Ordinary Council Meeting

Minutes

24 February 2026

City of Belmont

CITY OF BELMONT

Ordinary Council Meeting

Minutes

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Alternative Formats

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Elected Members are reminded to retain any confidential papers for discussion with the minutes.

Minutes of the Ordinary Council Meeting held in the Council Chamber, City of Belmont Civic Centre, 215 Wright Street, Cloverdale on Tuesday 24 February 2026 commencing at 6:30pm.

Minutes

Present

Mayor R Rossi, JP (Presiding Member)	Mayor
Cr D Sessions (Deputy Mayor)	West Ward
Cr G Sekulla, JP (dep. 8:10pm, ret. 9:01pm)	Central Ward
Cr J Harris	Central Ward
Cr B Ryan	East Ward
Cr P Marks	East Ward
Cr C Kulczycki	West Ward

In attendance

Mr J Christie (dep. 8:04pm, ret. 9:03pm)	Chief Executive Officer
Mr S Downing	Director Corporate and Governance
Mr W Loh (dep. 8:04pm, ret. 9:03pm)	Director Development and Communities
Mr M Murphy (dep. 8:04pm, ret. 9:03pm)	Director Infrastructure Services
Ms E Kania	Manager Governance and Legal
Ms L Nicholls (dep. 8:04pm, ret. 9:03pm)	Coordinator Governance
Ms S Bell (dep. 8:04pm, ret. 9:03pm)	Senior Governance Officer

Members of the gallery

There were 7 members of the public in the gallery and no press representatives.

1 Official Opening

The Presiding Member will read aloud the Acknowledgement of Country.

Acknowledgement of Country
Before I begin, I would like to acknowledge the Whadjuk Noongar people as the Traditional Owners of this land and pay my respects to Elders past, present and emerging. I further acknowledge their cultural heritage, beliefs, connection and relationship with this land which continues today.

The Presiding Member will cause the Affirmation of Civic Duty and Responsibility to be read aloud by a Councillor.

Affirmation of Civic Duty and Responsibility
I make this affirmation in good faith and declare that I will duly, faithfully, honestly, and with integrity fulfil the duties of my office for all the people in the City of Belmont according to the best of my judgement and ability. I will observe the City's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.

2 Apologies and leave of absence

Cr Abedin (apology)	South Ward
Cr J Davis (apology)	South Ward

3 Declarations of interest that might cause a conflict

3.1 Financial Interests

Nil.

3.2 Disclosure of interest that may affect impartiality

Name	Item No and Title	Nature of Interest (and extent, where appropriate)
Mayor Rossi	12.2 – Draft Local Planning Policy No. 21 – Trees on Private Land	On the board of the National Trust of Western Australia who identify significant trees throughout Western Australia.
Cr D Sessions	12.8 - Annual Electors Meeting Minutes – 15 December 2025	One of the motions presented by a resident, is similar to a motion I have also put forward
Mayor Rossi	12.9 – Sitting Fees – Independent Members Audit, Risk and Improvement Committee	The independent members of the Audit, Risk and Improvement Committee are known to me.
Cr J Harris	12.9 – Sitting Fees – Independent Members Audit, Risk and Improvement Committee	The independent members of the Audit, Risk and Improvement Committee are known to me.
Cr C Kulczycki	12.9 – Sitting Fees – Independent Members Audit, Risk and Improvement Committee	The independent members of the Audit, Risk and Improvement Committee are known to me.

Cr P Marks	12.9 – Sitting Fees – Independent Members Audit, Risk and Improvement Committee	The independent members of the Audit, Risk and Improvement Committee are known to me.
Cr B Ryan	12.9 – Sitting Fees – Independent Members Audit, Risk and Improvement Committee	The independent members of the Audit, Risk and Improvement Committee are known to me.
Cr G Sekulla	12.9 – Sitting Fees – Independent Members Audit, Risk and Improvement Committee	The independent members of the Audit, Risk and Improvement Committee are known to me.
Cr D Sessions	12.9 – Sitting Fees – Independent Members Audit, Risk and Improvement Committee	The independent members of the Audit, Risk and Improvement Committee are known to me.
Mayor Rossi	12.11 – Council Policy Review 2025 – Tranche 1	Potential benefit should policy provisions be used relating to a fee, reimbursement of an expense, or an allowance for the following policies: - Elected Members Fees, Allowances and Support - Elected Member Professional Development and Authorised Travel - Legal Representation for Elected Members and Employees
Cr J Harris	12.11 – Council Policy Review 2025 – Tranche 1	Potential benefit should policy provisions be used relating to a fee, reimbursement of an expense, or an allowance for the following policies: - Elected Members Fees, Allowances and Support - Elected Member Professional Development and Authorised Travel - Legal Representation for Elected Members and Employees

Cr C Kulczycki	12.11 – Council Policy Review 2025 – Tranche 1	Potential benefit should policy provisions be used relating to a fee, reimbursement of an expense, or an allowance for the following policies: - Elected Members Fees, Allowances and Support - Elected Member Professional Development and Authorised Travel - Legal Representation for Elected Members and Employees
Cr P Marks	12.11 – Council Policy Review 2025 – Tranche 1	Potential benefit should policy provisions be used relating to a fee, reimbursement of an expense, or an allowance for the following policies: - Elected Members Fees, Allowances and Support - Elected Member Professional Development and Authorised Travel - Legal Representation for Elected Members and Employees
Cr B Ryan	12.11 – Council Policy Review 2025 – Tranche 1	Potential benefit should policy provisions be used relating to a fee, reimbursement of an expense, or an allowance for the following policies: - Elected Members Fees, Allowances and Support - Elected Member Professional Development and Authorised Travel - Legal Representation for Elected Members and Employees
Cr G Sekulla	12.11 – Council Policy Review 2025 – Tranche 1	Potential benefit should policy provisions be used relating to a fee, reimbursement of an expense, or an allowance for the following policies: - Elected Members Fees, Allowances and Support - Elected Member Professional Development and Authorised Travel - Legal Representation for Elected Members and Employees

Cr D Sessions	12.11 - Council Policy Review – Trance 1	I could potentially benefit from the use of the Legal Representation Policy and the Professional Development Policy, plus the Elected Members Professional Development Policy. In my role as Deputy, I am mentioned in the Councilors Lounge Policy.
Mr J Christie	12.11 – Council Policy Review 2025 – Tranche 1	I could potentially benefit from the use of the legal representation policy.
Mr S Downing	12.11 – Council Policy Review 2025 – Tranche 1	Potential benefit should policy provisions be used relating to a fee, reimbursement of an expense, or an allowance for the following policies: - Legal Representation for Elected Members and Employees
Ms E Kania	12.11 – Council Policy Review 2025 – Tranche 1	Potential benefit should policy provisions be used relating to a fee, reimbursement of an expense, or an allowance for the following policies: - Legal Representation for Elected Members and Employees

4 Announcements by the Presiding Member (without discussion) and declarations by Members

4.1 Announcements

Nil.

4.2 Disclaimer

6:35pm The Presiding Member drew the public gallery's attention to the Disclaimer.

The Presiding Member advised the following:

'I wish to draw attention to the Disclaimer Notice contained within the Agenda document and advise members of the public that any decisions made at the meeting tonight can be revoked, pursuant to the *Local Government Act 1995 (WA)*.

Therefore, members of the public should not rely on any decisions until formal notification in writing by Council has been received.'

4.3 Declarations by Members who have not given due consideration to all matters contained in the business papers presently before the meeting

Nil.

5 Public question time

5.1 Responses to questions taken on notice

5.1.1 Ms L Hollands, Redcliffe

The following questions were taken on notice at the 16 December 2025 Ordinary Council Meeting. Ms Hollands was provided with a response on 23 December 2025. The response from the City is recorded accordingly:

1. Included on the list of Council Policies up for consideration tonight is CP20 – Elected Members Fees, Allowances and Support, CP21 – Elected Members Professional Development and Authorised Travel and CP28 – Legal Representation for Elected Members and Employees. This gives the potential for Elected Members to have a direct financial interest as potentially they have a financial gain.

   a) Why has no Councillor declared a financial interest in these policies

   b) If the Administration wished to claim for whatever reason that it is not necessary, please provide the relevant legislation?

Response

Section 5.63 of the *Local Government Act 1995 (WA)* provides for Elected Members not to have to disclose an interest in CP20 and CP21.

The City sought advice in relation to CP 28 – Legal Representation for Elected Members and Employees and noted that the Item was referred to an Information Forum (IF) for clarification and advice about one of the Council Policies under review, that said, the CEO comments are noted that Elected Members are well aware of their obligations in relating to disclosures of interest.

Further noting that Elected Members had until the Item was discussed to disclose any interests in the matter. Given the item was referred to an IF, no declaration of interest was required from Elected Members.

3. In relation to Advisory Groups:
   a) Can the City provide the section of the *Local Government Act 1995 (WA)* (the Act) amendments that now sees Advisory Groups as administrative?
   b) Does it specifically state that Councillors are no longer allowed to be on them?
   c) The previous response from the City quoted Section 2.10 of the Act, when did this section get amended making these Advisory Groups administrative in nature?
   d) Please answer my question from the 25 November 2025 Ordinary Council Meeting, 'where does it specifically state Councillors are no longer allowed to be on these Advisory Groups?'

Response

a) The role of Elected Members is to receive advice via Council Officer Reports as provided for in Section 2.7 Role of Council, 2.8 Role of the Mayor and 2.10 Role of Councillors as per the *Local Government Act 1995 (WA)*.

b) Given the Advisory Groups are administrative in nature, the abovementioned section of the Act requires Elected Members not to involve themselves in the administration of the City as this is the responsibility of the Chief Executive Officer.

c) The *Local Government Act 1995 (WA)* indicates 2024.

d) As noted in the City's correspondence to BRRAG of the 4 December 2025, Section 2.10 of the *Local Government Act 1995 (WA)* provides "the role of Councillors to participate in the deliberation and decision making of the local government at Council and Committee meetings", not Advisory Groups which are administrative in nature.

5.1.2 Mr M Cardozo on behalf of Belmont East Ward Connect

The following questions were taken on notice at the 16 December 2025 Ordinary Council Meeting. Mr Cardozo was provided with a response on 23 December 2025. The response from the City is recorded accordingly:

3. Can the City identify the specific delegation recorded under Section 5.46 of the *Local Government Act 1995 (WA)* that authorises the Administration to alter or edit the public record of an open meeting after it has entered the public domain given that Section 5.43 prohibits delegating powers relating to meeting procedures?

Response

Section 5.23 (c) and (e) of the *Local Government Act 1995 (WA)* and Regulation 13 (5) and 14(I) of the *Local Government (Administration) Regulations 1996 (WA)* stipulates the relevant contract was a matter dealt with behind closed doors and considered confidential and the removal of the two questions from minutes reflected action by the City to ensure confidentiality was retained as per the above Regulations.

4. Will the City table or publish the delegated authority register entry that authorises City Administration to delete public questions from an open meeting when the material has already entered the public domain?

   a) Or, can the City confirm that no such delegation exists?

Response

No delegation was required to give effect to enforcing the relevant legislation and Council Policy 62 – Livestreaming.

5.2 Questions from members of the public

6:35pm The Presiding Member drew the public gallery's attention to the rules of Public Question Time as written in the Public Question Time Form.

In accordance with rule (l), the Mayor advised that he had registered two members of the public who had given prior notice to ask questions.

The Presiding Member invited members of the public who had yet to register their interest to ask a question to do so. Three further registrations were forthcoming.

5.2.1 Ms L Hollands on behalf of Belmont Resident and Ratepayers

1. During the Ordinary Council Meetings held in November and December 2025, I inquired about Advisory Groups and sought clarification regarding the specific section of the *Local Government Act 1995 (WA)* (the Act) that stipulates Elected Members are no longer permitted to participate in these groups. The City's response was that Elected Members are not to be involved in administrative functions as this is the responsibility of the Chief Executive Officer. However, other local governments still have Advisory Groups with Elected Members.

   a) Is the City of Belmont, or other local governments, in breach of the Act?

   b) Since the City has not adequately answered my question, could you clarify which section of the Act prohibits Elected Members from joining these Advisory Groups?

Response

The Chief Executive Officer stated he cannot comment on other local governments but confirmed the City is fully compliant with the *Local Government Act 1995 (WA)* (the Act). While the Act does not expressly state that Elected Members cannot participate in Advisory Groups, it clearly defines the roles of the Chief Executive Officer and Council.

2. At the 17 February 2026 Agenda Briefing Forum there was a question raised by an Elected Member on whether the Terms of Reference had been changed for Item 12.1 – Draft Local Planning Policy No. 22 - Design Review Panel, and if there had been, if the Terms of Reference had come to Council. The City stated that the Terms of Reference had been changed as an operational matter by City Administration. On page 13 of the 24 February 2026 Ordinary Council Meeting Agenda, it states "At the 24 September 2019 Ordinary Council Meeting (OCM), Council endorsed the Terms of Reference for the City of Belmont Design Review Panel".

What section of the Act, or the *Local Government (Administration) Regulations 1996 (WA)* (the Regulations) permits the Administration to change a previously passed Council resolution without going back to Council?

Response

The Chief Executive Officer stated that there has been changes to the Act since 2019, and that the City is fully compliant with the Act. The Terms of Reference are administrative in nature, and therefore not required to come to Council.

3. Which section of the Act allowed for this change?

Response

The Chief Executive Officer stated that the Act is very clear on the role of the Chief Executive Officer, and the role of the Mayor and Council.

4. What specific section of the Act allows for the City Administration to make changes to a Council resolution?

Response

The Chief Executive Officer clarified that the City had not changed the Council resolution from the Ordinary Council Meeting held 24 September 2019, which remains in place.

Changes to the Act has provided clear definitions of the role of the Chief Executive Officer, Mayor and Council. There is not a specific section of the Act that states that the Terms of Reference are required to be approved by Council.

The City is compliant with the Act, and decisions are made consistent legislation. The City administration did not make changes to the resolution in 2019.

5. At the 25 November 2025 and 16 December 2025 Ordinary Council Meetings I asked to view minutes of the Ordinary Council Meetings from 2000. I was advised they were stored in archives and locating them would take too much of the City's resources. I was later informed that these documents had been digitised from 1998. I have repeatedly requested the Council minutes. Is this the standard the City upholds?

Response

The Chief Executive Officer stated that he has complete faith in the City's Governance Team. The minutes are available and responses were provided to Ms Hollands.

If Officers cannot answer a question during a Council Meeting they are taken on notice and a response is provided to residents.

6. The questions I ask are often related to specific pieces of legislation. When I ask questions regarding specific sections of legislation, am I not receiving a full response because the section of the legislation does not exist, or is it because forming responses would require too many resources?

Response

The Chief Executive Officer stated that whilst Ms Hollands is affirming that the City does not respond to her questions, it is the Chief Executive Officer's opinion that responses are issued to Ms Hollands.

5.2.2 Ms L Hollands, Redcliffe

1. I refer to the Council Policy, Elected Members – Communication, in particular point seven relating to guidelines for the use of social media. Having previously asked about Elected Members blocking residents on Facebook and other forms of social media without any reason:

   a) Is this a breach of the City's Code of Conduct?

   b) Can a complaint be made?

   c) If a complaint cannot be made, why not?

Response

The Chief Executive Officer stated that the question would be taken on notice.

2. The Belmont Resident and Ratepayers Action Group (BRRAG) wrote to the Elected Members on 24 November 2025 regarding the Belmont Senior Citizens Centre (BSSC) Bus Agreement. I have a copy of the contract and it appears the contract is different to the Council resolution.

   a) As the BSCC Lease is being considered as a confidential item tonight, why was the bus contract added to by the Administration?

   b) Is it normal protocol that when contracts are drafted, they may not reflect what Council resolved?

Response

The Chief Executive Officer stated that both matters Ms Hollands refers to are confidential and remain confidential. Both parties signed the agreement.

3. At the 25 November 2025 Ordinary Council Meeting, Cr Harris queried the removal of questions from the livestream from the 28 October 2025 Ordinary Council Meeting. The City stated the matter and section of the livestream was removed as it discussed confidential matters. During this Ordinary Council Meeting, Council went behind closed doors.

What was the outcome of the Alternative Councillor Motion raised by Cr Harris?

Response

The Chief Executive Officer stated that this matter was discussed behind closed doors and that he was not at liberty to disclose this matter.

4. What was the outcome of Cr Harris' motion?

Response

The Chief Executive Officer stated that the meeting was closed and a confidential discussion held.

5.2.3 Mr M Cardozo, Redcliffe

1. In relation to motions from Annual Electors' Meetings:

   a) In the past 10 years, has Council resolved to support motions adopted at an Annual Electors Meeting?

   b) Can the City identify the motion(s) and date(s) of relevant Council resolutions?

Response

The Chief Executive Officer stated that the question would be taken on notice.

2. Throughout 2025, the City has advised that Agenda Briefing Forum matrixes are not verbatim. While written submissions and responses are recorded non-verbatim in the ABF Matrix, verbal submissions are not summarised in any form.

   Will this practice continue in 2026?

Response

The Chief Executive Officer stated that the previous responses provided to Mr Cardozo still stand. This practice will continue.

3. At the 9 December 2025 Agenda Briefing Forum, a verbal submission was made on Item 12.1 – Draft Local Planning Policy No. 21 – Trees on Private Land.

   Can the City confirm that the published Agenda Briefing Forum Matrix contains no summary of the content of that verbal submission?

Response

The Chief Executive Officer stated that the question would be taken on notice.

4. Where no recorded summary of a verbal submission exists in a Matrix, how can Elected Members who are not present at an Agenda Briefing Forum access the content of a submission before making a decision at the Ordinary Council Meeting?

Response

The Chief Executive Officer stated that the question would be taken on notice.

5.2.4 Mr M Cardozo on behalf of Belmont East Ward Connect

1. In 2025, the City of Belmont held two Annual Electors' Meetings where the outcome of motions were recorded in the minutes but the verbal reasoning and debate by electors was not recorded in any form.

   Can the City confirm that the practice of not including any verbatim reasoning in the public record will continue in 2026?

Response

The Chief Executive Officer stated that the City is required to provide a summary in the minutes. The City will continue to publish minutes compliant with relevant legislation.

2. At the Annual Electors Meeting on 15 December 2025, Item 6.20 – Notice of Motion 20 generated verbal input from multiple electors.

   Can the City confirm that the minutes of this meeting do not include any wording on the discussion or debate of this item?

Response

The Chief Executive Officer stated, consistent with his prior response, the City is required to provide a summary of those minutes, and that the City is fully compliant with the requirements of the *Local Government Act 1995 (WA)*.

3. The 15 December 2025 Annual Electors Meeting minutes include that 6 of the 9 Elected Members were not present.

   Can the City confirm that those Elected Members have no recorded summary available to understand the reasoning presented by electors in support of the motions before being asked to vote them?

Response

The Chief Executive Officer stated that the question would be taken on notice, and that Item 12.8 – Annual Electors' Meeting Minutes – 15 December 2025 on the agenda contains comment from officers that captures the discussion from the Annual Electors' Meeting.

4. In the absence of any recorded elector reasoning, what mechanism ensures that Elected Members are not required to vote based solely on Officer reasoning, rather than on the reasoning of electors?

Response

The Chief Executive Officer stated that the question would be taken on notice.

5.2.5 Ms J Gee, Cloverdale

1. Attendees at Agenda Briefing Forums have been advised that questions cannot be raised by a member of the public on matters that an individual is not directly affected by. Where decisions involve the expenditure of residents' rates, residents are directly affected and should be permitted to make a submission.

   What is the Mayor's position on this?

Response

The Mayor stated that one individual is not more directly affected than any other particular individual in the City in regard to being affected by rates.

5.2.6 Mr L Rosolin, Belmont

1. There was a book on prominent display at the Library which Library staff advised was placed on display to celebrate Ramadan. I would like the Bible to also be prominently displayed.

   Where are the other religious books that are not being prominently displayed?

Response

The Mayor stated that this matter can be discussed directly with the Director Development and Communities, and that the City aims to ensure all are welcomed.

The Chief Executive Officer stated that Australia and the City of Belmont is a multicultural society, with the question to be taken on notice.

2. I visited Hendra Street and found that the streetscape was in poor condition with construction debris and equipment in view.

   What will be done to rectify this?

Response

The Mayor stated that the Director Infrastructure Services and Director Development and Communities would be able to investigate these concerns.

The Chief Executive Officer stated that if Mr Rosolin was able to supply the City further information on the location of this concern, the City would be able to further investigate.

5.2.7 Mr M Russell, Cloverdale

1. Does the City have a policy, either internal or external, regarding business case requirements for projects above a specified financial threshold, what is the threshold?

Response

The Chief Executive Officer stated that the City has a Project Management Framework and referred to the Director Infrastructure Services.

The Director Infrastructure Services stated that the question would be taken on notice.

2. In relation to the EV chargers beneath Belmont Hub:

   a) What was the total capital cost for installation?

   b) How is the City monitoring return on investment and operational efficiency?

Response

The Chief Executive Officer stated that the question would be taken on notice, but noted that the installation was part of the 6 Star Green Star rating of the building.

3. In relation to hanging baskets:
   a) What are the total annual operating and maintenance costs?
   b) How was the ongoing costs factored into the original budget approval?

Response

The Chief Executive Officer stated that the question would be taken on notice.

4. Once executed, will the Belmont Senior Citizens Club lease be displayed on a publicly available register or be available by any other means?

Response

The Director Corporate and Governance stated that the question would be taken on notice.

7:08pm As there were no further questions, the Presiding Member declared Public Question Time closed.

6 Confirmation of Minutes/receipt of Matrix

6.1 Matrix for the Agenda Briefing Forum held 17 February 2026

Note: Cr Kulczycki noted the following:

The tabled attachment for Item 4.1 in the Matrix for the Agenda Briefing Forum held 17 February 2026 refers to a deputation request by a member of the public, rather than the submission proforma that should be attached.

Response:

The Manager Governance and Legal stated that this was administrative error and will be rectified.

Officer Recommendation
Sessions moved, Kulczycki seconded That the Matrix of the Agenda Briefing Forum held on 17 February 2026, as printed and circulated to all Elected Members, be received and noted. **Carried Unanimously 7 votes to 0** For: Harris, Kulczycki, Marks, Rossi, Ryan, Sekulla and Sessions Against: Nil

6.2 Ordinary Council Meeting held 16 December 2025

Officer Recommendation
Sekulla moved, Sessions seconded That the Minutes of the Ordinary Council Meeting held on 16 December 2025, as printed and circulated to all Elected Members, be confirmed as a true and accurate record. **Carried Unanimously 7 votes to 0** For: Harris, Kulczycki, Marks, Rossi, Ryan, Sekulla and Sessions Against: Nil

7 Questions by Members on which due notice has been given (without discussion)

Nil.

8 Questions by members without notice

8.1 Responses to questions taken on notice

Nil.

8.2 Questions by members without notice

8.2.1 Cr Sessions

Note: Cr Sessions asked the following question.

1. Last week, Mayor Rossi and the Chief Executive Officer stated that correspondence had been sent from the City to the Minister for Local Government and the Director General regarding when the State Government planned to publish the Standardised Meeting Procedures.

   Has either the Mayor or Chief Executive Officer received a response?

Response

The Chief Executive Officer stated that no, the City has not received any formal response to this correspondence.

9 New business of an urgent nature approved by the person presiding or by decision

Nil.

10 Business adjourned from a previous meeting

Nil.

11 Reports of committees

Nil.

12 Reports of administration

Withdrawn Items

Item 12.1 was withdrawn at the request of Cr Kulczycki
Item 12.2 was withdrawn at the request of Cr Kulczycki
Item 12.8 was withdrawn at the request of Cr Kulczycki
Item 12.10 was withdrawn at the request of Cr Sessions
Item 12.11 was withdrawn at the request of Cr Marks

Sekulla moved, Sessions seconded

That with the exceptions of Items 12.1, 12.2, 12.8, 12.10 and 12.11, which are to be considered separately, the Officer Recommendations for Items 12.3, 12.4 and 12.5, 12.6, 12.7 and 12.9 be adopted en bloc by Absolute Majority.

Carried by Absolute Majority 7 votes to 0

For: Harris, Kulczycki, Marks, Rossi, Ryan, Sekulla and Sessions

Against: Nil

12.1 Draft Local Planning Policy No. 22 - Design Review Panel

Voting Requirement	:	Simple Majority
Subject Index	:	LPP15/022
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	24 September 2019 Ordinary Council Meeting – Item 12.2
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Development and Communities

Council role

Legislative	Includes adopting of local laws, local planning schemes and policies.

Purpose of report

For Council to consider endorsing draft Local Planning Policy No. 22 – Design Review Panel (LPP 22) for the purpose of advertising.

Summary and key issues

- Design Review Panels are independent panels of design experts which review development proposals and provide feedback to applicants and determining authorities.
- At the 24 September 2019 Ordinary Council Meeting (OCM), Council endorsed the Terms of Reference for the inaugural City of Belmont Design Review Panel.
- This document sets out the operating requirements of the City's Panel. As well as the parameters of proposals subject to design review.
- In June 2025, the Department of Planning, Lands and Heritage (DPLH) released the Local Government Design Review Manual.
- The Local Government Design Review Manual outlines parameters on the types of proposals subject to design review, and that these shall be set out in a Local Planning Policy. Accordingly, draft LPP 22 has been prepared.
- DPLH also released a template Terms of Reference for local government Design Review Panels.

- The existing Terms of Reference have been reviewed, and where appropriate, updated to be consistent with the State Government template.
- It is recommended that Council endorses draft LPP 22 for the purpose of public advertising.

Officer Recommendation

Kulczycki moved, Sessions seconded

That Council:

1. Adopts draft Local Planning Policy No. 22 – Design Review Panel contained as Attachment 12.1.1 for advertising in accordance with the requirements of Schedule 2, Part 2, Clause 4 of the *Planning and Development (Local Planning Scheme) Regulations 2015 (WA).*

Carried Unanimously 7 votes to 0

For: Harris, Kulczycki, Marks, Rossi, Ryan, Sekulla and Sessions

Against: Nil

Location

Draft LPP 22 applies to planning proposals in the City of Belmont that require referral to the City's Design Review Panel.

Consultation

No consultation has been undertaken on the draft Policy at this stage, as the first step in the preparation of a Local Planning Policy is to seek Council approval to advertise it.

The draft Policy will be advertised in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015 (WA)*. Further details are outlined in the 'Statutory Environment' section of this report.

Strategic Community Plan implications

In accordance with the 2024 – 2034 Strategic Community Plan:

Key Performance Area: Place

Outcome: 6. Sustainable population growth with responsible urban planning.

Policy implications

State Planning Policy 7.0 – Design of the Built Environment

State Planning Policy 7.0 – Design of the Built Environment (SPP 7.0) sets out ten guiding design principles that apply to the preparation, review and assessment of planning proposals. The Policy also states that local governments should establish a design review panel, with panels expected to consider these principles when reviewing proposals.

Preparing a Local Planning Policy and updating the Terms of Reference for the City's Design Review Panel is consistent with the objectives of SPP 7.0 and reinforces the importance of design quality in planning decisions.

Local Government Design Review Manual

In June 2025, DPLH released the Local Government Design Review Manual, which complements SPP 7.0 and provides guidance for local government Design Review Panels in Western Australia.

The key aspects that this Manual provides guidance on include:

- Which planning proposals can be subject to local government design review.
- Administrative matters such as meeting organisation, interim and final reporting, and communication of recommendations.
- Establishment and appointment of a panel.

The Manual also includes standardised templates (agendas, reports, briefing materials and terms of reference) to ensure consistency, and offers governance and operational advice on panel management, including recommended turnaround times for reports.

Statutory environment

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

The procedure for making and amending a local planning policy is outlined under Schedule 2, Part 2, Clauses 3 to 6 of the *Planning and Development (Local Planning Schemes) Regulations 2015 (WA)*.

In terms of consultation, Clause 4(1)(a) of the Deemed Provisions requires the draft Policy and a notice to be published on the City's website. If the local government considers it appropriate, a notice shall also be published in a local newspaper circulating within the Scheme area, and the Policy made available for viewing at a location within the district.

The notice is to advise the public as to the location where the draft Policy may be inspected, the subject and nature of the Policy and in what form and during what period (being not less than 21 days) submissions may be made.

Following conclusion of the consultation period Council shall review the draft Policy in the light of any submissions made and shall then resolve either to adopt the draft Policy with or without modification, or not to proceed with the draft Policy.

Background

In September 2019, Council endorsed the City's inaugural Design Review Panel Terms of Reference. Since that time, a Panel has been formed and reviewed proposals in accordance with the terms of reference and the principles of design from SPP 7.0.

As more local governments began establishing Design Review Panels in the early 2020s, there was increasing feedback from the development industry regarding the varying scopes and types of proposals that local governments were requiring to be reviewed.

In June 2025, DPLH released the Local Government Design Review Manual, along with a suite of templates for local government design review processes, including a template Terms of Reference. These documents provide updated guidance on the operation of design review panels and consistent provisions of which type of proposals can be subject to design review.

Report

The revised Terms of Reference and draft LPP 22 deliver two key updates to the City's design review framework.

Local Planning Policy

The purpose of draft Local Planning Policy 22 is to provide a statutory basis for referral of planning proposals to the City's Design Review Panel.

The Policy sets out the types of development that should be reviewed by the Panel. These include:

a. Multiple dwellings comprising fifteen or more units.

b. Grouped dwelling developments comprising fifteen or more units.

c. New commercial or mixed use development within the Mixed Use or Centre zones, excluding minor additions to existing buildings that, due to their scale, do not materially impact the street or adjoining properties as determined by the City.

d. Development that is four or more storeys in height.

e. Major extensions or amendments to the above forms of development where the City considers Design Review to be beneficial.

f. Development on a property listed on the State Register of Heritage Places or on the City's Heritage List, unless the proposal involves no works or does not require planning approval.

Key changes required to align with the State Manual include:

- Increasing the Design Review threshold for multiple dwelling developments from six to fifteen or more units.
- Introducing Design Review for grouped dwelling developments of fifteen or more units.
- Increasing the building height trigger from three to four storeys.
- Removing the blanket requirement for all Development Assessment Panel applications to be reviewed.

A comparison of the existing criteria and the proposed criteria under draft LPP 22 is provided in Attachment 12.1.1.

These changes will ensure the City's policy aligns with the State Design Review Manual regarding the types of development proposals referred to the Design Review Panel. Any divergence in criteria could raise questions about the justification for broader referral requirements than those set out in the State Manual.

Notwithstanding the above, the City can continue to encourage the voluntary referral of certain proposals consistent with the existing terms of reference. Accordingly, the draft Policy encourages applicants to refer the following proposals to the Design Review Panel:

- Multiple dwelling developments comprising six to fourteen units;
- Form 1 Development Assessment Panel applications; and
- Substantive development within the Kewdale Industrial Estate, particularly where adjacent to Abernethy Road or Kewdale Road.

Terms of Reference

The revised Terms of Reference retain much of the existing content but no longer include the list of planning proposals to be referred to the Design Review Panel, as this is now addressed in draft LPP 22. Minor content has been refined, and the document has been reformatted to broadly align with the State's Terms of Reference template. A copy of the Terms of Reference is contained as Attachment 12.1.3 for information purposes.

These updates maintain the current effective design review process while ensuring it meets State expectations and has a clear statutory basis.

Financial implications

The operation of the Design Review Panel is covered by the Planning Services operational budget.

Environmental implications

Draft LPP 22 aligns with SPP 7.0's 'Sustainability' principle.

Social implications

Draft LPP 22 aligns with SPP 7.0's 'Community' principle.

Attachment details

Attachment No and title
1. Local Planning Policy No 22 Design Review Panel [**12.1.1** - 4 pages] 2. Appendix 1 Comparison Table [**12.1.2** - 2 pages] 3. Design Review Panel Terms of Reference [**12.1.3** - 5 pages]

City of Belmont

Local Planning Policy No.22

Design Review Panel

Publication date: [00/00/00]

Local Planning Policy No. 22

This is a Local Planning Policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*

1. Policy Basis

The City of Belmont recognises the importance of design quality as part of the planning process. The City's Design Review Panel (DRP) provides independent, performance-based design guidance on planning proposals, with reference to the principles of *State Planning Policy 7.0: Design of the Built Environment*. This advice assists applicants in refining and improving their proposals and supports the City's assessment process. The aim of design review is to ensure that planning proposals make a positive contribution to their locality and the wider built environment.

This Local Planning Policy specifies which proposals should be referred to the DRP, the matters to be considered by the Panel and the operation of the Panel.

2. Policy Application

This Policy applies to planning proposals that should be referred to the DRP. The Policy also applies in instances where an applicant requests that their planning proposal be referred to the DRP for advice.

3. Policy Objectives

The objectives of this Policy are to:

3.1 Specify planning proposals that should be reviewed by the DRP.

3.2 Improve the design quality and functionality of developments within the City through independent expert advice.

4. Planning proposals to be referred to the Design Review Panel

A planning proposal that meets one or more of the following criteria should be referred to the DRP for review:

a) Multiple dwelling developments (apartments) comprising 15 or more units.

b) Grouped dwelling development comprising 15 or more units.

c) New commercial and/or mixed-use developments within the 'Mixed Use or 'Centre' zones, excluding additions to existing buildings that due to the scale do not significantly impact the street or adjoining properties as determined by the City.

d) Development that is 4 or more storeys in height;

DRAFT

e) Development of a property on the State Register of Heritage Places or a Local Government Heritage List established under the City's Local Planning Scheme unless the proposal excludes a works component or does not require a planning approval; and

f) Major extensions or amendments to those proposals referred to in a), b), c), d) and e) above, which in the opinion of the City would benefit from review by the DRP.

The City also encourages applicants to voluntarily submit the following proposals for review by the DRP:

a) Multiple dwelling developments comprising six to 14 units.

b) Form 1 Development Assessment Panel Applications.

c) Substantive development within the Kewdale Industrial Estate, particularly where adjacent to Abernethy Road and/or Kewdale Road.

5. Information Requirements

Plans, reports and statements in support of DRP review shall be submitted to the City at least 14 days before the scheduled meeting.

6. Matters to be considered by the Design Review Panel

In providing any advice and recommendations, the DRP shall consider design matters relating to:

a) The relevant planning framework.

b) The 10 Design Principles provided in *State Planning Policy 7.0: Design of the Built Environment.*

7. Operation of the Design Review Panel:

The DRP shall operate in accordance with the Terms of Reference as endorsed by the Executive Leadership Team.

Governance References

Statutory compliance	*Planning and Development (Local Planning Schemes) Regulations 2015*

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Industry compliance	
Organisational compliance	
Process links	

Local planning policy administration

Directorate	Officer Title	Contact
Development and Communities	Manager Planning Services	9477 7222

Document Date	Review Cycle	Next due
	Triennial	

Version	Decision to advertise	Decision to adopt	Synopsis

DRAFT

Appendix 1. Comparison of Existing and Proposed Criteria

	Existing Criteria	Proposed Criteria
Multiple Dwellings	Proposals for six or more multiple dwellings (apartments) at or above the R40 density	Multiple dwellings comprising 15 or more units should be referred. Multiple dwellings comprising six to 14 units are encouraged to be referred.
Grouped Dwellings	No standards	Grouped dwelling developments comprising fifteen or more units.
Building Height	Proposals which include a building that is three storeys or greater in height (above natural ground level)	Development that is four or more storeys in height.
DAP Applications	Form 1 proposals to be determined by the Development Assessment Panel	Form 1 proposals to be determined by the Development Assessment Panel are encouraged to be referred.
Specific Locations	Development fronting Great Eastern Highway	New commercial and/or mixed-use developments within the 'Mixed Use or 'Centre' zones, excluding additions to existing buildings that due to the scale do not significantly impact the street or adjoining properties as determined by the City.
	Development located within the Golden Gateway precinct	
	Development located within Development Area 6	Proposals within Development Area 6 would not currently be captured due to the State's draft Improvement Scheme for the precinct.
Heritage	No standards	Development of a property on the State Register of Heritage Places or a Local Government Heritage List established under the City's Local Planning Scheme unless the proposal excludes a works component or does not require a planning approval
Others	Any relevant planning proposal, scheme amendment, precinct structure plan, structure plan,	Removed.

	local development plan, or local planning policy if required by the Chief Executive Officer, Director Development and Communities or Manager Planning Services.	

City of Belmont

Design Review Panel Terms of Reference

City of Belmont

Publication date: [00/00/00]

Purpose

The City of Belmont Design Review Panel (DRP) was established to provide independent, expert advice on the design quality of certain development proposals. It may also provide advice on major developments or other proposals where determined by the City.

Objectives

The key objectives of the DRP are to:

- Provide advice to the City on the design quality of proposals with reference to State Planning Policy 7.0 (SPP7.0) Design Principles as well as the Local Planning Framework.
- Facilitate greater awareness of built environment design quality matters and the benefits that may be realised through a constructive design review process.
- Provide independent, fair and reasonable design advice.
- Facilitate a performance-based approach to design review.

Authority, accountability and decision making

Status of Advice

The City of Belmont DRP is advisory only and does not have a decision-making function. The Panel advises on the design quality of proposals against the Design Principles in SPP7.0 and supporting State Planning Policies, with reference to the City's Local Planning Scheme and policy provisions. The advice is not a planning assessment or a technical or compliance assessment against the Australian Standards or National Construction Codes.

Outside of the design review processes under this Terms of Reference, members of the Panel shall not provide advice directly to an applicant, landowner, Elected Member or member of the public in respect to any proposal under consideration at a Design Review Panel meeting.

Membership

Composition

The DRP shall comprise a pool of experienced, multi-disciplinary built environment professionals with the majority of pool members having demonstrated expertise in effective design review. In addition to professional qualifications and experience, other requirements include:

- the ability to analyse, evaluate and report on complex design issues;
- the ability to work in a multi-disciplinary team, and
- good written and verbal communication and negotiation skills.

Member expertise may include but not be limited to:

- Architecture ***(essential)*** – *Chairperson must have an architectural background*
- Landscape Architecture ***(essential)***
- Urban Design ***(essential)***
- Civil, structural and services engineering
- Heritage

- Sustainability and environmental design
- Accessibility and universal design
- Transport planning

The appointed Panel or Session Chair will have extensive experience in design review and facilitation, and a proven ability to draw meaningful conclusions from the collective views expressed.

A person who is currently employed by, or who is an Elected Member of the City of Belmont, is not eligible for appointment as a member of the Panel.

Appointment and Term

Appointment to the DRP pool is through an Expression of Interest process, with the appointment of members to be undertaken by the City.

Appointment to the DRP pool will usually be for a term of three years. The Local Government may extend the term of appointment for up to 12 months without further advertising under specific circumstances.

The City of Belmont may terminate the appointment of any member of the pool prior to the expiry of the term of office if it is considered that the member is not providing a positive contribution to the intended function of the Panel, if the member has not demonstrated a satisfactory level of attendance at meetings, or where there is a breach of the Code of Conduct or other legislative requirements.

In the event that a pool member resigns their membership, has their appointment terminated, or is unable to continue to serve due to other unforeseen circumstances prior to the expiry of their term of office, the City of Belmont may appoint a replacement pool member with equivalent qualifications and expertise to serve for the remainder of the original member's term of appointment.

Following appointment to the pool but prior to sitting on a project panel, it is the responsibility of each pool member to ensure they have completed any mandatory training required under the *Local Government Act 1995* (including code of conduct) and any other training identified by the City of Belmont and that all conflict of interest requirements (including declaration and management plans) have been identified and provided to the City of Belmont as required by the *Local Government Act 1995*.

It is the responsibility of each Member to ensure they:

- have a clear understanding of their authority, responsibility and accountability as stated in these Terms of Reference and relevant legislation;
- have the appropriate skills necessary to fulfil their role on the Panel, and
- maintain the professional development, standards, and requirements of their profession (where required) during the term of their appointment.

Responsibilities

Panel Members

All Panel members should:

- Provide independent, fair and reasonable professional advice relative to the SPP7.0 Design Principles and relevant State and local planning schemes and policies.
- Treat all discussions and information about applications with sensitivity and confidentiality.
- Respond to and comment on material presented, providing clear and constructive feedback.
- When invited to form a Panel for a project review, disclose any interests to the nominated local government officer and the Panel Chair preferably prior to the meeting. for the record. Where a pecuniary interest exists, the member is not permitted to participate in any part of the meeting dealing with that item and a replacement pool member may be required.

- Read and ensure that they are familiar with all information provided prior to the session and prepare key points for discussion in advance.
- Request additional information prior to the review session, in accordance with the advised procedures, if required.

Chair

Chair responsibilities include:

- Liaising with the nominated local government officer about the operation of the Session Panel including advice regarding additional briefing material or requirements.
- Welcoming and introducing the Session Panel members, proponents and any observers present in the meeting.
- Ensuring that the review session agenda is followed.
- Seeking declarations regarding any conflict of interest.
- Facilitating interactive discussion and participation between Session Panel members, key local government attendees and proponents.
- Ensuring that discussions remain focused on the project being reviewed and that advice relates to matters covered by the SPP 7.0 Design Principles, and any relevant State and local planning policies and schemes.
- Ensuring consistency of Panel advice between reviews.
- Summarising the view of the Session Panel at the conclusion of the meeting.
- Managing any dissenting views from Panel members where they may occur, ensuring there is sound reasoning when a dissenting view is expressed and that it is accurately captured in reporting.
- Compiling the Design Review Report post meeting in consultation with the relevant local government officer, ensuring that the content is in line with the review discussion and the form follows the standardised reporting template.
- Briefing decision makers on Panel advice if required.

Operation and support

Panel Quorum

Each Design Review Panel must include at least two pool members and the Chair.

Design review sessions will be chaired by the Panel Chair or by a pool member appointed as the Session Chair.

Eligibility for review

Referral to the City of Belmont DRP is determined by the Manager Planning Services and will generally be in accordance with the criteria outlined in Local Planning Policy No. 22 Design Review Panel.

Reporting

The City of Belmont will provide administrative support to manage the scheduling, preparation and coordination, of review sessions.

Frequency and Timing of Meetings

Review sessions will generally be held on a fortnightly or as required basis. Advice of a scheduled review session, the agenda and information associated with each proposal shall be provided to panel members one week prior to the intended review session date.

Meetings may run for up to three hours and a maximum of three project design reviews will be undertaken at each meeting.

Mayor Rossi disclosed at Item 3 of the Agenda "Disclosure of Interest" an Impartiality Interest in the following item in accordance with Regulation 22 of the *Local Government (Model Code of Conduct) Regulations 2021 (WA)*.

12.2 Draft Local Planning Policy No. 21 - Trees on Private Land

Voting Requirement	:	Simple Majority
Subject Index	:	LPP15/021
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	16 December 2025 Ordinary Council Meeting - Item 12.1
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Development and Communities

Council role

Legislative	The making and adopting of local laws, local town planning schemes and Council policies.

Purpose of report

To consider draft Local Planning Policy No. 21 – Tree Development Exemption and Assessment Policy (LPP 21) (Attachment 12.2.1) for endorsement for public advertising.

Summary and key issues

- Draft LPP 21 has been prepared to establish when tree damaging activity is exempt from the need to obtain development approval, and provide a clear basis for assessing proposals in a consistent, reasonable and proportionate manner.
- Draft LPP 21 was considered by Council at the 16 December 2025 Ordinary Council Meeting (refer to Attachment 12.2.2). Council resolved to request officers undertake further investigations in the context of the WALGA model local planning policy.
- Officers have undertaken these investigations and confirmed that the City's draft Local Planning Policy reflects the contemporary legal context and is aligned with the scope of the WALGA model local planning policy. However, three administrative modifications have been made to the Policy, to clarify certain aspects.

- It is recommended that Council endorse draft LPP 21 for the purpose of public advertising.

Officer Recommendation
Kulczycki moved, Sessions seconded That Council endorses draft Local Planning Policy No. 21 'Trees on Private Land', contained as Attachment 12.2.1 for advertising in accordance with the requirements of Schedule 2, Part 2, Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015 (WA).* **Carried Unanimously 7 votes to 0** For: Harris, Kulczycki, Marks, Rossi, Ryan, Sekulla and Sessions Against: Nil

Location

Draft LPP 21 applies to all land within the City of Belmont.

Consultation

No public consultation has been undertaken on draft LPP 21 at this stage, as the first step in its preparation is to seek Council approval to advertise. Should Council endorse draft LPP 21 for advertising, this will occur in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015 (WA)* (the Regulations). Further details are outlined in the 'Statutory Environment' section of this report.

Strategic Community Plan implications

In accordance with the 2024–2034 Strategic Community Plan:

Key Performance Area: Place

Outcome: 6. Sustainable population growth with responsible urban planning.

Policy implications

Should Council adopt draft LPP 21, it will provide guidance on when tree damaging activity is exempt from development approval, and outline assessment criteria for applications where tree damaging activity is not exempt.

Statutory environment

Planning and Development Act 2005 (WA)

The *Planning and Development Act 2005 (WA)* establishes the legislative framework for land use planning and development control in Western Australia. Under the Act, development must not be commenced or carried out without approval where it is required under an applicable planning scheme.

Section 4 of the Act defines development as:

> "the development or use of any land including –
>
> a) Any demolition, erection, construction, alteration of or addition to any building or structure on the land;
>
> b) The carrying out on the land of any excavation or other works;
>
> c) In the case of a place to which a protection order made under the *Heritage Act 2018* Part 3 Division 1 applies, any act or thing that –
>
> i) Is likely to change the character of that place or the external appearance of any building; or
>
> ii) Would constitute an irreversible alteration of the fabric of any building;"

This definition does not expressly refer to the pruning, modification, or removal of trees. Therefore, local governments have historically not required development approval for tree damaging activity, including removal on private property. However, the broad definition of 'works' within the Deemed Provisions of the Regulations means that tree damaging activity, including removal can potentially fall within the scope of 'development'. This interpretation has recently been clarified by the State Administrative Tribunal (SAT) in *Zorzi v Town of Cambridge*.

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

The Regulations defines works as:

> a) "any demolition, erection, construction, alteration of or addition to any building or structure on the land; and
>
> b) The carrying out on the land of any excavation or other works; and

c) In the case of a place to which a protection order made under the *Heritage Act 2018* Part 4 Division 1 applies, any act or thing that –

i. Is likely to damage the character of that place or the external appearance of any building; or

ii. Would constitute an irreversible alteration to the fabric of any building."

The SAT in *Zorzi v Town of Cambridge* confirmed that tree damaging activity, including tree removal can potentially fall within the meaning of works. However, the Tribunal made clear that not all tree damaging activity constitutes development. The decision emphasised that Parliament did not intend for planning law to intrude into ordinary backyard activities, and that tree damaging activity will only constitute development where it gives rise to planning impacts such as amenity or neighbourhood character effects. This is generally limited to trees of larger scale that generate such impacts.

Under Clause 60 of the Deemed Provisions, a person must not commence or carry out works or use land unless development approval has been obtained, or the development is exempt under Clause 61. Tree damaging activity is not specifically exempt under Clause 61. However, the clause allows for exemptions where specified in a local planning policy. Draft LPP 21 has been prepared on this basis.

The City's policy reflects the latest legal position established by the 2025 *Zorzi v Town of Cambridge* decision.

The Regulations also set out the procedure for making and amending a local planning policy. Clause 4(1)(a) of the Deemed Provisions requires that a draft policy and accompanying notice be published on the City's website. Where appropriate, the notice may also be published in a local newspaper circulating within the scheme area, with the draft policy made available for public inspection at a designated location within the district.

The notice must state:

- Where the draft policy can be inspected;
- The subject and nature of the policy;
- How submissions may be made; and
- The submission period (not less than 21 days).

Following consultation, Council is to consider any submissions received and resolve to adopt the policy (with or without modifications) or determine not to proceed.

Background

December 2025 Item

Draft LPP 21 was first considered by Council at the 16 December 2025 Ordinary Council Meeting. The officers' report (Attachment 12.2.2) outlined the rationale for preparing the policy and explained the legal context established by the SAT decision in *Zorzi v Town of Cambridge* (2025). This included an overview of the following reasons why the use of WALGA Model Tree Retention Local Planning Policy was not recommended:

- The WALGA Model Policy assumes that all tree-damaging activity constitutes development under the *Planning and Development Act 2005 (WA)*. This starting point is inconsistent with the *Zorzi v Town of Cambridge* decision, which clarified that whether tree damaging activity constitutes development depends on the context and level of planning impact.
- The SAT confirmed that a local planning policy cannot, by itself, determine what constitutes works or development. A policy can only establish exemptions consistent with Clause 61 of the Deemed Provisions.
- The WALGA Model Policy was prepared prior to the Zorzi decision and does not reflect the legal context established by that decision.

For these reasons, draft LPP 21 was prepared as an exemption-based policy grounded in the current legal context.

December 2025 Resolution

At the 16 December 2025 meeting, Council resolved as follows:

1. Notes the draft Local Planning Policy No. 21 Trees on Private Land, contained as Attachment 12.1.1 of the Ordinary Council Agenda of 16 December 2025.
2. Directs the Chief Executive Officer to:
    a) Investigate broadening the scope and intent of draft Local Planning Policy No. 21 so that it more fully aligns with, and encompasses, the principles and framework of the WALGA Model Tree Retention Local Planning Policy;
    b) Present the outcomes of the investigation and any revisions to draft Local Planning Policy No. 21 at the next Ordinary Council Meeting scheduled on 24 February 2026, for Council's consideration of the policy for advertising in accordance with Schedule 2, Part 2, Clause 4 of the Planning and Development (Local Planning Schemes) Regulations 2015 (WA); and,
    c) Investigate appropriate planning framework provisions concerning Sustainable Development Practices, which provides for incentives to the

application of sustainable development design principles, including those that compliment and further enhance the application of Local Planning Policy No. 21 for Council consideration in line with the Local Planning Scheme review process.

Report

Scope of Local Planning Policy

While the scope of the resolution was tied to broad alignment with the WALGA policy, it is considered appropriate to first outline the role of this local planning policy within the City's broader actions and its inherent limitations as a planning instrument. The factor that ultimately constrains the scope of a local planning policy is that it is, by its nature, a document which operates within the State planning framework. This provides limited scope for what can legally be achieved on the topic of trees on private property.

Given this, officers consider that draft LPP 21 reflects what can be delivered through a local planning policy. It cannot, nor is it intended to, give effect to all Council positions in this area or to address activities that fall outside the planning framework. This approach is reflected in the structure and content of draft LPP 21. It also aligns with the WALGA Model Local Planning Policy, which does not seek to extend beyond identifying when tree damaging activity is not exempt and associated assessment criteria.

Draft LPP 21 should be understood as addressing a specific component of Council's broader objectives, to the extent that this can be legally achieved through the planning framework, rather than as a comprehensive mechanism. Broader matters relating to Urban Forest Strategy outcomes, such as tree planting, canopy targets, advocacy, initiatives and education, fall outside the scope of a Local Planning Policy. These matters are being progressed through other City processes outside the planning framework.

Notwithstanding this, a later section of the report outlines the investigations officers are undertaking into sustainable development provisions that can be appropriately addressed within the planning framework as part of the preparation of the new Local Planning Scheme and associated work.

Draft LPP 21 and WALGA Model Policy

Officers have undertaken a detailed comparison of draft LPP 21 and the WALGA Model Policy. Following this review, officers have concluded that while the two policies differ in structure and drafting approach, they are closely aligned in scope and achieve the same practical outcomes. Both policies:

- Apply the same size thresholds for determining when approval is required (8 metres height, 6 metres canopy diameter, 1.5 metres trunk circumference

measured at 1.4 metres above ground). Draft LPP 21 exempts trees below these thresholds, while the WALGA Model Policy requires approval for trees that meet or exceed them. While structured in the inverse, the thresholds are identical and the same trees require approval under both policies;

- Apply to development applications, subdivision applications, and strategic planning proposals. While the WALGA Model Policy includes separate sections for each of these application types, draft LPP 21 applies as a whole to all three. Given this, the same assessment criteria and requirements apply regardless of application type;
- Establish a clear policy position with a starting position in favour of tree retention;
- Require the same information to accompany applications, including plans showing tree locations, retention or removal, Tree Protection Zones, proposed planting, written justification, and arborist reports where relevant;
- Include substantially similar assessment criteria, considering matters such as tree health and condition, safety and structural risks, site constraints, capacity for alternative design responses, impacts on streetscape and amenity, and cumulative impacts. Both policies also identify that tree damaging activity will not be supported where justification is based on views, nuisance impacts, personal preference, or minor subjective impacts; and
- Provide for conditions to be imposed, it is noted that the WALGA policy refers to conditions that may apply to approved development. The City's draft local planning policy sets out the circumstances in which conditions may be applied. While draft LPP 21 does not prescribe condition wording, it provides flexibility to tailor conditions to the circumstances of individual applications. It also includes a separate provision allowing the City to impose any other conditions or advice notes it considers reasonable. Both policies establish a consistent and equivalent framework for the assessment and conditioning of development.

While the two policies differ in structure and drafting, the assessment framework and decision-making outcomes they establish are largely consistent and, in practice, will have the same effect.

The key distinction between the two approaches lies in how tree damaging activity is treated under the planning framework. The City's Policy reflects the latest legal position established by the 2025 *Zorzi v Town of Cambridge* decision, which clarified that tree damaging activity does not always constitute development and that approval is only required in certain circumstances. The Policy therefore sets out when tree damaging activity is exempt and when approval is required.

By comparison, the WALGA Model Policy adopts a different approach, treating all tree-damaging activity as constituting development and requiring approval unless exempt. However, the Policy predates the *Zorzi v Town of Cambridge* decision and does not reflect its findings that not all tree-damaging activity constitutes development.

A detailed clause-by-clause comparison is provided in Attachment 12.2.3.

Proposed Administrative Modifications

Three administrative modifications are proposed to the draft Policy:

- Amending the title of the Policy from 'Tree Policy' to 'Tree Development Exemption and Assessment Policy'.
- Replacing the term 'Tree Removal' with 'Tree Damaging Activity'.
- Clarifying that the exemption under Clause 5.1.1 (f) only applies where the City is undertaking works in exercise of its statutory functions.

Further information regarding these modifications is outlined below.

Title Change

The Policy was previously titled 'Trees on Private Land'. Upon further review, the title has been amended to 'Tree Development Exemption and Assessment Policy' to more accurately reflect its scope.

Replacing 'Tree Removal' with 'Tree Damaging Activity'

The Policy previous referred to 'Tree Removal', which encompassed the following activities:

a) The killing of a tree; and/or

b) The removal of a tree; and/or

c) The ringbarking, poisoning, topping or lopping of a tree

On further review, and to more accurately reflect the full range of activities listed above, reference to 'Tree Removal' has been replaced with 'Tree Damaging Activity'.

Clause 5.1.1 (f)

The clause previously provided for works carried out by the City (whether or not considered a 'public work)' to be exempt from the need to obtain development approval. It is proposed that the clause be amended to include reference to 'in the exercise of the City's statutory functions'. Therefore, the amended clause is proposed to read as follows:

"Works carried out by the City <u>in the exercise of its statutory functions</u>, whether or not they constitute a public work."

The reasoning for this wording change is as follows:

- Under the planning framework, works undertaken by the City in the exercise of its statutory functions are classed as public works and exempt from development approval. This includes activities such as maintaining parks and reserves, removing trees to facilitate road construction/civil projects, removing dangerous trees on public and private land, or undertaking infrastructure maintenance, all of which are core statutory responsibilities under the *Local Government Act 1995 (WA).*
- Whether something is a "public work" is not changed by land ownership i.e private or public land, but about whether the activity is being carried out as part of the City's statutory functions under legislation.
- There has been some recent confusion about what exactly constitutes a "public work." It is considered the revised clause makes this clear, as the phrase "whether or not they constitute a public work" is qualified by the requirement that the works be within the scope of the City's statutory functions.
- This clarifies that where the City is acting in a commercial or proprietary capacity, or undertaking works for purposes outside its legislated functions, those activities would not fall within the exercise of a statutory function and would not be exempt under this wording.

Investigate appropriate planning framework provisions concerning Sustainable Development Practices

It is important to note that the purpose of draft LPP 21 is to respond to the legal position established by the *Zorzi v Town of Cambridge* decision. That decision clarified that tree damaging activity may, in some circumstances, constitute development requiring approval, but did not establish a clear threshold for when this applies. The role of the Policy is therefore limited to:

- Setting out the threshold at which tree damaging activity is considered development;
- Establishing when tree damaging activity is exempt from requiring approval; and
- Providing assessment criteria for proposals that require approval.

Broadening the Policy into a wider sustainability or tree incentive framework would extend beyond the legal matter the Policy has been prepared to address. Broader sustainability objectives and tree retention incentives are more appropriately pursued through separate policy mechanisms or Local Planning Scheme provisions. Officers are progressing this work separately, as outlined below:

- The development of sustainability measures was identified as a recommendation of the draft Local Planning Strategy and Local Housing Strategy.
- These documents have not yet been formally endorsed and are currently awaiting Western Australian Planning Commission (WAPC) approval to advertise.
- Notwithstanding this, officers have already commenced work in this area, in line with Council's previous resolution.

  Presenting a separate resolution on a policy at this stage would have limited utility and may create risks, including pre-empting the finalisation of the strategies, WAPC feedback, or progressing discrete actions of the Strategy ahead of holistic consideration of the City's planning framework.

It is recommended that the scope of draft LPP 21 remain focused on clarifying when tree damaging activity is exempt, and when development approval is required, how such applications are assessed. Broader sustainability objectives and tree retention incentives should continue to be pursued through the separate work already underway as part of the Local Planning Strategy, Local Housing Strategy, and Local Planning Scheme review processes.

Conclusion

Following the investigation directed by Council's December 2025 resolution, officers have found that draft LPP 21 and the WALGA Model Policy are closely aligned in scope and achieve the same practical outcomes. As a local planning policy, draft LPP 21 is appropriately confined to matters that can be regulated through the planning framework and is not intended to give effect to broader Council positions that sit outside that role.

Both policies apply the same size thresholds, require approval for the same trees, use the same assessment criteria, and provide for the same types of conditions. The key difference is that draft LPP 21 reflects the legal position established by the *Zorzi v Town of Cambridge* decision, whereas the WALGA Model Policy predates that decision and does not reflect its findings.

Despite this difference in legal framing, both policies achieve equivalent decision-making outcomes in practice. Officers have not identified provisions in the WALGA Model Policy that would broaden the scope or intent of draft LPP 21 or provide enhanced tree retention outcomes beyond what is already embedded in the policy.

Financial implications

The costs associated with the advertising of draft LPP 21 are accommodated within the Planning Department's operational budget.

However, the resourcing implications associated with the ongoing administration of the Policy are presently unknown and will depend on the number of development applications received once implemented. This potential impact was considered in forming the exemption thresholds to balance administrative practicality with Policy intent. Should the Policy be adopted, its implementation and resourcing implications will be monitored and reviewed as part of future Policy reporting.

Environmental implications

Draft LPP 21 operates within the planning framework to clarify when tree damaging activity is exempt and provide assessment criteria for when it isn't. It does not seek to function as environmental legislation or fill gaps in State-level environmental regulation. Broader environmental objectives are appropriately pursued through dedicated environmental legislation or State policy frameworks.

Social implications

There are no social implications associated with this report.

Attachment details

Attachment No and title
1. Draft Local Planning Policy No. 21 [**12.2.1** - 6 pages] 2. Ordinary Council Meeting 16 December 2025 Minutes (Excerpt - Item 12.1) [**12.2.2** - 18 pages] 3. Comparison of Draft LPP 21 against the WALGA Model Policy [**12.2.3** - 5 pages]

City of Belmont

Local Planning Policy No. 21

Tree Development Exemption and Assessment Policy

Publication date: [00/00/00]

Local Planning Policy No. 21

This is a Local Planning Policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*

1. Policy Basis

In some circumstances, tree damaging activity may constitute 'development' under the *Planning and Development Act (2005).* This Policy sets out the circumstances in which tree damaging activity is exempt from the requirement to obtain development approval. It also provides guidance for the assessment of applications proposing tree damaging activity, having regard to the matters outlined in Schedule 2, Part 9, Clause 67(2)(p) of the *Planning and Development (Local Planning Schemes) Regulations 2015.*

2. Policy Application

This Policy applies to all zoned and reserved land under Local Planning Scheme No. 15 (LPS 15) within the City of Belmont, except street trees and where trees are subject to a Tree Preservation Order. It will be used when:

a) Determining whether tree damaging activity is exempt from the need to obtain development approval; and

b) Assessing development applications, subdivision applications, and strategic planning proposals such as Local Planning Scheme amendments and Structure Plans.

3. Policy Objectives

The objectives of this Policy are to:

3.1 Identify when tree damaging activity is exempt from the need to obtain development approval.

3.2 Ensure tree retention is the starting presumption, with tree damaging activity supported only where justified on planning grounds or where necessary to enable appropriate development outcomes that cannot reasonably accommodate retention.

3.3 Provide guidance for assessing planning proposals which involves tree damaging activity not subject to an exemption.

3.4 To ensure that trees which contribute positively to amenity, neighbourhood character and sense of place are properly considered in decision making with priority given to their retention where practicable.

4. Policy Definitions

Certified Arborist

An Arborist with a minimum qualification of Diploma of Horticulture (Arboriculture) Australian Qualification Framework (AQF 5) or equivalent.

Tree Preservation Order

An Order made by the City of Belmont under LPS 15 to protect specific trees from damage or removal.

Tree Damaging Activity

For the purposes of this policy, tree damaging activity includes, but is not limited to:

a) the killing of a tree; and/or

b) the removal of a tree; and/or

c) the ringbarking, poisoning, topping or lopping of a tree.

5. Development Requirements

5.1 Exemptions from Development Approval

5.1.1 Development approval is not required for tree damaging activity if the tree meets any of the following criteria, unless the tree is subject to a Tree Preservation Order under LPS 15:

a) The tree is less than 8 metres in height, has an average canopy diameter of less than 6 metres, and has a trunk circumference of less than 1.5 metres (measured 1.4 metres above the ground); or

b) is a species listed on a State or local area weed register or is a palm or pencil pine; or

c) the works are undertaken in accordance with an express written direction or requirement of a Federal or State Government Department; or

d) the works are undertaken in accordance with a City of Belmont Firebreak and Fire Hazard Notice, a notice issued in accordance with the *Local Government Act 1995* or any other direction from the City of Belmont; or

e) the works are required as part of an approved Bushfire Management Plan; or

f) the works are carried out by the City in the exercise of its statutory functions, whether or not they constitute a public work; or

g) the activity is exempt under Clause 61(1)(b) of Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* because they are:

"works that are urgently necessary for any of the following –
a) Public safety;
b) The safety or security of plant or equipment;

c) The maintenance of essential services;
d) The protection of the environment."

5.2 Assessment Criteria

5.2.1 Development, subdivision and strategic planning proposals should be designed to avoid impacting any tree which does not meet the exemption criteria set out in Section 5.1. Tree damaging activity should only be proposed where retention cannot reasonably be achieved having regard to site layout, access and design constraints, or where the condition of the tree precludes retention.

5.2.2 In considering a development application, subdivision application or strategic planning proposal that proposes to remove a tree that is not exempt from the need to obtain development approval, the City will not grant approval, or in the case of a subdivision application recommend to the WAPC that approval is not granted, for tree damaging activity unless suitable supporting justification is provided with the application or proposal. The supporting justification should address the following factors which the City will have regard to (where relevant):

a) The health, condition, useful life expectancy and structural soundness of the tree;

b) Whether the tree is or is likely to cause damage to people, infrastructure or buildings;

c) Whether the applicant demonstrates that reasonable consideration has been given to alternative design responses to retain the tree, and that tree damaging activity is unavoidable;

d) Whether retention of the tree would prevent a reasonably expected development on the lot, having regard to its size, shape and orientation (for example, a small or constrained lot with a tree located centrally);

e) Topography and the potential impact from excavation/fill;

f) The cumulative impact of tree damaging activity within the subject site or surrounding area;

g) Whether the proposed tree damaging activity would enable improvements to the tree canopy that would not otherwise be achievable, including through new tree planting;

h) Whether the tree has any cultural or historical significance, including whether it is:
   i. Included on the City of Belmont Local Heritage List; or
   ii. Associated with or attached to a listed heritage site and directly relates to the heritage value of the site; or
   iii. Connected to or within an Aboriginal Heritage Site;

i) Whether the tree has landscape or amenity significance due to:
   i. Representing a growth form that significantly contributes to the landscape and has become a unique or widely renowned specimen; or
   ii. Occurring in a unique or prominent location and acting as a landmark to the local area;

iii. Being visible from a public street or public open space and contributing to the streetscape or neighbourhood character;

j) Any report prepared by a Certified Arborist or supporting documentation provided.

5.2.3 Tree damaging activity will not be supported solely on the basis that the tree:

a) has an impact on views;
b) causes leaf, fruit flower, bark, cone or twig drop;
c) causes issues arising from roosting, nesting or browsing fauna;
d) is of a variety that is disliked;
e) causes allergies;
f) impacts on solar installations, swimming pools or the like; or
g) has any other minor or subjective impact.

5.3 Application Requirements

5.3.1 All planning proposals should be accompanied by a plan indicating:

a) the location of all trees on the property that are not exempt under Clause 5.1.1;
b) whether any trees that are not exempt under Clause 5.1.1 are proposed to be removed or retained;
c) where applicable, Tree Protection Zone(s) in accordance with Australian Standard 4970; and
d) for development applications only, any trees proposed to be planted on the development site.

5.3.2 All planning proposals proposing tree damaging activity not exempt under Clause 5.1.1 shall provide written justification against the assessment criteria of this Policy.

5.3.3 A report (Certified Arborist Report and where necessary a Quantified Tree Risk Assessment) prepared by a Certified Arborist shall be submitted in the following instances:

a) To provide supporting information on the health, condition, structural soundness or likely impacts of the tree on surrounding infrastructure or development, as referred to in Clauses 5.2.2(a), (b) and, where relevant, (e); and
b) To outline mitigation measures where works are proposed within a tree protection zone, or where a non-exempt tree under Clause 5.1.1 is proposed to be retained in a high risk location, such as close proximity to a building.

5.3.4 Additional technical reports may be required at the request of the City of Belmont.

5.4 Conditions

5.4.1 Where a tree is designated by a development or subdivision application for retention, the City may impose or, in the case of a subdivision, recommend a condition of approval requiring the owner to notify the City if the tree dies or is damaged beyond viability, and to replace the tree with one or more of a species and size specified by the City, with those trees thereafter retained and maintained.

5.4.2 The City may impose any other conditions or include advice notes on development or subdivision approvals as it considers reasonable and appropriate to achieve the objectives of this policy.

Governance References

Statutory compliance	*Planning and Development Act 2005* *Planning and Development (Local Planning Schemes) Regulations 2015* Local Planning Scheme No. 15
Industry compliance	
Organisational compliance	
Process links	

Local planning policy administration

Directorate	Officer Title	Contact
Development and Communities	Manager Planning Services	9477 7222

Document Date	Review Cycle	Next due
	Triennial	

Version	Decision to advertise	Decision to adopt	Synopsis

DRAFT

Mayor Rossi disclosed at Item 3 of the Agenda "Disclosure of Interest" an Impartiality Interest in the following item in accordance with Regulation 22 of the *Local Government (Model Code of Conduct) Regulations 2021 (WA)*.

12.1 Draft Local Planning Policy No. 21 - Trees on Private Land

Voting Requirement	:	Simple Majority
Subject Index	:	LPP15/021
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Development and Communities

Council role

Legislative	The making and adopting of local laws, local town planning schemes and Council policies.

Purpose of report

To consider endorsing draft Local Planning Policy No. 21 – Trees on Private Land for the purpose of advertising.

Summary and key issues

- In Western Australia, environmental legislation regulates the clearing of vegetation, primarily at a larger or regional scale. However, in recent years there has been increasing discussion about tree removal on private property, particularly within metropolitan areas.
- There has been ongoing ambiguity about the extent to which the *Planning and Development Act 2005 (WA)* and associated regulations deal with, or should deal with, such activity. Whether it does or not turns on if the removal of a tree is considered 'development' under the *Planning and Development Act 2005 (WA)*.

- In July 2025, the State Administrative Tribunal (SAT) (Zorzi v Town of Cambridge) provided clarity that tree removal can, in some circumstances, be considered 'development' under the *Planning and Development Act 2005* and require development approval. However, this is not a blanket position and will depend on the context and level of significance.
- The Zorzi decision provides helpful clarification but also highlights the significant grey area within State planning legislation.
- While the case confirms that tree removal can constitute development in certain circumstances, the *Planning and Development Act 2005* and Regulations do not specify when this threshold is met or when such activity should be exempt.
- It is therefore prudent for the City to establish via a local planning policy when tree removal is exempt, and provide a clear basis for assessing proposals in a reasonable and proportionate manner.
- A clearly articulated policy position will support consistency and transparency for both landowners and decision-makers.
- Draft Local Planning Policy No. 21 – Trees on Private Land (draft LPP 21) has been prepared for this purpose.

Officer Recommendation
That Council endorses draft Local Planning Policy No. 21 'Trees on Private Land', contained as Attachment 12.1.1 for advertising in accordance with the requirements of Schedule 2, Part 2, Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015 (WA)*.

7:25pm Mayor Rossi adjourned the meeting for 5 minutes to allow Officers to confirm Cr Kulczycki's Alternative Motion wording.

Note: Cr Kulczycki put forward the following Alternative Motion.

Alternative Councillor Motion

Kulczycki moved, Sessions seconded

That Council:

1. Notes the draft Local Planning Policy No. 21 *Trees on Private Land*, contained as Attachment 12.1.1 of the Ordinary Council Agenda of 16 December 2025.
2. Directs the Chief Executive Officer to:
   a) Investigate broadening the scope and intent of draft Local Planning Policy No. 21 so that it more fully aligns with, and encompasses, the principles and framework of the WALGA Model Tree Retention Local Planning Policy;
   b) Present the outcomes of the investigation and any revisions to draft Local Planning Policy No. 21 at the next Ordinary Council Meeting scheduled on 24 February 2026, for Council's consideration of the policy for advertising in accordance with Schedule 2, Part 2, Clause 4 of the Planning and Development (Local Planning Schemes) Regulations 2015 (WA); and,
   c) Investigate appropriate planning framework provisions concerning Sustainable Development Practices, which provides for incentives to the application of sustainable development design principles, including those that compliment and further enhance the application of Local Planning Policy No. 21 for Council consideration in line with the Local Planning Scheme review process.

Carried Unanimously 9 votes to 0

For: Abedin, Davis, Harris, Kulczycki, Marks, Rossi, Ryan, Sekulla and Sessions

Against: Nil

Reasons

- The draft Local Planning Policy No. 21 represents a considered response by Planning Officers to the State Administrative Tribunal decision in *Zorzi v Town of Cambridge* and provides important clarity regarding exemptions for tree removal under the Planning and Development regulatory framework.
- Notwithstanding the work undertaken by Planning Officers, the current draft policy adopts a narrow approach, focused primarily on exemption

thresholds, rather than a broader, proactive framework for the retention and protection of mature trees on private land.

- The WALGA Model Tree Retention Local Planning Policy provides a sector-endorsed and contemporary framework that has been adopted or adapted by numerous Western Australian local governments, promoting consistency, clarity, and best practice across Western Australia.
- Community consultation undertaken as part of the City's Urban Forest Strategy demonstrated strong public support for the retention of mature trees and the protection of canopy cover, which is not yet fully reflected in the scope or intent of the draft Local Planning Policy No. 21.
- Council has previously articulated a clear intent to balance housing infill and density with environmental sustainability outcomes through its endorsement of the draft Housing and Local Planning Strategies; a more comprehensive tree retention policy would directly support these strategic objectives.
- Broadening the policy to align with the WALGA model would enable tree retention to be considered earlier and more consistently across planning decision-making, including subdivision, development design, and assessment, rather than primarily at the point of tree removal.
- A revised policy informed by the WALGA model would provide greater certainty to applicants, reducing the risk of inconsistent decision-making, and strengthen the City's ability to protect trees while remaining compliant with State government planning legislation.
- Deferring advertising to allow for a revised draft will ensure that the policy placed before the community better reflects Council's strategic intent and community expectations.
- At the March 2025 Ordinary Council Meeting, Council endorsed the draft Housing Strategy and Local Planning Strategy, which amongst various goals emphasised the need to accommodate housing growth and infill development while improving sustainability outcomes, urban amenity, and environmental resilience. A dedicated Local Planning Policy on Sustainable Development Practices would provide a clear and practical mechanism to translate these strategic objectives into development assessment and quality design outcomes.
- Establishing a complementary Local Planning Policy focused on sustainable development incentives would enable Council to proactively encourage best-practice design responses. This may include tree retention, water-sensitive urban design, energy efficiency, and climate-responsive building. This approach would support the effective implementation of Local Planning Policy No. 21 and reinforce Council's strategic intent to balance housing delivery with long-term environmental and liveability outcomes.

Location

Draft Local Planning Policy No. 21 applies to all land within the City of Belmont.

Consultation

No public consultation has been undertaken on draft LPP 21 at this stage, as the first step in its preparation is to seek Council approval to advertise. Should Council endorse draft LPP 21 for advertising, this will occur in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015 (WA)* (the Regulations). Further details are outlined in the 'Statutory Environment' section of this report.

Strategic Community Plan implications

In accordance with the 2024–2034 Strategic Community Plan:

Key Performance Area: Place

Outcome: 6. Sustainable population growth with responsible urban planning.

Policy implications

Should Council adopt draft LPP 21, it will provide guidance on when tree removal is exempt from development approval, and outline assessment criteria for applications where removal is not exempt.

Statutory environment

Planning and Development Act 2005 (WA)

The *Planning and Development Act 2005 (WA)* establishes the legislative framework for land use planning and development control in Western Australia. Under the Act, development must not be commenced or carried out without approval where it is required under an applicable planning scheme.

Section 4 of the Act defines development as:

> "the development or use of any land including –
>
> a) Any demolition, erection, construction, alteration of or addition to any building or structure on the land;
>
> b) The carrying out on the land of any excavation or other works;

c) In the case of a place to which a protection order made under the *Heritage Act 2018* Part 3 Division 1 applies, any act or thing that –

i) Is likely to change the character of that place or the external appearance of any building; or

ii) Would constitute an irreversible alteration of the fabric of any building;"

This definition does not expressly refer to the pruning, modification, or removal of trees. Therefore, local governments have historically not required development approval for tree removal on private property. However, the broad definition of 'works' within the Deemed Provisions of the Regulations means that tree removal can fall within the scope of 'development'. This interpretation has been confirmed by the SAT in *Zorzi v Town of Cambridge*.

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

The Regulations defines works as:

a) "any demolition, erection, construction, alteration of or addition to any building or structure on the land; and

b) The carrying out on the land of any excavation or other works; and

c) In the case of a place to which a protection order made under the *Heritage Act 2018* Part 4 Division 1 applies, any act or thing that –

i. Is likely to damage the character of that place or the external appearance of any building; or

ii. Would constitute an irreversible alteration to the fabric of any building."

The SAT in *Zorzi v Town of Cambridge* confirmed that tree removal can fall within the meaning of *works*. Under Clause 60 of the Deemed Provisions, a person must not commence or carry out works or use land unless development approval has been obtained, or the development is exempt under Clause 61. Tree removal is not specifically exempt under Clause 61. However, the clause allows for exemptions where specified in a local planning policy. Draft LPP 21 has been prepared on this basis.

The Regulations also set out the procedure for making and amending a local planning policy. Clause 4(1)(a) of the Deemed Provisions requires that a draft policy and accompanying notice be published on the City's website. Where appropriate, the notice may also be published in a local newspaper circulating

within the scheme area, with the draft policy made available for public inspection at a designated location within the district.

The notice must state:

- Where the draft policy can be inspected;
- The subject and nature of the policy;
- How submissions may be made; and
- The submission period (not less than 21 days).

Following consultation, Council is to consider any submissions received and resolve to adopt the policy (with or without modifications) or determine not to proceed.

Background

Historically, planning schemes in Western Australia, and the *Planning and Development Act 2005 (WA)* itself have not been interpreted as requiring development approval for the removal of individual trees. The legislation has historically been interpreted to mean that planning controls apply only where works have a discernible planning impact, for example, where they affect amenity, built form, or land use, rather than ordinary site maintenance or other activities that do not alter the planning context of a site.

To address the protection of specific trees with recognised amenity or heritage value, some local governments have introduced targeted mechanisms such as Tree Preservation Orders under their local planning schemes. The City of Belmont has had the ability to make Tree Preservation Orders since 1994.

Around 2020, some local governments sought to insert provisions directly into their schemes to require development approval for the removal of any tree. However, this approach was not supported by the Minister for Planning, who advised that tree protection should continue to be managed through targeted instruments such as Tree Preservation Orders, rather than blanket development controls.

Following this, debate continued within the sector about whether the broad statutory definitions of "development" and "works" under the *Planning and Development Act 2005 (WA)* could extend to include tree removal in some circumstances. In response, the Western Australian Local Government Association (WALGA) released a Model Local Planning Policy on Tree Retention in 2024. However, uptake was limited (just 6 of 139 local governments) due to the absence of case law confirming whether or when tree removal could be considered development.

In 2025, the Zorzi v Town of Cambridge decision of the SAT provided some clarity by confirming that tree removal can, in certain circumstances, constitute development. However, it also reaffirmed that this depends on context and that Parliament did not intend for planning law to extend deeply into ordinary backyard activities. The implications of this decision are discussed further in the Report section, which also outlines the ongoing need for State-level clarification to ensure consistency across local governments.

Report

There are several important matters that require consideration regarding the preparation of draft LPP 21. These are outlined below:

- Need for Local Policy Guidance
- Scope and Limitations
- Why not the WALGA Model Policy
- Key Provisions
  - Exemptions
  - Assessment Criteria
- Policy Operation
- Implementation and Next Steps.

Need for Local Policy Guidance

The Zorzi v Town of Cambridge (2025) decision clarified that tree removal can, in some circumstances, constitute development and therefore require approval. However, the legislation, and the Tribunal in its reasons, do not establish a clear threshold for when this applies.

In the absence of consistent State guidance, local governments must determine their own approach to exemptions and assessment. Draft LPP 21 has been prepared to provide that clarity, ensuring that decisions are made in a consistent, proportionate, and transparent manner.

Draft LPP 21 would function as an exemption and assessment framework under Clause 61 of the *Deemed Provisions* of the *Planning and Development (Local Planning Schemes) Regulations 2015 (WA).* Where tree removal meets the exemption criteria, development approval is not required. Where it does not, an application will be assessed against the Policy's criteria, focusing on the reasonableness of removal, the planning context, and opportunities for replacement planting.

This approach ensures that the Policy can be applied proportionately and without unnecessary administrative burden, while maintaining clear and practical guidance for landowners and decision-makers as a stopgap measure pending State clarification.

Scope and Limitations

It is important to recognise that the question of tree removal arises from the broad and generic definitions of *development* and *works* under the *Planning and Development Act 2005 (WA)*, which notably, do not specifically refer to trees at all. Draft LPP 21 responds to that legislative ambiguity and should not be interpreted as extending planning controls beyond the intent of the Act or as seeking to perform functions more appropriately dealt with under environmental legislation.

The *Zorzi v Town of Cambridge (2025)* decision addressed this point, stating:

> "I am satisfied that, in the ordinary course, Parliament did not intend the PD Act, and the tentacles of planning law, to intrude too far into the activities and works undertaken in one's backyard. That is especially so when there are no tangible town planning impacts, such as adverse effects on neighbours or the amenity of the locality, arising from such works. Accordingly, the felling of a tree in a suburban backyard will not ordinarily raise any issues of town planning consequence, such that development approval is required. But there are some exceptions to that general position."

The purpose of draft LPP 21 is therefore to clarify the practical application of those principles locally, by outlining when tree removal may reasonably be regarded as development because it gives rise to planning considerations such as amenity or neighbourhood character, and when it should be treated as exempt. It ensures that such proposals are assessed in a consistent, reasonable, and proportionate manner.

The Policy operates alongside other mechanisms available within the City's planning framework, such as Tree Preservation Orders, which are more appropriate for protecting trees of recognised significance. Together, these tools provide a balanced approach that respects both private property rights and the City's responsibility to manage amenity outcomes within the scope of the planning system.

It is important to note that this Policy is not intended as a vehicle for broad environmental reform. Its purpose is to clarify when development approval is required for tree removal and to provide a consistent and defensible basis for assessment. It cannot be used as a blanket prohibition on tree removal, nor as a means of using legislative ambiguity to achieve outcomes beyond the intent

of the planning framework. In that context, caution should be given to setting a low exemption threshold with the intent of capturing smaller and smaller trees, as this risks expanding the Policy beyond its intended planning purpose and into ordinary backyard activity, contrary to the principles established in *Zorzi*.

Why not the WALGA Tree Retention Model Local Planning Policy

While the WALGA Model Policy was prepared to guide local governments in managing tree protection, it is not considered suitable for adoption by the City for several reasons:

- The model assumes that all *tree-damaging activity* constitutes works and therefore development under the *Planning and Development Act 2005 (WA)*. This starting point is inconsistent with the *Zorzi* decision, which makes clear that whether tree removal constitutes development depends on the context and level of planning impact.
- The Tribunal also confirmed that a local planning policy cannot, by itself, determine what constitutes works or development. Such policy can only establish exemptions consistent with Clause 61 of the *Deemed Provisions*.
- The WALGA model places a strong emphasis on broad environmental objectives such as biodiversity and canopy expansion. While these are important matters, the planning system primarily concerns itself with amenity and contextual impacts. Environmental objectives are better pursued through other mechanisms, including Tree Preservation Orders or environmental legislation.
- The model also requires all "regulated trees" in strategic planning proposals to be retained. This is impractical in many development contexts and does not allow for reasonable design flexibility.
- Importantly, the WALGA Model Policy was prepared prior to the Zorzi v Town of Cambridge (2025) decision and does not reflect the Tribunal's clarification of when tree removal may constitute development. As such, it does not adopt the more nuanced, context-based approach that the decision established. The City's approach follows a path that is grounded in the current legal context and is proportionate to the planning role intended by the legislation.

For these reasons, the City's approach focuses on exemptions and assessment criteria that are practical, context-sensitive, and legally robust.

Key Provisions

Exemptions

Draft LPP 21 sets out when development approval is not required for tree removal. Exemptions apply to:

- Trees less than 8 metres in height with a canopy diameter under 6 metres and a trunk circumference under 1.5 metres;
- Species listed on a State or local weed register; and
- Pencil pines or palm trees.

Exemptions also apply where trees are removed in accordance with an approved bushfire management plan, firebreak or fire hazard notice, or under direction from a Government agency, for public works, or where urgent works are required to protect public safety or essential services.

Assessment Criteria

Where removal of a tree does not meet the exemption criteria, a development application is required and will be assessed against the Policy. The criteria seek to balance tree protection with reasonable development expectations. Tree removal may be supported in circumstances such as:

- Where the design of a building or subdivision cannot reasonably accommodate retention;
- Where a tree is structurally unsound or presents a safety or infrastructure risk; or
- Where removal allows for replacement planting that improves the overall quality or extent of canopy cover.

Tree removal will not be supported for minor or subjective reasons such as view obstruction or dislike of species type. Applications must be accompanied by a site plan identifying existing trees, proposed removals, and any replacement planting, and may require arborist advice where relevant.

Implementation and Next Steps

If endorsed for public advertising, the draft Policy will be advertised for a minimum of 21 days in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015 (WA)*. Following consultation, a report will be presented to Council for consideration of submissions and possible adoption of the final Policy.

As outlined within this item, there remains legislative ambiguity and a lack of clarity regarding when tree removal constitutes development and when it should be exempt. In the absence of State guidance, local governments have been required to address this gap through policy responses such as this. However, it is more appropriate for this matter to be clarified at a higher level through amendments to the *Planning and Development Regulations 2015 (WA)* or related legislation. It is recommended that the City to continue to advocate for State-led guidance to provide a consistent approach across local governments, ideally setting out clear clauses and exemptions for tree removal on private property.

Financial implications

The costs associated with the advertising of draft LPP 21 are accommodated within the Planning Department's operational budget.

However, the resourcing implications associated with the ongoing administration of the Policy are presently unknown and will depend on the number of development applications received once implemented. This potential impact was considered in forming the exemption thresholds to balance administrative practicality with Policy intent. Should the Policy be adopted, its implementation and resourcing implications will be monitored and reviewed as part of future Policy reporting.

Environmental implications

While the Policy relates to trees on private property, it does not introduce new environmental controls or obligations. Its purpose is limited to clarifying when planning approval is required for tree removal and providing a consistent framework for decision-making.

Social implications

There are no social implications associated with this report.

Attachment details

Attachment No and title	
1.	Draft Local Planning Policy No. 21 - Trees on Private Land [**12.1.1** - 6 pages]

City of Belmont

Local Planning Policy No. 21

Trees on Private Land

Publication date: [00/00/00]

Local Planning Policy No. 21

This is a Local Planning Policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*

1. Policy Basis

In some circumstances, tree removal may constitute 'development' under the *Planning and Development Act (2005).* This Policy sets out the circumstances in which tree removal is exempt from the requirement to obtain development approval. It also provides guidance for the assessment of applications proposing tree removal, having regard to the matters outlined in Schedule 2, Part 9, Clause 67(2)(p) of the *Planning and Development (Local Planning Schemes) Regulations 2015.*

2. Policy Application

This Policy applies to all zoned and reserved land under Local Planning Scheme No. 15 (LPS 15) within the City of Belmont, except street trees and where trees are subject to a Tree Preservation Order. It will be used when:

a) Determining whether tree removal is exempt from the need to obtain development approval; and

b) Assessing development applications, subdivision applications, and strategic planning proposals such as Local Planning Scheme amendments and Structure Plans.

3. Policy Objectives

The objectives of this Policy are to:

3.1 Identify when tree removal is exempt from the need to obtain development approval.

3.2 Ensure tree retention is the starting presumption, with removal supported only where justified on planning grounds or where necessary to enable appropriate development outcomes that cannot reasonably accommodate retention.

3.3 Provide guidance for assessing planning proposals which involve the removal of a tree not subject to an exemption.

3.4 To ensure that trees which contribute positively to amenity, neighbourhood character and sense of place are properly considered in decision making with priority given to their retention where practicable.

4. Policy Definitions

Certified Arborist

An Arborist with a minimum qualification of Diploma of Horticulture (Arboriculture) Australian Qualification Framework (AQF 5) or equivalent.

Tree Preservation Order

An Order made by the City of Belmont under LPS 15 to protect specific trees from damage or removal.

Tree Removal

For the purposes of this policy, tree removal includes, but is not limited to:

a) the killing of a tree; and/or

b) the removal of a tree; and/or

c) the ringbarking, poisoning, topping or lopping of a tree.

5. Development Requirements

5.1 Exemptions from Development Approval

5.1.1 Development approval is not required for tree removal if the tree meets any of the following criteria, unless the tree is subject to a Tree Preservation Order under LPS 15:

a) The tree is less than 8 metres in height, has an average canopy diameter of less than 6 metres, and has a trunk circumference of less than 1.5 metres (measured 1.4 metres above the ground); or

b) is a species listed on a State or local area weed register or is a palm or pencil pine; or

c) the works are undertaken in accordance with an express written direction or requirement of a Federal or State Government Department; or

d) the works are undertaken in accordance with a City of Belmont Firebreak and Fire Hazard Notice, a notice issued in accordance with the *Local Government Act 1995* or any other direction from the City of Belmont; or

e) the works are required as part of an approved Bushfire Management Plan; or

f) the works are carried out by the City of Belmont (whether or not considered a 'public work'); or

g) the removal is exempt under Clause 61(1)(b) of Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* because they are:

"works that are urgently necessary for any of the following –
a) Public safety;
b) The safety or security of plant or equipment;
c) The maintenance of essential services;
d) The protection of the environment."

5.2 Assessment Criteria

5.2.1 Development, subdivision and strategic planning proposals should be designed to avoid impacting any tree which does not meet the exemption criteria set out in Section 5.1. Tree removal should only be proposed where retention cannot reasonably be achieved having regard to site layout, access and design constraints, or where the condition of the tree precludes retention.

5.2.2 In considering a development application, subdivision application or strategic planning proposal that proposes to remove a tree that is not exempt from the need to obtain development approval, the City will not grant approval, or in the case of a subdivision application recommend to the WAPC that approval is not granted, for tree removal unless suitable supporting justification is provided with the application or proposal. The supporting justification should address the following factors which the City will have regard to (where relevant):

a) The health, condition, useful life expectancy and structural soundness of the tree;

b) Whether the tree is or is likely to cause damage to people, infrastructure or buildings;

c) Whether the applicant demonstrates that reasonable consideration has been given to alternative design responses to retain the tree, and that removal is unavoidable;

d) Whether retention of the tree would prevent a reasonably expected development on the lot, having regard to its size, shape and orientation (for example, a small or constrained lot with a tree located centrally);

e) Topography and the potential impact from excavation/fill;

f) The cumulative impact of tree removal within the subject site or surrounding area;

g) Whether the proposed removal of existing tree(s) would enable improvements to the tree canopy that would not otherwise be achievable, including through new tree planting;

h) Whether the tree has any cultural or historical significance, including whether it is:
   i. Included on the City of Belmont Local Heritage List; or
   ii. Associated with or attached to a listed heritage site and directly relates to the heritage value of the site; or
   iii. Connected to or within an Aboriginal Heritage Site;

i) Whether the tree has landscape or amenity significance due to:
   i. Representing a growth form that significantly contributes to the landscape and has become a unique or widely renowned specimen; or
   ii. Occurring in a unique or prominent location and acting as a landmark to the local area;
   iii. Being visible from a public street or public open space and contributing to the streetscape or neighbourhood character;

j) Any report prepared by a Certified Arborist or supporting documentation provided.

5.2.3 Tree removal will not be supported solely on the basis that the tree:

a) has an impact on views;
b) causes leaf, fruit flower, bark, cone or twig drop;
c) causes issues arising from roosting, nesting or browsing fauna;
d) is of a variety that is disliked;
e) causes allergies;
f) impacts on solar installations, swimming pools or the like; or
g) has any other minor or subjective impact.

5.3 Application Requirements

5.3.1 All planning proposals should be accompanied by a plan indicating:

a) the location of all trees on the property that are not exempt under Clause 5.1.1;
b) whether any trees that are not exempt under Clause 5.1.1 are proposed to be removed or retained;
c) where applicable, Tree Protection Zone(s) in accordance with Australian Standard 4970; and
d) for development applications only, any trees proposed to be planted on the development site.

5.3.2 All planning proposals proposing tree removal not exempt under Clause 5.1.1 shall provide written justification against the assessment criteria of this Policy.

5.3.3 A report (Certified Arborist Report and where necessary a Quantified Tree Risk Assessment) prepared by a Certified Arborist shall be submitted in the following instances:

a) To provide supporting information on the health, condition, structural soundness or likely impacts of the tree on surrounding infrastructure or development, as referred to in Clauses 5.2.2(a), (b) and, where relevant, (e); and
b) To outline mitigation measures where works are proposed within a tree protection zone, or where a non-exempt tree under Clause 5.1.1 is proposed to be retained in a high risk location, such as close proximity to a building.

5.3.4 Additional technical reports may be required at the request of the City of Belmont.

5.4 Conditions

5.4.1 Where a tree is designated by a development or subdivision application for retention, the City may impose or, in the case of a subdivision, recommend a condition of approval requiring the owner to notify the City if the tree dies or is damaged beyond viability, and to replace the tree with one or more of a species and size specified by the City, with those trees thereafter retained and maintained.

5.4.2 The City may impose any other conditions or include advice notes on development or subdivision approvals as it considers reasonable and appropriate to achieve the objectives of this policy.

Governance References

Statutory compliance	*Planning and Development Act 2005* *Planning and Development (Local Planning Schemes) Regulations 2015* Local Planning Scheme No. 15
Industry compliance	
Organisational compliance	
Process links	

Local planning policy administration

Directorate	Officer Title	Contact
Development and Communities	Manager Planning Services	9477 7222

Document Date	Review Cycle	Next due
	Triennial	

Version	Decision to advertise	Decision to adopt	Synopsis

DRAFT

WALGA Model Policy	**Draft LPP No.21**
1.0 Citation Provides that the policy is a Local Planning Policy prepared under Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015.	Draft LPP No.21 is also prepared under Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015. The statutory basis and function of the policy are the same.
2.0 Introduction Explains the importance of trees to amenity, environment and urban cooling, states the increasing importance of tree retention, lists related policies and standards, and states that tree-damaging activity constitutes development and that the policy clarifies when approval is required and how applications are assessed.	Draft LPP No.21 includes a shorter and more targeted "Policy Basis" section focused on the intended role of the policy in the current legal context, namely that local planning policies should set out exemptions from development approval rather than seek to define what is or is not development. Draft LPP No.21 does not seek to define tree damaging activity as development in all cases, as this would be inconsistent with the current legal position. The SAT decision in *Zorzi v Town of Cambridge* clarified that not all tree damaging activity constitutes development; rather, this depends on the amenity and contextual impacts. Notwithstanding this difference in framing, both policies perform the same function in practice: clarifying when approval is required and how proposals are to be assessed.

3.0 Objectives Seeks to protect and enhance tree canopy, prioritise retention, clarify when approval is required, guide assessment, protect amenity and character, and achieve broader environmental outcomes.	Draft LPP No.21 includes objectives that are consistent with the correct and lawful function of a local planning policy, namely to establish exemptions and guide assessment rather than define what is development. The objectives focus on retention as the starting presumption and on guiding decision-making. Broader environmental objectives are not emphasised, as these are more appropriately pursued through other mechanisms such as Tree Preservation Orders, scheme provisions or environmental legislation. Notwithstanding this difference in emphasis, the policy achieves the same practical outcome in terms of prioritising retention and guiding assessment.
4.0 Definitions Defines Arborist Report, Maintenance Pruning, Regulated Tree (using size thresholds), and Tree-Damaging Activity.	• Draft LPP No.21 defines Certified Arborist rather than "Arborist Report", making a separate definition unnecessary. • Maintenance pruning is not specifically addressed by Draft LPP 21, as this was not considered in *Zorzi v Town of Cambridge.* • Draft LPP No.21 does not define "Regulated Tree"; instead, the same size thresholds are used in the exemption provisions. This is an inverted drafting approach but achieves the same practical outcome.

	• Draft LPP No.21 defines Tree Damaging Activity but does not include in this definition the severing of branches, limbs or stems of a tree as such actions were not addressed by the SAT decision and of themselves are unlikely to constitute development. Overall, while the structure differs, the policy regulates the same class of trees and activities in substance.
5.0 Policy Application Applies to development applications, subdivision, strategic planning proposals, and stand-alone tree-damaging activity.	While the wording differs, Draft LPP No.21 applies in the same practical circumstances: development applications, subdivision, strategic planning proposals, and the assessment of whether tree damaging activity is exempt or requires approval.
6.0 Requirement for Development Approval and Exemptions Starts from the position that tree-damaging activity requires approval unless it falls within specified exemptions (size thresholds, emergency works, bushfire, weeds, public works, etc.).	Draft LPP No.21 is framed expressly around exemptions from development approval, reflecting the current legal position. The categories of exemption are materially the same. The drafting approach is inverted, but the regulatory outcome is effectively the same: significant trees are captured and require assessment, while minor or specified cases are exempt.
7.0 Application requirements Requires plans showing trees, whether they are retained or	Draft LPP No.21 requires the same categories of information: plans showing trees, retention or removal, TPZs, proposed planting, written justification, and arborist reports in similar

removed, Tree Protection Zones, proposed planting, written justification, and arborist reports where relevant.	circumstances. The practical information requirements are substantially the same.
8.1 General Requirements Establishes a presumption of retention, requires avoidance and minimisation of impacts, lists detailed assessment considerations, and lists matters that will not justify tree damaging activity (views, nuisance, disliked species, etc.).	Draft LPP No.21 contains an equivalent presumption of retention, a very similar list of assessment considerations, and a similar list of matters that will not, on their own, justify tree damaging activity. The intent and effect are substantially the same.
8.2 Development Application States a general presumption against tree damaging activity, with it only supported where justified (e.g. health, safety risk, or where redesign is unfeasible).	Draft LPP No.21 adopts the same approach in substance: retention is the starting point, and tree damaging activity is only supported where justified on planning grounds or where appropriate development outcomes cannot reasonably accommodate retention.
8.3 Development Approval Conditions Provides example conditions for retention, protection, replacement and planting.	Draft LPP No.21 allows conditions requiring notification, replacement and ongoing maintenance and any other conditions relevant to achieving the objective of the policy. The intent and effect are the same.
8.4 Subdivision applications Requires subdivision design to prioritise retention and supports conditions to protect trees.	Draft LPP No.21 applies to subdivision and allows the City to recommend against approval or impose conditions where appropriate. The same intent and practical outcome are achieved.

8.5 Strategic Planning Proposals Requires structure plans and scheme amendments to identify and protect regulated trees.	Draft LPP No.21 applies to strategic planning proposals but does not impose an automatic requirement for protection in all circumstances. Instead, it allows tree damaging activity to be supported where justified against the policy provisions. This reflects a more flexible, case-by-case approach, but the policy still ensures that trees are systematically considered and that retention remains the starting point.

12.3 Draft Redcliffe Station Precinct Improvement Scheme - City of Belmont Submission

Voting Requirement	:	Simple Majority
Subject Index	:	116/112 - Development Area 6 - Structure Plan
Location/Property Index	:	Various
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	28 February 2023 Ordinary Council Meeting Item 12.2 26 April 2022 Ordinary Council Meeting Item 12.1 23 March 2021 Ordinary Council Meeting Item 12.1 10 December 2019 Ordinary Council Meeting Item 12.3 13 December 2016 Ordinary Council Meeting Item 12.7
Applicant	:	N/A
Owner	:	Various
Responsible Division	:	Development and Communities

Council role

Strategic	Planning strategically for the future of the City or providing strategic direction to the CEO e.g. approving the Strategic Community Plan, advocating to another level of government/body/agency.

Purpose of report

To consider the draft Redcliffe Station Precinct Improvement Scheme and provide a submission to the Department of Planning Lands and Heritage (DPLH).

Summary and key issues

- The Redcliffe Station Precinct Improvement Plan was gazetted by the State Government on 2 December 2022.
- The Improvement Plan provides the statutory basis for the State to prepare an Improvement Scheme for the Redcliffe Station Precinct, to facilitate coordinated development and deliver the objectives of the Plan.

- Following gazettal of the Improvement Plan, the DPLH drafted an Improvement Scheme and the Minister for Planning subsequently provided consent to advertise.
- Public advertising of the draft Improvement Scheme commenced on 17 November 2025 and closes on 4 March 2026.
- The draft Improvement Scheme, supporting Improvement Scheme Report, and Local Water Management Report have been reviewed, and a draft submission has been prepared.
- It is recommended that Council endorse the draft submission for lodgement with the DPLH.

Officer Recommendation
That Council endorse the submission (Attachment 12.3.1) on the draft Redcliffe Station Precinct Improvement Scheme No. 1 and draft Improvement Scheme Report for lodgement with the Department of Planning Lands and Heritage. **Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.**

Location

The Redcliffe Station Precinct encompasses land bound by Great Eastern Highway, Coolgardie Avenue, Redcliffe Road, Perth Airport and Tonkin Highway in Redcliffe (refer to Figure 1).

Figure 1 – Redcliffe Station Precinct (Outlined Red)

Consultation

As a State-led project, consultation on the draft Improvement Scheme is the responsibility of the DPLH.

The City's role in this process is limited to making a submission during the advertising period, consistent with its role as a stakeholder rather than the administering authority.

In accordance with the *Planning and Development Act 2005 (WA)*, Improvement Schemes are required to be advertised for a minimum period of 90 days.

The draft Improvement Scheme and Improvement Scheme Report are being advertised from 17 November 2025 to 4 March 2026 (108 days).

At the conclusion of the advertising period, DPLH will prepare a report on submissions and present it to the Western Australian Planning Commission. The Western Australian Planning Commission will then make a recommendation to the Minister for Planning, who will determine the Improvement Scheme.

Strategic Community Plan implications

In accordance with the 2024–2034 Strategic Community Plan:

Key Performance Area: Place

Outcome: 6. Sustainable population growth with responsible urban planning.

Policy implications

In 2016, the City prepared a vision plan to guide its future strategic planning work for the precinct. This vision was formalised through the adoption of Local Planning Policy No. 14 – Development Area 6 Vision (LPP 14) by Council on 23 February 2016.The key aspects of the vision include:

- The identification of the Redcliffe Station in the eastern portion of the precinct.
- The creation of a linear public open space area spanning between Great Eastern Highway and Redcliffe Station, with the existing Southern Main Drain being redeveloped into a living stream.
- Development between three to 13 storeys, with higher intensity mixed use development being focused around Redcliffe Station and properties fronting Great Eastern Highway.
- Modifications to the internal road networks, including:
    - The closure of Brearley Avenue;
    - Connecting Bulong Avenue, Central Avenue and Second Street, on the northern side of the train station;
    - Connecting Boulder Avenue and Kanowna Avenue East across the former Brearley Avenue road reserve.

The Vision Plan informed the preparation of the draft Redcliffe Station Precinct Activity Centre Plan.

Statutory environment

Strategic Planning Framework

Perth and Peel @ 3.5 Million

The State strategic planning framework documented under the WAPC 'Perth and Peel @ 3.5 Million' guides the planning direction of the City. It recognises that a 'business-as-usual' approach to planning will not adequately accommodate Perth's growth and is likely to result in significant detriment to the liveability of the Perth metropolitan area. It is also likely to put strain on finances, resources

and the environment. There is a directive from the State Government to plan areas in such a way that would:

- Promote a more energy efficient and consolidated urban form.
- Reduce the overall need to travel.
- Support the use of public transport, cycling and walking for access to services, facilities and employment.

It is widely accepted that higher residential densities and mixed use developments within walkable catchments of activity centres and high frequency transit nodes has the potential to reduce car dependence, increase accessibility for those without access to private cars and therefore reduce road congestion and infrastructure demand. It also provides for housing diversity and opportunities for more affordable living within vibrant areas that are well connected with services, employment and public transport.

Perth and Peel @ 3.5 million identifies the Redcliffe Station precinct as forming part of the wider Perth Airport activity centre. Activity centres are intended as hubs that attract people for a variety of activities and would mainly consist of a concentration of commercial uses with a varying proposition of other uses such as residential, or in the case of Perth Airport, aviation services. Ultimately, the residential area surrounding the Redcliffe Station should be planned to accommodate transit-oriented development and made an attractive place to live and work.

Statutory Planning Framework

Planning and Development Act 2005 (WA)

Part 8 of the *Planning and Development Act 2005 (WA)* provides for the preparation and making of an Improvement Plan and Improvement Scheme. Further information regarding these instruments is outlined below.

Improvement Plan

An Improvement Plan is a strategic instrument which is used to facilitate the development of land in areas identified by the WAPC as requiring special planning. The WAPC are responsible for recommending that an Improvement Plan be prepared to the Minister for Planning and Governor.

An Improvement Plan can provide for the preparation of an Improvement Scheme and where this is the case, contains objectives to inform the scheme.

Improvement Plan No. 45 was gazetted and became effective from 2 December 2022. Its purpose is to:

- "Enable the WAPC to undertake all necessary steps to advance the planning and development of the Redcliffe Station Precinct as provided for under Part 8 of the Act;
- Establish the strategic planning and development intent for the Redcliffe Station Precinct;

- Provide for a strategic planning framework endorsed by the WAPC, Minister for Planning and Governor;
- Authorise the preparation of an Improvement Scheme for the Redcliffe Station Precinct;
- Provide the objectives of the Improvement Scheme; and
- Provide guidance for the preparation of statutory plans, statutory referral documentation and policy instruments."

A copy of the Improvement Plan for the Redcliffe Station precinct is contained as Attachment 12.3.2.

Improvement Scheme

An Improvement Scheme is similar to a local planning scheme and contains land use and development control provisions. These provisions however aim to meet the objectives of the Improvement Plan.

An Improvement Scheme is determined by Minister for Planning, following community consultation.

Once an Improvement Scheme is in place, the local planning scheme ceases to have effect to that area and the WAPC becomes the determining authority for development applications. The WAPC can however delegate their decision-making authority to the relevant local government.

DPLH has progressed the preparation of an Improvement Scheme for the Redcliffe Station Precinct and released it and the supporting Report for public comment. The purposes of the Scheme are to:

1) "Set out the Commission's planning aims and intents for the Scheme area; and
2) Set aside land as reserves for public open space, drainage/waterway, education, railways, and local roads, and
3) Zone land within the Scheme area for the purposes defined in this Scheme; and
4) Outline sub-precincts to inform subdivision and development control and guidance; and
5) Control and guide subdivision and development; and
6) Set out procedures for the assessment and determination of development applications; and
7) Set out procedures for contributions to be made for the costs of providing infrastructure in connection with development; and
8) Make provision for the administration and enforcement of this Scheme; and
9) Address other matters referred to in Schedule 7 of the Act."

The Improvement Scheme includes the following key components:

- the aims of the Scheme;
- provisions for the preparation and consideration of structure plans, policies and local development plans;
- reserves, zones and sub-precincts, together with associated land use permissibility and development controls;
- land use classifications and definitions, with interpretation informed by the Regulations and planning reforms; and
- requirements for subdivision/amalgamation and development approval.

A copy of the draft Improvement Scheme, supporting Report and the Local Water Management Report is contained as Attachment 12.3.3, 12.3.4 and 12.3.5.

State Planning Policy 3.6 – Development Contributions for Infrastructure

State Planning Policy 3.6 – Development Contributions for Infrastructure (SPP 3.6) sets out the principles and considerations that apply to development contributions for the provision of infrastructure in new and established urban areas, as well as the form, content and process to be followed. The need for the infrastructure included in a Development Contribution Plan (DCP) must be clearly demonstrated (need) and the connection between the development and the demand created should be clearly established (nexus).

A Development Contribution Plan operates by requiring landowners to make a financial contribution towards infrastructure when undertaking subdivision and/or development, with the funds collected being expended in accordance with an adopted staging plan.

On 10 December 2019, Council resolved to support the preparation of a Development Contribution Plan to provide for the sharing of infrastructure costs amongst developing landowners within the precinct, and to facilitate the implementation of the Activity Centre Plan. This did not progress further than the initiation stage due to the WAPC not providing consent to advertise.

Background

Activity Centre Plan, Amendment No. 15 and Development Contribution Plan

At the 23 March 2021 Ordinary Council Meeting (Item 12.1), Council resolved to adopt the draft Activity Centre Plan and supporting scheme amendment (inclusive of a Development Contribution Plan) for public advertising. The Amendment was forwarded to the WAPC for consent to advertise. The WAPC did not provide the City with consent to advertise as funding arrangements for upgrading of the Southern Main Drain had not been resolved.

The key aspects of that draft Activity Centre Plan included:

- Mixed commercial and residential development immediately surrounding Redcliffe Train Station and abutting Great Eastern Highway and residential development throughout the remainder of the precinct.
- Built form controls premised on precinct areas, including minimum site area requirements, plot ratio, minimum and maximum building height, street setbacks and car parking requirements.
- A central area of public open space in the former Brearley Avenue road reserve and the realignment of the Southern Main Drain.
- The identification of a road hierarchy and movement network for vehicles, pedestrians and cyclists, as well as the consideration of street design and traffic management and safety measures.
- Strategies for the management and treatment of stormwater runoff within the precinct.
- The identification of infrastructure and servicing requirements required for the redevelopment of the precinct.
- Infrastructure funding and delivery measures, including consideration of staging and implementation.

Redevelopment Area Request

In the absence of state funding commitments to upgrade the Southern Main Drain, Council at their April 2022 meeting resolved to request that the Redcliffe Station precinct be established as a redevelopment area and that DevelopmentWA progress the planning framework for the precinct.

The WAPC subsequently determined that the precinct would be subject to an Improvement Plan. While an Improvement Scheme remains State-led and development control is managed by the State, it differs from a redevelopment area in that it does not involve DevelopmentWA as the development authority.

Report

A detailed review of the draft Improvement Scheme and supporting documentation has been undertaken and a submission has been prepared (Attachment 12.3.1). An overview of the key matters raised in the submission is included below:

Local Planning Context

Section 3.0 of the Report outlines the local strategic and statutory planning context that was considered in preparing the draft Improvement Scheme. The submission recommends several updates to reflect the current local context. Below is a summary of the recommended updates:

- Update Section 3.1.1 to reflect the current status of the Local Planning Strategy and sub-strategies, noting that all sub-strategies have been prepared and adopted with the exception of the draft Local Housing Strategy. It is also suggested that reference is made to the draft Local Planning Strategy awaiting advertising consent from the WAPC.
- Remove reference to the Local Commercial Strategy in Section 3.1.1.3, as it has been superseded by the Activity Centre Planning Strategy.
- Clarify whether the most recently adopted versions of the documents have been used and referenced in Sections 3.1.1.4 (Public Open Space Strategy) and 3.1.1.5 (Environment Strategy).
- Update Section 3.1.3 to reflect Council's October 2024 endorsement of the Great Eastern Highway Urban Corridor Strategy, and replace the current building scale statement with reference to Improvement Plan No. 45 and the future Improvement Scheme controls, consistent with the Corridor Strategy.
- Include reference in Section 3.2.5 to recently adopted Local Planning Policy No. 20, which supports implementation of the Great Eastern Highway Urban Corridor Strategy and requires development to occur in accordance with the Improvement Scheme.
- Acknowledge in Section 3.1.4 that Perth Airport has prepared a new draft Master Plan and outline its relevance to the subject area.
- Update Section 3.2.1 to note that the City's Report of Review identified the need for a new Local Planning Scheme and that preparation is underway. Additionally, remove references to 'Commercial' zoned land within the precinct, as there is no land with this zoning.
- Clarify the history of Amendment No. 15 in Section 3.2.1.1, noting that the WAPC did not grant consent to advertise.

Building Height

The submission notes that the proposed building heights are generally consistent with the draft Activity Centre Plan as shown in Table 1. The precinct areas associated with the draft Improvement Scheme are shown in Figure 2.

Precinct	Document	Minimum Height	Maximum Height	Maximum Height with Bonus
Station Precinct (formerly Centre Precinct under ACP)	Improvement Scheme	4 storeys	9 storeys	13 storeys
	Draft ACP	4 storeys	8 storeys	13 storeys
Station Frame Precinct (formerly Centre Transition Precinct under ACP)	Improvement Scheme	3 storeys	6 storeys	N/A
	Draft ACP	3 storeys	6 storeys	8 storeys
Neighbourhood Precinct (formerly Residential Core Precinct under ACP)	Improvement Scheme	2 storeys	4 storeys	N/A
	Draft ACP	2 storeys	4 storeys	6 storeys
School Interface Precinct	Improvement Scheme	2 storeys	4 storeys	N/A
	Draft ACP	2 storeys	3 storeys	N/A
Mixed Use Precinct (formerly Urban Corridor Precinct under ACP)	Improvement Scheme	3 storeys	9 storeys	N/A
	Draft ACP	3 storeys	8 storeys	13 storeys

Table 1 – Comparison of Building Heights proposed by the Draft Redcliffe Station Improvement Scheme against building heights proposed by the draft Activity Centre Plan

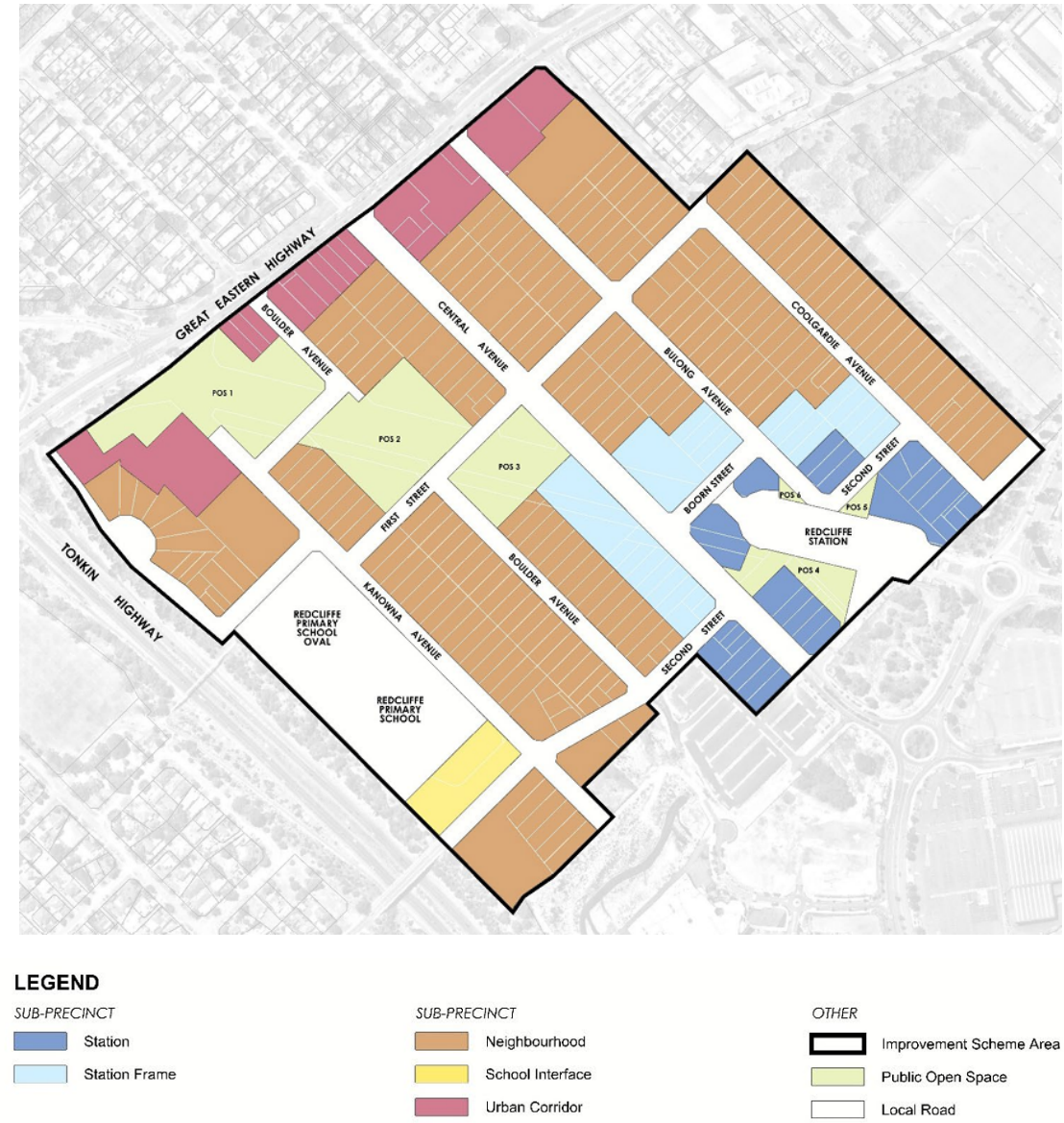


Figure 2: Improvement Scheme Precinct Areas

Nothing the above it is considered that the proposed heights are broadly aligned with those of the City's vision and draft Activity Centre Structure Plan.

Feasibility

Supporting feasibility testing concludes that current market conditions are impacting the feasibility of higher density development.

The submission notes that careful consideration is needed to balance current or medium-term feasibility with longer term opportunities. Experience in comparable precincts across Perth, including established activity centres, demonstrates that where long-term redevelopment has occurred, original height and density assumptions have often not aligned with evolving present day-built form outcomes. This presents a risk that planning frameworks calibrated too closely to current feasibility may inadvertently under-provide long-term development capacity and constrain future opportunity.

Having regard to the above, the submission recommends that further consideration be given to whether the proposed development controls and building heights strike the right balance between responding to current feasibility conditions and safeguarding the long-term development potential of the precinct.

Minimum Frontage and Lot Size Requirements

The City's previous draft Activity Centre Plan proposed precinct wide requirements for minimum lot size and street frontage to qualify for redevelopment. The intent of this was to avoid piecemeal small-scale redevelopment, by requiring coordinated outcomes on larger land parcels.

These requirements are no longer applied across the precinct, and now only apply to select lots. The submission highlights that while current feasibility and land-assembly challenges are acknowledged, consolidated development remains important for achieving coordinated and holistic built-form outcomes in a station precinct context.

Primary Development Controls

Table 6 of the draft Improvement Scheme outlines the primary development controls for the precinct. Officers have reviewed these controls and propose the following comments for inclusion in the submission:

- While the Improvement Scheme supports redevelopment, it does not clearly explain how the primary development controls apply to landowners undertaking minor alterations or additions to existing buildings. The submission therefore recommends that the Scheme be updated to address this by clarification or an exemption.
- Note H states that short-term accommodation may contribute to the minimum residential density requirement. This is broader than the draft Activity Centre Plan, which only allowed this within the Urban Corridor precinct. Given the need to prioritise long-term housing supply, the submission recommends adopting a similar, more limited approach.
- There is a lack of clarity on when, or if, the minimum residential density requirement applies to non-residential land uses. The submission suggests the Scheme provide clear guidance on this, and if non-residential development is required to include a residential component, that this be explicitly stated.

Frontage Typologies

The draft Improvement Scheme specifies certain frontage typologies aimed at facilitating the intended character of the precinct. These have been reviewed and the following comments provided in the submission:

- Clause 54(2) lists land uses considered appropriate for activated frontages. As the list is not exhaustive, it is unclear whether these uses are preferred, or provided as examples. It is suggested that the clause either clearly express a preference for particular uses or outline the broader intent (i.e. encouraging active land uses), in which case the list may not be necessary.
- To ensure activation occurs for the Activated Frontage typology, it is recommended that a minimum glazing requirement be specified and that these areas be kept free of signs and opaque films. An example provision for this is contained within the City's Local Planning Policy No. 20.

Funding and Delivery of Infrastructure

The submission outlines concerns that the Improvement Scheme does not clearly explain how infrastructure will be funded or delivered. It is recommended this be addressed via an Infrastructure Delivery Strategy. However, notwithstanding this, there are high level concerns in relation to the following matters:

- The draft Improvement Scheme does not clearly define required infrastructure, delivery timing or responsibilities. While the Report broadly identifies proposed utility, public open space and streetscape upgrades, as well as new roads, it lacks sufficient detail, particularly in relation to cost estimates. This creates uncertainty regarding costs, feasibility and accountability for delivery, and presents a fundamental risk to the effective implementation of the precinct. In this context, the submission notes that the City has no allocated budget to deliver the identified infrastructure.
- A Development Contribution Plan cannot operate under an Improvement Scheme, which removes ability to quantify costs upfront, and recover such costs from developers in the standard way set out in the State planning framework.
- Given the regional significance of the Redcliffe Station Precinct and the extent of State-owned assets within it, it is considered that State funding should be allocated to deliver key infrastructure upgrades.
- State Planning Policy 3.6 does not support the use of Specified Area Rates as a substitute for developer contributions where infrastructure demand is generated by development. While Specified Area Rates have been identified as a potential funding mechanism, the City considers their use in this context to be fundamentally misaligned with the intent of the State planning framework.

- Specified Area Rates shift the cost of development-related infrastructure from developers to existing and future residents, regardless of whether development occurs, and without a clear nexus to demand. This is inconsistent with SPP 3.6, which requires development to contribute its fair and proportionate share to infrastructure provision, and results in residents effectively subsidising developer obligations.

Based on the above, it is considered that unresolved infrastructure funding and delivery arrangements represent a threshold matter that must be addressed to provide certainty to all parties and to support the effective implementation of the Improvement Scheme.

Precinct Objectives

The Improvement Scheme contains objectives for each precinct to guide appropriate development outcomes. The submission recommends the following:

- That there be greater differentiation between the objectives for the Station and Station Frame Precincts. At present the objectives are very similar with no clear distinction between the intent of the precincts.
- That an objective to promote ground floor activation be included for the Station Precinct.
- That the following objective also be applied to the Station, Station Frame and Urban Corridor precincts so that development within these areas will also have regard to energy efficient and sustainable building design:

  "Encourage energy efficient building design and sustainable development practices to enhance environmental performance and contribute to the long term sustainability of the precinct."

  Connected with this, the submission suggests that further consideration be given to measures within the Improvement Scheme that enact this objective.
- Given the presence of existing trees, the following objective should apply to the Station and Station Frame Precincts:

  "Facilitate the enhancement of green infrastructure and encourage the retention of mature trees where possible."
- That the following objective applied to the Neighbourhood Precinct be updated to refer to building design that engages with public open space, noting that areas within this precinct abut such spaces and would benefit from activation and passive surveillance:

  Promote ground floor building design that engages with the street and POS, contributing to vibrant and active streetscapes and public places, while maintaining a sense of privacy for residents."

Land Use

The submission provides the following comments with respect to land use:

- The draft Improvement Scheme propose to restrict uses within the Station sub precinct to 'Bulky Goods Showroom' and 'Garden Centre'. This would effectively mean that these are the only uses that could occur within this precinct. As this is unlikely to be the intent, the submission recommends that this be rectified.
- The land uses of 'Bulky Goods Showroom' and 'Garden Centre' are identified as capable within the Station precinct. It is considered that these land uses are fundamentally contrary to the objectives of the precinct and should be removed.
- To prevent shops establishing outside of identified activity centres, the City's planning framework does not permit the land use on Great Eastern Highway. The draft Improvement Scheme identifies shops as being able to be considered on land adjacent to Great Eastern Highway. It is recommended the draft be modified to reflect the City's planning framework.
- The Improvement Scheme could facilitate Short-Term Rental Accommodation (STRA) without restriction on location or scale. Given the precinct's proximity to Perth Airport and the City, this presents a risk that development capacity may be diverted away from long-term housing outcomes. Having regard to research undertaken to inform Local Planning Policy No. 19 – Short-Term Rental Accommodation, which identified no shortage of STRA within the City of Belmont (but a significantly constrained long-term rental market), the submission recommends that priority be given to facilitating long-term housing, including the inclusion of an explicit objective and provisions within the Improvement Scheme to reflect this intent.

Road Network and Access

It is noted that the road network is broadly consistent with the City's draft Activity Centre Plan.

It is noted that the City's commissioned 2019 traffic report prepared by Flyt has been referred to in the documentation. It is recommended the underlying data be updated using current data.

In addition, the submission recommends that the City's Redcliffe Area Traffic Study, and Streetscape Strategy be referenced and that potential restrictions on right-turn movements from side streets onto Great Eastern Highway be investigated to assist in reducing congestion and traffic conflicts.

Parking

The submission raises concern that no minimum parking requirements apply to occupants of residential development within the Station, Station Frame and Urban Corridor precincts.

While it is acknowledged that minimum parking rates are not mandatory and that the market will ultimately influence parking provision, there is limited tolerance for under-provision in this context. On-street parking is already restricted across much of the precinct to prevent commuter parking associated with the Redcliffe Train Station, meaning there is little capacity to absorb parking overspill should resident parking demand be underestimated.

The submission also recommends, for commercial and retail development, increasing bicycle parking requirements beyond one bay per 200 m² and introducing end-of-trip cycling facilities consistent with those required under the City's Local Planning Scheme No. 15.

Public Open Space

The submission acknowledges that the Improvement Scheme identifies public open space areas that are broadly consistent with the City's draft Activity Centre Plan.

Table 28 of the Supporting Report outlines various additional public open space opportunities, including the potential for shared use of the Redcliffe Primary School. While this opportunity is noted, the submission also recommends that Section 7.2.3.1 clearly state that the school site has been excluded from public open space calculations.

Ecology

Section 4.1.2.2 of the Report notes that mature trees are present within road reserves, public open space surrounding the Airport South Main Drain (ASMD) and on private properties. It is considered appropriate for the draft Improvement Scheme to encourage landowners to identify trees of significance on their site, so that any trees with potential for retention can be clearly shown and considered as part of a development application.

In addition to the above, the submission recommends that the recent planting work within proximity to the ASMD be acknowledged within the Report.

Local Water Management Report

A Local Water Management Report (LWMR) has been prepared in support of the Improvement Scheme. Officers have reviewed the LWMR and provide the following comments within the submission:

- The LWMR indicates that the City is expected to assume responsibility for the ongoing management and maintenance of the ASMD living stream following implementation of the proposed concept design. It is the City's understanding that this would entail managing the stream banks only with Water Corporation retaining responsibility for the watercourse itself. The submission indicates that the City can in principle undertake maintenance of the banks only (subject to a formal agreement with Water Corporation and contingent on the City securing adequate budget and funding for maintenance), but requests that the LWMR be updated to acknowledge that this increased responsibility introduces contractual and legal risks and is currently unbudgeted for.
- The submission asks for clearer guidance on minimum habitable floor levels. At present the LWMR and draft Scheme includes wording that is likely to cause confusion and misinterpretation as it refers to habitable floor levels when referring to roads and open spaces. The submission recommends that the LWMR and Scheme clearly specify minimum habitable floor levels for residential and commercial development and separate levels for open spaces and roads.

Financial implications

Under the Improvement Scheme, responsibility for the ongoing management and maintenance of the ASMD is expected to rest with the City of Belmont. It is understood that this management will entail managing the stream banks only with Water Corporation retaining responsibility for the watercourse itself. Such management is currently unbudgeted and will have implications for future budgets.

The Report also identifies that the approach to funding and delivering infrastructure within the precinct has not yet been resolved. The submission seeks further clarification on this matter prior to finalisation of the Improvement Scheme. At this time, the financial implications of infrastructure funding and delivery cannot be determined.

Environmental implications

The draft Improvement Scheme Report notes that the ASMD will be transformed into a living stream, delivering a contemporary water-sensitive urban design outcome with both visual and environmental benefits. The submission seeks further clarification on the measures proposed to enhance the precinct's environmental performance and recommends that the Scheme encourage landowners to identify trees of significance on their sites, so that these can be considered as part of future development applications.

Social implications

The draft Improvement Scheme provides a planning framework to support the development of a vibrant, liveable precinct with a diverse range of housing options.

Attachment details

Attachment No and title
1. Submission - Redcliffe Station Precinct Improvement Scheme No. 1 [**12.3.1** - 13 pages] 2. Improvement Plan 45 - Redcliffe Station Precinct [**12.3.2** - 1 page] 3. Draft Improvement Scheme Text [**12.3.3** - 104 pages] 4. Draft Improvement Scheme Report [**12.3.4** - 135 pages] 5. Redcliffe Station Precinct Local Water Management Report [**12.3.5** - 63 pages]

Day Month 2025

Land Use Planning
Department of Planning Lands and Heritage
140 William Street
PERTH WA 6001

Council Reference number: 116/113

Dear Land Use Planning team,

City of Belmont Submission – Draft Redcliffe Station Precinct Improvement Scheme No. 1

Thank you for the opportunity to comment on the draft Redcliffe Station Precinct Improvement Scheme No. 1. We have undertaken a review of the draft Scheme and supporting Report and provide the following feedback for your consideration.

Local Planning Context

Section 3.0 of the Report outlines the local strategic and statutory planning context considered in preparing the Improvement Scheme. A number of updates are requested, as follows:

- Section 3.1.1 – City of Belmont Local Planning Strategy:
  This section refers to correspondence dated 10 August 2023 regarding the status of the Local Planning Strategy and associated sub-strategies. Given the significant progress made since that time, it is recommended that this section be updated to reflect that all sub-strategies have now been prepared, with all except the Local Housing Strategy adopted. The Local Housing Strategy has been endorsed by Council for the purpose of advertising. Likewise, the Local Planning Strategy has been prepared, endorsed by Council and is currently with the Western Australian Planning Commission (WAPC) for advertising consent. Once consent is granted, the Local Planning Strategy will be advertised concurrently with the Local Housing Strategy.

- Section 3.1.1.3 – Local Commercial Strategy:
  It is recommended that reference to the Local Commercial Strategy be removed, as it has been superseded by the Activity Centre Planning Strategy.

- Section 3.1.1.4 – Public Open Space Strategy and Section 3.1.1.5 Environment Strategy:
  Clarification is required as to whether the Report references the current

belmont@belmont.wa.gov.au
belmont.wa.gov.au
(08) 9477 7222

National Relay Service
TTY 1800 555 677
Voice 1800 555 727

Street Address
215 Wright Street, Cloverdale
Western Australia 6105

Postal Address
Locked Bag 379, Cloverdale
Western Australia 6985

versions of these strategies. If so, it should be noted that these strategies informed the preparation of the City's draft Local Planning Strategy, but did not inform the current Local Planning Strategy. Updated versions of the strategies are available on the City's website.

- Section 3.1.3 – Great Eastern Highway Urban Corridor Strategy:
  This section should be updated to reflect that the Strategy was endorsed by Council in October 2024. The statement that the Strategy "provides for building scale up to 10 storeys and a plot ratio of 3.0" for land along Great Eastern Highway between Tonkin Highway and Ivy Street should be replaced to acknowledge that the adopted Great Eastern Highway Urban Corridor Strategy states the following:

  "This precinct is subject to an Improvement Plan (Improvement Plan 45 – Redcliffe Station Precinct). An Improvement Scheme containing built form controls will ultimately guide future development of this area."

- 3.1.4 – Perth Airport Master Plan 2020
  It is considered appropriate for this section to acknowledge that Perth Airport has prepared a new draft Master Plan and to provide a brief overview of its relevance to the subject area.

- Section 3.2.1 – Local Planning Scheme No. 15:
  It is recommended that this section acknowledge the Report of Review finding that a new Local Planning Scheme is required and that preparation is underway. The section should also be updated to remove any reference to land within the precinct being zoned 'Commercial,' as this is not the case.

- Section 3.2.1.1 – Amendment No. 15:
  This section describes Amendment No. 15 and notes that it, along with a draft Development Contribution Plan and Activity Centre Plan, was not advertised. The subsequent statement that in April 2022, the City resolved to change its strategic planning approach by requesting the State Government prepare the planning framework for the Redcliffe Station precinct is considered misleading. It is recommended that the Report clarify that the City was not granted consent by the WAPC to advertise Amendment No. 15.

- Section 3.2.5 – Local Planning Policies:
  This section outlines the local planning policies applicable to the Improvement Scheme area. Council has recently adopted Local Planning Policy No. 20 to support implementation of the Great Eastern Highway Urban Corridor Strategy. It is recommended that reference be made to this policy, which requires development within the precinct to occur in accordance with the Improvement Scheme.

Building Height

It is noted that the proposed building heights are generally consistent with the draft Activity Centre Plan prepared by the City of Belmont, as shown in Table 1.

Precinct	Document	Minimum Height	Maximum Height	Maximum Height with Bonus
Station Precinct (formerly Centre Precinct under ACP)	Improvement Scheme	4 storeys	9 storeys	13 storeys
	Draft ACP	4 storeys	8 storeys	13 storeys
Station Frame Precinct (formerly Centre Transition Precinct under ACP)	Improvement Scheme	3 storeys	6 storeys	N/A
	Draft ACP	3 storeys	6 storeys	8 storeys
Neighbourhood Precinct (formerly Residential Core Precinct under ACP)	Improvement Scheme	2 storeys	4 storeys	N/A
	Draft ACP	2 storeys	4 storeys	6 storeys
School Interface Precinct	Improvement Scheme	2 storeys	4 storeys	N/A
	Draft ACP	2 storeys	3 storeys	N/A
Mixed Use Precinct (formerly Urban Corridor Precinct under ACP)	Improvement Scheme	3 storeys	9 storeys	N/A
	Draft ACP	3 storeys	8 storeys	13 storeys

Feasibility/Market Constraints

Supporting feasibility testing concludes that current market conditions are impacting the feasibility of higher density development.

Careful consideration is needed to balance current or medium-term feasibility with longer term opportunities and market desire for increased building height.

Experience in comparable precincts across Perth, including established activity centres, demonstrates that where long-term redevelopment has occurred, original height and density assumptions have often not aligned with evolving present day-built form outcomes. This presents a risk that planning frameworks calibrated too closely to current feasibility may inadvertently under-provide long-term development capacity and constrain future opportunity. By contrast, where higher capacity is identified but not immediately viable, development outcomes are ultimately moderated by market demand, meaning proposals may simply deliver lower-intensity built form until conditions change.

It is therefore suggested that further consideration be given to whether the proposed development controls and building heights strike the right balance between responding to current feasibility conditions and safeguarding the long term development potential of the precinct.

Minimum Frontage and Lot Size Requirements

The City's previous draft Activity Centre Plan proposed precinct wide requirements for minimum lot size and street frontage to qualify for redevelopment. The intent of this was to avoid piecemeal small-scale redevelopment, by requiring coordinated outcomes on larger land parcels.

These requirements are no longer applied across the precinct, and now only apply to select lots. While current feasibility and land-assembly challenges are acknowledged, consolidated development remains important for achieving coordinated and holistic built-form outcomes in a station precinct context.

Table 6: Primary Development Controls

A detailed review of the primary development controls has been undertaken, and the following comments are provided:

- It is queried how certain primary development controls will apply to landowners wishing to undertake minor alterations and additions to existing residential or commercial buildings, noting that not all owners intend to redevelop. While Part 7 provides exemptions from development approval for minor works, these exemptions only apply where the requirements of the R-Codes and Table 6 are met (noting that Table 6 modifies the R-Codes). It is therefore suggested that the Scheme include exemptions from the need to comply with certain requirements for minor works that do not intensify the land use. Exemptions could apply to:
    - refurbishment of existing commercial development where the additional net lettable area does not exceed 15% of the current floor space;
    - extensions to existing single houses and grouped dwellings where the additional floor space does not exceed 15% of the current dwelling;

  - provision of an ancillary dwelling with a plot ratio area of no more than 100m²; and
  - provision of an outbuilding in accordance with the R-Codes.

- Note H states that permanent and short-term dwellings/units and short-stay accommodation can contribute to the minimum residential density requirement. It is noted that the draft Activity Centre Plan only proposed this within the 'Urban Corridor' precinct. It is recommended that this approach be taken to ensure that long-term housing is prioritised closer to Redcliffe Station.

- There is a lack of clarity on when, or if, the minimum residential density requirement applies to non-residential land uses. It is recommended the Scheme provide clear guidance on this, and if non-residential development is required to include a residential component, that this be explicitly stated.

Frontage Typologies

The draft Improvement Scheme includes various frontage typologies. These have been reviewed and the following comments are provided:

- Clause 54(2) lists land uses considered appropriate for activated frontages. As the list is not exhaustive, it is unclear whether these uses are preferred or provided as examples. It is suggested that the clause either clearly express a preference for particular uses or outline the broader intent (i.e. encouraging active land uses), in which case the list may not be necessary.

- To ensure activation occurs for the Activated Frontage typology, it is recommended that a minimum glazing requirement be specified and that these areas be kept free of signs and opaque films. An example provision for this is contained within the City's Local Planning Policy No.20.

Funding and Delivery of Infrastructure

Having reviewed the Improvement Scheme and supporting Report, it remains unclear how the funding and delivery of key infrastructure will be addressed. Reference is also made to an Infrastructure Delivery Strategy, but it is not clear who will be responsible for preparing this Strategy or which infrastructure items it will cover. It is recommended that these matters be resolved prior to finalising the Improvement Scheme and supporting Report. This is appropriate noting that a stated purpose of the Scheme is to "set out procedures for contributions to be made for the costs of providing infrastructure in connection with development."

Further to the above, the following comments are made:

- The draft Improvement Scheme does not clearly define required infrastructure, delivery timing or responsibilities. This creates uncertainty regarding costs, overall feasibility and accountability for delivery, which

may present a fundamental risk to the effective implementation of the precinct.

- Given the regional significance of the Redcliffe Station Precinct and the extent of State-owned assets within it, State funding should be allocated to deliver key infrastructure upgrades.

- The City does not currently have budget to deliver infrastructure identified within the Improvement Scheme.

- A Development Contribution Plan cannot operate under an Improvement Scheme, which removes ability to upfront quantify costs, and recover such costs from developers in the standard way set out in the State planning framework.

- State Planning Policy 3.6 does not support the use of Specified Area Rates as a substitute for developer contributions where infrastructure demand is generated by development. While Specified Area Rates have been identified as a potential funding mechanism, the City considers their use in this context to be fundamentally misaligned with the intent of the State planning framework.

- Specified Area Rates shift the cost of development-related infrastructure from developers to existing and future residents, regardless of whether development occurs, and without a clear nexus to demand. This is inconsistent with SPP 3.6, which requires development to contribute its fair and proportionate share to infrastructure provision, and results in residents effectively subsidising developer obligations.

Based on the above, it is considered that unresolved infrastructure funding and delivery arrangements represent a threshold issue that must be addressed to provide certainty to all parties and to support the effective implementation of the Improvement Scheme.

Precinct Objectives

The Scheme and Report include objectives for each precinct. These objectives have been reviewed, and the following comments are provided:

- It is noted that the Station and Station Frame Precincts have very similar, almost identical, objectives. Greater differentiation is recommended so the intended role of each precinct is made clear and distinct.

- It is recommended that the following objective apply to the Station Precinct due to its interface with areas of public open space:

  "Promote ground floor building design that engages with the street,

contributing to vibrant and active streetscapes while maintaining a sense of privacy for residents."

- It is considered appropriate for the following objective to apply to the Station, Station Frame, and Urban Corridor Precincts, as development in these areas should have regard to energy-efficient and sustainable building design:

  "Encourage energy-efficient building design and sustainable development practices to enhance environmental performance and contribute to the long-term sustainability of the precinct."

  In addition, it is questioned what specific measures are proposed within the Improvement Scheme to realise this objective. The Scheme presents an opportunity to embed sustainable design considerations into the planning framework. It is recommended that this be given further consideration.

- It is considered appropriate for the following objective to also apply to the Station and Station Frame Precincts, given the presence of existing trees:

  "Facilitate the enhancement of green infrastructure and encourage the retention of mature trees where possible."

- It is suggested that the following objective applied to the Neighbourhood Precinct be updated to refer to building design that engages with public open space, noting that areas within this precinct abut such spaces and would benefit from activation and passive surveillance:

  "Promote ground floor building design that engages with the street and POS, contributing to vibrant and active streetscapes and public places, while maintaining a sense of privacy for residents."

Land Use

The draft Improvement Scheme proposes a range of land use controls which have been reviewed, and the following comments are provided:

<u>Restricted Uses</u>

The Report states that 'Restricted Uses' are not proposed; however, the Improvement Scheme attempts to use this tool. 'Restricted Uses' are intended to limit land to specific permitted uses, meaning only those designated uses may occur. The draft Scheme proposes to restrict uses within the Station sub-precinct to 'Bulky Goods Showroom' and 'Garden Centre', with the latter only incidental to a 'Restaurant/Café'. This would mean these are the only permitted uses within the Station sub-precinct, which is unlikely to be the intent. Therefore, it is necessary to revisit this aspect of the Scheme. It may be more appropriate to change these uses to 'X' and apply 'Additional Use' provisions with suitable conditions.

Land Use Permissibility

Notwithstanding the above, officers have concerns with allowing 'Bulky Goods Showroom' within the Station sub-precinct. There are important differences between locating this use on Great Eastern Highway or in the Belmont Business Park compared with locating it next to a train station where the focus should be on alternative transport modes and pedestrian-friendly design. The precinct should support a compact urban form and active streetscapes. A 'Bulky Goods Showroom' is inherently car-dependent and undermines these outcomes.

Similar concerns apply to the 'Garden Centre' use. While the intent for this use to be incidental to a restaurant or café in the Station sub-precinct is generally supported, its permissibility as a standalone use in other sub-precincts is queried. The variable nature of the use may limit its ability to integrate with sensitive development.

To prevent shops establishing outside of identified activity centres, the City's planning framework does not permit the land use on Great Eastern Highway. The draft Improvement Scheme identifies 'Shop' as being able to be considered on land adjacent to Great Eastern Highway. It is recommended the draft be modified to reflect the City's planning framework.

Short Term Rental Accommodation

The precinct presents a strong opportunity to increase long-term housing supply in close proximity to the Redcliffe Train Station. However, the Report also identifies an opportunity to support additional short term rental accommodation (STRA). Research undertaken by the City of Belmont indicates that there is no shortage of STRA within the City, with a substantial supply already available across hosted and unhosted options as well as traditional visitor accommodation. In addition, Perth Airport is developing a hotel. Given this existing provision, it is suggested that the Improvement Scheme include restrictions on unhosted STRA having regard to Local Planning Policy No. 19 – Short-Term Accommodation. These could include:

- Not supporting applications within multiple dwelling complexes that propose ad hoc STRA use, with any STRA applications instead seeking to change the use of entire floors to ensure clear separation of uses within a building.

- Not supporting STRA applications associated with a grouped dwelling on a parent lot of less than 350 m².

- Applying restrictions within 400 metres of a school.

It is further recommended that the Report place less emphasis on STRA and focus on facilitating long-term housing. To support this shift, it is suggested that an objective be added to the precinct that clearly promotes long-term housing opportunities. This does not preclude STRA where appropriate, but actively

promoting it is not considered beneficial to facilitating long-term housing outcomes in the precinct.

Road Network and Access

The proposed road network and access arrangements have been reviewed and the following comments are provided:

- The draft Improvement Scheme states:

  "Where no other option exists, access may be taken from Great Eastern Highway, subject to demonstrating the functionality and safety of vehicle movement along the highway can be maintained and safe access to the development site can be achieved."

  It is suggested that this wording be amended to refer to temporary access to Great Eastern Highway being permitted until neighbouring properties redevelop and provide cross-access easements. This would align with the Great Eastern Highway Urban Corridor Strategy and is important as Main Roads WA may not allow permanent direct access onto Great Eastern Highway.
- Section 4.8 of the Report refers to the 2019 traffic report prepared by Flyt and determines that this document is suitable to inform the movement considerations in the Improvement Scheme. In response, it is recommended that this report be reviewed in further detail and updated using current data.

- Table 9 indicates that the Boulder Avenue intersection with Great Eastern Highway is a full movement intersection. This should be updated noting that there is a traffic island within the Great Eastern Highway road reserve restricting access to left in left out.

- It is recommended that the last sentence of the second paragraph under Section 4.8.1.3 be replaced with the following text as this more comprehensively describes the situation:

  "Following closure of Brearley Avenue with Great Eastern Highway, there has been a significant redistribution of non-local, airport related traffic onto local roads. In particular Stanton Road/Second Street has traffic volumes at 14,000 per day, which exceeds the desired capacity for a Local Distributor Road at 6,000 per day. Consequently, the City engaged a traffic engineering consultant to develop a model to run various land development scenarios across the Redcliffe and Airport precincts to assess impacts from traffic generation on the local street network. The Redcliffe Area Transport Study (RATS) has been endorsed by Council, with infrastructure and advocacy measures recommended for implementation in the short, medium and long term."

- Section 4.8.1.3 of the Report refers to residual 60km/h speed limits on the former Brealey Avenue alignment. This should be updated given all roads are subject to a state default build up area speed limit of 50km/h.

- It is recommended that Section 4.8.3 be updated to include earliest and latest train schedule times.

- It is recommended that further consideration be given to the need to limit right turn controls from side streets onto Great Eastern Highway to minimise traffic congestion and crash potential and that these investigations be detailed within the Report.

- The list of potential new roads included within Section 7.2.5.1 has been reviewed and the following comments are provided:

    - Road 1: Supported in principle, as it removes the existing curvilinear section and dog-leg configuration at the connection with First Street. However, the potential for increased traffic and impacts on Redcliffe Primary School will need to be assessed.
    - Road 2: Supported in principle. However, the potential impacts on the Bulong Avenue/First Street intersection will need to be assessed, noting that this intersection already has a significant crash history, including high-severity and medical incidents.
    - Road 3: The Report should reference that this project is currently planned to commence construction in the 2026/2027 financial year, with the City currently engaging with DevelopmentWA and the Department of Planning Lands and Heritage.

- The potential intersection upgrades detailed within section 7.2.5.2 have been reviewed and are accepted in principle subject to robust modelling analysis being undertaken and the upgrades meeting the City's and Main Roads WA standards and guidelines.

- It is recommended that Section 7.2.5.3 include reference to the City's Streetscape Strategy.

