.g. feature and landmark trees).	Trees, groups or plant communities of significant conservation, historical, commemorative or other value (e.g. remnant trees, aboriginal scar trees, critically endangered plant communities, trees listed specifically within a Heritage statement of significance).
Category B			
Trees of Moderate Quality with an estimated remaining life expectancy of 15–25 years and of dimensions and prominence that cannot be readily replaced within 10 years.	Trees that might be included within Category A but are downgraded because of diminished condition such that they are unlikely to be suitable for retention beyond 25 years.	Trees that are visible from surrounding properties and/or the street but make little visual contribution to the wider locality.	Trees with conservation or other cultural value (trees within conservation areas or landscapes described within a statement of significance, locally indigenous species).
Category C			
Trees of Low Quality with an estimated remaining life expectancy of 5–15 years, or young trees that are easily replaceable.	Trees of very limited value or such impaired condition that they do not qualify in higher categories.	Trees offering low or only temporary/transient landscape benefits.	Trees with no material conservation or other cultural value.
Category U			
Trees in such a condition that they cannot realistically be retained as viable trees in the context of the current land use for longer than 5 years.	Trees that have a severe structural defect that are not remediable such that their failure is expected within 12 months. Trees that will become unviable after removal of other Category U trees (e.g. where for whatever reason the loss of companion shelter cannot be mitigated by pruning). Trees that are dead or are showing signs of significant, immediate and irreversible overall decline. Trees infected with pathogens of significance to the health and or safety of other trees nearby Low quality trees suppressing adjacent trees of better quality. Noxious weeds or species categorised as weeds within the local area. Note: Category U trees can have existing or potential conservation value* which might make it desirable to preserve.		

* Where trees would otherwise be categorised as U, B or C but have significant identifiable conservation, heritage or landscape value even though only for the short term, they may be upgraded, although they might be suitable for retention only.

Appendix D. Tree protection measures

All trees to be retained require protection during the construction stage. Tree protection measures include a range of:

- activities restricted within the TPZ
- protective fencing
- trunk and ground protection
- tree protection signage
- involvement from the project arborist
- project milestones
- compliance reporting.

Activities prohibited within the TPZ include:

Activities generally excluded from the TPZ without direct consent from the Project Arborist include:

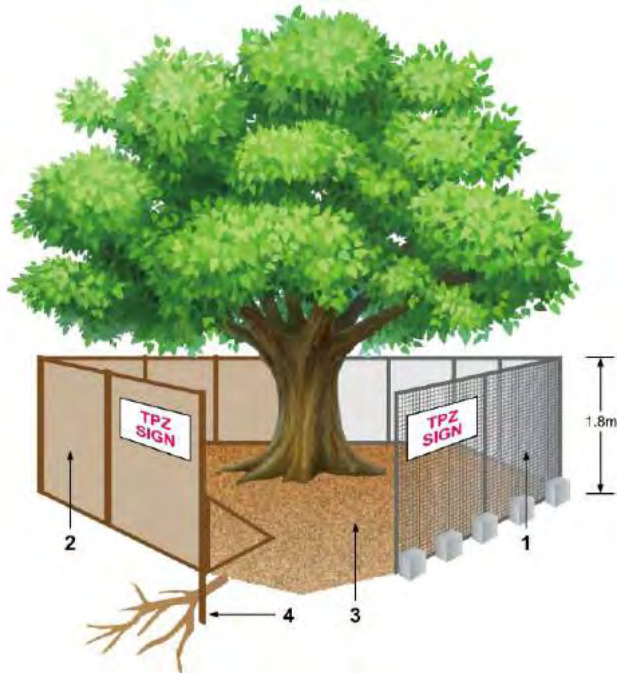
- machine excavation including trenching
- excavation for silt fencing
- cultivation
- storage
- preparation of chemicals, including cement products
- parking of vehicles and plant
- refuelling
- dumping of waste
- wash down and cleaning of equipment
- placement of fill
- lighting of fires
- soil level changes
- temporary or permanent installation of utilities and signs
- physical damage to the tree.

Protective fencing

Fencing should be erected before any machinery or materials are brought to site and before commencement of works, including demolition. Protective fencing specifications should be specified within the Development Consent, Arboricultural Impact Assessment and Tree Protection Plan. Once erected, protective fencing must not be removed or altered without approval from the Project Arborist. The TPZ should be secured to restrict access.

Australian Standard AS 4687–2007: *Temporary Fencing and Hoardings* specifies applicable fencing requirements. Shade cloth or similar should be attached to reduce the transport of dust, other particulate matter and liquids into the protected area.

TPZ fencing is to be a minimum of 1.8m high and mesh or wire between posts must be highly visible. Fence posts and supports should have a diameter greater than 20mm and should ideally be freestanding, otherwise be located clear of the roots.



Legend:

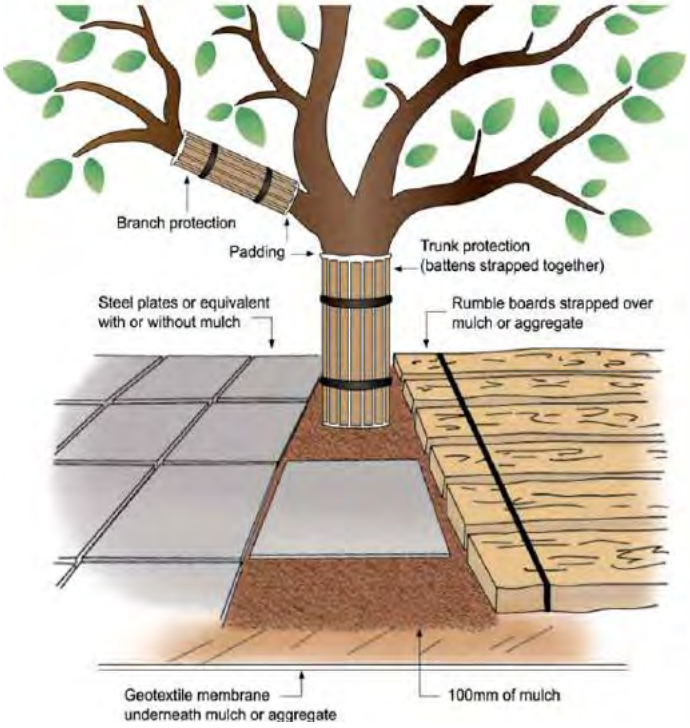
1. Chain wire mesh panels with shade cloth (if required) attached, held in place with concrete feet.
2. Alternative plywood or wooden paling fence panels. This fencing material also prevents building materials or soil entering the TPZ.
3. Mulch installation across surface of TPZ (at the discretion of the Project Arborist). No excavation, construction activity, grade changes, surface treatment or storage of materials of any kind is permitted within the TPZ.
4. Bracing is permissible within the TPZ. Installation of supports should avoid damaging roots.

Figure 1. Depicts standard fencing techniques. AS 4970–2009.

Trunk and ground protection

Where installation of tree protection fencing is not possible, trunk protection measures should be installed to prevent mechanical damage to trees to be retained. Trunk protection should be installed as specified by the Project Arborist.

If temporary access for machinery is required within the TPZ, ground protection measures will be required. The purpose of ground protection is to prevent root damage and soil compaction within the TPZ. Ground protection should be installed as specified by the Project Arborist.



1. For trunk and branch protection use boards and padding that will prevent damage to bark. Boards are to be strapped to trees, not nailed or screwed.
2. Rumble boards should be of a suitable thickness to prevent soil compaction and root damage.

Figure 2. Depicts trunk and ground protection techniques. AS4970-2009.

Signs

Signs identifying the TPZ should be placed around the edge of the TPZ, be visible from within the development site, and comply with AS 1319–1994: *Safety Signs for the Occupational Environment*.



Figure 3. Typical Tree Protection Zone signage.

Tree quality

		Health**			
		Excellent/ Good	Fair	Poor	Dead
Structure	Good	A	B	C	U
	Fair	B	B	C	U
	Poor	C	C	U	U
	Hazard *	U	U	U	U

* Structural hazard that cannot be remediated through mitigation works to enable safe retention.

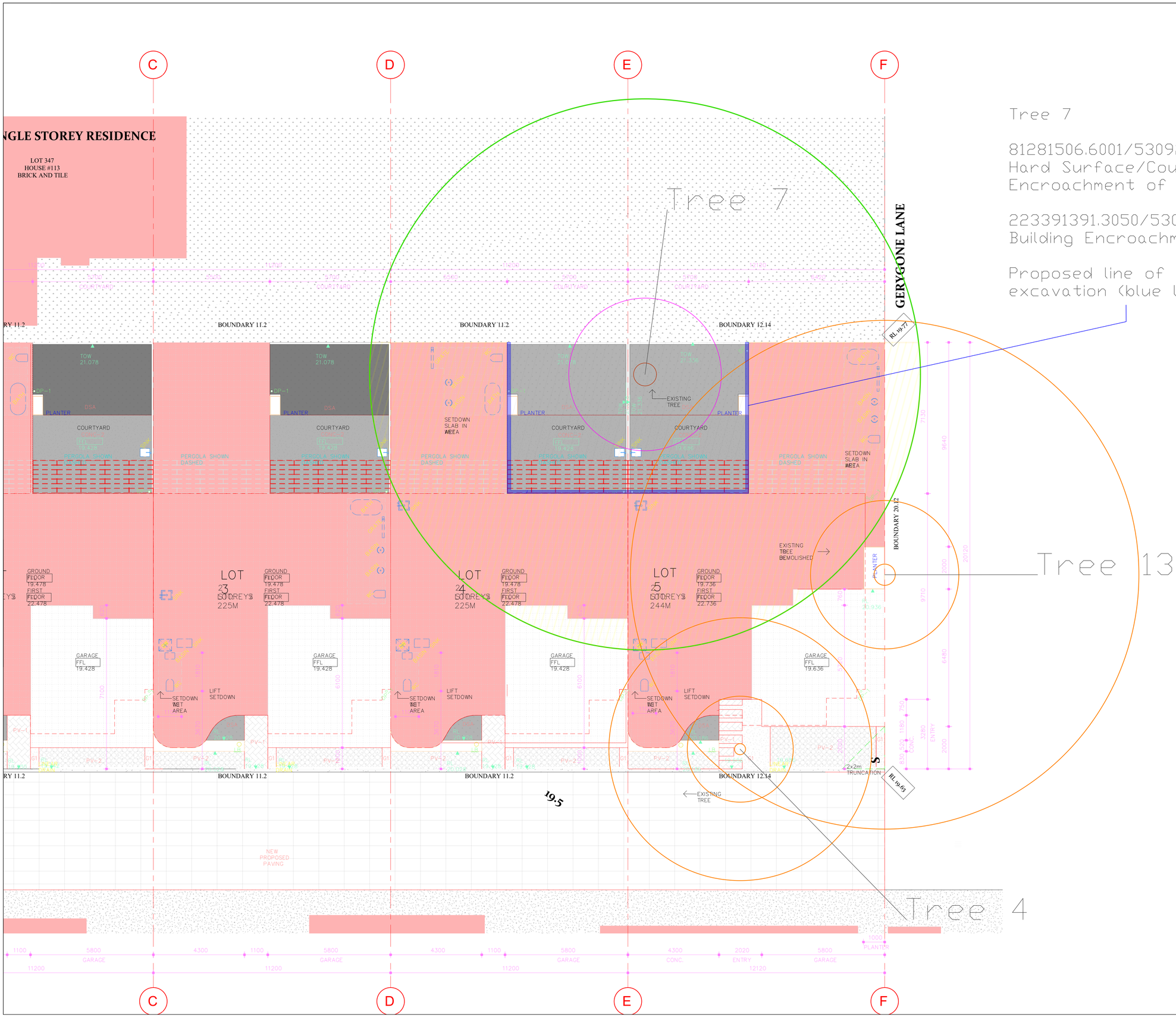
** Trees of short term reduced health that can be remediated via basic, low cost plant health care works (e.g. mulching, irrigation etc.) may be designated in a higher health rating to ensure correct retention value nomination.

Category A	Typically trees in this category are of high quality with an estimated remaining life expectancy of at least 25 years and of dimensions and prominence that it cannot be readily replaced in <20 years. The tree may make significant amenity contributions to the landscape and may make high environmental contributions. In some cases, trees within this category may not meet the above criteria, however possess significant heritage or ecological value. Trees of this retention value warrant design consideration and amendment to ensure their viable retention.
Category B	Typically trees in this category are of moderate quality with an estimated remaining life expectancy of 15–25 years and prominence of size dimensions that cannot be readily replaced within 10 years. They may make moderate amenity contributions to the landscape and make low/moderate environmental contributions. Trees with this retention value warrant lesser design consideration in an attempt to allow for their retention.
Category C	Trees in this category are of low quality with an estimated remaining life expectancy of 5–15 years, or young trees that are easily replaceable, may have poor health and/or structure, are easily replaceable, or are of undesirable species and do not warrant design consideration.
Category U	Trees in this category are found to be in such a condition that they cannot realistically be retained as viable trees in the context of the current land use for longer than five years. These trees may be dead and/or of a species recognised as a weed that resulted in them being unretainable.

Appendix E. Tree assessment data

Tree no.	Easting (GDA94)	Northing (GDA94)	*Botanical Name*	Common Name	Origin	Trees in group	DBH Total (cm)	DRB (cm)	Radial TPZ (m)	TPZ area (m2)	Radial SRZ (m)	Tree Height (m)	Canopy (m)	Health	Structure	Age	TLE (Yrs.)	Defects	Significance	Arborist comments	Tree Quality Score	Tree Retention value subcategory	Recommendation
1	381826.47	6459584.88	*Lophostemon confertus*	Queensland Box	Australian Native	1	30	46	4.8	72.38	2.1	5-10	5-10	Fair	Fair	Semi-Mature	10-15	Co-dominant stems; Deadwood/stubs > 30mm; Dieback; Epicormic growth;	Other significance; Amenity value/shade;	Council street tree. Tree showing signs of reduced health/vigour.	B		Retain tree with generic protection requirements (i.e. protective fencing and restriction of activities within the TPZ).
3	381818.62	6459587.55	*Corymbia ficifolia (hybrid)*	West Aust. Red Flowering Gum	Australian Native	1	40	35	3.6	40.72	2.4	5-10	5-10	Good	Fair	Semi-Mature	15-25	Co-dominant stems; Deadwood/stubs < 30mm; Epicormic growth;	Attractive landscape feature; Amenity value/shade;	Located on neighbouring property.	B		Retain tree with specific protection requirements (i.e. Generic measures plus supervision of works within the TPZ and/or use of root sensitive construction techniques).
4	381831.58	6459591.71	*Corymbia calophylla*	Marri	State Native	1	52	53	6.2	122.33	2.5	10-15	5-10	Fair	Fair	Semi-Mature	15-25	Co-dominant stems; Deadwood/stubs < 30mm; Dieback; Epicormic growth;	Attractive landscape feature; Amenity value/shade;	Tree showing signs of reduced health/vigour. Possibly C. ficifolia TBC.	B		Remove - tree located within proposed development footprint or has major encroachment into its TPZ.
7	381815.62	6459592.42	*Corymbia citriodora*	Lemon-scented Gum	Australian Native	1	100	120	13.0	527.67	3.5	20-30	10-15	Good	Fair	Mature	25-50	Co-dominant stems; Epicormic growth; Poor pruning; Previous failure(s);	Attractive landscape feature; Amenity value/shade; Significant due to age/size; Active nesting by fauna;	An established and significant tree visible from surrounding properties. Stick nest observed in upper crown.	A		Retain tree with specific protection requirements (i.e. Generic measures plus supervision of works within the TPZ and/or use of root sensitive construction techniques).
8	381816.19	6459596.27	*Schefflera actinophylla*	Umbrella Tree	Australian Native	1	35	52	5.4	91.61	2.3	5-10	5-10	Good	Fair	Mature	15-25	Co-dominant stems; Crossing/rubbing branches;	Amenity value/shade;	Previously lopped landscape planting.	C		Remove - tree located within proposed development footprint or has major encroachment into its TPZ.
10	381816.51	6459600.52	*Schefflera actinophylla*	Umbrella Tree	Australian Native	1	38	44	4.6	65.33	2.3	5-10	<5	Good	Fair	Semi-Mature	15-25	Co-dominant stems; Crossing/rubbing branches;	Amenity value/shade;	Landscape planting.	C		Remove - tree located within proposed development footprint or has major encroachment into its TPZ.
11	381820.08	6459598.87	*Corymbia ficifolia (hybrid)*	West Aust. Red Flowering Gum	Australian Native	1	45	40	4.2	55.42	2.5	5-10	<5	Fair	Fair	Semi-Mature	10-15	Co-dominant stems; Deadwood/stubs > 100mm;	Amenity value/shade;	Co-dominant stem has previously died back.	C		Remove - tree located within proposed development footprint or has major encroachment into its TPZ.
13	381827.61	6459599.1	*Eucalyptus globulus*	Southern Blue Gum	Australian Native	1	108	115	12.0	452.39	3.6	15-20	10-15	Fair	Fair	Mature	25-50	Co-dominant stems; Epicormic growth; Suppressed;	Attractive landscape feature; Amenity value/shade; Significant due to age/size;	Tree has a somewhat asymmetric crown with significant/previous limb removal.	B		Remove - tree located within proposed development footprint or has major encroachment into its TPZ.

Appendix F. Tree protection plan



Tree 7

81281506.6001/530929158.4567 = Hard Surface/Courtyard Encroachment of 15%

223391391.3050/530929158.4567 = Building Encroachment of 42%

Proposed line of exploratory excavation (blue line).

LEGEND

Tree trunk & number:	Tree 1	Cat. A TPZ:	
Category U Crown & No:		Cat. B TPZ:	
Trees away from devt.:		Cat. C TPZ:	
Proposed building footprint:		Tree to be removed for devt:	
Line of exploratory excavation		SRZ (Structural Root Zone)	

Tree Retention Value

Trees have been categorised to allow an accurate account of which should and should not be a constraint. Tree categories are determined according to their health condition, quality and value.

Cat. U:- Trees to be removed irrespective of devt.
Cat. A:- Trees of high quality and value
Cat. B:- Trees of moderate quality and value
Cat. C:- Trees of low quality and value

Cat. A retention value trees should be retained, planned around and be protected from damage.

Cat. B retention value trees should be retained if possible.

Cat. C retention value trees will not be retained where they interfere significantly with the proposed development. Cat. U trees are not suitable for retention in the foreseeable future and typically recommended for removal irrespective of site development.

Tree Protection Zones (TPZs)

A model is used to assist in the prediction of the likely impact of development on retained trees. This model is based on the Diameter of Trunk at Breast Height (DBH) for an individual specimen.

TPZ = DBH x 12
(DBH measured at 1.5m on trunk)

It is recommended that an area around each retained tree should be protected from disturbance "in order to avoid (unacceptable) damage to the roots or rooting environment" (as a result of root severance or damage, or compaction or pollution of the soil).

These Tree Protection Zones ('TPZs') have been calculated for all retained trees and are shown as areas bordered in green, blue or grey according to tree category. These zones are normally portrayed as a circle of a fixed radius from the centre of the trunk.

The Structural Root Zone (SRZ) is the area required for tree stability. A larger area is required to maintain a viable tree. The SRZ only needs to be calculated when major encroachment into a TPZ is proposed. There are many factors that affect the size of the SRZ (e.g. tree height, crown area, soil type, soil moisture). The SRZ may also be influenced by natural or built structures, such as rocks and footings. An indicative SRZ radius can be determined from the trunk diameter measured immediately above the root buttress using the following formula:

SRZ radius = $(D \times 50)^{0.42} \times 0.64$

Root investigation may provide more information on the extent of these roots.

Permissible Encroachment in TPZs

As per the Australian Standard AS4970-2009 *Protection of Trees on Development Sites* a major encroachment into the TPZ of any tree is considered to occur when it is beyond 10% of the total TPZ area. A minor encroachment is determined as being less than 10% of the total TPZ area. If the proposed encroachment is minor and is outside the SRZ, detailed root investigations should not be required. The area lost to this encroachment should be compensated for elsewhere and contiguous with the TPZ. If the proposed encroachment is major or inside the SRZ, the project arborist must demonstrate that the tree(s) would remain viable. The area lost to this encroachment should also be compensated for elsewhere and contiguous with the TPZ. This may require root investigation by non-destructive methods and consideration of relevant factors.

PROJECT:	Arboricultural Impact Assessment 111 Waratah Ave.		
CLIENT:	SoK		
DRAWING:	Tree Protection Plan		
DRAWING NO.:	05661_02	Rev. 1	26.09.24
BASED ON:	Site Plan: Site Plan Proposed A1-02		
SCALE:	Do not scale		
DRAWN BY:	NA		

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17. Divisional Reports – Corporate Services

17.1 CPS10.03.25 John XXIII Avenue Mount Claremont Depot for Portion of Reserve 45054 – Proposed Renewal of Lease to Leo Heaney Pty Ltd

CPS10.03.25 John XXIII Avenue Mount Claremont Depot for portion of Reserve 45054 – Proposed Renewal of Lease to Leo Heaney Pty Ltd

Meeting & Date	Ordinary Council Meeting – 25 March 2025
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Report Author	Ashley Niciforo – Land and Property Officer Henry Burke – Strategic Land and Property Coordinator
Director/CEO	Amanda Alderson – Director Corporate Services
Attachments	Attach only documents that have been referred to in the report. 1. Lease Area – Sketch 2. CONFIDENTIAL – Market Rental Valuation

Purpose

The purpose of this report is to seek in principle support for a proposed new lease agreement between the City of Nedlands (**City)** and Leo Heaney Pty Ltd (**Proposed Lessee**) over the land vested in the City located at the John XXIII Avenue Mount Claremont Depot Site.

Recommendation

That Council:

1. **PROVIDE in principle support for the proposed lease over a portion of the John XXIII Avenue Mt Claremont Depot Site, otherwise known as Reserve 45054 Lot 502 on Deposited Plan 73830 being a portion of the land comprised of Crown Land Title Volume LR3168 Folio 291;**
2. **NOTE that each submission received during the statutory advertising period has been considered in accordance with section 3.58(3) of the *Local Government Act 1995* (WA);**
3. **AUTHORISE the Chief Executive Officer to negotiate and finalise the terms of the proposed new lease with Leo Heaney Pty Ltd over the John XXIII Avenue Mount Claremont Depot Site, otherwise known as Reserve 45054 Lot 502 on Deposited Plan 73830 being a portion of the land comprised of Crown Land Title Volume LR3168 Folio 291; and**

4. **AUTHORISE, subject to the Minister for Lands' consent pursuant to section 18 of the *Land Administration Act 1997* (WA), the Chief Executive Officer and Mayor to affix the common seal of the City of Nedlands to the lease agreement pursuant to section 9.49A of the *Local Government Act 1995* (WA).**

Voting Requirement

Simple Majority.

Background

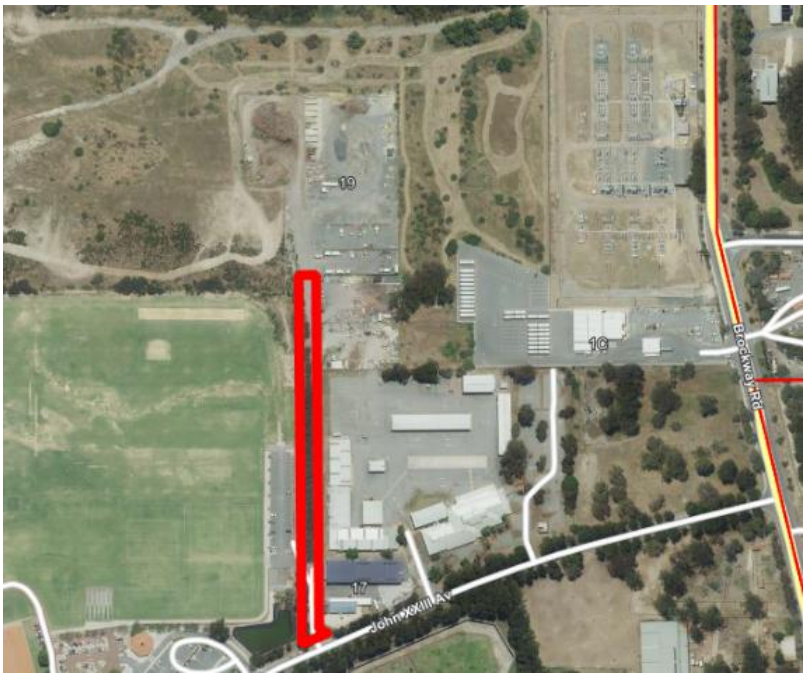
Land

This report pertains to two portions of Crown land 'vested' in the City of Nedlands by a Management Order, which are both located in John XXIII Avenue in Mount Claremont, and is known as the John XXIII Avenue Mount Claremont Depot Site. The Land:

1. is comprised of two lots known as:
   (a) Reserve 45054 – Lot 502 on Deposited Plan 73830 being the whole of the lands comprised on Crown Land Title Volume LR3168 Folio 292 (**Lot 502**), which is outlined in red in the below diagram:



   (b) Reserve 45632 – Lot 503 on Deposited Plan 73830 on being the whole of the lands comprised on Crown Land Title Volume LR3168 Folio 291 (**Lot 503**), which is outlined in red in the below diagram:



together, Lot 502 and Lot 503 are the **Land.**

2. is Crown Land as defined under the *Land Administration Act 1997* (WA).
   (a) is owned by the State of Western Australia, subject to the interests and Status Orders below:
      (i) the City of Nedlands is the Primary Interest Holder in the Land.
      (ii) is a "Reserve under Management Order", namely:
         (A) the Reserve (**Reserve**);
         (B) the Management Order which contains conditions to be observed with power to lease for any term subject to the consent of the Minister for Lands (**Management Order**).
      (iii) is subject to various other limitations, interests, encumbrances and notifications as listed in the Record of Qualified Certificate of Crown Land Title from time to time.

Previous Lease

At its 22 April 2022 Ordinary Council Meeting (Refer Item 17.2 Report CPS14.04.22), Council resolved as follows:

That Council:

1. **REQUESTS the Chief Executive Officer to commence the statutory advertising of the pre-negotiated lease in accordance with section 3.58 of the Local Government Act 1995;**
2. **if no public submissions are received during the statutory advertising period, APPROVES a lease for portion of Reserve 45054 between the City of Nedlands and Leo Heaney Pty Ltd consistent with the key terms as noted within this report; and**
3. **subject to the Minister for Lands' Consent, AUTHORISES the Chief Executive Officer and Mayor to execute the lease and apply the City's Common Seal.**

The terms of the previous lease (**2022 Lease**) were agreed as follows:

Term	Description
Lessor	City of Nedlands.
Lessee	Leo Heaney Pty Ltd ACN 108 787 784 / ABN 15 108 787 784

Leased Area / Land	A portion of Lot 502 as shown below being an area of approximately 1,044 square metres: 
Use / Permitted Purpose	Storage of vehicles and uses ancillary thereto.
Commencement Date	21 December 2022
Term	6 months from Commencement Date.
Further Term 1	6 months.
Further Term 2	6 months.
Further Term 3	6 months.
Expiry Date	20 November 2024
Rent	$17,471.64 per annum exclusive of GST and outgoings.

The 2022 Lease has now expired and has been held over on a monthly basis with the rent being $17,471.64 per annum exclusive of GST and outgoings. Over the course of the lease, the City has charged $31,846.20 in rent.

On 2 May 2022, valuer Burgess Rawson valued the 2022 Lease market rental value at $15,000 per annum exclusive of GST and outgoings, being $25 per square meters based on an area of 600 square metres which was incorrect, as the total area of the leased premises which is actually 1,044 square metres.

The Proposed Lessee have advised the Site will be used primarily to store the trucks that are used the least amount (estimated at this time to be 3 or 4 water trucks). However, in the event these trucks need to be utilised, they are generally operated before school hours and would likely be back at the Leased Area prior to school finishing for the day.

The Proposed Lessee currently hold contracts with other local government entities that generally require works to be undertaken early in the morning and have those works completed by early afternoon before school finishes and community sporting activities take place.

Discussion

The Proposed Lessee proposed to enter into a new lease agreement with the following key terms:

Proposed Term	Description
Lessor	City of Nedlands.
Lessee	Leo Heaney Pty Ltd ACN 108 787 784 / ABN 15 108 787 784
Leased Area / Land	A portion of Lot 502 as shown below being an area of approximately 1,044 square metres: 
Use / Permitted Purpose	Storage of vehicles and uses ancillary thereto.
Commencement Date	Date of execution of the Lease or Minister of Lands' consent to the Lease.
Term	1 year from Commencement Date.
Further Term 1	1 year.
Further Term 2	1 year.
Further Term 3	1 year.
Expiry Date	20 November 2029 assuming all three options to extend the lease Term for Further Term are exercised.
Rent	Market rent.
Rent Review	To be reviewed on the anniversary of the Commencement Date.
Outgoings	Proposed Lessee responsible for outgoings associated with the use of the Land.
Maintenance	Proposed Lessee's responsibility.

On 26 November 2024, valuer Burgess Rawson valued the market rent for the proposed leased premises as $28,710.00 per annum exclusive of GST, being $27.50 per square meter based on an area of 1,044 square meters.

Consultation

Upon being contacted by the Applicant to consider the lease of the Site, the following teams were consulted with;

Community Consultation

Community Consultation was not required pursuant to the City of Nedlands Community Engagement Policy.

Planning Services

The City's Planning Services Team advised they have no objections to land tenure arrangement, but suggested clauses be included within the agreement to ensure the Applicant understands no structures are to be erected on the property.

Technical Services

The City's Technical Services Team advised they have no objections to land tenure arrangement as the portion of the Site proposed to be leased would not otherwise be utilised. However, it was noted that project demands might require future space, suggesting that clauses be included within the agreement to ensure the City can remain flexible for future decision making.

Land & Property

The City's Land & Property Team advised they have no objections to land tenure arrangement. The arrangement generates an income for the City and utilises an otherwise unoccupied and vacant site. The terms proposed by the Proposed Lessee mitigate risk to Council.

Strategic Implications

This item is strategically aligned to the City of Nedlands Council Plan 2022-23 vision and desired outcomes as follows:

Vision	**Sustainable and responsible for a bright future**
Pillar	**Prosperity**
Outcome	9. A vibrant local economy.
Pillar	**Performance**
Outcome	11. Effective leadership and governance.

Budget/Financial Implications

Assuming the Proposed Lessee continue to lease the proposed leased premises for the full term and 3 options to renew, the City would gain approximately $114,840 over the full four years of the lease agreement from the Commencement Date until the Expiry Date. The increase in revenue will initially be $11,238.36 per annum, plus GST and outgoings above what is currently being achieved.

Legislative and Policy Implications

The City may only dispose of the Land under section 3.58 of the *Local Government Act 1995* (WA) (**LG Act**).

As the Applicant is a commercial entity, there are advertising and market valuation requirements that need to be undertaken in accordance with the LG Act.

The City gave public notice of the above proposed disposition for a period of 2 weeks in compliance with section 3.58(3) of the *Local Government Act* (WA) and no submissions were received for review.

Section 18 of the *Land Administration Act 1997* (WA) provides a local government must seek the consent of the Minister for Lands in relation to a lease over Crown Land.

Decision Implications

Should elected members choose to endorse the recommendations as contained within this report, the City can finalise negotiations and enter into a lease agreement with the Proposed Lessee in the terms proposed in the table above.

Should elected members choose to endorse the recommendations as contained within this report, it is proposed the City re-advertise a lease and invite submissions from the public. Should the City receive submissions from the public, a secondary report to Council would be required.

Conclusion

The Proposed Lessee has proposed to enter into a new lease agreement over the Land at the John XXIII Avenue Mount Claremont Depot Site for a term of 1 year with 3 options to renew the lease for further term of 1 year thereafter.

Further Information

Question from Councillor Smyth

Can the lease be negotiated to include perimeter tree planting to mitigate the heat sink effect of the bitumen hard surface?

Officer Response:

The Leased Premises is bitumenised or gravel with poor soil quality and is an unfavourable growing medium. Tree planting on the perimeter of the leased area is therefore not considered to be a practical, as trees planted would not thrive or would die.

Question from Councillor Smyth

Can there be a premium placed on the commercial lease value, that reflects the market increase, for example that paid by the UPP contractors?

Officers Response:

Yes. At the 22 October 2024 Ordinary Council Meeting (refer Item 19.5 Report No CPS51.101.24) Council considered a similar lease to Mainswest Pty Ltd (variously referred to as Underground Power Project (**UPP**) / Underground Power (**UGP**) contractors).

The Mainswest lease area of 1,099 square metres was valued on 29 May 2024 at a market rate of $33,262.90 per annum inc. GST. Council resolved to negotiate a premium rental of at least $50,000 per annum plus GST, amongst other terms. This premium rental amount was agreed to by Mainswest.

Question from Councillor Smyth

Has the number of vehicle movements proposed changed since the existing lease was signed?

Officers Response:

Vehicle movements over the City's land at the John XXIII Avenue Mt Claremont Depot Site likely have increased since Mainswest Pty Ltd leased an area since December 2024.

Lease Area – Sketch





Site Plan – Portion of Reserve 45054, John XXIII Avenue Mount Claremont

Lease Area

Part Lot 502 on Deposited Plan 73830 outlined in red – 1,044 m² (approx.)



17.2 CPS11.03.25 Point Resolution Child Care Centre, 53 Jutland Parade in Dalkeith on Reserve 38876 – Expression of Interest and Lease Proposal

CPS11.03.25 Point Resolution Child Care Centre, 53 Jutland Parade on Reserve 38876 – Expression of Interest Outcome and Proposed New Lease

Meeting & Date	Ordinary Council Meeting – 25 March 2025
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Report Author	Ashley Niciforo – Land and Property Officer Henry Burke – Strategic Land and Property Coordinator
Director/CEO	Amanda Alderson – Director Corporate Services
Attachments	1. CONFIDENTIAL – Expression of Interest Provision for Daycare Provider Evaluation and Recommendation Report 2. CONFIDENTIAL – Pathways Pre-primary Proposed Property Updates 3. CONFIDENTIAL – Pathways Pre-primary Business Plan 4. CONFIDENTIAL - Learn Play Grow Submission 5. CONFIDENTIAL – Sparkles Early Learning EOI Submission 6. CONFIDENTIAL – Orchid Foundation EOI Submission

Purpose

The purpose of this report is present the submissions received following an Expression of Interest process and to seek approval from the Council to select Pathways Pre-primary as the preferred proponent to provide childcare services over the former Point Resolution Childcare Centre, located at 53 Jutland Parade in Dalkeith (**Point Resolution Child Care Centre**).

Recommendation

That Council

1. **APPROVES Pathway Pre-primary as the preferred proponent to provide suitable daycare services and invest in and upgrade the premise over Point Resolution Child Care Centre located at 53 Jutland Parade in Dalkeith, otherwise known as a Reserve 38876 – Lot 14868 on Deposited Plan 35721 being part of the land comprised on Crown Land Title Volume LR3139 Folio 848.**
2. **AUTHORISES the Chief Executive Officer to negotiate lease terms with Pathways Pre-primary to operate of childcare services at Point Resolution Child Care Centre located at 53 Jutland Parade in Dalkeith, otherwise known as a Reserve 38876 – Lot 14868 on Deposited Plan 35721 being part of the land comprised on Crown Land Title Volume LR3139 Folio 848.**

Voting Requirement

Simple Majority.

Background

Land

This report pertains to a portion of land located at the former Point Resolution Child Care Centre, at 53 Jutland Parade in Dalkeith. The **Land**:

1. is a portion of land being Reserve 38876 - Lot 14868 on Deposited Plan 35721 being part of the land comprised in Crown Land Title Volume LR3139 Folio 848 as outlined in red below (**Land**):

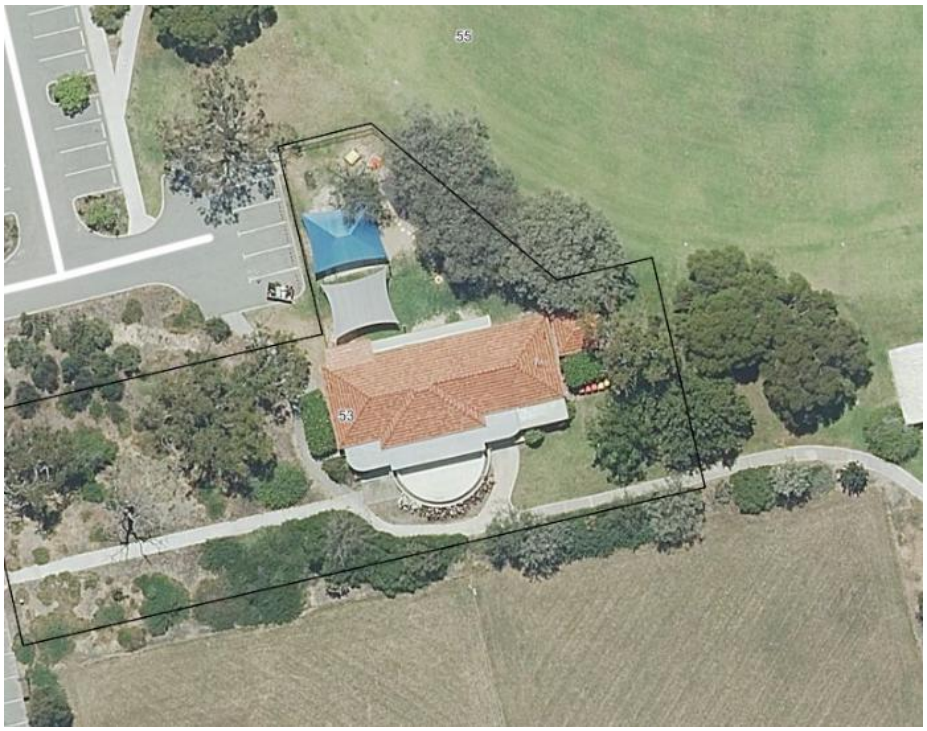


2. is Crown Land as defined under the *Land Administration Act 1997* (WA).
   (a) is owned by the State of Western Australia, subject to the interests and Status Orders below:
      (i) the City of Nedlands is the Primary Interest Holder in the Land.
      (ii) is a "Reserve under Management Order", namely:
         (A) the Reserve (**Reserve**) as outlined in blue the above diagram;

(B) the Management Order which contains conditions to be observed with power to lease for any term subject to the consent of the Minister for Lands (**Management Order**).

(iii) is subject to various other limitations, interests, encumbrances and notifications as listed in the Record of Qualified Certificate of Crown Land Title from time to time.

The Point Resolution Child Care Centre is shown below. Adam Armstrong Pavilion is located north of Point Resolution Child Care Centre and is outlined in green in the above diagram.



Expression of Interest

On 9 September 2024, an Expression of Interest (**EOI**) was advertised via tender link for the provision of childcare providers to operate Point Resolution Child Care Centre.

The EOI was the first stage of a 2-stage process. The recommended proponent will be presented to Council for consideration. The preferred proponent will then be engaged in lease negotiations, and once agreed, the proposal will be presented to the Council for consideration.

The City received 4 submissions in response to the EOI from the following companies:

Organisation Name	**EOI compliance/pre-qualification criteria met**
Learn Play Grow	Yes
Pathways Pre-primary	Yes
Sparkles Early Learning	Yes
Orchid Foundation	Yes

Selection Criteria

The submissions were evaluated based on the following Criteria:

1. Business Plan and Procedures (40%)
2. Registration and Compliance (30%)
3. Experience Skills and Key Personnel (30%)

Discussion

On 6 December 2024, the Administration completed an evaluation of the proposals received against the selection criteria mentioned above.

Pathways Pre-primary received the highest weighted score against the selection criteria. Using this selection criteria, Pathways Pre-primary was selected by the Administration as the preferred proponent to operate Point Resolution Child Care Centre.

Pathways Pre-primary has the required registrations and demonstrates appropriate experience, skill, and resources within their submission. Pathways Pre-primary utilise the OWNA Childcare Management System, and lots of policies related to health and safety and behaviour management. Pathways Pre-primary also proposed extensive renovations and upgrades to the premises to bring the facility up to current standards.

Consultation

The City of Nedlands Community Engagement Policy was reviewed, and this application was assessed as not requiring community consultation.

Strategic Implications

This item is strategically aligned to the City of Nedlands Council Plan 2022-23 vision and desired outcomes as follows:

Vision	**Sustainable and responsible for a bright future**
Pillar	**People**
Outcome	3. A caring and supportive community for all ages and abilities.
Pillar	**Place**
Outcome	7. Attractive and welcoming places.
Pillar	**Prosperity**
Outcome	10. Active participation in education and lifelong learning.

Budget/Financial Implications

The Point Resolution Child Care Centre contains communications infrastructure which supports Adam Armstrong Pavilion, which is currently one of the City's Business Continuity Plan ICT infrastructure emergency alternatives. When a new childcare operator is selected, there will be cost associated with relocating that ICT communications infrastructure to Adam Armstrong Pavilion, although these costs are not yet estimated.

Legislative and Policy Implications

The City may only dispose land pursuant to section 3.58 of the *Local Government Act 1995* (WA) (**LG Act**).

An expression of interest is commonly undertaken by local governments to gauge interest and/or select the preferred candidate from a pool of candidates to provide a product and/or service.

Decision Implications

If the Council supports Administration's recommendation to select Pathways Pre-primary as the preferred candidate to operate day care services over 53 Jutland Parade in Dalkeith, Administration will approach Pathways Pre-primary to commence lease negotiations.

Conclusion

On 6 December 2024, the Administration evaluated the EOI proposals and Pathways Pre-primary received the highest weighted score against the selection criteria as the preferred proponent for childcare provider over Point Resolution Child Care Centre.

Further Information

Nil.

17.3 CPS12.03.25 College Park Family Centre, 100 Princess Road in Nedlands at Reserve 1670 – Proposal for Expression of Interest

CPS12.03.25 – College Park Family Centre, 100 Princess Road in Nedlands at Reserve 1670 – Proposal for Expression of Interest

Meeting & Date	Ordinary Council Meeting – 25 March 2025
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Report Author	Ashley Niciforo – Land and Property Officer Henry Burke – Strategic Land and Property Coordinator
Director/CEO	Amanda Alderson – Director Corporate Services
Attachments	Nil.

Purpose

The purpose of this report is to propose that the City expressions of interest to seek proposals child care services operators to operate College Park Child Care Centre located at 100 Princess Road in Nedlands (**College Park Family Centre**).

Recommendation

That Council

1. **PROVIDE in principle support to invite expressions of interest for operators to operate a childcare service at College Park Family Centre 100 Princess Road in Nedlands, otherwise known as Reserve 1670 – portion of Lot 103 on Deposited Plan 222793 being part of the land comprised on Crown Land Title Volume LR3012 Folio 206.**
2. **AUTHORISE the CEO to undertake an expression of interest process seeking proposals from suitably qualified child care providers to operate a child care service over College Park Family Centre, 100 Princess Road in Nedlands, being a portion of Reserve 1670 – portion of Lot 103 on Deposited Plan 222793 being part of the land comprised on Crown Land Title Volume LR3012 Folio 206.**

Voting Requirement

Simple Majority.

Background

Land

This report pertains to a portion of land located at College Park, 100 Princess Road in Nedlands. The **Land**:

1. is a portion of two lots:
   (a) Reserve 1670 – Lot 103 on Deposited Plan 222793, being part of the land comprised in Crown Land Title Volume LR3012 Folio 206 as outlined in green below (**Lot 103**):



   (b) Reserve 1670 – Lot 104 on Deposited Plan 222793, being part of the land comprised in Crown Land Title Volume LR3012 Folio 206 as outlined in yellow in the above diagram (**Lot 104**).
2. is Crown Land as defined under the *Land Administration Act 1997* (WA).
   (b) is owned by the State of Western Australia, subject to the interests and Status Orders below:
      (iv) the City of Nedlands is the Primary Interest Holder in the Land.
      (v) is a "Reserve under Management Order", namely:
         (C) the Reserve (**Reserve**) as outlined in blue the above diagram;
         (D) the Management Order which contains conditions to be observed with power to lease for any term subject to the consent of the Minister for Lands (**Management Order**).
      (vi) is subject to various other limitations, interests, encumbrances and notifications as listed in the Record of Qualified Certificate of Crown Land Title from time to time.

   together Lot 103 and Lot 104 are the "**Land**".

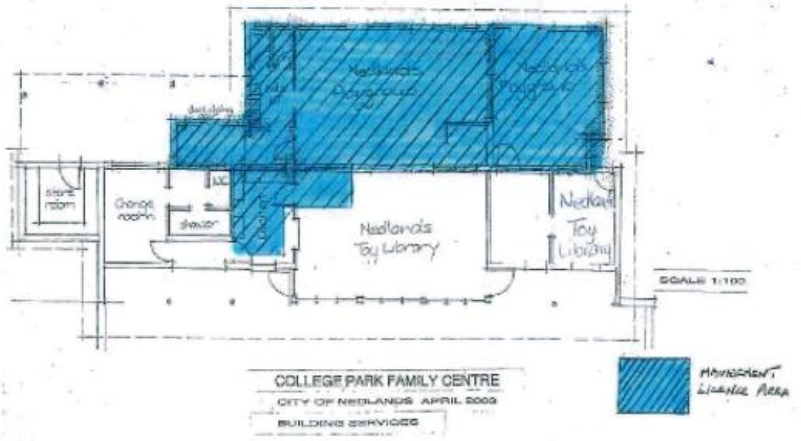
The Land is located in College Park, which is a Reserve. College Park contains two large ovals, cricket nets, John Leckie Pavilion, a southern car park, and a northern car park located off Princess Road, which services the College Park Child Care Centre, which is co-located with three tennis courts and a pump track.

Use

The College Park Family Centre, which is outlined in red in the above diagram, has been utilised by 3 community groups: (1) Nedlands Playgroup Inc.; (2) Nedlands Toy Library Inc.; and (3) Aim Over 50 Archery Group Inc.

Nedlands Playgroup Inc.

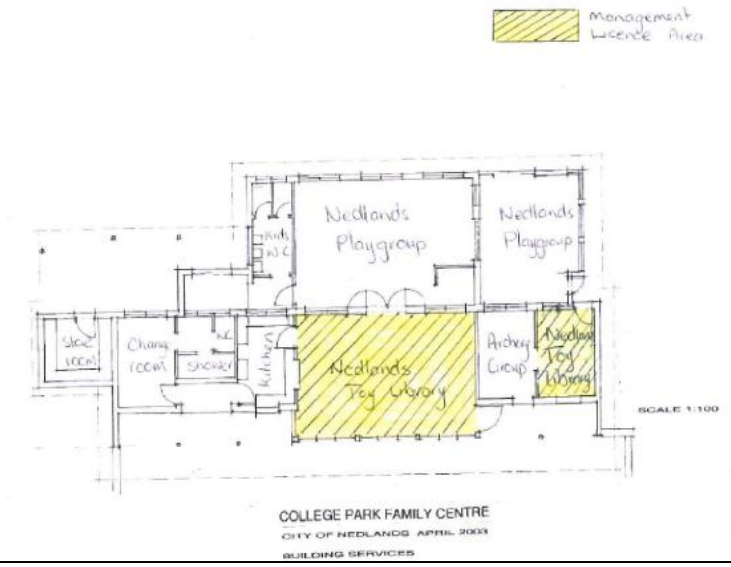
The facility was licensed to Nedlands Play Group Inc. according to an undated management licence agreement (**Licence 1**) with the following key terms:

Term	Description
Licensor	City of Nedlands.
Licensee	Nedlands Playgroup Inc.
Licensed Area / Land	A portion of the Land as highlighted below in blue: 
Use / Permitted Purpose	Children's playgroup.
Commencement Date	1 July 2013.
Term	3 years from the Commencement Date.
Expiry Date	30 June 2016.
Licence Fee	$2,166 per annum calculated on a nominal usage of 1430 hours per year

Nedlands Playgroup Inc. held over their licence agreement since it expired on 30 June 2016, despite there not being any provision for holding over in Licence 1, and vacated College Park Family Centre in August 2024.

Nedlands Toy Library Inc.

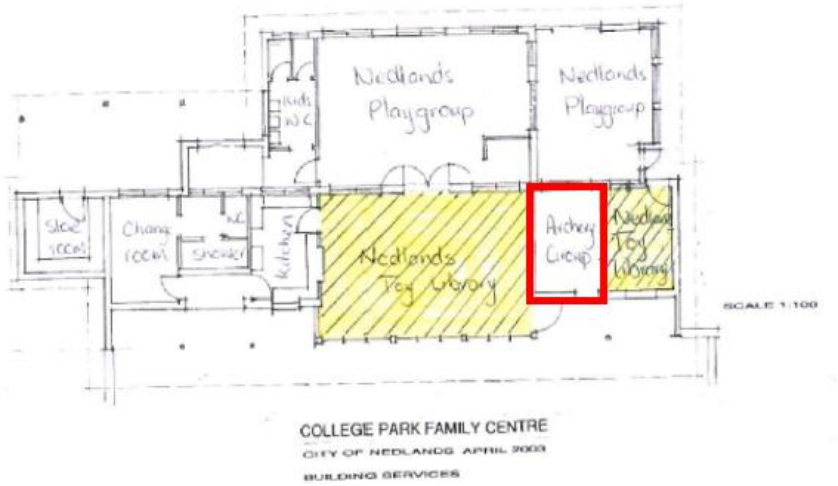
Nedlands Toy Library Inc. had a licence (**Licence 2**) with the City on the following terms:

Term	Description
Licensor	City of Nedlands.
Licensee	Nedlands Toy Library Inc. ABN 98 805 280 967
Licensed Area / Land	A portion of the Land as highlighted below in yellow: 
Use / Permitted Purpose	Children's Toy Library.
Commencement Date	1 July 2013.
Term	3 years from Commencement Date.
Expiry Date	30 June 2016.
Agreed Hours	"Agreed Hours" means the hours agreed in advance with the City from time to time and booked through the City's booking system.
Rent	$485.84 based on a nominal usage of 156 hours per year, and where usage exceeds 156 hours per year, $18.00 per hour peak rate (8.30 am to 8.30 pm) and an off peak rate of $14.00 per hour.

Nedlands Toy Library Inc. Licence 2 has been in holding over since it expired in June 2016, despite there not being any hold over provision in that licence. Nedlands Toy Library Inc. has recently informed the City that they are winding down the business due to a lack of volunteers. Nedlands Toy Library Inc. are currently divesting their assets in other nearby toy libraries, including the Floreat Toy Library. Nedlands Toy Library anticipates they will be able to vacate their Licensed Premises at College Park Family Centre at the end of March 2025.

<u>Aim Over 50 Archery Group Inc</u>

Aim Over 50 Archery Group Inc. also utilises one the room outlined in red below for its equipment storage:



Currently Aim Over 50 Archery Group Inc. are not paying for their use of the storeroom. The Property team will be approaching the group to negotiate a licence for with Aim Over 50 Archery Group Inc. in relation to the above College Park Family Centre storeroom.

Discussion

Late last year the City was approached by several groups to operate an early childhood development kindergarten from the premise. To be fair and equitable administration propose that Council authorises the CEO prepare an invitation to undertake an expression of interest inviting suitable qualified day care operators to submit proposals.

Consultation

The City of Nedlands Community Engagement Policy was reviewed, and this application was assessed as not requiring community consultation.

Strategic Implications

This item is strategically aligned to the City of Nedlands Council Plan 2023-33 vision and desired outcomes as follows:

Vision	**Sustainable and responsible for a bright future**
Pillar	**People**
Outcome	3. A caring and supportive community for all ages and abilities.
Pillar	**Place**
Outcome	7. Attractive and welcoming places.
Pillar	**Prosperity**

Outcome 10. Active participation in education and lifelong learning.

Budget/Financial Implications

If Council authorises the CEO to invite expressions of interest, the City may procure a childcare operator who could lease the majority of the College Park Family Centre, excluding the storeroom utilised by Aim Over 50 Archery Group Inc.

Legislative and Policy Implications

The City may only dispose land pursuant to section 3.58 of the *Local Government Act 1995 (WA)* (**LG Act**).

As the Land is Crown land, the City must seek the consent of the Minister for Lands' consent to lease or licence the Land, pursuant to section 18 of the *Land Administration Act 1997 (WA)*.

