

# Agenda

## Ordinary Council Meeting

**27 May 2025**

### Notice of Meeting

The next Ordinary Council Meeting will take place in the Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on **Tuesday, 27 May 2025** commencing at **7:00 pm**.

Yours sincerely



**BIANCA SANDRI**  
**A/CHIEF EXECUTIVE OFFICER**

**15 May 2025**

### Meeting Procedures

1. All Council meetings are open to the public, except for matters dealt with under 'Confidential Items'.
2. Members of the public who are unfamiliar with meeting proceedings are invited to seek advice prior to the meeting from a City Staff Member.
3. Members of the public may ask a question during 'Public Question Time'. Questions are limited to three per person before other members of the public will be invited to ask their questions. If there is sufficient time, the Presiding member may allow you to ask additional questions if there are no more questions from other members of the public.
4. Meeting procedures are in accordance with the City's *Standing Orders Local Law 2021*.
5. To facilitate smooth running of the meeting, silence is to be observed in the public gallery at all times, except for 'Public Question Time'.
6. Persons are not permitted to record (visual or audio) at the Council meeting without prior approval of the Council.
7. Council meetings will be livestreamed in accordance with the resolution of 24 August 2021. Images and voices may be captured and streamed. If you have any issues or concerns regarding the live streaming and recording of meetings, please contact the City's Governance team.
8. In the event of an emergency, please follow the instructions of City of Bayswater Staff.

### City of Bayswater

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Morley WA 6062

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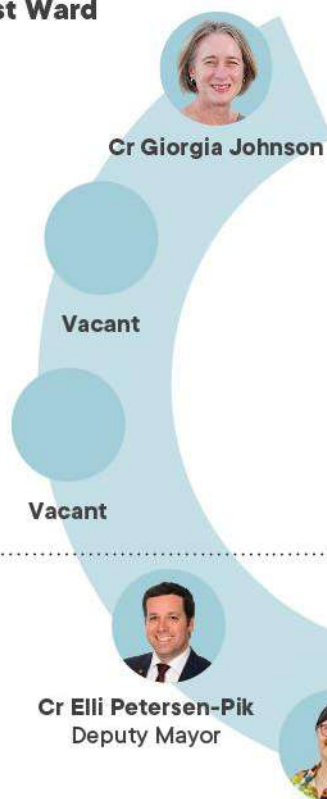
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# Council Chambers Seating Plan



## West Ward



## Central Ward



## South Ward

## North Ward



Public Gallery (including press)

### Nature of Council's Role in Decision Making

<b>Advocacy:</b>	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<b>Executive/Strategic:</b>	The substantial direction setting and oversight role of the Council, e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<b>Legislative:</b>	Includes adopting local law, town planning schemes and policies.
<b>Review:</b>	When Council reviews decisions made by officers
<b>Quasi-Judicial:</b>	<p>When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.</p> <p>Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits/licenses (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</p>

### *City of Bayswater Standing Orders Local Law 2021*

#### **6.9 DEPUTATIONS**

- (1) Allowance has been established for deputations to be heard at Agenda Briefing Forums the week prior to the Ordinary Council Meeting by any person or group wishing to be received. A deputation may be heard at the Council meeting, Agenda Briefing Forum or a Committee meeting open to the public at the discretion of Council, and the depute is to either-
  - (a) apply, before the meeting, to the CEO for approval and can be considered in both a verbal and written format;
  - (b) with the approval of the Presiding Member, at the meeting; and-
  - (c) are to be received by 1.30pm on the day of the forum receiving the deputation.
- (2) Upon receipt of a request for a deputation the CEO must refer the request to the relevant Council meeting, Agenda Briefing Forum or a Committee meeting.
- (3) Unless the Presiding Member allows, a depute invited to attend the meeting is not to address the meeting for a period exceeding 5 minutes.
- (4) Unless given leave by the Presiding Member, only two members of the deputation may address the meeting, although others may respond to specific questions from Members.
- (5) For the purposes of this clause, unless Council, Agenda Briefing Forum or the Committee determines otherwise, a deputation is taken to comprise all those people either in favour of, or opposed to, the matter which is the subject of the deputation.
- (6) Unless Council, Agenda Briefing Forum or the Committee resolves otherwise, any matter which is the subject of a deputation to the Council, Agenda Briefing Forum or a Committee open to the public is not to be decided by Council, Agenda Briefing Forum or the Committee until the deputation has completed its presentation.
- (7) The Presiding Member may require deputations to leave the meeting while other deputations are being heard in relation to that matter.
- (8) A member of the public who makes a deputation is to state his or her name and address, however only the name will be published in the minutes.

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## 1 Official Opening

## 2 Acknowledgement of Country

The Presiding Member will deliver the Acknowledgement of Country.

### Noongar Language

*Ngalla City of Bayswater kaatanginy baalapa Noongar Boodja baaranginy, Wadjuk moort Noongar moort, boordiar's koora koora, boordiar's ye yay ba boordiar's boordawyn wah.*

### English Language Interpretation

*We acknowledge the Traditional Custodians of the Land, the Whadjuk people of the Noongar Nation, and pay our respects to Elders past, present and emerging.*

## 3 Announcements from the Presiding Member

## 4 Attendance

### Members

Mayor Filomena Piffaretti (Presiding Member)

#### South Ward

Cr Elli Petersen-Pik Deputy Mayor

Cr Nat Latter

#### North Ward

Cr Josh Eveson

Cr Sally Palmer

#### Central Ward

Cr Assunta Meleca

Cr Steven Ostaszewskyj

#### West Ward

Cr Giorgia Johnson

### Officers

Jeremy Edwards

Bianca Sandri

Luke Botica

Kym Leahy

Amanda Albrecht

Rebecca McKrill

Chief Executive Officer

Director Community Services

Director Infrastructure and Assets

Director Corporate Services

Manager Governance and Strategy

Governance Officer (minute-taker)

### Observers

Press -

Public -

#### 4.1 Apologies

Nil at the time of publishing this agenda.