Parking

Parking provisions within the draft Improvement Scheme have been reviewed and the following comments are provided:

- The draft Scheme proposes no minimum parking requirements for occupants of residential developments within the Station, Station Frame and Urban Corridor precincts. While it is acknowledged that minimum parking rates are not mandatory and that the market will ultimately influence parking provision, there is limited tolerance for under-provision in this context. On-street parking is already restricted across much of the precinct to prevent commuter parking associated with the Redcliffe Train Station, meaning there

is little capacity to absorb parking overspill should resident parking demand be underestimated.

- While the bicycle parking requirement of one bay per 200m² is consistent with the draft Activity Centre Plan, there is merit in increasing bicycle parking for commercial and retail development, and introducing end-of-trip cycling facilities, consistent with the City's Local Planning Scheme.

Public Open Space

It is acknowledged that the draft Improvement Scheme identifies public open space areas that are broadly consistent with the City's draft Activity Centre Plan.

Table 28 of the Report outlines various public open space opportunities, including the potential shared use of the Redcliffe Primary School oval as a preferred option. While this opportunity is noted, it is recommended that Section 7.2.3.1 clearly state that the school site has been excluded from public open space calculations.

4.1.2.2 – Ecology

This section notes that mature trees are present within road reserves, public open space surrounding the Airport South Main Drain (ASMD) and on private properties. It is considered appropriate for the draft Improvement Scheme to encourage landowners to identify trees of significance on their site, so that any trees with potential for retention can be clearly shown and considered as part of a development application.

Additionally, it is recommended that this section be updated to acknowledge the recent planting work undertaken in proximity to the ASMD.

Local Water Management Report

The Local Water Management Report (LWMR) has been reviewed and the following comments are provided:

- The LWMR indicates that the City is expected to assume responsibility for the ongoing management and maintenance of the ASMD living stream following implementation of the proposed concept design. It is the City's understanding that this would entail managing the stream banks only with Water Corporation retaining responsibility for the watercourse itself. In principle the City can undertake maintenance of the banks only (subject to a formal agreement with Water Corporation and contingent on the City securing adequate budget and funding for maintenance), however the LWMR should acknowledge that this increased responsibility introduces contractual and legal risks and is currently unbudgeted for.

- The LWMP establishes WSUD as a standard requirement for all development, with additional best-practice measures linked to development bonuses. This approach is supported in principle but it should be noted that WSUD infrastructure (e.g. raingardens, biofilters, living streams) requires specialist maintenance including periodic sediment removal and asset renewal. Where located in public open space and road reserves, this infrastructure will become the City's maintenance responsibility and currently represents unbudgeted operational expenditure.

- The LWMR and draft Scheme currently include wording that is likely to cause confusion as they refer to habitable floor levels when speaking about roads and open spaces. Therefore, it is recommended that the wording be refined and that the LWMR and Scheme clearly specify minimum habitable floor levels for residential and commercial development. Separate levels should be included for open spaces and roads. In doing so, it is also recommended that it be clarified whether minimum habitable floor level will apply to alterations and extensions to existing homes noting that strict compliance may not be practical in some situations. In addition, clarification is sought on how road levels are intended to be addressed, noting that the road network is largely established and it is unlikely that levels would change.

- Beyond matters related to the ASMD, the City seeks clarification on how the provisions in Section 3.1.1 (Standard Design Criteria for Development) and Section 3.1.2 (Best Practice Design Criteria for Development) are intended to be implemented, and whether they represent mandatory requirements or best practice guidance. If these are intended to be mandatory requirements, it is recommended that they be referenced within the Scheme.

6.1 – Structure of the Scheme

Section 6.1 of the Report includes a list of contents of the Improvement Scheme. It is recommended that this section be updated to accurately detail what is included. For example, it currently states that Restricted Uses are not proposed whereas the Scheme does include Restricted Uses albeit that they are not used correctly (as discussed in subsequent sections).

Mapping

Various maps referenced in the Scheme text are included in the Supporting Report. Although the Supporting Report is to be read as part of the Scheme, it is recommended that the maps also be incorporated into the Scheme text for ease of use.

Two further mapping updates are recommended as follows:

- Figure 17 – Precinct Map currently shows Stanton Road as a Local Road. It is recommended that this be updated to reflect its status as a Primary Regional Road.

- Land fronting Great Eastern Highway is assigned an R-AC3 density code on the Improvement Scheme Map but is described in the Scheme text as having an R-AC1 density code. It is recommended that this discrepancy be corrected.

Administrative

A number of administrative updates are recommended to the draft Improvement Scheme and supporting Report as follows:

- It is recommended that all notes under the Primary Controls Table be referenced within the Table, as officers could not locate a reference to 'E'.

- For clarity, it is recommended that the Primary Controls Table be updated to say "parent lot street frontage" instead of "street frontage".

- The Report states that for the Station Precinct and Station Frame, Multiple Dwellings are proposed to be a "'P' (discretionary use)". It is assumed this is intended to be "'P' (permitted use)."

- The Report states that Improvement Plan No. 45 was gazetted and became effective from 2 December 2020. This date should be updated to 2022.

- Section 6.3 of the Report includes reference to LPS19. It is assumed this is intended to read LPS 15.

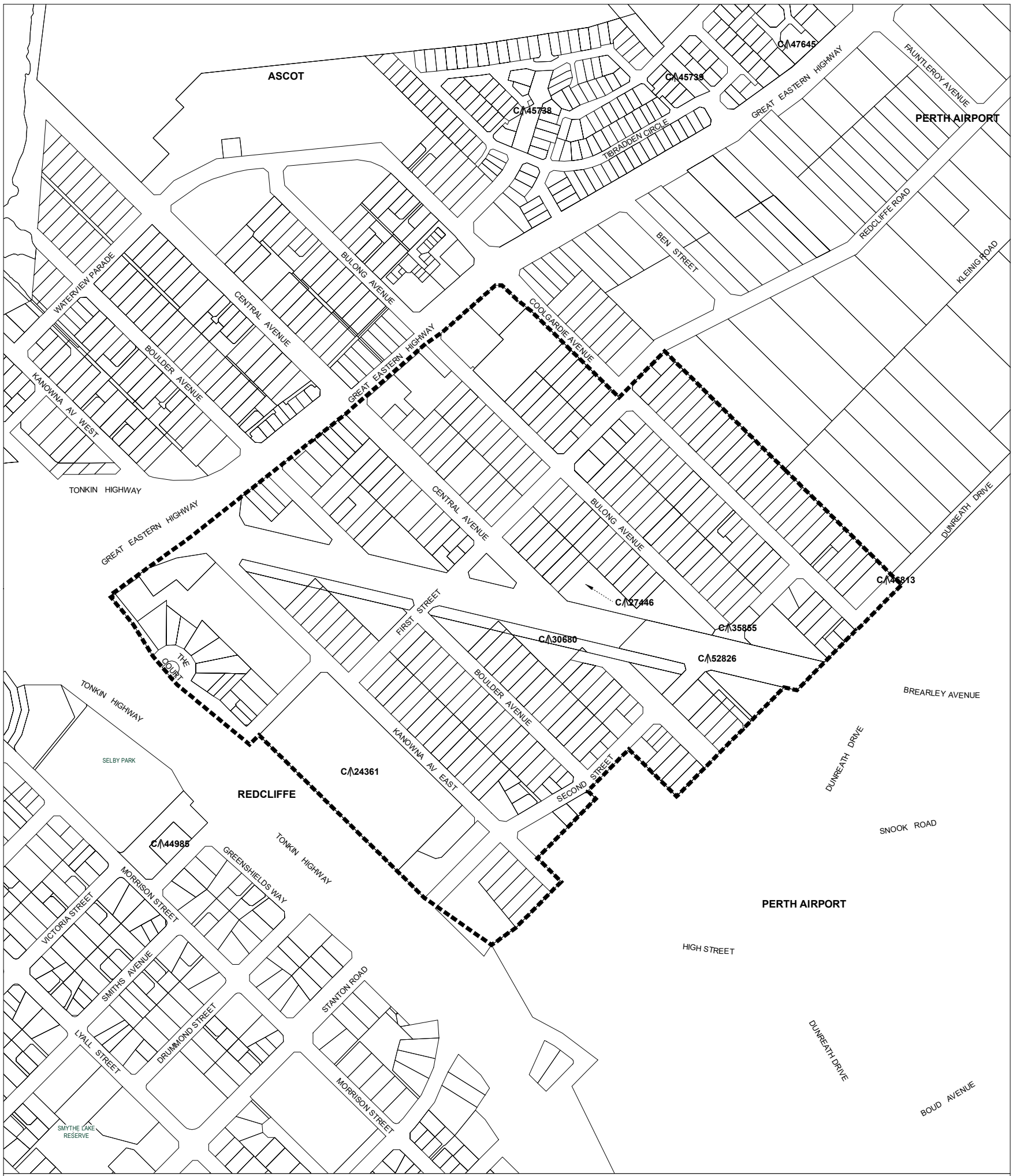
- The Report includes a list of reserves and their objectives. It is recommended that the objective for the 'Local Road' reservation be updated, as it currently makes reference to setting aside land required for passenger rail services.

Conclusion

The City appreciates the opportunity to provide feedback on the draft Redcliffe Station Precinct Improvement Scheme No. 1 and supporting report. It is requested that consideration is given to the matters raised in this submission. If you have any queries, please contact Senior Planning Officer, Benjamin Houweling on (08) 9477 7274 or by email: benjamin.houweling@belmont.wa.gov.au.

Yours faithfully,

Attachment 1



Improvement plan

No. 45

IMPROVEMENT PLAN NO. 45 - REDCLIFFE STATION PRECINCT

Improvement plan

Western Australian Planning Commission

Created on date: Friday, 9 September 2022
Document Name: Redcliffe_ip45_4134_v1

Produced by Data Analytics, Department of Planning, Perth WA
Base information supplied by
Western Australian Land Information Authority SLIP 1180-2020-1

Project Manager: G. McGowan

Geospatial Officer: J. Ballarotta

Examined: A. Power

Revised:

Version No: 1

Date: WAPC/317.10.3
31 August 2022

N

0 60 120 180
metres

Plan Number:

3.2798

4134

File number: RLS/0123

Plan reference:
Metropolitan Region Scheme
1:25000 sheet 16

OFFICIAL

WESTERN AUSTRALIA

WAPC
Western Australian Planning Commission

REDCLIFFE STATION PRECINCT IMPROVEMENT SCHEME NO. 1

Western Australian Planning Commission

GAZETTED DD MONTH YYYY

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DISCLAIMER

This is a copy of the Redcliffe Station Precinct Improvement Scheme No. 1 produced from an electronic version of the Improvement Scheme held and maintained by the Department of Planning, Lands and Heritage. Whilst all care has been taken to accurately portray the current Scheme provisions, no responsibility shall be taken for any omissions or errors in this documentation.

Consultation with the Western Australian Planning Commission should be made to view a legal version of the Improvement Scheme. Please advise the Department of Planning, Lands and Heritage of any errors or omissions in this document.

Department of Planning,
Lands and Heritage
Gordon Stephenson House
140 William Street
Perth WA 6000
Locked Bag 2506
Perth WA 6001

website: **www.dplh.wa.gov.au**
email: **info@dplh.wa.gov.au**
tel: 08 6551 9000
fax: 08 6551 9001
National Relay Service: 13 36 77
Infoline: 1800 626 477

Redcliffe Station Precinct Improvement Scheme No. 1

The Western Australian Planning Commission under the powers conferred by the *Planning and Development Act 2005* makes the following Improvement Scheme.

This Improvement Scheme of the Western Australian Planning Commission consists of this Improvement Scheme text, the Improvement Scheme map, the Improvement Scheme Sub-Precincts map and the Improvement Scheme Frontage Treatment map and the Improvement Scheme Parent Lot Area and Street Frontage map. The Improvement Scheme should be read in conjunction with the Improvement Scheme Report.

Amendments

Amendment No.	Gazettal Date	Date Updated	Updated By	Details

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Part 1 — Preliminary

1. Citation

This Improvement Scheme is the Redcliffe Station Improvement Scheme No. 1 (***Scheme***).

2. Commencement

Under section 87(4) and 122B of the *Planning and Development Act 2005* (***Act***), this Scheme comes into operation on the day on which it is published in the *Gazette*.

3. Terms used

(1) Words and expressions defined by this Scheme are listed in **Schedule 1**.

(2) A word or expression that is not defined in this Scheme —

(a) has the meaning it has in the Act; or

(b) if it is not defined in the Act — has the same meaning as it has in the R-Codes.

4. Responsibility for Scheme

The Western Australian Planning Commission (the ***Commission***) is the responsible authority for the enforcement and implementation of this Scheme and the execution of any works required to be executed under this Scheme.

5. Scheme area

This Scheme applies to the area shown on the Improvement Scheme map (***Scheme map***).

6. Contents of Scheme

(1) In addition to the provisions set out in this document (***Scheme text***), this Scheme includes the following –

(a) ***Scheme map***;

(b) Improvement Scheme Sub-Precincts map (***Sub-Precincts map***);

(c) Improvement Scheme Frontage Treatment map (***Frontage Treatment map***); and

(d) Improvement Scheme Parent Lot Area and Street Frontage map (***Parent Lot Area and Street Frontage map***).

(2) This Scheme is to be read in conjunction with the Improvement Scheme Report (***Scheme report***) including appendices for the Scheme area.

(3) This Scheme is to be read in conjunction with relevant State Planning Policies and Planning Codes identified in **Part 6**, and any modifications to State Planning Policies and Planning Codes identified herein.

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7. Purposes of Scheme

The purposes of this Scheme are to –

(1) set out the Commission's planning aims and intentions for the Scheme area; and

(2) set aside land as reserves for public open space, drainage/waterway, education, railways, and local roads, and

(3) zone land within the Scheme area for the purposes defined in this Scheme; and

(4) outline sub-precincts to inform subdivision and development control and guidance; and

(5) control and guide subdivision and development; and

(6) set out procedures for the assessment and determination of development applications; and

(7) set out procedures for contributions to be made for the costs of providing infrastructure in connection with development; and

(8) make provision for the administration and enforcement of this Scheme; and

(9) address other matters referred to in Schedule 7 of the Act.

8. Aims of Scheme

The aims of this Scheme are to –

(1) plan for the establishment of a contemporary transit-oriented development that includes an appropriate mix of uses;

(2) provide for a range of non-residential uses in appropriate locations and which include retail and commercial uses to support the convenience and employment needs of the local community;

(3) provide the community with employment opportunities and equitable access to goods and services;

(4) provide public open space for local amenity and recreational needs of the community;

(5) achieve high-quality built form and public place design;

(6) provide for a diverse range of housing to meet the needs of the community;

(7) manage the interface between future development and future development within the adjacent Perth Airport;

(8) facilitate co-ordinated infrastructure planning; and

(9) facilitate land use activities that can respond to the planned development of the Scheme area over time.

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9. Relationship with local laws

Where a provision of this Scheme is inconsistent with a local law, the provision of this Scheme prevails to the extent of the inconsistency.

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Part 2 — Planning framework

Division 1 — Improvement Scheme Report

10. Improvement Scheme Report

The ***Scheme report*** (including appendices) sets out the underlying assessments and data which informed the preparation of the Scheme and the planning framework for the Scheme area. The ***Scheme report*** (including appendices) should be read in conjunction with the ***Scheme text*** and the ***Scheme map***.

Division 2— Improvement Scheme Policies

11. Improvement Scheme policy

(1) The Commission may prepare an Improvement Scheme policy (***Scheme policy***) in respect of any matter related to the planning and development of the Scheme area.

(2) A Scheme policy —

(a) may apply generally or in respect of a particular class or classes of matters specified in the policy; and

(b) may apply to the whole of the Scheme area or to part or parts of the Scheme area specified in the policy.

(3) A Scheme policy must be based on sound town planning principles and may address either strategic or operational considerations in relation to the matters to which the policy applies.

(4) The Commission may amend or repeal a Scheme policy.

(5) In making a determination under this Scheme, the Commission must have regard to each relevant Scheme policy to the extent that the Scheme policy is consistent with this Scheme.

12. Procedure for making Improvement Scheme policy

(1) If the Commission resolves to prepare a Scheme policy the Commission must, unless otherwise agreed, advertise the proposed policy as follows —

(a) publish a notice of the proposed Scheme policy in accordance with the applicable requirements of **clause 107**, giving details of —

(i) the subject and nature of the proposed Scheme policy; and

(ii) the objectives of the proposed Scheme policy; and

(iii) how the proposed Scheme policy is made available to the public; and

(iv) the manner and form in which submissions may be made; and

(v) the period for making submissions and the last day of that period.

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(b) consult the relevant local government and any public authority or utility service provider that the Commission considers appropriate; and

(c) give notice of the proposed policy in any other way and carry out any other consultation the Commission considers appropriate.

(2) The period for making submissions specified in a notice under **subclause (1)(a)(v)** must not be less than the period of 21 days after the day on which the notice is first published under **subclause (1)(a).**

(3) After the expiry of the period within which submissions may be made, the Commission must —

(a) review the proposed Scheme policy in the light of any submissions made; and

(b) resolve to —

(i) proceed with the Scheme policy without modification; or

(ii) proceed with the Scheme policy with modification; or

(iii) not to proceed with the Scheme policy.

(4) If the Commission resolves to proceed with the Scheme policy, the Commission must publish notice of the policy in accordance with **clause 107**.

(5) A Scheme policy has effect on publication of a notice under **subclause (4)**.

(6) The Commission —

(a) must ensure that an up-to-date copy of each Scheme policy made under this Scheme is kept and made available for public inspection during business hours at the offices of the Commission; and

(b) may publish a copy of each of those Scheme policy on the website of the Commission.

13. Procedure for amending Improvement Scheme policy

(1) The procedures for amending a Scheme policy are in accordance with the procedure outlined in **clause 12**, with any necessary changes.

(2) Despite **subclause (1)**, the Commission may make an amendment to a Scheme policy without advertising the amendment if, in the opinion of the Commission, the amendment is a minor amendment.

14. Revocation of Improvement Scheme policy

A Scheme policy may be revoked —

(1) by a subsequent Scheme policy that —

(a) is prepared in accordance with this Part; and

(b) expressly revokes the Improvement Scheme policy;

or

(c) by a notice of revocation —

(i) prepared by the Commission; and

(ii) published by the Commission in accordance with **clause 107**.

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Part 3 — Local development plans

15. Terms used

In this Part –

Local development plan means a plan setting out specific and detailed guidance for a future development including one or more of the following –

(a) site and development standards that are to apply to the development; and

(b) specifying exemptions from the requirement to obtain development approval for development in the area to which the plan relates.

16. When a local development plan may be prepared

(1) A local development plan in respect of an area of land in the Scheme area may be prepared if —

(a) the Commission has identified the preparation of a local development plan as a condition of approval of a plan of subdivision of the area; or

(b) a Scheme policy requires a local development plan to be prepared for the area; or

(c) the Commission, in consultation with the relevant local government, considers that a local development plan is required for the purposes of orderly and proper planning.

17. Preparation of local development plan

(1) A local development plan must –

(a) be prepared in a manner and form approved by the Commission; and

(b) include any maps or other material considered by the Commission to be necessary; and

(c) set out the following information —

(i) the standards to be applied for the buildings, other structures and works that form part of the development to which it applies;

(ii) details of the arrangements to be made for vehicles to access the area covered by the plan; and

(iii) any exemptions from the requirements to obtain development approval for development in the area to which the plan relates.

(2) The Commission may prepare a local development plan in the circumstances set out in **clause 16**.

(3) A person may make an application to the Commission for a local development plan to be prepared by the person in the circumstances set out in **clause 16** to be assessed and advertised if the person is –

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(a) A person who is the owner of any or all of the land in the area to which the plan relates; or

(b) An agent of a person referred to in **subclause (3)(a)**.

18. Action by Commission on receipt of an application

(1) On receipt of an application for a local development plan to be assessed and advertised, the Commission –

(a) must consider the material provided by the applicant and advise the applicant in writing –

(i) if the local development plan complies with **clause 17(1)**; or

(ii) if further information from the applicant is required before the local development plan can be accepted for assessment and advertising;

and

(iii) must give the applicant an estimate of the fee for dealing with the application in accordance with the *Planning and Development Regulations 2009*, regulation 48.

(2) The local development plan is to be taken to have been accepted for assessment and advertising if the Commission has not given written notice of its decision to the applicant by the latest of the following days –

(a) 14 days after receipt of an application;

(b) 7 days after receipt of the further information requested under **subclause (1)(a)(ii)**; or

(c) if the Commission has given the applicant an estimate of the fee for dealing with the application – the day on which the applicant pays the fee.

19. Advertising of local development plan

(1) The Commission must, within 28 days of preparing a local development plan or accepting an application for a local development plan to be assessed and advertised –

(a) advertise the proposed local development plan in accordance with **subclause (2)**; and

(b) seek comments in relation to the proposed local development plan from any public authority or utility service that the Commission considers appropriate.

(2) The Commission –

(a) must advertise the proposed local development plan by publishing in accordance with **clause 108** –

(i) the proposed local development plan; and

(ii) a notice of the proposed local development plan; and

(iii) any accompanying material in relation to the proposed local development plan that the Commission considers should be published;

and

(b) may also advertise the proposed local development plan by doing either or both of the following –

(i) giving notice of the proposed local development plan to owners and occupiers who, in the opinion of the Commission, are likely to be affected by the approval of the plan; and

(ii) erecting a sign or signs in a conspicuous place on the land the subject of the proposed local development plan giving notice of the proposed local development plan.

(3) Despite **subclause (1**) the Commission may decide not to advertise a local development plan if the Commission is satisfied that the plan is not likely to adversely affect any owners or occupiers within the area covered by the plan or an adjoining area.

(4) A notice published or given, or on a sign erected, under **subclause (2)** in relation to a proposed local development plan must specify –

(a) the manner and form in which submissions may be made; and

(b) the period for making submissions and the last day of that period.

(5) The period for making submissions specified in a notice under **subclause (4)(b)** must not be less than the period of 14 days after the day on which the notice of the proposed local development plan is first published under **subclause (2)(a)(ii)**.

20. Consideration of submissions

The Commission –

(1) must consider all submissions in relation to a local development plan made to the Commission within the specified in a notice advertising a proposed local development plan; and

(2) may consider submissions in relation to a local development plan made to the Commission after that time; and

(3) is to have due regard to the matters set out in **clause 75(2)** to the extent that, in the opinion of the Commission, those matters are relevant to the development to which the plan relates.

21. Decision of the Commission

(1) Following consideration of a proposed local development plan, including any amendments made to the plan to address matters raised in submissions, the Commission must —

(a) approve the local development plan; or

(b) require the person who prepared the local development plan to –

(i) modify the plan in the manner specified by the Commission; and

(ii) resubmit the modified plan to the Commission for approval;

or

(c) refuse to approve the plan.

(2) The Commission is to be taken to have refused to approve a local development plan if the Commission has not made a decision under **subclause (1)** –

(a) if the local development plan was advertised – within the period of 60 days after the last day for making submissions specified in accordance with **clause 19(5)** or a longer period agreed between the Commission and a person who prepared the local development plan.

(b) if the plan was not advertised – within the period of 60 days after the resolution not to advertise the local development plan was made by the Commission or a longer period agreed between the Commission and a person who prepared the local development plan.

(3) For the purposes of calculating the periods referred to in **subclause (2)(a)** and **(b)**, the period between the Commission requiring modifications to the local development plan and the resubmission of the modified plan is to be excluded.

(4) Despite **subclause (2)**, the Commission may decide whether or not to approve a local development plan after the period applicable under **subclause (2)** has expired, and the validity of the decision is not affected by the expiry.

(5) The Commission must give any person who prepared the local development plan written notice of its decision to approve or to refuse to approve a local development plan.

22. Local development plan may provide for later approval of details of development

(1) The Commission may approve a local development plan that provides for further details of any development included in the plan to be submitted to, and approved by, the Commission before the development commences.

(2) The Commission may only approve a local development plan referred to in **subclause (1)** if the Commission is satisfied that the further matters that are to be approved would not result in a substantial departure from the plan.

23. Review

A person who prepared a local development plan may apply to the State Administrative Tribunal for review, in accordance with the Act, of a decision by the Commission not to approve the local development plan.

24. Publication of local development plan approved by the Commission

(1) If the Commission approves a local development plan the Commission must publish the local development plan in accordance with **clause 108**.

(2) **Subclause (1)** is an ongoing publication requirement for the purposes of **clause 108(5)(a)**.

25. Effect of local development plan

(1) A decision-maker for an application for development approval in an area that is covered by a local development plan that has been approved by the Commission must have due regard to, but is not bound by, the local development plan when deciding the application.

(2) A decision-maker for an application for development approval in an area referred to in **clause 16** as being an area for which a local development plan may be prepared, but for which no local development plan has been approved by the Commission, may approve the application if the decision-maker is satisfied that —

(a) the proposed development does not conflict with the principles of orderly and proper planning; and

(b) the proposed development would not prejudice the overall development potential of the area.

26. Duration of approval

(1) The approval of a local development plan has effect for a period of 10 years commencing on the day on which the Commission approves the plan, or another period determined by the Commission, unless the Commission earlier revokes its approval.

(2) The Commission may extend the period of approval of a local development plan if there are no changes to the terms of the plan or the conditions attached to the approval.

27. Revocation of local development plan

The Commission must not revoke approval of a local development plan unless this Scheme is amended so that the development to which the plan relates is a non-conforming use.

28. Amendment of local development plan

(1) A local development plan may be amended by those parties referenced in **clause (17)(3)**.

(2) The procedures for making a local development plan set out in this Part, with any necessary changes, are to be followed in relation to an amendment to a local development plan.

(3) Despite **subclause (2)**, the Commission may make an amendment to local development plan without advertising the amendment if, in the opinion of the Commission, the amendment is a minor amendment.

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(4) An amendment to a local development plan does not extend the period of approval of the plan unless, at the time the amendment is approved, the Commission agrees to extend the period.

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Part 4 — Reserves

29. Terms used

In this Part –

reserves means portion of the Scheme area identified on the ***Scheme map*** as a reserve for the purpose of indicating the controls imposed by this Scheme on the use of, or the carrying out of works on, land but does not include a zone or special control area.

30. Reserves

(1) Reserves are shown on the ***Scheme map*** according to the legend on the ***Scheme map***.

(2) The objectives of the reserves are as follows –

Reserve Name	Objectives
Drainage/Waterways	• To set aside land required for significant waterways and drainage.
Public Open Space	• To set aside areas for public open space, particularly those established under section 152 of the *Planning and Development Act 2005*. • To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage.
Public Purpose - Education	• Public Purposes which specifically provide for a range of essential education facilities.
Railways	• To set aside land required for passenger rail services.
Primary Regional Road	• To provide a regional road network to accommodate current and future transport needs on roads declared under the *Main Roads Act 1930*.
Local Road	• To set aside land required for a local road being a road classified as an Access Road under the Western Australian Road Hierarchy.

31. Additional uses for reserves

There are no additional uses for land in reserves that apply to this Scheme.

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Part 5 — Zones, sub-precincts, and use of land

Division 1 - Preliminary

32. Terms used

In this Part -

sub-precinct means portion of the Scheme area identified on the ***Sub-Precincts map*** as a zone for the purpose of indicating the controls imposed by this Scheme on subdivision and/or development.

zone means a portion of the Scheme area identified on the ***Scheme map*** as a zone for the purpose of indicating the controls imposed by this Scheme on the use of, or the carrying out of works on, land, but does not include a reserve or special control area.

33. Zones

(1) Zones are shown on the ***Scheme map*** according to the legend on the ***Scheme map***.

(2) The objectives of each zone are as follows –

Zone Name	Objectives
Residential	• To provide for a range of residential densities and a choice of housing to meet the needs of the community. • To facilitate and encourage high-quality design, built form and streetscapes throughout residential areas. • To provide for a range of non-residential uses, which are compatible with and complementary to residential development. • To provide for residential character and amenity.
Mixed Use	• To facilitate a vibrant and activated area that promotes a mix of varied but compatible land uses that focus on creating diverse, walkable, human-scaled neighbourhoods. • To provide for a wide variety of active uses on the street level which are compatible with residential and other non-active uses on upper levels, where applicable.

34. Sub-Precincts

(1) Sub-precincts are shown on the ***Sub-Precincts map*** according to the legend on the ***Sub-Precincts map***.

(2) The objectives of each sub-precinct are as follows:

(a) Station –

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(i) Promote a wide range of complementary land uses, including residential, retail, office, cultural, and recreational spaces, to create a vibrant daytime and nighttime urban environment that supports both living and working.

(ii) Encourage high-density, mixed-use, and compact buildings around the transit station to maximise the use of land and the transit infrastructure, reduce reliance on private vehicles and enhance the vitality of the sub-precinct.

(iii) Facilitate active, engaging and pedestrian-friendly ground floor spaces by ensuring that retail, dining, and service-oriented businesses that encourage pedestrian movement, support local businesses and contribute to a lively street-level atmosphere.

(iv) Encourage a diverse range of housing options and price points, including high-rise residential buildings and co-living dwellings, to accommodate a growing population, create an inclusive community that caters to diverse demographics, and enhance the sub-precinct's vibrancy.

(v) Promote a variety of employment options within the precinct, including office space, creative industries, and local services, to create a balanced live-work environment.

(vi) Facilitate streetscapes that promote safety, natural surveillance, and vibrant public life, with active frontages, lighting, landscaping, and amenities that encourage social interaction and community development.

(vii) Prohibit large footprint tenancies that impact the ability to deliver fine-grain character and a high level of activation.

(viii) Provide for a transition of built-form intensity and scale to the Station Frame sub-precinct.

(b) Station Frame –

(i) Promote a wide range of complementary land uses, including residential, retail, and office, to create a vibrant, daytime and nighttime urban environment that supports both living and working.

(ii) Encourage high-density, mixed-use, and compact buildings around the transit station to maximise the use of land and the transit infrastructure, reduce reliance on private vehicles and enhance the vitality of the sub-precinct.

(iii) Facilitate active, engaging and pedestrian-friendly ground floor spaces by ensuring that retail, dining, and service-oriented businesses that encourage pedestrian movement, support local businesses and contribute to a lively street-level atmosphere.

(iv) Encourage a diverse range of housing options and price points, including mid-rise to high-rise residential buildings, to accommodate

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a growing population, create an inclusive community that caters to diverse demographics, and enhance the sub-precinct's vibrancy.

(v) Promote a variety of employment options, including office space, creative industries, and local services, to create a balanced live-work environment.

(vi) Facilitate streetscapes that promote safety, natural surveillance, vibrant public life and encourage social interaction.

(vii) Discourage large footprint tenancies that impact the ability to deliver fine grain character, and a high level of activation.

(viii) Provide for a transition of built-form intensity and scale to the Neighbourhood sub-precinct.

(c) Urban Corridor –

(i) Encourage mixed-use development, including residential, commercial, retail, and office, to create a vibrant and dynamic urban environment that supports diverse activities throughout the daytime and nighttime.

(ii) Promote a mix of non-residential land uses that generate local employment opportunities and drive economic activity along the corridor.

(iii) Promote developments which support the use of active and public transport options, including walking, cycling, and public transit.

(iv) Facilitate active, engaging and pedestrian-friendly ground floor spaces by ensuring that retail, dining, and service-oriented businesses that encourage pedestrian movement, support local businesses and contribute to a lively street-level atmosphere.

(v) Ensure the built form maximises safety, passive-surveillance opportunities and contributes to the creation of a sense of security for pedestrians and cyclists, such as through the incorporation of active frontages, clear sightlines, and effective lighting.

(vi) Limit direct access from Great Eastern Highway and facilitate shared access from side streets and rear laneways where possible.

(vii) Promote onsite parking to be located and designed to facilitate a high quality interface with the public realm.

(viii) Provide for a transition of built-form intensity and scale to the Neighbourhood sub-precinct.

(d) Neighbourhood –

(i) Encourage a mix of medium-density residential typologies and price points, including townhouses, low-rise apartments, and duplexes, to provide a diverse range of housing options that cater to different demographics while maintaining residential character.

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(ii) Encourage energy-efficient building design, and sustainable development practices to enhance environmental performance and contribute to the long-term sustainability of the sub-precinct.

(iii) Facilitate the enhancement of green infrastructure and encourage the retention of mature trees where possible.

(iv) Promote ground floor building design that engages with the street, contributing to vibrant and active streetscapes while maintaining a sense of privacy for residents.

(v) Facilitate safe, walkable and active streets that prioritise pedestrians and cyclists.

(vi) Integrate small-scale retail, local services, and community spaces within the sub-precinct to meet the daily needs of residents and reduce reliance on distant commercial centres.

(vii) Encourage developments to incorporate street-facing spaces and features that promote social interaction, such as community hubs, outdoor spaces, recreational areas, and event spaces, to build a strong sense of community.

(viii) Provide for a transition of built-form intensity and scale to the School Interface sub-precinct.

(e) School Interface –

(i) Encourage a mix of medium-density residential typologies and price points, including townhouses, low-rise apartments, and duplexes, to provide a diverse range of housing options that cater to different demographics while maintaining residential character.

(ii) Encourage energy-efficient building design, and sustainable development practices to enhance environmental performance and contribute to the long-term sustainability of the precinct.

(iii) Facilitate the enhancement of green infrastructure and encourage the retention of mature trees where possible.

(iv) Promote ground floor building design that engages with the street, contributing to vibrant and active streetscapes while maintaining a sense of privacy for residents.

(v) Facilitate safe, walkable and active streets that prioritise pedestrians and cyclists.

(vi) Integrate small-scale retail, local services, and community spaces within the precinct to meet the daily needs of residents and reduce reliance on distant commercial centres.

(vii) Encourage developments to incorporate street-facing spaces and features that promote social interaction, such as community hubs, outdoor spaces, recreational areas, and event spaces, to build a strong sense of community.

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(viii) Provide for a transition of built-form intensity and scale to the Redcliffe Primary School.

Division 2 – Land Use Permissibility

35. Zoning table

The zoning table for this Scheme is as follows —

Table 1 – Zoning Table

Land Use	Residential	Mixed Use
Amusement Parlour	X	A
Betting Agency	X	D
Brewery	X	A
Bulky Goods Showroom	X	X
Car Park	X	D
Child Care Premises	A	A
Cinema/Theatre	X	D
Civic Use	X	A
Community Purpose	A	D
Consulting Rooms	A	D
Convenience Store	A	D
Education Establishment	X	D
Exhibition Centre	X	D
Family Day Care	A	D
Food Outlet	X	D
Funeral Parlour	X	D
Garden Centre	D	D
Grouped Dwelling	D	X
Home Business	D	P
Home Occupation	P	P

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Land Use	Residential	Mixed Use
Home Office	P	P
Home Store	D	P
Hospital	X	A
Hosted Short-Term Rental Accommodation	P	P
Hotel	X	D
Independent Living Complex	D	D
Liquor Store – Small	X	A
Market	X	D
Medical Centre	X	D
Multiple Dwelling	P	P
Office	X	P
Place of Worship	X	A
Reception Centre	X	A
Recreation – Private	X	D
Residential Care Facility	D	D
Restaurant/Café	A	D
Restricted Premises	X	D
Shop	X	D
Single House	D	X
Small Bar	X	A
Tavern	X	A
Tourist and Visitor Accommodation	A	A
Unhosted Short-Term Rental Accommodation	D	D
Veterinary Centre	X	A

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36. Interpreting the zoning table

(1) The permissibility of uses of land in the various zones in the Scheme area is determined by cross reference between the list of use classes on the left hand side of the zoning table and the list of zones at the top of the zoning table.

(2) The symbols used in the zoning table have the following meanings —

P means that the use is permitted if it complies with any relevant development standards and requirements of this Scheme;

D means that the use is not permitted unless the Commission has exercised its discretion by granting development approval;

A means that the use is not permitted unless the Commission has exercised its discretion by granting development approval after giving notice in accordance with **clause 68**;

X means that the use is not permitted by this Scheme.

Notes:

1. The development approval of the Commission may be required to carry out works on land in addition to any approval granted for the use of land. In normal circumstances, 1 application is made for both the carrying out of works on, and the use of, land.

2. Under **clause 64**, certain works and uses are exempt from the requirement for development approval.

3. **Part 9** deals with the consideration of applications for development approval by the Commission. Under this Part, development approval cannot be granted for development that is a class X use in relation to the zone in which the development is located, except in certain circumstances where land is being used for a non-conforming use.

(3) A specific use class referred to in the zoning table is excluded from any other use class described in more general terms.

(4) Where a specific use class is not listed in the zoning table but is listed in **Schedule 1**, that land use is not permitted by this Scheme.

(5) The Commission may, in respect of a use that is not specifically listed in the zoning table and that cannot reasonably be determined as falling within a use class referred to in the zoning table —

(a) determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the Commission; or

(b) determine that the use may be consistent with the objectives of a particular sub-precinct or zone and give notice under **clause 68** before considering an application for development approval for the use of the land; or

(c) determine that the use is not consistent with the objectives of a particular sub-precinct or zone and is therefore not permitted in the zone.

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(6) If a use of land is identified in a zone as being a class P or class I use, the Commission may not refuse an application for development approval for that use in that zone but may require works that are to be undertaken in connection with that use to have development approval.

(7) If the zoning table does not identify any permissible uses for land in a zone the Commission may, in considering an application for development approval for land within the zone, have due regard to any of the following that apply to the land –

(a) objectives of the zone; and

(b) objectives of the sub-precinct.

37. Additional uses

(1) The Table sets out –

(a) classes of use for specified land that are additional to the classes of use that are permissible in the zone in which the land is located; and

(b) the conditions that apply to that additional use.

Table 2 – Additional Uses for Zoned land in the Scheme area

No.	Description of land	Additional use	Conditions

(2) Despite anything contained in the zoning table, land that is specified in the **Table 2** to **subclause (1)** may be used for the additional class of use set out in respect of that land subject to the conditions that apply to that use.

38. Restricted uses

(1) The Table sets out –

(a) restricted classes of use for specified land that apply instead of the classes of use that are permissible in the zone in which the land is located; and

(b) the conditions that apply to that restricted use.

Table 3 – Restricted uses for Zoned land in the Scheme area

No.	Description of Land	Restricted Use	Conditions
1	Land within the Station sub-precinct as shown on the ***Sub-Precincts map***.	Bulky Good Showroom	Nil
2	Land within the Station sub-precinct as	Garden Centre	Unless it is an incidental user to the predominant use of the land for the

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No.	Description of Land	Restricted Use	Conditions
	shown on the ***Sub-Precincts map***.		purposes of a Restaurant/Café.

(2) Despite anything contained in the zoning table, land that is specified in the **Table 3** to **subclause (1)** may be used only for the restricted class of use set out in respect of that land subject to the conditions that apply to that use.

39. Special use zones

(1) The Table sets out –

(a) special use zones for specified land that are in addition to the zones in the zoning table; and

(b) the classes of special use that are permissible in that zone; and

(c) the conditions that apply to that restricted use.

Table 4 – Special Uses for Zoned land in Scheme area

No.	Description of Land	Special Use	Conditions

(2) A person must not use any land, or any structure or buildings on land, in a special use zone except for a class of use that is permissible in that zone and subject to the conditions that apply to that use.

40. Non-conforming uses

(1) Unless specifically provided, this Scheme does not prevent —

(a) the continued use of any land, or any structure or building on land, for the purpose for which it was being lawfully used immediately before the commencement of this Scheme; or

(b) the carrying out of development on land if —

(i) before the commencement of this Scheme, the development was lawfully approved; and

(ii) the approval has not expired or been cancelled.

(2) **Subclause (1)** does not apply if —

(a) the non-conforming use of the land is discontinued; and

(b) a period of 12 months, or a longer period approved by the Commission, has elapsed since the discontinuance of the non-conforming use.

(3) **Subclause (1)** does not apply in respect of a non-conforming use of land if, under Part 11 of the Act, the Commission —

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(a) purchases the land; or

(b) pays compensation to the owner of the land in relation to the non-conforming use.

41. Changes to non-conforming use

(1) A person must not, without development approval —

(a) alter or extend a non-conforming use of land; or

(b) erect, alter or extend a building used for, or in conjunction with, a non-conforming use; or

(c) repair, rebuild, alter or extend a building used for a non-conforming use that is destroyed to the extent of 75% or more of its value; or

(d) change the use of land from a non-conforming use to another use that is not permitted by the Scheme.

(2) An application for development approval for the purposes of this clause must be advertised in accordance with **clause 68**.

(3) The Commission may only grant development approval for a change of use of land referred to in **subclause (1)(d)** if, in the opinion of the Commission, the proposed use —

(a) is less detrimental to the amenity of the locality than the existing non-conforming use; and

(b) is closer to the intended objectives of the zone or sub-precinct in which the land is situated.

42. Register of non-conforming uses

(1) The Commission may prepare a register of land within the Scheme area that is being used for a non-conforming use.

(2) A register prepared by the Commission must set out the following —

(a) a description of each area of land that is being used for a non-conforming use;

(b) a description of any building on the land;

(c) a description of the non-conforming use; and

(d) the date on which any discontinuance of the non-conforming use is noted.

(3) If the Commission prepares a register under **subclause (1)** the Commission —

(a) must ensure that the register is kept up-to-date; and

(b) must make a copy of the register available for public inspection during business hours at the offices of the Commission; and

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(c) may publish a copy of the register on the website of the Commission.

An entry in the register in relation to land that is being used for a non-conforming use is evidence of the matters set out in the entry, unless the contrary is proved.

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Part 6 — General subdivision and development requirements

Division 1 - Preliminary

43. Terms used

In this Part

deemed-to-comply provision, of the R-Codes, means a provision of the R-Codes described in the R-Codes as a deemed-to-comply provision or a deemed-to-comply requirement;

parent lot area means all parcels of land prior to subdivision comprising a development site.

R-Codes means the Residential Design Codes prepared by the Western Australian Planning Commission under section 26 of the Act, as amended from time to time;

street frontage means the lot boundary which abuts a street;

44. R-Codes

(1) The R-Codes, modified as set out in **clause 45**, are to be read as part of this Scheme.

(2) The Commission must ensure that the R-Codes are published in accordance with **clause 108** of this Scheme.

(3) **Subclause (2)** is an ongoing publication requirement for the purposes of **clause 108(5)(a)** of this Scheme.

(4) The coding of land for the purposes of the R-Codes is shown by the coding number superimposed on a particular area contained within the boundaries of the area shown on the ***Scheme map.***

(5) The R-Codes apply to an area if –

(a) the area has a coding number superimposed on it in accordance with **subclause (4);** or

(b) a provision of this Scheme provides that the R-Codes apply to the area.

(6) The R100-SL applies if –

(a) the land is coded R100-SL R-Code as shown on the Scheme map;

(b) if a single house or grouped dwelling is proposed; and

(c) the lot is less than $100m^2$ in area.

(7) Where the land is zoned R100-SL but the lot is equal to or greater than $100m^2$ in area, an R100 coding applies.

45. Modification of R-Codes

(1) **Division 2** of this Part includes primary controls which modify the primary controls outlined in the R-Codes.

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(2) Unless outlined as being excluded, all other provisions of the R-Codes apply.

46. Development taken to comply with deemed-to-comply provision of R-Codes

For the purposes of this Scheme, development is taken to comply with a deemed-to-comply provision of the R-Codes if the development complies with

(1) a provision of the Scheme,

(2) a provision of a Scheme policy, or

(3) a provision of a local development plan.

47. Other Planning Codes to be read as part of the Scheme

There are no other Planning Codes that are to be read as part of the Scheme.

48. Environmental conditions

(1) The conditions set out in the Table are environmental conditions that apply to this Scheme as a result of an assessment carried out under the *Environmental Protection Act 1986* Part IV Division 3.

Table 5 – Environmental conditions

Scheme or amendment No.	Gazettal Date	Environmental Conditions
Redcliffe Station Precinct Improvement Scheme No. 1		

(2) The environmental conditions are indicated on the ***Scheme map*** by the symbol EC to indicate that environmental conditions apply to the land.

(3) The Commission must ensure that all statements relating to this Scheme published under the *Environmental Protection Act 1986* Part IV Division 3 are published in accordance with **clause 108** of this Scheme.

(4) Subclause (3) is an ongoing publication requirement for the purposes of **clause 108(5)(a)** of this Scheme.

49. Additional site and development requirements

Division 2 of this Part sets out additional site and development requirements that apply to all development (non-residential and residential) on land within the Scheme area.

50. Variations to site and development requirements

(1) In this clause –

additional site and development requirements means requirements set out in **clause 49.**

(2) The Commission may approve an application for a development approval that does not comply with an additional site and development requirements.

(3) An approval under **subclause (2)** may be unconditional or subject to any conditions the Commission considers appropriate.

(4) If the Commission is of the opinion that the non-compliance with an additional site and development requirement will mean that the development is likely to adversely affect any owners or occupiers in the general locality or in an area adjoining the site of the development the Commission must –

(a) consult the affected owners or occupiers by following one or more of the provisions for advertising applications for development approval under **clause 68** of this Scheme; and

(b) have regard to any expressed views prior to making its determination to grant development approval under this clause.

(5) The Commission may only approve an application for development approval under this clause if the Commission is satisfied that –

(a) approval of the proposed development would be appropriate having regard to the matters that the Commission is to have regard to in considering an application for development approval as set out in **clause 75(2)** of this Scheme;

(b) the non-compliance with the additional site and development requirement will not have a significant adverse effect on the occupiers or users of the development, the inhabitants of the locality or the likely future development of the locality.

51. Restrictive covenants

(1) A restrictive covenant affecting land in the Scheme area that would have the effect of limiting the number of residential dwellings which may be constructed on the land is extinguished or varied to the extent that the number of residential dwellings that may be constructed is less than the number that could be constructed on the land under this Scheme.

(2) If **subclause (1)** operates to extinguish or vary a restrictive covenant —

(a) development approval is required to construct a residential dwelling that would result in the number of residential dwellings on the land exceeding the number that would have been allowed under the restrictive covenant; and

(b) the Commission must not grant development approval for the construction of the residential dwelling unless it gives notice of the application for development approval in accordance with **Clause 68.**

Division 2 – Primary Controls

52. Primary controls

(1) The primary controls for each sub-precinct is as follows (where applicable) –

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Table 6 – Primary controls

Sub-Precinct	Station	Station Frame	Neighbourhood		School Interface		Urban Corridor
Zone	**Mixed Use**	**Mixed Use**	**Residential**	**Residential**	**Residential**	**Residential**	**Mixed Use**
R-Code	**RAC1**	**RAC3**	**R100**	**R100-SL[J]**	**R100-SL[J]**	**R100**	**RAC1**
Land Arrangement							
Total Parent Lot Area (minimum)[D]	1,400m^2	1,400m^2	1,400m^2	N/A	N/A	N/A	1,000m^2
Street Frontage (minimum)[D]	30m	30m	30m	N/A	N/A	N/A	20m
Density							
Residential Density (minimum dwellings/units per net hectare site area)[H]	100	80	35	35	35	35	100
Site Cover / Plot Ratio							
Site Cover (maximum) Note - Applicable where Volume 1 of the R-Codes applies. Does not apply to non-residential development.	N/A	N/A	70%	85%	85%	70%	N/A
Plot Ratio (maximum) Note - Applicable where Volume 2 of the R-Codes applies and applies to all non-residential development.	3.5	3.0	1.3	N/A	N/A	1.3	3.5

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Sub-Precinct	Station	Station Frame	Neighbourhood		School Interface		Urban Corridor
Zone	**Mixed Use**	**Mixed Use**	**Residential**	**Residential**	**Residential**	**Residential**	**Mixed Use**
R-Code	**RAC1**	**RAC3**	**R100**	**R100-SL[J]**	**R100-SL[J]**	**R100**	**RAC1**
Bonus Plot Ratio (maximum) Note - Applicable where Volume 2 of the R-Codes applies and applies to all non-residential development.	4.5[B]	N/A	N/A	N/A	N/A	N/A	N/A
Height							
Building Height (minimum)	4 storeys	3 storeys	2 storeys	2 storeys	2 storeys	2 storeys	3 storeys
Building Height (maximum)	9 storeys	6 storeys	4 storeys	4 storeys	4 storeys	4 storeys	9 storeys
Bonus Building Height (maximum) Note - Applicable where Volume 2 of the R-Codes applies and applies to all non-residential development.	13 storeys[A, B]	N/A	N/A	N/A	N/A	N/A	N/A
Podium Level Height (where applicable)	3 storeys	3 storeys	2 storeys	N/A	N/A	2 storeys	3 storeys
Boundary Wall Height (maximum)	3 storeys	3 storeys	2 storeys	4 storeys	4 storeys	2 storeys	3 storeys
Setbacks							
Primary Street Setback (minimum)	Nil (up to 3rd storey)[C] 4m (above 3rd storey)[C]	2m (up to 2nd storey) 4m (above 2nd storey)	2m (up to 2nd storey) 4m (above 2nd storey)	1m	1m	2m (up to 2nd storey) 4m (above 2nd storey)	Nil (up to 3rd storey) 4m (above 3rd storey)

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Sub-Precinct	Station	Station Frame	Neighbourhood		School Interface		Urban Corridor
Zone	**Mixed Use**	**Mixed Use**	**Residential**	**Residential**	**Residential**	**Residential**	**Mixed Use**
R-Code	**RAC1**	**RAC3**	**R100**	**R100-SL[J]**	**R100-SL[J]**	**R100**	**RAC1**
Primary Street Setback (maximum)	2m (up to 3rd storey)[C] N/A (above 2nd storey)	4m (up to 2nd storey) N/A (above 2nd storey)	4m (up to 2nd storey) N/A (above 2nd storey)	2m	4m (up to 2nd storey) N/A (above 2nd storey)	4m (up to 2nd storey) N/A (above 2nd storey)	2m (up to 3rd storey) N/A (above 2nd storey)
Secondary Street Setback (minimum)	Nil[C]	2m	2m	1m	1m	2m	Nil
Side Boundary Setback (minimum)	Nil	Nil	3m	1m (1st storey) 1.5m (2nd storey) 3m (3rd storey and above)	1m (1st storey) 1.5m (2nd storey) 3m (3rd storey and above)	3m	Nil
Side Boundary Setback (average) Note – Applicable where Volume 2 of the R-Codes applies and applies to all non-residential development.	N/A	N/A	3.5m	N/A	N/A	3.5m	N/A
Rear Boundary Setback (minimum)[I]	2m (1st storey) 4m (above 1st storey)	2m (1st storey) 4m (above 1st storey)	2m (1st storey) 6m (above 1st storey)	1m (1st storey) 1.5m (2nd storey) 3m (3rd storey and above)	1m (1st storey) 8m (above 1st storey)	4m (1st storey) 8m (above 1st storey)	7.5m
Rear Boundary Setback (average)[I]	N/A	4m (1st storey) N/A (above 1st storey)	4m (1st storey) N/A (above 1st storey)	N/A	N/A	6m (1st storey) N/A (above 1st storey)	N/A

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Sub-Precinct	Station	Station Frame	Neighbourhood		School Interface		Urban Corridor
Zone	**Mixed Use**	**Mixed Use**	**Residential**	**Residential**	**Residential**	**Residential**	**Mixed Use**
R-Code	**RAC1**	**RAC3**	**R100**	**R100-SL[J]**	**R100-SL[J]**	**R100**	**RAC1**
Deep Soil Area / Soft Landscaping Area							
Deep Soil Area (minimum percentage of the site area)[F, G] Note – Applicable where Volume 2 of the R-Codes applies and applies to all non-residential development.	10% of site area	10% of site area	10% of site area	N/A	N/A	10% of site area	10% of site area
Soft Landscaping Area (minimum percentage of the site area) Note - Applicable where Volume 1 of the R-Codes applies. Does not apply to non-residential development.	N/A	N/A	15%	10%	10%	15%	N/A
Car Parking							
Commercial / Retail Land Uses (maximum)	4.5 bays per 100m^2 of net lettable area						

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Sub-Precinct	Station	Station Frame	Neighbourhood		School Interface		Urban Corridor
Zone	**Mixed Use**	**Mixed Use**	**Residential**	**Residential**	**Residential**	**Residential**	**Mixed Use**
R-Code	**RAC1**	**RAC3**	**R100**	**R100-SL[J]**	**R100-SL[J]**	**R100**	**RAC1**
Residential Land Use (minimum)	For occupants: N/A	For occupants: N/A	For occupants of single houses and grouped dwellings: 0 bays; or 1 bay for multiple dwellings with 3 bedrooms or more For occupants of multiple dwellings (including dwelling components of mixed-use developments): 0.75 bay per 1 bedroom dwelling; or 1 bay per 2+ bedroom dwelling				For occupants: N/A
	For visitors: 0 bays where there are less than 4 dwellings 1 bay per 4 dwellings up to 12 dwellings 1 bay per 8 dwellings for the 13th dwelling and above						
	Short term, for deliveries/trades/drop off-pick up: 1 bay where there are 4 or more dwellings						
Residential Land Use (maximum)	For occupants: Studio and 1 bedroom dwellings – 1 bay per dwelling 2 + bedroom dwellings – 2 bays per dwelling						
Residential Land Use (maximum)	For visitors: 2 bays per 4 dwellings up to 12 dwellings 2 bays per 8 dwellings for the 13th dwelling and above						
	Short term, for deliveries/trades/drop off-pick up: Not applicable						
Bicycle Parking							
Residential Land Use (minimum)[K]	1 bicycle parking space per dwelling; and 0.25 visitor bicycle parking space per dwelling						
Commercial / Retail Land Use (minimum)	1 bay per 200m^2 of net lettable area						

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Notes for this subclause:

A. The maximum building height of 13 storeys is subject to an actual height of 60m Australian Height Datum (AHD) in accordance with the *Airports (Protection of Airspace) Regulations 1996*.
B. Where development bonuses apply – refer to **clause 57**.
C. The minimum and maximum setbacks may be varied where a Publicly Accessible Private Open Space (PAPOS) is provided.
D. Where minimum parent lot area and minimum street frontage requirements apply – refer to **clause 60** and the ***Parent Lot Area and Street Frontage map***.
E. For grouped dwellings, the area can be reduced by $10m^2$ where a secondary ground level private open space is provided with a minimum area of 10m2 and a minimum dimension of 3m.
F. Where the required deep soil areas cannot be provided due to site restrictions, planting on structure with an area equivalent to two times the shortfall in deep soil area provision is provided as per Table 3.3a of Volume 2 of the R-Codes. Where existing tree(s) are retained on site, the percentage of site area can be reduced to 7% as per A 3.3.7 of Volume 2 of the R-Codes.
G. Minimum deep soil area requirements (minimum percentage of site area) do not apply to single houses and grouped dwellings. Notwithstanding, minimum deep soil area requirements (minimum area depending on tree size) apply to single houses and grouped dwellings as per Volume 1 of the R-Codes.
H. Permanent and short-term residential dwellings/units and short-stay accommodation dwellings/units can count towards the minimum requirement.
I. Where the lot boundary abuts residential development.
J. Only applies to single houses and grouped dwellings on lots less than 100m2 in the areas that are coded R100-SL. For lots equal to or greater than 100m2 in the areas that are coded R100-SL, the controls listed for R100 apply.
K. Does not apply to single houses and grouped dwellings.

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53. Residential density

(1) Residential density is to be provided in accordance with **clause 52(1)** where residential development or short-stay accommodation is proposed unless otherwise approved by the Commission.

(2) For the purposes of calculating residential density, permanent residential dwellings/units, short-term residential dwellings/units and short-stay accommodation units may count towards the minimum dwellings/units required.

54. Activated frontage

(1) The ***Frontage Treatment map*** identifies where an 'Activated Frontage' is to be provided on the ground level of a development.

(2) For the purposes of subclause (1), the ground floor of a development shall be non-residential and may include (but are not limited to) the following uses, unless otherwise approved by the Commission:

(a) Amusement Parlour;

(b) Cinema/Theatre;

(c) Convenience Store

(d) Community Purpose;

(e) Education Establishment;

(f) Food Outlet;

(g) Liquor Store – Small;

(h) Restaurant / Café; or

(i) Shop.

55. Adaptable frontage

(1) The ***Frontage Treatment map*** identifies where an 'Adaptable Frontage' is to be provided on the ground level of a development.

(2) For the purposes of **subclause (1)** –

(a) a non-residential land use is to be provided where practical, including but not limited to the land uses listed in **clause 54(2)**; or

(b) the ground floor shall be designed to be able to be adapted to accommodate a non-residential land use in the future.

56. Sensitive frontages

(1) The ***Frontage Treatment map*** identifies where a 'Sensitive Frontage' is to be provided on the ground level of a development.

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(2) Where 'Sensitive Frontage' is identified, development is to be located and designed to be sensitive and compatible with the adjacent POS.

57. Development bonuses

(1) Additional plot ratio and building height above and beyond the plot ratio and building height maximum outlined in **clause 52(1)** is available in the Station sub-precinct, where:

(a) a community benefit contribution is provided as part of a development; and

(b) a development is demonstrated to achieve the principles of good design as set out in State Planning Policy 7 – Design of the Built Environment, on the advice of the City of Belmont Design Review Panel.

(2) A maximum building height of 60m AHD applies.

(3) For the purpose of **subclause (1)(a)**, a community benefit shall be agreed by the responsible authority and may include (but are not limited to) the following:

(a) provision of affordable and/or social housing – minimum 15% of dwellings are provided as affordable and/or social housing, in partnership with an approved housing provider or not-for-profit organisation recognised by the State Government; or

(b) provision of publicly accessible private open space – minimum 10% of the site area is provided as publicly accessible private open space and achieves a minimum dimension of 8m; or

(c) a combination of **subclause (3)(a)** and **subclause (3)(b)**.

58. Car parking

(1) Car parking requirements for residential and non-residential land uses are outlined in **clause 52(1).**

(2) Car parking can be provided on an individual site basis or via a shared parking arrangement, where an agreement has been reached with the landowner of the shared site.

(3) All vehicle parking areas are to be screened from the view of the primary and secondary streets.

59. Water Management

(1) Development is to provide for on-site water retention as follows:

(a) in the case of single house development, provide for on-site water retention for all on-site water runoff generated by the first 15mm of rainfall; or

(b) in the case of all other forms of development, provide for on-site water retention for all on-site water runoff generated by rainfall up to and including the critical 10% Annual Exceedance Probability (AEP) event.

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(2) All flows from constructed impervious surfaces are to be treated on-site prior to infiltration or discharge.

(3) All developments should incorporate water efficient fixtures, fittings and appliances where practical.

(4) Roads and public open spaces are to be designed to cater for the surface overflow of water during severe storm events as follows:

(a) finished ground floor levels of habitable rooms to be at least 0.5m above the 1% Annual Exceedance Probability (AEP) flood level in the Drainage/Waterway reserve for the Airport Southern Main Drain; and

(b) finished ground floor levels of habitable rooms to be at least 0.3m above the 1% Annual Exceedance Probability (AEP) flood or storage level for all other locations.

60. Parent lot area and street frontage

(1) ***Parent Lot Area and Street Frontage map*** identifies where minimum parent lot area and street frontage requirements apply to subdivision and development.

(2) The responsible authority will not approve a green title and/or survey-strata subdivision of land, or development, where the parent lot/s do not meet the minimum parent lot area and/or street frontage requirements (where applicable).

(3) Notwithstanding **subclause (2)**, the responsible authority may approve subdivision and/or development on lots that do not meet the minimum parent lot area and/or street frontage requirements, where:

(a) the lot is an isolated lot which is not capable of amalgamation; or

(b) the lot abuts land which is not zoned for development; or

(c) the lot adjoins a land tenure arrangement that prevents a viable amalgamation; or

(d) the lot presents another unique situation, where it has been demonstrated to the satisfaction of the responsible authority that orderly and proper planning principles can be achieved; and

(e) it is demonstrated, to the satisfaction of the responsible authority, that the lot is capable of accommodating development outcomes that are consistent with the objectives of the relevant zone and sub-precinct.

61. Rail Infrastructure Excavation and Built Form Limitations

(1) The ***Scheme map*** identifies an area affected by building load and excavation limits associated with the rail infrastructure.

(2) All development within this area should provide sufficient information to demonstrate the proposed excavation of the land and/or the load of a proposed development will not unduly impact the rail infrastructure.

62. Primary Regional Road

(1) The ***Scheme map*** identifies land which is reserved for the purpose of a Primary Regional Road reservation.

(2) The relevant provisions of the *Metropolitan Region Scheme* and Part 11 Division 4 of the Act apply to land reserved for Primary Regional Road.

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Part 7 — Requirement for development approval

63. Requirement for development approval

A person must not commence or carry out any works on, or use, land in the Scheme area unless —

(a) the person has obtained the development approval of the Commission under **Part 8**; or

(b) development approval is not required for the development under **clause 64**.

Note for this clause:

Development includes the erection, placement and display of advertisements.

64. Development for which development approval not required

(1) Development approval is not required for works if —

(a) the works are of a class specified in Column 1 of an item in the **Table 4**; and

(b) if conditions are set out in Column 2 of the **Table 4** opposite that item – all of those conditions are satisfied in relation to the works.

Table 4 – Development approval not required

Column 1 Works		**Column 2 Conditions**
1.	The demolition or removal of any of the following – (a) a single house; (b) an ancillary dwelling; (c) an outbuilding; (d) an external fixture; (e) a boundary wall or fence; (f) a patio; (g) a pergola; (h) a verandah; (i) a deck; (j) a garage;	N/A

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Column 1 Works		Column 2 Conditions
	(k) a carport; (l) a swimming pool; (m) shade sails.	
2.	The demolition of a building that is not a single house, ancillary dwelling, multiple dwelling or grouped dwelling.	The building does not share a common wall with another building.
3.	The demolition or removal of a cubbyhouse.	N/A
4.	The demolition or removal of a flagpole.	N/A
5.	Internal building work that does not materially affect the external appearance of the building and do not result in an increase in the number of dwellings.	N/A
6.	The erection of, or alterations or additions to, a single house on a lot.	(a) The R-Codes apply to the works. (b) The works comply with the deemed-to-comply provisions of the R-Codes.
7.	The erection or installation of, or alterations or additions to, any of the following on the same lot as a single house or a grouped dwelling – (a) an outbuilding; (b) an external fixture; (c) a boundary wall or fence; (d) a patio; (e) a pergola;	(a) The R-Codes apply to the works. (b) The works comply with the deemed-to-comply provisions of the R-Codes.

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Column 1 Works		Column 2 Conditions
	(f) a verandah; (g) a deck; (h) a garage; (i) a carport.	
8.	The installation of, or alterations or additions to, any of the following on the same lot as a single house or a grouped dwelling – (a) a swimming pool; (b) shade sails.	N/A
9.	The temporary erection or installation of an advertisement.	(a) The advertisement is erected or installed in connection with an election, referendum or other poll conducted under the *Commonwealth Electoral Act 1918* (Commonwealth), the *Referendum (Machinery Provisions) Act 1984* (Commonwealth), the *Electoral Act 1907*, the *Local Government Act 1995* or the *Referendums Act 1983*. (b) The primary purpose of the advertisement is for political communication in relation to the election, referendum or poll. (c) The advertisement is not erected or installed until the writ or writs have been issued or, for an election, referendum or poll under the *Local Government Act 1995*, until the 36th day before the day on which the election, referendum or poll is to be held. (d) The advertisement is removed no later than 48 hours after the election, referendum or poll is conducted.

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Column 1 Works		Column 2 Conditions
		(e) The advertisement is not erected or installed within 1.5 m of any art of a crossover or street truncation.
10.	The erection or installation of a sign of a class specified in a Scheme policy or local development plan that applies to the works as not requiring development approval.	(a) The sign complies with any requirements specified in the local planning policy or local development plan in relation to the exemption from the requirement for development approval. (b) The sign is not erected or installed within 1.5 m of any part of a crossover or street truncation.
11.	Works to change an existing sign that has been erected or installed on land.	(a) The erection or installation of the existing sign was the subject of development approval or was exempt from the requirement for development approval. (b) The changes do not alter the size or location of the existing sign or result in the sign containing any illumination, animation, movement or reflective, retro-reflective or fluorescent materials. (c) The sign is not used for advertising (other than the advertising of a business operated on the land).
12.	The installation of a water tank.	(a) The water tank is not installed in the street setback area of a building. (b) The volume of the water tank is no more than 5 000 L. (c) The height of the water tank is no more than – (i) for a tank fixed to a building – the height of the eaves of the building; or (ii) for a tank that is not fixed to a building and is more

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Column 1 Works		Column 2 Conditions
		than 1 m from each boundary of the lot – 2.4 m; or (iii) for a tank that is not fixed to a building an is 1 m or less from a boundary of the lot – 1.8 m. (d) The works are not located in a heritage-protected place.
13.	The erection or installation of a cubbyhouse.	(a) The cubbyhouse is not erected or installed in the front setback area of a building. (b) The floor of the cubbyhouse is no more than 1 m above the natural ground level. (c) The wall height of the cubbyhouse is no more than 2.4 m above the natural ground level. (d) The building height of the cubbyhouse is no more than 3 m above the natural ground level. (e) The area of the floor of the cubbyhouse is no more than 10m^2. (f) The cubbyhouse is not erected or installed within 1 m of more than 1 boundary of the lot.
14.	The erection or installation of a flagpole.	(a) The height of the flagpole is no more than 6 m above the natural ground level. (b) The flagpole is no more than 200mm in diameter. (c) The flagpole is not used for advertising. (d) There is no more than 1 flagpole on the lot.

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Column 1 Works		Column 2 Conditions
15.	The installation of solar panels on the roof of a building.	(a) The solar panels are parallel to the angle of the roof.
16.	Maintenance and repair works.	N/A
17.	Temporary works.	The works are in existence for less than 48 hours, or a longer period agreed by the Commission, in any 12-month period.
18.	Works that are urgently necessary for any of the following – (a) public safety; (b) the safety or security of plant or equipment; (c) the maintenance of essential services; (d) the protection of the environment.	N/A
19.	Works specified in a Scheme policy or local development plan that applies to the works as works that do not require development approval (other than works referred to in item 10).	The works comply with any requirements specified in the Scheme policy or local development plan in relation to the exemption from the requirement for development approval.
20.	Works of a type identified elsewhere in this Scheme as works that do not require development approval.	The works comply with any requirements specified in this Scheme in relation to the exemption from the requirement for development approval.

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Notes for this subclause:

1. Section 157 of the Act applies in respect of the carrying out of works necessary to enable the subdivision of land if the Commission has approved a plan of subdivision.

2. Section 6 of the Act applies in respect of the carrying out of public works.

3. Clause 46 sets out circumstances in which development is taken to comply with a deemed-to-comply provision of the R-Codes.

(2) Development approval of the Commission is not required for the following uses —

(a) development that is a class P use in relation to the zone in which the development is located, if –

(i) the development has no works component; or

(ii) development approval is not required for the works component of the development;

(b) development that is an exempt class D use under **subclause (3)** in relation to the zone in which the development is located, if –

(i) the development has no works component; or

(ii) development approval is not required for the works component of the development;

(c) the use of premises as a home office;

(d) the use of premises as a drop-off refund point if –

(i) the premises are otherwise used as a shop; or

(ii) the premises are not in a residential zone and the use of the premises as a drop-off refund point is an incidental use of the premises;

(e) temporary use that is in existence for less than 48 hours, or a longer period agreed by the Commission, in any 12-month period;

(f) any other use specified in a Scheme policy or local development plan that applies to the development as a use that does not require development approval;

(g) use of a type identified elsewhere in this Scheme as use that does not require development approval.

(3) For the purposes of **subclause (2)(a),** a use of land is an exempt class D use in relation to the zone in which the land is located if –

(a) the use is a class D use in relation to the zone; and

(b) the use is of a class set out in Column 1 of an item in the Table; and

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(c) if conditions are set out in Column 2 of the **Table 5** opposite that item – all of those conditions are satisfied in relation to the use.

Table 5 – Development approval not required for class D uses

Column 1 Use		Column 3 Conditions
1.	Shop	Net lettable area is no more than 300m^2.
2.	Restaurant/Café	Net lettable area is no more than 300m^2.
3.	Convenience store	Store is not used for the sale of petroleum products.
4.	Consulting rooms	No more than 60% of the glass surface of any window on the ground floor of the consulting rooms is obscured glass.
5.	Office	Office is not located on the ground floor of a building.
6.	Liquor store – small	N/A
7	Small bar	The lot on which the small bar is located does not directly adjoin a residential zone.
8.	Recreation – private	(a) Net lettable area of any indoor area of the premises is no more than 300m^2. (b) No more than 60% of the glass surface of any window on the ground floor of a building premises is obscured by glass.
9.	Home occupation	N/A

(4) **Subclause (2)** has effect despite the Zoning Table for this Scheme.

(5) An exemption from the requirement for development approval that applies under this clause (other than an exemption under item 10 or 19 in the Table to subclause (1)) is not affected by any provision of a Scheme policy or local development plan.

(6) If development consists of both works and use of land –

(a) subject to **subclause (2)(b)(ii)** and **(c)(ii)**, any exemption under **subclause (1)** that applies to the works does not affect whether development approval is required for the use; and

(b) any exemption under **subclause (2)** that applies to the use does not affect whether development approval is required for the works.

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Part 8 — Applications for development approval

65. Form of application

(1) An application for development approval must be —

(a) made in the form of the "Application for development approval" set out in **clause 107 (1)**; and

(b) signed by the owner of the land on which the proposed development is to be located; and

(c) accompanied by any fee for an application of that type set out in the *Planning and Development Regulations 2009* or prescribed under the *Local Government Act 1995*; and

(d) accompanied by the plans and information specified in **Clause 66**.

(2) For the purposes of **subclause (1)(b)**, a person or body may sign an application for development approval as the owner of freehold land if the person or body is one of the following —

(a) a person who is referred to in the definition of ***owner*** in respect of freehold land;

(b) a strata company that —

(i) is authorised to make an application for development approval in respect of the land under scheme by-laws registered under the *Strata Titles Act 1985*; and

(ii) if the land is held under a leasehold scheme, has the written consent of the owner of the leasehold scheme to make the application;

(c) a community corporation for a community titles scheme that is authorised to make an application for development approval in respect of the land under scheme by-laws registered for the community titles scheme under the *Community Titles Act 2018*;

(d) a person who is authorised under another written law to make an application for development approval in respect of the land;

(e) an agent of a person referred to in **paragraph (a).**

Note:

The *Planning and Development Act 2005* section 267A makes provision for the signing of documents by the owner of Crown land.

(3) A term has the same meaning in **subclause (2)(b)** as is given in the *Strata Titles Act 1985* section 3(1).

(4) A term has the same meaning as **subclause (2)(c)** as is given in the *Community Titles Act 2019* section 3(1).

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(5) An application for development approval for the erection, placement or display of an advertisement must be accompanied by sufficient information to determine the application in the form of the "Additional information for development approval for advertisements" set out in **clause 107(2)**.

Note:

The *Interpretation Act 1984* section 74 provides for circumstances in which deviations from a prescribed form do not invalidate the form used.

66. Accompanying material

(1) An application for development approval must be accompanied by —

(a) a plan or plans in a form approved by the Commission showing the following —

(i) the location of the site including street names, lot numbers, north point and the dimensions of the site;

(ii) the existing and proposed ground levels over the whole of the land the subject of the application;

(iii) the location, height and type of all existing structures and environmental features, including watercourses, wetlands and native vegetation on the site;

(iv) the structures and environmental features that are proposed to be removed;

(v) the existing and proposed use of the site, including proposed hours of operation, and buildings and structures to be erected on the site;

(vi) the existing and proposed means of access for pedestrians and vehicles to and from the site;

(vii) the location, number, dimensions and layout of all car parking spaces intended to be provided;

(viii) the location and dimensions of any area proposed to be provided for the loading and unloading of vehicles carrying goods or commodities to and from the site and the means of access to and from those areas;

(ix) the location, dimensions and design of any open storage or trade display area and particulars of the manner in which it is proposed to develop the open storage or trade display area;

(x) the nature and extent of any open space and landscaping proposed for the site;

and

(b) plans, elevations and sections of any building proposed to be erected or altered and of any building that is intended to be retained; and

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(c) a report on any specialist studies in respect of the development that the Commission requires the applicant to undertake such as site surveys or traffic, heritage, environmental, engineering or urban design studies; and

(d) any other plan or information that the Commission reasonably requires.

(2) The Commission may waive or vary a requirement set out in **subclause (1)**.

67. Action by Commission on receipt of application

(1) On receipt of an application for development approval, the Commission must —

(a) consider whether the application and accompanying material comply with **clauses 65** and **66**; and

(b) within 7 days after the day on which the application is received, advise the applicant by written notice —

(i) if the Commission is satisfied that the application and accompanying material comply with **clauses 65** and **66** — that the application has been accepted for assessment; or

(ii) otherwise — that the applicant must amend the application, or provide further accompanying material, before the application can be accepted for assessment.

(2) If the Commission does not give advice under **subclause (1)(b)** within the 7-day period referred to in that subclause, the application is taken to be accepted for assessment on the day after the end of that period.

(3) If the Commission gives advice under **subclause (1)(b)(ii)** and the applicant amends the application or provides further accompanying material as required, this clause applies again in respect of the application as amended or as accompanied by the further material as if references to the receipt of the application were to the receipt of the amendment or the further material.

68. Advertising applications

(1) The Commission –

(a) must advertise a complex application for development approval in accordance with **subclause (3)**; and

(b) must advertise an application for development approval in accordance with **subclause (4)** if the application is not a complex application and —

(i) relates to development that is a class A use in relation to the zone in which the development is located; or

(ii) relates to the extension of a non-conforming use; or

(iii) relates to development that does not comply with the requirements of this Scheme; or

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(iv) is of a kind identified elsewhere in this Scheme as an application that is required to be advertised;

and

(c) may advertise any other application for development approval in accordance with **subclause (4).**

(2) **Subclause (1)(b)(iii)** does not apply if the Commission is satisfied that the non-compliance with the requirements of this Scheme is of a minor nature.

(3) For the purposes of **subclause (1)(a)**, a complex application is advertised by doing all of the following —

(a) publishing in accordance with **clause 107** —

(i) a notice of the proposed development in the form set out in **clause 107(3)**; and

(ii) the application for development approval; and

(iii) any accompanying material in relation to the application that the Commission considers should be published;

(b) giving notice of the proposed development —

(i) to the owners and occupiers of every property that is within 200 m of the proposed development; and

(ii) to any other owners and occupiers of properties in the vicinity of the proposed development who, in the opinion of the Commission, are likely to be affected by the granting of development approval;

(c) erecting, in the manner and form approved by the Commission, a sign or signs in a conspicuous place on the land the subject of the application giving notice of the proposed development in the form set out in **clause 107(3).**

(4) For the purposes of **subclause (1)(b)** or **(c)**, an application that is not a complex application is advertised by doing any or all of the following, as determined by the Commission —

(a) publishing in accordance with **clause 107** —

(i) a notice of the proposed development in the form set out in **clause 107(3)**; and

(ii) the application for development approval; and

(iii) any accompanying material in relation to the application that the Commission considers should be published;

(b) giving notice of the proposed development to owners and occupiers of properties in the vicinity of the development who, in the opinion of the Commission, are likely to be affected by the granting of development approval;

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(c) erecting, in the manner and form approved by the Commission, a sign or signs in a conspicuous place on the land the subject of the application giving notice of the proposed development in the form set out in **clause 107(3).**

(5) A notice published or given, or on a sign erected, in accordance with **subclause (3)** or **(4)** in relation to an application for development approval must specify —

(a) the manner and form in which submissions may be made; and

(b) the applicable period under **subclause (6)** or **(7)** for making submissions and the last day of that period.

(6) The period to be specified in a notice published or given, or on a sign erected, in accordance with **subclause (3)** in relation to a complex application is —

(a) the period of 28 days after the day on which the notice of the application is first published under **subclause (3)(a)**; or

(b) a longer period agreed in writing between the applicant and the Commission.

(7) The period to be specified in a notice published or given, or on a sign erected, in accordance with **subclause (4)** in relation to an application that is not a complex application is —

(a) the period of 14 days after the day on which the notice of the application is first published or given, or the sign is first erected, as the case requires; or

(b) a longer period agreed in writing between the applicant and the Commission.

69. Applicant for development approval may be required to pay costs of advertising or erect signs

(1) The Commission may require an applicant for development approval to pay the costs of advertising the application for development approval under **clause 68**.

(2) The Commission may, instead of erecting signs under **subclause 68(3)(c)** or **(4)(c),** require the applicant for development approval to erect those signs.

70. Subsequent approval of development

(1) The procedures relating to applications for development approval set out in **Part 7**, **Part 9** and **this Part** apply, with any modifications necessary, to an application for development approval for development already commenced or carried out.

Note:

The *Planning and Development Act 2005* section 164 sets out the effect of approval for development already commenced or carried out.

Part 9 — Procedure for dealing with applications for development approval

72. Commission may request additional information or material

(1) If an application for development approval has been accepted for assessment, the Commission may, by written notice given to the applicant, request the applicant to provide any further information or material that the Commission reasonably requires to determine the application.

(2) A request under **subclause (1)** may be made whether or not the Commission gave the applicant advice under **clause 67(1)(b)(ii)** in relation to the application before it was accepted for assessment.

(3) A request under **subclause (1)** must state the period within which the further information or material must be provided, which must be a period of at least 21 days after the day on which the request is made.

(4) Only 1 request under **subclause (1)** can be made in relation to an application for development approval unless —

(a) the application is a complex application; or

(b) the application is required to be advertised under **clause 68(1)(b);** or

(c) a copy of the application is required to be provided to a statutory, public or planning authority under **clause 74**; or

(d) after the application was accepted for assessment, the applicant, on their own initiative, submitted further information or material relevant to the application to the Commission and the request relates to that further information or material.

73. Applicant may agree to or refuse request for additional information or material

(1) If a request under **clause 72(1)** is made to an applicant for development approval, the applicant may, by written notice given to the Commission within 7 days after the day on which the request is made, agree to or refuse the request.

(2) If the applicant does not agree to or refuse the request within the 7-day period referred to in **subclause (1)**, the applicant is taken to have refused the request.

(3) If an applicant agrees to a request under **clause 72(1)**, the period set out in subclause (4) is not to be counted for the purposes of determining when the application for development approval must be determined under **clause 82(1).**

(4) For the purposes of **subclause (3)**, the period —

(a) begins on the day on which the applicant agrees to the request; and

(b) ends on the earlier of the following —

(i) the day on which the applicant gives the information or material specified in the request to the Commission;

(ii) the last day of the period stated in the notice of request under **clause 72(3)**.

(c) If an applicant refuses a request under **clause 72(1)** —

(i) the Commission must not refuse to determine the application for development approval merely because the applicant has refused the request; and

(ii) the making of the request does not affect when the application for development approval must be determined under **clause 82(1).**

74. Consultation with other authorities

(1) When, in the opinion of the Commission, an application for development approval may affect any other statutory, public or planning authority, the Commission is to provide a copy of the application to the authority for objections and recommendations.

(2) If an application for development approval relates to proposed development on land that is reserved under this Scheme for a public purpose and vested in a public authority, the Commission must provide a copy of the application to that authority for objections and recommendations before making a decision on the application.

(3) A statutory, public or planning authority receiving a copy of an application may, within 42 days of receiving the application or within such longer period as the Commission allows in accordance with **subclause (4)**, provide to the Commission a memorandum in writing containing any objections to, or recommendations in respect of the whole or part of the proposed development.

(4) The Commission may extend the 42-day period referred to in **subclause (3)** once only by a period of not more than 14 days.

(5) If a statutory, public or planning authority does not provide a memorandum within the time allowed under **subclause (3)**, the Commission may determine that the authority is to be taken to have no objections or recommendations to make.

75. Consideration of application by Commission

(1) Development approval cannot be granted on an application for approval of —

(a) development that is a class X use in relation to the zone in which the development is located, unless —

(i) the development relates to land that is being used for a non-conforming use; and

(ii) the Commission considers that the proposed use of the land would be less detrimental than the non-conforming use;

or

(b) development that otherwise does not comply with a requirement of this Scheme, unless —

(i) this Scheme gives the Commission discretion to waive or vary the requirement or to grant development approval despite non-compliance with the requirement; or

(ii) the development is permitted under a provision of this Scheme in relation to non-conforming uses.

(2) In considering an application for development approval (other than an application on which approval cannot be granted under **subclause (1)**), the Commission is to have due regard to the following matters to the extent that, in the opinion of the Commission, those matters are relevant to the development of the subject of the application —

(a) the aims and provisions of this Scheme (including any Planning Codes that are read, with or without modifications, into this Scheme);

(b) the requirements of orderly and proper planning including any proposed amendment to this Scheme that has been advertised under the *Planning and Development (Local Planning Schemes) Regulations 2015* or any other proposed planning instrument that the Commission is seriously considering adopting or approving;

(c) any approved State planning policy;

(d) any environmental protection policy approved under the *Environmental Protection Act 1986* section 31(d);

(e) any policy of the Commission;

(f) any policy of the State;

(g) any strategy for this Scheme area endorsed by the Commission;

(h) any Scheme policy for the Scheme area;

(i) local development plan that relates to the development;

(j) any report of review of this Scheme that has been published under the *Planning and Development (Local Planning Schemes) Regulations 2015*;

(k) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;

(l) the built heritage conservation of any place that is of cultural significance;

(m) the effect of the proposal on the cultural heritage significance of the area in which the development is located;

(n) the compatibility of the development with its setting, including —

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(i) the compatibility of the development with the desired future character of its setting; and

(ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;

(o) the amenity of the locality including the following —

(i) environmental impacts of the development;

(ii) the character of the locality;

(iii) social impacts of the development;

(p) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;

(q) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;

(r) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;

(s) the suitability of the land for the development taking into account the possible risk to human health or safety;

(t) the adequacy of —

(i) the proposed means of access to and egress from the site; and

(ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;

(u) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;

(v) the availability and adequacy for the development of the following —

(i) public transport services;

(ii) public utility services;

(iii) storage, management and collection of waste;

(iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);

(v) access by older people and people with disability;

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(w) the potential loss of any community service or benefit resulting from the development other than the potential loss that may result from economic competition between new and existing businesses;

(x) the history of the site where the development is to be located;

(y) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;

(z) any submissions received on the application;

(aa) the comments or submissions received from any authority consulted under **clause 74**;

(bb) any other planning consideration the Commission considers appropriate.

(3) **Subclause (1)** has effect despite the zoning table for this Scheme.

76. Determination of applications

(1) If an application for approval of development is advertised under **clause 68**, the Commission must not determine the application until after the end of —

(a) for a complex application advertised in accordance with **clause 68(3)** - the period for making submissions that applies under **clause 68(6)**;

or

(b) for an application advertised in accordance with **clause 68(4)** — each period for making submissions specified in a notice published or given, or on a sign erected, in accordance with that clause.

(c) If a copy of an application for approval of development has been provided to a statutory, public or planning authority under **clause 74**, the Commission must not determine the application until after the end of each period for providing a memorandum to the Commission that applies under **clause 74(3)**.

(2) The Commission may determine an application for development approval by –

(a) granting development approval without conditions; or

(b) granting development approval with conditions; or

(c) refusing to grant development approval.

77. Form and date of determination

(1) As soon as practicable after determining an application for development approval, the Commission must give the applicant written notice of the determination in the form of the "Notice of determination on application for development approval" set out in **clause 107(4).**

(2) The determination has effect on the day on which the notice of determination is given to the applicant.

78. Commencement of development under development approval

(1) If development approval is granted under **clause 76** —

(a) the development must be substantially commenced —

(i) if no period is specified in the approval — within the period of 2 years commencing on the date on which the determination is made; or

(ii) if a period is specified in the approval — within that period; or

(iii) in either case — within a longer period approved by the Commission on an application made under **clause 84(1)(a)**;

and

(b) the approval lapses if the development has not substantially commenced within the period determined under **paragraph (a)**.

79. Temporary development approval

(1) The Commission may impose conditions limiting the period of time for which development approval is granted.

Note:

A temporary development approval is where the Commission grants approval for a limited period. It does not have any effect on the period within which the development must commence.

80. Scope of development approval

(1) Development approval may be granted —

(a) for the development for which the approval is sought; or

(b) for the development for which the approval is sought, except for a part or aspect of that development specified in the approval; or

(c) for a part or aspect of the development for which approval is sought that is specified in the approval.

81. Approval subject to later approval of details

(1) The Commission may grant development approval subject to a condition that further details of any works or use specified in the condition must be submitted to, and approved by, the Commission before the developer commences the development.

(2) The Commission may only impose a condition referred to in **subclause (1)** if the Commission is satisfied that the further matters that are to be approved would not substantially change the development approved.

82. Time for deciding application for development approval

(1) The Commission must determine an application for development approval —

(a) if the application is advertised in compliance with a requirement under **clause 68(1)(a)** or **(b)** or a copy of the application is provided to a statutory, public or planning authority under **clause 74** — within 90 days after the day on which the application is accepted for assessment; or

(b) otherwise — within 60 days after the day on which the application is accepted for assessment; or

(c) in either case — within a longer time agreed in writing between the applicant and the Commission.

(2) If the Commission has not made a determination in the time referred to in **subclause (1)** the Commission is to be taken to have refused to grant the development approval.

(3) Despite **subclause (2)**, the Commission may determine whether or not to grant the development approval after the period applicable under **subclause (1)** has expired and the validity of the determination is not affected by the expiry.

(4) The Commission must give the applicant written notice of its decision to grant or refuse to grant development approval.

83. Review of decisions

(1) In this clause —

affected person, in relation to a reviewable determination, means —

(a) the applicant for development approval; or

(b) the owner of land in respect of which an application for development approval is made;

reviewable determination means a determination by the Commission to —

(a) refuse an application for development approval; or

(b) to grant development approval subject to conditions; or

(c) to refuse to amend or cancel a development approval on an application made under **clause 84**.

(2) An affected person may apply to the State Administrative Tribunal for a review of a reviewable determination in accordance with the Act Part 14.

84. Amending or cancelling development approval

(1) An owner of land in respect of which development approval has been granted by the Commission may make an application to the Commission requesting the Commission to do any or all of the following —

(a) to amend the approval so as to extend the period within which any development approved must be substantially commenced;

(b) to amend or delete any condition to which the approval is subject;

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(c) to amend an aspect of the development approved which, if amended, would not substantially change the development approved;

(d) to cancel the approval.

(2) An application under **subclause (1)** –

(a) is to be is to be made in accordance with the requirements in **Part 8** and dealt with under **this Part** as if it were an application for development approval; and

(b) may be made during or after the period within which the development approved must be substantially commenced.

(3) Despite **subclause (2)**, the Commission may waive or vary a requirement in **Part 8** or **this Part** in respect of an application if the Commission is satisfied that the application relates to a minor amendment to the development approval.

(4) The Commission may determine an application made under **subclause (1)** by —

(a) approving the application without conditions; or

(b) approving the application with conditions; or

(c) refusing the application

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Part 10 — Provisions about car parking

Division 1 – General

85. Terms used

In this Part —

applicable minimum on site parking requirement, in relation to development, means a minimum on site parking requirement that applies to the development (and, if the Commission has varied a minimum on site parking requirement in relation to the development under **clause 58**, means that requirement as so varied);

minimum on site parking requirement means a provision of this Scheme, or a Scheme policy, that provides for the minimum number of car parking spaces that must be provided as part of development of a specified kind;

parking space shortfall, in relation to development, has the meaning given in **clause 86**;

shared parking arrangement condition means a condition requiring entry into an arrangement for shared parking in lieu of satisfying a minimum on site parking requirement;

shared site means the site in which the development must entered into an arrangement to provide shared parking in lieu of satisfying a minimum on site parking requirement.

86. Parking space shortfall for development

If development does not comply with an applicable minimum on-site parking requirement, the parking space shortfall for the development is the number of car parking spaces calculated as follows —

M — A

where —

M is the minimum number of car parking spaces required to be provided as part of the development under the applicable minimum on-site parking requirement;

A is the actual number of car parking spaces to be provided as part of the development.

87. Development that does not comply with applicable minimum on-site parking requirement

(1) Development is not required to comply with an applicable minimum on site parking requirement if —

(a) development approval is not required for the development under **clause 64**; or

(b) development approval has been granted for the development subject to a shared parking arrangement condition imposed in accordance with **clause 89.**

(2) The Commission must not grant development approval for development that does not comply with an applicable minimum onsite parking requirement unless the approval is granted subject to a condition referred to in **subclause (1)(b).**

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Division 2 – Shared parking arrangements

88. When a shared parking arrangement condition may be imposed

(1) The Commission must not impose a shared parking arrangement condition on an approval of development under **clause 87(2)(b)** otherwise than in accordance with **clause 89**.

89. Shared parking arrangement condition

(1) If the Commission grants approval for development that does not comply with an applicable minimum onsite parking requirement, the Commission may under **clause 76(2)(b)** impose a condition requiring the following –

(a) that the owner of the land on which the development is to be located must enter into an arrangement (the ***shared parking arrangement***) with an owner of other land (the ***shared site***) —

(i) that provides for a number of car parking spaces equivalent to the parking space shortfall for the development to be made available on the shared site for the purposes of the development; and

(ii) that meets any other requirements specified by the Commission;

(b) that the owner must apply to the Commission for approval of the shared parking arrangement under this clause;

(c) that the development must not commence unless the Commission has approved the shared parking arrangement under this clause;

(d) that a shared parking arrangement approved by the Commission must not be terminated or varied without the approval of the Commission.

(2) The Commission must not impose a condition under **subclause (1)** unless the Commission is satisfied that the owner of the shared site is prepared to enter into a shared parking arrangement that meets the requirements of the condition.

(3) Without limiting **subclause (1)(a)(ii)**, the requirements specified under that subclause may include requirements relating to the form and content of the arrangement.

(4) An application for approval of a shared parking arrangement referred to in **subclause (1)(b)** must include the following —

(a) a copy of the shared parking arrangement;

(b) information about the matters referred to in **subclause (6)**; and

(c) a draft plan for the management of parking in relation to the development(s).

(5) If an application is made in accordance with **subclause (4)**, the Commission may approve or refuse to approve the shared parking arrangement.

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(6) In determining whether to approve the shared parking arrangement under **subclause (5)**, the Commission —

(a) may have regard to any relevant matters, including —

(i) whether the peak operation hours of the development will overlap with those of the shared site; and

(ii) whether the use of the car parking spaces to be made available on the shared site will impede the use of delivery or service areas on the shared site;

and

(b) must not approve the shared parking arrangement unless the Commission is satisfied that —

(i) adequate car parking is likely to be available at all times for both the proposed development and the shared site; and

(ii) the relationship between the proposed development and the shared site will be such that the shared car parking spaces are likely to be used by persons using the proposed development.

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Part 11 — Bushfire risk management

90. Terms used

In this Part, unless the contrary intention appears —

AS 3959 means Australian Standard AS 3959 — Construction of buildings in bushfire-prone areas, as adopted from time to time as a referenced document for the purposes of the Building Code;

BAL contour map, in relation to a development site, means a scale map of an area that includes the development site —

(a) prepared in accordance with State planning policy 3.7: Bushfire as part of a plan of subdivision that has been approved under **Part 10** of the Act for the area; and

(b) that shows the indicative bushfire attack levels (**BAL**) for the area;

bushfire attack level assessment means an assessment prepared in a manner and form set out in AS 3959 to determine a bushfire attack level (BAL) as set out in AS 3959;

construction of a building includes the erection, assembly or placement of a building but does not include the renovation, alteration, extension, improvement or repair of a building;

development approval means development approval of the Commission obtained under **Part 8**;

development site means that part of a lot on which a building that is the subject of development stands or is to be constructed;

habitable building means a permanent or temporary structure on land that —

(a) is fully or partially enclosed; and

(b) has at least one wall of solid material and a roof of solid material; and

(c) is used for a purpose that involves the use of the interior of the structure by people for living, working, studying or being entertained;

specified building means a structure of a kind specified in this Scheme as a kind of structure to which this Part applies in addition to its application to habitable buildings.

91. Application of Part to development

(1) **This Part** applies to development that is —

(a) the construction or use, or construction and use, of a single house or ancillary dwelling on a lot or lots with a total area of 1 100 m2 or more; or

(b) the construction or use, or construction and use, of —

(i) a habitable building other than a single house or ancillary dwelling; or

(ii) a specified building.

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(2) Despite **subclause (1)**, **this Part** does not apply to development that is the use of a dwelling as —

(a) hosted short-term rental accommodation; or

(b) unhosted short-term rental accommodation.

(3) The requirements in **this Part** are in addition to any provisions relating to development in a bushfire prone area that apply in a special control area.

92. Determining whether development site is in a bushfire prone area

For the purposes of **this Part**, a development site is subject, or likely to be subject, to bushfires and is referred to as being in a bushfire prone area if the development site is on land designated by an order made under the *Fire and Emergency Services Act 1998* section 18P as a bush fire prone area.

93. Proposed development in a bushfire prone area

(1) Unless **subclause (2)** applies, before commencing any development on a development site a person (***developer***) must cause to be prepared a bushfire attack level assessment for the development site if the development site —

(a) is in a bushfire prone area; and

(b) has been in a bushfire prone area for a period of at least 4 months.

(2) A developer is not required under **subclause (1)** to cause to be prepared a bushfire attack level assessment for a development site if —

(a) a BAL contour map has been prepared in relation to the development site; or

(b) because of the terrain of the development site it is not possible to calculate the bushfire attack level of the development site.

(3) The developer must have development approval to commence any development on the development site if —

(a) the bushfire attack level assessment prepared under **subclause (1)** calculates the bushfire attack level of the development site as BAL - 40 or BAL - Flame Zone; or

(b) a bushfire attack level assessment has not been prepared under **subclause (1)** but a BAL contour map prepared in relation to the development site indicates that the bushfire attack level of the development site is BAL - 40 or BAL - Flame Zone; or

(c) because of the terrain of the development site it is not possible to calculate the bushfire attack level of the development site.

(4) **Subclause (3)** applies —

(a) in addition to any requirement in this Scheme for development approval to be obtained; and

(b) despite any exemption in this Scheme from the requirement to obtain development approval.

94. Matters to be considered for development approval

(1) In considering an application for development approval for development to which **this Part** applies, the Commission is to have regard to the bushfire resistant construction requirements of the Building Code.

(2) The matters referred to in **subclause (1)** are in addition to any other matters that the Commission is to have regard to in considering the application in accordance with this Scheme.

95. Transitional provisions for sites in new bushfire prone areas

(1) In this clause, each of these terms has the meaning given in the Building Act 2011 section 3 —

building permit

building work

(2) In this clause –

application means an application under the *Building Act 2011* for a building permit;

transitional permit means a building permit granted in respect of an application to do building work on a development site if —

(a) the site was not in a bushfire prone area when the application was made; or

(b) the site had been in a bushfire prone area for a period of less than 4 months when the application was made.

(3) **Clause 93** does not apply to the commencement of development to which a transitional permit applies.

96. Transitional provisions relating to Planning and Development (Local Planning Schemes) Amendment Regulations 2015

(1) In this clause —

commencement day means the day on which the *Planning and Development (Local Planning Schemes) Amendment Regulations 2015* clause 5 comes into operation;

previous bushfire provisions means any provisions in this Scheme that, immediately before commencement day, required a developer in an area that was identified under this Scheme as being an area that is subject, or likely to be subject to bushfires to —

(a) cause to be prepared a bushfire attack level assessment for a development site; or

(b) to have development approval to commence development on a development site because —

(i) a bushfire attack level assessment prepared for the development site calculates the bushfire attack level of the development site as BAL - 40 or BAL - Flame Zone; or

(ii) it is not possible to calculate the bushfire attack level of the development site because of the terrain of the development site;

transitional development site means a development site that is located in an area that —

(a) is a bushfire prone area; and

(b) immediately before commencement day was an area identified in any way under this Scheme as being an area that is subject, or likely to be subject, to bushfires;

transition period means the period of 4 months beginning on commencement day.

(2) **Clause 93(1)** applies in respect of development on a transitional development site if —

(a) the development is commenced within the transition period; and

(b) a developer would have been required under the previous bushfire provisions to prepare a bushfire attack level assessment for the development site.

(3) **Clause 93(3)** applies in respect of development on a transitional development site if —

(a) the development is commenced within the transition period; and

(b) a developer would have been required under the previous bushfire provisions to have development approval to commence the development.

(4) For the purposes of **paragraph (b)** of the definition of transitional permit in **clause 95(2)**, an area that immediately before commencement day was identified in any way under this Scheme as being an area that is subject, or likely to be subject, to bushfires is to be taken on and from commencement day to have been in a bushfire prone area for a period of at least 4 months.

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Part 12 — Exemptions from planning requirements for state of emergency or COVID-19 declaration

97. Exemptions from planning requirements for state of emergency or COVID-19 declaration

(1) Clause 78H to 78J, Schedule 2 - Deemed provisions for local planning schemes of the P*lanning and Development (Local Planning Schemes) Regulations 2015* apply.

(2) Any reference to Commission within clause 78H to 78J, Schedule 2 - Deemed provisions for local planning schemes of the Planning and *Development (Local Planning Schemes) Regulations 2015* is taken to be a reference to the Commission.

(3) Any reference to local planning scheme, or an amendment to a local planning scheme within the Schedule 2 - Deemed provisions for local planning schemes of the Planning and *Development (Local Planning Schemes) Regulations 2015* is taken to be reference to this Scheme, or an amendment to this Scheme.

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Part 13 — Enforcement and administration

Division 1 — Powers of Commission

98. Powers of Commission

(1) For the avoidance of doubt, the Commission may, in accordance with its powers in section 16 of the Act delegate any of its functions or powers under this Scheme.

(2) For the purposes of implementing this Scheme the Commission may –

(a) enter into an agreement in respect of a matter relating to this Scheme with any owner, occupier or other person having an interest in land affected by this Scheme; and

(b) deal with or dispose of any land in the Scheme area which it has acquired in accordance with the Act Part 11 Division 4.

(3) The Commission may only deal with or dispose of land acquired by the Commission for the purpose of a local reserve for a use of land that is compatible with the purpose for which it is reserved.

99. Entry and inspection powers

(1) The Commission may, by instrument in writing, designate an officer of the Commission as an authorised officer for the purposes of this clause.

(2) An authorised officer may, for the purpose of monitoring whether Scheme is being complied with, at any reasonable time and with any assistance reasonably required —

(a) enter any building or land in the Scheme area; and

(b) inspect the building or land and anything in or on the building or land.

100. Repair of existing advertisements

(1) The Commission may require the owner of an advertisement located in the Scheme area to repair the advertisement if, in the opinion of the Commission the advertisement has deteriorated to a point where it is in conflict with the aims of this Scheme.

(2) A requirement referred to in **subclause (1)** must —

(a) be in the form of a written notice given to the person; and

(b) specify the advertisement the subject of the requirement; and

(c) set out clear reasons for the requirement; and

(d) set out full details of the action or alternative courses of action to be taken by the person; and

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(e) specify the period, not being a period of less than 60 days from the day on which the notice is given to the person, within which the requirement must be complied with.

(3) If the Commission does not know who the owner of an advertisement is, the Commission may give a notice referred to in **subclause (1)** to the owner of the land on which the advertisement is located and direct the owner of the land to give the notice to the owner of the advertisement within a period specified by the Commission.

(4) If an owner of land on which an advertisement is located does not give to the owner of the advertisement a notice as directed under **subclause (3)**, the owner of the land is to be taken to be the owner of the advertisement.

(5) A person to whom a notice under this clause is given may apply for a review of the requirement to the State Administrative Tribunal in accordance with the Act Part 14.

Division 2 —Delegations

101. Terms used

In this Division –

absolute majority has the meaning given in the *Local Government Act 1995* section 1.4;

committee means a committee established under the *Local Government Act 1995* section 5.8.

102. Delegations by Commission

(1) The Commission, by resolution, delegate to a committee or to the local government CEO the exercise of any of the Commission's powers or the discharge of any of the local government's duties under this Scheme other than this power of delegation.

(2) A resolution referred to in **subclause (1)** must be by absolute majority of the council of the local government.

(3) The delegation must be in writing and may be general or as otherwise provided in the instrument of delegation.

103. Local government CEO may delegate powers

(1) The local government CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's functions under this Scheme other than this power of delegation.

(2) A delegation under this clause must be in writing and may be general or as otherwise provided in the instrument of delegation.

(3) Subject to any conditions imposed by the Commission on its delegation to the local government CEO under **clause 102**, this clause extends to a power or duty the exercise or discharge of which has been delegated by the Commission to the CEO under that clause.

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104. Other matters relevant to delegations under this Division

(1) The *Local Government Act 1995* sections 5.45 and 5.46 apply to a delegation made under this Division as if the delegation were a delegation under Part 5 Division 4 of that Act.

Division 3 - Miscellaneous

105. Agreement to use of material provided for Scheme purposes

(1) The Commission may refuse to accept an application made under this Scheme if the Commission is not satisfied that there is in place an agreement for the Commission to use any copyrighted material provided in support of the application —

(a) for the purposes of advertising the application or implementing a decision on the application; and

(b) for zero remuneration.

106. Fees

(1) Fees payable for applications made under this Improvement Scheme are imposed as if the application was an equivalent application of a type referred to in Part 7 of the *Planning and Development Regulations 2009*.

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Part 14 — Forms referred to in this Scheme

107. Forms referred to in this Scheme

(1) The form of an application for development approval referred to in **clause 65(1)(a)** is as follows —

Application for development approval

Owner details		
Name:		
ABN (if applicable):		
Address: .... Postcode:		
Phone: Work: ..... Home: ..... Mobile:	Fax:	Email: .....
Contact person for correspondence:		
Signature:		Date:
Signature:		Date:
The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in clause 65(2).		

Applicant details (if different from owner)		
Name:		
Address: .... Postcode:		
Phone: Work: ..... Home: ..... Mobile:	Fax:	Email: .....
Contact person for correspondence:		

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OFFICIAL

The information and plans provided with this application may be made available by Commission for public viewing in connection with the application. ❑ Yes ❑ No		
Signature:		Date:
Property details		
Lot No:	House/Street No:	Location No:
Diagram or Plan No:	Certificate of Title Vol. No:	Folio:
Title encumbrances (e.g. easements, restrictive covenants):		
Street name:	Suburb:	
Nearest street intersection:		

Proposed development	
Nature of development:	❑ Works ❑ Use ❑ Works and use
Is an exemption from development claimed for part of the development? ❑ Yes ❑ No If yes, is the exemption for:	❑ Works ❑ Use
Description of proposed works and/or land use:	
Description of exemption claimed (if relevant):	
Nature of any existing buildings and/or land use:	
Approximate cost of proposed development:	
Estimated time of completion:	

OFFICE USE ONLY	
Acceptance Officer's initials:	Date received:
Commission reference No:	

(The content of the form of application must conform with this form but minor variations may be permitted to the format.)

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(2) The form for providing additional information for development approval for advertisements referred to in **Clause 65(3)** is as follows —

Additional information for development approval for advertisements

Note:

To be completed in addition to the Application for development approval form.

1. Description of property on which advertisement is to be displayed including full details of its proposed position within that property:

   .....

2. Details of proposed sign:

(a)	Type of structure on which advertisement is to be erected (i.e. freestanding, wall mounted, other): …….....		
(b)	Height:	Width:	Depth: .....
(c)	Colours to be used:.....		
(d)	Height above ground level: To top of advertisement: ..... To underside:		
(e)	Materials to be used:		
(f)	Illuminated: Yes / No If yes, state whether steady, moving, flashing, alternating, digital, animated or scintillating and state intensity of light source:		

3. Period of time for which advertisement is required:

   .....

4. Details of signs (if any) to be removed if this application is approved:

   .....

   Note: This application should be supported by a photograph or photographs of the premises showing superimposed thereon the proposed position for the advertisement and those advertisements to be removed as detailed in 4 above.

Signature of advertiser(s): .....

(if different from land owners) .....

Date: .....

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(3) The form of a notice of public advertisement of a planning proposal referred to in **clauses 68(3)(a)(i)** or **(c)** or **68(4)(a)(i)** or **(c)** is as follows —

Planning and Development Act 2005

Redcliffe Station Precinct Improvement Scheme No.1

Notice of public advertisement of planning proposal

The Commission has received an application to use and/or develop land for the following purpose and public comments are invited.

Lot No:..... Street:..... Suburb:.....

Proposal: .....

…….....

…….....

Details of the proposal are available for inspection at .....
Submissions may be made on the proposal in the period ending on the ..... day of ..... Comments on the proposal may be submitted to the Commission in writing on or before that day.

Signed: Dated:

....

for and on behalf of the Western Australian Planning Commission

(4) The form of a notice of determination on an application for development approval referred to in **clause 77** is as follows —

Planning and Development Act 2005

Redcliffe Station Precinct Improvement Scheme No.1

Notice of determination on application for development approval

Location:.....

Lot: Plan/Diagram:

Vol. No: Folio No:

Application date: Received on:

Description of proposed development: .....

.....

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The application for development approval is:

❒ Approved subject to the following conditions

❒ Refused for the following reason(s)

Conditions/reasons for refusal:

.....

.....

.....

Date of determination: .....

Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of the determination, the approval will lapse and be of no further effect.

Note 2: Where an approval has so lapsed, no development must be carried out without the further approval of the Commission having first been sought and obtained.

Note 3: If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

Signed: Dated:

....

for and on behalf of the Western Australian Planning Commission

(The content of the determination notice must conform to this form but minor variations may be permitted to the format.)

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Part 15 — Miscellaneous

108. Requirements for making documents available to public

(1) This clause applies if under a provision of this Scheme the Commission is required to publish in accordance with this clause a notice, plan, application or other document (the ***document***).

(2) The Commission must make the document available in accordance with the applicable requirements of **subclause (3)** to **(5).**

Note –

Under **Clause 109**, the Commission may approve varied requirements that apply if it is not practicable for the Commission to publish documents in accordance with **subclause (3)** to **(5)**.

(3) For all documents, the Commission must –

(a) publish on the website of the State government –

(i) the document; or

(ii) a hyperlink to a webpage on which the document is published;

and

(b) if it is reasonably practicable to do so – make a copy of the document available for public inspection at a place in the district of the Commission during normal business hours.

(4) If the document is a notice and the Commission considers that it is appropriate in the circumstances for the notice to be published in a newspaper, the Commission must also ensure that the notice is published in a newspaper circulating in the relevant locality in the Scheme area.

(5) The Commission must ensure that the document remains published under **subclause (3)(a)** and (if applicable) available for public inspection under **subclause (3)(b)** –

(a) if the document is published in compliance with a requirement that is expressed to be an ongoing publication requirement – at all times that the document is in effect; or

(b) if the document is published in compliance with a requirement to advertise for submissions under this Scheme – during the whole of the period within which submissions may be made; or

(c) if **paragraphs (a)** and **(b)** do not apply – during a period that the Commission considers is reasonable.

109. Commission may approve varied requirements for publication of documents and advertising of complex applications

(1) In this clause –

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complex application notice and signage requirements means the requirements of **clause 68(3)(b)** and **(c)** in relation to advertising complex applications;

document has the meaning given in **clause 108(1);**

publication requirements means the requirements of **clause 108(3)** to **(5)** in relation to making documents available to the public.

(2) If the Commission considers that it is not practicable for the Commission to comply with any of the publication requirements in relation to documents that it is or may become required to publish, the Commission may give written notice approving varied requirements that apply in relation to the Commission making documents available to the public.

(3) If a notice under **subclause (2)** is in effect, the Commission is taken to comply with the applicable publication requirements in relation to a document if the Commission complies with those requirements as varied by the notice.

(4) If the Commission considers that it is not practicable for the Commission to comply with any of the complex notice and signage requirements in relation to complex applications it is or may become required to advertise, the Commission may give written notice approving varied requirements that apply in relation to the Commission advertising complex applications.

(5) If a notice under **subclause (4)** is in effect, a complex application made to the Commission is taken to be advertised in compliance with the complex application notice and signage requirements if it is advertised in compliance with those requirements as varied by the notice.

(6) A notice under **subclause (2)** or **(4)** –

(a) must state whether it has effect indefinitely or for a period specified in the notice; and

(b) takes effect when it is given to the Commission; and

(c) ceases to be in effect;

(i) if the Commission gives a further written notice revoking it; or

(ii) at the end of the period (if any) specified under **paragraph (a).**

110. Excluded holiday period days not counted in time periods

(1) In this clause –

excluded holiday period day means a day that is in -

(a) a period commencing on 25 December in a year and ending on the next 1 January; or

(b) a period of 7 days commencing on Good Friday in a year;

(2) For the purposes of this Scheme, an excluded holiday period day is not to be counted in calculating a period of time that is expressed as a number of days, business days or working days.

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Schedule 1 — Terms referred to in Scheme

Division 1 – General definitions used in Scheme

111. General definitions used

In this Scheme –

absolute majority has the meaning given in the *Local Government Act 1995* section 1.4;

Act means the *Planning and Development Act 2005*;

advertisement means any word, letter, model, sign, placard, board, notice, device or representation, whether illuminated or not, that is used wholly or partly for the purposes of advertising, announcing or directing, and includes –

(a) any hoarding or similar structure used, or adapted for use, for the display of advertisements; and

(b) any airborne device anchored to any land or building used for the display of advertising;

affected person, in relation to a reviewable determination, means —

(a) the applicant for development approval; or

(b) the owner of land in respect of which an application for development approval is made;

***amenit*y** means all those factors which combine to form the character of an area and include the present and likely future amenity;

application means an application under the *Building Act 2011* for a building permit;

AS 3959 means Australian Standard AS 3959 — Construction of buildings in bushfire-prone areas, as adopted from time to time as a referenced document for the purposes of the Building Code;

BAL contour map, in relation to a development site, means a scale map of an area that includes the development site —

(a) prepared in accordance with State planning policy 3.7: Bushfire as part of a plan of subdivision that has been approved under Part 10 of the Act for the area; and

(b) that shows the indicative bushfire attack levels (BAL) for the area;

Building Code means the Building Code of Australia which is volumes 1 and 2, as amended from time to time, of the National Construction Code series published by, or on behalf of, the Australian Building Codes Board;

building height, in relation to a building –

(a) if the building is used for residential purposes - has the meaning given in the R-Codes; or

(b) if the building is used for purposes other than residential purposes - means the maximum vertical distance between the natural ground level and the finished roof

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height directly above, excluding minor projections as that term is defined in the R-Codes;

building permit means the same meaning given in the given in the *Building Act 2011* section 3;

building work means the same meaning given in the given in the *Building Act 2011* section 3;

bushfire attack level assessment means an assessment prepared in a manner and form set out in AS 3959 to determine a bushfire attack level (BAL) as set out in AS 3959;

class A use, in relation to a zone, means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is not permitted in the zone unless the Commission has exercised its discretion by granting development approval after advertising the application in accordance with **clause 68;**

class D use, in relation to a zone —

(a) means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is not permitted in the zone unless the Commission has exercised its discretion by granting development approval; but

(b) does not include a class A use;

class P use, in relation to a zone, means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is permitted in the zone if it complies with any relevant development standards and requirements of this Scheme;

class X use, in relation to a zone, means a use identified in the zoning table for this Scheme (regardless of the symbol used) as a use that is not permitted in the zone;

commencement day means the day on which the *Planning and Development (Local Planning Schemes) Amendment Regulations 2015* clause 5 comes into operation;

Commission means the Western Australian Planning Commission;

committee means a committee established under the *Local Government Act 1995* section 5.8.

complex application *means —*

(a) an application for approval of development that is a use of land if the use is not specifically referred to in the zoning table for this Scheme in respect of the zone in which the development is located; or

(b) an application of a kind identified elsewhere in this Scheme, or in a Scheme policy, as a complex application for development approval;

construction of a building includes the erection, assembly or placement of a building but does not include the renovation, alteration, extension, improvement or repair of a building;

cultural heritage significance has meaning given in the *Heritage of Western Australia Act 1990* section 3(1);

deemed-to-comply provision, of the R-Codes, means a provision of the R-Codes described in the R-Codes as a deemed-to-comply provision or a deemed-to-comply requirement;

development approval means development approval obtained under Part 8;

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development site means that part of a lot on which a building that is the subject of development stands or is to be constructed;

excluded holiday period day means a day that is in —

(a) a period commencing on 25 December in a year and ending on the next 1 January; or

(b) a period of 7 days commencing on Good Friday in a year;

habitable building means a permanent or temporary structure on land that —

(a) is fully or partially enclosed; and

(b) has at least one wall of solid material and a roof of solid material; and

(c) is used for a purpose that involves the use of the interior of the structure by people for living, working, studying or being entertained;

habitable room has the meaning given in State Planning Policy 7.3 Residential Design Codes;

finished ground level has the meaning given in the National Construction Code;

floor area has meaning given in the National Construction Code;

frontage, in relation to a building —

(a) if the building is used for residential purposes - has the meaning given in the R-Codes; or

(b) if the building is used for purposes other than residential purposes - means the line where a road reserve and the front of a lot meet and, if a lot abuts 2 or more road reserves, the one to which the building or proposed building faces;

grouped dwelling has the meaning given in the R-Codes;

incidental use means a use of premises which is consequent on, or naturally attaching, appertaining or relating to, the predominant use;

local development plan means a plan setting out specific and detailed guidance for a future development including one or more of the following –

(a) site and development standards that are to apply to the development; and

(b) specifying exemptions from the requirement to obtain development approval for development in the area to which the plan relates.

local government means the City of Belmont;

local government CEO means the chief executive officer of the local government; local planning strategy means the local planning strategy for this Scheme prepared under the *Planning and Development (Local Planning Schemes) Regulations 2015* Part 3, as amended from time to time;

maintenance and repair works means works that —

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(a) are carried out to maintain or repair any building, structure or land or otherwise to prevent any building, structure or land from deteriorating or falling into a state of disrepair; and

(b) do not result in any material alteration to the building, structure or land, including any material alteration to the materials used in or on, or the design or specifications of, the building, structure or land;

multiple dwelling has the meaning given in the R-Codes;

natural ground level, in relation to land subject to development, means —

(a) the ground level specified in either of the following that applies to the land (or, if both of the following apply to the land, the more recent of the following) —

(i) a condition on an approval of a plan of subdivision that specifies a ground level;

(ii) a previous development approval for site works on the land that specifies a ground level; or

(b) if paragraph (a) does not apply — the level of the land before any disturbance to the land relating to the development;

net lettable area or ***nla*** means the area of all floors within the internal finished surfaces of permanent walls but does not include the following areas —

(a) stairs, toilets, cleaner's cupboards, lift shafts and motor rooms, escalators, tea rooms and plant rooms, and other service areas;

(b) lobbies between lifts facing other lifts serving the same floor;

(c) areas set aside as public space or thoroughfares and not for the exclusive use of occupiers of the floor or building;

(d) areas set aside for the provision of facilities or services to the floor or building where those facilities are not for the exclusive use of occupiers of the floor or building;

non-conforming use has the meaning given in section 172 of the Act;

parent lot area means the total area of a green title parcel of land prior to any strata subdivision;

owner, in relation to land, means —

(a) if the land is freehold land —

(i) a person whose name is registered as a proprietor of the land; and

(ii) the State, if registered as a proprietor of the land; and

(iii) a person who holds an interest as purchaser under a contract to purchase an estate in fee simple in the land; and

(iv) a person who is the holder of a freehold interest in land vested in an executor or administrator under the *Administration Act 1903* section 8;

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(b) if the land is Crown land —

(i) the State; and

(ii) a person who holds an interest as purchaser under a contract to purchase an estate in fee simple in the land;

premises means land, buildings or part of land or a building;

previous bushfire provisions means any provisions in this Scheme that, immediately before commencement day, required a developer in an area that was identified under this Scheme as being an area that is subject, or likely to be subject to bushfires to —

(a) cause to be prepared a bushfire attack level assessment for a development site; or

(b) to have development approval to commence development on a development site because -

(i) a bushfire attack level assessment prepared for the development site calculates the bushfire attack level of the development site as BAL-40 or BAL-Flame Zone; or

(ii) it is not possible to calculate the bushfire attack level of the development site because of the terrain of the development site;

R-Codes means the Residential Design Codes prepared by the Commission under section 26 of the Act, as amended from time to time;

reserve means land reserved under this Scheme for a public purpose for the purpose of indicating the controls imposed by this Scheme on the use of, or the carrying out of works on;

reviewable determination means a determination by the Commission to —

(a) refuse an application for development approval; or

(b) to grant development approval subject to conditions; or

(c) to refuse to amend or cancel a development approval on an application made under **clause 84**.

Scheme means the Redcliffe Station Improvement Scheme No.1 and the contents outlined in **clause 6**;

Scheme area means the area to which this Scheme applies;

Scheme map means the Improvement Scheme map, as amended from time to time;

Scheme policy means an Improvement Scheme policy created under Part 2 of this Scheme, as amended from time to time;

Scheme report means the Improvement Scheme Report referred to in clause 6; as amended from time to time.

Scheme text means this document, as amended from time to time;

short-term rental accommodation —

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(a) means a dwelling provided, on a commercial basis, for occupation under a short-term rental arrangement; but

(b) does not include a dwelling that is, or is part of, any of the following —

(i) an aged care facility as defined in the *Land Tax Assessment Act 2002* section 38A(1);

(ii) a caravan park;

(iii) a lodging-house as defined in the H*ealth (Miscellaneous Provisions) Act 1911* section 3(1);

(iv) a park home park;

(v) a retirement village as defined in the *Retirement Villages Act 1992* section 3(1);

(vi) workforce accommodation;

short-term rental arrangement means an arrangement under which —

(a) a dwelling, or part of a dwelling, is provided for occupation by a person; and

(b) the person occupies the dwelling, or part of the dwelling, for a period or periods not exceeding a total of 3 months in any 12-month period;

single house has the meaning given in the R-Codes;

site works means works that affect the ground level, whether by excavation or filling;

special control area means an area identified under this Scheme as an area subject to special controls set out in this Scheme;

specified building means a structure of a kind specified in this Scheme as a kind of structure to which this Part applies in addition to its application to habitable buildings.

street frontage means the lot boundary which abuts a street;

street setback area, of a building, means the area between the building and the boundary of a road reserve that abuts the lot, and if the lot abuts 2 or more road reserves, means the area between the building and boundary of the road reserve to which the building faces;

sub-precinct means portion of the Scheme area identified on the ***Sub-Precincts map*** as a sub-precinct for the purpose of indicating the controls imposed by this Scheme on subdivision and/or development;

Sub-Precincts map means the Improvement Scheme Sub-Precincts map;

substantially commenced means that some substantial part of work in respect of a development approved under a planning scheme or under an interim development order has been performed;

transitional development site means a development site that is located in an area that —

(a) is a bushfire prone area; and

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(b) immediately before commencement day was an area identified in any way under this Scheme as being an area that is subject, or likely to be subject, to bushfires;

transition period means the period of 4 months beginning on commencement day.

transitional permit means a building permit granted in respect of an application to do building work on a development site if —

(c) the site was not in a bushfire prone area when the application was made; or

(d) the site has been in a bushfire prone area for a period of less than 4 months when the application was made.

wall height, in relation to a wall of a building -

(a) if the building is used for residential purposes - has the meaning given in the R-Codes; or

(b) if the building is used for purposes other than residential purposes - means the vertical distance from the natural ground level of the boundary of the property that is closest to the wall to the point where the wall meets the roof or parapet;

works, in relation to land, means —

(a) any demolition, erection, construction, alteration of or addition to any building or structure on the land; and

(b) the carrying out on the land of any excavation or other works; and in the case of a place to which a protection order made under the *Heritage Act 2018* Part 4 Division 1 applies, any act or thing that —

(i) is likely to damage the character of that place or the external appearance of any building; or

(ii) would constitute an irreversible alteration to the fabric of any building;

zone means a portion of the Scheme area identified on the ***Scheme map*** as a zone for the purpose of indicating the controls imposed by this Scheme on the use of, or the carrying out of works on, land, but does not include a reserve or special control area.

Division 2— Land use terms used in Scheme

112. Land use terms used

If this Scheme refers to a category of land use that is listed in this provision, the meaning of that land use is as follows —

abattoir means premises used commercially for the slaughtering of animals for the purposes of consumption as food products;

agriculture — extensive means premises used for the raising of stock or crops including outbuildings and earthworks, but does not include agriculture — intensive or animal husbandry — intensive;

agriculture — intensive means premises used for commercial production purposes, including outbuildings and earthworks, associated with any of the following —

(a) the production of grapes, vegetables, flowers, exotic or native plants, or fruit or nuts;

(b) the establishment and operation of plant or fruit nurseries;

(c) the development of land for irrigated fodder production or irrigated pasture (including turf farms);

(d) aquaculture;

amusement parlour means premises —

(a) that are open to the public; and

(b) that are used predominantly for amusement by means of amusement machines including computers; and

(c) where there are 2 or more amusement machines;

animal establishment means premises used for the breeding, boarding, training or caring of animals for commercial purposes but does not include animal husbandry — intensive or veterinary centre;

animal husbandry — intensive means premises used for keeping, rearing or fattening of pigs, poultry (for either egg or meat production), rabbits (for either meat or fur production) or other livestock in feedlots, sheds or rotational pens;

betting agency means an office or totalisator agency established under the *Racing and Wagering Western Australia Act 2003*;

brewery means premises the subject of a producer's licence authorising the production of beer, cider or spirits granted under the *Liquor Control Act 1988*;

bulky goods showroom means premises —

(a) used to sell by retail any of the goods and accessories of the following types that are principally used for domestic purposes —

(i) automotive parts and accessories;

(ii) camping, outdoor and recreation goods;

(iii) electrical fittings;

(iv) animal supplies including equestrian and pet goods;

(v) floor and window coverings;

(vi) furniture, bedding, furnishings, fabrics, manchester and homewares;

(vii) household appliances, electrical goods and home entertainment goods;

(viii) party supplies;

(ix) office equipment and supplies;

(x) babies' and children's goods, including play equipment and accessories;

(xi) swimming pools;

or

(b) used to sell by retail goods and accessories by retail if —

(i) a large area is required for the handling, display or storage of the goods; or

(ii) vehicular access is required to the premises for the purpose of collection of purchased goods.

caravan park means premises that are a caravan park as defined in the *Caravan Parks and Camping Grounds Act 1995* section 5(1);

caretaker's dwelling means a dwelling on the same site as a building, operation or plant used for industry, and occupied by a supervisor of that building, operation or plant;

car park means premises used primarily for parking vehicles whether open to the public or not but does not include —

(a) any part of a public road used for parking or for a taxi rank; or

(b) any premises in which cars are displayed for sale;

child care premises means premises where —

(a) an education and care service as defined in the *Education and Care Services National Law (Western Australia)* section 5(1), other than a family day care service as defined in that section, is provided; or

(b) a child care service as defined in the *Child Care Services Act 2007* section 4 is provided;

cinema/theatre means premises where the public may view a motion picture or theatrical production;

civic use means premises used by a government department, an instrumentality of the State or the local government for administrative, recreational or other purposes;

club premises means premises used by a legally constituted club or association or other body of persons united by a common interest;

commercial vehicle parking means premises used for parking of one or 2 commercial vehicles but does not include —

(a) any part of a public road used for parking or for a taxi rank; or

(b) parking of commercial vehicles incidental to the predominant use of the land;

community purpose means premises designed or adapted primarily for the provision of educational, social or recreational facilities or services by organisations involved in activities for community benefit;

consulting rooms means premises used by no more than 2 health practitioners at the same time for the investigation or treatment of human injuries or ailments and for general outpatient care;

convenience store means premises —

(a) used for the retail sale of convenience goods commonly sold in supermarkets, delicatessens or newsagents; and

(b) operated during hours which include, but may extend beyond, normal trading hours; and

(c) the floor area of which does not exceed 300 m2 net lettable area;

corrective institution means premises used to hold and reform persons committed to it by a court, such as a prison or other type of detention facility;

educational establishment means premises used for the purposes of providing education including premises used for a school, higher education institution, business college, academy or other educational institution;

exhibition centre means premises used for the display, or display and sale, of materials of an artistic, cultural or historical nature including a museum and an art gallery;

family day care means premises where a family day care service as defined in the *Education and Care Services National Law (Western Australia)* is provided;

food outlet means premises without a drive-through service, used for the preparation, sale and serving of food to customers in a form ready to be eaten —

(a) without further preparation; and

(b) primarily off the premises;

food outlet with drive-through facility means premises with a drive-through service, used for the preparation, sale and serving of food to customers in a form ready to be eaten —

(a) without further preparation; and

(b) primarily off the premises;

freeway service centre means premises that has direct access to a freeway and which provides all the following services or facilities and may provide other associated facilities or services but does not provide bulk fuel services —

(a) service station facilities;

(b) emergency breakdown repair for vehicles;

(c) charging points for electric vehicles;

(d) facilities for cyclists;

(e) restaurant, cafe or fast food services;

(f) take-away food retailing;

(g) public ablution facilities, including provision for disabled access and infant changing rooms;

(h) parking for passenger and freight vehicles;

(i) outdoor rest stop facilities such as picnic tables and shade areas;

fuel depot means premises used for the storage and sale in bulk of solid or liquid or gaseous fuel but does not include premises used —

(a) as a service station; or

(b) for the sale of fuel by retail into a vehicle for use by the vehicle;

funeral parlour means premises used —

(a) to prepare and store bodies for burial or cremation;

(b) to conduct funeral services;

garden centre means premises used for the propagation, rearing and sale of plants, and the storage and sale of products associated with horticulture and gardens;

home business means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or profession if the carrying out of the business, service or profession —

(a) does not involve employing more than 2 people who are not members of the occupier's household; and

(b) will not cause injury to or adversely affect the amenity of the neighbourhood; and

(c) does not occupy an area greater than 50 m2 ; and

(d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and

(e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and

(f) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and

(g) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located;

home occupation means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out an occupation if the carrying out of the occupation that —

(a) does not involve employing a person who is not a member of the occupier's household; and

(b) will not cause injury to or adversely affect the amenity of the neighbourhood; and

(c) does not occupy an area greater than 20 m^2; and

(d) does not involve the display on the premises of a sign with an area exceeding 0.2 m^2; and

(e) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and

(f) does not —

(i) require a greater number of parking spaces than normally required for a single dwelling; or

(ii) result in an increase in traffic volume in the neighbourhood; and

(g) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and

(h) does not include provision for the fuelling, repair or maintenance of motor vehicles; and

(i) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located;

home office means a dwelling used by an occupier of the dwelling to carry out a home occupation if the carrying out of the occupation —

(a) is solely within the dwelling; and

(b) does not entail clients or customers travelling to and from the dwelling; and

(c) does not involve the display of a sign on the premises; and

(d) does not require any change to the external appearance of the dwelling;

home store means a shop attached to a dwelling that —

(a) has a net lettable area not exceeding 100 m2; and

(b) is operated by a person residing in the dwelling;

hospital means premises used as a hospital as defined in the *Health Services Act 2016* section 8(4);

hosted short-term rental accommodation means any of the following —

(a) short-term rental accommodation where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the same dwelling during the short-term rental arrangement;

(b) short-term rental accommodation that is an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the other dwelling on the same lot, resides at that other dwelling during the short-term rental arrangement;

(c) short-term rental accommodation that is a dwelling on the same lot as an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the ancillary dwelling during the short-term rental arrangement;

hotel means premises the subject of a hotel licence other than a small bar or tavern licence granted under the *Liquor Control Act 1988* including any betting agency on the premises;

independent living complex means a development with self-contained, independent dwellings for aged or dependent persons together with communal amenities and facilities for residents and staff that are incidental and ancillary to the provision of such accommodation,

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but does not include a development which includes these features as a component of a residential aged care facility;

industry means premises used for the manufacture, dismantling, processing, assembly, treating, testing, servicing, maintenance or repairing of goods, products, articles, materials or substances and includes facilities on the premises for any of the following purposes —

(a) the storage of goods;

(b) the work of administration or accounting;

(c) the selling of goods by wholesale or retail;

(d) the provision of amenities for employees;

(e) incidental purposes;

industry — extractive means premises, other than premises used for mining operations, that are used for the extraction of basic raw materials including by means of ripping, blasting or dredging and may include facilities for any of the following purposes —

(a) the processing of raw materials including crushing, screening, washing, blending or grading;

(b) activities associated with the extraction of basic raw materials including wastewater treatment, storage, rehabilitation, loading, transportation, maintenance and administration;

industry — light means premises used for an industry where impacts on the amenity of the area in which the premises is located can be mitigated, avoided or managed;

industry — primary production means premises used —

(a) to carry out a primary production business as that term is defined in the *Income Tax Assessment Act 1997 (Commonwealth)* section 995-1; or

(b) for a workshop servicing plant or equipment used in primary production businesses;

liquor store — large means premises the subject of a liquor store licence granted under the *Liquor Control Act 1988* with a net lettable area of more than 300m^2;

liquor store — small means premises the subject of a liquor store licence granted under the *Liquor Control Act 1988* with a net lettable area of not more than 300m^2;

marina means —

(a) premises used for providing mooring, fuelling, servicing, repairing, storage and other facilities for boats, including the associated sale of any boating gear or equipment; and

(b) all jetties, piers, embankments, quays, moorings, offices and storerooms used in connection with the provision of those services;

marine filling station means premises used for the storage and supply of liquid fuels and lubricants for marine craft;

market means premises used for the display and sale of goods from stalls by independent vendors;

medical centre means premises other than a hospital used by 3 or more health practitioners at the same time for the investigation or treatment of human injuries or ailments and for general outpatient care;

mining operations means premises where mining operations, as that term is defined in the *Mining Act 1978* section 8(1) is carried out;

motor vehicle, boat or caravan sales means premises used to sell or hire motor vehicles, boats or caravans;

motor vehicle repair means premises used for or in connection with –

(a) electrical and mechanical repairs, or overhauls, to vehicles other than panel beating, spray painting or chassis reshaping of vehicles; or

(b) repairs of tyres other than recapping or re-treading of tyres;

motor vehicle wash means premises primarily used to wash motor vehicles;

nightclub means premises the subject of a nightclub licence granted under the *Liquor Control Act 1988*;

office means premises used for administration, clerical, technical, professional or similar business activities;

park home park means premises used as a park home park as defined in the *Caravan Parks and Camping Grounds Regulations 1997* Schedule 8;

place of worship means premises used for religious activities such as a chapel, church, mosque, synagogue or temple;

reception centre means premises used for hosted functions on formal or ceremonial occasions;

recreation — private means premises that are —

(a) used for indoor or outdoor leisure, recreation or sport; and

(b) not usually open to the public without charge;

residential care facility – a residential facility providing personal and/or nursing care primarily to people who are frail and aged or dependent persons which, as well as accommodation, includes:

(a) appropriate staffing to meet the nursing and personal care needs of residents

(b) meals and cleaning services; and

(c) furnishings, furniture and equipment.

This may consist of multiple components that include communal amenities and facilities for residents and staff that are incidental and ancillary to the provision of such accommodation, residential respite (short-term) care, and/or an independent living complex, but does not include a hospital, rehabilitation or psychiatric facility;

resource recovery centre means premises other than a waste disposal facility used for the recovery of resources from waste;

DRAFT

restaurant/cafe means premises primarily used for the preparation, sale and serving of food and drinks for consumption on the premises by customers for whom seating is provided, including premises that are licenced under the *Liquor Control Act 1988*;

restricted premises means premises used for the sale by retail or wholesale, or the offer for hire, loan or exchange, or the exhibition, display or delivery of —

(a) publications that are classified as restricted under the *Classification (Publications, Films and Computer Games) Act 1995 (Commonwealth)*; or

(b) materials, compounds, preparations or articles which are used or intended to be used primarily in or in connection with any form of sexual behaviour or activity; or

(c) smoking-related implements;

road house means premises that has direct access to a State road other than a freeway and which provides the services or facilities provided by a freeway service centre and may provide any of the following facilities or services —

(a) a full range of automotive repair services;

(b) wrecking, panel beating and spray painting services;

(c) transport depot facilities;

(d) short-term accommodation for guests;

(e) facilities for being a muster point in response to accidents, natural disasters and other emergencies;

rural home business means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or occupation if the carrying out of the business, service or occupation —

(a) does not involve employing more than 2 people who are not members of the occupier's household; and

(b) will not cause injury to or adversely affect the amenity of the neighbourhood; and

(c) does not occupy an area greater than 200 m2 ; and

(d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only be means of the Internet; and

(e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and

(f) does not involve the presence, use or calling of more than 3 vehicles at any one time or of a vehicle of more than 30 tonnes gross weight;

rural pursuit/hobby farm means any premises, other than premises used for agriculture — extensive or agriculture — intensive, that are used by an occupier of the premises to carry out any of the following activities if carrying out of the activity does not involve permanently employing a person who is not a member of the occupier's household —

(a) the rearing, agistment, stabling or training of animals;

(b) the keeping of bees;

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(c) the sale of produce grown solely on the premises;

service station means premises other than premises used for a transport depot, panel beating, spray painting, major repairs or wrecking, that are used for —

(a) the retail sale of petroleum products, motor vehicle accessories and goods of an incidental or convenience nature; or

(b) the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles;

shop means premises other than a bulky goods showroom, a liquor store — large or a liquor store — small used to sell goods by retail, to hire goods, or to provide services of a personal nature, including hairdressing or beauty therapy services;

small bar means premises the subject of a small bar licence granted under the *Liquor Control Act 1988*;

tavern means premises the subject of a tavern licence granted under the *Liquor Control Act 1988*;

telecommunications infrastructure means premises used to accommodate the infrastructure used by or in connection with a telecommunications network including any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure related to the network;

tourist and visitor accommodation —

(a) means a building, or a group of buildings forming a complex, that —

(i) is wholly managed by a single person or body; and

(ii) is used to provide accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period; and

(iii) may include on-site services and facilities for use by guests; and

(iv) in the case of a single building — contains more than 1 separate accommodation unit or is capable of accommodating more than 12 people per night;

and

(b) includes a building, or complex of buildings, meeting the criteria in paragraph (a) that is used for self-contained serviced apartments that are regularly serviced or cleaned during the period of a guest's stay by the owner or manager of the apartment or an agent of the owner or manager; but

(c) does not include any of the following —

(i) an aged care facility as defined in the Land Tax Assessment Act 2002 section 38A(1);

(ii) a caravan park;

(iii) hosted short-term rental accommodation;

(iv) a lodging-house as defined in the Health (Miscellaneous Provisions) Act 1911 section 3(1);

(v) a park home park;

(vi) a retirement village as defined in the Retirement Villages Act 1992 section 3(1);

(vii) a road house;

(viii) workforce accommodation;

trade display means premises used for the display of trade goods and equipment for the purpose of advertisement;

trade supplies means premises used to sell by wholesale or retail, or to hire, assemble or manufacture any materials, tools and equipment, machinery or other goods used for the following purposes including goods which may be assembled or manufactured off the premises —

(a) automotive repairs and servicing;

(b) building including repair and maintenance;

(c) industry;

(d) landscape gardening;

(e) provision of medical services;

(f) primary production;

(g) use by government departments or agencies, including local government;

transport depot means premises used primarily for the parking or garaging of 3 or more commercial vehicles including —

(a) any ancillary maintenance or refuelling of those vehicles; and

(b) any ancillary storage of goods brought to the premises by those vehicles; and

(c) the transfer of goods or persons from one vehicle to another;

tree farm means land used commercially for tree production where trees are planted in blocks of more than one hectare, including land in respect of which a carbon right is registered under the *Carbon Rights Act 2003* section 5;

unhosted short-term rental accommodation means short-term rental accommodation that —

(a) is not hosted short-term rental accommodation; and

(b) accommodates a maximum of 12 people per night;

veterinary centre means premises used to diagnose animal diseases or disorders, to surgically or medically treat animals, or for the prevention of animal diseases or disorders;

warehouse/storage means premises including indoor or outdoor facilities used for —

(a) the storage of goods, equipment, plant or materials; or

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(b) the display or sale by wholesale of goods;

waste disposal facility means premises used —

(a) for the disposal of waste by landfill; or

(b) the incineration of hazardous, clinical or biomedical waste;

waste storage facility means premises used to collect, consolidate, temporarily store or sort waste before transfer to a waste disposal facility or a resource recovery facility on a commercial scale;

wind farm means premises used to generate electricity by wind force and any associated turbine, building or other structure but does not include anemometers or turbines used primarily to supply electricity for a domestic property or for private rural use;

winery means premises used for the production of viticultural produce and associated sale of the produce;

workforce accommodation means premises, which may include modular or relocatable buildings, used —

(a) primarily for the accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis; and

(b) for any associated catering, sporting and recreation facilities for the occupants and authorised visitors.

DRAFT

WESTERN AUSTRALIAN PLANNING COMMISSION RESOLUTION TO ADVERTISE IMPROVEMENT SCHEME NO. 1: REDCLIFFE STATION PRECINCT

Adopted by resolution Western Australian Planning Commission at the Statutory Planning Committee Meeting held on DD MM YYYY

_____
Chairperson
Western Australian Planning Commission

_____
Secretary
Western Australian Planning Commission

_____

WESTERN AUSTRALIAN PLANNING COMMISSION RESOLUTION TO SUPPORT SCHEME FOR APPROVAL

Western Australian Planning Commission resolved to support approval of Improvement Scheme No. 1: Redcliffe Station Precinct at its meeting on DD MM YYYY.

The Common Seal of the Western Australian Planning Commission was hereunto in the presence of:

_____
Chairperson
Western Australian Planning Commission

_____
Secretary
Western Australian Planning Commission

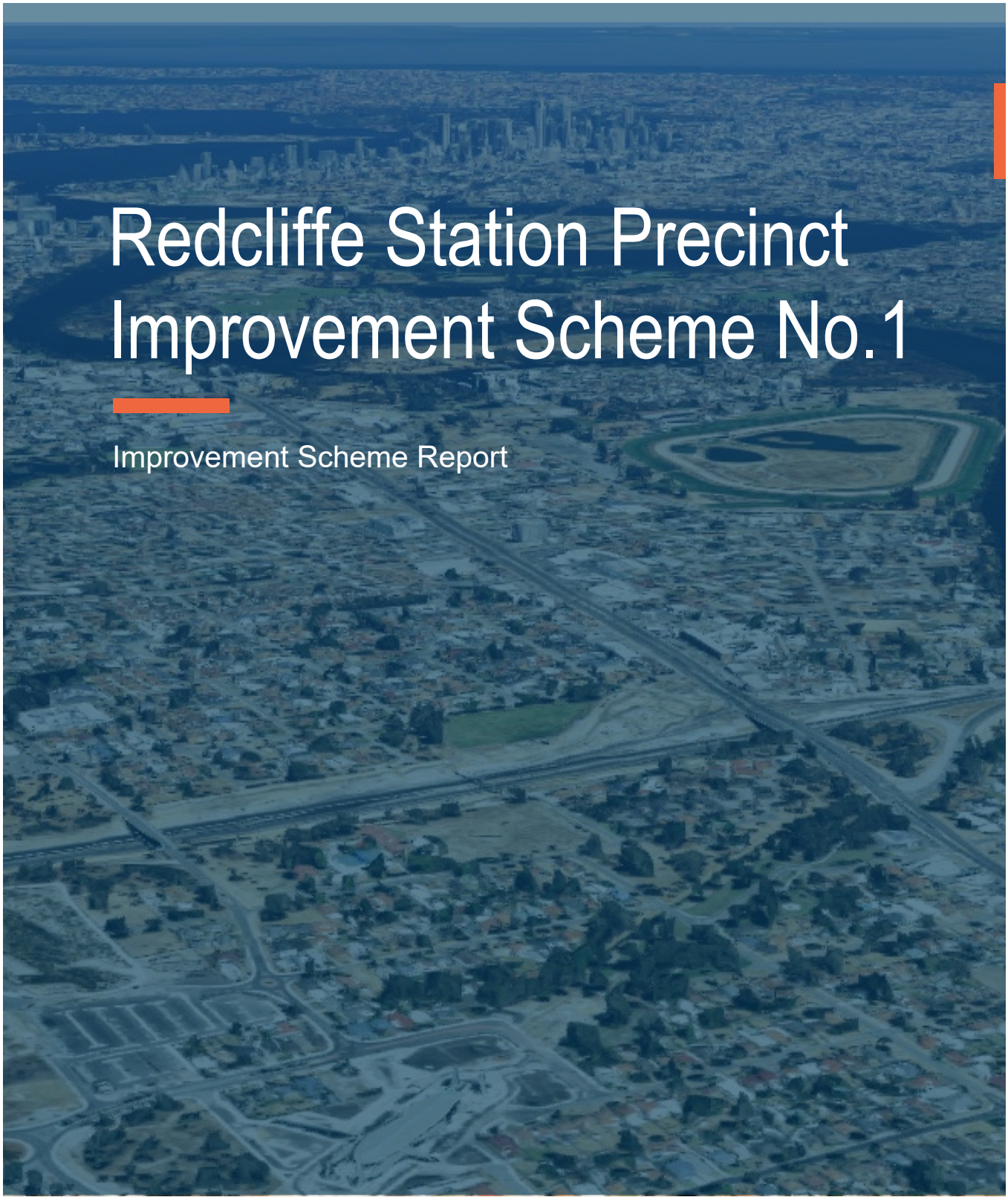
_____

Approval granted.

_____
Minister for Planning

Date: _____

DRAFT



Redcliffe Station Precinct Improvement Scheme No.1

Improvement Scheme Report

Prepared for Department of Planning, Lands and Heritage

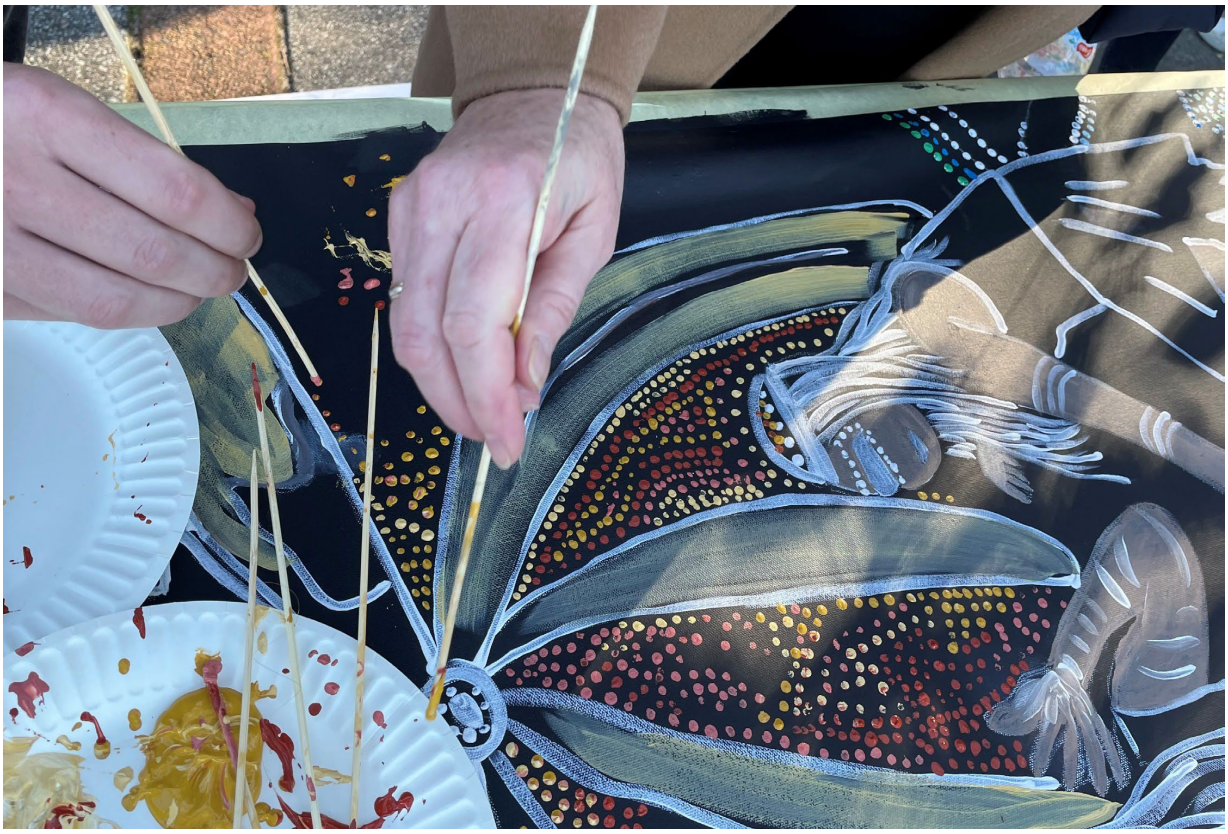
Prepared by Taylor Burrell Barnett

July 2025

Taylor Burrell Barnett

Acknowledgement of Country

The Department of Planning, Lands and Heritage acknowledges Aboriginal people as the traditional custodians of Western Australia. We pay our respects to the Ancestors and Elders, both past and present, and the ongoing connection between people, land, waters and community. We acknowledge those who continue to share knowledge, their traditions and culture to support our journey for reconciliation. In particular, we recognise land and cultural heritage as places that hold great significance for Aboriginal people.