Decision Implications

If Council approve for the Administration's recommendation, the CEO will proceed to seek expressions of interest from suitable qualified childcare operators.

Conclusion

The College Park Family Centre has been utilised by several community groups including the Nedlands Playgroup Inc., which have recently vacated and the Nedlands Toy Library Inc., which is in the process of vacating the premises.

Recently, Administration have been approached by a few childcare operators in relation to College Park Family Centre. It is proposed that Council authorise the CEO to seek expressions of interest for suitable childcare operators to utilise this facility.

Further Information

Nil.

17.4 CPS13.03.25 Hackett Play Centre, 2 Draper Street in Floreat on Reserve 24029 – Floreat Toy Library Inc. New Lease Proposal

CPS13.03.25 Hackett Play Centre, 2 Draper Street in Floreat on Reserve 24029 - Floreat Toy Library Inc. New Lease Proposal

Meeting & Date	Ordinary Council Meeting – 25 March 2025
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Report Author	Ashley Niciforo – Land and Property Officer Henry Burke – Strategic Land and Property Coordinator
Director/CEO	Amanda Alderson – Director Corporate Services
Attachments	Nil.

Purpose

The purpose of this report is to seek principal support for a lease agreement between the City of Nedlands and Floreat Toy Library Incorporated (**Floreat Toy Library Inc.**) over the community facility located at 2 Draper Street in Floreat (**Hackett Play Centre**).

Recommendation

That Council:

1. **PROVIDE in Principle support to the proposed lease over 2 Draper Street in Floreat being Reserve 24029, being a portion of Lot 5543 on Deposited Plan 183807 being part of the land comprised in Crown Land Title Volume LR3022 Folio 654.**
2. **AUTHORISES the Chief Executive Officer to negotiate the terms of a proposed new lease with Floreat Toy Library Inc. over 2 Draper Street in Floreat being Reserve 24029, being a portion of Lot 5543 on Deposited Plan 183807 being part of the land comprised in Crown Land Title Volume LR3022 Folio 654.**
3. **AUTHORISE, subject to the Minister for Lands' consent pursuant to section 18 of the *Land Administration Act 1997* (WA), the Chief Executive Officer and Mayor to affix the common seal of the City of Nedlands to the lease agreement pursuant to section 9.49A of the *Local Government Act 1995* (WA).**

Voting Requirement

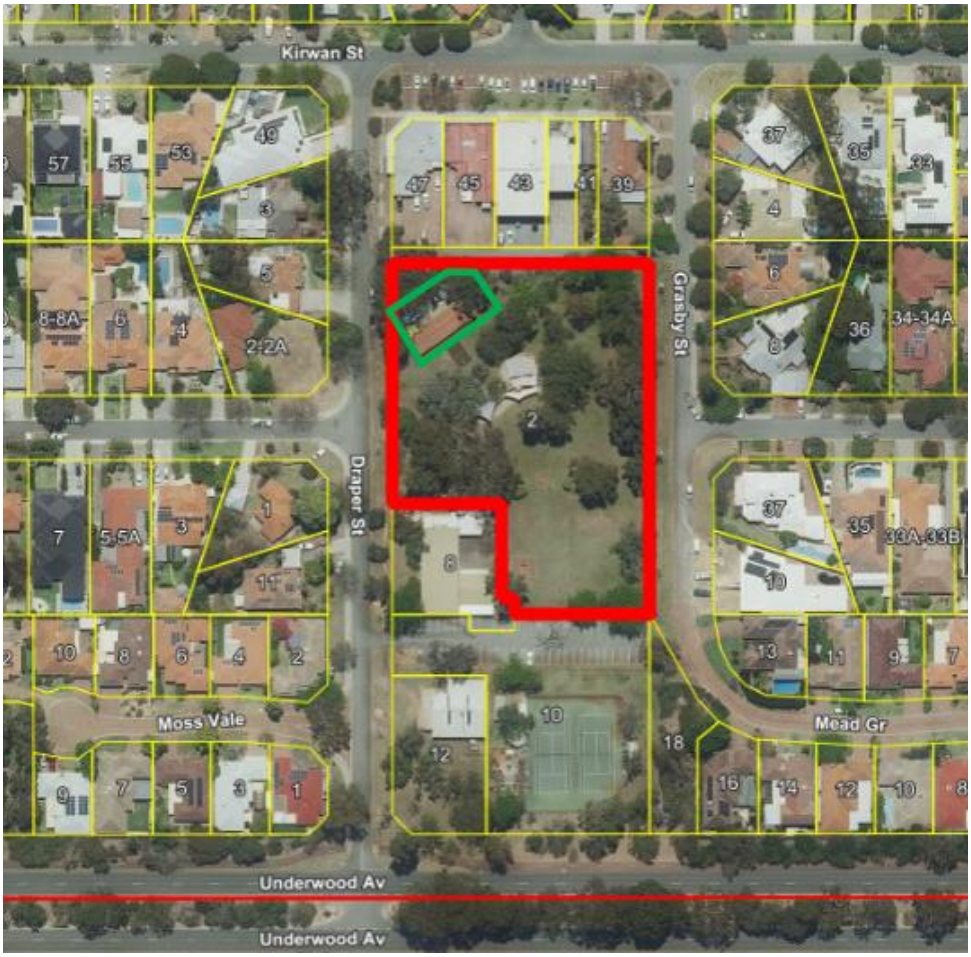
Simple Majority.

Background

Land and Building

This report pertains to a portion of land 'vested' in the City of Nedlands by a Management Order, which is located at the area known as Lawler Park in Floreat known. The Land:

1. is comprised of one lot being Reserve 24029, being a portion of Lot 5543 on Deposited Plan 183807 being part of the land comprised in Crown Land Title Volume LR3022 Folio 654 as outlined in red below:



2. is Crown Land as defined under the *Land Administration Act 1997* (WA).
   (a) is owned by the State of Western Australia, subject to the interests and Status Orders below:
      (i) the City of Nedlands is the Primary Interest Holder in the Land.
      (ii) is a "Reserve under Management Order", namely:
         (A) the Reserve (Reserve);
         (B) the Management Order which contains conditions to be observed with power to lease for any term subject to the consent of the Minister for Lands (Management Order).

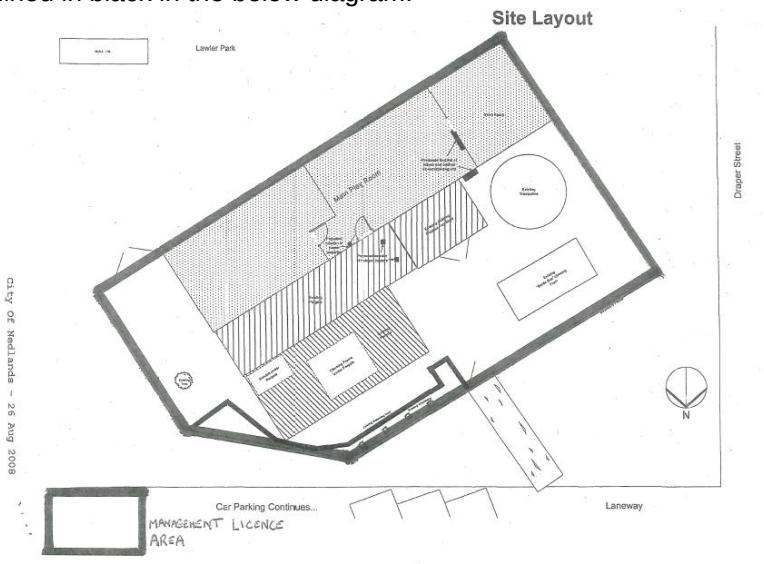
(iii) is subject to various other limitations, interests, encumbrances and notifications as listed in the Record of Qualified Certificate of Crown Land Title from time to time.

Lawler Park is listed in the City of Nedlands Municipal Inventory as heritage location Place Number 13620. The Hackett Play Centre building was formerly an infant health clinic.

The Hackett Play Centre building consists of a Main Play Room, Store Room, Kitchen, and Toilets. There is a fenced 'backyard' area, which contains a sandpit and climbing frame under a pergola, a trampoline, a "Bertie Bus" climbing frame, a large pergola area and an outdoor toy shed.

Previous Licence

Floreat Toy Library Inc. had a previous Licence agreement over Hackett Child Centre (**2010 Licence**). The terms of the 2010 Licence were as follows:

Term	Description
Licensor	City of Nedlands.
Licensee	Floreat Toy Library Incorporated ABN 44 034 825 832 / ACN
Licensed Area / Land	A portion of the Land as outlined in green in the above diagram and outlined in black in the below diagram: 
Use / Permitted Purpose	Toy Library.
Commencement Date	1 July 2010
Term	3 years.
Expiry Date	30 June 2013.
Agreed Hours	"Agreed Hours" means the hours agreed in advance with the City from time to time through the City's booking system." The Lessee only has use of the Licensed Area during the Agreed Hours, as modified from time to time, and must not obstruct any person or other organisation from using the Licensed Area outside the Agreed Hours.
Licence Fee	A minimum annual fee of $360 per annum plus GST calculated on the nominal usage of 60 hours per year, and where use exceeds 60 hours per week $12 per hour plus GST (community day rate) and $13 per hour plus GST (community evening (5 pm to midnight) rate).

On 30 June 2013 (approximately 11 years and 8 months ago), the 2010 Licence expired and Floreat Toy Library Inc. has been holding over since despite there not being any specific hold over provision in the 2010 Licence.

Currently Floreat Toy Library Inc. pay the City $507.27 per annum plus GST. The Administration understands that the Licence Fee has been increased in line with the change in the Consumer Price Index, despite there being no such provision for such a Licence Fee review methodology in the 2010 Licence.

Discussion

Floreat Toy Library Inc. has approached the City to formally renew their tenure over Hackett Child Centre. Floreat Toy Library Inc. have proposed a new lease agreement with the following terms:

Term	Description
Lessor	City of Nedlands.
Lessee	Floreat Toy Library Incorporated ABN 44 034 825 832 / ACN
Leased Area / Land	Same as 2010 Licence Licensed Area. This would be an exclusive right to use this area.
Use / Permitted Purpose	Toy Library.
Commencement Date	Date of execution of lease or consent from Minister of Lands.
Term	10 years.
Further Term	5 years.
Rent	$900 per annum plus GST.
Rent Review	Fixed at 3% increase per annum.
Rent Review Date	Annually on the anniversary of the Commencement Date.
Outgoings	Lessee's responsibility.

Valuer Burgess Rawson in their valuation dated the 9 May 2024 valued the leased premises as worth $900 per annum plus GST.

Floreat Toy Library Inc. proposed a lease arrangement does not want to be limited to a certain time to use the facility and wants exclusive use of the premises. Currently there are no other users of the premise.

Current Use

The City confirms that Floreat Toy Library Inc. have been the only users of the Hackett Play Centre.

Consultation

The City of Nedlands Community Engagement Policy was reviewed, and this application was assessed as not requiring community consultation.

Strategic Implications

This item is strategically aligned to the City of Nedlands Council Plan 2022-23 vision and desired outcomes as follows:

Vision	**Sustainable and responsible for a bright future**
Pillar	**People**
Outcome	3. A caring and supportive community for all ages and abilities.
Pillar	**Place**
Outcome	7. Attractive and welcoming places.
Pillar	**Prosperity**
Outcome	10. Active participation in education and lifelong learning.

Budget/Financial Implications

If the Council endorses the proposed new agreement between the City and Floreat Toy Library Inc., existing rental income will increase $392.73 to $507.27 per annum plus GST to $900 per annum, plus GST and outgoings. This will generate revenue over the course of the lease as follows:

Year	Term	Rent (ex GST)	Rent (inc GST)	Fixed Rent Review
0	Commencement	$ 900.00	$ 990.00	
1	Term	$ 927.00	$ 1,019.70	3%
2	Term	$ 954.81	$ 1,050.29	3%
3	Term	$ 983.45	$ 1,081.80	3%
4	Term	$ 1,012.96	$ 1,114.25	3%
5	Term	$ 1,043.35	$ 1,147.68	3%
6	Term	$ 1,074.65	$ 1,182.11	3%
7	Term	$ 1,106.89	$ 1,217.58	3%
8	Term	$ 1,140.09	$ 1,254.10	3%
9	Term	$ 1,174.30	$ 1,291.73	3%
10	Term	$ 1,209.52	$ 1,330.48	3%
11	Further Term	$ 1,245.81	$ 1,370.39	3%
12	Further Term	$ 1,283.18	$ 1,411.50	3%
13	Further Term	$ 1,321.68	$ 1,453.85	3%
14	Further Term	$ 1,361.33	$ 1,497.46	3%
15	Further Term	$ 1,402.17	$ 1,542.39	3%
	Total	$ 18,141.19	$ 19,955.31	

Legislative and Policy Implications

Floreat Toy Library Inc.

Floreat Toy Library Inc.:

1. was incorporated as an association under the *Associations Incorporation Act 2015* (WA) registered as association number A0824415D with the Department of Energy, Mines, Industry Regulation and Safety (**DEMIRS**) on 10 July 1989.
2. has a 2022 constitution which lists the objectives of the association as:

   "To establish and maintain a non-profit toy library for pre-school age children which will help to enrich their play and learning environment by providing a wide range of toys, puzzles, games and role play dress ups.

   To provide for the loan in the Toy Library, toys, puzzles, and games which meet the standard established by the Australian Standards Association.

   To provide an opportunity for members to exchange ideas about the range of toys, puzzles, games and role play dress ups available and their relevance to children of different age levels and needs."
3. is a charity for the purposes of the *Association Charities and Not-for-profit Commission Act 2012* (Cth), and is registered as a charity with the Australian and Not-for-Profit Commission (**ACNC**).
4. is a "Not-for-profit" as defined by the ACNC, as the property and income of its Toy Library must be applied solely towards the promotion of the objects of the Constitution and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to any member of the Toy Library.

Section 3.58 LG Act

The City may only dispose land pursuant to section 3.58 of the *Local Government Act 1995* (WA) (**LG Act**).

Section 3.58(5)(d) of the LG Act provides that the requirements under section 3.58 do not apply if the disposition is excluded by the regulations.

The proposed disposition of land by a lease to Floreat Toy Library Inc. is exempt under regulation 30(2)(b) of the *Local Government (Functions and General) Regulations 1996* (WA) which provides that a disposition is excluded from the application of section 3.58 of the LG Act where the objectives of the are charitable, educational and recreational and the members of the Club are not entitles or permitted to receive any pecuniary profit from the club's transactions.

As the Land is Crown land, the City must seek the consent of the Minister for Lands' consent to lease or licence the Land, pursuant to section 18 of the *Land Administration Act 1997* (WA).

Decision Implications

If the Council supports the new proposed lease agreement between the City and Floreat Toy Library Inc., the City Administration will arrange to finalise the lease agreement.

Conclusion

Floreat Toy Library Inc. is proposing to enter into a new lease agreement over Hackett Play Centre in order to operate their toy library from the facility.

The initial term proposed is 10 years, with an option to renew for a further 5 years. If the option was exercised, the proposed lease would generate an income of $19,951.31 inclusive of GST over the course of the lease.

Further Information

Nil.

17.5 CPS14.03.25 Drabble House, 2 Webster Street in Nedlands – Proposed Expression of Interest for Cafe Operators

CPS14.03.25 – Drabble House 2 Webster Street in Nedlands – Proposed Expression of Interest Request for Cafe Operators

Meeting & Date	Ordinary Council Meeting – 25 March 2025
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Report Author	Ashley Niciforo – Land and Property Officer Henry Burke – Land and Property Coordinator
Director/CEO	Amanda Alderson – Director of Corporate Services
Attachments	Nil.

Purpose

The purpose of this report is to request the Council to consider requesting the Chief Executive Officer to invite expressions of interest from café' businesses to operate a café business from Drabble House, located at 2 Webster Street in Nedlands (**Drabble House**).

Recommendation

That Council

1. **PROVIDE in Principle support to the Chief Executive Officer to invite expressions of interest from café businesses to operate a café business from Drabble House located at 2 Webster Street in Nedlands.**

Voting Requirement

Simple Majority.

Background

Land

This report pertains to land owned by the City of Nedlands known as Drabble House, which is heritage listed building with the Place Number 13654 located at 2 Webster Street in Nedlands, as outlined in red below:



The Land:

1. relates to three lots, namely:
   (a) Lot 56 on Plan 1747 being the whole of Certificate of Title Volume 1257 Folio 4.
   (b) Lot 57 on Plan 1747 being the whole of Certificate of Title Volume 1257 Folio 4.
   (c) Lot 61 on Plan 1747 being the whole of Certificate of Title Volume1257 Folio 4.
2. is freehold land owned by the City of Nedlands.

Use

Drabble House is currently hired out by various community organisations for functions and meetings and is one of the City's busiest venues for hiring activity.

The Community Development and Building Maintenance teams manage the use of Drabble House. It serves as a hub for several community groups, fostering engagement and learning through a range of activities facilitated by the City, small business, and community groups. Among its regular uses, the facility hosts positive ageing activities, language and music lessons, low impact exercise classes, and other community initiatives including board game meeting and breakfast club on Sunday.

In addition to its regular users, Drabble House is available for hire by the public using the City's booking website, offering flexible booking options from as little as one hour to full-day use. Drabble House is used as a venue for meetings, workshops, and social gatherings, and provides for the use of several separate rooms within the building. Due to the layout and accessibility of the bathrooms, it is booked as one complete space. Drabble House continues to be an integral part of the community, supporting local initiatives and providing accessible space for diverse needs.

The Administration proposes exploring the possibility of a café operating from Drabble House, excluding the upstairs portion, which is closed off from the public for safety reasons.

Discussion

The Administration proposes that Council authorises the Chief Executive Officer invites expressions of interest for café' operators to submit business proposals to lease Drabble House.

As part of the expression of interest process, the Administration would review any proposals it receives and to assess whether to enter into a lease agreement for a café to operate from the Drabble House.

Consultation

The City of Nedlands Community Engagement Policy was reviewed, and this application was assessed as not requiring community consultation.

Strategic Implications

This item is strategically aligned to the City of Nedlands Council Plan 2023-33 vision and desired outcomes as follows:

Vision	**Sustainable and responsible for a bright future**
Pillar	**People**
Outcome	3. A caring and supportive community for all ages and abilities.
Pillar	**Planet**
Outcome	4. Healthy and sustainable ecosystems.
Pillar	**Place**
Outcome	7. Attractive and welcoming places.
Pillar	**Prosperity**
Outcome	9. A vibrant local economy.

Budget/Financial Implications

If Council approves for the Chief Executive Officer to invite expressions of interest to lease Drabble House for the purposes of operating a café business, Drabble House could be further activated during the day, and increase the council's revenue.

Legislative and Policy Implications

The City may only dispose land pursuant to section 3.58 of the *Local Government Act 1995 (WA)* (**LG Act**).

An expression of interest is commonly undertaken by local governments to gauge interest and/or select the preferred candidate from a pool of candidates to provide a product and/or service.

Decision Implications

If the Council approves for the Administration's recommendation, the Chief Executive Officer will proceed to invite expressions of interest for a café' business operators to lease Drabble House for the purpose of establishing a café business.

Conclusion

Drabble House is currently hired out by various community groups for functions and meetings and is one of the City's busiest venues for hiring activity.

Administration proposes that the Council authorise the Chief Executive Officer invite expressions of interest for cafe' business operators.

Further Information

Nil.

17.6 CPS15.03.25 Appointment of Independent Members to the Audit, Risk and Improvement Committee

CPS15.03.25 Appointment of Independent Members to the Audit, Risk and Improvement Committee

Meeting & Date	Ordinary Council Meeting – 25th March 2025
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil
Report Author	Alyce Martin – Coordinator of Governance Legal and Risk
Director/CEO	Amanda Alderson – Director Corporate Services
Attachments	1. Attachment 1 – CONFIDENTIAL 2. Attachment 2 – CONFIDENTIAL

Purpose

The purpose of this report is to appoint two independent committee members to the Audit, Risk and Improvement Committee.

Recommendation

That Council:

1. **APPOINTS the recommended applicant 1 as an Independent Committee Member to the Audit, Risk and Improvement Committee; and**
2. **APPOINTS the recommended applicant 2 as an Independent Committee Member to the Audit, Risk and Improvement Committee.**
3. **CONFIRMS the allocation of the maximum prescribed amount payable to an independent member per meeting pursuant to s5.100(2)(a) of the Local Government Act 1995 (WA) to be payable to each attendance at an Audit, Risk and Improvement Committee meeting by an Independent Committee Member.**

Voting Requirement

Absolute Majority.

Background

On 27 November 2024 the *Local Government Amendment Bill 2024* (WA) (**Amendment Bill**) was passed by the Legislative Council. Within the Amendment Bill there have been several

changes to the *Local Government Act 1995* (WA) (**the Act**) and in particular for the purposes of this report there have been changes to the make-up of the Audit and Risk Committee (**Committee**) proposed. These sections of the Amendment Bill are yet to be proclaimed and as such are not yet legislative requirements.

A link to the Blue Bill is provided Local+Government+Act+1995+-+MUPA+1.pdf.

Council at the 10 December 2024 Ordinary Council meeting instructed the CEO to advertise for two independent committee members. The advertisement was placed in Seek, LinkedIn and the City's website and the application time frame closed on 17 January 2025.

Discussion

Rationale for appointment

The Administration has received feedback that other local government authorities are waiting until the sections of the Amendment Bill have been proclaimed before starting the process for recruitment of independent members if they don't already have them.

Rather than waiting and advertising when many other local governments are also trying to appoint members to their committees and when there is a legislative deadline for compliance, should Council elect to appoint members now Council will be taking proactive steps to mitigate risks in complying with the requirements once proclaimed.

If Council decides to defer this appointment, candidates may seek appointment to alternative local government committees and may then be unavailable to the City of Nedlands.

Applications received

A total of 38 applications deemed acceptable were received.

In addition 19 applications were received but deemed not acceptable due to the applicants not residing in Western Australia or Australia. While being a resident of Western Australia is not a requirement, it is a requirement that at least 50% of attendances are in person. With the Committee meeting monthly, the ability of international or interstate members to attend the required meetings in person are limited.

Recommended applicants

Of the applications received Applicant 1 and Applicant 2 were considered the most suitable by Craig Ross and Amanda Alderson for the following reasons:

- Applicant 2 - Significant experience in all key areas (Financial Reporting, Audit and Assurance, Governance, Risk Management and Internal Control) including board level and audit committee skills and knowledge. Current member of the OAG Audit Committee Chair Forum.

- Applicant 1 - Significant experience in all key areas (Financial Reporting, Audit and Assurance, Governance, Risk Management and Internal Control) with significant compliance, risk management and governance oversight skills and knowledge.

Payments to Committee Members

Section 5.100 of the Act provides that a local government may pay a committee member who attends a meeting of the Committee.

As the City of Nedlands is a Band 2 local government the maximum amount that an independent member of the Committee can be paid at the date of preparation of this report is $317. This amount is prescribed in the Determination of The Salaries and Allowances Tribunal for Local Government Chief Executive Officers and Elected Members which was varied in 2023 to accommodate this change. An extract of the relevant table taken from the WA Government website follows:

6.3 COMMITTEE MEETING AND PRESCRIBED MEETING ATTENDANCE FEES – PER MEETING

1. The ranges of fees in Table 6 apply where a local government or regional local government decides to pay a council member or independent member a fee referred to in –
   - section 5.98(1)(b) of the LG Act for attendance at a committee meeting; or
   - section 5.98(2A)(b) of the LG Act for attendance at a meeting of a type prescribed in regulation 30(3A) of the LG Regulations.
   - section 5.100(2)(a) of the LG Act for attendance at a committee meeting

Table 6: Committee meeting and prescribed meeting fees per meeting – local governments

For a council member (including the mayor or president)

Band	Minimum - Elected member	Maximum - Elected member	Minimum - Independent member	Maximum - Independent member
1	$338	$432	$0	$432
2	$203	$317	$0	$317
3	$104	$224	$0	$224
4	$52	$130	$0	$130
Regional local governments	$52	$130	$0	$130

As the funds for payments to the independent committee members will be unbudgeted expenditure in the current financial year. This requires a decision passed by an absolute majority of Council pursuant to s6.8 of the *Local Government Act 1995* (WA).

At the Ordinary Council meeting on 25 February 2025 the Council vote was 4/4. As this matter requires an absolute majority the administration has written to the Minister for permission to amend the number of votes required for an absolute majority on this item to four (4) votes.

Consultation

An advertisement seeking the interest of persons to fill the role of Independent Committee Member was placed on LinkedIn, Seek and on the City of Nedlands website on 19 December 2024 with applications closing on 17 January 2025.

Strategic Implications

This item is strategically aligned to the City of Nedlands Council Plan 2023-33 vision and desired outcomes as follows:

Vision	**Sustainable and responsible for a bright future**
Pillar	**Performance**
Outcome	11. Effective leadership and governance.

Budget/Financial Implications

In the current financial year this will potentially have a spend of $ 2,536 in unbudgeted funds. This amount has been arrived at by multiplying the maximum amount able to be paid to independent committee members ($317) by the number of proposed independent committee members (2) by the number of remaining Committee meetings in the second half of the financial year (4).

A spend of $2,536 can be expected from July 2025 – October 2025 however this can be budgeted for in the next financial year, together with any payments for the rest of the financial year.

Legislative And Policy Implications

Local Government Act 1995 (WA) Local Government Act 1995 - [07-am0-00].pdf
Local Government Amendment Bill 2024 (WA)
https://www.parliament.wa.gov.au/parliament/bills.nsf/BillProgressPopup?openForm&ParentUNID=E89C0023410BDDCF48258B790032ADCF

Decision Implications

If Council endorses the administration recommendations then the Committee will be operating in accordance with best practice before the requirements are codified into legislation and before any statutory timeframes for implementation exist.

If Council does not endorse the recommendations then the Committee will continue as it currently stands and this item will need to be revisited at a later date.

Conclusion

It is recommended that Council appoint applicant 1 and applicant 2 to the Committee with provision for payment of the maximum prescribed meeting fee per meeting attendance.

Further Information

The Minister for Local Government is able to approve a reduction of the number of votes required for an absolute majority under the Local Government Act. In February 2025 when this matter was presented to council had four (4) votes in favour and four (4) votes against we have sought direction from the Minister as to whether she will consent to an amendment of the number of votes required for an absolute majority decision in relation to this matter.

17.7 CPS16.03.25 Nedlands Yacht Club – 2024/25 Budget Amendment

CPS16.03.25 – Nedlands Yacht Club – 2024/25 Budget Amendment

Meeting & Date	Council Meeting – 25th March 2025
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Employee disclosure required where there is an interest in any matter of which the employee is providing advice or a report.
Report Author	Amanada Alderson – Director of Corporate Services
CEO	Keri Shannon
Attachments	Nil.

Purpose

This report is presented to Council to seek approval to make an amendment to the adopted 2024/25 budget for the instalment contribution by the City to the Nedlands Yacht Club Inc. (NYC) Sail Training Centre Redevelopment.

Recommendation

That Council APPROVES the proposed amendment to the adopted 2024/25 budget to include $271,666 plus GST for the City's 50% instalment contribution to the Nedlands Yacht Club Sail Training Centre Redevelopment.

Voting Requirement

Absolute Majority.

Background

Approval for amendment to the 2024/25 budget is being sought following the signing of a construction contract by NYC to build a new Sail Training Centre.

The City is to make a total contribution to the redevelopment amounting to $543,333 plus GST and was approved at the Council meeting of 27 September 2022.

Based on the milestones provided by the former Director Corporate Services, an amount of $135,833 plus GST being 25% of the City's grant contribution has been paid in June 2024, with a further $271,666 plus GST to now be paid (50%) following signing of the

construction contract, and the final amount (25%) to be paid in FY26 upon practical completion.

On 18 February 2025 NYC signed the construction contract with an estimated completion date of 22 August 2025.

Discussion

NYC was established in 1952. The Club is located on the esplanade in Nedlands, on crown land vested in the City by the State under a Management Order. The Club leases this land from the City. The current Junior Clubhouse was built in 1955 by volunteers and does not meet the current building codes or standards for disability access or privacy.

In addition to the City's contribution, NYC has also sought and obtained a CSRFF grant to match the City's contribution, funds from members, and bank loan funding to construct the new Sail Training Centre.

NYC as lessee is responsible for repair and maintenance of all buildings, structures, alterations, additions, improvements, and necessary statutory approvals on the land amongst other lease conditions, including make good provisions.

Consultation

Discussions have been held by the administration with NYC representatives to clarify redevelopment progress, lease conditions and seek key documentation.

Strategic Implications

This item is strategically aligned to the City of Nedlands Council Plan 2023-33 vision and desired outcomes as follows:

Vision	**Sustainable and responsible for a bright future**
Pillar	**Performance**
Outcome	11. Effective leadership and governance.

Budget/Financial Implications

The payment for the 50% instalment contribution is to made in April 2025 in accordance with the amended budget.

Legislative And Policy Implications

In accordance with sections 6.8(1) and (2) of the Local Government Act 1995, the Council cannot incur expenditure from its municipal fund for a purpose for which no expenditure estimate is included in the annual budget except where the expenditure:
(a) is incurred in a financial year before the adoption of the annual budget by the local government.
(b) is authorised in advance by resolution; or
(c) is authorised in advance by the mayor or CEO in an emergency.

Decision Implications

The payment impacts the FY25 budget and surplus and is being made in accordance with Council resolution of 27 September 2022.

Conclusion

It is recommended the Council approve the budget amendment.

17.8 CPS17.03.25 List of Accounts Paid February 2025

CPS17.03.25 List of Accounts Paid – February 2025

Meeting & Date	Ordinary Council Meeting – 25 March 2025
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Employee disclosure required where there is an interest in any matter of which the employee is providing advice or a report.
Report Author	A. Alderson – Director of Corporate Services
CEO	K. Shannon
Attachments	1. Creditor Payments Listing February 2025 2. Purchasing Card and Credit Card Payments February 2025 3. Fuel Card Payments February 2025

Purpose

The purpose of this report is to present list of accounts paid for the month of February 2025.

Recommendation

That Council RECIEVES the List of Accounts Paid for the month of February 2025.

Voting Requirement

Simple Majority.

Background

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* requires a list of accounts paid to be prepared each month, showing each account paid since the last list was prepared. This list is to include the following information:

1. the payee's name;
2. the amount of the payment:
3. the date of the payment; and
4. sufficient information to identify the transaction.

Discussion

The accounts payable procedures ensure that risk is managed, and no fraudulent payments are made by the city, and these procedures are strictly adhered to by the officers. These include the final vetting of approved invoices by the Coordinator Revenue and the Manager Financial Services (or designated alternative officers).

Consultation

Nil.

Strategic Implications

This item relates to the following elements from the City's Council Plan 2023-33.

Vision	**Sustainable and responsible for a bright future**
Pillar	**Performance**
Outcome	11. Effective leadership and governance.

Budget/Financial Implications

The payments are made in accordance with the approved budget.

Legislative and Policy Implications

In accordance with regulation 13 of the *Local Government (Financial Management) Regulations 1996* administration is required to present the List of Accounts Paid for the month of January 2025 to Council.

Decision Implications

Nil.

Conclusion

The List of Accounts Paid for the months of February 2025 complies with the relevant legislation and can be received by Council (see attachments).

Further Information

Nil.

City of Nedlands - List of Accounts Paid

For the Period 01-Feb-2025 to 28-Feb-2025

Payment Reference	Payment Date	Creditor Number	Creditor Name		Payment Amount
Creditor EFT					**2,068,957.22**
110493	**7/02/2025**	**10027**	**Construction Training Fund**		**69,855.31**
INV-259763-D3D4M1	BCITF LEVY TAX INVOICE - November 2024			69,855.31	
110494	**7/02/2025**	**10028**	**Bunnings Group Limited**		**253.29**
2433/00865848	Bunnings Materials			81.20	
2433/00776295	Materials for Works Dept			107.78	
2433/00775134	Materials for Works Dept			64.31	
110495	**7/02/2025**	**10053**	**Landgate**		**1,742.49**
398026	Schedule revaluation 24/25- 2nd PO 24/25			875.14	
398689	Schedule revaluation 24/25- 2nd PO 24/25			676.99	
400552	Schedule revaluation 24/25- 2nd PO 24/25			190.36	
110496	**7/02/2025**	**10104**	**WA Hino Sales & Service**		**862.40**
312338	Hino Parts			862.40	
110497	**7/02/2025**	**10199**	**Hays Specialist Recruitment Aust Pty Lt**		**10,943.98**
52609986	Labour hire - Turf Maintenance Officer			1,941.43	
52609985	Temp Wages			2,789.56	
52609987	WO Agency Staff			2,957.72	
52613737	Procurement Officer Temp			3,255.27	
110498	**7/02/2025**	**10210**	**NVMS Pty Ltd**		**874.50**
1000-1091-2025	Sound level meter NTi XL2 calibration			874.50	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110499	**7/02/2025**	**10229**	**WALGA**	**380.00**
UFC25-124	WALGA Urban Forest Conference 2025		380.00	
110500	**7/02/2025**	**10255**	**Cr B G Hodsdon**	**2,103.08**
FEBRUARY 2025	Monthly Councillor Allowances		2,103.08	
110501	**7/02/2025**	**10279**	**Bale Data Services**	**214.50**
94549	80mm x 80mm x 12.7mm;;Thermal Paper Roll		214.50	
110502	**7/02/2025**	**10402**	**DU Electrical Pty Ltd**	**140.25**
00018424	Updating Irrigation PLC at College Park		140.25	
110503	**7/02/2025**	**10429**	**Sonic HealthPlus Pty Ltd**	**772.10**
3489512	Employment Medicals		364.10	
KD478567	Employment Medicals		300.00	
KD478675	Employment Medicals		108.00	
110504	**7/02/2025**	**10457**	**Instant Products Hire**	**419.17**
194544	John XXIII depot hire toilet		230.90	
196451	John XXIII depot hire toilet		188.27	
110505	**7/02/2025**	**10467**	**The Information Management Group Pty**	**1,568.98**
93943711	Archive Record Storage & Digitisation		1,074.83	
93943712	Archive Record Storage & Digitisation		494.15	
110506	**7/02/2025**	**10483**	**Drainflow Services Pty Ltd**	**2,147.11**
00020382	Educting		1,175.99	
00020315	Sweepings		971.12	

Payment Reference	Payment Date	Creditor Number	Creditor Name		Payment Amount
110507	**7/02/2025**	**10516**	**Deputy Mayor Cr K A Smyth**		**3,531.25**
FEBRUARY 2025	Monthly Councillor Allowance			3,531.25	
110508	**7/02/2025**	**10547**	**Subaru Osborne Park**		**196.42**
90836S	Subaru filters			196.42	
110509	**7/02/2025**	**10553**	**Mr I De Souza**		**440.00**
VIDT1_012025	TAC - Supply of Life Models for Drawing			440.00	
110510	**7/02/2025**	**10554**	**Action Interiors**		**5,442.80**
00018055	Office wall lining			5,442.80	
110511	**7/02/2025**	**10608**	**Corsign WA Pty Ltd**		**1,195.04**
00091217	Alfred Rd Guard Rail			632.50	
00092117	Replacement broken signage			562.54	
110512	**7/02/2025**	**10617**	**Aus Chill Technical Services Pty Ltd**		**946.00**
14133	Aircon repairs.			946.00	
110513	**7/02/2025**	**10640**	**Moore Australia WA Pty Ltd**		**1,430.00**
4591	WA Local Government Budget Workshop			1,430.00	
110514	**7/02/2025**	**10688**	**Officeworks Ltd**		**686.41**
619054262	TAC Stationery and SH Supplies Order			370.34	
618410970	TAC Stationery Order			316.07	
110515	**7/02/2025**	**10697**	**StrataGreen**		**371.00**
171471	Barrier Mesh			371.00	
110516	**7/02/2025**	**10704**	**Budo Group Pty Ltd**		**833.80**
1537-01	Drill out for new bolts to 6 posts			833.80	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110517	**7/02/2025**	**10735**	**WINC Australia Pty Ltd (Previous name**	**727.91**
9047057010	Winc Spiral Notebook A4 120 pages		727.91	
110518	**7/02/2025**	**10800**	**Living Turf**	**6,380.00**
153930/01	Wetting Agent for sports fields		6,380.00	
110519	**7/02/2025**	**10815**	**Stephanie Reisch**	**295.00**
2501	TAC - Tutor Fees		295.00	
110520	**7/02/2025**	**10878**	**Cupid Catering**	**709.50**
IN00000003531	OCM Catering - 24 September 2024		709.50	
110521	**7/02/2025**	**10909**	**Richards Tyrepower**	**530.00**
3376705	Ford Tyres		225.00	
3376937	Tyre		305.00	
110522	**7/02/2025**	**10925**	**Westend Plumbing & Gas**	**5,197.50**
INV-15829	Plumbing repairs		3,014.00	
INV-15830	Tresillian - new clay trap		2,183.50	
110523	**7/02/2025**	**10926**	**Perth Materials Blowing Pty Ltd**	**13,340.25**
3128	Installation of mulch Dot Bennett Park		13,340.25	
110524	**7/02/2025**	**11016**	**Cr R A Coghlan**	**2,103.08**
FEBRUARY 2025	Monthly Councillor Allowance		2,103.08	
110525	**7/02/2025**	**11021**	**Cr F Bennett**	**2,103.08**
FEBRUARY 2025	Monthly Councillor Allowances		2,103.08	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110526	**7/02/2025**	**11167**	**Debora Gregorio**	**432.00**
01	TAC - Tutor Fees - Art Classes		432.00	
110527	**7/02/2025**	**11171**	**Tomomi Yamamoto**	**332.00**
031	TAC - Tutor Fees		332.00	
110528	**7/02/2025**	**11184**	**Cr N R Youngman**	**2,103.08**
FEBRUARY 2025	Monthly Councillor Allowance		2,103.08	
110529	**7/02/2025**	**11270**	**Mayor F E Argyle**	**8,529.83**
FEBRUARY 2025	Monthly Mayor Allowance		8,529.83	
110530	**7/02/2025**	**11307**	**Liveable Group Pty Ltd T/A Professional**	**608.88**
1823	Boundary prune melaleucas		608.88	
110531	**7/02/2025**	**11369**	**Cr Blane Brackenridge**	**2,103.08**
FEBRUARY 2025	Monthly Councillor Allowance		2,103.08	
110532	**7/02/2025**	**11370**	**Cr H Amiry**	**2,103.08**
FEBRUARY 2025	Monthly Councillor Allowances		2,103.08	
110533	**7/02/2025**	**11409**	**Pipeline Irrigation**	**2,706.00**
00006473	Irrigation Service Contractor		935.00	
00006472	Irrigation Service Contractor		1,771.00	
110534	**7/02/2025**	**11536**	**Unicorn Group Australia Pty Ltd**	**232.00**
135727	Gas Struts		232.00	
110535	**7/02/2025**	**11573**	**Veale Auto Parts**	**191.90**
21237726	Hyundai Battery		191.90	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110536	**7/02/2025**	**11629**	**Bunnings Group Limited t/as Tool Kit De**	**2,799.20**
SI264867	Brick Saw		2,799.20	
110537	**7/02/2025**	**11660**	**Pixelcase Group Pty Ltd**	**16,335.00**
125824	License Plate Recognition 6 Months		16,335.00	
110538	**7/02/2025**	**11673**	**Nola Britton**	**80.00**
112	Life Drawing Social		80.00	
110539	**7/02/2025**	**11706**	**Baroness Holdings Pty Ltd t/as Tree Pla**	**41,141.10**
INV-2014	Tree Watering & Maintenance x 1042 trees		13,176.38	
INV-1983	Tree Watering & Maintenance x 1042 trees		13,176.38	
INV-2015	Tree Watering at Montario Quarter.		537.32	
INV-1984	Tree Watering at Montario Quarter.		537.32	
INV-2025	Tree Watering & Maintenance x 1042 trees		13,176.38	
INV-2026	Tree Watering at Montario Quarter.		537.32	
110540	**7/02/2025**	**11731**	**STIHL Shop Osborne Park**	**90.40**
82807 #4	stihl parts		90.40	
110541	**7/02/2025**	**11752**	**Bing Technologies Pty Ltd**	**677.60**
252213	Advertising		677.60	
110542	**7/02/2025**	**11758**	**Cynthia Forrest**	**80.00**
120	Life Drawing Social		80.00	
110543	**7/02/2025**	**11763**	**Environmental Industries**	**357.50**
INV35158	Spraying in front of Nedlands		357.50	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110544	**7/02/2025**	**11773**	**The Fruit Box Group Pty Ltd**	**274.80**
3338372	Admin Full Cream Milk Delivery FY24/25		91.60	
3336598	Admin Hi-Lo Milk Delivery FY24/25		91.60	
3335072	Admin Hi-Lo Milk Delivery FY24/25		91.60	
110545	**7/02/2025**	**11865**	**Signarama Osborne Park**	**913.76**
SAR 10651	Bus Graphics		400.76	
SAR 10652	Subaru Grraphics		513.00	
110546	**7/02/2025**	**11898**	**The Workers Shop**	**567.00**
TWS - 87367	PPE and Uniforms		567.00	
110547	**7/02/2025**	**11905**	**Luxworks Traffic Control and Manageme**	**2,933.11**
2742	Contract Traffic Management		2,109.78	
1587	City wide drainage traffic management		823.33	
110548	**7/02/2025**	**11930**	**Coles Supermarkets Australia Pty Ltd**	**318.75**
209320528	Twinings Lemon & Ginger Infusions Tea		147.40	
201891258	Catering BUS clients, stationery, coffee		171.35	
110549	**7/02/2025**	**11931**	**McLeods Lawyers**	**7,932.54**
143429	McLeods Lawyers - Legal Advice		7,932.54	
110550	**7/02/2025**	**11955**	**Australian Agribusiness (Holdings) Pty L**	**770.00**
SI005595	INSECTICIDE SUPPLY		770.00	
110551	**7/02/2025**	**11971**	**iPrintPlus**	**1,642.30**
82202	Post Cards for MCMP & Tree Retention		762.30	
82203	Post Cards for MCMP & Tree Retention		880.00	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110552	**7/02/2025**	**11993**	**Office Solutions IT PTY LTD**	**924.00**
145659	Support AH: Billable		924.00	
110553	**7/02/2025**	**12000**	**Richards Wayne RICHARDS, WAYNE AN**	**1,400.00**
4	Ad-hoc consultant on Authority AR		175.00	
2	Ad-hoc consultant on Authority AR		875.00	
3	Ad-hoc consultant on Authority AR		350.00	
110557	**12/02/2025**	**10001**	**Australian Taxation Office**	**132,241.00**
FORTNIGHT 09/02/2025	Withholding Tax (PAYG)		127,115.00	
FORTNIGHT 09/02/2025	Extra Tax		1,986.00	
FORTNIGHT 09/02/2025	HELP		2,088.00	
FORTNIGHT 09/02/2025	TSL		1,052.00	
110558	**12/02/2025**	**10002**	**Child Support Registrar**	**686.49**
FORTNIGHT 09/02/2025	Child Support Agency		686.49	
110559	**12/02/2025**	**10003**	**Australian Services Union**	**289.50**
FORTNIGHT 09/02/2025	Australian Services Union		289.50	
110560	**12/02/2025**	**10005**	**Easi**	**2,136.00**
FORTNIGHT 09/02/2025	Novated Lease Easifleet - Pre Tax		1,303.51	
FORTNIGHT 09/02/2025	Novated Lease Easifleet- Post Tax		832.49	
110561	**12/02/2025**	**10006**	**Westpac Banking Corporation**	**79,150.48**
FORTNIGHT 09/02/2025	Employee Additional Contrib Pre Tax ($)		1,930.00	
FORTNIGHT 09/02/2025	Employee Additional Contrib Pre Tax (%)		9,070.89	
FORTNIGHT 09/02/2025	Employee Additional Contrib Post Tax (%)		227.37	
FORTNIGHT 09/02/2025	SGC Employer Contribution		2,438.32	
FORTNIGHT 09/02/2025	SGC Employer Contribution		952.03	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
FORTNIGHT 09/02/2025	SGC Employer Contribution			318.72
FORTNIGHT 09/02/2025	SGC Employer Contribution			2,533.70
FORTNIGHT 09/02/2025	SGC Employer Contribution			1,239.66
FORTNIGHT 09/02/2025	SGC Employer Contribution			1,393.27
FORTNIGHT 09/02/2025	SGC Employer Contribution			5,071.82
FORTNIGHT 09/02/2025	SGC Employer Contribution			561.73
FORTNIGHT 09/02/2025	SGC Employer Contribution			1,001.35
FORTNIGHT 09/02/2025	SGC Employer Contribution			4,654.13
FORTNIGHT 09/02/2025	SGC Employer Contribution			347.92
FORTNIGHT 09/02/2025	SGC Employer Contribution			422.24
FORTNIGHT 09/02/2025	SGC Employer Contribution			1,366.24
FORTNIGHT 09/02/2025	SGC Employer Contribution			1,277.11
FORTNIGHT 09/02/2025	SGC Employer Contribution			3,657.08
FORTNIGHT 09/02/2025	SGC Employer Contribution			652.51
FORTNIGHT 09/02/2025	SGC Employer Contribution			336.15
FORTNIGHT 09/02/2025	SGC Employer Contribution			1,067.41
FORTNIGHT 09/02/2025	SGC Employer Contribution			451.15
FORTNIGHT 09/02/2025	SGC Employer Contribution			924.42
FORTNIGHT 09/02/2025	SGC Employer Contribution			1,963.94
FORTNIGHT 09/02/2025	SGC Employer Contribution			2,464.55
FORTNIGHT 09/02/2025	SGC Employer Contribution			816.40
FORTNIGHT 09/02/2025	SGC Employer Contribution			3,763.69
FORTNIGHT 09/02/2025	SGC Employer Contribution			2,546.07
FORTNIGHT 09/02/2025	SGC Employer Contribution			522.94
FORTNIGHT 09/02/2025	SGC Employer Contribution			2,476.82
FORTNIGHT 09/02/2025	SGC Employer Contribution			1,674.02
FORTNIGHT 09/02/2025	SGC Employer Contribution			707.69
FORTNIGHT 09/02/2025	SGC Employer Contribution			2,023.61
FORTNIGHT 09/02/2025	SGC Employer Contribution			849.85
FORTNIGHT 09/02/2025	SGC Employer Contribution			1,420.26

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
FORTNIGHT 09/02/2025	SGC Employer Contribution			5,852.20
FORTNIGHT 09/02/2025	SGC Employer Contribution			1,433.96
FORTNIGHT 09/02/2025	SGC Employer Contribution			1,864.91
FORTNIGHT 09/02/2025	SGC Employer Contribution			500.58
FORTNIGHT 09/02/2025	SGC Employer Contribution			898.29
FORTNIGHT 09/02/2025	SGC Employer Contribution			1,244.85
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			92.31
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			356.02
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			53.50
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			173.08
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			356.76
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			579.09
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			98.77
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			84.06
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			58.46
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			156.74
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			78.46
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			169.23
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			168.39
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			323.52
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			220.43
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			169.23
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			123.08
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			96.15
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			65.00
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			247.00
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			276.46
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			138.56
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			71.65
FORTNIGHT 09/02/2025	Employer Contribution (Additional)			74.68

Payment Reference	Payment Date	Creditor Number	Creditor Name		Payment Amount
110562	**12/02/2025**	**10007**	**Becarwise**		**747.84**
FORTNIGHT 09/02/2025	Novated Lease Becarwise - Pre Tax			499.19	
FORTNIGHT 09/02/2025	Novated Lease Becarwise- Post Tax			248.65	
110563	**12/02/2025**	**10021**	**Australia Post**		**10,082.26**
1013783422	January Transactions 2025			183.15	
1013787618	January Postage			9,899.11	
110564	**12/02/2025**	**10025**	**Boc Limited**		**23.30**
4038441936	BOC Rental			23.30	
110565	**12/02/2025**	**10028**	**Bunnings Group Limited**		**353.49**
2052/00175293	Bunnings Materials			96.54	
2404/00174912	Bunnings Materials			48.86	
2433/00235935	Bunnings Materials			91.48	
2433/00993741	Northcote Pottery 12cm Terracotta Italia			62.31	
2404/01180721	Bunnings Materials			54.30	
110566	**12/02/2025**	**10053**	**Landgate**		**509.15**
401002	Schedule revaluation 24/25- 2nd PO 24/25			509.15	
110567	**12/02/2025**	**10070**	**J Blackwood & Son Ltd**		**449.10**
SI10244760	PPE SUPPLY			281.02	
SI10244315	PPE SUPPLY			168.08	
110568	**12/02/2025**	**10074**	**Kmart Innaloo**		**50.00**
29012025	Mini Construction Blocks - Assorted			50.00	
110569	**12/02/2025**	**10076**	**Kleenit Pty Ltd**		**132.00**
175840	Graffiti removal - Mt Claremont Oval			132.00	