Document Information

Improvement Scheme Report

Redcliffe Station Precinct Improvement Scheme

Department of Planning, Lands and Heritage

DPLH200723

Prepared by: Taylor Burrell Barnett

Level 7, 160 St Georges Terrace

PERTH WA 6000

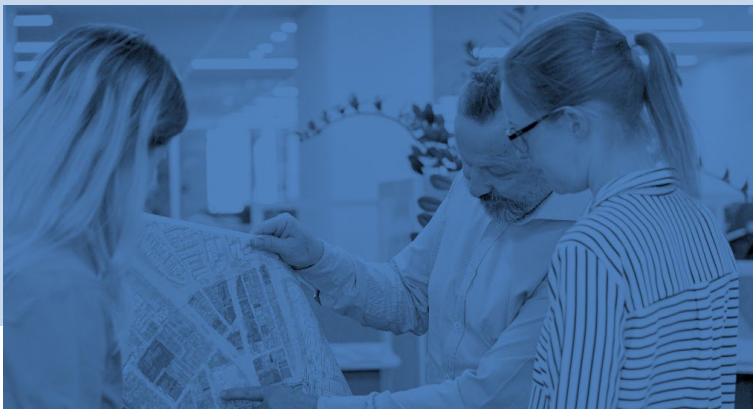
PO Box 7130

Cloisters Square

PERTH WA 6850

Phone: 08 9226 4276

Email: admin@tbbplanning.com.au



Doc ID: 23~063 RPT Redcliffe Station Precinct Improvement Scheme Report - Draft for Advertising (1.2)

Revision	Status	Author	Approved by	Date Issue
0	Draft	MT	KH	
1.0	Draft	CB / KH	KH	
2.0	Draft	CB	ST	18/06/2025
2.1	Draft	CB	ST	14/07/2025

Disclaimer

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ADVERTISING

The Redcliffe Station Precinct Improvement Scheme Report was certified for advertising by resolution of the Western Australian Planning Commission on DD MM YYYY.

Secretary, Western Australian Planning Commission

Date

ENDORSEMENT

Endorsed by the Western Australian Planning Commission …….. day of …….. 20…….

Secretary, Western Australian Planning Commission

Date

List of Abbreviations

Abbreviation	Meaning
AEP	Annual exceedance probability
AHD	Australian Height Datum
ANEF	Australian Noise Exposure Forecast
ASMD	Airport South Main Drain
ASS	Acid Sulphate Soil
BAL	Bushfire Attack Level
BEL	Western Power Belmont Zone (132kV/22kV) Substation (**BEL**)
BMP	Bushfire Management Plan
CaLD	Culturally and linguistically diverse
CBD	(Perth) Central Business District
CEO	Chief Executive Officer
City	City of Belmont
DA6	Development Area 6
DA6 Strategy	Development Area 6 Vision Plan and Implementation Strategy
DCA	Development Contribution Area
DCP	Development Control Policy
DCP 1.5	Development Control Policy 1.5 Bicycle Planning
DCP 1.6	Development Control Policy 1.6 Planning to Support Transit Use and Development
DCP 5.1	Development Control Policy 5.1 Regional Roads (Vehicular Access)
Deemed Provisions	Schedule 2 of the Planning and Development (Local Planning Scheme) Regulations 2015
DPLH	Department of Planning, Lands and Heritage
DoT	Department of Transport
Draft ACP	Redcliffe Station Precinct Activity Centre Plan
Draft DCP	Redcliffe Station Development Contribution Plan
Draft DCP 5.1	Draft Development Control Policy 5.1 Regional Roads (Vehicular Access)
Draft OP 2.3	Draft Operational Policy 2.3 Public Open Space

Abbreviation	Meaning
Draft OP 1.12	Draft Operational Policy 1.12 – Planning Proposals Adjoining Regional Roads in Western Australia
DWER	Department of Water and Environmental Regulation
EPA	Environmental Protection Authority
Framework	Perth and Peel @ 3.5million Planning Framework
Guidelines	Precinct Design Guidelines associated with SPP 7.2
HA	Hectares
HV	High Voltage
Improvement Scheme	Redcliffe Station Precinct Improvement Scheme No. 1
IP45	Improvement Plan No. 45 Redcliffe Station Precinct
KM/H	Kilometer/s per hour
LDP	Local Development Plan
LG Act	*Local Government Act 1995*
LPP	Local Planning Policy
LPP 9	Local Planning Policy 9 Child Care Premises and Child Family Day Carew
LPP 11	Local Planning Policy 11 Public Art Contribution
LPP 12	Local Planning Policy 12 Advertising Signs
LPP 13	Local Planning Policy 13 Vehicular Access for Residential Development
LPP 13	Local Planning Policy 14 Development Area 6 Vision
LPP 16	Local Planning Policy 16 Service Stations
LPP 19	Local Planning Policy 19 Short Term Rental Accommodation
LPS15	City of Belmont Local Planning Scheme No. 15
Local Strategy	City of Belmont Local Planning Strategy
LV	Low Voltage
M^2	Square metres

Abbreviation	Meaning
Master Plan	Perth Airport Master Plan 2020
Model Provisions	Schedule 1 of the Planning and Development (Local Planning Scheme) Regulations 2015
MRS	Metropolitan Region Scheme
MRWA	Main Roads Authority of Western Australia
MVA	Megavolt-amperes
OCM	Ordinary Council Meeting
OP	Operational Policy
OP 1.1	Operational Policy 1.1 Subdivision of Land – General Principles
OP 2.2	Operational Policy 2.2 Residential Subdivision
OP 2.4	Operational Policy 2.4 Planning for School Sites
PAPL	Perth Airport Pty Ltd
PAPOS	Publicly accessible private open space
PCA116	Planning Control Area No. 116
PD Act	*Planning and Development Act 2005*
POS	Public open space
POS Strategy	City's Public Open Space Strategy
PRR	Primary Regional Road
PTA	Public Transport Authority
PVC	Polyvinyl chloride
RAV	Restricted access vehicles
R-Codes	State Planning Policy 7.3 Residential Design Codes
Regulations	Planning and Development (Local Planning Schemes) Regulations 2015
Report	This Improvement Scheme Report
SA15	Amendment No. 15 to LPS15
SAR	Special Area Rate

Abbreviation	Meaning
SPC	Statutory Planning Committee of the Western Australian Planning Commission
SDICS	Special Developer Infrastructure Contribution Schemes
SPP	State Planning Policy
SPP 2.9	State Planning Policy 2.9 Water Resources
SPP 2.10	State Planning Policy 2.10 Swan Canning River System
SPP 3.6	State Planning Policy 3.6 Development Contributions for Infrastructure
SPP 3.7	State Planning Policy 3.7 Bushfire
SPP 4.1	State Planning Policy 4.1 Industrial Interface
SPP 4.2	State Planning Policy 4.2 Activity Centres
SPP 5.1	State Planning Policy 5.1 Land Use Planning in the Vicinity of Perth Airport
SPP 5.4	State Planning Policy 5.4 Road and Rail Noise
SPP 7.0	State Planning Policy 7.0 Design of the Built Environment
SPP 7.2	State Planning Policy 7.2 Precinct Design
STRA	Short-term rental accommodation
Subject Area	Redcliffe Station Precinct Improvement Scheme No. 1 area
TBB	Taylor Burrell Barnett
TOD	Transit orientated development
Transport Network	Perth and Peel @ 3.5 million Transport Network
Volume 1	Volume 1 of the R-Codes
Volume 2	Volume 2 of the R-Codes
WAPC	Western Australian Planning Commission

Executive Summary

This Improvement Scheme Report (**Report**) has been prepared on behalf of the Western Australian Planning Commission (**WAPC**) in support of the Redcliffe Station Precinct Improvement Scheme No. 1 (**Improvement Scheme**).

The Report provides the explanatory text in relation to the Improvement Scheme and details the provisions of the relevant planning framework for the Improvement Scheme area (**subject area**). It sets out the rationale and justification pertaining to the provisions which have been prepared so the intent and objectives of the Improvement Plan No. 45: Redcliffe Station Precinct (**IP45**) can be realised.

This Report outlines the planning arrangements for Redcliffe Station precinct, an overview of the planning considerations and justifications behind the content of the Improvement Scheme and acknowledges matters relevant to the subject area. This Report does not form part of the Improvement Scheme, however, satisfies the requirements stipulated in Part 3 of the Planning and Development (Local Planning Schemes) Regulations 2015 (**Regulations**) and should be read in conjunction with the Improvement Scheme text and map.

Report Structure

This Report is separated into three parts as follows:

Part	Detail
Part 1	• **Project Background** provides the relevant background to the subject area, including the relevant site selection. • **State Planning Context** provides the relevant state level planning context to the subject area, including the strategic and statutory planning frameworks. • **Local Planning Context** provides the relevant local level planning context to the subject area, including the strategic and statutory planning frameworks. • **Site Context** provides the relevant site context to the subject area, including relevant matters such as economic, environmental, social and sustainability considerations, and opportunities and constraints. • **Stakeholder and Community Engagement** provides an overview of the stakeholder engagement which has been undertaken.
Part 2	• **Improvement Scheme** incorporates the Scheme aims, describes the reserves, sub-precincts and zones, explains the rationale behind the land use, and subdivision/amalgamation and development requirements. • **Concept Plan** outlines the economic, environmental, social and sustainability considerations that were a part of the evaluation of the concept design review.
Part 3	• **Technical Appendices** incorporates a range of technical reports prepared to support the preparation of the Improvement Scheme and Concept Plan.

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PART 1

Background

1.0 Background

1.1 Site and Locational Context

The subject area comprises approximately 48 hectares (**ha**) of land, located in Redcliffe within the City of Belmont (**City**) local government area (refer to **Figure 1 Improvement Scheme Area (Subject Area)**). The area encompasses the land around Redcliffe transit station and is located approximately 13 kilometres from the Perth Central Business District (**CBD**) (refer to **Figure 2 Regional Context**).

The subject area is predominantly zoned 'Urban' under the Metropolitan Region Scheme (**MRS**), with portions of the south-west and north-west boundary reserved 'Primary Regional Road' associated with Tonkin and Great Eastern Highways.

The subject area is bordered by industrial development (north-east), Perth Airport estate (south-east), Great Eastern Highway (north-west) and Tonkin Highway (south-west) (refer to **Figure 3 Site Context**).

Great Eastern and Tonkin Highways provide convenient vehicle access to the area, however, also act as a barrier for vehicle, pedestrian and cycle linkages into neighbouring areas.

1.2 Landownership

Landownership within the subject area is significantly fragmented and comprises a mixture of government and privately owned land (refer to **Figure 4 Landownership**).

1.3 Land Use Planning History

Table 1 Land Use Planning History outlines the key milestones associated with the land use planning for the subject area.

Table 1 Land Use Planning History

Year	Milestones
2003	• Development Area 6 (**DA6**) was identified as a redevelopment area. This area comprised the Redcliffe Station precinct and part of the Perth Airport West precinct. Strategic planning for DA6 was delayed until the State Government could formalise plans to implement the Perth Airport Rail Project.
2013	• The City partnered with Perth Airport Pty Ltd (**PAPL**) to prepare a "Vision Plan and Implementation Strategy" for DA6. This outlined the vision for the future redevelopment of the area and the planning processes required to achieve the vision. • The City commenced community engagement plans for the area. This consultation process continued into 2015. Consultation included visioning workshops, information forums, open days and formal advertising with letters being sent to landowners and key stakeholders. • The "Vision Plan and Implementation Strategy" was adopted by Council in December, although changes were later needed in response to the State's 2014 'Forrestfield Airport Link' announcement (see below for further information).
2014	• The State government announced the construction of the Forrestfield Airport Link, to extend from the existing Midland Line to Forrestfield via a tunnel under the Swan River and Perth Airport estate, with three new train stations at Redcliffe, Airport Central and Forrestfield (otherwise known as High Wycombe). • On 24 August, Council resolved to request that the WAPC support the preparation of an Improvement Plan and Scheme for DA6 due to the project's regional significance.
2015	• In August, Planning Control Area No. 116 (**PCA116**) was declared over a portion of DA6, including the future location of the Redcliffe transit station.

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Year	Milestones
2016	• The 'Vision Plan and Implementation Strategy' was amended and subsequently re-adopted by Council in February as a local planning policy.
2017	• In January, the City appointed Taylor Burrell Barnett (**TBB**) to prepare the planning framework for DA6. • On 31 August, the WAPC approved the full construction of Redcliffe transit station and construction began soon thereafter.
2018	• In October, Brearley Avenue was permanently closed to traffic at Great Eastern Highway. • On 18 December, the State government announced delays to the opening of the Forrestfield Airport Link, which was now due to open in later-half of 2021.
2019	• On 28 May, the WAPC declared that an Activity Centre Plan was required over DA6 to coordinate future redevelopment of the precinct, rather than a Structure Plan. • Between July and August, the WAPC advertised Amendment 1355/57 to the MRS. The Amendment proposed that land adjacent Stanton Road and Tonkin Highway be reclassified from 'Primary Regional Roads' to 'Urban'. • On 10 December, Council endorsed the first draft of the Redcliffe Station Precinct Activity Centre Plan – Preliminary Consultation Draft (**Draft AC**P) for the purpose of undertaking preliminary consultation with stakeholders and the community.
2020	• On 31 January, Amendment 1355/57 to the MRS was gazetted. • The City advertised the Draft ACP between February and May and requested preliminary feedback from stakeholders and the community.
2021	• At the Ordinary Council Meeting (**OCM**) held on 23 March, the City resolved to adopt, the Draft ACP and Amendment No. 15 (**SA15**) to Local Planning Scheme No. 15 (LPS15) for the purposes of undertaking (formal) public advertising in accordance with the requirements of the Regulations.
2022	• At the OCM held on 26 April, Council considered a funding offer of $4.38 million from METRONET for the delivery of certain infrastructure within the DA6 precinct, its implications for the precinct and the likely commitments and obligations on the City. • Council resolved to direct the Chief Executive Officer (**CEO**) to write to the State to express the City's concerns over the nature of the proposed funding commitment and seek additional funding to transform the Southern Main Drain into a hybrid urban stream. • Council resolved to request that the precinct be established as a new redevelopment area under the Metropolitan Redevelopment Authority Act 2011 and that DevelopmentWA take responsibility for progressing the planning framework for the precinct. • The Minister for Planning approved IP45.
2023	• The Department of Planning, Lands and Heritage (**DPLH**) are tasked with progressing an Improvement Scheme in accordance with IP45 for the DA6 precinct and appoint TBB as lead consultant to prepare the necessary planning framework.
2024	• Preliminary consultation was conducted with several stakeholders to inform the preparation of the Improvement Scheme, supporting technical appendices and the development of a concept design for upgrades to the Airport Southern Main Drain (**ASMD**).
2025	• Preliminary consultation was conducted with the City and several state Government Departments and servicing agencies to inform the preparation of the Improvement Scheme. • The draft Improvement Scheme is being publicly advertised in accordance with the *Planning and Development Act* (**PD Act**).

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Figure 1 Improvement Scheme Area (Subject Area)

Figure 2 Regional Context

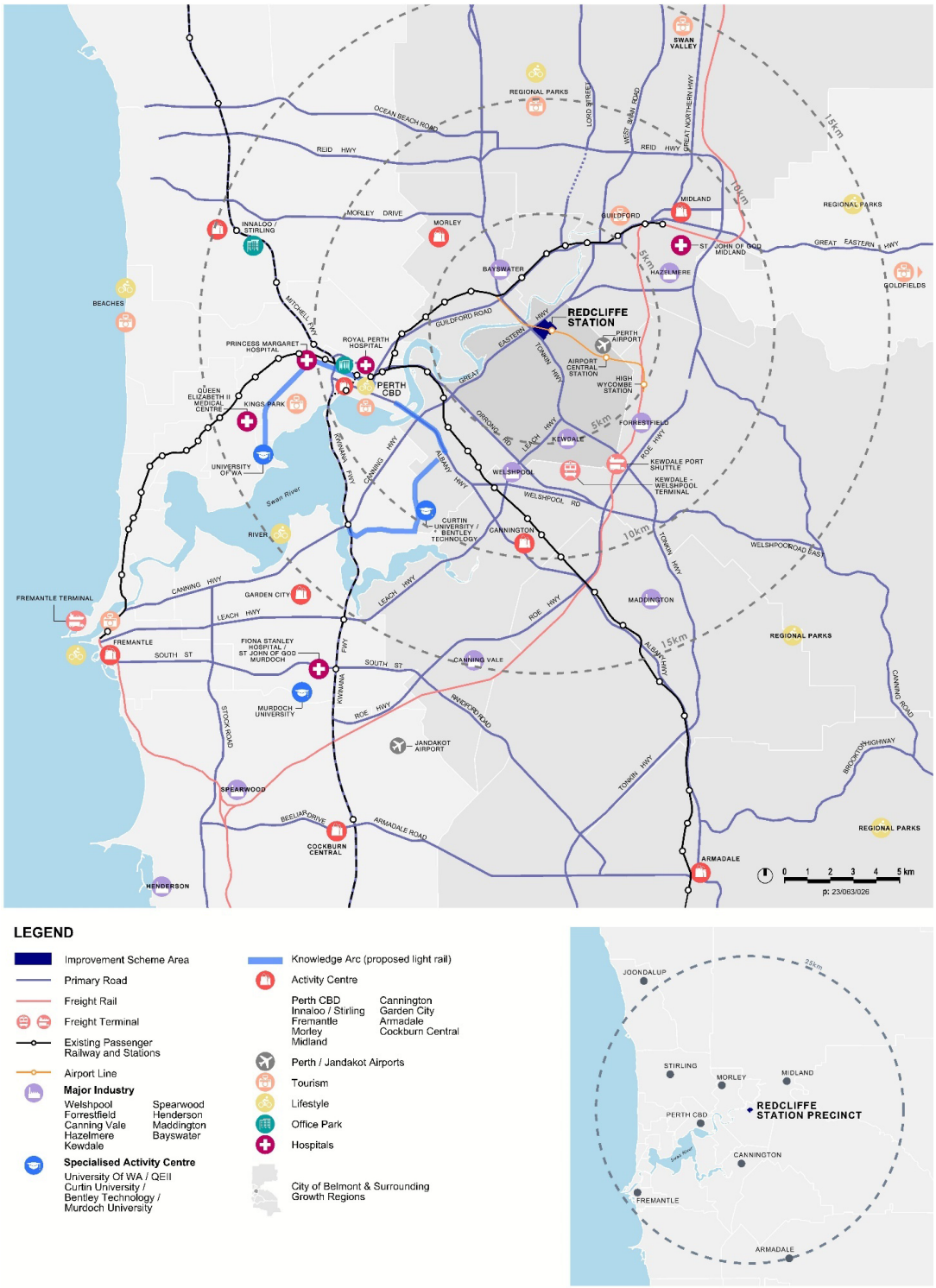

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Figure 3 Site Context

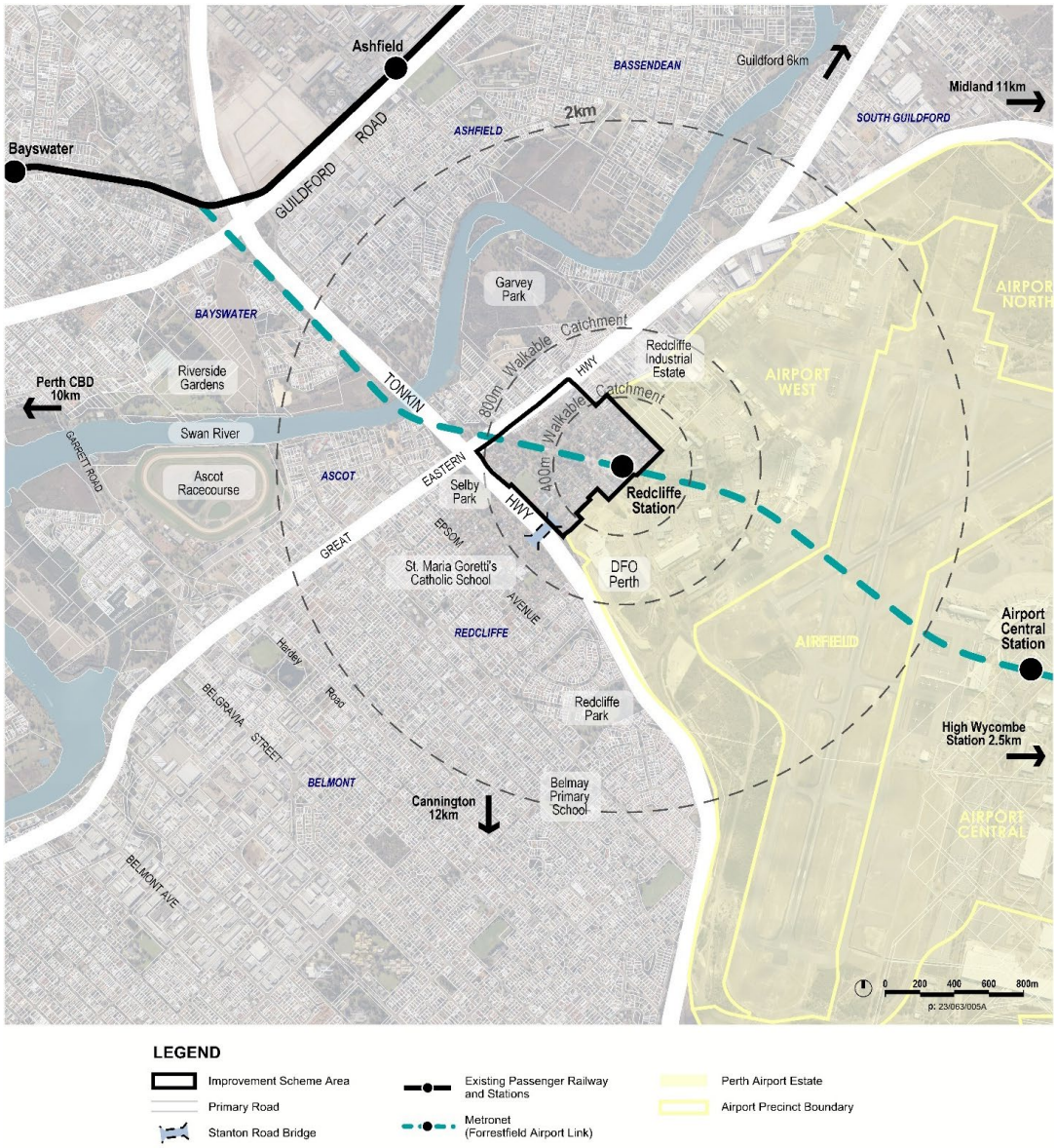

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Figure 4 Landownership

1.4 Improvement Plan No. 45: Redcliffe Station Precinct

Pursuant to Part 8, section 119 of the PD Act, the WAPC, with the approval of the Governor, determined that the subject area be dealt with and be subject to IP45. IP45 comprises land depicted in **Figure 5 Improvement Plan No.45** and was gazetted and effective from 2 December 2020.

Pursuant to section 9 of the IP45, the purpose of IP45 is to:

- *Enable the WAPC to undertake all necessary steps to advance the planning and development of the Redcliffe Station Precinct as provided for under Part 8 of the Act;*
- *Establish the strategic planning and development intent for the Redcliffe Station Precinct;*
- *Provide for a strategic planning framework endorsed by the WAPC, Minister for Planning and Governor;*
- *Authorise the preparation of an Improvement Scheme for the Redcliffe Station Precinct;*
- *Provide the objectives of the Improvement Scheme; and*
- *Provide guidance to the preparation of statutory plans, statutory referral documentation and policy instruments.*

1.5 Redcliffe Station Precinct Improvement Scheme No. 1

Section 122A of the PD Act enables the WAPC to introduce an Improvement Scheme in areas where an Improvement Plan is in place. Where applied, the provisions of an Improvement Scheme will prevail over the applicable local planning scheme.

TBB were engaged by DPLH, as the lead consultant, to prepare the Improvement Scheme with the support of a multidisciplinary consultant team. The consultant team, comprises:

- WSP – providing transport and civil engineering expertise;
- Cygnet West – providing feasibility and development cost analysis;
- Pracsys – providing demographic and land use supply analysis;
- Hames Sharley – providing input into the preparation and refinement of the concept plan; and
- Urbaqua – providing hydrological and local water management expertise.

The preparation of the Improvement Scheme has been and will be undertaken in the following stages:

- Phase 1 Project Inception and Literature Review – included the formulation of a project plan and stakeholder engagement strategy, and the review of the planning framework, past planning work and other literature applicable to the subject area;
- Phase 2 and 3 Background Studies and Technical Investigations – involved the completion of background studies and technical investigations (i.e. transport, infrastructure and funding, bushfire, socio-economics and demographics, development feasibility, built form, and water management assessments), preparation and refinement of a vision and consideration of various land use and development scenarios; and
- Phase 4 Draft Improvement Scheme and Report – involved the preparation of the draft Improvement Scheme text, maps and supporting Scheme Report.
- Advertising (current) – involves publicly advertising the draft Improvement Scheme and inviting feedback to help with refinement.
- Phase 5 Refinement and Determination of the Improvement Scheme (next step) – involves reviewing all submissions received, making refinements to the Improvement Scheme and seeking approval from the Minister for Planning.

The Improvement Scheme has been prepared in accordance with the requirements of IP45 and in accordance with Section 122A of the PD Act.

It establishes the statutory planning requirements to guide land use, development and subdivision within the subject area.

1.5.1 Objectives

Pursuant to section 12 of the IP45, the preparation of the Improvement Scheme has been informed by the following objectives:

a) *To plan for the establishment of a contemporary transit-oriented development that includes an appropriate mix of uses;*

b) *To provide for a range of non-residential uses in appropriate locations and which include retail and commercial uses to support the convenience and employment needs of the local community;*

c) *To provide the community with employment opportunities and equitable access to goods and services;*

d) *To provide public open space for local amenity and recreational needs of the community;*

e) *To achieve high-quality built form and public place design;*

f) *To provide for a diverse range of housing to meet the needs of the community;*

g) *To manage interface between future development and future development within the adjacent Perth Airport;*

h) *To facilitate co-ordinated infrastructure planning; and*

i) *To facilitate land use activities that can respond to the planned development of the scheme area over time.*

1.5.2 Administration

In accordance with Part 8, section 122D of the PD Act, once the Improvement Scheme is approved by the Minister for Planning and gazetted in the Government Gazette, the MRS and the City's LPS15 have no effect while the Improvement Scheme applies to the land.

The WAPC is the responsible authority for assessing and determining applications for subdivision and development approval within the subject area, however, the WAPC may choose to delegate certain decisions to the City, or another responsible authority in accordance with Section 16 of the PD Act.

At the time of preparing the Improvement Scheme, it is understood that no delegated authority has been arranged.

1.6 Redcliffe Station Precinct Improvement Scheme Report

This Report has been prepared to support the implementation of the Improvement Scheme. It sets out the underlying assessments and data which have informed the preparation of the Improvement Scheme and details the rationale and justification pertaining to the provisions of the Improvement Scheme text.

The Report (including Appendices) is to be read in conjunction with the Improvement Scheme text and map.

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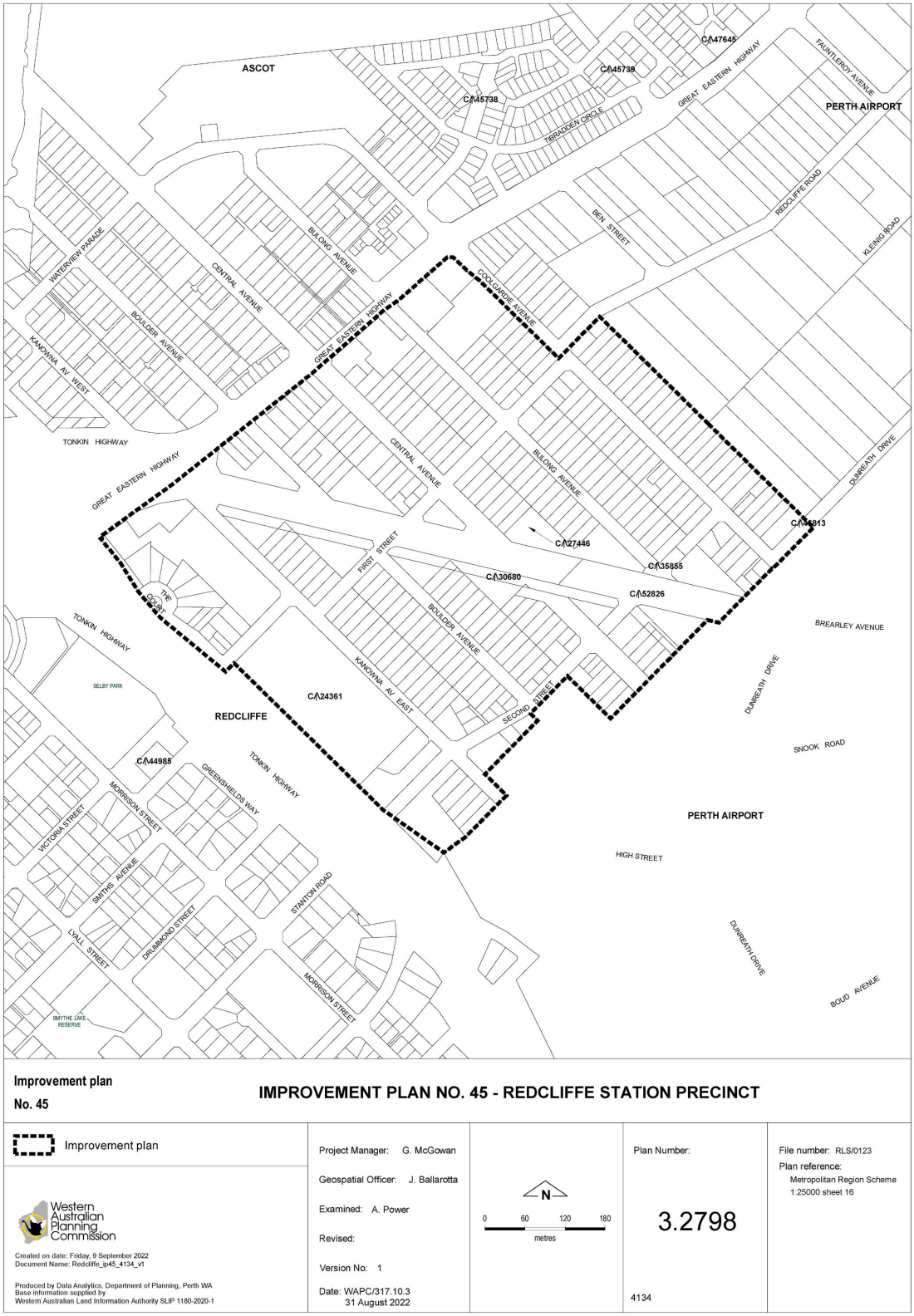
Figure 5 Improvement Plan No. 45 (*Source: WAPC 2022*)



Improvement plan
No. 45

IMPROVEMENT PLAN NO. 45 - REDCLIFFE STATION PRECINCT

Improvement plan

Western Australian Planning Commission

Created on date: Friday, 9 September 2022
Document Name: Redcliffe_ip45_4134_v1

Produced by Data Analytics, Department of Planning, Perth WA
Base information supplied by
Western Australian Land Information Authority SLIP 1180-2020-1

Project Manager: G. McGowan
Geospatial Officer: J. Ballarotta
Examined: A. Power
Revised:
Version No: 1
Date: WAPC/317.10.3
31 August 2022

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Plan Number:
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File number: RLS/0123
Plan reference:
Metropolitan Region Scheme
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2.0 State Planning Context

This section provides an overview of the State-level strategic and statutory planning context that formed the basis for preparing the Improvement Scheme.

2.1 Strategic Context

2.1.1 Perth and Peel @ 3.5 million Planning Framework (March 2018)

The Perth and Peel @ 3.5million Planning Framework (**Framework**) is a high-level suite of strategic documents published by the WAPC for the Perth and Peel regions to determine where new homes and jobs will be located, make best use of existing and proposed infrastructure, and protect important environmental assets.

The Framework sets the groundwork for the development of vibrant new communities, particularly around key transport links, including METRONET station precincts and activity centres, within a compact and connected city.

2.1.1.1 Central Sub-Regional Planning Framework (March 2018)

The subject area is identified under the Framework within an activity centre, specifically the 'Perth Airport Specialised Activity Centre' (refer to **Figure 6 Perth and Peel @ 3.5 Million Sub-Regional Planning Framework Mapping**).

The Framework defines activity centres as hubs that attract people for a variety of activities (i.e. shopping, working, studying and living).

Relevant to the subject area, the Framework identifies:

- An urban infill target of 10,410 dwellings within the City; and
- That the Perth Airport Activity Centre will accommodate an additional 7,490 jobs by 2050;

Whilst not specifically identified as a station precinct, it is noted that the subject area possesses the characteristics of this type of centre. The Framework defines station precincts as areas that surround train stations and major bus interchanges (such as the Redcliffe transit station) with the potential to accommodate transit-orientated development (**TOD**). TOD is a type of development that includes a mix of housing, office, retail and/or other amenities integrated into a walkable neighbourhood, that seeks to promote and facilitate public transport use and create transit station destinations.

2.1.2 Perth and Peel @ 3.5 million Transport Network (March 2018)

Concurrent to the release of the Planning Framework, the Department of Transport (**DoT**), Main Roads Authority of Western Australia (**MRWA**) and Public Transport Authority (**PTA**) released the Perth and Peel @ 3.5 million Transport Network (**Transport Network**) to guide the delivery of upgraded and new transport infrastructure which will support the urban and commercial growth anticipated under the Planning Framework.

Relevant to the subject area, the Transport Network identifies the State government's priority to complete Stage 1 of METRONET, including the Forrestfield-Airport Link, with three new stations at Redcliffe, Airport Central and Forrestfield (High Wycombe station). All three stations have been constructed and commenced operations in October 2022. Redcliffe Station is now operational and facilitating development within the station catchment is a key objective of this project to realise the State Government's investment.

2.2 Statutory Planning

2.2.1 Metropolitan Region Scheme

The Metropolitan Region Scheme (**MRS**) provides broad zones and reservations for the Perth metropolitan region. The subject area is predominantly zoned "Urban" under the MRS (refer to **Figure 7 MRS Map**), with portions of the south-west and north-west boundary reserved "Primary Regional Road" (**PRR**) associated with Tonkin Highway and Great Eastern Highway. With the approval of the Improvement Scheme, the MRS will cease to apply over the subject area.

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The Perth Airport estate, located to the south-east of the subject area, is reserved “Public Purposes – Commonwealth Government Reserve”. This area is known as the “Airport West precinct” and is one of four precincts within the Perth Airport estate. Most of the land surrounding the subject area to the north, west and south-west is zoned ‘Urban’.

Figure 6 Perth and Peel @ 3.5 Million Sub-Regional Planning Framework Mapping (*Source: WAPC 2018*)

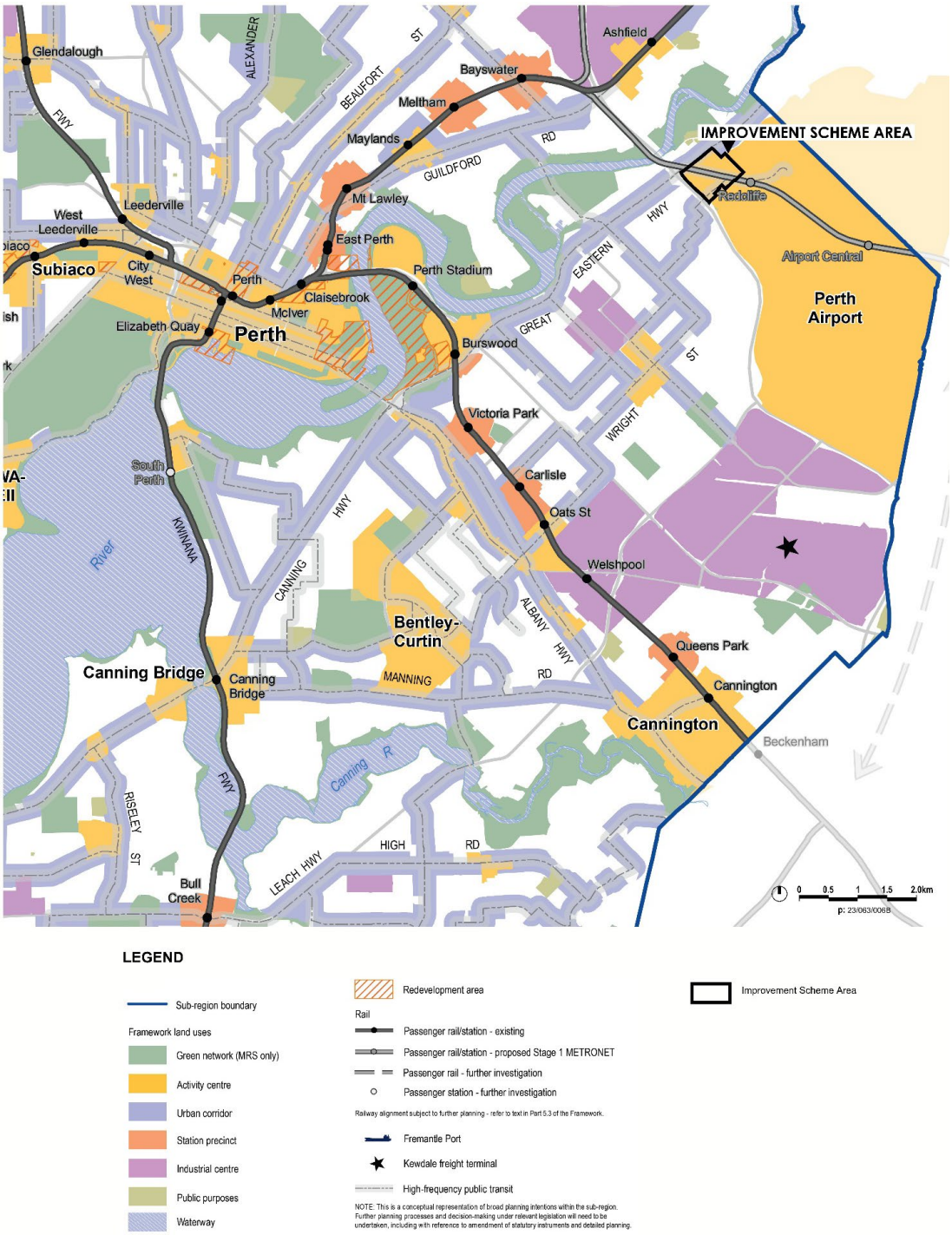
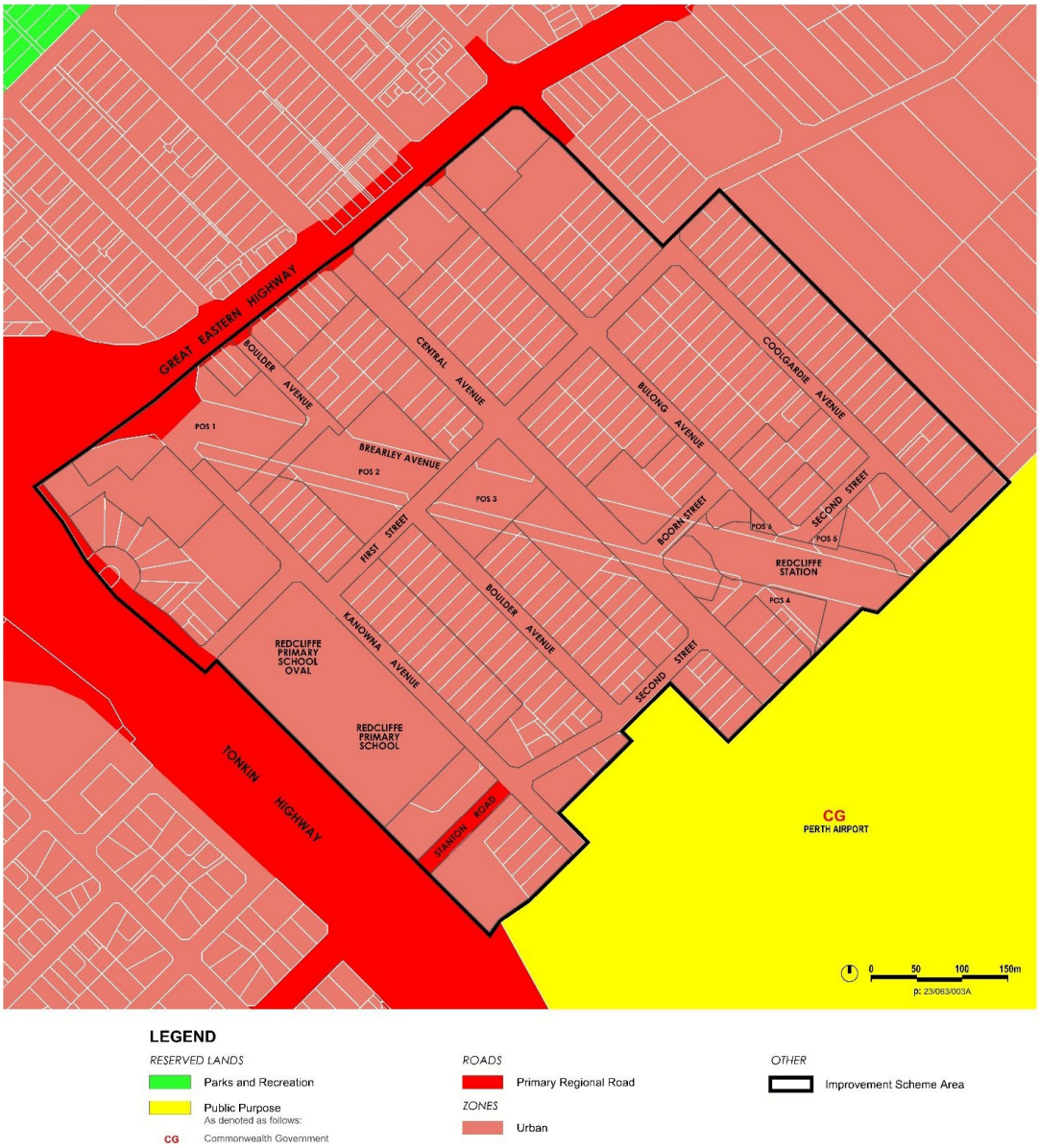


Figure 7 MRS Map



2.2.2 State Planning Policy and Planning Codes

State Planning Policies (**SPP**) and Planning Codes provide the highest level of planning policy control and guidance in Western Australia. A range of policies and codes apply within the subject area and have been considered as part of the preparation of the Improvement Scheme. A summary of the key SPP's which have been considered in forming the Improvement Scheme are detailed in **Table 2 Summary of State Planning Policy**.

The responsible authority will be guided by relevant SPPs and Planning Codes; however, if any inconsistency exists, the Improvement Scheme will prevail.

Table 2 Summary of State Planning Policy

Document	Description	Relevant Considerations
SPP 2.9 Water Resources (December 2006)	This policy provides guidance to planning decision-makers for consideration of water resources in land use planning strategy. The purpose of SPP2.9 is to protect water resources that should be considered in planning decision making.	The Southern Main Drain (**SMD**) diagonally traverses the subject area. As such, the provisions of this policy apply.
SPP 2.10 Swan Canning River System (December 2006)	This policy guides the future land use and development in precincts along the Swan-Canning River and performance criteria and objectives for specific precincts.	A portion of the subject area is within the Lower Swan precinct, and the SMD carries water from Kalamunda to the Swan River. As such, the provisions of this policy apply.
SPP 3.6 Development Contributions for Infrastructure (April 2021)	This policy sets out the principles and considerations that apply to development contributions for the provision of infrastructure in new and established urban areas, and the form, content and process to be followed.	This policy is relevant to the subject area because infrastructure upgrades are required to facilitate the redevelopment of the subject area in accordance with the Improvement Scheme. Developer contribution arrangements may be required to support the delivery and funding of infrastructure, and the establishment of any framework/s should be guided by the provisions of this policy. It is understood that establishing a Development Contribution Area and Development Contribution Plan is not possible under an Improvement Scheme. This is discussed further in **Section 4.10**. Noting the feasibility constraints to development, the need for developer contributions/levies should be carefully considered and avoided where possible. This is discussed further in **Section 4.7**.
SPP 3.7 Bushfire (September 2024)	The policy guides how land use should address bushfire risk management in Western Australia. It applies to all land which has been designated as bushfire prone by the Department of Fire and Emergency Services and highlighted on the Map of Bush Fire Prone Areas.	The southern portion of the subject area is identified as bushfire prone, and as such, the provisions of this policy apply to these affected lots.
SPP 4.1 Industrial Interface (July 2022)	This policy ensures planning decisions consider the locational constraints of land uses, the significant investments represented, and the current and future benefits and costs to communities when assessing proposals where land use conflict may exist or result.	The subject area abuts land zoned 'Industrial' under the LPS15. As such, the provisions of this policy apply. The requirements of SPP4.1 have been considered in relation to the interface between the subject area and the adjacent Redcliffe Industrial Area to the north-east and the Perth Airport estate which comprises of light industrial operations, to the east and south-east. Despite the subject area primarily being used for residential purposes for the past 50 years, the built form and site design of new development will be required to consider the impacts of key noise sources including surrounding industrial uses at the time of subdivision and development application. On this basis, further separation between industrial and residential land uses is not considered necessary.
SPP 4.2 Activity Centres (June 2023)	The purpose of this policy is to ensure planning, development and decision making adequately considers the distribution, function, broad land use, access and urban form considerations for activity centres.	The subject area is located within a "Specialised Activity Centre" and a station precinct that surrounds the Redcliffe transit station. As such, the provisions of this policy apply.

Document	Description	Relevant Considerations
SPP 5.1 Land Use Planning in the Vicinity of Perth Airport (July 2015)	This policy applies to land in the vicinity of Perth Airport which is, or may in the future, be affected by aircraft noise. The objectives of the policy are to protect the Perth Airport from unreasonable encroachment by incompatible (noise sensitive) development, to provide for its ongoing development and operation, and to minimise the impact of airport operations on existing and future communities. Policy measures within SPP 5.1 apply to land within the 20 Australian Noise Exposure Forecast (**ANEF**) noise contour.	No land within the subject area is identified within the 20 – 25 ANEF noise contour, however this contour is located approximately 270m to the east. Notwithstanding the subject area not being located within this contour, the objectives of the policy have been considered in forming the Improvement Scheme.
SPP 5.4 Road and Rail Noise (September 2019)	This policy seeks to minimise the adverse impact of road and rail noise on noise sensitive land use and/or development within the specified trigger distance of strategic freight and major traffic routes and other significant freight and traffic routes.	A portion of the subject area that may be affected by road and rail noise. The land within approximately 300m of the Tonkin Highway reserve, approximately 300m of the Great Eastern Highway reserve, and within 100m to the north and south of the rail tunnel alignment is identified by the policy mapping. The objectives and provisions of this policy apply should be considered within the areas identified as part of the subdivision and development stages.
SPP 7.0 Design of the Built Environment (February 2019)	This policy provides the broad framework for design of the built environment across Western Australia. It establishes a definition of 'good design' via ten design principles that can inform the design, review and decision-making process.	The ten principles of good design have been considered in forming the Improvement Scheme.
SPP 7.2 Precinct Design (February 2021)	This policy supports SPP 7.0 and guides the preparation and assessment of planning proposals for areas that require a high level of planning and design.	The Improvement Scheme introduces several sub-precincts that require a high level of planning and design. As such, the provisions of this policy apply and have been considered in forming the Improvement Scheme.
Residential Design Codes Volume 1 (March 2024) **Residential Design Codes Volume 2 (April 2024)**	The Residential Design Codes (**R-Codes**) controls residential development across the State. Volume 1 of the R-Codes (**Volume 1**) applies to all single house development, grouped dwelling development and multiple dwelling developments (including mixed-use developments) where the land has a Residential Density Code of R60 and below. Volume 2 of the R-Codes (**Volume 2**) applies only to multiple dwellings where the land has a Residential Density Code of R80 or above.	The R-Codes apply to all residential subdivision / amalgamation and development applications throughout the subject area. Depending on the type of residential development proposed, either Volume 1 or Volume 2 of the R-Codes will apply. Some of the primary controls within the R-Codes have been replaced by bespoke primary controls outlined in the Improvement Scheme, to respond to the context of the subject area and to achieve a specific design outcome. R-Code modifications are discussed in **Section 6.9.3.1** of this Report.

2.2.3 Development Control Policies and Operational Policies

Development Control Policies (**DCP**) and Operational Policies (**OP**) guide decision-making in relation to subdivision and development applications. A range of policies have been considered as part of the preparation of the Improvement Scheme. A summary of the key DCP's and OP's which have been considered in forming the Improvement Scheme are detailed in **Table 3 Summary of Development Control Policies and Operational Policies**.

The responsible authority will be guided by relevant DCPs and OPs; however, if any inconsistency exists, the Improvement Scheme will prevail.

Table 3 Summary of Development Control Policies and Operational Policies

Document	Description	Relevant Considerations
Liveable Neighbourhoods (January 2009) **Draft Liveable Neighbourhoods (September 2015)**	This policy guides the structure planning and subdivision for urban infill sites across the State. In general, the policy replaces the current WAPC development control policies. Where such policies conflict with the policy, the provisions of the policy will prevail unless an applicant can demonstrate why it cannot or should not apply.	The primary controls for the subject area have been informed by consideration for each of the design elements within this policy.
OP 1.1 Subdivision of Land – General Principles (February 2020)	This policy sets out the general principles, which will be used by the WAPC in determining applications for the subdivision of land.	The design of the subject area, particularly as they relate to subdivision and/or amalgamation of land, has been planned with consideration for each of the measures outlined within this policy.
DCP 1.5 Bicycle Planning (July 1998)	This policy outlines various planning considerations which should be considered to improve the safety and convenience of cycling.	The design of the subject area has been planned with policy objectives and measures outlined in DCP 1.5. Enhanced cycling infrastructure is proposed to support the redevelopment of the subject area in accordance with transit orientated development principles.
DCP 1.6 Planning to Support Transit Use and Development (January 2006)	This policy seeks to maximise the benefits to the community of an effective and well used public transit system by promoting planning and development outcomes that will support and sustain public transport use.	The design of the subject area has been planned with consideration for each of the elements contained within the policy, to the extent that the recommendations can be achieved within the constraints of an infill environment with significant fragmentation of land.
OP 2.2 Residential Subdivision (May 2024)	This policy sets out the WAPC's requirements for landowners intending to subdivide residential land. It assists to create a diversity of lot and housing types throughout the State. The purpose of the policy is to provide guidance on the assessment of residential subdivision applications to ensure that there is an established and coordinated approach to the creation of residential lots throughout Western Australia	The design of the subject area, particularly as they relate to subdivision and/or amalgamation of land, has been planned with consideration for each of the objectives and measures outlined within this policy.
OP 2.4 Planning for School Sites (December 2022)	The policy intends to provide for the effective planning and funding of school sites. All new residential lots (additional 5 lots or more) created through the subdivision process (including survey strata) contribute to additional demand for schools. In accordance with the policy, the cost associated with the acquisition of land for a primary school/s can be apportioned equitably in accordance with the pro-rata contribution formula outlined in the policy or to a maximum amount of $4,500 per lot.	This policy provides an avenue for contributions to be made to the costs of acquiring land for schools, through the subdivision process but not the development assessment process. There is an existing school in the subject area which already provides a service for the community. Noting the feasibility constraints to development, the need for developer contributions/levies should be carefully considered and avoided where possible.
DCP 5.1 Regional Roads (Vehicular Access) (June 1998) **Draft DCP 5.1 Regional Roads (Vehicular Access) (January 2018)**	This policy sets out the principles to be applied when considering proposals for vehicle access to or from developments abutting regional roads.	As the subject area is bound by two regional roads (i.e. Tonkin and Great Eastern Highways), the provisions of this policy will be considered when preparing the Improvement Scheme. This includes restricting vehicle movements to/from Great Eastern Highway and requiring adjoining owners to enter into cross-easement agreements to provide reciprocal rights of access across adjacent lots.

3.0 Local Planning Context

This section provides an overview of the local-level strategic and statutory planning context that has been considered in preparing the Improvement Scheme.

3.1 Strategic Context

3.1.1 City of Belmont Local Planning Strategy

The City's Local Planning Strategy (**Local Strategy**) sets out the long-term planning direction for the local government area.

At the Ordinary Council Meeting (**OCM**) held on 27 October 2020, the Council resolved to approve the Report of Review prepared in relation to the Local Strategy and LPS 15. The Report recommended the following:

- The Local Strategy be repealed, and a new local planning strategy be prepared in its place; and
- LPS15 be repealed, and a new local planning scheme be prepared in its place.

The Report of Review was considered by the WAPC on 21 December 2020, whereby the WAPC agreed with the recommendations.

Following endorsement of the Report of Review, four sub-strategies are currently being prepared for the purpose of being incorporated into a consolidated Local Strategy, including:

- Local Housing Strategy;
- Activity Centres Planning Strategy;
- Public Open Space Strategy; and
- Environment Strategy.

The Local Strategy and the sub-strategies are currently being prepared by the City. Correspondence with the City, dated 10 August 2023, has confirmed that the sub-planning strategies and over-arching Local Planning Strategy are still under preparation, with the Local Planning Strategy expected to take several years. A summary of the existing Strategy and sub-strategies are provided below.

3.1.1.1 City of Belmont Local Planning Strategy (2011)

Most notably, the Local Strategy recognises that the locality is strategically located as the 'Eastern Gateway' to the CBD. It also recognises the commercial structure of the City revolves around a well-developed "Regional Town Centre" (i.e. Belmont Forum), where there are opportunities for future expansion and diversification of retail and entertainment uses.

Specific recommendations relating to; housing, commercial/business, POS, and the environment, have also been incorporated into the Strategy, as detailed herein.

3.1.1.2 Local Housing Strategy

The City's Local Housing Strategy was prepared to inform the Local Strategy. Several recommendations arose from the Local Housing Strategy, that were carried through to the Local Strategy, including:

- Low density R20 within DA6 area, pending more detailed planning for the area which could allow for densities up to R100, depending on the outcome of the structure planning process.

3.1.1.3 Local Commercial Strategy

The City's Local Commercial Strategy was prepared to inform the Local Strategy. Several recommendations arose from the Local Commercial Strategy, that were carried through to the Local Strategy, including:

Great Eastern Highway Commercial

- No additional supermarkets or convenience stores should be permitted other than those currently existing or firmly planned.
- Additional 'Shop Retail' uses should not be permitted; the only retail uses that should be permitted in the Highway Commercial complexes are designated 'Other Retail' uses.
- Office/Business uses of high-quality appearance should continue to be encouraged.
- Opportunities should be seized through the development control process to, wherever possible, rationalise and improve traffic access to commercial properties on the highway.
- More frequent, safe pedestrian crossing points should be provided on the Highway.

Perth Airport

- Any retail development proposed on airport land be considered within the context of the wider commercial centres network both regionally and locally. Appropriate zoning and land use controls compatible with the City's local planning scheme should be pursued as a priority.

3.1.1.4 Public Open Space Strategy

The City's Public Open Space Strategy (**POS Strategy**) was prepared to inform the Local Strategy. The following findings from the POS Strategy are notable to the subject area and should be considered as part of subsequent concept planning:

- The provision of open space in relation to the size of the suburb of Redcliffe is below the State benchmark of 10%, as specified in DCP 2.3. However, it is above the 8%, as specified in Liveable Neighbourhoods.
- Based on its current and future population (at the time the POS Strategy was written), Redcliffe has a shortage of open space per 1,000 persons. However, the distribution of the type and size of parks means that all residential properties are within walking distance of POS.
- There is almost no active open space in Redcliffe but active reserves in Cloverdale are considered to cater for the needs of Redcliffe.

3.1.1.5 Environment Strategy

The City's Environment Strategy was prepared to inform the Local Strategy. Several recommendations arose from the Environment Strategy, that were carried through to the Local Strategy, including:

- The City should work co-operatively with Perth Airport Corporation and Federal Government to retain, protect and manage conservation values on Perth Airport land.
- Vegetation on Council reserves should be retained and enhanced.

3.1.2 Development Area 6 Vision Plan and Implementation Strategy

The Development Area 6 Vision Plan and Implementation Strategy (**DA6 Strategy**) was prepared jointly by the City and PAPL to establish a vision for the future regeneration of DA6.

The DA6 Strategy identifies five strategic planning principles to guide development of the subject area, including:

- Creating a harmonious residential neighbourhood;
- Integrating residential and airport precincts;
- Optimising transit-oriented development;
- Committing to sustainability; and
- Promoting economic development.

DA6 Strategy was later adopted by the City as "Local Planning Policy 14 – Development Area 6 Vision" (refer to **Section 3.2.4** for discussion).

3.1.3 Great Eastern Highway Urban Corridor Strategy

In 2024, the City released the Great Eastern Highway Urban Corridor Strategy (**GEH Strategy**).

The GEH Strategy seeks to facilitate a vision for future development of the public and private land along the corridor. It divides the corridor into four precincts and addresses matters relating to land use, built form, the public realm and access arrangements. It provides a series of recommendations for implementing the vision.

In respect to the subject area, which is within 'Precinct 4 Tonkin Highway to Ivy Street', the GEH Strategy provides the following guidance:

- An 'activity corridor' along the highway frontage;
- A 'minimal' building setback typology with activated ground floor uses and built form, and landscaping fronting the highway;
- Building scale to be up to 10 storeys and a plot ratio of 3.0, taking advantage of the views of the Swan River and the adjacent areas of public open space;
- Landmark site identified at the western corner of the precinct (intersection of the highway and the Tonkin Highway off-ramp);
- The need for built form transition at the rear of the highway fronting properties to address height and scale differentiation with the residential environment to the south;
- The need for rear access and parking to restrict direct vehicle access from the highway; and
- The need for additional pedestrian and cyclist infrastructure to support crossing Great Eastern Highway.

3.1.4 Perth Airport Master Plan 2020

The Perth Airport Master Plan 2020 (**Master Plan**) was approved by the Deputy Prime Minister and Minister for Infrastructure, Transport and Regional Development, the Hon Michael McCormack MP, in March 2020. The master plan outlines Perth Airport's development plans for a 20-year planning period in accordance with the requirements of the *Airports Act 1996* and is reviewed every 5 years.

The Master Plan divides the Perth Airport estate into five precincts, with the area to the east of the subject area identified as the Airport West precinct. The Airport West precinct will predominantly be developed with office, education, hospitality, well-being, retail and bulk goods development, to the scale of a Neighbourhood Centre. Several developments are already completed, including the construction of DFO Perth and Costco. The centre will take advantage of the large flat sites available and major road freight access. The precinct also presents an opportunity for aviation-related development, with direct apron frontage available for some sites.

Several significant projects are planned at the Perth Airport estate which will affect and influence development outcomes within the subject area. This includes:

- Upgrades to the International Terminal (Terminal 1), the consolidation of all terminals (including Terminals 3 and 4 to the east of the subject area) to the Airport Central precinct, and the construction of a new terminal for Qantas' operations, set for completion in 2031;
- Major ground transportation upgrades in the Airport Central precinct, including the development of new multi-modal transport facilities and upgrades to the surrounding road network; and
- Construction of a new runway, set to open in 2028.

3.2 Statutory Context

3.2.1 City of Belmont Local Planning Scheme No. 15

LPS15 sets out how land is to be used and developed. It includes provisions to control land use, coordinate infrastructure and guide development throughout the local government area. A review of LPS15 is underway in conjunction with the review of the existing Strategy. LPS15 is expected to be updated or replaced once the City's new Local Planning Strategy is finalised and gazetted.

In LPS15, the subject area is predominantly zoned "Residential", with a density code of R20 (refer to **Figure 8 LPS15 Map**), with portions along Great Eastern Highway zoned "Mixed Use" and "Commercial". Land abutting the former Brearley Avenue corridor is reserved "Parks and Recreation" and land within the southern portion of the subject area is reserved "Public Purpose: Primary School".

The subject area is identified within a "Special Control Area – Development Area" referred to as DA6. As previously mentioned in this report, DA6 comprises the Redcliffe Station precinct and part of the land identified in the Perth Airport West precinct.

The purpose of Development Areas is to identify areas requiring comprehensive planning and to coordinate subdivision and development through a structure plan. Schedule 9 of LPS15 sets out the specific purpose and requirements for each development area and outlines the following for DA6:

> *An approved Structure Plan together with all approved amendments shall apply to the land in order to guide subdivision and development.*

On 28 May 2019, the Statutory Planning Committee (**SPC**) of the WAPC resolved to approve the preparation of the Draft ACP. Refer to Section 3.2.2 Draft Redcliffe Activity Centre Plan for further details.

With the approval of the Improvement Scheme, the LPS15 will cease to apply over the subject area.

3.2.1.1 Amendment No. 15

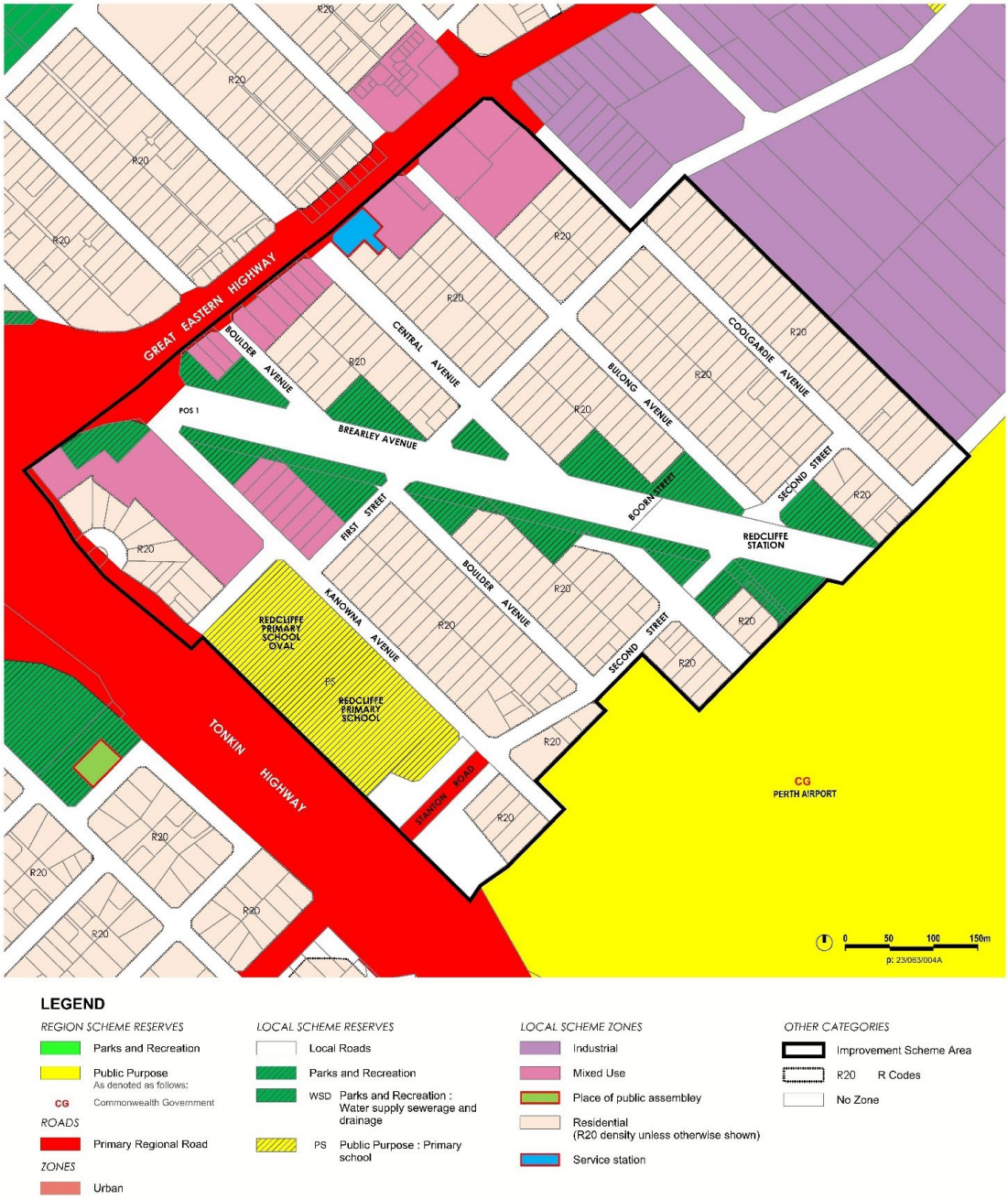
The City, at the OCM held 23 March 2021, resolved to adopt the proposed SA15 to LPS15 for the purposes of undertaking public advertising. SA15 sought to:

- Introduce a new 'Urban Development' zone and apply it to the Redcliffe Station precinct to serve as an underlying zoning that facilitates the implementation of the Draft Redcliffe ACP.
- Establish a Development Contribution Plan to serve as a mechanism for sharing common costs associated with delivering infrastructure within the precinct.
- Update the boundaries of DA6 to accord with established road alignments within the Perth Airport estate.
- Introduce new provisions applicable to DA6 to provide for the implementation of the Draft ACP and establish expectations for the future planning of land within the Perth Airport estate.

The Redcliffe Station Development Contribution Plan Report dated April 2021 (**Draft DCP**) was prepared to support the proposed SA15. The Draft DCP built on the information presented in the Draft ACP and outlined the infrastructure and administrative items to be provided and the cost-sharing arrangements, for the purposes of Schedule 16 of LPS 15.

SA 15, the draft DCP or the draft Redcliffe ACP have not been formally advertised. In April 2022, the City resolved to change its strategic planning approach by requesting that the State Government prepare the planning framework for the Redcliffe Station precinct. The WAPC determined that an Improvement Plan and Scheme is the preferred mechanism to advance the planning of the subject area, noting that this work would have regard to and build upon the previous planning work undertaken by the City.

Figure 8 LPS15 Map (*Source: City of Belmont 2011*)



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3.2.2 Draft Redcliffe Station Precinct Activity Centre Plan (February 2020)

In accordance with the requirements for DA6, the City prepared the draft ACP. Refer to **Figure 9 Extract of the Draft ACP Map** for the Draft ACP map. **Table 4 Key Provisions of the Draft ACP** includes a summary of the key provisions outlined in the draft ACP and an explanation of the changes included in the Improvement Scheme.

At the OCM held on 23 March 2021, the City resolved to adopt the Draft ACP for the purposes of undertaking preliminary consultation with stakeholders and the community. The intent of preliminary engagement was to obtain early feedback from the community to inform the refinement of the Draft ACP prior to seeking the WAPC's approval to undertake the formal public advertising process in accordance with the Regulations.

The City undertook the preliminary consultation process between February and May 2020 and received a total of 67 submissions. A total of 11 submissions were received from government bodies/agencies and a total of 56 submissions were received from landowners or occupiers (44 of which originated from landowners or occupiers within the precinct). The key matters raised in submissions included:

- The attractiveness and viability of redevelopment within the precinct.
- Community involvement in decision making processes.
- The appropriateness of additional retail development within the precinct and the adjacent Perth Airport estate.
- The minimum development site area and frontage requirements and the requirement to amalgamate land.
- The maximum and minimum building height requirements.
- The spatial layout of the 'Mixed Use' zoning and sub-precinct areas.
- The adequacy of the proposed POS provision within the precinct.
- Whether the proposed car parking requirements will be adequate for the precinct and the ability for the existing road network to accommodate on-street parking.
- Increased traffic flows within the precinct, particularly along Stanton Road/Second Street and Coolgardie Avenue.

As noted above, the draft ACP was never formally advertised due to the change in approach to the planning of the subject area.

Figure 9 Extract of the Draft ACP Map (*Source: City of Belmont 2020*)

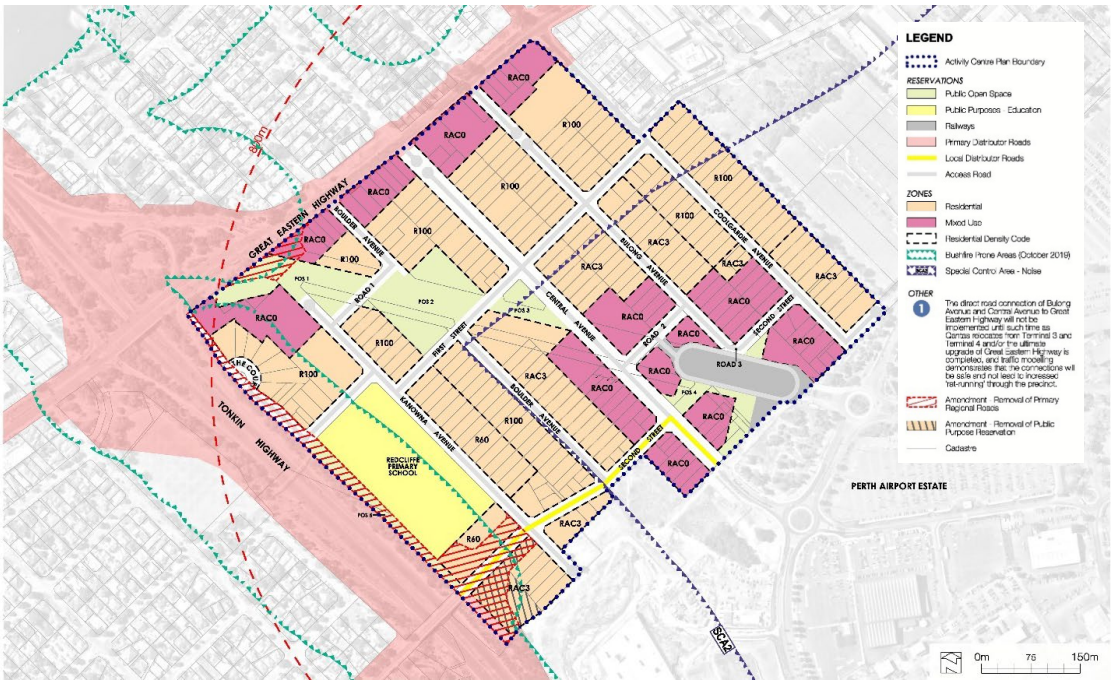

Table 4 Key Provisions of the Draft ACP

Matter	Description of Draft ACP Provisions	Improvement Scheme Changes
Land Use	• "Residential" and "Mixed Use" zone designations. • A diversity of land uses allowed for in both zones. • Provisions to achieve active ground floor uses in certain sub-precincts, and/or adaptable ground floor design to accommodate non-residential uses in the future.	• No changes.
Sub-Precincts	• Multiple sub-precincts, established by locational context, apportioned by density and subject to specific planning requirements.	• Reduction of lots within the Station and Station Frame sub-precincts, and the extension of the Neighbourhood sub-precinct. • Reduction of lots within the School Interface sub-precinct, and the extension of the Neighbourhood sub-precinct. • Naming changes (Centre sub-precinct now the Station sub-precinct, Centre Transition sub-precinct now the Station Frame sub-precinct, and Residential Core sub-precinct now the Neighbourhood sub-precinct).
Density	• R-Codes ranging from R60 to R-AC0. • Minimum residential density ranging from 0.55 to 1.25 units per 100 square metres (**m^2**) of site area. • Total dwelling yield estimate of 2,550 dwellings/units.	• R-Codes ranging from R100 to R-AC1. This affects the Station, School Interface and Urban Corridor sub-precincts where a lower R-Code has been applied, and the School Interface precinct where a higher density coding has been applied. • Minimum residential density ranging from 35 to 100 dwelling/unit per net hectare site area. • Total dwelling yield estimate reduced to 1,506 dwellings/units.
Development Site Area and Frontage	• Minimum development site area ranging from 1,000m^2 to 1,600m^2. • Minimum development site frontage ranging from 20m to 30m. • Minimum site area per dwelling (for single and grouped dwellings) of 80m applying in some sub-precinct.	• Minimum parent lot area reduced, and now ranging from 1,000m^2 to 1,400m^2. • Minimum development site frontage ranging from 20m to 30m (no change). • Minimum site area per dwelling (for single and grouped dwellings) now as per the R-Codes Volume 1.
Plot Ratio	• Maximum plot ratio ranging from 0.8 to 3.0, and to 4.0 where development bonuses apply. • Applicable across the subject area.	• Maximum plot ratio range increased to 1.3 to 3.5, and to 4.5 where bonuses apply. • Only applicable where Volume 2 of the R-Codes applies.
Building Height	• Minimum building height of 2 to 4 storeys. • Maximum building height of 3 to 8 storeys, and up to 13 storeys where development bonuses apply.	• Minimum building height of 2 to 4 storeys (no change). • Maximum building height of 4 to 9 storeys, and up to 13 storeys where development bonuses apply.
Development Bonus Criteria	• Height and plot ratio bonus available in all sub-precincts in return for: - Provision of publicly accessible private open space (**PAPOS**) in key locations.	• Height and plot ratio bonus only available in the Station sub-precinct in return for: - Provision of community benefit defined in the Scheme text as the

Matter	Description of Draft ACP Provisions	Improvement Scheme Changes
	- Provision of community benefit (affordable housing, retention or planting of mature trees, universally designed dwellings, commercial uses such as child care and education, end of trip facilities, and community spaces such as shared office space).	provision of publicly accessible private open space (**PAPOS**) in key locations, and/or the provision of social and affordable housing (conditions apply). Demonstrating good design in accordance with the principles of SPP 7.0.
Rail tunnel alignment	• Loading and excavation limits applicable to the land affected by the rail tunnel alignment.	• No changes.
Roads and Access	• Removal of Primary Regional Road reservations on Great Eastern Highway, Tonkin Highway and to the north of the Stanton Road bridge. • Completion of road network grid with three new roads/connections (referred to as "Road 1", "Road 2" and "Road 3"). • Limited or reciprocal access to Great Eastern Highway. • Coolgardie, Bulong, Second and Central Streets not connected as through-roads and will not be connected until Qantas re-locates within the Perth Airport estate.	• Primary Regional Road reservations on Great Eastern Highway, Tonkin Highway and to the north of the Stanton Road bridge introduced.
Parking	• Minimum and maximum car parking ratios for all land uses. • Minimum bicycle parking ratios for all land uses. • Screening of at-grade parking and rear parking requirements along Great Eastern Highway.	• No minimum car parking requirement for residential in the Mixed-Use zone or commercial/retail land uses across the subject area. • Minimum car parking requirements for residential developments in the Residential zone as per the R-Codes. • Maximum car parking requirements for commercial/retail – 4.5 bays per 100m^2 of net lettable area (no change). • Maximum car parking requirements for residential as per the R-Codes.
POS and Landscaping	• Identification of four POS areas (referred to as POS 1, POS 2, POS 3 and POS 4) and managed shared use of the Redcliffe Primary School oval as a recreational space.	• Identification of six POS areas (referred to as POS 1, POS 2, POS 3, POS 4, POS 5 and POS 6). POS 3 increased in size and POS 6 added to the north of the station. • Managed shared use of the Redcliffe Primary School oval as a recreational space (no change).

3.2.3 METRONET Station Precincts Gateway (November 2021)

The Station Precincts Gateway was prepared following the preparation of the Draft ACP and provides a high-level assessment of how planning and development around METRONET stations can contribute towards meeting the objectives of Perth and Peel @ 3.5 million and sub-regional growth strategies.

When considered against the principles of the METRONET Station Precincts Gateway, the following approach to the preparation of the Improvement Scheme is recommended:

- Consideration of building heights up to 9-storeys, with a density code range between R60 to R-AC3.
- A middle-ground be achieved in respect to the estimated dwelling yield (i.e. 2,500 – 3,000 dwellings).

- Investigate the inclusion of bonus height provisions, to incentivise the provision of community benefits (i.e. publicly accessible private open space, and social and/or affordable housing) and facilitate good design in accordance with the design principles of SPP 7.0. Explore the inclusion of precinct overlays, to allow for specific and nuanced provisions to areas with similar characteristics.
- Consideration be given to existing and planned commercial developments within the adjoining Perth Airport estate.
- Restricted access/egress via Great Eastern Highway be maintained, pursuant to existing SPP's and MRWA guidance.
- Consideration be given to retaining the proposed road movement network provided for under the Draft Redcliffe ACP.
- Consideration of shared use of Primary School playing fields and Train Station Plazas as part of the provision of POS throughout the subject area.

The abovementioned key considerations have informed the development of the Improvement Scheme.

3.2.4 Draft Redcliffe Station Development Contribution Plan (April 2021)

Under proposed SA15 to LPS15 (refer to **Section 3.2.1.1**), the subject area was intended to be identified as a Development Contribution Area for which a Development Contribution Plan was prepared. The Draft DCP outlined the various infrastructure upgrades required, the timing and priority of delivery and the approach to equitably share the associated costs. The Draft DCP has not been advertised or endorsed by the City or the WAPC and has not progressed as noted above.

The proposed DCP identified an overall preliminary cost estimate of $22,431,570 (excluding GST), to deliver the following common infrastructure works:

- Development of public open space (POS 1, POS 2 and POS 3 only, and did not include the Southern Main Drain integration);
- Construction of Road 1 (i.e. Kanowna Avenue to Boulder Avenue);
- Upgrading of all local roads (includes streetscape improvement, enhancement of footpaths and road works to slow cars and provide for improved cycling infrastructure, and did not include intersection treatments and new roads specified separately);
- Electricity network (undergrounding of powerlines);
- Water supply distribution upgrades (DN100, DN150 and DN200);
- Wastewater upgrades (i.e. reticulation upgrades);
- Gas infrastructure upgrades;
- Preparation costs of the DCP (consultant costs for planning framework and infrastructure funding preparation); and
- Administration costs associated with the DCP (i.e. 0.3% per annum for 10 years).

The Draft DCP proposed to apportion costs equitably based on the total site area. Each sub-precinct outlined within the Draft ACP had a different calculation rate, ranging from $66.21 per m^2 site area in the School Interface sub-precinct to $93.56 per m^2 site area in the Urban Corridor sub-precinct (average per m^2 site area cost of $75.87). This apportionment approach sought to recognise that the sub-precincts with a higher development potential required a higher level of demand for infrastructure upgrades and therefore, should be responsible for a greater proportion of the overall infrastructure costs.

Whilst this past work did not progress, it has formed the basis of the Improvement Scheme concept and provides informing context about the infrastructure requirements and funding mechanisms that have been identified in the past. The current infrastructure capacity and upgrades required to support the subject areas' growth and development are discussed in **Section 4.9** and **Section 7.4**.

Whilst establishing a Development Contribution Area and preparing a Development Contribution Plan is the typical approach to infrastructure funding, there are several other mechanisms available. Noting the feasibility constraints to development, the need for developer contributions/levies should be carefully considered and avoided where possible. This

is discussed further in **Section 4.7**. It is understood that establishing a Development Contribution Area and Development Contribution Plan is not possible under an Improvement Scheme. This is discussed further in **Section 4.10**.

3.2.5 Local Planning Policies

A Local Planning Policy (**LPP**) is a planning tool that provides guidance on how developments in a local area will be assessed by the responsible authority. A range of LPP's ordinarily apply within the subject area and have been considered as part of the preparation of the Improvement Scheme. A summary of the LPP's which have been considered are detailed in **Table 5 Local Planning Policy Summary**. With the approval of the Improvement Scheme, the LPS15 will cease to apply over the subject area.

Table 5 Local Planning Policy Summary

Title	Description	Relevant Considerations
LPP 9 Child Care Premises and Child Family Day Care (July 2021)	This policy applies to Child Care Premises and seeks to ensure they are located appropriately to ensure the amenity of adjoining landowners is protected. The policy outlines various development standards that apply to Child Care Premises, including locational criteria, parking requirements, and landscaping and built form standards.	The objectives of this policy should be considered in the preparation of the Improvement Scheme and any specific development controls that apply to Child Care Premises.
LPP 11 Public Art Contribution (July 2021)	This policy seeks to enhance the provision of public art across the locality by requiring developer contributions to the provision of public art. All development proposals within the area affected by LPP 11 (which includes properties fronting Great Eastern Highway) that achieve a development value greater than $4.5 million are required to contribute a minimum 1% of the development value to public art. This can be provided in-kind or via a cash-in-lieu payment.	The objectives of this policy should be considered in the preparation of the Improvement Scheme.
LPP 12 Advertising Signs (July 2024)	This policy provides guidance on the assessment of advertising signs within the locality. The policy outlines various requirements based on the type of sign being proposed, and outlines when development approval is required or is exempt.	The objectives of this policy should be considered in the preparation of the Improvement Scheme. The policy provides a robust framework for the assessment of advertising signs. Consideration should be given to referring to this policy for development provisions as they relate to signage.
LPP 13 Vehicular Access for Residential Development (July 2021)	This policy ensures that vehicle access design does not adversely impact on neighbourhood safety and amenity while providing appropriate access to residential properties.	The objectives of the policy should be considered in the preparation of the Concept Plan and Improvement Scheme, with the provision of an appropriate street network that accommodates safe access to residential development.
LPP 14 Development Area 6 Vision (July 2021)	LPP 14 sets out the policy objectives and statement for the subject area. This policy functions as an interim policy position until the Improvement Scheme is in place to guide development.	The objectives of the policy should be considered in the preparation of the Concept Plan and Improvement Scheme.
LPP 16 Service Stations (July 2021)	This policy provides guidance on the location, land uses and operation of these facilities within the City. The policy outlines various development requirements that apply to Service Stations, including access, built form, landscaping, fencing, water management, and signage requirements.	The objectives of the policy should be considered in the preparation of the Concept Plan and Improvement Scheme and ensure that the land use proposed in the subject area does not prejudice other land uses. Should Service Stations be contemplated within the subject area, consideration should be given to the policy when establishing any specific development controls that apply to Service Stations.
LPP 19 Short Term Rental Accommodation (March 2024)	This policy applies to short-term rental accommodation uses and provides development requirements for these types of uses (either hosted or un-hosted) and Services Apartments.	The objectives of this policy should be considered in the preparation of the Improvement Scheme and any specific development controls that apply to short-term accommodation.

4.0 Site Context

This section provides an overview of the key site context and characteristics that have been considered in preparing the Improvement Scheme.

4.1 Environmental Characteristics

4.1.1 Topography

The topography of the site is generally flat with a very gradual gradient across the area. The levels range from approximately 6m to 7m Australian Height Datum (**AHD**) in the north of the subject area to 19m AHD in the south of the subject area, with minor variations throughout the area, including a depreciation coinciding with the southern main drain location (8 to 10m AHD).

4.1.2 Geology

As the whole area has been earth worked over several years, the surface materials range in nature. The overlying sandy soils are a product of years of development over the original Bassendean Dune system and vary in material. The underlying Bassendean sands have the potential of localised “coffee rock” (limonite-cemented sand). Due to the hydrological context of the site, the area will require the importation of fill (or cut and fill) to achieve appropriate separation to groundwater.

4.1.2.1 Contaminated Soils

According to the Department of Water and Environmental Regulation (**DWER**) acid sulphate soil (**ASS**) mapping, the entire project is identified in an area with a ‘Moderate to Low Risk’ of acid sulphate soils occurring within 3m of the natural surface but a high to moderate risk of acid sulphate soils occurring beyond 3m. Where ASS investigations are required and ASS is detected, an ASS Management Plan will be required prior to subdivision and/or development.

Lot 120 on Diagram 84214 (No.419) Great Eastern Highway, Redcliffe is identified as a site that has been reported as a known or suspected contaminated site in accordance with the *Contaminated Site Acts 2003* (refer to **Table 6 Contaminated Sites Database**). The contamination is associated with the land’s historic (former) use as a service station from approximately 1959 to 2019. According to the DWER’s contaminated sites database, hydrocarbons have been discovered in the soil in the centre of the site and the groundwater as a plume extending off the site in a northerly direction.

Remediation works were conducted in 2000 and comprised the removal of underground storage tanks and associated ancillary equipment, and the excavation of accessible hydrocarbon-impacted soil. Notwithstanding these works, it is suspected that some hydrocarbons remain, however, not to a level that would pose a significant health risk to site users, the wider community or the environment in accordance with DWER guidelines. A site management plan titled 'Environmental Management Plan BP Redcliffe Service Station 419 Great Eastern Highway, Redcliffe’ (JBS&G, September 2019) was prepared and outlines various management mechanisms to ensure adequate protection of future site workers and visitors, the surrounding community and the environment, including excavation and land use restrictions. The site is considered to have been remediated such that it is suitable for continued commercial/industrial land use, subject to the implementation of the management mechanisms. Several sensitive commercial/industrial uses, such as childcare and schools, are not considered appropriate.

A memorial stating the site's classification has been placed on the certificate of title and will trigger the need for further investigations and risk assessment should the site be proposed for more sensitive land uses. Should future development on the site involve sensitive uses such as residential, further investigation may be required as part of subdivision and/or development.

Table 6 Contaminated Sites Database (*Source: DWER-059*)

Matter	Details
Address	Lot 120 on Diagram 84214 (No.419) Great Eastern Highway, Redcliffe
Site No.	76, 747
Site Classification	Remediated for restricted use
Date Classified	21/1/2020
Nature and Extent of Contamination	• Hydrocarbons (such as from petrol, diesel and oil) – groundwater • Hydrocarbons (such as from petrol) – soil

4.1.2.2 Ecology

The site is an existing urban area and has no remnant vegetation areas of any scale. There are several mature trees across the subject area, with most located nearby the ASMD corridor and the surrounding POS areas. The surrounding POS areas has limited community function although it is well used for passive recreation and residents are known to value the space and in particular the mature trees within it.

Elsewhere, mature trees are in some road reserves and in private property across the subject area, with 10 to 25% of vegetation cover on most residential lots. Trees and vegetation across the subject area are domestic and street tree planting is a mix of exotic, Australian and local species.

Tree coverage is absent in most road reserves, surrounding the Redcliffe transit station and in commercial lots fronting Great Eastern Highway.

There are no areas of remnant bushland (including bush forever areas) but individual specimens of trees that may have survived the decades of urbanisation. It was noted in 2020 during the preparation of the draft ACP that banksia vegetation in south-west of the subject area, may represent species noted as a threatened ecological community, however, this vegetation has been impacted by the Tonkin Highway clearance works.

The ASMD is human-made and has little to no existing riparian or aquatic habitat due to significant modification, regular clearing of nearby vegetation and poor water quality.

4.2 Hydrological Characteristics

4.2.1 Surface Water

The subject area contains no natural waterways or wetlands. The only surface water feature in the subject area is the ASMD; a straight, open stormwater drain diagonally traversing the subject area and flowing to the Swan River via a culvert under the Great Eastern Highway. The ASMD is managed by the Water Corporation as it serves a broad, regional catchment to the south and east as far as Kalamunda. Within the subject area, the primary catchment lies to the south of the ASMD.

The ASMD has been significantly modified in the past and most recently, the ASMD was partly realigned and reconfigured to facilitate the Forrestfield-Airport rail alignment. The eastern portion of the drain was converted to pipe, and the remainder was reconfigured into an open trapezoidal ditch, with sections culverted. The open portion of the drain is approximately 2m wide at its base, 1.5 to 2m deep and estimated 1:2 side slopes. The banks of the drain are grassed and show little signs of erosion.

A small amount of baseflow was present in the channel during a site inspection in December 2023. The flow was observed to have low turbidity with brown tannin colouration. Additionally, large amounts of construction sediment have been present in the ASMD in recent years and a significant sediment plume at its outlet into the Swan River has been identified in the past. This is most likely a result of construction activity within Perth Airport estate and the commercial and light industrial areas upstream. Water quality is expected to be poor and include heavy metals and hydrocarbons.

The State Government, in consultation with the City, have plans to upgrade and improve the ASMD. A preliminary concept design has been developed. More details of the planned upgrades to the ASMD are provided in **Part 2** of this report and within the Redcliffe Station Precinct Improvement Scheme Water Management Report (Urbaqua, dated March 2025) included at **Appendix A**.

Following the implementation of the concept design, it is expected that the City will be responsible for the ongoing management and maintenance of the integrated ASMD living stream and surrounding POS areas. The Water Corporation will retain responsibility for the performance of the overarching regional drainage system and will require access to the ASMD channel in an ongoing manner to clear blockages and undertake other necessary maintenance as required to maintain the functionality of the drain.

As the ASMD connects to the Swan River, it is possible that development in the subject area could indirectly impact the Swan River. To ensure environmental impacts are avoided, all development must comply with the water management strategies outlined within the Redcliffe Station Precinct Improvement Scheme Water Management Report, which includes a requirement for on-site treatment of water to an acceptable standard before it is discharged into the local drainage network.

4.2.2 Flood Modelling

The Water Corporation have undertaken a modelling assessment of the existing capacity of the ASMD in their role as managers of the regional drainage system. Recent advice indicates that the current capacity of the ASMD is sufficient to satisfy their drainage license requirements such that there will be no flooding from the drain in events up to and including a 10% annual exceedance probability (**AEP**) event. However, flooding may occur in a larger 1% AEP event, impacting the adjacent POS areas and possibly some properties to the north. It is critical that future planned upgrades to the drain do not reduce the capacity of the existing system and should aim to contain any flooding in the 1% AEP to the surrounding POS and road reserves. This modelling undertaken has been considered as part of the development of a concept design for upgrades to the ASMD, and the inclusion of on-site water retention and minimum finished floor level requirements of affected properties within the Improvement Scheme text.

4.2.3 Groundwater

Generally, groundwater can be found at a 5m depth across the subject area and flows in a north-western direction towards the Swan River. Groundwater levels identified within reporting for the ASMD realignment investigations, as derived from DWER databases, show levels vary across the subject area from 3m AHD adjacent the Great Eastern Highway rising to 8m AHD on the eastern boundary shared with the Perth Airport estate. Groundwater levels vary according to weather and rainfall parameters. Site-specific investigations will likely be required to confirm the depth to groundwater prior to the development of basements, to determine if groundwater management measures will be required.

4.2.4 Wetlands

According to DBCA and DWER mapping, a small portion of a larger multiple-use wetland affects the northern portion of the subject area however, this area contains no environmental values. The area has been developed for the purposes of the train station and is no longer a wetland. In an urban environment with few natural areas, water and vegetation, the ASMD somewhat functions as an 'urban wetland' providing some habitat refuges for birds, insects and other wildlife, open space and environmental amenity for the local community, and provides for some cooling for the surrounding urban area.

4.3 Bushfire

SPP 3.7 bushfire risk area mapping identifies the southern corner of the subject area within a bushfire risk-prone area (Area 1 Urban). A Bushfire Management Plan (**BMP**) (Emerge Associates, 2021) was prepared across the subject area in support of the draft ACP and explains the affected area contains small patches of forest (Class A) and scrub (Class D) vegetation, and several undeveloped lots contain unmanaged grassland (Class G) vegetation. Surrounding and nearby the precinct, the following vegetation has been identified which may also pose a bushfire risk that should be considered in assessing bushfire risk associated with properties and sites within the subject area:

- Forest and grassland vegetation to the west, south and east of the subject area;
- Scrub vegetation to the south and east; and
- Shrubland (Class C) vegetation to the south and east of the site.

The outcomes of the BMP demonstrated that as development progresses, it will be possible for an acceptable solution to be adopted for each of the applicable bushfire protection criteria. The Bushfire Attack Level (**BAL)** assessment completed for the subject area as part of the BMP indicates that a BAL-rating of BAL-29 or lower can be achieved at future habitable buildings across most of the subject area, except for a portion along the south-western and south-eastern boundaries, where a BAL-29 rating is exceeded. Since the review in 2021, it is noted that most of the bushland in the Tonkin Highway reserve has been cleared to allow for the road upgrade by the MRWA. It is reasonable to assume that the clearing would result in a lowering of bushfire risk and may mean that a BAL-29 rating or lower can be achieved within the subject area

adjacent the reserve. Should subdivision and development occur within this area, a BAL assessment will be required, and potentially a BMP to demonstrate risk can be mitigated or managed.

4.4 Noise and Vibration

The subject area is not within any of the 20 – 25 ANEF contour associated with the Perth Airport, although the contour is located approximately 270m to the west of the subject area's north-western corner. Policy measures within SPP5.1 apply to land within the 20 Australian Noise Exposure Forecast (**ANEF**) noise contour, and therefore, do not apply to the subject area. There is no restriction on zoning or development within areas outside the 20 ANEF.

A desktop assessment has identified portions of the subject area are within proximity of two "Major Traffic Routes" (i.e. Tonkin Highway and Great Eastern Highway) and a "Metropolitan Passenger Railway" (i.e. Airport Line), which triggers the consideration of the objectives and provisions of SPP5.4. These areas may be affected by noise and vibrations associated with the road and rail networks. In preparing the Improvement Scheme, consideration has been given to the objectives and provisions of SPP 5.4.

4.5 Heritage

4.5.1 Aboriginal Cultural Heritage

There are no registered Aboriginal Cultural Heritage sites within the subject area, however a desktop assessment of the DPLH Aboriginal Cultural Heritage Inquiry System has revealed a registered site exists adjacent the north-eastern boundary. The details and location of this site are provided in the **Table 7 Summary of Registered Aboriginal Cultural Heritage Sites** and **Figure 10 Location of Registered Aboriginal Cultural Heritage Sites**.

Table 7 Summary of Registered Aboriginal Cultural Heritage Sites

ID	Name	Place Type	Registered	Restricted Place	Culturally Sensitive	Boundary Reliable	Address
16694	**Redcliffe Wetland**	Camp; Creation / Dreaming Narrative; Historical; Meeting Place; Landscape / Seascape Feature; Water Source	Yes	No	No	Yes	5, 9, 13, 19 and 25 Redcliffe Road, Redcliffe

4.5.2 State and Local Heritage

A desktop assessment of the Improvement Area identified that there are no places of State or local heritage significance within or immediately abutting the subject area.

Figure 10 Location of Registered Aboriginal Cultural Heritage Sites

4.6 Demographic and Social-Economic Analysis

A Demographic and Socio-Economic Analysis, prepared by Pracsys in August 2023 considers characteristics of the local residential population. To undertake the demographic and socio-economic analysis, the local government area has been used as the analysis catchment (refer to **Figure 11 Catchment for Demographic and Socio-Economic Analysis – City of Belmont local government area and South Guildford**), however, the catchment boundaries were extended to incorporate South Guildford as this population may be relevant to future commercial uses within the subject area. Where available, a smaller catchment was analysed, which encapsulates the subject area and the Perth Airport only (refer to **Figure 12 Catchment for Demographic and Socio-Economic Analysis – Redcliffe and Perth Airport**).

In preparing the Improvement Scheme, consideration has been given to the findings of the demographic and social-economic analysis. A summary of the key findings are provided herein.

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Figure 11 Catchment for Demographic and Socio-Economic Analysis – City of Belmont local government area and South Guildford

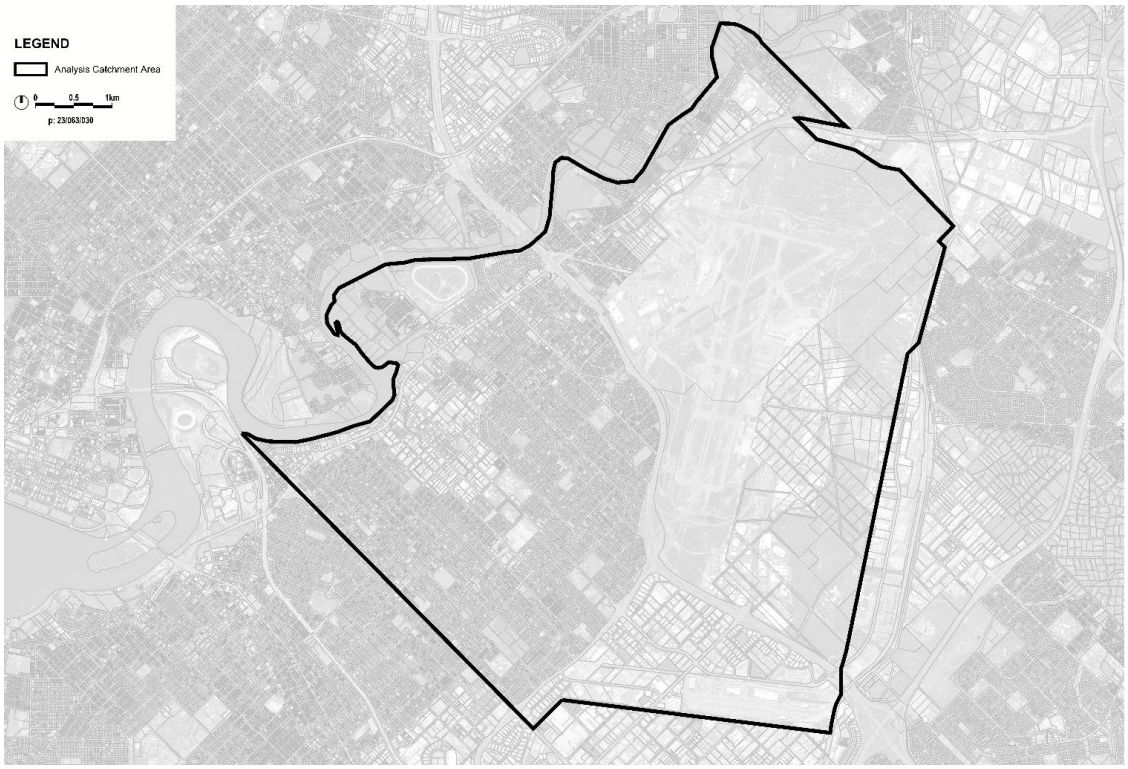
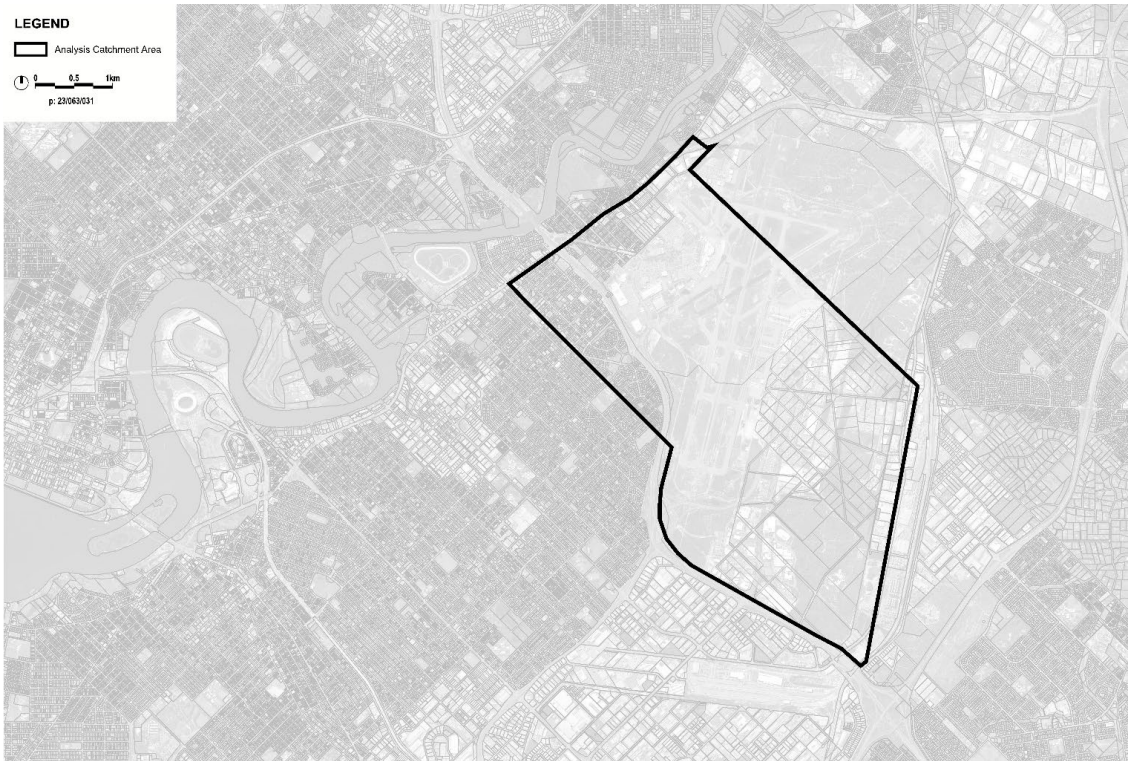


Figure 12 Catchment for Demographic and Socio-Economic Analysis – Redcliffe and Perth Airport



4.6.1 Population Forecast

Based on WA Tomorrow (to 2031) and Forecast.id (to 2041), population within the subject area is anticipated to significantly increase at a growth rate of 157% between 2021 and 2041. High population growth in and around the subject area will necessitate appropriate increases in access to retail goods and services, recreation and community facilities and employment opportunities.

4.6.2 Age

Majority of the population catchment is between 25 to 34 year old, with this age group representing approximately 20% of the total catchment population. The proportion of residents gradually decreases from the age of 50 and above, indicating a demographical transition towards younger age groups.

This age bracket is likely to spend more on convenience retail goods and services, and on childcare given the maternal age of mothers is 31.

The housing needs of this age bracket should be considered when delivering housing in the subject area as part of future development.

4.6.3 Household Types, Size and Tenure

The abovementioned age profile of the catchment is reflected in the constitution of household types, composition and size. Based on Forecast.id, most of the households within the catchment are lone-person households (29%), which is higher when compared to WA-wide statistics (25%). This is followed by couples without children (22%). These two household types represent close to 50% of households.

The average household size is 2.3 persons, and this is forecasted to be maintained to 2026.

Most houses in the catchment are single houses (77%), followed by semi-detached row or terrace houses. Locationally, despite the fact the dominant accommodation type is the single-detached house, market activity is dominated by high volumes of unit transactions. This suggests there is a high investor participation in the unit market and/or a transient population, either as a function of work, study or family formation.

Most households (38%) in the catchment are rented, which is higher when compared to WA-wide statistics (26%). Rentals have increased from 34% in 2016, suggesting property investment has occurred in the locality.

This analysis suggests a need for more housing diversity to cater for single households and households without children and provide for rental accommodation.

4.6.4 Education

A total of 35% of the total population catchment have completed secondary education, and 20% have completed a bachelor's degree. Higher density development within the subject area is likely to attract persons with a higher education level. Higher educated persons tend to have higher salaries and participate in more cultural and recreational activities, which may increase the viability of retail uses and the demand for entertainment and recreation facilities.

4.6.5 Income

Low (i.e. $1,000 per week) and middle-income ranges (i.e. $2,000 to $3,999 per week) are the most highly represented in the local population. It is likely that higher-density development within the subject area will attract residents with higher incomes than the current median for the catchment area. This should be considered when planning the types and quality of dwellings in the subject area and may provide additional discretionary spending for retail and entertainment goods and services.

4.6.6 Industry of Work

"Health care and social assistance" hold the highest industry of employment representing 12% (refer to **Table 13 Top 10 Industries of Employment**) of the local population. This sector is followed by various sectors including retail trade, construction, mining, accommodation and food services, and professional services each representing 8% of the population. Other sectors of employment include transport, postal and warehousing (7%), education and training (6%), public administration and safety (6%), and manufacturing (5%).

The high level of accessibility provided by infrastructure such as the Redcliffe Station is likely to increase the attractiveness of the area to those who work in the Perth Central Business District (**CBD**).

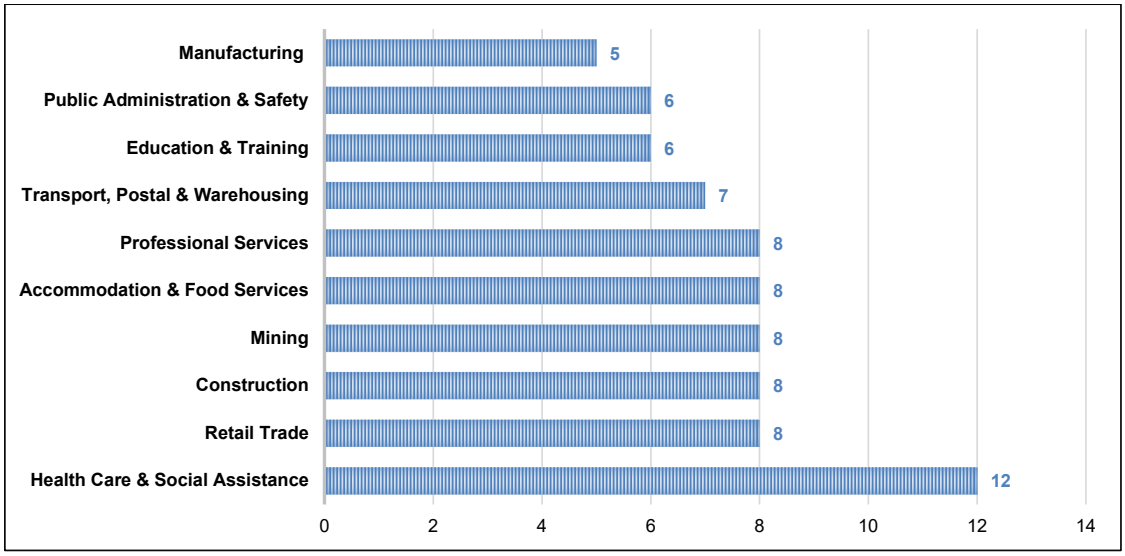
Table 8 Redcliffe and Perth Airport – Comparison of Top 10 Industries of Employment shows a comparison of key employment sectors of residents with the nearby Perth Airport area. Perth Airport's leading industry sectors include

transport, postal and warehousing (34%) and mining (17%). Notable contributions are also made by retail trade (10%), public administration and safety (6%) and wholesale trade (5%). Jobs within the abovementioned industries are typically higher paying and likely to attract employees from a wider catchment. As the subject area grows and develops, there is an opportunity to increase the number of persons who live and work locally. Improving the amenities in the subject area, such as through the enhancement of the ASMD and increasing the convenience goods and service offering, will make the area more attractive to skilled and strategic workers who work in the Perth Airport estate.

Table 8 Redcliffe and Perth Airport – Comparison of Top 10 Industries of Employment

Sector	Top 10 Sectors of Employment	
	City of Belmont Residents	Perth Airport Workers
Health Care and Social Assistance	12%	3%
Retail Trade	8%	10%
Construction	8%	3%
Mining	8%	17%
Accommodation and Food Services	8%	4%
Professional, Scientific and Technical Services	8%	3%
Transport, Postal and Warehousing	7%	34%
Education and Training	6%	-
Public Administration and Safety	6%	6%
Manufacturing	5%	-
Wholesale Trade	-	5%
Administrative and Support Services	-	3%

Figure 13 Top 10 Industries of Employment

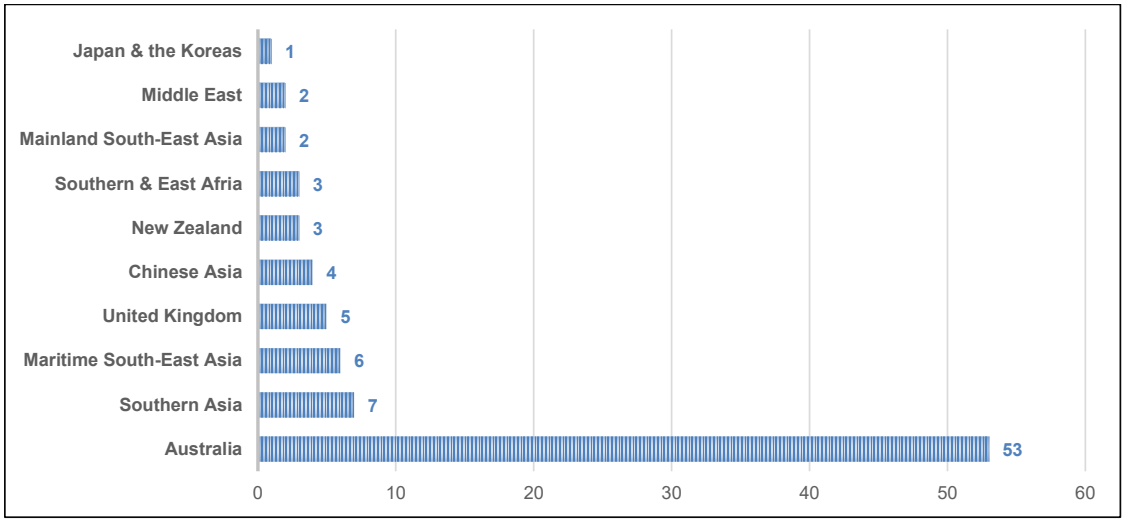


4.6.7 Diversity

A seen in **Figure 14 Top 10 Countries of Birth**, a total of 53% of the local residential population were born in Australia. A substantial proportion of the population are from Southern Asia, Maritime South-East Asia and the United Kingdom, representing 18% combined. This suggest the local population is a diverse and internationally connected community. This suggests a need for greater diversity in alternative accommodation choices as compared to the single-detached housing that currently makes up a significant portion of the subject area.

Culturally and Linguistically Diverse (**CaLD**) populations are more likely to use community services. These services can be co-located with commercial uses to provide support for multi-purpose visits and activation of the areas surrounding the train station.

Figure 14 Top 10 Countries of Birth



4.7 Development Feasibility

Market research and development feasibility testing were undertaken by Cygnet West in March 2024 to support the preparation of the Improvement Scheme. In terms of current and future land use and built form typology, paramount to land use feasibility is the probable market catchment and demographic definition of probable buyers/users. Cygnet West applied three measures of probable market catchment and utilised datasets from within those catchments to frame an opinion on market acceptance of product typology and pricing, and therein, current development feasibility. In a suburban context and by way of residential and commercial transaction analysis, the following locations were considered:

- Ascot
- Ashfield
- Bayswater
- Belmont
- Cloverdale
- Kewdale
- Maylands
- Redcliffe
- Rivervale

To establish market depth and pricing behaviour, residential and commercial transaction activity from 1 January 2018 to 29 February 2024 was analysed. This analysis has been supplemented by reference to the Real Estate Institute of Western Australia (REIWA) Suburb and Regional Profiles and listings as posted on realestate.com.au as of March 2024.

Particular consideration was given to the catchment within a 10 to 15 minute drive time distance from Redcliffe Station, which was undertaken based on anticipated buyer type and buyer behaviour relative to demography and market entry price points and affluence.

A summary of the key findings and recommendations from this assessment are provided in the following sections.

4.7.1 Residential Development Market Overview

The metropolitan Perth market is experiencing a paradigm change, which is undoubtedly a consequence of COVID-19 and various Federal and State government policy responses, which have accelerated economic performance and market change driven by structural changes in production and supply chains, and subsequent demand-led responses.

The low availability of accommodation stock has increased prices both in capital values and rent and is pushing both renters and buyers further afield. Since mid-2023, this has seen a significant resurgence in residential land sales as buyers desperate for accommodation return to house and land packages. Land sale volumes have increased dramatically, and price growth for land is evident across most greenfield locations. Investors have also returned to this sub-market, banking on continued strong yields from new rental property.

Moreover, data is now demonstrating an increase in residential building approvals and commencements in 2023. It can be reasonably expected that this will translate to a further tightening in residential construction capacity and may lead to further cost inflation in this sector. Accordingly, given the actual and forecasted population growth, and the scarcity of land and housing stock, it is anticipated that there will be continued strength in the land and housing market for 2024, and for 2025.

The recent pricing shift in traditional residential houses and low to medium-density units has not yet translated to the higher-density unit market outside Perth's premium suburbs and inner core. The medium to high-density dwelling market is close to coming to a standstill, with cost and financing pressures having stalled the feasibility for a significant number of developments in 2023.

Inflated construction costs and builder capacity constraints are affecting medium to high-density dwelling delivery. Buyers are not confident to invest in this type of product, with several off-the-plan projects stalling or failing across 2022 and 2023. This recent poor performance, by way of price and delivery, has tainted buyer perceptions and attitudes in this sub-market however, there is some evidence that this is now changing with scarcity in accommodation availability and limited supply forcing change.

Many developers in this market have shifted focus to the low to medium-density accommodation, taking advantage of the broader depth of builders' capacity to deliver this product, lower costs of construction and quicker delivery timeframes.

4.7.2 Recommendations to Support Development Feasibility

Cygnet West identified three key recommendations to support development feasibility and achieve the vision for the subject area's redevelopment are discussed below.

4.7.2.1 Precinct Rebranding

Redcliffe is well placed in the metropolitan context. It is closely located to employment centres, the Perth CBD, retail, commercial, civic and community services, and is accessible via the transport network.

To successfully redevelop the precinct, a rebranding is necessary to alter perceptions and reposition the precinct's standing in the market. Whilst the investment in public transport has had a positive impact, on its own it is insufficient to create change. Two key opportunities have been identified in this regard:

- Attract higher-order employment opportunities and skills to the location, through high levels of service amenity and employment opportunity. Key to this is the industry employment opportunities within the Airport West precinct, as envisioned within the Perth Airport Master Plan 2020.
- Providing high environmental landscape quality, including streetscapes, parklands and the upgrades to the SMD into a living stream.

4.7.2.2 Minimising Developer Contribution

A critical assumption in the feasibility analysis undertaken by Cygnet West, was that there was utility servicing infrastructure within the subject area with sufficient capacity to accommodate a full build-out of the precinct. Moreover, it was assumed that all road and open space upgrades including street scaping and upgrades to the SMD have been undertaken by the responsible authorities and not private developers.

A key risk to the State is that early capital expenditure applied to give effect to the redevelopment vision will simply provide windfall value uplift for the existing landholders, rather than encouraging developer participation and quality development. On this basis, it was determined that it could be reasonable for a minimal developer contribution scheme to be applied, however, careful consideration should be given to the appropriate mechanism and costs being passed onto developers and future buyers/residents, which would impede feasibility and impact the ability to provide for housing affordability.

4.8 Existing Movement Network

In 2019, Flyt Consulting were engaged to prepare a Transport Impact Assessment in support of the draft ACP. This report was reviewed as part of the literature review and the findings were determined to be suitable to inform the movement considerations in the Improvement Scheme. The following sections include a summary of the existing movement network in the subject area as detailed in this report.

4.8.1 Existing Road Network

4.8.1.1 Regional Road Network

Primary vehicle access into the subject area is provided from two major roads being Great Eastern Highway abutting the northern and western boundary, and Dunreath Drive abutting the eastern boundary, which connects to Tonkin Highway further to the south-east and abuts the southern boundary of the subject area. Great Eastern Highway and Tonkin Highway function as primary regional roads. Tonkin Highway has been subject to substantial upgrades. The recent completion of the Gateway WA Freeway project and NorthLink WA works has provided additional road infrastructure, which has increased vehicle capacity and improved safety. Great Eastern Highway has been subject to minimal upgrades, including at the intersections of Coolgardie Avenue and Fauntleroy Avenue to the north-east of the precinct. Whilst the highways and major roads that surround the subject area provide for high levels of regional accessibility to/from all directions, they also influence and restrict the functionality of the local road network, discussed further below.

Great Eastern Highway

Along its northern and western boundaries, the subject area abuts Great Eastern Highway which is identified as a PRR and a 'Primary Distributor' road via the MRWA Road Hierarchy database. Four local roads within the subject area connect with Great East Eastern Highway, including Boulder Avenue, Central Avenue, Bulong Avenue and Coolgardie Avenue. Full movement is provided to/from the subject from all roads, except for Boulder Avenue / Brearley Avenue. Refer to **Table 9 Vehicle Movements to/from Great Eastern Highway** and **Figure 15 Great Eastern Highway Movement and Controls** for details. Several properties take access directly from Great Eastern Highway and there are some reciprocal access arrangements established.

Table 9 Vehicle Movements to/from Great Eastern Highway

Road	Figure 15 Reference	Movement to/from Highway	Control
Coolgardie Avenue	1	Full movement	• Signalised intersection
Bulong Avenue	2	Full movement	• Painted road line markings • Give way sign • Through movement along road is restricted via cul-de-sac
Central Avenue	3	Full movement	• Painted road line markings • Give way sign • Through movement along road is restricted via cul-de-sac
Boulder Avenue / Brearley Avenue	4	Full movement	• Raised island • Give way sign • Line markings

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Figure 15 Great Eastern Highway Movement and Controls

Tonkin Highway

To the south, the subject area abuts Tonkin Highway, which is also identified as a PRR and a "Primary Distributor" road via the MRWA Road Hierarchy database. No local streets connect to Tonkin Highway. The highway has been lowered and is separated from the subject area via depreciated topography.

Connection over the highway is provided via a bridge (Stanton Road bridge) which provides for connection to the southern portion of the suburb of Redcliffe and beyond. The bridge and portions of Stanton Road either side are identified as a PRR, however is under the care and control of the City.

The State Government recently completed significant upgrades to the Highway between Collier Road and Dunreath Drive. The Tonkin Gap Project included the incorporation of additional lanes in both directions, new bridges over the Swan River, Guildford Road, Railway Parade and Dunstone Road, a new shared path for bike riders and pedestrians and enhanced connections, and interchange upgrades at Guildford Road and Great Eastern Highway.

Dunreath Drive

To the east and south-east, the subject area abuts Dunreath Drive, which connects to Tonkin Highway in the south-east and Great Eastern Highway in the north-west (full movements allowed for). Dunreath Drive makes up the primary route to/from Terminals 3 and 4 of the Perth Airport and the surrounding commercial land uses within the Airport West precinct. Dunreath Drive is identified as a 'Distributor' road on the MRWA Road Hierarchy database.

4.8.1.2 Restricted Access Vehicle Network

The area has good access to the existing Restricted Access Vehicle (**RAV**) network in which Great Eastern Highway, Tonkin Highway and Dunreath Drive contribute to. Although the roads within Perth Airport estate adjacent to the precinct are not classified, they generally perform the function of 'District Distributor' level roads with their principal function being the movement of vehicles as opposed to providing access to urban form.

There are no classified roads within the subject area that have a RAV designation.

4.8.1.3 Local Road Network

Most streets within the subject area are lower-order, local streets classified as 'Access Roads' on the MRWA Road Hierarchy database. Historically, the local street network formed a traditional grid network with primary vehicular access into the subject area from Great Eastern Highway at several locations, as is the case in the current context. In the 1960's, Brearley Avenue was constructed as the main route to the Perth Airport from Great Eastern Highway, carrying upwards of 36,000 vehicles per day. This road previously dominated the local road network and divided the subject area, however in late 2017, the road was altered to make way for the Redcliffe Station. A small portion of Brearley Avenue has been retained and is still included in the road hierarchy but now concludes at First Street.

Second Street and Stanton Road in the southern portion of the subject area are classified as 'Local Distributor Roads' on the MRWA Road Hierarchy database. These roads provide connection to the southern portion of Redcliffe via a bridge over the Tonkin Highway reserve which was constructed in the 1980's. Since the closure of Brearley Avenue as a through route to the Perth Airport, vehicle movements along this route have increased over time.

The posted speed limits on most streets within the subject area is 50 kilometres per hour (**km/h**). A residual 60km/h posted speed limit exists on the former Brearley Avenue alignment and there is a school speed zone (40 km/h speed limit) along Kanowna Avenue East, Stanton Road and Second Street associated with Redcliffe Primary School that is in operation at posted times.

4.8.2 Public Transport Network

With the development of the Redcliffe transit station and the Forrestfield-Airport link, the subject area now benefits from excellent public transport connectivity via train and bus. The furthest location from the transit station (western corner of the subject area) is located 850m. Most of the subject area is located within a 400m – 800m walking distance. The Forrestfield-Airport Line commences in Claremont, travels through the Perth CBD, and spurs off the existing Midland line at Bayswater station before arriving at Redcliffe. The train line then travels to Terminals 1 and 2 at the Perth Airport (Airport Central train station) and runs through to High Wycombe in the east suburbs of Perth.

It takes approximately 15 minutes to travel to/from Redcliffe transit station to the Perth CBD, and approximately 3 minutes to travel from Redcliffe transit station to/from Airport Central. Trains depart every 12 minutes in peak hours, otherwise every 15 minutes during the day and every 30 minutes at night.

Several buses frequently depart from the Redcliffe transit station or Great Eastern Highway and provide connectivity to the suburbs to the south and north of the subject area such as Belmont, Cloverdale, Guildford, Kewdale, Lathlain, Rivervale, Carlile, Victoria Park and South Guildford Cannington; Terminals 3 and 4 at the Perth Airport, and the Perth CBD, as outlined below:

- Route 935 (high frequency) providing a link to St Georges Terrace in the CBD via Belmont Forum.
- Route 940 (high frequency) providing a link to the CBD via Great Eastern Highway.
- Route 39 to the CBD via the suburbs of Lathlain, Belmont and Cloverdale.
- Route 290 and 291 to Midland Station via the suburbs of Guildford and South Guildford.
- Route 293 to High Wycombe Station via the industrial areas on Abernethy Road and Belgravia Street.
- Route 292 to Perth Airport T3 and T4 on Fauntleroy Avenue.

4.8.2.1 Development within the Vicinity of the Forrestfield-Airport Line

Extensive engineering investigations were conducted by the PTA as part of the planning for and construction of the Forrestfield-Airport rail line. To protect the rail tunnel infrastructure various guidelines and agreements apply to future development the precinct, specifically, portions of the Station, Station Frame, Urban Corridor and Neighbourhood sub-precincts (refer to **Figure 16 Copy of the Improvement Scheme Map**).

Prior to commencement of any development within PTA's protection zone, or any works associated with development, the applicant/landowner must obtain approval from the PTA, by submitting an application to the satisfaction of the PTA for any works in and around the operating railway corridor, assets or infrastructure. The application should provide an assessment of the proposed works in accordance with the *PTA's 8810-450-003 – Procedure – Working In and around the PTA Rail Corridor, Assets and Infrastructure*, *FAL-PTAWA-PN-PRC-0002 PTA Protection Zone Limitations for the Airport Line – Perth Airport Estate (PAPL)* and any relevant PTA Standards & Procedures (and any amendments).

In addition, the agreement between the PTA and the City – (*Interface coordination plan - for Redcliffe Station and the underground rail facilities – from the Swan River to Perth Airport boundary*) is applicable to the precinct

Please note that PTA guidelines and agreements are subject to review and may be amended from time to time. The applicant/landowner is advised to contact PTA for regarding the most up to date information.

4.8.3 Pedestrian and Cyclist Network

According to "Walk Score" analysis conducted in 2025, Redcliffe reflected a 48 / 100 score, with most trips requiring a car. The existing pedestrian network within the subject area is limited with many streets having a footpath on one side of the street and some sections of cul-de-sac not having footpaths at all. There are existing shared-use classified paths along the Brearley Avenue corridor, Second Street and Kanowna Avenue that are higher-order paths.

The pedestrian connectivity is constrained by the major roads which surround the subject area. There are shared-use path connections on the bridges over the Tonkin Highway (Stanton Road and Great Eastern Highway) to the existing Principal Shared Path that runs along the western side of the highway. These bridges provide pedestrian district connections to the south and north-west and provide for localised connection to the southern and western side of Redcliffe, and to the western side of Ascot. There are pedestrian crossing phases at the signalised intersections on Great Eastern Highway at Brearley Avenue and Coolgardie Avenue which provide for connection into the north-western portion of Ascot and the PSP that runs along the eastern side of the Swan River and through POS and bushland areas. There are no controlled crossings on Dunreath Drive to the Perth Airport estate.

Like the pedestrian network, the existing shared-use paths provide for cycling within the subject area and connections to the wider shared path networks. Coolgardie Avenue, First Street, and Second Street are all classified as having good on-street riding environments.

To support the growth and development of the subject area in accordance with transit-orientated development principles, opportunities to enhance the walkability and cycling of the subject area and improve the streetscape to support active modes of transportation should be explored. The provisions within the Improvement Scheme text, and the development of the Concept Plan discussed in Part 2, have been informed by the objective of enhancing pedestrian and cyclist movement in the subject area.

4.8.4 Perth Airport Flight Paths

The Perth Airport's Terminals 3 and 4 are currently located east of the subject area and provide for Perth's primary domestic airline service. The subject area is affected by airline flight paths and to protect these flight paths, a 60m AHD height restriction applies in accordance with the Airports (Protection of Airspace) Regulations 1996. This height limit has been considered and has informed the establishment of the maximum building height limits outlined in the Improvement Scheme text.

It is acknowledged that the Perth Airport has plans to construct a new runway and consolidate all terminals to the Airport Central precinct as part of longer-term expansionary plans. These projects may affect the direction of flight paths and may lead to the height limit that applies to the subject area being removed.

For the time being, the height provisions within the Improvement Scheme text and the development of the Concept Plan discussed in Part 2, have been informed by the height limits associated with the current flight path.

Proponents are encouraged to engage with PAPL to understand the timing of any changes to the fight paths. As part of the referral process for subdivisions and/or development applications, the PAPL should be consulted, and the WAPC should have consideration for any submission provided by PAPL through this process.

4.9 Existing Infrastructure Services

In 2019, TABEC were engaged to prepare an Infrastructure Servicing and Cost Estimate Report in support of the draft ACP. WSP reviewed the previous work undertaken by TABEC and considered the recommendations from this work in the context of relevancy and applicability to the Improvement Scheme. This investigation has confirmed that:

- The infrastructure upgrades previously identified are generally reasonable but may need to be reviewed to confirm minor omissions, such as the replacement of light poles and recent infrastructure changes, such as the changes to the water supply network.
- The past work accounted for the redevelopment of the subject area to a greater density and population when compared to the Improvement Scheme concept. The reduction in yield is unlikely to result in significant reductions to the infrastructure upgrade requirements, however, some upgrades, such as servicing capacity upgrades to development lots, may not be required to the same extent that was previously contemplated.
- The cost estimates are considered to be generally reasonable however, it is recommended that these costs be reviewed as they are now considered to be out of date. The cost estimates do not account for inflation and the increase in construction costs that have resulted after the COVID-19 pandemic. The cost estimates relating to the Southern Main Drain were formulated before the recent concept design work undertaken which is understood to be a more cost-effective solution than previously contemplated.

Given the deemed relevancy of the prior infrastructure upgrade assessment, the following sections summarise the findings of the abovementioned TABEC report, in addition to the Water Management Report prepared to support the Improvement Scheme (included at **Appendix A**).

Overall, new infrastructure and upgrades to existing infrastructure will be required to support subdivision and development within the subject area, some of which will need to be funded by proponents. This is discussed further in Part 2 of this report.

As explained in **Section 4.7**, the costs of these upgrades are understood to impact development feasibility and to support development in the subject area in accordance with the Improvement Scheme, the Government should consider funding infrastructure upgrades where practical, through mechanisms such as funding and grants.

4.9.1 Wastewater

Wastewater reticulation is currently available throughout the subject area. The existing network consists of mainly DN150 reticulation grading centrally to a DN225 pipe in First Street, Bulong Avenue and Coolgardie Street before travelling north to a pumping station (Type 40 Coolgardie Avenue Pumping Station) located in Coolgardie Avenue west of the intersection of Bulong Avenue. A portion of sewerage reticulation can be found within easements at the rear of private properties or in POS areas, providing connections for existing dwellings.

In addition to the existing gravity network, the Perth Airport is serviced by a DN150 private pressure main traversing the full length of First Street, but this does not discharge into the gravity network and completely bypasses the pumping station on Coolgardie Avenue.

4.9.2 Water Supply

Reticulated water supply is currently available throughout the subject area and consists of cast iron, asbestos cement, polyvinyl chloride, and steel pipes ranging from DN100, DN150, and DN205. The area is supplied from a major distribution from a major DN800 steel distribution main in GEH, near Boulder Avenue.

4.9.3 Water Management

Water is managed in the subject area via an existing network of local urban drains managed by the City, and the ASMD managed by the Water Corporation. The local drainage infrastructure is piped and located under most roads in the subject area. The ASMD is an open, district-level drain. The Water Corporation's main drains are operated on the basis that post-development flows should not exceed pre-development flows.

4.9.4 Electricity

Investigations conducted by 3E Consulting Engineers in March 2018 (appended to the TABEC Infrastructure Servicing and Cost Estimate Report dated 2019) identified that the subject area is currently serviced by existing Western Power distribution infrastructure. The network consists mostly of aerial 22kV three phase High Voltage (**HV**) and Low Voltage (**LV**) power lines. This includes three pole-top transformers and several pole-top HV fuse frames. There are four ground-mounted substations, with short sections of associated underground power cables. As a minimum, the LV aerial network extends through majority of the streets, supplying the existing premises.

The power to the subject area appears to be from the nearby Western Power Belmont Zone (132kV/22kV) Substation (**BEL**), which is approximately 2.5km to the south-west at the corner of Alexander Road and Belgravia Street. The HV network enters the site via Stanton Road and then splits in two directions are the intersection of Stanton Road and Kanowna Avenue East. One line heads north along Kanowna Avenue East, exiting the site under the Great Eastern Highway. The other continues along Second Street, travels along Coolgardie Street, and then exits the subject area under Great Eastern Highway. The HV network along Coolgardie Street also splits in two directions at the intersections of First Street to service Bulong Avenue and Central Avenue, and at Redcliffe Road, existing the subject area and servicing the adjacent area to the north. There are several short HV spur lines from the main HV line, feeding transformers.

Some information on the capacity of the BEL and nearby zone substations can be determined from Western Power's Public Network Capacity Mapping Tool. **Table 10 Substation Capacity** summarises the available capacity in 2018, forecasts the available capacity in 2026 and 2036.The capacity of HV feeder circuits is typically in the order of 8MVA. As the HV network from the BEL that supplies the subject area is shared with many customers outside of the site, there is likely to be significant load on the network. The order of the load on the network is not known. Further information can be obtained on this by way of a Feasibility Study application to Western Power.

Table 10 Substation Capacity

Zone Substation	Available Capacity (megavolt-amperes (MVA))		
	2018	2026	2036
Belmont (BEL)	30+MVA	30+MVA	30+MVA
Morley (MO)	20-25MVA	20-25MVA	20-25MVA
Hadfields (HO)	20-25MVA	20-25MVA	20-25MVA
Kewdale (KDL)	30+MVA	30+MVA	30+MVA

4.9.5 Gas

The roads within the subject area contain numerous medium pressure reticulated gas mains varying DN50 to DN 100. The largest main, DN155, is present along Brearley Avenue, and services the Perth Airport. ATCO Gas has proposed to relocate this existing main to Boulder Avenue and Kanowna Avenue.

4.9.6 Telecommunications

Investigations conducted by 3E Consulting Engineers in March 2018 (appended to the TABEC Infrastructure Servicing and Cost Estimate Report dated 2019) demonstrate that the subject area is currently serviced by telecommunications. The abovementioned report highlights that several providers' assets are present in the subject area, including Telstra, Vocus,

Western Power, Nextgen, NBN Co and Optus. These networks are distributed throughout the subject area, mainly within the Brearley Avenue corridor. Notwithstanding, it is understood that several communication assets were recently relocated because of the closure of this road and the construction of the Redcliffe transit station.

4.10 Infrastructure Funding Options

The subject area is a significant TOD project driven primarily by the State's investment in the Redcliffe Station. While some of the development land is government-owned, most of the area consists of fragmented low-density private land.

For the envisioned development outcomes to be realised, it will be necessary to invest in infrastructure development and/or upgrade. There are several constraints impacting development feasibility in Redcliffe, such as low land values relative to building costs and therefore a low tolerance for any additional financial burden on development proposals. Further, the fragmented and established nature of the existing area presents challenges for the funding and integrated delivery of such infrastructure. It is therefore necessary to utilise funding mechanisms that can support infrastructure delivery in an equitable and integrated way, and do not impede development feasibility.

An assessment of the relevant planning framework has been undertaken to understand the available mechanisms that could be utilised to fund infrastructure upgrades and equitably apportion the costs amongst beneficiaries. This review has identified four potential funding mechanisms that are further discussed below:

- Development contributions;
- Federal/State Government/local government investment;
- Existing State Infrastructure Contribution Programs; and
- Special Area Rate.

4.10.1 Development Contributions

Development contributions are a long-established feature of the planning system, both in Western Australia and other jurisdictions. Typically, the funding of such works (particularly in areas of fragmented ownership) will be partly or wholly obtained through development contributions, collected by way of a Development Contribution Plan. As discussed in Sections 3.2.1.1 and 3.2.4, this approach was previously intended to be pursued to support the implementation of the draft ACP.

SPP 3.6 sets out the principles and requirements that apply to the establishment and collection of infrastructure contributions in new and established areas. The policy provides the framework to facilitate the coordination and delivery of infrastructure in greenfield and infill locations, and across various precincts including station precincts, where there is demand for additional services and facilities. The policy recognises that there are limitations in its application in an infill setting, particularly with respect to DCPs. In such settings, the rate of development and level of fragmentation may result in difficulties realising the intended infrastructure within the life of the DCP, and the principles of certainty, and need and nexus are difficult to establish.

SPP 3.6 outlines that two forms of contributions can be sought from developers and landowners for infrastructure items to support the orderly development of an area to cater to additional demand from an increased population:

- Development infrastructure – infrastructure required to support and facilitate the development or redevelopment of an area. This includes land for and the development of public open space, new roads and upgrades to existing roads, utility upgrades and other forms of development infrastructure. Contributions for development infrastructure can be made by ceding land, works in kind or cash in lieu. Costs are variable depending on the infrastructure requirements and location of the development area.
- Community infrastructure – infrastructure required for communities and neighbourhoods to function effectively. This includes land for local sports, cultural and recreation facilities and community facilities such as a library. Contribution for community infrastructure can be made by ceding land, works in kind or cash in lieu of a maximum $5,000 per dwelling. Community infrastructure is to be clearly justified and demonstrated through a Community Infrastructure Plan

SPP 3.6 outlines that contribution requirements can be imposed in three ways:

- Via the subdivision and/or development process and applied directly as a condition (development infrastructure only).
- Via a DCP, where cost sharing arrangements are proposed.

- Via Developer Agreements, in limited circumstances where a DCP is not practical.

These three mechanisms are discussed further below.

4.10.1.1 Contributions via Conditions of Approval

In accordance with SPP 3.6, some development infrastructure contribution requirements can be applied directly via conditions of subdivision, strata subdivision or development through the subdivision or development assessment process, where this is enabled through the planning framework and the need and nexus between the proposal and the contribution requirement is evident.

Schedule 1 of SPP 3.6 outlines the standard requirements for development infrastructure contributions that may be levied through these processes, including (but not limited to) land for and development of public open space, utility and servicing upgrades, and road network upgrades. The policy also enables contributions as provided for in other WAPC policies.

There are several other WAPC policies in operation or proposed that enable contributions to infrastructure, enabled through conditional approvals, primarily through the subdivision process, such as OP 2.4.

Section 159 of the PD Act allows a subdivider to recover a portion of the costs for the construction of a road, from an adjoining landowner / later subdivider. Recuperation is only possible where a person has subdivided land which has a common boundary or a joining road and has paid the entire cost of providing or upgrading the road. No provisions are made for a proponent seeking to develop their lot to recoup road costs. The Act provides a cause for landowners to consider self-funding the construction or upgrading of a road, on the basis that the Act enables a 50% repayment at a later stage. However, this is reliant on a landowner being willing to fund the road and cannot be enforced upon a landowner by a regulator. As noted above, because the provisions do not apply to the development process (and only subdivision), this may result in an inequitable approach to developer contributions being sought.

Whilst the PD Act and WAPC policies provide a mechanism to enable some contributions to the infrastructure upgrades required, several upgrades that have been identified, such as the upgrades to the existing local road network, are not provided for. The WAPC policies also enable contributions to be facilitated through conditions of subdivision approval, however, development approval may likely proceed without the need for prior subdivision or amalgamation processes. It is considered that there is little opportunity for development conditions to be applied through the suite of WAPC policies.

4.10.1.2 Development Contribution Plan

Where cost sharing arrangements for infrastructure are proposed and/or community infrastructure items, SPP 3.6 outlines a Development Contribution Plan should be prepared where no alternative cost-sharing arrangements can be implemented. SPP 3.6 outlines that Development Contribution Plans are to “prescribe the cost contributions for landowners in a development contribution area for the provision of infrastructure to service future growth”.

Sourcing infrastructure funding through development contributions requires the establishment of Part 7 of the Regulations into a local planning scheme. Part 7 outlines that a Development Contribution Area is to be established over a particular area where contributions are required, and a supporting Development Contribution Plan to be prepared.

The typical process involves a ‘complex’ scheme amendment being initiated to the local planning scheme to introduce a Development Contribution Area via special control area provisions over a particular precinct, and the enabling provisions to prepare a Development Contribution Plan in accordance with the Regulations. A Development Contribution Plan report is then prepared in accordance with the requirements of SPP 3.6, to outline the infrastructure items, cost apportionment arrangements, and operational details, amongst other matters.

Once approved, the Development Contribution Plan has the effect of the local planning scheme for a 10-year period. The Development Contribution Plan is administered by the relevant local government over the lifetime of the Development Contribution Plan, with contribution requirements implemented via conditions of subdivision and/or development approval by the WAPC and/or the local government. The funds collected through these processes are entered into a reserve fund enabled under the *Local Government Act 1995* (**LG Act**), and accessed by the local government to undertake, or refund works and services for the infrastructure upgrades. Development Contribution Plan’s require there to be a stakeholder willing to potentially prefund items and await reimbursement as subdivision and/or development occurs, over the lifetime of the Development Contribution Plan’s operation. Development Contribution Plans are commonly used as a mechanism to share costs of infrastructure required to enable the establishment of new communities in greenfield locations, when the land is regulated by a local planning scheme.

However, Development Contribution Plans are not commonly used in infill settings such as the Redcliffe Station precinct, due to the difficulties in establishing the need and nexus of additional infrastructure, the extent of fragmentation, and ability to collect and accumulate funds for infrastructure spend (where this is typically prefunded by larger developers at the time of construction to ensure the concurrent delivery of infrastructure), and the uncertainty around the rate of growth and the timing for infrastructure delivery which may hinder the ability for a Development Contribution Plan to successfully deliver infrastructure.

In addition, there may be complexities with administering a Development Contribution Plan in the context of an improvement scheme, specifically, the limited ability of the WAPC to collect and administer funds under the LG Act.

Together this rules out a Development Contribution Plan as a feasible, practical and successful mechanism for supporting infrastructure delivery in an Improvement Plan area.

Whilst there is nothing prohibiting the City from preparing a Development Contribution Plan after the Improvement Scheme is normalised, it would be very difficult to prepare and administer at this point in time and of very limited value. This is because normalisation ordinarily occurs after the area has been developed, making the need and nexus difficult to establish.

4.10.1.3 Development Agreements

SPP 3.6 also enables contributions to be implemented through Development Agreements in limited circumstances, where a developer and the relevant local government agree to this arrangement. Special circumstances where a Development Agreement may be appropriate include projects of a large scale, under a single ownership, or in regional/infill areas where a DCP may not be appropriate.

Given the significant land fragmentation in the Redcliffe Station precinct, a Development Agreement arrangement would not be practical.

4.10.2 Other Funding Mechanisms

SPP 3.6 acknowledges that DCPs should be used sparingly and should not be the default instrument for the funding of infrastructure. Other infrastructure funding opportunities should be explored through the preparation of the planning framework.

There are no other infrastructure funding mechanisms enabled under the current planning framework, nor any that have been developed to be responsive to an infill, redevelopment context, where an Improvement Scheme is being implemented.

Consideration has been given to other funding mechanisms that exist outside of the planning framework, which may provide an opportunity to provide for some infrastructure funding. This includes government investments and grants, the Metropolitan Improvement Scheme Tax and a Special Area Rate imposed by the City through the LG Act, which are discussed further below.

4.10.2.1 Government Investment

Since the COVID-19 pandemic, Commonwealth and state governments have significantly increased investment in infrastructure as part of broader efforts to stimulate economic recovery and support the delivery of housing. Examples of this include:

- The Federal and State Government funding allocated to the delivery of the METRONET program, in which the precinct is included.
- The State Government's $80 million Infrastructure Development Fund which includes two of three funding streams designed for infill precincts and medium to high-density development in key areas such as station precincts like Redcliffe.
- The Federal Government's Housing Support Program, which is a $1.5 billion initiative to boost housing supply in Australia by allocating funds through three streams, which included Stream 1 – funding for state, territory and local governments for projects which will improve planning capability, Stream 2 – enabling infrastructure and community amenity projects, and Stream 3 – significant enabling infrastructure and delivery of social housing.

Applications for the Infrastructure Development Fund the Housing Support Program have now closed. However, given the previous Federal and State Government investment in infrastructure to support housing delivery and the ongoing issues with housing delivery, more funding may become available in the future

Through the 2024-25 State Budget, the Cook Labor Government has committed to providing $4.8 billion over the next four years to deliver the METRONET program, and this funding is supported by $2.9 billion in funding from the Commonwealth Government. It is understood that there is $4.38 million available through the METRONET program for the Redcliffe Station precinct for power, water and sewer upgrades, and Central Avenue extension. This funding source is yet to be utilised; however, the expectation is that it will be used for works being delivered by the State or local government. It is expected that this funding will be carried forward in future budgets until such time as it is exhausted.

The State Government has identified the precinct through programs such as METRONET as a strategic location for significant growth and investment, and the State Government has willingly committed to the development and implementation of the Improvement Scheme to support the redevelopment of the precinct.

The precinct's strategic alignment suggests compelling applications for funding and grants could be made, and all opportunities should be actively pursued by the State Government in consultation with the City of Belmont. Identifying opportunities for Federal, State and local government funding and investment should be prioritised to illustrate Government's prior commitments and support development feasibility. It is recommended that consideration is given to undertaking further detailed investigations into the opportunities available through the preparation and implementation of an Infrastructure Delivery Strategy as successful coordinated infrastructure delivery is a critical factor in catalysing regeneration of the subject area.

4.10.2.2 State Infrastructure Contribution Programs

The Water Corporation has several Special Developer Infrastructure Contribution Schemes (**SDICS**) applicable to several areas across the state, including the Redcliffe Metronet precinct. The SDICS for Redcliffe requires any development for residential and commercial purposes in the precinct to pay a special developer infrastructure contribution in addition to the standard infrastructure contribution. The contribution is to offset the cost of upgrading existing reticulation networks to accommodate redevelopment in the subject area. The contribution per development required in the precinct in the 2024/2025 financial year is $1,726.

Additionally, Western Power also has a Targeted Underground Power Program. Areas are selected based on a network-driven approach in accordance with the network renewal undergrounding program. An offer for an identified area is made to the local government to complete the undergrounding of power, with the cost being shared by the State Government, Western Power, local government, and property owners. The State's funding is tiered based on socio-economic indicators. Redcliffe is currently listed as a potential project area. This program may in the future become a source of funding for the undergrounding of power, subject to agreement by the City. It is likely that the City would undertake extensive community consultation prior to agreeing to participate.

4.10.2.3 Specified Area Rates

Specified Area Rates (otherwise known as Special Area Rates) are commonly used across Western Australia and are generally applied in redevelopment areas as a mechanism to share costs associated with precinct revitalisation onto its occupants. A Special Area Rate (**SAR**) is an annual fee payable by a ratepayer in specific areas, generally over and above the general rates payable by others. The additional rate is applied as a mechanism to fund works or services associated with an area's enhancement such as public open space improvements and is paid in addition to the general rates applied to others. Some examples of where SARs are currently in place include the Bennet Springs Improvement Scheme area, and the Port Coogee Redevelopment Area within in the City of Cockburn.