Payment Reference	Payment Date	Creditor Number	Creditor Name		Payment Amount
110570	**12/02/2025**	**10079**	**Lightning Laundry**		**388.30**
20045	Laundry Service for PRCC			388.30	
110571	**12/02/2025**	**10093**	**LGISWA**		**3,899.92**
100-160146	Employee Assistance Program			3,899.92	
110572	**12/02/2025**	**10099**	**Optus Billing Services Pty Ltd**		**4,137.28**
000488102583	Optus Mobile-Shared Data & Teams Calling			1,368.29	
000487905793	Optus Mobile-Shared Data & Teams Calling			2,768.99	
110573	**12/02/2025**	**10120**	**Swanbourne Veterinary Centre**		**1,370.15**
7246116	Swanbourne Vet			1,370.15	
110574	**12/02/2025**	**10160**	**Hire Society**		**321.75**
116091	2025 Citizenship Ceremony Hire			321.75	
110575	**12/02/2025**	**10199**	**Hays Specialist Recruitment Aust Pty Lt**		**10,454.97**
52618344	Temp Wages			3,161.47	
52618346	WO Agency Staff			2,394.35	
52627885	WO Agency Staff			2,957.72	
52627884	Labour hire - Turf Maintenance Officer			1,941.43	
110576	**12/02/2025**	**10229**	**WALGA**		**1,309.00**
SI-013161	Meeting Practices for Good Governance			1,309.00	
110577	**12/02/2025**	**10261**	**Donegan Enterprises Pty Ltd**		**418.00**
00007372	Relocate plaque Mason Gardens			418.00	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110578	**12/02/2025**	**10302**	**Wilson Security**	**2,330.90**
W00325078	Swanbourne gate carpark opening/closing		488.40	
W00324349	Swanbourne gate carpark opening/closing		631.40	
W00324438	Swanbourne gate carpark opening/closing		488.40	
W00324463	Swanbourne gate carpark opening/closing		722.70	
110579	**12/02/2025**	**10304**	**Synergy**	**6,652.14**
342131310	Invoice 2042334142		726.66	
331018820	Invoice 2070320691		164.56	
338661010	Invoice 2094283539		223.88	
338661150	Invoice 2094283540		2,626.66	
856995430	Invoice 2046336698		2,201.23	
968214430	Invoice 2058329801		536.56	
653311790	Invoice 2050336117		172.59	
110580	**12/02/2025**	**10311**	**Mr N Collard**	**500.00**
3	2025 Jan Citizenship Ceremony WTC		500.00	
110581	**12/02/2025**	**10318**	**Perth Irrigation Centre**	**1,753.30**
I7006	Irrigation Materials for Street Gardens		1,753.30	
110582	**12/02/2025**	**10332**	**Natural Area Consulting Management**	**18,913.13**
00024675	Birdwood Environmental Weed Control		3,667.13	
00024593	Masons Gardens Summer/Autumn Mtce		3,157.00	
00024594	Birdwood Pde Maintenance		1,496.00	
00024592	Hollywood Path Pruning and Firebreak		10,593.00	
110583	**12/02/2025**	**10376**	**Syrinx Environmental Pty Ltd**	**1,100.00**
INV02371	Revegetation foreshore 28307		1,100.00	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110584	**12/02/2025**	**10383**	**Data#3 Limited**	**71,068.22**
SIN000264800	CodeTwo Subscription Renewal		3,769.34	
SIN000265206	VMWare License Renewal		67,298.88	
110585	**12/02/2025**	**10397**	**Mowmaster Turf Equipment**	**402.30**
00069424	Mower Parts		402.30	
110586	**12/02/2025**	**10517**	**Insight Enterprises Australia Pty Ltd**	**1,434.42**
100496878	Azure Plan for Commercial Business		1,434.42	
110587	**12/02/2025**	**10561**	**Internode Pty Ltd**	**2,950.50**
126	Internode IDC COLO: Full Rack Next DC		2,950.50	
110588	**12/02/2025**	**10598**	**Domain Glass Pty Ltd**	**4,158.00**
12347	Supply and install Glass entry door		4,158.00	
110589	**12/02/2025**	**10608**	**Corsign WA Pty Ltd**	**1,943.70**
00092360	Parking Signage Marine Pde		128.70	
00091219	Stock for signage		1,815.00	
110590	**12/02/2025**	**10617**	**Aus Chill Technical Services Pty Ltd**	**6,925.16**
14101	A/C replacement		2,196.81	
14258	Aircon replacement		3,754.85	
14381	aircon repairs.		475.75	
14290	Aircon repairs.		497.75	
110591	**12/02/2025**	**10688**	**Officeworks Ltd**	**3,665.94**
619604894	Otto iPhone 15 Case Clear		227.00	
619609855	iPhone 16 Pro Max 256GB Black Titanium		2,037.00	
618982114	Vehicle Log Books and Fuel Card Holders		333.70	
619404396	Whiteboard Order - Jan 2025		499.95	
619112238	Depot Stationery Order - Jan 2025		568.29	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110592	**12/02/2025**	**10689**	**Illion Australia Pty Ltd**	**369.60**
NEDLAN-671644	Tender Advertisement		184.80	
NEDLAN-671643	Tender Advertisement		184.80	
110593	**12/02/2025**	**10735**	**WINC Australia Pty Ltd (Previous name**	**427.86**
9047082333	Kitchen consumables		427.86	
110594	**12/02/2025**	**10736**	**Reino International Pty Ltd**	**394.12**
SI002180	Bixolon Printer R310 Belt Strap		394.12	
110595	**12/02/2025**	**10800**	**Living Turf**	**3,822.50**
155590/01	INSECTICIDE SUPPLY		3,822.50	
110596	**12/02/2025**	**10817**	**Mowmentum**	**1,840.00**
252	Turf Maintenance		1,070.00	
253	Turf Maintenance		770.00	
110597	**12/02/2025**	**10860**	**GPC Asia Pacific Pty Ltd - Repco**	**486.10**
2303207-0001	Beacons		196.90	
1970242363	Beacons		114.40	
1970243765	Tools		174.80	
110598	**12/02/2025**	**10909**	**Richards Tyrepower**	**305.00**
3377929	Tyre		305.00	
110599	**12/02/2025**	**10925**	**Westend Plumbing & Gas**	**3,943.50**
PO10007971	Various plumbing repairs throughout the		242.00	
INV-15891	Emergency plumbing repairs		352.00	
INV-15890	Various plumbing repairs throughout the		3,349.50	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110600	**12/02/2025**	**10984**	**Roadshow Public Performance Licensin**	**412.50**
10781472	Roadshow Public Performance License		412.50	
110601	**12/02/2025**	**11088**	**OtagoIT Pty Ltd**	**711.48**
0000406	Tresillian WebsiteMonthlyManag 2024-2025		711.48	
110602	**12/02/2025**	**11182**	**Brownes Foods Operations Pty Ltd**	**65.34**
18220888	Depot milk 2024-25		65.34	
110603	**12/02/2025**	**11192**	**Veolia Recycling & Recovery Pty Ltd (Su**	**62,391.14**
60075952	Disposal of nitrous oxide cannisters		1,204.83	
60044371	Waste Disposal - Res&comm		64,476.25	
59157563	Bulk commercial bulk bins		4,787.20	
60064701	Bulk commercial bulk bins		1,042.97	
110604	**12/02/2025**	**11277**	**GFG Consulting (Previously GFG Temp**	**4,702.50**
INV-3992	Project Management Services		4,702.50	
110605	**12/02/2025**	**11307**	**Liveable Group Pty Ltd T/A Professional**	**8,202.76**
1847	Boundary reduction		1,246.36	
1863	Dott Bennett Park- Prune Eucalyptus		6,956.40	
110606	**12/02/2025**	**11398**	**Totally Workwear Mt Hawthorn R & J Ma**	**2,570.50**
0001-00003185	PPE work cloths as per attached quote		743.10	
0001-00003880	KING GEE TRADIE SLIP ON BOOT STEEL		159.00	
0001-00003708	UNIFORM ORDER		396.60	
0001-00003866	Work Boots		195.00	
0001-00003865	Safety/Work Wear		150.00	
0001-00003190	Safety/Work Wear		926.80	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110607	**12/02/2025**	**11401**	**Strategy 8 Pty Ltd**	**440.00**
INV-0323	2025 Citizenship Ceremony Photography		440.00	
110608	**12/02/2025**	**11441**	**Complete Tyre Solutions**	**1,674.61**
341719	Hino tyres		1,674.61	
110609	**12/02/2025**	**11487**	**Comex Civil Pty Ltd**	**53,392.47**
INV-0423	Waroonga Stormwater Project		53,392.47	
110610	**12/02/2025**	**11537**	**Coast Homes WA Pty Ltd**	**1,700.00**
648140	Verge bond refund		1,700.00	
110611	**12/02/2025**	**11573**	**Veale Auto Parts**	**213.50**
21282425	Lamps		66.80	
21303437	Oil		146.70	
110612	**12/02/2025**	**11630**	**Bobs Odd Jobs AU Pty. Ltd.**	**330.00**
INV#495	Illegal dumping		155.00	
INV#496	Illegal dumping - Pt Resolution carpark		175.00	
110613	**12/02/2025**	**11639**	**Telstra Limited**	**20.00**
3043361421 - JANUARY 2025	Bill ID - T 311		20.00	
110614	**12/02/2025**	**11731**	**STIHL Shop Osborne Park**	**231.70**
82874 #4	Stihl Parts		231.70	
110615	**12/02/2025**	**11905**	**Luxworks Traffic Control and Manageme**	**1,472.30**
INV-0725	2025 Anzac Day TMP		709.49	
INV-0726	Contract Traffic Management		282.03	
2953	Contract Traffic Management		480.78	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110616	**12/02/2025**	**11931**	**McLeods Lawyers**	**513.92**
143205	McLeods Solicitors		513.92	
110617	**12/02/2025**	**11971**	**iPrintPlus**	**248.60**
82322	Printing Subjects of Note Booklets		248.60	
110618	**12/02/2025**	**11993**	**Office Solutions IT PTY LTD**	**14,079.65**
145440	Support Labour - Fixed Fee		14,079.65	
110619	**12/02/2025**	**12010**	**ELM WA PTY LTD**	**5,943.53**
INV-5047	General Landscape Services		5,943.53	
110620	**12/02/2025**	**12015**	**MT CLAREMONT NEWS RAMRAJ DISTR**	**100.10**
332983	Mount Claremont Newspaper delivery		100.10	
110621	**12/02/2025**	**12030**	**New View Safety Coach WOLLAGE, DAV**	**3,630.00**
1024	WHS consulting service		1,830.00	
1025	WHS consulting service		1,800.00	
110622	**12/02/2025**	**12032**	**Driva Pty Ltd**	**632.24**
FORTNIGHT 09/02/2025	Novated Lease Driva - Pre Tax		632.24	
110633	**17/02/2025**	**11901**	**Emergency Support Network Pty Ltd**	**8,160.72**
INV-0040897	INV-0040897		1,817.48	
INV-0040878	INV-0040878		3,082.70	
INV-0040920	INV-0040920		2,371.29	
INV-0040930	INV-0040930		355.70	
INV-0040908	INV-0040908		533.55	

Payment Reference	Payment Date	Creditor Number	Creditor Name		Payment Amount
110635	**19/02/2025**	**10005**	**Easi**		**10,099.48**
19022025	Refund Easifleet final amount			10,099.48	
110636	**19/02/2025**	**10006**	**Westpac Banking Corporation**		**76,814.32**
FORTNIGHT 26/01/2025	Employee Additional Contrib Pre Tax ($)			1,230.00	
FORTNIGHT 26/01/2025	Employee Additional Contrib Pre Tax (%)			8,937.15	
FORTNIGHT 26/01/2025	Employee Additional Contrib Post Tax (%)			227.37	
FORTNIGHT 26/01/2025	SGC Employer Contribution			2,517.44	
FORTNIGHT 26/01/2025	SGC Employer Contribution			952.03	
FORTNIGHT 26/01/2025	SGC Employer Contribution			243.89	
FORTNIGHT 26/01/2025	SGC Employer Contribution			2,162.21	
FORTNIGHT 26/01/2025	SGC Employer Contribution			898.98	
FORTNIGHT 26/01/2025	SGC Employer Contribution			1,393.27	
FORTNIGHT 26/01/2025	SGC Employer Contribution			5,151.18	
FORTNIGHT 26/01/2025	SGC Employer Contribution			112.35	
FORTNIGHT 26/01/2025	SGC Employer Contribution			1,001.35	
FORTNIGHT 26/01/2025	SGC Employer Contribution			3,991.92	
FORTNIGHT 26/01/2025	SGC Employer Contribution			347.92	
FORTNIGHT 26/01/2025	SGC Employer Contribution			422.24	
FORTNIGHT 26/01/2025	SGC Employer Contribution			1,402.19	
FORTNIGHT 26/01/2025	SGC Employer Contribution			1,248.08	
FORTNIGHT 26/01/2025	SGC Employer Contribution			3,522.70	
FORTNIGHT 26/01/2025	SGC Employer Contribution			652.51	
FORTNIGHT 26/01/2025	SGC Employer Contribution			336.15	
FORTNIGHT 26/01/2025	SGC Employer Contribution			1,241.28	
FORTNIGHT 26/01/2025	SGC Employer Contribution			451.15	
FORTNIGHT 26/01/2025	SGC Employer Contribution			814.95	
FORTNIGHT 26/01/2025	SGC Employer Contribution			2,250.39	
FORTNIGHT 26/01/2025	SGC Employer Contribution			2,435.93	
FORTNIGHT 26/01/2025	SGC Employer Contribution			816.40	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
FORTNIGHT 26/01/2025	SGC Employer Contribution			3,532.89
FORTNIGHT 26/01/2025	SGC Employer Contribution			2,546.07
FORTNIGHT 26/01/2025	SGC Employer Contribution			522.94
FORTNIGHT 26/01/2025	SGC Employer Contribution			2,058.73
FORTNIGHT 26/01/2025	SGC Employer Contribution			1,674.02
FORTNIGHT 26/01/2025	SGC Employer Contribution			707.69
FORTNIGHT 26/01/2025	SGC Employer Contribution			2,247.10
FORTNIGHT 26/01/2025	SGC Employer Contribution			849.85
FORTNIGHT 26/01/2025	SGC Employer Contribution			1,420.26
FORTNIGHT 26/01/2025	SGC Employer Contribution			5,580.56
FORTNIGHT 26/01/2025	SGC Employer Contribution			1,433.96
FORTNIGHT 26/01/2025	SGC Employer Contribution			1,910.69
FORTNIGHT 26/01/2025	SGC Employer Contribution			500.58
FORTNIGHT 26/01/2025	SGC Employer Contribution			898.29
FORTNIGHT 26/01/2025	SGC Employer Contribution			1,244.85
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			92.31
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			291.42
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			60.19
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			173.08
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			338.25
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			579.09
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			98.77
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			84.06
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			58.46
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			161.26
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			78.46
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			169.23
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			168.39
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			323.52
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			156.76

Payment Reference	Payment Date	Creditor Number	Creditor Name		Payment Amount
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			169.23	
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			123.08	
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			96.15	
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			65.00	
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			247.00	
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			281.54	
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			138.55	
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			79.62	
FORTNIGHT 26/01/2025	Employer Contribution (Additional)			74.68	
FORTNIGHT 26/01/2025	SGC Employer Contribution			431.59	
FORTNIGHT 26/01/2025	SGC Employer Contribution			159.23	
FORTNIGHT 26/01/2025	SGC Employer Contribution			225.89	
110637	**19/02/2025**	**10007**	**Becarwise**		**199.68**
PP16202425	Adjustment 198422			49.92	
PP14202425	Adjustment 196899			49.92	
PP15202425	Adjustment 197912			49.92	
PP17202425	Adjustment 199471			49.92	
110638	**19/02/2025**	**10013**	**Alinta Energy**		**123.10**
441535710	6 Nov 2024 to 10 Feb 2025			48.50	
977901950	6 Nov 2024 to 10 Feb 2025			74.60	
110639	**19/02/2025**	**10027**	**Construction Training Fund**		**9,724.22**
INV-259766-P5N4R0	BCITF LEVY TAX INVOICE			9,724.22	
110640	**19/02/2025**	**10034**	**Chubb Fire & Security Pty Ltd**		**1,026.11**
813777	College Park Fire Pump Shed Maintenance			30.60	
814729	NCC - Fire Panels 2024/25			66.21	
814709	Admin - Fire Panels 2024/25			66.21	

Payment Reference	Payment Date	Creditor Number	Creditor Name		Payment Amount
814783	Tresillian - Fire Panels 2024/25			66.21	
862182	NCC - Fire Panels 2024/25			66.21	
862085	Admin - Fire Panels 2024/25			66.21	
862130	Tresillian - Fire Panels 2024/25			66.21	
888611	College Park Fire Pump Shed Maintenance			30.60	
813776	College Park Fire Pump Shed Maintenance			80.63	
813778	College Park Fire Pump Shed Maintenance			42.97	
863807	College Park Fire Pump Shed Maintenance			42.97	
863806	College Park Fire Pump Shed Maintenance			30.60	
863804	College Park Fire Pump Shed Maintenance			80.63	
888610	College Park Fire Pump Shed Maintenance			105.05	
813775	College Park Fire Pump Shed Maintenance			30.60	
888609	College Park Fire Pump Shed Maintenance			80.63	
888608	College Park Fire Pump Shed Maintenance			42.97	
863805	College Park Fire Pump Shed Maintenance			30.60	
110641	**19/02/2025**	**10039**	**City of Subiaco**		**24,038.23**
62565	LSL liability payment			24,038.23	
110642	**19/02/2025**	**10053**	**Landgate**		**4,200.24**
400485	POS Valuation			4,200.24	
110643	**19/02/2025**	**10136**	**Westbooks**		**776.03**
346413	Adult local stock books			48.98	
346412	Nedlands junior local stock books			87.41	
346411	Mt Claremont junior local stock books			37.77	
346415	Nedlands Library adult local stock			569.69	
346414	MtC Library local stock			32.18	
110644	**19/02/2025**	**10153**	**Priestman & Sharp**		**2,255.00**
23784	Hino Repair			2,255.00	

Payment Reference	Payment Date	Creditor Number	Creditor Name		Payment Amount
110645	**19/02/2025**	**10183**	**Water Corporation**		**8,572.73**
9001411961	Bill ID - 0124			199.50	
9001415778	Bill ID - 0127			530.10	
9001404032	Bill ID - 0127			42.75	
9001405115	Bill ID - 0163			839.98	
9014584802	Bill ID - 0102			1,037.06	
9014026229	Bill ID - 0092			150.53	
9014026245	Bill ID - 0091			316.35	
9001418119	Bill ID - 0122			11.40	
9001417087	Bill ID - 0135			266.26	
9001417992	Bill ID - 0123			5.70	
9001416797	Bill ID - 0126			108.30	
9001412868	Bill ID - 0146			431.56	
9001412833	Bill ID - 0213			551.95	
9001410555	Bill ID - 0144			1,703.27	
9001409802	Bill ID - 0124			22.80	
9001409474	Bill ID - 0124			14.25	
9025213935	Bill ID - 0007			8.55	
9001398891	Bill ID - 0129			351.24	
9001409415	Bill ID - 0136			1,021.60	
9001399093	Bill ID - 0140			448.14	
9001409423	Bill ID - 0140			151.65	
9001409431	Bill ID - 0138			359.79	
110646	**19/02/2025**	**10199**	**Hays Specialist Recruitment Aust Pty Lt**		**5,452.57**
52618345	Labour hire - Turf Maintenance Officer			2,398.24	
52622029	Procurement Officer			3,054.33	
110647	**19/02/2025**	**10212**	**WA Genealogical Society Inc**		**100.00**
2024/25 NED	Family History WA Subscription			100.00	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110648	**19/02/2025**	**10273**	**West Tip Waste Control Pty Ltd**	**134,198.67**
82795	Disposal Hardwaste bulk rubbish 2024		30,123.61	
82796	Disposal Hardwaste bulk rubbish 2024		31,406.25	
82800	Disposal Hardwaste bulk rubbish 2024		6,373.03	
82798	Disposal Hardwaste bulk rubbish 2024		40,875.79	
82797	Disposal Hardwaste bulk rubbish 2024		24,759.99	
82904	4m Bin for Admin.		660.00	
110649	**19/02/2025**	**10302**	**Wilson Security**	**488.40**
W00324674	Swanbourne gate carpark opening/closing		488.40	
110650	**19/02/2025**	**10304**	**Synergy**	**13,730.87**
801340050	Invoice 3000233392		13,000.68	
301696720	Invoice 2006374715		151.34	
131596660	Invoice 2038344931		578.85	
110651	**19/02/2025**	**10318**	**Perth Irrigation Centre**	**7,526.80**
I7467	Irrigation Materials for Sports fields		7,526.80	
110652	**19/02/2025**	**10319**	**Claremont Nedlands Cricket Club**	**1,980.00**
INV-0317	Turf Wicket Clay for MELVISTA for 2025		1,980.00	
110653	**19/02/2025**	**10374**	**Dept of Transport - Information Fees Ap**	**728.00**
8063513	Department of Transport		728.00	
110654	**19/02/2025**	**10483**	**Drainflow Services Pty Ltd**	**2,586.03**
00020264	Educting		773.12	
00020381	Educting		342.96	
00020358	Educting		1,175.99	
00020410	Educting		293.96	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110655	**19/02/2025**	**10501**	**Anne Yardley trading as Talking Historie**	**685.00**
3492	OH Interview REMSE		685.00	
110656	**19/02/2025**	**10693**	**Boyan Electrical Services Boyan Electric**	**13,511.05**
54150	Night light audits July 24 to May 25		550.00	
44406	Various electrical maintenance and instal		7,644.00	
53304	Electrical testing maintenance		5,317.05	
110657	**19/02/2025**	**10724**	**Technology One**	**13,377.91**
245420	Technology 1 Q1/Q2 Consulting 24/25		13,377.91	
110658	**19/02/2025**	**10842**	**Retro Roads - Tag sat Pty Ltd**	**8,088.10**
01708775	Line marking		6,483.58	
01708679	Request to remove and replace wheel stops		1,604.52	
110659	**19/02/2025**	**10878**	**Cupid Catering**	**520.30**
IN00000003591	Catering for Council Forum 11 February		520.30	
110660	**19/02/2025**	**11160**	**Office Line**	**5,372.40**
85370	Office furniture		5,372.40	
110661	**19/02/2025**	**11192**	**Veolia Recycling & Recovery Pty Ltd (Su**	**221,566.32**
167513	Residential Waste collection (Jul-Dec24)		232,888.95	
110662	**19/02/2025**	**11277**	**GFG Consulting (Previously GFG Temp**	**7,398.60**
INV-3934	Consultant support for active projects		7,398.60	
110663	**19/02/2025**	**11307**	**Liveable Group Pty Ltd T/A Professional**	**927.52**
1815	Requested by Ranger Services.		927.52	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110664	**19/02/2025**	**11398**	**Totally Workwear Mt Hawthorn R & J Ma**	**489.60**
0001-00003616	PPE		196.20	
0001-00003473	Uniform/PPE for Mark Warren		293.40	
110665	**19/02/2025**	**11428**	**Ergolink Advanced Ergonomics**	**168.50**
SI-00089800	Office - Keyboard		168.50	
110666	**19/02/2025**	**11487**	**Comex Civil Pty Ltd**	**11,754.93**
INV-0433	Laneway Clean up		5,775.00	
INV-0432	Replacement manhole cover		5,979.93	
110667	**19/02/2025**	**11525**	**Civil Sciences and Engineering**	**29,304.00**
INV-00366	RFQ 2024-25.05 - KENNEDIA AND WEBSTER		29,304.00	
110668	**19/02/2025**	**11630**	**Bobs Odd Jobs AU Pty. Ltd.**	**121.00**
INV#476	Waste collection - 87 Waratah Ave		121.00	
110669	**19/02/2025**	**11673**	**Nola Britton**	**80.00**
113	Life Drawing Social		80.00	
110670	**19/02/2025**	**11689**	**Dale Alcock Homes Pty Ltd**	**1,700.00**
663595	Verge Bond Refund		1,700.00	
110671	**19/02/2025**	**11724**	**Dominique Sharp**	**532.00**
004	TAC - Tutor Fees - T1 S.H 2025		532.00	
110672	**19/02/2025**	**11758**	**Cynthia Forrest**	**80.00**
121	Life Drawing Social		80.00	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110673	**19/02/2025**	**11763**	**Environmental Industries**	**467.50**
INV35342	Glyphosate spray to listed areas		467.50	
110674	**19/02/2025**	**11773**	**The Fruit Box Group Pty Ltd**	**255.20**
3348170	Admin Full Cream Milk Delivery FY24/25		91.60	
3346460	Admin Hi-Lo Milk Delivery FY24/25		91.60	
3346475	Milk for library		24.00	
3349915	Milk for library		24.00	
3348185	Milk for library		24.00	
110675	**19/02/2025**	**11805**	**Aqua Filtration Enterprises Pty Ltd**	**2,440.00**
INV-1390	Mt Claremont Hive - Water Unit hire		49.50	
INV-1388	Admin Comms - Water Unit hire		49.50	
INV-1288	John XXIII - Water Unit hire & maintain		49.50	
INV-1291	Admin Comms - Water Unit hire		49.50	
INV-1293	Mt Claremont Hive - Water Unit hire		49.50	
INV-1289	Nedlands Library - Water Unit		55.00	
INV-1292	Tresillian - Water Unit Hire & Maintain		49.50	
INV-1290	Mt Claremont Library - Water Unit hire		49.50	
INV-1387	Mt Claremont Library - Water Unit hire		49.50	
INV-1386	John XXIII - Water Unit hire & maintain		49.50	
INV-1385	Nedlands Library - Water Unit		55.00	
INV-1389	Tresillian - Water Unit Hire & Maintain		49.50	
INV-1447	PRCC - Water Unit hire & maintain		1,835.00	
110676	**19/02/2025**	**11827**	**Brightmark Group Pty Ltd**	**13,035.00**
0004287	Provision of Cleaning Services		13,035.00	
110677	**19/02/2025**	**11862**	**Motorpass**	**11,880.39**
14	Bill No. 14		11,880.39	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110678	**19/02/2025**	**11930**	**Coles Supermarkets Australia Pty Ltd**	**241.15**
210461419	Coles Bakery Sponge Mini Jam Rolls 6 pk		241.15	
110679	**19/02/2025**	**11931**	**McLeods Lawyers**	**57.09**
142921	Finalising licence agreement		57.09	
110680	**19/02/2025**	**11955**	**Australian Agribusiness (Holdings) Pty L**	**203.50**
SI009976	Eraze Herbicide 20lts		203.50	
110681	**19/02/2025**	**11979**	**J & K HOPKINS HOPKINS AUS PTY LTD**	**397.00**
T32182	Chair Order		397.00	
110682	**19/02/2025**	**12015**	**MT CLAREMONT NEWS RAMRAJ DISTR**	**389.95**
329709	Mount Claremont Newspaper delivery		200.20	
332499	Mount Claremont Newspaper delivery		189.75	
110683	**19/02/2025**	**12023**	**LOCHNESS LANDSCAPE SERVICES LLS**	**1,030.70**
89884	ESTATES MOWING		1,030.70	
110684	**19/02/2025**	**12030**	**New View Safety Coach WOLLAGE, DAV**	**1,800.00**
1026	WHS consulting service		1,800.00	
110685	**19/02/2025**	**12039**	**CAI Fences JEC Holdings WA Pty Ltd**	**1,166.00**
C00088845	ALLEN PK - CRICKET NETS REPAIR WORK		1,166.00	
110689	**28/02/2025**	**10001**	**Australian Taxation Office**	**158,092.00**
FORTNIGHT 16/02/2025	Withholding Tax (PAYG)		9,656.00	
FORTNIGHT 23/02/2025	Withholding Tax (PAYG)		125,093.00	
FORTNIGHT 23/02/2025	Extra Tax		1,836.00	

Payment Reference	Payment Date	Creditor Number	Creditor Name		Payment Amount
FORTNIGHT 23/02/2025	HELP			1,724.00	
FORTNIGHT 23/02/2025	TSL			836.00	
FORTNIGHT 23/02/2025	Withholding Tax (PAYG)			15,536.00	
FORTNIGHT 23/02/2025	ETP Tax - Code O			2,908.00	
FORTNIGHT 23/02/2025	HELP			84.00	
FORTNIGHT 23/02/2025	TSL			50.00	
FORTNIGHT 25/02/2025	ETP Tax - Code O			369.00	
110690	**28/02/2025**	**10002**	**Child Support Registrar**		**686.49**
FORTNIGHT 23/02/2025	Child Support Agency			686.49	
110691	**28/02/2025**	**10003**	**Australian Services Union**		**289.50**
FORTNIGHT 23/02/2025	Australian Services Union			263.00	
FORTNIGHT 23/02/2025	Australian Services Union			26.50	
110692	**28/02/2025**	**10005**	**Easi**		**2,136.00**
FORTNIGHT 23/02/2025	Novated Lease Easifleet - Pre Tax			1,303.51	
FORTNIGHT 23/02/2025	Novated Lease Easifleet- Post Tax			832.49	
110693	**28/02/2025**	**10006**	**Westpac Banking Corporation**		**81,747.57**
FORTNIGHT 16/02/2025	Employee Additional Contrib Pre Tax (%)			79.00	
FORTNIGHT 16/02/2025	SGC Employer Contribution			210.63	
FORTNIGHT 16/02/2025	SGC Employer Contribution			91.05	
FORTNIGHT 16/02/2025	SGC Employer Contribution			181.69	
FORTNIGHT 16/02/2025	SGC Employer Contribution			78.83	
FORTNIGHT 16/02/2025	Employer Contribution (Additional)			31.60	
FORTNIGHT 23/02/2025	Employee Additional Contrib Pre Tax ($)			1,930.00	
FORTNIGHT 23/02/2025	Employee Additional Contrib Pre Tax (%)			9,613.64	
FORTNIGHT 23/02/2025	Employee Additional Contrib Post Tax (%)			401.25	
FORTNIGHT 23/02/2025	SGC Employer Contribution			2,517.44	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
FORTNIGHT 23/02/2025	SGC Employer Contribution			530.77
FORTNIGHT 23/02/2025	SGC Employer Contribution			199.54
FORTNIGHT 23/02/2025	SGC Employer Contribution			2,135.65
FORTNIGHT 23/02/2025	SGC Employer Contribution			1,712.11
FORTNIGHT 23/02/2025	SGC Employer Contribution			1,393.27
FORTNIGHT 23/02/2025	SGC Employer Contribution			5,449.50
FORTNIGHT 23/02/2025	SGC Employer Contribution			561.73
FORTNIGHT 23/02/2025	SGC Employer Contribution			1,001.35
FORTNIGHT 23/02/2025	SGC Employer Contribution			4,654.13
FORTNIGHT 23/02/2025	SGC Employer Contribution			347.92
FORTNIGHT 23/02/2025	SGC Employer Contribution			422.24
FORTNIGHT 23/02/2025	SGC Employer Contribution			1,402.18
FORTNIGHT 23/02/2025	SGC Employer Contribution			1,382.93
FORTNIGHT 23/02/2025	SGC Employer Contribution			3,306.53
FORTNIGHT 23/02/2025	SGC Employer Contribution			1,414.34
FORTNIGHT 23/02/2025	SGC Employer Contribution			336.15
FORTNIGHT 23/02/2025	SGC Employer Contribution			934.43
FORTNIGHT 23/02/2025	SGC Employer Contribution			451.15
FORTNIGHT 23/02/2025	SGC Employer Contribution			924.42
FORTNIGHT 23/02/2025	SGC Employer Contribution			1,932.11
FORTNIGHT 23/02/2025	SGC Employer Contribution			2,833.14
FORTNIGHT 23/02/2025	SGC Employer Contribution			457.47
FORTNIGHT 23/02/2025	SGC Employer Contribution			3,472.85
FORTNIGHT 23/02/2025	SGC Employer Contribution			2,461.08
FORTNIGHT 23/02/2025	SGC Employer Contribution			522.94
FORTNIGHT 23/02/2025	SGC Employer Contribution			2,084.47
FORTNIGHT 23/02/2025	SGC Employer Contribution			1,349.04
FORTNIGHT 23/02/2025	SGC Employer Contribution			707.69
FORTNIGHT 23/02/2025	SGC Employer Contribution			1,611.98
FORTNIGHT 23/02/2025	SGC Employer Contribution			849.85

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
FORTNIGHT 23/02/2025	SGC Employer Contribution			1,420.26
FORTNIGHT 23/02/2025	SGC Employer Contribution			5,272.31
FORTNIGHT 23/02/2025	SGC Employer Contribution			1,433.96
FORTNIGHT 23/02/2025	SGC Employer Contribution			1,910.69
FORTNIGHT 23/02/2025	SGC Employer Contribution			500.58
FORTNIGHT 23/02/2025	SGC Employer Contribution			898.29
FORTNIGHT 23/02/2025	SGC Employer Contribution			850.69
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			92.31
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			286.80
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			66.88
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			173.08
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			427.86
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			579.09
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			98.77
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			96.65
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			146.15
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			58.46
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			162.51
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			78.46
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			169.23
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			168.39
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			340.54
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			147.82
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			169.23
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			123.08
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			96.15
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			65.00
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			247.00
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			275.78
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			138.55

Payment Reference	Payment Date	Creditor Number	Creditor Name		Payment Amount
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			79.62	
FORTNIGHT 23/02/2025	Employer Contribution (Additional)			74.68	
FORTNIGHT 23/02/2025	SGC Employer Contribution			837.80	
FORTNIGHT 23/02/2025	SGC Employer Contribution			154.39	
FORTNIGHT 23/02/2025	SGC Employer Contribution			330.65	
FORTNIGHT 23/02/2025	SGC Employer Contribution			324.98	
FORTNIGHT 23/02/2025	SGC Employer Contribution			762.13	
FORTNIGHT 23/02/2025	SGC Employer Contribution			556.24	
FORTNIGHT 25/02/2025	SGC Employer Contribution			154.42	
110694	**28/02/2025**	**10007**	**Becarwise**		**747.84**
FORTNIGHT 23/02/2025	Novated Lease Becarwise - Pre Tax			499.19	
FORTNIGHT 23/02/2025	Novated Lease Becarwise- Post Tax			248.65	
110695	**28/02/2025**	**10025**	**Boc Limited**		**21.03**
245421	BOC Rental			21.03	
110696	**28/02/2025**	**10028**	**Bunnings Group Limited**		**255.16**
2708/00417858	Building products and materials			15.20	
2708/00417849	Building products and materials			239.96	
110697	**28/02/2025**	**10034**	**Chubb Fire & Security Pty Ltd**		**198.63**
888104	Admin - Fire Panels 2024/25			66.21	
888160	Tresillian - Fire Panels 2024/25			66.21	
888167	NCC - Fire Panels 2024/25			66.21	
110698	**28/02/2025**	**10046**	**Team Global Express Pty Ltd**		**1,066.52**
P60824859	February 2025			533.26	
P60822854	December 2024			533.26	

Payment Reference	Payment Date	Creditor Number	Creditor Name		Payment Amount
110699	**28/02/2025**	**10070**	**J Blackwood & Son Ltd**		**794.81**
SI10301712	PPE SUPPLY			255.55	
SI10300028	LANOLIN LUBRICANT			152.06	
SI10300200	Waders for lake cleaning			387.20	
110700	**28/02/2025**	**10076**	**Kleenit Pty Ltd**		**880.00**
176208	Graffiti Removal - 86 Dalkeith Rd			264.00	
176125	Graffiti Removal - Swanbourne Oval			198.00	
176138	Graffiti Removal - 20 Stirling Hwy			132.00	
176211	Graffiti Removal - 7 Hampden Rd			132.00	
176160	Graffiti removal - 100 Montgomery Ave- 3			154.00	
110701	**28/02/2025**	**10174**	**Green Skills (Eco Jobs)**		**3,970.66**
P4154	Natural Area Maintenance Allen Park			1,361.84	
P4155	Greenstock and Rubbish Allen Park			2,608.82	
110702	**28/02/2025**	**10176**	**Volunteering WA**		**550.00**
INV-1114	Volunteering WA Membership 2025/2026			550.00	
110703	**28/02/2025**	**10183**	**Water Corporation**		**3,951.20**
900141868	Bill ID - 0134			605.71	
9001418928	Bill ID - 0124			37.05	
9001419920	Bill ID - 0144			417.92	
9001419939	Bill ID - 0157			324.99	
9001434741	Bill ID - 0152			805.52	
9001438160	Bill ID - 0106			230.85	
9008607449	Bill ID - 0121			17.31	
9012041505	Bill ID - 0094			185.25	
9001418629	Bill ID - 0155			997.64	
9001429774	Bill ID - 0125			25.65	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
9001418733	Bill ID - 0149		209.26	
9001436843	Bill ID - 0126		85.50	
9008659732 - FEBRUARY 2025	Bill ID - 0121		8.55	
110704	**28/02/2025**	**10185**	**Western Chainwire**	**2,596.00**
0006307	Repair/Replace Masons Turtle Pond Gate		2,596.00	
110705	**28/02/2025**	**10199**	**Hays Specialist Recruitment Aust Pty Lt**	**13,733.65**
52639238	Labour hire - Turf Maintenance Officer		1,912.89	
52639237	Temp Wages		1,693.66	
52635903	Temp Wages		2,789.56	
52639239	Wages		2,394.35	
52627886	Procurement Officer		2,411.31	
52639240	Procurement Officer		2,531.88	
110706	**28/02/2025**	**10296**	**Connect Call Centre Services (Previous**	**984.17**
00118737	Telephony services - After hours calls		605.22	
00118249	Telephony services - After hours calls		378.95	
110707	**28/02/2025**	**10302**	**Wilson Security**	**690.48**
W00324882	MtC library Evening patrol 3 months		262.59	
W00324883	Nedlands library Evening patrol 3 months		427.89	
110708	**28/02/2025**	**10304**	**Synergy**	**9,049.86**
239411960	Invoice 2054336993		316.86	
380380790	Invoice 2006381051		1,330.97	
380380410	Invoice 2006381050		2,292.72	
392417010	Invoice 2066340226		4,683.64	
313447070 - FEBRUARY 2025	Invoice 2038351193		70.74	
443627070	Invoice 2050350253		354.93	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110709	**28/02/2025**	**10332**	**Natural Area Consulting Management**	**330.00**
00024683	2025 seed storage		330.00	
110710	**28/02/2025**	**10336**	**The Worm Shed**	**270.00**
8303	Worm Farm		270.00	
110711	**28/02/2025**	**10376**	**Syrinx Environmental Pty Ltd**	**11,252.00**
INV02396	Watering Riverbank Grant		11,252.00	
110712	**28/02/2025**	**10419**	**Sustainable Outdoors**	**2,816.00**
INV-3118	Watering Bushland Sites 2024		2,816.00	
110713	**28/02/2025**	**10422**	**Marindust Sales & Ace Flagpoles**	**3,553.00**
25101	COLLEGE PARK REPLACE AFL GOAL FOOTING		3,553.00	
110714	**28/02/2025**	**10430**	**South East Regional Centre for Urban**	**10,048.50**
00006369	Summer - autumn hand weeding Shenton		2,464.00	
00006368	Shenton Bushland maintenance		2,387.00	
00006367	Watering Bushland Sites 2024		5,197.50	
110715	**28/02/2025**	**10433**	**FOI WA Services, Advice &**	**300.00**
CON 01/01/2025	Consult - FOI Induction - Decision Maker		300.00	
110716	**28/02/2025**	**10464**	**Pirtek Malaga**	**784.28**
ML-T00069222	hose Reel		784.28	
110717	**28/02/2025**	**10562**	**JB Hi Fi Claremont**	**599.00**
40262856-99	De'Longhi Nespresso Gran Lattissima Auto		599.00	

Payment Reference	Payment Date	Creditor Number	Creditor Name		Payment Amount
110718	**28/02/2025**	**10613**	**Wild By Nature**		**1,276.00**
25020401	TAC - Tutor Fees			1,276.00	
110719	**28/02/2025**	**10667**	**CTI Couriers Pty Ltd**		**652.96**
CISC4756608	Library courier January 25			652.96	
110720	**28/02/2025**	**10688**	**Officeworks Ltd**		**542.14**
619824907	Keji A4 Spiral Notebook 120			384.66	
618270263	Kadink Chalkboard Paint500mL BlackKDEDCB			157.48	
110721	**28/02/2025**	**10693**	**Boyan Electrical Services Boyan Electric**		**19,724.30**
54557	Monash & Hampden light out			340.18	
54555	Dot Bennett Park light out			674.86	
54556	Aberdare & Smyth light out			608.58	
54554	Beaton Park light out			387.58	
54553	Paul Hasluck Res light out			121.19	
54552	Charles Court Reserve light out			246.09	
54550	College Park carpark light out			335.88	
54549	Birdwood Pde Reserve light out			750.95	
54548	North St Blister Island light out			121.19	
54547	North St & Marine Pde light out			227.48	
54546	North St & Marine Pde light out			194.98	
54545	Corner Marine Pde & Oderne Cres light			489.97	
54544	Harris Park light out			885.88	
54543	Haldane & Rochdale light out R/about			790.36	
54542	Annie Dorrington light out			121.19	
54323	LightingUpgrade Power Requirement Report			619.43	
54689	New Court Gardens light out			374.27	
54559	Lawler Park Tennis Courts light out			121.19	
54558	Carrington & Lock light out			215.29	
54003	Electrical testing maintenance			12,097.76	

Payment Reference	Payment Date	Creditor Number	Creditor Name		Payment Amount
110722	**28/02/2025**	**10713**	**Soft Landing**		**342.65**
INV92585	Mattress recycling for November 2024			342.65	
110723	**28/02/2025**	**10724**	**Technology One**		**4,634.18**
245384	Technology One GIS consultancy Q3 24/25			2,365.00	
245421	Technology 1 Q1/Q2 Consulting 24/25			2,269.18	
110724	**28/02/2025**	**10733**	**TPG Telecom**		**5,121.16**
21569146	TPG Telecom - Internet Service			5,121.16	
110725	**28/02/2025**	**10766**	**Inlogik Pty Ltd**		**549.91**
IN000086126	Promaster/ Expenseme Pro software			549.91	
110726	**28/02/2025**	**10772**	**Ream Clean Property Service**		**720.50**
12/J/M/2025	Recycling Station disposal 2024/25			720.50	
110727	**28/02/2025**	**10842**	**Retro Roads - Tag sat Pty Ltd**		**808.17**
01708648	Line marking 233 Stubbs Tce			808.17	
110728	**28/02/2025**	**10909**	**Richards Tyrepower**		**130.00**
3376983	Trailer Tyre			130.00	
110729	**28/02/2025**	**10958**	**CMS Electracom**		**22.00**
125168	CEO desk fitout			22.00	
110730	**28/02/2025**	**11012**	**Aussie Broadband Pty Ltd**		**4,930.50**
46326078	NBN Enterprise service- Nov24- Jul25			4,930.50	
110731	**28/02/2025**	**11018**	**Dept of Mines, Industry Regulation and**		**30,923.00**
JANUARY 2025	BSL Payment January 2025			30,923.00	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110732	**28/02/2025**	**11087**	**Beacon Equipment**	**105,980.00**
79366 #1	RFQ 2024-25.09 FOR OUT FRONT MOWERS		105,980.00	
110733	**28/02/2025**	**11182**	**Brownes Foods Operations Pty Ltd**	**65.34**
18244974	Depot milk 2024-25		65.34	
110734	**28/02/2025**	**11224**	**Arventa Pty Ltd**	**6,571.66**
INV-010111	Arventa - MSDS renewal		6,571.66	
110735	**28/02/2025**	**11268**	**Kyocera Document Solutions Pty Ltd**	**38.65**
91122073	Printing Costs		804.42	
91137990	Printing Costs		890.18	
INV-143739-H1C6X5	Principal repayment of lease - Plotter		479.60	
110736	**28/02/2025**	**11307**	**Liveable Group Pty Ltd T/A Professional**	**14,710.31**
1894	Stump grinding at various locations.		1,268.74	
1885	Stump grinding at various locations.		5,321.76	
1886	Works by PTS on Underwood Avenue, 24/01/		2,040.02	
1890	Site inspector- ATCO gas infrastructure		1,045.00	
1770	Emergency Call Out- Tree Works.		1,046.45	
1606	24 Mimosa Avenue, Mt Claremont 1/10/24		3,988.34	
110737	**28/02/2025**	**11336**	**Troy Yiakalis Landscapes**	**170.50**
13268	Maisonettes Garden and Ground Maintenance		170.50	
110738	**28/02/2025**	**11398**	**Totally Workwear Mt Hawthorn R & J Ma**	**250.20**
0001-00004235	PPE		250.20	
110739	**28/02/2025**	**11440**	**CS Legal**	**132.00**
034123	2024/2025 Rates Debt Recovery		132.00	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110740	**28/02/2025**	**11487**	**Comex Civil Pty Ltd**	**19,966.01**
INV-0434	Install combo SEP		7,245.39	
INV-0436	Manhole cover change to wave grate		2,488.31	
INV-0430	Waroonga Drainage Spillway		5,412.00	
INV-0437	2 Earls Court		4,820.31	
110741	**28/02/2025**	**11573**	**Veale Auto Parts**	**273.60**
21313167	Battery , ADBLU		273.60	
110742	**28/02/2025**	**11612**	**GISSA International Pty Ltd**	**5,663.90**
00048597	A-SPEC Annual Administration Fee		5,663.90	
110743	**28/02/2025**	**11629**	**Bunnings Group Limited t/as Tool Kit De**	**3,003.54**
09-03-00013370	Blower		3,003.54	
110744	**28/02/2025**	**11630**	**Bobs Odd Jobs AU Pty. Ltd.**	**165.00**
INV#519	Illegal dumping		165.00	
110745	**28/02/2025**	**11673**	**Nola Britton**	**80.00**
114	Life Drawing Social		80.00	
110746	**28/02/2025**	**11737**	**BY WORD OF MOUTH**	**450.00**
00015305	Catering Tresillian Exhibition - 14 Feb		450.00	
110747	**28/02/2025**	**11752**	**Bing Technologies Pty Ltd**	**1,220.01**
252791	Broadway Advertising		676.08	
252578	Waratah Avenue - Advertising		543.93	
110748	**28/02/2025**	**11758**	**Cynthia Forrest**	**80.00**
122	Life Drawing Social		80.00	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110749	**28/02/2025**	**11766**	**Metal Artwork Badges**	**463.10**
30447	January 2025 Badge Order		463.10	
110750	**28/02/2025**	**11778**	**Omnicom Media Group Australia Pty Ltd**	**3,576.50**
1816906	Advertising RFQ 2024-25.08		539.75	
1816905	Advertisement EOI 2024-25.03		486.39	
1816904	Advertising Insecticide Application 2025		913.36	
1816903	Advertising DA 129-133 Waratah Ave		532.99	
1816902	Planning Notices 18 January		761.21	
1816901	Adoption Notice LPP 1.1 Residential		342.80	
110751	**28/02/2025**	**11798**	**HP Financial Services (Australia) Pty Ltd**	**42,144.30**
100001747156	Laptop Right of Use Purchase		14,048.10	
100001758131	Laptop Right of Use Purchase		14,048.10	
100001767926	Laptop Right of Use Purchase		14,048.10	
110752	**28/02/2025**	**11805**	**Aqua Filtration Enterprises Pty Ltd**	**130.00**
INV-1448	Carton 1000 paper cups		130.00	
110753	**28/02/2025**	**11827**	**Brightmark Group Pty Ltd**	**29,652.01**
0004530	Provision of Cleaning Services		23,831.52	
0004531	Provision of Cleaning Services		5,820.49	
110754	**28/02/2025**	**11930**	**Coles Supermarkets Australia Pty Ltd**	**123.80**
211970711	Coles Lactose Free Long Life Full Cream		123.80	
110755	**28/02/2025**	**11971**	**iPrintPlus**	**1,490.50**
82382	Tresillian PVC Banner		246.40	
82383	TRESILIAN WIND FLAGS		1,009.80	
82381	Tresillian foam core sign		234.30	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110756	**28/02/2025**	**12030**	**New View Safety Coach WOLLAGE, DAV**	**1,800.00**
1027	WHS consulting service		1,800.00	
110757	**28/02/2025**	**12032**	**Driva Pty Ltd**	**632.24**
FORTNIGHT 23/02/2025	Novated Lease Driva - Pre Tax		632.24	
Sundry EFT				**24,789.33**
110554	**7/02/2025**	**99998**	**K Bishop**	**160.00**
05022025	Reimbursement of Appointment		160.00	
110555	**7/02/2025**	**99998**	**D Swain**	**27.47**
29012025	Reimbursement Greeting cards		27.47	
110556	**7/02/2025**	**99998**	**R Wade**	**77.90**
05022025	Afternoon Tea – Customer Services Prize		77.90	
110623	**12/02/2025**	**99998**	**Zhi-Ren TEH & Lydia LING**	**2,000.00**
695339	Verge Bond Refund		2,000.00	
110624	**12/02/2025**	**99998**	**Joydem Pty Ltd**	**1,700.00**
655131	Verge Bond refund		1,700.00	
110625	**12/02/2025**	**99998**	**Urbane Projects**	**2,000.00**
687075	Verge Bond refund		2,000.00	
110626	**12/02/2025**	**99998**	**Alexandra Rui Wan Ong**	**1,700.00**
631430	Verge bond refund		1,700.00	

Payment Reference	Payment Date	Creditor Number	Creditor Name		Payment Amount
110627	**12/02/2025**	**99998**	**Green ridge Constructions**		**1,700.00**
660464	Verge Bond refund			1,700.00	
110628	**12/02/2025**	**99998**	**Infratec Pty Ltd**		**1,700.00**
661281	Verge bond refund			1,700.00	
110629	**12/02/2025**	**99998**	**Plunkett Homes**		**1,700.00**
627385	Verge bond refund			1,700.00	
110630	**12/02/2025**	**99998**	**Oswald Homes**		**1,700.00**
637910	Verge bond refund			1,700.00	
110631	**12/02/2025**	**99998**	**Oswald Homes (1972) Pty Ltd**		**2,000.00**
685747	Verge Bond Refund			2,000.00	
110632	**12/02/2025**	**99998**	**Sheas Creek Pty Ltd**		**2,000.00**
694866	Verge Bond refund			2,000.00	
110634	**17/02/2025**	**99998**	**Arbor Culture Tree Management**		**770.00**
INV00144	Cherry picker, pruning			770.00	
110686	**19/02/2025**	**99998**	**Chuo Ngllk Mortiz**		**125.00**
12022025	Community Grant			125.00	
110687	**19/02/2025**	**99998**	**Sebelle MC. Wood**		**250.00**
12022025	Youth Grant			250.00	
110688	**19/02/2025**	**99998**	**S Lewis**		**250.00**
18022025	Youth Grant			250.00	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
110758	**28/02/2025**	**99998**	**TMBJCS Pty Ltd**	**6.56**
19022025	Refund of overpayment		6.56	
110759	**28/02/2025**	**99998**	**Naomi Van Hagen**	**4,835.40**
19022025	Reimbursement for Asbestos Fence removal		4,835.40	
110760	**28/02/2025**	**99998**	**S West**	**87.00**
25022025	Reimbursement Working with children Check		87.00	
Direct Debit				**4,116.72**
100594	**3/02/2025**	**10141**	**Westpac Banking Corporation**	**768.06**
ACTIVITY F	Activity Fee - Refer Analysis & Fee STM		768.06	
100595	**3/02/2025**	**10141**	**Westpac Banking Corporation**	**3,026.27**
MERCH FEES	Westpac Merchant fees		3,026.27	
100596	**3/02/2025**	**11506**	**Commonwealth Bank Australia (CBA)**	**203.71**
MFEE JAN25	CBA Merch Fee JAN 2025		203.71	
100597	**17/02/2025**	**11506**	**Commonwealth Bank Australia (CBA)**	**35.08**
BPOINT FEE	Bpoint Transaction Fees		35.08	
100598	**24/02/2025**	**10133**	**West Australian Newspaper Ltd**	**83.60**
Newspaper	West Australian DD 24.02.2025		83.60	
Cancelled Payments				**78,514.32**
110395	**17/02/2025**	**10006**	**Westpac Banking Corporation**	**76,814.32**
Cancel EFT	Superannuation			
110454	**12/02/2025**	**11689**	**Dale Alcock Homes Pty Ltd**	**1,700.00**
Cancel EFT	Bond Refund			

Payment Reference	Payment Date	Creditor Number	Creditor Name		Payment Amount
Payroll					**897,677.30**
FORTNIGHT 09/02/2025	**9/02/2025**	**109000900010010**	**City of Nedlands**		**411,822.05**
FORTNIGHT 09/02/2025	Additional Bank 1			5,700.00	
FORTNIGHT 09/02/2025	Additional Bank 2			1,250.00	
FORTNIGHT 09/02/2025	Net Pay			404,872.05	
FORTNIGHT 16/02/2025	**16/02/2025**	**109000900010010**	**City of Nedlands**		**24,169.92**
FORTNIGHT 16/02/2025	Net Pay			24,169.92	
FORTNIGHT 23/02/2025	**23/02/2025**	**109000900010010**	**City of Nedlands**		**460,711.52**
FORTNIGHT 23/02/2025	Additional Bank 1			5,700.00	
FORTNIGHT 23/02/2025	Additional Bank 2			1,250.00	
FORTNIGHT 23/02/2025	Net Pay			391,470.60	
FORTNIGHT 23/02/2025	Net Pay			62,290.92	
FORTNIGHT 25/02/2025	**25/02/2025**	**109000900010010**	**City of Nedlands**		**973.81**
FORTNIGHT 25/02/2025	Net Pay			973.81	
			TOTAL PAYMENTS		**3,074,054.89**