Local governments can impose SARs on rateable land within a specific part of the administration area in accordance with Part 6, Section 6.37 of the LG Act. Section 6.37(1) outlines that the tax can be imposed for the purpose of funding the provision of a specific work, service, or facility that the local government considers ratepayers or residents have/will benefit from, have/will have access to, or have/will contribute to the need for. Several of the infrastructure upgrades identified such as the streetscape enhancements and public open space improvements could be funded through a Special Area Rate arrangement.

To be considered a viable funding mechanism in the context of the project, this funding arrangement would need to be pursued and administered by the City of Belmont in accordance with the LG Act. The City would likely need to prefund and deliver some of the infrastructure upgrades identified and be willing to be reimbursed for these costs over some time, through the collection of rates from landowners.

A SAR arrangement sees costs for infrastructure upgrades ultimately passed onto buyers and future residents and should be considered in the context of housing affordability and costs of living.

4.10.3 Recommendations

The draft ACP contemplated infrastructure to be funded through various mechanisms, including Government investment, developer contributions via a Development Contribution Plan to be prepared under the local planning scheme, and developer-funded upgrades on an as-needed basis. The infrastructure considerations outlined in the draft ACP informed the preparation of SA15 and the associated draft DCP. However, these proposals did not proceed, and the State Government subsequently decided to prepare the Improvement Scheme. Whilst a Development Contribution Plan was previously identified as a mechanism to enable the cost sharing of some infrastructure upgrades, this should be properly considered in the context of issues with preparing and administering a Development Contribution Plan in both an infill context and an Improvement Scheme area.

SPP 3.6 is the key mechanism in the planning framework to provide for contributions to infrastructure upgrades. SPP 3.6 provides for three mechanisms to require contributions to infrastructure upgrades by developers and landowners: via a Development Contribution Plan, via conditions of subdivision and/or development approval or via a Development Agreement.

Development Agreement is not viable in the context of Redcliffe due to the land fragmentation, which would make this funding mechanism ineffective.

A Development Contribution Plan is not a feasible mechanism for requiring developer or landowner contributions to infrastructure upgrades under an Improvement Scheme due to the challenges associated with the collection and spending of funds by the WAPC. Further, there are several constraints impacting development feasibility in Redcliffe and therefore a low tolerance for any additional financial burden on development proposals. These limitations hinder the feasibility of a Development Contribution Plan for Redcliffe and rules out a Development Contribution Plan as a practical and successful mechanism to share infrastructure costs amongst beneficiaries. This issue is not unique to this Improvement Scheme and is understood to be a broader issue experienced in all Improvement Areas.

There is the ability to require developer contributions through SPP 3.6 and other WAPC policies for the purposes of some road upgrades, public open space and schools, directly through conditions of subdivisions and/or development approval. If these policies are written into the Improvement Scheme, this provides a mechanism for contributions to be applied for some infrastructure, but not all required infrastructure has been identified. There are limited abilities through WAPC policies to impose conditions of development approval, which impacts the ability for costs to be shared equitably amongst benefitting parties in accordance with the principles of SPP 3.6.

The mechanisms provided for under SPP 3.6 are not considered viable in the context of the project.

It is considered reasonable to require some contribution from developers, who would benefit from the upgrades through lot servicing, amenity, increased development potential and increased property value. The need and nexus appear to be evident based on the high-level assessment undertaken, however, there are no other available infrastructure contribution mechanisms provided for in the planning framework to enable such arrangements to be embedded into the Improvement Scheme in accordance with the principles of SPP 3.6 and in an orderly and proper way.

This issue is understood to be a broader issue that stems from a lack of policy framework and a fit-for-purpose infrastructure funding mechanism that has been constructed to suit an infill context, and an Improvement Scheme framework setting.

It is recommended that the mechanisms identified in SPP3.6 are not used in the Redcliffe Station precinct to obtain infrastructure contributions.

The extent of contributions required should also be strategically considered in the context of the current market conditions and the current housing crisis. Minimising developer contributions should also be considered in the context of future buyers and maintaining housing affordability, considering that any contribution requirements of developers are ultimately passed onto future buyers. Opportunities to minimise developer contributions should be explored to encourage redevelopment and support development feasibility.

To support the delivery of infrastructure upgrades in the precinct and development feasibility, other funding mechanisms should be actively explored.

Several opportunities exist for infrastructure funding to be obtained through Commonwealth and State Government funding and grants, such as through the State Government's METRONET program and the Infrastructure Development Fund. The project's strategic alignment suggests compelling applications for funding and grants could be made and all opportunities should be actively pursued by the State Government in consultation with the City of Belmont.

A SAR could be imposed by the City in accordance with the LG Act, to fund works or services associated with an area's enhancement such as via public open space and streetscape improvements. The City would likely need to prefund and deliver some of the infrastructure upgrades identified and be willing to be reimbursed for these costs over time, through the collection of rates from landowners. A SAR arrangement sees costs for infrastructure upgrades ultimately passed onto buyers and future residents and should be considered in the context of housing affordability and costs of living.

5.0 Stakeholder and Community Engagement

Extensive stakeholder and community engagement has been undertaken to inform the preparation of the draft ACP and supporting documents as discussed in previous sections of this Report, which have formed the basis of the Improvement Scheme's development. Key activities undertaken with stakeholders and the community through this process are summarised below:

A series of community, Local and State Government, and servicing authority workshops; open days; and community and development industry reference group meetings were held in 2013, 2014 and 2015 to determine the location of the Redcliffe transit station, opportunities for redevelopment in the surrounding precinct and considerations for upgrading the ASMD and adjacent POS. This culminated in a Vision and Implementation Strategy for the precinct which was endorsed by the City and adopted as LPP 14.

A series of METRONET workshops were held in August 2017 which included City representatives, the METRONET team, the Government Architect and representatives from the Australian Urban Design Research Centre with the aim of reviewing the City's adopted "Vision Plan and Implementation Strategy" to inform the development of the Draft ACP.

The Draft ACP was endorsed by the City at the OCM on 10 December 2019 to facilitate preliminary consultation with the community and key stakeholders in early 2020. From February until May 2020 the City undertook a period of advertising of the Draft ACP. The advertising resulted in 67 submissions from interested stakeholders and the community, and these submissions resulted in a range of modifications and refinements.

The revised Draft ACP was endorsed by Council at its OCM on 23 March 2021, to undertake formal public advertising however consent to commence formal public advertising was not received from the WAPC.

In December 2022 the WAPC wrote to advise landowners about the initiation of Improvement Plan 45 – Redcliffe Station Precinct.

The Improvement Scheme has been drafted in accordance with IP 45 and with consideration for the Draft ACP and the extensive investigations and planning that was undertaken as part of its development. In developing the Improvement Scheme and supporting technical documentation, the feedback that was collected through the abovementioned stakeholder and community engagement activities has been considered.

Between 2023 and 2025, further consultation was also undertaken with several State and local government stakeholders, including the City, MRWA, Water Corporation, Department of Education, Western Power, DWER, the DoT, and the PTA. A series of meetings were held to obtain preliminary feedback on three Development Scenarios, the Concept Plan (refer to **Part 2** of this Report for more information) and early drafts of the Improvement Scheme text. Feedback collected through this process was analysed by the project team and utilised to make several refinements.

5.1 Legislative Requirements

5.1.1 Preliminary Stakeholder Consultation

The PD Act or any other legislation does not require the DPLH to engage or consult with any stakeholders during the preparation phase of the Improvement Schene, although this approach is acknowledged as best practice in accordance with the Guide to Best Practice Planning Engagement in Western Australia (prepared by the WAPC).

5.1.2 Statutory Stakeholder Consultation

The PD Act requires a formal consultation process to be undertaken once the Improvement Scheme (or amendment) has been prepared, which is to involve several State and local government authorities and agencies in accordance with the requirements of the PD Act, as outlined below:

- In accordance with clauses 81 and 122B(1) of the PD Act, the WAPC must refer the proposed Improvement Scheme (or future proposed amendment) to the Environmental Protection Authority (**EPA**) as soon as practicable after preparation and is not to proceed with public advertising until the review has been completed.

- In accordance with clauses 83, 122B(1) and 122(3B) of the PD Act, the WAPC must also consult with the City and public authorities likely to be affected by the proposal, prior to submitting the Improvement Scheme (or future amendment to the Improvement Scheme) to the Minister for Planning for determination.

5.1.3 Statutory Community Consultation

Clauses 83 and 122B(1) of the PD Act, require the WAPC to consult with persons who are likely to be affected by the proposed Improvement Scheme (or amendment), prior to determination by the Minister for Planning. Clause 84 of the PD Act requires the WAPC to:

- *Advertise the proposed scheme or amendment for public inspection; and*
- *Consider public submissions on the proposed scheme or amendment.*

After referring the Improvement Scheme to the EPA and the review being conducted, approval must be sought from the Minister for Planning to publicly advertise the Improvement Scheme, in accordance with Section 83A of the PD Act. Public advertising can only proceed if the Minister for Planning has approved the Improvement Scheme for the purposes of public advertising.

Once approval has been obtained, there will be a minimum 90-day public consultation period, initiated by the DPLH on behalf of the WAPC. In accordance with the requirements of the Regulations (Regulation 22), notice of the advertising period must be given to the public. This notice must outline:

- The purpose of the proposed Improvement Scheme;
- How the proposed Improvement Scheme is to be made available to the public;
- The manner and form in which submissions may be made; and
- The period for making submissions and the last day of that period.

Following the public advertising process, the DPLH will subsequently review all submissions received and assess if any modifications to the Improvement Scheme (or amendment) are necessary, prior to making a recommendation to the Minister for Planning for determination.

PART 2

Improvement Scheme

6.0 Improvement Scheme

Part 2 of the Report details the preparation of the Improvement Scheme. Subdivision, development and land use planning within the subject area will be guided by the Improvement Scheme and its related planning framework. The Improvement Scheme gives statutory effect to IP45 and has been constructed to include the following components:

- Aims of the Scheme, to facilitate future development of the land in a manner which allows for a balanced land use response;
- Provisions for the preparation and consideration of structure plans, policies, and local development plans (**LDP**);
- Establishing reserves, zones, and sub-precincts with associated land use permissibility and development controls;
- Land use classifications and definitions with interpretation from the Regulations and planning reforms; and
- Requirements for subdivision/amalgamation and development approval.

The Improvement Scheme framework is briefly outlined in **Table 11 Improvement Scheme Framework**.

Table 11 Improvement Scheme Framework

Planning Instrument	Description
Improvement Scheme text	The statutory provisions are necessary to effectively achieve the planning and development intent outlined within IP45.
Improvement Scheme map	Spatial definition of the zones and reserves.
Improvement Scheme Sub-Precincts map	Spatial definition of the sub-precincts.
Improvement Scheme Frontage Treatment map	Spatial definition of the lot frontages affected by the provisions requiring an activated, adaptable or sensitive frontage.
Improvement Scheme Parent Lot Area and Street Frontage map	Spatial definition of lots affected by minimum parent lot area and street frontage requirements.
Improvement Scheme Report (this document)	To be read in conjunction with the Improvement Scheme text and map. Sets out the background and underlying intent of the Improvement Scheme, including an indicative concept plan.
Improvement Scheme policy	May be prepared to outline guiding provisions necessary to articulate specific objectives and criteria on particular planning matters, and to assist regulators and decision-makers exercise the discretion provided by the Improvement Scheme text.
Local Development Plan	May be adopted to coordinate land use and assist in achieving better built form outcomes by linking a specific lot design with the development outcome envisioned. An LDP can supplement development standards contained in the Improvement Scheme text and policies and provide site-specific guidance to assist regulators and decision-makers with the exercise of discretion. The Improvement Scheme text does not identify any LDP requirements for any particular sites within the subject area, however, a head of power has been included in the Improvement Scheme text to provide an orderly and proper planning process that can be utilised, if necessary, in rare circumstances.

6.1 Structure of the Scheme

The structure of the Improvement Scheme is largely based on Schedule 1 (**Model Provisions**) and Schedule 2 (**Deemed Provisions**) of the Regulations. Unlike local planning schemes, an Improvement Scheme is not bound by the requirements of section 256, 257A and 257B of the PD Act. As such, the Improvement Scheme is not required to adopt or reflect the Model or Deemed Provisions.

Notwithstanding, it is recognised that the Model and Deemed Provisions provide a legible and appropriate structure and utilising these provisions provides for consistency and transparency. As such, the Improvement Scheme has been formulated utilising the Model and Deemed Provisions where appropriate.

Some variations have been incorporated where relevant and appropriate to suit the unique circumstances of the subject area and to reflect State Government planning reforms that have not yet been implemented through amendments to the Regulations. An example of this includes the incorporation of sub-precinct objectives, and the incorporation of the short-term rental accommodation (**STRA**) reforms, which have resulted in several changes to land use terms which have not yet been reflected in Part 6 of the Model Provisions.

To ensure the Improvement Scheme text is succinct, fit-for-purpose and appropriate for the unique circumstances of the subject area and development aspirations, certain provision have been excluded. This includes:

- Heritage protection – heritage protection provisions have not been included due to there being no heritage areas or sites identified in the subject area.
- Preparation of a Structure Plan – the requirement to prepare a Structure Plan has not been identified and therefore the provisions have not been included.
- Special Control Areas – there are no Special Control Areas (**SCA**) shown on the Improvement Scheme map or addressed in the Improvement Scheme text. Notwithstanding, the provisions have been included to allow for SCAs to be established in the future, if necessary.
- Additional uses – there are no additional uses addressed in the Improvement Scheme text. Notwithstanding, the provisions have been included to allow for additional uses to be listed in the future, if necessary.
- Restricted uses – there are no restricted uses addressed in the Improvement Scheme text. Notwithstanding, the provisions have been included to allow for restricted uses to be listed in the future, if necessary.
- Provisions about car parking – payment in lieu of parking provisions have not been included.
- Development contributions – provisions to create a Development Contribution Area or Development Contribution Plan have not been incorporated as it is not envisaged that these would be established due to the ineffectiveness of this tool to support the delivery and funding of infrastructure as discussed in **Section 4.10** and the impediment on development feasibility as discussed in **Section 4.7**.
- Terms – Irrelevant or non-applicable terms have been omitted. Relevant terms contained within the Regulations have been modified so that references to the local government to reference the Commission.

The Improvement Scheme addresses development approval requirements under the PD Act. These requirements do not negate requirements of other legislation, including, but not limited to, the *Environmental Protection Act 1986*, *Building Act 2011* and associated regulations.

6.2 Aims of the Scheme

Consistent with the objectives of IP45, the Improvement Scheme aims to coordinate the redevelopment of land within the subject area, by:

a) *Planning for the establishment of a contemporary transit-oriented development that includes an appropriate mix of uses;*

b) *Providing for a range of non-residential uses in appropriate locations and which include retail and commercial uses to support the convenience and employment needs of the local community;*

c) *Providing the community with employment opportunities and equitable access to goods and services;*

d) *Providing public open space for local amenity and recreational needs of the community;*

e) *Achieving high-quality built form and public place design;*

f) *Providing for a diverse range of housing to meet the needs of the community;*

g) *Managing interface between future development and future development within the adjacent Perth Airport;*

h) *Facilitating co-ordinated infrastructure planning; and*

i) *Facilitating land use activities that can respond to the planned development of the Scheme area over time.*

6.3 Reserves

The Improvement Scheme establishes reserves for the following purposes:

- Drainage / Waterways;
- Public Open Space;
- Public Purpose – Education;
- Railways; and
- Primary Regional Road
- Local Road.

The reserves are shown on the Improvement Scheme map (refer to **Figure 16 Copy of the Improvement Scheme map**) and the objectives for each reserve are outlined in the Improvement Scheme text (refer to Part 4). **Table 12 Improvement Scheme Reserves** provides an overview of the objectives and a general description of each reserve.

The reserve areas are intended to align with those under the MRS and LPS19. The reserve objectives are consistent with the MRS or Model Provisions to deliver a consistent, legible, and transparent planning framework. It is anticipated that these reserves will return to the corresponding reserve when the Improvement Scheme has concluded and the Improvement Scheme is normalised, whereby the normal provisions of the local planning scheme and the PD Act will resume.

Table 12 Improvement Scheme Reserves

Reserve Name	Objectives (as per the Improvement Scheme text)	Description
Drainage / Waterways	• To set aside land required for significant waterways and drainage.	• Comprises an elongated trapezoidal ditch functioning as the ASMD, which divides the subject area in an east-west direction. • Sets land aside to protect the alignment of the ASMD which forms part of a larger drainage area and provides an important drainage function to the local area and wider district catchment.
Public Open Space	• To set aside areas for public open space, particularly those established under section 152 of the Planning and Development Act 2005.	• Land adjacent to the ASMD and the Redcliffe transit station, referenced as POS 1 to POS 6. • Sets land aside for POS to provide areas of active and passive recreation and protect existing vegetation.
Public Purpose – Education	• To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage.	• Sets land aside to protect the existing Redcliffe Primary School and oval located in the south of the subject area, adjacent the Tonkin Highway reserve. • The reservation applies to Lot 5662 on Deposited Plan 19066 (No. 62 Kanowna Avenue East, Redcliffe) and measures 3.261ha. • The boundaries of this reserve are generally consistent with the boundaries under the LPS15, except for Lot 6 on Deposited Plan 8047, which is excluded from the reservation and is zoned “Residential” under the Improvement Scheme.
Railways	• Public Purposes which specifically provide for a range of essential education facilities.	• Located in the eastern portion of the subject area, integrated with POS 4, POS 5 and POS 6. • The reserve measures approximately 1 hectare and generally applies to Lot 600 on Deposited Plan 406484 and a portion of Reserve 27446. • Sets land aside to protect the existing Redcliffe transit station and associated facilities such as the short-term car park.
Primary Regional Road	• To provide a regional road network to accommodate current and future transport needs on roads declared under the *Main Roads Act 1930*.	• Located along the Great Eastern Highway and Tonkin Highway frontage, as per the MRS. • The southern portion of Stanton Road, adjacent the bridge, is also identified in this reserve as per the MRS.
Local Road	• To set aside land required for passenger rail services.	• Dispersed throughout the subject area. • Sets aside land required for local roads being a road classified as an Access Road or a Local Distributor (Stanton Road) under the MRWA Road Hierarchy database. • The reserves are generally consistent with those identified under the LPS15, except for two local roads (referred to as Road 1 and 2) identified as to be provided and/or investigated.

6.4 Zones

The Improvement Scheme establishes two zones to guide land use and development:

- Residential; and
- Mixed Use.

The zones are shown on the Improvement Scheme map (refer to **Figure 16 Copy of the Improvement Scheme map**) and the objectives for each zone are outlined in the Improvement Scheme text (refer to Part 5). **Table 13 Improvement Scheme Zones** provides an overview of the objectives and a general description.

The zone objectives are generally consistent with the Model Provisions to deliver a consistent, legible, and transparent planning framework, however some variations have been made and additional objectives included to enable a particular land use and development outcome to be achieved.

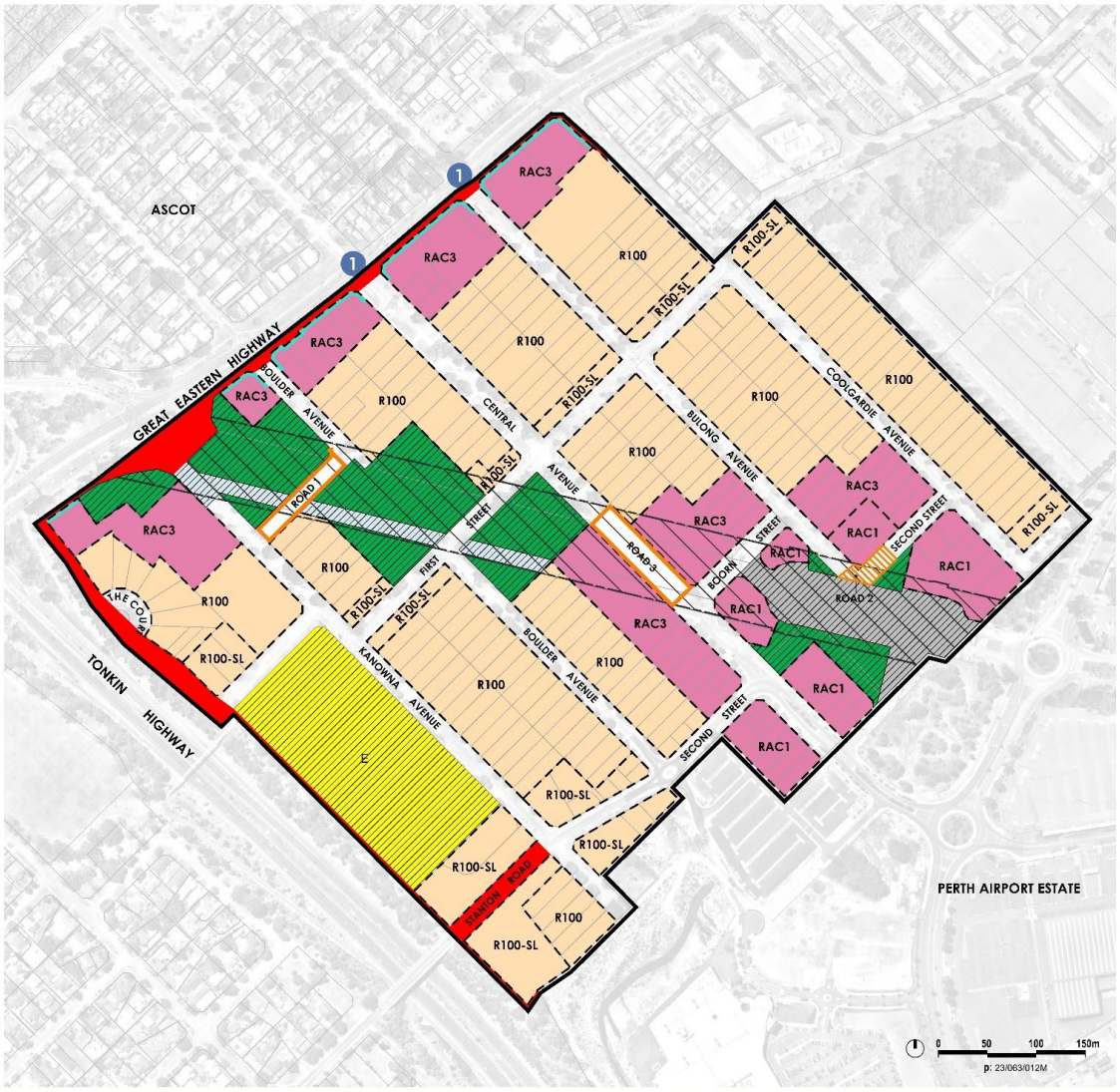
It is anticipated that these zones will return to the corresponding local planning scheme zone when the Improvement Scheme has concluded and the Improvement Scheme is normalised, whereby the normal provisions of the local planning scheme and the PD Act will resume.

Table 13 Improvement Scheme Zones

Zone	Objectives (as per the Improvement Scheme text)	Description
Residential	• To provide for a range of residential densities and a choice of housing to meet the needs of the community. • To facilitate and encourage high-quality design, built form and streetscapes throughout residential areas. • To provide for a range of non-residential uses, which are compatible with and complementary to residential development. • To provide for residential character and amenity.	• Applies to land within the Neighbourhood and School Interface sub-precincts. • Zone boundary is consistent with the draft ACP.
Mixed Use	• To facilitate a vibrant and activated area that promotes a mix of varied but compatible land uses that focus on creating diverse, walkable, human-scaled neighbourhoods. • To provide for a wide variety of active uses on the street level which are compatible with residential and other non-active uses on upper levels, where applicable.	• Applies to land within the Station, Station Frame and Urban Corridor sub-precincts. • Zone boundary is consistent with the draft ACP.

OFFICIAL

Figure 16 Copy of the Improvement Scheme Map



LEGEND

Scheme Boundary

RESERVES

- Public Open Space
- Drainage/Waterway
- Public Purposes — DENOTED AS: E — EDUCATION
- Railways
- Local Road
- Primary Regional Road

ZONES

- Residential
- Mixed Use

OTHER

- R100 — Residential Density Code
- New Local Roads to be Provided
- Future Potential Connection
- Great Eastern Highway controlled access
- Rail Tunnel (PTA Protection Zone) – built form and excavation restrictions apply
- Cadastre

1 The direct road connection of Bulong Avenue and Central Avenue to Great Eastern Highway will not be implemented until such time as Qantas relocates from Terminal 3 and Terminal 4 and/or the ultimate upgrade of Great Eastern Highway is completed, and traffic modelling demonstrates that the connections will be safe and not lead to increased 'rat-running' through the precinct.

6.5 Sub-Precincts

Guided by SPP7.2 and the Precinct Design Guidelines (**Guidelines**), five sub-precincts have been identified throughout the subject area. The sub-precincts enable a more comprehensive approach to land and development control that is commensurate with the unique circumstances of each sub-precinct area and the intended outcomes. These sub-precincts are outlined below:

- Station;
- Station Frame;
- Neighbourhood;
- School Interface; and
- Urban Corridor.

Figure 17 Copy of the Improvement Scheme Sub-Precincts Map shows the location of each sub-precinct.

Sub-precinct objectives are outlined in the Improvement Scheme text (refer to Part 5). The following sections provide an overview of specific objectives of each sub-precinct, along with a description of how each sub-precinct boundary has been defined with consideration of the strengths, opportunities and challenges identified in the context analysis of the sub-precinct and its broader context within the subject area.

Informed by the sub-precinct objectives, land use and subdivision and development controls have been developed with the aim of guiding a particular land use and built form outcome in accordance with the objectives of the relevant zone and sub-precinct. The land use permissibility for each zone is outlined in Part 5 of the Improvement Scheme text (refer to Table 1), and the primary controls for each sub-precinct are outlined in Part 6 of the Improvement Scheme text. The planning controls are further discussed in **Section 6.6** and **Section 6.7** of this Report.

6.5.1 Station Sub-Precinct

The Station sub-precinct is positioned around the Redcliffe transit station and focuses intensification around the primary activity node within the subject area. It is intended that this sub-precinct will accommodate the highest density of development to become an important activity node that supports residents, workers and visitors, accommodating a broad range of uses including multiple dwellings, hotels, daily convenience needs, restaurants, cafes, speciality shops, offices and apartments, in addition to civic uses. This proximity of the Neighbourhood Centre to the south-west within the Perth Airport estate means that the scale of office, retail, food and beverage, and entertainment opportunities will be limited but nonetheless encouraged at the ground plane of mixed-use developments to create active frontages, support passive surveillance, leverage the proximity to the transport services provided for at the station and Perth Airport, and create a walkable neighbourhood.

A greater density and broader range of land uses are provided for in this sub-precinct in addition to the Station Frame and Urban Corridor sub-precincts, where the sub-precincts benefit from excellent access to high-frequency public transport services, retail and commercial amenities and visibility from the major roads. The Station sub-precinct is intended to be the focus for future development intensification, where the greatest opportunity for significant apartment development exists on large sites in State Government ownership. Additional height and plot ratio is possible in this sub-precinct, in return for contributions to community benefits (provision of affordable and social housing, and PAPOS) which are established in the Improvement Scheme and subject to the demonstration of good design against the principles of SPP 7.0.

Table 14 Station Sub-Precinct Objectives includes an overview of the objectives for the sub-precinct contained in Part 5 of the Improvement Scheme text.

Table 14 Station Sub-Precinct Objectives

Sub-Precinct	Objectives (as per the Improvement Scheme text)
Station	• Promote a wide range of complementary land uses, including residential, retail, office, cultural, and recreational spaces, to create a vibrant daytime and nighttime urban environment that supports both living and working. • Encourage high-density, mixed-use, and compact buildings around the transit station to maximise the use of land and the transit infrastructure, reduce reliance on private vehicles, and enhance the vitality of the sub-precinct. • Facilitate active, engaging and pedestrian-friendly ground floor spaces by ensuring that retail, dining, and service-oriented businesses that encourage pedestrian movement, support local businesses, and contribute to a lively street-level atmosphere. • Encourage a diverse range of housing options and price points, including high-rise residential buildings and co-living dwellings, to accommodate a growing population, create an inclusive community that caters to diverse demographics, and enhance the sub-precinct's vibrancy. • Promote a variety of employment options within the precinct, including office space, creative industries, and local services, to create a balanced live-work environment. • Facilitate streetscapes that promote safety, natural surveillance, and vibrant public life, with active frontages, lighting, landscaping, and amenities that encourage social interaction and community development. • Prohibit large footprint tenancies that impact the ability to deliver fine-grain character and a high level of activation. • Provide for a transition of built-form intensity and scale to the Station Frame sub-precinct.

6.5.2 Station Frame Sub-Precinct

The Station Frame sub-precinct includes the land immediately surrounding the Station sub-precinct and acts as a transitional sub-precinct between the Station and Neighbourhood sub-precincts. New built form within the sub-precinct will primarily focus on the provision of multiple dwellings to provide a range of residential opportunities near the Redcliffe Station and Airport Estate. A range of complementary and compatible non-residential land uses are provided for, however may not be feasible in the short to medium term. Development provisions are included in the Improvement Scheme to ensure the ground floor of buildings are designed to be adaptable to provide for potential mixed-use development over time.

Table 15 Station Frame Sub-Precinct Objectives includes an overview of the objectives for the sub-precinct contained in Part 5 of the Improvement Scheme text.

Table 15 Station Frame Sub-Precinct Objectives

Sub-Precinct	Objectives (as per the Improvement Scheme text)
Station Frame	• Promote a wide range of complementary land uses, including residential, retail, and office, to create a vibrant, daytime and nighttime urban environment that supports both living and working. • Encourage high-density, mixed-use, and compact buildings around the transit station to maximise the use of land and the transit infrastructure, reduce reliance on private vehicles and enhance the vitality of the sub-precinct. • Facilitate active, engaging and pedestrian-friendly ground floor spaces by ensuring that retail, dining, and service-oriented businesses that encourage pedestrian movement, support local businesses and contribute to a lively street-level atmosphere. • Encourage a diverse range of housing options and price points, including mid-rise to high-rise residential buildings, to accommodate a growing population, create an inclusive community that caters to diverse demographics, and enhance the sub-precinct's vibrancy. • Promote a variety of employment options, including office space, creative industries, and local services, to create a balanced live-work environment. • Facilitate streetscapes that promote safety, natural surveillance, vibrant public life and encourage social interaction. • Discourage large footprint tenancies that impact the ability to deliver fine grain character, and a high level of activation. • Provide for a transition of built-form intensity and scale to the Neighbourhood sub-precinct.

6.5.3 Neighbourhood Sub-Precinct

The Neighbourhood sub-precinct includes the land between the Station Frame, Urban Corridor and School Interface sub-precincts and comprises most of the land within the subject area. An R100 and R100-SL density code applies to the sub-precinct. New built form within the sub-precinct will focus on medium-density residential development of low to medium-height typologies and a mix of tenures including townhouses, terraced semi-detached homes and low to mid-rise apartment buildings to provide a broad variety of residential opportunities near the POS, and within walking distance of public transport services provided along Great Eastern Highway and via the Redcliffe transit station. It is envisioned that a variety of small-scale non-residential uses could also develop in the precinct to provide for walkable, convenience retail, commercial and community services that provide for day-to-day needs, activate the street and support community development. Particular attention to built form outcomes will be important to ensure new built form provides for improved streetscape outcomes and prioritises walkability such as by minimising crossovers, providing for landscape amenity that contributes to the street and providing for passive surveillance.

This sub-precinct benefits from the additional amenity and interface provided by the POS corridor. For sites adjacent to the POS areas in the west of the subject area, particular attention to the interface with POS areas (POS 1, POS 2 and POS 3) will also be required to ensure adequate passive surveillance opportunities from the private to the public domain are provided, to avoid unnecessary retaining walls and high fences which can impact the visual aesthetic of the open spaces, and to act on opportunities to enhance accessibility and outlook from these sites to the POS areas.

Table 16 Neighbourhood Sub-Precinct Objectives includes an overview of the objectives for the sub-precinct contained in Part 5 of the Improvement Scheme text.

Table 16 Neighbourhood Sub-Precinct Objectives

Sub-Precinct	Objectives (as per the Improvement Scheme text)
Neighbourhood	• Encourage a mix of medium-density residential typologies and price points, including townhouses, low-rise apartments, and duplexes, to provide a diverse range of housing options that cater to different demographics while maintaining residential character. • Encourage energy-efficient building design, and sustainable development practices to enhance environmental performance and contribute to the long-term sustainability of the precinct. • Facilitate the enhancement of green infrastructure and encourage the retention of mature trees where possible. • Promote ground floor building design that engages with the street, contributing to vibrant and active streetscapes while maintaining a sense of privacy for residents. • Facilitate safe, walkable and active streets that prioritise pedestrians and cyclists. • Integrate small-scale retail, local services, and community spaces within the precinct to meet the daily needs of residents and reduce reliance on distant commercial centres. • Encourage developments to incorporate street-facing spaces and features that promote social interaction, such as community hubs, outdoor spaces, recreational areas, and event spaces, to build a strong sense of community.

6.5.4 School Interface Sub-Precinct

The School Interface sub-precinct includes the land to the south-east of the Redcliffe Primary School. The sub-precinct will focus on low to medium-density residential development. New built form within the sub-precinct will be designed to complement the school environment through lower-scale buildings, more generous setbacks at the interface with the school site, and a design response which considers the privacy of school users.

Table 17 School Interface Sub-Precinct Objectives includes an overview of the objectives for the sub-precinct contained in Part 5 of the Improvement Scheme text.

Table 17 School Interface Sub-Precinct Objectives

Sub-Precinct	Objectives (as per the Improvement Scheme text)
School Interface	• Encourage a mix of medium-density residential typologies and price points, including townhouses, low-rise apartments, and duplexes, to provide a diverse range of housing options that cater to different demographics while maintaining residential character. • Encourage energy-efficient building design, and sustainable development practices to enhance environmental performance and contribute to the long-term sustainability of the precinct. • Facilitate the enhancement of green infrastructure and encourage the retention of mature trees where possible. • Promote ground floor building design that engages with the street, contributing to vibrant and active streetscapes while maintaining a sense of privacy for residents. • Facilitate safe, walkable and active streets that prioritise pedestrians and cyclists. • Integrate small-scale retail, local services, and community spaces within the precinct to meet the daily needs of residents and reduce reliance on distant commercial centres. • Encourage developments to incorporate street-facing spaces and features that promote social interaction, such as community hubs, outdoor spaces, recreational areas, and event spaces, to build a strong sense of community. • Provide for a transition of scale to the Redcliffe Primary School and a design response which considers privacy of school users.

6.5.5 Urban Corridor Sub-Precinct

The Urban Corridor sub-precinct comprises the land that abuts Great Eastern Highway. The sub-precinct will focus on higher-density mixed-use development that leverages the public transport availability provided via the high-frequency bus service, the high exposure and visibility provided from the highway location, and the potential views to the Swan River and Garvey Park from upper levels of buildings. New built form within the sub-precinct will generally focus on providing for mixed-use development, comprised of retail and commercial at lower levels and permanent or short-term accommodation on upper levels.

Table 18 Urban Corridor Sub-Precinct Objectives includes an overview of the objectives for the sub-precinct contained in Part 5 of the Improvement Scheme text.

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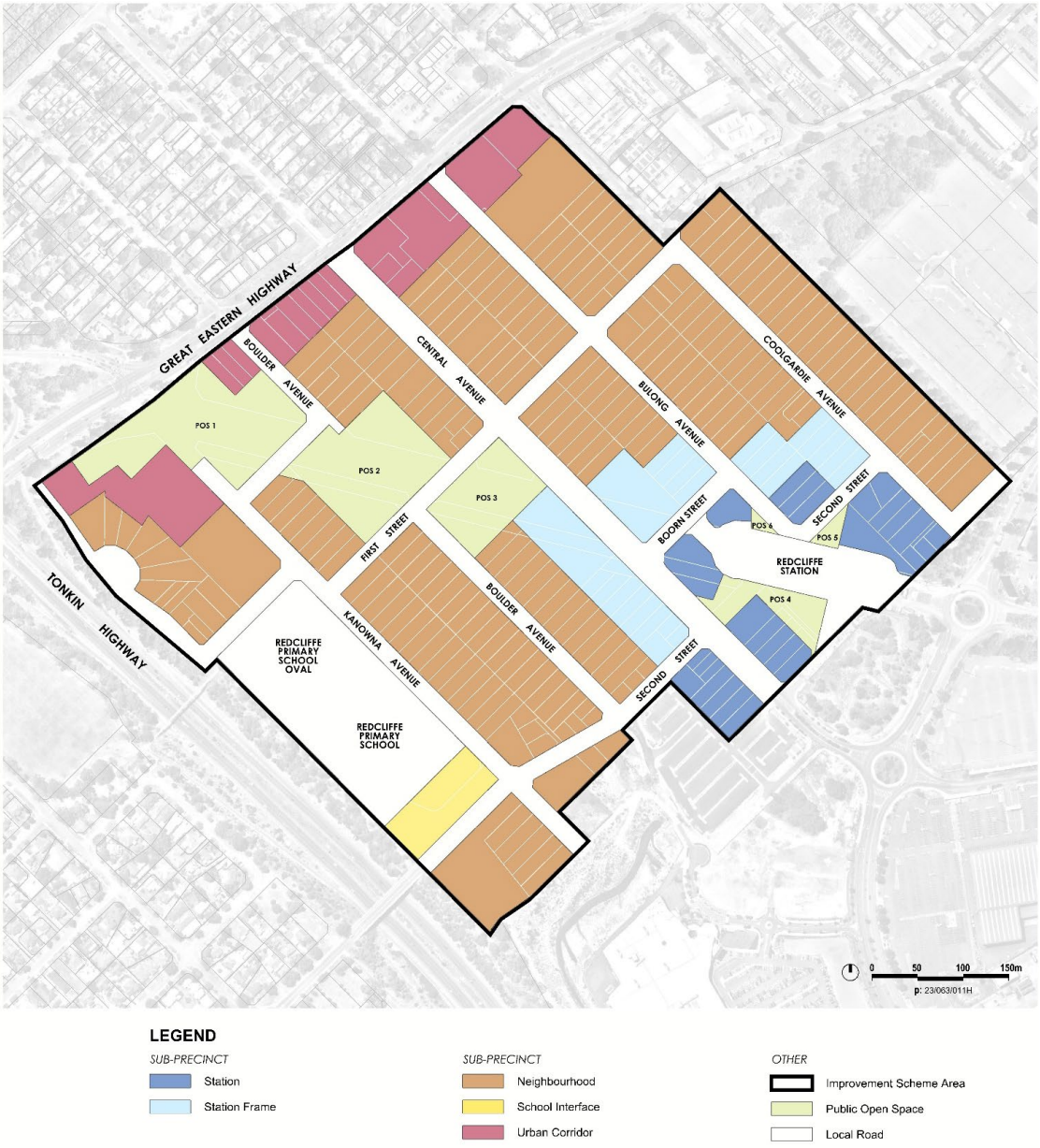
Table 18 Urban Corridor Sub-Precinct Objectives

Sub-Precinct	Objectives (as per the Improvement Scheme text)
Urban Corridor	• Encourage mixed-use development, including residential, commercial, retail, and office, to create a vibrant and dynamic urban environment that supports diverse activities throughout the daytime and nighttime. • Promote a mix of non-residential land uses that generate local employment opportunities and drive economic activity along the corridor. • Promote developments which support the use of active and public transport options, including walking, cycling, and public transit. • Facilitate active, engaging and pedestrian-friendly ground floor spaces by ensuring that retail, dining, and service-oriented businesses that encourage pedestrian movement, support local businesses and contribute to a lively street-level atmosphere. • Ensure the built form maximises safety, passive-surveillance opportunities and contributes to the creation of a sense of security for pedestrians and cyclists, such as through the incorporation of active frontages, clear sightlines, and effective lighting. • Limit direct access from Great Eastern Highway and facilitate shared access from side streets and rear laneways where possible. • Promote onsite parking to be located and designed to facilitate a high quality interface with the public realm. • Provide for a transition of built-form intensity and scale to the Neighbourhood sub-precinct.

Figure 17 Copy of the Improvement Scheme Sub-Precincts Map



6.6 Land Use

Land use definitions and classifications have been primarily based on the Model Provisions and planning reforms to several land use terms which have not yet been implemented through amendments to the Regulations such as the STRA reforms. This approach has been adopted in line with the State Government's Action Plan for Planning Reform, to ensure consistency across all planning schemes where practical. This approach will also ensure a streamlined process for future conformance when the Improvement Scheme's operation has concluded, and the area is normalised.

The Zoning Table (refer to Part 5, Table 1 in the Improvement Scheme text) provides the responsible authority the ability to properly consider proposals against the objectives of each zone and development standards. The Improvement Scheme adopts consistent land use classifications with the Deemed Provisions:

- P means that the use is permitted if it complies with any relevant development standards and requirements of the Improvement Scheme;
- D means that the use is not permitted unless the responsible authority has exercised its discretion by granting development approval;
- A means that the use is not permitted unless the responsible authority has exercised its discretion by granting development approval after giving notice in accordance with the requirements of the Improvement Scheme; and
- X means that the use is not permitted by the Improvement Scheme.

Where a land use is not listed in the Zoning Table but is listed in Division 2 of the Improvement Scheme, that land use is not permitted (X use) by the Improvement Scheme.

6.6.1 Land Use Permissibility

Land use permissibility within the two zones established under the Improvement Scheme are listed in the Zoning Table (refer to Part 5, Table 1 in the Improvement Scheme text).

In determining the permissibility of various land uses within each zone, consideration was given to a range of matters including:

- The objectives of the zone and the vision for future development within the particular sub-precinct;
- Guidance from SPPs and Planning Codes, including SPP4.2 in relation to appropriate uses for activity centres; SPP4.1 in relation to the provision of land use transition between industrial areas in the north and east and sensitive land uses within the precinct; and the R-Codes in relation to the form of residential dwellings within the subject area;
- Guidance from LPS15 and the City's suite of local planning policies;
- The Consistent Local Planning Schemes Report (dated May 2024) prepared by the WAPC, which provides guidance to be considered when preparing local planning schemes to achieve a greater level of consistency in zones, land uses and land use permissibility across the State; and
- The findings of various technical assessments that were undertaken to inform the preparation of the Improvement Scheme including land supply and demand factors, development feasibility strategies, and infrastructure capacity;
- The past planning work undertaken by the City; and
- The WAPC's preferred land use scenario and related drafting instructions.

Table 19 Land Use provides a summary of the land uses envisioned within each of the zones and sub-precincts, in accordance with the objectives.

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Table 19 Land Use

Zone	Sub-Precinct	Description
Residential	**Neighbourhood**	**Zone and Sub-Precinct Objectives –** • The objectives of the zone (refer to **Table 13 Improvement Scheme Zones**) provide for a range of residential densities and a range of non-residential uses which are compatible and complementary to residential development which support the facilitation of high-quality design, built form and streetscapes, and contribute to the provision of residential character and amenity. • The objectives of the precinct (refer to **Table 14 Station Sub-Precinct Objectives**) builds on the zone objectives, and outline that developments should provide for a mix of medium-density residential typologies and promote ground-floor uses that engage with the street, contribute to the creation of vibrant and active streetscapes, provide for small-scale, convenience retail and services, encourage social interaction and build a sense of community, whilst maintaining privacy for residents. **Land Use –** • The Zoning Table provides for "Single Houses", "Grouped Dwelling" and "Multiple Dwelling" as discretionary (D) uses. This permissibility intents to provide for a range of housing types, with a focus on providing for medium-density residential typologies including townhouse, terraces and small-scale apartment developments, whilst allowing for some single house products particularly in the short-term. • The Zoning Table also allows for a range of complementary and compatible land uses in accordance with the zone and sub-precinct objectives, such as cafes, small scale restaurants, child care premises and family day care. • An R-Coding of R100 or an R100-SL is applied across the sub-precinct. The sub-precinct has a minimum residential density requirement of 35 dwelling units per net hectare of site area, as outlined within the primary controls table contained within the Improvement Scheme. All development proposals must demonstrate that the minimum number of dwellings has been provided. • The R100-SL R-coding applies to corner lots outside of the area that is subject to the minimum parent lot area and street frontage requirements (refer to **Figure 19 Copy of the Parent Lot Area and Street Frontage Map**). The R-coding is intended to allow for the creation of smaller lots where appropriate, that accommodate a different type of housing product and provide for a diversity of housing typologies within the sub-precinct. The provisions associated with the R100-SL R-coding only apply where the lot/s are less than 100m^2, otherwise, the provisions associated with the R100 R-coding apply.
	School Interface	**Zone and Sub-Precinct Objectives –** • The objectives of the zone (refer **to Table 13 Improvement Scheme Zones**) provide for a range of residential densities and a range of non-residential uses which are compatible and complementary to residential development which support the facilitation of high-quality design, built form and streetscapes, and contribute to the provision of residential character and amenity. • The objectives of the precinct (refer to **Table 14 Station Sub-Precinct Objectives**) builds on the zone objectives, and outline that developments should provide for a mix of medium-density residential typologies and promote ground-floor uses that engage with the street, contribute to the creation of vibrant and active streetscapes, provide for small-scale, convenience retail and services, encourage social

Zone	Sub-Precinct	Description
		interaction and build a sense of community, whilst maintaining privacy for residents and the primary school users. **Land Use –** • The Zoning Table provides for "Single Houses", "Grouped Dwelling" and "Multiple Dwelling" as discretionary (D) uses. This permissibility intents to provide for a range of housing types, with a focus on providing for medium-density residential typologies including townhouse, terraces and small-scale apartment developments, whilst allowing for some single house products particularly in the short-term. • The Zoning Table also allows for a range of complementary and compatible land uses in accordance with the zone and sub-precinct objectives, such as cafes, small scale restaurants, child care premises and family day care. • An R-Coding of R100-SL applies to the sub-precinct. The sub-precinct has a minimum residential density requirement of 35 dwellings units per net hectare of site area as outlined within the primary controls table contained within the Improvement Scheme. All development proposals must demonstrate that the minimum number of dwellings has been provided. • The R-coding is intended to allow for the creation of smaller lots where appropriate, that accommodate a different type of housing product and provide for a diversity of housing typologies within the sub-precinct. The provisions associated with the R100-SL R-coding only apply where the lot/s are less than 100m^2, otherwise, the provisions associated with the R100 R-coding apply.
Mixed Use	**Station**	**Zone and Sub-Precinct Objectives –** • The objectives of the zone (refer to **Table 13 Improvement Scheme Zones**) provide for a mix of land uses which provide for active uses on street level that contribute to the creation of diverse, walkable and human-scale neighbourhoods, and are compatible with residential and other uses on upper levels. • The objectives of the sub-precinct (refer to **Table 14 Station Sub-Precinct Objectives**) builds on the zone objectives, and outline that development within the sub-precinct should provide for vertical mixed-use buildings, that integrate high-density residential, commercial and community uses that contribute to the creation of a vibrant, daytime and nighttime urban environment that supports both living and working in the sub-precinct, and provides for the creation of fine-grain character and active, engaging and walkable streetscapes. **Land Use –** • The Zoning Table provides for "Multiple Dwelling" as discretionary (P) use and prohibits 'Single House' and 'Grouped Dwellings' (X uses). This permissibility intends to provide for higher-density housing typologies, with a focus on providing for mixed-use developments with apartment living options incorporated. Various forms of short-term accommodation such as hotels are also provided for, generally as discretionary (D or A) uses. • The Zoning Table also allows for a range of complementary and compatible land uses in accordance with the zone and sub-precinct objectives, such as cafes, restaurants, shops, offices, child care premises, and cinemas. • An R-Coding of RAC1 is applied across the sub-precinct. The sub-precinct has a minimum residential density requirement of 100 dwelling units per net hectare of site area, as outlined within the

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Zone	Sub-Precinct	Description
		primary controls table contained within the Improvement Scheme. All development proposals must demonstrate that the minimum number of dwellings has been provided.
	Station Frame	**Zone and Sub-Precinct Objectives –** • The objectives of the zone (refer to **Table 13 Improvement Scheme Zones**) provide for a mix of land uses which provide for active uses on street level that contribute to the creation of diverse, walkable and human-scale neighbourhoods, and are compatible with residential and other uses on upper levels. • The objectives of the sub-precinct (refer to **Table 14 Station Sub-Precinct Objectives**) builds on the zone objectives, and outline that development within the sub-precinct should provide for vertical mixed-use buildings, that integrate high-density residential, commercial and community uses that contribute to the creation of a vibrant, daytime and nighttime urban environment that supports both living and working in the sub-precinct, and provides for the creation of fine-grain character and active, engaging and walkable streetscapes. **Land Use –** • The Zoning Table provides for "Multiple Dwelling" as discretionary (P) use and prohibits 'Single House' and 'Grouped Dwellings' (X uses). This permissibility intends to provide for higher-density housing typologies, with a focus on providing for mixed-use developments with apartment living options incorporated. Various forms of short-term accommodation such as hotels are also provided for, generally as discretionary (D or A) uses. • The Zoning Table also allows for a range of complementary and compatible land uses in accordance with the zone and sub-precinct objectives, such as cafes, restaurants, shops, offices, child care premises, and cinemas. • An R-Coding of RAC3 is applied across the sub-precinct. The sub-precinct has a minimum residential density requirement of 80 dwelling units per net hectare of site area, as outlined within the primary controls table contained within the Improvement Scheme. All development proposals must demonstrate that the minimum number of dwellings has been provided.
	Urban Corridor	**Zone and Sub-Precinct Objectives –** • The objectives of the zone (refer to **Table 13 Improvement Scheme Zones**) provide for a mix of land uses which provide for active uses on street level that contribute to the creation of diverse, walkable and human-scale neighbourhoods, and are compatible with residential and other uses on upper levels. • The objectives of the sub-precinct (refer to **Table 14 Station Sub-Precinct Objectives**) builds on the zone objectives and outline that developments should provide for a mix of residential, commercial, retail and office land uses that support the creation of a vibrant and dynamic daytime and nighttime urban environment, active and safe streets, provide for local employment opportunities, and drive economic activity along the corridor. **Land Use –** • The Zoning Table provides for "Multiple Dwelling" as discretionary (P) use and prohibits 'Single House' and 'Grouped Dwellings' (X uses). This permissibility intends to provide for higher-density housing typologies, with a focus on providing for mixed-use developments with

Zone	Sub-Precinct	Description
		apartment living options incorporated. Various forms of short-term accommodation such as hotels are also provided for, generally as discretionary (D or A) uses. • The Zoning Table also allows for a range of complementary and compatible land uses in accordance with the zone and sub-precinct objectives, such as cafes, restaurants, shops, offices, child care premises, and cinemas. • An R-Coding of RAC1 is applied across the sub-precinct. The sub-precinct has a minimum residential density requirement of 100 dwelling units per net hectare of site area, as outlined within the primary controls table contained within the Improvement Scheme. All development proposals must demonstrate that the minimum number of dwellings has been provided.

6.6.2 Activated Frontages

The Improvement Scheme Frontage Treatment map and the Improvement Scheme text (refer to Clause 54) identifies sites within the Station, Station Frame, and Urban Corridor sub-precincts where the ground level of a proposed development is to provide an "Activated Frontage". **Figure 18 Copy of the Frontage Treatment Map** includes a copy of this map and identifies the applicable sites.

To achieve an "Activated Frontage" at the ground level of a development, an active land use and built form design measures should be incorporated to contribute to the creation of vibrant, engaging and pedestrian-friendly streetscapes.

The Improvement Scheme text (refer to clause 54) outlines the ground floor of a development shall be non-residential and may include (but not limited to) the following land uses:

- Amusement Parlour;
- Cinema/Theatre;
- Convenience Store
- Community Purpose;
- Education Establishment;
- Food Outlet;
- Liquor Store – Small;
- Restaurant / Café; or
- Shop.

These land uses are considered to be active and capable of helping create a dynamic urban environment where people are encouraged to spend time in public spaces, by fostering interaction, visual interest and a sense of safety. There may be other non-residential land uses which may achieve these objectives. Flexibility has been provided for in the Improvement Scheme text for an applicant to justify the merit of another land use that is not specifically listed in clause 54, for consideration by the responsible authority. In considering the merit of another land use, consideration should be given to:

- The nature, operation and function of the land use, and
- The objectives of the relevant zone and sub-precinct.

In addition to providing an "active" land use at ground level, built form design requirements also apply which are discussed further in **Section 6.9.3.3** of this Report.

6.6.3 Adaptable Frontages

The Improvement Scheme Frontage Treatment map and the Improvement Scheme text (refer to Clause 55) identifies sites within the Station, Station Frame and Urban Corridor sub-precincts where the ground level of a development is to provide an "Adaptable Frontage". **Figure 18 Copy of the Frontage Treatment Map** includes a copy of this map and identifies the applicable sites.

To achieve an "Adaptable Frontage", one of the abovementioned non-residential land uses or another active land use (refer to **Section 6.6.2** of this Report) could be provided on the ground floor of a development. Alternatively, if this is not feasible to do so, the ground floor of a building should be designed so that it is able to be adapted to accommodate non-residential land uses in the future.

Whilst it is desirable for these sites to incorporate an “active” land use on ground level, it is anticipated that demand for commercial and retail floor space is likely to be slow in the early stages of development, until such time as a sufficient residential catchment is achieved to increase demand for local goods/services and employment. To ensure that landowners are not unreasonably burdened by a requirement for the creation of commercial and retail spaces which are not economically viable, the “Adaptable Frontage” provisions in the Improvement Scheme text (refer to clause 55) allow for the interim use of these areas for residential purposes provided that the ground level is designed to enable this area to be adapted to accommodate a commercial or retail use as the subject area grows. The built-form design measures that could be applied to achieve this are discussed in **Section 6.9.3.4** of this Report.

6.6.4 Non-Conforming Use

The provision for non-conforming uses aligns with the Model Provisions. This allows the continued use of land, or any structure or building on land, for the purpose for which it was lawfully being used, immediately before the commencement of the Improvement Scheme. However, if any use of the land, structure or building is discontinued for more than 12 months, the provisions and permissibility of the Improvement Scheme apply, and the land use may no longer be permitted.

6.6.5 Exemptions to Development Approval

The Improvement Scheme (refer to clause 62 of the Improvement Scheme text) adopts exemptions to development approval, generally consistent with those included in the Deemed Provisions (limited to those land uses permitted under the Zoning Table).

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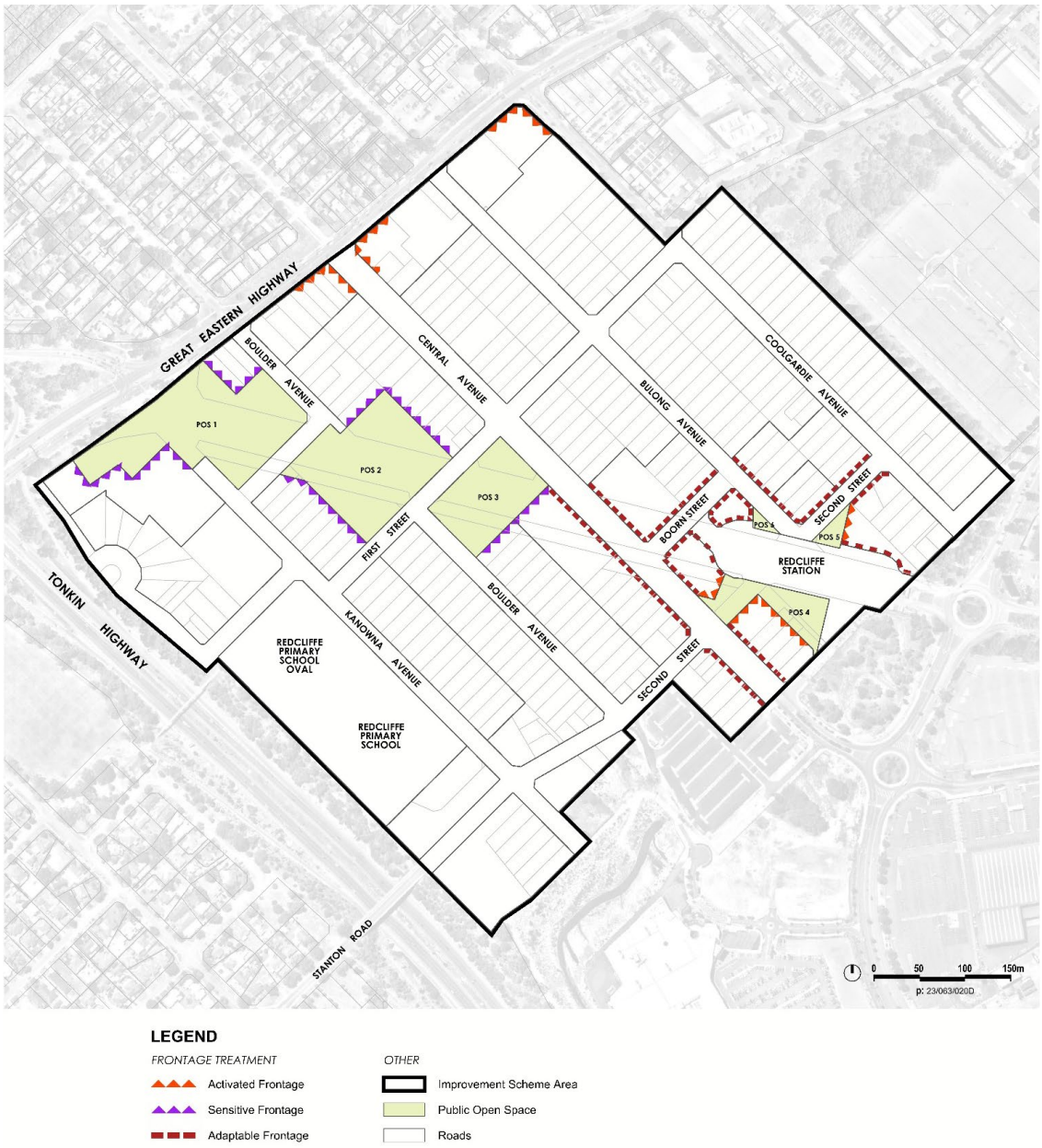
Figure 18 Copy of the Frontage Treatment Map



6.7 Structure Plans and Local Development Plans

The Improvement Scheme does not include provisions relating to the preparation and determination of a Structure Plan as there is no need for Structure Plan/s to be prepared due to the inclusion of built form provisions within the Improvement Scheme text.

The procedures for preparing and determining LDPs are set out in Part 3 of the Improvement Scheme. The provisions are consistent with those contained within the Deemed Provisions.

The Improvement Scheme text does not identify any LDP requirements for any particular sites within the subject area, however, a head of power has been included in the Improvement Scheme text to provide an orderly and proper planning process that can be utilised, if necessary.

A LDP can supplement development standards contained in the Improvement Scheme text and policies and provide site-specific guidance to assist regulators and decision-makers with the exercise of discretion. More detailed site planning may be desirable by a proponent or regulator, particularly if the subject site is constrained (such as by lot configuration) or has a complex context that needs to be carefully responded to. An example may include those which surround the Redcliffe transit station.

It is expected that variations to the primary controls outlined in the Improvement Scheme may be required in some circumstances, which is allowed for through the general discretionary provisions contained within the Improvement Scheme in the Scheme and would be subject to a merit-based assessment against the relevant volume of the R-Codes. However, a proponent may wish to reduce risk by preparing an LDP and seeking approval of this LPD prior to subdivision and/or development.

6.8 Subdivision and Amalgamation

The subdivision and amalgamation of land will generally follow the conventional application process and require approval of the responsible authority pursuant to Part 10 of the PD Act.

6.8.1 Information and Technical Studies

As the Improvement Scheme does not generally require the preparation and approval of a LDP prior to the subdivision and/or development of the land, provisions have been included within the Improvement Scheme which requires certain information and further technical studies to accompany applications to subdivide or amalgamate land or provided as part of a condition of approval where appropriate. This includes (but is not limited to) the following information and technical studies in addition to the standard submission requirements, where relevant. **Table 20 Application to Subdivide or Amalgamate Land – Potential Submission Requirements** includes a list of potential technical assessments to support the preparation of an application. This list is not intended to be definitive, and some of the information/technical assessments may not be relevant to all types of subdivision proposals and sites within the subject area. Submission requirements should be considered on a case-by-case basis based on the context of the site and proposal.

Table 20 Application to Subdivide or Amalgamate Land – Potential Submission Requirements

Information / Technical Study	Explanation
Total parent lot area and street frontage measurement/s	• To assess whether the minimum lot area and street frontage requirements outlined in the Primary Control Table of the Improvement Scheme text (refer to Table 6) have been met, or whether a variation is sought by a proposal.
Preliminary concept design for a development proposal	• If a variation to the minimum lot area and street frontage requirements are proposed, to demonstrate the proposed subdivision can provide a development proposal in accordance with the objectives of the zone and sub-precinct.
Details on how adjoining lots could achieve the minimum development site area and frontage requirements	• If a variation to the minimum lot area and street frontage requirements are proposed, to demonstrate adjoining landowners will not be unduly affected by the proposal.
ASS Management Plan	• Where land is affected by ASS risk and required management. • This may be dealt with as a condition of approval, where appropriate.
Noise Assessment and Management Plan	• Where land is within the trigger distance of SPP 5.4. • This may be dealt with as a condition of approval, where appropriate.
Urban Water Management Plan	• To investigate site-specific water management matters and demonstrate any impacts can be managed and/or mitigated.
Details on any excavation, earthworks and fill	• Particularly for lots that are affected by the rail alignment's excavation and built form restrictions.
Transport Impact Statement or Assessment	• Particularly for lots adjacent Great Eastern Highway where access from the highway is proposed. • Level of assessment required is to be determined with consideration for the Transport Impact Assessment Guidelines (WAPC, 2016).
BMP, inclusive of a BAL assessment	• Sites affected by bushfire risk. • Technical studies and assessments to be undertaken in accordance with SPP 3.7.
Servicing Report/s	• Dealing with matters such as water, wastewater, drainage, electricity, telecommunications and gas. • May be required if the proposed development is on land that is currently un-serviced, has constrained access to services and/or the proposed development will generate significantly increased servicing demands.

6.8.2 Subdivision and Amalgamation Requirements

The Improvement Scheme text includes requirements that apply to the subdivision stage (refer to clause 60(1) to 60(3) of the Improvement Scheme text). Minimum parent lot area and street frontage requirements apply to areas within the Station, Station Frame, Neighbourhood and Urban Corridor sub-precincts as depicted on the Improvement Scheme Parent Lot Area and Street Frontage map. **Figure 19 Copy of the Parent Lot Area and Street Frontage Map** includes a copy of this map and identifies the sites applicable to these requirements.

Where applicable, the minimum parent lot area and street frontage requirements are outlined in the Primary Control Table (refer to Table 6 in the Improvement Scheme text).

Subdivision proposals (green title or survey-strata) should not be supported where:

- The minimum parent lot area and street frontage requirements have not been achieved; or
- The proposed subdivision results in a development outcome that is considered to be inconsistent with the objectives of the relevant zone and sub-precinct.

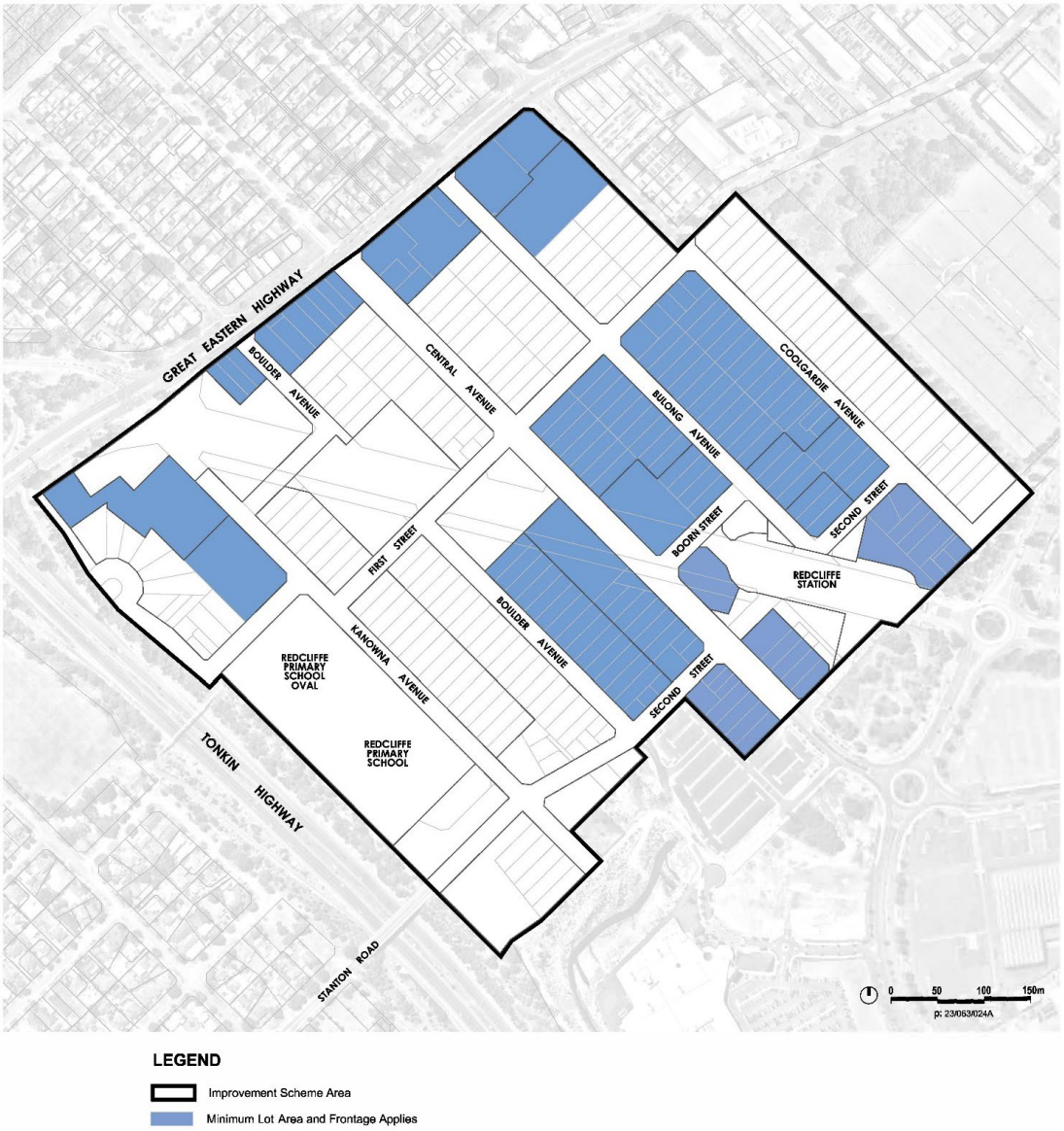
In addition to the above, a subdivision proposal that seeks a variation to the minimum parent lot area and street frontage requirements should be considered in the context of the adjoining land.

Should a proposal to subdivide the land seek a variation to the minimum total parent lot area and street frontage, the applicant should demonstrate the proposed parent lot will not result in the adjacent adjoining lots being unable to:

- Achieve the minimum parent lot area and street frontage requirements (where applicable) due to available development lot size area and insufficient opportunity to assemble with other adjacent development sites; or
- Provide a development outcome that is consistent with the objectives of the relevant zone and sub-precinct.

It is reinforced that the Improvement Scheme text includes general discretion provisions to allow for the responsible authority to approve an application that does not comply with the minimum parent lot area and street frontage requirements if the WAPC is satisfied that approval of the proposed subdivision would be appropriate having regard to objectives of the zone and sub-precinct and the matters set out in clause 73 of the Improvement Scheme text.

Figure 19 Copy of the Parent Lot Area and Street Frontage Map



6.9 Development

Part 7 of the Improvement Scheme outlines the process for preparing, assessing and determining an application for development approval, generally in accordance with the Deemed Provisions.

Applications for development approval will be lodged with and determined by the WAPC, rather than the relevant local government, as the responsible authority for administering the Improvement Scheme unless delegated authority has been authorised under Section 16 of the PD Act.

6.9.1 Information and Technical Studies

As the Improvement Scheme does not generally require the preparation and approval of a LDP or the amalgamation of land prior to the development of the land, provisions have been included within the Improvement Scheme which require information and further technical studies to accompany applications for development approval or provided as part of a condition of approval where appropriate. This includes (but is not limited to) the following information and technical studies in addition to submission requirements outlined in the planning framework elsewhere such as in the R-Codes, where relevant. **Table 21 Application for Development Approval – Potential Submission Requirements** includes a list of potential technical assessments to support the preparation of an application. This list is not intended to be definitive, and some of the information/technical assessments may not be relevant to all types of subdivision proposals and sites within the subject area. Submission requirements should be considered on a case-by-case basis based on the context of the site and proposal.

Table 21 Application for Development Approval – Potential Submission Requirements

Information / Technical Study	Explanation
Application for Development Approval form	• Completed in accordance with the requirements of the Improvement Scheme text. • Refer to Part 14, clause 106 of the Improvement Scheme text for a copy of the form for completion.
Current copy of the Certificate/s of Title	• For the site(s) subject to the proposed development, that are to be less than 6 months old.
Current copy of properties Deposited Plan or Survey Strata Plan or Strata Plan	• Where the site is part of survey strata or strata lot and/or where an easement, notification or encumbrance is listed on the Certificate/s of Title.
Site feature survey	• Survey of the site(s) subject to the proposed development, outlining any existing significant features such as trees, buildings, utilities etc.
Proposed development plan drawn to scale	• This should include a site plan, demolition plan, floor plans, elevation plans, and section plans at minimum. • May include perspectives, overshadowing plans, landscaping plans, stormwater plans, signage etc. where relevant.
Planning Report	• Providing key information about the site (including the total parent lot area and street frontage measurements), any stakeholder and community consultation undertaken about a proposal, the proposed development, planning considerations and an assessment against the relevant requirements, and relevant technical considerations. • Details on how adjoining lots could achieve the minimum development site area and frontage requirements if a variation to the minimum lot area and street frontage requirements are proposed, to demonstrate adjoining landowners will not be unduly affected by the proposal.
ASS Management Plan	• Where land is affected by ASS risk and required management. • This may be dealt with as a condition of approval, where appropriate.
Noise Assessment and Management Plan	• Where land is within the trigger distance of SPP 5.4. • This may be dealt with as a condition of approval, where appropriate.

Information / Technical Study	Explanation
Urban Water Management Plan	• To investigate site-specific water management matters and demonstrate any impacts can be managed and/or mitigated. • Outline how a proposed development achieves the requirements of the Local Water Management Report (refer to **Appendix A**).
Transport Impact Statement or Assessment	• Particularly for lots adjacent Great Eastern Highway where access from the highway is proposed. • Level of assessment required is to be determined with consideration for the Transport Impact Assessment Guidelines (WAPC, 2016).
BMP, inclusive of a BAL assessment	• Sites affected by bushfire risk. • Technical studies and assessments to be undertaken in accordance with SPP 3.7.
Servicing Report/s	• Dealing with matters such as water, wastewater, drainage, electricity, telecommunications and gas. • May be required if the proposed development is on land that is currently un-serviced, has constrained access to services and/or the proposed development will generate significantly increased servicing demands.
Structural Engineering Assessment	• Demonstrating the excavation limits and loading limits associated with the rail tunnel have been considered and the rail infrastructure will not be unduly impacted by the proposed development.
Net Benefit Test	• For "Major Development" as per the requirements of SPP 4.2.
Landscape and Tree Retention Plan	• Providing information on the proposed landscaping to support the development, information on proposed tree removal and/or new trees.
Waste Management Plan	• Providing information on the proposed waste management strategy for the development, including the location, quantity and size of bins.
Parking Management Plan	• Providing a strategy for managing parking impacts, including for a shared parking arrangement.
Shared Access Agreement	• Where shared access arrangements are proposed. • This may be dealt with as a condition of approval, where appropriate.
Geotechnical Investigation	• If the land is affected by contamination (Lot 120 on Diagram 84214 (No.419) Great Eastern Highway, Redcliffe) and a more sensitive development is proposed.
Construction Management Plan	• To investigate the requirements to manage amenity impacts associated with the construction phase of the development to ensure amenity impacts can be mitigated and/or managed. • This may be dealt with as a condition of approval, where appropriate.

6.9.2 Exemptions to Development Approval

The Improvement Scheme (refer to clause 62 of the Improvement Scheme text) adopts exemptions to development approval, generally consistent with those included in the Deemed Provisions. This includes exemptions for various works and small-scale development proposals such as the construction of a cubby house, where conditions have been met. References to heritage places have been removed from the conditions given there are no heritage places within the subject area.

The exemptions applicable to the erection/installation/alteration of an ancillary dwelling have been omitted. Whilst ancillary dwellings may be appropriate in some circumstances, this land use and form of development is not considered to be in accordance with the objectives for future development across the subject area.

6.9.3 Development Requirements

Part 6 of the Improvement Scheme text includes requirements that apply to all development within the subject area, including both residential, non-residential and mixed-use development proposals.

The Primary Control Table (refer to Table 6 in the Improvement Scheme text) details the key development controls, some of which vary the controls outlined in the R-Codes in accordance with clause 45 of the Improvement Scheme text. Modifications to the R-Codes are discussed further in **Section 6.9.3.1** of this Report. As such, residential development, non-residential development and mixed-use development will be controlled through the Improvement Scheme provisions, the R-Codes (where applicable) and any applicable State Planning Policies. Where relevant, certain development controls may also be supplemented, augmented or replaced by a LDP or an Improvement Scheme policy.

Table 22 Development Controls includes a summary of the key development controls and outlines which sub-precincts and types of development proposals they apply to.

General discretion provisions are included within the Improvement Scheme which allow for the responsible authority to approve an application that does not comply with the site and development requirements if the responsible authority is satisfied that approval of the proposed development would be appropriate having regard to:

- The objectives of the particular zone and sub-precinct, and
- The matters set out in clause 73 of the Improvement Scheme text.

It is acknowledged that the subject area is affected by several constraints including the limited services and infrastructure available in the area, the height limitations due to the flight path and the excavation and built form limitations associated with the rail infrastructure and high groundwater table. These limitations, in addition to the market constraints will likely mean a proponent will require a variation to some of the primary controls to achieve a viable development outcome and a flexible, merit-based approach to the planning assessment of a proposal will likely be required from regulators.

For information purposes, **Figure 20 Massing – Existing Condition** and **Figure 21 Indicative Massing – Improvement Scheme Primary Controls** illustrates the intensification of the subject area and the massing that is ultimately possible via the primary controls of the Improvement Scheme. **Figure 21 Indicative Massing – Improvement Scheme Primary Controls** is illustrative for explanatory purposes only and is not to be interpreted as a representation of the future development intended in the subject area or the built form design.

The key development requirements outlined in Part 6 of the Improvement Scheme text are further explained in the following sections.

Table 22 Development Controls

Primary Control	Applicability	
	Sub-Precinct / Site	Type of Development Proposed
Land Arrangements		
Total parent lot area (minimum)	Some sites within the Station, Station Frame, Neighbourhood and Urban Corridor sub-precincts (refer to **Figure 19 Copy of the Parent Lot Area and Street Frontage Map**).	All (residential, non-residential and mixed-use) development.
Street frontage (minimum)	Some sites within the Station, Station Frame, Neighbourhood and Urban Corridor sub-precincts (refer to **Figure 19 Copy of the Parent Lot Area and Street Frontage Map**).	All (residential, non-residential and mixed-use) development.
Density		
Residential density (minimum dwellings/units per net hectare of site area	All sub-precincts.	Residential (both permanent and short-term arrangements), short-stay accommodation development, and these components of a mixed-use development.
Site Cover / Plot Ratio		
Site cover (maximum)	Neighbourhood and School Interface sub-precincts only.	Residential development, where Volume 1 of the R-Codes applies. Does not apply if Volume 2 of the R-Codes applies (maximum plot ratio applies in lieu). Does not apply to non-residential development (maximum plot ratio applies in lieu).
Plot ratio (maximum)	All sub-precincts.	Residential development, where Volume 2 of the R-Codes applies. Does not apply if Volume 1 of the R-Codes applies (maximum site cover applies in lieu). All non-residential development.
Bonus plot ratio (maximum)	Station sub-precinct only.	Residential development, where Volume 2 of the R-Codes applies, and when conditions are met. All non-residential development, when conditions are met.
Height		
Building height (minimum)	All sub-precincts.	All (residential, non-residential and mixed-use) development.
Building height (maximum)	All sub-precincts.	All (residential, non-residential and mixed-use) development.
Bonus building height (maximum)	Station sub-precinct only.	Residential development, where Volume 2 of the R-Codes applies, and when conditions are met. All non-residential development, when conditions are met.

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Primary Control	Applicability	
	Sub-Precinct / Site	Type of Development Proposed
Podium level height (where applicable)	All sub-precincts. *However, when considering the overall building height minimums, a podium building design is only expected in the Station sub-precinct.*	All (residential, non-residential and mixed-use) development, where a podium building design is proposed.
Boundary wall height (maximum)	All sub-precincts.	All (residential, non-residential and mixed-use) development.
Setbacks		
Primary street setback (minimum)	All sub-precincts.	All (residential, non-residential and mixed-use) development.
Primary street setback (maximum)	All sub-precincts.	All (residential, non-residential and mixed-use) development.
Secondary street setback (minimum)	All sub-precincts. Only R100 coded sites in the School Interface sub-precinct.	All (residential, non-residential and mixed-use) development.
Side boundary setback (minimum)	All sub-precincts.	All (residential, non-residential and mixed-use) development.
Side boundary setback (average)	Neighbourhood and School Interface sub-precincts.	All (residential, non-residential and mixed-use) development, where Volume 2 of the R-Codes applies.
Rear boundary setback (minimum)	All sub-precincts.	All (residential, non-residential and mixed-use) development, where the lot boundary abuts residential development.
Rear boundary setback (average)	Station Frame, Neighbourhood and School Interface sub-precincts only.	All (residential, non-residential and mixed-use) development, where the lot boundary abuts residential development.
Deep Soil Area / Soft Landscaping Area		
Deep soil area (minimum percentage of the site area)	All sub-precincts.	Residential development or mixed-use development, where Volume 2 of the R-Codes applies. Does not apply if Volume 1 of the R-Codes applies (minimum percentage of site area required for soft landscaping area applies in lieu of deep soil area) however, deep soil area requirements to accommodate tree planting is required under the R-Codes Volume 1). All non-residential development.
Soft landscaping area (minimum percentage of the site area)	Neighbourhood and School Interface sub-precincts only.	Residential development, where Volume 1 of the R-Codes applies. Does not apply if Volume 2 of the R-Codes applies (minimum percentage of site area required for deep soil area applies in lieu of soft landscaping area). Does not apply to non-residential development (minimum percentage of site area required for deep soil area applies in lieu).
Car Parking –		

Primary Control	Applicability	
	Sub-Precinct / Site	Type of Development Proposed
Commercial/retail land uses (maximum)	All sub-precincts.	Where commercial/retail land uses are proposed.
Residential land uses (minimum)	Neighbourhood and School Interface sub-precincts only.	Where residential land uses are proposed.
Residential land uses (maximum)	All sub-precincts.	Where residential land uses are proposed.
Bicycle Parking –		
Residential land uses (minimum)	All sub-precincts.	Where residential land uses are proposed. Does not apply to "Single Houses" and "Grouped Dwellings".
Commercial/retail land uses (minimum)	All sub-precincts.	Where commercial/retail land uses are proposed.

6.9.3.1 R-Codes

Clause 44 of the Improvement Scheme outlines that the R-Codes, both Volume 1 and 2 (where applicable), form part of the Scheme and are applicable where a coding number applies to the land. A coding number has been allocated to all land within the subject area (refer to **Figure 16 Copy of the Improvement Scheme Map**).

The primary subdivision and development controls (refer to Table 6 in the Improvement Scheme text) have been developed to:

- Achieve the intended form and scale of development envisioned and described in the sub-precinct objectives;
- Respond to the context of the sub-precinct and broader subject area, including identified opportunities and limitations such as the flight path and rail tunnel infrastructure restrictions; and
- Align with the allocated coding number and be generally consistent with the primary controls of the R-Codes.

The primary controls (refer to Table 6 in the Improvement Scheme text) contain some modifications to the primary controls contained within the R-Codes to achieve better built form outcomes that are responsive to the particular sub-precinct context and limitations imposed on development. **Table 23 R-Code Modifications** provides rationale for the modifications to the R-Codes made in the Improvement Scheme and identified where there are consistencies and variations from the primary controls listed in the R-Codes as follows:

Identifies where the primary controls listed in Table 6 of the Improvement Scheme are consistent with the R-Codes.

Identifies where the primary controls listed in Table 6 of the Improvement Scheme have modified the controls listed in the R-Codes...

Unless the Improvement Scheme outlines exclusions, all other provisions of the R-Codes apply.

For the purposes of the Improvement Scheme, development is taken to comply with a deemed-to-comply provision of the R-Codes if the development complies with a provision of the Improvement Scheme, a provision of a Scheme policy or a provision of a LDP.

Table 23 R-Code Modifications

Sub-Precinct	Station	Station Frame	Neighbourhood		School Interface		Urban Corridor	Rationale for Modification of the R-Codes
Zone	**Mixed Use**	**Mixed Use**	**Residential**	**Residential**	**Residential**	**Residential**	**Mixed Use**	
R-Code	**RAC1**	**RAC3**	**R100**	**R100-SL[J]**	**R100-SL[J]**	**R100**	**RAC1**	
Land Arrangement								
Total Parent Lot Area (minimum)[D]	1,400m^2	1,400m^2	1,400m^2	N/A	N/A	N/A	1,000m^2	N/A
Street Frontage (minimum)[D]	30m	30m	30m	N/A	N/A	N/A	20m	N/A
Density								
Residential Density (minimum dwellings/units per net hectare site area)[H]	100	80	35	35	35	35	100	N/A
Site Cover / Plot Ratio								
Site Cover (maximum) *Note - Applicable where Volume 1 of the R-Codes applies. Does not apply to non-residential development.*	N/A	N/A	70%	85%	85%	70%	N/A	N/A

Sub-Precinct	Station	Station Frame	Neighbourhood		School Interface		Urban Corridor	Rationale for Modification of the R-Codes
Zone	**Mixed Use**	**Mixed Use**	**Residential**	**Residential**	**Residential**	**Residential**	**Mixed Use**	
R-Code	**RAC1**	**RAC3**	**R100**	**R100-SL[J]**	**R100-SL[J]**	**R100**	**RAC1**	
Plot Ratio (maximum) *Note - Applicable where Volume 2 of the R-Codes applies and applies to all non-residential development.*	3.5	3.0	1.3	N/A	N/A	1.3	3.5	Additional plot ratio limits when compared to Volume 2 of the R-Codes, Table 2.1 Primary Controls Table. This responds to the site's context, particularly concerning the high groundwater table, which limits the ability to provide below-ground parking. Additional plot ratio is provided to account for a design solution which encloses car parking within the lower/podium levels of a development.
Bonus Plot Ratio (maximum) *Note - Applicable where Volume 2 of the R-Codes applies and applies to all non-residential development.*	4.5[B]	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Height								
Building Height (minimum)	4 storeys	3 storeys	2 storeys	2 storeys	2 storeys	2 storeys	3 storeys	N/A
Building Height (maximum)	9 storeys	6 storeys	4 storeys	4 storeys	4 storeys	4 storeys	9 storeys	N/A

Sub-Precinct	Station	Station Frame	Neighbourhood		School Interface		Urban Corridor	Rationale for Modification of the R-Codes
Zone	**Mixed Use**	**Mixed Use**	**Residential**	**Residential**	**Residential**	**Residential**	**Mixed Use**	
R-Code	**RAC1**	**RAC3**	**R100**	**R100-SL[J]**	**R100-SL[J]**	**R100**	**RAC1**	
Bonus Building Height (maximum) *Note - Applicable where Volume 2 of the R-Codes applies and applies to all non-residential development.*	13 storeys[A, B]	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Podium Level Height (where applicable)	3 storeys	3 storeys	2 storeys	N/A	N/A	2 storeys	3 storeys	N/A
Boundary Wall Height (maximum)	3 storeys	3 storeys	2 storeys	4 storeys	4 storeys	2 storeys	3 storeys	Reduced boundary wall heights in the RAC1 coded area when compared to Volume 2 of the R-Codes, Table 2.1 Primary Controls Table. This responds to the podium level heights and provides consistent boundary wall height limits.
Setbacks								
Primary Street Setback (minimum)	Nil (up to 3rd storey)[C] 4m (above 3rd storey)[C]	2m (up to 2nd storey) 4m (above 2nd storey)	2m (up to 2nd storey) 4m (above 2nd storey)	1m	1m	2m (up to 2nd storey) 4m (above 2nd storey)	Nil (up to 3rd storey) 4m (above 3rd storey)	Modifications to the R-Codes Volume 1, Table C and Volume 2, Table 2.1 to respond to lot configuration and facilitate the desired streetscape outcomes. Lesser setback of lower levels within the Station and Urban Corridor sub-precincts to respond to the configuration of lots and facilitate a street addressing built form response. A greater setback of upper building levels from the street is provided to facilitate a 'stepping back' of the bulk and scale of buildings and provide a more human-scale streetscape.

Sub-Precinct	Station	Station Frame	Neighbourhood		School Interface		Urban Corridor	Rationale for Modification of the R-Codes
Zone	Mixed Use	Mixed Use	Residential	Residential	Residential	Residential	Mixed Use	
R-Code	RAC1	RAC3	R100	R100-SL[J]	R100-SL[J]	R100	RAC1	
Primary Street Setback (maximum)	2m (up to 3rd storey)[C] N/A (above 2nd storey)	4m (up to 2nd storey) N/A (above 2nd storey)	4m (up to 2nd storey) N/A (above 2nd storey)	2m	4m (up to 2nd storey) N/A (above 2nd storey) N/A (above 2nd storey)	4m (up to 2nd storey) N/A (above 2nd storey) N/A (above 2nd storey)	2m (up to 3rd storey) N/A (above 2nd storey)	N/A
Secondary Street Setback (minimum)	Nil[C]	2m	2m	1m	1m	2m	Nil	Modifications to the R-Codes Volume 2, Table 2.1 to respond to lot configuration and facilitate the desired streetscape outcomes. A nil setback in the Station and Urban Corridor sub-precincts is provided for any type of development (not just commercial uses at the ground floor, which is outlined in the R-Codes Volume 2). A greater setback provided in Station Frame sub-precinct when compared to Table 2.1, to provide for a more consistent streetscape and setting back of buildings in the Station, Station-Frame and Residential sub-precincts.
Side Boundary Setback (minimum)	Nil	Nil	3m	1m (1st storey) 1.5m (2nd storey) 3m (3rd storey and above)	1m (1st storey) 1.5m (2nd storey) 3m (3rd storey and above)	3m	Nil	Modifications to R-Codes Volume 1, Table C. The setbacks are consistent with the R-Codes Volume 2, Table 2.1.
Side Boundary Setback (average) *Note – Applicable where Volume 2 of the R-Codes applies and applies to all non-residential development.*	N/A	N/A	3.5m	N/A	N/A	3.5m	N/A	N/A

Sub-Precinct	Station	Station Frame	Neighbourhood		School Interface		Urban Corridor	Rationale for Modification of the R-Codes
Zone	**Mixed Use**	**Mixed Use**	**Residential**	**Residential**	**Residential**	**Residential**	**Mixed Use**	
R-Code	**RAC1**	**RAC3**	**R100**	**R100-SL[J]**	**R100-SL[J]**	**R100**	**RAC1**	
Rear Boundary Setback[I] (minimum)[I]	2m (1st storey) 4m (above 1st storey)	2m (1st storey) 4m (above 1st storey)	2m (1st storey) 6m (above 1st storey)	1m (1st storey) 1.5m (2nd storey) 3m (3rd storey and above)	1m (1st storey) 8m (above 1st storey)	4m (1st storey) 8m (above 1st storey)	7.5m	Modifications to the R-Codes Volume 1, Table C and Volume 2, Table 2.1 are provided where the site abuts residential development or the primary school to provide for greater building separation, particularly of upper levels between sub-precincts where the scale of buildings differ (e.g. between the Urban Corridor and Neighbourhood sub-precincts) and provide for rear landscaping.
Rear Boundary Setback[I] (average)[I]	N/A	4m (1st storey) N/A (above 1st storey)	4m (1st storey) N/A (above 1st storey)	N/A	N/A	6m (1st storey) N/A (above 1st storey)	N/A	N/A
Deep Soil Area / Soft Landscaping								
Deep Soil Area (minimum percentage of the site area)[F,G] *Note – Applicable where Volume 2 of the R-Codes applies and applies to all non-residential development.*	10% of site area	10% of site area	10% of site area	N/A	N/A	10% of site area	10% of site area	N/A
Soft Landscaping Area (minimum percentage of the site area) *Note - Applicable where Volume 1 of the R-Codes applies. Does not apply to non-residential development.*	N/A	N/A	15%	10%	10%	15%	N/A	N/A

Sub-Precinct	Station	Station Frame	Neighbourhood		School Interface		Urban Corridor	Rationale for Modification of the R-Codes
Zone	**Mixed Use**	**Mixed Use**	**Residential**	**Residential**	**Residential**	**Residential**	**Mixed Use**	
R-Code	**RAC1**	**RAC3**	**R100**	**R100-SL[J]**	**R100-SL[J]**	**R100**	**RAC1**	
Car Parking								
Commercial / Retail Land Uses (maximum)	4.5 bays per 100m² of net lettable area							N/A
Residential Land Use (minimum)	For occupants: N/A	For occupants: N/A	For occupants of single houses and grouped dwellings: 0 bays; or 1 bay for multiple dwellings with 3 bedrooms or more For occupants of multiple dwellings (including dwelling components of mixed-use developments): 0.75 bay per 1 bedroom dwelling; or 1 bay per 2+ bedroom dwelling				For occupants: N/A	Modification to the R-Codes Volume 1, Table 2.3a and Volume 2, Table 3.9. No minimum car parking requirements apply to the Mixed Use zone to respond to the site context, being highly serviced by public transport, and to facilitate the TOD objectives of the precinct. Notwithstanding, a proponent is still required to demonstrate a proposed development will not have an undue impact on the amenity of the locality, including with respect to parking and transport.
	For visitors: 0 bays where there are less than 4 dwellings 1 bay per 4 dwellings up to 12 dwellings 1 bay per 8 dwellings for the 13th dwelling and above							Minimum car parking amounts are consistent with the R-Codes Volume 2, Table 3.9. Minor modifications have been made to the R-Codes Volume 1, Table 2.3a to provide for a consistent minimum visitor car parking requirement across the precinct and consider the findings of past transport assessments.
Residential Land Use (minimum)	Short term, for deliveries/trades/drop off-pick up: 1 bay where there are 4 or more dwellings							N/A
Residential Land Use (maximum)	For occupants: Studio and 1 bedroom dwellings – 1 bay per dwelling 2 + bedroom dwellings – 2 bays per dwelling							Maximum car parking rates are consistent with R-Codes Volume 1 Table 2.3a. Minor modifications to R-Codes Volume 2, Table 3.9 to respond to the site context, being highly serviced by public transport, encourage the minimisation of car parking, and facilitate the TOD objectives of the precinct.

Sub-Precinct	Station	Station Frame	Neighbourhood		School Interface		Urban Corridor	Rationale for Modification of the R-Codes
Zone	Mixed Use	Mixed Use	Residential	Residential	Residential	Residential	Mixed Use	
R-Code	RAC1	RAC3	R100	R100-SL[J]	R100-SL[J]	R100	RAC1	
	For visitors: 2 bays per 4 dwellings up to 12 dwellings 2 bays per 8 dwellings for the 13th dwelling and above							N/A
	Short term, for deliveries/trades/drop off-pick up: Not applicable							N/A
Bicycle Parking								
Residential Land Use (minimum)[K]	1 bicycle parking space per dwelling; and 0.25 visitor bicycle parking space per dwelling							Modifications proposed to the R-Codes Volume 1, Table 2.3b and Volume 2, Table 3.9. A bicycle parking higher rate is provided to respond to the objective of encouraging alternative transport modes and minimising parking provision to facilitate the TOD objectives of the subject area.
Commercial / Retail Land Use (minimum)	1 bay per 200m^2 of net lettable area							N/A

Notes:

A. *The maximum building height of 13 storeys is subject to an actual height of 60m Australian Height Datum (AHD) in accordance with the Airports (Protection of Airspace) Regulations 1996.*
B. *Where development bonuses apply – refer to clause 57 of the Improvement Scheme text.*
C. *The minimum and maximum setbacks may be varied where a Publicly Accessible Private Open Space (PAPOS) is provided.*
D. *Where minimum parent lot area and minimum street frontage requirements apply – refer to clause 60 of the Improvement Scheme text and the Parent Lot Area and Street Frontage map.*
E. *For grouped dwellings, the area can be reduced by 10m2 where a secondary ground level private open space is provided with a minimum area of 10m2 and a minimum dimension of 3m.*
F. *Where the required deep soil areas cannot be provided due to site restrictions, planting on structure with an area equivalent to two times the shortfall in deep soil area provision is provided as per Table 3.3a of Volume 2 of the R-Codes. Where existing tree(s) are retained on site, the percentage of site area can be reduced to 7% as per A 3.3.7 of Volume 2 of the R-Codes.*
G. *Minimum deep soil area requirements (minimum percentage of site area) do not apply to single houses and grouped dwellings. Notwithstanding, minimum deep soil area requirements (minimum area depending on tree size) apply to single houses and grouped dwellings as per Volume 1 of the R-Codes.*
H. *Permanent and short-term residential dwellings/units and short-stay accommodation dwellings/units can count towards the minimum requirement.*
I. *Where the lot boundary abuts residential development.*
J. *Only applies to single houses and grouped dwellings on lots less than 100m2 in the areas that are coded R100-SL. For lots equal to or greater than 100m2 in the areas that are coded R100-SL, the controls listed for R100 apply.*
K. *Does not apply to single houses and grouped dwellings.*

Figure 20 Massing – Existing Condition

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Improvement Scheme Area

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Figure 21 Indicative Massing – Improvement Scheme Primary Controls

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Improvement Scheme Area

Disclaimer

This figure is illustrative for explanatory purposes only and is not to be interpreted as a representation of the future development intended in the subject area or the built form design.

6.9.3.2 *Residential Density*

Residential development within the subject area is proposed to focus on the increased intensity and diversity of dwelling types. To ensure future development achieves the objectives of intensification and diversification, the Primary Control Table (refer to Table 6 in the Improvement Scheme text) details minimum residential density requirements that apply to each sub-precinct, ranging from 30 to 35 dwellings/units per net hectare of site area in the School Interface sub-precinct, to 100 dwelling units in the Station and Urban Corridor sub-precincts.

To determine the minimum residential development target across the overall subject area and each sub-precinct, three development scenarios were investigated which are discussed in **Section 7** of this Report. These scenarios considered a low, medium and high growth outcome, and ranging dwelling yield estimates based on:

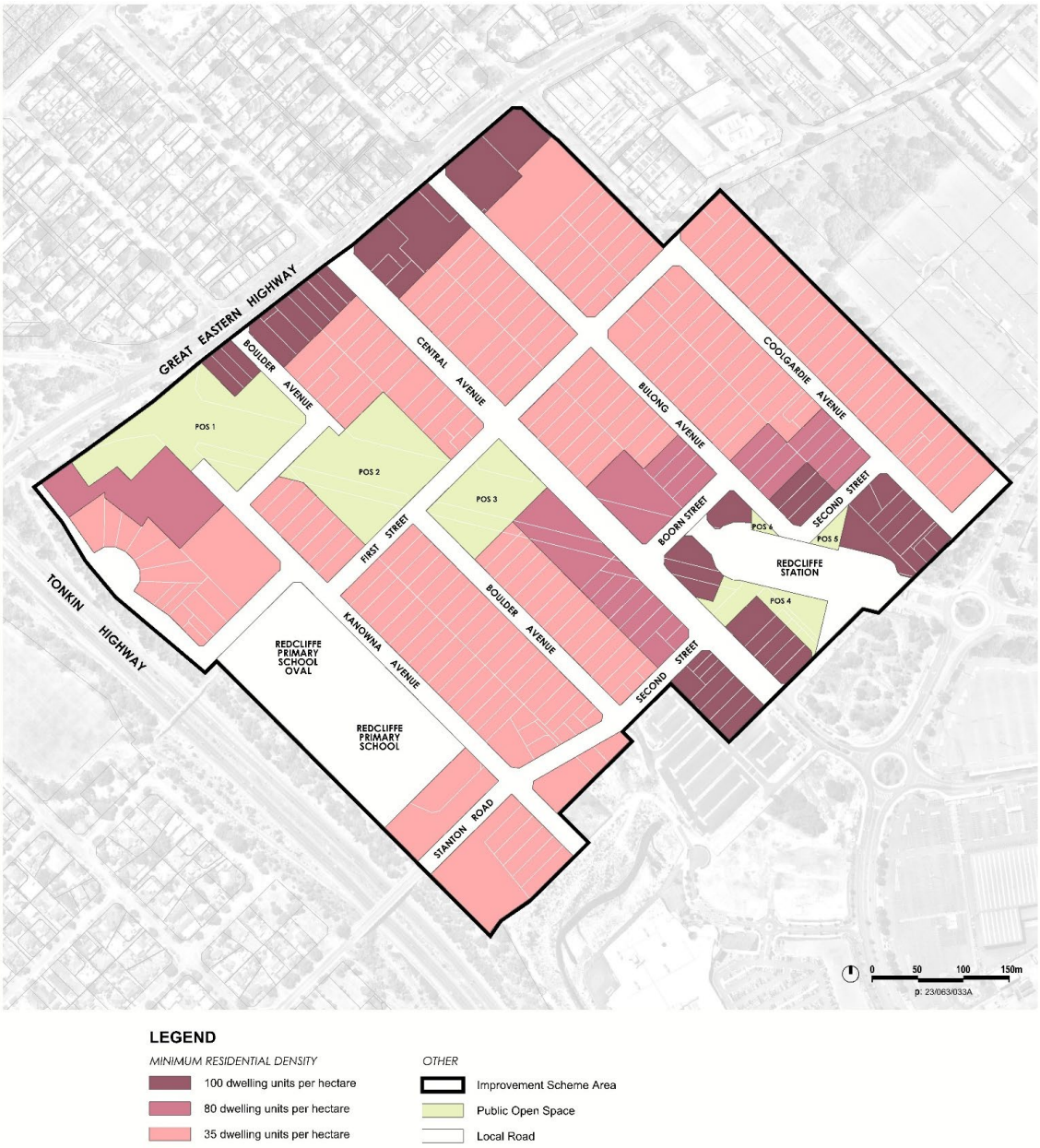
- Current guidance provided by the WAPC which recommends a minimum density requirement within transit-oriented development precincts and other similar sized centres of approximately 25 to 30 dwellings per hectare.
- Localised opportunities and constraints to increased residential density;
- Anticipated market take-up of development opportunities;
- Feasibility of built-form outcomes to achieve proposed density; and
- The objectives of each sub-precinct and the envisioned development outcome.

The review and refinement of the development scenarios led to the preparation of a preferred residential density plan, which aims to provide a minimum of 1,500 dwellings/units across the entire subject area. To achieve this, each sub-precinct is to achieve the minimum residential density shown in **Table 24 Projected Dwelling Yields based on the Minimum Residential Density Requirements** and **Figure 22 Minimum Residential Density Requirements**.

Table 24 Projected Dwelling Yields based on the Minimum Residential Density Requirements

Sub-Precinct	Site/s (refer to Figure 12)	Minimum Residential Density (dwelling units per net hectare of site area)	Total Site Area (m^2)	Projected Minimum Dwelling Yield for the Sub-Precinct	Anticipated Residential Form
Station	All	100	23,707	237	Multiple Dwellings
Station Frame	All	80	28,275	226	Multiple Dwellings
Neighbourhood	All	35	20,4753	717	Multiple Dwellings, Grouped Dwellings, Single Houses
School Interface	All	35	6440	23	Multiple Dwellings, Grouped Dwellings, Single Houses
Urban Corridor	Sites abutting Great Eastern Highway	100	22,751	228	Multiple Dwellings
	Site located at the corner of Great Eastern and Tonkin Highways	80	9,557	76	
Total				**1,506**	

Figure 22 Minimum Residential Density Requirements



All development proposals will be required to demonstrate that the minimum residential dwelling/unit requirement listed in the Primary Control Table (refer to Table 6 in the Improvement Scheme text) has been achieved. An applicant should utilise the following formula to demonstrate compliance:

(MINIMUM RESIDENTIAL DENSITY REQUIREMENT / 10,000M^2) x TOTAL SITE AREA (M^2)

= MINIMUM NUMBER OF DWELLINGS/UNITS REQUIRED

In calculating the number of dwelling units, both permanent and short-term residential dwellings/units and short-stay accommodation units can be considered. This consideration recognises the opportunity for short-term accommodation to be provided in the subject area, particularly in the Urban Corridor and Station sub-precincts.

Table 25 Example Assessment of Minimum Density Requirement provides an example residential density calculation to assist proponents.

Table 25 Example Assessment of Minimum Density Requirement

Matter	Details
Development Site Area	1,500m^2 site
Proposed Number of Dwelling Units	10 private dwellings + 5 short-stay units = total of 15 dwellings/units
Sub-Precinct Location & Minimum Density Requirement	Station sub-precinct – 100 dwellings/units per net hectare of site area applies.
Minimum Density Requirement for Development Site	(100 / 10,000m^2) x 1,500m^2 = 15 dwellings/units
Assessment	The proposed development includes a total of 15 dwellings/units, which meets the minimum number of dwellings required.

6.9.3.3 Activated Frontage

As discussed in **Section 6.6.2** of this Report, the Improvement Scheme Frontage Treatment map and the Improvement Scheme text (refer to Clause 54) outlines the key areas within the Station, Station Frame and Urban Corridor sub-precincts that are to be provided with an "Activated Frontage" on the ground level of a development. **Figure 18 Copy of the Frontage Treatment Map** includes a copy of this map and identifies the applicable sites.

In addition to land use requirements, the ground level of the building is to be appropriately designed to contribute to the character, atmosphere, comfort and activation of the street and/or adjoining POS area such as by providing for the following:

- Minimum floor-to-ceiling height of the ground floor of a development is to be 4m;
- Vehicle parking areas, servicing and/or plant areas are not acceptable on this frontage;
- Building facades to use architectural features, lighting, materials and colours which contribute to the streetscape, add a level of interest and enhance the appearance of buildings;
- Building façades to maximising the use of glazing and building entries to provide for passive surveillance and activity;
- Awnings to be incorporated over footpaths;
- Provision of landscaping and tree planting which contributes to the street and provides shade and pedestrian comfort;
- Provision of alfresco areas and/or casual seating areas adjacent to the street; and
- Provision of PAPO's areas within key areas identified in the Station sub-precinct (refer to **Section 6.9.3.6** of this Report for further information).

Plans and information should be submitted as part of a development application to demonstrate how the building has been designed to provide an activated frontage to the adjacent street and/or POS.

6.9.3.4 Adaptable Frontage

As discussed in **Section 6.6.3** of this Report, the Improvement Scheme Frontage Treatment map and the Improvement Scheme text (refer to Clause 55) outlines the key areas within the Station, Station Frame and Urban Corridor sub-precincts

are to be provided with "Adaptable Frontage" on the ground level of a development. **Figure 18 Copy of the Frontage Treatment Map** includes a copy of this map and identifies the applicable sites.

For the sites identified as requiring an "Adaptable Frontage", if a non-residential land use cannot be accommodated, the ground level of the building should be designed to enable adaption in the future, to accommodate an "active" land use. This could be achieved via various building design considerations such as:

- Providing a nil setback to allow the building to address the street;
- Consider future outdoor street-fronting alfresco areas by setting the building further back;
- Providing a minimum ceiling height of 4m instead of standard residential heights;
- Vehicle parking areas, servicing and/or plant areas are to be avoided wherever possible. Where alternative locations exist, vehicle parking areas, servicing and/or plant areas are not acceptable on this frontage. Where no alternative exists, parking and plant areas are to be minimised and screened from view from the street;
- Design the frontage of the building with large windows and a legible and welcoming entry;
- Minimize load-bearing internal walls on the ground floor to allow flexible future layouts;
- Ensure compliance with accessibility requirements (e.g. wider entry doors);
- Pre-installing services and infrastructure suitable for retail/commercial uses (e.g. installing grease traps or providing for additional electrical load, plumping, gas, and ventilation to accommodate a commercial kitchen); and/or
- Include provisions for future signage without major modifications.

Plans and information should be submitted as part of a development application to demonstrate how the building has been to be adaptable.

6.9.3.5 Sensitive Frontage

The Improvement Scheme Frontage Treatment map and the Improvement Scheme text (refer to Clause 56) outlines key areas within the Neighbourhood, Station Frame and Urban Corridor sub-precincts are to be provided with a "Sensitive Frontage" to the adjacent POS area. **Figure 18 Copy of the Frontage Treatment Map** includes a copy of this map and identifies the applicable sites.

A "Sensitive Frontage" to the POS, could be provided through the following design measures, where practical:

- Co-location of gardens – private outdoor space, gardens and deep soil areas are co-located with POS;
- Habitable areas – dwellings have been designed to position habitable rooms, outdoor living areas and balconies to overlook the POS to provide for passive surveillance and visual amenity for residents whilst maintaining privacy and minimising disturbance;
- Fencing – boundary fencing to the POS is visually permeable;
- Access – private access points to/from the park are provided where practicable and secure; and
- Material selection and colour palette – natural, earthy tones and materials that complement the park's landscape have been provided in the built form.

Plans and information should be submitted as part of a development application to demonstrate how the proposal provides for a "Sensitive Frontage" to the adjacent POS.

6.9.3.6 Development Bonuses

The Primary Control Table (refer to Table 6 in the Improvement Scheme text) includes development bonuses in the form of additional building height and plot ratio above the specified maximum limits. Notwithstanding the availability of additional height and plot ratio, the maximum building height of 60m AHD ultimately still applies.

Development bonuses are only available to the Station sub-precinct to prioritise and incentivise high-density development in the focal sub-precinct.

Additional building height and plot ratio is available at the discretion of the determining authority. Additional plot ratio and building height above and beyond the plot ratio and building height maximum outlined in Table 6 in the Improvement Scheme text is available in the Station sub-precinct, where:

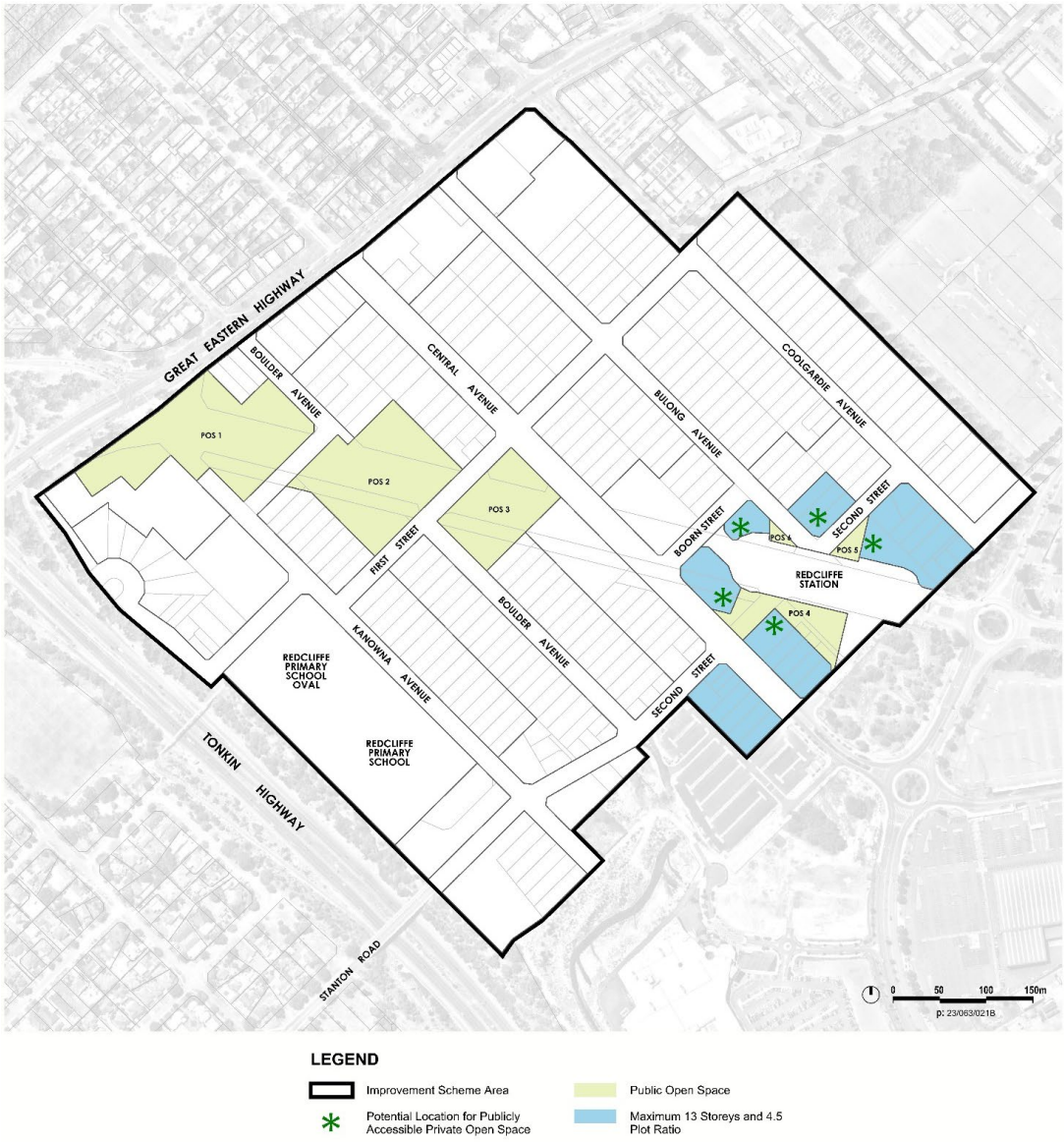
- Community benefit contributions are provided as part of a development (refer to **Table 26 Community Benefits** for more information); and
- A development is demonstrated to achieve the principles of good design as set out in SPP7.0, on the advice of the City's Design Review Panel.

Community benefits shall be agreed by the responsible authority and may include the provision of affordable and/or social housing, PAPOS, or a combination of these benefits, as described in **Table 26 Community Benefits**.

Table 26 Community Benefits

Community Benefit	Requirements	Guidance
Social and/or Affordable Housing	The proponent commits to deliver social and/or affordable dwellings in partnership with an approved housing provider or not-for-profit organisation recognised by the State Government. A minimum 15% of dwellings/units are provided as affordable and/or social housing dwellings/units part of a development.	N/A
Publicly Accessible Private Open Space (PAPOS)	A minimum 10% of the site area is provided as PAPOS and achieves a minimum, dimension of 8m.	**Figure 23 Development Bonuses** identifies key potential locations for PAPOS. These locations are co-located with plaza spaces associated with the Redcliffe transit station identified as POS 4, POS 5 and POS 6**.** These areas are intended to provide a meaningful contribution to the POS provided within the subject area, contribute to the Redcliffe transit station plaza areas and assist with the activation of the public realm. The PAPOS location must be directly abutting the public realm and designed to integrate with the abutting building and its land use. The PAPOS area must be identified as an easement in gross in favour of the local government to provide public access to the area in perpetuity, with maintenance and upkeep of the area to be provided by the landowner. In designing the PAPOS, consideration should be had for making provision of: • High-quality interface of the built form adjacent to the PAPOS that provides for visual interest and passive surveillance, and the inclusion of active uses such as a café or a restaurant; • Alfresco dining areas adjacent to and integrated with the PAPOS; • Shelter such as through the inclusion of awnings or other structures, or mature trees to provide shade and protection from the elements; • Landscaping and mature tree planting (where practical), to provide a high level of amenity and contribute to the provision of shade; • Sufficient building setbacks from the PAPOS area to allow for tree root zones; • The installation of landscaping, informal seating, drinking water fountains and other amenities; and • Minimising the enclosure of the PAPOS area such as through the provision of boundary walls or fencing.

Figure 23 Development Bonuses



6.9.3.7 *Vehicle Access*

Across the subject area, there is a general objective to improve walkability and encourage cycling through streetscape enhancement, infrastructure improvement and design interventions to reduce vehicle access points to/from landholdings where practical. Proponents are encouraged to explore options to provide reciprocal access to/from properties and parking arrangements where possible, and where impacts can be mitigated and//or managed.

Properties along the Great Eastern Highway (refer to **Figure 16 Copy of the Improvement Scheme Map**) are subject to controlled vehicle access arrangements through State Government policy, which seeks to minimise crossovers to/from the regional road network. Where possible and practical to do so:

- Site vehicular access should be taken from local roads including Coolgardie Avenue, Bulong Avenue, Central Avenue and Boulder Avenue, and
- Existing crossover locations should be utilised.

Where no other option exists, access may be taken from Great Eastern Highway, subject to demonstrating the functionality and safety of vehicle movement along the highway can be maintained and safe access to the development site can be achieved. Proponents should explore opportunities to provide for reciprocal access and parking arrangements with neighbouring properties to minimise the number of crossovers provided to Great Eastern Highway. It is recommended that preliminary engagement is undertaken with MRWA in the circumstance where access is required from Great Eastern Highway.

6.9.3.8 Car Parking

The Primary Control Table (refer to Table 6 in the Improvement Scheme text) details the minimum and maximum car parking requirements that apply to residential, retail and commercial development.

The parking rates for occupants and visitors of residential, commercial and retail developments are generally in line with the requirements of the R-Codes and standards that are applied in other inner-city activity centres. However, some variation to the business-as-usual parking approach has been contemplated to respond to the subject areas transit-orientated development context. It is considered appropriate to reduce the supply of private parking to maximise the availability of land for development purposes and encourage residents and visitors to utilise public transportation, walk, cycle and/or ride.

To encourage this, no minimum car parking requirements are included in the Improvement Scheme text for commercial/retail land uses and for occupants of residential developments (only minimum requirements for visitors included). Only maximum car parking requirements are included in the Improvement Scheme text for commercial/retail land uses and occupants of residential developments, thereby introducing a car parking cap.

To determine the minimum parking needs of a development proposal, proponents should consider user demand and consult a transport expert. Applicants seeking to exceed the car parking cap will need to justify the special circumstances that warrant additional parking and demonstrate the design of the car parking area is capable of being converted for an alternative purpose in the future.

Parking rates for other types of land uses have not been listed. The Improvement Scheme leaves this up to the proponent to determine based on demands and aspirations that should be explored in consultation with a transport expert and justified within a Transport Impact Statement/Assessment.

Preference exists for vehicle parking to be provided within the walls of a building, in either upper levels or below ground, however, it is acknowledged that below-ground parking may be challenging in some circumstances due to the high groundwater level and excavation limitations associated with the rail alignment. The Improvement Scheme requires at-grade vehicle parking to be located so they're not visible from the street, where possible. Where there is no other option, street-fronting parking areas should be screened from the view of the street such as via the built form, fencing, landscaping or other screening device that provides for a high-quality interface with the public realm.

As discussed in **Section 6.9.3.7**, shared parking arrangements should be explored by proponents. Provisions consistent with the Deemed Provisions have been incorporated in the Improvement Scheme text (refer to Part 10) that requires an applicant to enter into an agreement with a landowner of the shared parking site.

6.9.3.9 Bicycle Parking and End-of-Trip

To mitigate parking impacts in the subject area and support the use of alternative transportation modes, it will be critical for developments to provide sufficient amenities including sufficient bicycle and scooter/motorbike parking or larger storage areas and well-designed and located end-of-trip facilities where applicable.

Minimum bicycle parking rates have been incorporated into the Improvement Scheme text (refer to Table 6 in the Improvement Scheme text). These rates are generally in line with the R-Codes (Location A) requirements or the draft ACP (for non-residential development). No maximum requirements have been imposed.

Where applicable, high-quality end-of-trip facilities should be provided in easily accessible, safe locations to support the use of active modes of transportation in the subject area. End-of-trip facilities include the provision of changerooms and showers as per Volume 2 of the R-Codes.

The Improvement Scheme text does not outline end-of-trip requirements for solely commercial or retail developments. The Improvement Scheme leaves this up to the proponent to determine based on demands and aspirations that should be explored in consultation with a transport expert and justified within a Transport Impact Statement/Assessment.

6.10 Administration and Review

This section outlines how the Improvement Scheme will be administered and reviewed over time.

6.10.1 Administration

Unless delegated authority is authorised, the WAPC will be the responsible authority for implementing the Improvement Scheme, including any Improvement Scheme LDPs or policies. The WAPC will ensure that the statutory planning framework aligns with both State and local government's broader strategic objectives for the region. Applications for the approval of any subdivision and/or development of land within the subject area will be submitted to, and assessed and determined by the WAPC, or as per its delegation register applicable to the subject area.

6.10.2 Review

A periodic review of the operation of the Improvement Scheme will provide the opportunity to assess the effectiveness of the scheme in facilitating the aims and objectives of IP45. It also allows assessment of the efficiency of the provisions from an operational perspective. Part 5, Division 5 of the PD Act requires Improvement Schemes to be reviewed after each five-year period of operation. This ensures they remain current and are appropriately serving strategic objectives.

A review of the Improvement Scheme may also coincide with a review of relevant supporting technical documentation, a holistic review of amendments to the Improvement Scheme that may have been gazetted, and consolidation of the Improvement Scheme provisions. Over time, parts of the Improvement Scheme may be normalised into the LPS15. At such time, it will be necessary to review the Improvement Scheme against the requirements of LPS15 and proactively prepare scheme amendments, if necessary, to achieve alignment of zones, reserves and other requirements between schemes.

6.11 Technical Documentation

The Improvement Scheme provisions have been prepared with regard to a series of technical reports that have been prepared over time, including a Local Water Management Report which is appended to this Report (refer to **Appendix A**).

7.0 Concept Plan

This section of the Report explains the design process associated with the Concept Plan which underpins the Improvement Scheme map and text. This section outlines the collaborative, iterative testing process that was undertaken to develop the Concept Plan, including the development and investigation of three development scenarios, and the identification of a preferred development scenario.

7.1 Rationale Overview

As discussed in this Report, there has been extensive planning work undertaken over the subject area in the recent past, including through the development of the draft ACP by the City. The Concept Plan was informed by:

- The development outcomes envisioned through the draft ACP,
- The extensive technical investigations undertaken as part of the formation process including transport, infrastructure and funding, bushfire, water management, socio-economic and demographic, development feasibility and built-form assessments, and
- The outcomes of preliminary and formal stakeholder and community engagement and consultation.

This prior work and outcomes of engagement and consultation informed the development of three development scenarios that were the subject of further testing and stakeholder engagement. The three development scenarios are discussed further in **Section 7.1.1**.

Development Scenario 2 – Moderate Growth was identified as the preferred development scenario and was then used to inform the development of an initial Concept Plan.

Development Scenario 2 and the initial Concept Plan were used to test several built-form controls such as residential density requirements, building heights, plot ratio, lot area and frontage requirements on key sites across the subject area, and undertake development feasibility analysis. The purpose of this testing and analysis was to verify the envisioned development outcomes were capable of being achieved and identify any refinements that should be made to the Concept Plan.

The refined Concept Plan balances the aspirations for future development in accordance with the level of intensity identified in Development Scenario 2, with consideration for the findings of the development feasibility analysis. The refined Concept Plan has ensured the Improvement Scheme provides a planning framework which will:

- Intensify development in the subject area in accordance with TOD principles;
- Enhance the amenity of the subject area, including by providing retail/commercial/community land uses, enhancing the POS areas, improvements to the ASMD, and streetscapes throughout the subject area;
- Create local employment opportunities;
- Respond to the servicing capacity of the subject area and upgrade needs; and
- Help to deliver an effective, efficient, integrated and safe transport network that supports walkability and cycling.

7.1.1 Development Scenario Testing

The past work and outcomes of engagement formed the basis of the development of three development scenarios that contemplated ranging levels of intensification across the subject area:

- Development Scenario 2 – Low Growth
- Development Scenario 2 – Moderate Growth
- Development Scenario 3 – High Growth

All three scenarios provided for intensification of the subject area when compared to the existing situation (refer to **Figure 20 Massing – Existing Condition**) and assumed a combination of single houses, grouped and multiple dwelling developments would be provided, however, each scenario contemplated differing levels of development intensification as outlined in **Table 27 Development Scenario Comparison**). Residential yield estimates were calculated based on the most likely form of development to occur on each development site and by applying the primary controls of the assigned density code as per the R-Codes. The three development scenarios are discussed further in the following sections.

Table 27 Development Scenario Comparison

Development Scenario	R-Code Range	Estimated Yield	Estimated Population	Figure Reference
Development Scenario 1 – Low Growth	R35 – RAC3	1885 dwellings	3,770 persons	**Figure 24 Development Scenario 1 – Low Growth**
Development Scenario 2 – Moderate Growth	R35 – RAC3	2,598 dwellings	5,135 persons	**Figure 25 Development Scenario 2 – Moderate Growth (Preferred Development Scenario)**
Development Scenario 3 – High Growth	R35 – RAC1	3,494 dwellings	6,988 persons	**Figure 26 Development Scenario 1 – High Growth**

7.1.1.1 Development Scenario 1 – Low Growth

As seen in **Table 27 Development Scenario Comparison**, Development Scenario 1 contemplated the lowest amount of development intensification in the subject area, providing for an estimated residential yield of 1,885 dwellings and an estimated population of 3,770 persons. This scenario considered the subject area would comprise predominantly grouped dwelling development as per an R35 density code (28%) and multiple dwelling development as per an R100 density code (30%) surrounding the Redcliffe transit station and along Great Eastern Highway. Four key sites surrounding the Redcliffe transit station contemplated RAC3 scale multiple dwelling development, making up 10% of the dwelling yield. The remainder of the lots within the subject area were identified as containing grouped dwelling development at an R40 or R80 scale, or multiple dwellings at an R50 scale.

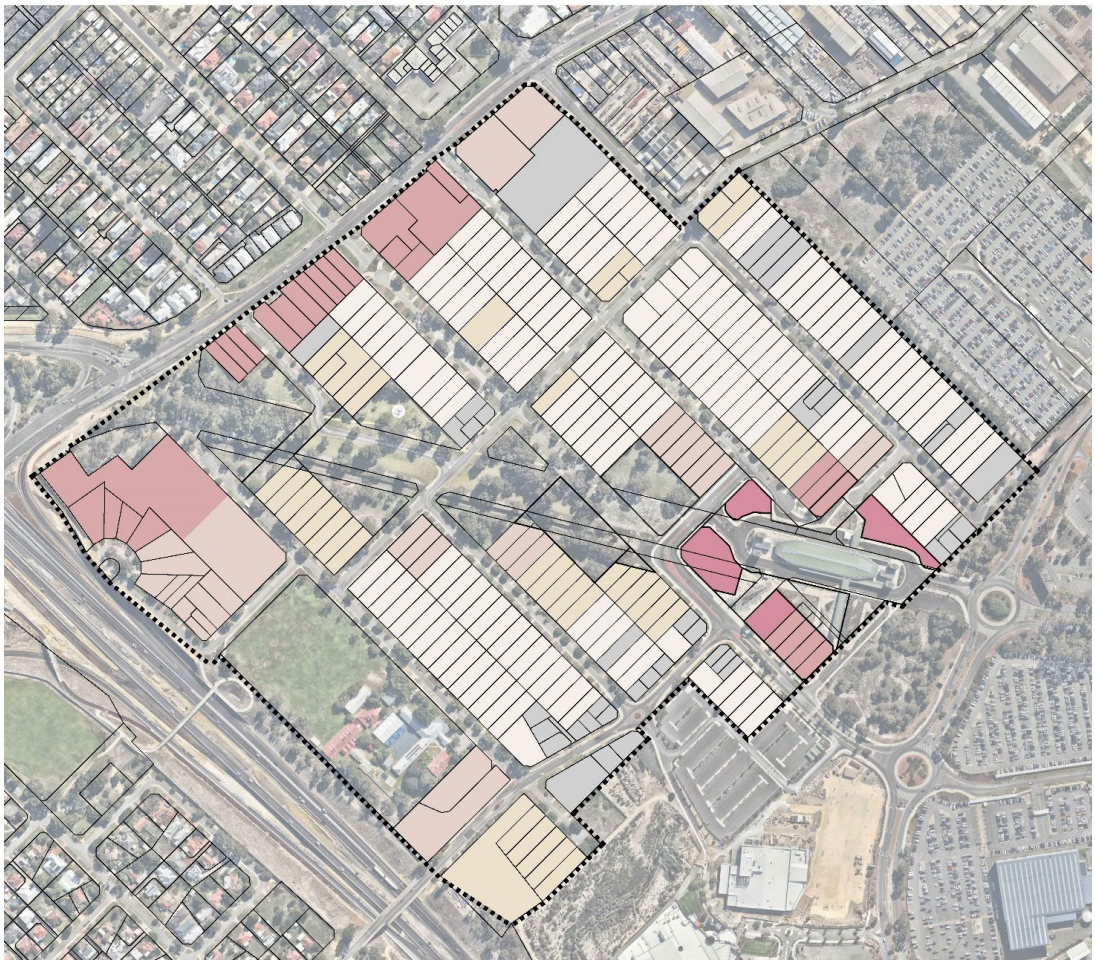
7.1.1.2 Development Scenario 2 – Moderate Growth

As seen in **Table 27 Development Scenario Comparison**, Development Scenario 2 contemplated mid-range intensification, providing for an estimated residential yield of 2,598 dwellings and a population estimate of 5,125 persons. This scenario contemplated predominantly RAC3 or R100 scale multiple dwelling development across the subject area (54%), particularly along the entirety of the Great Eastern Highway frontage and adjacent to or nearby the Redcliffe transit station. Compared to Development Scenario 1, a greater extent of key development sites were considered along the Highway frontage and surrounding the station. Grouped dwellings are predominantly considered to be as per the R35 density code (12%) and have been provided to a much of a much lesser extent across the subject area when compared to Development Scenario 1. The remainder of the lots within the subject area have been modelled as accommodating grouped dwelling development at an R40 or R80 scale, or multiple dwellings at an R50 scale.

7.1.1.3 Development Scenario 3 – High Growth

As seen in **Table 27 Development Scenario Comparison**, Development Scenario 3 contemplated the greatest level of intensification, providing for an estimated residential yield of 3,494 dwellings and an estimated population of 6,988 persons. This scenario contemplated a similar level of intensity that was contemplated in the draft ACP but responded to R-Code Volume 1 changes. Development Scenario 3 introduces the RAC1 density code to the subject area on key development sites fronting the Redcliffe transit station and Great Eastern Highway. These areas are surrounded by RAC3 or R100 coded sites that contain multiple dwelling development. Combined, the RAC1, RAC3 and R100 coded sites provide for 85% of the yield estimate. A significantly higher extent of multiple dwellings has been contemplated across the subject area under this scenario when compared to Scenario 1 and 2.

Figure 24 Development Scenario 1 – Low Growth



Legend

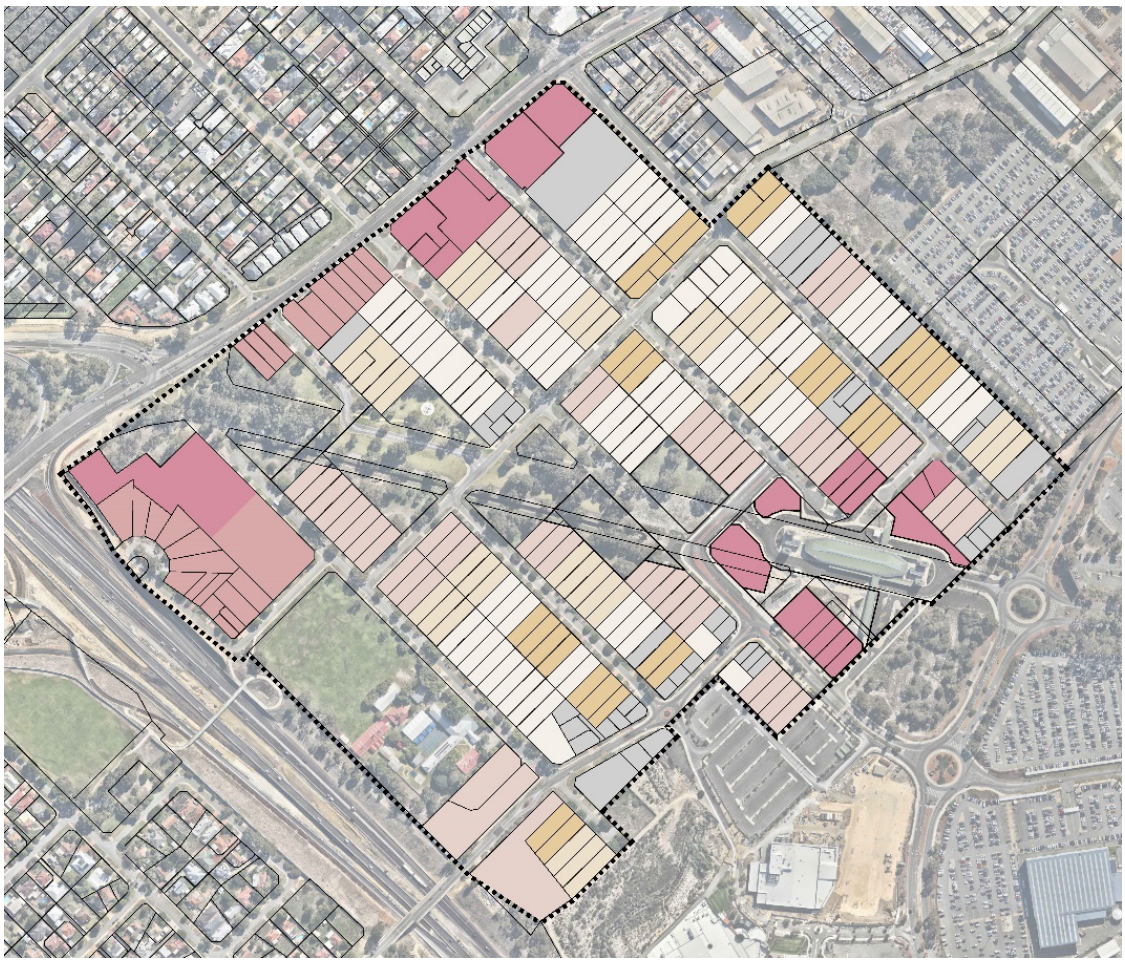
Subject Site 48.3062ha

Proposed Cadastre

Development Scenario 1

Density Code	Indicative Height	NDA (ha / %)	Dwelling Yield (du / %)
Existing	as built	2.9382ha (10.4%)	74 (3.9%)
R35 Residential (Grouped Dwellings)	2 storey	13.2463ha (46.7%)	530 (28.1%)
R40 Residential (Grouped Dwellings)	2 storey	4.1365ha (14.6%)	188 (10.0%)
R80 Residential (Grouped Dwellings)	2-3 storeys	0.0000ha (0.00%)	0 (0.00%)
R50 Residential (Multiple Dwellings)	3 storeys	3.7475ha (13.2%)	328 (17.4%)
R100 Residential (Multiple Dwellings)	4 storeys	3.5053ha (12.4%)	570 (30.2%)
RAC3 or R100	6 storeys	0.7838ha (2.8%)	196 (10.4%)
RAC1	9 storeys	0.0000ha (0.00%)	0 (0.00%)
TOTAL		**28.3576ha**	**1885 (100.0%)**

Figure 25 Development Scenario 2 – Moderate Growth (Preferred Development Scenario)



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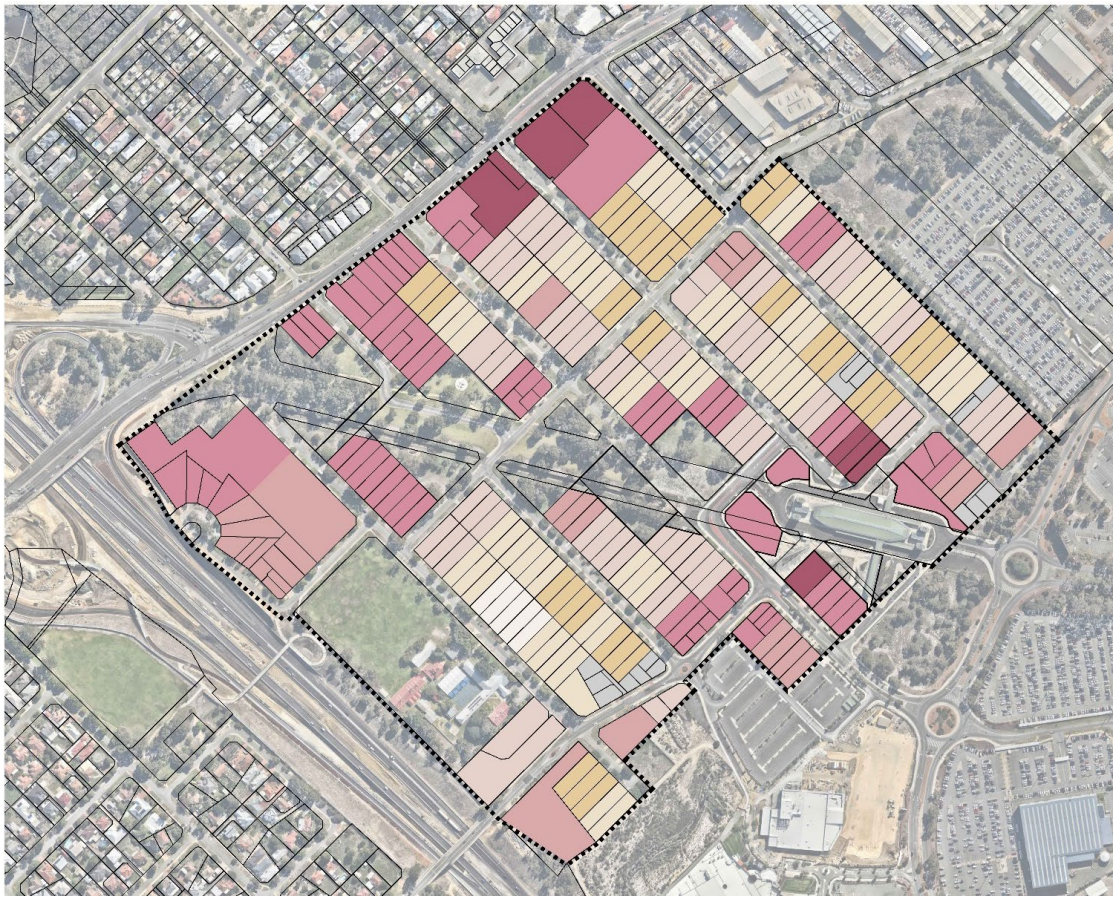
Subject Site 48.3062ha

Proposed Cadastre

Development Scenario 2

Density Code	Indicative Height	NDA (ha / %)	Dwelling Yield (du / %)
Existing	as built	2.9382ha (10.4%)	74 (2.8%)
R35 Residential (Grouped Dwellings)	2 storey	7.4640ha (26.3%)	299 (11.5%)
R40 Residential (Grouped Dwellings)	2 storey	3.1917ha (11.3%)	145 (5.6%)
R80 Residential (Grouped Dwellings)	2-3 storeys	2.6482ha (9.3%)	196 (7.6%)
R50 Residential (Multiple Dwellings)	3 storeys	5.6968ha (20.1%)	498 (19.2%)
R100 Residential (Multiple Dwellings)	4 storeys	2.5074ha (8.8%)	407 (15.7%)
RAC3 or R100	6 storeys	3.9114ha (13.8%)	978 (37.6%)
RAC1	9 storeys	0.0000ha (0.0%)	0 (0.0%)
TOTAL		**28.3577ha (100%)**	**2598 (100%)**

Figure 26 Development Scenario 3 – High Growth



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Subject Site 48.3062ha

Proposed Cadastre

Development Scenario 3

Density Code	Indicative Height	NDA (ha / %)	Dwelling Yield (du / %)
Existing	as built	0.6783ha (2.4%)	44 (1.3%)
R35 Residential (Grouped Dwellings)	2 storey	0.5313ha (1.9%)	21 (0.6%)
R40 Residential (Grouped Dwellings)	2 storey	5.4497ha (19.2%)	248 (7.1%)
R80 Residential (Grouped Dwellings)	2-3 storeys	3.4239ha (12.1%)	254 (7.3%)
R50 Residential (Multiple Dwellings)	3 storeys	5.8268ha (20.5%)	510 (14.6%)
R100 Residential (Multiple Dwellings)	4 storeys	3.6046ha (12.7%)	586 (16.8%)
RAC3 or R100	6 storeys	7.3286ha (25.8%)	1832 (52.4%)
RAC1	9 storeys	1.5144ha (5.3%)	568 (16.3%)
TOTAL		**28.3576ha (100%)**	**3494 (100%)**

OFFICIAL

Figure 27 Concept Plan

LEGEND

Improvement Scheme Area

7.2 Key Features

Development Scenario 2 was utilised to develop and refine the Concept Plan (refer to **Figure 27 Concept Plan**). The Concept Plan comprises the following key features which are discussed further in the following sections:

- Residential land uses;
- Commercial, retail and community land uses;
- Public open space and integrated ASMD;
- Redcliffe transit station and adjacent plazas; and
- Movement network.

7.2.1 Residential

Residential development within the subject area is proposed to focus on the increased intensity and diversity of dwelling types throughout the subject area in accordance with the character objectives and built-form parameters outlined in the Improvement Scheme text.

The inspiration for the subject area is to create an urban village in a landscaped setting. The Improvement Scheme provides for renewal and transformation of the area, facilitating a vibrant urban precinct in walking distance of the Swan River, Redcliffe transit station and on the doorstep of one of Perth's largest mixed employment hubs at the Perth Airport. It is intended as a place for all ages, incomes, lifestyles and families with a mix of spaces for relaxation and enjoyment for the entire community and serviced by a variety of local economic and employment opportunities.

The vision involves the reintroduction of great streetscapes that will reconnect an area which has long been divided and allow the subject area to integrate with itself and the surrounding areas. A regeneration that will allow people to enjoy safe and inviting movement by foot, bicycle, rail, bus and car through a pedestrian-friendly environment.

It is anticipated that the market is likely to provide a range of dwelling types to meet demand and the Improvement Scheme encourages and facilitates this. The objectives and primary controls have been influenced by a strong desire for the locality to be realised into a transit-orientated precinct that provides for:

- A broad range of dwelling sizes to cater for single people, young couples without children, families, empty nesters and retirees, in addition to alternative living patterns such as multi-generational housing;
- Universally accessible housing to cater for demand from an ageing population and ensure inclusivity; and
- Flexibility in design outcomes to ensure that housing is designed to be fit for purpose now and in the future, as technological changes improve the efficiency of land use and the ways in which people choose to live.

To facilitate the vision and intended outcomes, all development is required to achieve a minimum residential dwelling/unit density, in accordance with the objectives of supporting transit-orientated development, increasing housing supply, and providing for diverse housing and tenure. The minimum density requirements have been tested in the context of the height, plot ratio, lot area, street frontage other development provisions imposed by the Improvement Scheme text to ensure that these are not too onerous or will result in an unreasonable restriction on development.

One of the critical elements to achieve the built-form vision and the housing diversity objectives is the need for land assembly to achieve larger sites capable of supporting higher-density developments and achieving streetscape outcomes. To provide for land assembly, minimum lot area and street frontage requirements are required by the Improvement Scheme. Some individual development sites or adjoining landholdings in common ownership already achieve the minimum requirements. However, land assembly will be required elsewhere. Generally, this can be achieved through the amalgamation of two parcels of land, and three in some circumstances.

7.2.2 Commercial, Retail and Community

Within the subject area, there are limited existing commercial and retail facilities despite its activity centre classification. These facilities are limited to sites along Great Eastern Highway and include a tavern, liquor store, hotel, serviced apartments, funeral parlour, medical centre, motor vehicle repairer, service station, a range of small retail outlets and professional services and a religious institution. These operations benefit from the high frequency of passing traffic and visibility that is provided by the highway frontage. With reference to the City's Great Eastern Highway Corridor Strategy, it is expected that these uses will intensify and diversify into the future.

Redevelopment of the subject area creates the opportunity for a variety of retail, commercial and community uses to evolve, particularly surrounding the Redcliffe transit station and along Great Eastern Highway, that are compatible with and support residential development. It is anticipated that a broad variety of commercial, retail, civic and community opportunities can be provided in the subject area, to provide local employment and services to residents, workers and visitors, and provide for commuters moving through the area via the movement network.

An influencing factor on the demand for commercial and retail space is the proximity of the subject area to the Perth Airport estate which includes a Neighbourhood Centre and a host of other employment opportunities. The Perth Airport estate acts as a magnet for further commercial and retail development and it is therefore likely that the amount of non-residential development in the subject area will be limited to the larger footprint, commercial/retail land uses along Great Eastern Highway and small-scale commercial/retail convenience needs surrounding the transit station.

Noting the high level of accessibility of the subject area to/from the Perth Airport via the Redcliffe transit station, there is an opportunity to support a greater extent of short-stay accommodation in the form of hotels, motels and other accommodation types. This land use is expected to evolve along the highway and surrounding the station and has been allowed for in the Implement Scheme. To ensure the amenity of residents is maintained, these facilities will require careful management of matters such as parking, waste and guest behaviours.

To ensure that the key public spaces and areas of interest are provided with a level of activation, the Improvement Scheme includes a requirement for active uses to be provided on the ground level of key sites such as a restaurant, cafe and cinema for example. This includes land uses that are likely to generate activity, provide for a level of street life, and encourage visitors to the subject area who may utilise the public transport service. A land use and built-form response aims to provide for frontages that are activated, provide for passive surveillance opportunities, and enhance the sense of place.

Areas beyond the Station sub-precinct in the Station Frame sub-precinct are encouraged to provide for active frontages but are not necessarily required to do so under the Improvement Scheme. This responds to the market realities that suggest retail/commercial uptake may be economically unviable in the short to medium term, and a desire not to unreasonably burden landowners. These sites, however, are required to provide for an adaptable building design, which could enable the ground level to accommodate an active use in the future should demand increase over time as the residential density increases and the local population grows. A building could be designed to be adaptable in several ways, such as the inclusion of a minimum finished floor-to-ceiling height of 4m, which would provide flexibility to accommodate a variety of commercial, or retail uses in the future whilst creating an interesting and sought-after residential product in the meantime.

A key community feature of the Concept Plan is the Redcliffe Primary School and its associated oval. The school provides a service to the local community through the provision of public schooling from Kindergarten to Year 6. The facilities provided by the school are generally closed to the public after school hours. The Concept Plan contemplates the school to be maintained in the southern portion of the subject area and the future shared use, management and maintenance of the school oval as a POS area. To enable this, an agreement would need to be reached between stakeholders and design interventions by way of removing the fencing. This opportunity should be further explored by the State Government.

Whilst there are no formal community buildings proposed within the subject area, the responsible authority should monitor demand for community facilities into the future as the subject area grows and determine whether further upgrades or new facilities are required.

7.2.3 Public Open Space

The provision of high-quality POS is an essential component of the vision for the Concept Plan. It was identified that a greater extent of active and recreational POS was needed to support an increase in the local population and provide amenity that could contribute to the positive rebranding of the subject area that would attract investment.

As a component of the identification of POS opportunities, a review of the existing open space network within the subject area and within the surrounding area was undertaken. Several opportunities were identified and considered, including those outlined in **Table 28 Local POS Opportunities**.