City of Nedlands - Purchasing & Credit Card Payments
February 2025

For the Period 28 January 2025 to 27 February 2025

Date	Supplier	Description	AUD	Comment
22/01/2025	BUNNINGS GROUP LTD	Paint for annual classroom bench re-coat Tresillian Arts Centre	114.90	
24/01/2025	LANDGATE	Landgate Certificate of Title	31.60	
28/01/2025	BUNNINGS 309000	CEO office renovation materials	227.79	
28/01/2025	IPAA	IPAA Young Professionals membership - Sam Edwards	130.00	
29/01/2025	SHARMA, RAKESH KUMAR	LHAAC coordinated food sampling program	5.55	
29/01/2025	LONG HUA BUSINESS PTY LTD	LHAAC coordinated food sampling program	4.00	
29/01/2025	TAYLOR RD IGA	LHAAC coordinated food sampling program	10.54	
29/01/2025	BLITZFIELD ENTERPRIS	LHAAC coordinated food sampling program	20.86	
30/01/2025	BUNNINGS 483000	Admin office renovation materials	89.30	
30/01/2025	BUNNINGS 309000	Admin office renovation materials	33.85	
1/02/2025	GOOGLE*GSUITE NEDLANDS	Google Workspace-Comms	46.20	
3/02/2025	SP GENTRY CHOICE	Farewell gift	100.00	
4/02/2025	COLES 0488	Gift Card - Farewell	30.00	
5/02/2025	BROADWAY IGA	WESROC CLAG meeting catering	9.98	
5/02/2025	BROADWAY IGA	WESROC CLAG meeting catering	8.97	
5/02/2025	BUNNINGS GROUP LTD	Supplies for environmental health response bag	113.09	
5/02/2025	COLES 0299	Leaving gift contribution	55.00	
5/02/2025	COLES 0299	Leaving gift contribution	35.00	
5/02/2025	THE GALLERY G C	Farewell staff card	4.99	
5/02/2025	THE GALLERY G C	Farewell leaving card	5.00	
6/02/2025	BUNNINGS 309000	Various materials admin maintenance	72.64	
6/02/2025	BUNNINGS 309000	Oven repair materials	28.89	
9/02/2025	MICROSOFT#G077963509	MS Azure Storage	112.98	
10/02/2025	Hollywood Private	Health inspection site visit parking	7.20	
10/02/2025	COLES 0299	Staff farewell morning tea	50.00	
11/02/2025	POST NEDLANDS POST SHO	Staff gift contribution	20.00	
11/02/2025	IKEA PTY LTD	Chairs for library talks	1470.00	
12/02/2025	COLES 7712	Farewell Morning Tea	50.00	
12/02/2025	BP ROSEGARDEN 6161	Fuel Refill for Planning Car	92.37	
13/02/2025	BOC GAS AND GEAR	Dry ice for WESROC CLAG mosquito surveillance	15.51	
13/02/2025	WWW.RECKON.COM	Tresillian-POS	58.00	
13/02/2025	WWW.RECKON.COM	Tresillian-POS	29.00	
13/02/2025	Intuit Mailchimp	Mailchimp-Comms	120.93	
13/02/2025	BUNNINGS 483000	MTCC plumbing repairs	122.00	
13/02/2025	CITY OF NEDLANDS	Coffee vendor Street Trading fee - Anzac Day	75.54	
13/02/2025	WEMBLEY POLICE STATION	Road closure approval from WA Police - 2025 Anzac Day	92.00	
14/02/2025	MSFT * E0200V1OZH	MS AZURE PAYG-CC-SQL	564.70	
14/02/2025	EZI*J & K Hopkins	Desk drawer units for office renovation	945.00	
14/02/2025	WINTHROP GARDENS SUP	Supplies for positive ageing program	28.10	
14/02/2025	TICKETS*9 APRIL 20	Cultural Awareness Training	257.26	
15/02/2025	TWILIO INC	TWILIO-SMS notification-OneCouncil	369.25	
15/02/2025	TWILIO INC	TWILIO-SMS notification-OneCouncil	11.08	
17/02/2025	LANDGATE	CoT Update	105.15	
17/02/2025	TITAB AUSTRALIA CABLER	License fees	94.00	
18/02/2025	FLOWERS* WILD SEASONS	Flowers Baby Gift	105.00	
18/02/2025	DIAMOND HIRE	Rubbish removal PRCC	70.00	
19/02/2025	COLES 0299	Staff leaving morning tea	50.00	
20/02/2025	LS THE WORKERS SHOP	PPE boots for Technical Services staff	598.00	
20/02/2025	CCR COMMERCIAL	Oven repairs to Adam Armstrong Pav	785.40	
20/02/2025	CPP TERRACE ROAD	Parking	18.17	
21/02/2025	RED DOT STORES	Staff leaving gift contribution	9.98	
21/02/2025	BUNNINGS 309000	Materials office renovations	29.70	
21/02/2025	JB HI FI OSBORNE PAR	Materials office renovations	16.00	
22/02/2025	MM OSBORNE PARK	Materials office renovations	215.88	
22/02/2025	Jaycar Osborne Park	Materials office renovations	80.00	
24/02/2025	CATCH	Keyboard	36.64	
25/02/2025	ID SUPPLIES	Swipe card supplies	164.45	
25/02/2025	TUDOR HOUSE WA PTY LTD	Flags	200.00	
25/02/2025	SEGAFREDO ZANETTI AU	Repair&Mtce-AdminOff	195.00	
25/02/2025	EZI*J & K Hopkins	Material Admin Office	318.00	
25/02/2025	HIDDEN DISABILITIES	Sunflower Hidden Disabilities Initiative - membership	1100.00	
27/02/2025	CARD FEE	CARD FEE	5.00	
27/02/2025	CARD FEE	CARD FEE	5.00	
27/02/2025	CARD FEE	CARD FEE	5.00	
27/02/2025	CARD FEE	CARD FEE	5.00	
27/02/2025	CARD FEE	CARD FEE	5.00	
27/02/2025	CARD FEE	CARD FEE	5.00	
27/02/2025	CARD FEE	CARD FEE	5.00	
27/02/2025	CARD FEE	CARD FEE	5.00	
27/02/2025	CARD FEE	CARD FEE	5.00	
			9910.44	

City of Nedlands - Purchasing Card - Fuel

For the Period 9 January 2025 to 8 February 2025

WEX Australia Pty Ltd ABN: 68 005 970 570

Transaction Date	Amount	Merchant Name	Card Description	Product Name
10/01/2025	6.88	WEX Australia	FLEET 106	ROADSIDE ASSIST
20/01/2025	3.52	BP Rosegarden	FLEET 106	SURCHARGE
20/01/2025	220.03	ULS Diesel	FLEET 106	ULS DIESEL
20/01/2025	-2.16	Discount	FLEET 106	DISCOUNT
20/01/2025	0.83	WEX Australia	FLEET 106	TRANSACTION FEE
31/01/2025	3.28	BP Rosegarden	FLEET 106	SURCHARGE
31/01/2025	205.04	BP Rosegarden	FLEET 106	ULS DIESEL
31/01/2025	-2.01	BP Rosegarden	FLEET 106	DISCOUNT
31/01/2025	0.83	WEX Australia	FLEET 106	TRANSACTION FEE
8/02/2025	3.58	WEX Australia	FLEET 106	MANAGEMENT FEE
10/01/2025	6.88	WEX Australia	FLEET 107	ROADSIDE ASSIST
21/01/2025	3.66	BP Rosegarden	FLEET 107	SURCHARGE
21/01/2025	229.22	BP Rosegarden	FLEET 107	ULS DIESEL
21/01/2025	-2.25	BP Rosegarden	FLEET 107	DISCOUNT
21/01/2025	0.83	WEX Australia	FLEET 107	TRANSACTION FEE
4/02/2025	2.27	BP Rosegarden	FLEET 107	MANAGEMENT FEE
4/02/2025	142.16	BP Rosegarden	FLEET 107	ULS DIESEL
4/02/2025	-1.39	BP Rosegarden	FLEET 107	DISCOUNT
4/02/2025	0.83	WEX Australia	FLEET 107	TRANSACTION FEE
8/02/2025	3.58	BP Rosegarden	FLEET 107	MANAGEMENT FEE
18/01/2025	6.88	WEX Australia	FLEET 512	ROADSIDE ASSIST
8/02/2025	3.58	WEX Australia	FLEET 512	MANAGEMENT FEE
10/01/2025	2.32	BP Rosegarden	FLEET 539	SURCHARGE
10/01/2025	145.00	BP Rosegarden	FLEET 539	ULS DIESEL
10/01/2025	-1.44	BP Rosegarden	FLEET 539	DISCOUNT
10/01/2025	0.83	WEX Australia	FLEET 539	TRANSACTION FEE
8/02/2025	3.58	WEX Australia	FLEET 539	MANAGEMENT FEE
10/01/2025	6.88	WEX Australia	FLEET 1380	ROADSIDE ASSIST
16/01/2025	1.66	BP Rosegarden	FLEET 1380	SURCHARGE
16/01/2025	15.00	BP Rosegarden	FLEET 1380	CAR WASH
16/01/2025	89.35	BP Rosegarden	FLEET 1380	REGULAR ULP FUEL
16/01/2025	-0.92	BP Rosegarden	FLEET 1380	DISCOUNT
16/01/2025	0.83	WEX Australia	FLEET 1380	TRANSACTION FEE
24/01/2025	76.57	COLES	FLEET 1380	REGULAR ULP FUEL
24/01/2025	1.68	WEX Australia	FLEET 1380	TRANSACTION FEE
2/02/2025	77.72	COLES	FLEET 1380	REGULAR ULP
2/02/2025	1.71	WEX Australia	FLEET 1380	TRANSACTION FEE
8/02/2025	3.58	WEX Australia	FLEET 1380	MANAGEMENT FEE
18/01/2025	6.88	WEX Australia	FLEET 218	ROADSIDE ASSIST
8/02/2025	3.58	WEX Australia	FLEET 218	MANAGEMENT FEE
13/01/2025	2.00	BP Rosegarden	FLEET 644	TRANSACTION FEE
13/01/2025	125.00	BP Rosegarden	FLEET 644	ULS DIESEL
13/01/2025	-1.24	BP Rosegarden	FLEET 644	DISCOUNT
13/01/2025	0.83	WEX Australia	FLEET 644	TRANSACTION FEE
18/01/2025	6.88	WEX Australia	FLEET 644	ROADSIDE ASSIST
6/02/2025	2.41	BP Rosegarden	FLEET 644	SURCHARGE
6/02/2025	151.01	BP Rosegarden	FLEET 644	ULS DIESEL
6/02/2025	-1.48	BP Rosegarden	FLEET 644	DISCOUNT
6/02/2025	0.83	WEX Australia	FLEET 644	TRANSACTION FEE
8/02/2025	3.58	WEX Australia	FLEET 644	MANAGEMENT FEE
10/01/2025	6.88	WEX AUSTRALIA	FLEET 1002	ROADSIDE ASSIST
5/02/2025	2.08	BP CONNECT	FLEET 1002	SURCHARGE
5/02/2025	130.00	BP CONNECT	FLEET 1002	ULTRA PULP
5/02/2025	-1.13	BP CONNECT	FLEET 1002	DISCOUNT
5/02/2025	0.83	WEX AUSTRALIA	FLEET 1002	TRANSACTION FEE
8/02/2025	3.58	WEX Australia	FLEET 1002	MANAGEMENT FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 555	MANAGEMENT FEE
10/01/2025	6.88	WEX AUSTRALIA	FLEET 1373	ROADSIDE ASSIST
15/01/2025	72.96	CALTEX	FLEET 1373	REGULAR ULP FUEL
15/01/2025	0.83	WEX Australia	FLEET 1373	TRANSACTION FEE
4/02/2025	88.17	EG FUEL CO	FLEET 1373	REGULAR ULP FUEL
4/02/2025	0.83	WEX Australia	FLEET 1373	TRANSACTION FEE
4/02/2025	1.19	BP	FLEET 1373	SURCHARGE
4/02/2025	74.61	BP	FLEET 1373	REGULAR ULP FUEL
4/02/2025	-0.90	BP	FLEET 1373	DISCOUNT
4/02/2025	0.83	WEX Australia	FLEET 1373	TRANSACTION FEE
8/02/2025	3.58	WEX Australia	FLEET 1373	MANAGEMENT FEE

Transaction Date	Amount	Merchant Name	Card Description	Product Name
8/02/2025	3.58	WEX AUSTRALIA	FLEET 182	MANAGEMENT FEE
18/01/2025	6.88	BP CONNECT	FLEET 643	ROADSIDE ASSIST
6/02/2025	2.40	WEX AUSTRALIA	FLEET 643	SURCHARGE
6/02/2025	150.01	BP CONNECT	FLEET 643	ULS DIESEL
6/02/2025	-1.47	BP CONNECT	FLEET 643	DISCOUNT
6/02/2025	0.83	WEX AUSTRALIA	FLEET 643	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 643	MANAGEMENT FEE
18/01/2025	6.88	WEX AUSTRALIA	FLEET 201	ROADSIDE ASSIST
18/01/2025	1.77	BP CONNECT	FLEET 201	SURCHARGE
18/01/2025	111.09	BP CONNECT	FLEET 201	ULS DIESEL
18/01/2025	-1.14	BP CONNECT	FLEET 201	DISCOUNT
18/01/2025	0.83	WEX AUSTRALIA	FLEET 201	TRANSACTION FEE
28/01/2025	80.44	AMPOL	FLEET 201	DIESEL
28/01/2025	0.83	WEX AUSTRALIA	FLEET 201	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 201	MANAGEMENT FEE
10/01/2025	1.67	BP CONNECT	FLEET 265	SURCHARGE
10/01/2025	104.99	BP CONNECT	FLEET 265	ULS DIESEL FUEL
10/01/2025	-1.04	BP CONNECT	FLEET 265	DISCOUNT
10/01/2025	0.83	WEX AUSTRALIA	FLEET 265	TRANSACTION FEE
17/01/2025	1.42	BP CONNECT	FLEET 265	SURCHARGE
17/01/2025	88.86	BP CONNECT	FLEET 265	ULS DIESEL FUEL
17/01/2025	-0.88	BP CONNECT	FLEET 265	DISCOUNT
17/01/2025	0.83	WEX AUSTRALIA	FLEET 265	TRANSACTION FEE
23/01/2025	1.45	BP CONNECT	FLEET 265	SURCHARGE
23/01/2025	90.72	BP CONNECT	FLEET 265	ULS DIESEL FUEL
23/01/2025	-0.88	BP CONNECT	FLEET 265	DISCOUNT
23/01/2025	0.83	WEX AUSTRALIA	FLEET 265	TRANSACTION FEE
4/02/2025	1.53	WEX AUSTRALIA	FLEET 265	SURCHARGE
4/02/2025	96.04	BP CONNECT	FLEET 265	ULS DIESEL FUEL
4/02/2025	-0.94	BP CONNECT	FLEET 265	DISCOUNT
4/02/2025	0.83	WEX AUSTRALIA	FLEET 265	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 265	MANAGEMENT FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 321	MANAGEMENT FEE
15/01/2025	2.03	BP Rosegarden	FLEET 868	SURCHARGE
15/01/2025	127.14	BP Rosegarden	FLEET 868	ULS DIESEL
15/01/2025	-1.26	BP Rosegarden	FLEET 868	DISCOUNT
15/01/2025	0.83	WEX AUSTRALIA	FLEET 868	TRANSACTION FEE
18/01/2025	6.88	WEX AUSTRALIA	FLEET 868	ROADSIDE ASSIST
28/01/2025	2.06	BP Rosegarden	FLEET 868	SURCHARGE
28/01/2025	128.81	BP Rosegarden	FLEET 868	ULS DIESEL
28/01/2025	-1.25	BP Rosegarden	FLEET 868	DISCOUNT
28/01/2025	0.83	WEX Australia	FLEET 868	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 321	MANAGEMENT FEE
10/01/2025	6.88	WEX AUSTRALIA	FLEET 1375	ROADSIDE ASSIST
8/02/2025	3.58	WEX AUSTRALIA	FLEET 1375	MANAGEMENT FEE
8/02/2025	3.58	WEX AUSTRALIA	WORKSHOP	MANAGEMENT FEE
10/01/2025	6.88	WEX AUSTRALIA	FLEET 1378	ROADSIDE ASSIST
8/02/2025	3.58	WEX AUSTRALIA	FLEET 1378	MANAGEMENT FEE
10/01/2025	6.88	WEX AUSTRALIA	FLEET 1372	ROADSIDE ASSIST
8/02/2025	3.58	WEX AUSTRALIA	FLEET 1372	MANAGEMENT FEE
11/01/2025	66.40	VIBE	FLEET 1381	REGULAR ULP
11/01/2025	0.83	WEX AUSTRALIA	FLEET 1381	TRANSACTION FEE
18/01/2025	6.88	WEX AUSTRALIA	FLEET 1381	ROADSIDE ASSIST
22/01/2025	66.53	VIBE	FLEET 1381	REGULAR ULP
22/01/2025	0.83	WEX AUSTRALIA	FLEET 1381	TRANSACTION FEE
29/01/2025	63.93	VIBE	FLEET 1381	REGULAR ULP
29/01/2025	0.83	WEX AUSTRALIA	FLEET 1381	TRANSACTION FEE
6/02/2025	64.85	VIBE	FLEET 1381	REGULAR ULP
6/02/2025	0.83	WEX AUSTRALIA	FLEET 1381	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 1381	MANAGEMENT FEE
30/01/2025	2.06	BP CONNECT	FLEET 600	SURCHARGE
30/01/2025	129.15	BP CONNECT	FLEET 600	ULS DIESEL
30/01/2025	-1.27	BP CONNECT	FLEET 600	DISCOUNT
30/01/2025	0.83	WEX AUSTRALIA	FLEET 600	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 600	MANAGEMENT FEE
14/01/2025	2.13	BP CONNECT	FLEET 648	SURCHARGE
14/01/2025	133.66	BP CONNECT	FLEET 648	ULS DIESEL
14/01/2025	-1.32	BP CONNECT	FLEET 648	DISCOUNT
14/01/2025	0.83	WEX AUSTRALIA	FLEET 648	TRANSACTION FEE
18/01/2025	6.88	WEX AUSTRALIA	FLEET 648	ROADSIDE ASSIST
28/01/2025	2.28	BP CONNECT	FLEET 648	SURCHARGE
28/01/2025	142.57	BP CONNECT	FLEET 648	ULS DIESEL
28/01/2025	-1.38	BP CONNECT	FLEET 648	DISCOUNT

Transaction Date	Amount	Merchant Name	Card Description	Product Name
28/01/2025	0.83	WEX AUSTRALIA	FLEET 648	TRANSACTION FEE
7/02/2025	2.10	BP CONNECT	FLEET 648	SURCHARGE
7/02/2025	131.74	BP CONNECT	FLEET 648	ULS DIESEL
7/02/2025	-1.29	BP CONNECT	FLEET 648	DISCOUNT
7/02/2025	0.83	WEX AUSTRALIA	FLEET 648	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 648	MANAGEMENT FEE
15/01/2025	0.98	BP CONNECT	FLEET 901	SURCHARGE
15/01/2025	61.48	BP CONNECT	FLEET 901	ULS DIESEL
15/01/2025	-0.61	BP CONNECT	FLEET 901	DISCOUNT
15/01/2025	0.83	WEX AUSTRALIA	FLEET 901	TRANSACTION FEE
30/01/2025	22.83	WEX AUSTRALIA	FLEET 901	ROADSIDE ASSIST
8/02/2025	3.58	WEX AUSTRALIA	FLEET 901	MANAGEMENT FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 1600	MANAGEMENT FEE
18/01/2025	6.88	WEX Australia	FLEET 200	ROADSIDE ASSIST
8/02/2025	3.58	WEX Australia	FLEET 200	MANAGEMENT FEE
9/01/2025	0.98	BP Rosegarden	FLEET 322	SURCHARGE
9/01/2025	61.59	BP Rosegarden	FLEET 322	ULS DIESEL
9/01/2025	-0.62	BP Rosegarden	FLEET 322	DISCOUNT
9/01/2025	0.83	WEX AUSTRALIA	FLEET 322	TRANSACTION FEE
15/01/2025	1.19	BP Rosegarden	FLEET 322	SURCHARGE
15/01/2025	74.66	BP Rosegarden	FLEET 322	ULS DIESEL
15/01/2025	-0.74	BP Rosegarden	FLEET 322	DISCOUNT
15/01/2025	0.83	WEX AUSTRALIA	FLEET 322	TRANSACTION FEE
21/01/2025	0.97	BP Rosegarden	FLEET 322	SURCHARGE
21/01/2025	60.88	BP Rosegarden	FLEET 322	ULS DIESEL
21/01/2025	-0.60	BP Rosegarden	FLEET 322	DISCOUNT
21/01/2025	0.83	WEX AUSTRALIA	FLEET 322	TRANSACTION FEE
30/01/2025	1.09	BP Rosegarden	FLEET 322	SURCHARGE
30/01/2025	68.25	BP Rosegarden	FLEET 322	ULS DIESEL
30/01/2025	-0.67	BP Rosegarden	FLEET 322	DISCOUNT
30/01/2025	0.83	WEX AUSTRALIA	FLEET 322	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 322	MANAGENENT FEE
10/01/2025	6.88	WEX AUSTRALIA	FLEET 1001	ROADSIDE ASSIST
22/01/2025	1.86	BP CONNECT	FLEET 1001	REGULAR ULP
22/01/2025	116.39	BP CONNECT	FLEET 1001	REGULAR ULP
22/01/2025	-1.14	BP CONNECT	FLEET 1001	DISCOUNT
22/01/2025	0.83	WEX AUSTRALIA	FLEET 1001	TRANSACTION FEE
3/02/2025	1.59	BP CONNECT	FLEET 1001	SURCHARGE
3/02/2025	99.56	BP CONNECT	FLEET 1001	REGULAR ULP
3/02/2025	-1.16	BP CONNECT	FLEET 1001	DISCOUNT
3/02/2025	0.83	WEX AUSTRALIA	FLEET 1001	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 1001	MANAGEMENT FEE
9/01/2025	4.06	BP Rosegarden	FLEET 108	SURCHARGE
9/01/2025	254.31	BP Rosegarden	FLEET 108	ULS DIESEL
9/01/2025	-2.54	BP Rosegarden	FLEET 108	DISCOUNT
9/01/2025	0.83	WEX AUSTRALIA	FLEET 108	TRANSACTION FEE
10/01/2025	6.88	WEX AUSTRALIA	FLEET 108	ROADSIDE ASSIST
15/01/2025	4.48	BP	FLEET 108	SURCHARGE
15/01/2025	280.32	BP	FLEET 108	ULS DIESEL
15/01/2025	-2.78	BP	FLEET 108	DISCOUNT
15/01/2025	0.83	WEX AUSTRALIA	FLEET 108	TRANSACTION FEE
21/01/2025	4.52	BP	FLEET 108	SURCHARGE
21/01/2025	283.09	BP	FLEET 108	ULS DIESEL
21/01/2025	-2.78	BP	FLEET 108	DISCOUNT
21/01/2025	0.83	WEX AUSTRALIA	FLEET 108	TRANSACTION FEE
30/01/2025	3.86	BP	FLEET 108	SURCHARGE
30/01/2025	241.62	BP	FLEET 108	ULS DIESEL
30/01/2025	-2.37	BP	FLEET 108	DISCOUNT
30/01/2025	0.83	WEX AUSTRALIA	FLEET 108	TRANSACTION FEE
6/02/2025	4.72	BP	FLEET 108	SURCHARGE
6/02/2025	295.47	BP	FLEET 108	ULS DIESEL
6/02/2025	-2.90	BP	FLEET 108	DISCOUNT
6/02/2025	0.83	WEX AUSTRALIA	FLEET 108	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 108	MANAGEMENT FEE
10/01/2025	6.88	WEX Australia	FLEET 1374	ROADSIDE ASSIST
8/02/2025	3.58	WEX AUSTRALIA	FLEET 1374	MANAGEMENT FEE
17/01/2025	2.30	BP CONNECT	FLEET 190	SURCHARGE
17/01/2025	144.08	BP CONNECT	FLEET 190	ULS DIESEL
17/01/2025	-1.43	BP CONNECT	FLEET 190	DISCOUNT
17/01/2025	0.83	WEX AUSTRALIA	FLEET 190	TRANSACTION FEE
18/01/2025	6.88	WEX AUSTRALIA	FLEET 190	ROADSIDE ASSIST
4/02/2025	2.16	BP CONNECT	FLEET 190	SURCHARGE
4/02/2025	135.10	BP CONNECT	FLEET 190	ULS DIESEL

Transaction Date	Amount	Merchant Name	Card Description	Product Name
4/02/2025	-1.33	BP CONNECT	FLEET 190	DISCOUNT
4/02/2025	0.83	WEX AUSTRALIA	FLEET 190	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 190	MANAGEMENT FEE
10/01/2025	6.88	WEX AUSTRALIA	FLEET 1371	ROADSIDE ASSIST
6/02/2025	1.42	BP	FLEET 1371	SURCHARGE
6/02/2025	88.96	BP	FLEET 1371	REGULAR ULP
6/02/2025	-0.91	BP	FLEET 1371	REGULAR ULP
6/02/2025	0.83	WEX AUSTRALIA	FLEET 1371	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 1371	MANAGEMENT FEE
8/02/2025	3.58	WEX AUSTRALIA	MINOR PLANT	MANAGEMENT FEE
9/01/2025	1.50	BP	FLEET 266	SURCHARGE
9/01/2025	94.29	BP	FLEET 266	ULS DIESEL
9/01/2025	-0.94	BP	FLEET 266	DISCOUNT
9/01/2025	0.83	WEX AUSTRALIA	FLEET 266	TRANSACTION FEE
22/01/2025	1.83	BP	FLEET 266	SURCHARGE
22/01/2025	114.93	BP	FLEET 266	ULS DIESEL
22/01/2025	-1.12	BP	FLEET 266	DISCOUNT
22/01/2025	0.83	WEX AUSTRALIA	FLEET 266	TRANSACTION FEE
30/01/2025	1.87	BP	FLEET 266	SURCHARGE
30/01/2025	117.28	BP	FLEET 266	ULS DIESEL
30/01/2025	-1.15	BP	FLEET 266	DISCOUNT
30/01/2025	0.83	WEX AUSTRALIA	FLEET 266	TRANSACTION FEE
7/02/2025	1.12	BP	FLEET 266	SURCHARGE
7/02/2025	70.30	BP	FLEET 266	ULS DIESEL
7/02/2025	-0.69	BP	FLEET 266	DISCOUNT
7/02/2025	0.83	WEX AUSTRALIA	FLEET 266	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 266	MANAGEMENT FEE
19/01/2025	9.08	WEX AUSTRALIA	FLEET 1387	ROADSIDE ASSIST
8/02/2025	3.58	WEX AUSTRALIA	FLEET 1387	MANAGEMENT FEE
18/01/2025	6.88	WEX AUSTRALIA	FLEET 505	ROADSIDE ASSIST
8/02/2025	3.58	WEX AUSTRALIA	FLEET 505	MANAGEMENT FEE
18/01/2025	6.88	WEX AUSTRALIA	FLEET 503	ROADSIDE ASSIST
8/02/2025	3.58	WEX AUSTRALIA	FLEET 503	MANAGEMENT FEE
16/01/2025	1.29	BP Rosegarden	FLEET 1386	SURCHARGE
16/01/2025	81.24	BP Rosegarden	FLEET 1386	REGULAR ULP
16/01/2025	-0.83	BP Rosegarden	FLEET 1386	DISCOUNT
16/01/2025	0.83	WEX AUSTRALIA	FLEET 1386	TRANSACTION FEE
19/01/2025	9.08	WEX AUSTRALIA	FLEET 1386	ROADSIDE ASSIST
8/02/2025	3.58	WEX AUSTRALIA	FLEET 1386	MANAGEMENT FEE
10/01/2025	6.88	WEX AUSTRALIA	FLEET 137	ROADSIDE ASSIST
14/01/2025	2.25	BP CONNECT	FLEET 137	SURCHARGE
14/01/2025	140.68	AMPOL	FLEET 137	ULS DIESEL
14/01/2025	-1.39	BP CONNECT	FLEET 137	DISCOUNT
14/01/2025	0.83	WEX AUSTRALIA	FLEET 137	TRANSACTION FEE
20/01/2025	2.20	BP CONNECT	FLEET 137	SURCHARGE
20/01/2025	137.65	AMPOL	FLEET 137	ULS DIESEL
20/01/2025	-1.35	BP CONNECT	FLEET 137	DISCOUNT
20/01/2025	0.83	BP CONNECT	FLEET 137	TRANSACTION FEE
24/01/2025	126.22	BP CONNECT	FLEET 137	ULS DIESEL
24/01/2025	0.83	BP CONNECT	FLEET 137	TRANSACTION FEE
31/01/2025	111.02	BP CONNECT	FLEET 137	ULS DIESEL
31/01/2025	0.83	WEX AUSTRALIA	FLEET 137	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 137	MANAGEMENT FEE
9/01/2025	1.95	BP CONNECT	MINOR PLANT	SURCHARGE
9/01/2025	122.18	BP CONNECT	MINOR PLANT	REGULAR ULP
9/01/2025	-1.26	BP CONNECT	MINOR PLANT	DISCOUNT
9/01/2025	0.83	WEX AUSTRALIA	MINOR PLANT	TRANSACTION FEE
22/01/2025	2.64	BP CONNECT	MINOR PLANT	SURCHARGE
22/01/2025	165.28	BP CONNECT	MINOR PLANT	REGULAR ULP
22/01/2025	-1.62	BP CONNECT	MINOR PLANT	DISCOUNT
22/01/2025	0.83	WEX AUSTRALIA	MINOR PLANT	TRANSACTION FEE
5/02/2025	2.37	BP CONNECT	MINOR PLANT	SURCHARGE
5/02/2025	148.31	BP CONNECT	MINOR PLANT	REGULAR ULP
5/02/2025	-1.44	BP CONNECT	MINOR PLANT	DISCOUNT
5/02/2025	0.83	WEX AUSTRALIA	MINOR PLANT	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	MINOR PLANT	MANAGEMENT FEE
10/01/2025	6.88	WEX AUSTRALIA	FLEET 1000	ROADSIDE ASSIST
12/01/2025	95.13	BP CONNECT	FLEET 1000	REGULAR ULP
12/01/2025	2.09	WEX AUSTRALIA	FLEET 1000	TRANSACTION FEE
17/01/2025	91.30	COLES	FLEET 1000	REGULAR ULP
17/01/2025	2.01	WEX AUSTRALIA	FLEET 1000	TRANSACTION FEE
23/01/2025	1.66	BP CONNECT	FLEET 1000	SURCHARGE
23/01/2025	104.15	AMPOL	FLEET 1000	REGULAR ULP

Transaction Date	Amount	Merchant Name	Card Description	Product Name
23/01/2025	-1.04	BP CONNECT	FLEET 1000	DISCOUNT
23/01/2025	0.83	BP CONNECT	FLEET 1000	TRANSACTION FEE
1/02/2025	1.46	BP CONNECT	FLEET 1000	SURCHARGE
1/02/2025	91.40	BP CONNECT	FLEET 1000	REGULAR ULP
1/02/2025	-1.06	BP CONNECT	FLEET 1000	DISCOUNT
1/02/2025	0.83	WEX AUSTRALIA	FLEET 1000	TRANSACTION FEE
5/02/2025	1.62	BP CONNECT	FLEET 1000	SURCHARGE
5/02/2025	101.71	AMPOL	FLEET 1000	REGULAR ULP
5/02/2025	-0.99	BP CONNECT	FLEET 1000	DISCOUNT
5/02/2025	0.83	BP CONNECT	FLEET 1000	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 1000	MANAGEMENT FEE
14/01/2025	58.11	BP CONNECT	FLEET 1388	REGULAR ULP
14/01/2025	0.83	BP CONNECT	FLEET 1388	TRANSACTION FEE
24/01/2025	0.28	BP CONNECT	FLEET 1388	SURCHARGE
24/01/2025	18.00	WEX AUSTRALIA	FLEET 1388	CARWASH
24/01/2025	0.83	CALEX	FLEET 1388	REGULAR ULP
30/01/2025	1.22	WEX AUSTRALIA	FLEET 1388	TRANSACTION FEE
30/01/2025	76.46	WEX AUSTRALIA	FLEET 1388	REGULAR ULP
30/01/2025	-0.78		FLEET 1388	DISCOUNT
30/01/2025	0.83	WEX AUSTRALIA	FLEET 1388	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 1388	MANAGEMENT FEE
19/01/2025	9.08	WEX AUSTRALIA	FLEET 1385	ROADSIDE ASSIST
31/01/2025	101.46	AMPOL	FLEET 1385	REGULAR ULP
31/01/2025	0.83	WEX AUSTRALIA	FLEET 1385	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 1385	MANAGEMENT FEE
17/01/2025	2.39	WEX AUSTRALIA	FLEET 616	SURCHARGE
17/01/2025	149.73	BP CONNECT	FLEET 616	ULS DIESEL
17/01/2025	-1.48	BP CONNECT	FLEET 616	DISCOUNT
17/01/2025	0.83	WEX AUSTRALIA	FLEET 616	TRANSACTION FEE
18/01/2025	6.88	WEX AUSTRALIA	FLEET 616	ROADSIDE ASSIST
28/01/2025	2.23	BP Rosegarden	FLEET 616	SURCHARGE
28/01/2025	139.39	BP	FLEET 616	ULS DIESEL
28/01/2025	-1.35	BP	FLEET 616	DISCOUNT
28/01/2025	0.83	WEX AUSTRALIA	FLEET 616	TRANSACTION FEE
4/02/2025	2.31	BP	FLEET 616	SURCHARGE
4/02/2025	144.77	BP	FLEET 616	ULS DIESEL
4/02/2025	-1.42	BP	FLEET 616	DISCOUNT
4/02/2025	0.83	WEX AUSTRALIA	FLEET 616	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 616	MANAGEMENT FEE
9/01/2025	3.48	BP	FLEET 109	SURCHARGE
9/01/2025	218.07	BP	FLEET 109	ULS DIESEL
9/01/2025	-2.18	BP	FLEET 109	DISCOUNT
9/01/2025	0.83	WEX AUSTRALIA	FLEET 109	TRANSACTION FEE
10/01/2025	6.88	WEX AUSTRALIA	FLEET 109	ROADSIDE ASSIST
23/01/2025	3.65	BP	FLEET 109	SURCHARGE
23/01/2025	228.59	BP	FLEET 109	ULS DIESEL
23/01/2025	-2.22	BP	FLEET 109	DISCOUNT
23/01/2025	0.83	WEX AUSTRALIA	FLEET 109	TRANSACTION FEE
29/01/2025	2.12	BP	FLEET 109	SURCHARGE
29/01/2025	132.87	BP	FLEET 109	ULS DIESEL
29/01/2025	-1.29	BP	FLEET 109	DISCOUNT
29/01/2025	0.83	WEX AUSTRALIA	FLEET 109	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 109	MANAGEMENT FEE
18/01/2025	6.88	WEX AUSTRALIA	FLEET 1382	ROADSIDE ASSIST
8/02/2025	3.58	WEX AUSTRALIA	FLEET 1382	MANAGEMENT FEE
10/01/2025	6.88	WEX AUSTRALIA	FLEET 113	ROADSIDE ASSIST
22/01/2025	147.33	AMPOL	FLEET 113	ULS DIESEL
22/01/2025	0.83	WEX AUSTRALIA	FLEET 113	TRANSACTION FEE
8/02/2025	3.58	WEX AUSTRALIA	FLEET 113	MANAGEMENT FEE
18/01/2025	6.88	WEX AUSTRALIA	FLEET 191	ROADSIDE ASSIST
21/01/2025	2.41	BP CONNECT	FLEET 191	SURCHARGE

17.9 CPS18.03.25 Monthly Financial Report – January 2025

CPS18.03.25	Monthly Financial Report – January 2025

Meeting & Date	Council Meeting – 25 March 2025
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Report Author	Ronald Bunawan – Acting Chief Finance Officer
Director	Amanda Alderson – Director of Corporate Services
Attachments	1. Statement of Financial Activity – 31 January 2025 2. Statement of Net Current Assets – 31 January 2025 3. Statement of Comprehensive Income – 31 January 2025 4. Statement of Financial Position – 31 January 2025 5. Reserve Movements – 31 January 2025 6. Borrowings – 31 January 2025 7. Capital Works Program – 31 January 2025

Purpose

Administration is required to provide Council with a monthly financial report in accordance with regulation 34(1) of the *Local Government (Financial Management) Regulations 1996*. The monthly financial variance from the budget of each business unit is reviewed with the respective manager and the Executive to identify the need for any remedial action. Material variances are highlighted to Council in the attached Monthly Financial Report.

Recommendation

That Council RECIEVES the Monthly Financial Report for 31 January 2025.

Voting Requirement

Simple Majority.

Background

Nil.

Discussion

The monthly financial management report meets the requirements of regulation 34(1), 34(3), and 34(5) of the *Local Government (Financial Management) Regulations 1996*.

The attached report shows the month end position as at the end of January 2025. Please note that the opening position is a preliminary result for the year ended 30 June 2023 as the Financial Statements for 2023/24 are still being finalised and as a result will be subject to change. The municipal closing surplus as of 31 January 2025 is $22,899,085 which is a $8,572,364 favourable variance, compared to a budgeted surplus for the same period of $14,326,721.

The operating revenue at the end of January 2025 was $36,999,004 which represents a $2,860,738 favourable variance compared to the year-to-date budget of $34,138,266, primarily in Rates and Fees and Charges.

The operating expense at the end of January 2025 was $22,744,380 which represents a $2,396,131 favourable variance compared to the year-to-date budget of $25,140,511, primarily in Employee costs and Materials & Contracts.

The attached Statement of Financial Activity compares Actuals with Amended Budget by Nature or Type as per regulation 34 (3) of the *Local Government Financial Management Regulations 1996*. Material variances, as defined by a previous decision of Council, from the budget of revenue and expenditure are detailed below.

Operating Activities

Operating grants, subsidies, and contributions
Favourable variance of $88,720 mainly due to receipt of Main Roads 24/25 Operating Direct Grant maintenance works grants and budget timing.

Fees and charges
Favourable variance of $2,136,383 primarily due to waste minimisation revenue upfront billing and monthly budget phasing/timing.

Service charges
No variance

Interest earnings
Favourable variance of $185,365 primarily due to late rates and instalment payment interest.

Other revenue
Favourable variance of $19,147 primarily due to budget timing.

Profit on disposal of assets
Favourable variance of $134,158 primarily due to timing of software licenses, contract services and refuse collection.

Employee costs
Favourable variance of $571,917 is due to lower staff number than budgeted.

Materials and contracts
Favourable variance of $1,999,642 primarily due to timing of software licenses, contract services and refuse collection.

Utility charges
Unfavourable variance of $56,602 primarily due to budget and invoice processing timing.

Depreciation and amortisation
No variance analysis required as variance to budget is less than 10%.

Insurance expenses
No variance analysis required as variance to budget is less than 10%.

Interest expenses
Favourable variance of $37,330 due to budget timing.

Other expenditure
Unfavourable variance of $160,054 due to budget timing.

Investing Activities

Non-operating grants, subsidies, and contributions
Unfavourable variance of $750,406 primarily due to timing of grant receipts and budget timing.

Proceeds from disposal of assets
Favourable variance of $133,619 due to budget timing.

Purchase of property, plant, and equipment
Favourable variance of $627,386 primary due to budget phasing of capital projects. To be reviewed at mid-year review.

Purchase and construction of infrastructure
Favourable variance of $752,560 primary due to budget phasing of capital projects. To be reviewed at mid-year review.

Financing Activities

Repayment of borrowings
Favourable variance of $46,587 due to budget timing.

Proceeds from borrowings
No variance analysis required as variance to budget is less than $50,000.

Payment for principal portion of lease liability
Unfavourable variance of $83,191 primarily due to lease of laptop equipment.

Transfer to reserves

Favourable variance of $2,016,101 due to timing of transfers being processed.

Transfer from reserves
Unfavourable variance of $1,485,109 due to timing of transfers being processed.

Outstanding rates debtors
Outstanding rates debtors are $7,338,822 as of 31 January 2025 compared to $7,111,518 as of 31 January 2024. Breakdown as follows:

Receivable	31 January 2025 ($)	31 January 2024 ($)	Variance ($)
Rates & UGP	$6,504,991	$6,268,854	$236,137
Rubbish & Pool	$267,768	$213,425	$54,343
Pensioner Rebates	$379,838	$397,473	-$17,635
ESL	$186,225	$231,767	-$45,542
Total	**$7,338,822**	**$7,111,518**	**$227,304**

Employee Data

Description	Number
Headcount (Active Employees including FT, PT, & Casual)	150
Occupied FTE (FT & PT)	130
Occupied FTE (Casual)	5
No. of contract employees (Temporary/Agency)	6

The figures are reported at the end of the calendar month of January 2025.

Consultation

N/A

Strategic Implications

This item relates to the following elements from the City's Council Plan.

Vision **Sustainable and responsible for a bright future**

Pillar **Performance**
Outcome 11. Effective leadership and governance

Budget/Financial Implications

At the Special Council Meeting on 11 August 2022, item CPS36.08.22, Council adopted the following thresholds for the reporting of material financial variances in the monthly statement of financial activity reports:

a. Operating items – Greater than 10% and a value greater than $20,000
b. Capital items – Greater than 10% and a value greater than $50,000

pursuant to regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and *Australian Accountings Standard AASB 1031 Materiality*.

Legislative and Policy Implications

Local Government Act 1995, *Local Government (Financial Management) Regulations 1996*, and *Australian Accounting Standards.*

Decision Implications

Nil.

Conclusion

The municipal surplus as of 31 January 2025 is $22,899,085 which is favourable, compared to a budgeted surplus for the same period of $14,326,721.

The operating revenue at the end of January 2025 was $36,999,004 which represents a $2,860,738 or 8% favourable variance compared to the year-to-date budget of $34,138,266 primarily in Rates, Fees and Charge.

The operating expense at the end of January 2025 was $22,744,380, which represents a $2,396,131 or 10% favourable variance compared to the year-to-date budget of $22,744,380, primarily in Employee costs, Insurance expenses, Materials and Contracts and Overhead costing.

Further Information

Nil.

City of Nedlands
Statement of Financial Activity

By Nature or Type
For the Period 01-Jul-2024 to 31-Jan-2025

	Amended Budget	Amended Budget YTD	Actuals YTD	Variance ($) YTD	Variance (%) YTD
Operating Activities					
Net current assets - Opening surplus/(deficit)	2,685,487	2,685,487	1,819,958	(865,529)	-32.23%
Revenue					
Operating grants, subsidies and contributions	150,112	96,774	185,494	88,720	91.68%
Fees and charges	9,289,708	5,458,158	7,594,541	2,136,383	39.14%
Service charges	0	0	0	0	No Budget
Interest earnings	1,045,430	609,834	795,199	185,365	30.40%
Other revenue	195,751	114,187	133,334	19,147	16.77%
Profit on disposal of assets	220,821	128,812	262,970	134,158	104.15%
	10,901,822	6,407,766	8,971,538	2,563,773	40.01%
Expenses					
Employee costs	(16,632,549)	(9,797,230)	(9,225,313)	571,917	-5.84%
Materials and contracts	(14,143,981)	(8,744,454)	(6,744,812)	1,999,642	-22.87%
Utility charges	(805,723)	(469,994)	(526,596)	(56,602)	12.04%
Depreciation and amortisation	(9,210,126)	(5,372,577)	(5,375,800)	(3,223)	0.06%
Insurance expenses	(461,818)	(269,402)	(262,281)	7,121	-2.64%
Interest expenses	(128,062)	(108,586)	(71,256)	37,330	-34.38%
Other expenditure	(648,454)	(378,268)	(538,323)	(160,054)	42.31%
Loss on disposal of assets	0	0	0	0	No Budget
	(42,030,713)	(25,140,511)	(22,744,380)	2,396,131	-9.53%
Non-cash amounts excluded from operating activities	8,989,305	5,243,765	5,120,967	(122,798)	-2.34%
Amount attributable to operating activities	(19,454,099)	(10,803,494)	(6,831,917)	3,971,577	-36.76%
Investing Activities					
Non-operating grants, subsidies and contributions	3,574,980	1,796,522	1,046,116	(750,406)	-41.77%
Proceed on Sale of Assets	258,702	129,351	262,970	133,619	103.30%
Purchase of property, plant, and equipment	(1,488,382)	(744,191)	(104,992)	639,199	-84.30%
Purchase and construction of infrastructure	(13,131,942)	(6,565,971)	(2,922,083)	3,643,888	-11.46%
Purchase of right of use assets	0	0	0	0	No Budget
Purchase of intangible assets	0	0	0	0	No Budget
Amount attributable to investing activities	(10,786,642)	(5,384,289)	(1,717,989)	3,666,299	-68.09%
Financing Activities					
Repayment of borrowings	(863,531)	(596,884)	(550,296)	46,587	-7.81%
Proceeds from borrowings	4,257,158	4,257,158	4,257,158	0	0.00%
Principal portion of new lease liability	0	0	0	0	No Budget
Recoup from self supporting loans	0	0	8,977	8,977	No Budget
Payments for principal portion of lease liability	(17,076)	(9,961)	(93,152)	(83,191)	835.12%
Transfers to reserves	(3,080,231)	(3,080,231)	(1,064,130)	2,016,101	-65.45%
Transfers from reserves	2,085,109	2,085,109	600,000	(1,485,109)	-71.22%
	0				
Amount attributable to financing activities	2,381,429	2,655,191	3,158,556	503,365	18.96%
Surplus/(deficit) before imposition of general rates	(27,859,313)	(13,532,592)	(5,391,350)	8,141,241	-60.16%
Total amount raised by general rates	27,859,313	27,859,313	28,290,436	431,123	1.55%
Surplus/(deficit) after imposition of general rates	**0**	**14,326,721**	**22,899,085**	**8,572,364**	**59.83%**

City of Nedlands
Net Current Assets

	Balance As At 1-Jul-24	Balance As At 31-Jan-25
Current Assets		
Cash and cash equivalents	13,897,228	28,460,766
Other Financial Assets	18,076	9,098
Trade and other receivables	2,543,696	9,302,021
Inventories	13,627	13,627
Total Current Assets	16,472,626	37,785,512
Current Liabilities		
Trade and other payables	(3,651,622)	(4,436,740)
Lease Liabilities	(161,261)	(68,099)
Borrowings	(515,037)	(350,867)
Grant and contract liabilities	0	(199,278)
Provisions	(2,651,605)	(1,447,778)
Other liabilities	(33)	11,873
Total Current Liabilities	(6,979,558)	(6,490,890)
Adjustments to NCA		
Less: Reserves	(8,331,333)	(8,795,463)
Less: Restricted Cash	0	0
Less: Self Supporting Loans	(18,076)	(9,098)
Add: Borrowings	515,037	350,867
Add: Leases	161,261	68,099
Total Adjustments	(7,673,110)	(8,385,596)
Net Current Assets	**1,819,958**	**22,909,027**

City of Nedlands
Statement of Comprehensive Income

By Nature or Type
For the Period 01-Jul-2024 to 31-Jan-2025

	Adopted Budget	Amended Budget	Amended Budget YTD	Actuals YTD
Revenue				
Rates	27,859,313	27,859,313	27,859,313	28,290,436
Operating grants, subsidies and contributions	150,112	150,112	96,774	185,494
Fees and charges	9,289,708	9,289,708	5,458,158	7,594,541
Service charges	0	0	0	0
Interest earnings	1,045,430	1,045,430	609,834	795,199
Other revenue	195,751	195,751	114,187	133,334
	38,540,314	38,540,314	34,138,266	36,999,004
Expenses				
Employee costs	(16,632,549)	(16,632,549)	(9,797,230)	(9,225,313)
Materials and contracts	(14,143,981)	(14,143,981)	(8,744,454)	(6,744,812)
Utility charges	(805,723)	(805,723)	(469,994)	(526,596)
Depreciation and amortisation	(9,210,126)	(9,210,126)	(5,372,577)	(5,375,800)
Insurance expenses	(461,818)	(461,818)	(269,402)	(262,281)
Other expenditure	(648,454)	(648,454)	(378,268)	(538,323)
Interest expenses	(128,062)	(128,062)	(108,586)	(71,256)
	(42,030,713)	(42,030,713)	(25,140,511)	(22,744,380)
Net Operating	(3,490,399)	(3,490,399)	8,997,755	14,254,624
Non-operating grants, subsidies and contributions	3,574,980	3,574,980	1,796,522	1,046,116
Profit on Disposal of Assets	220,821	220,821	128,812	262,970
	3,795,801	3,795,801	1,925,335	1,309,086
Net Result for the Period	**305,402**	**305,402**	**10,923,090**	**15,563,710**
Other Comprehensive Income				
	0	0	0	0
Total Other Comprehensive Income	0	0	0	0
Total Comprehensive Income for the Period	**305,402**	**305,402**	**10,923,090**	**15,563,710**

City of Nedlands
Statement of Financial Position

	Balance As At 1-Jul-24	Balance As At 31-Jan-25
Assets		
Current Assets		
Cash and cash equivalents	13,897,228	28,460,766
Other Financial Assets	18,076	9,098
Trade and other receivables	2,543,696	9,302,021
Inventories	13,627	13,627
Total Current Asstes	16,472,626	37,785,512
Non Current Assets		
Trade and other receivables	979,382	971,244
Other Financial Assets	167,574	167,574
Property, plant and equipment	103,268,838	102,249,690
Infrastructure	246,983,863	245,740,393
Right of Use Assets	470,860	374,783
Total Non Current Assets	351,870,517	349,503,683
Total Assets	**368,343,143**	**387,289,196**
Liabilities		
Current Liabilities		
Trade and other payables	(3,651,622)	(4,436,740)
Lease Liabilities	(161,261)	(68,099)
Borrowings	(515,037)	(350,867)
Grant and contract liabilities	0	(199,278)
Provisions	(2,651,605)	(1,447,778)
Other liabilities	(33)	11,873
Total Current Liabilities	(6,979,558)	(6,490,890)
Non Current Liabilities		
Borrowings	(410,319)	(4,281,330)
Lease Liabilities	(320,985)	(320,985)
Provisions	(495,935)	(495,935)
Total Non Current Liabilities	(1,227,239)	(5,098,250)
Total Liabilities	**(8,206,797)**	**(11,589,140)**
Equity		
Retained surplus	(83,911,015)	(99,010,594)
Reserves - cash backed	(8,331,333)	(8,795,463)
Revaluation surplus	(267,893,998)	(267,893,998)
Total Equity	**(360,136,345)**	**(375,700,055)**

City of Nedlands
Reserve Movements

For the Period 01-Jul-2024 to 31-Jan-2025

	Adopted Budget				Amended Budget				Actuals YTD			
Reserve	Opening Balance	Transfer To	Transfer From	Closing Balance	Opening Balance	Transfer To	Transfer From	Closing Balance	Opening Balance	Transfer To	Transfer From	Closing Balance
Plant Replacement Reserve	370,728	0	0	370,728	130,810	0	0	130,810	370,728	0	0	370,728
City Development Reserve	991,682	0	(600,000)	391,682	668,977	0	(600,000)	68,977	991,682	0	(600,000)	391,682
North Street Reserve	140,827	0	0	140,827	1,455	0	0	1,455	140,827	0	0	140,827
Welfare Reserve	674,655	0	(142,290)	532,365	301,573	0	(142,290)	159,283	674,655	0	0	674,655
Service Reserve	16,888	0	0	16,888	17,364	0	0	17,364	16,888	0	0	16,888
Insurance Reserve	65,464	0	0	65,464	67,939	0	0	67,939	65,464	0	0	65,464
Underground Power Projects	2,585,872	975,076	(131,988)	3,428,960	3,012,310	975,076	(131,988)	3,855,398	2,920,814	353,630	0	3,274,444
Waste Management Reserve	1,167,774	493,966	0	1,661,740	580,585	1,329,745	(821,380)	1,088,950	1,167,774	0	0	1,167,774
Building Replacement Reserve	582,521	278,593	(306,750)	554,364	358,292	278,593	(306,750)	330,135	582,521	0	0	582,521
Swanbourne Development Reserve	130,833	0	0	130,833	0	0	0	0	130,833	0	0	130,833
Public Art Reserve	45,709	0	0	45,709	47,334	0	0	47,334	45,709	0	0	45,709
Business System Reserve	97,551	0	0	97,551	34,960	0	0	34,960	97,551	0	0	97,551
All Abilities Play Space	427,356	0	(25,000)	402,356	442,993	0	(25,000)	417,993	427,356	0	0	427,356
Major Projects	338,642	496,817	0	835,459	0	496,817	0	496,817	338,642	0	0	338,642
Lawler Park Infrustracture Reserve	0	0	0	0	0	0	0	0	0	0	0	0
Public Open Space Reserve	184,167	0	0	184,167	298,763	0	0	298,763	221,000	110,500	0	331,500
PRCC Reserve	138,890	0	(7,701)	131,189	102,122	0	(7,701)	94,421	138,890	0	0	138,890
Riverwall Maintenance Reserve					150,000	0	(50,000)	100,000	0	0	0	0
Laneway Reserve	0	0	0	0	0	0	0	0	0	600,000	0	600,000
Reserve Total	**7,959,558**	**2,244,452**	**(1,213,729)**	**8,990,281**	**6,215,477**	**3,080,231**	**(2,085,109)**	**7,210,599**	**8,331,333**	**1,064,130**	**(600,000)**	**8,795,463**

City of Nedlands
Borrowings

For the Period 01-Jul-2024 to 31-Jan-2025

				Adopted Budget					Amended Budget				Actuals YTD				
Loan Description	Loan Number	Institution	Interest Rate	Opening Balance	New Loans	Repayment	Closing Balance	Interest	Opening Balance	New Loans	Repayment	Closing Balance	Opening Balance	New Loans	Repayment	Closing Balance	Interest
Building Infrastructure	183	WATC	2.78%	184,059	0	(200,683)	(16,624)		184,059	0	(200,683)	(16,624)	184,059	0	(91,392)	92,667	(2,242)
Building Infrastructure	184	WATC	3.12%	229,386	0	(151,733)	77,653		229,386	0	(151,733)	77,653	229,386	0	(113,356)	116,030	(4,488)
Building Infrastructure	185	WATC	3.12%	108,563	0	(71,812)	36,751		108,563	0	(71,812)	36,751	108,563	0	(53,649)	54,914	(2,124)
Dalkeith Bowling Club	186	WATC	3.07%	19,929	0	(15,882)	4,047		19,929	0	(15,882)	4,047	19,929	0	(7,880)	12,048	(276)
Underground Power - West Hollywood	188	WATC	3.07%	306,788	0	(73,254)	233,534		306,788	0	(73,254)	233,534	306,788	0	(72,399)	237,034	(10,274)
Underground Power - Alfred & Mt Claremont	189	WATC	3.07%	44,808	0	(10,699)	34,109		44,808	0	(10,699)	34,109	44,808	0	(11,729)	33,080	(346)
Underground Power - Alderbury	190	WATC	3.07%	31,822	0	(7,598)	24,224		31,822	0	(7,598)	24,224	31,822	0	(8,329)	23,493	(246)
Underground Power - Nedlands North	191	WATC	4.66%	0	4,257,158	0	4,257,158		0	4,257,158	0	4,257,158	0	4,257,158	(191,562)	4,065,596	(46,608)
				925,356	**4,257,158**	**(531,661)**	**4,650,853**	**0**	**925,356**	**4,257,158**	**(531,661)**	**4,650,853**	**925,356**	**4,257,158**	**(550,296)**	**4,634,862**	**(66,604)**

City of Nedlands
Capital Works Program

For the Period 01-Jul-2024 to 31-Jan-2025

Project Description		Adopted Budget	Amended Budget	Actuals YTD
Recreation				
Allen Park Cottage Stage 2 Building upgr		38,099	38,099	0
	Total	38,099	38,099	0
Other Buildings				
City wide air-conditioning program		0	0	11,091
City wide flooring program		40,956	40,956	8,010
City wide painting program		40,956	40,956	4,200
	Total	81,912	81,912	23,301
Facilities Renewal				
Buildings - Mechanical Services Renewal Program		40,956	40,956	0
Buildings - Roofing / Safety Anchor Program		38,099	38,099	0
	Total	79,055	79,055	0
Park Development Construction				
David Cruickshank Sport Lighting Upgrade		0	0	(4,785)
Parks - David Cruickshank Reserve Floodlighting		351,018	351,018	12,461
	Total	351,018	351,018	7,676
Park Development Renewal				
Greenway - Foreshore Reserve 28307		0	0	(7,271)
	Total	0	0	(7,271)
Drainage Renewel				
Drainage Improvement - Jenkins Ave Catchment (Ta		761,950	761,950	0
Drainage Improvement - 3 Waroonga Road		82,115	82,115	645
Drainage Soakwell Installation Program Reactive & U		58,250	58,250	0
Drainage Civil Works Program (Reactive & Unplanne		58,250	58,250	0
Placeholder Capital - Drainage		0	0	4,536
	Total	960,565	960,565	5,181
Road Improvements				
Investigation and Design		234,012	234,012	23,947
Roads - Monash Ave - Road Rehab (Smyth to East (		1,518,552	1,518,552	764
Roads - Victoria Ave - Road Rehab (Waratah to Wat		1,400,870	1,400,870	5,403
Roads - Waratah Ave - Road Rehab (Robert to Alex		816,440	816,440	0
Roads - The Avenue - Traffic Calming (Black Spot)		1,812,658	1,812,658	0
Roads - Webster Street - Road Rehab (Stirling Hwy		555,432	555,432	0
Roads - Kennedia Lane - Renewal		600,000	600,000	0
	Total	6,937,964	6,937,964	30,114

Road Rehabilitation			
Broadway Road renewal of northbound carriageway	0	0	761
Total	0	0	761
Footpath Construction			
Whadjuck Trail Footpath	0	0	17,266
Tresillian Art Cntr-F&F Renewal, Power Improvemen	126,997	126,997	0
Total	126,997	126,997	17,266
Parks Plant			
1GLJ663: Ford Ranger Super Cab HiRider 2.2L alloy	0	0	28,082
Parks - College Park Reserve Floodlighting	351,018	351,018	0
Parks - Minor Park Furniture Renewal Program	50,000	50,000	0
Total	401,018	401,018	28,082
Other Plant & Equipment			
1GJZ461: Subaru Forester 2.5i-L awd wagon	0	0	28,082
Total	0	0	28,082
IT capital			
OneCouncil Solution	0	0	2,150
Total	0	0	2,150
Common Infrastructure Works Purchased			
Other Inf - Underground Power - Nedlands North	4,389,146	4,389,146	2,853,557
Total	4,389,146	4,389,146	2,853,557
Administration Buildings			
Buildings - Administration Compactus Room Refurbi	38,099	38,099	25,527
Total	38,099	38,099	25,527
Health Buildings			
Buildings - Strickland Street Infant Health Centre - R	63,498	63,498	0
Total	63,498	63,498	0
Plant - Parks Maintenance			
Fleet Renewal - 1TAE380 : Polmac B/Tail	22,727	22,727	0
Fleet Renewal - 1TAE381 : Polmac B/Tail	22,727	22,727	0
Fleet Renewal - 1DQP804 : Volvo Loader	286,000	286,000	0
Fleet Renewal - 1ETL928 : Squirrel 805/SD	54,545	54,545	0
Fleet Renewal - 1GXG019 : John Deere 1570 72"4W	45,455	45,455	0
Fleet Renewal - 1GXG020 : John Deere 1570 72"4W	45,455	45,455	0
Fleet Renewal - 1AJN270: Caterpillar Forklift	54,545	54,545	0
Fleet Renewal - 1ENI491 : Hino maintenance truck	155,000	155,000	0
Total	686,454	686,454	0
Riverparks			
Nat Env - Foreshore Reserve 28307 Greenway Deve	92,231	92,231	14,799
Total	92,231	92,231	14,799
Capital Work Program Total	14,246,056	14,246,056	3,029,226

17.10 CPS19.03.25 Monthly Financial Report – February 2025

CPS19.03.25	Monthly Financial Report – February 2025

Meeting & Date	Council Meeting – 25 March 2025
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Report Author	Ronald Bunawan – Acting Chief Finance Officer
Director	Amanda Alderson – Director of Corporate Services
Attachments	1. Statement of Financial Activity – 28 February 2025 2. Statement of Net Current Assets – 28 February 2025 3. Statement of Comprehensive Income – 28 February 2025 4. Statement of Financial Position – 28 February 2025 5. Reserve Movements – 28 February 2025 6. Borrowings – 28 February 2025 7. Capital Works Program – 28 February 2025

Purpose

Administration is required to provide Council with a monthly financial report in accordance with regulation 34(1) of the *Local Government (Financial Management) Regulations 1996*. The monthly financial variance from the budget of each business unit is reviewed with the respective manager and the Executive to identify the need for any remedial action. Material variances are highlighted to Council in the attached Monthly Financial Report.

Recommendation

That Council RECIEVES the Monthly Financial Report for 28 February 2025.

Voting Requirement

Simple Majority.

Background

Nil.

Discussion

The monthly financial management report meets the requirements of regulation 34(1), 34(3), and 34(5) of the *Local Government (Financial Management) Regulations 1996*.
The attached report shows the month end position as at the end of February 2025. Please note that the opening position is a preliminary result for the year ended 30 June 2023 as the Financial Statements for 2023/24 are still being finalised and as a result will be subject to change. The municipal closing surplus as of 28 February 2025 is $19,512,731 which is a $8,542,226 favourable variance, compared to a budgeted surplus for the same period of $10,970,505.

The operating revenue at the end of February 2025 was $37,388,338 which represents a $2,391,164 favourable variance compared to the year-to-date budget of $34,997,174 primarily in Rates and Fees and Charges.

The operating expense at the end of February 2025 was $26,401,749 which represents a $1,831,679 favourable variance compared to the year-to-date budget of $28,233,428, primarily in Employee costs and Materials & Contracts.

The attached Statement of Financial Activity compares Actuals with Amended Budget by Nature or Type as per regulation 34 (3) of the *Local Government Financial Management Regulations 1996*. Material variances, as defined by a previous decision of Council, from the budget of revenue and expenditure are detailed below.

Operating Activities

Operating grants, subsidies, and contributions
Favourable variance of $110,814 mainly due to receipt of Main Roads 24/25 Direct Operating Grant maintenance works grants and budget timing.

Fees and charges
Favourable variance of $1,622,158 primarily due to waste minimisation revenue upfront billing and monthly budget phasing/timing.

Interest earnings
Favourable variance of $197,472 primarily due to late rates and instalment payment interest.

Other revenue
Favourable variance of $6,902 primarily due to budget timing.

Profit on disposal of assets
Favourable variance of $156,961 primarily due to budgeted disposal of assets and sale timing.

Employee costs
Favourable variance of $372,618 is due to lower staff number than budgeted.

Materials and contracts
Favourable variance of $1,575,306 primarily due to timing of software licenses, contract services and refuse collection.

Utility charges
No variance analysis required as variance to budget is less than 10%.

Depreciation and amortisation
No variance analysis required as variance to budget is less than 10%.

Insurance expenses
No variance analysis required as variance to budget is less than 10%.

Interest expenses
Favourable variance of $25,656 due to budget timing.

Other expenditure
Unfavourable variance of $144,335 due to budget timing.

Investing Activities

Non-operating grants, subsidies, and contributions
Unfavourable variance of $1,337,204 primarily due to timing of grant receipts and budget timing.

Proceeds from disposal of assets
Favourable variance of $131,707 due to budget timing.

Purchase of property, plant, and equipment
Favourable variance of $773,097 primary due to budget phasing of capital projects. The phasing to be revised following the mid-year review.

Purchase and construction of infrastructure
Favourable variance of $2,824,073 primary due to budget phasing of capital projects. The phasing to be revised following the mid-year review.

Financing Activities

Repayment of borrowings
Favourable variance of $81,883 due to budget timing.

Proceeds from borrowings
No variance analysis required as variance to budget is less than $50,000.

Payment for principal portion of lease liability
Unfavourable variance of $95,284 primarily due to lease of laptop equipment.

Transfer to reserves
Favourable variance of $1,394,655 due to timing of transfers being processed.

Transfer from reserves
Unfavourable variance of $1,485,109 due to timing of transfers being processed.

Outstanding rates debtors are $4,723,417 as of 28 February 2025 compared to $5,328,704 as of 28 February 2024. Breakdown as follows:

Receivable	28 February 2025 ($)	28 February 2024 ($)	Variance ($)
Rates & UGP	$3,999,510	$4,592,861	-$593,351
Rubbish & Pool	$193,568	$137,947	$55,621
Pensioner Rebates	$379,232	$394,640	-$15,408
ESL	$151,108	$203,256	-$52,149
Total	**$4,723,417**	**$5,328,704**	**$605,287**

Employee Data

Description	Number
Headcount (Active Employees including FT, PT, & Casual)	143
Occupied FTE (FT & PT)	121
Occupied FTE (Casual)	6
No. of contract employees (Temporary/Agency)	5
Total	**275**

The figures are as at the end of the calendar month of February 2025.

Consultation

Nil

Strategic Implications

This item relates to the following elements from the City's Council Plan.

Vision **Sustainable and responsible for a bright future**

Pillar **Performance**
Outcome 11. Effective leadership and governance

Budget/Financial Implications

At the Special Council Meeting on 11 August 2022, item CPS36.08.22, Council adopted the following thresholds for the reporting of material financial variances in the monthly statement of financial activity reports:

a. Operating items – Greater than 10% and a value greater than $20,000
b. Capital items – Greater than 10% and a value greater than $50,000

pursuant to regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and *Australian Accountings Standard AASB 1031 Materiality*.

Legislative and Policy Implications

Local Government Act 1995, *Local Government (Financial Management) Regulations 1996*, and *Australian Accounting Standards.*

Decision Implications

Nil.

Conclusion

The municipal surplus as of 31 February 2025 is $19,512,731 which is favourable, compared to a budgeted surplus for the same period of $10,970,505.

The operating revenue at the end of February 2025 was $37,388,338 which represents a $2,391,164 or 7% favourable variance compared to the year-to-date budget of $34,997,174 primarily in Rates, Fees and Charge.

The operating expense at the end of February 2025 was $26,401,749 which represents a $1,831,679 or 6% favourable variance compared to the year-to-date budget of $28,233,428, primarily in Employee costs and Materials & Contracts.

Further Information

Nil.

City of Nedlands
Statement of Financial Activity

By Nature or Type
For the Period 01-Jul-2024 to 28-Feb-2025

	Amended Budget	Amended Budget YTD	Actuals YTD	Variance ($) YTD	Variance (%) YTD
Operating Activities					
Net current assets - Opening surplus/(deficit)	2,685,487	2,685,487	1,819,958	(865,529)	-32.23%
Revenue					
Operating grants, subsidies and contributions	150,112	107,441	218,255	110,814	103.14%
Fees and charges	9,289,708	6,202,967	7,825,124	1,622,158	26.15%
Service charges	0	0	0	0	No Budget
Interest earnings	1,045,430	696,953	894,426	197,472	28.33%
Other revenue	195,751	130,499	137,402	6,902	5.29%
Profit on disposal of assets	220,821	147,214	304,175	156,961	106.62%
	10,901,822	7,285,075	9,379,382	2,094,307	28.75%
Expenses					
Employee costs	(16,632,549)	(10,902,744)	(10,530,125)	372,618	-3.42%
Materials and contracts	(14,143,981)	(9,800,082)	(8,224,776)	1,575,306	-16.07%
Utility charges	(805,723)	(537,136)	(566,608)	(29,472)	5.49%
Depreciation and amortisation	(9,210,126)	(6,140,088)	(6,116,320)	23,768	-0.39%
Insurance expenses	(461,818)	(307,888)	(299,750)	8,138	-2.64%
Interest expenses	(128,062)	(113,183)	(87,528)	25,656	-22.67%
Other expenditure	(648,454)	(432,307)	(576,642)	(144,335)	33.39%
Loss on disposal of assets	0	0	0	0	No Budget
	(42,030,713)	(28,233,428)	(26,401,749)	1,831,679	-6.49%
Non-cash amounts excluded from operating activities	8,989,305	5,992,874	5,820,888	(171,986)	-2.87%
Amount attributable to operating activities	(19,454,099)	(12,269,992)	(9,381,521)	2,888,472	-23.54%
Investing Activities					
Non-operating grants, subsidies and contributions	3,574,980	2,383,320	1,046,116	(1,337,204)	-56.11%
Proceed on Sale of Assets	258,702	172,468	304,175	131,707	76.37%
Purchase of property, plant, and equipment	(1,488,382)	(992,255)	(207,344)	784,910	-79.10%
Purchase and construction of infrastructure	(13,131,942)	(8,754,628)	(3,039,227)	5,715,401	-65.28%
Purchase of right of use assets	0	0	0	0	No Budget
Purchase of intangible assets	0	0	0	0	No Budget
Amount attributable to investing activities	(10,786,642)	(7,191,095)	(1,896,280)	5,294,814	-73.63%
Financing Activities					
Repayment of borrowings	(863,531)	(678,372)	(596,490)	81,883	-12.07%
Proceeds from borrowings	4,257,158	4,257,158	4,257,158	0	0.00%
Principal portion of new lease liability	0	0	0	0	No Budget
Recoup from self supporting loans	0	0	8,977	8,977	No Budget
Payments for principal portion of lease liability	(17,076)	(11,385)	(106,668)	(95,284)	836.96%
Transfers to reserves	(3,080,231)	(3,080,231)	(1,685,576)	1,394,655	-45.28%
Transfers from reserves	2,085,109	2,085,109	600,000	(1,485,109)	-71.22%
	0				
Amount attributable to financing activities	2,381,429	2,572,279	2,477,401	(94,878)	-3.69%
Surplus/(deficit) before imposition of general rates	(27,859,313)	(16,888,808)	(8,800,400)	8,088,408	-47.89%
Total amount raised by general rates	27,859,313	27,859,313	28,313,131	453,818	1.63%
Surplus/(deficit) after imposition of general rates	**0**	**10,970,505**	**19,512,731**	**8,542,226**	**77.87%**

City of Nedlands
Net Current Assets

	Balance As At 1-Jul-24	Balance As At 28-Feb-25
Current Assets		
Cash and cash equivalents	13,897,228	28,693,100
Other Financial Assets	18,076	9,098
Trade and other receivables	2,543,696	6,416,092
Inventories	13,627	13,627
Total Current Assets	16,472,626	35,131,917
Current Liabilities		
Trade and other payables	(3,651,622)	(4,692,938)
Lease Liabilities	(161,261)	(68,099)
Borrowings	(515,037)	(304,694)
Grant and contract liabilities	0	(199,278)
Provisions	(2,651,605)	(1,312,239)
Other liabilities	(33)	10,166
Total Current Liabilities	(6,979,558)	(6,567,082)
Adjustments to NCA		
Less: Reserves	(8,331,333)	(9,416,909)
Less: Restricted Cash	0	0
Less: Self Supporting Loans	(18,076)	(9,098)
Add: Borrowings	515,037	304,694
Add: Leases	161,261	68,099
Total Adjustments	(7,673,110)	(9,053,214)
Net Current Assets	**1,819,958**	**19,511,621**

City of Nedlands
Statement of Comprehensive Income

By Nature or Type
For the Period 01-Jul-2024 to 28-Feb-2025

	Adopted Budget	Amended Budget	Amended Budget YTD	Actuals YTD
Revenue				
Rates	27,859,313	27,859,313	27,859,313	28,313,131
Operating grants, subsidies and contributions	150,112	150,112	107,441	218,255
Fees and charges	9,289,708	9,289,708	6,202,967	7,825,124
Interest earnings	1,045,430	1,045,430	696,953	894,426
Other revenue	195,751	195,751	130,499	137,402
	38,540,314	38,540,314	34,997,174	37,388,338
Expenses				
Employee costs	(16,632,549)	(16,632,549)	(10,902,744)	(10,530,125)
Materials and contracts	(14,143,981)	(14,143,981)	(9,800,082)	(8,224,776)
Utility charges	(805,723)	(805,723)	(537,136)	(566,608)
Depreciation and amortisation	(9,210,126)	(9,210,126)	(6,140,088)	(6,116,320)
Insurance expenses	(461,818)	(461,818)	(307,888)	(299,750)
Other expenditure	(648,454)	(648,454)	(432,307)	(576,642)
Interest expenses	(128,062)	(128,062)	(113,183)	(87,528)
	(42,030,713)	(42,030,713)	(28,233,428)	(26,401,749)
Net Operating	(3,490,399)	(3,490,399)	6,763,746	10,986,589
Non-operating grants, subsidies and contributions	3,574,980	3,574,980	2,383,320	1,046,116
Profit on Disposal of Assets	220,821	220,821	147,214	304,175
	3,795,801	3,795,801	2,530,534	1,350,291
Net Result for the Period	**305,402**	**305,402**	**9,294,280**	**12,336,880**
Other Comprehensive Income				
	0	0	0	0
Total Other Comprehensive Income	0	0	0	0
Total Comprehensive Income for the Period	**305,402**	**305,402**	**9,294,280**	**12,336,880**

City of Nedlands
Statement of Financial Position

	Balance As At 1-Jul-24	Balance As At 28-Feb-25
Assets		
Current Assets		
Cash and cash equivalents	13,897,228	28,693,100
Other Financial Assets	18,076	9,098
Trade and other receivables	2,543,696	6,416,092
Inventories	13,627	13,627
Total Current Asstes	16,472,626	35,131,917
Non Current Assets		
Trade and other receivables	979,382	970,639
Other Financial Assets	167,574	167,574
Property, plant and equipment	103,268,838	102,192,875
Infrastructure	246,983,863	245,262,458
Right of Use Assets	470,860	413,096
Total Non Current Assets	351,870,517	349,006,641
Total Assets	**368,343,143**	**384,138,558**
Liabilities		
Current Liabilities		
Trade and other payables	(3,651,622)	(4,692,938)
Lease Liabilities	(161,261)	(68,099)
Borrowings	(515,037)	(304,694)
Grant and contract liabilities	0	(199,278)
Provisions	(2,651,605)	(1,312,239)
Other liabilities	(33)	10,166
Total Current Liabilities	(6,979,558)	(6,567,082)
Non Current Liabilities		
Borrowings	(410,319)	(4,281,330)
Lease Liabilities	(320,985)	(320,985)
Provisions	(495,935)	(495,935)
Total Non Current Liabilities	(1,227,239)	(5,098,250)
Total Liabilities	**(8,206,797)**	**(11,665,333)**
Equity		
Retained surplus	(83,911,015)	(95,162,319)
Reserves - cash backed	(8,331,333)	(9,416,909)
Revaluation surplus	(267,893,998)	(267,893,998)
Total Equity	**(360,136,345)**	**(372,473,225)**

City of Nedlands
Reserve Movements

For the Period 01-Jul-2024 to 28-Feb-2025

	Amended Budget				Actuals YTD			
Reserve	Opening Balance	Transfer To	Transfer From	Closing Balance	Opening Balance	Transfer To	Transfer From	Closing Balance
Plant Replacement Reserve	130,810	0	0	130,810	370,728	0	0	370,728
City Development Reserve	668,977	0	(600,000)	68,977	991,682	0	(600,000)	391,682
North Street Reserve	1,455	0	0	1,455	140,827	0	0	140,827
Welfare Reserve	301,573	0	(142,290)	159,283	674,655	0	0	674,655
Service Reserve	17,364	0	0	17,364	16,888	0	0	16,888
Insurance Reserve	67,939	0	0	67,939	65,464	0	0	65,464
Underground Power Projects	3,012,310	975,076	(131,988)	3,855,398	2,920,814	975,076	0	3,895,890
Waste Management Reserve	580,585	1,329,745	(821,380)	1,088,950	1,167,774	0	0	1,167,774
Building Replacement Reserve	358,292	278,593	(306,750)	330,135	582,521	0	0	582,521
Swanbourne Development Reserve	0	0	0	0	130,833	0	0	130,833
Public Art Reserve	47,334	0	0	47,334	45,709	0	0	45,709
Business System Reserve	34,960	0	0	34,960	97,551	0	0	97,551
All Abilities Play Space	442,993	0	(25,000)	417,993	427,356	0	0	427,356
Major Projects	0	496,817	0	496,817	338,642	0	0	338,642
Lawler Park Infrustracture Reserve	0	0	0	0	0	0	0	0
Public Open Space Reserve	298,763	0	0	298,763	221,000	110,500	0	331,500
PRCC Reserve	102,122	0	(7,701)	94,421	138,890	0	0	138,890
Riverwall Maintenance Reserve	150,000	0	(50,000)	100,000	0	0	0	0
Laneway Reserve	0	0	0	0	0	600,000	0	600,000
Reserve Total	**6,215,477**	**3,080,231**	**(2,085,109)**	**7,210,599**	**8,331,333**	**1,685,576**	**(600,000)**	**9,416,909**

City of Nedlands
Borrowings

For the Period 01-Jul-2024 to 28-Feb-2025

				Adopted Budget					Amended Budget				Actuals YTD				
Loan Description	Loan Number	Institution	Interest Rate	Opening Balance	New Loans	Repayment	Closing Balance	Interest	Opening Balance	New Loans	Repayment	Closing Balance	Opening Balance	New Loans	Repayment	Closing Balance	Interest
Building Infrastructure	183	WATC	2.78%	184,059	0	(200,683)	(16,624)		184,059	0	(200,683)	(16,624)	184,059	0	(137,565)	46,494	(2,886)
Building Infrastructure	184	WATC	3.12%	229,386	0	(151,733)	77,653		229,386	0	(151,733)	77,653	229,386	0	(113,356)	116,030	(4,488)
Building Infrastructure	185	WATC	3.12%	108,563	0	(71,812)	36,751		108,563	0	(71,812)	36,751	108,563	0	(53,649)	54,914	(2,124)
Dalkeith Bowling Club	186	WATC	3.07%	19,929	0	(15,882)	4,047		19,929	0	(15,882)	4,047	19,929	0	(7,880)	12,048	(276)
Underground Power - West Hollywood	188	WATC	3.07%	306,788	0	(73,254)	233,534		306,788	0	(73,254)	233,534	306,788	0	(72,415)	234,373	(10,257)
Underground Power - Alfred & Mt Claremont	189	WATC	3.07%	44,808	0	(10,699)	34,109		44,808	0	(10,699)	34,109	44,808	0	(11,731)	33,077	(344)
Underground Power - Alderbury	190	WATC	3.07%	31,822	0	(7,598)	24,224		31,822	0	(7,598)	24,224	31,822	0	(8,331)	23,491	(244)
Underground Power - Nedlands North	191	WATC	4.66%	0	4,257,158	0	4,257,158		0	4,257,158	0	4,257,158	0	4,257,158	(191,562)	4,065,596	(46,608)
				925,356	**4,257,158**	**(531,661)**	**4,650,853**	**0**	**925,356**	**4,257,158**	**(531,661)**	**4,650,853**	**925,356**	**4,257,158**	**(596,490)**	**4,586,024**	**(67,228)**

City of Nedlands

For the Period 01-Jul-2024 to 28-Feb-2025

Project Description	Adopted Budget	Amended Budget	Actuals YTD
Recreation			
Allen Park Cottage Stage 2 Building upgr	38,099	38,099	0
Total	38,099	38,099	0
Other Buildings			
City wide air-conditioning program	0	0	11,091
City wide flooring program	40,956	40,956	8,010
City wide painting program	40,956	40,956	4,200
Total	81,912	81,912	23,301
Facilities Renewal			
Buildings - Mechanical Services Renewal Program	40,956	40,956	0
Buildings - Roofing / Safety Anchor Program	38,099	38,099	0
Total	79,055	79,055	0
Park Development Construction			
Parks - David Cruickshank Reserve Floodlighting	351,018	351,018	7,676
Total	351,018	351,018	7,676
Drainage Renewel			
Drainage Improvement - Jenkins Ave Catchment (Ta	761,950	761,950	0
Drainage Improvement - 3 Waroonga Road	82,115	82,115	63,131
Drainage Soakwell Installation Program Reactive & U	58,250	58,250	0
Drainage Civil Works Program (Reactive & Unplanne	58,250	58,250	0
Placeholder Capital - Drainage	0	0	4,536
Total	960,565	960,565	67,667
Road Improvements			
Investigation and Design	234,012	234,012	23,947
Roads - Monash Ave - Road Rehab (Smyth to East (	1,518,552	1,518,552	764
Roads - Victoria Ave - Road Rehab (Waratah to Wat	1,400,870	1,400,870	5,403
Roads - Waratah Ave - Road Rehab (Robert to Alex	816,440	816,440	0
Roads - The Avenue - Traffic Calming (Black Spot)	1,812,658	1,812,658	0
Roads - Webster Street - Road Rehab (Stirling Hwy	555,432	555,432	12,672
Roads - Kennedia Lane - Renewal	600,000	600,000	13,968
Total	6,937,964	6,937,964	56,754
Road Rehabilitation			
Broadway Road renewal of northbound carriageway	0	0	16,091
Total	0	0	16,091
Footpath Construction			
Whadjuck Trail Footpath	0	0	18,725
Tresillian Art Cntr-F&F Renewal, Power Improvemer	126,997	126,997	0
Total	126,997	126,997	18,725
Parks Plant			
1GLJ663: Ford Ranger Super Cab HiRider 2.2L alloy	0	0	28,082
Parks - College Park Reserve Floodlighting	351,018	351,018	0
Parks - Minor Park Furniture Renewal Program	50,000	50,000	0
Total	401,018	401,018	28,082

Project Description	Adopted Budget	Amended Budget	Actuals YTD
Other Plant & Equipment			
1GJZ461: Subaru Forester 2.5i-L awd wagon	0	0	28,082
Total	0	0	28,082
Common Infrastructure Works Purchased			
Other Inf - Underground Power - Nedlands North	4,389,146	4,389,146	2,853,557
Total	4,389,146	4,389,146	2,853,557
Administration Buildings			
Buildings - Administration Compactus Room Refurbi	38,099	38,099	31,534
Total	38,099	38,099	31,534
Health Buildings			
Buildings - Strickland Street Infant Health Centre - R	63,498	63,498	0
Total	63,498	63,498	0
Plant - Parks Maintenance			
Fleet Renewal - 1TAE380 : Polmac B/Tail	22,727	22,727	0
Fleet Renewal - 1TAE381 : Polmac B/Tail	22,727	22,727	0
Fleet Renewal - 1DQP804 : Volvo Loader	286,000	286,000	0
Fleet Renewal - 1ETL928 : Squirrel 805/SD	54,545	54,545	0
Fleet Renewal - 1GXG019 : John Deere 1570 72"4W	45,455	45,455	48,173
Fleet Renewal - 1GXG020 : John Deere 1570 72"4W	45,455	45,455	48,173
Fleet Renewal - 1AJN270: Caterpillar Forklift	54,545	54,545	0
Fleet Renewal - 1ENI491 : Hino maintenance truck	155,000	155,000	0
Total	686,454	686,454	96,345
Riverparks			
Nat Env - Foreshore Reserve 28307 Greenway Deve	92,231	92,231	18,758
Total	92,231	92,231	18,758
Capital Work Program Total	14,246,056	14,246,056	3,246,572

17.11CPS20.03.25 Monthly Investment Report – February 2025

CPS20.03.25	Monthly Investment Report – February 2025

Meeting & Date	Council Meeting – 25 March 2025
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Report Author	Ronald Bunawan – Acting Chief Finance Officer
Director	Amanda Alderson – Director Corporate Services
Attachments	1. Investment Report for the period ended 28 February 2025

Purpose

In accordance with the Council's Investment Policy, Administration is required to present a summary of investments to Council monthly.

Recommendation

That Council RECIEVES the Investment Report for the period ended 28 February 2025.

Voting Requirement

Simple Majority.

Background

Nil.

Discussion

Council's Investment of Funds report meets the requirements of Section 6.14 of the *Local Government Act 1995.*

The Investment Policy is structured to minimise any risks associated with the City's cash investments. The officers adhere to this Policy, and continuously monitor market conditions to ensure that the City obtains attractive and optimum yields without compromising on risk management.

As at 28 February 2025, the City investment portfolio totaled $7,597,983 and cash balance of $20,871,334

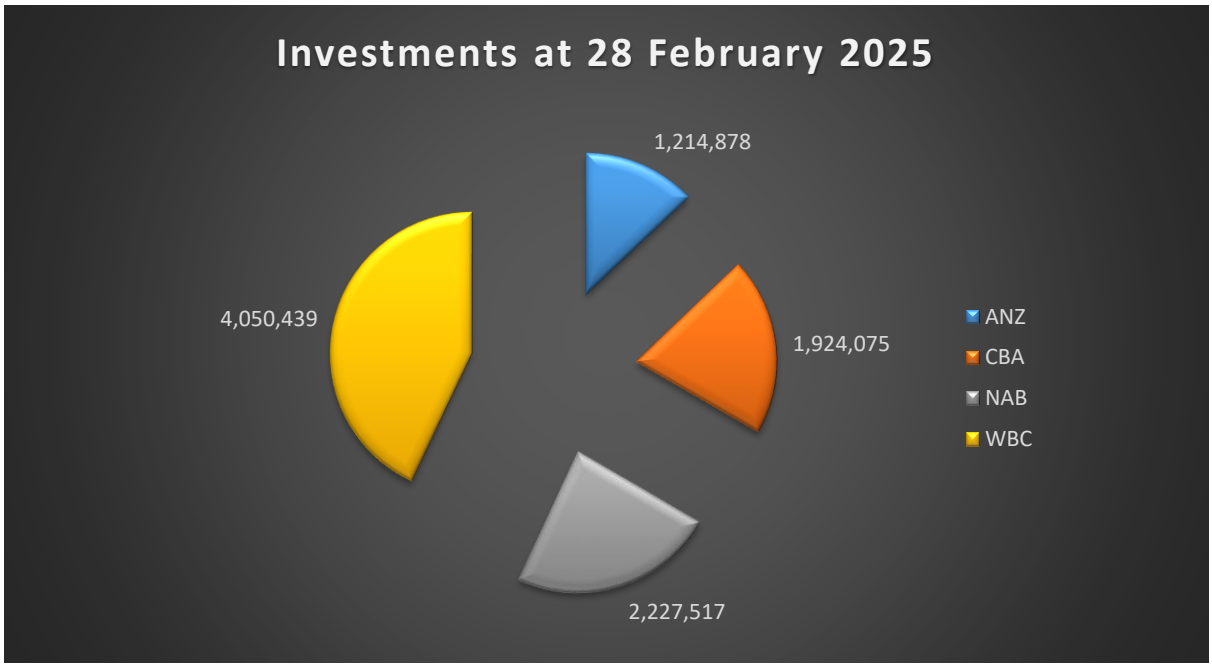
Funds	28 Feb 2025 ($)	28 Feb 2024 ($)
Investments – term deposits	7,597,983	10,911,704
Cash	21,095,117	11,787,948
Total cash and investments	**28,693,100**	**22,699,652**

Of which:

Funds	28 Feb 2025 ($)	28 Feb 2024 ($)
Unrestricted cash	19,276,191	14,813,760
Restricted cash	9,416,909	7,885,892
Total cash and investments	**28,693,100**	**22,699,652**

The Investment Portfolio comprising term deposit holdings is in the following institutions:

Financial Institution	Funds Invested ($)	Proportion of Portfolio
ANZ	1,214,878	13%
CBA	1,924,075	20%
NAB	2,227,517	24%
WBC	4,050,439	43%
Total investments	**9,416,909**	**100.0%**



The total interest earned from cash and investments during the period of 28 February 2025 was $96,657.

Consultation

Nil

Strategic Implications

This item relates to the following elements from the City's Council Plan 2023 -33.

Vision	**Sustainable and responsible for a bright future**
Pillar	**Performance**
Outcome	11. Effective leadership and governance.

Budget/Financial Implications

The February 2025 YTD Actual interest income from cash and investments is $683,115 compared to the February 2025 YTD Budget of $533,333.

Legislative and Policy Implications

City of Nedlands - Investment of Operating Cash Policy

Decision Implications

Nil

Conclusion

The Investment Report is presented to Council.

Further Information

Nil

City of Nedlands
Investment Report

For the Period 01-Jul-2024 to 28-Feb-2025

Investment type	Bank	Interest rate	Investment Date	Maturity Date	Term (Months)	Invested Amount
Term Deposit	Australia & New Zealand Banking Group	3.35%	18/01/2025	18/04/2025	3	1,088,610
Term Deposit	Australia & New Zealand Banking Group	3.40%	11/10/2024	11/04/2025	6	126,268
Term Deposit	Commonwealth Bank Australia	4.66%	10/02/2025	15/05/2025	3	1,924,075
Term Deposit	National Australia Bank	5.05%	16/12/2024	17/05/2025	6	2,227,514
Term Deposit	Westpac Banking Corporation	5.14%	23/11/2024	23/05/2025	6	76,014
Term Deposit	Westpac Banking Corporation	5.14%	23/11/2024	23/05/2025	6	305,421
Term Deposit	Westpac Banking Corporation	5.14%	2/12/2024	2/06/2025	6	650,448
Online Saver	Westpac Banking Corporation	4.50%	-	-	-	3,018,556
					Total	**9,416,906**

18. Divisional Reports – Chief Executive Officer

18.1 CEO10.03.25 Appointment of Independent Community Member and Independent Consultant to the CEO Performance Review Committee

CEO10.03.25	**Approval of advertising for Independent Community Member to the CEO Performance Review Committee**

Meeting & Date	Ordinary Council Meeting – 25 March 2025
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	CEO Shannon
Report Author	Alyce Martin – Coordinator of Governance Legal and Risk
Director/CEO	Keri Shannon – Chief Executive Officer
Attachments	Attach only documents that have been referred to in the report. 1. Advertisement for Independent Community Member 2. CEO Performance Review Guidelines

Purpose

The purpose of this report is seek approval from Council for the terms of the advertisement to be placed for the recruitment of an independent community member to the Chief Executive Officer's Performance Review Committee.

Recommendation

That Council

1. **APPROVES the text of the advertisement as attached at Attachment 1 subject to the date of closure of applications being inserted as being not less than 2 weeks and not more than 3 weeks from the date that the advertisement is published; and**
2. **APPROVES the placing of the advertisement in the following places:**
    a. **The Post;**
    b. **City of Nedlands notice board located at 71 Stirling Highway, Nedlands**
    c. **City of Nedlands *Your Voice* section of the Website.**

Voting Requirement

Simple Majority.

Background

On 23 July 2024 Council established the CEO Performance Review Committee. To finalise the membership of the Committee an Independent Community Member needs to be appointed to the Committee.

An advertisement seeking the interest of community members to fill the role of Independent Community Member was placed in the Post in the 30 November 2024 edition and on the City of Nedlands website on 28 November 2024 with applications closing on 20 December 2024.

2 nominations from community members were received. One community member has since withdrawn their application. At the Council Meeting of 25 February 2025 Council determined that the applications received were not sufficient and have requested further advertising of this opportunity to community members.

Discussion

s5.38 *Local Government Act 1995* (WA) requires:

> *(1) A local government must review the performance of the CEO if the CEO is employed for a term of more than 1 year.*

The standards for review of the performance of the CEO are prescribed within the *Local Government (Administration) Regulations 1996* (WA).

While it is not a requirement of the *Local Government Act 1995* (WA) or the *Local Government (Administration) Regulations 1996* (WA) for an independent community member to be part of the Committee, Council at their meeting of 23 July 2024 resolved that an independent community member should be part of the committee.

Expressions of interest from community members were sought in last 2024 and 2 nominations from community members were received. One community member has since withdrawn their application.

At the Council Meeting of 25 February 2025 Council instructed the CEO to have a new advertisement prepared so that it can be approved by Council before publication. Attached as Attachment 1 is the proposed advertisement. In preparing this advertisement, the most recent advertisement calling for community members to the CEO recruitment committee were considered together with other similar advertisements placed by other Western Australian local governments.

Consultation

Nil

Strategic Implications

This item is strategically aligned to the City of Nedlands Council Plan 2023-33 vision and desired outcomes as follows:

Vision	**Sustainable and responsible for a bright future**
Pillar	**Performance**
Outcome	11. Effective leadership and governance.

Budget/Financial Implications

The appointment of the Independent Community Member will have limited budget or financial implications as the position is an honorary one however the appointed member is encouraged to attend the WALGA CEO Performance Review training which will be at a cost of $595.00 (plus GST) to the City.

It is doubtful that the Independent Community Member will be able to attend this training before the CEO Performance Review is completed as there are not any currently scheduled training sessions, however if this changes the independent community member will be invited to attend.

Legislative And Policy Implications

s5.38 *Local Government Act 1995* (WA)
Local Government (Administration) Regulations 1996 (WA)
Council Terms of Reference – CEO Performance Review Committee
Council Policy - CEO Performance Review – ceo-performance-review

Decision Implications

Should Council not appoint an Independent Community Member to the CEO Performance Review Committee will not be fully constituted pursuant to Council's resolution.

To comply with the Local Government Act 1995 the CEO Performance Review Committee needs to review the CEOs performance annually before May 2025, therefore the appointment of the Independent Community Member to the Committee and scheduling of a date for the Committee to meet is a priority.

Delaying the appointment of the independent community member to the Chief Executive Officer's Performance Review Committee could result in a breach of the *Local Government Act 1995* (WA) if the review is not able to be completed by May 2025.

Conclusion

It is recommended that Council approved the proposed advertisement so that advertising can recommence.

Further Information

Nil

City of Nedlands

Expressions of Interest – Independent Community Member to sit on CEO Performance Review Committee

About the role

In accordance with Council's decision of 23 July 2024 expressions of interest are being called on for an Independent Community Member to join the CEO Performance Review Committee.

The CEO Performance Review Committee will operate until October 2025.

Applications to be the Independent Community Member to participate in the CEO Performance Review Committee, would be welcomed.

About the successful candidate

The Independent Community Member being sought will be a ratepayer, a resident or an elector of the City of Nedlands but cannot be current elected members or staff members of the local government.

There are no specific requirements other than the ability to participate in and constructively contribute your independent perspective to the process however the Independent Community Member will be encouraged to complete the CEO Performance Review Training Course run by WALGA.

What we offer

The role is an honorary role with reimbursement of costs for training, travel and meals as applicable.

Additional details

Further details are available on the City's website at including Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination and the CEO Performance Review Council Policy.

How to apply

Any enquiries and applications outlining interest and substantiating details of no more than 3 pages with the subject heading **Independent Community Member for the CEO Performance Review Committee** can be submitted in writing to the Coordinator Governance Legal and Risk, Alyce Martin: 08 9273 3500 or amartin@nedlands.wa.gov.au before 5pm AWST, [date] 2025.

Department of
Local Government, Sport
and Cultural Industries

GOVERNMENT OF
WESTERN AUSTRALIA

Local Government Act 1995 Review
agile • smart • inclusive



LOCAL GOVERNMENT ACT REVIEW ▶▶▶ DELIVERING FOR THE COMMUNITY

Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination

Local Government (Administration) Amendment Regulations 2021

February 2021

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Preface

The *Local Government Legislation Amendment Act 2019* includes a requirement for model standards covering the recruitment and selection, performance review and termination of employment of local government Chief Executive Officers (CEOs). These reforms are intended to ensure best practice and greater consistency in these processes between local governments.

The accompanying guidelines outline the recommended practice for local governments in undertaking these processes. These guidelines will assist local governments in meeting the model standards prescribed in the *Local Government (Administration) Amendment Regulations 2021*.

The standards and guidelines have been developed by the Department of Local Government, Sport and Cultural Industries (Department), in consultation with representatives from the Public Sector Commission, the Ombudsman, the Western Australian Local Government Association (WALGA) and Local Government Professionals WA (LGPro). The Department gratefully acknowledges the participation and contribution of these representatives.

The Department notes that the content of these guidelines does not necessarily reflect the views or policies of the organisations or individuals that have been consulted.

Part 1 – Recruitment and Selection

One of the fundamental roles of the council is the employment of the local government's CEO. The CEO is responsible for implementing the council's strategic vision and leading the local government administration.

Principles

A local government must select a CEO in accordance with the principles of merit, equity and transparency. A local government must not exercise nepotism, bias or patronage in exercising its powers. Additionally, a local government must not unlawfully discriminate against applicants. Section 5.40 of the *Local Government Act* 1995 (Act) lists a number of general principles of employment that apply to local governments.

Recruitment and Selection Standard

The minimum standard for recruitment and selection will be met if:

S1.1 The council has identified and agreed to the qualifications and selection criteria necessary to effectively undertake the role and duties of the CEO within that particular local government context.

S1.2 The council has approved, by absolute majority, the Job Description Form (JDF) which clearly outlines the qualifications, selection criteria and responsibilities of the position. The JDF is made available to all applicants.

S1.3 The local government has established a selection panel to conduct the recruitment and selection process. The panel must include at least one independent person who is not a current elected member, human resources consultant, or staff member of the local government.

S1.4 The local government attracts applicants through a transparent, open and competitive process (this is not necessary for vacancies of less than one year). The local government must advertise a vacancy for the position of CEO in the manner prescribed.

S1.5 The local government has assessed the knowledge, experience, qualifications and skills of all applicants against the selection criteria.

S1.6 The local government has verified the recommended applicant's work history, qualifications, referees and claims made in their job application.

S1.7 The appointment is merit-based, with the successful applicant assessed as clearly demonstrating how their knowledge, skills and experience meet the selection criteria.

Recruitment and Selection Standard cont.

S1.8 The appointment is made impartially and free from nepotism, bias or unlawful discrimination.

S1.9 The council has endorsed by absolute majority the final appointment.

S1.10 The council has approved the employment contract by absolute majority.

S1.11 The local government re-advertises the CEO position and undertakes a recruitment and selection process after each instance where a person has occupied the position for ten (10) consecutive years.

Guidelines

Recruitment and selection process

The council of the local government should act collectively throughout the recruitment and selection process. To uphold the integrity of the process, the council must resist any attempt to influence the outcome through canvassing or lobbying.

The local government should carefully consider the role of the CEO. This includes the CEO's legislated powers and functions and their role as the head of the administrative arm of the local government. In determining the selection criteria for the position of CEO, it will be important for a local government to consider the needs of the community and the specific skills and experience that will be required of the CEO in that particular local government. The competencies the council looks for in its CEO should reflect the council's strategic community plan.

Once the essential skills and experience which form the selection criteria for the position have been established, the local government must set out the selection criteria (essential and desirable) and the responsibilities of the position in a Job Description Form (JDF). If emphasis is placed on certain selection criteria, this should be highlighted in the JDF so that applicants are aware of this. For example, some level of project management experience will usually be an important criterion, but if the local government is undertaking a major development such as a new recreation centre, added emphasis may need to be given to this criterion.

The JDF must be approved by an absolute majority of the council.

Advertising

The local government should ensure that applicants are clearly informed about the application process, such as the application requirements, the closing date for applications and how applications are to be submitted. It is essential that this process is transparent and that each step in the process is documented. Associated records must be kept in a manner consistent with the *State Records Act 2000* (WA).

It is a requirement that a local government is to give Statewide public notice if the position of CEO becomes vacant. Statewide public notice must contain:

- details of the remuneration and benefits offered;
- details of the place where applications are to be submitted;
- the date and time applications close;
- the duration of the proposed contract;
- a web address where the JDF can be accessed;
- contact details for a person who can provide further information; and
- any other relevant information.

In order to attract the best possible pool of applicants for the position of CEO, it is recommended that local governments use a diverse range of advertising methods, mediums and platforms (in addition to the advertising requirement under section 5.36(4) of the Act). For example:

- advertising on the local government's website;
- posting on online jobs boards (e.g. SEEK);
- sharing the advertisement via professional networks; and
- undertaking an executive search.

A local government must publicly advertise the CEO position if the same person has remained in the job for 10 consecutive years. This requirement does not prevent the incumbent CEO from being employed for another term, provided they are selected in accordance with the standards for recruitment and selection.

Selection panel and independent person

Local governments are required to establish a selection panel to conduct and facilitate the recruitment and selection process. The selection panel should be made up of elected members (the number of which is determined by the council) and must include at least one independent person. The independent person cannot be a current elected member, human resources consultant, or staff member of the local government. Examples of who the independent person could be include:

- former elected members or staff members of the local government;
- former elected members (such as a Mayor or Shire President) or staff members of *another* local government;
- a prominent or highly regarded member of the community; or
- a person with experience in the recruitment of CEOs and senior executives.

The panel are responsible for assessing applicants and making a recommendation to council regarding the most suitable applicant or applicants. The essence of the role of an independent panel member is to bring an impartial perspective to the process and reduce any perception of bias or nepotism.

It is essential that prior to a person's appointment to a selection panel they are informed of the duties and responsibilities of their role and that of the panel. It is recommended that local governments develop a policy or terms of reference to facilitate this process that incorporate the standards for recruitment at Division 2 of the *Local Government (Administration) Amendment Regulations (No.2) 2020*. A policy should include important information that outlines:

- The primary functions of the panel;
- Roles and responsibilities of panel members;
- Composition of the panel;
- Duration of term;
- Desirable criteria for appointment to the panel;
- A requirement that panel members sign a confidentially agreement and agree to the duties and responsibilities of their role; and
- Any other information the local government deems necessary for the panel to effectively carry out their role.

Independent human resources consultant

A local government should seek independent advice from a human resources consultant where the council lacks the capacity or expertise to facilitate the recruitment and selection process (or any aspect of it). A member of the human resources team within a local government should not be involved in the recruitment of a new CEO.

The consultant should not be associated with the local government or any of its council members. The consultant can be an independent human resources professional, recruitment consultant, or recruitment agency.

An independent human resources consultant can provide advice to the selection panel on how to conduct the recruitment process, or a local government may engage a consultant to support it in undertaking certain aspects of the recruitment process, such as one or more of the following:

- development or review of the JDF;
- development of selection criteria;
- development of assessment methods in relation to the selection criteria;
- drafting of the advertisement;
- executive search;
- preliminary assessment of the applications;
- shortlisting;
- drafting questions for interview;
- coordinating interviews;
- preparing the selection summary assessment and recommendation;

- arranging for an integrity check and/or police clearance; and
- assisting the council in preparing the employment contract.

The consultant is not to be directly involved in determining which applicant should be recommended for the position, their role is not one of decision-maker.

It is recommended that rigorous checks be conducted on any independent consultants before they are engaged to ensure they have the necessary skills and experience to effectively assist the council. Local government recruitment experience may be beneficial but is not a requirement.

The independent human resources consultant must be able to validate their experience in senior executive recruitment and appointments. It is important to note that if the local government uses a consultant or agency to assist in finding applicants, they will require an employment agent licence under the *Employment Agents Act 1976* (WA).

A good independent human resources consultant will bring expertise, an objective perspective and additional human resources to what is a complex and time-consuming process. Given the time and effort involved in finding a competent CEO, and the cost of recruiting an unsuitable CEO, there can be a good business case for spending money on a human resources consultant.

If a decision is made to engage an independent human resources consultant, it is imperative that the council maintains a high level of involvement in the process and enters into a formal agreement (contract) with them. In order to manage the contract efficiently, and ensure an effective outcome, regular contact with the consultant is required during the recruitment process. As with any contractor engagement, the local government must ensure their procurement and tender processes comply with the Act and the procurement policy of the local government.

Council's responsibilities

A human resources consultant cannot undertake the tasks for which the council is solely responsible. An independent consultant cannot and should not be asked to:

- Conduct interviews: This should be done by the selection panel. However, council may decide to interview applicants recommended by the selection panel. A consultant can provide support with interviews, providing advice on the recruitment and selection process and writing up recommendations. The consultant may also arrange referee reports and checks of applicants.
- Make the decision about who to appoint to the position of CEO: Only the council can make this decision, drawing upon advice from the selection panel.
- Negotiate the terms and conditions of employment: Noting that the consultant should be able to provide advice on remuneration constraints and other terms and conditions.

Creating Diversity

In order to ensure all applicants are given an equal opportunity for success, selection methods need to be consistent and objective. In a structured interview, each applicant should have the opportunity to answer the same primary questions with follow-up questions used to illicit further detail or clarification. Behavioural-based interview

questions are objective and gauge the applicants' suitability, reducing biases in assessment (see examples below).

Basing a selection decision on the results of a number of selection methods can help to reduce procedural shortcomings and ensure the best applicant is chosen. Psychometric, ability and aptitude testing are considered to be valid, reliable and objective. While applicants with extensive experience and reputable education may appear to be more qualified, an objective assessment of each person's ability and personal traits can help to provide a clearer picture of the applicant.

Where possible, it is recommended that local governments ensure diversity on the selection panel. This may be achieved by ensuring gender, ethnicity, age and experiential diversity is represented on the panel. Diversity is also a consideration when selecting an independent person for the selection panel, particularly where there is a lack of diversity on the council. A diverse selection panel will assist in making quality decisions regarding suitable applicants.

Individuals are often unaware of biases they may have. For this reason, it is helpful for the selection panel to undertake training about unconscious biases. Awareness of unconscious biases assists individuals in preventing those biases from interfering in their decision making. For example, if there are considerable discrepancies in the assessment scores between two panel members, discussion will be required to ensure bias has not influenced these scores. Allowing team members to acknowledge and recognise prejudices is essential to managing those biases. The following biases should be addressed:

- "Similar-to-me" effect - if interviewers share the same characteristics with the applicants or view those characteristics positively, they are more likely to score them highly;
- "Halo" effect – interviewers may let one quality (such as race, gender, looks, accent, experience, etc.) positively or negatively affect the assessment of the applicant's other characteristics.

Due Diligence

It is essential that the local government ensures that the necessary due diligence is undertaken to verify an applicant's qualifications, experience and demonstrated performance. This includes:

- verifying an applicant's qualifications such as university degrees and training certificates;
- verifying the applicant's claims (in relation to the applicant's character, details of work experience, skills and performance) by contacting the applicant's referees. Referee reports should be in writing in the form of a written report, or recorded and verified by the referee;
- requesting that an applicant obtains a national police clearance as part of the application process; and
- ensuring no conflicts of interests arise by looking to outside interests such as board membership and secondary employment.