Table 28 Local POS Opportunities

POS Opportunity		Description
1	**Utilisation of the redundant Brearley Avenue reservation land for open space purposes**	This was identified as the preferred option, as the existing parklands sit adjacent the former Brearley Avenue reservation which is no longer operational. This land provides the opportunity to connect the existing POS pockets and create much larger elongated open space area which integrates with an improved ASMD.
2	**Utilisation of other State Government owned land within the subject area**	The State Government owns several landholdings in the subject area. These landholdings were considered to be a good opportunity to provide POS where the spaces were well located and of a size suitable for recreation. The excess reserved land surrounding the Redcliffe Station provided an opportunity to provide passive recreational spaces that contribute to the activation of the Station sub-precinct and use of the use of the rail infrastructure.
3	**Shared use of the Redcliffe Primary School oval**	As outlined in **Section 7.2.2** an opportunity was identified to make arrangements for the shared use, management and maintenance of the oval so that it can be used by the wider public as POS. An agreement between the school, Department of Education and the City regarding access arrangements, exclusive use rights and ongoing maintenance would need to be reached to facilitate this opportunity and therefore, this outcome could not be solely relied upon to achieve the envisioned POS improvements.
4	**Enhancement of the ASMD to an urban living stream**	The redesigned ASMD basin to the south of Kanowna Avenue has the potential to offer significant amenities both to visitors of the Airport West precinct and residents and visitors of the subject area. Upgrades and improvements to the ASMD and adjacent foreshore areas will require further consideration and planning by the Water Corporation as the manager of the drain and will be subject to separate approval processes.
5	**Acquisition of privately owned land within the subject area for open space purposes**	Although contemplated, this option was considered to be difficult and impractical due to the relatively small lot sizes and lack of coordination of land ownership which would require the acquisition of multiple landholdings at significant cost.
6	**Bushland within the Perth Airport estate**	There is an existing area of bushland within Perth Airport Estate to the north of the subject area abutting Redcliffe Road. Improvements to this space may provide additional passive recreation opportunities for residents and visitors to the area, however this would be subject to further consideration and planning by Perth Airport and subject to separate approval processes.

POS opportunities 1 to 4 were identified as the preferred options that accommodated a mix of open space types across the subject area that were capable of delivery in the short to medium term.

Figure 17 Copy of the Improvement Scheme Sub-Precincts Map identifies POS 1 to POS 6 are reserved as Public Open Space in **Figure 16 Copy of the Improvement Scheme Map**, and the ASMD is identified via a Drainage/Waterway reservation.

The following objectives are relevant to the provision of all POS areas within the subject area

- To create an integrated public open space network that supports public activity through the delivery of well-landscaped, functional and accessible public space;
- To facilitate the movement of pedestrians and cyclists through areas of high amenity that connect key destinations and enhanced infrastructure;
- To enhance the quality of life for residents, employees and visitors by integrating the natural environment within the urban precinct;
- Provide for the safety of users and enhance opportunities for passive surveillance;
- To retain existing mature trees of high quality where practical and increase canopy coverage; and

- To support the sustainable integration of stormwater management within open space and public realm areas and provide for multi-functional infrastructure.

The following sections outline the proposed POS network and the design and functionality of the key POS areas.

7.2.3.1 POS 1 – 3

POS 1 to 3 are located in the western portion of the subject area and make up the key POS areas, providing significant amenities for residents and visitors. **Table 29 POS Schedule Summary (POS 1 – 3)**outlines the total area provided by these areas (restricted and unrestricted) equates to 3.93ha (8% of the total subject area) excluding deductions under development control policy 2.3). Or 9.92% including deductions.

Whilst the Draft OP 2.3 generally requires the provision of 10% of the gross subdivisible area as open space, the 8% provided is considered appropriate as:

- Existing open space within the subject area equates to approximately 3.55ha and as such the proposed POS design represents an improved reconfiguration and increase compared to the existing POS provision;
- The proposed design represents a significant increase in the quality and usability of POS within the subject area, as the spaces are significantly larger, have greatly improved connectivity and will provide higher-quality amenity for users;
- The proposal to work with Perth Airport and the Redcliffe Primary School to improve public amenity and usability of other open space areas will provide additional opportunity for recreation space for future residents; and
- Improvements in connectivity to surrounding regional space, including the Swan River Foreshore, Garvey Park and Selby Park, will provide further opportunities for future residents to recreate.

Whilst separated by Road 1 and First Street, these POS areas are envisioned to be designed in an integrated, connected manner to provide for walkability and a larger area for active recreation. These POS areas are envisioned to:

- Feature a series of major recreational and play spaces, pedestrian and cycling infrastructure, and other community infrastructure that provide for useability and walkability;
- Be enhanced through landscaping and tree planting; and
- Integrate the ASMD improved to a living stream standard (refer to **Section 7.2.4.2** for more information).

As discussed in **Section 7.2.1**, development adjacent these POS areas are envisioned to accommodate a “sensitive frontage” to ensure that new built form abutting these areas will be designed to provide a high-quality interface with the open space and provide opportunities for passive surveillance to assist in maintaining a safe environment.

Table 29 POS Schedule Summary (POS 1 – 3)

Item	Existing	Proposed
Total subject area	48.41ha	49.61ha^ (including deductions)
Total area of open space and drainage	6.43ha	3.99ha
Drainage area	0.68ha[1]	0.06ha
Area of restricted open space	0ha	0.49ha (13% of total open space provision)
Area of unrestricted open space	5.75ha (12% of total subject area[2])	3.44ha (87% total open space)
Total open space (restricted + unrestricted)	5.75ha (12% of total subject area[2])	3.93ha (10% total precinct area incl, deductions^)% total subject area[2])

Notes:

1. *The existing drainage area is defined as the full fenced drainage reserve.*
2. *^Total precinct area includes deductions for non-residential land uses consistent with development control policy 2.3.*

The POS surrounding the ASMD provides a focal point for the subject area and the integrated location of the ASMD presents an opportunity to create a significant blue-green link in the locality. As discussed in other sections of this report, upgrades to the ASMD are planned by the State Government in consultation with the City. A preliminary concept design for the ASMD has been developed in consultation with the relevant agencies and is presented in **Figure 28** to **Figure 32**. The preliminary concept envisions the drain will be enhanced into a vegetated living stream that is embedded within the POS corridor. The preliminary concept has been developed with consideration of the following key objectives:

- Improve biodiversity outcomes;
- Improve sediment and water quality management for the catchment;
- Provide the opportunity for the community to engage with water whilst ensuring safety;
- Retain existing mature trees and enhance adjacent recreation spaces;
- Maintaining drainage capacity and performance;
- Allow for access for maintenance activities and provide for the safety of maintenance staff;
- Comply with evacuation limitations associated with the rail corridor;
- Minimise the impact on other infrastructure and services; and
- Consider the roles, responsibilities and costs for ongoing management and maintenance, and ensure a sustainable and practical design outcome.

The living stream can be delivered in isolation from any surrounding development, however, implementation of on-site drainage requirements outlined in the Improvement Scheme text will be necessary to ensure water run-off is able to be adequately managed by the modified ASMD (refer to **Section 7.3.2** for more information).

Figure 28 POS 1 to 3 and the ASMD (*Source: Urbaqua 2025*)

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Figure 29 Cross Section of POS 3 and the ASMD (Section A-A) (*Source: Urbaqua 2025*)

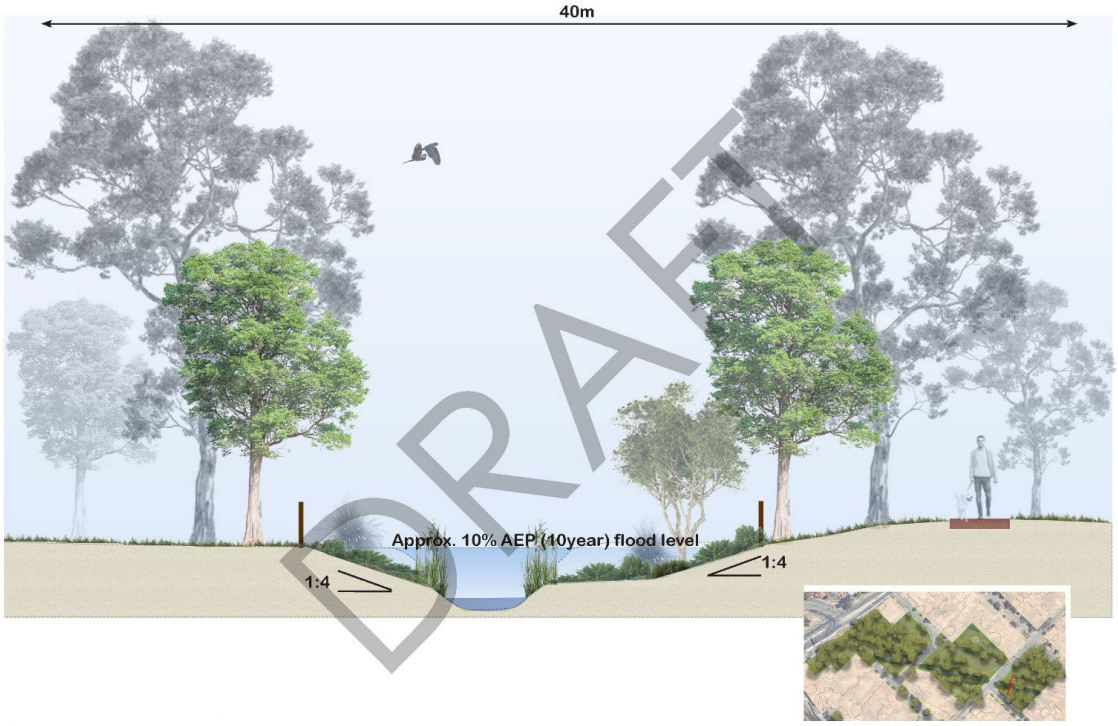

Figure 30 Cross Section of POS 2 and the ASMD (Section B-B) (*Source: Urbaqua 2025*)

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Figure 31 Cross Section of POS 2 and the ASMD (Section C-C) (*Source: Urbaqua 2025*)

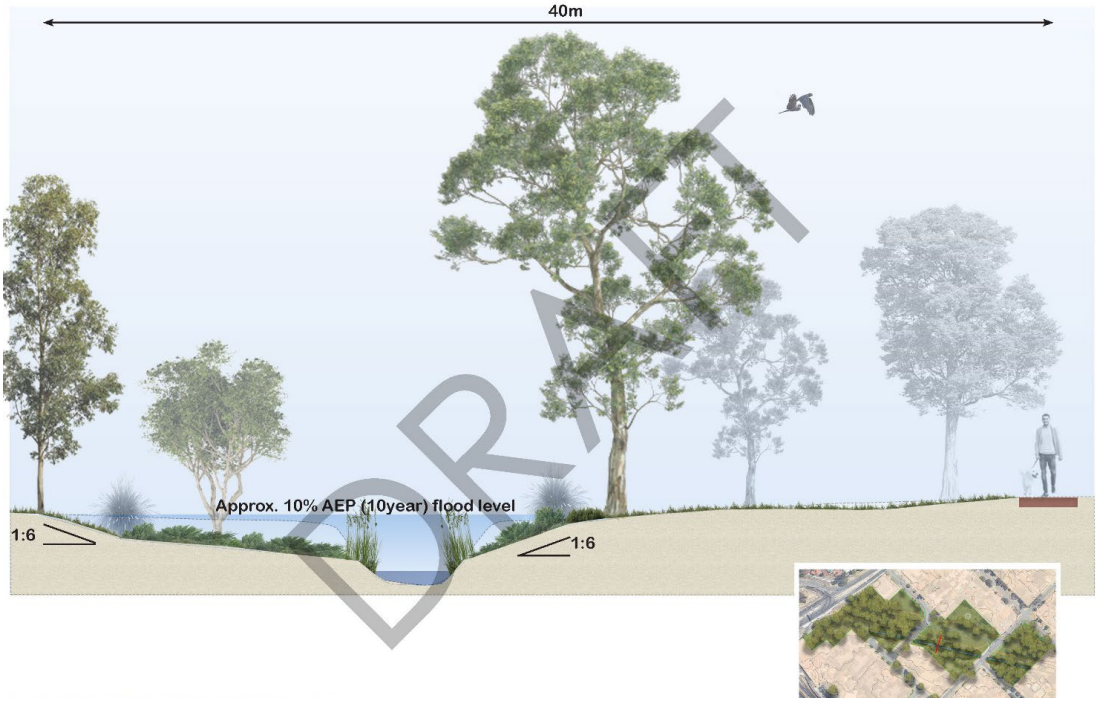


Figure 32 Cross Section of POS 1 and the ASMD (Section D-D) (*Source: Urbaqua 2025*)

7.2.4 Redcliffe Transit Station and Adjacent Plazas (POS 4, POS 5 and POS 6)

The Concept Plan seeks to establish the Redcliffe Station and surrounding Station sub-precinct as the focal point for the subject area, with the greatest intensity of land use and development that will support the functionality and use of the public transport services. The station is envisioned to be immediately surrounded by a range of plaza spaces (referred to as POS 4, 5 and 6). This area will be the major urban space in the subject area and will be the nexus of transit activity for the locality. The plaza spaces will provide safe, legible, comfortable and vibrant public spaces around the station to the north and south, which will be supported by and integrated with adjacent development sites and active uses on the ground level of the future buildings.

The key objectives for the development of the surrounding plaza spaces include:

- Optimisation of pedestrian and cyclist access to/from the station, to/from the new development and the existing residential neighbourhood;
- Providing for safe, comfortable, direct and legible connections to/from the station, and 24-hour access;
- Providing amenities which support the creation of active, safe and comfortable public spaces that support the operations of the transit station, sense of place development and the curation of the place;
- Provide an engaging, vibrant and amenable public destination for residents, workers and visitors, and a setting for local convenience retail activity;
- Enhancing the landscaping and abundance of trees provided;
- Providing active uses and interfaces on the ground levels of development sites adjacent to the station and plazas, such as convenience retail, restaurants and cafés; and
- Activation of the streets and pedestrian pathways around and leading to/from the station.

7.2.5 Movement Network

Detailed traffic modelling and analysis has been undertaken to support the growth of the subject area. The demands placed on the local road network from a vehicle traffic perspective are going to increase as a result of the introduction of the Redcliffe transit station, the redevelopment and intensification of land use and development within the subject over time, the continued (albeit short-term) operation of Qantas from Terminal 3 and the significant commercial development occurring within Perth Airport estate, including the Neighbourhood Centre, Costco and the DFO Perth.

An assessment of traffic volumes associated with these factors had previously been forecast for the year 2021 by the PTA as a component of the Forrestfield-Airport Link project, and further analysis was undertaken for the year 2031 by Flyt Consulting in 2019 (refer to the Transport Impact Assessment dated 2019, prepared by Flyt in support of the draft ACP. The comparative flows between 2021 and 2031 for the local street network indicate the following:

- Traffic will increase on most local roads because of the above factors, which will benefit from a series of local road upgrades focused on the slowing of vehicles and alternative treatments to key intersections;
- The use of Coolgardie Avenue / First Street to access the subject area and the adjoining retail and commercial land uses in the Perth Airport estate will increase between 2021 and 2031, and as such local road upgrades between First Street and the Perth Airport estate are a priority to direct traffic to the preferred routes;
- The more immediate traffic impacts will result from Qantas terminal traffic, Costco, the DFO and the station park-and-ride traffic on Second Street, as development within the subject area is likely to occur over a much longer timeframe;
- The intersection of Central Avenue and Second Street is anticipated to be essential to manage traffic volume through this area, as it will ensure greater efficiency of the intersection operation, prioritise pedestrian/cyclist movements and further discourage through movements between the Perth Airport estate and Great Eastern Highway. There may be a need to signalise this intersection, which should be explored as development progresses; and
- The relocation of Qantas from Terminal 3 won't see longer-term relief in terms of traffic volumes on Second Street, which will need to be taken into account in consideration of opening the intersections of Central Avenue or Bulong Avenue with Great Eastern Highway.

The Transport Assessment Report (prepared by Flyt Consulting dated 2019), identified a series of local road and streetscape upgrades that should occur to achieve the following objectives:

- Improve connectivity of the local road network,
- Minimise the desire for through movements of vehicles between the regional road network and the Redcliffe transit station, Terminals 3 and 4 of the Perth Airport and/or the retail/commercial development within Perth Airport estate,
- Slow vehicle movements on all roads to prioritise pedestrian/cyclist movements; and
- Enhance the streetscape to encourage and support walkability and cycling.

In preparing the Concept Plan, consideration has been given to modelling undertaken, and the upgrades identified. The Concept Plan contemplates a series of streetscape upgrades and new/potential road connections as shown in **Figure 33 Road Network** and **Streetscape Upgrades** and are discussed in the following sections.

7.2.5.1 New/Potential Roads

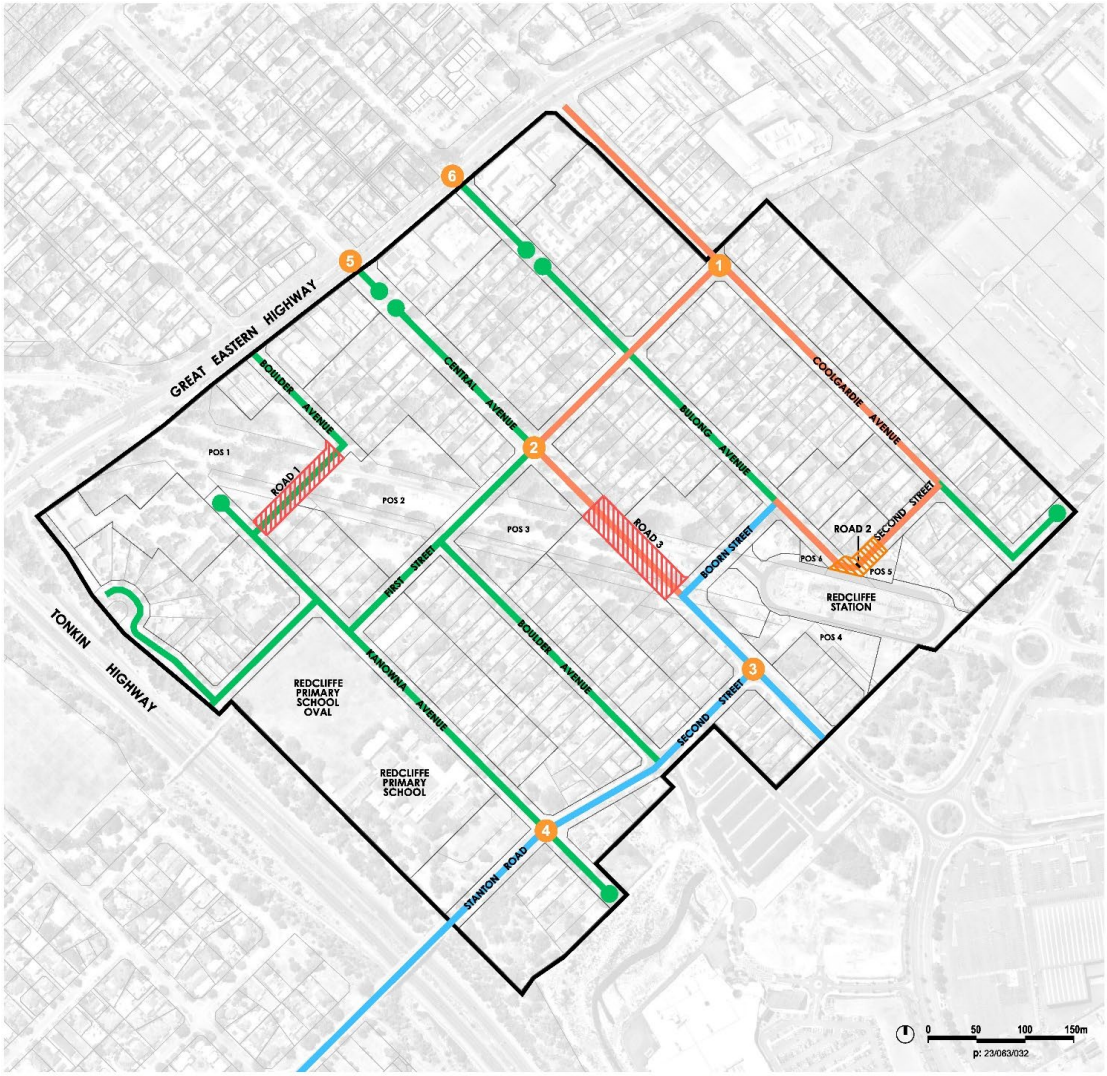
The Concept Plan proposes two new road connections to reconnect the grid system that was disconnected because of the construction of the Redcliffe transit station and closure of Brearley Avenue. These roads are identified as “Road 1” and “Road 3”. A connection of Second Street and Bulong Avenue (“Road 2”) to the north of the Redcliffe Station is also shown and should be further investigated.

A description of the new and potential roads within the subject area are included in **Table 30 New and Potential Roads** and shown in **Figure 33 Road Network and Streetscape Upgrades**.

Table 30 New and Potential Roads

New / Potential Roads	Description
Road 1	Road 1 is a new 20m wide road reserve linking Kanowna Avenue to Boulder Avenue and allowing the removal of the temporary connection of Boulder Avenue to First Street via the former Brearley Avenue reservation.
Road 2	Road 2 is a potential connection of Bulong Avenue to Second Street, to complete the loop network surrounding the station, rather than retaining two abutting cul-de-sacs, and will be further considered as development progresses.
Road 3	The Central Avenue connection is proposed to extend the redesigned Central Avenue to connect across the former Brearley Avenue reservation. The road is designed as a median separated boulevard within the existing 30m wide reservation, inclusive of a dedicated cycle lane, footpaths on both sides and the potential for embayed car parking as development proceeds and crossovers are consolidated.

Figure 33 Road Network and Streetscape Upgrades



LEGEND

STREET CHARACTER TYPE

- Type A
- Type B
- Type C

STREET INTERSECTION UPGRADES

1. Coolgardie Avenue / First Street
2. First Street / Central Avenue
3. Central Avenue / Second Street
4. Kanowna Avenue / Stanton Road
5. Central Avenue / Great Eastern Highway
6. Bulong Avenue / Great Eastern Highway

OTHER

- Improvement Scheme Area
- New Roads to be Provided
- Future Potential Connection

7.2.5.2 *Potential Intersection Upgrades*

Several modifications to existing intersections are also contemplated in the Concept Plan to appropriately manage the additional traffic because of the subject area's growth. These upgrades are shown in **Figure 33 Road Network and Streetscape Upgrades** and described in **Table 31 Potential Intersection Upgrades.**

Table 31 Potential Intersection Upgrades

Intersection	Description of Potential Modifications
Coolgardie / First Street	The intersection currently provides prioritisation for Coolgardie to connect with First Street, with Coolgardie (south) a "give way". This is proposed to be maintained to direct traffic via First and Central rather than along Coolgardie Avenue (south).
First Street / Central Avenue	Intersection modification is required when Central Avenue is extended to make the road the priority movement route and make First Street a give way.
Central Avenue / Second Street	The intersection of Second Street and Central Avenue is currently constructed as a full-movement intersection. It is anticipated that this intersection will require an upgrade to a signalised intersection because of traffic volumes generated by the commercial development(s) in the Perth Airport estate and by the operation of the Redcliffe transit station. Traffic will continue to be monitored to ensure the operation of this intersection remains high, and further modifications may be required should traffic volumes exceed that acceptable for an unsignalised intersection.
Kanowna Avenue / Stanton Road	The intersection of Stanton Road and Kanowna Avenue is anticipated to require treatment to slow vehicles entering the subject area via the Stanton Road bridge and ensure safe movement of vehicles exiting and entering Kanowna Avenue.
Central Avenue / Great Eastern Highway	At the time of preparing this Report, the intersections of Bulong Avenue and Central Avenue with Great Eastern Highway are both restricted via cul-de-sac. Direct road connection of Bulong Avenue and Central Avenue to Great Eastern Highway will not be implemented until such time as Qantas relocates from Terminal 3 and Terminal 4 and/or the ultimate upgrade of Great Eastern Highway is completed, and traffic modelling demonstrates that the connections will be safe and not lead to increased 'rat-running' through the subject area.
Bulong Avenue / Great Eastern Highway	

7.2.5.3 *Local Road and Streetscape Upgrades*

To identify and describe the local road network upgrades, the roads within the Concept Plan have been categorised into three street character types (Street Character Type A, B or C). **Figure 33 Road Network and Streetscape Upgrades** categorises each road within the subject area and **Table 32 Street Character Types** details the primary functions and proposed upgrades associated with each street character type.

Table 32 Street Character Types

Street Character Types	Streets Included	Description
Type A	• Coolgardie Avenue between Second Street and Great Eastern Highway; • Second Street between Coolgardie Avenue and Bulong Avenue; • Bulong Avenue between Second Street and Boorn Street; and • Central Avenue between Boorn Street and First Street; and • First Street between Central Avenue and Coolgardie Avenue.	These streets are intended to facilitate primary movement of vehicles between the Station sub-precinct and signalised intersection of Coolgardie Avenue and Great Eastern Highway, as shown in **Figure 34**. These streets will generally be designed with: • A standard road carriageway (20m to 30m wide) to accommodate the efficient and safe movement of cars with limited conflict; • On-street parking to assist in slowing traffic and providing visitor parking for residents and businesses; and • High-quality pedestrian infrastructure including footpaths, shade and shelter and street trees to ensure a high-quality amenity and ease of use of the network.
Type B	• Stanton Road and Second Street (south) between the Stanton Road bridge and Central Avenue; • Central Avenue between Dunreath Drive and Boorn Street; and • Boorn Street between Central Avenue and Bulong Avenue.	These streets represent the key streets proposed to accommodate the movement of the bus network, connecting this to the Redcliffe transit station as the primary public transport node, as shown in **Figure 35**. These streets will generally be designed with: • A widened road carriageway (20m to 30m wide) to accommodate the movement of buses and cars without conflict and minimise delays to the movement of the buses; • High quality pedestrian and cyclist infrastructure including footpaths, shade and shelter and street trees to ensure a high-quality amenity and ease of use of the network; and • Clear directional signage and locational markers to assist in legibility of the public transport network.
Type C	All roads not identified as Street Character Type A and B.	These streets represent all other residential streets within the subject area where priority is to be given to pedestrians and cyclists over motorised vehicles, as shown in **Figure 36.** These streets will generally be designed with: • A narrowed road carriageway (20 to 30m wide) designed to slow the speed of vehicles through deviations in its alignment, traffic calming devices and paving treatments; • On-street parking to assist in slowing traffic and providing visitor parking; • High-quality pedestrian infrastructure including footpaths, shade and shelter and street trees to ensure a high-quality amenity and ease of use of the network; and • Clear signage identifying that these are local roads not intended to be used as thoroughfares.

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Figure 34 Streetscape Character Type A Cross Section

Figure 35 Streetscape Character Type B Cross Section

Figure 36 Streetscape Character Type C Cross Section

7.3 Environmental and Contextual Considerations

The Concept Plan considers and responds to several environmental and contextual considerations summarised herein.

7.3.1 Contaminated Soil

As discussed in **Section 4.1.2.1**, some sites within the Urban Corridor sub-precinct are impacted by ASS and soil contamination (Lot 120 on Diagram 84214 (No.419) Great Eastern Highway, Redcliffe). The Concept Plan has considered the implications of soil contamination.

The soil condition of sites impacted by ASS and other forms of contamination should be further investigated as part of subdivision and development. Where ASS investigations are required and ASS is detected, an ASS Management Plan will be required prior to subdivision and/or development. Should a more sensitive land use be proposed on Lot 120, further investigations and risk assessment should be undertaken to support subdivision and/or development.

7.3.2 Water Management

As discussed in **Section 4.2.2**, advice from the Water Corporation indicates that the ASMD is likely to flood in a 1% AEP event, impacting the adjacent POS areas and possibly some properties to the north. The Water Corporation have advised that it is critical that future planned upgrades to the drain do not reduce the capacity of the existing system and should aim to contain any flooding in the 1% AEP within the surrounding POS and road reserves.

The Concept Plan and the preliminary concept design for the ASMD has had consideration for these recommendations.

The preliminary concept design (refer to **Section 7.2.3.2)** provides for an 'in-drain' capacity of 11,000m^3 and provides for approximately 13,000m^3 capacity in the ASMD, surrounding POS and road reserves combined.

The Redcliffe Station Precinct Improvement Scheme Water Management Report (Urbaqua, dated 2025) included at **Appendix A** concludes:

- The existing drainage system has sufficient capacity to appropriately manage runoff from the local catchment, provided future development can be achieved without increasing discharge into the system.
- To avoid flooding in the subject area and ensure water can be appropriately managed without the need for costly upgrades to the local drainage system, infill development will be required to retain and infiltrate as much stormwater on-site as reasonably practicable.
- As part of subdivision or development applications, technical engineering and water management investigations will be required to determine the appropriate ground levels and techniques for retaining and treating water on-site.

The Improvement Scheme includes the following provisions to ensure the capacity of the drain is maintained and the areas affected by potential flooding in extreme events are appropriately set and designed appropriately (refer to clause 59 of the Improvement Scheme text):

- Minimum finished floor levels for the ASMD, adjacent POS and road reserves and properties within the subject area; and
- On-site water management and treatment requirements.

Further details refer to the Redcliffe Station Precinct Improvement Scheme Water Management Report (Urbaqua, dated 2025) included at **Appendix A**.

7.3.3 Bushfire

The Concept Plan has had consideration for bushfire risks and the changing level of risk because of the clearing of vegetation nearby.

The outcomes of the BMP prepared by Emerge Associated in 2021 demonstrated that as development progresses, it will be possible for an acceptable solution to be adopted for each of the applicable bushfire protection criteria. As discussed in **Section 4.3**, the BAL assessment completed as part of the BMP indicates that a BAL-rating of BAL-29 or lower can be achieved at future habitable buildings across most of the subject area, except for a portion along the south-western and south-eastern boundaries, where a BAL-29 rating is exceeded. Since the review in 2021, it is noted that most of the bushland in the Tonkin Highway reserve has been cleared to allow for the road upgrade by the MRWA. It is reasonable to assume that the clearing would result in a lowering of bushfire risk and may mean that a BAL-29 rating or lower can be achieved within the subject area adjacent the reserve. As such, the Concept Plan contemplates residential development in this affected area. Should subdivision and development occur within this area, a BAL assessment will be required, and potentially a BMP to demonstrate risk can be mitigated or managed.

7.3.4 Great Eastern Highway Access Restrictions

As a regional road, there is a general presumption in the planning framework against taking direct vehicular access from Great Eastern Highway, although it is noted some properties have no other option but to take access from this road. The Concept Plan envisions access should be taken from secondary streets in accordance with the provisions of DCP 5.1, Draft DCP 5.1 and Draft OP 1.12.

Future development should prioritise access from secondary streets, where possible. Where a secondary street is not available, and access from Great Eastern Highway is the only option, reciprocal access arrangements should be explored and negotiated with adjoining landowners in accordance with State planning policy and guidance. It is expected that all

development proposed on lots adjacent to and/or nearby that require access from the highway and/or generate additional traffic would provide a Transport Impact Statement or Assessment in support of the proposal and demonstrate any additional traffic or access arrangements can be managed and would not unduly impact the safety and functionality of the highway. The abovementioned considerations have informed vehicle access controls included within the Improvement Scheme.

MRWA were engaged during the preparation of the Improvement Scheme. It is understood that MRWA have plans to upgrade Great Eastern Highway in the future to improve capacity, functionality and safety. These upgrades may change the road's context and provide for greater access opportunities for adjacent landholdings.

7.3.5 Noise and Vibrations

As discussed in **Section 4.4**, portions of the subject area are within the proximity of two 'Major Traffic Routes' (i.e. Tonkin Highway and Great Eastern Highway) and a 'Metropolitan Passenger Railway' (i.e. Airport Line) which may be affected by noise and vibrations associated with the road and rail networks. The Concept Plan has consideration for potential noise and vibration impacts, and consideration has been given to the objectives and provisions of SPP 5.4 has been undertaken as part of the preparation of the Improvement Scheme.

It is expected that subdivision and development proposed within the trigger distance will need to be accompanied by an acoustic assessment to demonstrate that the proposed design will meet the internal noise and vibration level requirements of SPP5.4. New noise-sensitive development (such as residential) within the trigger distance of the policy may require acoustic mitigation measures to ensure impacts can be mitigated and/or managed, and amenity of users is preserved to an acceptable level. As part of the subdivision and/or development approval process, a noise management plan may need to be provided to demonstrate acceptable levels of noise and vibrations can be achieved in accordance with the provisions of the policy and the Environmental Protection (Noise) Regulations 1997.

7.3.6 Perth Airport Flight Path Restrictions

As discussed in **Section 4.7.4**, the subject area is impacted by a flight path. In formulating the Concept Plan and height limits, consideration has been given to the requirements of the Airports (Protection of Airspace) Regulations 1996, and a 60m AHD height limit has been included in the Improvement Scheme text (refer to clause 57).

The greatest level of building height allowed for across the subject area are within the Station sub-precinct, where buildings of up to 13 storeys (or 52m when applying a 4m measurement per storey) high are contemplated when development bonus provisions are applied.

It is acknowledged that the Perth Airport has plans to consolidate all terminals to the Airport Central precinct as part of longer-term expansionary plans. This consolidation may affect the placement of flight paths and may lead to the height limit that applies to the subject area being removed.

As part of the referral process for subdivisions and/or development applications, the PAPL should be consulted, and the responsible authority should have consideration for any submission provided by PAPL through this process.

7.3.7 Forrestfield-Airport Line – Excavation and Built Form Limitations

As discussed in **Section 4.8.2.1**, building load and excavation limitations apply to the land above or within proximity to the rail tunnel to ensure the rail infrastructure is protected and not unduly impacted by future development. These limitations have been considered when formulating the Concept Plan.

In establishing the built form controls within the Improvement Scheme, consideration has been had for the engineering investigations conducted by the PTA and the recommended load and excavation limits.

The Improvement Scheme text does not incorporate the recommended limits outlined by the PTA, to allow for flexibility and adaptability with consideration for the changing context of the subject area and best-practice design measure.

A proponent proposing a development on land above or in proximity to the rail tunnel must ensure consideration is given to the building load and excavation limitations. This includes undertaking site-specific engineering assessments to demonstrate that the proposed development will not adversely impact the tunnel, station or associated structures. This information should be provided to support a subdivision and/or development proposal. Where variation is proposed from PTA's recommended limits, this must be justified through technical analysis.

Developers should engage with the PTA early in the design process to understand constraints and incorporate necessary mitigation measures. Where required, additional approvals or agreements may be necessary to ensure rail operations and safety are maintained.

As part of subdivision and/or development applications, information regarding excavation and building load should be submitted by a proponent to demonstrate that the rail tunnel infrastructure will be protected during and post-construction. Consideration should be had for the load and excavation limits recommended by the PTA, and any variation should be justified through technical analysis.

Early engagement with the PTA is strongly recommended to identify constraints and incorporate necessary mitigation measures. As part of the referral process for subdivisions and/or development applications, the PTA should be consulted, and the responsible authority should have consideration for any submission provided by PTA through this process.

Where required, additional approvals or agreements may be necessary to ensure rail operations and safety are maintained.

7.4 Infrastructure Considerations

Infrastructure Servicing and Cost Estimate Report prepared by TABEC in 2019 details several upgrades and alternations required to support the intensification of development within the subject area, and provide for the improvements to the ASMD and the adjacent POS. The capacity of existing service infrastructure, the upgrade needs to support future development, and feasibility impacts have informed the development of the Concept Plan and associated built form controls.

Whilst some of these upgrades will be delivered and funded by relevant State and local government agencies, other upgrades will need to be delivered and funded by proponents. The servicing needs of individual lots will need to be further investigated through the subdivision and/or development application process, and it is expected that an Infrastructure Servicing Report will be provided as part of any application to subdivide or develop the land.

Further details of the upgrades required in and around the subject area to support future development are discussed herein, and further information can be found in the Infrastructure Servicing and Cost Estimate Report prepared by TABEC in 2019.

7.4.1 Wastewater

As discussed in **Section 4.8.1**, a portion of sewerage reticulation can be found within easements at the rear of private properties or in POS areas, providing connections for existing dwellings. The Concept Plan has assumed that these easements for wastewater infrastructure and the reticulation will be maintained however relocation of these assets may be required to accommodate future developments.

Upgrades to the existing wastewater reticulation will be required to accommodate future development and provide for an increase in demand of wastewater services. This includes:

- An 85m section of DN150 in Boulder Avenue that will need to be upgraded to a DN225.
- A 775m section of DN225 within First Street and Bulong Avenue down to the Coolgardie Avenue Pumping Station that will need to be upgraded to DN300. This includes a 375m section outside of the subject area, west of Great Eastern Highway.

Further headworks upgrades downstream to the existing sewer network are required as follows:

- Type 40 Coolgardie Avenue Pumping Station upgraded to a Type 90;
- 1,100m DN200 pressure main from the Coolgardie Avenue Pumping Station to an AC L3589 upgraded to DN300;
- 713m varied section of gravity main from AC L3589 to AC L7510 upgraded to DN450; and
- 980m varied section of gravity main from AC L7510 to AC L0246 upgraded to DN600.

These works are expected to be delivered and funded by the Water Corporation.

The delivery of new sewer reticulation where development occurs and a sewer main is not currently present will also be required. New service extensions would be attributed to individual developers as appropriate.

7.4.2 Water Supply

Several upgrades and new infrastructure will be required to accommodate future development and prevent existing customers being affected. The following upgrades, extension and abandonment works will likely be required:

Table 33 Water Infrastructure Works

Street	Works
Central Avenue	New DN150P to eastern side of the road for full length of road. New DN100P through POS 3 across former Brearley Avenue.
Bulong Avenue	New DN100P in northern verge between Boorn Street and Road 3 (potential new road).
Road 1 (New Road)	New DN100P from Kanowna St to former Brearley Avenue. New DN150P from Boulder Ave to former Brearley Avenue.
Boorn Street	New DN100P full length of road.
POS 1	Replace DN100CI with new DN100P. New D150P through to POS1 to Road 1.
Kanowna Avenue	Abandon DN100AC.

When the proposed demands associated with a development are provided, the Water Corporation will need to review their current schemes to determine the full extent of any upgrade requirements. Water Corporation undertakes water services planning and allocates funds for infrastructure upgrades based on land use planning information. Where a development proposal requires water services headworks infrastructure, for which the Water Corporation has not allocated funds to suit the developer's schedule, pre-funding of the works may be necessary.

The water reticulation is generally comprised of numerous loops that circulate and maintain a clean free flow of water. Development and pressure demand anywhere in subject area could trigger the need for an upgrade and would need hydraulic modelling by Water Corporation each time a new development is proposed to determine the impact.

7.4.3 Drainage

As discussed in other sections of this report, upgrades to the ASMD are planned by the Water Corporation in partnership with the City. These upgrades seek to maintain the existing functionality of the drainage network and aim to increase the capacity where possible. Provided future development can be achieved without increasing discharges into the ASMD system, further upgrades to this drainage system are not anticipated to support future development.

Additionally, the existing local drainage system is generally expected to meet the level of service applicable to residential streets. To avoid costly drainage upgrades, it will be necessary to ensure that development does not increase flows into the local drainage system. The Local Water Management Report (refer to **Appendix A**) requires all infill development to retain and infiltrate stormwater on-site as is reasonably practical to mitigate any increase in post-development flows into the local and district systems, avoiding the need for costly system upgrades and appropriately manage flooding in the southern portion of the subject area. These requirements have been transferred to the Improvement Scheme text.

As part of subdivision or development applications, technical engineering and water management investigations will be required to confirm the depth to groundwater, determine if additional groundwater management measures are required and determine sustainable techniques for retaining and treating water on-site.

7.4.4 Electricity

Electricity upgrades may be required to facilitate the redevelopment of the subject area in accordance with the Improvement Scheme, inclusive of upgrades to the HV feeder network. Where development does not exceed an underlying (natural) load growth of 1.5MVA, Western Power will augment the network at its own cost to support the natural load growth. With the ultimate build-out of the subject area being anticipated beyond 2031, it is not likely the natural load growth will be exceeded, and as such these costs are assumed to be attributed to Western Power.

As a result of the extent of the redevelopment to be undertaken throughout the subject area and the desire for significant improvements in streetscape and public realm amenity, it will be necessary to convert the existing above-ground HV and LV network to an underground network. The costs for this are ultimately borne by landowners within the subject area either as

a coordinated rollout by State Government or the City, or because of incremental works undertaken in response to individual development of existing properties.

All newly created or upgraded roads (including roundabouts) will require new lighting to satisfy the specifications of the City and Australian Standards (AS1158). The lighting could consist of standard or decorative Western Power lighting poles, or privately (City) owned lighting where a range of standards could be utilised.

7.4.5 Gas

To accommodate the increase in development density envisioned through the Improvement Scheme, upgrades to the existing network will likely be required to reinforce the existing upstream network. Investigations previously undertaken by TABEC for the City (dated October 2019) revealed the upgrades may consist of two High Pressure Regulators (**HPR**), 3.3km of DN160 polyethylene high pressure mains and 1.5km of DN100 steel high pressure mains. The internal reticulation will require new mains to the new roads and road links created by the removal of Brearley Avenue as well as external network links via Coolgardie Avenue and First Street.

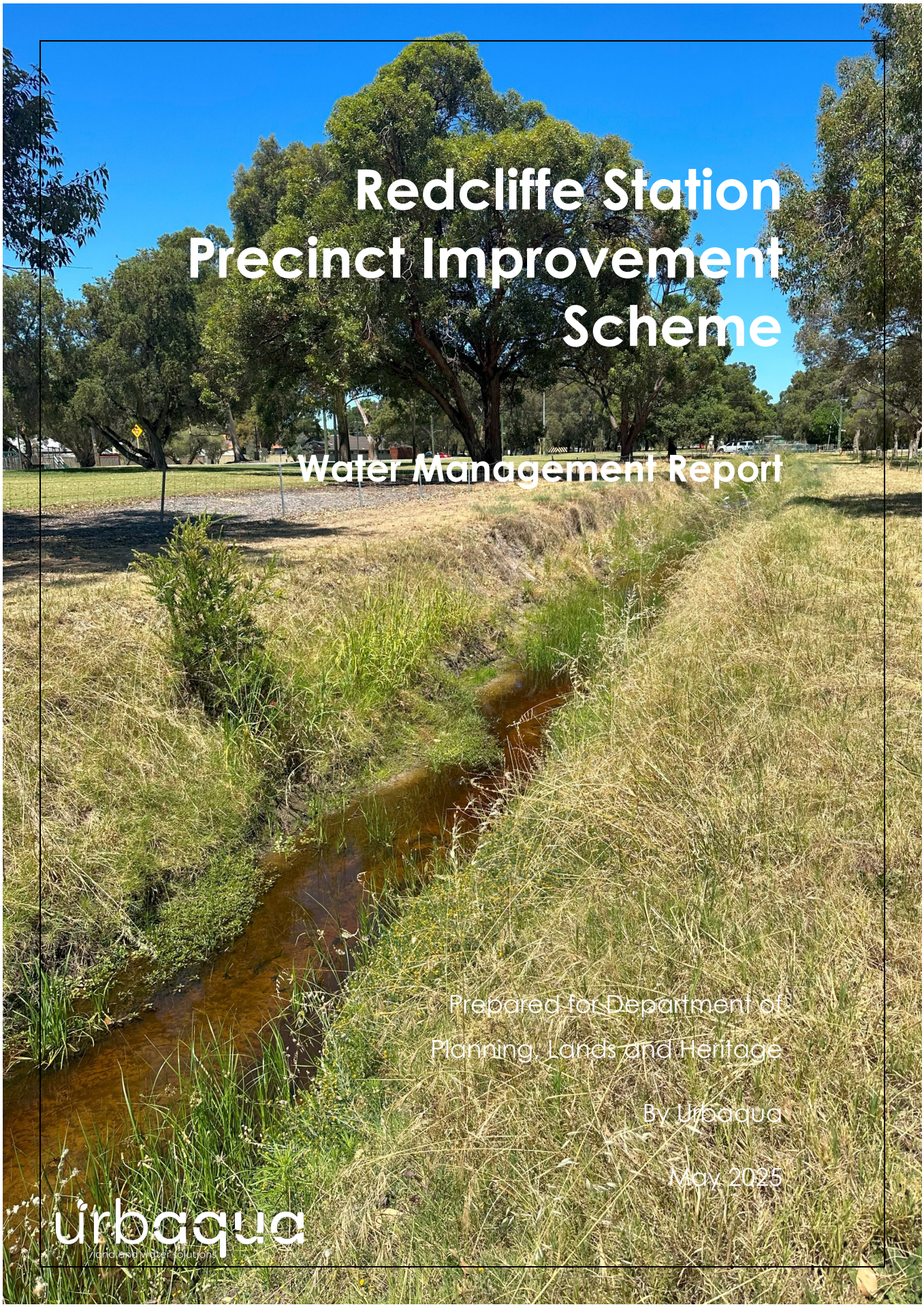
7.4.6 Telecommunications

It is understood that several communication assets were recently relocated because of the closure of this road and the construction of the Redcliffe transit station, however there may be further relocations necessary, particularly along the Brearley Avenue corridor, to accommodate future development. The Concept Plan envisions any existing infrastructure would be relocated elsewhere in the subject area.

Some telecommunications upgrades may be required to accommodate future development and achieve an appropriate level of service.

Appendix A

Local Water Management Report
(Urbaqua, 2025)



Redcliffe Station Precinct Improvement Scheme

Water Management Report

Prepared for Department of Planning, Lands and Heritage

By Urbaqua

May 2025

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land and water solutions

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Summary

Water is a basic prerequisite of urban liveability, supporting and sustaining vegetation within streets and open spaces as well as performing the core essential services of providing for drinking water and wastewater needs of the community.

The aims and objectives (Section 2) for this water management report have been developed consistent with the water management principles in draft *State Planning Policy 2.9 – Planning for Water* (WAPC, 2021) to address the site and planning context (Section 1.3 and Appendix A) of the Redcliffe Station precinct and will be achieved through implementation of water sensitive urban design strategies as described in Section 3. The aims and objectives are:

- City streets that are liveable and adaptive
  - Improve amenity and liveability of urban landscapes, including blue-green linkages.
  - Increase tree canopy coverage and promote cooling.
  - Achieve a net increase in natural assets (nature positive actions).
- Multi-functional and integrated public open space
  - Design urban spaces to manage stormwater and flood risks in addition to their core recreation function.
  - Make water infrastructure multi-functional.
  - Create opportunities for the community to engage with water resources and the environments they sustain.
- Efficient and sustainable use of water services
  - Optimise the use of water, encourage reuse/recycling, and reduce the use of non-renewable energy.
  - Sustainably manage our groundwater.

There are many different opportunities for delivering water sensitive urban design (WSUD) outcomes or retrofit projects in the Redcliffe Station Precinct. These have been categorised in Section 3 to assist with identification and implementation as follows:

- New development proposals
- Streetscape and car parking area improvements
- Public Open Space and drainage improvements
- Investigation of alternative fit for purpose water sources

New development proposals

There is a key opportunity to promote and incentivise implementation of best practice water sensitive urban design in developments in the Redcliffe Station Precinct.

All development within the Redcliffe Station precinct area should aim to achieve the objectives of this water management report by applying standard criteria for implementation in all developments (Section 4.4.1) and additional 'best practice' criteria to be implemented by developments to demonstrate sustainability where site bonuses are sought (Section 4.4.2).

Streetscape and car parking area improvements

Streetscape improvements in the Redcliffe Station precinct should aim to achieve the following objectives:

- Improve amenity and liveability of urban landscapes, including blue-green linkages.
- Increase tree canopy coverage and promote cooling.
- Achieve a net increase in natural assets (nature positive actions).

It is recommended that any proposed upgrades to streetscapes and car parking areas in the Redcliffe Station precinct are designed to function as blue-green links including management measures for the retention, detention and/or treatment of runoff from small rainfall events at-source. This can be achieved by using a combination of raingardens and tree pits allowing water to enter vegetated areas via kerb-breaks, incorporating them with the road and landscaping design if streetscapes are upgraded for the new built form. A description of these elements, along with case studies is outlined in Section 3.2.

It is recommended that all public car parking areas are considered for retrofitting of water sensitive urban design if and when upgrades are being proposed.

Many streets in the Redcliffe Station Precinct have limited existing vegetation cover, although better coverage is typically found within private lots. Vegetation in private lots is highly vulnerable to being lost through development. Integration of water sensitive urban design and other urban greening strategies within streets can help to mitigate this loss and provide for links between green assets (vegetation and trees) and blue assets (stormwater systems). Streets that could be targeted for these interventions, due to their low existing canopy coverage include:

- First Street
- Second Street/Stanton Road
- Coolgardie Ave
- Central Ave
- Bulong Ave

Public open space and drainage improvements

Public open space improvements in the Redcliffe Station precinct will aim to achieve the following objectives:

- Design urban spaces to manage stormwater and flood risks in addition to their core recreation function.
- Make water infrastructure multi-functional.
- Create opportunities for the community to engage with water resources and the environments they sustain.

Public open space surrounding the ASMD is a focal point for the Redcliffe Station Precinct and provides an opportunity to create a significant blue-green link through the precinct. Modification of the drain to create a vegetated living stream embedded within a multiple use corridor is proposed, providing for:

- Establishment of a significant blue-green linkage through the precinct,
- Improved biodiversity outcomes,
- Improved sediment and water quality management for the catchment,
- Safe community access and engagement with water infrastructure,

A preliminary concept design for the ASMD has been developed and is presented in Appendix C. This preliminary design is intended to be used as the basis for future development of detailed designs that will enable delivery of the living stream.

The preliminary concept has been developed with consideration of the following key elements which are discussed in more detail in Appendix C:

- Retention of mature trees.
- Maintaining drainage capacity and performance.
- Access and safety, including during maintenance activities.

- Roles, responsibilities and costs for ongoing management and maintenance.
- Interface with other infrastructure and services.

The proposed living stream can be created in isolation from any surrounding development however implementation of on-site drainage requirements outlined in this report will be necessary to ensure run-off is able to be adequately managed by the modified drain.

A local drainage assessment presented in Appendix B, has identified that the existing local drainage system in the Redcliffe Precinct is generally expected to meet the level of service applicable to residential streets. Therefore, provided development can be achieved without increasing discharges to the system, the system is unlikely to require upgrades.

Alternative fit for purpose water sources

Investigation of alternative fit-for-purpose water sources in the Redcliffe Station precinct will aim to achieve the following objectives:

- Optimise the use of water, encourage reuse/recycling, and reduce the use of non-renewable energy.
- Sustainably manage our groundwater.

Whilst groundwater is currently available for allocation within the study area, future reductions in the licensable volume in response to climate change are expected. Therefore, any proposals to expanded irrigated areas of public realm may require implementation of a program of irrigation upgrades to optimise the efficiency and operation of irrigation systems so that more can be achieved within the City of Belmont's current licensed amount.

It is noted that in response to the drying climate, the Department of Water and Environmental Regulation have indicated that reductions of 10% to annual water entitlements between 2028 and 2032 are likely throughout the Perth metropolitan area.

This reduction in groundwater availability is expected to be compounded by increased plant water needs due to increased evapotranspiration caused by climate change, estimated at 7.5 per cent at 2050 (Urbaqua, 2023) and increased public open space use by a growing population.

There are several alternative water source options discussed in Section 3.4 including rainwater capture and greywater reuse that could be considered in future to help address any shortfalls in available groundwater in the City of Belmont.

Implementation

In order to achieve the water management objectives of this water management report in a manner consistent with the water management principles in draft *State Planning Policy* 2.9 – *Planning for Water* (WAPC, 2021), the water management strategies described in Section 3 need to be delivered as part of future planning and development in the Redcliffe Station precinct.

Key elements of this water management report will be delivered at the precinct and sub-precinct scale, led by the City of Belmont as described in Sections 4.1 and 4.2.

The strategies are also to be incorporated into subdivision and development applications supported by water management information in accordance with the requirements outlined in Section 4.3 and using the checklist provided below.

Redcliffe Station Precinct – WSUD Checklist **Design criteria**	**Demonstrated** ☑/☒	**Details/ references**
Standard requirements		
All mixed use, multi-dwelling, and multi-storey developments are required to provide on-site retention (via infiltration where possible) for all on-site runoff generated by rainfall up to and including the critical 10% AEP event.	☐	
Single lot residential developments are required to provide on-site retention (via infiltration where possible) for all on-site runoff generated by the first 15mm of rainfall.	☐	
All flows from constructed impervious surfaces are to receive treatment prior to infiltration or discharge.	☐	
Flows from subsoil drains, where they are required, are to be treated prior to infiltration or discharge.	☐	
Roads and public open spaces are to be designed to cater for the surface overflow for more severe storm events with habitable floors at least 0.3 m above the 1% AEP flood or storage level at any location.	☐	
Water quality treatment systems and stormwater management structures should be designed in accordance with the Stormwater Management Manual for Western Australia (DWER, 2004-07) and Adoption Guidelines for Stormwater Biofiltration Systems (CRCWSC, 2015).	☐	
All vegetation planted within stormwater management systems is to be consistent with the recommendations of Vegetation Guidelines for Stormwater Biofilters in the South-West of Western Australia (Monash University, 2014).	☐	
Gross pollutant traps are to be provided at inlets and/or outlets of detention structures and on any discharges from commercial and light industrial lots into the City's drainage system.	☐	
Undertake regular cleaning of gullies and stormwater pollutant traps to enable pollution spills to be contained and educted before entering the City's drainage system.	☐	
All new developments to incorporate water efficient fixtures, fittings and appliances, including WELS (Water Efficiency Labelling and Standards) 4* or above rated flow controllers, toilets, taps and urinals.	☐	
Smart metres for water in all new developments.	☐	
Use of waterwise, locally native plants in all landscaped areas.	☐	
Maximise efficiency of groundwater usage for irrigation of any additional open spaces so that additional allocations are not required.	☐	

Redcliffe Station Precinct – WSUD Checklist **Design criteria**	**Demonstrated** ☑/☒	**Details/ references**
Best practice requirements – to demonstrate sustainability		
Infiltration of all stormwater from impervious areas (excess roof water, paved areas, and roads) to recharge superficial aquifers.	☐	
Landscaping which incorporates the use of waterwise gardens, rain gardens, smart irrigation systems, and use of alternative sources of water.	☐	
Buildings with roof gardens and green walls in new medium density commercial and residential areas.	☐	
Implementation of fit-for-purpose water supplies for irrigation such as greywater reuse or wastewater recycling.	☐	
Installation of better than WELS 4* fixtures, fittings and appliances.	☐	

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1 INTRODUCTION AND BACKGROUND

This water management report has been prepared to demonstrate how water resource protection and management outcomes are intended to be delivered through an Improvement Scheme, currently in development under *Improvement Plan No. 45 - Redcliffe Station Precinct*. This report addresses the study area presented in Figure 1.

This water management report is delivered in response to draft State Planning Policy 2.9 – Planning for Water and supports the draft *Redcliffe Station Precinct Improvement Scheme* (WAPC, 2024) and addresses the requirements of a local water management report (see Chart 1) that are relevant for development in the described planning area. This level of water management report is required to establish a framework for delivery of future subdivision and development water management reports and to support the design and delivery of new and upgraded stormwater management systems by the City of Belmont.

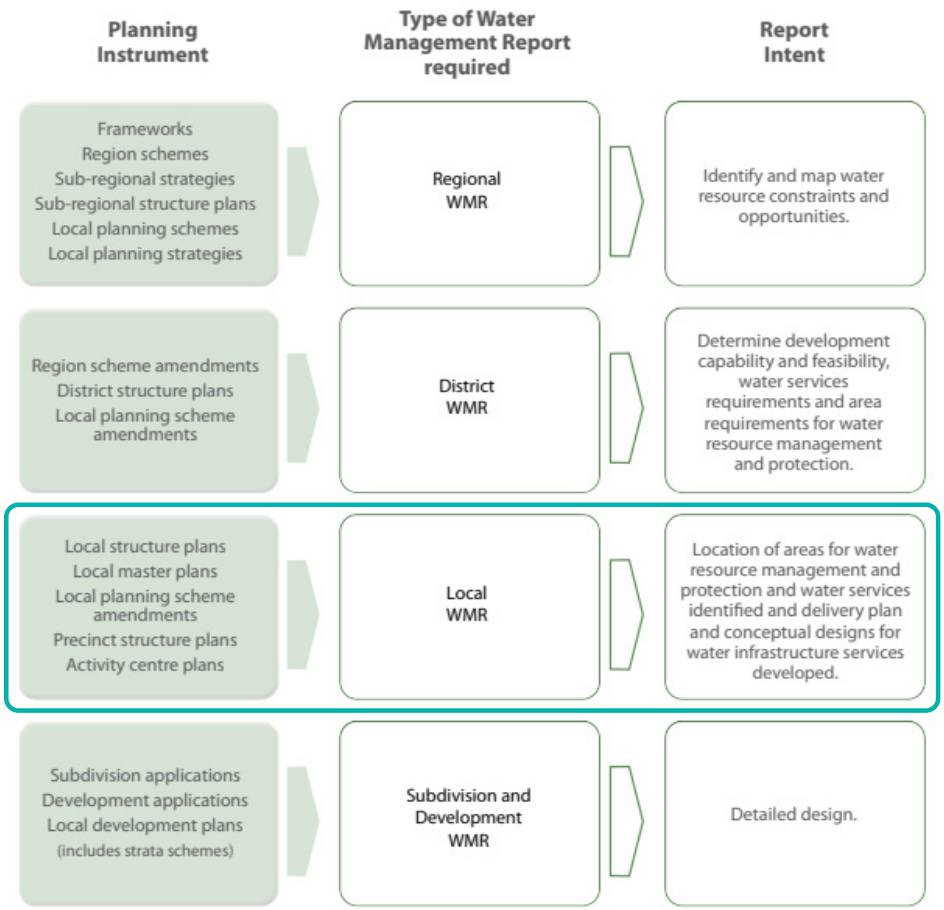

Chart 1: The water management report and planning instrument hierarchy (WAPC, 2021)

Department of Planning, Lands, and Heritage - Redcliffe Station Precinct Water Management Strategy
Figure 1 - Location plan

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1.1 Planning framework

1.1.1 Improvement Plan No. 45 - Redcliffe Station Precinct

Improvement Plan 45 – Redcliffe Station Precinct has been initiated under Part 8 of the *Planning and Development Act 2005.* This includes a provision for the making of an improvement scheme which is currently being prepared by the Department. The improvement plan and improvement scheme will together provide a state-led coordinated statutory land use planning framework to guide development in the area and give effect to the strategic planning objectives for the Precinct.

1.1.2 Improvement scheme

The *Redcliffe Station Precinct Improvement Scheme* (WAPC, 2024) identifies the following objectives for the precinct, some of which are particularly relevant to this water management report:

a) *to plan for the establishment of a contemporary transit oriented development that includes an appropriate mix of uses*
b) *to provide for a range of non-residential uses in appropriate locations and which include retail and commercial uses to support the convenience and employment needs of the local community*
c) *to provide the community with employment opportunities and equitable access to goods and services*
d) ***to provide public open space for local amenity and recreational needs of the community***
e) ***to achieve high quality built form and public place design***
f) *to provide for a diverse range of housing to meet the needs of the community*
g) *to manage interface between future development and future development within the adjacent Perth Airport*
h) ***to facilitate co-ordinated infrastructure planning and delivery***
i) *to facilitate land use activities that can respond to the planned development of the scheme area over time*

The response to water management presented in this water management report relates to a moderate growth scenario documented in *Feasibility Analysis Report – Redcliffe Station Precinct Improvement Scheme* (TBB, 2024).

1.2 Guiding documents

1.2.1 Environment and sustainability strategy 2023-2033

The *City of Belmont Environment and Sustainability Strategy 2023-2033* (CoB, 2023) includes water resource management and protection, and urban ecosystem services as focus areas and identifies the following objectives and strategies that are particularly relevant to this report:

- Protect, enhance, and expand natural areas and increase habitat connectivity and quality.
    - Consolidate species and planting lists for natural areas with a view to increase biodiversity, climate resilience and tree coverage.

    - Implement planting programs and revegetation plans to increase the quality of our natural areas.
- Integrate biodiversity values, ecosystem services and ecosystem connectivity into the design, upgrade and maintenance of streetscapes, parks, wetlands, waterways, and other open spaces.
    - Incorporate native plantings in streetscapes.
    - Identify priority wetlands, waterways, and drainage basins for enhancement.
    - Improve community stewardship and capacity for planting native trees and shrubs on residential lands.
- Incorporate best practice water efficiency and water sensitive urban design (WSUD) principles in all Council operations, including the planning, design and maintenance of parks, facilities and stormwater systems managed by the City.
    - Continue to review Development Applications and condition stormwater disposal appropriately.
    - Enhance streetscapes with Water Sensitive Urban Design (WSUD) principles where achievable.
    - Implement Waterwise practices in parks irrigation to become climate resilient.

1.2.2 Urban forest strategy and canopy plan

The *City of Belmont Urban Forest Strategy* was first developed in 2014 to provide a Best Practice framework for policy, management plans and enhancement of the urban forest into the future.

Subsequently, in 2019, the City of Belmont released *The Canopy Plan* to formalise the importance of planning for trees and canopy cover in the urban environment.

The actions outlined in the Plan are designed to support local biodiversity values and deliver better urban forestry outcomes.

Key actions that are relevant to the preparation of this report include:

- Continue to identify and implement planting opportunities to increase canopy on City managed land.
- Through best practice guidelines, embed canopy retention and enhancement into City project design and management.
- Support the City's Environment and Sustainability Strategy to promote and contribute to verge enhancement projects that incorporate a street tree.

1.3 Key site considerations

Analysis of the site characteristics in the Redcliffe Station Precinct is provided in Appendix A. Key considerations for water management in the precinct are summarised below.

1.3.1 Land use and development

Figure 1 shows the current land uses present in the Study Area which are mainly residential with some commercial uses along Great Eastern Highway as well as Redcliffe Station and the Airport South Main Drain (ASMD) with surrounding parkland.

The development of landscape designs for the ASMD corridor and land above the underground METRONET rail lines provides a significant opportunity to improve urban amenity,

maximise habitat opportunities and deliver better water quality outcomes for the City's downstream water resources including the Swan River.

Development proposals in the Redcliffe Station Precinct, guided by the *Redcliffe Station Precinct Improvement Scheme* (WAPC, 2024), provide great opportunities for integration of water sensitive urban design to deliver urban greening, improved water quality and more sustainable use of water resources.

1.3.2 Climate

It is important to consider historic, current, and future climate as an integral part of water management investigations and modelling to inform development and validation of strategies. This should include an understanding of the representativeness of local monitoring results and demonstrated understanding of how future changes are likely to impact on the total water cycle.

Urban greening in the precinct should focus on retaining existing trees and vegetation wherever possible, maximising trees and vegetation in public open space surrounding the ASMD and delivering vegetation and trees through streetscape improvements.

Water sensitive urban design is a key contributor to the effectiveness of urban greening. It is critical that strategies are implemented to maintain soil moisture through retention and infiltration of stormwater as close to source as possible.

1.3.3 Geotechnical considerations

The nature of soils, particularly permeability, is a critical element in determining an appropriate drainage strategy. Highly permeable soils provide opportunities for on-site infiltration strategies to be applied to avoid any increases in peak flows to existing drainage systems and sensitive receiving water bodies and should be applied throughout the Study Area.

Further investigations are required prior to redevelopment to assess the risk of acid sulfate soils in accordance with DWER guidelines for identifying and managing acid sulfate soils and, for affected sites, to determine the extent of contaminated soil and/or groundwater in accordance with the Contaminated Sites Act (2003).

1.3.4 Surface water – drainage

The Study Area contains no natural waterways or wetlands. However, there is an existing network of local urban drains, and the fenced open Airport South Main Drain (ASMD).

It is important to note that in an urban environment with few natural areas, water and vegetation associated with the ASMD corridor can function as an 'urban wetland' providing critical habitat refuges for birds, insects and other wildlife as well as cooling the surrounding urban area.

Due to the known capacity constraints in the Water Corporation drainage systems in this Study Area, and to avoid costly upgrades to the local drainage system, all infill development should be required to retain and infiltrate as much stormwater on-site as is reasonably practicable. Integration of vegetated water sensitive urban design systems to achieve this should be prioritised to maximise water quality benefits.

Also due to the potential for flooding from the existing ASMD, the living stream design will need to provide sufficient capacity within the ASMD to replace any lost capacity due to development as a minimum requirement and should seek to increase capacity so that the ASMD will contain the 10% AEP event within its banks and any flooding in the 1% AEP is confined to surrounding POS and road reserves.

1.3.5 Groundwater

The Study Area generally has at least 5m depth to groundwater. However, site specific investigations are recommended to confirm the depth to groundwater prior to development including basements, to determine if groundwater management measures will be required.

Whilst groundwater is currently available for allocation within the Study Area, future reductions in the licensable volume in response to climate change are expected. Therefore, any proposals to expanded irrigated areas of public realm may require implementation of a program of irrigation upgrades to optimise the efficiency and operation of irrigation systems so that more can be achieved within the City of Belmont's current licensed amount.

1.3.6 Services

Reticulated water and sewerage are currently available throughout the subject area. Depending on the increase in development density, upgrading of the current system may be required to prevent existing customers being affected by the proposed development. When the proposed demands are provided, the Water Corporation will need to review their current schemes to determine the full extent of any upgrade requirements.

Water Corporation undertakes water services planning and allocates funds for infrastructure upgrades on the basis of land use planning information. Where a development proposal requires water services headworks infrastructure, for which the Water Corporation has not allocated funds to suit the developer's schedule, prefunding of the works may be necessary.

2 WATER MANAGEMENT OBJECTIVES

Water is a basic prerequisite of urban liveability, supporting and sustaining vegetation within streets and open spaces as well as performing the core essential services of providing for drinking water and wastewater needs of the community.

The *Redcliffe Station Precinct Improvement Scheme* (WAPC, 2024) identifies the following key objectives that are particularly relevant to this water management report:

c) to provide high quality, functional public open space for local amenity and to meet the recreational needs of the community
d) to provide an appropriate design response to drainage integrated with public open space
e) to achieve high quality-built form and public place design
g) to facilitate co-ordinated infrastructure planning and delivery

The water management aims and objectives in Table 1 have been developed to respond to these overarching precinct objectives and address the site and planning context of the Redcliffe Station precinct consistent with the water management principles in draft *State Planning Policy 2.9 – Planning for Water* (WAPC, 2021). The objectives are discussed in detail below and will be achieved through implementation of water sensitive urban design strategies as described in Section 3.

Table 1: Water management objectives

Aim	Objective
City streets that are liveable and adaptive	• Improve amenity and liveability of urban landscapes, including blue-green linkages. • Increase tree canopy coverage and promote cooling. • Achieve a net increase in natural assets (nature positive actions).
Multi-functional and integrated public open space	• Design urban spaces to manage stormwater and flood risks in addition to their core recreation function. • Make water infrastructure multi-functional. • Create opportunities for the community to engage with water resources and the environments they sustain.
Efficient and sustainable use of water services	• Optimise the use of water, encourage reuse/recycling, and reduce the use of non-renewable energy. • Sustainably manage our groundwater.

2.1 City streets that are liveable and adaptive

In response to scheme objectives relating to delivery of high quality-built form and public places design, the key water management objectives for liveable and adaptive streets are:

- Improve amenity and liveability of urban landscapes, including blue-green linkages.
- Increase tree canopy coverage and promote cooling.
- Achieve a net increase in natural assets (nature positive actions).

The creation of liveable and adaptive streets is an objective that is strongly aligned with water sensitive cities principles. Within a water sensitive city, water management aims to improve the liveability of a city, providing not only traditional functions (drainage, water supply and sewer) but also additional benefits of the amenity, cooling and ecological health (CRCWSC, 2012).

A key focus of water sensitive cities is to use water to mitigate urban heat effects that increase the risk of illness and mortality, particularly during heatwaves (CRCWSC, 2020). Hard, impervious surfaces (roof, roads, and concrete) absorb more solar radiation and slowly release it into the atmosphere creating an urban heat island. Trees and other vegetation (green infrastructure) cool cities as they absorb less solar radiation and provide shade and evapotranspiration. Shade from tree canopies can reduce temperatures of hard, impervious systems by between 10 and 25°C.

Collection of runoff to create links between blue and green infrastructure provides passive irrigation, reducing the demand on potable and non-potable water sources. These systems can be integrated into the proposed built form through the installation of grates and grills prevent these pits from becoming a tripping hazard or installation of bollards to protect against damage from vehicles. Similarly, using structural cells and wicking beds can protect existing infrastructure (reduce pavement uplift and root intrusion) within road reserves and improve tree growth.

Studies have identified that well designed passive irrigation can increase the rate of canopy of growth (up to 8-10 times higher) (CRCWSC, 2020). Therefore, successful design and implementation of these systems is a considerable component of achieving the objectives of the *City of Belmont Urban Forest Strategy* (CoB, 2014).

Key considerations for creation of blue-green linkages in streetscape design include:

- Passive watering of street trees by stormwater maximises the beneficial use of water resources and can be easily achieved by directing runoff from road and footpath surfaces towards tree wells surrounded with flush or broken kerbing.
- The use of permeable surfaces maximises groundwater recharge and reduces runoff which in turn can reduce flows to sumps and basins creating opportunities for these assets to be reimagined as multifunctional blue/green urban spaces.
- Co-location of street trees within roadside swales and raingardens designed for collection and infiltration of stormwater improves infiltration performance through the presence of larger root structures and increased evapotranspiration rates.
- Increased vegetation and tree canopy increases interception of stormwater and in-turn helps to alleviate capacity issues within the downstream drainage network.

2.2 Multi-functional and integrated public open space

In response to scheme objectives relating to delivery of high quality, functional public open space for local amenity and to meet the recreational needs of the community and for an appropriate design response to drainage integrated with public open space, the key water management objectives for multi-functional and integrated public open space are:

- Design urban spaces to manage stormwater and flood risks in addition to their core recreation function.
- Make water infrastructure multi-functional.
- Create opportunities for the community to engage with water resources and the environments they sustain.

Green infrastructure and water features are highly valued by communities, particularly the aesthetics and characteristics that trees, vegetation, and waterbodies provide. The presence of green infrastructure and spaces has been demonstrated to increase property values by up to 16% (CRCWSC, 2016).

Key considerations for multifunctional public open spaces include:

- Existing open drains are significant blue/green assets that can be successfully modified to create beautiful community spaces and beneficial urban habitats with a careful design process that includes detailed consideration of safety and drainage functionality.
- Vegetation planted along open drains should be diverse and include species selected to provide effective water quality treatment.
- The Water Corporation and Department of Water and Environmental Regulation drainage for liveability initiative provides opportunities for the City to deliver improved public open space outcomes through partnership approaches.

2.3 Efficient and sustainable use of water services

In response to scheme objectives relating to co-ordinated infrastructure planning and delivery, the key water management objectives for objectives for efficient and sustainable use of water services are:

- Optimise the use of water, encourage reuse/recycling, and reduce the use of non-renewable energy.
- Sustainably manage our groundwater.

Irrigation of vegetation is a significant component of urban cooling as demonstrated by research that measured temperatures of dry grass as high as road and roof surfaces (CRCWSC, 2020). Therefore, ongoing irrigation is required to maintain the health of trees and vegetation, but also to cool the urban environment through evapotranspiration processes and soil moisture.

As outlined in Appendix A, rainfall is projected to decrease and groundwater resources are limited, meaning efficiency of groundwater use for irrigation must be maximised and in future alternative water sources may be required. The use of urban runoff for passive irrigation of streetscapes is discussed in Section 3.2 and demonstrates the value of stormwater as a component of urban cooling, whilst also decreasing the stress on other water resources.

3 WATER MANAGEMENT STRATEGY

There are many different opportunities for delivering water sensitive urban design (WSUD) outcomes or retrofit projects in the Redcliffe Station Precinct. These have been categorised to assist with identification and implementation as follows:

- New development proposals
- Streetscape and car parking area improvements
- Public Open Space and drainage improvements
- Investigation of alternative fit for purpose water sources

3.1 New development proposals

There is a key opportunity to promote and incentivise implementation of best practice water sensitive urban design in developments in the Redcliffe Station Precinct. It is recommended that the following development objectives are adopted for the precinct:

- Improve amenity and liveability of urban landscapes, including blue-green linkages.
- Increase tree canopy coverage and promote cooling.
- Achieve a net increase in natural assets (nature positive actions).
- Improve amenity and liveability of urban landscapes, including blue-green infrastructure and connectivity.
- Increase tree canopy coverage and promote cooling.
- Achieve a net increase in natural assets (nature positive actions).
- Optimise the use of water, encourage reuse/recycling, and reduce the use of non-renewable energy.
- Sustainably manage our groundwater.

All development within the Redcliffe Station precinct area should aim to achieve these objectives by applying standard criteria for implementation in all developments and additional 'best practice' criteria to be implemented by developments to demonstrate sustainability where site bonuses are sought.

3.1.1 Standard design criteria for development

It is the proponent's responsibility to undertake the necessary reviews, assessments, and modelling to demonstrate, to the specification of the City of Belmont, that proposed development in the Redcliffe Station precinct is consistent with the following design criteria:

Stormwater and groundwater management

- All mixed use, multi-dwelling, and multi-storey developments are required to provide on-site retention (via infiltration where possible) for all on-site runoff generated by rainfall up to and including the critical 10% AEP event.
- Single lot residential developments are required to provide on-site retention (via infiltration where possible) for all on-site runoff generated by the first 15mm of rainfall.
- All flows from constructed impervious surfaces are to receive treatment prior to infiltration or discharge.
- Flows from subsoil drains, where they are required, are to be treated prior to infiltration or discharge.
- Roads and public open spaces are to be designed to cater for the surface overflow for more severe storm events with habitable floors at least 0.5m above the 1% AEP

flood in the ASMD and 0.3 m above the 1% AEP flood or storage level at any other location.

- Water quality treatment systems and stormwater management structures should be designed in accordance with the *Stormwater Management Manual for Western Australia* (DWER, 2004-07) and Adoption Guidelines for Stormwater Biofiltration Systems (CRCWSC, 2015).
- All vegetation planted within stormwater management systems is to be consistent with the recommendations of *Vegetation Guidelines for Stormwater Biofilters in the South-West of Western Australia* (Monash University, 2014).
- Gross pollutant traps are to be provided at inlets and/or outlets of detention structures and on any discharges from commercial and light industrial lots into the City's drainage system.
- Undertake regular cleaning of gullies and stormwater pollutant traps to enable pollution spills to be contained and educted before entering the City's drainage system.

Water resource use

- All new developments to incorporate water efficient fixtures, fittings and appliances, including WELS (Water Efficiency Labelling and Standards) 4* or above rated flow controllers, toilets, taps and urinals.
- Smart metres for water in all new developments.
- Use of waterwise, locally native plants in all landscaped areas.
- Maximise efficiency of groundwater usage for irrigation of any additional open spaces so that additional allocations are not required.

3.1.2 Best practice design criteria for development

Implementation of these additional design criteria in new developments demonstrates a commitment to water sensitive urban design principles that will help to make the Redcliffe Station more liveable and protect water resources into the future.

- Infiltration of stormwater from all impervious areas (excess roof water, paved areas, and roads) to recharge superficial aquifers.
- Landscaping which incorporates the use of waterwise gardens, rain gardens, smart irrigation systems, and use of alternative sources of water.
- Buildings with roof gardens and green walls in new medium density commercial and residential areas.
- Implementation of fit-for-purpose water supplies for irrigation such as greywater reuse or wastewater recycling.
- Installation of better than WELS 4* fixtures, fittings and appliances.

Urban development Case Study:

Greater Curtin University Masterplan is a 6 Star Green Star Community that includes public spaces, offices and other commercial buildings, residential apartments and a hotel.

Curtin provides access to a wide range of amenities and public transport to encourage healthy lifestyles and includes highly sustainable buildings and best practice storm water management systems, recognising and celebrating culture, heritage and identity.

3.2 Streetscape and car parking area improvements

Streetscape improvements in the Redcliffe Station precinct should aim to achieve the following objectives:

- Improve amenity and liveability of urban landscapes, including blue-green linkages.
- Increase tree canopy coverage and promote cooling.
- Achieve a net increase in natural assets (nature positive actions).

It is recommended that any proposed upgrades to streetscapes and car parking areas in the Redcliffe Station precinct are designed to function as blue-green links including management measures for the retention, detention and/or treatment of runoff from small rainfall events at-source. This can be achieved by using a combination of raingardens and tree pits allowing water to enter vegetated areas via kerb-breaks, incorporating them with the road and landscaping design when streetscapes are upgraded for the new built form. A description of these elements, along with case studies is outlined below.

Raingardens are small, vegetated basins with a flush kerb (or kerb break) that can collect frequent road and pavement runoff. These systems have porous fill material that allows for stormwater to infiltrate either to the underlying aquifer (retention) or to subsoil drainage that connects to the pit and pipe drainage system (detention). Whether the raingarden provides a retention or detention function, these systems assist in reducing flood risk downstream, as well as providing treatment of stormwater prior to entering the downstream system. Directing stormwater to vegetated area including trees also provides passive watering which increases the health and growth rate of the vegetation. Design of these systems is flexible, allowing for consideration of local street design and/or for the retention of existing trees.

Overflow from the raingardens (during minor event) can either cascade to the next entry pit downstream, or dedicated pits can be designed within the raingarden itself (above the invert). This eliminates the risk of localised flooding.

Raingarden Case Study:

Parkside Walk in Jolimont is a residential development consisting of townhouse and multiple dwelling lots and features narrow strips of POS to retain existing trees and provide amenity. Owing to the nearby conservation category wetland (Mabel Talbot Lake), treatment of road runoff is necessary. Raingardens have been used to capture and infiltrate at least the first 15 mm of rainfall from road surfaces. The raingarden design (shown below) requires minimal infrastructure that reduces cost and allows for street trees.

From a water quality perspective, amended filter media can be installed, and in conjunction with vegetation recommended by Monash (2014), allow for nutrient removal and improvement in water quality discharged downstream. Capturing stormwater runoff within raingardens on steeper slopes assists in reducing gutter flow velocities and associated erosion and safety concerns. These systems also capture sediment and litter.

The flexibility of raingarden design allows for integration into any streetscape design and will assist in delivering liveable communities by reducing hard surfaces and increasing green areas.

Raingardens should also include trees to provide shade and evapotranspiration that cools the urban environment in line with the *City of Belmont Urban Forest Strategy* (CoB, 2014).

Figure 2: Streetscape raingarden examples

The intention for raingardens is to capture runoff from impervious areas as close to source as possible. Therefore, raingardens should be considered for most streets within the precinct. These systems should be sized for runoff up to the first 15 mm of rainfall, but not excluded from the streetscape if there only space for smaller systems.

To improve tree growth, meet canopy targets and to protect existing infrastructure, wicking bed and structural cell designs can also be considered (CRCWSC, 2020). Wicking beds rely on soil media for capillary rise within a lined cell. As shown in Figure 3, the subsoil drainage outlet is designed to sit above remainder of the pipe to trap water and facilitate capillary rise. These systems retain soil moisture during extended dry periods experienced in Belmont.

Structural cells offer the benefit of being trafficable and can be incorporated into most urban streetscapes. These systems feature a frame and deck that supports pavement and provides a void for uncompacted soil media that allows for vegetation growth and stormwater infiltration. As shown in Figure 3, the area for stormwater storage can also be extended to under the pavement, increasing the potential capacity for treatment and integration with streetscape design and amenity. Structure cells combined with a wicking zone to improve tree growth.

Tree Pits Case Study:

Trees play a significant role in mitigating urban heat effects through shade and evaporation. Incorporating trees into the urban form can be achieved most situations. The image below is a tree that has been planted on St Georges Terrace in the Perth Central Business District. The tree is planted within a pit that provides limits risk to pedestrians, but also permits passive runoff from the surrounding pavement. This design reduces irrigation needs during establishment (up to 4 years from planting).

Expanding the urban canopy and providing improved street amenity are key aspect of improving the liveability within the precinct, consistent with the *City of Belmont Urban Forest Strategy* (CoB, 2014). Raingardens are an ideal solution to this issue as they incorporate a variety of vegetation and reduce runoff into the drainage system, however where space is limited tree pits are a suitable alternative. Tree pits function similarly to raingardens, providing water quality and stormwater detention/retention. However, tree pits are typically smaller and designed for tree planting only. Wicking bed and structural cells designs can also be used for tree pits.

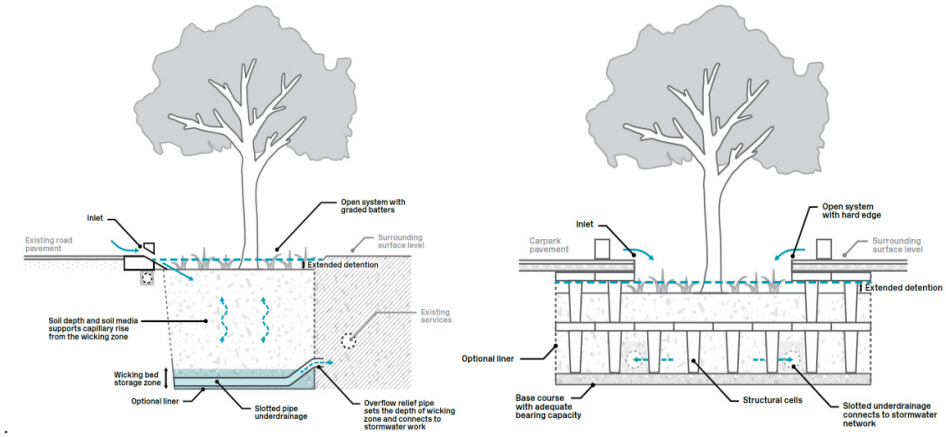

Figure 3: Wicking bed (left) and structural cell (right) concepts

Raingardens and tree pits require maintenance to inspect tree and vegetation health, remove sediment and litter built up and ensure outlets are not blocked. Effective design can reduce these maintenance requirements, but regular inspection and watering is necessary during tree and vegetation establishment. Ongoing maintenance responsibility may be split between vegetation health (parks staff) and traditional drainage maintenance like blockage removal.

Trees within tree pits should be consistent with the species recommended in the *City of Belmont Urban Forest Strategy* (ToVP, 2018). Along with the trees, ground cover vegetation should be used to improve ongoing infiltration performance of soil media.

Tree pits should be considered throughout the more heavily trafficked areas of the precinct, and within individual lots (discussed further below). These systems should also be installed in road reserves where raingardens cannot be installed owing to size restrictions or other design considerations.

Many streets in the Redcliffe Station Precinct have limited existing vegetation cover, although better coverage is typically found within private lots. Vegetation in private lots is highly vulnerable to being lost through development. Integration of water sensitive urban design and other urban greening strategies within streets can help to mitigate this loss and provide for links between green assets (vegetation and trees) and blue assets (stormwater systems). Streets that could be targeted for these interventions, due to their low existing canopy coverage include:

- First Street
- Second Street/Stanton Road
- Coolgardie Ave
- Central Ave
- Bulong Ave

Car parking areas provide many opportunities for integration of water sensitive urban design to increase capture of rainfall in the catchment, promote urban greening and increase liveability. Key options for car parking areas include the use of permeable paving, tree pits sited for passive watering and swales or biofilters for on-site management of larger rainfall quantities.

The benefits of integrating these strategies include reduced runoff, improved water quality, increased aquifer recharge and mitigation of urban heat impacts.

Car park Case Study:

Mineral Resources Park (home of the West Coast Eagles) was opened in July 2019.

A key element of the redevelopment of this site was to include water sensitive urban design outcomes including swales and grasscrete pavers which allows infiltration of stormwater.

Car parking areas provide many opportunities for integration of water sensitive urban design to increase capture of rainfall in the catchment, promote urban greening and increase liveability. Key options include the use of permeable paving, tree pits sited for passive watering and swales or biofilters for on-site management of larger rainfall quantities. The benefits of integrating these strategies include reduced runoff, improved water quality, increased aquifer recharge and mitigation of urban heat impacts.

Figure 4: Car parking area raingarden and swale examples

3.3 Public open space and drainage improvements

In conjunction with their core recreation function, public open space improvements in the Redcliffe Station precinct will aim to achieve the following objectives:

- Design urban spaces to manage stormwater and flood risks in addition to their core recreation function.
- Make water infrastructure multi-functional.
- Create opportunities for the community to engage with water resources and the environments they sustain.

3.3.1 Airport South Main Drain – Living Stream Concept

Public open space surrounding the ASMD provides a focal point for the Redcliffe Station Precinct and provides an opportunity to create a significant blue-green link through the precinct. Modification of the drain to create a vegetated living stream embedded within a multiple use corridor is proposed, providing for:

- Establishment of a significant blue-green linkage through the precinct,
- Improved biodiversity outcomes,
- Improved sediment and water quality management for the catchment,
- Safe community access and engagement with water infrastructure,

A preliminary concept design for the ASMD has been developed in consultation with the relevant agencies and is presented in Appendix C. This preliminary design is intended to be used as the basis for future development of detailed designs that will enable delivery of the living stream.

The preliminary concept has been developed with consideration of the following key elements which are discussed in more detail in Appendix C:

- Retention of mature trees and recreation spaces.
- Maintaining drainage capacity and performance.
- Access and safety, including during maintenance activities.
- Roles, responsibilities and costs for ongoing management and maintenance.
- Interface with other infrastructure and services.

The proposed living stream can be created in isolation from any surrounding development however implementation of on-site drainage requirements outlined in this strategy will be necessary to ensure run-off is able to be adequately managed by the modified drain.

Table 2 provides a summary schedule of restricted and unrestricted open space provided by the preliminary concept design.

Table 2: POS Schedule Summary

	Existing	Proposed concept
Total precinct area (incl. deductions^)	49.19 hectares	39.61 hectares
Total area of open space & drainage	6.43 hectares	3.99 hectares
Drainage area	0.68 hectares*	0.06 hectares
Area of restricted open space	0.0 hectares	0.49 hectares (13% total open space provision)
Area of unrestricted open space	5.75 hectares (100% total open space)	3.44 hectares (87% total open space)
Total open space (restricted + unrestricted)	5.75 hectares (12% total precinct area^)	3.93 (10% total precinct area incl. deductions^)

Notes:

**Existing drainage area is defined as the full fenced drainage reserve.*

^Total precinct area includes deductions for non-residential land uses consistent with development control policy 2.3.

3.3.2 Vegetation selection

Trees are of primary importance as they not only provide bank stabilisation and prevent soil erosion, but also provide shade for the stream and reduce the water temperature.

In nature, plants are not evenly spaced but grow in groups or random patterns. In WSUD where possible this should be replicated. When designing WSUD assets consider the placement of species in appropriate positions corresponding to inundation frequency and drought tolerance.

The area that receives the most inundation is generally closest to the inlets and will be the lowest part of the system. This area may be appropriate for planting of wetland species, while

the batters are likely to remain quite dry and require terrestrial plants. Steep batters may require creation of planting shelves.

Species selected should be indigenous to the area. Ensure there is a mix of shallow and deep-rooted plants, a mix of both fast and slow growing plants and that plants are tolerant of wetting and drying cycles. Take advantage of layering, create microclimates by incorporating native trees like the *Agonis flexuosa* (WA Peppermint tree) to provide shade and mitigate urban heat. Layering also increases total transpiration.

Living Stream Case Study:

Neerigen Brook Main Drain was converted from a steep-sided trapezoidal drain into a living stream in 2017. The new living stream provides high quality biodiverse habitats, water quality treatment and great amenity for the surrounding Springtime urban development precinct in Armadale.

Seasonally wet areas (damp)

Plant dense rushes and sedges along the foreshore or buffer areas in seasonally wet areas as they trap soil and water runoff from adjacent land, which in turn limits the export of nutrients. Species such as Juncus pallidus, Baumea juncea, Ficinia nodosa, Carex fascicularis, and Bolboschoenus caldwellii improve water quality by acting as 'nutrient strippers.

Shallow waters (emergent)

Emergent plants live near the water's edge and along the banks of a wetland or waterway. Their roots may be submerged by water for an extended time. These vascular plants often have deep and dense roots that stabilise shallow soils at water's edge. Their benefits include filtering and trapping soil and nutrients during runoff and absorption of nutrients. Species include Baumea articulata (Jointed Twig rush), Carex appressa (Tall sedge) and Baumea vaginalis (Sheath Twig rush).

Open waters (submergent and floating)

These areas can support both floating plants and fully submerged plants. Macrophytes are the larger plants that can be seen with the naked eye. They are attached to the river bottom with their roots in the sediment, but some are free floating. Common wetland tree species such as Melaleua rhaphiophylla (Swamp paperbark), Eucalyptus rudis (Flooded gum) and Melaleuca preissiana (Modong) can tolerate several years of continuous inundation. Extended periods of low water levels are likely to lead to mortality.

3.4 Alternative fit for purpose water sources

Investigation of alternative fit-for-purpose water sources in the Redcliffe Station precinct will aim to achieve the following objectives:

- Optimise the use of water, encourage reuse/recycling, and reduce the use of non-renewable energy.
- Sustainably manage our groundwater.

The Department of Water and Environmental Regulation (DWER) are responsible for water resource planning and allocation of surface and groundwater resources. In response to the drying climate, DWER have indicated that reductions of 10% to annual water entitlements between 2028 and 2032 are likely throughout the Perth metropolitan area.

This reduction in groundwater availability is expected to be compounded by increased plant water needs due to increased evapotranspiration caused by climate change, estimated at 7.5% by 2050 (Urbaqua, 2023) and increased public open space use by a growing population.

There are a number of alternative water source options that could be used to address any future shortfall in available groundwater in the City of Belmont in future. These include:

- Rainwater capture
- Stormwater harvesting
- Wastewater harvesting (sewer mining)
- Greywater reuse

Options that could be implemented in the Redcliffe Station Precinct are described below.

3.4.1 Rainwater capture

Replacing potable water with another source of water where appropriate is a good way to reach water saving targets and reduce the demand for water. The choice of solution will depend on the intended use. Plumbing a rainwater tank into a toilet is best, so that the demand is present during winter when it rains. There is limited benefit in installing a rainwater tank for garden watering/ irrigation during summer unless there is a large amount of land available for longer-term storage (e.g. POS areas).

Figure 5: Rainwater tanks for community toilets

Rainwater capture systems can be easily implemented at any public or private building in the Redcliffe Station Precinct where there is a roof area sufficiently large to provide a reasonable capture area combined with a year-round non-drinking water demand such as for flushing toilets.

3.4.2 Greywater reuse

Greywater is a stream of wastewater from all sources other than toilets (which is usually called blackwater). It is still classified as "sewage" under the *Health Act 1911* and so approvals are required from the Department of Health to install and operate greywater systems (with the

exception of a domestic greywater system that reuses greywater via greywater diversion device (GDD) for watering garden via sub-surface irrigation – this needs Local Government approval).

A Greywater Treatment System (GTS) collects and treats greywater to a higher quality. A GTS is the simplest method of greywater reuse for multi dwelling and commercial premises (including aquatic centres and public facilities) as these premises are required by the Code of Practice (Department of Health, 2010) to treat greywater prior to discharge. In order to reuse greywater for sub-surface irrigation or surface drip irrigation, or for aquifer storage and recovery, the GTS needs to include disinfection. A GTS proposed by a Local Government, treating less than 5,000 L/day does not require approval from the Department of Health (DoH, 2010).

Additionally, greywater reuse can be implemented by owners of private dwellings or in larger apartment or mixed-use buildings, using treated greywater for irrigation of gardens, green roof spaces or green walls.

Greywater reuse Case Study:

Bentley Primary School is situated about 10 km south-east of the Perth city centre. The site was selected through a collaboration with the Department of Communities and the Department of Education as a demonstration project for greywater reuse.

Greywater is diverted from hand washing basins within the school and from external drinking water fountains and used to irrigate a green wall.

4 IMPLEMENTATION

In order to achieve the water management objectives of this water management report in a manner consistent with the water management principles in draft *State Planning Policy* 2.9 – *Planning for Water* (WAPC, 2021), the water management strategies described in Section 3 need to be delivered as part of future planning and development in the Redcliffe Station precinct.

The strategies are to be incorporated into subdivision and development applications supported by water management information. Elements of this water management report will also need to be delivered at the precinct scale.

4.1 Precinct scale initiatives

This Redcliffe Station Precinct Water Management Report proposes to promote the enhancement of streetscape and public open space outcomes in the precinct through implementation of water sensitive urban design whenever streets and intersections are upgraded and through modification of the ASMD.

Whilst redevelopment of the precinct is not contingent on any of these enhancements, early implementation is recommended. In particular, early delivery of the proposed ASMD living stream will provide the best opportunity for redevelopment, when it occurs, to embrace and respond to the urban amenity outcomes it will create.

Design and delivery of the proposed ASMD living stream is proposed to be undertaken as a partnership between the Water Corporation and the City of Belmont through the drainage for liveability program (discussed further below).

The following initiatives are recommended to be implemented by the City of Belmont at the precinct scale to enhance streetscape and public open space outcomes, safeguard water resources for the future, and promote water sensitive urban design principles in the community.

1. Integration of raingardens and tree pits with road and landscaping design as streetscapes are upgraded to activate and support new built form outcomes.
2. Identify low traffic areas including pathways and medians in parking areas and incorporate permeable pavements where practicable.
3. Maintain street sweeping programs and develop a monitoring plan to assess the efficiency of current schedules and future procedures.
4. Use artwork and signage to emphasise environmental and hydrological connections between the urban drainage system, groundwater, and the Swan River.
5. Undertake an audit of water usage in all public open spaces to identify opportunities for modification to landscaping and irrigation systems to reduce water consumption and improve efficiency.
6. Promote water efficiency measures within the community and workplace including behaviour change and the retrofit of more water efficient fittings and fixtures.
7. Consider opportunities to develop alternative fit-for-purpose water sources.

4.1.1 ASMD living stream implementation pathway

Specific implementation actions are required to deliver the proposed ASMD living stream in partnership between the Water Corporation and City of Belmont. These will include:

1. Investigation of funding options including consideration of State and Federal grants.

2. Site investigations that may include but not be limited to:
    a. Feature and tree surveys,
    b. Flora and fauna, water quality, and acid sulfate soils investigations,
    c. Geotechnical and structural investigations.
3. Development of detailed designs and costings.
4. Agreement of access arrangements for site investigation and construction purposes and, in the longer-term, land tenure and ongoing access and maintenance arrangements.
5. Consultation with DWER and DBCA (Rivers and Estuaries) to obtain any necessary environmental approvals and develop necessary construction environmental management plans.
6. Construction, including management of any required construction tendering process.

4.2 Site scale initiatives (Developer-led)

As the Redcliffe Station Precinct is an urban area, implementation of this water management report at the site scale will occur largely on an ad-hock basis, as development and redevelopment proposals are approved and constructed. The key opportunities for implementation of water sensitive urban design at the site scale through redevelopment include:

- Improved at-source stormwater management.
- Integration of water sensitive urban design in new public/private urban spaces.
- Urban greening including green roofs, facades, and other on-structure planting.
- Building scale use of alternative fit-for-purpose water sources.

All development within the Redcliffe Station precinct area should comply with the following standard design criteria. Where site bonuses are sought, the additional 'best practice' criteria can be applied.

Major developments may require detailed investigation and consideration of water management issues through the preparation of an urban water management report. However, in most cases, development will not require this level of documentation.

Where a Water Management Report is not required, engineering and building drawings submitted to Council for development approval are to be supported by clear and auditable documentation, providing details outlining the water management requirements including any proposed staging, and demonstrating compliance with the design criteria through completion of the following checklist, with reference to supporting designs and documents as required.

It is the proponent's responsibility to undertake the necessary reviews, assessments, and modelling to demonstrate, to the specification of the City of Belmont, that proposed development in the Redcliffe Station precinct is consistent with the design criteria presented in the checklist below.

Where required, the City of Belmont may seek the advice of the Department of Water and Environmental Regulation regarding water management measures outlined in any development application.

Table 3: Water management design criteria for site-scale implementation

Design criteria	Demonstrated ☑/☒	Details/ references
Standard requirements		
All mixed use, multi-dwelling, and multi-storey developments are required to provide on-site retention (via infiltration where possible) for all on-site runoff generated by rainfall up to and including the critical 10% AEP event.	☐	
Single lot residential developments are required to provide on-site retention (via infiltration where possible) for all on-site runoff generated by the first 15mm of rainfall.	☐	
All flows from constructed impervious surfaces are to receive treatment prior to infiltration or discharge.	☐	
Flows from subsoil drains, where they are required, are to be treated prior to infiltration or discharge.	☐	
Roads and public open spaces are to be designed to cater for the surface overflow for more severe storm events with habitable floors at least 0.3 m above the 1% AEP flood or storage level at any location.	☐	
Water quality treatment systems and stormwater management structures should be designed in accordance with the Stormwater Management Manual for Western Australia (DWER, 2004-07) and Adoption Guidelines for Stormwater Biofiltration Systems (CRCWSC, 2015).	☐	
All vegetation planted within stormwater management systems is to be consistent with the recommendations of Vegetation Guidelines for Stormwater Biofilters in the South-West of Western Australia (Monash University, 2014).	☐	
Gross pollutant traps are to be provided at inlets and/or outlets of detention structures and on any discharges from commercial and light industrial lots into the City's drainage system.	☐	
Undertake regular cleaning of gullies and stormwater pollutant traps to enable pollution spills to be contained and educted before entering the City's drainage system.	☐	
All new developments to incorporate water efficient fixtures, fittings and appliances, including WELS (Water Efficiency Labelling and Standards) 4* or above rated flow controllers, toilets, taps and urinals.	☐	
Smart metres for water in all new developments.	☐	
Use of waterwise, locally native plants in all landscaped areas.	☐	
Maximise efficiency of groundwater usage for irrigation of any additional open spaces so that additional allocations are not required.	☐	

Design criteria	Demonstrated ☑/☒	Details/ references
Best practice requirements		
Infiltration of all stormwater from impervious areas (excess roof water, paved areas, and roads) to recharge superficial aquifers.	☐	
Landscaping which incorporates the use of waterwise gardens, rain gardens, smart irrigation systems, and use of alternative sources of water.	☐	
Buildings with roof gardens and green walls in new medium density commercial and residential areas.	☐	
Implementation of fit-for-purpose water supplies for irrigation such as greywater reuse or wastewater recycling.	☐	
Installation of better than WELS 4* fixtures, fittings and appliances.	☐	

4.3 Review

This Water Management Report should be reviewed every 5 years or as required to ensure currency of recommendations and that ongoing, viable and sustainable water management solutions are being achieved.

5 REFERENCES AND RESOURCES

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Appendix A Site context

The existing environmental conditions and land uses in the Study Area define the opportunities and constraints for water management. A summary of the conditions is provided in this Appendix.

Land use and development

Figure 1 shows the current land uses present in the Study Area which are mainly residential with some commercial uses along Great Eastern Highway as well as Redcliffe Station and the Airport South Main Drain (ASMD) with surrounding parkland.

The *Redcliffe Station Precinct Improvement Scheme No 1* (WAPC, 2025) proposes intensification of residential development in the precinct to provide for:

- A broad range of dwelling sizes to cater for single people, young couples without children, families, empty nesters and retirees, in addition to alternative living patterns such as multi-generational housing.
- Universally accessible housing to cater for demand from an ageing population and ensure inclusivity.
- Flexibility in design outcomes to ensure that housing is designed to be fit for purpose now and in the future, as technological changes improve the efficiency of land use and the ways in which people choose to live.

METRONET has recently delivered a new station within the study area, with public open space on the land above the underground rail line.

Implications for future development

The development of landscape designs for the ASMD corridor and land above the underground METRONET rail lines provides a significant opportunity to improve urban amenity, maximise habitat opportunities and deliver better water quality outcomes for the City's downstream water resources including the Swan River.

Development proposals in the Redcliffe Station Precinct, guided by the *Redcliffe Station Precinct Improvement Scheme No 1* (WAPC, 2025), provide great opportunities for integration of water sensitive urban design to deliver urban greening, improved water quality and more sustainable use of water resources.

Climate

The climate for the Study Area is typical of the Southwestern region of Western Australia and is characterised by the Köppen Climate Classification as Dry Subtropical featuring mild and wet winters and hot to very hot summers. Most of the rainfall is experienced in the winter between May and September and the driest months are between December and March.

The rainfall record at the nearest Bureau of Meteorology weather station (Perth Airport station no. 9021, adjacent to the Study Area) has an annual average rainfall of 757.1 mm since 1944. The average has decreased since 2000, recording an average of 666.5 mm, a 12% decrease in rainfall.

Evaporation data show evaporation exceeds rainfall between September and April, and from May to August rainfall exceeds evaporation.

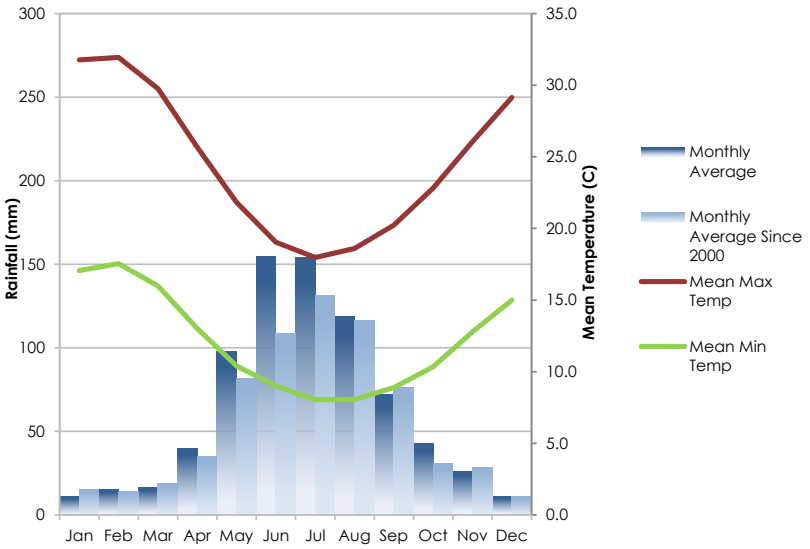


Chart 2: Climate summary data (BoM station no. 9021, BoM, 2024)

Decreasing rainfall is noted in the *Selection of future climate projects for Western Australia* (DoW, 2015). Mean annual rainfall decreases projected by DWER, based on the 1961-1990 baseline, varies between -4% (wet scenario) and -25% (dry scenario) by 2050. This extends to -7% (wet) and -47% (dry) by 2090.

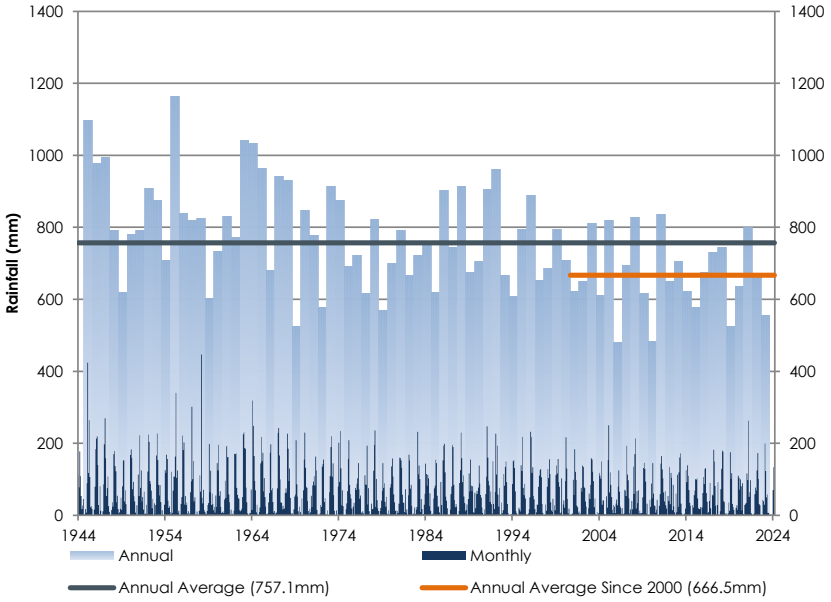


Chart 3: Rainfall summary data (BoM station no. 9021, BoM, 2024)

Increasing urban heat due to climate change has also been recognised as a significant issue for the Perth region linked to loss of urban canopy and increasing populations. Chart 4 shows the increases that have been observed in mean maximum temperatures recorded at the nearest Bureau of Meteorology weather station (Perth Airport station no. 9021).

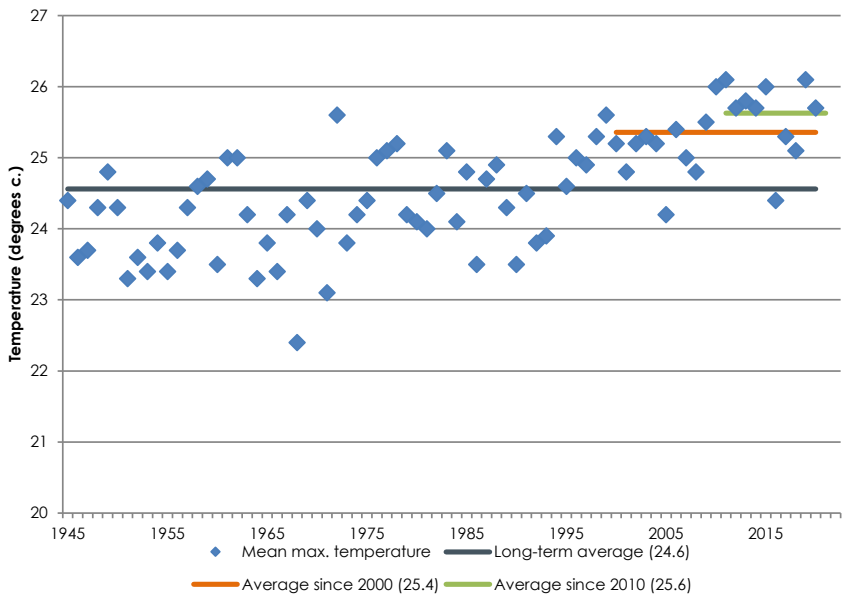


Chart 4: Mean maximum temperature data (BoM station no. 9021, BoM, 2024)

Urban greening is an important way that mitigation of urban heat impacts can be achieved. In recognition of this, the Urban Greening Grant Program was created to expand tree canopy and vegetative cover in high urban heat risk areas in 33 Local Governments within the Boorloo (Perth) and Bindjareb (Peel) regions. Funded by the Department of Water and Environmental Regulation (DWER) and delivered collaboratively with WALGA, the program provides a total of $3.75 million (ex GST) to support additional planting or to bring forward future tree planting in winter 2024 and winter 2025. A UHI rating of 3 or above, based on WALGA mapping available online, has been specified as a criterion for grant eligibility.

To assist with Urban Greening Grant applications, WALGA have developed urban heat index (UHI) mapping and a UHI rating of 3 or above has been specified as a criterion for grant eligibility. The mapping can be accessed online at:
<<https://walga.maps.arcgis.com/apps/mapviewer/index.html?webmap=2451df5130f74a9d92c08cd3b9ba6940>>

Urban heat mapping of the Redcliffe Station Precinct is presented in Figure 6 showing the significant heating influence of the airport and surrounding industrial land, as well as the Great Eastern Highway corridor. Cooler parts of the precinct can be seen associated with the presence of water and vegetation in the ASMD corridor and the Swan River to the west.

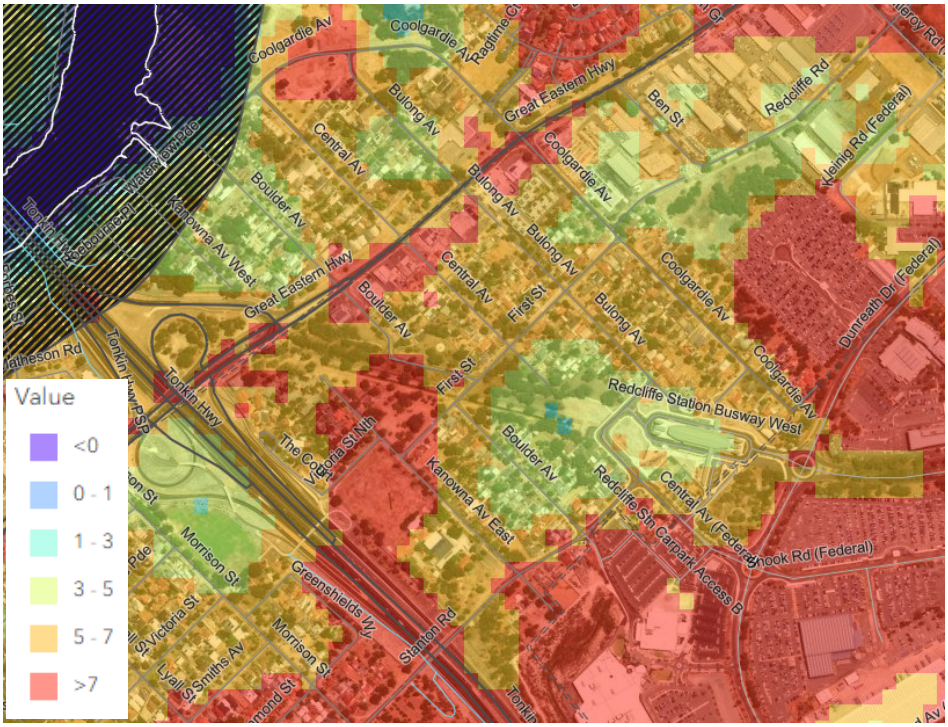


Figure 6: Urban Heat Mapping (WALGA, 2018/19)

Implications for future development

It is important to consider historic, current, and future climate as an integral part of water management investigations and modelling to inform development and validation of strategies. This should include an understanding of the representativeness of local monitoring results and demonstrated understanding of how future changes are likely to impact on the total water cycle.

Urban greening in the precinct should focus on retaining existing trees and vegetation wherever possible, maximising trees and vegetation in public open space surrounding the ASMD and delivering vegetation and trees through streetscape improvements.

Water sensitive urban design is a key contributor to the effectiveness of urban greening. It is critical that strategies are implemented to maintain soil moisture through retention and infiltration of stormwater as close to source as possible.

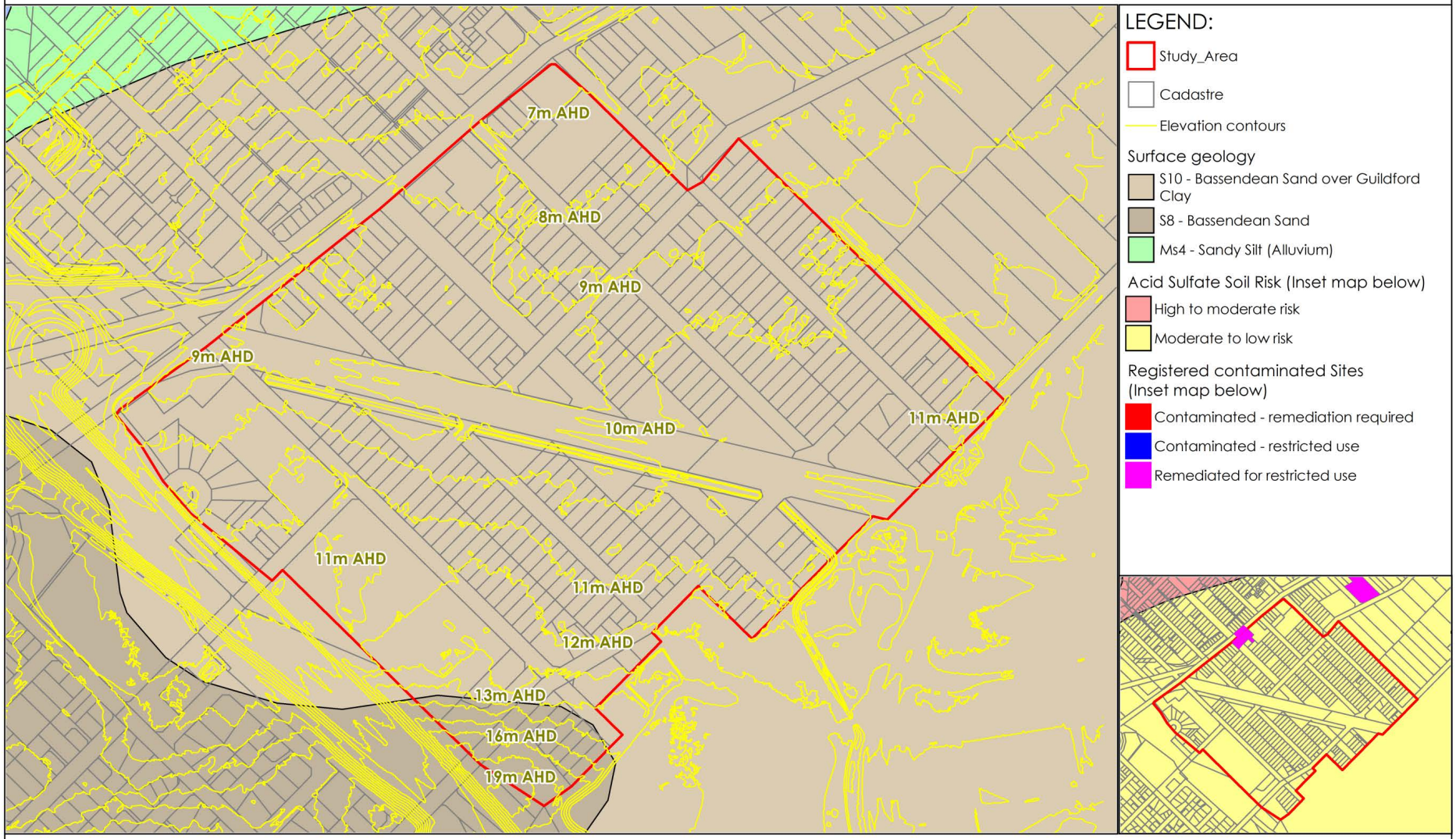
Topography, geology, and soils

The physical and topographical conditions for the site influence the hydrological conditions including the ability to retain and infiltrate runoff. A summary is provided below based on regional mapping which are also presented in Figure 7.

Topography

The topography of the Study Area slopes gently from south to north with a maximum elevation of 19 m AHD in the southern extent of the Study Area, and a minimum of around 7 m AHD in the north.

Department of Planning, Lands, and Heritage - Redcliffe Station Precinct Water Management Strategy
Figure 7 - Topography and soils



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Regional soil mapping

The surface geology of the Study Area, shown in Figure 7, has been classified as Bassendean Sand over Guildford Clay (S10). and Bassendean Sand (S8) (Gozzard, 1986) as follows:

- S10: This unit, found on the majority of the Study Area, includes a thin layer of Bassendean Sand (S8 as described below) over Guildford formation which includes sandy and pebbly soils with varying clay content.
- S8: Bassendean Sands are described as white to pale grey at surface, yellow at depth, fine to medium-grained, moderately sorted, subangular to subrounded, minor heavy minerals of aeolian origin.

Acid sulphate soils

The Study Area is classified as having moderate to low risk of developing Acid Sulphate Soils (ASS) within the first 3 m from the natural surface based on regional mapping shown in the inset to Figure 7.

Areas of acid sulfate soils cannot be confirmed or discounted at this stage of the development process and will need to be determined by an acid sulfate soils investigation, potentially with sampling within the site. Acid sulfate soils can be managed through appropriate management plans, sampling, and treatment, which is addressed through a DWER approval process that should be undertaken prior to any subdivision.

Contamination

There are three registered contaminated sites located within or directly adjacent to the Study Area and three others located close to the boundary of the Study Area as shown in the inset to Figure 7. All sites are classified 'remediated for restricted use'.

The registered contaminated sites within the Study Area are located in a group of one lot (419 Great Eastern Highway, currently used as a petrol station) and adjacent sections of Central Avenue and the Great Eastern Highway.

Restrictions on the use of the lot in this group that has been remediated, are specified in DWER records as follows:

> *" The land use of the site is restricted to commercial/industrial use, which excludes sensitive uses with accessible soil such as childcare centres, kindergartens, pre-schools and primary schools. The site should not be developed for a more sensitive use such as recreational open space, residential use or childcare centres without further contamination assessment and/or remediation.*
>
> *Due to the potential presence of hydrocarbons in soil, potential future significant excavation works below the current ground level must be undertaken in accordance with the recommendations set out in the EMP until further notice. This may include, underground utilities installation, maintenance or removal, surface water drainage works, or excavations and building constructions.*
>
> *Other than for analytical testing or remediation, groundwater abstraction is not permitted at this site because of the nature and extent of groundwater contamination."*

Restrictions on the sections of road reserve in this group that have also been remediated, are specified in DWER records as follows:

"The land use of the site is restricted to the current use as a road reserve.

Due to the potential presence of hydrocarbons in soil, potential future significant excavation works below the current ground level must be undertaken in accordance with the recommendations set out in the EMP until further notice. This may include, underground utilities installation, maintenance or removal, surface water drainage works, or excavations and building constructions.

Other than for analytical testing or remediation, groundwater abstraction is not permitted at this site because of the nature and extent of groundwater contamination."

Implications for future development

The nature of soils, particularly permeability, is a critical element in determining an appropriate drainage strategy. Highly permeable soils provide opportunities for on-site infiltration strategies to be applied to avoid any increases in peak flows to existing drainage systems and sensitive receiving water bodies and should be applied throughout the Study Area.

Further investigations are required prior to redevelopment to assess the risk of acid sulfate soils in accordance with DWER guidelines for identifying and managing acid sulfate soils and, for affected sites, to determine the extent of contaminated soil and/or groundwater in accordance with the Contaminated Sites Act (2003).

Surface water, wetlands, and drainage

The Study Area contains no natural waterways or wetlands. However, there is an existing network of local urban drains, and the fenced open Airport South Main Drain (ASMD).

Vegetation and wetlands

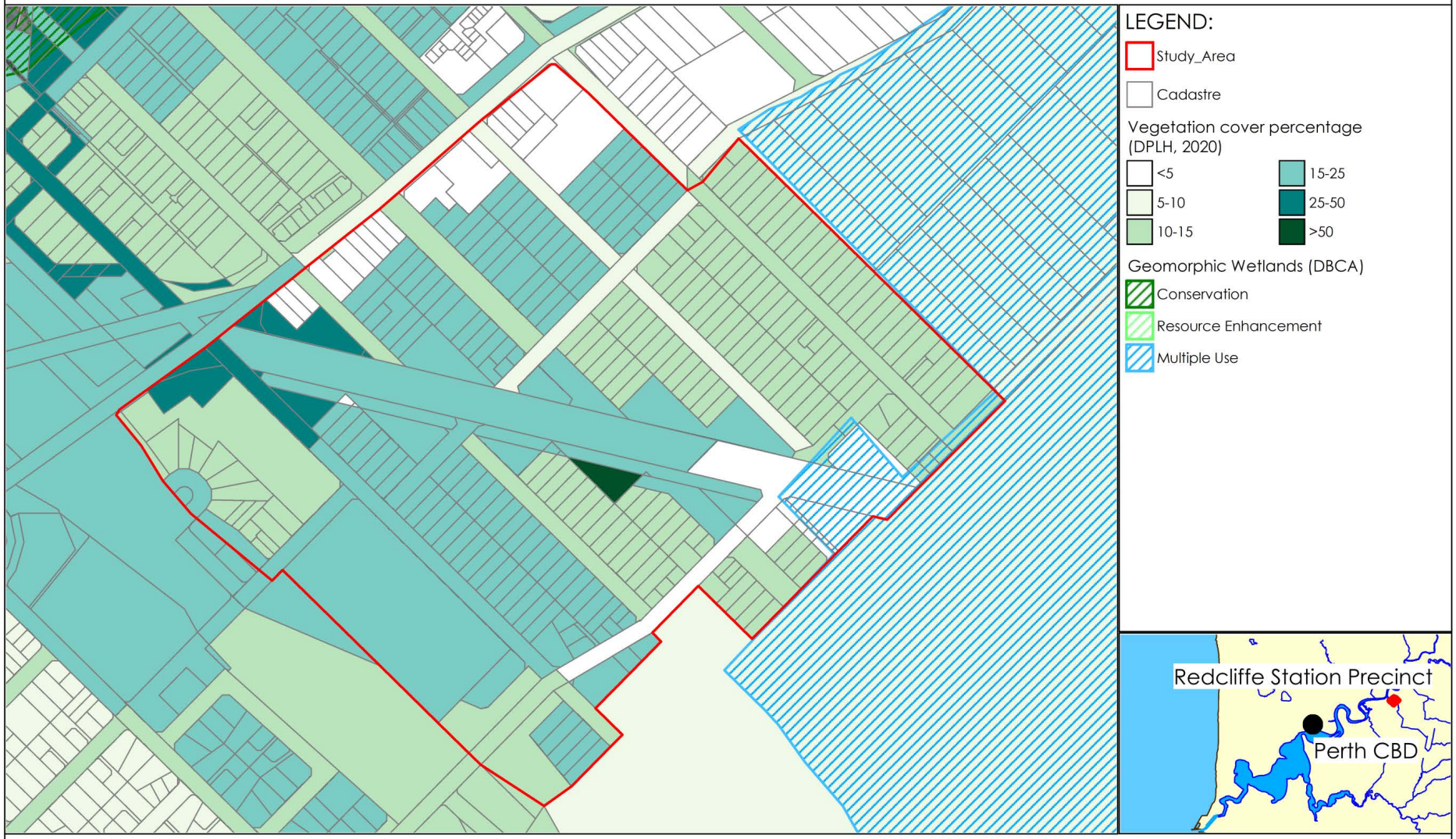
Vegetation coverage is a significant contributor to urban heat. The relatively high coverage in large parts of the study area with 10-25% vegetation cover on most of the residential lots and public open space areas, as shown in Figure 8, contributes to the areas of lower urban heat within the Precinct shown in Figure 6. However, coverage on many road reserves, the station area, and commercial lots fronting the Great Eastern Highway is lower, contributing to more significant urban heat in these areas.

As redevelopment occurs through the precinct it will be difficult to maintain the current extent of vegetation coverage which relies heavily on vegetation on private land, and vegetation in streetscapes and open spaces will become increasingly critical. Integration of water sensitive urban design approaches into streetscapes and modification of the existing urban drainage system provide significant opportunities to support urban greening initiatives and provide blue-green linkages throughout the precinct.

The Study Area contains a small portion of a large, classified multiple-use wetland, which includes Redcliffe wetland, located to the north of the Study Area. However, this part of the Study Area has been developed for Redcliffe Station and is no longer a wetland. It is important to note that in an urban environment with few natural areas, water and vegetation associated with the ASMD corridor can function as an 'urban wetland' providing critical habitat refuges for birds, insects and other wildlife as well as cooling the surrounding urban area.

As previously noted and shown in Figure 6, urban heat hotspots of note are associated with the airport and the great Eastern Highway corridor, and as can be seen in Figure 8, these locations are also notable for their very low vegetation coverage.

Department of Planning, Lands, and Heritage - Redcliffe Station Precinct Water Management Strategy
Figure 8 - Vegetation and wetlands



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Urban drainage system

The Study Area contains an existing network of local urban drains managed by the City of Belmont and is bisected by the Water Corporation's Airport South Main Drain. The existing urban drainage system is shown on Figure 9.

Appendix B provides an assessment of the existing urban drainage system, considering the capacity and performance of the local (City of Belmont managed) and regional (Water Corporation managed) drainage systems.

As discussed in Appendix B, modelling undertaken in 2015 for the Public Transport Authority (PTA) indicated that the existing ASMD is likely to flood in a 10% AEP and 1% AEP event while the existing local piped drainage system appears to have sufficient capacity to manage runoff from the local catchment in accordance with the level of service usually applicable to residential streets.

The PTA (2015) drainage modelling has also been used to establish design considerations for development of a concept design for the proposed ASMD living stream that are outlined in Appendix C.

Implications for future development

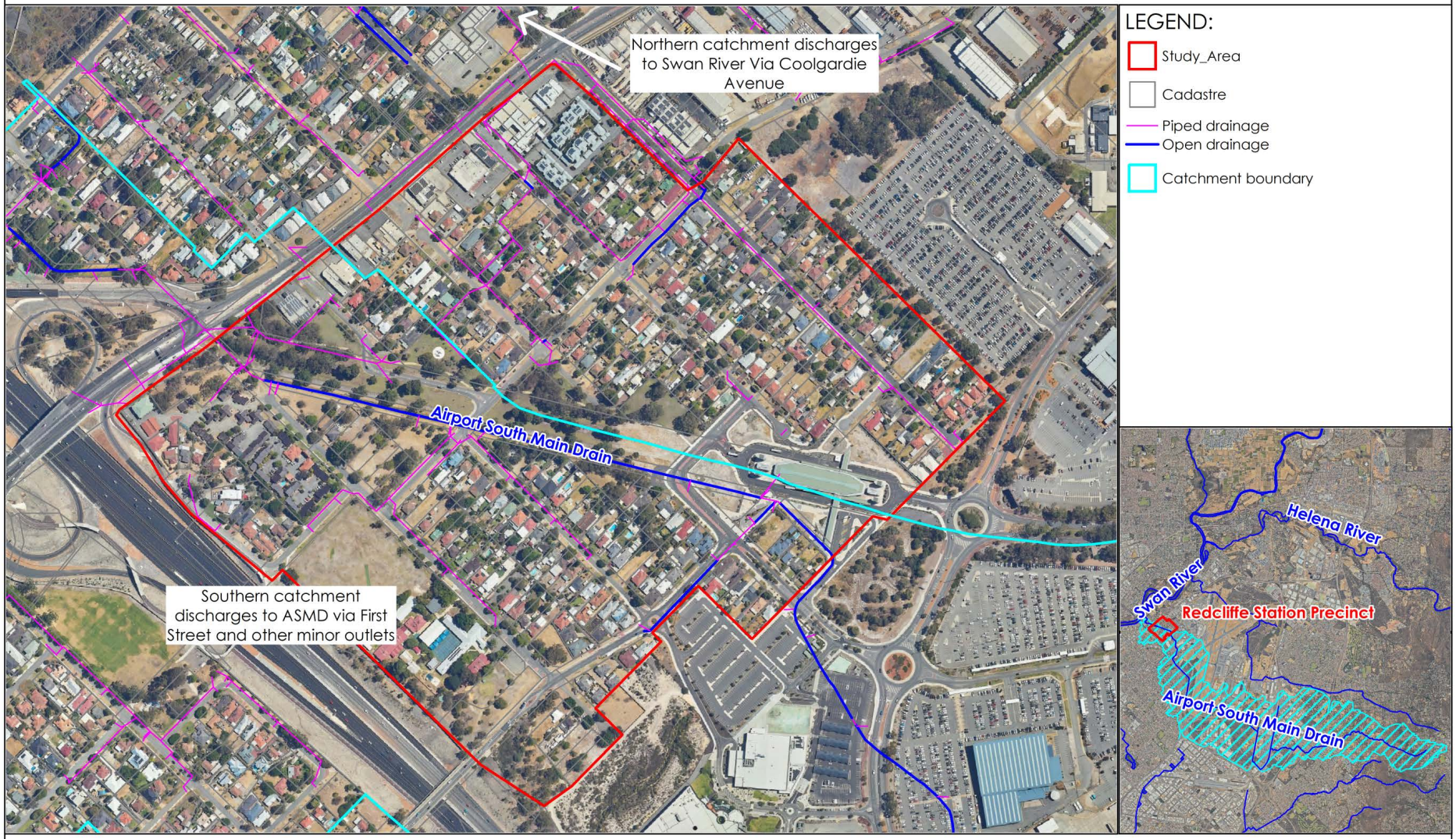
The Water Corporation's Main Drains are operated on the basis that post development flows should not exceed predevelopment flows. This is consistent with the Water Services Licence and Water Sensitive Design Principles. As such, a key consideration for the improvement scheme will be to consider suitable local strategies to mitigate any increase in predicted post development flows into the Water Corporation's system.

Additionally, although the existing local drainage system is generally expected to meet the level of service applicable to residential streets, in order to avoid costly drainage upgrades, it will be necessary to ensure that development does not increase flows into the local drainage system.

Due to the known capacity constraints in the Water Corporation drainage systems in this Study Area, and to avoid costly upgrades to the local drainage system, all infill development should be required to retain and infiltrate as much stormwater on-site as is reasonably practicable. Integration of vegetated water sensitive urban design systems to achieve this should be prioritised to maximise water quality benefits.

Also due to the potential for flooding from the existing ASMD, the living stream design will need to provide sufficient capacity within the ASMD to replace any lost capacity due to development as a minimum requirement and should seek to increase capacity so that the ASMD will contain the 10% AEP event within its banks and any flooding in the 1% AEP is confined to surrounding POS and road reserves.

Department of Planning, Lands, and Heritage - Redcliffe Station Precinct Water Management Strategy
Figure 9 - Surface water and drainage



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Groundwater

Groundwater is a resource that provides opportunity and constraints for the development and is an environmental asset that requires protection.

Groundwater allocation

The study area is located within the City of Belmont and Perth South Confined groundwater management subareas.

The Department of Water and Environmental Regulation's Water Register (DWER, 2023b) shows that there is limited groundwater available for allocation from the Superficial Aquifer within the Study Area, but there is none available for allocation from the underlying Leederville or Yarragadee Aquifers.

There are currently three active groundwater licences within the Study Area. The licences are summarised in Table 4. One of these licences is used for irrigation of public open spaces and it should be noted that it includes allocations for properties outside of the Study Area in addition to those within. Another licence is for irrigation at Redcliffe Primary School and other Department of Education sites outside the Study Area, and the final licence is temporary and associated with construction activities.

Table 4: Existing groundwater licences within the Study Area

Licence Number	Licence Allocation	Groundwater Area	Groundwater Subarea	Issue Date	Expiry Date
GWL157042	1,151,775 KL	Perth	City of Belmont	18/1/2022	20/8/2027
GWL155450	134,250 KL	Perth	City of Belmont	7/12/2021	6/12/2031
GWL205219	99,533 KL	Perth	City of Belmont	14/1/2022	7/12/2024

Groundwater levels

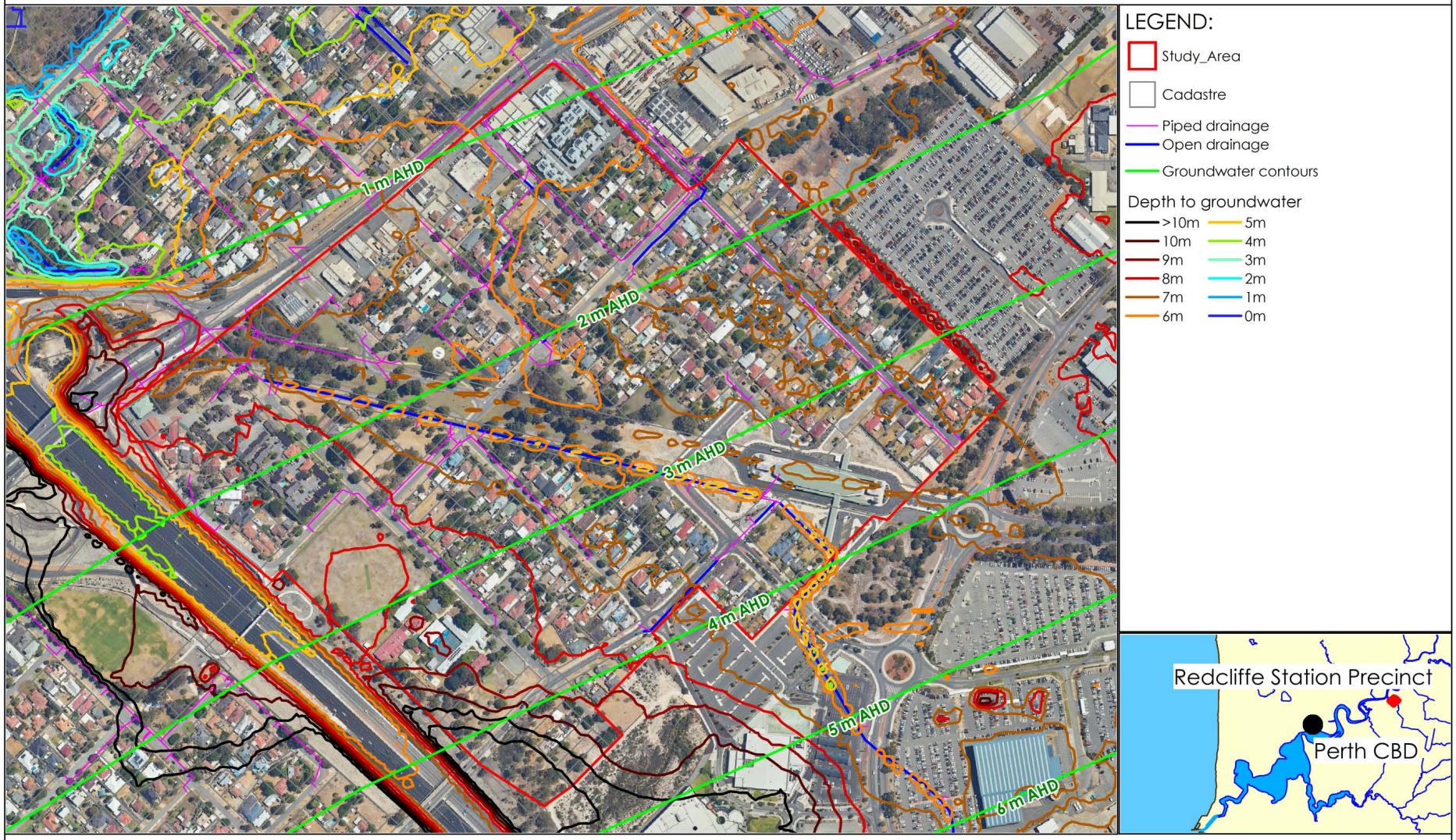
Regional groundwater mapping in the *Perth Groundwater Map* (DWER, 2023c) indicates maximum groundwater levels varying between 1m AHD and 5 m AHD across the Study Area sloping down in a north-west direction. The depth to groundwater ranges from approximately 10m to 5m in lower lying areas as shown in Figure 10.

Implications for future development

Whilst groundwater is currently available for allocation within the study area, future reductions in the licensable volume in response to climate change are expected. Therefore, any proposals to expanded irrigated areas of public realm may require implementation of a program of irrigation upgrades to optimise the efficiency and operation of irrigation systems so that more can be achieved within the City of Belmont's current licensed amount.

The Study Area generally has at least 5m depth to groundwater. However, site specific investigations are recommended to confirm the depth to groundwater prior to development including basements, to determine if groundwater management measures will be required.

Department of Planning, Lands, and Heritage - Redcliffe Station Precinct Water Management Strategy
Figure 10 - Groundwater



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Water and wastewater services

Reticulated water and sewerage are currently available throughout the Study Area. Depending on the increase in development density, upgrading of the current system may be required to prevent existing customers being affected by the proposed development. When the proposed demands are provided, the Water Corporation will need to review their current schemes to determine the full extent of any upgrade requirements.

Implications for future development

Water Corporation undertakes water services planning and allocates funds for infrastructure upgrades on the basis of land use planning information. Where a development proposal requires water services headworks infrastructure, for which the Water Corporation has not allocated funds to suit the developer's schedule, prefunding of the works may be necessary.

Social and heritage values

There are no registered Aboriginal Cultural Heritage Sites within the Study Area according to the Department of Planning, Lands and Heritage (DPLH) Aboriginal heritage enquiry system (2023). However, Redcliffe Wetland is a registered aboriginal heritage place at the northern boundary of the Study Area.

There are no places listed in the Heritage Council's InHerit online mapping system.

Appendix B Drainage system review

This section provides a description of findings from the desktop review of the local and regional drainage system and recommendations for additional investigations where required.

Regional drainage system

A section of the Water Corporation's Airport Southern Main Drain (ASMD) flows in a westerly direction through the precinct, from Redcliffe Station to Great Eastern Highway.

Within the precinct, the drain is located in a fenced drainage reserve with grass but very little other vegetation present on bed or banks, or in the surrounding reserve (See Figure 11). Public open space reserves are located on either side of the drainage reserve and urban residential land lies beyond. The public open space is grassed with several large mature trees along the boundary of the drainage reserve but none within the site itself which is approximately 15m wide. Grass is the predominant vegetation throughout the public open space and drainage reserve and virtually no shade is provided to the drain. The site and surrounding land is generally flat.

The site has little to no existing riparian or aquatic habitat due to regular clearing of vegetation. The channel is an unlined straight open channel stormwater drain approximately 2 m wide at its base and 1.5-2 m deep with estimated 1:2 side slopes. The banks of the channel are grassed and show little signs of erosion although sandy sediment has been deposited in the channel, most likely from construction activity within Perth Airport and commercial and light industrial areas upstream. A small amount of baseflow was present in the channel during a site inspection in December 2023. The flow was observed to have low turbidity with brown tannin colouration.

The site is currently surrounded by a low (1.2m) chain link fence and inaccessible to the public. The surrounding public open space has limited community function although it is well used for passive recreation and local residents are known to value the space, and in particular the large mature trees within it.

The large upstream catchment of the ASMD, shown in Figure 12, includes Perth Airport and significant areas of industrial land uses including several known contaminated sites. Water quality is therefore expected to be poor including heavy metals and hydrocarbons.

Additionally, large amounts of construction sediment have been present in the ASMD in recent years and a significant sediment plume at its outlet into the Swan River has been noted.

System performance

The ASMD catchment has been subject to substantial land use and infrastructure changes since the last assessment of overall capacity was published by the Water Corporation in the *Perth Airport Southern Main Drain Scheme Review* (Water Corporation, 2006). Prior to the development of Redcliffe Station, the Public Transport Authority (PTA) commissioned *Southern Main Drain Realignment Option & DA6 Flood Modelling* (BG&E, 2015) which includes consideration of some of these changes, but it is noted that there are ongoing developments within Perth Airport that will continue to affect the system.

The findings of *Southern Main Drain Realignment Option & DA6 Flood Modelling* (BG&E, 2015) are presented below. However, it is noted that recent advice from the Water Corporation has confirmed that the current ASMD volume satisfies the requirements of their drainage licence and therefore it is not necessary for increased capacity to be provided.

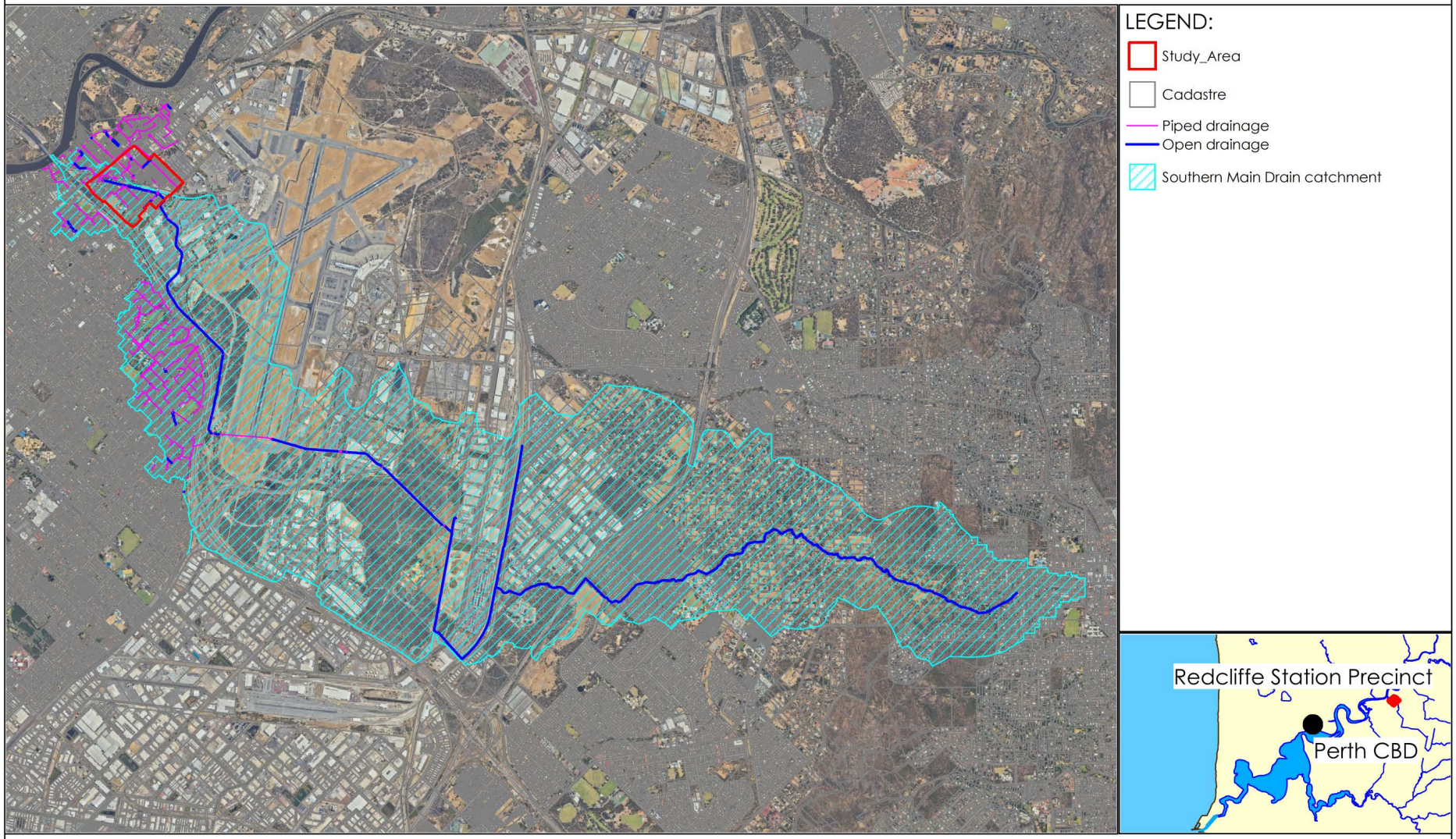
Based on the 2015 study, the culvert underneath Great Eastern Hwy, at the downstream extent of the precinct, is sufficient to carry 4.1m3/s flow while the capacity of culverts beneath First Street is 2.4m3/s, and the capacity of the ASMD piped diversion upstream, is 6.8m3/s.

This means that in a major flood event, flows arriving into the precinct are larger than those leaving the precinct, so that the ASMD and surrounding public land within the precinct provides important online detention capacity protecting surrounding and downstream properties from flooding.

The study identifies that when flows are greater than the downstream capacity of culverts, water backs up, ponds, and overflows the banks of ASMD into public land around Brearley Avenue in 10% AEP and 1% AEP rainfall events as shown in Figure 13 and Figure 14. Once Brearley Avenue is overtopped, floodwaters from the ASMD continue to the north across Central Avenue and ultimately leaves the precinct via Great Eastern Hwy into the Coolgardie Avenue drain.

Figure 11: Airport Southern Main Drain site photos taken December 2023

Department of Planning, Lands, and Heritage - Redcliffe Station Precinct Water Management Strategy
Figure 12 - Regional drainage system layout



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Data source: Landgate Created by: HB Projection: MGA: zone 50.