A council may wish to contact a person who is not listed as an applicant's referee,

such as a previous employer. This may be useful in obtaining further information regarding an applicant's character and work experience, and verifying related claims. The applicant should be advised of this and be able to provide written comments to the council.

A search of social media and whether an applicant has an online presence may also assist in identifying potential issues. For example, an applicant may have expressed views which are in conflict with the local government's values. This should be made clear in the application information. To ensure the integrity of the recruitment process, a council must act collectively when performing due diligence.

Selection

Once the application period closes, the selection panel, or consultant on behalf of the selection panel, must assess applications and identify a shortlist of applicants to be interviewed.

In shortlisting applicants for the interview phase, the selection panel should consider the transferable skills of applicants and how these would be of value in the role of CEO. The selection panel should not overlook applicants who do not have experience working in the local government sector.

It is important that the assessment process is consistent for all applicants. For example, each applicant is asked the same interview questions which are related to the selection criteria and each are provided with the same information and undertake the same assessments.

Elected members should declare any previous association with an applicant or any potential conflict of interest at the time of shortlisting if they are part of the selection panel. Similarly, if the interviews involve the full council, the elected member should make an appropriate declaration before the interviews commence. If the potential conflict of interest is significant or a member's relationship with an applicant may result in claims of nepotism, patronage or bias, the council may need to consider whether to exclude the elected member from the process. The decision should be documented and recorded for future reference.

Selecting an applicant should be based on merit; that is, choosing an applicant that is best suited to the requirements of the position and the needs of the local government. This involves the consideration and assessment of applicants' skills, knowledge, qualifications and experience against the selection criteria required for the role. As part of the selection process, a council may consider it appropriate for each of the preferred candidates to do a presentation to council.

The appointment decision by the council should be based on the assessment of all measures used, including:

- assessment technique(s) used (e.g. interview performance);
- quality of application;
- referee reports;
- verification and sighting of formal qualifications and other claims provided by the applicant; and
- other vetting assessments used (e.g. police checks, integrity checks, etc.).

Employment contract

In preparing the CEO's employment contract, the council must ensure the contract includes the necessary provisions required under section 5.39 of the Act and associated regulations.

Section 5.39 of the Act provides that a CEO's employment contract must not be for a term exceeding five years. The term of a contract for an acting or temporary position cannot exceed one year.

Further, the employment contract is of no effect unless it contains:

- the expiry date of the contract;
- the performance review criteria; and
- as prescribed under regulation 18B of the Administration Regulations, the maximum amount of money (or a method of calculating such an amount) to which the CEO is to be entitled if the contract is terminated before the expiry date. The amount is not to exceed whichever is the lesser of:
    - the value of one year's remuneration under the contract; or
    - the value of the remuneration that the CEO would have been entitled to, had the contract not been terminated.

It is recommended that the council seeks independent legal advice to ensure that the contract is lawful and able to be enforced. In particular, advice should be sought if there is any doubt as to the meaning of the provisions of the contract.

Councils should be aware that CEO remuneration is determined by the Salaries and Allowances Tribunal and the remuneration package may not fall outside the band applicable to the particular local government.

The CEO's employment contract should clearly outline grounds for termination and the termination process in accordance with the standards in regulations.

The council of the local government must approve, by absolute majority, the employment contract and the person they appoint as CEO.

Appointment

A decision to make an offer of employment to a preferred applicant must be made by an absolute majority of council. If the preferred applicant accepts the offer and the proposed terms of the contract without negotiation, there is no further requirement for council to endorse the applicant and the contract. However, if there is a process of negotiation to finalise the terms and conditions of the contract, council is required to endorse the appointment and approve the CEO's employment contract by absolute majority. In both instances, the employment contract must be signed by all parties.

The council should notify both the successful individual and the remaining unsuccessful applicants as soon as possible before publicly announcing the CEO appointment.

The successful applicant should not commence duties with the local government as CEO until the employment contract has been signed.

The unsuccessful applicants (including those not interviewed) should be notified of the outcome of their application. It is recommended that the local government creates a template letter for unsuccessful applicants that can be easily personalised with the applicants' details and sent out quickly.

The council should keep a record of their assessment of the unsuccessful applicant(s) and provide the unsuccessful applicant(s) with the opportunity to receive feedback on their application, or interview performance if they were granted an interview. Should an unsuccessful applicant request feedback, it is recommended that a member of the selection panel provides this. If a recruitment consultant is used, they may undertake this task.

Confidentiality

The local government should ensure that all information produced or obtained during the recruitment and selection process is kept confidential. This includes applicants' personal details, assessment details, the selection report and outcome of the process. This ensures privacy requirements are met and maintains the integrity of the process. It is recommended that selection panel members and councillors sign a confidentiality agreement to ensure that they are aware of their obligations.

CEO induction

Local governments should ensure that they provide the CEO with all of the necessary information on the local government's processes, policies, procedures and systems at the commencement of the CEO's employment.

New CEOs are eligible to participate in the Local Government CEO Support Program which is a joint initiative of the Department and LG Pro to provide mentoring and general support to those appointed to the position of CEO in a local government for the first time. The program runs for six to nine months from the time a CEO is appointed and involves the CEO being matched with a mentor that best meets their needs.

The program provides the CEO with an opportunity (through meetings and on-going correspondence) to discuss a wide range of issues with their appointed mentor in the strictest confidence. The program is aimed at addressing the individual needs of the CEO. Examples of issues that may be covered include the following:

- Role of the CEO
- Governance
- Strategic and long-term planning
- Legislative framework
- Relationships and dealing with council members
- Risk management
- Resource management
- Managing the business of Council
- Family considerations

Part 2 – Performance Review

Principles

The standards regarding CEO performance review are based on the principles of fairness, integrity and impartiality.

Performance Review Standards

The minimum standard for performance review will be met if:

S2.1 Performance criteria is specific, relevant, measurable, achievable and time-based.

S2.2 The performance criteria and the performance process are recorded in a written document, negotiated with and agreed upon by the CEO and council.

S2.3 The CEO is informed about how their performance will be assessed and managed and the results of their performance assessment.

S2.4 The collection of evidence regarding performance outcomes is thorough and comprehensive.

S2.5 Assessment is made free from bias and based on the CEO's achievements against documented performance criteria, and decisions and actions are impartial and transparent.

S2.6 The council has endorsed the performance review assessment by absolute majority.

Guidelines

Section 5.38 of the Act provides that, for a CEO who is employed for a term of more than one year, the performance of a CEO is to be reviewed formally at least once in every year of their employment.

In addition to this minimum requirement, it is recommended that the council engages in regular discussions with the CEO regarding their performance against the performance criteria, including progress and ways that the CEO can be supported. Any changes to the CEO's performance agreement such as changes to the performance criteria should also be discussed, and agreed to, between the council and the CEO, as the matter arises.

Employment contract and performance agreement

Section 5.39, of the Act requires the employment contract to specify the performance criteria for the purpose of reviewing the CEO's performance. This will include ongoing permanent performance criteria. A local government may wish to have a separate additional document called a "performance agreement" which includes the

performance review criteria in the employment contract, additional criteria (e.g. the performance indicators in relation to specific projects) and how the criteria will be assessed. The performance agreement should be negotiated and agreed upon by the CEO and the council. The performance agreement may also set out the CEO's professional development goals and outline a plan to achieve these goals.

Performance Criteria

Setting the performance criteria is an important step. One of the CEO's key responsibilities is to oversee the implementation of council's strategic direction, and so it is important to align the CEO's performance criteria to the goals contained in the council's Strategic Community Plan and Corporate Business Plan. Accordingly, as these plans are updated, the CEO's performance criteria should be updated to reflect the changes.

In leading the administrative arm of a local government, the CEO is responsible for undertaking core tasks, the achievement of which will contribute to the effectiveness of the council. It is important that the outcomes associated with these tasks are measurable and clearly defined. These could be in relation to:

- service delivery targets from the council's Strategic Community Plan;
- budget compliance;
- organisational capability;
- operational and project management;
- financial performance and asset management;
- timeliness and accuracy of information and advice to councillors;
- implementation of council resolutions;
- management of organisational risks;
- leadership (including conduct and behaviour) and human resource management; and
- stakeholder management and satisfaction.

Performance criteria should focus on the priorities of the council and, if appropriate, can be assigned priority weighting in percentages. The council and CEO should set goals related to target outcomes for future achievement in the performance criteria. Goals should be specific, measurable, achievable, relevant and time-based.

Following the determination of the performance criteria and goals, the council will need to determine how to measure the outcomes of each criteria. It is important to relate performance indicators to the selection criteria used in selecting the CEO. For example, if the CEO has been selected due to their financial experience and ability to improve the local government's finances, indicators regarding improved revenue and reduced expenses are obvious starting points.

Considering the context within which the local government is operating is important. For example, if a significant financial event occurs, such as a downturn in the economy, financial performance indicators will likely need to be adjusted. It is important that such contextual factors are given appropriate weighting and that goals are flexible to allow regular adjustment. Adjustments may be initiated by either the CEO or the council. Councils need to be realistic in terms of their expectations of a CEO's performance and provide appropriate resources and support to facilitate the

achievement of performance criteria.

Performance review panel

It is recommended that the council delegates the CEO performance review to a panel (e.g. comprising certain council members and an independent observer). The panel has a duty to gather as much evidence as possible upon which to base their assessments. The role of the review panel includes developing the performance agreement in the first instance, conducting the performance review and reporting on the findings and recommendations of the review to council. It is also recommended that council develop a policy to guide the performance review process. A policy might include the composition of the panel, primary functions, the role and appointment of an independent consultant, and the responsibilities of review panel members.

Independent consultant

If a council lacks the resources and expertise to meet the expected standard of performance review, the council should engage an external facilitator to assist with the process of performance appraisal and the development of the performance agreement. The local government should ensure that the consultant has experience in performance review and, if possible, experience in local government or dealing with the performance review of senior executives. The consultant should not have any interest in, or relationship with, the council or the CEO.

With guidance from the performance review panel, a consultant can facilitate the following tasks:

- setting performance criteria;
- preparing the performance agreement;
- collecting performance evidence;
- writing the performance appraisal report;
- facilitating meetings between the performance review panel;
- assisting with the provision of feedback to the CEO;
- formulating plans to support improvement (if necessary); and
- providing an objective view regarding any performance management-related matters between the concerned parties.

Assessing performance

It is a requirement of the regulations that the process by which the CEO's performance will be reviewed is documented and agreed to by both parties. Council and the CEO must also agree on any performance criteria that is in addition to what is specified in the CEO's contract of employment. The option to include additional criteria for performance review purposes by agreement provides a degree of flexibility for both parties in response to changing circumstances and priorities.

It is essential that CEO performance is measured in an objective manner against the performance criteria alone. It is important that reviews are impartial and not skewed by personal relationships between the review panel and the CEO. Close personal relationships between the panel members and the CEO can be just as problematic as extremely poor relationships. Evidence of CEO performance may come from an array of sources, many of which the CEO themselves can and should provide to the

council as part of regular reporting. These sources include:

- achievement of key business outcomes;
- interactions with the council and progress that has been made towards implementing the council's strategic vision;
- audit and risk committee reports;
- workforce metrics (e.g. the average time to fill vacancies, retention rate, information about why people leave the organisation and staff absence rate);
- incident reports (e.g. results of occupational health and safety assessments, the number and nature of occupational health and safety incident reports, and the number and nature of staff grievances);
- organisational survey results;
- relationships (e.g. with relevant organisations, stakeholder groups, and professional networks); and
- insights from key stakeholders (this could be done by way of a survey to obtain stakeholder input).

It is important that, in addition to looking at the achievement of key performance indicators (KPIs), the council considers the following:

- How the CEO has achieved the outcomes. In particular, whether or not their methods are acceptable and sustainable.
- The extent to which current performance is contingent upon current circumstances. Has the CEO demonstrated skills and behaviours to address and manage changes in circumstances which have affected his or her performance? (for example, the impact of COVID-19.)
- What the CEO has done to ensure the wellbeing of staff and to maintain trust in the local government.

The council should consider the attention the CEO has given to ensuring equal employment opportunity, occupational health and safety, privacy, managing potential conflicts of interest, and complying with procurement process requirements.

Addressing performance issues

Once the CEO's performance has been assessed, it is essential that any areas requiring attention or improvement are identified, discussed with the CEO and a plan is agreed and put in place to address these. The plan should outline the actions to be taken, who is responsible for the actions and an agreed timeframe.

The performance review panel must decide on an appropriate course of action that will address the performance issue. This may include professional development courses, training, counselling, mediation, mentoring or developing new work routines to ensure specific areas are not neglected. The performance review panel should then arrange for regular discussion and ongoing feedback on the identified performance issues, ensuring improvements are being made.

It is important to keep in mind that a local government falling short of its goals is not always attributable to the CEO. External factors may have resulted in initial performance expectations becoming unrealistic. Failure to meet performance criteria does not necessarily mean the CEO has performed poorly and, for this reason,

performance and outcome should be considered separately. Where ongoing issues have been identified, the council will need to take a constructive approach and seek to develop the CEO's competency in that area.

While there are obligations on the council to manage the CEO in regard to their performance, when it extends into potential wrongdoing (misconduct), the council should be referring the matter to the Public Sector Commission or Corruption and Crime Commission. This provides an independent process to follow and ensures probity, natural justice and oversight of allegations.

Confidentiality

The council must ensure that accurate and comprehensive records of the performance management process are created. Any information produced must be kept confidential.

Part 3 – Termination

Principles

The standards for the termination of a local government CEO's employment (other than for reasons such as voluntary resignation or retirement) are based on the principles of fairness and transparency. Procedural fairness is a principle of common law regarding the proper and fair procedure that should apply when a decision is made that may adversely impact upon a person's rights or interests.

Termination Standards

The minimum standards for the termination of a CEO's contract will be met if:

S3.1 Decisions are based on assessment of the CEO's performance as measured against the documented performance criteria in the CEO's contract.

S3.2 Performance issues have been identified as part a performance review (conducted within the preceding 12 months) and the CEO has been informed of the issues. The council has given the CEO a reasonable opportunity to improve and implement a plan to remedy the performance issues, but the CEO has not subsequently remedied these issues to the satisfaction of the local government.

S3.3 The principle of procedural fairness is applied. The CEO is informed of their rights, entitlements and responsibilities in the termination process. This includes the CEO being provided with notice of any allegations against them, given a reasonable opportunity to respond to those allegations or decisions affecting them, and their response is genuinely considered.

S3.4 Decisions are impartial and transparent.

S3.5 The council of the local government has endorsed the termination by absolute majority.

S3.6 The required notice of termination (which outlines the reasons for termination) is provided in writing.

Guidelines

Reasons for termination

The early termination of a CEO's employment may end due to:

- poor performance;
- misconduct; or
- non-performance or repudiation of contract terms.

There is a difference between poor performance and serious misconduct. Poor performance is defined as an employee not meeting the required performance criteria or demonstrating unacceptable conduct and behaviour at work, it includes:

- not carrying out their work to the required standard or not doing their job at all;
- not following workplace policies, rules or procedures;
- unacceptable conduct and behaviour at work;
- disruptive or negative behaviour at work;
- not meeting the performance criteria set out in the employment contract and/or performance agreement unless these are outside the CEO's control;
- not complying with an agreed plan to address performance issues;
- failing to comply with the provisions of the *Local Government Act 1995* and other relevant legislation;
- failing to follow council endorsed policies.

Serious misconduct can include when an employee:

- causes serious and imminent risk to the health and safety of another person or to the reputation or revenue of the local government; or
- behaves unlawfully or corruptly; or
- deliberately behaves in a way that's inconsistent with continuing their employment.

Examples of serious misconduct can include:

- matters arising under section 4(a), (b) and (c) of the *Corruption, Crime and Misconduct Act 2003*;
- theft;
- fraud;
- assault;
- falsification of records;
- being under the influence of drugs or alcohol at work; or
- refusing to carry out appropriate and lawful resolutions of council.

Misconduct is also defined in section 4 of the *Corruption, Crime and Misconduct Act 2003* (WA). Under this Act, misconduct can be either serious or minor and the obligation to notify the Public Sector Commission (PSC) or the Corruption and Crime Commission (CCC) is paramount.

Termination on the basis of misconduct is covered by employment law. A local government should seek independent legal, employment or industrial relations advice prior to a termination. A council should also seek independent advice during the termination process including advice on the relevant employment legislation affecting CEO employment and the application of that legislation to their specific circumstances. This will ensure that a council complies with employment law during the entire termination process.

A local government is required to endorse the decision to terminate a CEO's employment by way of an absolute majority decision. A local government must certify that the termination was in accordance with the adopted standards in regulations.

Opportunity to improve and mediation

If a CEO is deemed to have been performing poorly, the council must be transparent and inform the CEO of this. It is important that the CEO is given an opportunity to remedy the issues within a reasonable timeframe as agreed between the CEO and the council. The council should clearly outline the areas in need of improvement, and with the CEO's input, determine a plan to address any issues. If a plan for improvement is put in place and the CEO's performance remains poor, then termination may be necessary. If a local government decides to terminate the employment of the CEO it must have conducted a performance review in the previous 12 months in accordance with section 5.38 of the Act.

Where the concerns or issues relate to problematic working relationships or dysfunctional behaviour, it is recommended that a council engages an independent accredited mediator to conduct a mediation between the parties. A mediation session may be useful in assisting parties to understand and address issues before the situation escalates to a breakdown in the working relationship (which affects the ability of the CEO to effectively perform their duties) and the subsequent termination of the CEO's employment.

Termination report

The council should prepare a termination report which outlines the reasons for termination, the opportunities and assistance provided to the CEO to remedy any issues, and an explanation of the CEO's failure to do so. Council must provide prior opportunities and support to the CEO to assist them in remedying the issues which form the basis of the termination. It is a requirement of the regulations that council must provide written notice to the CEO outlining the reasons for their decision to terminate. In addition, council must certify that the termination of the CEO's employment was carried out in accordance with the standards set out in regulations.

Confidentiality

Local governments should ensure that the termination process is kept confidential. The CEO is to be informed of their rights and entitlements. Notice of termination of employment is required to be given in writing. Where possible, the news of termination of employment should also be delivered in person. The CEO should be provided with a letter outlining the reasons for, and date of, the termination of their employment.

Before making any public announcements on the termination of the CEO, a council should ensure that the entire termination process is complete, including that the CEO has been informed in writing of the termination.

Disclaimer

It is outside the scope of these guidelines to provide legal advice, and local governments should seek their own legal advice where necessary. Guidance as to legal requirements and compliance in relation to the termination of employment is provided by the Fair Work Commission at www.fwc.gov.au, the Fair Work Ombudsman at www.fairwork.gov.au and the Western Australian Industrial Relations Commission at www.wairc.wa.gov.au.

Town of Cottesloe
Standards for CEO Recruitment, Performance and Termination

Division 1 — Preliminary provisions

1. Citation

These are the [*insert name of local government*] *Standards for CEO Recruitment, Performance and Termination*.

2. Terms used

(1) In these standards —

Act means the *Local Government Act 1995*;

additional performance criteria means performance criteria agreed by the local government and the CEO under clause 16(1)(b);

applicant means a person who submits an application to the local government for the position of CEO;

contract of employment means the written contract, as referred to in section 5.39 of the Act, that governs the employment of the CEO;

contractual performance criteria means the performance criteria specified in the CEO's contract of employment as referred to in section 5.39(3)(b) of the Act;

job description form means the job description form for the position of CEO approved by the local government under clause 5(2);

local government means the Town of Cottesloe;

selection criteria means the selection criteria for the position of CEO determined by the local government under clause 5(1) and set out in the job description form;

selection panel means the selection panel established by the local government under clause 8 for the employment of a person in the position of CEO.

(2) Other terms used in these standards that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — Standards for recruitment of CEOs

3. Overview of Division

This Division sets out standards to be observed by the local government in relation to the recruitment of CEOs.

4. Application of Division

(1) Except as provided in subclause (2), this Division applies to any recruitment and selection process carried out by the local government for the employment of a person in the position of CEO.

(2) This Division does not apply —

(a) if it is proposed that the position of CEO be filled by a person in a class prescribed for the purposes of section 5.36(5A) of the Act; or

(b) in relation to a renewal of the CEO's contract of employment, except in the circumstances referred to in clause 13(2).

5. Determination of selection criteria and approval of job description form

(1) The local government must determine the selection criteria for the position of CEO, based on the local government's consideration of the knowledge, experience, qualifications and skills necessary to effectively perform the duties and responsibilities of the position of CEO of the local government.

(2) The local government must, by resolution of an absolute majority of the council, approve a job description form for the position of CEO which sets out —

(a) the duties and responsibilities of the position; and

(b) the selection criteria for the position determined in accordance with subclause (1).

6. Advertising requirements

(1) If the position of CEO is vacant, the local government must ensure it complies with section 5.36(4) of the Act and the *Local Government (Administration) Regulations 1996* regulation 18A.

(2) If clause 13 applies, the local government must advertise the position of CEO in the manner referred to in the *Local Government (Administration) Regulations 1996* regulation 18A as if the position was vacant.

7. Job description form to be made available by local government

If a person requests the local government to provide to the person a copy of the job description form, the local government must —

(a) inform the person of the website address referred to in the *Local Government (Administration) Regulations 1996* regulation 18A(2)(da); or

(b) if the person advises the local government that the person is unable to access that website address —

(i) email a copy of the job description form to an email address provided by the person; or

(ii) mail a copy of the job description form to a postal address provided by the person.

8. Establishment of selection panel for employment of CEO

(1) In this clause —

independent person means a person other than any of the following —

(a) a council member;

(b) an employee of the local government;

(c) a human resources consultant engaged by the local government.

(2) The local government must establish a selection panel to conduct the recruitment and selection process for the employment of a person in the position of CEO.

(3) The selection panel must comprise —

(a) council members (the number of which must be determined by the local government); and

(b) at least 1 independent person.

(4) The selection panel established under this clause will be established as a committee of the local government, as per Section 5.8 Establishment of committees, under the Act.

9. Recommendation by selection panel

(1) Each applicant's knowledge, experience, qualifications and skills must be assessed against the selection criteria by or on behalf of the selection panel.

(2) Following the assessment referred to in subclause (1), the selection panel must provide to the local government —

(a) a summary of the selection panel's assessment of each applicant; and

(b) unless subclause (3) applies, the selection panel's recommendation as to which applicant or applicants are suitable to be employed in the position of CEO.

(3) If the selection panel considers that none of the applicants are suitable to be employed in the position of CEO, the selection panel must recommend to the local government —

(a) that a new recruitment and selection process for the position be carried out in accordance with these standards; and

(b) the changes (if any) that the selection panel considers should be made to the duties and responsibilities of the position or the selection criteria.

(4) The selection panel must act under subclauses (1), (2) and (3) —

(a) in an impartial and transparent manner; and

(b) in accordance with the principles set out in section 5.40 of the Act.

(5) The selection panel must not recommend an applicant to the local government under subclause (2)(b) unless the selection panel has —

(a) assessed the applicant as having demonstrated that the applicant's knowledge, experience, qualifications and skills meet the selection criteria; and

(b) verified any academic, or other tertiary level, qualifications the applicant claims to hold; and

(c) whether by contacting referees provided by the applicant or making any other inquiries the selection panel considers appropriate, verified the applicant's character, work history, skills, performance and any other claims made by the applicant.

(6) The local government must have regard to, but is not bound to accept, a recommendation made by the selection panel under this clause.

10. Application of cl. 5 where new process carried out

(1) This clause applies if the local government accepts a recommendation by the selection panel under clause 9(3)(a) that a new recruitment and selection process for the position of CEO be carried out in accordance with these standards.

(2) Unless the local government considers that changes should be made to the duties and responsibilities of the position or the selection criteria —

(a) clause 5 does not apply to the new recruitment and selection process; and

(b) the job description form previously approved by the local government under clause 5(2) is the job description form for the purposes of the new recruitment and selection process.

11. Offer of employment in position of CEO

Before making an applicant an offer of employment in the position of CEO, the local government must, by resolution of an absolute majority of the council, approve —

(a) the making of the offer of employment to the applicant; and

(b) the proposed terms of the contract of employment to be entered into by the local government and the applicant.

12. Variations to proposed terms of contract of employment

(1) This clause applies if an applicant who is made an offer of employment in the position of CEO under clause 11 negotiates with the local government a contract of employment (the ***negotiated contract***) containing terms different to the proposed terms approved by the local government under clause 11(b).

(2) Before entering into the negotiated contract with the applicant, the local government must, by resolution of an absolute majority of the council, approve the terms of the negotiated contract.

13. Recruitment to be undertaken on expiry of certain CEO contracts

(1) In this clause —

commencement day means the day on which the *Local Government (Administration) Amendment Regulations 2021* regulation 6 comes into operation.

(2) This clause applies if —

(a) upon the expiry of the contract of employment of the person (the ***incumbent CEO***) who holds the position of CEO —

(i) the incumbent CEO will have held the position for a period of 10 or more consecutive years, whether that period commenced before, on or after commencement day; and

(ii) a period of 10 or more consecutive years has elapsed since a recruitment and selection process for the position was carried out, whether that process was carried out before, on or after commencement day;

and

(b) the incumbent CEO has notified the local government that they wish to have their contract of employment renewed upon its expiry.

(3) Before the expiry of the incumbent CEO's contract of employment, the local government must carry out a recruitment and selection process in accordance with these standards to select a person to be employed in the position of CEO after the expiry of the incumbent

CEO's contract of employment.

(4) This clause does not prevent the incumbent CEO's contract of employment from being renewed upon its expiry if the incumbent CEO is selected in the recruitment and selection process referred to in subclause (3) to be employed in the position of CEO.

14. Confidentiality of information

The local government must ensure that information provided to, or obtained by, the local government in the course of a recruitment and selection process for the position of CEO is not disclosed, or made use of, except for the purpose of, or in connection with, that recruitment and selection process.

Division 3 — Standards for review of performance of CEOs

15. Overview of Division

This Division sets out standards to be observed by the local government in relation to the review of the performance of CEOs.

16. Performance review process to be agreed between local government and CEO

(1) The local government and the CEO must agree on —

(a) the process by which the CEO's performance will be reviewed; and

(b) any performance criteria to be met by the CEO that are in addition to the contractual performance criteria.

(2) Without limiting subclause (1), the process agreed under subclause (1)(a) must be consistent with clauses 17, 18 and 19.

(3) The matters referred to in subclause (1) must be set out in a written document.

17. Carrying out a performance review

(1) A review of the performance of the CEO by the local government must be carried out in an impartial and transparent manner.

(2) The local government must —

(a) collect evidence regarding the CEO's performance in respect of the contractual performance criteria and any additional performance criteria in a thorough and comprehensive manner; and

(b) review the CEO's performance against the contractual performance criteria and any additional performance criteria, based on that evidence.

18. Endorsement of performance review by local government

Following a review of the performance of the CEO, the local government must, by resolution of an absolute majority of the council, endorse the review.

19. CEO to be notified of results of performance review

After the local government has endorsed a review of the performance of the CEO under clause 18, the local government must inform the CEO in writing of —

(a) the results of the review; and

(b) if the review identifies any issues about the performance of the CEO — how the local government proposes to address and manage those issues.

Division 4 — Standards for termination of employment of CEOs

20. Overview of Division

This Division sets out standards to be observed by the local government in relation to the termination of the employment of CEOs.

21. General principles applying to any termination

(1) The local government must make decisions relating to the termination of the employment of a CEO in an impartial and transparent manner.

(2) The local government must accord a CEO procedural fairness in relation to the process for the termination of the CEO's employment, including —

(a) informing the CEO of the CEO's rights, entitlements and responsibilities in relation to the termination process; and

(b) notifying the CEO of any allegations against the CEO; and

(c) giving the CEO a reasonable opportunity to respond to the allegations; and

(d) genuinely considering any response given by the CEO in response to the allegations.

22. Additional principles applying to termination for performance-related reasons

(1) This clause applies if the local government proposes to terminate the employment of a CEO for reasons related to the CEO's performance.

(2) The local government must not terminate the CEO's employment unless the local government has —

(a) in the course of carrying out the review of the CEO's performance referred to in subclause (3) or any other review of the CEO's performance, identified any issues (the ***performance issues***) related to the performance of the CEO; and

(b) informed the CEO of the performance issues; and

(c) given the CEO a reasonable opportunity to address, and implement a plan to remedy, the performance issues; and

(d) determined that the CEO has not remedied the performance issues to the satisfaction of the local government.

(3) The local government must not terminate the CEO's employment unless the local government has, within the preceding 12-month period, reviewed the performance of the CEO under section 5.38(1) of the Act.

23. Decision to terminate

Any decision by the local government to terminate the employment of a CEO must be made by resolution of an absolute majority of the council.

24. Notice of termination of employment

(1) If the local government terminates the employment of a CEO, the local government must give the CEO notice in writing of the termination.

(2) The notice must set out the local government's reasons for terminating the employment of the CEO.

Title:	Chief Executive Officer
Position Number:	TBA
Division:	Executive
Level:	Band 2 Council LG CEO

Organisational Relationships

Reporting to:	Council
Supervision of:	Director Corporate Services Director Planning and Development Director Technical Services Executive Manager Community Manager Human Resources Coordinator Communications and Engagement Executive Assistant
Membership of:	Executive
Liaison with:	Ratepayers and the general public Media Solicitors Western Australian Local Government Association Adjacent Councils Public Utilities

Key Responsibilities

- To advise Council and be engaged in strategic planning and looking to the future of the City of Nedlands, as well as providing advice on the formulation of services and functions to enable Council to make informed decisions and well-balanced judgements on all matters before it.
- To inspire, lead and motivate staff to achieve the desired outcomes of Council's resolutions and policies to maintain;
    - a high quality of life for all residents, and
    - sound, professional relationships with ratepayers, electors, and other community stakeholders.
- To manage multi-disciplinary teams and efficiently use internal resources so as to both optimise the cost effective delivery of services to ratepayers and comply with all appropriate legislative requirements
- To develop effective communication processes to actively promote the policies and decisions of Council to the City, its residents, electors and community stakeholders.
- To drive a culture of high performance, collaboration and accountability, to ensure that all staff retain a high level of interest and motivation towards their work and are attuned to the Council's strategic direction. Oversee an environment which provides staff with a well-balanced and manageable workload, as well as opportunities for involvement and advancement to improve their professional, educational and personal standards.
- To ensure sound corporate governance is operating effectively within the City of Nedlands
- To maintain meaningful liaison and cooperation between all officers by ensuring that all officers are kept fully informed of Council deliberations and aspirations and by arranging regular formal and informal contact between officers

Key Duties/Responsibilities

- To fulfil the statutory requirements of the position of Chief Executive Officer as required under the Local Government Act.
- To execute the strategic management objectives set out by Council.
- To act as chief advisor to the Mayor and Councillors in matters of procedure, planning and policy formulation.
- Provide expert leadership and be responsible for the active management, control and coordination of all the City's activities through departmental heads and to ensure that Council resolutions are promptly acted upon.
- To maintain a continuous review of Council operations, methods and procedures and actively promote improvements
- To report formally and regularly to Council on the progress of operations and financial trends.
- To be the public relations director for Council and to maintain good relations with a diverse range of stakeholders.
- To assist Council in the development of a long term plan designed in accordance with predictable community needs for improved existing services and new ones.
- To ensure policies and work practices comply with Equal Opportunity principles and Work Health and Safety requirements.
- To be responsible for the City of Nedlands compliance with the Western Australian Work Health and Safety Act 2020.

Qualification, Skills, Knowledge & Experience

- Recognised Diploma or Degree in Business Management or similar
- Minimum five (5) years' experience, with a proven record of achievement at an Executive level
- Experience in policy formulation and strategic planning
- Strong leadership that unites all staff and leads them to a shared vision of the future where people are engaged because they feel valued and involved.
- Proven capacity to inspire teams and build and improve culture
- Highly developed political persuasion, communication and negotiation skills
- A sound understanding of the Local Government Act, and demonstrated understanding of the importance of legislation impacting on Local Government services and management functions.
- Current 'National Police Certificate'
- Current 'Working with Children Check'

Extent Of Authority

- Delegated authority as determined by Council, to manage Council's services, functions and expenditure
- Accountable for Organisational efficiency and effectiveness
- Position operates within the limits of Council Policy, Council resolutions, Delegated Authority and requirements of relevant legislation
- Position operates independently from supervision and problem solving and is performed using own initiative within Council Policy

Certification

Approved by: *Insert signature* *Authorised by: Mayor on behalf of Council*

Signature: *Signature:*

Date Reviewed: *Insert Date Month Year*

18.2 CEO11.03.25 Councillor Conduct Policy

CEO11.03.25	Councillor Conduct Policy

Meeting & Date	Council Meeting – 19 March 2025
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	No officer involved in the preparation of this report has a declarable interest.
Report Author	Keri Shannon – Chief Executive Officer
Director/CEO	Keri Shannon – Chief Executive Officer
Attachments	Attachment 1 – Draft Bullying and Harassment Policy Council Members Attachment 2 – Council Member Electronic Communications Policy

Purpose

For Council to consider the obligations of the City of Nedlands as PCBU for the staff and others including Council members attending the City's workplace, including the Council Chamber.

Recommendation

That Council:

1. **RECEIVES this report regarding the City's Work Health and Safety obligation to provide a safe workplace for workers and office persons including Council Members;**
2. **ADOPTS the Bullying and Harassment Policy for Council Members**
3. **ADOPTS the Council Member Electronic Communication Policy**
4. **SUSPENDS Standing Order 8.2(1) and (2) to allow the CEO to rearrange the chamber seating to provide seating arrangements to satisfy requests from time to time.**

Voting Requirement

Simple Majority.

Background

Under the Work Health and Safety Act 2020 the City of Nedlands (is the PCBU represented by the CEO) must ensure, so far as is reasonably practicable, that the health and safety of persons in the workplace are not put at risk from work carried out as part of the conduct of the

In particular, the City of Nedlands has obligations under the Work Health & Safety Act 2020 to ensure, so far as is reasonably practicable, the health and safety of workers and **other persons** whilst at work in the business or undertaking. Council members fall within the term "**other persons**" under s19(2) of the Work Health and Safety Act 2020.

Section 5.40(e) of the Local Government Act requires that employees are to be provided with safe and healthy working conditions in accordance with the *Work Health and Safety Act* 2020.

Under the Work Health and Safety Act 2002 a Person Conducting a Business or Undertaking (PCBU) must ensure, so far as is reasonably practicable, that the health and safety of other persons is not put at risk from work carried out as part of the conduct of the business or undertaking, so far as is reasonably practicable:

- The provision and maintenance of a work environment without risks to health and safety; and
- The provision and maintenance of safe plant and structures; and
- The provision and maintenance of safe systems of work; and
- The safe use, handling and storage of plant, structures and substances; and
- The provision of adequate facilities for the welfare at work of workers in carrying out work for the business or undertaking, including ensuring access to those facilities; and
- The provision of any information, training, instruction or supervision that is necessary to protect all persons from risks to their health and safety arising from work carried out as part of the conduct of the business or undertaking; and
- That the health of workers and the conditions at the workplace are monitored for the purpose of preventing illness or injury of workers arising from the conduct of the business or undertaking.

As "other persons" in the workplace each council member has a duty of care responsibility for the safety and health of workers and other persons in the workplace. Council members have the right to undertake your role in a safe workplace.

Section 29 of the Work Health and Safety Act 2020 states:
A person at a workplace (whether or not the person has another duty under this Part) must-
:

(a) take reasonable care for the person's own health and safety; and
(b) take reasonable care that your acts or omissions do not adversely affect the health and safety of other persons;
(c) comply, so far as you are reasonably able, with any reasonable instruction that is given by the person conducting the business or undertaking to allow the person conducting the business or undertaking to comply with the Work Health and Safety Act 2020.

Under section 4A of the Work Health and Safety Act "officer" means an officer of a public corporation who makes, or participates in making decisions that affect the whole, or a substantial part, of the business or undertaking of a public corporation but does not include a local government member.

Under the Local Government Act and Regulations, the City of Nedlands was required to adopt a Code of Conduct for Council Members, Committee Members & Candidates (adopted 23 February 2021) which provides a clear outline of the behaviours expected of council members.

Discussion

The Council's adopted Code of Conduct for Council Members, Committee Members and Candidates incorporates and builds upon the model code of conduct for council members, committee members and candidates prescribed by the Local Government (Model Code of Conduct) Regulations 2021, and is based on the principles of –

- accountability;
- personal integrity; and
- relationships with others.

It outlines the expected behaviours and relevant legal responsibilities for each council member, committee member and candidate, and facilitates the delivery of good governance by supporting:

- Decision making processes that are responsible, inclusive, participatory and representative and deliver outcomes which are in the best interests of community and our stakeholders
- Developing and strengthening public trust in the integrity of the City and local government.
- Strong, effective relationships between Councillors, committee members, candidates, the CEO, and employees of the City based on clear roles and responsibilities and shared principles.

The Code gives general guidance and does not describe every requirement of legislation, policies, and procedures, or all rights and obligations that would ordinarily apply under law. It is to be read in conjunction with the Local Government Act 1995 and its subsidiary regulations.

The City of Nedlands Code of Conduct for Council Members, Committee Members and Candidates provides the framework for how the City operates and how Council members are to interact with each other and with employees who perform their duties including:

rule 5

- treat others with respect, courtesy and fairness;
- maintain and contribute to a harmonious, safe and productive work environment.

rule 9

- not bully or harass another person in any way;
- not use offensive or derogatory language when referring to another person; and
- not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
- not impute dishonest or unethical motives to another council member or a local government employee in connection with the performance of their official duties.

rule 10

- not act in an abusive or threatening manner towards another person;
- not make statements they know or could reasonably know is false or misleading;
- not repeatedly disrupt the meeting;
- comply with any direction given by the presiding member

The Work Health and Safety Act 2020 (WHS Act), which came into force on 31 March 2022, includes subsidiary legislation, the Work Health and Safety Regulations which include specific requirements for PCBUs to manage risks arising from psychosocial hazards.

Under the WHS Regulations, to manage psychosocial risks, a duty holder must:

- identify reasonably foreseeable hazards that could give rise to psychosocial risks
- eliminate risks, so far as is reasonably practicable
- if it is not reasonably practicable to eliminate the risks :
- minimise the risks so far as is reasonably practicable
- maintain implemented control measures so they remain effective, and
- review, and if necessary revise, control measures so as to maintain, so far as is reasonably practicable, a work environment that is without risks to health and safety.

In determining control measures to be implemented, a PCBU must have regard to all relevant matters, including:

- the duration, frequency and severity of the exposure of workers and other persons to the psychosocial hazards
- how the psychosocial hazards may interact or combine
- the design of work, including job demands and tasks
- the systems of work, including how work is managed, organised and supported the design and layout, and environmental conditions, of the workplace, including the provision of:
    a. safe means of entering and exiting the workplace
    b. facilities for the welfare of workers
- the plant, substances and structures at the workplace
- workplace interactions or behaviours, and
- the information, training, instruction and supervision provided to workers.

The role of council members can involve the following psychosocial hazards:

- Low job control
- Aggression, bullying and harassment from others
- Conflict or poor interactions

The following hazard controls are already in place:

1. Local Government Act clearly defines role of Mayor, Deputy Mayor, council members and CEO
2. Council members are required to comply with the Code of Conduct values;

3. Council members are required to comply with the **Council Member Request and Provision of Information policy**
4. Council members are provided with initial training that they not allowed to email, contact, speak to, or meet with staff.
5. Council Members are not allowed to direct staff.
6. At the Council members are advised to email the CEO and an EMRequests email to ensure all council members are provided with shared information.
7. For public hazards councillors are encouraged to use Report It link on City's website;
8. Council members can obtain information on Councillor Portal and Minutes Index
9. All complaints regarding staff are only to be made to the CEO;
10. Council meetings in the council chamber is livestreamed;
11. The Coordinator of Governance attends all OCMs and provides advice to the council.

In about October 2024 the Worksafe Commissioner, Sally North confirmed she had obtained legal advice that council members were "others" under the WHS Act. The CEO therefore has an obligation to ensure a safe workplace for council members at the City and when using the City's resources.

Further psychosocial hazard controls to mitigate observed hazards at the City which are recommended for implementation include:

1. training by independent consultant regarding council members' WHS obligations;
2. adoption by council of Bullying and Harassment Policy for Council Members;
3. adoption by council of Council Member Electronic Communications Policy to ensure clear guidelines for respectful communication.
4. register for public attendees at council meetings;
5. council member incident hazard report form and register to be created;
6. training for Code of Conduct and Bullying and Harassment policy for council members;
7. council members sign acknowledgement to comply with Code of Conduct obligations annually;
8. chamber must be vacated immediately by council members and the public following the conclusion of the council meeting.

Council member training regarding WHS obligations

On 7 March 2025 the City invited all the City's council members to attend a training session to be provided by an independent legal consultant (experienced in work health and safety) on 18 March 2025 regarding council members' work health and safety obligations under the WHS Act. The training was only provided in person in order to ensure participants gained a solid understanding of the training content.

On 18 March 2025 only three councillors and the Mayor attended the training provided by the City. The administration has offered to facilitate another training session, however the remaining councillors have not indicated their availability.

Unless the remaining council members, Cr Youngman, Cr Bennett and Cr Hodsdon have undertaken training regarding their obligations under the WHS Act by no later than 18 April 2025, they will not be allowed to enter the City's workplace and will instead be advised to attend the April 2025 Council meeting online until they have completed the City's WHS training for Council members. This approach is consistent with the City's approach to compulsory WHS training for all staff and contractors attending the City's workplace.

Seating Order

Under the Standing Order 8.2 each council member is required to sit in the place assigned to that council member within the Council chambers at the first meeting held after each ordinary election.

The CEO recommends the Council change the seating order to allow Council members the opportunity to move their seat upon request into a vacant seat.

Consultation

Nil.

Strategic Implications

This item is strategically aligned to the City of Nedlands Council Plan 2023-33 vision and desired outcomes as follows:

Vision	**Sustainable and responsible for a bright future**
Pillar	**Performance**
Outcome	11. Effective leadership and governance.

Budget/Financial Implications

Nil.

Legislative and Policy Implications

Local Government Act 1995.

Decision Implications

The City of Nedlands must ensure the health and safety of workers and other persons whilst at work, and therefore inappropriate behaviour by Council members should not be tolerated by the Council.

Conclusion

That the Council receives the report regarding the City's work health and safety obligations to council members, adopts the Bullying and Harassment policy for Council members and the Council Member Electronic Communication policy and suspends the standing order 8.2 to allow a council member to move to a vacant seat.

Further Information

Nil.

City of Nedlands

Council Policy

Bullying & Harassment Policy for Council Members, Committee Members & Candidates

Responsible Directorate	Office of the CEO
Responsible Section	Governance
Responsible Officer	CEO

1 PURPOSE

A The City of Nedlands is committed to creating a place where everyone is treated with dignity and respect and are safe to express their identities. Bullying and harassment is recognised as a leading psychosocial hazard that can have a significant impact on a persons health and wellbeing.

B The purpose of this policy is to provide further clarification as to the types of behaviours which may be considered as bullying or harassment.

C This policy is a supporting document to the Code of Conduct Council Members, Committee Members & Candidates (**Code**) and should be read in conjunction with the Code.

2 SCOPE

A This policy applies to all Council Members and Candidates.

3 POLICY TEXT

3.1 Definitions

A Definitions as contained in the Code apply to this Policy.

3.2 Bullying

A Bullying can be defined as unsolicited or unwelcome repeated, unreasonable or inappropriate behaviour directed towards a person or group of people that creates a risk to health and safety.

B Repeatedly behaving unreasonably may include a range of unreasonable behaviours over time and does not need to be the same behaviour repeated.

C Examples of unreasonable behaviour may include, but are not limited to:

i abusive, insulting and/or offensive language or comments

ii unjustified criticism

iii spreading gossip or false and malicious rumours about a person

iv aggressive and intimidating conduct

v acting in an unpleasant way near or towards someone

vi withholding information or equipment that is needed for work

vii a person treating one or more people in the workplace less favourably, either directly or indirectly, may be considered unreasonable and inappropriate

viii setting unreasonable timelines or constantly changing deadlines without justification

ix setting tasks that are unreasonably below or beyond a person's skill level

x teasing a person or playing practical jokes on them

xi pressuring or coercing someone to behave inappropriately, including by an individual or by a group.

D Bullying can happen face to face, over the telephone, online (eg via social media platforms) via email or during daily work activities.

E Bullying can be "direct" (overt or obvious) and "indirect" (subtle or covert).

F Legitimate management action and giving lawful directions and feedback is not bullying.

3.3 Harassment

A Harassment occurs when someone engages in conduct that would make a reasonable person feel offended, humiliated or intimidated because of their age, race, religion, gender, gender expression, sexual orientation or some other attribute specified under anti-discrimination legislation including the *Equal Opportunity Act 1984* (WA).

B It does not matter whether the person engaging in the behaviour intended to cause the other person to feel offended, humiliated or intimidated.

C Examples of behaviours which may be considered harassment include, but are not limited to:

i making rude remarks, derogatory comments, insults, or taunts

ii making unwanted physical contact

iii mimicking someone

iv telling jokes based on negative stereotypes

v displaying or sharing offensive material

D A lack of objection to the behaviour at the time does not mean that the behaviour is welcome, or that it is acceptable to continue or happen again. A single, one off incident is enough to constitute harassment. The behaviour does not have to be repeated, but if it is repeated, it may also amount to bullying.

3.4 Breach of this Policy

A A breach of this policy is a breach of clause 9(a) of the Code and complaints in relation to the same will be dealt with in accordance with the Code.

Document Control box			
Document Responsibilities:			
Owner:	Chief Executive Officer	**Owner Business Unit:**	Office of the Chief Executive Officer
Inception Date:	[to be inserted]	**Decision Maker:**	Council
Review Date:	[to be inserted]	**Repeal and Replace:**	N/A
Compliance Requirements:			
Legislation:	***Local Government Act 1995* (WA)** ***Equal Opportunity Act 1984* (WA)** ***Code of Conduct for Council Members, Committee Members and Candidates***		
Delegation:	Nil.		
Council Plan 2023 - 2033	Pillar – Performance Outcome – Effective leadership and governance		

City of Nedlands Council Policy

Council Member Electronic Communications Policy

Responsible Directorate	Corporate Services
Responsible Section	Information Communication Technology
Responsible Officer	Manager Information Communication Technology

1 PURPOSE

A The City of Nedlands is committed to ensuring that all Council Members are efficient, economical and ethical in their use and management of Council resources.

B The purpose of this policy is to set standards for electronic communications and the sharing of information and to ensure the effective management of the associated risks to ensure a dependable and consistent communications environment and to protect the Council from commercial harm.

2 SCOPE

A This policy applies to Council Members in their use of Council technology, equipment and services as well as Council Members who use, or access Council technology, equipment and/or services.

3 POLICY TEXT

3.1 Definitions

A Definitions and key terms or acronyms are in the table below.

Key Term - Acronym	**Definition**
Device	Includes Equipment and Mobile Devices
Electronic Communications	Includes not limited to: internet sites and pages, electronic journals and texts, library catalogues, email, discussion lists and forums, online news groups, internet relay chat, council website, electronic newsletters, social media, cloud storage and file transfer / Share data of all kinds
Email	A service that enables people to exchange documents or material in electronic form. It is a system that enables people to send and receive messages through their computers or other devices. Each person has a designated mailbox that stores messages sent by others.

Equipment	Equipment consists of the things which are used for a particular purpose. For instance, computers and machine tools
Internet	A global research, information and communication network providing services such as access to information, file transfer and electronic mail.
Material	Includes data, information, text, graphics, animations, speech, videos and music or other sounds, accessible electronically, including any combination or selection of any of these.
Mobile Device	A small, often handheld computing device typically having a touch style screen and/or a miniature keyboard which is light weight (e.g., mobile phones and tablets).
Multi-Factor Authentication (MFA)	MFA provides enhanced security for your user account. Each login from a network outside City of Nedlands (external network) to services protected by MFA (Such as Office 365, Teams) will require you to authorise using the Microsoft Authenticator Application.
Signature	A signoff clause at the end of outgoing emails.

3.2 Passwords and Password Confidentiality

A It is prohibited for Council Member's to:

i share their password(s) with others;
ii hack into other systems;
iii read or attempt to determine other people's passwords;
iv breach computer or network security measures; or
v monitor electronic files or communications of others.

B Passwords are considered to be a Council Member's electronic authorisation on Council's computer systems. Individuals are responsible for the security and regular changing of their passwords.

C Council Members are required to take reasonable precautions to ensure that their password is not known by any other party.

D Council Members are required to use the Multi-Factor Authentication (MFA) self-enrolment process to register their authentication device(s) and install the mobile authentication application or setup phone number verification.

E If Council Members are made aware that Devices or Material are stolen or compromised, Council Members are to contact Chief Executive Officer immediately via telephone.

3.3 Confidential Messages

A Confidential information should be sent with caution. Council Members should not send highly confidential messages via the Internet or email.

B Council Members are advised to work on the assumption that messages may be sent, forwarded, or transmitted to someone other than the intended message recipient. Controlled or limited distribution of messages cannot be guaranteed.

C Council Members are to be very cautious about committing private, sensitive or confidential messages to electronic communication.

D Council Members should also be aware that email messages, even if expressed to be confidential, may have to be disclosed in Court proceedings, Freedom of Information requests, or in investigations by the Ombudsman and regulatory bodies. It may be necessary for Council's staff or third parties (under Court or regulatory body appointments) to retrieve and/or disclose electronic information and communications.

3.4 Virus Protection

A Virus infection is most prevalent in non-work-related emails. This includes Malware (malicious software) and phishing (the attempt to obtain sensitive information such as usernames, passwords, and credit card details, often for malicious reasons, by disguising as a trustworthy entity in an electronic communication.) etc.

B Council Members are not permitted to interfere with the operation of virus protection software on Council computers and computer-based systems.

3.5 Identity

A In the course of their duties Council Members are not permitted to send email or other electronic communication in a manner which conceals or attempts to conceal the identity of the sender.

B The only exception is where a system's functionality is intended to keep the identity of the sender anonymous, such as feedback forums or electronic surveys.

3.6 Personal Use

A Equipment provided to Council Members by the Council is primarily for Council business use and must be used in accordance with the requirements set out in this policy.

B Council recognises that a prudent level of use of Electronic Communication may occur, for private purposes. Incidental private use of equipment and services provided to elected members is recognised and approved by Council.

3.7 Personal Mobile Devices

A The Council does not accept responsibility for any loss of personal data, delays, non-deliveries, service interruptions, technical difficulties or malicious activity arising, whether directly or indirectly, out of a Council Member's use of Council's services and facilities on their own personally owned Mobile Device.

B Council Member's accessing emails with personal Mobile Device must use devices that are receiving operating system updates, and such devices must be configured to receive automated updates as soon possible.

C Personal Mobile Devices used to connect to Council services must be configured to automatically lock, and require authentication such as facial recognition, fingerprint scan or a pin code to unlock.

3.8 Confidentiality Clause

A All emails issued from Council email accounts must contain Council's standard confidentiality clause:

> *"If you are not intended receipt of this message, please delete it and notify the sender. This e-mail (including attachments) may contain confidential and legally privileged information. Any confidentiality or privilege is not waived in case this email is sent to the wrong recipient. Any distribution or use of this communication by anyone other than the intended recipient is prohibited"*

The purpose of this message is to advise any unintended recipients of the confidential nature of the communication. Council's standard email template contains this confidentiality clause.

3.9 Unlawful Activities

A Council Members are not to access or send material that is prohibited or potentially prohibited, provocative, pornographic, offensive, abusive, sexist or racist. This includes not forwarding to others any material of this nature that is received.

B Unlawful activities are absolutely prohibited, including:

i gaining access to any material which is prohibited or potentially prohibited, pornographic, offensive or objectionable;
ii engaging in any conduct which offends Federal or State laws and regulations;
iii embarrassing, bullying or harassing (sexually or otherwise) another person;
iv sending or forwarding any material which is defamatory, abusive, sexist, racist or otherwise illegal (see 3.10 below);
v acting outside of copyright legislation (see 3.11 below);
vi circumventing any filtering or other content access device or software; and
vii interfering with electronic records management information.

C There are serious repercussions arising from such transmission including offences under the *Broadcasting Services Amendment (Online Services) Act 1999* (Cth).

3.10 Defamation

A Council Members are not to participate in the communication of any defamatory message.

3.11 Copyright

A Council Members are required to adhere to the requirements of copyright legislation. Intellectual property rights apply to most material on the Internet, including text, graphics and sound and must be adhered to.

3.12 Records Management

A Emails are Council correspondence and records management requirements, practices and procedures apply to emails and any attachments.

B All emails, sent or received by Council Members in the course of their duties are Council records and are to be retained as required by the *State Records Act 2000* (WA) and the *Management of Information for Elected Members Council Policy*.

C Council's electronic records management system (SharePoint) is to be used for this purpose.

3.13 Breach of the Conditions of this policy

A In circumstances where a Council Member breaches conditions of this policy, Council reserves the right to restrict the use or access to the technology, equipment or services and to maintain that restriction at its discretion and may invoke other disciplinary action or sanctions under the Council Member Code of Conduct.

3.14 Indemnity by Council Members

A Council Members indemnify the City of Nedlands against any and all damages, costs and expenses suffered by the City of Nedlands arising out of any unlawful or improper conduct and activity, and in respect of any action, settlement or compromise, or any statutory infringement.

Document Control box			
Document Responsibilities:			
Owner:	Chief Executive Officer	**Owner Business Unit:**	Office of the Chief Executive Officer
Inception Date:	[to be inserted]	**Decision Maker:**	Council
Review Date:	[to be inserted]	**Repeal and Replace:**	N/A
Compliance Requirements:			
Legislation:	***Local Government Act 1995* (WA)** ***Equal Opportunity Act 1984* (WA)** ***Broadcasting Services Amendment (Online Services) Act 1999* (Cth)** ***Electronic Transactions Act 2011* (WA)** ***Privacy and Responsible Information Sharing Act 2024* (WA)** ***State Records Act 2000* (WA)** ***Code of Conduct for Council Members, Committee Members and Candidates*** ***Social Media Policy***		
Delegation:	Nil.		
Council Plan 2023 - 2033	Pillar – Performance Outcome – Effective leadership and governance		

18.3 CEO12.03.25 WA Children's Hospice – Excision of part of lot 502

CEO12.03.25	**Statutory Excision Notice of Minister Carey dated 4 February 2025 regarding Allen Park Class A reserves**

Meeting & Date	Ordinary Council Meeting – 25 March 2025
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil
Report Author	Keri Shannon – Chief Executive Officer Bruce Thompson - Director Planning and Development
Director/CEO	Keri Shannon – Chief Executive Officer
Attachments	Attachment 1 – Letter from Minister for Lands dated 4 February 2025 Attachment 2 – Landgate Reserve Details Report 53745

Purpose

The purpose of this report is to advise the Council of an application by Child and Adolescent Health Service (CAHS) for the crown reserve land which comprises two class 'A' reserves situated between the WA Bridge Club and the WA Children's Hospice for parkland.

Recommendation

That Council ENDORSE the submission to the Minister objecting to the excision of the subject portion of Class A Reserves 7804 and 19349 from Lot 502 of the proposed excision notice following completion of the Hospice conclusion.

Voting Requirement

Simple Majority.

Background

On 4 February 2025, the City received **Attachment 1** from Minister for Lands The Hon John Carey MLA (**Minister**). This letter advises that CAHS has made a request to excise a portion of Lot 502 and include it within Lot 503 to provide the Hospice with complimentary parkland (**Proposed Excision**).

The City has 42 days to make submissions regarding the excision request. A map showing the subject portion of Class A Reserves 7804 and 19349 is attached.



Figure 1 is a diagram of the following portions of Crown land pursuant to a Management Order:

- **Lot 502 on Deposited Plan 510572, CT LR 3173/279 (Lot 502).**
- **Lot 503 on Deposited Plan 510572, CT LR 3173/280 (Lot 503).**
- **Lot 502 on Deposited Plan 410572, CT LR 3173/281 (Lot 502).**

Lot 502 is part of an Class A Reserve for the purpose of "Park and Recreation" and is subject of a management order to the City of Nedlands (**City**). The park is known as Allen Park and is largely located on Lot 502. The area outlined in red is the subject portion of Allen Park the subject of the Proposed Excision.

Lot 503 is reserved for the purpose of "Children's Hospice" and is the subject of a management order to the Child and Adolescent Health Service (**CAHS**). This is the site of the construction of the WA Children's Hospice (**Hospice**).

Lot 502 is reserved for the purpose of "Public Access" and is the subject of a management order to the City of Nedlands.

The Minister was seeking the views of the City in relation to the Proposed Excision by Tuesday, 18 March 2025, which was extended to 31 March 2025.

On 21st March the City met by TEAMs with Mr Max Corr, Director Land Management Metropolitan & South and Ms Joanne Lim Director Department of Planning Lands and Heritage to discuss the excision proposed in the Minister's letter where the City was advised the Hospice site has changed from Class A to a Class C reserve on 21 May 2021 and although not stated in the Minister's letter, it is proposed that the 'red boundary' excision would also become Class C Reserve. The City has continued to seek a meeting with the Minister to no avail.

Discussion

The Proposed Excision area is zoned Parks and Recreation under the MRS and is part of the network of Bush Forever Areas which support unique biodiversity linkages. The excision of parts of an Class A Reserve for private or other uses generally is a sensitive community issue. The Bush Forever linkages need to be retained and restored at a local level.

In August 2024 the City confirmed its decision to construct a disability accessible path on the Whadjuck Trail - Norn Bidi across Lot 502.

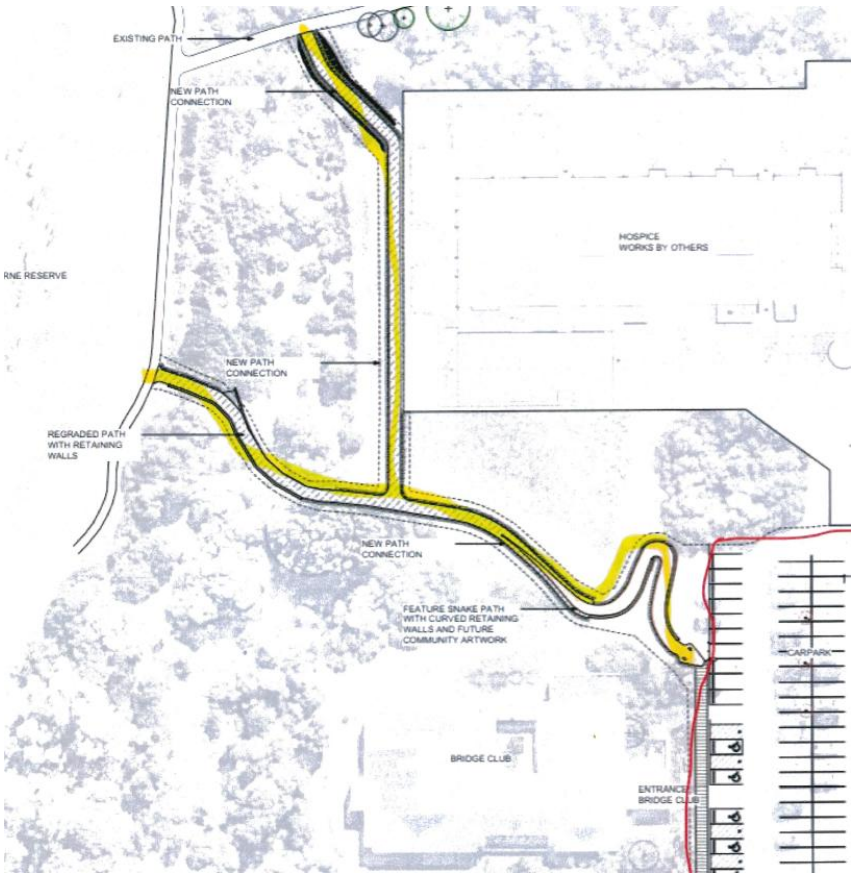


Figure 2

The proposal limits the green circulation in an east-west direction towards the coast and the additional land requested would be desirable to be retained as a public accessible parkland

link. The bush to beach Whadjuck Trail - Norn Bidi runs across this land and would be compromised if the land is excised.

The City received the Minister for Lands letter dated 4th February 2025 and was granted an extension by Mr Max Corr from Department of Planning Lands and Heritage until 31st March 2025 regarding the request from the Child and Adolescent Health Service (CAHS) to excise an area of land within Allen Park to be included in its reserve for the WA Children's Hospice for the use of complimentary parkland ("Proposed excised land").

Background

The City notes the proposal to excise the Children's Hospice land from Class A Reserves for the purpose of creating a 5000m2 site for the Perth Children's Hospital with a management order to be granted to the Child and Adolescent Health Service (CAHS) was tabled before Parliament by the Minister for Land, Ben Wyatt on 13 October 2020.

The management order to CAHS was granted on 20 May 2021. The land was reclassified from Class A Reserve to Class C for Health Purposes on 20 May 2021.

The administration recommends the City of Nedlands provides the following submissions:

Class A Reserve Definition

In Western Australia, the Minister for Lands may classify land as a "Class A" reserve, which is the most protected type of Crown (public) land in the state. The Class A classification is used solely to protect areas of high conservation or high community value. Amendments to Class A reserves require advertising and may require tabling of the proposal in both Houses of Parliament to facilitate amendments. The term "class A reserve" is defined in the Land Administration Act 1997 section 3(1).

Legislation

Section 42(4) of the Land Administration Act 1977 WA ("Act") relevantly provides that:

(a) if the Minister proposes to reduce the area of, or excise an area from, a class A reserve for a purpose other than a purpose referred to in subsection (3)(b) or (c); or
(b) to excise an area from a class A reserve for the purpose of creating a road; or
(c) to cancel or change the purpose or classification of, a class A reserve,

The Minister must cause the proposal to be laid before each House of Parliament and s 43(1) then applies.

1. Opposition to proposed Management Body Change:

The City understands the Child Adolescent Health Service seeks to be appointed the management body for the Proposed excised land in order to facilitate landscaping of the complimentary parkland by the Perth Children's Hospital Foundation (PCHF) ("the Proposed use"). The Hospice already has 5,000m^2 of land.

The City is currently the management body for the Proposed excised land. The City is prepared to undertake landscaping and maintenance of the area which is already designated as parkland. There is no necessity to excise the Proposed excised land to achieve this outcome.

The City has approved the installation of the disability accessible Whadjuck Trail - Norn Bidi path which will ensure patients at the Hospice will be able to make full use of the area that is officially part of the bush to beach trail. The Whadjuck Trail - Norn Bidi cannot be constructed until the Hospice has ceased using the subject land as a laydown area for construction materials.

The Proposed excised land must remain as a Class 'A' Reserve under the management of the City of Nedlands. There are also important community paths which are outside of the proposed excised area, as per Figure 2, which further links to the Whadjuck Trail - Norn Bidi.

The City must be allowed to construct the Whadjuck Trail - Norn Bidi path, which is the only disability accessible portion of the Whadjuck Trail - Norn Bidi in WA, and which provides an important link for the community to access the bush to beach trail at all times.

The Proposed excised land must remain Class A Reserve to protect this important bush to beach linkage for future generations, to ensure public access to the beach.

2. Opposition to proposed Reserve Class Change:

A hospice is not a public utility (see the definition of “public utility” in s3 of the Act) within the meaning of s42(3)(c) and is therefore not a purpose excluded from the application of paragraph (4)(a). The Parliament was not notified that the purpose of the land on which the Hospice was being built was cancelled or changed from class A reserve to class C reserve on 13 October 2020.

The Whadjuck Trail - Norn Bidi and other community connections are highly valued by the City’s residents. The community is strongly opposed to a cancellation or change of the purpose of the A class reserve to another classification which may enable future construction and restrictions on full public access to the Whadjuck Trail - Norn Bidi which has state significance to the community.

Class A reserves are for future generations. There should be no further excision of class A reserves at Allen Park.

Future Plans for Whadjuck Trail - Norn Bidi

The City notes that the area proposed to be excised is currently being used as a laydown area in the Construction Management plan for the PCHF. Following the completion of the Hospice construction, the PCHF has agreed to remediate the laydown area. The City will then be able to construct the Whadjuck Trail - Norn Bidi path. The administration recommends that the City consider allowing the PCHF Whadjuck Trail - Norn Bidi contribute funds to the City to fund landscaping of the area around the Whadjuck Trail - Norn Bidi.

Consultation

The City of Nedlands Community Engagement Policy does not require public engagement in relation to this item.

Strategic Implications

This item is strategically aligned to the City of Nedlands Council Plan 2023-33 vision and desired outcomes as follows:

Vision	Sustainable and responsible for a bright future
Pillar	**People**
Outcome	2. A healthy, active, and safe community.
Pillar	**Planet**
Outcome	4. Healthy and sustainable ecosystems.
Pillar	**Place**
Outcome	8. A city that is easy to get around safely and sustainably.

Budget/Financial Implications

There are no budget implications

Legislative and Policy Implications

Clause 17 of the City of Nedlands Reserves Local Law provides as follows:

17. Decision on application for permit

(1) The Council may –

(a) approve an application for a permit unconditionally or subject to any conditions; or

(b) refuse to approve an application for a permit.

(2) If the Council approves an application for a permit, it is to issue to the applicant a permit in the form determined by the Council.

(3) If the Council refuses to approve an application for a permit, it is to give written notice of that refusal to the applicant.

(4) Where a clause of this local law refers to conditions which may be imposed on a permit or which are to be taken to be imposed on a permit, the clause does not limit the power of the Council to impose other conditions on the permit under subclause (1)(a).

(5) Where a clause of this local law refers to the grounds on which an application for a permit may be or is to be refused, the clause does not limit the power of the Council to refuse the application for a permit on other grounds under subclause (1)(b).

(6) Notwithstanding a decision to approve an application for a permit made under this clause, the Council may at any time cancel or vary the permit.

The Minister references sections 42(5) and 46A of the *Land Administration Act 1997* (WA).

Decision Implications

Nil.

Conclusion

The administration recommends that the Council endorse the submission to oppose. This will ensure the proposed path for the Whadjuck Trail - Norn Bidi and the west boundary path will continue to provide public access from the bush to the beach.

Hon John Carey MLA
Minister for Planning; Lands; Housing; Homelessness

Our Ref: 78-21399

Ms Keri Shannon
Chief Executive Officer
City of Nedlands
Email: kshannon@nedlands.wa.gov.au

Dear Ms Shannon Keri

I am writing to you in the City of Nedlands' capacity as management body for the land known as 'Allen Park', which comprises two Class 'A' reserves in Swanbourne for the purposes of 'Park and Recreation' and 'Recreation'.

As you will be aware, the site of the proposed WA Children's Hospice is adjacent to Allen Park and is situated on a Crown reserve managed by the Child and Adolescent Health Service (CAHS).

CAHS has made a request for an area of land within Allen Park to be excised and included in its reserve to provide the Hospice with complimentary parkland.

I am now seeking the views of the City regarding the proposal, within 42 calendar days of the date of this letter, in accordance with section 46A of the *Land Administration Act 1997*.

Should you require an extension of the 42-day consultation period, please write to the Department of Planning, Lands and Heritage by email to max.corr@dplh.wa.gov.au prior to the expiration of the period, outlining the reasons for the required extension and the proposed extended timeframe required.

If a response is not received within 42 calendar days of the date of this letter, or within any extended period that may subsequently be granted, it will be deemed that the City has no objections to the proposal.

In accordance with section 42(5) of the LAA, the proposal will be advertised in The West Australian newspaper for at least 30 days, with consideration given to any public comments received during that period.

The matter will then be tabled in both Houses of Parliament, with either House having 14 sitting days to pass a motion of disallowance.

Yours sincerely

HON JOHN CAREY MLA
MINISTER FOR LANDS
4 FEB 2025

Level 11, Dumas House, 2 Havelock Street, West Perth, WA, 6005
Telephone: +61 8 6552 5300 Email: minister.carey@dpc.wa.gov.au

Reserve Details Report - 53745

Reserve	53745	**Legal Area (ha)**	0.5
Name	N/A	**Status**	CURRENT
Type	N/A	**Current Purpose**	CHILDREN'S HOSPICE
File Number	00323-2020-01RO		
Notes	WITH POWER TO LEASE FOR ANY TERM		
Additional Reserve Information	RESERVE COMPRISES LOT 503 ON DP410572 (O741914)		

Class	Responsible Agency	Date of Last Change
C	DEPARTMENT OF HEALTH	23/06/2021

Management Order	Document Number
CHILD AND ADOLESCENT HEALTH SERVICE	O741915

Land Use
HEALTH PURPOSES

Local Government Authority
CITY OF NEDLANDS

CLT Number	Parcel Identifier	Street Address, Suburb	File Number	PIN	Area (m^2)
LR3173/280	Lot 503 On Deposited Plan 410572	61 Clement Street, SWANBOURNE 6010	00323-2020-01RO	12504747	5000

Previous Certificates of Title	Status

Document Number/Gazette Page	Date	Type	Text
O741914	21/05/2021	Current Area	0.5000
O741914	21/05/2021	Class	C
O741914	21/05/2021	Current Purpose	CHILDREN'S HOSPICE
O741914	21/05/2021	Land Use	6525
O741914	21/05/2021	Responsible Agency	DEPARTMENT OF HEALTH

Document Number/Gazette Page	Date	Type	Text
O741915	21/05/2021	Current Vesting	MANAGEMENT ORDER CHILD AND ADOLESCENT HEALTH SERVICE

date: Mar 25, 2025, 1:31:23 PM

18.4 CEO13.03.25 Briefing Note – Proposal to locate Ranger Services in the Maisonettes

CEO13.03.25	Proposal to locate Ranger Services in the Maisonettes

Meeting & Date	Ordinary Council Meeting – 25th March 2025
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil
Report Author	Bruce Thompson – Director Planning and Development
Director/CEO	Bruce Thompson – Director Planning and Development
Attachments	Nil.

Purpose

The purpose of this Briefing Note is to advise the Council the administration is developing a proposal to locate Ranger Services in one of the ground floor units of the Maisonettes building at 67 Stirling Highway. This is preliminary advice of the proposal to seek comment and an indication of the level of support for the proposal from Council.

Recommendation

That Council CONSIDERS the Briefing Note which is open for comments and advice whether there is support for the proposal or not.

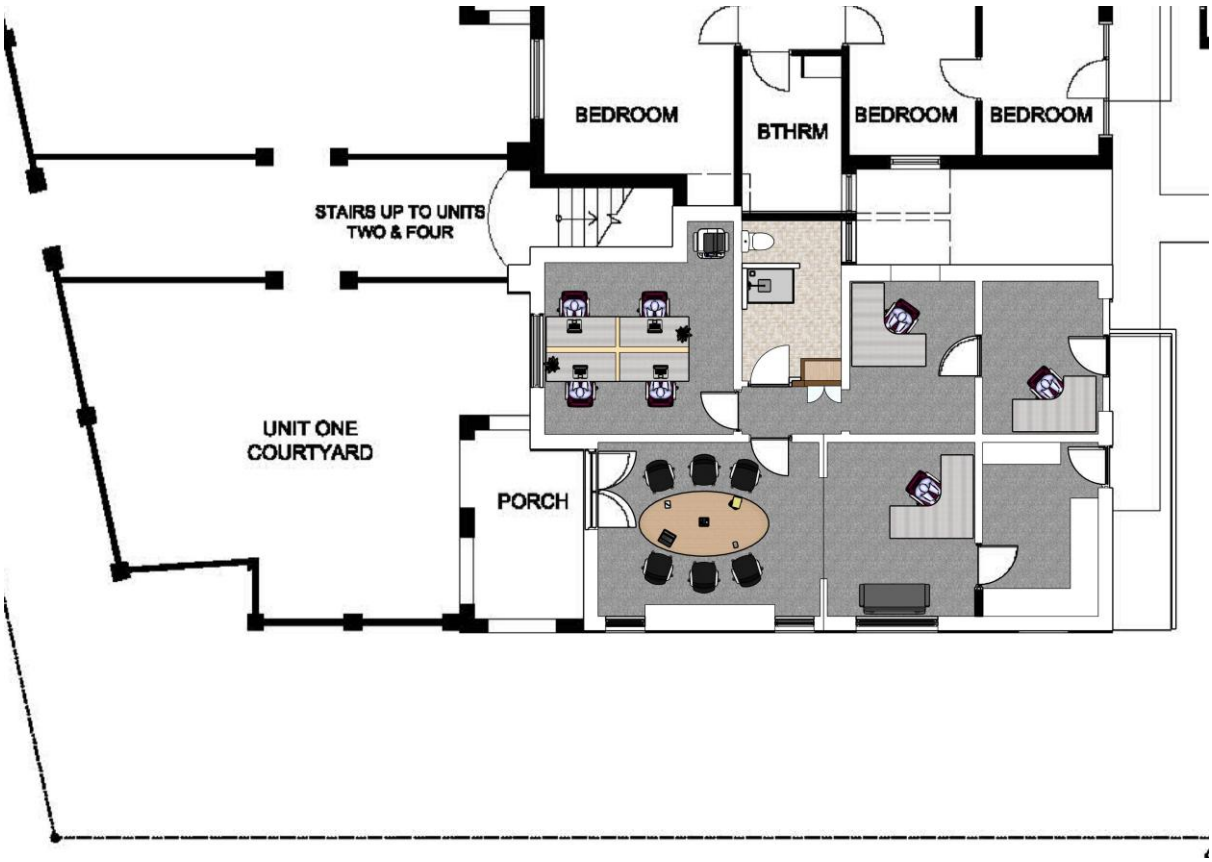
Voting Requirement

Simple Majority.

Background

As the root cause analysis report indicated there was a lack of collaboration amongst work teams, there have been efforts by the administration to reorganise teams spatially to enable enhanced collaboration and efficiency. More recently, there has been an attempt to integrate teams who are located at the Depot, with the teams located at the Stirling Hwy main administration offices. The proposal to relocate the Ranger Services aligns with that strategy and proposes to locate the Rangers in one of the ground floor Maisonette units, thereby consolidating the Health and Compliance arm of Planning and Development. Also, space freed up at the Stirling Hwy offices enables further moves to occur with the project team members based at the Depot, to consolidate with the main project team in Technical Services.

The indicative layout for Ranger Services is shown below.



The layout is based on the following high-level brief

BRIEF

- Minimum six desks – 1x Admin, 3x Rangers, 1x Senior and 1x Coordinator.
- An additional hot desk for Manager Health & Compliance would also be beneficial
- Access to a printer, kitchenette and fridge
- Filing cabinet – Emergency Management, legislative documents
- Minimum four parking bays – due to commute and operational-use of vehicles
- 'Storeroom'/dedicated space – to store and gain access to PPE and equipment used for animal management e.g. dog pole, equipment bag and snake handling etc.
- Air con / comms / computer cabling / lighting upgrade / new carpet / furniture

INDICATIVE TIMELINE & BUDGET

At this concept stage, it is anticipated the works could be completed within 3 months with a further report brought to council to approve the budget..

NEXT STEPS

Subject to the direction and feedback from Council, the City would need to develop the plans and estimate in more detail, seek heritage advice on the proposed works (Maisonettes are heritage listed by the Heritage Council – Class A, which is the highest listing level) and submit for development approval.

Strategic Implications

This project enhances team cohesiveness and opportunities to collaborate with other teams. Overall, it contributes to a more effective and efficient workplace.

Budget/Financial Implications

At the completion of a pre tender estimate the City will bring a further report to the council for approval of the fully costed budget.

Conclusion

The administration recommends that the council supports the CEO with the continuation of the team building program occurring within the administration and support the concept proposal for Ranger Services relocation so it can be developed in further detail and returned to a future OCM for a final approval.

18.5 CEO14.03.25 Elected Members Information Bulletin – March

CEO14.03.25	Elected Members Information Bulletin – March

Meeting & Date	Council Meeting – 25 March 2024
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Report Author	Keri Shannon – Chief Executive Officer
CEO	Keri Shannon – Chief Executive Officer
Attachments	1. Elected Members Information Bulletin March 2024

Purpose

To provide an efficient and effective means of communication of Information between the City's Administration and Elected Members

Recommendation

That Council RECEIVES the Information Bulletin dated 25 March 2025.

Voting Requirement

Simple Majority.

Background

To improve transparency and communicate a high-level summary of service activities within the City across the previous month.

Consultation

Not applicable.

Strategic Implications

This item is strategically aligned to the City of Nedlands Council Plan 2023-33 vision and desired outcomes as follows:

Vision	**Sustainable and responsible for a bright future**
Pillar	**Performance**
Outcome	11. Effective leadership and governance

Budget/Financial Implications

There are no budget or financial implications in this report.

Legislative and Policy Implications

Not applicable.

Decision Implications

N/A

Conclusion

The discussion points will be noted.

Further Information

Nil.

City of Nedlands

BULLETIN

Elected Member Information

March 2025

71 Stirling Hwy, Nedlands WA 6009 | 9273 3500 | council@nedlands.wa.gov.au

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1. Upcoming Meetings

Council Agenda Forum	Tuesday, 08 April 2025 at 7.00pm
Ordinary Council Meeting	Tuesday, 22 April 2025 at 7.00pm

2. Corporate Services

2.1 ICT

February 2025

- **IT Priority One Events:**
  - Number of major outages or functionality degradation impacting agreed essential critical systems this month = 2.
    - ***OneCouncil Outage, 3 February 2025***
      - **Issue:** Staff using OneCouncil because of a vendor issue for a subset of customers in the ANZ Region which includes City of Nedlands.
      - **Cause**: Issues with vendor infrastructure.
      - **IT Actions**: Nil as delivered as a Software as a Service (SaaS).
    - ***Outage for Depot, February 2025***
      - **Issue:** Loss of internet connection for Depot, Admin, and Library sites.
      - **Cause:** Power outage event at the Depot over the weekend and once power restored systems did not gracefully recover.
      - **IT Actions**: Investigating UPS, Replacement infrastructure that is in support, Redundant internet, and a Re-design of the network to reduce dependency on other City locations.

- **Cyber Safety Events:**
  - Number of events = Nil.

- **Cyber safety posture improvements:** Directive and Controls:
    - To comply with a mandatory directive: Direction 001-2025 DeepSeek Products, Applications and Web Services https://www.protectivesecurity.gov.au/system/files/2025-02/PSPF-Direction-001-2025_1.pdf following information from national security and intelligence agencies that determined the DeepSeek platform poses "*an unacceptable risk to Australian government technology*".
      - **Action:** Employees informed, and ICT technology configuration controls implemented to prevent the access, use or installation of *DeepSeek* products, applications and web services on any City of Nedlands provided information and communication technology (ICT) devices, services, and facilities *is prohibited*.
    - This includes but is not limited to smartphones 🚫, laptops 💻, desktops 🖥, tablets and iPads.

- **Help Centre Jira data – Information Technology (IT):**

Information Technology	Feb Incidents	Jan Incidents2	Feb Requests	Jan Requests2
Tickets opened this month	18	5	235	200
Tickets closed this month	18	4	216	188
Total open tickets (>30<90 days)	1	0	23	11
Total open tickets (aged > 90 days)	2	2	39	20
Closure satisfaction % responded	15%	10%		
Average satisfaction score for the month out of 5	4.9 stars	4.9 stars		

GIS & Mapping	Feb Incidents	Jan Incidents2	Feb Requests	Jan Requests2
Tickets opened this month	0	1	2	1
Tickets closed this month	0	0	0	1
Total open tickets (>30<90 days)	2	1	3	2
Total open tickets (aged > 90 days)	3	3	5	5
Closure satisfaction % responded	0	0		
Average satisfaction score for the month	NA	NA		

OneCouncil	Feb Incidents	Jan Incidents2	Feb Requests	Jan Requests2
Tickets opened this month	0	3	17	6
Tickets closed this month	0	2	10	5
Total open tickets (>30<90 days)	3	0	2	1
Total open tickets (aged > 90 days)	6	6	18	14
Closure satisfaction % responded	0	14%		
Average satisfaction score for the month	NA	5 stars		

- **Help Centre Jira data – Information Management (IM):**

Information Management (Records Mngt)	Feb	Jan
Tickets opened this month	53	39
Tickets closed this month	43	37
Total open tickets (>30<90 days)	10	4
Total open tickets (aged > 90 days)	3	4
Closure satisfaction % responded	94%	95%
Average satisfaction score for the month	5 stars	5 stars

Freedom of Information requests	Feb	Jan
New applications received this month	2	0
Applications in progress at EOM	5	6
Applications in review at EOM	2	2
Applications closed during Mth	3	2

Australian Standards requests	Feb	Jan
New applications received this month	1	3
Applications in progress at EOM	0	0
Applications in review at EOM	0	0
Applications closed during Mth	1	3

2.2 OneCouncil

Preparation for the 2025 Phase 3 OneCouncil Go Live is underway. Data migration is progressing as planned, with key areas such as properties are nearly completed and other datasets like names, pensioners, and compliance data loaders on track for the March 2025 deadline.

Change management efforts are focused on readiness assessments, which commenced on 24 February 2025, alongside ongoing Subject Matter Expert forums and OneCouncil Champion meetings. User Acceptance Testing (UAT) preparation began on 17 February 2025, with default scenario testing for revenue modules nearing completion.

The compliance stream's UAT strategy is finalised, with testing scheduled to begin mid-March. Meanwhile, Enterprise Cash Receipting (ECR) is ready for UAT. Efforts continue in refining Business Process Automations (BPA), charge codes, and developing process documentation. Regular risk monitoring remains a priority, ensuring the project stays aligned with timelines.

Key Performance Indicators

Projects deliverables:

Phase 3	Target Delivery Date	Tracking: RAG
Revenue modules	July 2025	●
Compliance modules currently in Authority	July 2025	●
PPLGS	Nov 2025	Not yet commenced
Compliance modules outside of Authority	Nov 2025	●
Infrastructure Asset	TBA	Commenced

The month ahead:

- Change Readiness Discussions/Change Readiness Assessments
- Progress review of Subject Matter Expert (SME) system process documentation
- UAT strategy finalisation and compliance stream UAT kick-off
- Finalisation of data migration
- Fine-tuning of BPAs and charge codes
- Rates: UTA ongoing
- Regular Risk Register review

2.3 Finance

Overview

The Finance team has been busy with completing the 2023/2024 financial statements and collaboration with the Auditors in their fieldwork for the audit. The Finance team has also started planning for the next budget cycle for 2025/2026.

Key Updates

- The final draft of the 2023/2024 financial statements is finished. The auditors commenced their field work audit on 7 April 2025.
- Mr John Vojkovich will be the new Chief Financial Officer (CFO), starting in April 2025.
- Finance has been working with other areas to keep budgets on track and help with decision-making.

Looking Ahead

- The 2025/2026 budget will need to be finalised soon. Budget planning meeting dates will be confirmed in the next 2 weeks.
- Internal Audit Services was approved on 17 March 2025 at the Ordinary Council Meeting and the process has commenced for the tender.
- The insurance renewal process with LGIS for financial year 2025/26 has commenced.

2.4 Customer Service Update

February has been a busy month for Customer Services, but we are forging ahead! We've received fantastic feedback from stakeholders, both over the phone and in person at the Administration Building. Many have praised the team's friendliness, welcoming attitude, and helpful service.
We are committed to continuous improvement by personalising our customer interactions. This includes using stakeholders' names, actively listening to their concerns or requests, setting clear expectations, and tailoring solutions to meet their needs.
When first-call resolution isn't possible, we ensure a CRM is completed and provide a reference number for follow-up.

Call Flow Management
Managing call flow remains a work in progress as we collaborate with the broader business to direct residents' calls to the most appropriate specialists.

Process Improvements

- A full review and update of our **Facilities Keys Booking Process** has been completed.
- The team has now taken on responsibility for the **Pool Cars Booking Process** for Administration.

We will continue refining these processes for efficiency and accuracy.

Strategic Planning
We have finalised our **Annual and 5-Year Plans**, which align with Corporate Services' overarching strategy. These have been communicated across the team and wider network.

Key Performance Indicators (KPIs)
We are working with IT on reporting for call volumes and CRM tracking, aiming to have a solution in place by the end of next month.

Customer Requests

Monthly Total	Daily Average	Highest request
1409	70	Building Services - Pools

Calls

Monthly Total	Daily Average	Busiest Day
1640	132	Monday

Other Updates
Following the **Customer Services Audit**, we are prioritising work on:

- A **Complaints Handling Process**
- **Training and upskilling**
- **Reporting enhancements**

This will be a key focus through March and April, with completion targeted by the end of the financial year (June).

Shout Outs
This month's **Shout Out Award** goes to **Angel Cordova**!
Angel has been an outstanding team member, always stepping up without any complaint. She has worked tirelessly—even when the team was short-staffed—while multitasking across various requests and training our newest team members.
Thank you, Angel!

Focus for the Month Ahead – March
As we move into March, our key priorities will include:

- Finalising our Complaints Handling Process, ensuring all team members are trained and equipped to manage complaints effectively.
- Continuing to refine call flow management by improving coordination with other departments to route calls more efficiently.
- Enhancing reporting capabilities by working closely with IT to implement a streamlined system for tracking call volumes and CRM resolutions.

3. Technical Services

3.1 Projects

Dot Bennett Park – Condition

Project Title	Dot Bennett Park Condition	**Council decision:**	24 September 2024 NOM39.9.24
Summary	General condition of turf and gardens needs improvement following reduced level of service and attendance by City Staff. This follows reductions in staff numbers from the recent Workforce Plan outcomes.		
Commencement date	5 August 2024	**Completion date**	30 Jun 2025
Total Budget	$20,000	**Actual Cost to Date**	$4802.00
Risk	Further reduction to Level of Service to other parks	**Updated Est Total budget**	

Due date	Activity	Proposed date	Explanation
Aug 2024	In-fill planting carried out	Complete	Included Kangaroo Paws as they were Dot Bennett's favourite according to her son John. Currently hidden amongst weeds.
Oct 2024	Contractors to carry out initial comprehensive service to Aberdare Road and Smyth Road Verges	1 Oct 2024	Completed
Oct 2024	Turf Mowing	Ongoing	Regular in-house mowing of turf to reduce appearance of "striping". Last mowed w/e 11 October 2024.

Oct 2024	Landscape Team to carry out physical weed control in garden beds	Ongoing	Hand removal amongst plants and brush cut open areas. Partial completion. Required to seek external assistance based on present resourcing levels.
Oct 2024	Landscape Team to collect fallen branches	8 Nov 2024	To be collected within a week
Oct 2024	Landscape Team to carry out chemical weed control in garden beds	Complete	Completed
Oct 2024	Assistance from Contractor for physical weed removal amongst plants in park.	24 Oct 2024	Completed
Nov 2024	Investigate Irrigation Programming Issues	5 Nov 2024	Completed - Program adjusted to promote recovery whilst utilising water efficient products.
Oct 2024	Mulch 1000m2 garden bed adjacent Lupin Hill Grove.	29 Nov 2024	Awaiting final quotations.
Nov 2024	Re-prioritisation of activities to minimise recurrence of condition issues.	Ongoing	Cease formalising hedges and refocus on weeding activities. Keep vegetation clear of fence, paths and kerbs.
Jan 2025	Mulching completed of garden beds	10 Jan 2025	Completed
Jan 2025	Verge pruning and weeding	13 Jan 2025	Completed
Jan 2025	Mowing of turf	17 Jan 2025	Completed
Jan 2025	Large dead Eucalyptus globulus (Tasmanian Blue gum) on Smyth Aberdare Road removed	10 Jan 2025	Completed
Jan 2025	Tree pruned on Lupin Hill Grove	23 Jan 2025	Completed
Jan 2025	Limb Failure	Jan 2025	Completed 24th Jan 2025. Euc. saligna adj Aberdare Rd side of

			park. No damage/threat to persons or property.
Feb 2025	Mowing of turf	12 Feb 2025	Completed
Feb 2025	Park lighting requires repairing – electrical contractor order part and awaiting delivery	Ongoing	Completed 11 March 2025
April 2025	Order plants for planting season	June 2025	

Swanbourne Nudist Beach Delineation & Signage Improvements - COMPLETED

Project Title	Swanbourne Nudist Beach Signage Improvements	**Council decision:**	Directive from CEO, after Mayor & councillor's fielding complaints
Summary	Replace nudist beach signage in response to complaints from public regarding inappropriate behaviour outside of nudist beach area.		
Commencement date	15th Jan 2025	**Completion date**	Completed 18 Feb 2025
Total Budget	Unbudgeted (60090)	**Actual Cost to Date**	$2,763
Risk	Probable - further complaints, children exposed to inappropriate behaviour etc.	**Updated Est Total budget**	

Due date	Activity	Proposed date	Explanation
Feb 2025	Replace current signage with improved information/visibility for beach users (nude & clothed bathers)	Feb 2025	Completed 18/2/25. New signs installed.

Tree Watering

Project Title	Tree Watering and Maintenance Contract	Council decision:	2023-24 Tree Planting Program
Summary	Tree watering and maintenance contract (RFT2023-24.04) has commenced in September 2024. Maintaining and watering cities street and park tree planting undertaken during the 2023 and 2024 winter planting program. The contract operates for a period of eight months, beginning September 2024.		
Commencement date	1 September 2024	Completion date	April 2024
Total Budget	$166 370.93	Actual Cost to Date	$25 216.00
Risk	Low	Updated Est Total budget	

Due date	Activity	Proposed date	Explanation
Feb 2025	Watering continuing	Feb 2025	Ongoing

Lawler Park Tennis Courts

Project Title	Lawler Parks Tennis Courts	Council decision:	NOM from Councillor Hodsdon
Summary	Investigate minor refurbishments to Lawler Park Tennis Courts, including repair of trips hazards, tree root pruning, table re-alignment and additional window in hut		
Commencement date	February 2025	Completion date	May 2025 (estimate)
Total Budget	TBA	Actual Cost to Date	NIL
Risk	Probable - further complaints; asset condition worsening ; reputational harm considering Hackett Hall issues; lack of physical activity	Updated Est Total budget	N/A

Due date	Activity	Proposed date	Explanation

Feb 2025	Investigate repairs to court surface	March 2025	Awaiting quotations
Feb 2025	Investigate replacement court fence	March 2025	Awaiting quotations
Mar 2025	Site visit to investigate hut issues	March 2025	• Table in Western hut to be aligned. • Additional window cannot be added due to structural impacts and incursion of rain in Winter. Will likely have negligible effect. • Repairs to timber slats required • Awaiting quotations for all of the above.

Tree Removal

Council policy states:

"Any verge tree above 5 metres in height which is not either dead, diseased or dying, or presents an imminent safety risk must be presented to Council for decision."

"Other than where there are imminent safety risks, Administration shall notify ward Councillors of all proposed street tree removals not requiring formal Council approval at least two weeks prior to removal and the reasons why in accordance with the preceding provisions. Where a tree has been, or is proposed to be, removed as a result of imminent safety risk, specific details of the hazard should be provided as part of that report. Accepted forms being the weekly CEO Update, or an email to Councillors."

The spreadsheet in Attachment 1 provides the latest information on tree removals for the financial year 2024-2

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PROPOSED TREE REMOVALS: July 2024 to June 2025

Type	Ward	Address	AIN	Species to be removed		Replacement Species			Reason for Removal	Date after which work will be undertaken	Number	Height	Date Reported to Council
				Botanic Name	Common Name	Botanic Name	Common Name	Replacement Number					
Street	Coastal	15 Milyarm Rise (adj. to)	14306	*Agonis flexuosa*	WA Peppermint	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	25-Aug-24	1	<5m	09-Aug-24
Park	Dalkeith	Blain Park	1582	*Agonis flexuosa*	WA Peppermint	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	25-Aug-24	1	<5m	09-Aug-24
Park	Dalkeith	Blain Park	1586	*Lophostemon confertus*	Queensland Box	*Corymbia callophylla*	Marri	1	Dead/ In Decline	11-Aug-24	1	>5m	26-Jul-24
Park	Dalkeith	Blain Park	1562	*Lophostemon confertus*	Queensland Box	*Eucalyptus gomphocephala*	Tuart	1	Dead/ In Decline	11-Aug-24	1	>5m	26-Jul-24
Street	Coastal	12 St Johns Wood Blvd	12753	*Agonis flexuosa*	WA Peppermint	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	25-Aug-24	1	<5m	09-Aug-24

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Street	Coastal	Opp 12 St Johns Wood Blvd	12936	*Robinia pseudoacacia*	Black Locust	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	25-Aug-24	1	<5m	09-Aug-24
Street	Coastal	66 St Johns Wood Blvd	15789	*Agonis flexuosa*	WA Peppermint	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	25-Aug-24	1	<5m	09-Aug-24
Street	Hollywood	lot 37 Thornburn way	20210211093513BB0	*Lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	10-Aug-24	1	>5m	25-Jul-24
Street	Melvista	29 Rockton rd	6191	*Hakea laurina*	Picusion Hakea	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	25-Aug-24	1	<5m	09-Aug-24
Street	Hollywood	LOT: 1 D/P: 47396 Smyth Rd (War Graves Memorial)	19179	*Lophostemon confertus*	Queensland Box	*Agonis flexuosa*	WA Peppermint	1	Dead/ In Decline	25-Aug-24	1	>5m	09-Aug-24

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Street	Hollywood	LOT: 1 D/P: 47396 Smyth Rd (War Graves Memorial)	19180	*Lophostemon confertus*	Queensland Box	*Agonis flexuosa*	WA Peppermint	1	Dead/ In Decline	25-Aug-24	1	>5m	09-Aug-24
Street	Hollywood	LOT: 1 D/P: 47396 Smyth Rd (War Graves Memorial)	19182	*Lophostemon confertus*	Queensland Box	*Agonis flexuosa*	WA Peppermint	1	Dead/ In Decline	25-Aug-24	1	>5m	09-Aug-24
Street	Hollywood	LOT: 1 D/P: 47396 Smyth Rd (War Graves Memorial)	19189	*Lophostemon confertus*	Queensland Box	*Agonis flexuosa*	WA Peppermint	1	Dead/ In Decline	25-Aug-24	1	>5m	09-Aug-24
Street	Coastal	12 Cobea Court (side	11625	*Eucalyptus globulus*	Blue Gum	*To Be Confirmed*	City to Consult	1	Diseased/ Damaged	25-Aug-24	1	>5m	09-Aug-24

		boundary)											
Street	Coastal	27a Clement St	13465	*Agonis flexuosa*	WA Peppermint	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	25-Aug-24	1	>5m	09-Aug-24
Street	Coastal	131 North Street	13288	*Agonis flexuosa*	WA Peppermint	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	08-Sep-24	1	<5m	23-Aug-24
Street	Melvista	48 Marita Rd	6532	*Agonis flexuosa*	WA Peppermint	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	08-Sep-24	1	>5m	23-Aug-24
Street	Dalkeith	22 Leon Rd	1383	*Lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	08-Sep-24	1	>5m	23-Aug-24
Street	Hollywood	27 Robinson St	16420	*Lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	08-Sep-24	1	<5m	23-Aug-24
Street	Melvista	3 Granby Crescent	5645	*Brachychiton Popolneus*	Kurrajong	*Not recommended*	Not Applicable	0	Hazardous to Persons or Property	08-Sep-24	1	>5m	23-Aug-24
Street	Hollywood	37C Kinninmont Ave	19035	*Lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	#NAME?	1	>5m	23-Aug-24

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Street	Hollywood	8 Lambeth Mews	N/A	*Corymbia ficifolia*	Red Flowering Gum	*Corymbia ficifolia*	Red Flowering Gum	1	Dead/ In Decline	08-Sep-24	1	<5m	23-Aug-24
Street	Melvista	44 Vincent st	6798	*Lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	08-Sep-24	1	>5m	23-Aug-24
Street	Melvista	3 Granby Crescent	5644	*Eucalyptus gomphocephala*	Tuart	*To Be Confirmed*	City to Consult	1	Hazardous to Persons or Property	08-Sep-24	1	>5m	23-Aug-24
Street	Dalkeith	9 Alexander Rd	997	*Eucalyptus leucoxylon*	Yellow Gum	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	22-Sep-24	1	>5m	06-Sep-24
Street	Dalkeith	59 Gallop Rd	3572	*Eucalyptus marginata*	Jarrah	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	22-Sep-24	1	>5m	06-Sep-24
Street	Hollywood	13 Kirwan st	20818	*Corymbia ficifolia*	Red Flowering Gum	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	22-Sep-24	1	>5m	06-Sep-24
Street	Melvista	33 Doonan	6614	*Lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Oct-24	1	>5m	27-Sep-24
Street	Melvista	48 Waroonga rd	5793	*Acacia podalyriifolia*	Mount Morgan Wattle	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Oct-24	1	<5m	27-Sep-24

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Street	Coastal	14 Whitney Cr	1466 8	*Corymbia callophylla*	Marri	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Oct-24	1	<5m	27-Sep-24
Street	Coastal	59 Wood st	NA	*Corymbia callophylla*	Marri	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Oct-24	1	<5m	27-Sep-24
Park	Dalkeith	Point Resolution Reserve	2220	*Corymbia ficifolia*	Red Flowering Gum	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Oct-24	1	>5m	27-Sep-24
Park	Dalkeith	Point Resolution Reserve	2107	*Eucalyptus marginata*	Jarrah	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Oct-24	1	>5m	27-Sep-24
Park	Dalkeith	Point Resolution Reserve	2160	*Allocasuarina fraseriana*	She-oak	*To Be Confirmed*	City to Consult	2	Dead/ In Decline	13-Oct-24	2	>5m	27-Sep-24
Park	Dalkeith	Point Resolution Reserve	2183	*Eucalyptus gomphocephala*	Tuart	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Oct-24	1	>5m	27-Sep-24
Park	Dalkeith	Shirley Fyfe	4070	*Lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Oct-24	1	<5m	27-Sep-24
Park	Dalkeith	Shirley Fyfe	4090	*Lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Oct-24	1	<5m	27-Sep-24

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Park	Dalkeith	Shirley Fyfe	4072	*Lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Oct-24	1	<5m	27-Sep-24
Park	Coastal	Pine Tree Park	12494	*Pinus radiata*	Monterey Pine	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Oct-24	1	>5m	27-Sep-24
Park	Coastal	Pine Tree Park	12471	*Pinus pinaster*	Maritime Pine	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Oct-24	1	>5m	27-Sep-24
Street	Melvista	15 Minora rd	na	*Callistemon viminalis*	Bottle Brush	*Agonis flexuosa*	WA Peppermint	2	Approved Development	27-Oct-24	1	>5m	11-Oct-24
Park	Dalkeith	Brockman Reserve	4549	*Lophostemon confertus*	Queensland Box	*Corymbia callophylla*	Marri	1	Dead/ In Decline	27-Oct-24	1	>5m	11-Oct-24
Park	Dalkeith	Brockman Reserve	4553	*Lophostemon confertus*	Queensland Box	*Corymbia callophylla*	Marri	1	Dead/ In Decline	27-Oct-24	1	>5m	11-Oct-24
Park	Dalkeith	Brockman Reserve	4566	*Eucalyptus marginata*	Jarrah	*Eucalyptus marginata*	Jarrah	1	Dead/ In Decline	27-Oct-24	1	>5m	11-Oct-24
Street	Coastal	56 Wood St	13935	*Agonis flexuosa*	WA Peppermint	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	27-Oct-24	1	<5m	11-Oct-24
Street	Coastal	56 Wood St	13934	*Agonis flexuosa*	WA Peppermint	*To Be Confirmed*	`	1	Dead/ In Decline	27-Oct-24	1	<5m	11-Oct-24

Street	Dalkeith	9 Warartah Ave	5074	*Lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	27-Oct-24	1	>5m	11-Oct-24
Street	Dalkeith	139 Dalkeith rd	5385	*Agonis flexuosa*	WA Peppermint	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	27-Oct-24	1	>5m	11-Oct-24
Street	Melvista	66 Vincent st	5257	*Lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	17-Nov-24	1	>5m	01-Nov-24
Street	Hollywood	28 Kinninmont Ave	NA	*Lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	2	Dead/ In Decline	17-Nov-24	2	>5m	01-Nov-24
Street	Melvista	27 Robinson St	16420	*Lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	17-Nov-24	1	>5m	01-Nov-24
Street	Dalkeith	4 Hobbs ave	9865	*Sapium sebiferum*	Chinese Tallow	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	01-Dec-24	1	>5m	15-Nov-24
Street	Melvista	40 Florence rd	7065	*lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	01-Dec-24	1	<5m	15-Nov-24
Street	Melvista	17 Doonan	9258	*lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	01-Dec-24	1	<5m	15-Nov-24
Street	Coastal	Mooro Dve	20180920131821 3AB	*Agonis flexuosa*	#N/A	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	01-Dec-24	1	<5m	15-Nov-24

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Street	Coastal	Mooro Dve	2.02 E+16	*Agonis flexuosa*	#N/A	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	01-Dec-24	1	<5m	15-Nov-24
Street	Coastal	Camelia Ave	11694	*Jacaranda mimosifolia*	#N/A	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	01-Dec-24	1	>5m	15-Nov-24
Street	Hollywood	Underwood ave	20714	*Callistemon viminalis*	#N/A	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	08-Dec-24	1	<5m	22-Nov-24
Street	Hollywood	Underwood ave	20713	*Eucalyptus oleosa*	#N/A	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	09-Dec-24	1	<5m	23-Nov-24
Street	Hollywood	Underwood ave	20711	*Eucalyptus oleosa*	#N/A	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	10-Dec-24	1	<5m	24-Nov-24
Street	Hollywood	Underwood ave	20710	*Callistemon viminalis*	#N/A	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	11-Dec-24	1	<5m	25-Nov-24
Street	Hollywood	38 Kinninmont Ave	19014	*lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	>5m	25-Feb-25
Park	Coastal	Daran Park	15613	*Eucalyptus gomphocephala*	Tuart	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	>5m	25-Feb-25
Street	Coastal	40 Mooro Dve	12271	*Eucalyptus gomphocephala*	Tuart	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	>5m	25-Feb-25

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Street	Hollywood	57 Loftus St	16165	*Cupressus macrocarpa*	Monterey Cypress	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Street	Melvista	44 Doonan rd	6259	*lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	>5m	25-Feb-25
Street	Hollywood	21 Burnettia Lane	21370	*Robinia psuedoacacia*	Black Locust	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	>5m	25-Feb-25
Street	Melvista	92 Louise st	5286	*Corymbia calophylla*	Marri	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	>5m	25-Feb-25
Street	Melvista	9 Stanley st	9546	*Callistemon citrinus*	Crimson Bottle Brush	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Street	Melvista	7 Stanley st	9545	*lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	>5m	25-Feb-25
Street	Melvista	80 Stirling Hwy	9543	*lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	>5m	25-Feb-25
Street	Melvista	80 Stirling Hwy	9541	*lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	>5m	25-Feb-25
Street	Melvista	80 Stirling Hwy	9539	*lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	>5m	25-Feb-25

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Street	Coastal	34 Martin Avenue	16714	*Callistemon viminalis*	Weeping Bottle Brush	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	>5m	25-Feb-25
Street	Coastal	143 Rochdale rd	14535	*Corymbia calophylla*	Marri	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Street	Coastal	151a Rochdale rd	NA	*Corymbia calophylla*	Marri	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Street	Melvista	21 Tyrell ST	91295	*lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Street	Hollywood	29 Bedford st	16664	*Jacaranda mimosifolia*	Jacaranda	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Park	Dalkeith	Masons Gardens	116	*Brachychiton acerifolius*	Flame Tree	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Street	Hollywood	1 Edwards Green	20258	*Casuarina*	Sheoak	*To Be Confirmed*	City to Consult	1	Hazardous to Persons or Property	13-Mar-25	1	<5m	25-Feb-25
Park	Coastal	Asquith Park	20190729111040 6DE	*Agonis flexuosa*	WA Peppermint	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25