0 1,100
metres
Scale 1:55,000 @ A4

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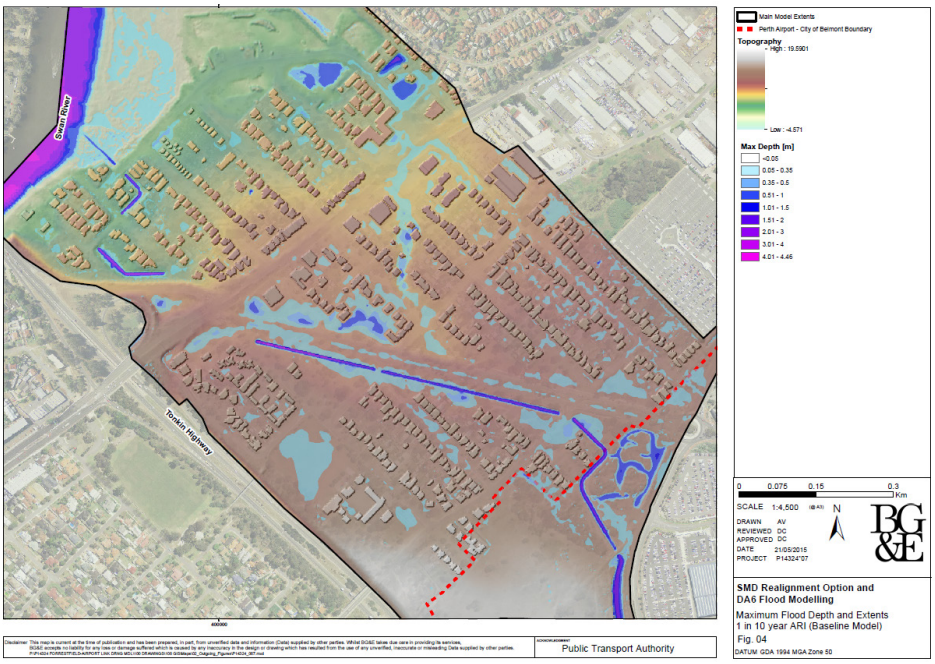


Figure 13: Predevelopment flood extent (10% AEP) in the precinct (BG&E, 2015)

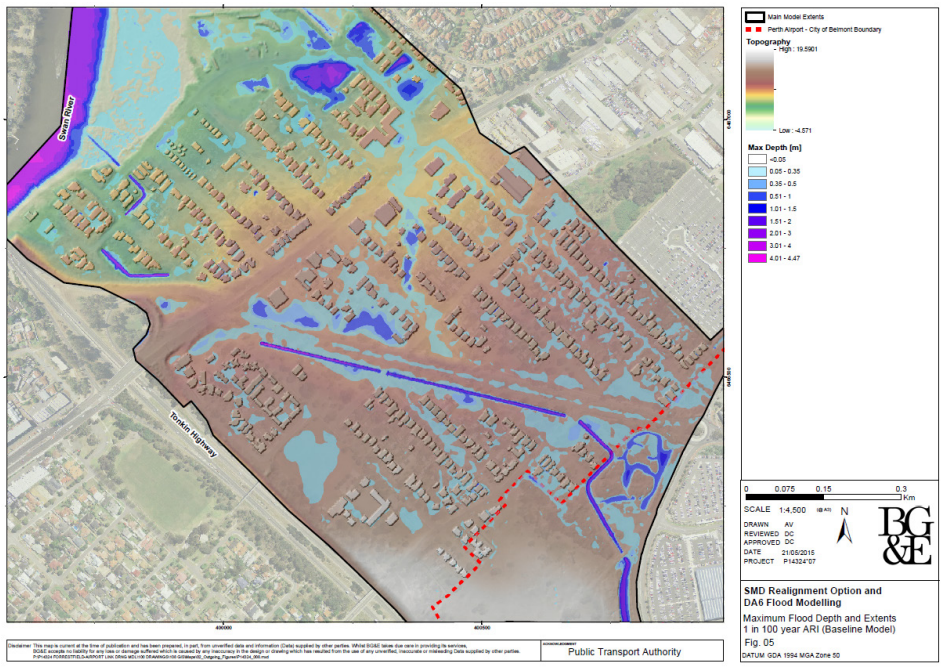


Figure 14: Predevelopment flood extent (1% AEP) in the precinct (BG&E, 2015)

Local drainage system

The layout and extent of local drainage within the precinct is shown in Figure 15. The system is comprised of traditional pit and pipe drainage within road reserves and is divided into areas draining into the ASMD, mainly land to the south of the ASMD corridor, and areas draining to the north, out of the precinct and discharging into the Swan River via Coolgardie Avenue downstream of the Great Eastern Hwy as shown in Figure 15.

System performance

The *Southern Main Drain Realignment Option & DA6 Flood Modelling* (BG&E, 2015) presents modelling of the ASMD and Redcliffe Station Precinct that was undertaken prior to the development of Redcliffe Station, commissioned by the Public Transport Authority.

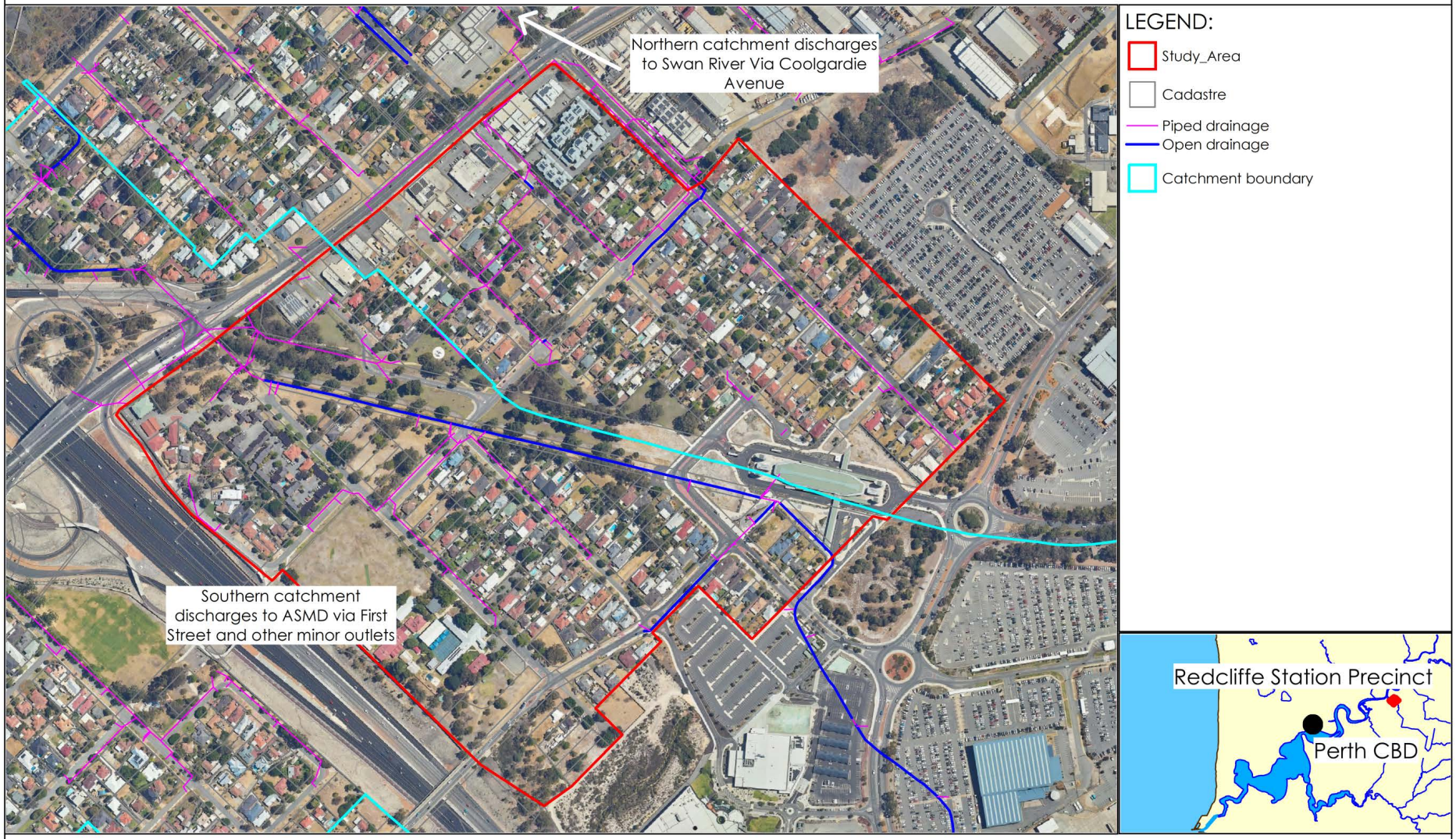
Based on the 2015 study, minimal flooding is predicted from the local drainage system with the bulk of floodwater in the precinct originating from the ASMD, although there is some minor flooding from the local system along Coolgardie Avenue as shown in Figure 13 and Figure 14.

Key requirements and recommendations

As indicated by the 2015 flood modelling study completed by BG&E for PTA, the existing ASMD is likely to flood in a 10% AEP and 1% AEP event. It is therefore necessary to ensure that the concept design does not reduce the capacity of the existing system and in fact should aim to increase capacity.

Also, as indicated by the 2015 flood modelling study, it is considered that the existing local piped drainage system has sufficient capacity to appropriately manage runoff from the local catchment and therefore, provided development can be achieved without increasing discharges to the system, does not require upgrades.

Department of Planning, Lands, and Heritage - Redcliffe Station Precinct Water Management Strategy
Figure 15 - Local drainage system layout



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Data source: Landgate Created by: HB Projection: MGA: zone 50.

Appendix C Preliminary living stream concept design

A preliminary concept design for the ASMD has been developed and is presented in this Appendix. This preliminary design is intended to be used as the basis for future development of detailed designs that will enable delivery of the living stream.

The preliminary concept has been developed with consideration of the following key elements which are discussed in more detail below:

- Retention of mature trees and recreation spaces.
- Maintaining drainage capacity and performance.
- Access and safety, including during maintenance activities.
- Roles, responsibilities and costs for ongoing management and maintenance.
- Interface with other infrastructure and services.

Tree retention

There are numerous significant trees adjacent to the existing ASMD and across the surrounding public open space. Community consultation undertaken by the City of Belmont has confirmed that these trees hold significant value as community assets as well as providing ecological services. The preliminary concept design therefore aims to retain as many of the significant trees present on the site as possible.

The current concept design retains all mature trees that are located in proposed POS.

Drainage capacity and performance

The existing ASMD has been estimated to provide approximately 10,000m^3 capacity in the channel and surrounding POS which will be reduced in future when new culverted sections are introduced to provide for road crossings and/or to achieve preferred built form outcomes. This existing volume is understood to be insufficient to prevent flooding in the surrounding urban area from occurring in the 10% AEP event (BG&E, 2015).

Post-development modelling undertaken by BG&E in 2015 considered replacement of the drain with two detention basins with a combined capacity of 11,000m^3 which was also found to be insufficient to prevent flooding in the surrounding urban area from occurring in the 10% AEP event (BG&E, 2015).

The design will need to provide sufficient capacity within the ASMD to replace any lost capacity due to development as a minimum requirement such that the Water Corporations licence requirements for the drain continue to be met. Without updated modelling of the drainage system, including upstream works within Perth Airport a target for 'in-drain' capacity has been set at 11,000m^3 for the preliminary concept design, with capacity provided in surrounding POS to accommodate additional flooding, if required.

The concept design achieves approximately 13,000m3 capacity in the channel and surrounding proposed POS.

However, it is noted that recent advice from the Water Corporation has confirmed that the current ASMD volume satisfies the requirements of their drainage licence and therefore it will not be necessary to increase the current volume provision. This means that additional capacity provided outside of the drainage channel will not be necessary.

Access and safety

The existing steep sided (1:1 estimated) trapezoidal drain is surrounded by a low (1.2m) chain link fence to prevent public access. To deliver a living stream design that is fully integrated with the surrounding public open space, removal of the fencing would be preferred. However, it is recognised that the concept design must consider community safety as well as the safety of personnel undertaking maintenance activities. To do this, ideally bank slopes would be reduced to no steeper than 1:3 for a shallow baseflow channel and 1:6 for the upper banks. However, this would result in a channel width that could not be accommodated without the loss of several significant trees and would constrain substantial areas of public open space.

Therefore, the preliminary concept design considers an approach that prioritises tree retention and adjusts bank slopes locally to optimise capacity and provide slopes that are as gentle as possible. Because this results in some steep sections of banks such as around culverts associated with road crossing points, existing trees, services, site boundaries and/or other infrastructure, it is likely that some form of barrier will be required to manage access in these areas. In some cases, this may be achieved with dense vegetation, whilst other locations will require fencing or balustrades.

Other safety considerations for the design include provision of screens at culvert entry points and provision of safe access through the surrounding public open space to the channel and structures for maintenance activities.

The current concept design minimises locations where bank slopes are steeper than 1:6. Where this occurs, it is at culvert locations and in small sections around the base of trees where it is not possible to achieve a more gradual slope without removal of the tree. For this reason, 1.2m fencing is proposed in the following locations:

- along both sides of the stream in the eastern POS.
- along the northern side of the stream in the western POS.
- at both culverted ends of the central section.

The details of safety and access considerations will be addressed in future stages of design in accordance with *Safer Places by Design - Crime Prevention through Environmental Design Planning Guidelines* (WAPC, 2023).

Management and maintenance

It is expected that, following implementation of the proposed concept design, the City of Belmont will be responsible for ongoing management and maintenance of the integrated ASMD living stream and surrounding public open space. The Water Corporation will retain responsibility for the performance of the overarching regional drainage system and therefore will continue to require access to the ASMD channel to clear blockages and undertake other necessary maintenance as required to ensure that the drain continues to flow.

Vehicular access to the stream for maintenance purposes can be achieved in many locations along the stream banks and at all culvert locations according to the preferences of the City of Belmont and Water Corporation. The details of this element of design can be addressed in future stages of design.

Similarly, there are opportunities to provide for improved sediment control within the system through establishment of small basins upstream of culverts, where deposited material can be removed prior to its discharge into the Swan River. The details of this element of design can be addressed in future stages of design.

Infrastructure and services

The existing drainage corridor is adjacent to the underground METRONET Forrestfield-Airport Link, which opened in October 2022. Advice has been sought to ensure that the concept design is consistent with requirements for protection of the railway infrastructure.

The current concept design includes no excavation greater than 0.5m within the rail corridor and does not include any structures. This is considered unlikely to affect any PTA infrastructure, but it is noted that it will be necessary to consult further with the PTA to confirm that the ultimate proposed landscape design in acceptable.

Belmont Development Area 6 Infrastructure Servicing and Cost Estimate Report (Tabec, 2021) identifies the following key service infrastructure within the concept design area:

- Existing gravity and pressure main sewers cross the ASMD at First Street.
- Existing water mains cross the ASMD at Central Avenue and Boulder Avenue.
- Existing gas mains cross the ASMD at Central Avenue and First Street and a further gas main is located alongside the ASMD.
- No existing power transmission lines or underground power cross the ASMD.
- Existing telecommunications systems cross the ASMD at Central Avenue and First Street.

Existing services infrastructure that crosses the ASMD at road crossings is not likely to constrain the concept design significantly since these road crossings will remain in future. Additionally, it is noted that Tabec (2021) identifies the parallel gas main for decommissioning. Therefore, none of the existing services are significant constraints to the concept design.

It should be noted that other unidentified services may be present and as a part of future detailed design development it will be necessary to undertake further investigations, potentially including engagement of a services locator prior to construction activity.

LEGEND

- Baseflow channel
- Approx. 10% (10 year) flood
- Turf
- Vegetation
- Footpaths
- Residential redevelopment
- Existing trees to be retained
- Proposed 1.2m fencing

REDCLIFFE STATION PRECINCT

PRELIMINARY LIVING STREAM CONCEPT

REVISION: A DATE: 12/06/2024

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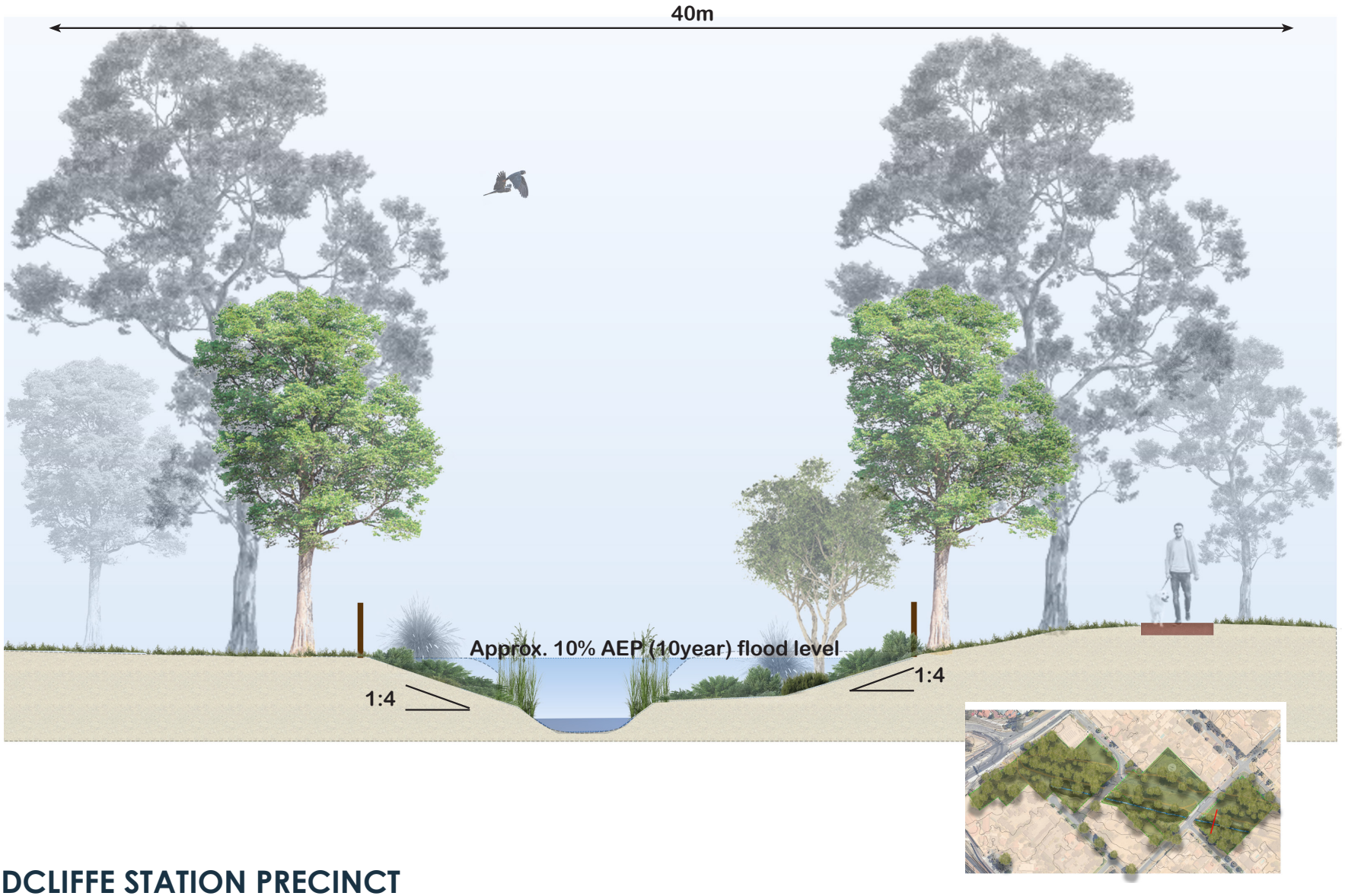

REDCLIFFE STATION PRECINCT

PRELIMINARY LIVING STREAM CONCEPT - SECTION A-A

REVISION: A DATE: 12/06/2024

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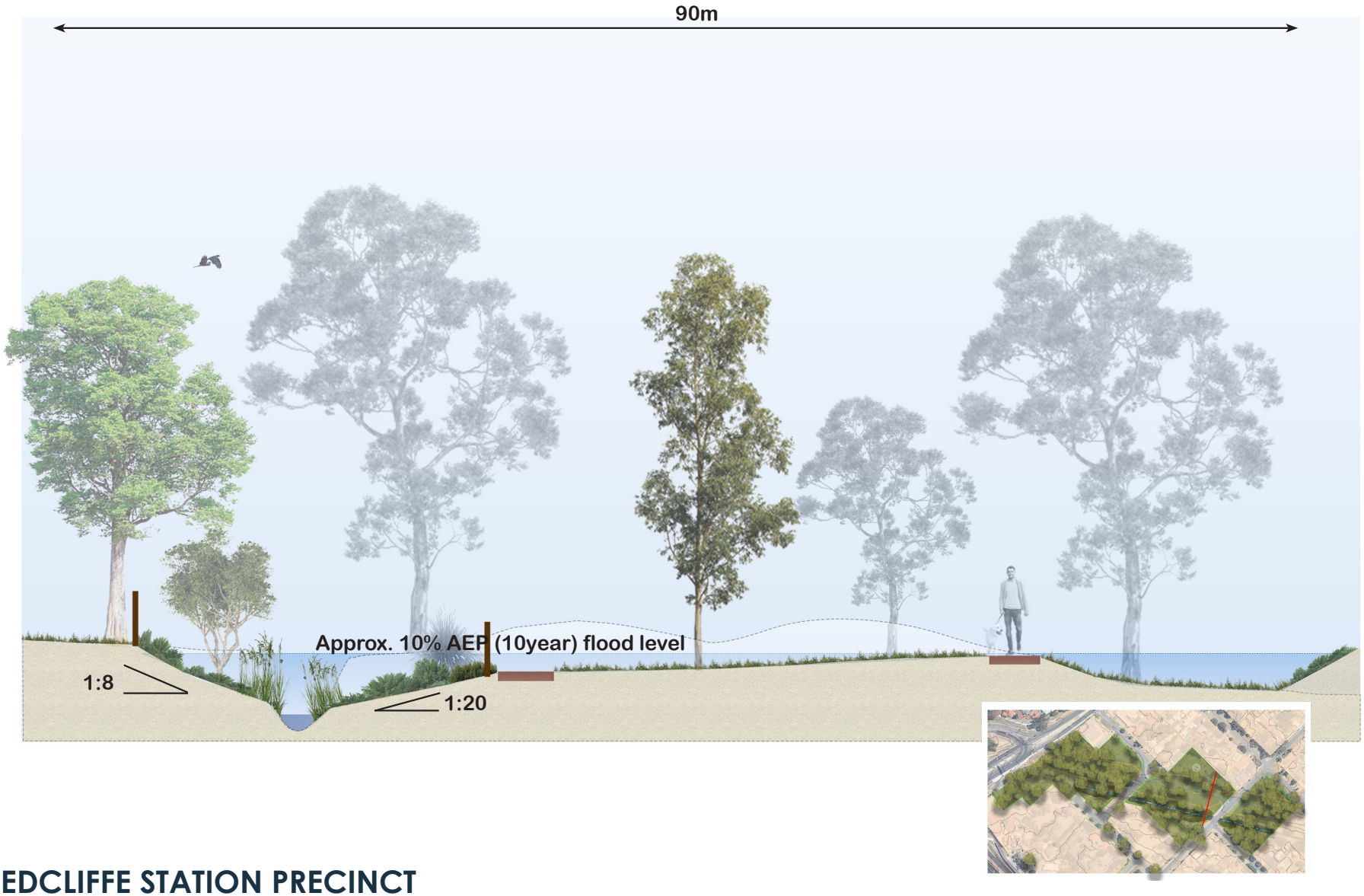

REDCLIFFE STATION PRECINCT

PRELIMINARY LIVING STREAM CONCEPT - SECTION B-B

REVISION: A DATE: 12/06/2024

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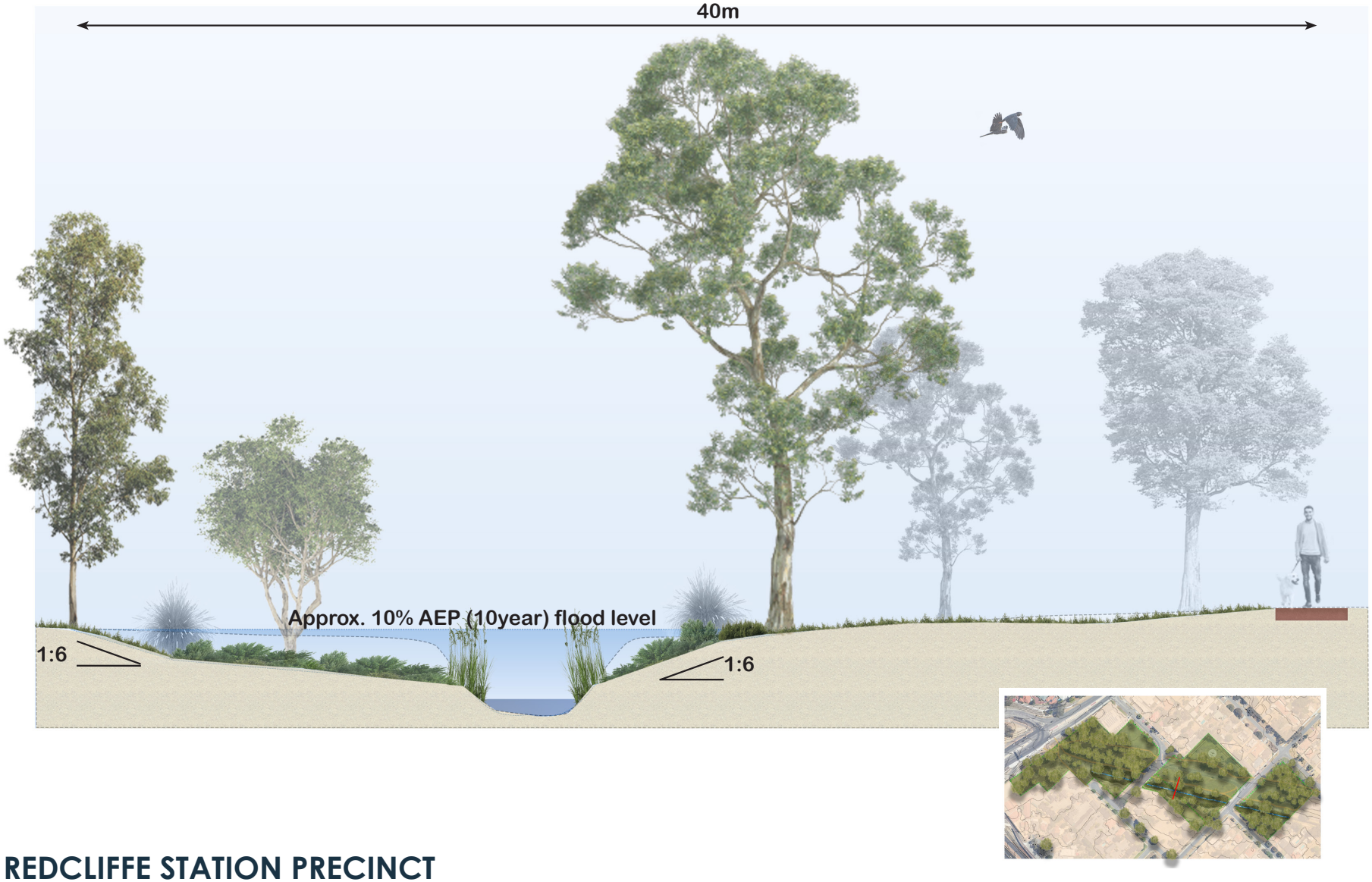

REDCLIFFE STATION PRECINCT

PRELIMINARY LIVING STREAM CONCEPT - SECTION C-C

REVISION: A DATE: 12/06/2024

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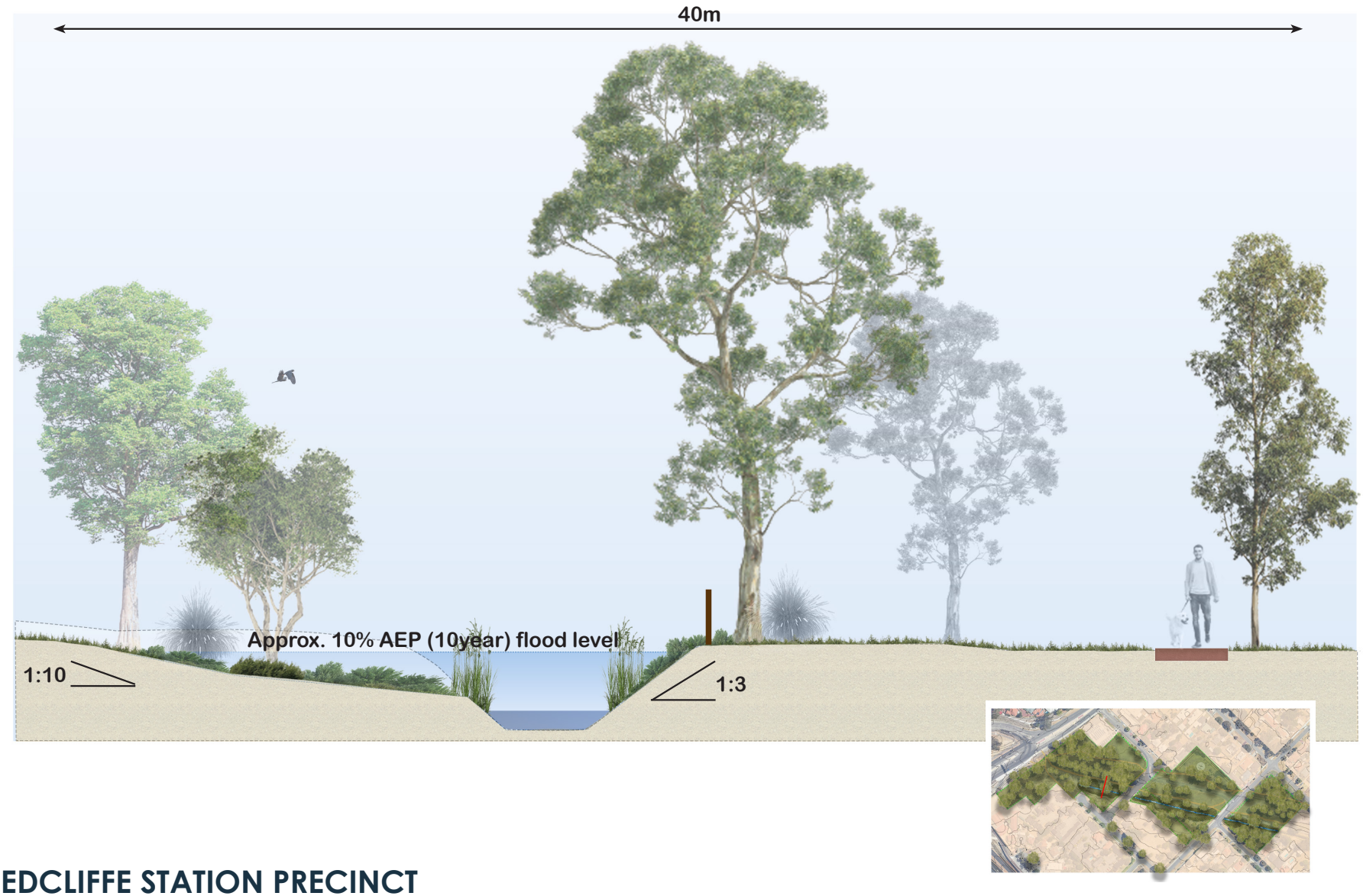

REDCLIFFE STATION PRECINCT

PRELIMINARY LIVING STREAM CONCEPT - SECTION D-D

REVISION: A DATE: 12/06/2024

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Client: Department of Planning, Lands and Heritage

Report	Version	Prepared by	Reviewed by	Submitted to Client	
				Copies	Date
Preliminary draft	V1	HB		electronic	Sept 2024
Draft report	V2	HB	SSh	electronic	Nov 2024
Final draft report	V3	HB	SSh	electronic	Dec 2024
Final report	V4	HB	SSh	electronic	Mar 2025
Minor corrections	V5	HB	SSh	electronic	Apr 2025
Minor corrections	V6	HB	SSh	electronic	May 2025

Urbaqua
land & water solutions
Suite 4/226 Carr Place
p: 08 9328 4663 | f: 08 6316 1431
e: info@urbaqua.org.au
www.urbaqua.org.au

12.4 Accounts for Payment December 2025

Voting Requirement	:	Simple Majority
Subject Index	:	54/007 - Creditors Payment Authorisations
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

Council role

Overseeing Overseeing the allocation of the City's finances and resources e.g. setting the annual budget, accepting tenders, determining what services and facilities the City is to provide, annual reports, selecting the CEO and reviewing the CEO's performance.

Purpose of report

To present to Council the list of expenditure paid for the period 24 November 2025 to 31 December 2025 under delegated authority.

Summary and key issues

A list of payments is presented to the Council each month for confirmation and endorsement in accordance with the *Local Government (Financial Management) Regulations 1996 (WA)*.

Due to timelines associated with the agenda preparation process for the earlier December meeting of Council, payments for the period 1 November 2025 to 23 November 2025 only were presented to the December meeting of Council. Payments made for the period 24 November 2025 to 31 December 2025 are presented here.

Officer Recommendation
That the Authorised Payment Listing for 24 November 2025 to 31 December 2025 as provided under Attachment 12.4.1 be received. **Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.**

Location

Not applicable.

Consultation

There has been no specific consultation undertaken in respect to this matter.

Strategic Community Plan implications

In accordance with the 2024–2034 Strategic Community Plan:

Key Performance Area: Performance

Outcome: 10. Effective leadership, governance and financial management.

Outcome: 11. A happy, well informed and engaged community.

Policy implications

There are no policy implications associated with this report.

Statutory environment

Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996 (WA)* states:

> "If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared:
>
> (a) the payee's name;

(b) the amount of the payment;

(c) the date of the payment; and

(d) sufficient information to identify the transaction."

(3) A list prepared under sub regulation (1) is to be presented to Council at the next ordinary meeting of Council after the list is prepared; and recorded in the minutes of that meeting.

Regulation 13A of the *Local Government (Financial Management) Regulations 1996 (WA)* effective from 1 September 2023 states:

(1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —

(a) the payee's name;

(b) the amount of the payment;

(c) the date of the payment;

(d) sufficient information to identify the payment.

(2) A list prepared under subregulation (1) must be —

(a) presented to the council at the next ordinary meeting of the council after the list is prepared; and

(b) recorded in the minutes of that meeting.

Background

Council has delegated to the Chief Executive Officer under Delegation 1.1.18 to make payment from the Municipal and Trust Fund account. In accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996 (WA),* where this power has been delegated, a list of payments each month is to be compiled and presented to Council.

Report

The following summary of payments are recommended for confirmation and endorsement.

Payment type	Payment reference	$
Municipal Fund Cheques	788904	622.70
Municipal Fund EFTs	EF099300 – EF100036	11,502,535.89
Municipal Fund Payroll	24 November 2025 to 31 December 2025	3,373,743.57
Trust Fund EFT	EF099777- EF099778	10,333.06
Total Payments for 24 November 2025 to 31 December 2025		14,786,235.22

A copy of the Authorised Payment Listing is included as Attachment 12.4.1.

Financial implications

All expenditure included in the Payment Listing is in accordance with Council's Annual budget.

Environmental implications

There are no environmental implications associated with this report.

Social implications

There are no social implications associated with this report.

Attachment details

Attachment No and title
1. December 2025 Payments (24.11.2025 - 31.12.2025) [**12.4.1** - 12 pages]

City of Belmont

Accounts for Payment - 24/11/2025 to 31/12/2025

Compiled : 23/12/25 14:40

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
Contractors					
EF099304	27/11/25	00187	Statewide Bearings	127.54	Plant Parts & Repairs
EF099305	27/11/25	00195	Bin Bath Australia Pty Ltd	1,386.54	Cleaning Services
EF099307	27/11/25	00230	Jackson McDonald	12,602.70	Legal Expenses
EF099310	27/11/25	00247	CAI Fences	1,958.00	Fencing
EF099312	27/11/25	00295	Capital Recycling	15,093.41	Rubbish Removals
EF099313	27/11/25	00305	CJD Equipment Pty Ltd	641.09	Mower Parts & Repairs
EF099314	27/11/25	00313	Coates Hire Operations Pty Ltd	334.67	Plant/Equipment Hire
EF099316	27/11/25	00346	Action Couriers	27.70	Courier Service
EF099317	27/11/25	00390	Landgate	204.88	GRV's Metro & DFES Search
EF099318	27/11/25	00391	Chemistry Centre (WA) t/as ChemCentre	2,099.79	Professional Fees - Testing
EF099319	27/11/25	00394	Child & Adolescent Health Service - Dept of Health WA	836.00	Immunisation Expenses - Oct 25
EF099321	27/11/25	00412	Dowsing Group Pty Ltd	66,081.47	Concrete Contractor - Profiling and Concrete Various Locations
EF099324	27/11/25	00496	Garrards Pty Ltd	3,355.55	Pest Control
EF099325	27/11/25	00501	Infor Global Solutions (ANZ) Pty Ltd	357.50	Computer Software Maintenance
EF099326	27/11/25	00585	Hydroquip Pumps	87,386.20	Pump Maintenance - Various Parks
EF099328	27/11/25	00613	Qualcon Laboratories Pty Ltd	1,870.00	Core Analysis and Asphalt Testing
EF099331	27/11/25	00665	Kennards Hire Pty Ltd	286.40	Plant/Equipment Hire
EF099333	27/11/25	00699	Marketforce Pty Ltd	1,806.75	Advertising & Printing
EF099334	27/11/25	00734	McIntosh and Son WA	2,389.26	Plant Parts & Repairs
EF099336	27/11/25	00830	Canon Production Printing Australia Pty Ltd	445.66	Photocopy Expenses
EF099339	27/11/25	00856	John Papas Trailers Pty Ltd	619.72	Plant Parts & Repairs
EF099340	27/11/25	00859	Cannington Mazda(Prev Parkland Mazda)	544.05	Plant Parts & Repairs
EF099342	27/11/25	00917	Positive Auto Electrics	266.93	Plant Parts & Repairs
EF099343	27/11/25	00931	Sonic HealthPlus Pty Ltd	1,075.80	Pre Employment Medicals
EF099344	27/11/25	00972	Repco Auto Parts	1,300.22	Plant Parts & Repairs
EF099345	27/11/25	00983	R M Surveys	7,700.00	Topographic Survey - Belmont Tennis Club & Centenary Park
EF099346	27/11/25	00988	Reece Australia Pty Ltd	13,142.12	Plumbing Maintenance/Supplies
EF099347	27/11/25	01058	Slater - Gartrell Sports	22,250.25	COB Parks - Cricket Turf & Wicket Roof Extension
EF099348	27/11/25	01074	Shred - X Pty Ltd	48.58	Rubbish Removals
EF099349	27/11/25	01082	Sparks Refrigeration and Airconditioning	501.60	Airconditioning/Refrigeration Maintenance
EF099350	27/11/25	01088	Sports Turf Technology Pty Ltd	3,234.00	Gardening Contractor - Water Testing
EF099351	27/11/25	01090	St John Ambulance Australia Inc	1,860.00	First Aid Service - Training & Event
EF099353	27/11/25	01138	E & M J Rosher Pty Ltd	66,941.74	Plant Purchase
EF099355	27/11/25	01180	Aptella Pty Ltd	187.00	Calibration of Auto Level
EF099356	27/11/25	01186	ZircoDATA Pty Ltd	1,994.87	Records Storage
EF099358	27/11/25	01204	Tutt Bryant Equipment	196.96	Plant Parts & Repairs
EF099360	27/11/25	01233	Stihl Shop Redcliffe	3,394.60	Tools/Tool Repairs
EF099361	27/11/25	01243	WARP Pty Ltd	131,579.86	Traffic Control - Various Locations
EF099363	27/11/25	01255	Wattleup Tractors	3,056.65	Plant Parts & Repairs
EF099367	27/11/25	01318	Flexi Staff Group Pty Ltd	7,497.99	Labour/Personnel Hire
EF099371	27/11/25	01411	Award Irrigation Pty Ltd - Award Contracting	1,980.00	Reticulation Installation
EF099372	27/11/25	01533	WC Convenience Management	5,462.61	Building Maintenance
EF099375	27/11/25	01712	Donegan Enterprises Pty Ltd	11,762.43	Various Parks Repairs and Maintenance
EF099376	27/11/25	01721	Fulton Hogan Industries	347,426.48	Road Building Contractor - Asphalt
EF099377	27/11/25	01772	Data3 Limited	16,526.96	Computer Software Maintenance - Subscription
EF099378	27/11/25	01782	Belmont Automotive Engineers	724.70	Plant Parts & Repairs
EF099379	27/11/25	01838	Redman Solutions Pty Ltd	5,752.31	Computer Software Maintenance - Subscription
EF099381	27/11/25	01976	Ecoscape Australia Pty Ltd	5,013.53	Professional Fees - Wilson Zone 2 & Bilya Kard Boodja Playground
EF099382	27/11/25	02000	Hames Sharley (WA) Pty Ltd	6,348.38	Professional Fees - Oasis Development Concept
EF099383	27/11/25	02023	YMCA of Perth Youth and Community Services Inc	86,588.10	Youth Services Expenses
EF099384	27/11/25	02049	NVMS - Noise and Vibration Measurement Systems	1,265.00	Plant Parts & Repairs
EF099387	27/11/25	02172	Miss Maud	701.50	Catering/Catering Supplies - Sister City & Mercy Care
EF099389	27/11/25	02207	Wilson Security	146,139.27	Security Services - Oct 2025
EF099390	27/11/25	02210	Macri Partners	3,382.50	Audit Fee - Hub 2024 - 2025
EF099391	27/11/25	02234	Blackwell and Associates Pty Ltd	600.00	Professional Fees - Planning
EF099393	27/11/25	02298	Pelican Linemarking	4,700.30	Line Marking
EF099394	27/11/25	02303	Ultimo Catering and Events	7,339.40	Catering/Catering Supplies - Council Dinner
EF099395	27/11/25	02378	C R Kennedy & Co Pty Ltd	910.80	Subscription
EF099396	27/11/25	02387	Triton Electrical Contractors Pty Ltd	5,531.35	Electrical Contractor
EF099397	27/11/25	02393	Zipform Pty Ltd	7,372.63	Postage - Rates Notice
EF099398	27/11/25	02410	System Maintenance T/A Systems By Ballantyne	1,058.65	Plumbing Maintenance/Supplies
EF099399	27/11/25	02411	Allsports Linemarking	3,786.64	Line Marking
EF099400	27/11/25	02424	Neylor	1,860.61	Window Treatments - Blinds
EF099401	27/11/25	02425	Prestige Alarms	9,396.20	Security Services
EF099406	27/11/25	02627	Dunbar Services WA Pty Ltd	1,397.00	Cleaning Services
EF099408	27/11/25	02779	Natural Area Holdings Pty Ltd	288,876.67	Gardening Contractor - The Esplanade Foreshore Civic and Landscaping Works
EF099409	27/11/25	02837	GLG Greenlife Group	27,393.35	Gardening Maintenance - Verge Mowing
EF099411	27/11/25	02863	Civil Survey Solutions Pty Ltd	27,401.00	Computer Software Maintenance - Subscription
EF099413	27/11/25	02913	Syrinx Environmental Pty Ltd	1,589.50	Professional Fees - Landscaping
EF099414	27/11/25	02958	Yoshino Sushi	265.32	Catering/Catering Supplies - Citizenship & OLT
EF099415	27/11/25	03031	Retech Rubber	4,357.10	Plant Parts & Repairs - Volcano Playground

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF099419	27/11/25	03194	Datatel Electrical and Communications	2,984.01	Electrical Contractor - Projectors Installation
EF099421	27/11/25	03366	Daimler Trucks Perth	1,527.19	Plant Parts & Repairs
EF099422	27/11/25	03419	Gott Health	3,850.00	Community Exercise Classes
EF099423	27/11/25	03464	Bridgestone Australia Ltd	1,044.42	Plant Parts & Repairs
EF099424	27/11/25	03504	Classic Tree Services	32,898.10	Tree Pruning Within CoB
EF099425	27/11/25	03543	Labyrinth Constructions	3,685.00	Building Construction
EF099426	27/11/25	03599	Donald Cant Watts Corke (WA) Pty Ltd	8,690.00	Superintendency Service - Wilson Park Zone 2
EF099427	27/11/25	03824	Konica Minolta	2,263.72	Photocopy Expenses
EF099428	27/11/25	03908	Road Specialist Australia Pty Ltd	6,961.26	Plant Parts & Repairs
EF099429	27/11/25	04026	HK Calibration Technologies Pty Ltd	445.50	Plant Parts & Repairs
EF099430	27/11/25	04046	Beacon Equipment	223.00	Plant Parts & Repairs
EF099432	27/11/25	04120	Randstad Pty Ltd	13,772.24	Labour/Personnel Hire
EF099434	27/11/25	04146	JB Hi - Fi Group Commercial Account, Osborne Park	9,551.83	Electrical Goods
EF099435	27/11/25	04161	Play Check	12,980.00	Playground Inspections/Repairs - Audit
EF099436	27/11/25	04211	Triodia Scanning Services	12,030.15	Survey Expenses - COB
EF099437	27/11/25	04301	Michael Page - Page Personnel	3,549.24	Labour/Personnel Hire
EF099438	27/11/25	04320	ABM Landscaping	2,486.00	Bricks/Bricklaying
EF099439	27/11/25	04391	Lifeskills Australia	4,334.00	Professional Fees - Analysis
EF099440	27/11/25	04400	Freedom Fairies Pty Ltd	9,658.00	Music/Entertainment Expenses - Kidz Fest
EF099441	27/11/25	04454	FM Contract Solutions Pty Ltd	2,348.50	Professional Fees - Auditing of Sites
EF099442	27/11/25	04467	Rent a Fence Pty Ltd	795.96	Fencing
EF099443	27/11/25	04474	Aquamonix	510.40	Gardening Contractor
EF099444	27/11/25	04496	Azure Painting Pty Ltd	7,920.00	Painting Contractor - Volcano Playground
EF099445	27/11/25	04544	SirsiDynix Pty Ltd	72,770.38	Computer Software Maintenance - Software Renewal
EF099446	27/11/25	04580	Brenda Greenfield	100.00	Music/Entertainment Expenses - Wilson Park Cultural Consultation
EF099448	27/11/25	04689	Hempfield Small Motor Service	14,240.00	Plant Parts & Repairs
EF099449	27/11/25	04693	Allwest Plant Hire Australia Pty Ltd	8,525.00	Plant/Equipment Hire - October 2025
EF099451	27/11/25	04779	One 20 Productions	11,864.60	Plant/Equipment Hire - Kidz Fest
EF099452	27/11/25	04870	Tree Care Machinery	181.81	Plant Parts & Repairs
EF099453	27/11/25	04917	Environmental Industries Pty Ltd	18,945.83	Landscape Maintenance for Ascot Waters
EF099454	27/11/25	04967	Cockburn Party Hire	6,318.25	Plant/Equipment Hire - Kidz Fest
EF099457	27/11/25	05090	Elan Energy Matrix Pty Ltd	657.40	Rubbish Removals
EF099458	27/11/25	05190	Mark Foote	242.00	Building Maintenance - COB
EF099459	27/11/25	05237	Crown Perth	17,374.73	Catering/Catering Supplies - End of Year Staff Lunch
EF099460	27/11/25	05252	AAAC Towing Pty Ltd	534.60	Towing Vehicles
EF099461	27/11/25	05276	Rina Wong	1,468.98	Library - Entertainment Expense - ROLA Day Event
EF099462	27/11/25	05336	West - Sure Group Pty Ltd	656.54	Security Services
EF099463	27/11/25	05339	Elliotts Filtration Pty Ltd	907.50	Reticulation Parts & Repairs
EF099464	27/11/25	05427	Horizon West Landscape & Irrigation Pty Ltd	8,039.90	Gardening Maintenance - Various Locations
EF099465	27/11/25	05435	Delish Ice	3,905.00	Catering/Catering Supplies - Kidz Fest
EF099467	27/11/25	05523	Go Doors Pty Ltd	910.57	Building Maintenance
EF099468	27/11/25	05558	BlueFit Pty Ltd	76,053.26	Oasis Expenses - Oasis Management Subsidy
EF099469	27/11/25	05568	Allstate Kerbing and Concrete	14,922.00	Kerbing Contractor - Various Locations
EF099470	27/11/25	05576	NPB Security Australia	415.34	Security Services
EF099471	27/11/25	05589	Merit Consulting Group	4,533.10	Rubbish Removals
EF099472	27/11/25	05623	Tree Planting and Watering - Baroness Holdings	14,175.54	Gardening Contractor
EF099473	27/11/25	05642	Steve's Sand Sifting for Playground Services	5,651.20	Sand Sifting - Various Parks
EF099474	27/11/25	05692	Newground Water Services Pty Ltd	3,432.00	Reticulation Installation - Gerry Archer
EF099477	27/11/25	05771	Alsco Pty Ltd	192.30	Cleaning Services
EF099478	27/11/25	05776	Level 5 Design Pty Ltd	1,260.00	Professional Fees - Belmont DRP
EF099479	27/11/25	05778	Stephen Carrick Architects Pty Ltd	3,291.30	Professional Fees - DRP Meeting
EF099480	27/11/25	05801	Integrated Fuel Services & Solutions	902.00	Plant Parts & Repairs
EF099481	27/11/25	05809	Specialized Cleaning Group t/as Clean Sweep	40,381.83	Plant/Equipment Hire - Belmont Carpark
EF099482	27/11/25	05840	Commercial Aquatics Australia Pty Ltd	9,234.50	Oasis Expenses - Monthly Maintenance
EF099484	27/11/25	05920	Boults Black and White Light	2,291.52	Electrical Contractor - Wilson Park Lighting tower
EF099485	27/11/25	05944	Delron Cleaning Pty Ltd - Ventia	108,533.82	Cleaning Services - Various Locations
EF099488	27/11/25	06094	Boyan Electrical Services	82,175.76	Electrical Contractor - COB
EF099489	27/11/25	06104	Flick Anticimex Pty Ltd	2,320.84	Pest Control
EF099490	27/11/25	06106	Bruce Slatter	5,000.00	Art Awards/Exhibition
EF099491	27/11/25	06169	Lucid Economics Pty Ltd	10,912.00	Professional Fees - Visitor Economy Discussion Paper
EF099492	27/11/25	06276	Efficient Site Services (WA)	5,764.00	Building Construction
EF099493	27/11/25	06282	Dell Financial Services Pty Ltd	13,087.93	Computer Hardware - Lease costs
EF099494	27/11/25	06293	Freo Fire Maintenance Services Pty Ltd	17,556.00	Fire Equipment/Service
EF099495	27/11/25	06295	Savana Environmental	12,116.02	Rubbish Removals
EF099496	27/11/25	06297	Swan Cafe	337.50	Catering/Catering Supplies - Kidz Fest
EF099497	27/11/25	06304	Prestige Property Maintenance	16,040.42	Gardening Maintenance - Landscaping
EF099498	27/11/25	06326	Total Tools Kewdale	758.00	Tools/Tool Repairs
EF099499	27/11/25	06345	SoCo Studios - Travis Hayto Photography	4,125.00	Photography/Framing Expenses
EF099500	27/11/25	06358	The Event Mill Pty Ltd	1,156.38	Plant/Equipment Hire - Kidz Fest
EF099501	27/11/25	06377	Choiceone Pty Ltd	49,644.92	Labour/Personnel Hire
EF099502	27/11/25	06389	Netstar Australia Pty Ltd	286.00	Security Services
EF099503	27/11/25	06401	Flamingo Strings	383.00	Music/Entertainment Expenses
EF099505	27/11/25	06468	Perth Bouncy Castle Hire	544.81	Plant/Equipment Hire - Giggle & Wiggle
EF099506	27/11/25	06469	Element Advisory Pty Ltd	2,208.53	Professional Fees - Bilya Kard Boodja Lookout - Reporting
EF099507	27/11/25	06473	Corporate Hands Pty Ltd	528.00	Community Exercise Classes
EF099508	27/11/25	06580	Omnicom Media Group	11,932.58	Advertising
EF099510	27/11/25	06592	Grosvenor Engineering Group	11,448.14	Electrical Contractor - COB

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EF099511	27/11/25	06602	Perth Symphony Orchestra	33,463.66	Perth Symphony Orchestra Performance - Christmas Concert
EF099512	27/11/25	06608	Robert Walters Pty Ltd	11,154.33	Labour/Personnel Hire
EF099515	27/11/25	06654	Billi Australia Pty Ltd	630.52	Office Equipment Maintenance
EF099516	27/11/25	06660	Rehbein Consulting Pty Ltd	4,224.00	Belmont Oasis Structural Wall Assessment
EF099517	27/11/25	06662	Tool Kit Depot	76.85	Tools/Tool Repairs
EF099521	27/11/25	06718	Empire Roofing Services	6,000.00	Building Maintenance - COB
EF099522	27/11/25	06751	HFM Asset Management	418.00	Building Maintenance
EF099523	27/11/25	06773	Evolve Talent	3,670.69	Labour/Personnel Hire
EF099524	27/11/25	06813	Love Street Pizza	204.60	Catering/Catering Supplies - Library Event
EF099525	27/11/25	06833	First Choice Gates (WA)	16,060.00	Fencing - Fulham Street
EF099526	27/11/25	06840	Landscape Elements	16,650.57	Gardening Contractor - Irrigation Installations
EF099528	27/11/25	06847	Trayd Australia Pty Ltd	16,406.71	Building Maintenance - COB
EF099529	27/11/25	06857	Arion Service	1,870.00	Building Maintenance - COB
EF099530	27/11/25	06863	Kleen Slate Services	550.00	Other Property & Services
EF099531	27/11/25	06871	Mobile Sentinel T/A Little Rippers Technology	9,385.20	Cleaning Services - Dog Waste Bag Rolls
EF099532	27/11/25	06874	Bug Busters	13,172.50	Pest Control
EF099533	27/11/25	06875	Jimbu4J	2,084.60	Catering/Catering Supplies
EF099534	27/11/25	06883	Norma Morrison	100.00	Music/Entertainment Expenses
EF099535	27/11/25	06884	McLeods Lawyers	7,551.10	Legal Expenses
EF099536	27/11/25	06888	Veolia Water Operations Pty Ltd T/A Allpipe Technologies	43,030.50	Building Maintenance - COB
EF099537	27/11/25	06900	AMS Installation & Maintenance Solutions	36,325.40	Airconditioning/Refrigeration Maintenance - COB
EF099538	27/11/25	06907	Leanne Hampson	350.00	Workshop
EF099539	27/11/25	06929	Brett David Investments T/A Successful Projects	1,443.57	Superintendency Service - Belvidere St
EF099540	27/11/25	06934	Positively Green Pty Ltd	8,312.65	BSRC Bowling Green Maintenance
EF099542	27/11/25	06960	Phase 3 Landscape Construction	1,014,175.34	Professional Fees - Wilson Park Zone 2 - Claim 9
EF099543	27/11/25	06972	Fionna Cosgrove	911.80	Library - Entertainment Expense - ROLA Judge & Prizes
EF099544	27/11/25	06975	Greenway Solutions	1,100.00	Gardening Contractor
EF099545	27/11/25	06976	Go Gabz DJs	783.75	Music/Entertainment Expenses - Staff Lunch
EF099546	27/11/25	06989	Propagule Consulting Pty Ltd	5,742.00	Professional Fees - Volcano Park Renovations
EF099547	27/11/25	06996	Newground Facilities Management Pty Ltd	2,145.00	Turf Maintenance - COB
EF099548	27/11/25	07043	Kinglarp Pty Ltd T/A The Pressure King	6,138.00	Graffiti Removal - Various Locations
EF099549	27/11/25	07052	Jiggle Jam	473.00	Library - Entertainment Expense - Jiggle Jam
EF099550	27/11/25	07080	Brent Harrison	330.00	Creative Clinic - Artist Talk
EF099551	27/11/25	07109	UHG Trading Pty Ltd t/a Unicare Health	790.88	Oasis Expenses
EF099552	27/11/25	07119	Maxey Plumbing Pty Ltd	51,313.44	Plumbing Maintenance/Supplies
EF099553	27/11/25	07131	CWC Consultants Pty Ltd	49,500.00	Electrical Contractor - Ascot Waters Lighting Forensic
EF099554	27/11/25	07143	The Ortin Family Trust t/a Eastside Concrete	22,155.10	Building Maintenance - Concrete COB
EF099555	27/11/25	07145	Airline Laundry Services Australia Pty Ltd	1,184.25	Cleaning Services
EF099556	27/11/25	07182	Brightmark Group Pty Ltd	8,472.75	Cleaning Services
EF099559	27/11/25	07205	The Trustee for Freeman Trading Trust	4,230.00	Library - Entertainment Expense - KidsFest
EF099560	27/11/25	07230	The Trustee for Gerritsen Family Trust t/a SubZero Gelato	1,155.00	Catering/Catering Supplies - Volunteers Week
EF099561	27/11/25	07233	Pasta e Fagioli Street Food & Catering	2,001.00	Catering/Catering Supplies - Volunteers Week
EF099578	05/12/25	00221	John Hughes Group	2,835.43	Plant Parts & Repairs
EF099582	05/12/25	00613	Qualcon Laboratories Pty Ltd	467.50	Core Analysis and Asphalt Testing
EF099584	05/12/25	00726	T - Quip	127.50	Plant Parts & Repairs
EF099585	05/12/25	00734	McIntosh and Son WA	721.05	Plant Parts & Repairs
EF099586	05/12/25	00988	Reece Australia Pty Ltd	1,611.79	Plumbing Maintenance/Supplies
EF099589	05/12/25	01138	E & M J Rosher Pty Ltd	11,774.42	Plant Parts & Repairs
EF099596	05/12/25	01713	M P Rogers and Associates	27,828.90	Professional Fees - Goodwood Boat Ramp
EF099597	05/12/25	02049	NVMS - Noise and Vibration Measurement Systems	1,591.70	Plant Parts & Repairs
EF099600	05/12/25	02451	Carlisle Events Hire Pty Ltd	20,354.95	Plant/Equipment Hire - Kidz Fest
EF099601	05/12/25	02589	Zenien	27,613.89	Security Services
EF099602	05/12/25	02670	Aboriginal Productions & Promotions	2,510.00	Music/Entertainment Expenses - First Nation Strategy Launch
EF099603	05/12/25	02958	Yoshino Sushi	66.00	Catering/Catering Supplies - Sisters City
EF099604	05/12/25	03567	Gardner Autos Pty Ltd t/as Gardner Isuzu	87.60	Plant Parts & Repairs
EF099605	05/12/25	03593	Philip Swain	1,875.00	Labour/Personnel Hire
EF099606	05/12/25	03619	Kidsafe WA	15,527.50	Playground Inspections/Repairs
EF099610	05/12/25	04400	Freedom Fairies Pty Ltd	632.50	Music/Entertainment Expenses - Kidz Fest
EF099614	05/12/25	05016	Cyclus Pty Ltd	448.80	Labour/Personnel Hire
EF099618	05/12/25	05123	West Coast Bus Charters Pty Ltd	2,860.00	Plant/Equipment Hire - Kidz Fest
EF099619	05/12/25	05154	Tanks for Hire	726.00	Plant/Equipment Hire - Kidz Fest
EF099620	05/12/25	05235	Ben Sgherza, Independent Disability Consultant	2,000.00	Professional Fees - Kidz Fest
EF099621	05/12/25	05302	Sensorium Theatre Inc	2,750.00	Library - Entertainment Expense - KidsFest
EF099622	05/12/25	05427	Horizon West Landscape & Irrigation Pty Ltd	17,600.00	Gardening Maintenance - Various Locations
EF099623	05/12/25	05493	Dapth	1,952.50	Computer Software Maintenance - Website Support
EF099624	05/12/25	05507	City Panel Beaters Truck Repairs Pty Ltd	500.00	Plant Parts & Repairs
EF099625	05/12/25	05558	BlueFit Pty Ltd	44.00	Oasis Expenses
EF099626	05/12/25	05576	NPB Security Australia	12,190.13	Security Services - Kidz Fest
EF099628	05/12/25	05801	Integrated Fuel Services & Solutions	1,118.46	Plant Parts & Repairs
EF099630	05/12/25	05911	Cherished Cherubs Pty Ltd	280.00	Music/Entertainment Expenses - Creche Services
EF099631	05/12/25	05920	Boults Black and White Light	11,874.08	Electrical Contractor - Kidz Fest & Wilson Park
EF099633	05/12/25	06160	SEEK Limited	1,822.48	Advertising
EF099634	05/12/25	06188	Cannington Retravision	1,105.00	Electrical Goods
EF099636	05/12/25	06282	Dell Financial Services Pty Ltd	13,087.93	Plant/Equipment Hire - Aug & Oct
EF099637	05/12/25	06293	Freo Fire Maintenance Services Pty Ltd	5,994.80	Fire Equipment/Service
EF099639	05/12/25	06345	SoCo Studios - Travis Hayto Photography	577.50	Photography/Framing Expenses
EF099640	05/12/25	06468	Perth Bouncy Castle Hire	37,395.12	Plant/Equipment Hire - Kidz Fest
EF099643	05/12/25	06580	Omnicom Media Group	290.44	Advertising

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EF099644	05/12/25	06602	Perth Symphony Orchestra	20,031.83	Perth Symphony Orchestra Performance - Christmas Concert
EF099645	05/12/25	06608	Robert Walters Pty Ltd	2,348.28	Labour/Personnel Hire
EF099647	05/12/25	06619	Baaz Security Services Pty Ltd	217.81	Security Services
EF099648	05/12/25	06642	Event Artillery Pty Ltd	5,902.80	Catering/Catering Supplies - Civic Dinner
EF099651	05/12/25	06795	AMPAC Debt Recovery(WA) Pty Ltd	66.00	Professional Fees - Debt Collection
EF099652	05/12/25	06855	Battery Specialties (Aust)	49,043.50	Computer Software Maintenance - UPS Replacement & Disposal
EF099654	05/12/25	06875	Jimbu4J	3,917.00	Catering/Catering Supplies
EF099655	05/12/25	06884	McLeods Lawyers	726.46	Legal Expenses
EF099656	05/12/25	06928	Integrity Staffing	3,404.65	Labour/Personnel Hire
EF099658	05/12/25	06960	Phase 3 Landscape Construction	11,382.77	Professional Fees - Faulkner Park Lakes Renewal - Claim 13
EF099659	05/12/25	06966	Joey Ice - Cream Holdings	820.00	Catering/Catering Supplies - Safe Work Icecream Van
EF099662	05/12/25	07005	Verdex Equipment	1,053.93	Library - Entertainment Expense - Kitchen Bench
EF099663	05/12/25	07097	Perth Region Tourism Organisation Inc	3,190.00	Advertising - Holiday Planner
EF099664	05/12/25	07104	Aboriginal Land Care (Ngala - Boodja) Pty Ltd	2,021.25	Gardening Maintenance
EF099665	05/12/25	07112	Converged Communication Network Application Pty Ltd	4,400.00	Computer Hardware Maintenance - CCNA Professional Service
EF099666	05/12/25	07120	REALMSTUDIOS Pty Ltd	5,602.85	Professional Fees - Landscape Masterplan
EF099667	05/12/25	07136	EPIC Installations Pty Ltd	4,340.00	Plant/Equipment Hire - Kidz Fest
EF099668	05/12/25	07145	Airline Laundry Services Australia Pty Ltd	180.40	Cleaning Services
EF099669	05/12/25	07161	Ashleigh Jane Whyte	1,680.00	Public Art Project Consultancy
EF099670	05/12/25	07162	Katherine Parker	960.00	Public Art Project Consultancy
EF099672	05/12/25	07176	R & R Autobody Repair Centre Pty Ltd	500.00	Plant Parts & Repairs
EF099674	05/12/25	07199	Westgrove Investments Pty Ltd - Carnival Amusement	39,000.00	Library - Entertainment Expense - KidsFest
EF099675	05/12/25	07207	The Coffee Club Belmont	247.50	Catering/Catering Supplies - Economic Development
EF099676	05/12/25	07212	Harley Issac Richards	2,832.50	Music/Entertainment Expenses - Mural
EF099677	05/12/25	07213	Matthew Mark McGuire	1,400.00	Music/Entertainment Expenses - Smoking Ceremony
EF099678	05/12/25	07217	Perth Autobody Repairs Pty Ltd	500.00	Plant Parts & Repairs
EF099680	05/12/25	07221	Kaarla Baabpa Pty Ltd	5,354.25	Welcome and Acknowledgement Protocols -
EF099681	05/12/25	07223	Celtic Dog Creative Pty Ltd	6,290.00	Music/Entertainment Expenses - Kidz Fest
EF099682	05/12/25	07224	Spoilt Photo Booths	1,190.00	Library - Entertainment Expense - Silent Disco
EF099684	05/12/25	07241	Jasmine Rose Fitzgerald	400.00	Library - Entertainment Expense - Little Library
EF099701	11/12/25	00118	Australia Post	9,390.48	Postage
EF099703	11/12/25	00221	John Hughes Group	1,662.70	Plant Parts & Repairs
EF099705	11/12/25	00346	Action Couriers	115.54	Courier Service
EF099706	11/12/25	00350	Veolia Environmental Services	724,094.06	Rubbish Removals
EF099707	11/12/25	00557	City Subaru	1,463.85	Plant Parts & Repairs
EF099708	11/12/25	00707	LoGo Appointments	10,946.12	Labour/Personnel Hire
EF099709	11/12/25	00815	New Town Toyota	4,555.54	Plant Parts & Repairs
EF099710	11/12/25	00983	R M Surveys	4,510.00	Topographic Survey - Hardy Rd
EF099711	11/12/25	00988	Reece Australia Pty Ltd	25,376.51	Plumbing Maintenance/Supplies - Oasis Pool Grates
EF099715	11/12/25	01318	Flexi Staff Group Pty Ltd	3,097.91	Labour/Personnel Hire
EF099716	11/12/25	01462	Arcus Australia Pty Ltd	2,018.50	Building Maintenance - Oasis - Stainless Steel Sink Bench
EF099717	11/12/25	01499	Porter Consulting Engineers	9,130.00	Professional Fees - Design Revised LCURST
EF099720	11/12/25	02172	Miss Maud	567.70	Catering/Catering Supplies - Sister City
EF099721	11/12/25	02303	Ultimo Catering and Events	18,660.73	Catering/Catering Supplies - Art Awards
EF099722	11/12/25	02589	Zenien	10,980.67	Security Services
EF099724	11/12/25	02672	Ruah Community Services	21,426.92	Provision of Preventive Domestic Violence
EF099725	11/12/25	02779	Natural Area Holdings Pty Ltd	2,200.00	Gardening Contractor
EF099726	11/12/25	02958	Yoshino Sushi	131.89	Catering/Catering Supplies - Sisters City
EF099727	11/12/25	03031	Retech Rubber	45,548.80	Plant Parts & Repairs - Softball Rubber COB
EF099729	11/12/25	03464	Bridgestone Australia Ltd	639.14	Plant Parts & Repairs
EF099730	11/12/25	03941	Metro Bee Services	165.00	Bee Removal
EF099731	11/12/25	04120	Randstad Pty Ltd	28,839.22	Labour/Personnel Hire
EF099732	11/12/25	04301	Michael Page - Page Personnel	9,760.41	Labour/Personnel Hire
EF099734	11/12/25	04677	3 Monkeys Audiovisual	1,190.20	Plant/Equipment Hire
EF099735	11/12/25	04689	Hempfield Small Motor Service	57.20	Plant Parts & Repairs
EF099736	11/12/25	05190	Mark Foote	5,758.50	Building Maintenance - COB
EF099737	11/12/25	05198	Kasama's Thai Kitchen	3,976.01	Catering/Catering Supplies - Volunteers Week
EF099738	11/12/25	05237	Crown Perth	1,557.00	Catering/Catering Supplies - End of Year Staff Lunch
EF099739	11/12/25	05283	IRP Pty Ltd	11,018.48	Labour/Personnel Hire
EF099740	11/12/25	05336	West - Sure Group Pty Ltd	570.90	Security Services
EF099742	11/12/25	05614	Culture Counts (Australia) Pty Ltd	2,200.00	Computer Software Maintenance
EF099744	11/12/25	05923	Hudson Global Resources (Aust) Pty Ltd	528.00	Labour/Personnel Hire
EF099745	11/12/25	06017	Sharon Giltrow - Giltrow Family Trust	780.00	Library - Entertainment Expense - ROLA Judge & Prizes
EF099746	11/12/25	06143	Bravo Marine Services	7,080.33	Plant Parts & Repairs
EF099747	11/12/25	06230	Art Jam WA	500.00	Community Art Classes
EF099748	11/12/25	06359	The Melody Makers	450.00	Music/Entertainment Expenses
EF099750	11/12/25	06528	Diplomatik Pty Ltd	6,750.30	Professional Fees - Recruitment Services
EF099751	11/12/25	06773	Evolve Talent	14,190.35	Labour/Personnel Hire
EF099755	11/12/25	06874	Bug Busters	4,250.00	Pest Control
EF099756	11/12/25	06875	Jimbu4J	737.00	Catering/Catering Supplies
EF099757	11/12/25	06889	PTG Consulting Pty Ltd	12,870.00	Non - residential Parking Standards Review
EF099758	11/12/25	06907	Leanne Hampson	20.00	Refund for Printing
EF099759	11/12/25	06928	Integrity Staffing	4,671.51	Labour/Personnel Hire
EF099760	11/12/25	06943	Complete Resurfacing Solutions	4,996.20	Building Maintenance
EF099762	11/12/25	06960	Phase 3 Landscape Construction	902,257.20	Professional Fees - Wilson & Faulkner Park
EF099763	11/12/25	07006	Moorditj Mida Moort	3,000.00	Community Exercise Classes - Welcome to Country
EF099766	11/12/25	07053	Archae - Aus Pty Ltd	726.00	Library - Entertainment Expense - Workshop

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF099767	11/12/25	07104	Aboriginal Land Care (Ngala - Boodja) Pty Ltd	6,063.75	Gardening Maintenance
EF099781	19/12/25	00013	Air - Met Scientific Pty Ltd	234.52	Plant Parts & Repairs
EF099785	19/12/25	00195	Bin Bath Australia Pty Ltd	648.56	Cleaning Services
EF099786	19/12/25	00221	John Hughes Group	38,804.20	Plant Parts & Repairs
EF099789	19/12/25	00247	CAI Fences	6,017.00	Fencing
EF099790	19/12/25	00256	Cardile International Fireworks	8,800.00	Music/Entertainment Expenses - Lets Celebrate Christmas
EF099792	19/12/25	00295	Capital Recycling	5,941.41	Rubbish Removals
EF099793	19/12/25	00305	CJD Equipment Pty Ltd	9.56	Mower Parts & Repairs
EF099794	19/12/25	00313	Coates Hire Operations Pty Ltd	300.11	Plant/Equipment Hire
EF099796	19/12/25	00350	Veolia Environmental Services	606,638.85	Rubbish Removals
EF099797	19/12/25	00390	Landgate	938.21	GRV's Metro & DFES Search
EF099798	19/12/25	00394	Child & Adolescent Health Service - Dept of Health WA	836.00	Immunisation Expenses - Nov 25
EF099799	19/12/25	00412	Dowsing Group Pty Ltd	77,480.19	Concrete Contractor - Profiling and Concrete Various Locations
EF099801	19/12/25	00501	Infor Global Solutions (ANZ) Pty Ltd	5,544.00	Computer Software Maintenance
EF099802	19/12/25	00585	Hydroquip Pumps	3,844.50	Pump Maintenance - Various Parks
EF099804	19/12/25	00613	Qualcon Laboratories Pty Ltd	5,269.00	Core Analysis and Asphalt Testing
EF099807	19/12/25	00699	Marketforce Pty Ltd	13,906.20	Advertising & Printing
EF099808	19/12/25	00726	T - Quip	3,063.15	Plant Parts & Repairs
EF099809	19/12/25	00734	McIntosh and Son WA	2,799.70	Plant Parts & Repairs
EF099810	19/12/25	00815	New Town Toyota	2,084.78	Plant Parts & Repairs
EF099811	19/12/25	00830	Canon Production Printing Australia Pty Ltd	459.02	Photocopy Expenses
EF099813	19/12/25	00856	John Papas Trailers Pty Ltd	535.00	Plant Parts & Repairs
EF099814	19/12/25	00917	Positive Auto Electrics	271.00	Plant Parts & Repairs
EF099815	19/12/25	00931	Sonic HealthPlus Pty Ltd	1,470.44	Pre Employment Medicals
EF099816	19/12/25	00972	Repco Auto Parts	1,068.85	Plant Parts & Repairs
EF099817	19/12/25	00983	R M Surveys	25,135.00	Topographic Survey - COB
EF099818	19/12/25	00988	Reece Australia Pty Ltd	5,073.57	Plumbing Maintenance/Supplies
EF099819	19/12/25	01074	Shred - X Pty Ltd	12.14	Rubbish Removals
EF099821	19/12/25	01090	St John Ambulance Australia Inc	3,546.30	First Aid Service - Training & Event
EF099825	19/12/25	01180	Aptella Pty Ltd	187.00	Calibration - 2 Auto Levels
EF099826	19/12/25	01186	ZircoDATA Pty Ltd	1,883.30	Records Storage
EF099827	19/12/25	01192	Martins Trailer Parts Pty Ltd	132.06	Plant Parts & Repairs
EF099828	19/12/25	01233	Stihl Shop Redcliffe	965.50	Tools/Tool Repairs
EF099830	19/12/25	01237	Wren Oil	1,793.00	Rubbish Removals
EF099833	19/12/25	01243	WARP Pty Ltd	158,430.74	Traffic Control - Various Locations
EF099834	19/12/25	01251	Wurth Australia Pty Ltd	414.34	Plant Parts & Repairs
EF099836	19/12/25	01255	Wattleup Tractors	1,256.78	Plant Parts & Repairs
EF099840	19/12/25	01289	Wayne's Windscreens Pty Ltd	528.00	Plant Parts & Repairs
EF099841	19/12/25	01317	WA Hino Sales & Service	5,979.40	Plant Parts & Repairs
EF099842	19/12/25	01318	Flexi Staff Group Pty Ltd	6,157.50	Labour/Personnel Hire
EF099845	19/12/25	01499	Porter Consulting Engineers	8,250.00	Professional Fees - Wilson Park Netball Court & Stormwater Design Ascot
EF099846	19/12/25	01533	WC Convenience Management	5,462.61	Building Maintenance
EF099849	19/12/25	01712	Donegan Enterprises Pty Ltd	143,342.32	Various Parks Repairs and Maintenance
EF099850	19/12/25	01721	Fulton Hogan Industries	49,167.52	Road Building Contractor - Asphalt
EF099852	19/12/25	01772	Data3 Limited	399,251.91	Computer Software Maintenance - Subscriptions
EF099855	19/12/25	01976	Ecoscape Australia Pty Ltd	8,209.30	Professional Fees - Wilson Zone 2 & Bilya Kard Boodja Playground
EF099856	19/12/25	02000	Hames Sharley (WA) Pty Ltd	20,350.00	Professional Fees - Rendering Service
EF099857	19/12/25	02023	YMCA of Perth Youth and Community Services Inc	86,588.10	Provision of Youth Services - Nov2025
EF099858	19/12/25	02049	NVMS - Noise and Vibration Measurement Systems	275.00	Plant Parts & Repairs
EF099859	19/12/25	02059	Western Resource Recovery Pty Ltd	297.00	Rubbish Removals
EF099861	19/12/25	02086	Pro AV Solutions (WA)	7,184.46	Electrical Contractor - Senior Citizens Area Upgrade
EF099864	19/12/25	02207	Wilson Security	145,837.42	Security Services - November 2025
EF099865	19/12/25	02210	Macri Partners	2,640.00	Audit Fee - Bilya Kard Boodja & Brearley Ave
EF099866	19/12/25	02234	Blackwell and Associates Pty Ltd	2,247.50	Professional Fees - Planning
EF099867	19/12/25	02298	Pelican Linemarking	1,980.00	Line Marking
EF099868	19/12/25	02303	Ultimo Catering and Events	10,901.80	Catering/Catering Supplies - Council Dinner
EF099871	19/12/25	02378	C R Kennedy & Co Pty Ltd	5,826.70	Subscription
EF099872	19/12/25	02387	Triton Electrical Contractors Pty Ltd	13,150.50	Electrical Contractor
EF099873	19/12/25	02393	Zipform Pty Ltd	6,142.80	Postage - Rates Notice
EF099874	19/12/25	02410	System Maintenance T/A Systems By Ballantyne	512.00	Plumbing Maintenance/Supplies
EF099875	19/12/25	02411	Allsports Linemarking	2,799.28	Line Marking
EF099876	19/12/25	02418	Programmed Property Services Pty Ltd	67,522.01	Gardening Maintenance - Parks Fertilizing
EF099877	19/12/25	02424	Neylor	484.00	Window Treatments - Blinds
EF099878	19/12/25	02425	Prestige Alarms	26,051.30	Security Services
EF099881	19/12/25	02589	Zenien	30,416.69	Security Services
EF099882	19/12/25	02627	Dunbar Services WA Pty Ltd	2,791.80	Cleaning Services
EF099883	19/12/25	02640	Visual Inspirations Australia Pty Ltd	27,500.00	Plant/Equipment Hire - Christmas Decoration COB
EF099885	19/12/25	02779	Natural Area Holdings Pty Ltd	6,211.26	Gardening Contractor - The Esplanade Foreshore & Revegetation Watering
EF099887	19/12/25	02837	GLG Greenlife Group	22,431.63	Gardening Maintenance - Verge Mowing
EF099890	19/12/25	02958	Yoshino Sushi	66.00	Catering/Catering Supplies - Internal Event
EF099892	19/12/25	03142	Redfish Technologies Pty Ltd	8,437.02	Electrical Contractor - Council Chamber Upgrade
EF099894	19/12/25	03197	West Coast Turf	4,983.00	Turf Maintenance - COB
EF099895	19/12/25	03246	Window Wipers	13,975.50	Cleaning Services - COB
EF099896	19/12/25	03366	Daimler Trucks Perth	5,969.66	Plant Parts & Repairs
EF099898	19/12/25	03419	Gott Health	4,070.00	Community Exercise Classes
EF099899	19/12/25	03464	Bridgestone Australia Ltd	3,478.86	Plant Parts & Repairs

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF099900	19/12/25	03537	Mackay Urban Design	1,200.00	Professional Fees - Design Revie Panel
EF099901	19/12/25	03567	Gardner Autos Pty Ltd t/as Gardner Isuzu	1,122.00	Plant Parts & Repairs
EF099903	19/12/25	03599	Donald Cant Watts Corke (WA) Pty Ltd	12,368.88	Superintendency Service - Wilson Park Zone 2 & HUB Control Joint Review
EF099904	19/12/25	03824	Konica Minolta	3,107.44	Photocopy Expenses
EF099905	19/12/25	03941	Metro Bee Services	660.00	Bee Removal
EF099906	19/12/25	04026	HK Calibration Technologies Pty Ltd	170.50	Plant Parts & Repairs
EF099907	19/12/25	04046	Beacon Equipment	68.00	Plant Parts & Repairs
EF099909	19/12/25	04109	Heroes Framing & Memorabilia	860.86	Photography/Framing Expenses
EF099911	19/12/25	04259	Urbis Pty Ltd	1,716.00	Professional Fees - Land Management Strategy
EF099912	19/12/25	04320	ABM Landscaping	14,581.05	Bricks/Bricklaying
EF099913	19/12/25	04391	Lifeskills Australia	5,505.50	Professional Fees - Analysis
EF099915	19/12/25	04400	Freedom Fairies Pty Ltd	7,903.50	Music/Entertainment Expenses - Let's Celebrate Christmas
EF099916	19/12/25	04454	FM Contract Solutions Pty Ltd	5,001.98	Professional Fees - Tender Documentation
EF099917	19/12/25	04467	Rent a Fence Pty Ltd	55.24	Fencing
EF099919	19/12/25	04594	Website Weed and Pest W A Pty Ltd	43,174.52	Weed Control - Kerbs & Paths
EF099920	19/12/25	04645	Instant Products Hire	9,573.95	Plant/Equipment Hire - Kidz Fest
EF099921	19/12/25	04693	Allwest Plant Hire Australia Pty Ltd	8,250.00	Plant/Equipment Hire - November 2025
EF099922	19/12/25	04779	One 20 Productions	6,592.30	Plant/Equipment Hire - Civic Dinner
EF099923	19/12/25	04813	Aisha Novakovich	500.00	Music/Entertainment Expenses - Food Safari
EF099925	19/12/25	05123	West Coast Bus Charters Pty Ltd	3,630.00	Plant/Equipment Hire - Lets Celebrate Christmas & Trail Program
EF099926	19/12/25	05127	Champion Music	1,265.00	Music/Entertainment Expenses - Citizenship & Volunteers Week
EF099927	19/12/25	05159	Nicole La Motte - Extreme Bounce Party Hire	315.00	Music/Entertainment Expenses - Wiggles & Giggles
EF099928	19/12/25	05190	Mark Foote	2,695.00	Building Maintenance - COB
EF099929	19/12/25	05252	AAAC Towing Pty Ltd	7,071.20	Towing Vehicles
EF099930	19/12/25	05283	IRP Pty Ltd	2,899.60	Labour/Personnel Hire
EF099931	19/12/25	05310	Bamford Consulting Ecologists	6,637.40	Environmental Expenses - Fauna Management
EF099932	19/12/25	05328	Fliptease Pty Ltd	3,432.00	Music/Entertainment Expenses - Christmas Concert
EF099933	19/12/25	05339	Elliotts Filtration Pty Ltd	10,875.25	Reticulation Parts & Repairs
EF099934	19/12/25	05427	Horizon West Landscape & Irrigation Pty Ltd	22,770.71	Gardening Maintenance - Various Locations
EF099936	19/12/25	05493	Dapth	37,290.00	Computer Software Maintenance - Impounded Animal Features & XBYK Upgrade
EF099937	19/12/25	05523	Go Doors Pty Ltd	8,339.17	Building Maintenance
EF099938	19/12/25	05558	BlueFit Pty Ltd	44.00	Oasis Expenses
EF099939	19/12/25	05568	Allstate Kerbing and Concrete	8,772.83	Kerbing Contractor - Various Locations
EF099940	19/12/25	05589	Merit Consulting Group	587.40	Rubbish Removals
EF099941	19/12/25	05590	Toolmart Australia Pty Ltd	93.40	Tools/Tool Repairs
EF099942	19/12/25	05623	Tree Planting and Watering - Baroness Holdings	394,089.87	Street Tree Watering Services for CoB
EF099943	19/12/25	05642	Steve's Sand Sifting for Playground Services	5,346.20	Sand Sifting - Various Parks
EF099944	19/12/25	05692	Newground Water Services Pty Ltd	2,745.60	Reticulation Installation - Gerry Archer
EF099946	19/12/25	05771	Alsco Pty Ltd	214.06	Cleaning Services
EF099947	19/12/25	05840	Commercial Aquatics Australia Pty Ltd	5,912.50	Oasis Expenses - Monthly Maintenance
EF099948	19/12/25	05897	HopgoodGanim Lawyers	688.08	Legal Expenses
EF099949	19/12/25	05920	Boults Black and White Light	26,270.54	Electrical Contractor - Lets Celebrate Christmas
EF099950	19/12/25	05944	Delron Cleaning Pty Ltd - Ventia	102,685.79	Cleaning Services - Various Locations
EF099952	19/12/25	06067	TK Elevator Australia Pty Ltd	4,334.71	Building Maintenance
EF099953	19/12/25	06094	Boyan Electrical Services	113,585.25	Electrical Contractor - COB
EF099954	19/12/25	06104	Flick Anticimex Pty Ltd	2,341.86	Pest Control
EF099955	19/12/25	06138	Cake Twist by Kim	3,500.00	Catering/Catering Supplies - Food Safari
EF099956	19/12/25	06164	Brianology	120.00	Hardware
EF099957	19/12/25	06211	Urbii Consulting Pty Ltd	14,300.00	Professional Fees - Traffic Engineering - Consultancy Review
EF099958	19/12/25	06276	Efficient Site Services (WA)	65,073.80	Building Construction
EF099959	19/12/25	06282	Dell Financial Services Pty Ltd	13,087.93	Plant/Equipment Hire - November 2025
EF099960	19/12/25	06293	Freo Fire Maintenance Services Pty Ltd	1,815.00	Fire Equipment/Service
EF099961	19/12/25	06304	Prestige Property Maintenance	80,764.75	Gardening Maintenance - Landscaping
EF099962	19/12/25	06326	Total Tools Kewdale	103.00	Tools/Tool Repairs
EF099963	19/12/25	06334	Foodbank WA	5,399.50	Community Nutrition Classes
EF099964	19/12/25	06345	SoCo Studios - Travis Hayto Photography	5,197.50	Photography/Framing Expenses
EF099965	19/12/25	06374	Vaughn Mcguire	605.00	Music/Entertainment Expenses - Christmas Concert
EF099966	19/12/25	06377	Choiceone Pty Ltd	48,186.19	Labour/Personnel Hire
EF099967	19/12/25	06389	Netstar Australia Pty Ltd	286.00	Security Services
EF099969	19/12/25	06401	Flamingo Strings	383.00	Music/Entertainment Expenses
EF099971	19/12/25	06438	Marketlife Pty Ltd T/As Erin Madeley Consulting	2,300.00	Belmont Potters Workshop - 13.12.25
EF099972	19/12/25	06468	Perth Bouncy Castle Hire	540.69	Plant/Equipment Hire - Wiggles & Giggles
EF099974	19/12/25	06528	Diplomatik Pty Ltd	4,500.20	Professional Fees - Recruitment Services
EF099975	19/12/25	06580	Omnicom Media Group	12,529.27	Advertising
EF099977	19/12/25	06591	Blue Tang (WA) T/A The Reef Unit Trust	2,200.00	Professional Fees - Faulkner Park
EF099978	19/12/25	06592	Grosvenor Engineering Group	18,064.09	Electrical Contractor - COB
EF099983	19/12/25	06718	Empire Roofing Services	900.00	Building Maintenance - COB
EF099985	19/12/25	06751	HFM Asset Management	1,908.98	Building Maintenance
EF099986	19/12/25	06753	Theme Group	1,786.40	Cleaning Services
EF099987	19/12/25	06833	First Choice Gates (WA)	969.00	Fencing - Miles Park
EF099989	19/12/25	06847	Trayd Australia Pty Ltd	1,947.00	Building Maintenance - COB
EF099991	19/12/25	06865	Ricochet Circus & Entertainment Pty Ltd	46,165.10	Library - Entertainment Expense - Kidz Fest
EF099992	19/12/25	06874	Bug Busters	654.50	Pest Control
EF099993	19/12/25	06875	Jimbu4J	1,321.30	Catering/Catering Supplies
EF099994	19/12/25	06884	McLeods Lawyers	13,766.50	Legal Expenses
EF099995	19/12/25	06888	Veolia Water Operations Pty Ltd T/A Allpipe Technologies	60,763.25	Building Maintenance - COB

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EF099996	19/12/25	06900	AMS Installation & Maintenance Solutions	4,873.00	Airconditioning/Refrigeration Maintenance - COB
EF099997	19/12/25	06934	Positively Green Pty Ltd	9,140.05	BSRC Bowling Green Maintenance
EF099998	19/12/25	06946	Geveko Markings	1,738.00	Line Marking
EF100001	19/12/25	06996	Newground Facilities Management Pty Ltd	20,057.30	Turf Maintenance - COB
EF100002	19/12/25	07043	Kinglarp Pty Ltd T/A The Pressure King	27,905.61	Graffiti Removal - Various Locations
EF100003	19/12/25	07095	Ngalak Nidja	700.00	Community Exercise Classes - Smoking Ceremony
EF100004	19/12/25	07104	Aboriginal Land Care (Ngala - Boodja) Pty Ltd	22,322.85	Gardening Maintenance
EF100005	19/12/25	07119	Maxey Plumbing Pty Ltd	32,996.47	Plumbing Maintenance/Supplies
EF100006	19/12/25	07120	REALMSTUDIOS Pty Ltd	8,972.70	Professional Fees - Belmont Trust Land - Phase 3 Draft
EF100007	19/12/25	07143	The Ortin Family Trust t/a Eastside Concrete	75,642.33	Building Maintenance - Concrete COB
EF100012	19/12/25	07205	The Trustee for Freeman Trading Trust	1,170.00	Library - Entertainment Expense - Let's Celebrate Christmas
EF100013	19/12/25	07212	Harley Issac Richards	5,122.50	Music/Entertainment Expenses - Mural
EF100014	19/12/25	07215	Silverback Enterprises Pty Ltd - Paramount Security Services	12,422.30	Security Services - Christmas Concert
EF100016	19/12/25	07221	Kaarla Baabpa Pty Ltd	5,354.25	Welcome and Acknowledgement Protocols
EF100017	19/12/25	07228	RAD Architecture Pty Ltd	2,950.75	Building Maintenance - PARP Meeting
	Contractors Total			**9,772,919.65**	
Councillor Payments					
EF099592	05/12/25	01369	Philip Marks	3,248.15	Elected Member Remuneration
EF099599	05/12/25	02145	Robert Rossi	13,102.13	Elected Member Remuneration
EF099608	05/12/25	03916	Bernard Ryan	3,248.15	Elected Member Remuneration
EF099615	05/12/25	05084	Jenny Davis	3,248.15	Elected Member Remuneration
EF099616	05/12/25	05085	George Sekulla	3,248.15	Elected Member Remuneration
EF099629	05/12/25	05828	Deborah Sessions	7,279.72	Elected Member Remuneration and Expense Reimbursements
EF099649	05/12/25	06704	Christopher John Kulczycki	3,248.15	Elected Member Remuneration
EF099660	05/12/25	06968	Jarod Harris	3,248.15	Elected Member Remuneration
EF099683	05/12/25	07225	Khandoker Abedin	3,248.15	Elected Member Remuneration
EF099924	19/12/25	05084	Jenny Davis	72.94	Travel Expense
	Councillor Payments Total			**43,191.84**	
Credit Card 2310					
EF100032	19/12/25	03526	Golf Box	244.00	Gratuity Gift
EF100032	19/12/25	03526	Golf Box	500.00	Gratuity Gift
EF100032	19/12/25	03526	Canva	164.99	Subscription
EF100032	19/12/25	03526	Event Brite	- 150.00	Refund
	Credit Card 2310 Total			**758.99**	
Credit Card 7563					
EF100035	19/12/25	06834	St John Ambulance Australia Inc	540.00	Training
EF100035	19/12/25	06834	Dept of Justice	194.30	Legal Expenses
EF100035	19/12/25	06834	Dept of Justice	194.30	Legal Expenses
EF100035	19/12/25	06834	Dept of Justice	194.30	Legal Expenses
	Credit Card 7563 Total			**1,122.90**	
Credit Card 7996					
EF100033	19/12/25	05121	OTR Harbour Town	20.96	Fuel - LGCOG Conference
EF100033	19/12/25	05121	ALH Venues	28.00	Meal - LGCOG Conference
EF100033	19/12/25	05121	Crown Plaza	556.37	Accommodation - LGCOG Conference
EF100033	19/12/25	05121	City of ADL UPark	16.20	Parking
EF100033	19/12/25	05121	Delaware Redcliffe	18.80	Meal - LGCOG Conference
	Credit Card 7996 Total			**640.33**	
Credit Card 8380					
EF100034	19/12/25	06342	Facebook	68.00	Advertising
EF100034	19/12/25	06342	Facebook	68.00	Advertising
EF100034	19/12/25	06342	Facebook	14.84	Advertising
EF100034	19/12/25	06342	Campaign Monitor	1,680.80	Subscription
EF100034	19/12/25	06342	Uniqode	932.83	Subscription
EF100034	19/12/25	06342	Adobe	43.99	Subscription
EF100034	19/12/25	06342	Microsoft	3,260.33	Subscription
EF100034	19/12/25	06342	Twilio Sendgrid	34.73	Subscription
EF100034	19/12/25	06342	KFC	503.20	Reimbursements
EF100034	19/12/25	06342	Facebook	62.00	Catering - Markyt Scorecard Presentation
EF100034	19/12/25	06342	Library Ideas	5,876.26	Subscription
EF100034	19/12/25	06342	Facebook	1,091.59	Advertising
EF100034	19/12/25	06342	Google Cloud	23.66	Subscription
EF100034	19/12/25	06342	Event Brite	80.00	Seminar Registration
	Credit Card 8380 Total			**13,740.23**	
Credit Card 8670					
EF100036	19/12/25	06849	Western Power	3,323.76	Application Fee
EF100036	19/12/25	06849	Goweigh Kewdale	135.00	Vehicle Weighing - Licence Requirement
EF100036	19/12/25	06849	ATI Mirage	1,199.00	Training
EF100036	19/12/25	06849	Winners Circle	35.00	Corporate Smart Rider Card
	Credit Card 8670 Total			**4,692.76**	
Fuels and Utilities					
EF099362	27/11/25	01252	Water Corporation	203.98	Water, Annual & Excess
EF099366	27/11/25	01274	Synergy	2,928.08	Light, Power, Gas
EF099404	27/11/25	02471	Western Power	27,851.12	Light, Power, Gas
EF099504	27/11/25	06424	Telstra Limited	7,403.43	Phone/Internet expenses
EF099513	27/11/25	06614	Oracle Customer Management Solutions	10,356.92	Phone/Internet expenses
EF099520	27/11/25	06713	Powerlyt Group	8,210.41	Light, Power, Gas
EF099576	05/12/25	00042	Alinta Energy	1,715.10	Light, Power, Gas
EF099590	05/12/25	01252	Water Corporation	15,959.04	Water, Annual & Excess

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EF099591	05/12/25	01274	Synergy	39,501.83	Light, Power, Gas
EF099713	11/12/25	01252	Water Corporation	1,599.10	Water, Annual & Excess
EF099714	11/12/25	01274	Synergy	10,062.39	Light, Power, Gas
EF099723	11/12/25	02631	Ampol - Caltex	18,899.42	Fuel, Oil, Additives
EF099749	11/12/25	06424	Telstra Limited	3,938.90	Phone/Internet expenses
EF099782	19/12/25	00042	Alinta Energy	3,292.65	Light, Power, Gas
EF099835	19/12/25	01252	Water Corporation	15,842.65	Water, Annual & Excess
EF099839	19/12/25	01274	Synergy	130,835.70	Light, Power, Gas
EF099902	19/12/25	03592	Steven Harling	93.03	Fuel, Oil, Additives
EF099970	19/12/25	06424	Telstra Limited	27,229.08	Phone/Internet expenses
EF099979	19/12/25	06614	Oracle Customer Management Solutions	5,872.27	Phone/Internet expenses
EF099982	19/12/25	06707	Motorpass - 7033 - Ampol Belmont	213.30	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 6978 - WEX Card Fee	400.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 6973 - Ampol Murdoch	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 6934 - WEX Card Fee	190.54	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 6455 - BP Baldivis	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 7569 - WEX Card Fee	300.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 7149 - WEX Card Fee	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 3567 - WEX Card Fee	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 9831 - Puma	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 6284 - WEX Card Fee	200.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 5997 - BP Cannington	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 1615 - Coles Express Bull creek	250.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 1411 - Reddy Express Kewdale	300.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 1187 - Puma Burswood	275.66	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 0591 - BP Express	176.56	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 0387 - WEX Card Fee	197.62	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 0327 - Wex Card Fee	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 9969 - Ampol, Cloverdale	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 9603 - Vibe Ascot	50.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 9357 - BP ExpressCarlisle	189.20	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 2562 - WEX Card Fee	140.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 2516 - WEX Card Fee	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 9357 - BP Crystal Brook	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 9327 - BP Welshpool	160.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 9265 - WEX Card Fee	70.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 4565 - Ampol Willetton	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 4361 - Liberty Gosnells	45.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 2065 - WEX Card Fee	250.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 9229 - WEX Card Fee	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 4358 - BP Express Carlisle	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 4232 - Coles,Bankasia Grove	250.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 9537 - BP Connect Ascot	160.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 9084 - Reddy Express Cloverdale	185.36	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 8896 - Caltex Bayswater	160.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 8830 - Coles Express Cloverdale	159.23	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 7657 - BP Express Carlisle	110.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 3517 - WEX Card Fee	400.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 3289 - WEX Card Fee	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 5911 - BP,Beelair	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 5317 - Reddy Express Cloverdale	317.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 4886 - WEX Card Fee	90.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 4878 - WEX Card Fee	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 4083 - Reddy Express Duncriag	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 4060 - BP Connect North Perth	450.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 3847 - BP Mindarie	202.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 5818 - BP Greenwood	305.41	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 5625 - Coles Express Cloverdale	245.42	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 5578 - Puma Burswood	160.80	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 5561 - BP Carlisle	250.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 5523 - Ampol Cannington	290.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 5447 - WEX Card Fee	380.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 3839 - Ampol Belmont	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 3748 - BP Carlisle	280.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 3239 - Caltex Gwelup	250.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 5189 - WEX Card Fee	110.49	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 5103 - WEX Card Fee	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 4201 - Ampol Ascot	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 4754 - BP Connect	350.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 2446 - Reddy Express Beeliar	340.90	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 4786 - Reddy Express Cloverdale	196.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 6819 - Atlas Fuel, Ascot	200.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 2448 - WEX Card Fee	114.77	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 7390 - WEX Card Fee	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 3142 - Coles Express Banksia Grove	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 2681 - Coles Express Cloverdale	105.64	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 2474 - WEX Card Fee	179.05	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 1917 - WEX Card Fee	4.95	Fuel, Oil, Additives

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF099982	19/12/25	06707	Motorpass - 1893 - Ampol Midvale	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 1754 - WEX Card Fee	142.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 1661 - Wex Card Fee	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 1617 - WEX Card Fee	245.00	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 0177 - WEX Card Fee	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 0091 - Ampol Applecross	4.95	Fuel, Oil, Additives
EF099982	19/12/25	06707	Motorpass - 8564 - BP Canningvale	190.00	Fuel, Oil, Additives
	Fuels and Utilities Total			**342,156.65**	
Materials					
EF099303	27/11/25	00185	Benara Nurseries	5,296.50	Gardening - Kerbside Plants
EF099306	27/11/25	00203	BOC Gases Australia Ltd	5.31	Welding Equipment/Supplies
EF099308	27/11/25	00231	Bunnings Group Ltd	3,165.46	Hardware
EF099309	27/11/25	00233	Bunzl Limited	3,359.53	Cleaning Products
EF099311	27/11/25	00285	City of Armadale	2,099.68	Stationery & Printing
EF099315	27/11/25	00317	Coles Supermarkets Aust Pty Ltd	70.90	Groceries
EF099320	27/11/25	00406	Domus Nursery	9,196.38	Gardening - Plant Supply COB
EF099322	27/11/25	00414	Dulux Australia	10,774.31	Paint & Accessories
EF099329	27/11/25	00627	Jason Signmakers	23,372.90	Signs - Tomato Lake
EF099330	27/11/25	00664	Kmart Australia Limited	119.00	Stationery & Printing
EF099332	27/11/25	00697	Nutrien AG Solutions Ltd	2,646.60	Gardening - Plants/Supplies
EF099337	27/11/25	00832	Officeworks	413.84	Stationery & Printing
EF099338	27/11/25	00850	Pacific Safety Wear Malaga	275.00	Safety Clothing/Equipment
EF099352	27/11/25	01093	SAI Global Limited	75.48	Publications/Newspapers
EF099354	27/11/25	01173	Global Spill Control	181.84	Cleaning Products
EF099359	27/11/25	01206	Access Icon Pty Ltd t/a Cascada	1,344.20	Concrete Products
EF099364	27/11/25	01263	West Australian Newspapers Ltd	396.00	Publications/Newspapers
EF099365	27/11/25	01265	Westbooks	1,316.76	Books/CDs/DVDs
EF099368	27/11/25	01325	Poolegrave Signs and Engraving	154.00	Signs
EF099370	27/11/25	01398	Winc Australia Pty Ltd	2,153.30	Stationery & Printing
EF099373	27/11/25	01570	Blackwoods	1,548.44	Hardware
EF099380	27/11/25	01945	Rynat Industries Australia	9,394.00	Building Material - Hub Lockers
EF099385	27/11/25	02088	Lock Stock & Farrell Locksmith	1,835.50	Hardware
EF099386	27/11/25	02168	Ergolink	965.26	Stationery & Printing
EF099388	27/11/25	02201	Neverfail Springwater Limited	47.10	Beverages
EF099402	27/11/25	02431	Look Brilliant Pty Ltd	6,089.71	Promotional Items
EF099403	27/11/25	02459	A1 Steel & Alloy	1,056.00	Metal Goods
EF099405	27/11/25	02498	City of South Perth	6,626.59	Impound Fee - Dogs & Cats
EF099407	27/11/25	02649	ALS Library Services Pty Ltd	905.96	Books/CDs/DVDs
EF099410	27/11/25	02862	James Bennett Pty Ltd	2,750.64	Books/CDs/DVDs
EF099412	27/11/25	02912	Sanity Music Stores Pty Ltd	330.87	Books/CDs/DVDs
EF099416	27/11/25	03117	Six Axis Nominees T/A OCP Sales	450.45	Subscription
EF099417	27/11/25	03144	COS Complete Office Supplies Pty Ltd	1,102.23	Stationery & Printing
EF099418	27/11/25	03173	AFM Plastic Products Pty Ltd	2,345.20	Hardware
EF099420	27/11/25	03362	L E D Signs Pty Ltd	8,138.90	Signs - Belmont Oasis Scoreboard
EF099431	27/11/25	04053	Totally Workwear TWW	1,088.65	Safety Clothing/Equipment
EF099450	27/11/25	04759	StrataGreen	272.38	Gardening - Plants/Supplies
EF099455	27/11/25	05055	Statewide Cleaning Supplies	466.88	Cleaning Products
EF099456	27/11/25	05082	Accidental Health and Safety Perth	64.90	Medical/First Aid Supplies
EF099466	27/11/25	05465	QBD Books	139.37	Books/CDs/DVDs
EF099475	27/11/25	05701	Bing Technologies Pty Ltd	4,904.15	Stationery & Printing - Works Notification Letters
EF099483	27/11/25	05890	Living Turf	15,158.00	Gardening - Plants/Supplies
EF099486	27/11/25	05966	Light Application Pty Ltd	3,872.00	Lights & Light Fittings - HUB
EF099487	27/11/25	05992	Corsign WA	6,014.80	Signs
EF099509	27/11/25	06589	OverDrive Australia Pty Ltd	668.63	Books/CDs/DVDs
EF099518	27/11/25	06681	Prefet Pty Ltd T/A Minuteman Press Perth	1,837.55	Stationery & Printing
EF099527	27/11/25	06844	Print and Sign Co	427.90	Stationery & Printing
EF099541	27/11/25	06957	Booktopia Direct	56.52	Books/CDs/DVDs
EF099557	27/11/25	07190	Green Plant Enterprises Pty Ltd - Bloomin Boxes	82.50	Flowers
EF099558	27/11/25	07198	Seaport Nominees - Discus Digital Print	10,459.35	Stationery & Printing - Museum
EF099577	05/12/25	00220	Burswood Trophies	148.50	Badges & Pendants
EF099579	05/12/25	00231	Bunnings Group Ltd	26.55	Hardware
EF099580	05/12/25	00317	Coles Supermarkets Aust Pty Ltd	1,149.97	Groceries
EF099581	05/12/25	00435	Ellenby Pty Ltd	822.25	Gardening - Plant Supply COB
EF099583	05/12/25	00664	Kmart Australia Limited	199.75	Stationery & Printing - Wiggles & Giggles
EF099587	05/12/25	01019	Barmah Hats	300.30	Safety Clothing/Equipment
EF099588	05/12/25	01066	Snap Belmont - Belsnap Pty Ltd	724.90	Stationery & Printing - Oasis Vouchers
EF099593	05/12/25	01398	Winc Australia Pty Ltd	71.42	Stationery & Printing
EF099594	05/12/25	01547	Big W	98.00	Craft/Display Materials
EF099598	05/12/25	02139	Ulverscroft Large Print Books Ltd	172.18	Books/CDs/DVDs
EF099609	05/12/25	04394	JB Hi - Fi Belmont Forum - Library purchases	1,492.54	Electronic Goods
EF099611	05/12/25	04491	Woolworths Group - Functions/Catering only	146.80	Groceries
EF099612	05/12/25	04763	Merchandising Libraries Pty Ltd	109.45	Books/CDs/DVDs
EF099613	05/12/25	05010	Kyocera Document Solutions Australia	1,085.54	Stationery & Printing
EF099627	05/12/25	05629	People with Disabilities WA Inc	3,951.75	Kidz Fest 2025 - Sensory Tent Activity
EF099632	05/12/25	06005	MDM Entertainment Pty Ltd	349.12	Books/CDs/DVDs
EF099642	05/12/25	06550	Australian Agribusiness (Holdings) Pty Ltd T/As Nuturf	660.00	Gardening - Plants/Supplies
EF099650	05/12/25	06768	SignBiz WA	352.00	Signs
EF099657	05/12/25	06957	Booktopia Direct	72.66	Books/CDs/DVDs

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF099661	05/12/25	06994	Fate Australia	17,827.70	Faulkner Park - Planter Box Maintenance
EF099671	05/12/25	07167	Khodal Krupa WA	116.90	Publications/Newspapers
EF099673	05/12/25	07190	Green Plant Enterprises Pty Ltd - Bloomin Boxes	82.50	Flowers
EF099702	11/12/25	00203	BOC Gases Australia Ltd	21.23	Welding Equipment/Supplies
EF099704	11/12/25	00317	Coles Supermarkets Aust Pty Ltd	318.78	Groceries
EF099718	11/12/25	01983	Whistlers Products Pty Ltd	1,953.60	Groceries
EF099719	11/12/25	02139	Ulverscroft Large Print Books Ltd	1,406.56	Books/CDs/DVDs
EF099733	11/12/25	04491	Woolworths Group - Functions/Catering only	520.85	Groceries
EF099741	11/12/25	05465	QBD Books	146.12	Books/CDs/DVDs
EF099743	11/12/25	05790	One Shade Sails	1,377.64	Gardening - Shade Sails COB
EF099752	11/12/25	06800	The Aivish Family Trust T/as Fruit Break	2,544.82	Groceries
EF099761	11/12/25	06957	Booktopia Direct	197.11	Books/CDs/DVDs
EF099765	11/12/25	07025	Eduka Solutions Pty Ltd	627.00	Computer Software
EF099769	11/12/25	07184	Mane Liquor Osborne Park Pty Ltd	4,392.00	Beverages - Civic Dinner
EF099780	19/12/25	00009	Cafe Corporate	602.50	Groceries
EF099784	19/12/25	00185	Benara Nurseries	489.50	Gardening - Kerbside Plants
EF099787	19/12/25	00231	Bunnings Group Ltd	1,177.74	Hardware
EF099788	19/12/25	00233	Bunzl Limited	4,419.19	Cleaning Products
EF099791	19/12/25	00285	City of Armadale	670.29	Stationery & Printing
EF099795	19/12/25	00317	Coles Supermarkets Aust Pty Ltd	115.00	Groceries
EF099800	19/12/25	00422	Elizabeth Richards Pty Ltd	18.59	Books/CDs/DVDs
EF099805	19/12/25	00627	Jason Signmakers	4,128.55	Signs - Playground Signs
EF099806	19/12/25	00664	Kmart Australia Limited	283.00	Stationery & Printing
EF099812	19/12/25	00850	Pacific Safety Wear Malaga	600.94	Safety Clothing/Equipment
EF099820	19/12/25	01083	SERCUL South East Regional Centre for Urban Landcare	4,594.37	Gardening Maintenance - Stormwater Sampling
EF099822	19/12/25	01093	SAI Global Limited	42.26	Publications/Newspapers
EF099823	19/12/25	01115	All Foods Belmont IGA Belvidere Street	89.99	Groceries
EF099831	19/12/25	01238	WA Library Supplies Pty Ltd	880.95	Stationery & Printing
EF099837	19/12/25	01265	Westbooks	1,408.26	Books/CDs/DVDs
EF099843	19/12/25	01325	Poolegrave Signs and Engraving	1,045.00	Signs
EF099844	19/12/25	01398	Winc Australia Pty Ltd	1,738.67	Stationery & Printing
EF099847	19/12/25	01570	Blackwoods	1,350.92	Hardware
EF099853	19/12/25	01906	Frazzcon Enterprises	6,551.92	Street & Parking Sign Maintenance
EF099854	19/12/25	01955	Image Extra - Starmix Holdings Pty Ltd	181.50	Building Material
EF099862	19/12/25	02088	Lock Stock & Farrell Locksmith	5,632.90	Hardware
EF099863	19/12/25	02168	Ergolink	3,004.01	Stationery & Printing - Sit/Stand Desk
EF099870	19/12/25	02320	Ambius Indoor Plants	1,155.00	Gardening - Plants/Supplies
EF099879	19/12/25	02431	Look Brilliant Pty Ltd	6,428.24	Promotional Items
EF099880	19/12/25	02498	City of South Perth	6,711.64	Impound Fee - Dogs & Cats
EF099884	19/12/25	02649	ALS Library Services Pty Ltd	12.74	Books/CDs/DVDs
EF099886	19/12/25	02794	Premier Workplace Solutions	1,420.10	Safety Clothing/Equipment
EF099888	19/12/25	02862	James Bennett Pty Ltd	1,951.27	Books/CDs/DVDs
EF099889	19/12/25	02912	Sanity Music Stores Pty Ltd	134.99	Books/CDs/DVDs
EF099891	19/12/25	03117	Six Axis Nominees T/A OCP Sales	450.45	Subscription
EF099893	19/12/25	03144	COS Complete Office Supplies Pty Ltd	2,095.57	Stationery & Printing
EF099908	19/12/25	04053	Totally Workwear TWW	1,042.62	Safety Clothing/Equipment
EF099910	19/12/25	04145	T J Depiazzi and Sons	10,539.10	Gardening - Mulch
EF099914	19/12/25	04394	JB Hi - Fi Belmont Forum - Library purchases	1,574.00	Electronic Goods
EF099918	19/12/25	04491	Woolworths Group - Functions/Catering only	143.92	Groceries
EF099935	19/12/25	05465	QBD Books	771.84	Books/CDs/DVDs
EF099945	19/12/25	05701	Bing Technologies Pty Ltd	2,297.13	Stationery & Printing
EF099976	19/12/25	06589	OverDrive Australia Pty Ltd	1,327.96	Books/CDs/DVDs
EF099981	19/12/25	06681	Prefet Pty Ltd T/A Minuteman Press Perth	2,893.32	Stationery & Printing
EF099988	19/12/25	06844	Print and Sign Co	7,203.28	Stationery & Printing
EF099999	19/12/25	06957	Booktopia Direct	82.64	Books/CDs/DVDs
EF100000	19/12/25	06969	ABCO Products	68.42	Cleaning Products
EF100010	19/12/25	07190	Green Plant Enterprises Pty Ltd - Bloomin Boxes	2,450.00	Flowers - Civic Dinner
EF100018	19/12/25	07242	Sanzap Pty Ltd	5,445.00	Computer Software - Subscription
	Materials Total			**294,209.19**	
Other					
EF099301	27/11/25	00140	Australian Library & Information Association	380.00	Books/CDs/DVDs
EF099302	27/11/25	00177	Belmont Park Tennis Club Inc	150.00	Grants General - Have a Go Day
EF099335	27/11/25	00795	LGISWA	972.40	Insurance Premiums
EF099341	27/11/25	00865	PBF Australia Ltd	12,567.00	PBF Corporate Membership 2025/2026
EF099357	27/11/25	01196	Rivervale Primary School (was Tranby Primary)	2,000.00	Chaplaincy - Pastoral Care Support
EF099369	27/11/25	01396	Volunteering WA	550.00	Membership Fee - 2025 - 2026
EF099519	27/11/25	06683	Mike Hayward	110.00	Parking Refund
EF099562	27/11/25	07236	Sarah Toovey	154.10	Kidz Fest Stationery
EF099566	27/11/25	99998	Neelam Mehta	1,561.68	Rates Refund
EF099567	27/11/25	99998	Julia Ann Barber & Diane Sarah Grant	858.46	Rates Refund
EF099568	27/11/25	99998	Yazmin Danielle Phillips	169.68	Rates Refund
EF099569	27/11/25	99998	Norman & Jannette McGrath	327.85	Rates Refund
EF099570	27/11/25	99998	Christine Ann Wolpers	208.80	Rebate Refund
EF099571	27/11/25	99998	Arche Health	205.53	Rates Refund
EF099572	27/11/25	99998	My Duyen Hoang	195.00	Application Fee Refund
EF099573	27/11/25	99998	Tangent Nominees	295.00	Application Fee Refund
EF099574	27/11/25	99998	Mercy Community Services	585.22	Refund - Duplicate Payment
EF099575	28/11/25	167262	Synapse Australia Limited	3,470.10	Bond Payment/Refund

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF099607	05/12/25	03697	Cloverdale Education Support Centre	2,000.00	Chaplaincy Pastoral 2025 - 2026 Funding
EF099635	05/12/25	06279	Ginnetta Boliver	1,778.51	Conference Expenses
EF099641	05/12/25	06477	Bruce Mentz	59.31	Staff Reimbursement - Fuel
EF099646	05/12/25	06613	Host Tel	145.00	State Emergency Services Expense
EF099653	05/12/25	06860	Disabilities Activity Transfer Elder Services (Dates)	1,567.50	Shuttle Bus Svc - Kidz Fest
EF099685	05/12/25	99998	Yazmine Danielle Phillips	169.68	Rates Refund
EF099686	05/12/25	99998	Andrew Kenny & Rui Tian	71.59	Rates Refund
EF099687	05/12/25	99998	Bhuvan Subedi	12.70	Library Lost Item Refund
EF099688	05/12/25	99998	Eunice Fang	20.15	Library Lost Item Refund
EF099689	05/12/25	99998	Nada Treacher	250.00	Your Neighbour Grant
EF099690	05/12/25	99998	Hayley Crookes	64.90	WA Police Certificate Refund
EF099691	09/12/25	165350	Janet Powell	300.00	Bond Payment/Refund
EF099692	09/12/25	165354	Bernard Ryan	100.00	Bond Payment/Refund
EF099693	09/12/25	166328	Deborah Sessions	100.00	Bond Payment/Refund
EF099694	09/12/25	166330	George Sekulla	200.00	Bond Payment/Refund
EF099695	09/12/25	166334	Jennifer Davis	100.00	Bond Payment/Refund
EF099696	09/12/25	167267	Matthew Whiteford	200.00	Bond Payment/Refund
EF099697	09/12/25	167274	Abedin Khadoker	200.00	Bond Payment/Refund
EF099698	09/12/25	167293	Rachel Lamb	100.00	Bond Payment/Refund
EF099699	09/12/25	167295	Anthony Dique	100.00	Bond Payment/Refund
EF099728	11/12/25	03071	Department of Transport - Vehicle Owner Searches	443.70	Vehicle Ownership Searches
EF099753	11/12/25	06850	Priyanka Carey	69.80	Staff Reimbursement - Civic Dinner Drinks
EF099764	11/12/25	07024	Reach Publication Pty Ltd	379.00	Subscription
EF099775	11/12/25	99998	Curtin Saints American Football Club	350.00	Turf Line Marking Reimbursement
EF099776	11/12/25	99998	Hayley E Bennell	500.00	Sports Donation
EF099779	17/12/25	01236	Department of Fire and Emergency Services	458,524.09	Emergency Services Levy November
788904	19/12/25	00889	Petty Cash - Finance	622.70	Petty Cash Recoup
EF099829	19/12/25	01236	Department of Fire and Emergency Services	111,347.66	2025/26 ESL Section 36L & 36 M
EF099838	19/12/25	01270	Perth Racing - WA Turf Club	35,520.84	Sponsorship 2025 - 2026 & Irrigation of Grandstand Road & Ascot
EF099851	19/12/25	01761	Royal WA Historical Society Inc	140.00	Membership Fee
EF099897	19/12/25	03393	Cloverdale Comets Diamond Sports Association	150.00	Donation
EF099990	19/12/25	06860	Disabilities Activity Transfer Elder Services (Dates)	992.75	Shuttle Bus Service - Lets Celebrate Xma
EF100011	19/12/25	07196	Harry Deluxe	174.36	Staff Reimbursement - Lets Celebrate Christmas
EF100019	19/12/25	99998	Australia Post Platinum Mastercard	1,900.00	Adachi
EF100020	19/12/25	99998	Western Heat	500.00	Sports Donation
EF100021	19/12/25	99998	JM Prince	798.06	Pensioner Rebate
EF100022	19/12/25	99998	Gillian Watts	177.15	Pensioner Rebate
EF100023	19/12/25	99998	Aleesia Star Smith	651.04	Pensioner Rebate
EF100024	19/12/25	99998	Bruce Dalby	651.04	Pensioner Rebate
EF100025	19/12/25	99998	Bucksoff@Redcliffe	661.50	Rates Refund
EF100026	19/12/25	99998	Janine Sheridan	250.00	Your Neighbour Grant
EF100027	19/12/25	99998	Stephanie Darque	14.65	Library Lost Item Refund
EF100028	19/12/25	99998	Roland Henry Kubitza	167.26	Vendor Refund
EF100029	19/12/25	99998	Janine Sheridan	250.00	Your Neighbour Grant
EF100030	19/12/25	99998	Coral Pilkington	250.00	Your Neighbour Grant
EF100031	19/12/25	99998	Geraldine Geodhart	395.50	Medical Fee Reimbursement
	Other Total			**648,181.26**	
Property, Plant & Equipment					
EF099392	27/11/25	02254	PLE Computers	382.00	Computer Hardware
EF099433	27/11/25	04132	Castledex Pty Ltd	13,420.00	Office Furniture - Lounge Chairs
EF099476	27/11/25	05728	Access Office Industries	1,092.30	Office Furniture
EF099514	27/11/25	06640	Arteil (WA) Pty Ltd	506.00	Office Furniture
EF099638	05/12/25	06332	New Eagle International Pty Ltd T/A UMart	1,002.00	Computer Hardware
EF099770	11/12/25	07231	The Pencil Case Art Studio	650.00	Art Acquisition
EF099860	19/12/25	02071	DS Agencies Pty Ltd	6,424.00	Street Furniture
EF099869	19/12/25	02310	Exteria Pty Ltd - Landmark Engineering	11,491.70	Street Furniture - Park Seats
EF099951	19/12/25	05962	Active Discovery	92,822.51	Parkview Chase Playground Renewal
EF099968	19/12/25	06400	4Park Pty Ltd T/A Forpark Australia	86,570.01	Playground Equipment - Silcox Park
EF099980	19/12/25	06640	Arteil (WA) Pty Ltd	13,119.98	Office Furniture - Council Chamber Chairs
EF100008	19/12/25	07148	Digital Imaging Express Pty Ltd	190.90	Computer Hardware
	Property, Plant & Equipment Total			**227,671.40**	
Salaries/Wages					
EF099300	25/11/25	99971	SuperChoice	176,466.74	Superannuation Contribution
EF099563	27/11/25	99952	Child Support Agency	1,659.61	Salaries/Wages
EF099564	27/11/25	99954	City of Belmont Social Club	450.00	Salaries/Wages
EF099565	27/11/25	99962	LGRCEU - WA Shire Councils Union	144.00	Salaries/Wages
WG261125	27/11/25	COB	City of Belmont Payroll	183,425.72	Salaries/Wages
SL031225	04/12/25	COB	City of Belmont Payroll	816,259.36	Salaries/Wages
EF099700	09/12/25	99971	SuperChoice	177,949.20	Superannuation Contribution
EF099771	11/12/25	99950	Australian Services Union	53.00	Salaries/Wages
EF099772	11/12/25	99952	Child Support Agency	1,659.61	Salaries/Wages
EF099773	11/12/25	99954	City of Belmont Social Club	445.00	Salaries/Wages
EF099774	11/12/25	99962	LGRCEU - WA Shire Councils Union	144.00	Salaries/Wages
WG101225	11/12/25	COB	City of Belmont Payroll	170,806.76	Salaries/Wages
SL171225	18/12/25	COB	City of Belmont Payroll	848,137.20	Salaries/Wages
SL311225	22/12/25	COB	City of Belmont Payroll	820,756.17	Salaries/Wages
WG241225	22/12/25	COB	City of Belmont Payroll	175,387.20	Salaries/Wages

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
	Salaries/Wages Total			**3,373,743.57**	
Training and Conferences					
EF099323	27/11/25	00429	Economic Development Australia Ltd	561.00	EDA Membership
EF099327	27/11/25	00602	Local Government Professionals Australia WA	340.00	Conference Expenses
EF099374	27/11/25	01605	ATM Australian Training Management	1,175.00	Training
EF099447	27/11/25	04585	North Metropolitan TAFE	1,737.00	Training
EF099595	05/12/25	01683	Sally De La Cruz	11.99	Conference Expenses - Parking
EF099617	05/12/25	05097	Quantified Tree Risk Assessment Ltd	288.75	Training
EF099679	05/12/25	07219	Same Page Consulting	3,300.00	Training
EF099712	11/12/25	01178	Kelyn Training Services	450.00	Training
EF099754	11/12/25	06859	Pretty Dardy T/A Acknowledge This	5,500.00	Training
EF099768	11/12/25	07115	J Loveny Pty Ltd t/a This Daring Life	16,912.50	Training - Dare to Lead
EF099783	19/12/25	00110	Australian Institute of Management	550.00	Subscription
EF099803	19/12/25	00602	Local Government Professionals Australia WA	475.00	Conference Expenses
EF099824	19/12/25	01178	Kelyn Training Services	3,900.00	Training
EF099832	19/12/25	01240	WA Local Government Association	5,739.00	Training
EF099848	19/12/25	01609	First 5 Minutes Pty Ltd	4,871.90	Training
EF099973	19/12/25	06517	Clarity Communications	1,086.25	Training
EF099984	19/12/25	06748	GRA Partners	3,300.00	Training - Advocacy Workshop
EF100009	19/12/25	07169	Ubuntu Australia Inc	1,300.00	Training
EF100015	19/12/25	07220	Thriving Futures Co Pty Ltd	1,375.00	Training - Social Media Ban
	Training and Conferences Total			**52,873.39**	
MUNI Total				**14,775,902.16**	
Trust Funds					
EF099777	11/12/25	150748	Building and Construction Industry Training Fund	791.75	Building and Construction Industry Training Fund
EF099778	11/12/25	154102	Building and Energy - Building Services Levy	9,541.31	Building and Energy - Building Services Levy
	Trust Funds Total			**10,333.06**	
TRUST Total				**10,333.06**	
Grand Total				**14,786,235.22**	
				14,786,235.22	
			Breakdown - Cheques :	622.70	
			EFT :	14,785,612.52	

12.5 Accounts for Payment January 2026

Voting Requirement	:	Simple Majority
Subject Index	:	54/007 - Creditors Payment Authorisations
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

Council role

Overseeing Overseeing the allocation of the City's finances and resources e.g. setting the annual budget, accepting tenders, determining what services and facilities the City is to provide, annual reports, selecting the CEO and reviewing the CEO's performance.

Purpose of report

To present to Council the list of expenditure paid for the period 01 January 2026 to 31 January 2026 under delegated authority.

Summary and key issues

A list of payments is presented to the Council each month for confirmation and endorsement in accordance with the *Local Government (Financial Management) Regulations 1996 (WA)*.

Officer Recommendation

That the Authorised Payment Listing for January 2026 as provided under Attachment 12.5.1 be received.

Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.

Location

Not applicable.

Consultation

There has been no specific consultation undertaken in respect to this matter.

Strategic Community Plan implications

In accordance with the 2024–2034 Strategic Community Plan:

Key Performance Area: Performance

Outcome: 10. Effective leadership, governance and financial management.

Outcome: 11. A happy, well informed and engaged community.

Policy implications

There are no policy implications associated with this report.

Statutory environment

Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996 (WA)* states:

> "If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared:
>
> (a) the payee's name;
>
> (b) the amount of the payment;
>
> (c) the date of the payment; and
>
> (d) sufficient information to identify the transaction."

(3) A list prepared under sub regulation (1) is to be presented to Council at the next ordinary meeting of Council after the list is prepared; and recorded in the minutes of that meeting.

Regulation 13A of the *Local Government (Financial Management) Regulations 1996 (WA)* effective from 1 September 2023 states:

(1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —

(a) the payee's name;

(b) the amount of the payment;

(c) the date of the payment;

(d) sufficient information to identify the payment.

(2) A list prepared under subregulation (1) must be —

(a) presented to the council at the next ordinary meeting of the council after the list is prepared; and

(b) recorded in the minutes of that meeting.

Background

Council has delegated to the Chief Executive Officer under Delegation 1.1.18 to make payment from the Municipal and Trust Fund account. In accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996 (WA),* where this power has been delegated, a list of payments each month is to be compiled and presented to Council.

Report

The following summary of payments are recommended for confirmation and endorsement.

Payment type	Payment reference	$
Municipal Fund Cheques		Nil
Municipal Fund EFTs	EF100037-EF100451	5,511,799.67
Municipal Fund Payroll	January 2026	2,773,984.59
Trust Fund EFT	EF100042	18,956.82
Total Payments for January 2026		**8,304,741.08**

A copy of the Authorised Payment Listing is included as Attachment 12.5.1.

Financial implications

All expenditure included in the Payment Listing is in accordance with Council's Annual budget.

Environmental implications

There are no environmental implications associated with this report.

Social implications

There are no social implications associated with this report.

Attachment details

Attachment No and title
1. January 2026 Payments [**12.5.1** - 5 pages]

			City of Belmont		
			Accounts for Payment - January 2026		Compiled : 03/02/26 09:23
Pmnt_Ref	**Date**	**CR_Code**	**Supplier**	**Pmnt_Amnt**	**Description**
Contractors					
EF100043	09/01/26	00221	John Hughes Group	620.00	Plant Parts & Repairs
EF100046	09/01/26	00390	Landgate	1,151.06	GRV's Metro & DFES Search
EF100047	09/01/26	00613	Qualcon Laboratories Pty Ltd	1,446.50	Core Analysis and Asphalt Testing
EF100048	09/01/26	00686	Listech Pty Ltd	1,188.00	Computer Software Maintenance
EF100049	09/01/26	00699	Marketforce Pty Ltd	3,773.00	Advertising & Printing
EF100050	09/01/26	00988	Reece Australia Pty Ltd	6,219.59	Plumbing Maintenance/Supplies
EF100051	09/01/26	01002	RAC Businesswise Vehicle Breakdowns	1,570.00	Plant Parts & Repairs
EF100052	09/01/26	01233	Stihl Shop Redcliffe	731.70	Tools/Tool Repairs
EF100059	09/01/26	02290	Belmont Potters Group Inc	2,806.70	Creative Clinics - Ruth Ju - Shih Li
EF100061	09/01/26	02370	Aha! Consulting	654.50	Professional Fees - Marketing
EF100064	09/01/26	02958	Yoshino Sushi	198.88	Catering/Catering Supplies - LG Network
EF100066	09/01/26	03361	All Fence U Rent Pty Ltd	5,834.07	Fencing - Kids Fest
EF100068	09/01/26	03464	Bridgestone Australia Ltd	7,319.40	Plant Parts & Repairs
EF100069	09/01/26	03504	Classic Tree Services	27,051.79	Tree Pruning Within CoB
EF100070	09/01/26	03543	Labyrinth Constructions	26,950.00	Building Construction - Civic Centre
EF100072	09/01/26	03593	Philip Swain	1,968.75	Labour/Personnel Hire
EF100077	09/01/26	04779	One 20 Productions	68,781.63	Plant/Equipment Hire - Let Celebrate Christmas
EF100078	09/01/26	04967	Cockburn Party Hire	11,675.60	Plant/Equipment Hire - Lets Celebrate Christmas
EF100079	09/01/26	05016	Cyclus Pty Ltd	26,917.05	Labour/Personnel Hire
EF100082	09/01/26	05190	Mark Foote	4,338.52	Building Maintenance - COB
EF100083	09/01/26	05228	Office of the Auditor General	97,717.40	Audit Fee - Auditor General
EF100084	09/01/26	05328	Flipteaze Pty Ltd	7,040.00	Music/Entertainment Expenses - Kidz Fest
EF100085	09/01/26	05427	Horizon West Landscape & Irrigation Pty Ltd	368.17	Gardening Maintenance - Various Locations
EF100086	09/01/26	05493	Dapth	4,317.50	Computer Software Maintenance - Website Support & Impounded Animal Features
EF100087	09/01/26	05651	Shane Hansen	20,000.00	Wilson Park - Canopy Design
EF100088	09/01/26	05703	Vital Interpreting Personnel - Auslan (WA) Pty Ltd	4,023.54	Professional Fees - Auslan Interpreters
EF100089	09/01/26	05809	Specialized Cleaning Group t/as Clean Sweep	34,299.38	Plant/Equipment Hire - Belmont Carpark
EF100091	09/01/26	05860	HIPHOP101 - Optamus Downsyde	9,405.00	Music/Entertainment Expenses - Belmont City College
EF100092	09/01/26	05944	Delron Cleaning Pty Ltd - Ventia	2,522.92	Cleaning Services - Various Locations
EF100093	09/01/26	06094	Boyan Electrical Services	4,431.91	Electrical Contractor - COB
EF100094	09/01/26	06155	Billabong Mobile Accomodation Pty Ltd	3,821.40	Plant/Equipment Hire - Christmas Concert
EF100095	09/01/26	06159	Macrame By Amala	2,227.50	Community Art Classes - Workshop
EF100096	09/01/26	06293	Freo Fire Maintenance Services Pty Ltd	8,234.60	Fire Equipment/Service
EF100097	09/01/26	06345	SoCo Studios - Travis Hayto Photography	5,857.50	Photography/Framing Expenses
EF100098	09/01/26	06527	Jurovich Surveying	1,760.00	Survey Expenses - Wilson Pk Netball Courts
EF100099	09/01/26	06592	Grosvenor Engineering Group	4,389.11	Electrical Contractor - COB
EF100101	09/01/26	06608	Robert Walters Pty Ltd	2,348.28	Labour/Personnel Hire
EF100103	09/01/26	06642	Event Artillery Pty Ltd	80.00	Catering/Catering Supplies - Civic Dinner
EF100106	09/01/26	06866	Jetwave WA	214.50	Cleaning Services
EF100107	09/01/26	06907	Leanne Hampson	400.00	Connect Club - Seniors Week Workshop
EF100109	09/01/26	06960	Phase 3 Landscape Construction	554,323.99	Professional Fees - Wilson Park Zone 2 - Claim 11
EF100111	09/01/26	06989	Propagule Consulting Pty Ltd	16,285.50	Professional Fees - Volcano Park Renovations
EF100112	09/01/26	07043	Kinglarp Pty Ltd T/A The Pressure King	962.50	Graffiti Removal - Various Locations
EF100113	09/01/26	07068	Timothy George Greaves	764.50	Library - Entertainment Expense - Workshop
EF100114	09/01/26	07104	Aboriginal Land Care (Ngala - Boodja) Pty Ltd	3,670.26	Gardening Contractor
EF100117	09/01/26	07176	R & R Autobody Repair Centre Pty Ltd	500.00	Plant Parts & Repairs
EF100120	09/01/26	07232	Paula Hooper	19,800.00	Professional Fees - Landscaping
EF100121	09/01/26	07249	Curious Legends Ltd	14,850.00	Library - Entertainment Expense - Harmony Festival
EF100122	09/01/26	07255	The Trustee for GCKW Service Trust	5,500.00	Legal Expenses
EF100136	16/01/26	00013	Air - Met Scientific Pty Ltd	288.42	Plant Parts & Repairs
EF100139	16/01/26	00251	Catalyse Pty Ltd	62,360.10	Professional Fees - 2025 MARKYT Scorecards
EF100142	16/01/26	00390	Landgate	32.60	Title Searches
EF100143	16/01/26	00412	Dowsing Group Pty Ltd	8,570.26	Concrete Contractor - Profiling and Concrete Various Locations
EF100144	16/01/26	00491	Fujifilm Business Innovation Australia	2,352.41	Photocopy Expenses
EF100147	16/01/26	00707	LoGo Appointments	10,596.05	Labour/Personnel Hire
EF100148	16/01/26	00957	The Artists Foundation of WA - Artsource	313.50	Advertising and Printing
EF100150	16/01/26	01318	Flexi Staff Group Pty Ltd	12,036.95	Labour/Personnel Hire
EF100151	16/01/26	01772	Data3 Limited	210,432.34	Computer Software Maintenance - Subscriptions & HP Probooks
EF100153	16/01/26	02000	Hames Sharley (WA) Pty Ltd	7,935.47	Professional Fees - Oasis Development Concept
EF100154	16/01/26	02173	Murdoch University	594.00	Professional Fees - Training
EF100155	16/01/26	02298	Pelican Linemarking	6,897.00	Line Marking
EF100156	16/01/26	02303	Ultimo Catering and Events	38,609.46	Catering/Catering Supplies - Council & Civic Dinner
EF100157	16/01/26	02393	Zipform Pty Ltd	7,063.24	Postage - Rates Notice
EF100158	16/01/26	02411	Allsports Linemarking	2,099.46	Line Marking
EF100160	16/01/26	02672	Ruah Community Services	21,426.92	Provision of Preventive Domestic Violence - Nov 2025
EF100161	16/01/26	02958	Yoshino Sushi	265.76	Catering/Catering Supplies - Internal Event
EF100162	16/01/26	03419	Gott Health	2,970.00	Community Exercise Classes
EF100163	16/01/26	04120	Randstad Pty Ltd	16,156.95	Labour/Personnel Hire
EF100165	16/01/26	04713	Festoon Lighting Perth	2,047.54	Plant/Equipment Hire - Civic Dinner
EF100166	16/01/26	04889	Reading Entertainment Australia Pty Ltd	24,600.00	Plant/Equipment Hire - Belmont Blockbusters
EF100168	16/01/26	05190	Mark Foote	7,755.00	Building Maintenance - COB
EF100169	16/01/26	05283	IRP Pty Ltd	6,959.04	Labour/Personnel Hire
EF100170	16/01/26	05572	Pack & Send Welshpool	1,356.22	Postage
EF100171	16/01/26	05642	Steve's Sand Sifting for Playground Services	6,893.40	Sand Sifting - Various Parks
EF100172	16/01/26	05703	Vital Interpreting Personnel - Auslan (WA) Pty Ltd	2,306.43	Professional Fees - Interpreters
EF100173	16/01/26	05731	Keys The Moving Solution	950.00	Removalists
EF100174	16/01/26	05782	Jane Wetherall	2,155.00	Professional Fees - DRP Meeting
EF100175	16/01/26	05809	Specialized Cleaning Group t/as Clean Sweep	20,351.06	Plant/Equipment Hire
EF100177	16/01/26	06094	Boyan Electrical Services	764.50	Electrical Contractor - COB
EF100178	16/01/26	06164	Brianology	35.00	Electronic Goods
EF100179	16/01/26	06229	Renee Parnell of Wrenscape	800.00	Library - Entertainment Expense - Workshop
EF100180	16/01/26	06282	Dell Financial Services Pty Ltd	6,259.37	Computer Hardware - Lease Costs Dec 2025
EF100181	16/01/26	06345	SoCo Studios - Travis Hayto Photography	1,732.50	Photography/Framing Expenses
EF100182	16/01/26	06377	Choiceone Pty Ltd	25,851.41	Labour/Personnel Hire
EF100184	16/01/26	06528	Diplomatik Pty Ltd	4,144.92	Professional Fees - Recruitment Services
EF100185	16/01/26	06554	Made To Be Messy	1,524.24	Community Art Classes - Wiggles n Giggles
EF100186	16/01/26	06751	HFM Asset Management	2,724.26	Building Maintenance
EF100187	16/01/26	06773	Evolve Talent	10,653.95	Labour/Personnel Hire
EF100189	16/01/26	06865	Ricochet Circus & Entertainment Pty Ltd	2,750.00	Library - Entertainment Expense - Workshop
EF100190	16/01/26	06875	Jimbu4J	203.70	Catering/Catering Supplies - Count US In
EF100193	16/01/26	07043	Kinglarp Pty Ltd T/A The Pressure King	1,496.00	Graffiti Removal - Various Locations
EF100195	16/01/26	07235	UGC Holdings Pty Ltd	15,212.74	Building Maintenance - Verge Mowing Nov 2025
EF100196	16/01/26	07241	Jasmine Rose Fitzgerald	400.00	Library - Entertainment Expense - Little Library Project
EF100204	20/01/26	06688	A J & S J Whitmore Pty Ltd T/as Whitmore Consulting	5,500.00	Professional Fees - Consulting
EF100207	23/01/26	00118	Australia Post	3,512.08	Postage

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF100211	23/01/26	00707	LoGo Appointments	2,217.23	Labour/Personnel Hire
EF100212	23/01/26	00972	Repco Auto Parts	909.44	Plant Parts & Repairs
EF100213	23/01/26	01002	RAC Businesswise Vehicle Breakdowns	110.00	Plant Parts & Repairs
EF100216	23/01/26	01318	Flexi Staff Group Pty Ltd	4,906.11	Labour/Personnel Hire
EF100217	23/01/26	02172	Miss Maud	30.50	Catering/Catering Supplies - Elected Member
EF100220	23/01/26	02589	Zenien	115,450.61	Security Services
EF100221	23/01/26	02640	Visual Inspirations Australia Pty Ltd	5,060.55	Plant/Equipment Hire - Christmas Concert
EF100224	23/01/26	03504	Classic Tree Services	4,836.87	Tree Pruning Within CoB
EF100225	23/01/26	03599	Donald Cant Watts Corke (WA) Pty Ltd	6,373.88	Superintendency Service and Foreshore Development - The Esplanade
EF100227	23/01/26	04046	Beacon Equipment	68.00	Plant Parts & Repairs
EF100228	23/01/26	04120	Randstad Pty Ltd	2,795.07	Labour/Personnel Hire
EF100229	23/01/26	04137	Greive Panelbeaters	1,000.00	Plant Parts & Repairs
EF100230	23/01/26	04454	FM Contract Solutions Pty Ltd	4,697.00	Professional Fees - Auditing of Sites
EF100231	23/01/26	05190	Mark Foote	5,663.35	Building Maintenance - COB
EF100232	23/01/26	05283	IRP Pty Ltd	5,799.20	Labour/Personnel Hire
EF100233	23/01/26	05294	Bardfield Engineering	2,915.00	Professional Fees - Wilson Park Netball Club
EF100234	23/01/26	05336	West - Sure Group Pty Ltd	485.27	Security Services
EF100235	23/01/26	05427	Horizon West Landscape & Irrigation Pty Ltd	10,770.49	Gardening Maintenance - Various Locations
EF100236	23/01/26	05558	BlueFit Pty Ltd	152,150.52	Oasis Expenses - Oasis Management Subsidy Nov & Dec 25
EF100237	23/01/26	05758	Branch Arboriculture	1,207.00	Gardening Contractor
EF100238	23/01/26	05776	Level 5 Design Pty Ltd	600.00	Professional Fees - Planning
EF100239	23/01/26	05915	Eco Action Pty Ltd	445.00	Library - Entertainment Expense - Workshop
EF100240	23/01/26	05950	Perth Slashing - DJ and TM Luckin	1,320.00	Gardening Contractor - COB
EF100241	23/01/26	06056	Artisan Alley Pty Ltd T/as Gather Foods	2,764.30	Catering/Catering Supplies - Citizenship Ceremony
EF100242	23/01/26	06104	Flick Anticimex Pty Ltd	4,800.35	Pest Control
EF100243	23/01/26	06293	Freo Fire Maintenance Services Pty Ltd	2,062.41	Fire Equipment/Service
EF100244	23/01/26	06303	Event Bike Rack Hire	1,488.00	Plant/Equipment Hire - Kidz Fest & Lets Celebrate Christmas
EF100245	23/01/26	06304	Prestige Property Maintenance	113,161.06	Gardening Maintenance - Landscaping
EF100246	23/01/26	06345	SoCo Studios - Travis Hayto Photography	1,567.50	Photography/Framing Expenses
EF100247	23/01/26	06377	Choiceone Pty Ltd	43,274.85	Labour/Personnel Hire
EF100248	23/01/26	06389	Netstar Australia Pty Ltd	285.70	Security Services
EF100251	23/01/26	06528	Diplomatik Pty Ltd	1,983.64	Professional Fees - Recruitment Services
EF100252	23/01/26	06570	Industrias Services Group Pty Ltd	2,571.06	Building Maintenance - Belmont Sport & Recreation
EF100254	23/01/26	06773	Evolve Talent	9,490.08	Labour/Personnel Hire
EF100255	23/01/26	06847	Trayd Australia Pty Ltd	9,164.54	Building Maintenance - Oasis
EF100256	23/01/26	06884	McLeods Lawyers	672.76	Legal Expenses
EF100257	23/01/26	06898	CHG - MERIDIAN AUSTRALIA	12,669.50	Plant/Equipment Hire
EF100258	23/01/26	06928	Integrity Staffing	11,639.18	Labour/Personnel Hire
EF100259	23/01/26	06985	WSP Australia Pty Limited	2,323.78	Professional Fees - Asset Maturity Assessment Nov25
EF100261	23/01/26	07043	Kinglarp Pty Ltd T/A The Pressure King	34,608.87	Graffiti Removal - Various Locations
EF100262	23/01/26	07047	Hazelton Property Group T/A Statewide Demolition & Recycling	28,050.00	Demolition Expenses - Redcliffe
EF100263	23/01/26	07120	REALMSTUDIOS Pty Ltd	10,648.00	Professional Fees - Belmont Trust Land Design
EF100264	23/01/26	07145	Airline Laundry Services Australia Pty Ltd	1,127.70	Cleaning Services
EF100266	23/01/26	07176	R & R Autobody Repair Centre Pty Ltd	500.00	Plant Parts & Repairs
EF100268	23/01/26	07212	Harley Issac Richards	748.00	Fencing
EF100269	23/01/26	07238	EHO Consulting Australia Pty Ltd	4,477.00	Environmental Expenses - EHO Relief Work
EF100287	30/01/26	00027	ABB Australia Pty Limited	9,515.00	Audit - Flowmeters
EF100289	30/01/26	00195	Bin Bath Australia Pty Ltd	924.25	Cleaning Services
EF100290	30/01/26	00221	John Hughes Group	1,605.59	Plant Parts & Repairs
EF100291	30/01/26	00230	Jackson McDonald	623.70	Legal Expenses
EF100294	30/01/26	00247	CAI Fences	1,914.00	Fencing - COB
EF100296	30/01/26	00295	Capital Recycling	23,841.25	Rubbish Removals
EF100297	30/01/26	00350	Veolia Environmental Services	719,378.88	Rubbish Removals
EF100298	30/01/26	00391	Chemistry Centre (WA) t/as ChemCentre	2,099.79	Professional Fees - Testing
EF100299	30/01/26	00394	Child & Adolescent Health Service - Dept of Health WA	836.00	Immunisation Expenses - Dec 25
EF100301	30/01/26	00412	Dowsing Group Pty Ltd	106,615.43	Concrete Contractor - Profiling and Concrete Various Locations
EF100304	30/01/26	00496	Garrards Pty Ltd	6,711.10	Pest Control
EF100305	30/01/26	00585	Hydroquip Pumps	27,670.50	Pump Maintenance - Various Parks
EF100306	30/01/26	00613	Qualcon Laboratories Pty Ltd	3,371.50	Core Analysis and Asphalt Testing
EF100307	30/01/26	00699	Marketforce Pty Ltd	8,961.81	Advertising & Printing
EF100308	30/01/26	00707	LoGo Appointments	6,905.80	Labour/Personnel Hire
EF100309	30/01/26	00734	McIntosh and Son WA	1,854.67	Plant Parts & Repairs
EF100310	30/01/26	00830	Canon Production Printing Australia Pty Ltd	459.02	Photocopy Expenses
EF100312	30/01/26	00917	Positive Auto Electrics	487.50	Plant Parts & Repairs
EF100313	30/01/26	00931	Sonic HealthPlus Pty Ltd	537.90	Pre Employment Medicals
EF100314	30/01/26	00972	Repco Auto Parts	263.20	Plant Parts & Repairs
EF100315	30/01/26	00988	Reece Australia Pty Ltd	20,485.17	Plumbing Maintenance/Supplies - COB Irrigation Fittings
EF100319	30/01/26	01074	Shred - X Pty Ltd	60.71	Rubbish Removals
EF100321	30/01/26	01090	St John Ambulance Australia Inc	2,160.00	First Aid Service - Training & Event
EF100323	30/01/26	01138	E & M J Rosher Pty Ltd	61.06	Plant Parts & Repairs
EF100324	30/01/26	01149	The Lifting Company Pty Ltd	3,908.85	Plant Parts & Repairs
EF100326	30/01/26	01186	ZircoDATA Pty Ltd	1,932.63	Records Storage
EF100328	30/01/26	01233	Stihl Shop Redcliffe	254.70	Tools/Tool Repairs
EF100329	30/01/26	01237	Wren Oil	214.50	Rubbish Removals
EF100330	30/01/26	01243	WARP Pty Ltd	100,945.67	Traffic Control - Various Locations
EF100332	30/01/26	01255	Wattleup Tractors	671.20	Plant Parts & Repairs
EF100336	30/01/26	01318	Flexi Staff Group Pty Ltd	3,017.44	Labour/Personnel Hire
EF100337	30/01/26	01358	Kevrek Australia Pty Ltd	440.00	Plant Parts & Repairs
EF100339	30/01/26	01533	WC Convenience Management	5,462.61	Building Maintenance - Dec 2025
EF100342	30/01/26	01712	Donegan Enterprises Pty Ltd	22,827.64	Various Parks Repairs and Maintenance
EF100343	30/01/26	01719	Jaycar Electronics Pty Ltd	666.35	Electrical Goods
EF100344	30/01/26	01721	Fulton Hogan Industries	170,485.93	Road Building Contractor - Asphalt
EF100345	30/01/26	01831	Mow Master Turf Equipment	2,506.00	Plant Parts & Repairs
EF100347	30/01/26	01976	Ecoscape Australia Pty Ltd	1,094.50	Professional Fees - BKB Playground Renewal
EF100348	30/01/26	02023	YMCA of Perth Youth and Community Services Inc	78,716.45	Provision of Youth Services - December 2025
EF100349	30/01/26	02049	NVMS - Noise and Vibration Measurement Systems	5,672.70	Plant Parts & Repairs
EF100354	30/01/26	02207	Wilson Security	146,747.79	Security Services - December 2025
EF100355	30/01/26	02216	Western Australia Police	17.60	Volunteer National Police Check
EF100356	30/01/26	02378	C R Kennedy & Co Pty Ltd	2,519.00	Subscription
EF100357	30/01/26	02387	Triton Electrical Contractors Pty Ltd	4,334.00	Electrical Contractor
EF100358	30/01/26	02410	System Maintenance T/A Systems By Ballantyne	1,817.23	Plumbing Maintenance/Supplies
EF100359	30/01/26	02425	Prestige Alarms	16,007.75	Security Services
EF100363	30/01/26	02589	Zenien	2,084.78	Security Services
EF100365	30/01/26	02779	Natural Area Holdings Pty Ltd	26,429.04	Gardening Contractor - The Esplanade Foreshore & Revegetation Watering
EF100366	30/01/26	02837	GLG Greenlife Group	48,686.46	Gardening Maintenance - Verge Mowing
EF100370	30/01/26	03464	Bridgestone Australia Ltd	6,328.45	Plant Parts & Repairs
EF100371	30/01/26	03504	Classic Tree Services	67,322.29	Tree Pruning Within CoB
EF100372	30/01/26	03543	Labyrinth Constructions	19,866.00	Building Construction - Civic Centre
EF100376	30/01/26	03772	Open Windows Australia Pty Ltd	2,189.00	Computer Software Maintenance - Subscription
EF100378	30/01/26	04115	Denada Surveys Pty Ltd	10,194.25	Survey Expenses - Miles Park

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF100379	30/01/26	04120	Randstad Pty Ltd	1,082.49	Labour/Personnel Hire
EF100380	30/01/26	04131	Total Green Recycling Pty Ltd	4,368.19	Rubbish Removals
EF100381	30/01/26	04211	Triodia Scanning Services	3,267.00	Survey Expenses - COB
EF100382	30/01/26	04320	ABM Landscaping	2,415.60	Bricks/Bricklaying
EF100383	30/01/26	04391	Lifeskills Australia	1,452.00	Professional Fees - Analysis
EF100384	30/01/26	04467	Rent a Fence Pty Ltd	8,502.56	Fencing - Lets Celebrate Christmas
EF100385	30/01/26	04496	Azure Painting Pty Ltd	7,920.00	Painting Contractor - Kujac Island
EF100387	30/01/26	04544	SirsiDynix Pty Ltd	3,581.60	Computer Software Maintenance - Software Renewal
EF100388	30/01/26	04594	Website Weed and Pest W A Pty Ltd	2,640.00	Weed Control - Kerbs & Paths
EF100389	30/01/26	04645	Instant Products Hire	4,562.79	Plant/Equipment Hire - Christmas Concert
EF100390	30/01/26	04693	Allwest Plant Hire Australia Pty Ltd	4,140.72	Plant/Equipment Hire
EF100391	30/01/26	04727	Phenomenon Event Services Pty Ltd	696.30	Catering/Catering Supplies - Belmont Blockbusters
EF100393	30/01/26	04917	Environmental Industries Pty Ltd	68,215.43	Landscape Maintenance for Ascot Waters
EF100397	30/01/26	05252	AAAC Towing Pty Ltd	4,622.20	Towing Vehicles
EF100398	30/01/26	05310	Bamford Consulting Ecologists	605.00	Environmental Expenses - Fauna Management
EF100399	30/01/26	05339	Elliotts Filtration Pty Ltd	7,755.00	Reticulation Parts & Repairs
EF100400	30/01/26	05427	Horizon West Landscape & Irrigation Pty Ltd	6,022.27	Gardening Maintenance - Various Locations
EF100402	30/01/26	05523	Go Doors Pty Ltd	660.28	Building Maintenance
EF100403	30/01/26	05568	Allstate Kerbing and Concrete	2,208.69	Kerbing Contractor - Various Locations
EF100404	30/01/26	05623	Tree Planting and Watering - Baroness Holdings	267,384.20	Street Tree Watering Services for CoB
EF100405	30/01/26	05692	Newground Water Services Pty Ltd	2,059.20	Reticulation Installation - Gerry Archer
EF100407	30/01/26	05771	Alsco Pty Ltd	188.22	Cleaning Services
EF100408	30/01/26	05840	Commercial Aquatics Australia Pty Ltd	5,153.50	Oasis Expenses - Monthly Maintenance
EF100409	30/01/26	05897	HopgoodGanim Lawyers	1,898.08	Legal Expenses
EF100410	30/01/26	05944	Delron Cleaning Pty Ltd - Ventia	108,353.22	Cleaning Services - Various Locations
EF100411	30/01/26	05950	Perth Slashing - DJ and TM Luckin	6,105.00	Gardening Contractor - COB
EF100414	30/01/26	06094	Boyan Electrical Services	33,018.78	Electrical Contractor - COB
EF100415	30/01/26	06155	Billabong Mobile Accomodation Pty Ltd	10,053.45	Plant/Equipment Hire - Kidz Fest
EF100416	30/01/26	06212	Civil Sciences and Engineering	4,136.00	Professional Fees - Abernethy Road Pavement Design
EF100417	30/01/26	06293	Freo Fire Maintenance Services Pty Ltd	1,100.00	Fire Equipment/Service
EF100418	30/01/26	06295	Savana Environmental	990.00	Rubbish Removals
EF100419	30/01/26	06304	Prestige Property Maintenance	6,226.00	Gardening Maintenance - Landscaping
EF100420	30/01/26	06362	Marjan Partitions Pty Ltd t/as M & M Interiors	51,504.07	Building Construction - Miles Park Changeroom
EF100421	30/01/26	06580	Omnicom Media Group	9,376.52	Advertising
EF100423	30/01/26	06592	Grosvenor Engineering Group	6,163.15	Electrical Contractor - COB
EF100426	30/01/26	06619	Baaz Security Services Pty Ltd	277.20	Security Services
EF100428	30/01/26	06718	Empire Roofing Services	11,650.00	Building Maintenance - COB
EF100430	30/01/26	06857	Arion Service	8,428.20	Building Maintenance - COB
EF100431	30/01/26	06874	Bug Busters	220.00	Pest Control
EF100432	30/01/26	06884	McLeods Lawyers	8,561.85	Legal Expenses
EF100433	30/01/26	06888	Veolia Water Operations Pty Ltd T/A Allpipe Technologies	22,167.51	Building Maintenance - COB
EF100434	30/01/26	06900	AMS Installation & Maintenance Solutions	18,162.82	Airconditioning/Refrigeration Maintenance - COB
EF100435	30/01/26	06934	Positively Green Pty Ltd	8,831.50	BSRC Bowling Green Maintenance
EF100436	30/01/26	06960	Phase 3 Landscape Construction	5,045.73	Professional Fees - Faulkner Park Lakes Renewal
EF100438	30/01/26	07006	Moorditj Mida Moort	1,500.00	Welcome to Country - Citizenship Ceremony
EF100439	30/01/26	07104	Aboriginal Land Care (Ngala - Boodja) Pty Ltd	2,062.50	Gardening Contractor
EF100440	30/01/26	07117	Pam Family Trust t/a Professional Arts Mgmt	5,764.00	Plant Hire & Equipment
EF100441	30/01/26	07119	Maxey Plumbing Pty Ltd	16,893.54	Plumbing Maintenance/Supplies
EF100442	30/01/26	07143	The Ortin Family Trust t/a Eastside Concrete	19,798.35	Building Maintenance - Concrete COB
EF100443	30/01/26	07145	Airline Laundry Services Australia Pty Ltd	194.70	Cleaning Services
EF100445	30/01/26	07182	Brightmark Group Pty Ltd	5,269.55	Gutter Cleaning - COB Nov 2025
EF100446	30/01/26	07189	Cognitive Trading & Investment Pty Ltd	4,417.00	Community Exercise Classes
EF100448	30/01/26	07245	Little People Play	968.00	Plant/Equipment Hire - Kidz Fest
	Contractors Total			**4,720,485.42**	
Councillor Payments					
EF100055	09/01/26	01369	Philip Marks	3,248.15	Elected Member Remuneration
EF100058	09/01/26	02145	Robert Rossi	13,102.13	Elected Member Remuneration
EF100073	09/01/26	03916	Bernard Ryan	3,248.15	Elected Member Remuneration
EF100080	09/01/26	05084	Jenny Davis	3,248.15	Elected Member Remuneration
EF100081	09/01/26	05085	George Sekulla	3,248.15	Elected Member Remuneration
EF100090	09/01/26	05828	Deborah Sessions	5,342.13	Elected Member Remuneration
EF100104	09/01/26	06704	Christopher John Kulczycki	3,248.15	Elected Member Remuneration
EF100110	09/01/26	06968	Jarod Harris	3,248.15	Elected Member Remuneration
EF100119	09/01/26	07225	Khandoker Abedin	3,248.15	Elected Member Remuneration
EF100167	16/01/26	05084	Jenny Davis	9,700.00	Elected Member Expense Reimbursement
EF100176	16/01/26	05828	Deborah Sessions	607.12	Elected Member Expense Reimbursement
	Councillor Payments Total			**51,488.43**	
Fuels and Utilities					
EF100045	09/01/26	00323	John Christie	654.00	Phone/Internet expenses
EF100053	09/01/26	01252	Water Corporation	17,911.19	Water, Annual & Excess
EF100054	09/01/26	01274	Synergy	10,821.45	Light, Power, Gas
EF100062	09/01/26	02471	Western Power	75,459.00	Light, Power, Gas
EF100071	09/01/26	03592	Steven Harling	81.43	Fuel, Oil, Additives
EF100102	09/01/26	06614	Oracle Customer Management Solutions	2,352.55	Phone/Internet expenses
EF100149	16/01/26	01252	Water Corporation	880.00	Water, Annual & Excess
EF100159	16/01/26	02631	Ampol - Caltex	16,550.40	Fuel, Oil, Additives
EF100206	23/01/26	00042	Alinta Energy	1,943.90	Light, Power, Gas
EF100214	23/01/26	01274	Synergy	132,219.27	Light, Power, Gas
EF100249	23/01/26	06424	Telstra Limited	30,763.79	Phone/Internet expenses
EF100253	23/01/26	06707	Motorpass - 4565 - Ampol Willetton	72.95	Fuel, Oil, Additives
EF100288	30/01/26	00042	Alinta Energy	385.30	Light, Power, Gas
EF100331	30/01/26	01252	Water Corporation	935.58	Water, Annual & Excess
EF100335	30/01/26	01274	Synergy	24,272.90	Light, Power, Gas
EF100373	30/01/26	03592	Steven Harling	111.16	Fuel, Oil, Additives
EF100425	30/01/26	06614	Oracle Customer Management Solutions	7,319.99	Phone/Internet expenses
	Fuels and Utilities Total			**331,385.64**	
Materials					
EF100044	09/01/26	00317	Coles Supermarkets Aust Pty Ltd	526.11	Groceries
EF100063	09/01/26	02869	Customer Service Benchmarking Australia Pty Ltd	13,062.50	Publications/Newspapers - Customer Centricity Audit
EF100065	09/01/26	03144	COS Complete Office Supplies Pty Ltd	61.03	Stationery & Printing
EF100074	09/01/26	04177	Artcom Fabrication	806.85	Stationery & Printing
EF100075	09/01/26	04394	JB Hi - Fi Belmont Forum - Library purchases	2,426.46	Electronic Goods
EF100076	09/01/26	04491	Woolworths Group - Functions/Catering only	502.15	Groceries
EF100108	09/01/26	06957	Booktopia Direct	181.40	Books/CDs/DVDs
EF100115	09/01/26	07107	Native Spirit Nursery WA Pty Ltd	6,360.00	Gardening - Plants/Supplies
EF100135	16/01/26	00009	Cafe Corporate	891.80	Groceries
EF100137	16/01/26	00203	BOC Gases Australia Ltd	240.15	Welding Equipment/Supplies
EF100138	16/01/26	00231	Bunnings Group Ltd	22,221.66	Hardware
EF100140	16/01/26	00281	Child Education Services	2,218.36	Books/CDs/DVDs
EF100141	16/01/26	00317	Coles Supermarkets Aust Pty Ltd	641.77	Groceries

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF100152	16/01/26	01906	Frazzcon Enterprises	3,562.28	Street Parking Maintenance Nov 2025
EF100164	16/01/26	04394	JB Hi - Fi Belmont Forum - Library purchases	1,083.50	Electronic Goods
EF100183	16/01/26	06385	Belmont Liquor Store (Cellarbrations at Belmont)	305.00	Beverages
EF100188	16/01/26	06800	The Aivish Family Trust T/as Fruit Break	1,961.12	Groceries
EF100191	16/01/26	06957	Booktopia Direct	76.47	Books/CDs/DVDs
EF100192	16/01/26	06988	RELX Trading Australia	6,985.82	Computer Software - Subscription
EF100208	23/01/26	00317	Coles Supermarkets Aust Pty Ltd	888.70	Groceries
EF100209	23/01/26	00627	Jason Signmakers	462.73	Signs
EF100210	23/01/26	00697	Nutrien AG Solutions Ltd	382.80	Gardening - Plants/Supplies
EF100218	23/01/26	02201	Neverfail Springwater Limited	109.90	Beverages
EF100219	23/01/26	02431	Look Brilliant Pty Ltd	13,117.50	Promotional Items
EF100223	23/01/26	02862	James Bennett Pty Ltd	1,556.64	Books/CDs/DVDs
EF100226	23/01/26	03660	Safe T Card Australia Pty Ltd	53.90	Safety Clothing/Equipment
EF100265	23/01/26	07167	Khodal Krupa WA	219.72	Publications/Newspapers
EF100267	23/01/26	07190	Green Plant Enterprises Pty Ltd - Bloomin Boxes	117.50	Flowers
EF100292	30/01/26	00231	Bunnings Group Ltd	2,903.65	Hardware
EF100293	30/01/26	00233	Bunzl Limited	8,297.33	Cleaning Products
EF100295	30/01/26	00285	City of Armadale	698.12	Stationery & Printing
EF100300	30/01/26	00406	Domus Nursery	3,247.20	Gardening - Plants/Supplies COB
EF100302	30/01/26	00414	Dulux Australia	1,561.84	Paint & Accessories
EF100303	30/01/26	00475	Saferight Pty Ltd	1,195.00	Safety Clothing/Equipment
EF100311	30/01/26	00850	Pacific Safety Wear Malaga	1,548.15	Safety Clothing/Equipment
EF100316	30/01/26	01040	Sheridans Badges & Engraving	776.77	Badges & Pendants
EF100318	30/01/26	01073	Spotlight Pty Ltd	81.00	Craft/Display Materials
EF100320	30/01/26	01083	SERCUL South East Regional Centre for Urban Landcare	2,614.37	Gardening - Water Quality Monitoring Program
EF100322	30/01/26	01115	All Foods Belmont IGA Belvidere Street	317.15	Groceries
EF100327	30/01/26	01202	Tudor House (WA) Pty Ltd	3,894.00	Flags - Civic Centre
EF100333	30/01/26	01265	Westbooks	650.93	Books/CDs/DVDs
EF100338	30/01/26	01398	Winc Australia Pty Ltd	4,381.42	Stationery & Printing
EF100340	30/01/26	01570	Blackwoods	1,024.57	Hardware
EF100346	30/01/26	01955	Image Extra - Starmix Holdings Pty Ltd	412.50	Building Material
EF100351	30/01/26	02088	Lock Stock & Farrell Locksmith	6,340.90	Hardware
EF100352	30/01/26	02168	Ergolink	4,074.19	Stationery & Printing
EF100360	30/01/26	02431	Look Brilliant Pty Ltd	7,348.00	Promotional Items
EF100362	30/01/26	02498	City of South Perth	4,037.91	Impound Fee - Dogs & Cats
EF100364	30/01/26	02649	ALS Library Services Pty Ltd	53.22	Books/CDs/DVDs
EF100367	30/01/26	02912	Sanity Music Stores Pty Ltd	860.37	Books/CDs/DVDs
EF100368	30/01/26	03117	Six Axis Nominees T/A OCP Sales	450.45	Subscription
EF100369	30/01/26	03144	COS Complete Office Supplies Pty Ltd	1,355.89	Stationery & Printing
EF100374	30/01/26	03660	Safe T Card Australia Pty Ltd	53.90	Safety Clothing/Equipment
EF100377	30/01/26	04053	Totally Workwear TWW	1,327.13	Safety Clothing/Equipment
EF100386	30/01/26	04537	Cameron Aitkenhead t/as Head Office Studio	11,000.00	Books/CDs/DVDs - Belmonster Series
EF100392	30/01/26	04759	StrataGreen	4,649.00	Gardening - Plants/Supplies
EF100395	30/01/26	05055	Statewide Cleaning Supplies	272.85	Cleaning Products
EF100396	30/01/26	05082	Accidental Health and Safety Perth	1,757.22	Medical/First Aid Supplies
EF100401	30/01/26	05465	QBD Books	130.87	Books/CDs/DVDs
EF100412	30/01/26	05966	Light Application Pty Ltd	5,273.73	Lights & Light Fittings - Licence Fee
EF100413	30/01/26	06005	MDM Entertainment Pty Ltd	125.72	Books/CDs/DVDs
EF100422	30/01/26	06589	OverDrive Australia Pty Ltd	670.03	Books/CDs/DVDs
EF100427	30/01/26	06681	Prefet Pty Ltd T/A Minuteman Press Perth	302.50	Stationery & Printing
EF100429	30/01/26	06844	Print and Sign Co	1,489.07	Stationery & Printing
EF100437	30/01/26	06969	ABCO Products	615.78	Office Supplies
EF100444	30/01/26	07179	Safety Rescue Equipment Pty Ltd	330.00	Safety Clothing/Equipment
EF100449	30/01/26	07254	Chefmaster Australia	732.11	Cleaning Products
	Materials Total			**167,878.66**	
Other					
EF100060	09/01/26	02368	Belmont Senior Citizens Club Inc	445.50	Reimbursements - Senior Week Banners
EF100067	09/01/26	03453	Clare Bridges	2,863.72	Reimbursements - IT Asset Renewal
EF100100	09/01/26	06595	Helen Karageorgiou	43.92	Staff Reimbursement - Parking
EF100105	09/01/26	06752	Sarah Jessop	888.00	Staff Reimbursement - Membership Fee
EF100118	09/01/26	07209	Bijay Humagain	258.73	Staff Reimbursement - ASIC Application Fee
EF100123	09/01/26	07256	Darren Boylan	95.92	Staff Reimbursement - Fuel
EF100124	09/01/26	99998	Michele Spencer	500.00	Sports Donation
EF100125	09/01/26	99998	Robert Goldsmith	500.00	Cultural Donation
EF100126	09/01/26	99998	Katherine Edgar - Truong	500.00	Sports Donation
EF100127	09/01/26	99998	DG & SE Cronin	500.00	Sports Donation
EF100128	09/01/26	99998	Wanpat Pty Ltd	147.00	Application Fee Refund
EF100129	09/01/26	99998	Resident Mgmt Agency	47.00	Application Fee Refund
EF100130	09/01/26	99998	Ocean Blu Pools & Spas	40.95	Application Fee Refund
EF100131	09/01/26	99998	Robert Blood	171.65	Application Fee Refund
EF100132	09/01/26	99998	Complete Approvals	147.00	Application Fee Refund
EF100133	09/01/26	99998	Narelle Joy Douglas	11.00	WWC Card Renewal Refund
EF100134	16/01/26	01236	Department of Fire and Emergency Services	72,231.96	Emergency Services Levy - December 2025
EF100146	16/01/26	00703	Commonwealth Bank of Australia	13,860.00	Council IQ Sep25 to Aug26
EF100197	16/01/26	99998	Janine Sheridan	205.01	Your Neighbour Grant
EF100198	16/01/26	99998	Jacinta Thompson	250.00	Your Neighbour Grant
EF100199	16/01/26	99998	Vicki Westcott	210.75	Your Neighbour Grant
EF100200	16/01/26	99998	Clare Porter	120.97	Your Neighbour Grant
EF100201	16/01/26	99998	Christine Padua	250.00	Your Neighbour Grant
EF100202	16/01/26	99998	L T H & B N Tran	195.00	Application Fee Refund
EF100205	23/01/26	99998	Nicholas James Shearman	1,396.82	Impounded Vehicle Refund
EF100215	23/01/26	01280	Perth Airport Pty Ltd	56,021.02	Drainage Licence - Airport Interims Rates Refund
EF100260	23/01/26	07024	Reach Publication Pty Ltd	249.00	Subscription
EF100270	23/01/26	07264	Robert Kinneen	67.21	Staff Reimbursement - Hardware
EF100275	23/01/26	99998	Hometime	195.00	Application Fee Refund
EF100276	23/01/26	99998	Peter Andrew Riley	1,500.00	Rates Refund
EF100277	23/01/26	99998	Yuting Gu	178.84	Rates Refund
EF100278	23/01/26	99998	Richard John Grant	250.00	Your Neighbour Grant
EF100279	23/01/26	99998	Myra Hind	236.32	Your Neighbour Grant
EF100280	23/01/26	99998	Lorraine Grace Alexander	826.11	Vendors Rebate
EF100281	23/01/26	99998	Pavitra Krishnan	171.65	Application Fee Refund
EF100282	23/01/26	99998	Choo Beng Khoo	499.50	Rates Refund
EF100283	23/01/26	99998	Judith Margaret Bodger	30.00	FOI Refund
EF100284	23/01/26	99998	Thelma Merritt	173.19	Rates Refund
EF100285	23/01/26	99998	Driven Property Group	400.00	Rates Refund
EF100286	23/01/26	99998	Advanced Patios	147.00	Application Fee Refund
EF100334	30/01/26	01270	Perth Racing - WA Turf Club	2,520.84	Irrigation of Grandstand Road & Ascot
EF100353	30/01/26	02202	Australian Institute of Company Directors	9,267.50	Membership Fee - Deborah Sessions
EF100375	30/01/26	03760	Wilmot Loh	2,063.05	Reimbursements - Adachi and Conference Expense
EF100424	30/01/26	06613	Host Tel	145.00	State Emergency Services Expense

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF100450	30/01/26	99998	Sheng Qun Li	195.00	Application Fee Refund
EF100451	30/01/26	01244	Western Australian Treasury Corporation	38,359.49	Loan Repayment - Guarantee Fee December 2025
	Other Total			**209,376.62**	
Equipment					
EF100116	09/01/26	07148	Digital Imaging Express Pty Ltd	453.30	Computer Hardware
EF100350	30/01/26	02071	DS Agencies Pty Ltd	4,268.00	Street Furniture - COB
EF100406	30/01/26	05740	Zenith Interiors Pty Ltd	1,608.75	Office Furniture
	Property, Plant & Equipment Total			**6,330.05**	
Salaries/Wages					
EF100037	07/01/26	99971	SuperChoice	512,787.70	Superannuation Contribution
EF100038	07/01/26	99950	Australian Services Union	212.00	Salaries/Wages
EF100039	07/01/26	99952	Child Support Agency	4,569.45	Salaries/Wages
EF100040	07/01/26	99954	City of Belmont Social Club	1,340.00	Salaries/Wages
EF100041	07/01/26	99962	LGRCEU - WA Shire Councils Union	300.00	Salaries/Wages
SL070126	08/01/26	COB	City of Belmont Payroll	17,156.67	Salaries/Wages
WG070126	08/01/26	COB	City of Belmont Payroll	183,697.02	Salaries/Wages
SL140126	15/01/26	COB	City of Belmont Payroll	825,667.28	Salaries/Wages
EF100203	20/01/26	99971	SuperChoice	183,006.50	Superannuation Contribution
WG210126	22/01/26	COB	City of Belmont Payroll	167,415.65	Salaries/Wages
EF100271	23/01/26	99950	Australian Services Union	53.00	Salaries/Wages
EF100272	23/01/26	99952	Child Support Agency	1,680.85	Salaries/Wages
EF100273	23/01/26	99954	City of Belmont Social Club	445.00	Salaries/Wages
EF100274	23/01/26	99962	LGRCEU - WA Shire Councils Union	144.00	Salaries/Wages
SL280126	29/01/26	COB	City of Belmont Payroll	875,509.47	Salaries/Wages
	Salaries/Wages Total			**2,773,984.59**	
Training and Conferences					
EF100056	09/01/26	01683	Sally De La Cruz	109.60	Trail Program - John Forest National Park
EF100057	09/01/26	01759	Dean Locke	45.00	Hardware
EF100145	16/01/26	00602	Local Government Professionals Australia WA	4,270.00	Conference Expenses
EF100194	16/01/26	07124	Manuel Rito Vaz	480.00	Training
EF100222	23/01/26	02685	SLR Consulting Australia Pty Ltd	5,192.00	COB Asbestos Resurveys
EF100250	23/01/26	06517	Clarity Communications	481.25	Training
EF100317	30/01/26	01043	City of Swan	268.00	Membership Fee
EF100325	30/01/26	01178	Kelyn Training Services	300.00	Training
EF100341	30/01/26	01605	ATM Australian Training Management	1,390.00	Training
EF100361	30/01/26	02439	Down to Earth Training & Assessing	7,400.00	Training
EF100394	30/01/26	04977	Workmate Training Academy Pty Ltd	299.00	Training
EF100447	30/01/26	07244	Animal Ark	4,620.00	Training - Wildlife Awareness Session
	Training and Conferences Total			**24,854.85**	
MUNI Total				**8,285,784.26**	
Trust Funds					
EF100042	09/01/26	154102	Building and Energy - Building Services Levy	18,956.82	Building and Energy - Building Services Levy
	Trust Funds Total			**18,956.82**	
TRUST Total				**18,956.82**	
Grand Total				**8,304,741.08**	
				8,304,741.08	
			Breakdown - Cheques :	-	
			EFT :	8,304,741.08	

12.6 Monthly Financial Report for December 2025

Voting Requirement	:	Simple Majority
Subject Index	:	32/009 Financial Operating Statements
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

Council role

Overseeing Overseeing the allocation of the City's finances and resources e.g. setting the annual budget, accepting tenders, determining what services and facilities the City is to provide, annual reports, selecting the CEO and reviewing the CEO's performance.

Purpose of report

To provide Council with relevant monthly financial information for the 2025-26 financial year.

Summary and key issues

The following report includes a concise list of material variances for the month ending 31 December 2025.

Officer Recommendation

That the Monthly Financial Reports as at 31 December 2025 as included in Attachment 12.6.1 be received.

Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.

Location

Not applicable.

Consultation

There has been no specific consultation undertaken in respect to this matter.

Strategic Community Plan implications

In accordance with the 2024–2034 Strategic Community Plan:

Key Performance Area: Performance

Outcome: 10. Effective leadership, governance and financial management.

Policy implications

There are no policy implications associated with this report.

Statutory environment

Section 6.4 of the *Local Government Act 1995 (WA)* (the Act) in conjunction with Regulations 34 (1) of the *Local Government (Financial Management) Regulations 1996 (WA)* (the Regulations) requires monthly financial reports to be presented to Council.

Regulation 34(1) requires a monthly Statement of Financial Activity reporting on revenue and expenditure.

Regulation 34(5) determines the mechanism required to ascertain the definition of material variances which are required to be reported to Council as a part of the monthly report.

Background

The Regulations prescribe that a Local Government is to prepare each month a Statement of Financial Activity.

Regulation 34(2) requires the Statement of Financial Activity to be accompanied by documents containing:

1. Explanation for each material variance identified between year to date budgets and actuals
2. Any other supporting information considered relevant by the Local Government.

Regulation 34 (5) states that "Each financial year, a Local Government is to adopt a percentage or value, calculated in accordance with the Australian Accounting Standards, to be used in statements of financial activity for reporting material variances."

This regulation requires Council to annually set a materiality threshold for the purpose of disclosing budget variances within monthly financial reporting.

The materiality threshold has been set by Council at $100,000 for the 2025-26 financial year.

Report

At the June 2025 Ordinary Council Meeting, Council adopted the materiality threshold for the 2025-26 financial year as $100,000. The table below provides a summary of significant variances based on this materiality threshold. The detailed financial activity report is included at Attachment 12.6.1.

Report Section	***Budget YTD***	***Actual YTD***	***Report Comments***
OPERATING ACTIVITIES			
Revenue from operating activities			
Interest earnings			
Finance	3,420,329	4,180,850	Variance reflects interest amounts earned on amounts not spent as budgeted. Return on investments is as anticipated.
Expenditure from operating activities			
Employee costs			
Finance	(1,276,312)	(1,526,369)	Timing difference as a result of allocation of timecard employees to jobs prior to payroll processing.
Parks, Leisure & Environment	(2,260,610)	(2,037,635)	Salaries are below budget due to vacancies which are currently being recruited by the City.
Materials and contracts			
Governance, Strategy & Risk	(591,002)	(276,210)	Costs arising from the Local Government elections, including engaging the WAEC to undertake the election, have not yet been received.

Report Section	Budget YTD	Actual YTD	Report Comments
Information Technology	(1,807,528)	(2,293,446)	Microsoft licensing invoiced earlier than expected. Some reclassifications of budget between capital and operating expenses will also be required in the March budget review.
Works	(4,605,702)	(3,909,802)	Waste invoices for December are yet to be received.
Parks, Leisure & Environment	(5,646,403)	(3,144,375)	Variance reflects revised works programming and outstanding invoices yet to be received.
City Facilities & Property	(1,972,657)	(2,200,501)	Works brought forward to achieve earlier outcomes.
Economic & Community Development	(1,292,341)	(931,804)	Expenditure associated with several City funded community and economic programs has not yet occurred.
Library, Culture & Place	(1,653,177)	(1,404,014)	Variance relates to projects in progress and outstanding invoices for the Let's Celebrate Christmas event.
INVESTING ACTIVITIES			
Inflows from investing activities			
Non-Operating grants, subsidies and contributions			
City Projects	1,139,575	1,439,576	Grant milestone payment for Peet Park Revitalisation Lighting Upgrades processed earlier than budgeted.
City Facilities & Property	56,529	171,701	Grant payment received in arrears for Middleton Park lighting works carried out in 2024-25.
Planning Services	25,000	251,448	Received Development Contribution payment for a development within the Springs Special Development Precinct (Development Contribution Area).

Outflows from investing activities			
Payments for property, plant and equipment			
Information Technology	(710,000)	(148,011)	Tender for infrastructure refresh project to be awarded in March. Project timing to be amended in the March budget review.
Design, Assets & Development	(147,824)	(306,749)	Four top deck mowers purchased ahead of cycle.
City Facilities & Property	(437,763)	(132,427)	Delivery times on some projects have been impacted by scheduling conflicts and the availability of materials.
Payments for construction of infrastructure			
Works	(2,018,668)	(2,199,825)	Some projects have been commenced/completed ahead of schedule. Adjustment to be considered in the March budget review.
City Projects	(6,864,491)	(5,266,076)	Wilson Park Zone 2 invoices to be received and processed.
Parks, Leisure & Environment	(2,658,506)	(1,603,778)	Variance reflects revised works programming and outstanding supplier invoices.

Financial implications

The presentation of these reports to Council ensures compliance with the Act and associated Regulations, and also ensures that Council is regularly informed as to the status of its financial position.

Environmental implications

There are no environmental implications associated with this report.

Social implications

There are no social implications associated with this report.

Attachment details

Attachment No and title
1. Monthly Financial Report December 2025 [**12.6.1** - 12 pages]

CITY OF BELMONT

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 31 December 2025

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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CITY OF BELMONT
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2025

	Note	Amended Budget Estimates (a) $	YTD Budget Estimates (b) $	YTD Actual (c) $	Variance* $ (c) - (b) $	Variance* % ((c) - (b))/(b) %	Var.
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates		63,219,787	62,868,211	**62,782,953**	(85,258)	(0.14%)	▼
Grants, subsidies and contributions		2,438,054	740,878	**748,606**	7,728	1.04%	▲
Fees and charges		11,585,080	9,714,558	**9,819,318**	104,760	1.08%	▲
Interest revenue		6,091,426	3,420,326	**4,192,580**	772,254	22.58%	▲
Other revenue		754,365	362,223	**630,659**	268,436	74.11%	▲
Profit on asset disposals		34,012	583	**4,960**	4,377	750.77%	▲
		84,122,724	**77,106,779**	**78,179,076**	**1,072,297**	1.39%	
Expenditure from operating activities							
Employee costs		(31,456,949)	(15,732,409)	**(16,132,022)**	(399,613)	(2.54%)	▼
Materials and contracts		(39,253,111)	(20,731,508)	**(17,206,195)**	3,525,313	17.00%	▲
Utility charges		(2,558,409)	(1,370,115)	**(1,201,530)**	168,585	12.30%	▲
Depreciation		(12,617,329)	(6,308,663)	**(6,547,058)**	(238,395)	(3.78%)	▼
Finance costs		(488,408)	(209,100)	**(209,100)**	0	0.00%	
Insurance		(896,361)	(896,361)	**(862,073)**	34,288	3.83%	▲
Other expenditure		(1,579,803)	(755,014)	**(735,237)**	19,777	2.62%	▲
Loss on asset disposals		0	0	**(25,757)**	(25,757)	0.00%	
		(88,850,370)	**(46,003,170)**	**(42,918,972)**	**3,084,198**	6.70%	
Non cash amounts excluded from operating activities	2(c)	12,646,636	6,308,080	**6,588,054**	279,974	4.44%	▲
Amount attributable to operating activities		**7,918,990**	**37,411,689**	**41,848,158**	**4,436,469**	11.86%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions		6,582,066	1,735,109	**2,445,529**	710,420	40.94%	▲
Proceeds from disposal of assets		661,489	661,489	**146,628**	(514,861)	(77.83%)	▼
		7,243,555	**2,396,598**	**2,592,157**	**195,559**	8.16%	
Outflows from investing activities							
Acquisition of property, plant and equipment		(5,070,672)	(1,479,754)	**(794,437)**	685,317	46.31%	▲
Acquisition of infrastructure		(20,873,136)	(11,469,165)	**(8,967,618)**	2,501,547	21.81%	▲
		(25,943,808)	**(12,948,919)**	**(9,762,055)**	**3,186,864**	24.61%	
Amount attributable to investing activities		**(18,700,253)**	**(10,552,321)**	**(7,169,898)**	**3,382,423**	32.05%	
FINANCING ACTIVITIES							
Inflows from financing activities							
Transfer from reserves		36,475,834	0	**0**	0	0.00%	
		36,475,834	**0**	**0**	**0**	0.00%	
Outflows from financing activities							
Payments for principal portion of lease liabilities		(39,341)	0	**0**	0	0.00%	
Repayment of borrowings		(666,575)	(330,142)	**(330,142)**	0	0.00%	
Transfer to reserves		(25,199,613)	0	**(20)**	(20)	0.00%	
		(25,905,529)	**(330,142)**	**(330,162)**	**(20)**	(0.01%)	
Amount attributable to financing activities		**10,570,305**	**(330,142)**	**(330,162)**	**(20)**	(0.01%)	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	2(a)	560,958	560,958	**(532,987)**	(1,093,945)	(195.01%)	▼
Amount attributable to operating activities		7,918,990	37,411,689	**41,848,158**	4,436,469	11.86%	▲
Amount attributable to investing activities		(18,700,253)	(10,552,321)	**(7,169,898)**	3,382,423	32.05%	▲
Amount attributable to financing activities		10,570,305	(330,142)	**(330,162)**	(20)	(0.01%)	▼
Surplus or deficit after imposition of general rates		**350,000**	**27,090,184**	**33,815,111**	**6,724,927**	24.82%	▲

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.
▲ Indicates a variance with a positive impact on the financial position.
▼ Indicates a variance with a negative impact on the financial position.
Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying notes.

CITY OF BELMONT
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 DECEMBER 2025

	Actual 30 June 2025	Actual as at 31 December 2025
	$	$
CURRENT ASSETS		
Cash and cash equivalents	4,466,071	7,956,291
Trade and other receivables	4,214,595	13,112,517
Other financial assets	85,941,157	100,938,716
Inventories	239,454	254,815
Contract assets	260,661	0
Other assets	3,604,985	3,620,646
TOTAL CURRENT ASSETS	98,726,923	125,882,985
NON-CURRENT ASSETS		
Trade and other receivables	415,855	395,656
Property, plant and equipment	340,667,856	339,162,342
Infrastructure	300,802,125	305,429,284
Right-of-use assets	166,998	166,998
Intangible assets	136,843	98,418
TOTAL NON-CURRENT ASSETS	642,189,677	645,252,698
TOTAL ASSETS	740,916,600	771,135,683
CURRENT LIABILITIES		
Trade and other payables	11,062,651	4,257,056
Contract liabilities	67,053	67,053
Capital grant/contributions liabilities	368,476	0
Other liabilities	1,038,346	1,201,528
Lease liabilities	84,567	84,567
Borrowings	666,573	336,431
Employee related provisions	5,160,838	4,961,989
TOTAL CURRENT LIABILITIES	18,448,504	10,908,624
NON-CURRENT LIABILITIES		
Other liabilities	127,197	127,197
Lease liabilities	52,499	52,499
Borrowings	10,309,794	10,309,794
Employee related provisions	553,045	553,045
TOTAL NON-CURRENT LIABILITIES	11,042,535	11,042,535
TOTAL LIABILITIES	29,491,039	21,951,159
NET ASSETS	**711,425,561**	**749,184,524**
EQUITY		
Retained surplus	181,531,744	219,290,707
Reserve accounts	82,270,250	82,270,250
Revaluation surplus	447,623,567	447,623,567
TOTAL EQUITY	**711,425,561**	**749,184,524**

This statement is to be read in conjunction with the accompanying notes.

CITY OF BELMONT
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2025

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements
Section 6.4(2) of the Local Government Act 1995 read with the *Local Government (Financial Management) Regulations 1996,* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the City to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 December 2025

THE LOCAL GOVERNMENT REPORTING ENTITY
All funds through which the City controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

MATERIAL ACCOUNTING POLICES
Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:
- Fair value measurement of assets carried at reportable value including:
  - Property, plant and equipment
  - Infrastructure
- Impairment losses of non-financial assets
- Estimated useful life of intangible assets
- Measurement of employee benefits
- Estimation uncertainties and judgements made in relation to lease accounting

CITY OF BELMONT
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2025

2 NET CURRENT ASSETS INFORMATION

(a) Net current assets used in the Statement of Financial Activity

	Note	Amended Budget Opening 1 July 2025	Actual as at 30 June 2025	Actual as at 31 December 2025
Current assets		$	$	$
Cash and cash equivalents		14,829,264	4,466,071	7,956,291
Trade and other receivables		3,722,485	4,214,595	13,112,517
Other financial assets		52,496,278	85,941,157	100,938,716
Inventories		234,387	239,454	254,815
Contract assets		50,000	260,661	0
Other assets		3,574,704	3,604,985	3,620,646
		74,907,118	98,726,923	125,882,985
Less: current liabilities				
Trade and other payables		(1,919,484)	(11,062,651)	(4,257,056)
Other liabilities		(1,345,261)	(1,038,346)	(1,201,528)
Lease liabilities		(9,948)	(84,567)	(84,567)
Borrowings		(692,211)	(666,573)	(336,431)
Employee related provisions		(4,791,653)	(5,160,838)	(4,961,989)
Other provisions		(744,717)	0	0
		(9,503,274)	(18,012,975)	(10,841,571)
Net current assets		65,403,844	80,713,948	115,041,414
Less: Total adjustments to net current assets	2(b)	(80,964,173)	(81,246,935)	(81,226,303)
Closing funding surplus / (deficit)		**(15,560,329)**	**(532,987)**	**33,815,111**

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets				
Less: Reserve accounts		(82,270,250)	(82,267,210)	(82,267,230)
Add: Current liabilities not expected to be cleared at the end of the year				
- Current portion of lease liabilities		9,948	84,567	84,567
- Current portion of borrowings		692,211	666,573	336,431
- Current portion of employee benefit provisions held in reserve		603,918	269,135	619,929
Total adjustments to net current assets	2(a)	**(80,964,173)**	**(81,246,935)**	**(81,226,303)**

(c) Non-cash amounts excluded from operating activities

	Amended Budget Estimates 30 June 2026	YTD Budget Estimates 31 December 2025	YTD Actual 31 December 2025
	$	$	$
Adjustments to operating activities			
Less: Profit on asset disposals	(34,012)	(583)	(4,960)
Add: Loss on asset disposals	0	0	25,757
Add: Depreciation	12,617,329	6,308,663	6,547,058
Non-cash movements in non-current assets and liabilities:			
- Pensioner deferred rates	0	0	20,199
- Employee provisions	63,319	0	0
Total non-cash amounts excluded from operating activities	**12,646,636**	**6,308,080**	**6,588,054**

CURRENT AND NON-CURRENT CLASSIFICATION
In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the local governments' operational cycle.

CITY OF BELMONT
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2025

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.

The material variance adopted by Council for the 2025-26 year is $100,000 .

Description	Var. $	Var. %	
	$	%	
Revenue from operating activities			
Interest revenue	**772,254**	**22.58%**	▲
Finance - Variance reflects interest amounts earned on amounts not spent as budgeted. Return on investments is as anticipated. - ($760,521)		Timing	
Expenditure from operating activities			
Employee costs	**(399,613)**	**(2.54%)**	▼
Salaries are below budget due to vacancies which are currently being recruited by the City - $222,975		Permanent	
Finance - Timing difference as a result of allocation of timecard employees to jobs prior to payroll processing - ($250,058)		Timing	
Materials and contracts	**3,525,313**	**17.00%**	▲
Governance, Strategy & Risk - Costs arising from the Local Government Elections, including engaging the WAEC to undertake the election, have not yet been incurred- $314,792		Timing	
Information Technology - Microsoft licensing invoiced earlier than expected. Some reclassification of budget between capital and operating expenses will also be required in the March budget review. - ($485,918)		Timing	
Works - Waste invoices for December are yet to be received. - $695,899		Timing	
Parks, Leisure & Environment - Variance reflects delays to works program & outstanding invoices yet to be received- $2,502,028		Timing	
City Facilities & Property -Works brought forward to achieve earlier outcomes. - ($227,844)		Timing	
Economic & Community Development - Expenditure associated with several City funded community and economic programs has not yet occurred - $360,536		Timing	
Library, Culture & Place - Variance relates to projects in progress and outstanding invoices for the Let's Celebrate Christmas event.- $249,163		Timing	
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	**710,420**	**40.94%**	▲
City Projects - Grant milestone payment for Peet Park Revitalisation Lighting Upgrades processed earlier than budgeted. - $300,001		Timing	
City Facilities & Property - Grant payment received in arrears for Middleton Park lighting works carried out in 24/25 - $115,172		Timing	
Planning Services -Received Development Contribution payment for a development within the Springs Special Development Precinct (Development Contribution Area).- $226,448		Timing	
Outflows from investing activities			
Acquisition of property, plant and equipment	**685,317**	**46.31%**	▲
Information Technology - Tender for infrastructure refresh project to be awarded in March. Project timing to be amended in the March budget review. - $561,989		Timing	
Design, Assets & Development - Four top deck mowers purchased ahead of cycle - ($158,925)		Timing	
City Facilities & Property - Delivery times on some projects have been impacted by scheduling conflicts and the availability of materials. - $305,336		Timing	
Acquisition of infrastructure	**2,501,547**	**21.81%**	▲
Works - Some projects have been commenced/completed ahead of schedule. Adjustmets to be considerd in the March budget review. - ($181,157)		Timing	
City Projects - Wilson Park Zone 2 invoices to be received and processed. - $1,598,415		Timing	
Parks, Leisure & Environment -Variance reflects delays to significant playground upgrade and outstanding suppliers invoices. - $1,054,728		Timing	

CITY OF BELMONT

SUPPLEMENTARY INFORMATION

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BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

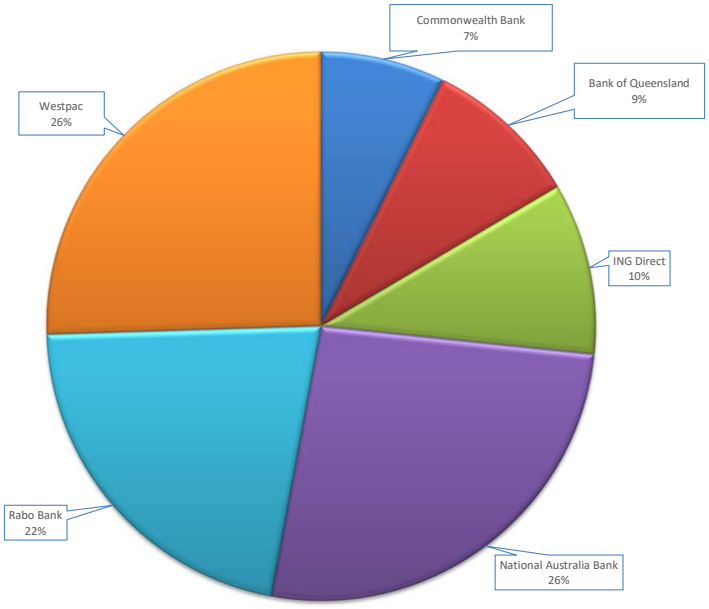
CITY OF BELMONT
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 DECEMBER 2025

1 CASH AND FINANCIAL ASSETS

BY INVESTMENT HOLDINGS	Municipal $	Reserve $	Trust-Reserve $	Total $	Total %
Municipal Account	774,090	-	-	774,090	1%
On-Call Account	7,177,151	-	-	7,177,151	7%
Term Deposits	21,000,000	79,739,667	(0)	100,739,667	93%
	28,951,241	79,739,667	(0)	108,690,908	100.00%

BY INSTITUTION	Rating	Municipal $	Reserve $	Trust-Reserve $	Total $	Total %	Policy Max %
Commonwealth Bank		7,951,241	-	-	7,951,241	7%	40%
Bank of Queensland		-	10,000,000	-	10,000,000	9%	30%
ING Direct		-	10,999,808	-	10,999,808	10%	30%
National Australia Bank		12,000,000	16,557,050	-	28,557,050	26%	40%
Rabo Bank		9,000,000	14,482,366	-	23,482,366	22%	30%
Westpac		-	27,700,443	-	27,700,443	25%	40%
		28,951,241	79,739,667	-	108,690,908	100.00%	

Investment Institutions



BY CREDIT RATINGS

Rating	Municipal $	Reserve $	Trust Reserve $	Total $	Total %	Policy Max %
AAA	-	-	-	-	0%	100%
AA	19,951,241	44,257,493	-	64,208,734	59%	100%
A	9,000,000	35,482,174	-	44,482,174	41%	80%
BBB / NR	-	-	-	-	0%	60%
	28,951,241	79,739,667	-	108,690,908	100.00%	

CITY OF BELMONT
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 DECEMBER 2025

2 RESERVE ACCOUNTS

	Budget				Actual			
Reserve account name	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	$	$	$	$	$	$	$	$
Reserve accounts restricted by legislation								
Other provisions [describe]	70,632	4,511	0	75,143	67,592	0	0	67,592
Reserve accounts restricted by Council								
Administration building Reserve	269,135	17,187	(286,322)	0	269,135	0	0	269,135
Aged Accommodation Reserve	1,049,911	67,435	0	1,117,346	1,049,911	0	0	1,049,911
Aged Community Care Reserve	249,649	15,943	0	265,592	249,649	0	0	249,649
Aged persons housing Reserve	315,479	16,344	0	331,823	315,479	0	0	315,479
Aged Services Reserve	1,156,701	77,555	0	1,234,256	1,156,701	0	0	1,156,701
Ascot Waters Marina Maintenance & Restoration	1,155,801	73,811	(50,000)	1,179,612	1,155,801	0	0	1,155,801
Belmont District Band Reserve	53,561	3,420	(56,981)	0	53,561	0	0	53,561
Belmont Oasis Refurbishment Reserve	12,279,947	301,458	(243,163)	12,338,242	12,279,947	0	0	12,279,947
Belmont Trust Reserve	1,686,073	112,196	(222,324)	1,575,945	1,686,073	0	0	1,686,073
Building Reserve	9,764,967	374,132	(403,471)	9,735,628	9,764,967	0	0	9,764,967
Capital Projects Reserve	5,195,085	5,250,000	(1,580,828)	8,864,257	5,195,085	20	0	5,195,105
Carry Forward Projects Reserve	1,362,715	0	(1,097,493)	265,222	1,362,715	0	0	1,362,715
District valuation Reserve	119,745	1,580	(121,325)	0	119,745	0	0	119,745
Election expenses Reserve	83,879	567	(84,446)	0	83,879	0	0	83,879
Employee Entitlements Reserve	0	3,267,756	(162,678)	3,105,078	0			0
Environment Reserve	969,567	61,918	(808,095)	223,390	969,567	0	0	969,567
Faulkner Park Retirement Village Buy Back Reserve	3,036,050	171,380	0	3,207,430	3,036,050	0	0	3,036,050
Faulkner Park Retirement Village Owners Maintenance Reserve	562,135	35,042	(200,000)	397,177	562,135	0	0	562,135
History Reserve	189,628	12,110	(201,738)	0	189,628	0	0	189,628
Information Technology Reserve	1,574,755	100,566	(70,000)	1,605,321	1,574,755	0	0	1,574,755
Infrastructure Reserve	0	1,176,781		1,176,781	0			0
Insurance Reserve	1,481,646	94,620	0	1,576,266	1,481,646	0	0	1,481,646
Land Acquisition Reserve	11,535,626	0	(11,535,626)	0	11,535,626	0	0	11,535,626
Long Service Leave Reserve - Salaries	1,970,332	0	(1,970,332)	0	1,970,332	0	0	1,970,332
Long Service Leave Reserve - Wages	319,943	0	(319,943)	0	319,943	0	0	319,943
Miscellaneous Entitlements Reserve	760,227	0	(760,227)	0	760,227	0	0	760,227
Plant replacement Reserve	1,820,649	110,123	(1,368,476)	562,296	1,820,649	0	0	1,820,649
Property development Reserve	15,218,474	13,445,007	(13,524,656)	15,138,825	15,218,474	0	0	15,218,474
Public Art Reserve	435,650	27,859	(24,000)	439,509	435,650	0	0	435,650
Ruth Faulkner library Reserve	52,366	3,344	(55,710)	0	52,366	0	0	52,366
Urban Forest Strategy Management Reserve	1,132,489	0	(1,132,489)	0	1,132,489	0	0	1,132,489
Waste Management Reserve	6,397,433	320,873	(195,511)	6,522,795	6,397,433	0	0	6,397,433
Underground Power Reserve	0	56,095	0	56,095	0			0
	82,270,250	**25,199,613**	**(36,475,834)**	**70,994,029**	**82,267,210**	**20**	**0**	**82,267,230**

CITY OF BELMONT
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 DECEMBER 2025

INVESTING ACTIVITIES

3 CAPITAL ACQUISITIONS

Capital acquisitions	Amended Budget	YTD Budget	YTD Actual	YTD Variance
	$	$	$	$
Buildings	2,032,196	485,263	211,562	(273,701)
Furniture and equipment	1,620,000	830,000	275,918	(554,082)
Plant and equipment	1,368,476	147,824	306,957	159,133
Other property, plant and equipment	50,000	16,667	0	(16,667)
Acquisition of property, plant and equipment	**5,070,672**	**1,479,754**	**794,437**	**(685,317)**
Infrastructure - roads	4,704,029	1,569,839	1,892,097	322,258
Infrastructure - Reserve Improvements	15,110,668	9,450,497	6,767,768	(2,682,729)
Infrastructure - Footpath Network	718,865	364,662	174,813	(189,849)
Infrastructure - Drainage Network	339,574	84,167	132,940	48,773
Acquisition of infrastructure	**20,873,136**	**11,469,165**	**8,967,618**	**(2,501,547)**
Total capital acquisitions	**25,943,808**	**12,948,919**	**9,762,055**	**(3,186,864)**
Capital Acquisitions Funded By:				
Capital grants and contributions	6,582,066	1,735,109	0	(1,735,109)
Other (disposals & C/Fwd)	661,489	661,489	146,628	(514,861)
Reserve accounts				
Administration building Reserve	286,322	0	0	0
Ascot Waters Marina Maintenance & Restoration	50,000	0	0	0
Belmont District Band Reserve	56,981	0	0	0
Belmont Oasis Refurbishment Reserve	243,163	0	0	0
Belmont Trust Reserve	222,324	0	0	0
Building Reserve	403,471	0	0	0
Capital Projects Reserve	1,580,828	0	0	0
Carry Forward Projects Reserve	1,097,493	0	0	0
District valuation Reserve	121,325	0	0	0
Election expenses Reserve	84,446	0	0	0
Environment Reserve	808,095	0	0	0
Employee Entitlements Reserve	162,678	0	0	0
Faulkner Park Retirement Village Owners Maintenance Re	200,000	0	0	0
History Reserve	201,738	0	0	0
Information Technology Reserve	70,000	0	0	0
Land Acquisition Reserve	11,535,626	0	0	0
Long Service Leave Reserve - Salaries	1,970,332	0	0	0
Long Service Leave Reserve - Wages	319,943	0	0	0
Miscellaneous Entitlements Reserve	760,227	0	0	0
Plant replacement Reserve	1,368,476	0	0	0
Property development Reserve	13,524,656	0	0	0
Public Art Reserve	24,000	0	0	0
Ruth Faulkner library Reserve	55,710	0	0	0
Urban Forest Strategy Management Reserve	1,132,489	0	0	0
Waste Management Reserve	195,511	0	0	0
Contribution - operations	18,413,931	10,552,321	9,615,427	(936,894)
Capital funding total	**62,133,320**	**12,948,919**	**9,762,055**	**(3,186,864)**

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under $5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5).* These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the City's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2).* Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2),* the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

CITY OF BELMONT
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 DECEMBER 2025

INVESTING ACTIVITIES

3 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total
Level of completion indicators

0%
20%
40%
60%
80%
100%
Over 100%

Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Account Description	Amended Budget	YTD Budget	YTD Actual	Variance (Under)/Over
City Projects	9,166,347	6,864,491	5,266,077	1,598,414
Parks and Environment	6,142,484	2,658,506	1,603,777	1,054,729
Buildings and facilities	1,834,033	412,763	109,476	303,287
Infrastructure Capital Works	5,762,468	2,018,668	2,199,850	(181,182)
Furniture and equipment	1,620,000	830,000	275,918	554,082
Plant and equipment	1,368,476	147,824	306,957	(159,133)
Other	50,000	16,667	0	16,667
	25,943,808	**12,948,919**	**9,762,055**	**3,186,864**

CITY OF BELMONT
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 DECEMBER 2025

4 BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
			$	$	$	$
Budget adoption						350,000
October Budget Review	October OCM#12.3	Opening surplus(deficit)	0	0	(5,473,434)	(5,123,434)
October Budget Review	October OCM#12.3	Operating revenue	0	0	(244,623)	(5,368,057)
October Budget Review	October OCM#12.3	Operating expenses	0	0	(298,567)	(5,666,624)
October Budget Review	October OCM#12.3	Capital grants	0	0	(459,285)	(6,125,909)
October Budget Review	October OCM#12.3	Capital expenses	0	0	(2,106,212)	(8,232,121)
October Budget Review	October OCM#12.3	Non cash item	0	0	8,582,121	350,000
			0	**0**	**0**	**350,000**

12.7 Monthly Financial Report for January 2026

Voting Requirement	:	Simple Majority
Subject Index	:	32/009 Financial Operating Statements
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

Council role

Overseeing Overseeing the allocation of the City's finances and resources e.g. setting the annual budget, accepting tenders, determining what services and facilities the City is to provide, annual reports, selecting the CEO and reviewing the CEO's performance.

Purpose of report

To provide Council with relevant monthly financial information for the 2025-26 financial year.

Summary and key issues

The following report includes a concise list of material variances for the month ending 31 January 2026.

Officer Recommendation

That the Monthly Financial Reports as at 31 January 2026 as included in Attachment 12.7.1 be received.

Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.

Location

Not applicable.

Consultation

There has been no specific consultation undertaken in respect to this matter.

Strategic Community Plan implications

In accordance with the 2024–2034 Strategic Community Plan:

Key Performance Area: Performance

Outcome: 10. Effective leadership, governance and financial management.

Policy implications

There are no policy implications associated with this report.

Statutory environment

Section 6.4 of the *Local Government Act 1995 (WA)* (the Act) in conjunction with Regulations 34 (1) of the *Local Government (Financial Management) Regulations 1996 (WA)* (the Regulations) requires monthly financial reports to be presented to Council.

Regulation 34(1) requires a monthly Statement of Financial Activity reporting on revenue and expenditure.

Regulation 34(5) determines the mechanism required to ascertain the definition of material variances which are required to be reported to Council as a part of the monthly report.

Background

The Regulations prescribe that a Local Government is to prepare each month a Statement of Financial Activity.

Regulation 34(2) requires the Statement of Financial Activity to be accompanied by documents containing:

1. Explanation for each material variance identified between year to date budgets and actuals

2. Any other supporting information considered relevant by the Local Government.

Regulation 34 (5) states that "Each financial year, a Local Government is to adopt a percentage or value, calculated in accordance with the Australian Accounting Standards, to be used in statements of financial activity for reporting material variances."

This regulation requires Council to annually set a materiality threshold for the purpose of disclosing budget variances within monthly financial reporting.

The materiality threshold has been set by Council at $100,000 for the 2025-26 financial year.

Report

At the June 2025 Ordinary Council Meeting, Council adopted the materiality threshold for the 2025-26 financial year as $100,000. The table below provides a summary of significant variances based on this materiality threshold. The detailed financial activity report is included at Attachment 12.7.1.

Report Section	***Budget YTD***	***Actual YTD***	***Report Comments***
OPERATING ACTIVITIES			
Revenue from operating activities			
Rates	62,868,211	62,742,116	Provision of interim rating schedules by Landgate behind schedule due to implementation of their new valuation system in July 2025.
Fees and charges			
City Facilities & Property	786,736	905,685	Higher usage of Community facilities.
Interest earnings			
Finance	3,867,331	4,601,204	Variance reflects interest amounts earned on amounts not spent as budgeted. Return on investments is as anticipated.
Expenditure from operating activities			
Employee costs			
Finance	(1,465,926)	(1,645,029)	Timing difference as a result of allocation of timecard employees to jobs prior to payroll processing. Amounts will be cleared following end of month.

Report Section	Budget YTD	Actual YTD	Report Comments
Parks, Leisure & Environment	(2,628,291)	(2,430,895)	Salaries are below budget due to vacancies which are currently being recruited by the City.
Materials and contracts			
Governance, Strategy & Risk	(654,526)	(322,554)	Costs arising from the Local Government elections, including engaging the WAEC to undertake the elections, have not yet been received .
Information Technology	(1,890,942)	(2,422,501)	Microsoft licensing invoiced earlier than expected as well as unexpected software subscription price increases.
Works	(5,315,241)	(4,683,791)	Waste invoices for January yet to be received.
Parks, Leisure & Environment	(6,408,761)	(3,837,484)	Variance reflects revised works programming and outstanding invoices yet to be received
Safer Communities	(1,726,841)	(1,561,528)	Cumulative underspend and invoicing lag across all Safer Communities areas over festive/school holiday periods.
Economic & Community Development	(1,486,187)	(1,023,282)	Expenditure associated with several City funded community and economic programs has not yet occurred.
Library, Culture & Place	(1,745,337)	(1,631,920)	Variance relates to projects in progress and outstanding invoices for the Let's Celebrate Christmas event.
INVESTING ACTIVITIES			
Inflows from investing activities			
Non-Operating grants, subsidies and contributions			
City Projects	1,139,575	1,439,576	Grant milestone payment for Peet Park revitalisation lighting upgrades processed earlier than budgeted.
City Facilities & Property	56,529	171,701	Grant payment received in arrears for Middleton Park Lighting works carried out in 24-25.

Report Section	Budget YTD	Actual YTD	Report Comments
Planning Services	29,167	251,448	Received Development Contribution payment for a development within the Springs Special Development Precinct (Development Contribution Area).
Proceeds from disposal of assets			
Outflows from investing activities			
Payments for property, plant and equipment			
Information Technology	(820,000)	(223,911)	Delay in key IT hardware renewal project.
City Facilities & Property	(497,763)	(367,878)	Delivery times on some projects have been impacted by scheduling conflicts and the availability of materials.
Payments for construction of infrastructure			
Works	(2,553,059)	(2,415,747)	Fauntleroy Ave asphalt works delayed to align with Swan Cafe scheduled closure.
City Projects	(7,644,167)	(5,339,897)	Wilson Park Zone 2 was completed under budget, and the remaining funds will be reallocated in the March budget review.
Parks, Leisure & Environment	(2,676,487)	(1,650,553)	Variance reflects revised works programming and outstanding invoices yet to be received

Financial implications

The presentation of these reports to Council ensures compliance with the Act and associated Regulations and also ensures that Council is regularly informed as to the status of its financial position.

Environmental implications

There are no environmental implications associated with this report.

Social implications

There are no social implications associated with this report.

Attachment details

Attachment No and title
1. Monthly Financial Report January 2026 [**12.7.1** - 12 pages]

CITY OF BELMONT

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 31 January 2026

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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CITY OF BELMONT
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2026

	Note	Amended Budget Estimates (a) $	YTD Budget Estimates (b) $	YTD Actual (c) $	Variance* $ (c) - (b) $	Variance* % ((c) - (b))/(b) %	Var.
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates		63,219,787	62,868,211	**62,742,116**	(126,095)	(0.20%)	▼
Grants, subsidies and contributions		2,438,054	754,408	**893,735**	139,327	18.47%	▲
Fees and charges		11,585,080	9,962,685	**10,121,184**	158,499	1.59%	▲
Interest revenue		6,091,426	3,867,332	**4,612,934**	745,602	19.28%	▲
Other revenue		754,365	418,934	**772,032**	353,098	84.28%	▲
Profit on asset disposals		34,012	(25,715)	**4,960**	30,675	119.29%	▲
		84,122,724	**77,845,855**	**79,146,961**	**1,301,106**	1.67%	
Expenditure from operating activities							
Employee costs		(31,456,949)	(18,145,341)	**(18,496,015)**	(350,674)	(1.93%)	▼
Materials and contracts		(39,253,111)	(23,514,723)	**(19,548,244)**	3,966,479	16.87%	▲
Utility charges		(2,558,409)	(1,451,982)	**(1,374,204)**	77,778	5.36%	▲
Depreciation		(12,617,329)	(7,360,108)	**(7,598,502)**	(238,394)	(3.24%)	▼
Finance costs		(488,408)	(246,827)	**(247,459)**	(632)	(0.26%)	▼
Insurance		(896,361)	(896,361)	**(867,528)**	28,833	3.22%	▲
Other expenditure		(1,579,803)	(842,747)	**(830,331)**	12,416	1.47%	▲
Loss on asset disposals		0	0	**(25,757)**	(25,757)	0.00%	
		(88,850,370)	**(52,458,089)**	**(48,988,040)**	**3,470,049**	6.61%	
Non cash amounts excluded from operating activities	2(c)	12,646,636	7,385,823	**7,645,279**	259,456	3.51%	▲
Amount attributable to operating activities		**7,918,990**	**32,773,589**	**37,804,200**	**5,030,611**	15.35%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions		6,582,066	1,739,276	**2,445,529**	706,253	40.61%	▲
Proceeds from disposal of assets		661,489	661,489	**146,628**	(514,861)	(77.83%)	▼
		7,243,555	**2,400,765**	**2,592,157**	**191,392**	7.97%	
Outflows from investing activities							
Acquisition of property, plant and equipment		(5,070,672)	(1,785,212)	**(1,125,056)**	660,156	36.98%	▲
Acquisition of infrastructure		(20,873,136)	(12,792,878)	**(9,284,870)**	3,508,008	27.42%	▲
		(25,943,808)	**(14,578,090)**	**(10,409,926)**	**4,168,164**	28.59%	
Amount attributable to investing activities		**(18,700,253)**	**(12,177,325)**	**(7,817,769)**	**4,359,556**	35.80%	
FINANCING ACTIVITIES							
Inflows from financing activities							
Transfer from reserves		36,475,834	0	**0**	0	0.00%	
		36,475,834	**0**	**0**	**0**	0.00%	
Outflows from financing activities							
Payments for principal portion of lease liabilities		(39,341)	0	**0**	0	0.00%	
Repayment of borrowings		(666,575)	(330,142)	**(330,142)**	0	0.00%	
Transfer to reserves		(25,199,613)	0	**0**	0	0.00%	
		(25,905,529)	**(330,142)**	**(330,142)**	**0**	0.00%	
Amount attributable to financing activities		**10,570,305**	**(330,142)**	**(330,142)**	**0**	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	2(a)	560,958	560,958	**(532,987)**	(1,093,945)	(195.01%)	▼
Amount attributable to operating activities		7,918,990	32,773,589	**37,804,200**	5,030,611	15.35%	▲
Amount attributable to investing activities		(18,700,253)	(12,177,325)	**(7,817,769)**	4,359,556	35.80%	▲
Amount attributable to financing activities		10,570,305	(330,142)	**(330,142)**	0	0.00%	
Surplus or deficit after imposition of general rates		**350,000**	**20,827,080**	**29,123,302**	**8,296,222**	39.83%	▲

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.
▲ Indicates a variance with a positive impact on the financial position.
▼ Indicates a variance with a negative impact on the financial position.
Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying notes.

CITY OF BELMONT
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 JANUARY 2026

	Actual 30 June 2025	Actual as at 31 January 2026
	$	$
CURRENT ASSETS		
Cash and cash equivalents	4,466,071	7,855,764
Trade and other receivables	4,214,595	9,932,633
Other financial assets	85,941,157	96,938,716
Inventories	239,454	260,241
Contract assets	260,661	0
Other assets	3,604,985	3,860,504
TOTAL CURRENT ASSETS	98,726,923	118,847,858
NON-CURRENT ASSETS		
Trade and other receivables	415,855	389,875
Property, plant and equipment	340,667,856	339,238,242
Infrastructure	300,802,125	304,949,809
Right-of-use assets	166,998	166,998
Intangible assets	136,843	98,418
TOTAL NON-CURRENT ASSETS	642,189,677	644,843,342
TOTAL ASSETS	740,916,600	763,691,200
CURRENT LIABILITIES		
Trade and other payables	11,062,651	2,044,505
Contract liabilities	67,053	67,053
Capital grant/contributions liabilities	368,476	0
Other liabilities	1,038,346	1,136,948
Lease liabilities	84,567	84,567
Borrowings	666,573	336,431
Employee related provisions	5,160,838	4,895,471
TOTAL CURRENT LIABILITIES	18,448,504	8,564,975
NON-CURRENT LIABILITIES		
Other liabilities	127,197	127,197
Lease liabilities	52,499	52,499
Borrowings	10,309,794	10,309,794
Employee related provisions	553,045	553,045
TOTAL NON-CURRENT LIABILITIES	11,042,535	11,042,535
TOTAL LIABILITIES	29,491,039	19,607,510
NET ASSETS	**711,425,561**	**744,083,690**
EQUITY		
Retained surplus	181,531,744	214,189,873
Reserve accounts	82,270,250	82,270,250
Revaluation surplus	447,623,567	447,623,567
TOTAL EQUITY	**711,425,561**	**744,083,690**

This statement is to be read in conjunction with the accompanying notes.

CITY OF BELMONT
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2026

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements
Section 6.4(2) of the Local Government Act 1995 read with the *Local Government (Financial Management) Regulations 1996,* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the City to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 January 2026

THE LOCAL GOVERNMENT REPORTING ENTITY
All funds through which the City controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

MATERIAL ACCOUNTING POLICES
Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:
- Fair value measurement of assets carried at reportable value including:
  - Property, plant and equipment
  - Infrastructure
- Impairment losses of non-financial assets
- Estimated useful life of intangible assets
- Measurement of employee benefits
- Estimation uncertainties and judgements made in relation to lease accounting

CITY OF BELMONT
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2026

2 NET CURRENT ASSETS INFORMATION

(a) Net current assets used in the Statement of Financial Activity	Note	Amended Budget Opening 1 July 2025	Actual as at 30 June 2025	Actual as at 31 January 2026
Current assets		$	$	$
Cash and cash equivalents		14,829,264	4,466,071	7,855,764
Trade and other receivables		3,722,485	4,214,595	9,932,633
Other financial assets		52,496,278	85,941,157	96,938,716
Inventories		234,387	239,454	260,241
Contract assets		50,000	260,661	0
Other assets		3,574,704	3,604,985	3,860,504
		74,907,118	98,726,923	118,847,858
Less: current liabilities				
Trade and other payables		(1,919,484)	(11,062,651)	(2,044,505)
Other liabilities		(1,345,261)	(1,038,346)	(1,136,948)
Lease liabilities		(9,948)	(84,567)	(84,567)
Borrowings		(692,211)	(666,573)	(336,431)
Employee related provisions		(4,791,653)	(5,160,838)	(4,895,471)
Other provisions		(744,717)	0	0
		(9,503,274)	(18,012,975)	(8,497,922)
Net current assets		65,403,844	80,713,948	110,349,936
Less: Total adjustments to net current assets	2(b)	(80,964,173)	(81,246,935)	(81,226,634)
Closing funding surplus / (deficit)		**(15,560,329)**	**(532,987)**	**29,123,302**

(b) Current assets and liabilities excluded from budgeted deficiency				
Adjustments to net current assets				
Less: Reserve accounts		(82,270,250)	(82,267,210)	(82,267,210)
Add: Current liabilities not expected to be cleared at the end of the year				
- Current portion of lease liabilities		9,948	84,567	84,567
- Current portion of borrowings		692,211	666,573	336,431
- Current portion of employee benefit provisions held in reserve		603,918	269,135	619,578
Total adjustments to net current assets	2(a)	**(80,964,173)**	**(81,246,935)**	**(81,226,634)**

(c) Non-cash amounts excluded from operating activities	Amended Budget Estimates 30 June 2026	YTD Budget Estimates 31 January 2026	YTD Actual 31 January 2026
	$	$	$
Adjustments to operating activities			
Less: Profit on asset disposals	(34,012)	25,715	(4,960)
Add: Loss on asset disposals	0	0	25,757
Add: Depreciation	12,617,329	7,360,108	7,598,502
Non-cash movements in non-current assets and liabilities:			
- Pensioner deferred rates	0	0	25,980
- Employee provisions	63,319	0	0
Total non-cash amounts excluded from operating activities	**12,646,636**	**7,385,823**	**7,645,279**

CURRENT AND NON-CURRENT CLASSIFICATION
In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the local governments' operational cycle.

CITY OF BELMONT
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2026

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.

The material variance adopted by Council for the 2025-26 year is $100,000 .

Description	Var. $	Var. %	
	$	%	
Revenue from operating activities			
General rates	**(126,095)**	**(0.20%)**	▼
Provision of interim rating schedules by Landgate behind schedule due to implementation of new valuation system in July 2025.- $126,095		Timing	
Fees and charges	**158,499**	**1.70%**	▲
City Facilities & Property-Higher useage of Community facilities .- (118,949)		Timing	
Interest revenue	**745,602**	**19.28%**	▲
Finance - Variance reflects interest amounts earned on amounts not spent as budgeted. Return on investments is as anticipated. - ($733,873)		Timing	
Expenditure from operating activities			
Employee costs	**(350,674)**	**(1.93%)**	▼
Salaries are below budget due to vacancies which are currently being recruited by the City - $197,396		Permanent	
Finance - Timing difference as a result of allocation of timecard employees to jobs prior to payroll processing. Amounts will be cleared following end of month. - ($179,102)		Timing	
Materials and contracts	**3,966,479**	**16.87%**	▲
Governance, Strategy & Risk - Costs arising from the Local Government Elections, including engaging the WAEC to undertake the election, have not yet been incurred- $331,972		Timing	
Information Technology - Microsoft licensing invoiced earlier than expected as well as unexpected software subscription price increases. - ($531,559)		Timing	
Works - Waste invoices for January are yet to be received. - $631,450		Timing	
Parks, Leisure & Environment - Variance reflects delays in seasonal projects due to weather conditions- $2,571,277		Timing	
Economic & Community Development - Expenditure associated with several City funded community and economic programs has not yet occurred - $462,905		Timing	
Library, Culture & Place - Variance relates to projects in progress and outstanding invoices for the Let's Celebrate Christmas event.- $113,417		Timing	
Safer Communities - Cumulative underspend and invoicing lag across all Safer Communities areas over festive/school holiday periods. $165,313		Timing	
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	**706,253**	**40.61%**	▲
City Projects - Grant milestone payment for Peet Park Revitalisation Lighting Upgrades processed earlier than budgeted. - $300,001		Timing	
City Facilities & Property - Grant payment received in arrears for Middleton Park lighting works carried out in 24/25 - $115,172		Timing	
Planning Services -Received Development Contribution payment for a development within the Springs Special Development Precinct (Development Contribution Area).- $222,281		Timing	
Acquisition of property, plant and equipment	**660,156**	**36.98%**	▲
Information Technology -Delay in key IT hardware renewal project. - $596,089		Timing	
City Facilities & Property - Delivery times on some projects have been impacted by scheduling conflicts and the availability of materials. - $129,885		Timing	
Acquisition of infrastructure	**3,508,008**	**27.42%**	▲
Works - Fauntleroy Ave asphalt works delayed to align with Swan Cafe' scheduled closure. January projects are in progress and awaiting for suplier invoices. - $137,312		Timing	
City Projects - Wilson Park Zone 2 was completed under budget, and the remaining funds will be reallocated in the March budget review. - $2,304,269		Timing	
Parks, Leisure & Environment -This reflects delays in seasonal projects due to weather conditions - $1,025,934		Timing	

CITY OF BELMONT

SUPPLEMENTARY INFORMATION

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BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

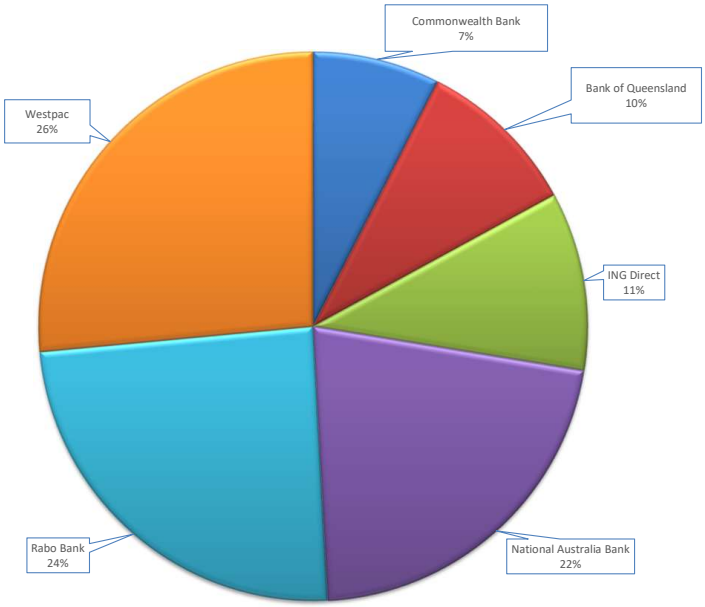
CITY OF BELMONT
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026

1 CASH AND FINANCIAL ASSETS

BY INVESTMENT HOLDINGS	Municipal $	Reserve $	Trust-Reserve $	Total $	Total %
Municipal Account	132,707	-	-	132,707	0%
On-Call Account	7,718,007	-	-	7,718,007	7%
Term Deposits	17,000,000	79,739,667	(0)	96,739,667	92%
	24,850,714	79,739,667	(0)	104,590,381	100.00%

BY INSTITUTION	Rating	Municipal $	Reserve $	Trust-Reserve $	Total $	Total %	Policy Max %
Commonwealth Bank		7,850,714	-	-	7,850,714	8%	40%
Bank of Queensland		-	10,000,000	-	10,000,000	10%	30%
ING Direct		-	10,999,808	-	10,999,808	11%	30%
National Australia Bank		6,000,000	16,557,050	-	22,557,050	22%	40%
Rabo Bank		11,000,000	14,482,366	-	25,482,366	24%	30%
Westpac		-	27,700,443	-	27,700,443	26%	40%
		24,850,714	79,739,667	-	104,590,381	100.00%	

Investment Institutions



BY CREDIT RATINGS

Rating	Municipal $	Reserve $	Trust Reserve $	Total $	Total %	Policy Max %
AAA	-	-	-	-	0%	100%
AA	13,850,714	44,257,493	-	58,108,207	56%	100%
A	11,000,000	35,482,174	-	46,482,174	44%	80%
BBB / NR	-	-	-	-	0%	60%
	24,850,714	79,739,667	-	104,590,381	100.00%	

CITY OF BELMONT
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026

2 RESERVE ACCOUNTS

	Budget				Actual			
Reserve account name	**Opening Balance**	**Transfers In (+)**	**Transfers Out (-)**	**Closing Balance**	**Opening Balance**	**Transfers In (+)**	**Transfers Out (-)**	**Closing Balance**
	$	**$**	**$**	**$**	**$**	**$**	**$**	**$**
Reserve accounts restricted by legislation								
Other provisions [describe]	70,632	4,511	0	75,143	67,592	0	0	67,592
Reserve accounts restricted by Council								
Administration building Reserve	269,135	17,187	(286,322)	0	269,135	0	0	269,135
Aged Accommodation Reserve	1,049,911	67,435	0	1,117,346	1,049,911	0	0	1,049,911
Aged Community Care Reserve	249,649	15,943	0	265,592	249,649	0	0	249,649
Aged persons housing Reserve	315,479	16,344	0	331,823	315,479	0	0	315,479
Aged Services Reserve	1,156,701	77,555	0	1,234,256	1,156,701	0	0	1,156,701
Ascot Waters Marina Maintenance & Restoration	1,155,801	73,811	(50,000)	1,179,612	1,155,801	0	0	1,155,801
Belmont District Band Reserve	53,561	3,420	(56,981)	0	53,561	0	0	53,561
Belmont Oasis Refurbishment Reserve	12,279,947	301,458	(243,163)	12,338,242	12,279,947	0	0	12,279,947
Belmont Trust Reserve	1,686,073	112,196	(222,324)	1,575,945	1,686,073	0	0	1,686,073
Building Reserve	9,764,967	374,132	(403,471)	9,735,628	9,764,967	0	0	9,764,967
Capital Projects Reserve	5,195,085	5,250,000	(1,580,828)	8,864,257	5,195,085	0	0	5,195,085
Carry Forward Projects Reserve	1,362,715	0	(1,097,493)	265,222	1,362,715	0	0	1,362,715
District valuation Reserve	119,745	1,580	(121,325)	0	119,745	0	0	119,745
Election expenses Reserve	83,879	567	(84,446)	0	83,879	0	0	83,879
Employee Entitlements Reserve	0	3,267,756	(162,678)	3,105,078	0			0
Environment Reserve	969,567	61,918	(808,095)	223,390	969,567	0	0	969,567
Faulkner Park Retirement Village Buy Back Reserve	3,036,050	171,380	0	3,207,430	3,036,050	0	0	3,036,050
Faulkner Park Retirement Village Owners Maintenance Reserve	562,135	35,042	(200,000)	397,177	562,135	0	0	562,135
History Reserve	189,628	12,110	(201,738)	0	189,628	0	0	189,628
Information Technology Reserve	1,574,755	100,566	(70,000)	1,605,321	1,574,755	0	0	1,574,755
Infrastructure Reserve	0	1,176,781		1,176,781	0			0
Insurance Reserve	1,481,646	94,620	0	1,576,266	1,481,646	0	0	1,481,646
Land Acquisition Reserve	11,535,626	0	(11,535,626)	0	11,535,626	0	0	11,535,626
Long Service Leave Reserve - Salaries	1,970,332	0	(1,970,332)	0	1,970,332	0	0	1,970,332
Long Service Leave Reserve - Wages	319,943	0	(319,943)	0	319,943	0	0	319,943
Miscellaneous Entitlements Reserve	760,227	0	(760,227)	0	760,227	0	0	760,227
Plant replacement Reserve	1,820,649	110,123	(1,368,476)	562,296	1,820,649	0	0	1,820,649
Property development Reserve	15,218,474	13,445,007	(13,524,656)	15,138,825	15,218,474	0	0	15,218,474
Public Art Reserve	435,650	27,859	(24,000)	439,509	435,650	0	0	435,650
Ruth Faulkner library Reserve	52,366	3,344	(55,710)	0	52,366	0	0	52,366
Urban Forest Strategy Management Reserve	1,132,489	0	(1,132,489)	0	1,132,489	0	0	1,132,489
Waste Management Reserve	6,397,433	320,873	(195,511)	6,522,795	6,397,433	0	0	6,397,433
Underground Power Reserve	0	56,095	0	56,095	0			0
	82,270,250	**25,199,613**	**(36,475,834)**	**70,994,029**	**82,267,210**	**0**	**0**	**82,267,210**

CITY OF BELMONT
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026

INVESTING ACTIVITIES

3 CAPITAL ACQUISITIONS

Capital acquisitions	Amended Budget	YTD Budget	YTD Actual	YTD Variance
	$	$	$	$
Buildings	2,032,196	553,596	466,281	(87,315)
Furniture and equipment	1,620,000	940,000	351,818	(588,182)
Plant and equipment	1,368,476	269,394	306,957	37,563
Other property, plant and equipment	50,000	22,222	0	(22,222)
Acquisition of property, plant and equipment	**5,070,672**	**1,785,212**	**1,125,056**	**(660,156)**
Infrastructure - roads	4,704,029	2,017,230	1,893,124	(124,106)
Infrastructure - Reserve Improvements	15,110,668	10,239,820	6,869,097	(3,370,723)
Infrastructure - Footpath Network	718,865	451,661	339,904	(111,757)
Infrastructure - Drainage Network	339,574	84,167	182,745	98,578
Acquisition of infrastructure	**20,873,136**	**12,792,878**	**9,284,870**	**(3,508,008)**
Total capital acquisitions	**25,943,808**	**14,578,090**	**10,409,926**	**(4,168,164)**
Capital Acquisitions Funded By:				
Capital grants and contributions	6,582,066	1,739,276	0	(1,739,276)
Other (disposals & C/Fwd)	661,489	661,489	146,628	(514,861)
Reserve accounts				
Administration building Reserve	286,322	0	0	0
Ascot Waters Marina Maintenance & Restoration	50,000	0	0	0
Belmont District Band Reserve	56,981	0	0	0
Belmont Oasis Refurbishment Reserve	243,163	0	0	0
Belmont Trust Reserve	222,324	0	0	0
Building Reserve	403,471	0	0	0
Capital Projects Reserve	1,580,828	0	0	0
Carry Forward Projects Reserve	1,097,493	0	0	0
District valuation Reserve	121,325	0	0	0
Election expenses Reserve	84,446	0	0	0
Environment Reserve	808,095	0	0	0
Employee Entitlements Reserve	162,678	0	0	0
Faulkner Park Retirement Village Owners Maintenance Re	200,000	0	0	0
History Reserve	201,738	0	0	0
Information Technology Reserve	70,000	0	0	0
Land Acquisition Reserve	11,535,626	0	0	0
Long Service Leave Reserve - Salaries	1,970,332	0	0	0
Long Service Leave Reserve - Wages	319,943	0	0	0
Miscellaneous Entitlements Reserve	760,227	0	0	0
Plant replacement Reserve	1,368,476	0	0	0
Property development Reserve	13,524,656	0	0	0
Public Art Reserve	24,000	0	0	0
Ruth Faulkner library Reserve	55,710	0	0	0
Urban Forest Strategy Management Reserve	1,132,489	0	0	0
Waste Management Reserve	195,511	0	0	0
Contribution - operations	18,413,931	12,177,325	10,263,298	(1,914,027)
Capital funding total	**62,133,320**	**14,578,090**	**10,409,926**	**(4,168,164)**

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under $5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5).* These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the City's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2).* Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2),* the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

CITY OF BELMONT
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026

INVESTING ACTIVITIES

3 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total
Level of completion indicators

0%
20%
40%
60%
80%
100%
Over 100%

Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Account Description	Amended Budget	YTD Budget	YTD Actual	Variance (Under)/Over
City Projects	9,166,347	7,644,166	5,339,900	2,304,266
Parks and Environment	6,142,484	2,676,487	1,650,551	1,025,936
Buildings and facilities	1,834,033	472,763	344,927	127,836
Infrastructure Capital Works	5,762,468	2,553,058	2,415,773	137,285
Furniture and equipment	1,620,000	940,000	351,818	588,182
Plant and equipment	1,368,476	269,394	306,957	(37,563)
Other	50,000	22,222	0	22,222
	25,943,808	**14,578,090**	**10,409,926**	**4,168,164**

CITY OF BELMONT
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026

4 BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
			$	$	$	$
Budget adoption						350,000
October Budget Review	October OCM#12.3	Opening surplus(deficit)	0	0	(5,473,434)	(5,123,434)
October Budget Review	October OCM#12.3	Operating revenue	0	0	(244,623)	(5,368,057)
October Budget Review	October OCM#12.3	Operating expenses	0	0	(298,567)	(5,666,624)
October Budget Review	October OCM#12.3	Capital grants	0	0	(459,285)	(6,125,909)
October Budget Review	October OCM#12.3	Capital expenses	0	0	(2,106,212)	(8,232,121)
October Budget Review	October OCM#12.3	Non cash item	0	0	8,582,121	350,000
			0	**0**	**0**	**350,000**

Cr Sessions disclosed at Item 3 of the Agenda "Disclosure of Interest" an Impartiality Interest in the following item in accordance with Regulation 22 of the *Local Government (Model Code of Conduct) Regulations 2021 (WA)*.

12.8 Annual Electors' Meeting Minutes - 15 December 2025

Voting Requirement	:	Simple Majority
Subject Index	:	156/006 Annual Electors' Meeting
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

Council role

Executive The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Purpose of report

For Council to consider the outcomes and confirm the Minutes of the Annual Electors' Meeting held on Monday 15 December 2025 (refer Attachment 12.8.1).

Summary and key issues

In accordance with Section 5.33 of the *Local Government Act 1995 (WA)* (the Act), Council is to consider decisions made at the Annual Electors' Meeting held on Monday 15 December 2025 and record the reason for any decision made at the electors' meeting in the Council Meeting minutes.

Note: Cr Kulczycki put forward the following Alternative Motion.

Alternative Councillor Motion

Kulczycki moved, Sessions seconded

That Council:

1. Note the decision to receive the City of Belmont 2024-25 Annual Report.
2. Note that consideration has been given to motions 6, 7, 9, 10, 12, 13, 14, 15, 16, 17, 18 and 19 carried during General Business at the Annual Electors' Meeting held on Monday 15 December 2025 and endorse the actions as noted in the officer comments.
3. Notes the officer comments concerning the motions that failed for want of a seconder during General Business at the Annual Electors' Meeting held on Monday 15 December 2025.
4. Responds to motion 20 and formalise its position to not support the State Government's proposed motorsport street circuit (Perth Entertainment and Sporting Precinct, "Perth Park") at Burswood Park.
5. In formalising its position at part 4, directs the Chief Executive Officer to:
   a) Write to the Premier of Western Australia and the relevant Minister(s) responsible for this project, formally advising them of the City of Belmont's opposition to the Burswood Park motorsport street circuit and the reasons outlined below, and calling on the State Government to abandon the proposal.
   b) Write to the local State Member for Belmont, Ms Cassie Rowe MLA, to inform her of Council's position and to request that she advocate on behalf of the Belmont community for the cancellation of the Burswood Park racetrack project.
6. Confirm the Minutes of the Annual Electors' Meeting held on Monday 15 December 2025 (refer Attachment 12.8.1) as a true and accurate record.

Lost 3 votes to 4

For: Harris, Kulczycki and Sessions

Against: Marks, Rossi, Ryan and Sekulla

Reasons

- Council takes governance seriously and endorses management's response to motions put forward, including those that failed, concerning meeting procedures.

- The proposed Burswood Park racetrack is incompatible with responsible environmental management, community wellbeing and sound economic planning.
- The City of Belmont joins neighbouring councils in opposing this development and advocating for the preservation of Burswood Park as vital public open space, noting the following concerns:
  - <u>Environmental impacts</u>
    - The proposal will negatively affect the natural environment, including the Swan.
    - River foreshore and wetlands, through loss of regional public open space, destruction of tree canopy and wildlife habitat, and increased pollution, including carbon emissions.
    - Burswood Park was formerly Perth's principal rubbish disposal site and has been extensively remediated since 1986 to become public parkland.
    - Establishing a racetrack and associated infrastructure would disturb this once-contaminated site, risking exposure of buried contaminants such as asbestos, and reverse decades of environmental rehabilitation.
    - Burswood Park contains constructed lakes that provide important habitat for birds, turtles, and aquatic species. Available information suggests some lakes would be drained and infilled to construct the racetrack, permanently removing functioning wetland habitat. These lakes support Black Swan breeding, with regular nesting and cygnet rearing observed seasonally in Burswood Park and across Perth's freshwater wetlands.
  - <u>Community impacts</u>
    - The project will have significant adverse impacts on surrounding communities, including residents of the City of Belmont.
    - Anticipated impacts include excessive noise and odour, severe traffic congestion on major roads such as Great Eastern Highway through Belmont and local streets, and loss of amenity and quiet enjoyment for nearby suburbs including Rivervale and Kewdale.
    - The proximity of the proposed racetrack to residential areas means event noise would exceed acceptable levels for homes and schools.
  - <u>Questionable economic justification</u>
    - Available information raises serious questions regarding the project's viability. The business case includes broad disclaimers about the reliability of its projections, and no evidence has been provided that

existing motorsport venues in Perth, such as Wanneroo Raceway or Kwinana Motorplex, could not be upgraded to meet motorsport needs.

- In the absence of a transparent, evidence-based justification, Council is not convinced the significant costs and impacts are warranted or represent value for the community.
- Estimated project costs could be redeployed and invested in community infrastructure that provides daily benefit to the community instead of a biased benefit to a single industry.

- Lack of consultation
  - There has been limited meaningful consultation with the City of Belmont, its residents, or other affected communities prior to the project's announcement. The State Government's commitment to the Burswood racetrack was made without input from neighbouring local governments or impacted communities.
  - This lack of engagement is inconsistent with good planning practice and community participation principles.

Officer Recommendation

Marks moved, Sekulla seconded

That Council:

1. Note the decision to receive the City of Belmont 2024-25 Annual Report.
2. Note that consideration has been given to all motions carried during General Business at the Annual Electors' Meeting held on Monday 15 December 2025 and endorse the actions as noted in the officer comments.
3. Confirm the Minutes of the Annual Electors' Meeting held on Monday 15 December 2025 (refer Attachment 12.8.1) as a true and accurate record.

Carried Unanimously 7 votes to 0

For: Harris, Kulczycki, Marks, Rossi, Ryan, Sekulla and Sessions

Against: Nil

Location

Not applicable.

Consultation

There has been no specific consultation undertaken in respect to this matter.

Strategic Community Plan implications

In accordance with the 2024–2034 Strategic Community Plan:

Key Performance Area: Performance

Outcome: 10. Effective leadership, governance and financial management.

Outcome: 11. A happy, well informed and engaged community.

Policy implications

There are no policy implications associated with this report.

Statutory environment

Section 5.27 of the Act requires that a general meeting of electors be held once every financial year. The meeting is to occur not more than 56 days after the local government accepts the Annual Report.

5.27 Electors' general meetings

(1) A general meeting of the electors of a district is to be held once every financial year.

(2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.

(3) The matters to be discussed at general electors' meetings are to be those prescribed.

The City of Belmont 2024-2025 Annual Report was formally adopted at the 25 November 2025 Ordinary Council Meeting.

Section 5.32 of the Act requires that the minutes of the electors' general meeting be kept and made available for public inspection before the Council Meeting at which decisions made at the electors' meeting are first considered.

Section 5.33 of the Act requires all decisions made at electors' meetings be considered at the next available ordinary council meeting, or, if not possible, at a special council meeting called for that purpose, whichever happens first. The reasons for a decision made at a council meeting in response to a decision made at an electors' meeting are to be recorded in the minutes of the council meeting.

Regulation 15 of the *Local Government (Administration) Regulations 1996 (WA)* outlines the matters to be discussed at the electors' general meeting.

15. Matters to be discussed at general meeting (Act s5.27(3))

For the purposes of section 5.27(3), the matters to be discussed at a general electors' meeting are, firstly, the contents of the annual report for the previous financial year and then any other general business.

Background

The Annual Electors' Meeting was held on Monday 15 December 2025 at the City of Belmont Civic Centre, 215 Wright Street, Cloverdale.

Report

Public notice of the Annual Electors' Meeting was placed in the Perth Now newspaper on 4 December 2025, placed on the notice board in the City of Belmont Civic Centre, the e-Community Board in the Ruth Faulkner Library, the City of Belmont website and advertised through social media. The Annual Electors' Meeting was also included in the 2025 meeting schedule list published on the website in December 2024 and published in the Perth Now newspaper on 16 January 2025.

There were 9 electors and 1 member of the public in attendance.

Electors:

- Mr A Artan
- Ms N Brown
- Mr M Cardozo
- Ms J Gee
- Mr P Hitt
- Mr S Maher
- Mr M Phelan
- Mr T Teasdale
- Mr B Von Konsky

Members of the Public (Non-Elector):

- Ms L Hollands

Receiving the Annual Report

The following decision was made at the Annual Electors' Meeting held on Monday, 15 December 2025:

'That the City of Belmont Annual Report 2024-25 be received.'

Questions

The following question from Mr Teasdale was taken on notice at the 15 December 2025 Annual Electors' Meeting. Mr Teasdale was provided with a response on 18 December 2025 by email.

1. $1M was allocated for developing Aitkens Swamp by the Public Open Space committee years ago; where are these funds now?

Response

A review of the annual financial statements back to 2005-2006 cannot identify any funds in a financial reserve for Aitkens Swamp, noting the property is owned by the Water Corporation of Western Australia.

Motions – General Business

Under general business, the following motions were put forward and supported by the Annual Electors' Meeting and are now to be considered by Council.

Please note that motions 1, 2, 3, 4, 5, 8 and 11 tabled in the Agenda of the meeting failed for want of a seconder.

Motion 6

Mr M Cardozo moved, Mr M Phelan seconded

That Council direct the CEO to produce full Minutes of each Agenda Briefing Forum that accurately reflect all proceedings, consistent with the obligations of the State Records Act 2000.

Carried 2 votes to 1

Officer Comment

The City complies with the requirements of the *Local Government Act 1995 (WA)* and the associated regulations. The Council has stated that if a person making a submission or deputation provides their submission or deputation in writing prior to the meeting, the submission and deputation will be included in the matrix notes.

Motion 7

Mr M Cardozo moved, Mr A Artan seconded

That Council direct the CEO to remove the "directly affected" requirement from the Rules for Public Submission Time at Agenda Briefing Forums, as the term is undefined and unsupported by any legislation governing public meetings.

Carried 4 votes to 1

Officer Comment

The City of Belmont *Standing Orders Local Law 2017* cannot be amended in the way Motion 7 directs and if the CEO did so he would be acting unlawfully. The amendment process to local laws is well-established. With the State Government to soon publish a set of uniform standing orders for all local governments in Western Australia, Councils will not be able to complete the lengthy process prior to the introduction of the State Governments uniform standing orders.

Motion 9

Mr M Cardozo moved, Mr M Phelan seconded

That Council direct the CEO to publish the complete audio recording of this Annual Electors' Meeting, and of all future Annual Electors' Meetings, noting that previous Annual Electors' Meeting minutes contained only motion headings and omitted all elector contributions despite no confidential items being present.

Carried 4 votes to 1

Officer Comment

The audio recording is for minute purposes only. The City complies with the requirements of the *Local Government Act 1995 (WA)* and the associated regulations.

Motion 10

Mr M Cardozo moved, Mr M Phelan seconded

That Council direct the CEO to publish the complete audio recordings of past Annual Electors' Meetings, including the 3 February 2025 Annual Electors' Meeting, noting that no confidential items were discussed.

Carried 5 votes to 0

Officer Comment

The audio recording is for minute purposes only.

Motion 12

Mr M Cardozo moved, Mr A Artan seconded

That Council direct the CEO to publish the Matrix of each Agenda Briefing Forum as soon as it is finalised, rather than waiting until the Friday before the next Ordinary Council Meeting.

Carried 4 votes to 0

Officer Comment

The Matrix is published as soon as practicable.

Motion 13

Mr M Cardozo moved, Mr A Artan seconded

That Council direct the CEO to provide electors with access to Agenda Briefing Forum and Annual Electors' Meeting audio upon request where no valid exemption applies, recognising these are public meetings.

Carried 5 votes to 0

Officer Comment

Refer to the response to Motion 10 above.

Motion 14

Mr M Cardozo moved, Mr A Artan seconded

That Council direct the CEO to benchmark the City of Belmont's livestreaming of Agenda Briefing Forums against all adjoining local governments, and to identify the WALGA band classification of each local government included in the benchmarking, noting that several neighbouring lower-band local governments livestream their Agenda Briefing Forums.

Carried 5 votes to 0

Officer Comment

This information has been provided to Mr Cardozo and recorded in the minutes of the August 2025 Ordinary Council Meeting at 5.1.2.

Motion 15

Mr M Cardozo moved, Mr A Artan seconded

That Council direct the CEO to publish all public questions and all answers in full for Ordinary Council Meetings, Agenda Briefing Forums, and Annual Electors' Meetings, rather than summarised versions.

Carried 5 votes to 0

Officer Comment

The City complies with the requirements of the *Local Government Act 1995 (WA)* and the associated regulations.

Motion 16

Mr M Cardozo moved, Mr A Artan seconded

That Council direct the CEO to ensure that the Minutes of the Annual Electors' Meeting record a short summary of each elector's explanation of their motion and any statements made for or against it, noting that previous Annual Electors' Meeting minutes omitted such contributions despite electors speaking for several minutes on each motion.

Carried 5 votes to 0

Officer Comment

Refer to the response to Motion 15 above.

Motion 17

Mr M Cardozo moved, Mr A Artan seconded

That Council direct the CEO to ensure that no part of the livestream, audio or visual recording, transcript or written minutes of any public meeting is altered, redacted, withheld or removed after the meeting has concluded unless:

(a) Council has first resolved, in accordance with section 5.23 of the Local Government Act 1995 and the City's livestreaming policy, that the relevant portion of the meeting is to be treated as confidential; and

(b) the nature and extent of any alteration, redaction, withholding or removal, and the statutory basis for it, is clearly disclosed in the minutes of the meeting and in any publicly available recording.

Carried 4 votes to 0

Officer Comment

The motion is ultra vires the *Local Government Act 1995 (WA)*. Council cannot enforce what the CEO would advise is inconsistent with the requirements of the Act.

The City's position has been endorsed by the Department of Local Government.

Motion 18

Mr M Cardozo moved, Mr A Artan seconded

That Council direct the CEO to ensure that whenever any part of the audio, visual, transcript or written record of a public meeting is altered, redacted, withheld or removed for any reason, the CEO must publish a written notice identifying:

(a) the date and type of meeting;

(b) the nature of the alteration;

(c) the statutory basis relied upon; and

(d) the Council resolution authorising the alteration;

and that this notice be included in the agenda of the next Ordinary Council Meeting for transparency and confirmation.

Carried 5 votes to 0

Officer Comment

Refer to the response to Motion 17 above.

Motion 19

Mr M Cardozo moved, Mr A Artan seconded

That Council direct the CEO to ensure that no change, removal or reclassification of Agenda Briefing Forums, Ordinary Council Meetings or Special Council Meetings within the City's Information Statement may occur unless Council has formally resolved such a change at a public meeting, the nature and statutory basis of the change is clearly detailed in the agenda and minutes of the meeting at which the decision is made, and the amended Information Statement is republished with a clear notation identifying the Council decision authorising the amendment.

Carried 3 votes to 1

Officer Comment

Ordinary Council Meetings, Special Council Meetings and Electors' Meetings are meetings governed by the *Local Government Act 1995 (WA)* (the Act) and the City complies with the Act in holding and administering such meetings.

Agenda Briefing Forums are not meetings governed by the Act but provided by the City to assist Council with upcoming council meeting agenda items. The City applies the *Standing Orders Local Law 2017* to Agenda Briefing Forums in relation to the requesting and making of submissions and deputations.

Motion 20

Mr M Phelan moved, Mr M Cardozo seconded

I would like to put forward a motion in relation to the proposed change to Burswood Park in order to build a supercar raceway there to which I would ask my Council to oppose. My reasons are as follows:

1. Damage to beautiful parkland

2. Poor use of our tax dollar, as there is already a raceway at Wanneroo

3. Extra traffic and inconvenience locally to an already overloaded road system.

Carried 4 votes to 2

Officer Comment

As the proposal is outside the City of Belmont's municipal boundary and noting the limited direct implications for the City at this stage, the City does not intend to make a submission or adopt a formal position on the matter. Residents who wish to express a view are able to make submissions or representations directly to the State Government through any consultation processes that may be undertaken.

The following motions failed for want of a seconder.

Motion 1

That Council direct the CEO to livestream all Agenda Briefing Forums as they are classified as public meetings under the City's information Statement, ensuring parity with Ordinary Council Meetings and Special Council Meetings.

Motion 2

That Council direct the CEO to publish the complete video and audio recording of each Agenda Briefing Forum on the City's website within seven days of the meeting.

Motion 3

That Council direct the CEO to publish the complete audio recording of all Agenda Briefing Forums held in 2025, noting that the City records each ABF continuously from start to finish.

Motion 4

That Council direct the CEO to release Agenda Briefing Forum audio when requested under the Freedom of Information Act unless a valid exemption demonstrably applies to the specific portion withheld.

Motion 5

That Council direct the CEO to ensure that the public record of each Agenda Briefing Forum includes all community submissions, elected member questions, officer responses, and follow-ups, instead of the current brief Matrix summaries.

Motion 8

That Council direct the CEO to ensure that when a request to make a submission at an Agenda Briefing Forum is refused, both the Presiding Member's reason and the resident's explanation are recorded in the Minutes.

Motion 11

That Council direct the CEO to ensure that the Minutes of the Annual Electors' Meeting include all public statements, explanations, and discussions relevant to each motion to comply with the State Records Act.

Financial implications

There are no financial implications evident at this time.

Environmental implications

There are no environmental implications associated with this report.

Social implications

There are no social implications associated with this report.

Attachment details

Attachment No and title
1. Annual Electors Meeting 15 December 2025 Minutes [**12.8.1** - 33 pages]

Annual Electors' Meeting

Minutes

Monday 15 December 2025

City of Belmont

CITY OF BELMONT

Annual Electors' Meeting

Minutes

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Monday 15 December 2025

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Attachments Index

Attachment 6.1.1 – Item 6.1 refers

Tabled Attachment Index

Attachment 6.20.1 - Item 6.20 refers

Alternative Formats

This document is available on the City of Belmont website and can be requested in alternative formats including electronic format by email, in hardcopy both in large and standard print and in other formats as requested. For further information please contact the Community Development team on (08) 9477 7219. For language assistance please contact TIS (Translating and Interpreting Service) on 131 450.

Minutes from the Annual Electors' Meeting held in the Function Room, City of Belmont Civic Centre, 215 Wright Street, Cloverdale on Monday 15 December 2025 commencing at 6:30pm.

Minutes

Present

Mayor R Rossi, JP (Presiding Member)	Mayor
Cr D Sessions (Deputy Mayor) *(by electronic means)*	West Ward
Cr J Harris	Central Ward

In attendance

Mr J Christie	Chief Executive Officer
Mr S Downing	Director Corporate and Governance
Mr W Loh	Director Development and Communities
Ms M Murphy	Director Infrastructure Services
Ms E Nicholls	Coordinator Governance
Ms S Bell	Senior Governance Officer

Electors

Mr A Artan
Ms N Brown
Mr M Cardozo
Ms J Gee
Mr P Hitt
Mr S Maher
Mr M Phelan
Mr T Teasdale
Mr B Von Konsky

Members of the Public (Non-Elector)

Ms L Hollands

1 Welcome

6:30pm The Presiding Member welcomed all those in attendance and declared the meeting open.

The Presiding Member read aloud the Acknowledgement of Country.

Acknowledgement of Country
Before I begin, I would like to acknowledge the Whadjuk Noongar people as the Traditional Owners of this land and pay my respects to Elders past, present and emerging. I further acknowledge their cultural heritage, beliefs, connection and relationship with this land which continues today.

6:32pm In accordance with Section 17.2 of the City of Belmont *Standing Orders Local Law 2017*, the Presiding Member informed the meeting, that should any person in attendance wish to participate in the discussions, who is not an elector or a ratepayer, an elector can move a motion in order for this to occur.

Ms L Hollands indicated that they would like the opportunity to participate in the discussion.

Hitt moved, Gee seconded

That in accordance with Section 17.2 of the *Standing Orders Local Law 2017*, Ms L Hollands who is not an electors or ratepayer, be permitted to participate in the discussion.

Carried 7 votes to 0

2 Apologies and leave of absence

Cr G Sekulla (apology)	Central Ward
Cr P Marks (apology)	East Ward
Cr B Ryan (apology)	East Ward
Cr Abedin (apology)	South Ward
Cr J Davis (apology)	South Ward
Cr C Kulczycki (apology)	West Ward

3 Report of the Mayor

The Report of the Mayor is contained in the 2024-25 Annual Report. The Mayor asked if there were any questions on the report.

Mr P Hitt asked the following question:

1. It states in your report that you are here to listen to the ratepayers and to respond to their requests. Many ratepayers may not be able to attend this evening, so why isn't this Annual Electors' Meeting livestreamed?

Response

The Mayor stated that Council has not decided to livestream Annual Electors' Meetings at this stage. The Mayor stated that he attends every event, talks to residents, puts out flyers, does meet and greets and does everything possible to go out and hear peoples requests.

Ms L Hollands asked the following questions:

1. It states in the Mayor's report that you know what the community expects and that you are welcoming, however you will not allow the public to speak at ABFs on the basis that we are not 'directly affected' by an item. At the 9 December 2025 ABF, the meeting was closed for 10 minutes whilst Council deliberated on whether to allow Mr Cardozo to present a deputation, which Council voted not to hear. How is that being welcoming when both my deputation, and Mr Cardozo's deputation would have been finished in those same 10 minutes?

Response

The Mayor explained that Council is enforcing the requirement to be directly affected, and this will continue until the new standardised meeting procedures take effect.

2. I would like you to define how you think you are welcoming and listening. When we write to the City from the Belmont Resident and Ratepayers Action Group, often it is responded to by the Chief Executive Officer, not the Mayor who we vote in to Council. I'd like to know if you think that is leadership.

Response

The Mayor explained that, even on the Saturday before the AEM, he attended an event where many people approached him to talk about the City of Belmont, and he spoke with them in detail. He emphasised that he does not need to be lectured about community engagement.

3. How are you listening to the residents?

Response

The Mayor stated that he listens, and engages with residents at events in various other ways.

4. You are not engaging with us when we attend the meetings? We put in time to come to the meetings, and how is it that you are not prepared to listen?

Response

The Mayor stated that the matter is not to be debated further, and that he is applying 'directly affected' in accordance with the Standing Orders until the new standardised meeting procedures start.

The Chief Executive Officer stated that the Standing Orders governs Council Meetings and Agenda Briefing Forums, and procedures in the Chamber. If you are not 'directly affected' then you are not entitled to speak for or against by a submission or deputation. The Mayor is applying the Standing Orders appropriately in the Chamber. To claim that submissions and deputations are the only avenue for listening to ratepayers is wrong.

5. When Cr Marks was the Mayor, he would allow us to speak on Council Policies. The Standing Orders have not changed since 2017, so why are you applying the Standing Orders differently?

Response

The Mayor stated that he believes he is applying 'directly affected' correctly to his judgement.

6. So, in other words Mayor Marks did not apply 'directly affected' correctly?

Response

The Mayor stated that Ms Hollands is not to twist words to infer this, and that he is applying 'directly affected' according to his judgement.

Mr P Hitt asked the following questions:

1. Can you please define what is 'directly affected'?

Response

The Mayor stated that 'directly affected' relates to when an item affects you more than anybody else.

2. So if you are a ratepayer and you're funding this City via rates, we aren't directly affected?

Response

The Mayor stated that he interprets 'directly affected' as those who are impacted more than others. He pointed out that if being a ratepayer alone qualified someone, then nearly all residents could comment on every issue. The Mayor clarified that the Standing Orders remain in effect until new standardised meeting procedures are implemented, and he will continue to follow them until then.

Ms J Gee asked the following question:

1. There are times we may wish to speak at an Agenda Briefing Forum about an item that relates to monetary spending, and if you turn around and ask how are we directly affected as a ratepayer, then are we directly affected because the item is being funded by our rates?

   Response

   The Mayor stated that even if a resident is not 'directly affected' by a matter at an Agenda Briefing Forum, they are able to ask questions at an Ordinary Council Meeting. Under Standing Orders, attendees are able to ask 2 questions, however the Mayor allows for 4 questions to be asked.

Mr S Maher asked the following question:

1. Further to the comments being made here, I would like the opportunity to say that until I came to the City of Belmont, I had never met a Mayor, until I met Mayor Rossi. I have met Mayor Rossi at numerous events and when I mention any matter at all about the City of Belmont to him, I have received action on every single occasion, so I'd like to say well done and can we please move on with this meeting?

   Response

   The Mayor extended his thanks to Mr Maher.

4 Report of the Chief Executive Officer

The Report of the Chief Executive Officer (CEO) is contained in the 2024-25 Annual Report. The Mayor asked if there were any questions regarding the content of the report.

Ms L Hollands asked the following question:

1. When the Annual Report came out, Elected Members only had 24 hours notice to read it. Cr Harris left the Chamber to not vote on the item due to this. Why did we only get those 24 hours?

Response

The Chief Executive Officer stated that this is due to a number of factors. However, Council had access to items within the Annual Report as they were discussed at the Audit, Risk and Improvement Committee, as well as other opportunities. It was the decision of Cr Harris to remove himself from the Chambers and not vote on the item. All other Elected Members appeared to have sufficient time and voted on the item.

5 Receiving the Annual Report

The Mayor drew attention to the Annual Report 2024-25 and asked if there were any questions on the report.

Mr M Cardozo asked the following questions:

1. On page 15 of the Annual Report, it refers to the expectation for all staff and Elected Members to keep records in accordance with the *State Records Act 2000 (WA)*. Does the City not consider the words spoken by residents and Elected Members at Council Meetings and Agenda Briefing Forums to be records for the purpose of this statement?

Response

The Chief Executive Officer stated that he believes Mr Cardozo knows the City's position on this matter as similar questions have been asked and responded to before. The Chief Executive Officer stated that he is confident that the City's record keeping practices are fully compliant with the *State Records Act 2000 (WA)*.

2. The Annual Report states that accurate and responsible recordkeeping is a core governance responsibility. At Annual Electors' Meetings motions are recorded, but the reasons given by Electors in support of their motions are not. Does the City accept that recording decisions without recording the reasoning behind them produces an incomplete public record under the record keeping standards described in the Annual Report 2024-25?

Response

The Chief Executive Officer stated that no, he does not believe that is the case, and that he is confident that the City's processes are consistent with the *State Records Act 2000 (WA)*. The City does not record anything verbatim, however the City does audio record meetings for minute taking purposes, and a summary of that is what is published in the minutes.

Ms L Hollands asked the following questions:

1. Page 16 of the Annual Report notes the City received 9 valid Freedom of Information requests. Unlike other local governments, the City of Belmont often charges extra fees. For example, I was charged $60 for a few pages. While the *Freedom of Information Act 1992 (WA)* allows these charges, could they be causing fewer valid applications? Why do we charge these extra fees? Are we discouraging information requests?

Response

The Chief Executive Officer explained that he is unable to comment on the practices or fees set by other local governments. As Ms Hollands mentioned, the *Freedom of Information Act 1992 (WA)* allows for fees to be charged based on the costs of retrieving information and staff resources used. Significant resources may need to be diverted to obtain certain information.

2. On page 33 of the Annual Report, there are sundry payments listed against Elected Members. What are these sundry payments, because I note that not all Elected Members have sundry payments and some of them are smaller sums than others?

Responses

The Mayor stated that the information Ms Hollands is seeking is on page 34 of the Annual Report 2024-25, which lists the sundry payments against the relevant Elected Member and the reason for the expense.

Mr B Von Konsky asked the following questions:

1. Could we have an update on where we are at with the Belmont Trust? With recognition that there has been extensive consultation, will there been any further touch points for the community to make input?

Response

The Chief Executive Officer indicated that extensive consultation had been conducted, as previously highlighted by Mr Von Konsky, with several years of input presented to the Council and evaluated alongside various major projects planned by the City. The primary concern is the availability of funds for developing the Belmont Trust Land. The Chief Executive Officer noted that a Master Plan is currently under development, which is expected to propose low, medium, and high-cost options to address this matter. Once completed, the Master Plan will be submitted to a Belmont Trust Meeting and subsequently to Council for consideration.

2. Is there a timeline for when any further community input can be made?

Response

The Director Infrastructure Services stated that the Master Plan is currently being prepared, and it is the current plan to have this presented to Elected Members at an Information Forum in the first quarter of 2026, and will go out to community consultation thereafter.

Ms J Gee asked the following question:

1. Looking at the Abernethy Road Study recommendations, what is the process going to be to complete the next stages, and what is the anticipated timeline for the next stages?

Response

The Director Infrastructure Services stated that there are recommendations for the intersections at Kew Street, Scott Street, Keane Street and Fulham Street, and they are currently programme for design work. In terms of the roundabout at Abernethy Road and Keane Street the City have a concept prepared. The City will liaise with all the relevant external parties, particularly services like Western Power which increases the lead times, especially as powerlines will need to be relocated to accommodate the proposed construction works for the roundabout. The Director Infrastructure Services stated that with the time it takes to liaise with third parties, he anticipates the project to take about three years.

Mr P Hitt asked the following question:

1. What is the state of the City of Belmont's communication with State Government parties in relation to the Belmont Trust and the Deed of Trust?

Response

The Chief Executive Officer stated that the City has been dealing with the State Solicitors Office, and had been in ongoing communication including during community consultation and in preparing the draft Master Plan. Any improvements by the City will need to be approved by the State Solicitors Office.

Ms L Hollands asked the following questions:

1. In the Annual Report in relation to the costs on page 32 for Elected Member Professional Development, what were these funds for? Was it for training, or attending conferences?

Response

The Chief Executive Officer stated that it is likely for various reasons, including those listed by Ms Hollands. It could include training courses, WALGA conventions and conferences.

2. Do we get a specific breakdown on this professional development spending?

Response

The Chief Executive Officer stated that Elected Members have $7,450 allocated per year for professional development. The Director Corporate and Governance stated that residents can see the training attended by Elected Members on the City's website, where there is an 'Elected Members' Conference and Training Attendance' Register.

3. Do Elected Members have to use the full amount allocated per year, can they take it over a 4 year term period? So, for instance, they can use $15,000 this year, as long as they don't go over the total allotment over the 4 year period?

Response

The Chief Executive Officer stated that Elected Members are entitled to $7,450 per year, and therefore are able to access this amount for each year of their 4 year term. Professional development is encouraged by both the administration, and by the State Government to ensure that Elected Members are fully informed and trained in all aspects of being an Elected Member to better fulfill their duties.

Mr A Artan asked the following questions:

1. On page 18 of the Annual Report in relation to strategic plans, during the consultation phases of these plans, how did the City go about engaging all of the communities within the City of Belmont?

Response

The Chief Executive Officer stated that there was extensive community engagement, and there was advertisement for the public who wanted to participate in a number of workshops, and the City received significant input from a number of groups within the City. The process occurs with a major review every 4 years, with a minor review every 2 years and an annual review undertaken by City staff.

2. As a business owner, and as the head of a few community organisations, myself and group members were not aware of this community engagement. Is there an opportunity for use to contribute during these community engagement phases, and if so, when are the next reviews so that we as members of cultural communities that reside within Belmont can add further value to the strategies?

Response

The Chief Executive Officer stated that the next review will be in 2028, and that City Officers will take Mr Artan's details after the Annual Electors' Meeting so the City can notify of reviews or opportunity for community input.

The Director Corporate and Governance further referred Mr Artan to Belmont Connect, which advises the public of projects and upcoming community engagement on matters within the City of Belmont.

Officer Recommendation
Mr A Artan moved, Mr B Van Konsky seconded That the City of Belmont Annual Report 2024-2025 be received. **Carried 5 votes to 0**

6 General business

Attachment 6.1.1 Mr M Cardozo, Redcliffe

Annual Electors' Meeting Notice of Motion Form

City of Belmont

Proposed motions should be provided in writing to the City by emailing to belmont@belmont.wa.gov.au by no later than Noon on the business day before the Annual Electors' Meeting.

At the Meeting, the Motion must be Moved and Seconded before the matter can be discussed.

Submitter's Details	
Name	MARTIN CARDOZO
Address	[redacted] REDCLIFFE 6104
Email	[redacted]
Date	4/12/25

Notice of Motion 1

NOTICE OF MOTION ATTACHED. EMAILED 4/12/25

1 INDIVIDUAL MOTION PER EMAIL AND ATTACHMENT

Attachment 6.1.1 Mr M Cardozo, Redcliffe

Notice of Motion 2 (if required)

Attachments (please select)	**Yes** ☑	**No** ☐	
Signature:	[redacted]	Date:	4/12/25

Attachment 6.1.1 Mr M Cardozo, Redcliffe

Privacy Collection Notice

The City of Belmont collects personal information for the purposes of liaising with applicants or residents about requested services, programs or to provide relevant information. Without this, we may be unable to action requests or work, contact stakeholders or deliver targeted services.

The City may disclose this personal information to third party providers to deliver services and programs, to communicate with residents or to undertake satisfaction surveys of our services and programs.

Information you disclose is collected in accordance with the *Local Government Act 1995 (WA)* and associated regulations and the *Privacy Act 1988 (Cth).* You can access and request amendments to your personal information by contacting the City of Belmont in writing. Visit our privacy policy at www.belmont.wa.gov.au/privacy for more information on how the City of Belmont treats personal information.

Attachment 6.1.1 Mr M Cardozo, Redcliffe

Elector Motions for Inclusion on the Agenda – Annual Electors' Meeting
City of Belmont - 15 December 2025
Submitted by: Martin Cardozo (Elector, Redcliffe)

1. **Motion 1:**
That Council direct the CEO to livestream all Agenda Briefing Forums as they are classified as public meetings under the City's Information Statement, ensuring parity with Ordinary Council Meetings and Special Council Meetings.

2. **Motion 2:**
That Council direct the CEO to publish the complete video and audio recording of each Agenda Briefing Forum on the City's website within seven days of the meeting.

3. **Motion 3:**
That Council direct the CEO to publish the complete audio recording of all Agenda Briefing Forums held in 2025, noting that the City records each ABF continuously from start to finish.

4. **Motion 4:**
That Council direct the CEO to release Agenda Briefing Forum audio when requested under the Freedom of Information Act unless a valid exemption demonstrably applies to the specific portion withheld.

5. **Motion 5:**
That Council direct the CEO to ensure that the public record of each Agenda Briefing Forum includes all community submissions, elected member questions, officer responses, and follow-ups, instead of the current brief Matrix summaries.

6. **Motion 6:**
That Council direct the CEO to produce full Minutes of each Agenda Briefing Forum that accurately reflect all proceedings, consistent with the obligations of the State Records Act 2000.

7. **Motion 7:**
That Council direct the CEO to remove the "directly affected" requirement from the Rules for Public Submission Time at Agenda Briefing Forums, as the term is undefined and unsupported by any legislation governing public meetings.

1/3

Attachment 6.1.1 Mr M Cardozo, Redcliffe

8. **Motion 8:**
That Council direct the CEO to ensure that when a request to make a submission at an Agenda Briefing Forum is refused, both the Presiding Member's reason and the resident's explanation are recorded in the Minutes.

9. **Motion 9:**
That Council direct the CEO to publish the complete audio recording of this Annual Electors' Meeting, and of all future Annual Electors' Meetings, noting that previous AEM minutes contained only motion headings and omitted all elector contributions despite no confidential items being present.

10. **Motion 10:**
That Council direct the CEO to publish the complete audio recordings of past Annual Electors' Meetings, including the 3 February 2025 AEM, noting that no confidential items were discussed.

11. **Motion 11:**
That Council direct the CEO to ensure that the Minutes of the Annual Electors' Meeting include all public statements, explanations, and discussions relevant to each motion to comply with the State Records Act.

12. **Motion 12:**
That Council direct the CEO to publish the Matrix of each Agenda Briefing Forum as soon as it is finalised, rather than waiting until the Friday before the next Ordinary Council Meeting.

13. **Motion 13:**
That Council direct the CEO to provide electors with access to Agenda Briefing Forum and Annual Electors' Meeting audio upon request where no valid exemption applies, recognising these are public meetings.

14. **Motion 14:**
That Council direct the CEO to benchmark the City of Belmont's livestreaming of Agenda Briefing Forums against all adjoining local governments, and to identify the WALGA band classification of each local government included in the benchmarking, noting that several neighbouring lower-band local governments livestream their Agenda Briefing Forums.

2/3

Attachment 6.1.1 Mr M Cardozo, Redcliffe

15. **Motion 15:**
That Council direct the CEO to publish all public questions and all answers in full for Ordinary Council Meetings, Agenda Briefing Forums, and Annual Electors' Meetings, rather than summarised versions.

16. **Motion 16:**
That Council direct the CEO to ensure that the Minutes of the Annual Electors' Meeting record a short summary of each elector's explanation of their motion and any statements made for or against it, noting that previous AEM minutes omitted such contributions despite electors speaking for several minutes on each motion.

3/3

Attachment 6.1.1 Mr M Cardozo, Redcliffe

Elector Motions for Inclusion on the Agenda – Annual Electors' Meeting

City of Belmont – 15 December 2025
Submitted by: Martin Cardozo (Elector, Redcliffe)

These motions are additional to, and do not amend or replace, the 16 motions I submitted on Friday, 28 November 2025. Each motion is to be included on the Annual Electors' Meeting agenda as a separate, standalone motion, recorded exactly as written.

1. Motion 1
That Council direct the CEO to ensure that no part of the livestream, audio or visual recording, transcript or written minutes of any public meeting is altered, redacted, withheld or removed after the meeting has concluded unless:

(a) Council has first resolved, in accordance with section 5.23 of the *Local Government Act 1995* and the City's livestreaming policy, that the relevant portion of the meeting is to be treated as confidential; and
(b) the nature and extent of any alteration, redaction, withholding or removal, and the statutory basis for it, is clearly disclosed in the minutes of the meeting and in any publicly available recording.

2. Motion 2
That Council direct the CEO to ensure that whenever any part of the audio, visual, transcript or written record of a public meeting is altered, redacted, withheld or removed for any reason, the CEO must publish a written notice identifying:

(a) the date and type of meeting;
(b) the nature of the alteration;
(c) the statutory basis relied upon; and
(d) the Council resolution authorising the alteration;

and that this notice be included in the agenda of the next Ordinary Council Meeting for transparency and confirmation.

Document Set ID: 6073873
Version: 1, Version Date: 01/12/2025

Attachment 6.1.1 Mr M Cardozo, Redcliffe

Elector Motion for Inclusion on the Agenda – Annual Electors' Meeting
City of Belmont – 15 December 2025
Submitted by: Martin Cardozo (Elector, Redcliffe)

This motion is in addition to, and does not amend or replace, the 18 motions I previously submitted for inclusion on the AEM agenda. Each motion is to be included on the Annual Electors' Meeting agenda as a separate, standalone motion, recorded exactly as written.

1. **Motion:**
   That Council direct the CEO to ensure that no change, removal or reclassification of Agenda Briefing Forums, Ordinary Council Meetings or Special Council Meetings within the City's Information Statement may occur unless Council has formally resolved such a change at a public meeting, the nature and statutory basis of the change is clearly detailed in the agenda and minutes of the meeting at which the decision is made, and the amended Information Statement is republished with a clear notation identifying the Council decision authorising the amendment.

6.1 Notice of Motion 1

Mr M Cardozo moved

That Council direct the CEO to livestream all Agenda Briefing Forums as they are classified as public meetings under the City's information Statement, ensuring parity with Ordinary Council Meetings and Special Council Meetings.

The motion was lost due to the want of a seconder

6.2 Notice of Motion 2

Mr M Cardozo moved

That Council direct the CEO to publish the complete video and audio recording of each Agenda Briefing Forum on the City's website within seven days of the meeting.

The motion was lost due to the want of a seconder

6.3 Notice of Motion 3

Mr M Cardozo

That Council direct the CEO to publish the complete audio recording of all Agenda Briefing Forums held in 2025, noting that the City records each ABF continuously from start to finish.

The motion was lost due to the want of a seconder

6.4 Notice of Motion 4

Mr M Cardozo moved

That Council direct the CEO to release Agenda Briefing Forum audio when requested under the Freedom of Information Act unless a valid exemption demonstrably applies to the specific portion withheld.

The motion was lost due to the want of a seconder

6.5 Notice of Motion 5

Mr M Cardozo moved

That Council direct the CEO to ensure that the public record of each Agenda Briefing Forum includes all community submissions, elected member questions, officer responses, and follow-ups, instead of the current brief Matrix summaries.

The motion was lost due to the want of a seconder

6.6 Notice of Motion 6

Mr M Cardozo moved, Mr M Phelan seconded

That Council direct the CEO to produce full Minutes of each Agenda Briefing Forum that accurately reflect all proceedings, consistent with the obligations of the State Records Act 2000.

Carried 2 votes to 1

6.7 Notice of Motion 7

Mr M Cardozo moved, Mr A Artan seconded

That Council direct the CEO to remove the "directly affected" requirement from the Rules for Public Submission Time at Agenda Briefing Forums, as the term is undefined and unsupported by any legislation governing public meetings.

Carried 4 votes to 1

6.8 Notice of Motion 8

Mr M Cardozo moved

That Council direct the CEO to ensure that when a request to make a submission at an Agenda Briefing Forum is refused, both the Presiding Member's reason and the resident's explanation are recorded in the Minutes.

The motion was lost due to the want of a seconder

6.9 Notice of Motion 9

Mr M Cardozo moved, Mr M Phelan seconded

That Council direct the CEO to publish the complete audio recording of this Annual Electors' Meeting, and of all future Annual Electors' Meetings, noting that previous AEM minutes contained only motion headings and omitted all elector contributions despite no confidential items being present.

Carried 4 votes to 1

6.10 Notice of Motion 10

Mr M Cardozo moved, Mr M Phelan seconded

That Council direct the CEO to publish the complete audio recordings of past Annual Electors' Meetings, including the 3 February 2025 AEM, noting that no confidential items were discussed.

Carried 5 votes to 0

6.11 Notice of Motion 11

Mr M Cardozo moved

That Council direct the CEO to ensure that the Minutes of the Annual Electors' Meeting include all public statements, explanations, and discussions relevant to each motion to comply with the State Records Act.

The motion was lost due to the want of a seconder

6.12 Notice of Motion 12

Mr M Cardozo moved, Mr A Artan seconded

That Council direct the CEO to publish the Matrix of each Agenda Briefing Forum as soon as it is finalised, rather than waiting until the Friday before the next Ordinary Council Meeting.

Carried 4 votes to 0

6.13 Notice of Motion 13

Mr M Cardozo moved, Mr A Artan seconded

That Council direct the CEO to provide electors with access to Agenda Briefing Forum and Annual Electors' Meeting audio upon request where no valid exemption applies, recognising these are public meetings.

Carried 5 votes to 0

6.14 Notice of Motion 14

Mr M Cardozo moved, Mr A Artan seconded

That Council direct the CEO to benchmark the City of Belmont's livestreaming of Agenda Briefing Forums against all adjoining local governments, and to identify the WALGA band classification of each local government included in the benchmarking, noting that several neighbouring lower-band local governments livestream their Agenda Briefing Forums.

Carried 5 votes to 0

6.15 Notice of Motion 15

Mr M Cardozo moved, Mr A Artan seconded

That Council direct the CEO to publish all public questions and all answers in full for Ordinary Council Meetings, Agenda Briefing Forums, and Annual Electors' Meetings, rather than summarised versions.

Carried 5 votes to 0

6.16 Notice of Motion 16

Mr M Cardozo moved, Mr A Artan seconded

That Council direct the CEO to ensure that the Minutes of the Annual Electors' Meeting record a short summary of each elector's explanation of their motion and any statements made for or against it, noting that previous AEM minutes omitted such contributions despite electors speaking for several minutes on each motion.

Carried 5 votes to 0

6.17 Notice of Motion 17

Mr M Cardozo moved, Mr A Artan seconded

That Council direct the CEO to ensure that no part of the livestream, audio or visual recording, transcript or written minutes of any public meeting is altered, redacted, withheld or removed after the meeting has concluded unless:

(a) Council has first resolved, in accordance with section 5.23 of the *Local Government Act 1995* and the City's livestreaming policy, that the relevant portion of the meeting is to be treated as confidential; and

(b) the nature and extent of any alteration, redaction, withholding or removal, and the statutory basis for it, is clearly disclosed in the minutes of the meeting and in any publicly available recording.

Carried 4 votes to 0

6.18 Notice of Motion 18

Mr M Cardozo moved, Mr A Artan seconded

That Council direct the CEO to ensure that whenever any part of the audio, visual, transcript or written record of a public meeting is altered, redacted, withheld or removed for any reason, the CEO must publish a written notice identifying:

(a) the date and type of meeting;

(b) the nature of the alteration;

(c) the statutory basis relied upon; and

(d) the Council resolution authorising the alteration;

and that this notice be included in the agenda of the next Ordinary Council Meeting for transparency and confirmation.

Carried 5 votes to 0

6.19 Notice of Motion 19

Mr M Cardozo moved, Mr A Artan seconded

That Council direct the CEO to ensure that no change, removal or reclassification of Agenda Briefing Forums, Ordinary Council Meetings or Special Council Meetings within the City's Information Statement may occur unless Council has formally resolved such a change at a public meeting, the nature and statutory basis of the change is clearly detailed in the agenda and minutes of the meeting at which the decision is made, and the amended Information Statement is republished with a clear notation identifying the Council decision authorising the amendment.

Carried 3 votes to 1

6.20 Notice of Motion 20

Mr M Phelan moved, Mr M Cardozo seconded

I would like to put forward a motion in relation to the proposed change to Burswood Park in order to build a supercar raceway there to which I would ask my Council to oppose. My reasons are as follows:

1. Damage to beautiful parkland
2. Poor use of our tax dollar, as there is already a raceway at Wanneroo
3. Extra traffic and inconvenience locally to an already overloaded road system.

Carried 4 votes to 2

Attachment 6.20.1 Mr M Phelan, Kewdale

Annual Electors' Meeting Notice of Motion Form

City of Belmont

Proposed motions should be provided in writing to the City by emailing to belmont@belmont.wa.gov.au by no later than Noon on the business day before the Annual Electors' Meeting.

At the Meeting, the Motion must be Moved and Seconded before the matter can be discussed.

Submitter's Details	
Name	Mick Phelan
Address	[redacted]
Email	[redacted]
Date	12.12.2025

Notice of Motion 1
Hi I would like to put forward a motion in relation to the proposed change to Burswood park in order to build a supercar raceway there to which I would ask my council to oppose My reasons are as follows 1: Damage to beautiful parkland 2 Poor use of our tax Dollar , as there is already a raceway at Wannaroo 3 Extra traffic and inconvenience locally to an already overloaded road system Thank you for allowing me to put this motion forward Regards Mick Phelan

Attachment 6.20.1 Mr M Phelan, Kewdale

Notice of Motion 2 (if required)

Attachments (please select)	Yes ☐	No ☐	
Signature:	[redacted]	Date:	12-Dec-25

Attachment 6.20.1 Mr M Phelan, Kewdale

Privacy Collection Notice

The City of Belmont collects personal information for the purposes of liaising with applicants or residents about requested services, programs or to provide relevant information. Without this, we may be unable to action requests or work, contact stakeholders or deliver targeted services.

The City may disclose this personal information to third party providers to deliver services and programs, to communicate with residents or to undertake satisfaction surveys of our services and programs.

Information you disclose is collected in accordance with the *Local Government Act 1995 (WA)* and associated regulations and the *Privacy Act 1988 (Cth).* You can access and request amendments to your personal information by contacting the City of Belmont in writing. Visit our privacy policy at www.belmont.wa.gov.au/privacy for more information on how the City of Belmont treats personal information.

6.21 Notice of Motion 21

Note: The Mayor asked if there was any Electors wishing to move a Motion from the floor.

Mr A Artan moved, Mr M Cardozo seconded

For Council to amend the Waste Management Policy to bring back weekly collections for red bins, and then to phase out these weekly red bin collections over time to allow residents to get used to the FOGO system.

Carried 4 votes to 2

Note: The following questions were asked from the floor.

Mr T Teasdale asked the following question:

1. $1M was allocated for developing Aitkens Swamp by the Public Open Space committee years ago; where are these funds now?

Response

The Director Corporate and Governance stated that the question would be taken on notice.

Mr A Artan asked the following questions:

1. It is becoming increasingly difficult to find parking for attendees at the Robinson Avenue Community Centre due to limited parking nearby, and nearby businesses and their staff occupying bays from 6am to 6pm during peak hours, is the City looking into any possible options for parking?

Response

The Director Development and Communities stated that there was a mixed business-zone parking study done a few years ago and Council did dedicate significant funds, and a grant was also awarded to develop street side parking in the precinct. There is no space otherwise to develop further parking. There is a requirement for property owners to provide car parking on their land in according with the Local Planning Scheme, and the street side parking is purposed to supplement this. There is some historic land uses, from when the precinct was largely an industrial area and this may have resulted in continued lower ratios of parking consistent with then. It is not feasible at this stage to develop further parking due to land constraints.

2. Ratepayers within the precinct have been meeting regularly and discussing this parking issue over the past few months and have been exploring possible options and solutions. Would City Officers be interested or entertain any of the options we have come up with to tackle the parking shortfall?

Response

The Director Development and Communities stated that City Officers would take Mr Artan's contact details and that the relevant department would reach out to Mr Artan to discuss this matter further.

7 Closure

There being no further business, the Presiding Member thanked everyone for their attendance and closed the meeting at 8:03pm.

12.9 Sitting Fees – Independent Members Audit, Risk and Improvement Committee

Voting Requirement	:	Simple Majority
Subject Index	:	154/007
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

Council role

Overseeing Overseeing the allocation of the City's finances and resources e.g. setting the annual budget, accepting tenders, determining what services and facilities the City is to provide, annual reports, selecting the CEO and reviewing the CEO's performance.

Purpose of report

To consider setting meeting attendance fees for independent Audit, Risk and Improvement Committee members on a per meeting basis. This consideration is to be determined given the release of the variation by the Salaries and Allowances Tribunal of fees on 21 December 2025 effective 1 January 2026.

Summary and key issues

- The reform process by the State Government has required the City of Belmont to establish an ARIC Committee (Audit, Risk and Improvement Committee) to replace the existing Audit Committee. The effective date of the new structure was the 2025 Municipal Elections held in October 2025.
- The reform process also required Council to appoint both an independent Presiding Member and Deputy Presiding Member to the ARIC. This occurred at the Special Council Meeting held on Monday 20 October 25, effective for the first ARIC in November 2025.
- The Salaries and Allowances Tribunal determination originally published
- 4 April 2025 did not envisage the reform process. Since the reform process, the Salaries and Allowances Tribunal has issued a variation to its 4 April

2025 Determination and provided for meeting fees specifically for Independent Members of ARIC.

- This report recommends that Meeting Fees be updated in line with the updated Salaries and Allowances Tribunal Determination, with a member sitting fee for the Independent Presiding Member and Deputy Independent Presiding Member. Independent Members will be paid superannuation similar to Elected Members.

Officer Recommendation

That Council:

1. Set the meeting fee provided for by the Salaries and Allowances Tribunal in the annual determination for Local Government CEO's and Elected Members for the Independent Presiding Member at the maximum meeting fee and at 80% for the Independent Deputy Presiding Member of the maximum meeting fee; and
2. Remit superannuation based on the same rate paid to Elected Members.

Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.

Location

Not applicable.

Consultation

There has been no specific consultation undertaken in respect to this matter.

Strategic Community Plan implications

In accordance with the 2024–2034 Strategic Community Plan:

Key Performance Area: Performance

Outcome: 10. Effective leadership, governance and financial management.

Policy implications

There are no policy implications associated with this report.

Statutory environment

Section 5.100 (1), (4), (5) and (6) of the *Local Government Act 1995 (WA)* (the Act) as amended.

Background

The Salaries and Allowances Tribunal issued a variation to the Local Government Chief Executive Officers and Elected Council Members Determination No.1 of 2025. The variation added meeting attendance fees specifically for Independent Audit, Risk and Improvement Committee (ARIC) members. The reforms to the Act enacted by the State Government require local governments to appoint Independent Presiding and Deputy Presiding Members to their ARIC Committees effective from after the 2025 Municipal Elections.

Report

In accordance with section 5.100(1) of the Act, the fee payable by a local government or regional local government to an Independent Audit, Risk and Improvement Committee (ARIC) Member (whether Presiding Member, Deputy Presiding Member, Deputy Member or Member) for attendance at an ARIC meeting must be set within the range provided in the table below.

The fees provided in Table 1 are exclusive of superannuation. Superannuation will be paid on the same basis as it is paid to an Elected Member.

Table 1

Independent ARIC per meeting fees		
Bands	**Independent ARIC Member**	
1-4	Min	Max
	$105	$1,215

The range in Table 1 is provided to enable local governments to appropriately compensate independent ARIC members depending on the skills and expertise required to undertake the roles.

The local government must resolve that the fee represents value for money. The State Government's Audit and Financial Advisory Services Common Use Agreement (CUAAFA2024) may be used as a guide.

In accordance with sections 5.100(4), (5) and (6) of the Act, an independent ARIC member can be reimbursed for attending ARIC meetings.

The extent to which an independent committee member can be reimbursed for expenses attending ARIC meetings is the actual travel and associated costs incurred by the independent member demonstrated to the satisfaction of the local government.

The estimated time to read and prepare for an ARIC Meeting is two to four hours in addition to the Presiding Member having a "run-sheet" meeting with officers prior to the actual ARIC Meeting.

The CUAAFA2024 contract pricing for internal audit related work ranges from $297 per hour to $660 per hour with the average being $479 per hour and the median being $498 per hour. For a four hour meeting timeframe, the range using CUAAFFA would be $1,116 per meeting to $2,460 with the average being $1,916 per meeting. The Salaries and Allowances Tribual determination is considerably less.

The current member fee for ARIC members is $450 per meeting.

Based on the above, the Presiding Member should receive the maximum meeting fee of $1,215 per meeting. The Deputy Independent Presiding Member should receive 80% of the approved meeting fee or $972 per meeting.

Independent Members will be reimbursed after each ARIC meeting and at the same time as other Elected Members.

Superannuation and expenses are to be paid in addition to the Member's Sitting Fees as provided for all Elected Members and employees.

Financial implications

The financial implications evident at this time is the provision of member's fees for the balance of the financial year totalling $3,100. An amendment will be made to the March 2026 Budget Review for the amount noted.

Environmental implications

There are no environmental implications associated with this report.

Social implications

There are no social implications associated with this report.

Attachment details

Attachment No and title
1. Variation to Local Government Determination [**12.9.1** - 1 page]

From: "Submissions" <Submissions@sat.wa.gov.au>
Sent: Sun, 21 Dec 2025 13:14:24 +0800
To: "Submissions" <Submissions@sat.wa.gov.au>
Subject: Variation to Local Government Determination - Independent Members of Audit, Risk and Improvement Committees

OFFICIAL

Good morning

Today, the Tribunal have issued a Variation to the Local Government Determination regarding the fees provided to Independent Members of Audit, Risk and Improvement Committees. This Variation will take effect from 1 January 2026.

The timing of this Variation aligns with the recent proclamation of relevant provisions of the *Local Government Amendment Act 2024* and associated Regulations regarding ARICs, which will also commence on 1 January 2026.

The Tribunal extends its sincere thanks to all local governments who provided feedback on ARIC member fees, whether through the SAT survey or via submissions. We also acknowledge and appreciate the valuable contributions made by LG Professionals WA and WALGA throughout this process.

Kind regards

Salaries and Allowances Tribunal
Suite 7, 38 Colin Street, West Perth WA 6005
(t) (08) 6557 7000
(e) submissions@sat.wa.gov.au

OFFICIAL

Document Set ID: 6082637
Version: 1, Version Date: 22/12/2025

12.10 Request For Rate Exemption - Intelife Group Limited - 28 Belgravia Street, Belmont

Voting Requirement	:	Simple Majority
Subject Index	:	98/008 Rate Exemptions
Location/Property Index	:	28 Belgravia Street, Belmont 6104
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	Intelife Group Limited
Owner	:	Bruce Doull Pty Ltd
Responsible Division	:	Corporate and Governance

Council role

Quasi-Judicial	The judicial character arises from the obligation for Council to abide by the principles of natural justice in making a decision on an application, e.g. development applications, building permits, applications for other permits/licences (under *Health Act*, *Dog Act* or Local Laws) and other decisions that may be appealed to the State Administrative Tribunal.

Purpose of report

To consider a request for rate exemption for Intelife Group Limited (Intelife).

Summary and key issues

Intelife has made an objection against the rate book under Section 6.26 and Section 6.53 of the *Local Government Act 1995 (WA).*

Officer Recommendation
Sessions moved, Kulczycki seconded That Council endorse the rate exemption for the property known as 28 Belgravia Street, Belmont under section 6.26 (2)(g) and Section 6.53 of the *Local Government Act 1995 (WA)* effective from 5 October 2025. **Carried Unanimously 7 votes to 0** For: Harris, Kulczycki, Marks, Rossi, Ryan, Sekulla and Sessions Against: Nil

Location

Property at 28 Belgravia Street, Belmont, formally known as Lot 21 on Diagram 75216.