Park	Coastal	Asquith Park	20200727092423EF	*Agonis flexuosa*	WA Peppermint	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Street	Coastal	Charles Court Res.	8282	*Allocasuarina fraseriana*	Coastal Sheoak	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Street	Coastal	Langoulant rd	14152	*Grevillea robusta*	Silky Oak	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Street	Melvista	21 Jenkins Ave	6694	*Lophostemon confertus*	#N/A	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	>5m	25-Feb-25
Street	Melvista	25 Jenkins Ave	6693	*Lophostemon confertus*	#N/A	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	>5m	25-Feb-25
Street	Dalkeith	8 Hynes rd	NA	*Agonis flexuosa*	WA Peppermint	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Street	Dalkeith	107 Hynes Rd	NA	*Callistemon viminalis*	Weeping Bottle Brush	*To Be Confirmed*	City to Consult	1	Hazardous to Persons or Property	13-Mar-25	1	<5m	25-Feb-25
Street	Dalkeith	7 Garland Rd	445	*Callistemon viminalis*	Weeping Bottle Brush	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25

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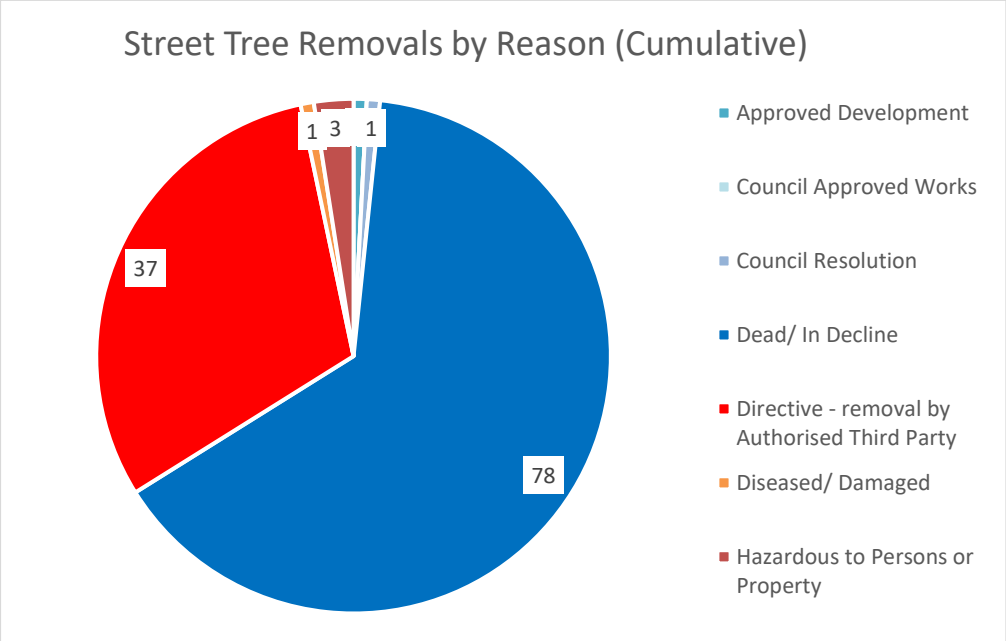
Street	Dalkeith	115 Victoria Avenue	1323	*Callistemon*	Kings Park Special	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	>5m	25-Feb-25
Street	Dalkeith	115 Victoria Avenue	1324	*Lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	>5m	25-Feb-25
Street	Dalkeith	49 Leon rd	20200803072754D33	*Agonis flexuosa*	WA Peppermint	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Street	Melvista	9 Rckton rd	6322	*Prunus Xblireana*	Double-rose Cherry Plum	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Street	Coastal	23 Birrigon Loop	N/A	Agonis flexuosa (juvenile)	Not recommended	Not recommended	Not recommended	0	Council Resolution	13-Mar-25	01-Jan-00	<5m	25-Feb-25
Street	Coastal	6 Greenville st	N/A	*Agonis flexuosa*	WA Peppermint	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Street	Hollywood	10 Burwood st	19515	*Lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	>5m	25-Feb-25
Street	Hollywood	11 Loftus	16134	*Lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	>5m	25-Feb-25
Street	Melvista	15 Marita rd	6638	*Eucalyptus rugosa*	Kingscote Mallee	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	>5m	25-Feb-25

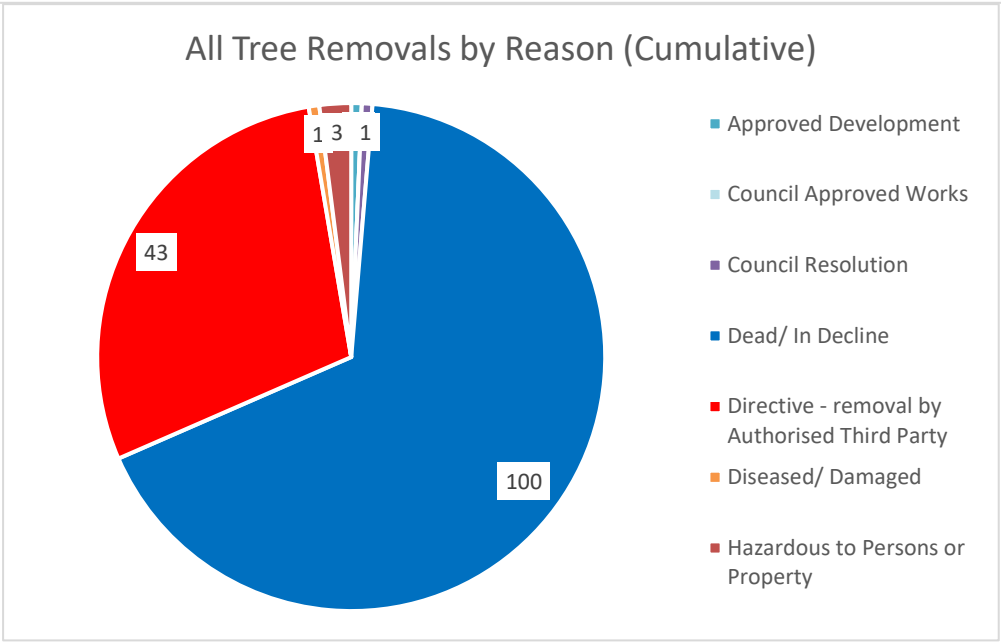
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Street	Hollywood	101 Alderbury st	NA	*Eucalyptus vitrix?*	#N/A	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Park	Hollywood	Guttman Park	20210326094485C1	*Magnolia grandiflora*	#N/A	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Park	Hollywood	Guttman Park	2.02E+16	*Magnolia grandiflora*	#N/A	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Park	Hollywood	Guttman Park	20210326095164DA	*Magnolia grandiflora*	#N/A	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Park	Coastal	Nidjalla Park	NA	*Causurina*	#N/A	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Street	Dalkeith	103 Victoria Ave	NA	*Lagerstroemia*	Crepe Myrtle	*To Be Confirmed*	City to Consult	3	Dead/ In Decline	13-Mar-25	3	<5m	25-Feb-25
Street	Coastal	18 Coast Rise	10915	*Allocasuarina equisetifolia*	Horsetail Casuarina	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25
Park	Coastal	Rogerson Gardens	20191	*Banksia attenuata*	Slender Banksia	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	13-Mar-25	1	<5m	25-Feb-25

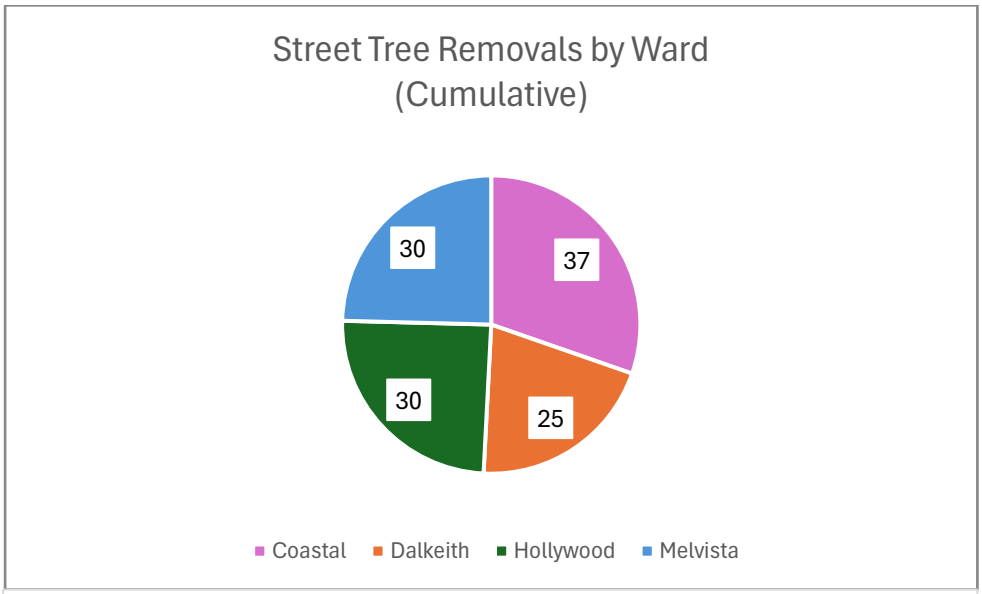
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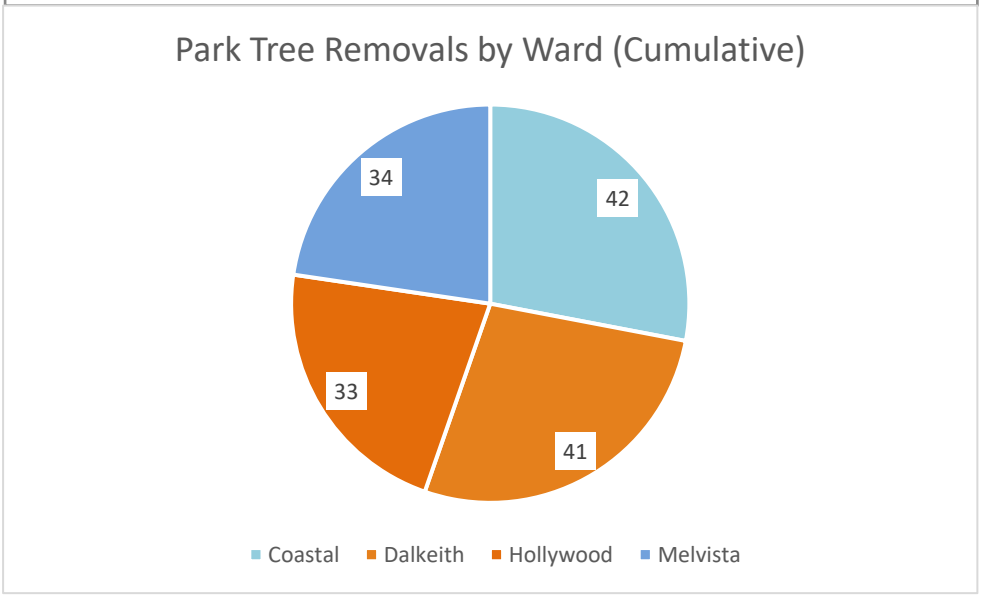
Street	coastal	1 Mayfair St	14401	*Schinus terebinthifolius*	Brazilian Pepper	*To Be Confirmed*	City to Consult	To be confirmed	Council Approved Works	13-Mar-25	1	>5m	25-Feb-25
Street	coastal	Kennedia Lane	14632	*Allocasuarina fraseriana*	She-oak	*To Be Confirmed*	City to Consult	0	Council Approved Works	13-Mar-25	1	>5m	25-Feb-25
Park	Coastal	Allen Park	13422	*Pinus pinaster*	Maritime Pine	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	30-Mar-25	1	>5m	14-Mar-25
Street	Melvista	104 Thomas ST	5152	*Lophostemon confertus*	Queensland Box	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	30-Mar-25	1	>5m	14-Mar-25
Street	Melvista	35 STanley St	NA	*Hakea?*	#N/A	*To Be Confirmed*	City to Consult	1	Dead/ In Decline	N/A	3	<5m	N/A


Street Tree Removals by Reason (Cumulative)
1
3
1
37
78
Approved Development
Council Approved Works
Council Resolution
Dead/ In Decline
Directive - removal by Authorised Third Party
Diseased/ Damaged
Hazardous to Persons or Property

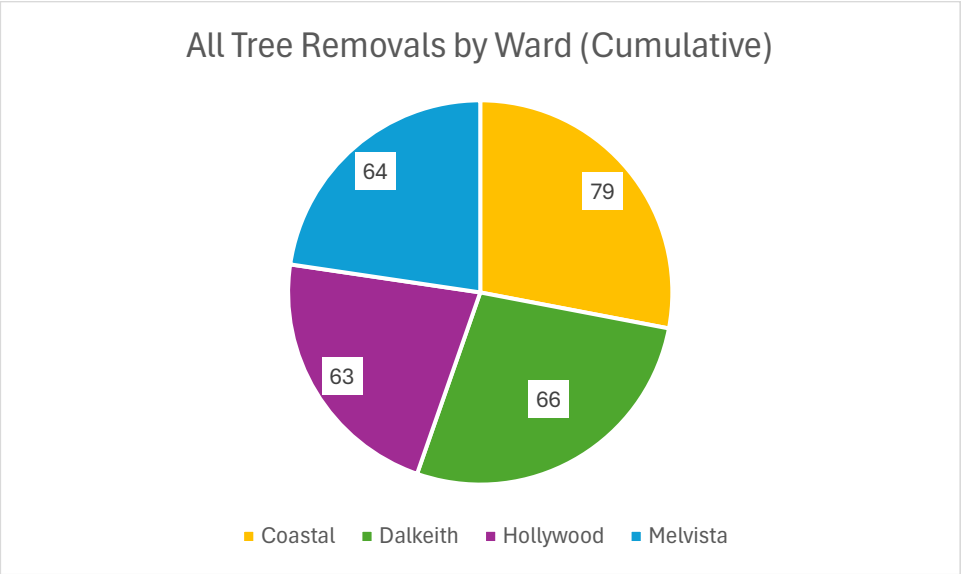

All Tree Removals by Reason (Cumulative)
1
3
1
43
100
Approved Development
Council Approved Works
Council Resolution
Dead/ In Decline
Directive - removal by Authorised Third Party
Diseased/ Damaged
Hazardous to Persons or Property

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4. Planning and Development

4.1 Health and Compliance

Ranger Service

	End of February 2025
Infringement Notices issued	475
Infringement Notices around building sites	36
Total afterhours callouts (trees, parking, City building issues, dogs)	6
Infringement Notice Appeals	20

Project title	**Croydon Street – Kith Cafe**		
Summary	Since the opening of Kith Café in September 2024, Rangers have issued multiple infringement notices along Croydon Street to vehicles allegedly parked contrary to 'No Parking' signs. In response to non-compliant parking and to meet community expectation in this area of the Hollywood Ward, Rangers scheduled additional weekend patrols over the course of February to offer consistent enforcement. Residents along Croydon Street have been contacted to ensure they comply with the City's Parking Local Law to avoid setting a precedent for those visiting the area.		
Start date	02/10/24	Completion date	Continuous
Total Budget	Operational activity	Actual cost to date	Part of operational activity
Risk	Low	Updated Estimated total Budget	Part of operational activity

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Project title	UWA Parking and Nedlands Rugby Season		
Summary	With the commencement of the university year, high demand for parking have required Rangers to allocate resources to the Hollywood and Melvista Wards including Hampden Rd, Broadway, Esplanade and adjacent thoroughfares to ensure adequate turnover of vehicles. Nedlands Rugby Club play at Charles Court Reserve, expecting to bring in hundreds of spectators each week. Due to this, Rangers are required to schedule additional weekend patrols during their season. Commencing in March 2025 and through to September, two Ranges are scheduled for three hours, twice a month* in line with their fixtures to enforce current parking restrictions.		
Start date	13/2/25 & 15/03/25	Completion date	Continuous
Total Budget	Operational activity	Actual cost to date	Part of operational activity
Risk	Low	Updated Estimated total Budget	Part of operational activity

Project title	Swanbourne Beach signs		
Summary	Rangers organised the installation of several new “Nude Bathing Prohibited” signs with directional arrows on the north side of Swanbourne Beach. The signs were installed due to increased complaints from the community as the clothing optional area was not clearly defined.		
Start date	01/12/24	Completion date	18/02/25
Total Budget	N/A - Parks	Actual cost to date	$2763.20
Risk	Low	Updated Estimated total Budget	

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Environmental Health

Inspections	
Food premises	8
Public buildings	1
Aquatic facilities and recreational water sampling	25
Mosquito trapping and surveillance	4
Skin Penetration	0
Referrals	
Development approval	14
Breach of compliance (Construction management plan)	9
Applications	
Street trading, market stall licenses	2
Public buildings	1
Food business (registration, notification)	15
Out-of-hours noise management plan	2
Mount Claremont Farmers Market	1
Bee Application	0
Liquor Licences	1
Outdoor Dining Licence	0
Event Licences	8
Enquiries & complaints	34

Project title	**Seasonal coordinated mosquito surveillance**
Summary	The City's Environmental Health team continued its efforts in coordinating and participating the seasonal coordinated mosquito surveillance program in collaboration with several WESROC local governments, including the City of Subiaco, Towns of Claremont and Cambridge. A mid-season meeting with representatives from participating WESROC local governments and WA Department of Health was held at the beginning of February 2025 to discuss mosquito management challenges and share updates from respective representatives.

	This seasonal program is expected to continue through to March 2025. It may be further extended depending on the weather and climate conditions.		
Start date	October 2025	Completion date	March 2025
Total Budget	Part of the operational budget	Actual cost to date	Part of the operational budget
Risk	Low	Updated Estimated total Budget	Part of the operational budget

Development Compliance

Verge and Thoroughfare Permits	14
Infringement Notices	3
Court Prosecutions	0
Complaints	42
Construction Management Plans	8
Correspondence	196
Site visits	127

Swimming Pools

Swimming pool barrier inspections scheduled	199
Inspections cancelled	46
Inspections conducted	199
Notice of Possible Infringement issued	-

4.2 Urban Planning

New development and subdivision applications – March 2025

Address	Proposal
New Development Applications	
38 Watkins Road, Dalkeith	Residential - Single House (Amendment to DA24-96172)
82 Grovedale Road, Floreat	Residential - Single House (Fencing Alterations)
58 Kirwan Street, Floreat	Residential - Single House (Amendment to DA24-92472)
20/145 Stirling Highway, Nedlands	Non-Residential - Additions & Alterations

55 Birdwood Parade, Dalkeith	Residential - Single House (Additions & Alterations)
48 Goldsmith Road, Dalkeith	Residential - Single House (Additions & Alterations)
24 Loch Street, Nedlands	Residential - Single House (Additions & Alterations
45 Doonan Street, Nedlands	Residential – Single House Addition (Pool House)
33 Bulimba Road, Nedlands	Residential - Single House (Additions & Alterations)
12 Greenberry Close, Mt Claremont	Residential - Single House (Additions & Alterations)
20E Vincent Street, Nedlands	Residential - Grouped Dwelling
75 Birkdale Street, Floreat	Residential - Single House Addition (Carport)
55 Birdwood Parade, Dalkeith	Residential - Single House (Additions & Alterations)
48 Goldsmith Road, Dalkeith	Residential - Single House (Additions & Alterations)
24 Loch Street, Nedlands	Residential - Single House (Additions & Alterations)
45 Doonan Street, Nedlands	Residential – Single House Addition (Pool House)
500 Railway Road, Nedlands	Karrakatta Cemetery - Norfolk Chapel and Lounge Fire Damage Reinstatement
33 Bulimba Road, Nedlands	Residential - Single House (Additions & Alterations)
12 Greenberry Close, Mt Claremont	Residential - Single House (Additions & Alterations)
20E Vincent Street, Nedlands	Residential - Grouped Dwelling
75 Birkdale Street, Floreat	Residential - Single House Addition (Carport)
61 Leura Street, Nedlands	Extension of time to DA22-83480 (Residential – Three Grouped Dwellings)
34 Taylor Road, Nedlands	Residential - Single House (Additions & Alterations)
U57 57 Lisle Street, Mt Claremont	Residential Aged Care - Additions (Patio)
New Deemed-to-Comply Checks (R-Codes Volume 1)	
3 Jutland Parade, Dalkeith	Residential - Single House (Additions & Alterations)

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10 Kinninmont Avenue, Nedlands	Residential - Single House (Additions & Alterations)
97 Bruce Street, Nedlands	Residential - Single House (Additions & Alterations)
42 Dalkeith Road, Nedlands	Residential - Single House Addition (Carport)
10 Watt Street, Swanbourne	Residential - Single House (Additions & Alterations)
New WAPC Subdivision Referrals (Form 1A)	
67 Hobbs Avenue, Dalkeith	2 Lots
New Built Strata Applications (Form 15A)	
40 Portland Street, Nedlands	10 Lots
New WAPC Development Referrals	
Nil	
New DAP/SDAU Applications	
Nil	

Snapshot		
	This Month	Last Month
Number of DA's lodged this month	**24**	12
Number of deemed-to-comply checks lodged this month	**5**	5
Number of subdivision referrals received	**1**	0
Number of active DA's	**63**	65
Number of active deemed-to-comply checks	**4**	3
Number of active subdivision referrals	**4**	3
Number of active DAP applications	**4**	7
Number of active City SAT applications	**1**	1
Number of active DAP SAT applications	**0**	0

Delegated Approvals:

Month	2021	2022	2023	2024	2025
January	8	23	7	8	7
February	10	14	19	16	21
March	24	26	17	12	14*
April	26	23	10	20	
May	27	25	16	7	
June	24	22	9	15	

July	18	18	15	12	
August	24	17	25	11	
September	23	22	15	19	
October	23	18	13	8	
November	20	15	8	15	
December	16	17	10	9	
Year-to-March	**42**	**63**	**43**	**36**	**42***
Total for Year	**243**	**240**	**164**	**152**	

***** Incomplete month

Received Deemed to Comply checks:

Month	2021	2022	2023	2024	2025
January	3	8	1	4	1
February	5	5	8	2	7
March	8	18	2	7	5*
April	5	11	3	8	
May	5	16	3	7	
June	4	14	5	3	
July	5	11	1	6	
August	5	12	3	8	
September	6	7	1	3	
October	8	5	7	7	
November	15	10	2	6	
December	6	7	3	2	
Year-to-March	**16**	**31**	**11**	**13**	**13***
Total for Year	**75**	**124**	**39**	**63**	

*****Incomplete month

Design Review Panel

Address	Proposal	DRP Meeting
Nil		

Current DAP Applications

Address	**9 Hampden Road, Nedlands**
Status	Approved by DAP 12 March 2025
Proposal	Mixed Use Development (Form 1)
Summary	Mixed Use R-AC3 Application proposes two commercial tenancies and 18 multiple dwellings
Information Session Date	27 November 2024
DAP Meeting Date	**12 March 2025**

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RAR Due Date	**27 February 2025**
Council Meeting Date	**25 February 2025**

Address	**87 – 89 Broadway, Nedlands**
Status	Approved by DAP 12 March 2025
Proposal	Mixed Use Development (Form 2)
Summary	Mixed Use R-AC3
Information Session Date	N/A due to small scale of amendments
DAP Meeting Date	**12 March 2025**
RAR Due Date	**28 February 2025**
Council Meeting Date	**4 March 2025**

Address	**129-133 Waratah Avenue, Dalkeith**
Status	To be determined by DAP 19 March 2025
Proposal	Commercial Development (Form 2)
Summary	Local Centre R60 Four storey medical centre – minor changes to basement and ground floor tenancies
Information Session Date	30 January 2025
DAP Meeting Date	**19 March 2025**
RAR Due Date	**28 February 2025**
Council Meeting Date	**11 March 2025**

Address	**80 Stirling Highway, Nedlands**
Status	Considered by Council at the 11 March SCM. Recommended for approval. DAP meeting date TBD.
Proposal	Commercial Development (Form 2)
Summary	Mixed Use R-AC1 Amendments to Woolworths approval
Information Session Date	N/A due to small scale of amendments
DAP Meeting Date	**TBD**
RAR Due Date	**14 March 2025**
Council Meeting Date	**11 March 2025**

Address	**111 Waratah Avenue, Dalkeith**
Status	To be presented to council for consideration on 25 March 2025.
Proposal	Five Grouped Dwellings (Form 1)

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Summary	Residential R40 Site has conditional subdivision for five green title lots
Information Session Date	N/A due to small scale of development
DAP Meeting Date	**TBD**
RAR Due Date	**19 March 2025**
Council Meeting Date	**25 March 2025**

Address	**37 Clark Street, Nedlands**
Status	Under Assessment – Amended plans requested
Proposal	Five Grouped Dwellings (Form 1)
Summary	Residential R60 Site has conditional subdivision for five green title lots
Information Session Date	N/A due to small scale of development
DAP Meeting Date	**TBD**
RAR Due Date	**17 January 2025 – Currently on Stop the Clock**
Council Meeting Date	**TBD**

Address	**6 Alexander Road, Dalkeith**
Status	Under Assessment – Amended plans requested
Proposal	Multiple Dwelling Development (Form 1)
Summary	Residential R80 Application proposes four storeys with five multiple dwellings
Information Session Date	29 January 2025
DAP Meeting Date	**TBD**
RAR Due Date	**5 March 2025 – Currently on Stop the Clock**
Council Meeting Date	**TBD**

Current Complex Applications (DPLH / SDAU Significant Development Pathway Assessment Unit)

Property Address	Status	Summary
37-43 Stirling Highway, Nedlands	Recommended for refusal at 29 January SCM	Student Accommodation Building City is a referral body only. SDAU is Responsible Authority.

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Current SAT Applications (City as Respondent)

Property Address	Appeal	Status	External Costs Incurred by the City to Date
1 Underwood Avenue, Shenton Park	DR/155/2024	Review of DA24-96387 refusal Direction Hearing scheduled for 13 December 2024	Nil

Current SAT Applications (JDAP as respondent)

Property Address	Appeal	Status
None		

Building Services – March 2025

Building Permits Issued	29
Demolition Permits Issued	2
Occupancy Permits Issued	-

5. Community Development Services

5.1 Sporting & Community Groups, Facility and Reserve Usage

Community Development Projects

The CSRFF July 24/25 Small round application was successful, the City to receive a grant total of $137,080 towards the upgrade of floodlighting at Charles Court Reserve.

Through a pre-election commitment, the City and Nedlands Rugby Club will be receiving a grant of $455,000 towards additional costs incurred for the lighting upgrade, removal of Paramatta grass and turf rejuvenation on the two main pitches for a grade commensurate with international rugby, and an additional third field that will move the fields closer to the clubhouse and re-align a cricket pitch.

The City in partnership with the Nedlands Rugby Club submitted a proposal for Charles Court Reserve and the adjoining clubhouse to be considered as an Outdoor Training Venue team base for the 2027 Rugby World Cup with a decision and outcome expected late April.

Facility Usage

Over February, City facilities' usage totalled 1793 hours.

5.2 Seniors and Positive Ageing Program

The volunteer and instructor led Positive Ageing programs are proving popular across a range of activities. Classes and activities include Table Tennis, Canasta, Mahjong, Art classes, Yoga, Tai Chill and a shopping bus to both Floreat Forum and Westfield Innaloo.

5.3 Tresillian Arts Centre

Courses:

- Term 1 commenced on 10 February with 75 courses on offer, and the highest recorded bookings.
- On February 25 and March 25, Emeritus Professor Richard Read of UWA delivered two special art history lectures on key aspects of European Art History in the Baroque period. These guest lectures are very popular with the community.
- Courses and Lectures are delivered in cost recovery models, with attendees required to pay industry standard fees to attend.

Exhibitions:

14 March – 4 April The Magic Of Colour, solo exhibition of still life and figurative work by Elizabeth Law is on display. The gallery is open Mon-Fri 9am -4pm and Sundays 1-4pm, with the artist in attendance on Sunday afternoons.

Special Projects:

Perth mural artist James Giddy was on site painting a small electrical box at Tresillian AC in early March. The previously unremarkable Aluminium 2m tall power box is now beautifully painted with details of local flora and fauna and the Tresillian building. See pictures below:



5.4 Libraries

Libraries continue with a busy program of services, including provision of popular talks and events. March saw Natalie Woodman, internationally recognised nutrition and gut health expert, speak about how your gut influences your body. The talk was well received with 40 attendees and the session went overtime with an in-depth Q&A session at the end.

Nedlands Library will turn 60 years old in July 2025. Appropriate events are being planned to mark the occasion. Further information will be provided to councillors closer to the date.

5.5 City and Community Events

The City of Nedlands, in partnership with the Nedlands RSL Sub-Branch will be holding an Anzac Day Ceremony on Friday 25 April, 2025. The ceremony will be held at the Nedlands War Memorial, corner of Birdwood Parade and Waratah Avenue. The ceremony will commence at 9am. All are welcome to attend, and no RSVP is required.

19. Council Members Notice of Motions of Which Previous Notice Has Been Given

19.1 NOM13.03.25 Dog Park Request on Carrington Street

Date of Notice of Motion	25 February 2025
Date of Submission	25 February 2025
Meeting date	25 March 2025
Item title	**Dog Park Request on Carrington Street**
Name of elected member	Cr Hodsdon

Notice of motion

That Council appoints the Director of Planning and Development to:

1. **REVIEW the possibility of making part of the City of Nedlands Depot on Carrington Street into a park with the objective of having a separate dog park and a playground.**
2. **REPORT to Council on indicative costs and implications by April council meeting.**

Reason / Justification

1. The dog park is well used and has a solid community. I wish to preserve this park in this or opposite area. It is currently well used, and the grass areas are worn out each year.
2. The children are limited to a small area that seems inadequate for the population in the area.
3. There is very limited recreational park land in that area
4. Funds from the developer's contribution might be able to be used for the works
5. There seems to be a lot of unused space or poorly allocated space in the depot.
6. Health and safety considerations.

Administration Comment

City officers met with Cr Hodsdon on 18-3-25 to gain a better understanding of the proposal. It is understood the concept involves excising a part of the council depot site along the Carrington St boundary (approximately 1 residential block size) for use as a dog park and to retain the current park for dog free recreational use. The city will explore this further and in consultation with Technical Services, prepare a report for the April OCM.

19.2 NOM15.03.25 Grievance Resolution Policy and Procedure for complaints against City employees

Date of Notice of Motion	25 February 2025
Date of Submission	25 February 2025
Meeting date	25 March 2025
Item title	**Grievance Resolution Policy and Procedure for complaints against City employees**
Name of elected member	Cr Bennett

Notice of motion
That Council REQUESTS the CEO to draft a Grievance Resolution Policy and Procedure for complaints against employees of the City, using the WALGA Grievance Resolution Policy and Procedure WA Template, then report to Council by May OCM 2025.

Reason / Justification

The City has no clear policy or procedures for complaints made against employees of the City.

Clear policy and procedures should outline how complaints against City employees are dealt with and the WALGA template is an appropriate starting point.

Complaints policy and procedures are important for conflict resolution.

Administration Comment

The WALGA Grievance Resolution policy provides for complaints by employees, not against employees. The City is currently developing a Complaints policy as recommended in an internal audit, which will be brought to council for endorsement. The City supports having a robust policy framework to deal with complaints by employees and third parties.

19.3 NOM16.03.25 New Verge Policy

Date of submission	10 March 2025
Meeting date	25 March 2025
Item title	New Verge Policy
Name of elected member	Mayor Argyle

Notice of motion

That the City's officers REVIEW existing street tree and verge policies, with a view to implementing a new verge policy following a period of community consultation.

In the interim period:

Dead trees on council land will not be removed and (after making any appropriate safety adjustments) any dead tree will remain in-situ and exist as a habitat tree for the City's local wild-life.

The only exceptions to this will be in the event a dead tree is infested with a prohibited species, or poses a material public safety risk, or its removal is required under legislation, and any proposed removal of a tree under the exceptions outlined above must be brought to Council for prior approval.

In the event the City suspects a tree has been vandalised or killed, consideration will be given to affixing a sign to the tree stating "Tree vandalism is suspected. Investigations are ongoing. This tree is now a habitat tree and will not be removed. To report any suspicious activity contact City of Nedlands."

Reason / Justification

The City requires an overhaul of its verge related policies. We need tougher restrictions, and the verges need to be better managed. The City should work with a leading researcher in this space, to create a sustainable and immediate policy, to protect our valuable green infrastructure.

Protecting dead trees in the interim will send a clear message about the preservation of dead trees within the City for protective, educational and ecological reasons.

Visibly, dead trees serve as a deterrent / reminder against the neglect or sabotage of living trees. Their presence can discourage individuals from engaging in any deliberately harmful acts, symbolise the consequences of neglect, and the importance of proactive care and conservation efforts.

Many local species rely on dead trees for habitat. Retained dead trees will provide essential nesting sites, food sources and shelter for birds, insects and other wildlife, contributing to the City's biodiversity.

This updated policy will create savings for the City which currently spends a significant amount each year on tree removals.

Administration Comment

Planning and Technical Services will collaborate on updating the present street trees policy, which will need to be advertised for public comment. Along with the points raised in the NoM it is proposed the policy considers more contemporary penalties for unauthorised tree removal in line with other local authorities such as the City of Perth where city trees have a nominated replacement value. In Nedlands a commencing value of $50,000 has been discussed.

19.4 NOM16.03.25 New Sustainable Development Policy

Date of submission	10 March 2025
Meeting date	25 March 2025
Item title	New Sustainable Development Policy
Name of elected member	Mayor Argyle

Notice of motion
That the City's officers REVIEW the City's sustainability development policy position, with a view to implementing a new sustainable development policy, akin to City of Subiaco's Local Planning Policy 1.3 – copy attached.

Reason / Justification

This new policy would make select residential developments more sustainable and facilitate better environmental outcomes by requiring all applicable residential developments to include specific sustainability measures in the design.

These could include for example solar or heat pump hot water systems, double or triple glazed windows, a rainwater tank, waterwise landscaping, tree retention, or electric vehicle charger.

The policy would provide a choice of 15 sustainability measures, with each allocated several points based on both the sustainability impact and difficulty to achieve. Applicants will need to reach a minimum number of points to satisfy the policy, depending on the type of development proposed.

It would apply to new single homes, grouped dwellings, and significant additions and/or alterations, and will mean reduced ongoing operational costs for homeowners.

Administration Comment

The City needs to amend the current sustainability policy LPP 1.3 Sustainable Design Residential to allow assessment in a checklist format which is simple and easy to understand.

The checklist format will be developed and is considered to be a minor amendment which would not require advertising and as such the amended policy with a checklist will be returned to a future OCM for adoption by council.

CITY OF SUBIACO
LOCAL PLANNING POLICY 1.3

Sustainable Development

ADMINSTRATIVE

Version	Date	Comment
1.0	24 October 2023	Adopted
2.0	27 August 2024	Reviewed

AUTHORITY
- Planning and Development (Local Planning Scheme) Regulations 2015 (**LPS Regulations**)
- City of Subiaco Local Planning Scheme No. 5 (**Scheme**)
- Residential Design Codes Volume 1 (**R-Codes Volume 1**)

STATUTORY BACKGROUND
This Local Planning Policy (**the Policy**) is made pursuant to Schedule 2, Part 2, Division 2 of the LPS Regulations relating to local planning policies.

This policy applies in conjunction with the Scheme, R-Codes Volume 1, and any other relevant local planning policies.

PURPOSE
The Policy ensures the future development of single and grouped dwellings in the City of Subiaco is done in an environmentally sensitive manner to protect the natural environment for current and future generations.

The Policy provides a framework to achieve sustainable development, while giving proponents the flexibility to integrate the most appropriate sustainability measures to suit the context of their site.

While sustainable development can often incur a greater cost up front, the resultant utility cost savings from energy and water efficiencies compensate this over time. Many new dwellings already provide some or many of the sustainability measures provided by this Policy, however this Policy provides additional guidance on sustainability outcomes for applicants to consider and implement. There are a variety of options to comply with the Policy provided in **Table 1**, accommodating a range of site contexts and budgets.

APPLICATION
The Policy applies to Single Houses, Grouped Dwellings and Significant Additions and/or Alterations to which the R-Codes Volume 1 apply, on all land within the Scheme area.

The Policy does not apply to the following:
- Additions and/or alterations resulting in an additional building footprint below 50 per cent of the existing building footprint
- Change of use applications.

POLICY

1.0 Objectives

(a) To realise the City's sustainable built form strategic objectives as identified in the Strategic Community Plan, Local Planning Strategy and Scheme.
(b) To provide a framework of sustainability measures to be integrated into residential development to achieve sustainable built form, in perpetuity.
(c) To protect the natural environment by minimising energy and water use, and the generation of greenhouse gases.
(d) To provide flexible design options for residents to develop sustainable buildings that are fit for purpose and appropriate for their specific site context.
(e) To build environmental sustainability in the City.

2.0 Definitions

(a) The following terms are defined for the purpose of this Policy.

Additions and/or Alterations:	any addition and/or alteration to an existing dwelling.
Building Footprint:	the total area of a dwelling as enclosed by the exterior walls, including all enclosed attached and detached structures (excluding outbuildings).
Enclosed:	Enclosed as defined in R-Codes Volume 1.
Grouped Dwellings:	Grouped Dwelling development as defined in R-Codes Volume 1.
NatHERS:	the Nationwide House Energy Rating Scheme.
On-site	contained within the lot boundaries as per the Lot Diagram of Survey (i.e. Deposited Plan or Strata Plan).
Outbuilding:	Outbuilding as defined in R-Codes Volume 1.
Passive House:	a design standard that achieves thermal comfort with minimal heating and cooling by using insulation, airtightness, appropriate window and door design, ventilation systems with heat recovery, and elimination of thermal bridges.
Permeable Driveway:	a driveway that allows for water to naturally pass through its surface.

Scheme:	the applicable Local Planning Scheme to which this Policy applies being City of Subiaco Local Planning Scheme No. 5 (LPS 5).
Solar Battery:	a battery that stores surplus energy generated by solar panels.
Significant Additions and/or Alterations:	an addition and/or alteration with a floor area greater than 50 per cent of the existing building footprint.
Single House:	Single House development as defined in R-Codes Volume 1.
Solar Absorptance:	the fraction of the total incident solar radiation that is absorbed by the roofing material, with the remainder being reflected.
Solar PV:	solar photovoltaic (PV) system.
Tree Planting Area:	an area around the tree, provided to support the healthy growth of a tree and is free from development or structure, including areas of hard stand and roof cover.
Waterwise Plants:	as classified in the Water Corporation's Waterwise Plant Search for Subiaco.

(b) All other terms, words and expression used in this policy have the same meaning as they have in the Scheme and applicable local planning framework.

3.0 Sustainability Measures

3.1 All new single houses and grouped dwellings must reach a minimum of 100 points under **Table 1** below.

3.2 Proponents are required to submit the Sustainability Checklist (**Form 1**) when lodging a development application to indicate which sustainability measures have been incorporated into the development. If there is more than one dwelling, a **Form 1** must be provided for each dwelling.

3.3 Sustainability measures must also be reflected on the development plans and will be reinforced through condition(s) of development approval.

3.4 Significant additions and/or alterations are only required to reach a minimum 75 points under **Table 1** below.

3.5 Where proponents can demonstrate that an item(s) under **Table 1** is already included in the design of an existing dwelling, discretion to the point value allocation of the sustainability measure(s) may be reduced to the minimum points required under sub-clauses 3.1 and 3.4. The sustainability measure(s) must:

- Be of a minimum standard as per **Table 1**; and

- Be able to be maintained in perpetuity.

3.6 The City may consider request(s) for alternative sustainability measure(s) to be included in the proposal. Where a proponent wishes to pursue this option:

(a) All requests must be made to the City of Subiaco in writing seeking approval as part of the development application. The request must include all the following:
   i. A description of the sustainability measure(s)
   ii. Unit of measure (if applicable)
   iii. Manufacturer (if applicable)
   iv. A description of the proposed tangible sustainability benefit that would be provided.

(b) The points value attributed to a request under clause 3.6 will be considered as the remaining point value required to meet clauses 3.1 or 3.4 of the Policy (whole or in-part).

(c) Where considering a request under clause 3.6 the City will consider all the following:
   i. Clauses 3.6(a) – (b) of this Policy
   ii. How the proposed sustainability measure(s) meets the objectives of the Policy
   iii. How the sustainability measure(s) is proposed to be implemented
   iv. If the sustainability measure(s) can be maintained in perpetuity.

Table 1 – Sustainability Measures

Item	Theme	Sustainability Measure	Points
1	Solar Efficiency	Solar PV system with the following minimum size inverters: • 3kW for dwellings with 2 or less bedrooms; or • 5kW for dwellings with 3 or more bedrooms.	25
2		Solar battery storage of a minimum: • 4kWh for each dwelling with 2 or less bedrooms; or • 6kWh for each dwelling with 3 or more bedrooms.	25
3		A minimum 300L: • Solar hot water system with a minimum 2 panels of solar collector area; or • Heat pump hot water system.	25
4		Roof colour to have a solar absorptance value of not more than 0.45. ***Note**: this sustainability measure is an option for new single houses and grouped dwellings, and applicable detached additions and/or alterations only.*	25

5		100% of windows: • double glazed • Triple glazed. ***Note**: this sustainability measure is an option for new single houses and grouped dwellings, and applicable detached additions and/or alterations only.*	25 50
6	Water Efficiency	Rain water tank of minimum 3,000L capacity that is plumbed in to a toilet and/or laundry.	25
7		A minimum 3,000L capacity grey water reuse system[1] that collects grey water from the laundry and bathroom and redirects it for garden irrigation.	25
8		Construct a permeable driveway. ***Note**: this sustainability measure is an option for green title lots only.*	25
9	Vegetation	Waterwise plants as defined by the Water Corporation comprise 75% of the total landscaped area. The landscaped area must be a minimum of 20m^2. A landscaping plan must be provided with the development application, to the satisfaction of the City of Subiaco.	25
10		Retain one mature tree on-site with a tree height of: • Under 10m • 10m or higher for current and future protection. An arborist report and **Form 2** must be provided with the development application. The City of Subiaco will determine whether the proposed tree satisfies the requirement of this sustainability measure.	50 75
11		Provide an additional new tree on-site than what is required under the R-Codes – Volume 1. The tree must be native with a planting size of: • between 45L and 100L • between 101L and 200L The tree must: • have a minimum 2x2m tree planting area; and	25 50

[1] Refer to the Code of Practice for the Reuse of Greywater in Western Australia 2010, which specifies the minimum areas of garden or lawn required for greywater disposal.

		• have a free draining unimpeded base; and • have a minimum soil depth of 1m; and • be retained in perpetuity. The list of acceptable species is available in the City's Native and Endemic Plant Species to the City of Subiaco Information Sheet. A **Form 3** must be provided with the development application. The City of Subiaco will determine whether the proposed tree satisfies the requirement of this sustainability measure.	
12	Transport	At least one car parking bay provided with a minimum 7kW electric vehicle charger.	25
13	Energy Efficient Design	Achieve a Nationwide House Energy Rating Scheme (NatHERS) star rating of a minimum of one star in excess of the current energy efficiency requirements of the Building Codes of Australia for class 1a buildings. The energy efficiency rating for the dwelling shall be certified by a suitably qualified and accredited energy assessor using accredited software and shall be provided at the development application stage. The City will also consider an alternative evidenced through an equivalent rating tool. Where an alternative certification is being sought, seek prior approval from the City's Climate Change Officer.	75
14		Design the dwelling to a 'Passivhaus' (Passive House) standard. The dwelling design must be certified by a Passive House Institute accredited Building Certifier. Evidence of the certification must be provided at the development application stage. ***Note**: this sustainability measure is an option for new single houses and grouped dwellings, and applicable detached additions and/or alterations only.*	100
15	Additional Sustainability Measure(s)	Refer to clause 3.6 of this policy. ***Note:** Should a proponent wish to use an alternative sustainability measure in accordance with clause 3.6/item 15, it is recommended they contact the City of Subiaco for advice on the suitability of the measure prior to lodgement of the development application. The City of Subiaco will advise if further sustainability measures in addition to the alternative sustainability measure is required to achieve the points required in accordance with clause 3.1 and 3.4.*	

Form 1 - Sustainability Checklist

Name: _____

Address of Development: _____

Development Type (include Lot No. if grouped dwelling): _____

Notes:

1. *In accordance with clause 3.2, if more than one dwelling is proposed on-site, one Form 1 checklist is required for each dwelling*
2. *In accordance with clause 3.3, sustainability measure(s) must also be reflected on development plans (including site, floor, roof and elevation plans)*

Item	Theme	Sustainability Measure	Points	Check
1	Solar Efficiency	Solar PV system with the following minimum size inverters: • 3kW for dwellings with 2 or less bedrooms; or • 5kW for dwellings with 3 or more bedrooms.	25	
2		Solar battery storage of a minimum: • 4kWh for each dwelling with 2 or less bedrooms; or • 6kWh for each dwelling with 3 or more bedrooms.	25	
3		A minimum 300L: • Solar hot water system with a minimum 2 panels of solar collector area; or • Heat pump hot water system.	25	
4		Roof colour to have a solar absorptance value of not more than 0.45. ***Note**: this sustainability measure is an option for new single houses and grouped dwellings, and applicable detached additions and/or alterations only.*	25	
5		100% of windows: • double glazed • Triple glazed. ***Note:** this sustainability measure is an option for new single houses and grouped dwellings, and applicable detached additions and/or alterations only.*	25 50	

6	Water Efficiency	Rain water tank of minimum 3,000L capacity that is plumbed in to a toilet and/or laundry.	25	
7		A minimum 3,000L capacity grey water reuse system[2] that collects grey water from the laundry and bathroom and redirects it for garden irrigation.	25	
8		Construct a permeable driveway. ***Note**: this sustainability measure is an option for green title lots only.*	25	
9	Vegetation	Waterwise plants as defined by the Water Corporation comprise 75% of the total landscaped area. The landscaped area must be a minimum of 20m^2. A landscaping plan must be provided with the development application.	25	
10		Retain one mature tree on-site with a tree height of: • Under 10m • 10m or higher for current and future protection. An arborist report and **Form 2** must be provided with the development application. The tree will be approved by the City's Parks and Environment Department.	50 75	
11		Provide an additional new tree on-site than what is required under the R-Codes – Volume 1. The tree must be native with a planting size of: • between 45L and 100L • between 101 and 200L The tree must have a minimum 2x2m tree planting area with a free draining unimpeded base, and minimum soil depth of 1m. The list of acceptable species is available in the City's Native and Endemic Plant Species to the City of Subiaco Information Sheet. A **Form 3** must be provided with the development application. The tree will be approved by the City's Parks and Environment Department.	25 50	
12	Transport	At least one car parking bay provided with a minimum 7kW electric vehicle charger.	25	
13	Energy Efficiency Design	Achieve a Nationwide House Energy Rating Scheme (NatHERS) star rating of a minimum of one star in excess of the current energy efficiency	75	

[2] Refer to the Code of Practice for the Reuse of Greywater in Western Australia 2010, which specifies the minimum areas of garden or lawn required for greywater disposal.

		requirements of the Building Codes of Australia for class 1a buildings. The energy efficiency rating for the dwelling shall be certified by a suitably qualified and accredited energy assessor using accredited software and shall be provided at the development application stage. The City will also consider an alternative evidenced through an equivalent rating tool. Where an alternative certification is being sought, seek prior approval from the City's Climate Change Officer.		
14		Design the dwelling to a 'Passivhaus' (Passive House) standard. The dwelling design must be certified by a Passive House Institute accredited Building Certifier. Evidence of the certification must be provided at the development application stage. ***Note**: this sustainability measure is an option for new single houses and grouped dwellings, and applicable detached additions and/or alterations only.*	100	
15	Alternative Sustainability Measure(s)	_____ _____ _____ [state sustainability measure(s)] Refer to clause 3.6 of this policy. ***Note:** Should a proponent wish to use an alternative sustainability measure in accordance with clause 3.6/item 15, it is recommended they contact the City of Subiaco for advice on the suitability of the measure prior to lodgement of the development application. The City of Subiaco will advise if further sustainability measures in addition to the alternative sustainability measure is required to achieve the points required in accordance with clause 3.1 and 3.4.*		
Sustainability Measure(s) Chosen:		[list item numbers]	**TOTAL:**	
Declaration:		I _____ [print name], will implement the sustainability measure(s) as identified above and understand that relevant conditions will be contained as part of any development approval for the application. Signature: _____		

Form 2 – Tree Survey Form – Existing Tree

Note: *In accordance with clause 3.3, sustainability measure(s) must also be reflected on development plans (including site, floor and elevation plans)*

	Tree Attribute	Description
1	**Applicant name:**	
2	**Address of development:**	
3	**Development type:**	[include lot no. if applicable]
4	**Arborist report completed by:**	
5	**Arborist contact details:**	
6	Location map and photo of tree:	Insert location map Insert photo
7	Location:	
8	Name (Botanical and Common):	
9	DBH range/ ('L' at planting if new tree):	
10	Height:	
11	Canopy Diameter (average):	
12	Canopy Area ($\pi \times r^2$):	
13	Age Class:	
14	Health / Vitality:	
15	Structural Condition:	
16	Useful Life Expectancy:	
17	Comments:	
18	Amenity Valuation (Helliwell):	
19	Total Points:	
20	Monetary Value:	

21	General Significance:	
22	Historical Significance:	

Form 3 – Tree Survey Form – New Tree

Note: *In accordance with clause 3.3, sustainability measure(s) must also be reflected on development plans (including site, floor and elevation plans)*

	Tree Attribute	Description
1	**Applicant name:**	
2	**Address of development:**	
3	**Development type:**	[include lot no. if applicable]
4	Supplier:	
5	Botanical Name:	
6	Common Name:	
7	Litre (at time of planting):	
8	Height at Maturity (average):	
9	Life Expectancy (average):	

19.5 NOM16.03.25 New City Mascot – Carnaby's Cockatoo

Date of submission	10 March 2025
Meeting date	25 March 2025
Item title	New City Mascot – Carnaby's Cockatoo
Name of elected member	Mayor Argyle

Notice of motion

That the City:

1. **NOMINATES the Carnaby's Cockatoo as an official mascot of the city, in recognition of the significant presence of these special birds in our community; and**
2. **Instructs the City's officers to ADOPT the best image of the Carnaby's Cockatoo to be used in City materials, from a local City based artist or photographer.**

Reason / Justification

Carnaby's Cockatoo is an iconic but dangerously endangered species, which finds sanctuary within our green City and will hopefully thrive thanks to the City's designated prime land at Point Resolution for a dedicated banksia forest feeding ground.



(Example image only sourced from Google)

The City's growing connection to Carnaby's Cockatoo has been well-documented through various channels, including media releases, social media, local media, and notably - the front page of The Australian. This widespread recognition underscores the importance of these birds to our community and our environmental initiatives, making it an ideal mascot.

Adopting Carnaby's Cockatoo as our City mascot would also demonstrate:

1. Community engagement: The mascot would serve as a point of community pride and involvement for school children and residents of all ages, fostering a connection between residents and our local environment.
2. Environmental stewardship: Embracing this mascot would symbolise the City's dedication to protecting endangered species and promoting sustainable practices.

Public awareness: Highlighting Carnaby's Cockatoo will raise awareness about the

Administration Comment

The administration is fully supportive of this motion and believe it will provide the opportunity for the City to develop a range of new community information initiatives and new sustainability projects focused on the tree species and food sources which the Carnaby favours.

20. Confidential Items

20.1 TS04.03.25 David Cruikshank Lighting Upgrade

TS04.03.25	**RFT 2024.25.04 – David Cruikshank Lighting Upgrade CONFIDENTIAL ITEM**

Meeting & Date	Ordinary Council Meeting – 25th March 2025
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Report Author	Paul Kilpa, Project Manager
Director	Santosh Amasi, Director Technical Services
Attachments	1. CONFIDENTIAL – RFT 2024.25.04 David Cruikshank Lighting Upgrade Evaluation Report.

21. Urgent Business

21.1 Media Statement WA Children's Hospice – Excision of part of lot 502

Date of submission	10 March 2025
Meeting date	25 March 2025
Item title	Media Statement WA Children's Hospice – Excision of Part of Lot 502
Name of elected member	Mayor Argyle

Notice of motion

1. **We are moving as fast as possible to assist in this group complete the Hospice. However, we draw the line at a further excision notice**
2. **Class A Reserve are for future generations. Hands off.**

22. Declaration of Closure

There being no further business, the Presiding Member will declare the meeting closed.