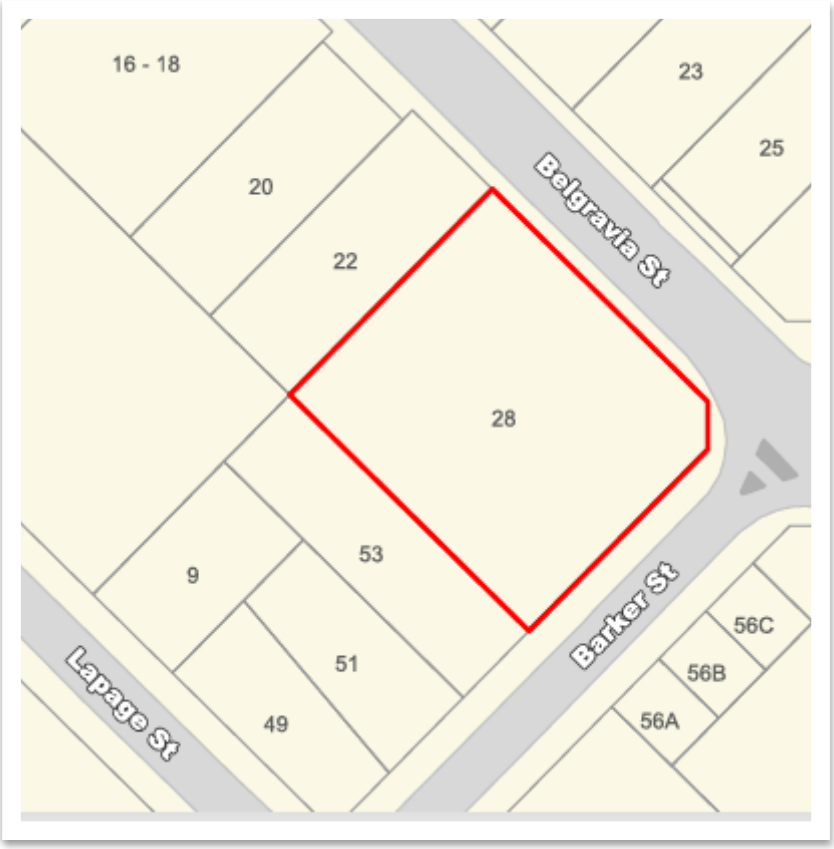

Figure 1: Lot 21, 28 Belgravia Street, Belmont

Consultation

There has been no specific consultation undertaken in respect to this matter.

Strategic Community Plan implications

In accordance with the 2024–2034 Strategic Community Plan:

Key Performance Area: Performance

Outcome: 10. Effective leadership, governance and financial management.

Policy implications

There are no policy implications associated with this report.

Statutory environment

The relevant sections of the *Local Government Act 1995 (WA)* that apply are:

6.26 Rateable land

(1) Except as provided in this section all land within a district is rateable land.

(2) The following land is not rateable land — …

(g) land used exclusively for charitable purposes;"

6.53 Land becoming or ceasing to be rateable land

Where during a financial year —

(a) land that was not rateable becomes rateable land; or

(b) rateable land becomes land that is not liable to rates,

the owner of that land —

(c) is liable for rates proportionate to the portion of the year during which the land is rateable land; or

(d) is entitled to a refund of an amount proportionate to the portion of the year during which the land is not rateable land,

as the case requires.

6.76 Grounds of objection

(1) A person may, in accordance with this section, object to the rate record of a local government on the ground —

(a) that there is an error in the rate record —

(i) with respect to the identity of the owner or occupier of any land; or

(ii) on the basis that the land or part of the land is not rateable land; or

(b) if the local government imposes a differential general rate, that the characteristics of the land recorded in the rate record as the basis for imposing that rate should be deleted and other characteristics substituted.

(2) An objection under subsection (1) is to —

(a) be made to the local government in writing within 42 days of the service of a rate notice under section 6.41; and

(b) identify the relevant land; and

(c) set out fully and in detail the grounds of objection.

(3) An objection under subsection (1) may be made by the person named in the rate record as the owner of land or by the agent or attorney of that person.

6.41 Service of a rate notice

(1) A local government is required to give to -

(a) the owner of rateable land; and

(b) the owner or occupier, as the case requires, of land on which a service charge is imposed,

a rate notice stating the date the rate notice was issued and incorporating or accompanied by the details and particulars prescribed.

(2) The rate notice is to be given —

(a) as soon as practicable after —

(i) the rate record of the land is completed; or

(ii) the rate record of the land is amended, if that amendment results in a change in the amount of rates or service charges payable on that land;

or

(b) where an election has been made under section 6.45 to pay rates or service charges by instalments, not less than 28 days before each instalment is due.

Background

Intelife was established in 1991 and provides employment support and related services for people with disabilities, those experiencing disadvantage, and other individuals seeking assistance to access and maintain employment.

The organisation currently supports more than 650 individuals across Perth and the South West.

28 Belgravia Street, Belmont is used as an operation hub with a workshop and storage area for their grounds maintenance services across their disability support employment operations and commercial businesses – Westland Works and Twinkarri. All income generated from commercial operations is directed towards Intelife's charitable mission being to deliver and enhance community focused programs.

The property is also the head office and administration hub which includes the administration offices, operational support, programming centre, meeting rooms and training centre.

Report

Intelife submitted an application dated 6 November 2025 seeking rate exemption under section 6.26(2)(g) of the *Local Government Act 1995* (WA), supported by the following documentation:

- A completed Rates and Charitable Land Use Exemptions Application. This template application was developed jointly by the WA Rates Officers Association and the Western Australian Local Government Association to support consistency in exemption requests.
- A current lease document with a term from 1 June 2023 to 31 May 2028.
- Statutory Declaration confirming the use of the property.
- Current Constitution.
- Notice of Endorsement for Charity Tax Concessions with the Australian Taxation Office.
- Copy of the Certificate of registration under the Australian Charities and Not-for-profits Commission (ACNC).
- Financial statements for 2024-25.

The objection was not received within 42 days of the service of the rate notice, as required under section 6.76(2).

As Intelife elected to pay their 2025-26 rates by instalments, the notice provided by the City in relation to each instalment payment is a Rate Notice. As a result, in accordance with Section 6.41, the period in consideration for a rate exemption is effective from the issue date of the second instalment rate notice being 5 October 2025.

Financial implications

The property is rated as Commercial with a Gross Rental Valuation (GRV) of $75,064 which levied an amount of $5,905.25 for the 2025-26 rating year.

However, the exemption would be effective from the issue date of the second instalment rate notice being 5 October 2025. This indicates a loss of revenue of $4,335.93.

The Emergency Services Levy is still applicable to the property and is required to be paid in full and the payment forwarded to the Department of Fire and Emergency Services as per the current legislative requirements.

The property will continue to be levied a full service Commercial/Industrial waste charge of $360.00 plus an additional full service Commercial/Industrial waste charge of $720.00.

Environmental implications

There are no environmental implications associated with this report.

Social implications

Ensure that the community has access to the services and facilities it needs

Attachment details

Attachment No and title
Nil.

12.11 Council Policy Review 2025 - First Tranche

Voting Requirement	:	Absolute Majority
Subject Index	:	32/015 - Council Policy Manuals/Code of Conduct
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

Council role

Legislative	The making and adopting of local laws, local town planning schemes and Council policies.

Purpose of report

To seek Council endorsement of the reviewed and amended policies and those recommended for deletion (refer Attachment 12.11.1).

Summary and key issues

In accordance with Section 2.7(2)(b) of the *Local Government Act 1995 (WA)* (the Act), Council is to determine the local government's policies.

The first tranche of policies are proposed for amendment or deletion.

Note:

Cr Marks put forward the following Alternative Motion.

Alternative Councillor Motion

Marks moved, Sessions seconded

That Council:

1. Endorses the deletion of the following policies:
   a) Private Contributions to Drainage Works
   b) Elected Member Disclosure of Interests Register.

2. Endorses the following amended Council Policies (refer Attachment 12.11.2):

   a) Asset Management
   b) Street and Civic Lighting
   c) Streetscape Policy
   d) Improvements to Become the Property of the City
   e) Councillor's Lounge - Public Access
   f) Elected Members Fees, Allowances and Support
   g) Elected Member Professional Development and Authorised Travel
   h) Council Delegates – Roles and Responsibilities
   i) Elected Members – Communication
   j) Elected Member Registers - Other
   k) Legal Representation for Elected Members and Employees; subject to the following:

      i) The addition of the following text (in italics) to Clause 3(b):

         'Notwithstanding clause 3(a) above, the City in its absolute discretion and where legally permitted, may pay or reimburse fees for Legal Proceedings taken by Elected Members or Employees in extreme cases for substantial, unwarranted and ongoing comments or criticisms levelled at their conduct in their respective roles. Such Legal Proceedings may include action in defamation and/or steps taken to stop bullying. *Elected Members wishing to take action under this clause should first seriously consider the use of a Restraining Order, or any other suitable mechanism before the commencement of Defamation Proceedings.'*

   l) Purchasing
   m) Corporate Credit Cards
   n) Investment of Funds
   o) Collection of Rates
   p) Financial Hardship
   q) Business Continuity

3. Authorises the Chief Executive Officer to make further minor administrative amendments/layout changes as required prior to publication on the City's website.

An absolute majority of Council is required

Carried 6 votes to 1

For: Kulczycki, Marks, Rossi, Ryan, Sekulla and Sessions

Against: Harris

Reasons

- The cost of defamation is substantial, potentially between $0.5M to $1.00M and a Restraining Order can be obtained for a significantly lower cost.
- Defamation is likely to take years to complete before a court judgement is rendered.
- A restraining order can be obtained almost instantly by an individual and eventually subject to a court hearing to confirm the restraining order.

Officer Recommendation

That Council:

1. Endorses the deletion of the following policies:

   a) Private Contributions to Drainage Works
   b) Elected Member Disclosure of Interests Register.

2. Endorses the following amended Council Policies (refer Attachment 12.3.2):

   a) Asset Management
   b) Street and Civic Lighting
   c) Streetscape Policy
   d) Improvements to Become the Property of the City
   e) Councillor's Lounge - Public Access
   f) Elected Members Fees, Allowances and Support
   g) Elected Member Professional Development and Authorised Travel
   h) Council Delegates – Roles and Responsibilities
   i) Elected Members – Communication
   j) Elected Member Registers - Other
   k) Legal Representation for Elected Members and Employees
   l) Purchasing
   m) Corporate Credit Cards
   n) Investment of Funds
   o) Collection of Rates
   p) Financial Hardship
   q) Business Continuity

3. Authorises the Chief Executive Officer to make further minor administrative amendments/layout changes as required prior to publication on the City's website.

An absolute majority of Council is required

Location

Not applicable.

Consultation

Consultation was undertaken with the relevant Policy Owners, internal stakeholders, the Operational Leadership Team (OLT), the Executive Leadership Team (ELT) and Elected Members.

Strategic Community Plan implications

In accordance with the 2024–2034 Strategic Community Plan:

Key Performance Area: Performance
Outcome: 10. Effective leadership, governance and financial management.

Policy implications

Should Council endorse the amended policies, the City's website will be updated.

Statutory environment

The Act provides the basis for many of the City's policies, therefore consistency with this legislation has been reflected in the review, assessment and amendments proposed.

Section 2.7 of the *Local Government Act 1995 (WA)* outlines the role of Council.

Section 2.7(2) (b) requires the Council to determine the local government's policies.

Section 5.128 requires amendment of the Elected Member Professional and Authorised Travel Policy to be an absolute majority decision. The policy must be reviewed after each ordinary election (section 5.128(5)(a)).

Background

The 2025 review of Council Policies commenced in June 2025.

Elected Members requested that the Policies are presented to Council in two tranches.

A presentation was made to Elected Members at the 11 November 2025 Information Forum to review the first tranche, at which Elected Members requested a further opportunity to review the policies in the first tranche.

An Information Forum was called and held on 1 December 2025 where queries received from Elected Members were discussed. These changes have been incorporated into the amended policies.

Further to queries from Elected Members, Council Policy 17 - Attendance at Events has been removed from the first tranche to provide an opportunity for significant changes to be made.

At the December 2025 Ordinary Council Meeting, a procedural motion was passed to defer the first tranche of the policy review to an Information Forum. Further information was provided to Elected Members at an Information Forum held on 3 February 2026.

Report

A list of the policies proposed for deletion/amendment is provided at Attachment 12.3.1. This list also provides information on:

- the scale of changes made (delete, minor, moderate or major)
- the reason for proposed deletion and comments on the changes made.

Further changes have been made to the policies to:

- ensure compliance with any legislative changes, including changes in the *Local Government Act 1995 (WA);*
- use a consistent numbering system throughout all policies;
- cross-reference the use of policy names and numbers throughout all policies;
- amended any typographical errors;
- consistent formatting of all policies.

A clean version of all policies is provided for endorsement (Attachment 12.11.1).

Where required, administrative changes (to address typographical errors or formatting issues) may be made following endorsement.

Financial implications

There are no financial implications evident at this time.

Environmental implications

There are no environmental implications associated with this report.

Social implications

There are no social implications associated with this report.

Attachment details

Attachment No and title
1. Review - Tranche 1 - List of Policies [**12.11.1** - 2 pages] 2. Council Policies - Tranche One (Information Forum - 03.02.2026) [**12.11.2** - 114 pages]

2025 LIST OF COUNCIL POLICIES

POLICY NAME	POLICY NUMBER	POLICY OWNER	Comments
Asset Management	1	Manager Design, Assets and Development	Review - Minor
Street and Civic Lighting	2	Manager Design, Assets and Development	Review - Minor
Streetscape Policy	3	Manager Parks, Leisure and Environment	Review - Minor
Private Contributions to Drainage Works	4	Manager Design, Assets and Development	Proposed for deletion. A legacy policy which is no longer used. Adequate development controls for drainage (and other infrastructure requirements) are available via planning processes
Improvements to Become the Property of the City	5	Manager City Facilities and Property	Review - No changes proposed
Councillor's Lounge - Public Access	19	Manager Governance and Legal	Review - No changes proposed
Elected Members Fees, Allowances and Support	20	Manager Governance and Legal	Review - Minor. Subject to the Draft Comms Plan between the CEO and Council, currently out for public consultation
Elected Member Professional Development and Authorised Travel	21	Manager Finance	Review - Minor
Council Delegates – Roles and Responsibilities	22	Manager Governance and Legal	Review - Minor
Elected Members – Communication	23	Manager PR and Stakeholder Engagement	Review - Major
Elected Member Disclosure of Interests Register	26	Manager Governance and Legal	Proposed for deletion as this is covered by the Local Government Act and Regulations
Elected Member Registers - Other	27	Manager Governance and Legal	Review - No changes proposed
Legal Representation for Elected Members and Employees	28	Manager Governance and Legal	Review - Minor
Purchasing	29	Manager Finance	Review - Minor
Corporate Credit Cards	30	Manager Finance	Review - Minor
Investment of Funds	31	Manager Finance	Review - Minor
Collection of Rates	32	Manager Finance	Review - Minor
Financial Hardship	35	Manager Finance	Review - Minor

2025 LIST OF COUNCIL POLICIES

POLICY NAME	POLICY NUMBER	POLICY OWNER	Comments
Business Continuity	37	Manager Governance and Legal	Review - Minor

City of Belmont

Council Policies

Tranche 1 – February 2026

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CP01 - Asset Management

Policy Objective

The objectives of the policy are to:

1. Provide a framework for implementing asset management to enable a consistent, co-ordinated and strategic approach at all levels of Council.
2. Apply best asset management practices as appropriate to the City of Belmont.
3. Allocate corporate responsibility for asset management and the necessary resources to deliver the Asset Management Strategy.
4. Facilitate continuous improvement and innovation of delivering service by achieving level of service standards that benefit the community.
5. Provide a framework to quantify and incorporate risk into the decision-making process.
6. Provide guidance to staff responsible for asset management.

Policy Detail

As part of the Asset Management Framework, the following statements reflect Council's commitment to developing a best practice approach to asset management.

1. Governance and Responsibilities

a) Council: Responsible for setting the strategic direction for the City.

b) Executive Leadership Team (ELT): Responsible for corporate oversight of the Asset Management Framework to ensure sufficient asset management resources and capability, monitor performance and support the adoption of asset management principles across the organisation.

c) Operational Leadership Team (OLT)/ Asset Custodians: Responsible for the day-to-day implementation of asset management principles and practices in line with the Asset Management Framework.

2. Asset Planning and Budgeting

a) All assets will be managed from a "whole of life" cycle perspective.

b) The City is committed to ensuring the long-term financial sustainability of its assets and services. It shall prioritise funding for asset renewal and maintenance to meet the agreed service levels.

c) Distribution of the renewal allocation for capital works is to reflect the level of service that each asset class provides to the community. The desired level of service will be reviewed over time with adjustment in response to customer survey results, technical analysis, along with budget affordability and sustainability.

d) All capital expenditure will be assessed on a life cycle cost approach with capital expenditure only being approved in conjunction with appropriate recurrent expenditure budgets (maintenance and operations). Alternative options will be considered to deliver the desired level of service as specified in the Asset Management Plans via asset creation/acquisitions, upgrade, renewal or disposal.

e) Capital works proposals will be evaluated and prioritised based on a multi-criteria framework that considers asset condition, performance, utilisation and risk.

f) Risk analysis at project initiation stages will be undertaken to mitigate future Council liability.

g) Planned asset acquisitions, upgrades, renewal or disposals will only proceed if the proposed expenditure/income has been considered as part of Council's Asset Management Plans and included in the annual budget.

h) A 10-year capital works program will be developed for each asset class and be subjected to an annual review to inform the City's long term financial plan.

i) Climate change considerations will be integrated into the design, construction and management of City assets.

3. Asset Operations and Maintenance

a) Appropriate planned maintenance regimes will be initiated in the most cost-effective manner to enable the City's assets to achieve effective and optimal economic lives.

b) Maintenance plans will be prepared using the most appropriate techniques and incorporating a cost-benefit approach.

c) All activities under planned or reactive maintenance regimes will be captured within the City's Asset Management Systems. This information will assist in the analysis of current and future maintenance programs and the development of capital expenditure programs.

4. Risk Assessment and Management

A risk assessment process consistent with the City's Risk Management Framework, will be applied to asset management decision making to assist in determining priorities when developing maintenance and capital expenditure programs.

5. Asset Accounting and Costing

a) The City will maintain asset registers for all City owned assets.

b) Assets will be valued as deemed appropriate in accordance with the requirements of Australian Accounting Standards.

c) Effective economic lives will be given to each asset class with the written down and depreciation values determined in accordance with the Australian Accounting Standards.

d) The City will determine the cost of asset service delivery on a full cost recovery basis, which as a minimum includes the appropriate distribution of costs and overheads (including administration and finance charges, operation, maintenance and depreciation).

6. Asset Management Strategy and Plans

a) The City has developed an Asset Management Strategy and Plans that applies to all asset classes under its care and control. The Asset Management Strategy and Plans will:

   i) consider the management of an asset over its whole life cycle.

   ii) provide information on future maintenance, operational, upgrade, renewal and/or disposal requirements.

   iii) identify the level of service that will be delivered by the asset and how the service will be monitored.

   iv) confirm the asset component service lives for the application of depreciation.

   v) provide the basis for financial planning of asset classes.

7. Information Systems

The City will review and implement Asset Management Information Systems (AMIS) relevant and appropriate to individual asset classes. Consideration will be given to their ability to integrate with other corporate systems to support coordinated and efficient service delivery.

8. Data Management

a) The City will establish and maintain comprehensive asset information systems for all infrastructure assets under its management, regardless of ownership.

b) The City will ensure accurate information is recorded regarding the inventory, condition, creation, acquisition, maintenance, renewal, refurbishment or disposal of assets for inclusion in Council's Asset Management Strategy (AMS).

Reference/Associated Documents

City's Asset Management Policy, Strategy and Plans

IPWEA - International Infrastructure Management Manual 2020 Edition

IPWEA – Australian Infrastructure Financial Management Guidelines 2020 Edition

ISO 55000 - International Asset Management Standards 2024

ISO 55001 – International Asset Management Standards 2024

ISO 55002 – International Asset Management Standards 2019

Reference to Internal Procedure

Register of Delegations: 1.1.17 - Disposal of Property (other than land).

Definitions

Nil.

This Policy is supported by:	
Policy No:	CP01
Strategic Community Plan:	**Key Performance Area: Performance Outcome:** 10. Effective leadership, governance and financial management.
Register of Delegations:	1.1.17 Disposal of Property (other than land)
Service Area:	Infrastructure Services
Policy Owner:	Manager Design, Assets and Development
Policy Stakeholder:	Manager Works Manager City Facilities and Property Manager Parks Leisure and Environment Manager Finance Coordinator Asset Management

Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
27/09/05		11.5.8
28/04/09		12.10
22/11/11		12.9
28/10/14	Review - Minor	12.4
27/09/16	Review – Minor	12.9
25/09/18	Review – Minor	12.5
12/12/23	Review – Minor	12.8

CP02 - Street and Civic Lighting

Policy Objective

1. To set standards for lighting throughout the City to enhance community safety and amenity in a financially and environmentally sustainable manner.
2. The City supports the extensive use of street lighting for the safety of the community. To achieve this, the City will establish and maintain appropriate standards for City-owned street and civic lighting.
3. This policy and supporting technical standards will apply to all City-owned street and civic lighting across the following areas:
   a) Road Network: including local roads, distributors, intersections, roundabouts and traffic management devices.
   b) Public Places and Thoroughfares: including commercial precincts, public accessways and areas near schools and public amenities.
   c) Council Parks/Reserves and Facilities: including public open space, car parks and community buildings.

Policy Detail

1. Operating Hours

All City-owned street and public space lighting (sports floodlighting excepted) will be operational during the hours of darkness, to ensure consistent and enhanced public safety.

2. Requests for New or Upgraded Lighting

Requests from the community for the installation or upgrade of lighting will be assessed by the City. This evaluation will be based on its alignment with the lighting criteria established, the potential to improve lighting and the application of Crime Prevention Through Environmental Design (CPTED) principles. If a request is supported, then it will be included in the City's forward capital works program, subject to budget approval, or referred to Western Power for their action.

3. Street Lighting Improvement Program

The City will actively partner with, and lobby Western Power to identify and implement street lighting improvements that align with the City's strategic objectives. Any street lighting improvement program initiated by Western Power will be encouraged in progressive stages provided no capital costs are incurred by the City. Any anticipated increased annual running costs because of improvements, if they are outside the budget provisions, are to be approved by the City prior to the commencement of the works.

4. Energy Efficiency

The City will only use energy efficient technologies for all new and upgraded City-owned lighting projects. The City will lobby Western Power to transition their network to energy efficient LED luminaires. Consideration may also be given to lighting with smart features such as those that can detect sunlight, automatically dim, or connect to Wi FI for simple and wireless lighting controls.

5. New Streetlighting via Underground Power Programmes

a) The City will advocate to the State Government to progress the Targeted Underground Power Programme (TUPP), including the provision of new streetlighting, across all remaining areas of the City.

b) The City will investigate options for Retrospective Underground Power applications, including new streetlighting, in areas where TUPP timelines exceed fifteen years.

c) A financial reserve has been established to assist in the funding of underground power in line with a decision of Council.

Reference/Associated Documents

Australian Standards AS1158

Reference to Internal Procedure

Nil.

Definitions

Nil.

This Policy is supported by:		
Policy No:	CP02	
Strategic Community Plan:	**Key Performance Area: People** **Outcome:** 1. A safe, healthy community.	
Register of Delegations:	n/a	
Service Area:	Infrastructure Services	
Policy Owner:	Manager Design, Assets and Development	
Policy Stakeholder:	Coordinator Asset Management	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
01/03/05		11.4.1
28/04/09		12.10
22/11/11		12.9
25/06/13		12.8
22/09/15	Minor	10.7
27/09/16	Review - Minor	12.9
25/09/18	Review – None	12.5
24/05/22	Review - Moderate	12.7
12/12/23	Review - None	12.8

CP03 - Streetscape

Policy Objective

To provide streetscapes that are safe, attractive, climate-resilient, and ecologically vibrant, that support multiple modes of transport and community interaction by creating a streetscape environment that is safe, attractive, functional and vibrant.

Policy Detail

1. The City of Belmont streetscape enhancement and maintenance shall be in accordance with consistent themes for asset categories.
2. Themes and standards shall be developed for:
   a) Structures: footpaths, drainage systems, overhead power lines and utilities.
   b) Surface Materials: concrete, asphalt, permeable material (including mulch) and block paving.
   c) Plantings: street trees, medians, roundabout plantings and entry statements.
   d) Amenities: street infrastructure components (bins, bollards and bus shelters etc), lighting, signage and banners, and public art.
3. Different categories shall be considered for an overall city-wide approach, for key distributor routes and key destinations, as well as for individual precinct areas (such as residential, industrial, the Ascot stables area and shopping centres).

4. Street Tree Management

a) Street trees are regarded as community assets and have a significant role in providing attractive and welcoming streetscapes. It is the City's position that the protection and enhancement of existing street trees and tree canopy cover contributes to the ongoing development of sustainable and highly liveable urban environments. Please refer to Policy 48 - Urban Forest.

b) The City encourages tree-friendly infrastructure designs that facilitate the successful establishment and long-term viability of street trees. This includes infrastructure within the streetscape and immediate interface, such as permeable pavement, tree cells and suspended boundary front fences/ no fence.

5. Infrastructure Components

a) Standards shall be set to guide the provision of streetscape infrastructure throughout the City, considering function, durability, comfort and visual appeal.

b) Infrastructure components shall be consistent with the City's corporate colours.

6. Lighting

a) Street lighting is typically a Western Power owned asset provided for the safety of all road users, according to set standards. This is to be undertaken in conjunction with Policy 2 - Street and Civic Lighting.

b) Western Power Standards shall be adhered to for theme lighting in various locations throughout the City, such as new developments, at entry statements and central medians.

7. Underground Power

a) The City will advocate to the State Government to progress the Targeted Underground Power Programme (TUPP), including the provision of new streetlighting, across all remaining areas of the City.

b) The City will investigate options for Retrospective Underground Power applications, including new streetlighting, in areas where TUPP timelines exceed fifteen years.

c) A financial reserve has been established to assist in the funding of underground power in line with a decision of Council.

8. Public Art

a) Public art shall be incorporated into the streetscape environment, including roundabouts and median islands, where possible, taking into consideration:

   i) Artistic elements, which recognise the unique value of elements of Aboriginal, heritage and significant features of the City of Belmont.

   ii) Precinct specific public art pieces.

   iii) Public safety for all road users.

9. Signage on Road Reserves

a) The erecting of directional signage on road reserves to facilitate access to community facilities is supported. Control is to be exercised over the functionality and aesthetics of these signs; with a standard to be set regarding the size and lettering style on the signs. Standards shall be developed for all other signage displayed within the streetscape; aside from traffic or regulatory signage determined by Main Roads Western Australia.

b) The replacement of "No Parking" signs throughout the City by "yellow lines" to indicate no standing areas (as outlined in the *Road Traffic Code 2000 (WA)*) shall be progressed where deemed to be appropriate. When new parking restrictions are installed, consideration shall be given to the appropriateness of them being marked by a yellow line, rather than the installation of a "No Standing" sign. The use of yellow lines will improve the City's streetscapes by reducing the number of signs in the road reserve and overall visual 'clutter', whilst clearly marking out areas where parking is not permitted.

10. Verge Maintenance

a) The City is of the view that property owners should take responsibility for the presentation of their properties, which includes maintenance of verges.

   i) Levelling: Other than in association with programmed City works, material shall only be provided to level/fill verges where there is an identifiable hazard to traffic or pedestrians, or where a drainage problem exists.

   ii) Verge Treatments: Property owners are encouraged to beautify the verge adjacent to their property and take responsibility for its maintenance as an extension of their property. All works undertaken on the verge are to be in accordance with the City's *Consolidated Local Law 2020*.

   i) Mowing: Mowing of verges is generally to be undertaken by the adjacent property owner. The City will carry out verge mowing in some circumstances, including of key routes and where a safety concern or hazard exists. A hazard is identified as being a fire hazard under the *Bush Fire Act 1954 (WA)* or where the height of the verge covering may be a sight obstruction by exceeding 750mm (height as nominated in the City's *Consolidated Local Law 2020*).

b) Focus will be given by Council to the following key routes into the City:

   i) Primary Distributor Roads: Great Eastern Highway and Orrong Road.

ii) District Distributor Roads A: Belgravia Street/Fairbrother Street/Abernethy Road, Kewdale Road, Stoneham Street, Grandstand Road and Resolution Drive.

iii) District Distributor B: Hardey Road, Alexander Road, and Belmont Avenue.

iv) Selected Local Distributor Roads: Francisco Street, Kooyong Road, Epsom Avenue, and Oats Street/Gabriel Street.

c) Consideration will also be given to other Local Distributor Roads, particularly those leading to the Airport, the City Centre and Local Shopping Areas.

d) The City will advocate to State Government agencies e.g. Main Roads WA, Water Corporation, to proactively maintain verges and other parcels of land under their care.

11. Crossovers

a) The City supports a uniform approach to the construction of crossovers as per the City of Belmont Crossover Specifications.

b) Any redundant crossover is to be removed at the time of redevelopment of any lot and at the time of installation of a new crossover.

12. Streetscape Maintenance

a) Appropriately planned maintenance regimes will be initiated in the most cost-effective manner whilst achieving an aesthetic streetscape taking Council and community expectations into consideration. Ongoing maintenance requirements will be calculated and considered through a rigorous assessment prior to the instigation of any enhancement works.

b) The City of Belmont is committed to preserving the appearance of the streetscapes by removing graffiti from public and private property within 48 hours of the initial report and removal of offensive graffiti on the same day it is reported.

13. Risk Assessment and Management

a) A risk assessment process will assist in determining priorities when developing capital expenditure and maintenance programs.

b) Risk analysis at project initiation stages will be undertaken to mitigate future City liability.

c) All employees responsible for and involved in activities associated with the management of the City's streetscape assets will be trained to an appropriate level to ensure that appropriate asset and risk management practices are applied.

Reference/Associated Documents

Local Government Act 1995 (WA)

Road Traffic Act 1974 (WA)

Planning and Development Act 2005 (WA)

Environmental Protection Act 1986 (WA)

Consolidated Local Law 2020

Council Policy 46 - Environmental Purchasing

Council Policy 47 - Environment and Sustainability

Council Policy 48 - Urban Forest

Council Policy 1 - Asset Management

AS 4970-2009, Protection of trees on development sites

AS 4373-2007 Pruning of Amenity Trees

Reference to Internal Procedure

Nil.

Definitions

Nil.

This Policy is supported by:	
Policy No:	CP03
Strategic Community Plan:	**Key Performance Area: People** **Outcome: 2.** A strong sense of pride, belonging and creativity. **Outcome: 3.** People of all ages and abilities feel connected and supported. **Key Performance Area: Planet** **Outcome: 4.** Healthy and sustainable ecosystems. **Outcome: 5.** Climate resilience. **Key Performance Area:** Place **Outcome: 7.** Attractive and welcoming places. **Outcome: 8.** A city that is easy to get around safely and sustainably. **Key Performance Area: Performance** **Outcome: 10.** Effective leadership, governance and financial management. **Outcome: 11.** A happy, well informed and engaged community.
Register of Delegations:	n/a
Service Area:	Infrastructure Services
Policy Owner:	Manager Parks, Leisure and Environment
Policy Stakeholder:	n/a

Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
07/11/06		11.1.4
28/04/09		12.10
22/11/11		12.9
28/10/14	Review - Minor	12.4
27/09/16	Minor	12.9
22/08/17	Review - Major	12.2

25/09/18	Minor	12.5
10/12/19	Review – Major	12.8
23/02/21	Minor	12.7
24/05/22	Review - Moderate	12.7
12/12/23	Review – None	12.8

CP04 - Private Contributions to Drainage Works - FOR DELETION

Policy Objective

To ensure that developments which need to discharge stormwater off-site make suitable contribution toward the City's drainage system.

Policy Detail

1. The policy allows developers to contribute towards the cost of upgrading Council's drainage system in order to facilitate subdivision and development of land by providing an effective stormwater disposal system.
2. Contributions are to be paid by developers for developments or subdivisions which require the discharge of stormwater runoff off site to the City's street drainage system. The Chief Executive Officer is authorised to assess developments or subdivisions and calculate and levy a drainage contribution. The amount of cost contribution shall be determined from the total cost of drainage upgrade works based on a pro rata runoff contribution for the catchment.

Reference/Associated Documents

Local Government Act 1995 (WA) Section 6.17

Reference to Internal Procedure

Annual Drainage Works Programme

Work Instruction - Private Drainage Connection.

Stormwater Management Plan

Definitions

Nil.

This Policy is supported by:		
Policy No:	CP 04	
Strategic Community Plan:	**Key Performance Area: Performance Outcome:** 10. Effective leadership, governance and financial management.	
Register of Delegations:	n/a	
Service Area:	Infrastructure Services	
Policy Owner:	Manager Design, Assets and Development	
Policy Stakeholder:	Development & Infrastructure Advisor	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
01/03/05		11.4.1
28/04/09		12.10
22/11/11		12.9
28/10/14		12.4
27/09/16	Minor	12.9
22/08/17	Review - None	12.2
24/05/22	Review - None	12.7
12/12/23	Review – Minor	12.8

CP05 - Improvements to become the Property of the City

Policy Objective

1. To maintain a high standard of appearance of City property.
2. Any approved improvement to City property which is a fixture shall automatically become part of that property irrespective of the party responsible for the cost of that improvement, whether tenant, lessee, user group or other source.

Policy Detail

At times the groups mentioned above request permission to install fixtures to benefit their occupation of the facility at their cost. If permission is granted it must be notified to the applicant that the fixture will, at installation, become the property of the City.

Reference/Associated Documents

Nil.

Reference to Internal Procedure

Nil.

Definitions

'**A fixture**': for the purposes of this policy means an improvement which is not moveable and requires structural and/or service alterations for the installation or would leave some defect either physical or aesthetic to the property by its removal.

This Policy is supported by:		
Policy No:	CP05	
Strategic Community Plan:	**Key Performance Area: Place** **Outcome:** 7. Attractive and welcoming places.	
Register of Delegations:	n/a	
Service Area:	Infrastructure Services	
Policy Owner:	Manager City Facilities and Property	
Policy Stakeholder:	n/a	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
01/03/05		11.4.1
28/04/09		12.10
22/11/11		12.9
28/10/14	Review - Minor	12.4
27/09/16	Minor	12.9
22/08/17	Review – None	12.2
24/05/22	Review - None	12.7
12/12/23	Review – Minor	12.8

CP19 - Elected Member's Lounge - Public Access

Policy Objective

1. To outline the accessibility of and etiquette required of attendees when they are present, following a meeting of Council or an official Council function in the:
   a) Council Reception Area, and
   b) Elected Members Lounge.
2. Elected Members who extend invitations to members of the public to attend either the Council Reception Area or the Elected Members Lounge must adhere to the accessibility and etiquette requirements as set out in the policy.

Policy Detail

1. Council Reception Area

a) Members of the public do not have access to the Council Reception Area unless they are specifically invited by the Mayor or Elected Members as provided under this policy following a Council meeting or an official Council function.

b) Individual Elected Members are welcome to invite up to a maximum of two members of the public to the Council Reception Area for thirty minutes following a Council meeting or official function, on condition that the Elected Member will:

   i) act as host for guest(s) (e.g. provide them with refreshments),
   ii) adhere to ‘responsible service of alcohol’ guidelines,
   iii) take full responsibility for the actions of their guest(s),
   iv) not invite the same guest(s) for two consecutive Council meetings unless they obtain prior approval from the Mayor, and
   v) escort their guest from the Council Reception Area when their guest wishes to leave or when the allotted time expires and secure the premises.

c) The Elected Member must remain in the Council Reception Area until their guest(s) depart.

2. Elected Members Lounge

a) Members of the public shall not be permitted access to the Elected Members Lounge at any time.

b) At the Mayor's discretion, invitations may be extended to a special guest(s).

c) The Elected Members Lounge should be reserved for Elected Members and City employees, and Elected Members guests should be entertained in the Council Reception Area in accordance with Clause 1, Council Reception Area, above.

3. Etiquette

a) No person shall remain in the Council Reception Area or Elected Members Lounge if they fail to maintain an acceptable dress standard or engage in antagonistic or antisocial behaviour.

b) The Mayor shall be the sole judge of a breach of etiquette and authorised to expel a person from the Reception Area or Lounge for such a breach.

c) Where the Mayor is not in attendance or has departed then the person responsible for the exercise of the powers of the Mayor under this policy shall be determined in the following order:

   i) the Deputy Mayor,

   ii) a person appointed by the Mayor to exercise the powers of the Mayor under this policy for that specific occasion,

   iii) a person appointed by the Deputy Mayor to exercise the powers of the Mayor under this policy for that specific occasion.

d) The Chief Executive Officer may authorise the use of the Elected Members Lounge and Council Reception Area for times when not in use by Elected Members. However, the Mayor has absolute authority regarding access to the Elected Members Lounge.

Reference/Associated Documents

Responsible Service of Alcohol – *Liquor Control Act 1988 (WA)*

Reference to Internal Procedure

Nil.

Definitions

Nil.

This Policy is supported by:		
Policy No:	CP19	
Strategic Community Plan:	**Key Performance Area: Performance Outcome:** 10. Effective leadership, governance and financial management.	
Register of Delegations:	n/a	
Service Area:	Corporate and Governance	
Policy Owner:	Manager Governance and Legal	
Policy Stakeholder:	n/a	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
07/02/09		11.5.5
28/04/09		12.10
22/11/11		12.9
22/09/15	None	10.7
27/09/16	Review - Minor	12.9
24/05/22	Review - None	12.7
22/08/23	Review - Minor	12.10

CP20 - Elected Members Fees, Allowances and Support

Policy Objective

To provide clear guidelines and transparency regarding the allowances, fees and entitlements provided to Elected Members for the discharge of their role as elected representatives of the City, in accordance with the *Local Government Act 1995 (WA)* (the Act) and determinations of the Salaries and Allowance Tribunal.

Policy Detail

1. Annual Fees and Allowances

1.1 Statutory Fees and Allowances

a) Annual allowances and fees are to be paid to Elected Members monthly in arrears via electronic funds transfer to their nominated bank account.

b) The following sitting fees and allowances are to be the maximum amount set for the appointed band allocation of the City, as determined by the Salaries and Allowance Tribunal:

i) Mayoral allowance

ii) Deputy allowance

iii) Elected Member meeting attendance fee

iv) ICT expenses allowance

v) Superannuation Guarantee equivalent superannuation.

c) The cost of any ICT related items provided to Elected Members by the City will be deducted from the ICT expenses allowance until the cost is recovered in full. ICT expenses are as defined in the current Local Government determination of the Salaries and Allowances Tribunal.

d) Payment of the allowances is to be made subject to the determinations of the Salaries and Allowances Tribunal from time to time, including any determinations regarding payment of allowances during any leave of absences.

e) the annual increase in allowances determined by the Salaries and Allowances Tribunal will be applied from 1 July of the relevant year.

1.2 Professional Development

a) This is covered under Council Policy 21 - Elected Member Professional Development and Authorised Travel.

2. Carer Expenses

a) Elected Members are entitled to be reimbursed for carer expenses when the Elected Member is the primary carer for a person who has a disability, mental illness, chronic condition or who is frail and aged. The City will cover the costs of a replacement carer incurred by the Elected Member to attend:

i) an authorised meeting (being an Ordinary Council Meeting, Special Council Meeting, Annual Electors' Meeting, Agenda Briefing Forum or Information Forum), with the costs of a replacement carer to be calculated by reference to the duration of the authorised meeting plus one hour (to cover pre and post meeting attendance).

ii) any training or professional development approved per Council Policy 21 - Elected Member Professional Development and Authorised Travel.

3. Sundry Expenses

a) The following sundry expenses may be claimed by an Elected Member to a maximum value of $1,500 (excluding GST) per annum.

i) Clothing, footwear and suit hire*,

ii) Personal grooming*,

iii) Dry cleaning*,

iv) Cost of attending official functions of the City where the Elected Member attends in an official capacity,

v) Travel via taxi or ride share to and from Council meetings and official functions of the City where the Elected Member attends in an official capacity,

vi) Protocol gifts, and

vii) Child-care expenses, with the expenses claimable in the aggregate not per child per meeting, and with the costs of child-care to be calculated by reference to the duration of the authorised meeting plus one hour (to cover pre and post meeting attendance) and not covered by the cap in 3(a) but rather set as per the Salaries and

Allowances Tribunal through Sections 5.126 and 5.128 of the Act and Regulation 31 (b) of the *Local Government (Administration) Regulations 1996 (WA)*.

* These sundry expenses may only be claimed by an Elected Member in receipt of a pension, such as a retirement and widows' pension or disability support pension.

4. Mayoral Vehicle

a) A City of Belmont owned and maintained vehicle will be available to the Mayor for the purpose of undertaking official duties. No private use of the vehicle is permitted, nor is the vehicle to be used for electioneering purposes.

b) A logbook will be required to be completed for all travel in the provided vehicle in a manner prescribed by the CEO.

c) The Mayoral vehicle may be replaced with approval from the Council. The class and cost of any replacement vehicle is to be approved by Council as part of the relevant annual budget process in line with general fleet replacement undertaken by the City.

d) When the Mayor is on leave of absence, the Deputy Mayor may use the vehicle in accordance with this policy.

5. Business Cards

Each Elected Member will be allocated a maximum of 1,000 business cards after each local government ordinary election, subject to a restricted amount of 250 cards per Elected Member during the lead up period (six months) to local government elections. The business cards will be printed in accordance with the City's Corporate Style Guide. Business cards must be used for Council business only and must not be used for electioneering purposes.

6. Additional Support

Any request for additional support by an Elected Member under this or any other policy must be submitted to the CEO who will refer the request to Council.

Reference/Associated Documents

Local Government Act 1995 (WA)

Local Government (Administration) Regulations 1996 (WA)

Salaries and Allowances Act 1975 (WA)

Council Policy 21 - Elected Member Professional Development and Authorised Travel

Reference to Internal Procedure

Nil.

Definitions

'**CEO**' means the Chief Executive Officer of the City.

'**City**' means the City of Belmont.

'**official function**' means the City's Mayoral Dinner, Civic Dinner and other functions approved by Council.

This Policy is supported by:		
Policy No:	CP20	
Strategic Community Plan:	**Key Performance Area: Performance Outcome:** 10. Effective leadership, governance and financial management.	
Register of Delegations:	n/a	
Service Area:	Corporate and Governance	
Policy Owner:	Manager Governance and Legal	
Policy Stakeholder:	n/a	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
08/02/05		11.3.4
03/04/07		12.5.7
28/04/09		12.10
24/08/10		12.9
22/11/11		12.9
24/07/12		12.6
25/06/13		12.8
23/07/13		12.7
28/10/14	Review - Minor	12.4
22/09/15	Review - None	10.7
23/02/16	Review - Minor	12.7
27/09/16	Review - Minor	12.9
22/08/17		12.2
25/09/18	Review – Minor	12.5
10/12/19	Review – Minor	12.8
24/05/22	Review - Minor	12.7

22/08/23	Review - Moderate	12.10
23/04/24	Review – Minor	13.2.1

CP21 - Elected Member Professional Development and Authorised Travel

Policy Objective

To provide guidelines for Elected Member training, professional development and travel to ensure Elected Members are provided with appropriate skills and knowledge to effectively fulfill their role.

In accordance with the *Local Government Act 1995 (WA)* (the Act) and the *Local Government (Administration) Regulations 1996 (WA)* this policy sets out requirements for Elected Member mandatory training, professional development and travel. The policy outlines Elected Member entitlements as well as establish what constitutes authorised travel on behalf of the City of Belmont.

All monetary values in this policy exclude GST. The amounts allocated under this Policy are to be adjusted according to CPI annually for each new budget.

Policy Detail

1. Training and professional development

1.1. Elected Member Mandatory Training

a) An Elected Member must complete any training prescribed by Section 5.126(1) of the Act and the *Local Government (Administration) Regulations 1996 (WA)*, within a period of twelve months of being elected (mandatory training).

b) In accordance with Section 5.127 of the Act, the City must prepare a report for each financial year on the mandatory training completed by Elected Members during the financial year. The report must be published on the City's website within one month after the end of the financial year to which the report relates.

1.2. Continuous Professional Development

a) In accordance with Section 5.128 of the Act, Elected Members are encouraged to identify their individual continuing professional development needs to enhance their effectiveness and address skill gaps as required.

b) As the needs of individual Elected Members may vary, each Elected Member is encouraged to seek the assistance of the CEO and Mayor to analyse their requirements and in identifying appropriate courses, seminars and training to meet those needs.

c) In determining the professional development activities for individuals, Elected Members should consider the current or future strategic direction and activities of the City and its priorities and the skills that will be needed to give effect to the direction.

1.3. Budget for Professional Development

a) This policy establishes a limit for travel, accommodation and registration expenses for Elected Members. Each Elected Member is to be allocated $7,450 for each year of their term for travel (including parking fees at the event), accommodation and registration expenses for professional development. In the first three years of the term an Elected Member may draw on amounts exceeding the $7,450 per year, but any amount greater than the $7,450 reduces the allocation available in subsequent years. In the final year of an Elected Member's term the lesser of the remaining balance or $7,450 may not be exceeded.

b) An Elected Member may agree to personally fund any short fall in Professional Development expenses if the costs exceed the set budget amount.

c) The costs associated with mandatory training under the Act (Section 5.126) will be funded outside of the Elected Members professional development budget allocation outlined above.

d) All professional development is to be arranged through the City and not by the Elected Member.

e) Where an Elected Member does not complete a course of professional development, where the fees have been paid in advance, the Elected Member will be required to repay to the City the fees incurred for the unused portion of the professional development course.

f) The costs of child-care associated with an Elected Member's attendance at professional development shall be reimbursed for mandatory training and training under Section 5.128 of the Act.

1.4. Council Nominated Professional Development and Authorised Travel Events

a) The costs of attendance at Council nominated professional development and authorised travel listed in this policy, or to which Council resolves to send an Elected Member as a delegate, are not to be deducted from the professional development budget limit for that Elected Member. These Council nominated events include Australian Local Government Association events and the receipt of awards or approved lobbying on behalf of the City of Belmont.

b) Unless otherwise resolved by Council:

   i) the Mayor, or the Deputy Mayor; and

   ii) the CEO or the CEO's nominee will be the Council delegate for attendance at these events.

c) The costs of attendance at the Western Australian Local Government Week event and any legislated/mandatory training are not to be included as a cost to an Elected Member's professional development allowance.

d) The table below outlines standard expenses and limits.

Type of expense	Professional development
Professional development expenses	For professional development opportunities outside* of the Perth metropolitan area, an Elected Member is entitled to be reimbursed for registration, travel (including parking at the event) accommodation and sundry expenses. For professional development opportunities within** the Perth metropolitan area, an Elected Member is entitled to be reimbursed for registration, travel (including parking at the event) and sundry expenses. Accommodation expenses are excluded and not claimable under this policy. Note: See Policy item 1.3 for budget limit.
Sundry expenses	Breakfast expenses: The actual expense incurred to a maximum value of $40 per day. Lunch expenses: The actual expense incurred to a maximum value of $60 per day. Dinner expenses: The actual expense incurred to a maximum value of $80 per day. Other expenses (i.e., drinks, mini-bar, dry cleaning, personal grooming): The actual expense incurred to a maximum value of $50 per day. Regardless of limits, sufficient supporting documentation is required.

* Professional development events held outside of the Perth Metropolitan area, including intrastate, interstate and New Zealand are to be deducted from the Elected Member allocation.

** Professional development events within the Perth Metropolitan area (which are within 100kms of CBD) are also deducted from the Elected Member allocation, but exclude accommodation, as this is not a claimable expense under this policy.

1.5. Accompaniment by Spouse

a) If an Elected Member wishes to be accompanied by their spouse or partner, then the Elected Member must cover the cost of all expenses of being accompanied by their spouse or partner other than:

i) the cost of attending an official dinner or equivalent function; and

ii) accommodation costs where the spouse or partner stays in the same room as the Elected Member.

b) In some circumstances it will be more efficient and effective for the City to make arrangements for a spouse or partner and pay for travel, accommodation and registration costs. In this instance, the Elected Member shall reimburse the City for any of these costs. When necessary, reimbursement will be deducted from the Elected Member's sitting fees.

1.6. Approval Process

a) The Mayor will consider and assess all Elected Member requests to attend professional development opportunities, and the Mayor's requests will be assessed by the Chief Executive Officer.

b) Any request by an Elected Member for professional development or reimbursement of expenses that is additional to or outside of the requirements of this policy will be referred to Council for further consideration.

1.7. Report

a) Elected Members will provide a brief presentation to the next available Information Forum upon returning from any professional development attended.

b) A summary of expenses for professional development of each Elected Member will be reported in the City of Belmont Annual Report each year.

2. Travel

2.1. Travel, Accommodation and Registration

a) The City will pay the cost of Elected Member travel, accommodation and registration at professional development events under this policy up to the limit determined in this policy. If an Elected Member pays for travel, accommodation and registration at a professional development event then the Elected Member is entitled to reimbursement up to the limits determined in this policy.

b) In relation to accommodation, the City shall pay for accommodation for the period of the event only including the evening before and the night of the last day of the event.

c) In relation to travel, if the Elected Member wishes to:

   i) extend their trip for personal reasons (unrelated to an authorised City purpose), or

   ii) upgrade their standard of travel,

   then the Elected Member shall be responsible for any additional travel costs related to this personal travel or travel standard upgrade, as the case may be.

2.1. Standard of Travel and Accommodation

a) All Elected Member travel is to be economy class.

b) Hotel accommodation may be provided at the professional development event venue or if not available at the event venue then accommodation is to be at a mid-range hotel as close as practicable to the venue.

2.2. Interstate and Overseas Professional Development Events

a) Overseas travel will be subject to Council approval with consideration given to the number of interstate conferences per Elected Member per year and the benefit and relevance to the Elected Member’s role and the City.

b) Unless otherwise resolved by Council, a maximum of two Elected Members shall attend an interstate Professional Development event, unless otherwise resolved by Council. Should there be more than two nominees, the Mayor will have complete discretion on the selection of approved attendees.

c) Consideration will also be given as to whether attendance at events will impede a quorum at any scheduled Council or Committee meetings, and available budget.

2.3. Carbon Offsets

a) The City will offset the carbon emissions for all interstate or overseas air travel by purchasing carbon offsets at the time of flight booking.

2.4. Travelling whilst Interstate and Overseas (other than air travel)

a) Elected Members shall endeavour to use the most cost effective and environmentally friendly method of travelling when interstate and overseas. When travelling within a region, an Elected Member will endeavour to travel by public transport or, if this is not practicable, then by taxi. An Elected Member may request cab charge vouchers in advance of travelling interstate.

b) When relevant, Elected Members are expected to share transport. The use of a hire car must be approved in advance by the Chief Executive Officer.

Reference/Associated Documents

Local Government Act 1995 (WA)

Local Government (Administration) Regulations 1996 (WA)

Reference to Internal Procedure

Nil.

Definitions

'**CEO**' means the Chief Executive Officer of the City.

'**City**' means the City of Belmont.

'**CPI**' means the Consumer Price Index (All Groups) for Perth.

'**Interstate Professional Development**' means an interstate professional development event and includes Professional Development events held in New Zealand.

'**Professional Development**' includes conferences, congresses, study tours, seminars, training courses, lectures, workshops or similar events.

This Policy is supported by:		
Policy No:	CP21	
Strategic Community Plan:	**Goal 5: Responsible Belmont** **Strategy:** 5.6 Deliver effective, fair and transparent leadership and decision-making, reflective of community needs and aspirations	
Register of Delegations:	n/a	
Service Area:	Corporate and Governance	
Policy Owner:	Manager Governance, Strategy and Risk	
Policy Stakeholder:	n/a	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
08/02/05		11.3.4
03/04/07		12.5.7
28/04/09		12.10
24/08/11		12.9
24/07/12		12.6
25/06/13		12.8
28/10/14	Review – Major	12.4
22/09/15	Review – None	10.7
27/09/16	Review – Minor	12.9
22/08/17	Review – Minor	12.2
25/09/18	Review – None	12.5
10/12/19	Review – Minor	12.8
23/02/21	Review – Major	12.7
24/05/22	Review - Minor	12.7

12/12/23	Review - Moderate	12.8
23/07/24	Review – Minor	13.2.1

CP22 - Council Delegates - Roles and Responsibilities

Policy Objective

1. To prescribe how Delegates nominated by Council as members of external committees or organisations may fulfil their representative role.
2. The City provides Delegate representation on a range of external bodies and bodies including but not limited to those outlined in the City of Belmont – Elected Member Representatives on Committees and Other Groups document.
3. This policy sets out the roles and responsibilities Delegates must adhere to when fulfilling their role as a Delegate.

Policy Detail

1. Where an Elected Member has been endorsed as Council's nominated representative member on an external committee, body or organisation, the Delegate shall:
   a) Understand that their appointment/membership is as a representative of the Council and is by right of their position with Council.
   b) Ensure their availability to attend scheduled meetings, and where they are unable to do so, provide prior apology to the respective Presiding Member. Apology must also be provided to external meetings for periods where approved leave of absence is granted from Council.
      i) Delegates are responsible for ensuring that there is a quorum for meetings and that the City is represented at external group meetings. Where a Delegate is unable to attend an external body meeting in which they have been appointed, they are to advise their deputies in order of seniority to ensure that they will be replaced at the meeting. At least twenty-four (24) hours' notice to a deputy should be provided where possible.
      ii) Delegates are also to advise the Chief Executive Officer (or the relevant Director) of the arrangements made and the name of the alternate Delegate who will be attendance.
      iii) Where a Delegate has failed to attend three successive external body meetings, with or without apology and during a period where leave of absence has not been granted, the Council shall consider appointing a replacement Delegate at the next possible meeting of Council or

Special Council Meeting. This is to ensure that the purpose and integrity of Council's participation in the external body is maintained.

iv) If a Delegate is unwilling or unable to fulfil their commitment to an external body, then the Delegate must advise the Chief Executive Officer so that Council can consider appointing a replacement Delegate and formally advise the external body of the replacement.

c) Ensure that where Council has nominated a proxy or deputy Delegate, that the proxy is provided with early advice and adequate information to facilitate their attendance and participation in meetings if the Delegate is unable to attend.

d) Ensure that in participating and contributing to decision making of the External Body the Delegate is cognisant of, and communicates, Council's determined position. Council's position on a matter will be determined by (in descending order):

i) firstly, resolutions of Council dealing specifically with the matter at hand

ii) secondly, resolutions of Council dealing generally with the matter at hand

iii) thirdly, relevant statements of the Council's position contained in adopted Council policies or the City's Strategic Community Plan

iv) lastly, if Council has not established a formal position, the Delegate should give due consideration to the potential sensitivity and/or risk inherent to the matter i.e. potential for negative environmental or social impact, or risk of community conflict.

e) Where the Delegate evaluates potential for a significant level of sensitivity, commitment of Council resources or risk then, prior to committing to a position, the Chief Executive Officer will prepare a report for Council's consideration which provides Council with the professional opinion, advice and a recommendation from the Chief Executive Officer or Council determination. The report may include a position statement from the Delegate. Delegates must ensure that this occurs where a decision by the external body may require a commitment of Council resources.

f) Voting Rights

i) An Elected Member or employee appointed as a Delegate may have to participate in the decision-making process of the external body. The Delegate may also be entitled to vote on matters coming before the external body.

ii) The Delegate will have a fiduciary duty to the external body to participate in decision making processes and vote in accordance with the obligations to act in good faith for the purposes for which the external body was established.

iii) Council recognises that whilst it can require a Delegate to communicate the City's position to the external body, it is not appropriate to attempt to bind the Delegate's vote on a matter. The Delegate will have the benefit of discussion around the decision-making table and must vote in accordance with their good faith obligation to the external body.

iv) However, this does not entitle a Delegate to substitute their personal beliefs for Council's position. Where it is possible for a Delegate to act in good faith for the purposes of the external body and also to vote in accordance with Council's stated position, then Council expects that a Delegate will vote accordingly.

v) Where a Delegate votes in good faith, in a manner which is opposed to a Council position, the Delegate must provide a Delegates Report to the next Council meeting informing of the decision and the factors which influenced the outcome.

g) Perform the functions and duties of a Delegate in accordance with the standards set out in the Code of Conduct.

h) Ensure that a copy of minutes is provided to the City for record keeping purposes and that the record keeping responsibilities outlined in the *State Records Act 2000 (WA)* and Council Policy 43 - Records Management are fulfilled. Where confidentiality requirements exist over either Council or the external body's business the Delegate must ensure that confidentiality is appropriately maintained and protected.

i) Keep Council informed of the activities and achievements of the external body via a verbal report to the next Information Forum.

2. Elected Members who attend meetings of external bodies, as observers of the City (not the appointed Council Delegate), where access is not generally available to the public, need be cognisant of the fact that they remain representatives of the City and therefore shall:

a) As a matter of courtesy seek the prior consent of the external body's Presiding Member before attending as an observer.

b) Act within the meeting protocols as established by the external body.

c) Communicate with the meeting only through Council's nominated Delegate or only at the request of the Presiding Member of that meeting,

being mindful of not interfering with due process or the role of Council's nominated Delegate.

d) Act in accordance with the standards set out in the Code of Conduct.

3. Matters relating to the Development Assessment Panel fall outside the scope of this policy.

4. Elected Members who attend meetings of external bodies, in a private capacity (not as the appointed Council Delegate or an observer), where access to the meeting is generally available to the public need be cognisant of the fact that they remain through their positions as representatives of the City and therefore shall:

   a) Act within the meeting protocols as established by the external body.

   b) Make clear to the meeting that opinions or positions stated are their own and not those of the City.

   c) Not reflect adversely on a decision of the Council or a committee.

   d) Act in accordance with the standards set out in the Code of Conduct.

Reference/Associated Documents

Local Government Act 1995 (WA), Part 5, Section 5.17

State Records Act 2000 (WA)

Code of Conduct for Council Members, Committee Members and Candidates

Code of Conduct for Employees

Council Policy 43 – Records Management

Elected Member Representatives on Committees and Other Groups

Reference to Internal Procedure

Nil.

Definitions

'**Delegate**' means a person nominated to represent the City on an External Body

'**external body**' means an external body, statutory corporation, incorporated association, regional local government, committee, working or special interest group, or governmental advisory group.

'Code of Conduct' means the Code of Conduct for Council Members, Committee Members and Candidates or Code of Conduct for Employees as applicable.

This Policy is supported by:		
Policy No:	CP22	
Strategic Community Plan:	**Key Performance Area: Performance Outcome:** 10. Effective leadership, governance and financial management.	
Register of Delegations:	n/a	
Service Area:	Executive Services	
Policy Owner:	Manager Governance, Strategy and Risk	
Policy Stakeholder:	n/a	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
07/11/06		11.5.9
28/04/09		12.10
28/07/09		12.15
27/07/10		12.9
22/11/11		12.9
25/06/13		12.8
22/09/15	None	10.7
27/09/16	Review - Minor	12.9
25/09/18	Review - Minor	12.5
10/12/19	Review – Minor	12.8
24/05/22	Review - Minor	12.7
12/12/23	Review - Minor	12.8

CP23 - Elected Members - Communication

Policy Objective

To provide guidance to Elected Members when engaging in communications, whether verbal, written, or electronic, as an Elected Member of the City and, in some circumstances, a personal capacity.

This policy is not intended to discourage nor unduly limit an Elected Member's personal expression or other communications; however, it identifies obligations and requirements for Elected Member's communications as governed by the local government statutory framework.

Policy Detail

1. Spokespeople

a) Only the Mayor and the CEO (if authorised by the Mayor), can make official comments on behalf of the City.

b) Where the Mayor is unavailable, the Deputy Mayor may act as the spokesperson.

c) It is respectful and courteous to the office of the Mayor to refrain from commenting publicly, particularly on recent decisions or issues, until such time as the Mayor has had opportunity to speak on behalf of the City.

2. Media Enquiries

a) All enquiries from the media for an official City comment, whether made to an individual Council Member or employee, must be directed to the CEO or a person authorised by the CEO.

b) Information will be coordinated to support the Mayor or CEO (where authorised) to make an official response on behalf of the City.

3. Mayoral Letterhead

a) Mayoral letterhead will be available for the Mayor for responses to civic invitations, functions and mayoral business. If the Mayor receives correspondence relevant to the business of the City, the Mayor may use mayoral letterhead to acknowledge receipt and advise that the City will respond to the matter raised.

b) Where the Mayor is providing technical information to correspondents, the CEO will be requested to draft the correspondence or that section of the correspondence for the Mayor.

4. Recordkeeping

Correspondence and communications generated and received by Elected Members that relates to the business of the City is subject to the *State Records Act 2000 (WA)*, the City's Records Management Policy and Recordkeeping Plan, and as such must be retained within the City's corporate recordkeeping system. These records are also subject to the *Freedom of Information Act 1992 (WA).*

5. Email

a) Each Elected Member is provided with a City email address and this email must be used for all electronic correspondence between the community, stakeholders and the Elected Member when it relates to the business of the City.

b) Each Elected Member will be provided with an e-mail signature block that must be applied to all emails.

6. Electronic Equipment

Electronic equipment, such as computers, tablets, mobile phones etc., utilised by any Elected Member, is subject to Council policy, the conditions of use and any service agreement between Elected Members and the City.

7. Social Media

a) The City of Belmont recognises that Elected Members may wish to use social media to promote the activities of the City to their communities online.

b) In this regard, Elected Members should be aware that statutory obligations apply to their social media platforms in the same way as any other form of communication.

c) Social media can be used as a positive avenue to:

i) increase resident's access to Council information

ii) increase the level of trust in Council

iii) reach targeted audiences on specific issues, events and programs

iv) provide effective, fast communication channels to a large population very quickly when needed.

d) Guidelines for using social media:

i) be credible, accurate, fair, thorough and transparent.

ii) be respectful, cordial, honest and professional at all times.

iii) be responsive and share information where appropriate.

iv) Behave with honesty and integrity.

e) Elected Members are personally responsible for their social media accounts/digital platforms and content they publish in a personal or professional capacity on any form of social media or digital platform, and in this regard must personally ensure that they understand their legal obligations.

f) As with other electronic communication channels, what is said on social media platforms is likely to be permanent and public.

g) When using social media in a private capacity Elected Members are equally bound by this Policy and its legal obligations, in certain circumstances, if they are identifiable as an Elected Member of the City.

8. Local Government Elections and Caretaker Period

a) During a local government election period some communications including electronic and social media may fall into the category of 'election material'.

b) Election material is any material which is published in any format which is intended to affect the result of the election.

c) All election material must contain the name and the address of the person who authorises the material. Therefore, any communications which may in some way comment on candidates or Council during an election campaign must meet the requirements of Council Policy 11 – Election Caretaker Period, the *Local Government Act 1995 (WA)* and associated Regulations (*Local Government (Elections) Regulations 1997*) *(WA).*

9. Communications General

a) Communications by Elected Members should:

i) Only disclose publicly available information. No communications should disclose, without authorisation, confidential, private or legal matters.

ii) Remember that Council decision making is by majority. There may be decisions you disagree with, but once a decision is made, all communications including email and social media posts are to be consistent and respectful of this decision. Once Council has made a decision, you will recognise your collegiate duty and support that decision, irrespective of your own opinions.

iii) Ensure that no copyrighted or trademarked material is published without permission.

iv) Ensure that communications are not illegal, libelous, discriminatory, defamatory, abusive, or obscene.

v) Ensure that communications do not infringe the Code of Conduct.

vi) Any request for comment or communications in regard to a quasi-judicial decision made by Council can only be made by the City's official spokesperson.

vii) Not make any statements expressing an opinion on matters before Council which may indicate bias or a predetermined voting position.

viii) Adhere to the City's Customer Service Charter by responding to requests within 10 normal working days and complaints within five days. If a request cannot be finalised within 10 normal working days, notification of the reasons why and the expected timeframe for completion is required.

ix) Provide relevant, accurate, fair and thorough information.

x) Create 'engagement guidelines' for your social media platforms to ensure a framework is in place to manage your social media network. Refer to City's Facebook Engagement Guidelines as an example.

xi) Ensure regular monitoring of social media account/s to ensure adherence to engagement guidelines.

b) Elected Members must not use personal accounts to:

i) make adverse comments about the Council or other Elected Members, the City's administration, operations, programs, services, projects, employees, volunteers, community members or decisions, and/or

ii) invite, encourage or procure others to comment or to act in such a way as to be adverse to the Council or other Elected Members, the

City's operations, programs, services, projects, employees, volunteers, community members or decisions,

where there is any inconsistency with Council Policy 11 - Electoral Caretaker Period, CP11 will take precedence).

c) Non-compliance with this policy by Elected Members will be managed through the Code of Conduct and disciplinary processes.

Reference/Associated Documents

Local Government Act 1995 (WA)

Local Government (Administration) Regulations 1996 (WA)

Local Government (Elections) Regulations 1997 (WA)

Local Government (Model Code of Conduct) Regulations 2021 (WA)

State Records Act 2000 (WA)

Freedom of Information Act 1992 (WA)

Code of Conduct for Council Members, Committee Members and Candidates

Elected Member Event Approval Request Form

Elected Members and CEO Gift Disclosure Form

Reference to Internal Procedure

Work Instructions – Communications

Definitions

'**CEO**' means the Chief Executive Officer of the City.

'**City**' means the City of Belmont.

'Code of Conduct' means the Code of Conduct for Council Members, Committee Members and Candidates.

'**communications**' means any comments made verbally or in writing.

'**digital/electronic communications'** means communications in a digital environment which may include email, e-newsletters, social media, blogs, vlogs website and others.

'**media**' means a media or news organisation including print, broadcast or online.

'**social media**' means a social networking channel that enable users to create and share information digitally.

This Policy is supported by:		
Policy No:	CP23	
Strategic Community Plan:	**Key Performance Area: Performance Outcome:** 10. Effective leadership, governance and financial management.	
Register of Delegations:	n/a	
Service Area:	Corporate and Governance	
Policy Owner:	Manager PR & Stakeholder Engagement	
Policy Stakeholder:	n/a	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
27/02/18	New Policy	12.5
25/09/18	Review – None	12.5
10/12/19	Review – None	12.8
24/05/22	Review - Minor	12.7
22/08/23	Review - Moderate	12.10

CP26 - Elected Member Disclosure of Interests Register - FOR DELETION

Policy Objective

1. To provide clear guidelines on the publication of the City of Belmont Elected Member Disclosure of Interest Register on the City's website.
2. To provide the highest standards in openness and accountability the City of Belmont will, in addition to the requirements of the *Local Government Act 1995 (WA)* and the *Local Government (Model Code of Conduct) Regulations 2021 (*WA*)* in relation to the keeping of a register of interests disclosed, publish a register of the Elected Member disclosures of interest on the City of Belmont website.

Policy Detail

a) In accordance with the *Local Government Act 1995 (WA)* and the *Local Government (Model Code of Conduct) Regulations 2021 (WA),* the Chief Executive Officer will keep a register of elected member disclosures of interest.

b) The following detail is to be published on the City's website:

   i) the name of the Elected Member,

   ii) the date of the meeting,

   iii) the meeting type,

   iv) the item number and heading, and

   v) the type of interest.

c) The published register will be updated monthly.

Reference/Associated Documents

Local Government Act 1995 (WA)

Local Government (Model Code of Conduct) Regulations 2021 (WA), Regulation 22

Code of Conduct for Council Members, Committee Members and Candidates

Disclosure of Interests Form

Reference to Internal Procedure

Nil.

Definitions

'**Interest'** as defined in Section 5.60 of the *Local Government Act 1995 (WA)* and Regulation 22 of the *Local Government (Rules Model Code of Conduct) Regulations 2021 (WA)*.

This Policy is supported by:		
Policy No:	CP26	
Strategic Community Plan:	**Key Performance Area: Performance Outcome:** 10. Effective leadership, governance and financial management.	
Register of Delegations:	n/a	
Service Area:	Corporate and Governance	
Policy Owner:	Manager Governance and Legal	
Policy Stakeholder:	n/a	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
22/08/17	Review - Minor	12.2
24/05/22	Review - Minor	12.7
22/08/23	Review - None	12.10

CP27 - Elected Member Registers - Other

Policy Objective

1. To establish a protocol for keeping and publishing registers of Elected Member disclosures of:
   a) attendance at meetings,
   b) training undertaken,
   c) travel and conferences,
   d) attendance at functions and events,
   e) membership of a political party, and
   f) membership of a community group.
2. The City of Belmont aims to provide the highest standards in openness and accountability by requiring disclosures of Elected Member travel and conferences, training undertaken, attendance at functions and events, political party membership, community group membership and full residential address and the publication of these on the City's website.

Policy Detail

1. Recording of Disclosures

a) This policy requires a register to be kept recording Elected Members attendance at meetings.

b) An Elected Member is required to disclose:

   i) any Council related travel, conference or training attendances,

   ii) their membership of a political party,

   iii) their membership of a community group,

   iv) an Elected Member must disclose to the Mayor's office their intention to attend any function or event that occurs on weekends or weeknights prior to them attending. Following their attendance, an Elected Member is required to complete the required disclosure.

c) Disclosures required under 1. b) i), ii), or iii) must be made on the prescribed form and lodged with their Annual Return to the CEO annually or within 10 days of a relevant change of their circumstances giving rise to requirement to make a disclosure under this policy.

2. Disclosures Register

a) The Chief Executive Officer is to maintain a register of the disclosures as set out in Clause 1, Recording of Disclosures, and publish them on the City's website.

b) The register will be updated monthly.

Reference/Associated Documents

Council Policy 17 – Attendance at Events.

Elected Member Conference Report Form

Elected Member Disclosures – Contact Details and Memberships Form

Elected Member Professional Development and Authorised Travel Nomination Form

Elected Member Travel Contribution Disclosure Form

Webform – Functions and Events Attendance Form

Elected Member Representatives on Committees and Other Groups

Reference to Internal Procedure

Work Instruction – Manage Council Policy 27 - Elected Member Registers – Other

Definitions

'**meeting**' means council, special council, agenda briefing forum, information forum, annual electors, committees or workshops but does not include other committees and groups as detailed in the Elected Member Representatives on Committees and Other Groups document.

'**travel**' means any travel funded or partially funded by a third party.

'**conference**' means any conference undertaken in relation to Council activities.

'**functions, events and other**' means any function, event or other gathering attended in the capacity as, or associated with being an elected member that is approved, or pre-approved in accordance with Council Policy 17 – Attendance at Events.

'**membership**' means being a member of a particular group, whether financial or not.

'**training**' means any course (full or part), seminar or other training undertaken in relation to Council activities.

'**verified**' means to comply with the definition of functions and events and physical attendance.

This Policy is supported by:		
Policy No:	CP27	
Strategic Community Plan:	**Key Performance Area: Performance Outcome:** 10. Effective leadership, governance and financial management.	
Register of Delegations:	n/a	
Service Area:	Corporate and Governance	
Policy Owner:	Manager Governance and Legal	
Policy Stakeholder:	n/a	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
22/08/17	Review - Major	12.2
25/09/18	Minor	12.5
24/05/22	Review - Minor	12.7
22/08/23	Review - Minor	12.10

CP28 - Legal Representation for Elected Members and Employees

Policy Objective

1. To provide guidance on circumstances in which the City would consider the provision of financial assistance to Elected Members and employees who require legal representation arising out of the performance of their official functions.
2. In each case it will be necessary for the City to determine whether the provision by the City of financial assistance to an Elected Member or employee for legal representation is justified in the interests of the good government of the City.
3. This policy does not apply to legal representation required in the ordinary course of the City's business.

Policy Detail

Where legal representation is required by an Elected Member or an employee of the City arising out of the performance of their official functions, the Elected Member or employee may apply to the City for financial assistance in accordance with this policy.

1. Criteria

a) The City may provide financial assistance for legal representation of an Elected Member or employee based on the following criteria:

i) the requirement for legal representation arises from and/or assists the performance by an Elected Member or employee of their lawful functions,

ii) the legal representation costs must be for legal proceedings that are reasonably likely to commence or have commenced,

iii) in performing their functions, the Elected Member or employee must have acted reasonably, in good faith, and in accordance with the requirements of the Code of Conduct, the Act, any relevant subsidiary legislation, terms of employment (as provided in their contract of employment and/or relevant award and/or implied terms of employment agreed by the City), and other written laws applicable to the Elected Member or employee, and

iv) the legal representation costs do not relate to a matter that is of a personal or private nature or a complaint.

b) Matters outside these criteria may be referred to the Chief Executive Officer (CEO) and/or Council for consideration.

2. Exclusions

a) The City will not provide financial assistance to an Elected Member or employee for legal representation in relation to:

i) matters where the City is unable to provide financial assistance by any legislation,

ii) the initiation of defamation proceedings by an employee without approval from the CEO,

iii) the initiation of defamation proceedings by an Elected Member or CEO without approval from the Council, or

iv) a complaint of serious or minor misconduct under the *Corruption, Crime and Misconduct Act 2003 (WA).*

3. Types of Costs that may be Approved

a) Without limitation, the City may provide financial assistance for the following types of legal representation:

i) legal proceedings brought by Elected Members and employees to enable them to carry out their functions under the Act and subsidiary legislation (e.g. where an Elected Member or employee seeks a banning order or a misconduct or violence restraining order against a person who has used threatening or inappropriate language or behaviour),

ii) legal proceedings brought against Elected Members or employees in their individual capacity but by reason of a decision made either by Council or its delegate and which has caused an allegedly aggrieved person to commence legal action (e.g. an action or defamation or negligence),

iii) legal proceedings brought against Elected Members or employees where their conduct in carrying out their function has been alleged to be detrimental to a third party (e.g. defending defamation actions),

iv) statutory or other inquiries where representation or attendance of an Elected Member or employee is either compulsory or justified, or

v) attendance at legal proceedings as a witness in circumstances like those described above.

b) Notwithstanding clause 3(a) above, the City in its absolute discretion and where legally permitted, may pay or reimburse legal fees for legal proceedings taken by Elected Members or employees in extreme cases for substantial, unwarranted and ongoing comments or criticisms

levelled at their conduct in their respective roles. Such legal proceedings may include action in defamation and/or steps taken to stop bullying.

c) Examples include:

i) where a person or organisation is potentially lessening the confidence of the community in the City by publicly making adverse personal comments about Elected Members or employees, or

ii) where the adverse personal comments by a person or organisation about Elected Members or employees are resulting in an unsafe workplace.

4. Application for Legal Representation and Payment

a) As far as is practicable, an application for financial assistance for Legal Representation must be made to the CEO before the legal representation has commenced, or as soon as immediately possible after commencement. This is to enable the CEO or Council (as the case may be) to approve or reject the application according to this Policy including by referring to the City's insurer and determining which approved solicitor will act before costs are incurred.

b) The application to the CEO for financial assistance for legal representation ('application') must be in writing and provide the following details:

i) the matter for which legal representation is sought,

ii) how the matter relates to the functions of the Elected Member or employee making the application,

iii) the nature of the legal representation sought (e.g. advice, preparation of a document or legal proceedings),

iv) the estimated cost of the legal representation, and

v) why the City should pay for the legal representation.

c) The application must also contain a declaration by the applicant that he or she has acted according to the legal and contractual requirements of their function, in good faith and has not acted or omitted to act unlawfully or in a way that constitutes improper conduct in relation to the matter to which the application relates.

d) The application must be accompanied by a signed written statement by the applicant that he or she:

i) has read, and understands the terms of this policy,

ii) acknowledges and agrees that the City's payment of money to an Elected Member or employee as financial assistance for legal representation will give rise to a debt owed by the Elected Member or employee to the City and the City reserves all rights in respect of that debt,

iii) acknowledges that any approval of legal representation costs is conditional upon the repayment provisions in Clause 7, Repayment of Costs for Legal Representation, and any other conditions to which the approval is subject, and

iv) undertakes to repay to the City any legal representation costs in accordance with Clause 7, Repayment of Costs for Legal Representation.

e) If the legal representation commences prior to approval being obtained from the CEO or the Council, the City will require the Elected Member or employee to provide to the City copies of all documents (except for documents subject to client professional privilege) created prior to the approval by the CEO or Council. In the case of Elected Members, the approval of Council will be required for the reimbursement of expenses incurred without prior approval.

f) The City will determine at its sole discretion the approved solicitor from whom the legal representation is to be obtained. Subject to Clause 6, Insured risk below, the City's insurer may direct which legal practitioner or law firm is to be used. The City will not fund 'forum shopping' for further legal representation in the event the Elected Member or employee does not accept or agree with the legal advice provided, including legal advice previously sought on the same subject matter.

5. Assessment and Determination of Applications

a) The payment of legal representation costs to an Elected Member or employee, in respect of each application up to $10,000 can be approved by the CEO. Any amount over $10,000 requires approval by Council.

b) The CEO or Council may approve, refuse or grant subject to conditions an application for payment of legal representation.

c) Conditions under 5(b) may include, but are not restricted to:

i) a financial limit and/or a requirement to enter a formal agreement, including repayment and manner of repayment, and/or

ii) a security agreement relating to payment of legal representation costs.

d) When considering the request for financial assistance for legal representation, the CEO or the Council may consider the following:

   i) whether alternate actions/means are available to resolve the matter,

   ii) whether prior legal advice has been received on the matter,

   iii) the seriousness of the matter, and

   iv) any history relevant to the matter.

e) In the event an Elected Member's request for financial assistance to obtain legal representation is rejected by the CEO, the Elected Member may take the request to Council in the form of a notice of motion for it to determine the request for financial assistance for legal representation.

f) Where there is a conflict in respect of an application, the Mayor replaces the CEO for the purposes of assessing and providing any approval of an application.

g) Where appropriate, and not otherwise subject to court order, confidentiality, legal privilege, privacy or any other operational constraints, the CEO will report legal representation costs incurred by Elected Members and employees and provide a summary of the status of any legal representation provided under this policy on a periodic basis.

6. Insured Risk

a) In assessing an application, the CEO is to have regard to whether the legal proceedings are within an insured risk and must be referred to the City's insurer in the first instance.

b) It will be at the CEO’s discretion as to whether to take any action to either grant or decline financial assistance until the matter has been reviewed by the City's insurer.

7. Repayment of Costs for Legal Representation

a) Assistance to an Elected Member or an employee will be withdrawn, and that Elected Member or employee will be required to repay any costs for legal representation incurred by the City where the CEO or Council determines, upon legal advice or the decision of a Court, Tribunal or Standards Panel that the Elected Member or employee has:

   i) not acted lawfully, reasonably, in good faith, and in accordance with the Code of Conduct, the Act, any relevant subsidiary legislation, terms of employment, and any other applicable written laws,

ii) given false or misleading information in respect of the application for financial assistance from the City,

iii) failed to comply with the conditions of approval,

iv) not followed the advice or direction of the CEO or Council.

b) If the Elected Member or employee is successful in legal proceedings the costs of which the City has fully or partly paid, and the Elected Member or employee receives payment of costs, damages or settlement funds, the Elected Member or employee shall reimburse to the City the costs incurred by the City for the legal representation.

c) Where the City has determined that the financial assistance provided by the City for legal representation is to be repaid, the City will set a payment arrangement with the Elected Member or employee and such payment arrangement shall include (and not be limited to) the following:

i) whether the financial assistance is to be repaid in full or in part, and

ii) whether repayment can be made by instalments,

with such matters to be solely determined by the CEO at the CEO's discretion.

d) The payment arrangement shall also provide that the amount to be repaid is fully repaid to the City within 12 months or such other period as determined by the CEO.

Reference/Associated Documents

Local Government Act 1995 (WA)

Reference to Internal Procedure

Nil.

Definitions

'**Act**' means the *Local Government Act 1995 (WA)*.

'**approved solicitor**' means a legal practitioner or legal practice certified under the *Legal Profession Uniform Law (WA)* and on the City's panel of legal service providers or approved in writing by the CEO or Council.

'**Code of Conduct**', in relation to an Elected Member, means the Code of Conduct for Council Members, Committee Members and Candidates and, in relation to an employee, means the Code of Conduct for Employees.

'**Elected Member**' means a current or former member of the Council of the City or a Council Committee.

'**employee**' means a current or former employee of the City.

'**legal proceedings**' means civil, criminal, or investigative proceedings in a court, tribunal, or authorised body (including a panel of inquiry) in Western Australia.

'**legal representation**' includes the provision by an approved solicitor of legal assistance and representation and includes advice, attendance at legal proceedings, preparation of documents, witness fees or other required costs approved under this policy.

'**subsidiary legislation**' means any subsidiary legislation made under the Act and as amended from time to time, including but not limited to regulations and local laws.

This Policy is supported by:		
Policy No:	CP28	
Strategic Community Plan:	**Key Performance Area: Performance Outcome:** 10. Effective leadership, governance and financial management.	
Register of Delegations:	1.1.27 Determination of Applications for Legal Representation for Elected Members and Employees	
Service Area:	Corporate and Governance	
Policy Owner:	Manager Governance and Legal	
Policy Stakeholder:	n/a	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
23/05/06		12.10
22/11/11		12.9
22/09/15	Review - None	10.7
27/09/16	Minor	12.9
10/12/19	Review – Major	12.8
24/05/22	Review - Minor	12.7
23/04/24	Review - Major	12.7

CP29 - Purchasing

Policy Objective

To deliver a high level of accountability whilst providing a flexible, efficient and effective procurement framework.

Policy Detail

In accordance with the *Local Government Act 1995 (WA)* (the Act) and the Regulations, this policy sets out the requirements in relation to contracts for the supply of goods and services.

1. Principles

1.1 Ethics and Integrity

a) The highest standards of ethics and integrity are to be observed in undertaking all purchasing activities. Employees will act in an honest and professional manner that supports the standing of the City and promotes a proud and collaborative community.

b) The principles, standards and behaviours as defined in this policy must be observed and enforced through all stages of the purchasing process to ensure the fair and equitable treatment of all parties.

c) Any information provided to the City by a supplier shall be treated as commercial-in-confidence and should not be released unless authorised by the supplier or under relevant legislation.

1.2 Value for Money

a) Value for money is an overarching principle governing purchasing, that allows the best possible outcome to be achieved for the City.

b) An assessment of the best value for money outcome for any procurement activity should consider:

i) all relevant Total Costs of Ownership (TCO) and benefits, including transaction costs associated with acquisition, delivery, distribution, as well as other costs such as but not limited to holding costs, consumables, deployment, maintenance and disposal,

ii) the technical merits of the goods or services being offered in terms of compliance with specifications, user requirements, quality standards, sustainability, service benchmarks, contractual terms and conditions and any relevant methods of assuring quality,

iii) financial viability and capacity to supply without risk of default (competency of the prospective suppliers in terms of managerial and

technical capabilities, financial viability of the supplier and any related entities and compliance history),

iv) a strong element of competition in the allocation of orders or the awarding of contracts. This is achieved by obtaining a sufficient number of competitive quotations wherever practicable, and

v) local business capability.

c) Whilst it is necessary to ensure purchasing is conducted within budget, the lowest price offer does not necessarily present the best value for money. As such it is important to ensure all of the above is taken into consideration when determining the most advantageous outcome for the City. Where a higher priced conforming offer is recommended, there should be clear and demonstrable benefits over and above the lowest total priced, conforming offer.

1.3 Other Principles

a) The City is committed to sustainable procurement practices and seeks suppliers who operate with transparency and integrity and uphold fair labour practices. By embedding sustainable procurement practices, we uphold our social license to operate, maintaining public trust and minimising reputational risk. Suppliers are encouraged to align with our sustainability values, contributing to a positive impact and reducing the risks associated with non-compliance or unethical practices.

b) We aim to minimize our environmental footprint, promote social responsibility, and enhance the well-being of our communities.

c) Refer to Clause 7, Sustainable Procurement, for more information.

2. Purchasing Requirements

The City is committed to using the most efficient, effective and appropriate purchasing processes for the acquisition of goods or services. The purchasing requirements set out in the Regulations, this policy and the City's Work Instructions and System Procedures must be followed when purchasing goods or services on behalf of the City.

2.1 Purchasing Thresholds

Purchasing Thresholds *All values in this policy are exclusive of GST	
Up to and including $1,000*	No quotations are required.

Purchasing Thresholds *All values in this policy are exclusive of GST	
$1,001 up to and including $10,000*	• A minimum of 1 quotation must be sought. • The quotation may be requested verbally, but it must be received or be evidenced in writing and attached to the purchase requisition per Clause 2.1 a) and b) and Clause 15.1, Written Quotations. • Quotations within this threshold may be obtained from: ○ an existing internal preferred supplier contract or panel of pre-qualified suppliers administered by the City, or ○ a pre-qualified supplier on the WALGA Preferred Supply Program or State Government Common Use Arrangement (CUA), or ○ the open market.
$10,001 up to and including $50,000* **Simple Quotation**	• A minimum of 2 written quotations must be sought. • The quotations must be requested in writing and must be received or be evidenced in writing per Clause 2.1 a) and b) and Clause 15.2, Simple Quotation. • Quotations within this threshold may be obtained from: ○ an existing internal preferred supplier contract or panel of pre-qualified suppliers administered by the City, or ○ a pre-qualified supplier on the WALGA Preferred Supply Program or State Government Common Use Arrangement (CUA), or ○ the open market.

Purchasing Thresholds *All values in this policy are exclusive of GST	

$50,001 up to and including $250,000*
 	
Formal Request for Quotation (RFQ)
	• A minimum of 3 written responses must be sought via a formal request for quotation (RFQ).
	• The quotations must be requested in writing and must be received or be evidenced in writing per Clause 2.1 a) and b) and Clause 15.3, Formal Request for Quotation.
	• The purchasing decision is to be based upon assessment of the suppliers' response to documentation provided as part of the formal assessment process.
	  ○ a detailed written specification for the goods, services or works required, and
	  ○ pre-determined selection criteria that assess all best and sustainable value considerations.
	• An approved Request for Quotation template must be used when issuing a request for quotation.
	• See Clause 3, RFQ: Other Circumstances, regarding additional circumstances justifying an RFQ.

Over $250,000*	• Conduct a public tender process in accordance with Part 4 of the Regulations, this policy and the City's Purchasing Guidelines and processes, unless a tender exemption applies as set out in the Regulations and as listed under Clause 6, Purchasing Exemptions.
	• The decision to invite tenders shall be determined via the relevant delegated authority, as detailed within the Delegations Register.
	• An approved Request for Tender template must be used when issuing a request for tender.
	• The tender exempt or public tender purchasing decision is to be based on the suppliers' response to:
	  ○ A detailed specification, and
	  ○ Pre-determined selection criteria that assess all best and sustainable value considerations.
	• The purchasing decision is to be evidenced by completing a Purchasing Form and attaching it to the purchase requisition in the City's purchasing system and referencing the tender number on the purchase requisition for a public tender.

a) Where there is a discretion to request quotations either verbally or in writing, it is important to consider the nature and complexity of the goods or services to be acquired. If the purchase is simple and straight forward a

verbal request for quotation may suffice. However, where the scope of work is detailed and complex a written request for quotation will ensure suppliers fully understand and deliver on the City's requirements and expectations.

b) The principles for obtaining and recording both verbal and written quotations as outlined in this policy must be observed when seeking quotations.

3. RFQ: Other Circumstances

a) Regardless of the value of the contract, a formal RFQ should be undertaken in the following circumstances:

i) If the proposed transaction could have significant risk including, but not limited to, financial, legal or reputational consequences for the City.

ii) The proposed transaction will require the City to enter into a contract exceeding 12 months.

4. Contract Splitting Prohibited

It is a breach of the Regulations and this policy to enter into 2 or more contracts for the same or related supply for reason of avoiding or minimising the requirements of this policy. Such a breach might give rise to disciplinary consequences for the officer involved.

5. Record Keeping

a) In all circumstances where a written quotation is obtained under Clause 2.1, Purchasing Thresholds, for amounts in excess of $10,001, the following conditions must be met:

i) a Purchasing Form is to be completed, including details of all quotations requested

ii) an appropriate supervising officer of a level not lower than Coordinator and with the appropriate delegation is to authorise the Purchasing Form, and

iii) the Purchasing Form is to be is to be evidenced, recorded and attached to the purchase requisition in the City's purchasing system.

6. Purchasing Exemptions

6.1 Quotation and Tender Exemptions

a) Tenders do not have to be publicly invited according to the requirements of the Regulations if listed in Regulation 11(2) of the Regulations (refer to the Regulations for the exempted transactions).

b) The following transactions, in addition to those listed in the Regulations, do not have to satisfy the purchasing requirements included in Clause 2, Purchasing Requirements, in the following circumstances (where this is applicable, a Purchasing Form must be completed per Clause 6.4, Record Keeping of Exemptions, and attached to the purchase requisition):

i) a genuine sole source of supply exists,

ii) the provision of goods or services is provided under warranty or relates to specific manufacturer repairs,

iii) the purchase is from a pre-qualified supplier on the WALGA Preferred Supply Program or CUA,

iv) the purchase is from a pre-qualified supplier under a Panel established by the City, in accordance with Division 3, Part 4 of the Regulations (refer to Clause 19, Panels of Pre-Qualified Suppliers),

v) the purchase is under auction which has been authorised by Council,

vi) the purchase is from a regional local government or another local government,

vii) the purchase is for Goods or Services supplied by a person registered on the Aboriginal Business Directory WA published by the Chamber of Commerce and Industry of Western Australia Ltd or with the Australian Indigenous Minority Supplier Office Ltd (trading as Supply Nation) only where the contract value is worth $250,000 or less,

viii) the purchase is for legal services (quotations only),

ix) the purchase is for the provision, maintenance or support of software and specifically associated hardware where:

- because of the unique nature of the goods or services required, it is unlikely that there is more than one potential supplier (quotations only), or
- the supply relates to maintenance and support by the software supplier or their recommended contractor, of software and specifically associated hardware currently licensed for use by the City (quotations only).

x) the purchase relates to the provision of banking services and a triennial review of fees is conducted to ensure the current provider’s rates remain advantageous to the City,

xi) the purchase relates to fees associated with the sale or purchase of property, plant and equipment,

xii) the purchase is from a specific supplier in accordance with an agreement as approved by Council,

xiii) contributions towards the ongoing operations and maintenance of the City’s aged accommodation,

xiv) the purchase is for goods or services supplied by an Australian Disability Enterprise where a value for money assessment demonstrates benefits to achieve the City's strategic and operational objectives,

xv) where State owned service authorities or their nominated contractor/partner is the only party permitted to maintain, renew, upgrade or relocate infrastructure controlled or owned by them,

xvi) the audit of the Annual Financial Report as carried out by the Office of the Auditor General,

xvii) the purchase is during a public health emergency[1], state of emergency[2] or disaster event[3] and there are insufficient suppliers from which to obtain the prescribed number of quotations (quotations only),

xviii) the prescribed number of quotations was requested, however 1 or more of the suppliers did not respond to the request despite the City's best efforts to obtain the quotations (quotations only), or

xix) the purchase is from a member of a City advisory panel which has been formally appointed through an Expression of Interest process, establishing set rates of pay and clear parameters for how those rates apply.

c) It should be noted that payments made to third parties that do not reflect a purchase of goods or services (e.g. grants to community groups, donations, refunds of unused grants, rates refunds, etc.) are exempt from this policy.

6.2 Modified Quotation and Tender Requirements

a) The purchasing threshold requirements for obtaining quotations or calling for public tenders may be modified in the following circumstances:

i) one written quotation is required where graphic design, printing, advertising and marketing services are purchased through WALGA or CUA preferred suppliers who hold current branding styles formats and layouts established in accordance with the City's Style Guide,

ii) one written quotation is required where light fleet is to be purchased from WALGA or State Government CUA preferred suppliers,

iii) one written quotation is required for construction projects where the value of the contract is less than or equal to $50,000, or

iv) two or more written quotations are required for construction projects where the value of the contract is more than $50,000 but less than or equal to the tender threshold, in accordance with the Regulations.

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[1] As declared under the *Public Health Act 2016 (WA)* Section 167.
[2] As declared under the *Emergency Management Act 2005 (WA)* Section 56
[3] Upon activation of Emergency Response Team (ERT) in response to an event in accordance with a City Disaster Recovery Plan

6.3 Exemptions from Quotations, Tenders and Purchase Orders

a) Neither a purchase order nor quote is required for the provision of goods and services in the following circumstances:

i) utilities including water, electricity, gas and telephone,

ii) insurances,

iii) payments made through payroll,

iv) statutory fees, payments and charges including development contributions, bank fees, court lodgement fees and statutory damages, infringements and penalties,

v) loan repayments,

vi) contributions to the Faulkner Park Retirement Village Board of Management,

vii) membership renewals, or

viii) purchases or reimbursements which are more practically served by other internal forms. This includes but is not limited to petty cash reimbursements, conference and approved council activity reimbursements and other reimbursements such as rate and bond refunds.

6.4 Record Keeping of Exemptions

a) Where a purchasing exemption applies under Clause 6, Purchasing Exemptions, the following conditions must be met:

i) a Purchasing Form is to be completed, including details of all quotations requested,

ii) the applicable method of quotation is to be indicated (i.e. exempt),

iii) the relevant Director or CEO as delegated is to authorise the Purchasing Form, and

iv) the Purchasing Form is to be is to be evidenced and recorded per Clause 5, Record Keeping.

b) Where the requirements of the applicable threshold under Clause 2.1, Purchasing Thresholds, have not been met, a purchasing waiver applies and the following conditions must be met:

i) a Purchasing Form is to be completed, including details of all quotations requested,

ii) the applicable method of quotation is to be indicated (i.e. waiver),

iii) an appropriate respective Director or CEO’s approval with the appropriate delegation is to authorise the Purchasing Form, and

iv) the Purchasing Form is to be is to be evidenced and recorded per Clause 5, Record Keeping.

7. Sustainable Procurement

a) The City is committed to providing a preference to suppliers that demonstrate sustainable business practices. Where appropriate, the City shall endeavour to provide an advantage to suppliers demonstrating that they minimise environmental and negative social impacts and provide benefits to the local economy. Functional considerations must be balanced against value for money outcomes and expectations in accordance with the City's sustainability objectives.

b) The City shall undertake best endeavours to not knowingly purchase products or services that are produced under conditions of employment (including health and safety) that do not meet international conventions or labour laws or have negative social impacts.

c) To this extent, a qualitative weighting may be afforded in the evaluation of quotes and tenders where suppliers can demonstrate sustainability and/or Corporate Social Responsibility (CSR) policies and practices that have been implemented.

8. Local Business Purchasing Preference

a) When assessing the relative merits of quotations and tenders the City shall give preference for the supply of goods and/or services in the following order of priority provided that proposed price, service, environmental impact and quality of these goods and/or services offered by 2 or more suppliers are assessed as being considered equal.

i) local (City of Belmont) products and/or services

ii) State products and/or services

iii) Australian products and/or services

iv) products and/or services elsewhere.

b) A qualitative weighting may be applied in evaluating quotes and tenders where suppliers are located within the boundaries of the City or substantially demonstrate a benefit or contribution to the local economy.

9. Procurement from Disability Enterprises

a) Pursuant to Part 4 of the Regulations, the City is not required to publicly invite tenders if the goods or services are to be supplied from an Australian Disability Enterprise, as registered on https://buyability.org.au/. This is contingent on the demonstration of value for money.

b) Where possible, Australian Disability Enterprises are to be invited to quote for supplying goods and services under the tender threshold. A qualitative

weighting may be afforded in the evaluation of quotes and tenders to provide advantages to Australian Disability Enterprises.

10. Procurement from First Nations Businesses

Where possible, Aboriginal businesses are to be invited to quote for the supply of goods and services under the tender threshold. A qualitative weighting may be afforded in the evaluation of quotes and tenders to provide advantages to Aboriginal owned businesses or businesses that demonstrate a high level of Aboriginal employment.

11. Application of Other City Policies

a) When purchasing goods and services consideration should also be given to the application of the following City policies:

   i) Environmental Purchasing Policy

   ii) IT Acquisition and Development Security Policy

   iii) Privacy and Responsible Information Sharing Policy

   iv) Data Breach Policy.

12. Compliance with Other Legislation

12.1 Modern Slavery

a) The City will ensure all steps are taken to reduce the risk in procuring goods and/or services that support modern slavery. This includes compliance with the *Modern Slavery Act 2018 (Cth)* in respect to:

   i) the assessment of modern slavery statements from required businesses,

   ii) the use of specific criteria in formal evaluations on modern slavery,

   iii) monitoring contracts and taking action on non-compliance, as required, and

   iv) providing awareness training to staff.

12.2 Reportable Conduct Scheme

a) Local Governments are subject to the Western Australian Reportable Conduct Scheme (the Scheme) that was established under the *Parliamentary Commissioner Amendment (Reportable Conduct) Act 2022 (WA)*. The Scheme is intended to prevent harm to children by holding organisations accountable for the conduct of their staff.

b) Under the Scheme, 'staff' includes contractors, and contractors must comply with the Scheme and are bound by the Scheme.

12.3 Security of Payments

a) The *Building and Construction Industry (Security of Payment) Act 2021 (WA)* has clear requirements for the payment of contractors and subcontractors engaged in building work (as defined) and these will need to be included, where relevant, in a contract.

b) The City may choose to reserve its rights available to it under the Building *and Construction Industry (Security of Payment) Act 2021 (WA).*

13. Contracts over the Tender Threshold in the Regulations.

a) Where the value of a contract for the provision of any goods or services is greater than the tender threshold set out in the Regulations, then:

i) the tender provisions of the Act and the Regulations apply, and

ii) the contract may be exempt from the requirement to tender in accordance with the Regulations.

14. Variations to Contract

14.1 Minor Variations

a) A minor variation is defined as a variation that the local government is satisfied is minor having regard to the total goods or services that tenderers were invited to supply and:

i) does not alter the nature of the goods and/or services procured,

ii) does not materially alter the specification, structure or risk profile provided for by the initial tender, and

iii) is within the approved budget for that contract.

b) Any variations that exceed these criteria will be deemed a major variation.

14.2 Pre-Contract

Minor variations to the scope of work specified in a tender, following the receipt of submission, but prior to entering into a contract, can be made with the relevant approval under the Delegation Register. Any major amendments to the scope or risk profile of a contract at this time must be treated as a separate supply and dealt with under this policy as if it were a new contract.

14.3 Post Contract

Any major amendments to the scope of a contract after the contract has been executed must be approved according to the Delegations Register and may need to be endorsed by Council.

15. Assessment and Decision Making

a) When considering quotations submitted under this policy a decision may be taken either to:

   i) not accept any quotation, or

   ii) accept the quotation which will be most advantageous for the City.

15.1 Written Quotations

Any written submission of quotation must be registered in the City's records system and attached to the purchase requisition in the City's purchasing system as per the applicable threshold in Clause 2.1, Purchasing Thresholds.

15.2 Simple Quotation

Where a simple quotation is required under this policy then a minimum of 2 written quotations must be requested and then reviewed and approved by the appropriate delegated authority, as detailed within the Delegations Register.

15.3 Formal Request for Quotation

a) Where a formal RFQ is required under this policy then a written evaluation must be undertaken by a group of at least 3 people and reviewed by a Director or the CEO. In addition to the written quote requirements, a written record must be made of the formal assessment and the Purchasing Form must be authorised with the relevant delegation of authority as detailed within the Delegations Register.

b) In addition to the requirements of Clause 2.1, Purchasing Thresholds, a formal RFQ must be carried out if the contract could have significant risk factors (financial, legal or reputational) consequences regardless of the actual value of or consideration exchanged in the contract. (Refer to Clause 3, RFQ: Other Circumstances)

15.4 Tender

a) Where a tender is required under this policy then a written evaluation must be undertaken by a group of at least 3 people and reviewed by a Director or the CEO. In addition to the written quote requirements, a written record must be made of the formal assessment and the Purchasing Form must be completed and attached to the purchase requisition.

b) The tender number, as ascertained by Procurement and Contracts, must be noted in the comments field of the purchase requisition.

16. Ongoing vs One-Off Supply

a) The City may engage the same supplier for goods and services on multiple occasions. As a general principle, each instance of supply will be treated as a separate contract unless one or more of the following apply:

i) there is an intention for that supplier to supply similar goods and services on a regular basis,

ii) there is an understanding that the supplier will offer the City discounted rates in expectation that the supplier will be engaged to provide goods and services on a regular basis,

iii) the supplier is providing goods or services under an existing tender, or

iv) a relationship develops over any period of time that evidences an intention to purchase goods and services from the supplier on a regular basis.

b) Where any of the above conditions apply, the estimated value of the purchases over a 3 year period should be considered when applying this policy, including purchasing thresholds and sourcing requirements.

17. Authorisation of Expenditure

17.1 Awarding Quotations/Tenders

Acceptance of quotations and tenders and the authorisation of expenditure shall comply with the relevant delegation of authority as detailed within the Delegations Register.

17.2 Raising of Purchase Orders

a) When ordering goods and services the purchase order must be provided to the supplier, which is to be based on the agreed schedules of rates, effectively contracting the City to the purchase of that supply. This includes those supplies purchased under a tender or preferred supplier arrangement. Other than emergency situations, if an employee commits the City to the purchase of goods and services without a valid purchase order, that will be a breach of this policy.

b) A purchase order is not required for the provision of goods and services exempt from the quotations or tenders and purchase orders in accordance with Clause 6, Purchasing Exemptions.

17.3 Payment Methods

a) Where the City holds an account with a supplier a Purchase Order should be issued in the first instance.

b) If the purchase is a one-off purchase or the supplier does not accept Purchase Orders the following payment methods may be used in limited circumstances:

i) corporate credit card (the requirements Council Policy 30 - Corporate Credit Cards apply), or

ii) petty cash (the requirements of the City’s Petty Cash Policy apply), or

iii) reimbursements.

c) The commitment of expenditure using any of the above payment methods must comply with the relevant delegation of authority as detailed within the Delegations Register.

17.4 Blanket Orders

Blanket orders should be used when there are repetitive and pre-specified purchases from the same supplier. This would be the case where the units and nature of the goods/services ordered are known or can be reliably estimated. Blanket orders must be raised for the full financial year and reflect the expected cost over the financial year.

17.5 Emergency Purchases

a) Where no relevant budget allocation is available for an emergency purchasing activity then, in accordance with Section 6.8 of the Act, the Mayor must authorise, in writing, the expenditure prior to it being incurred.

b) The application of emergency expenditure is to be used in limited circumstances for genuine emergency situations only. Dependent on the nature of the emergency, it may be determined that only a portion of the required goods or services will be obtained via emergency expenditure. The remainder of expenditure will then need to comply with Clause 2, Purchasing Requirements.

17.6 Sole Source of Supply

a) A 'sole source of supply' may exist if the required goods or services are of a unique nature, and it is unlikely that there is more than 1 potential supplier of the specific good/service. The application of a sole source of supply should only occur in limited cases, where the City can evidence that there is only 1 source of supply. The City must use its best endeavours to determine if the sole source of supply is genuine by exploring if there are any alternative sources of supply.

b) All purchases from a sole source of supply must be approved in advance and evidenced in accordance with Clause 6, Purchasing Exemptions.

17.7 Testing the Market

a) Prior to entering into a quotation or tender process, the following purchasing methods can be used to formally test the market:

i) A Request for Proposal (RFP) may be used when the goods or services to be purchased are not definable and the goal is to receive a solution to a problem and a quote for the solution, or

ii) An Expression of Interest (EOI) may be called prior to a Request for Tender (RFT) to ascertain market ability to provide the goods or services due to the specialised nature of the goods or services or the cost of preparing plans, specifications or other information.

b) If after testing the market, the decision is made to continue with the purchase of goods or services, the requirements of the relevant purchasing threshold must be observed.

17.8 Health and Safety

a) With all purchasing decisions, consideration must be given to the relevant health and safety implications of the goods or services being sought. A risk assessment should be completed prior to the purchase of new or unfamiliar services, plant, equipment, products or chemical substances to ensure the purchase meets relevant statutory requirements and is suitable and safe for the purpose intended.

b) When a Contractor is engaged to carry out works either in full, or in part on City premises or worksites, the requirements as detailed within the City's Contractor OHS Induction shall apply.

18. Regulatory Compliance – Tenders

18.1 No Compliant Tenders Received

a) Where the City has invited tenders, however no compliant submissions have been received, direct purchases can be arranged on the basis that:

i) the specification for goods or services remains the same,

ii) a minimum of 3 written quotations are obtained, as per the requirements for seeking quotations between the $50,001 and $250,000 threshold, and

iii) the purchasing is arranged within 6 months of the closing date of the lapsed tender.

b) Alternatively, a Council Resolution may be obtained to negotiate directly with a selected supplier.

19. Panels of Pre-Qualified Suppliers

a) In accordance with Regulation 24AC(1) of the Regulations, the City may establish a panel of pre-qualified suppliers (Panel) if there is, or will be, a continuing need for particular goods or services.

b) Should the City determine that a Panel would be beneficial, then the establishment of that Panel must comply with Part 4, Division 3 of the Regulations.

19.1 Establishing a Panel

a) The decision to establish a Panel shall be determined via the relevant delegation of authority, as detailed within the Delegations Register.

b) Panels may be established for 1 supply requirement, or a number of similar supply requirements under defined categories within the Panel.

c) Panels are to be established for a minimum term of 1 year and up to a maximum term of 3 years, inclusive of any options to extend or renew the contract.

d) Where a Panel is to be established, the City will endeavour to appoint at least 3 suppliers to the Panel or each category within the Panel, on the basis that best value for money is demonstrated. A minimum of 2 suppliers are required to establish a Panel, or for appointment to a category within the Panel.

e) When the City invites suppliers to apply to join a Panel, the invitation must include:

   i) the evaluation criteria to be used to assess the applications,

   ii) the expected number of suppliers that the City intends to put on the Panel,

   iii) a description of how work will be distributed amongst the Panel members,

   iv) what will happen if a Panel member decides to leave the Panel, and

   v) whether or not the City intends to purchase the goods or services exclusively from the Panel.

f) Should a Panel member decide to leave a Panel, they may be replaced by the next ranked supplier as determined by the assessment of applications to join the Panel. A Panel member can only be replaced if this consideration is detailed, as per item (iv) above, in the invitation to join a Panel.

g) In the event that a Panel member leaves a Panel and this results in the Panel being reduced to 1 Panel member and the City is unable to replace the Panel member, then that Panel must be disbanded.

19.2 Distributing Works Amongst Panel Members

a) When establishing a panel of pre-qualified suppliers, the City must pre-determine how work will be distributed amongst the Panel members. The City may utilise a Panel by applying 1 of the following 3 methods:

   i) Seek quotations from each pre-qualified supplier on the Panel with respect to all purchases,

   ii) Purchase goods or services exclusively from any pre-qualified supplier appointed to that Panel, and under what circumstances, or

   iii) Develop a ranking system for selection to the Panel, with work offered to the highest ranked pre-qualified supplier in the first instance. Should the offer be declined or the supply cannot be commenced and/or delivered within a specified time, the work will be offered to the next ranked supplier, and so on.

b) In every instance, a contract must not be entered into with a pre-qualified supplier for an item of work beyond 12 months, which includes options to

extend or renew the contract. For any item of work that will exceed 12 months, the thresholds in Clause 2.1, Purchasing Thresholds apply.

c) Where each Panel member has been invited to bid on an item of work, however all Panel members decline the invitation for whatever reason, the City may invite suppliers that are not pre-qualified under the Panel. Purchasing conducted outside of the Panel arrangement must be in accordance with the thresholds in Clause 2.1, Purchasing Thresholds.

19.3 Purchasing from the Panel

Each quotation process from start to finish, including all communications with Panel members must be captured in the City's record keeping system.

19.4 Evaluation Criteria

a) In accordance with Part 4 of the Regulations, before the City invites tenders or applications to join a panel of pre-qualified suppliers (panel applications), it must determine in writing the criteria for deciding which tenders/panel applications should be accepted.

b) As such Council has delegated authority to the CEO to invite tenders and panel applications and determine evaluation criteria in accordance with this policy. This delegation only applies where there is an appropriate provision made in the budget.

20. Roles and Responsibilities

It is the responsibility of all staff to ensure that they adhere to the requirements of this policy in conjunction with the related polices, processes and legislation to ensure effective and transparent procurement practices are observed.

21. Records Management

All records associated with procurement must be recorded and retained as per the *State Records Act 2000 (WA)*, Council Policy 43 – Records Management and System Procedures.

Reference/Associated Documents

Local Government Act 1995 (WA)

Local Government (Administration) Regulations 1996 (WA)

Local Government (Functions and General) Regulations 1996 (WA)

Council Policy 30 - Corporate Credit Cards

Council Policy 46 - Environmental Purchasing Policy

Code of Conduct for Employees

City of Belmont Delegations Register

Petty Cash Policy

IT Acquisition and Development Security Policy

Privacy and Responsible Information Sharing Policy

Data Breach Policy

SP16 Procurement

SP23 Contract Management

SP24 Management of Contract Variations

Reference to Internal Procedure

PM Quotations Process

Work Instruction - Raising a Requisition

Definitions

'**CEO**' means the Chief Executive Officer of the City.

'**City**' means the City of Belmont.

'**construction project**' means substantial building construction, building alteration, building maintenance, road construction, landscaping, playground or drainage projects but excludes minor or routine works.

'**contract**' means any agreement or response to tender or invitation to quote, or there is an intention to purchase goods and services from the supplier on a regular basis.

'**CUA**' means a Common Use Arrangement.

'**total cost of ownership**' means all transaction costs associated with acquisition, delivery, distribution, as well as other costs such as but not limited to holding costs, consumables, deployment, maintenance and disposal.

'**Regulations**' means the *Local Government (Functions and General) Regulations 1996 (WA)*.

'**WALGA**' means the Western Australian Local Government Association.

Appendix 1 – Summary of Common Procurement Requirements

Emergency	Procurement Method	Min. # Quotes	Initiation Document	Request Document	Record Keeping	Recommendation Document	Notice of Outcome
Up to $1,000	RFQ	N/A	Informal	Informal	N/A	Not required	Direct contact with suppliers using purchase order
$1,001 to $10,000	RFQ	1	Informal	Informal	Quote to be attached to Purchase Requisition	Not required	Direct contact with suppliers using purchase order
$10,001 to $50,000	RFQ – Simple Quotation	2	Informal	Informal	Quotes to be recorded on ECM and Purchasing Form attached to Purchase Requisition	Purchasing Form	Purchase order and informal email
$50,001 to $250,000	RFQ – Formal Quotation	3	RFQ Form	RFQ Form & Formal RFQ Template	Quotes to be recorded on ECM and Purchasing Form attached to Purchase Requisition	Evaluation Scorecard Evaluation Workbook	Formal letter templates for RFQ
$250,000 & Over and tender exempt	RFT	3	RFT Form	Formal RFT Template	All Request for Tender (RFT) documentation is to be recorded in ECM and Purchasing Form attached to Purchase Requisition	Report to Procurement Advisory Unit Report to CEO	Formal letter templates for RFT
$250,000 & Over and not tender exempt	RFT	3	RFT Form	Formal RFT Template	All Request for Tender (RFT) documentation is to be recorded in ECM and Purchasing Form attached to Purchase Requisition	Report to Procurement Advisory Unit Report to Council	Formal letter templates for RFT

*Procurements $50,000 and over (shaded rows) must be conducted in conjunction with the Procurement and Contracts team.

*RFQ can be used for procurements less than $50,000 if it is deemed appropriate or beneficial.

*Excludes EOI & RFA. These procurement methods are uncommon. Procurement and Contracts team is to be consulted on a case-by-case basis.

*Public tender can be called in lieu of RFQ if it is deemed appropriate or beneficial.

This Policy is supported by:		
Policy No:	CP29	
Strategic Community Plan:	**Key Performance Area: Performance Outcome:** 10. Effective leadership, governance and financial management.	
Register of Delegations:	1.1.14 Procurement: Tenders, Tender Exemptions; Purchases ($50,000-$500,000) & Associated Contract Variations	
Service Area:	Corporate and Governance	
Policy Owner:	Manager Finance	
Policy Stakeholder:	n/a	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
03/04/07		12.5.8
28/04/09		12.10
22/11/11		12.9
25/06/13		12.8
28/10/14	Review - Minor	12.4
22/09/15	Major	10.7
27/09/16	Review - Major	12.9
22/08/17	Review - Major	12.2
25/09/18	Review - Major	12.5
10/12/19	Review - Major	12.8
24/05/22	Review - Moderate	12.7
22/08/23	Review - Minor	12.10
10/12/24	Review - Major	12.6
	Review - Minor	

CP30 - Corporate Credit Cards

Policy Objective

To ensure appropriate controls are in place for the issue and use of corporate credit cards and to outline appropriate use by City officers.

Policy Detail

1. Controls for the Issue of Corporate Credit Cards

a) A corporate credit card will only be issued where there is a demonstrated advantage to the City which may include:

i) An additional purchasing method that is more appropriate than paying by cheque, cash or electronic fund transfer (EFT).

ii) A useful resource in an emergency situation.

iii) A reduction in the need for cash to be kept on the premises resulting in security and administrative benefits.

iv) A reduction in administration costs.

v) Facilitating regular online fixed subscriptions for services such as internet service providers.

2. Application for Corporate Credit Cards

a) The cardholder shall agree in writing that they fully understand and will comply with the Corporate Credit Card Custodian agreement.

b) Corporate credit cards shall only be issued to permanent City employees.

c) Corporate credit cards shall only be issued following authorisation by the Chief Executive Officer (CEO).

d) Corporate credit cards to be issued to the CEO.

e) Limits for credit cards shall be determined by the CEO.

3. Conditions of Use of Corporate Credit Cards

a) Card information including card numbers and pin numbers are to be kept confidential.

b) Use of credit cards shall be in accordance with Council Policy 29 – Purchasing, including the completion of all required documentation.

c) Cardholders are required to retain all documentation including tax invoices for all transactions.

d) A credit card reconciliation form is to be completed, approved and submitted to Finance with all substantiating documents within 15 working days of the end of each month.

e) Credit card reconciliations are to be reviewed and approved by the cardholder's immediate supervisor. In the case of the CEO, the card reconciliation form should be reviewed and approved by the Director Corporate and Governance.

f) A lost or misplaced credit card must be reported immediately to the Manager Finance.

g) All credit cards are to be returned to the Manager Finance prior to termination of employment and are to be destroyed promptly.

h) All credit cards shall be held by the Manager Finance during times of extended leave (2 months).

i) Reward schemes must not be used in conjunction with credit cards.

j) Credit cards shall only be used for the purchasing of goods and services on behalf of the City and shall not be used for personal expenditure.

k) Credit cards must not be used for cash advances.

4. Register of Corporate Credit Cards

A register of all issued corporate credit cards shall be maintained by the Manager Finance.

5. Misuse of Corporate Credit Cards

a) Intentional misuse of corporate credit cards will result in the withdrawal of the use of the card and disciplinary action.

b) Unintentional misuse of a corporate credit card must be reported to the CEO or Director as soon as is practicable and the amount of the transaction/s must be reimbursed to the City upon an invoice being raised and issued.

c) Using corporate credit cards for the following is considered misuse:

   i) any personal expenditure

ii) cash withdrawals

iii) personal benefit from any reward programs

iv) any purchase not in accordance with this policy.

Reference/Associated Documents

Local Government Act 1995 (WA)

Local Government (Financial Management) Regulations 1996 (WA)

Council Policy 29 – Purchasing

Corporate Credit Card Custodian Agreement

Credit Card Reconciliation Form

Credit Card Payment Request Form

Reference to Internal Procedure

Nil.

Definitions

Nil.

This Policy is supported by:		
Policy No:	CP30	
Strategic Community Plan:	**Key Performance Area: Performance Outcome:** 10. Effective leadership, governance and financial management.	
Register of Delegations:	1.1.18 Municipal or Trust Funds: Payments and Procedures	
Service Area:	Corporate and Governance	
Policy Owner:	Manager Finance	
Policy Stakeholder:	n/a	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
22/11/11		12.9
25/06/13		12.8
22/09/15	Minor	10.7
27/09/16	Review - Minor	12.9
25/09/18	Review – Minor	12.5
10/12/19	Review – Minor	12.8
24/05/22	Review - Minor	12.7
12/12/23	Review - Minor	12.8

CP31 - Investment of Funds

Policy Objective

To provide a framework for the controlled investment of City funds surplus to immediate cash flow requirements.

Policy Detail

1. Investment Objectives

a) To provide a framework for the optimum investment of City funds at the most favourable rate of interest available to it at the time whilst having due consideration of risk, liquidity and security for its investments.

b) To take a conservative approach to investments, but with a focus to meet performance benchmarks through prudent investment of funds.

c) To ensure preservation of the funds through investing within the limits set by this policy.

d) To have investments structured in such a manner as to meet all the City's cash flow requirements, without penalty.

e) To generate income from the investment that exceeds the performance benchmarks.

f) To comply with relevant legislative requirements.

2. Policy Guidelines/Authority for Investment

a) All investments are to be made in accordance with:

i) Sections 6.14 (1) and (2A) of the Act

ii) Point 6, Part III Investments of the *Trustees Amendment Act 1997 (WA)* -

iii) Regulations 19, 28, and 49 of the Regulations

iv) Australian Accounting Standards.

b) The investments will be managed with the care, diligence and skill that a prudent person would exercise. Investment portfolios are to be managed in accordance with the spirit of this policy to safeguard the portfolios, and not for speculative purposes.

3. Ethics and Conflicts of Interest

a) Employees shall refrain from personal activities that would conflict with the proper execution and management of the City's investment portfolio. This policy requires employees to disclose any conflict of interest to the Chief Executive Officer.

b) Independent advisors are also to declare that they have no actual or perceived conflicts of interest and receive no inducements in relation to the City's investments.

4. Authorised Investments

a) The following table lists investment types approved for new investments in accordance with the Regulations.

b) The overall asset mix will depend on the City's view (taking into consideration professional advice) on liquidity needs, security of capital, level and timing of income and general risk management parameters as set out in this policy.

City of Belmont – Approved Investment Types	
1.	Deposits with an authorised deposit-taking institution (ADI) or the Western Australian Treasury Corporation (WATC) with a maturity of 3 years or less.
2.	Bonds that are guaranteed by the Commonwealth or a State or Territory Government with a maturity of 3 years or less.

5. Prohibited Investments

a) This policy prohibits any investment carried out for speculative purposes including:

   i) derivative based instruments

   ii) principal only investments or securities that provide potentially nil or negative cash flow

   iii) stand-alone securities issued that have underlying futures, options, forwards contracts and swaps of any kind

   iv) investments for any speculative purpose

   v) other investments excluded by Regulations.

b) This policy also prohibits the use of leveraging (borrowing to invest) of an investment.

c) However, nothing in the policy shall prohibit the short-term investment of loan proceeds where the loan is raised for non-investment purposes and there is a delay prior to the spending occurring.

6. Audit and Investment Holdings

a) All City investments must be held in either the City's name or held via an acceptable safe custody arrangement with the City as the beneficial owner. A statement is to be provided by the safe custody provider at each month end, verifying the holdings of the City. There must also be a comprehensive and transparent audit trail of investments placed, with appropriate internal controls over the City's investment portfolio. A separate register of investments must be maintained and be reconciled on a monthly basis.

b) For audit purposes, confirmation certificates must be provided independently, directly to the City's auditors by institutions and fund managers confirming the amounts of investment held on the City's behalf at 30 June each year. These may also be required from time to time as part of an internal audit review.

7. Reporting

A regular report should be provided to Council, detailing the allocation of the investment portfolio and performance.

8. Investment Advisor

a) The City's investment advisor must be licensed by the Australian Securities and Investment Commission. The advisor must be an independent party who is free to choose the most appropriate product within the terms and conditions of the investment policy.

b) The advisor must be independent and must confirm in writing when submitting a quote/tender application that they have no actual or potential conflict of interest in relation to investment products being recommended. This includes receiving no commissions or other benefits (e.g. broking fees) in relation to the investments being recommended.

9. Risk Management

a) Investments are to be considered using the following criteria:

i) Preservation of Capital: the requirement for preventing losses in an investment portfolio's total value.

ii) Credit Risk: The risk that a party or guarantor to a transaction will fail to fulfil its obligations, and the risk of loss due to the failure of an institution/entity that holds an investment to pay the interest and/or repay the principal of an investment.

iii) Diversification: the requirement to place investments in a broad range of products so as not to be over exposed to a particular sector of the investment market.

iv) Fidelity and Legal: fraud, malpractice or misappropriation of funds, failure to obtain title over assets, and litigation.

v) Liquidity Risk: the risk an investor runs out of cash, is unable to redeem investments at a fair price within a timely period, and thereby incurs additional costs or is unable to execute its spending plans.

vi) Market Risk: the risk that fair value or future cash flows will fluctuate due to changes in market prices, or benchmark returns will unexpectedly overtake the investment's return.

vii) Maturity Risk: the risk relating to the length of term to maturity of the investment (the longer the term, the greater the length of exposure and risk to market volatilities).

viii) Rollover Risk: the risk that income will not meet expectations or budgeted requirement because interest rates are lower than expected in future.

ix) Regulatory Risk: risk of changes to regulation forcing disposal on adverse terms, or imposing compliance costs or costs associated with a failure to comply with regulation.

x) Transaction Risk: the risk that transactions do not complete as expected or are not conducted on fair arms-length terms.

b) Mitigants include:

i) Counterparty limits based on credit ratings, as well as directing investments to investments subject to guarantees, prudential supervision, or which are senior and/or secured

ii) Cash buffer, monitoring of seasonal and specific purpose cashflows, availability of liquid assets, matching of investment horizons

iii) Maintaining adequate diversification by counterparty, term, maturity and type of investment (more so for lower rated investments) and

matching maturities to investment horizons to minimise realisation risk

iv) Regulation, including any changes, override the policy. The City will not undertake investments likely to be subject to forced sale under anticipated regulatory changes.

v) Inclusion of fixed rate term investment

vi) Use of collective purchasing power, documented procedures and use of regulated counterparties and issuers

vii) Independent advice

viii) Insurance, separation of duties for settlement, reporting, decision-making, audit and valuation, suitable custodian or direct title over assets

ix) Controls over signatories and direction of funds.

c) The above explains the factors that must be taken into consideration in making decisions about investments in order to manage risk prudently and accountably.

10. Credit Quality

a) Credit ratings estimate the risk of financial loss associated with an investment (generally only at the full term of the investment) or an institution. There are different rating systems for investments that are long term (generally more than 12 months) and short term (generally 12 months or less).

b) The ratings used in this policy are those of the international credit rating service S&P Global. S&P Global is the major credit rating institution operating in Australia, and the most common provider of ratings for the investments used by local government. The equivalent Moody's or Fitch ratings may also be used.

c) However, the primary control of credit quality is the prudential supervision and government support of the ADI sector, not ratings.

d) Investments held by the City must be consistent with the credit rating requirements as per the limits set out in the following table. Short-term ratings are only considered where there is no long-term rating on a security.

Long Term Rating Range	Maximum Holding
AAA Category	100%
AA Category or Major Banks	100%
A Category	80%
BBB Category or Unrated ADIs	60%

e) For the purpose of this Policy, "Major Banks" are currently defined as the ADI deposits issued by the major Australian banking groups:

   i) Australia and New Zealand Banking Group Limited

   ii) Commonwealth Bank of Australia

   iii) National Australia Bank Limited

   iv) Westpac Banking Corporation

f) This can include ADI subsidiaries whether or not explicitly guaranteed, and sub-brands.

g) Similarly, with other ADI groups owning multiple banking licences, rating categories are based on the parent bank even if the subsidiary is not explicitly rated.

11. Counterparty Limits

a) Exposure to individual counterparties/financial institutions will be restricted by their rating so that single entity exposure is limited, as detailed in the table below. It excludes any government guaranteed investments.

Long Term Rating Range*	Limit
AAA Category[1]	50%
AA Category or Major Banks	40%
A Category	25%
BBB Category	20%
Unrated Category[2]	5%

**or equivalent short-term rating, where applicable*

[1] 100% Commonwealth Government debt and Government-guaranteed deposits are included in this category, but without any upper limit applying to the government as counterparty.

[2] This category includes unrated ADI's such as some Credit Unions and Building Societies where they fall outside deposit guarantees for at least part of the investment term.

b) Investments that are downgraded outside the acceptable rating benchmark will be divested as soon as practicable only after taking advice from the City's independent fund advisor.

12. Investment Horizon Limits

a) The City's investment portfolio shall be structured around the time horizon of investment to ensure that liquidity and income requirements are met.

b) Once the primary aim of liquidity is met, the City will ordinarily diversify its' maturity profile as this will ordinarily be a low-risk source of additional return as well as reducing the volatility of the City's income. However, the City always retains the flexibility to invest as short as required by internal requirements or the economic outlook.

c) The factors and/or information used by the City to determine minimum allocations to the shorter durations include:

   i) The City's liquidity requirements to cover both regular payments as well as sufficient buffer to cover reasonably foreseeable contingencies.

   ii) Medium term financial plans and major capex forecasts.

   iii) Known grants, asset sales or similar one-off inflows.

   iv) Seasonal patterns to the City's investment balances – especially having regard to the heavy seasonality of the Municipal portfolio.

13. Municipal Portfolio

Investment Horizon Description	Investment Horizon - Maturity Date	Minimum Allocation	Maximum Allocation
Working capital funds	0-3 months	20%	100%
Short term funds	3-12 months	n/a	100%

14. Reserve Portfolio

Investment Horizon Description	Investment Horizon - Maturity Date	Minimum Allocation	Maximum Allocation
Working capital funds	0-3 months	n/a	50%
Short term funds	3-12 months	n/a	100%
Medium term funds	1-3 years	n/a	100%

a) Within these broad ranges, the City relies upon assumptions of expected investment returns and market conditions that have been examined with its investment advisor.

b) Investments involving Trust or the Belmont Trust (Reserve) accounts are invested through the use of a Cash Deposit Account (CDA) with the City's designated ADI. As the funds may be required to be called upon during the year the CDA offers greater flexibility.

15. Environmental Impact

a) The City of Belmont acknowledges climate change and attempts to reduce its investments that fund the fossil fuel industry and contribute to greenhouse gas emissions.

b) Providing the cost is no more than 5 basis points and the associated risks within those limits provided in this policy then preference can be given to those ADI's not involved with new investing in, or lending to the fossil fuel industry.

16. Performance Benchmarks

a) The performance of each investment will be assessed against the benchmarks listed in the table below. The expected performance of each

investment will be greater than or equal to the applicable benchmark by sufficient margin to justify the investment considering its' risks, liquidity and other benefits of the investment.

b) The City will seek information about both current and historical reward for the investments contemplated in its Strategic Community Plan. Where insufficient, it will hold cash and not seek to outperform, as to do so mandates risk-seeking at times of minimal reward.

c) It is also expected that the City will take due steps to ensure that any investment, notwithstanding a yield above the benchmark rate, is executed at the best pricing reasonably possible.

Investment Category	Investment	Performance Benchmark	Time Horizon
Working capital	Business Online Account, Notice Accounts, short dated bills, deposits issued by an ADI	AusBond Bank Bill Index (BBI)	3 months or less
Short term funds	Term Deposits of appropriate horizon issued by an ADI	AusBond Bank Bill Index (BBI)	3 to 12 months
Medium term funds	Term Deposits of appropriate horizon issued by an ADI	AusBond Bank Bill Index (BBI)	12 months to 3 years

Reference/Associated Documents

Local Government Act 1995 (WA)

Local Government (Financial Management) Regulations 1996 (WA)

Trustees Act 1962 (WA)

Reference to Internal Procedure

Process Map - Investments

Delegation Register 1.1.20 Investments

Definitions

'**Act**' means *Local Government Act 1995 (WA).*

'**ADI**' means Authorised Deposit-Taking Institutions (ADIs) are corporations that are authorised under the *Banking Act 1959 (Cth)* to take deposits from customers.

'**AusBond Bank Bill Index**' (Formerly the UBS BBI) means the UBS Australia index family was acquired by Bloomberg from Q3 2014, and while branding changed the benchmark is unaltered. It represents the performance of a notional rolling parcel of bills averaging 45 days and is the widely used benchmark for local councils.

'**City**' means the City of Belmont.

'**City funds**' surplus monies that are invested by the City in accordance with Section 6.14 of the Act.

'**horizon**' represents the intended minimum term of the investment; it is open for an Investment Policy to define a target date for sale of a liquid investment.

'**maturity profile**' means the City's positioning of the investment portfolio to meet liquidity and return objectives.

'**Regulations**' means the *Local Government (Financial Management) Regulations 1996 (WA)*

This Policy is supported by:		
Policy No:	CP31	
Strategic Community Plan:	**Key Performance Area: Performance Outcome:** 10. Effective leadership, governance and financial management.	
Register of Delegations:	1.1.20 - Investments	
Service Area:	Corporate and Governance	
Policy Owner:	Manager Finance	
Policy Stakeholder:	n/a	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
01/03/05		11.4.1
28/04/09		12.10
22/11/11		12.9
24/07/12		12.9
25/06/13		12.8
28/10/14	Review – Minor	12.4
22/09/15	Review – Minor	10.7
27/09/16	Review – Major	12.9
22/08/17	Review – Major	12.2
25/09/18	Review – Minor	12.5
10/12/19	Review – Minor	12.8
24/05/22	Review - Minor	12.7
22/08/23	Review – Minor	12.10
12/12/23	Review – Minor	12.8

CP32 - Collection of Rates

Policy Objective

To provide guidance to the Chief Executive Officer in relation to their duty to collect rates on behalf of the City.

The aim of the City in relation to the collection of rates and charges is that rates should be collected within the instalment periods as per Council's adopted budget.

Policy Detail

1. The recovery of outstanding rates will be collected in a fair and timely manner. Rate notices are due for payment 35 days from date of issue in accordance with the *Local Government Act 1995 (WA)* (the Act).
2. Amounts that remain outstanding past the prescribed due date will have penalty interest applied. Penalty interest is calculated on the number of days from the due date of payment until the day prior to the payment being received by the City. Penalty interest is unable to be waived on outstanding rates.

3. Accounts unpaid by the due date shown on the Rate Notice

a) Where accounts remain outstanding a Final Notice shall be issued requesting full payment within 14 days unless the ratepayer has entered into a payment arrangement which has been approved in writing.

b) In accordance with the *Rates and Charges (Rebates and Deferments) Act 1992 (WA)*, registered pensioners or seniors will not receive a final notice.

4. Accounts unpaid after the due date shown on the Final Notice

a) Where amounts remain outstanding after the due date shown on the Final Notice, and there is no approved alternative payment arrangement, recovery action will commence based upon a risk management approach as determined by the value and type of debt.

b) Legal action may be undertaken to recover outstanding rates and charges. This action may include General Procedure Claims and Property Seizure and Sale Orders (Goods). Council approval shall be required prior to any action to sell a property in order to recover unpaid rates

noting that goods and land warrants can be initiated before 3 years rates are outstanding.

c) Any costs incurred in undertaking legal action in a Court of competent jurisdiction are recoverable from ratepayers under Section 6.56 of the Act.

5. Alternative Payment Arrangements

a) Where ratepayers are unable to make payment of their rates by one of the prescribed instalment options, they may apply for an alternative payment arrangement.

b) Alternative payments arrangements are to involve regular weekly, fortnightly or monthly repayments of a fixed amount, preferably by direct debit. For alternative payment arrangements for owner occupied residential properties, the end payment date can only be extended past 30 June or where an application for financial hardship has been approved by the City in writing. Alternative payment arrangements will incur a one-off Administration Fee in accordance with the City's adopted Fees and Charges.

c) Alternative payment arrangements for owners of commercial, industrial or non owner-occupied residential properties will not be extended past 30 June.

6. Seizure of Rent for Non-Payment of Rates

a) Where the property owner of a leased or rented property on which rates and service charges are outstanding cannot be located or refuses to settle rates and service charges owed, a notice may be given to the lessee or tenant under the provisions of Section 6.60 of the Act requiring the lessee or tenant to pay to the City the rent due that they would otherwise pay under the lease/tenancy agreement as it becomes due, until the amount in arrears has been paid.

b) Property owners will be informed prior to a notice being given to the lessee or tenant and lessees and tenants will be given a receipt of payment of rent to present to their landlord or property manager as proof of payment.

7. Options to Recover Rates Debt where Rates are in Arrears for in Excess of 3 Years

7.1 Lodging a Caveat on the Title for Land

If rates and service charges which are due to the City in respect of any rateable land have been unpaid for at least 3 years a caveat may be registered on the title for the land, under the provisions of Section 6.64(3) of the Act.

7.2 Sale of Property

If rates and service charges which are due to the City in respect of any rateable land have been unpaid for at least 3 years, the City may take possession of the land under the provisions of Section 6.64 of the Act. The approval of Council is required to be obtained before this course of action is undertaken.

Reference/Associated Documents

Local Government Act 1995 (WA)

Local Government (Administration) Regulations 1996

Rates and Charges (Rebates and Deferments) Act 1992 (WA)

Reference to Internal Procedure

Process Maps - Debt Collection Rates

Issuing Rates Notices

Work Instruction - Rent Seizure

Delegation Register

Definitions

Nil.

This Policy is supported by:		
Policy No:	CP32	
Strategic Community Plan:	**Key Performance Area: Performance Outcome:** 10. Effective leadership, governance and financial management.	
Register of Delegations:	1.1.21 Recovery of Unpaid Rates	
Service Area:	Corporate and Governance	
Policy Owner:	Manager Finance	
Policy Stakeholder:	Coordinator Rates	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
01/03/05		11.4.1
28/04/09		12.10
22/11/11		12.9
24/07/12		12.6
25/06/13		12.8
28/10/14	Review – Minor	12.4
22/09/15	Review – Minor	10.7
27/09/16	Review - Major	12.9
22/08/17	Review – None	12.2
25/09/18	Review – Minor	12.5
10/12/19	Review – Minor	12.8
24/05/22	Review – Minor	12.7
22/08/23	Review - Major	12.10

CP35 - Financial Hardship

Policy Objective

To ensure the City offers fair, equitable, consistent and dignified support to ratepayers experiencing hardship, while treating all members of the community with respect and understanding during financial hardship.

Policy Detail

1. This policy applies to all ratepayers of the City experiencing financial hardship and is applicable to outstanding rates and service charges as at the date of adoption of this policy and as subsequently levied.
2. The provisions of the *Local Government Act 1995 (WA)*, *Local Government (Financial Management) Regulations 1996 (WA)* and *Rates and Charges (Rebates and Deferments) Act 1992 (WA)* apply.

3. Payment difficulties, hardship and vulnerability

a) Payment difficulties, or short-term financial hardship, occur where a change in a person's circumstances result in an inability to pay a rates or service charge debt.

b) Financial hardship occurs where a person is unable to pay a debt without affecting their ability to meet their basic living needs, or the basic living needs of their dependants. The City recognises that people in our community may be experiencing payment difficulties, financial hardship and vulnerability.

c) This policy is intended to apply to ratepayers experiencing financial hardship.

4. Anticipated Financial Hardship

The City recognises that some ratepayers may experience financial hardship and respect and anticipate the probability that additional financial difficulties will arise when rates notices are received.

5. Financial Hardship Criteria

a) While evidence of financial hardship will be required, the City recognises that not all circumstances are alike. The City will take a flexible approach to a range of individual circumstances including, but not limited to, the following situations:

i) recent unemployment or under-employment

ii) sickness or recovery from sickness

iii) low income or loss of income

iv) pandemics

v) impacts of natural disaster

vi) unanticipated circumstances such as caring for and supporting extended family.

a) Ratepayers are encouraged to provide information about their individual circumstances that may be relevant for assessment. This may include demonstrating a capacity to make some payment and where possible, entering into a payment proposal. In order for the City to assess an application, evidence of income is required. Examples of appropriate evidence required to assess an application are:

i) proof of Centrelink payments for at least three consecutive months for individuals,

ii) copy of Business Activity Statements submitted to the Australian Tax Office that show a loss of income of at least 50% over a quarter year for businesses, and/or

iii) other substantive evidence of hardship as required by the City (i.e. evidence of arrears balances for loan, utility and school fees).

b) The City will consider all circumstances, applying the principles of fairness, integrity and confidentiality whilst complying with our statutory responsibilities.

6. Payment Agreements

a) While incurred rates and service charges cannot be waived, the City will work with the applicant to determine an appropriate and affordable payment agreement.

b) Payment agreements for rates and service charges will only be offered on a primary residence. Investment, commercial or industrial properties will not be eligible.

c) Payment agreements may be made in accordance with Section 6.49 of the Act and are to include an agreed payment frequency and amount. Rates financial hardship, payment plan applications will be considered in context of:

   i) The ratepayer has made genuine effort to meet rate and service charge obligations.

   ii) The payment agreement will clear the debt within an agreed end date that is realistic and achievable.

   iii) The ratepayer is responsible for informing the City of any change in circumstance that jeopardises the agreed payment plan.

   iv) Payment agreements are only valid for the financial year in which they are made.

7. Interest Charges

In the case of severe financial hardship, the City may consider waiving the interest accrued on rates and service charge debts.

8. Pension / Concession / Seniors Cardholders

a) Persons who hold a Pension Card, State Concession Card, Seniors Card, or Commonwealth Seniors Health Care Card once registered may be eligible to claim a concession on both the current Rates and Emergency Services.

b) Deferment of rates may apply for ratepayers who have a Pensioner Card, State Concession Card or Seniors Card and Commonwealth Seniors Health Care Card registered on their property. The deferred rates and Emergency Services Levy balance:

   i) remains as a debt on the property until paid,

   ii) becomes payable in full upon the passing of the pensioner if they are the sole owner; if the property is sold or if the pensioner ceases to reside in the property,

   iii) may be paid at any time after a rebate concession has been approved for the current financial year, and

   iv) does not incur penalty interest charges.

9. Rates and Service Charge Debt Recovery

a) The City will suspend debt recovery processes whilst negotiating a suitable rates and service charge payment agreement with the ratepayer.

b) Where a ratepayer is unable to make payments in accordance with the agreed payment agreement and the ratepayer advises the City and makes an alternative arrangement before defaulting on the third due payment, then the City will continue to suspend debt recovery processes.

c) Where a ratepayer has not reasonably adhered to the agreed payment plan, then for any debts that remain outstanding on 1 July of the current financial year, the City may offer the ratepayer one further opportunity of adhering to a payment plan that will clear both the arrears and current debt by the end of the following financial year.

10. Communication and Confidentiality

a) The City will always maintain confidentiality about any financial hardship matter and undertake to communicate with a nominated support person or other third party at your request.

b) The City recognise that applicants for financial hardship consideration are experiencing additional stressors and may have complex needs. The City will provide additional time to respond to communications and will communicate in alternative formats where appropriate. The City will ensure all communication with applicants is clear and respectful.

Reference/Associated Documents

Local Government Act 1995 (WA) Sections 5.51(c), 6.49, 6.51

Local Government (Financial Management) Regulations 1996 (WA) Part 5

Reference to Internal Procedure

Council Policy 32 – Collection of Rates

Financial Hardship Application Form

Definitions

'**City**' means the City of Belmont

'**Emergency Services Levy**' means the annual charge paid by all property owned in Western Australia and is charged by the Department of Fire and Emergency Services.

This Policy is supported by:		
Policy No:	CP35	
Strategic Community Plan:	**Key Performance Area: Performance Outcome:** 10. Effective leadership, governance and financial management.	
Register of Delegations:	n/a	
Service Area:	Corporate and Governance	
Policy Owner:	Manager Finance	
Policy Stakeholder:	Coordinator Rates	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
26/05/20	New Policy	12.7
22/06/21	Major	12.8
24/05/23	Review - Minor	12.7
22/08/23	Review - Moderate	12.10
23/04/24	Review – Moderate	12.9

CP37 - Business Continuity

Policy Objective

1. To ensure the City is well prepared, and can maintain activities and resources critical to achieving the objectives of the City of Belmont in the event of significant business disruption.
2. The City is committed to building resilience within the organisation and the capability to effectively respond to crises to safeguard the interests of the City, its community, stakeholders and reputation. It will do so by maintaining business continuity processes in accordance with ISO 22301:2019 Security and Resilience – Business continuity management systems – Requirements.

Policy Detail

This policy covers all City activities from operational activities to strategic planning.

1. Responsibility for Business Continuity

1.1. Council

To approve the Business Continuity Policy and provide sufficient resourcing for business continuity management systems through the annual budget process.

1.2. Chief Executive Officer and Executive

a) Ensure the full implementation of Business Continuity management practices throughout the City.

b) Monitor and promote this policy and the City's Business Continuity processes at a strategic level.

1.3. Coordinator Business Continuity and Risk

a) Monitor and update the City's Business Continuity Plans and other business continuity related documents.

b) Provide training and exercises as required.

c) Report on business continuity information to the Executive and relevant committees.

1.4. Management

a) Identify and assess critical activities in their area of responsibility.

b) Develop continuity strategies for the critical activities.

c) Identify resource requirements to support the strategies.

d) Ensure business changes that could impact critical activities, related strategies and resource requirements, are reported to the Coordinator Business Planning, Improvement & Risk.

e) Allocate business continuity responsibilities to employees.

1.5. Employees

a) Responsible for the effective operation of critical activities.

b) Comply with this policy and the City's Business Continuity processes.

c) Attend business continuity training and participate in activity assessments in accordance with management instructions.

Reference/Associated Documents

ISO 22301:2019 Security and Resilience – Business continuity management systems – Requirements.

Reference to Internal Procedure

Nil.

Definitions

Nil.

This Policy is supported by:		
Policy No:	CP37	
Strategic Community Plan:	**Key Performance Area: Performance Outcome:** 10. Effective leadership, governance and financial management.	
Register of Delegations:	n/a	
Service Area:	Corporate and Governance	
Policy Owner:	Manager Governance and Legal	
Policy Stakeholder:	Coordinator Business Planning, Improvement and Risk	
Amendment Status:		
Date of Amendment	Status of Amendment	Minute Item Reference
22/09/15	New	10.7
27/09/16	Minor	12.9
25/09/18	Review – None	12.5
24/05/22	Review - Minor	12.7
22/08/23	Review – Minor	12.10

13 Reports by the Chief Executive Officer

13.1 Request for leave of absence

Nil.

13.2 Notice of motion

Nil.

14 Matters for which the meeting may be closed

Note:

The Presiding Member advised that in accordance with Section 5.23(4)(c) and (g) of the *Local Government Act 1995 (WA)* in order to discuss Confidential Items 14.1, 14.2, 14.3 and 14.4 Council will need to go behind closed doors.

7:56pm Sessions moved, Harris seconded that in accordance with Section 5.23(2) of the *Local Government Act 1995 (WA)*, the meeting proceed behind closed doors to discuss Confidential Items 14.1, 14.2, 14.3 and 14.4.

Carried 7 votes to 0

For: Harris, Kulczycki, Marks, Rossi, Ryan, Sekulla and Sessions

Against: Nil

7:56pm Members of the public gallery departed the meeting.

7:56pm The IT Support Officer departed the meeting.

14.1 Lease – Belmont Senior Citizens Club

Officer Recommendation

Sessions moved, Kulczycki seconded

That Council accepts the Officer Recommendation in relation to this item.

Carried unanimously 7 votes to 0

For: Harris, Kulczycki, Marks, Rossi, Ryan, Sekulla and Sessions

Against: Nil

14.2 Tender 06/2025 - Supply and Application of Turf Fertiliser, Wetting Agent and Pesticides

Officer Recommendation

Sekulla moved, Sessions seconded

That Council accepts the Officer Recommendation in relation to this item.

Carried unanimously 7 votes to 0

For: Harris, Kulczycki, Marks, Rossi, Ryan, Sekulla and Sessions

Against: Nil

14.3 Tender 16/2025 - Supply and Delivery of Trees

Officer Recommendation

Kulczycki moved, Sessions seconded

That Council accepts the Officer Recommendation in relation to this item.

Carried unanimously 7 votes to 0

For: Harris, Kulczycki, Marks, Rossi, Ryan, Sekulla and Sessions

Against: Nil

14.4 Code of Conduct Matter

Alternative Councillor Motion
Marks moved, Ryan seconded That Council accepts the Alternative Councillor Motion in relation to this item. **The vote was tied.** For: Marks, Rossi and Ryan Against: Harris, Kulczycki and Sessions In accordance with section 5.21(3) of the *Local Government Act 1995 (WA),* the Mayor used his casting vote in the affirmative. **Carried 4 votes to 3**

9:03pm The meeting came out from behind closed doors. No members of the public returned to the meeting.

15 Closure

There being no further business, the Presiding Member thanked everyone for their attendance and closed the meeting at 9:05pm.