#### 4.2 Approved Leave of Absence

Elected Member	Date of Leave	Approved by Council
Cr Michelle Sutherland	21 May 2025 to 18 June 2025	Ordinary Council Meeting 29.04.2025
Cr Giorgia Johnson	9 June 2025 to 15 June 2025	Ordinary Council Meeting 29.04.2025

#### 4.3 Applications for Leave of Absence

### 5 Disclosure of Interest Summary

In accordance with section 5.65 of the *Local Government Act 1995* (WA):

A member who has an interest in any matter to be discussed at a Council or Committee meeting that will be attended by the member must disclose the nature of the interest -

- (a) in a written notice given to the CEO before the meeting; or
- (b) at the meeting immediately before the matter is discussed.

### 6 Public Question Time

In accordance with the *Local Government Act 1995*, the *Local Government (Administration) Regulations 1996* and the *City of Bayswater Standing Orders Local Law 2021* the following procedures relate to public question time:

1. A member of the public who raises a question during question time, is to state his or her name and address.
2. Each member of the public with a question is entitled to ask up to 3 questions before other members of the public are invited to ask their questions. If there is sufficient time, the Presiding Member may allow additional questions if there are no more questions from other members of the public.
3. The minimum time to be allocated for public question time is 15 minutes.
4. Questions from the public must relate to a matter affecting the local government. Questions relating to matters of business listed on the agenda will be considered in the first instance, followed by questions relating to Council business not listed on the agenda.
5. A summary of each question raised by members of the public at the meeting and a summary of the response to the question will be included in the minutes of the meeting.
6. Where a question is taken on notice at the meeting, a summary of the response to the question will be provided in writing to the member of public and included in the agenda for the following meeting.

## 6.1 Responses to Public Questions Taken on Notice

**Georgina Ker - Bedford**

### **10.3.5 Electrification Initiatives in the City of Bayswater**

#### **Question 1**

**As referenced in the officer report, the Australian energy market operator is forecasting an increasing supply gap in the WA gas market from 2030. Is there modelling on what this is likely to do to gas prices?**

#### **Response 1**

The Australian Energy Market Operator engaged external consultant EnergyQuest to develop gas price forecasts to inform the *2024 Western Australia Gas Statement of Opportunities* report. This modelling has not been made publicly available.

**John Sobejko - Bayswater**

### **Item 10.3.1 Frank Drago Soccer Precinct Redevelopment - Feasibility and Advocacy Findings Report**

#### **Question 1**

**Are the survey results going to be remedied to reflect that part way through the community consultation, the optional responses were changed to allow residents to select 'neither' for the two proposed design options?**

#### **Response 1**

There is no requirement to remedy the survey results.

The relevant section of the engagement was intended to gauge community response to two possible site layout options. The main difference between the two options presented being the location of a secondary car park off either Whatley Crescent or Oval Street.

Council, in July 2024, had already resolved to progress with the development of a concept design therefore an option of not progressing either option was not considered by the City or consultant or offered to the community.

During the engagement period, and more specifically at the community pop up sessions held on site at the reserve, some members of the community strongly objected to what was being presented, i.e. the choice of two concepts, and indicated their objection at either site layout presented and requested the ability to be able to select or indicate their desire not to approve or show a preference toward either available option.

In acknowledgement of and in response to the requests the engagement was amended to include an opportunity to indicate a preference to not select either option. Further comment sections were available throughout the engagement survey to enable submitters to articulate what their desires or aspirations or preferences are in relation to the site, including an opportunity to express a desire not to progress with any redevelopments.

The consultant used responses from both the survey questions and response comments to understand possible improvements and or objections in determining what is important to the respondent. This information was used to assist in developing recommended concept layout.

**6.2 Public Question Time**

**7 Confirmation of Minutes**

**7.1 Ordinary Council Meeting**

The Minutes of the Ordinary Council Meeting held on 29 April 2025 which have been distributed, be confirmed as a true and correct record.

**8 Presentations**

**8.1 Petitions**

**8.2 Presentations**

**8.3 Deputations**

Deputations are to be heard at the Agenda Briefing Forum at **7:00pm** on **Tuesday 20 May 2025**, in the Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley.

**8.4 Delegates Reports**

Nil.

**9 Method of Dealing With Agenda Business**

With the exception of items identified to be withdrawn for discussion, the remaining reports will be adopted by exception (enbloc).

An adoption by exception resolution may not be used for a matter:

- (a) in which an interest has been disclosed;
- (b) that has been the subject of a petition or deputation;
- (c) that is a matter on which a Member wishes to make a statement; or
- (d) that is a matter on which a Member wishes to move a motion that is different to the recommendation.

**10 Reports****10.1 Office of the CEO Directorate Reports****10.1.1 Annual Review of Delegations**

<b>Responsible Branch:</b>	Governance and Strategy
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	<b><i>ABSOLUTE MAJORITY REQUIRED for limbs 1, 2 and 3</i></b>
<b>Attachments:</b>	1. City of Bayswater Draft Delegation Register May 2025 [10.1.1.1 - 87 pages]
<b>Refer:</b>	Item: 10.1.4 OCM: 25.06.2024
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

***This item does not contain any information that is considered confidential in accordance with Section 5.23(2) of the Local Government Act 1995.***

**SUMMARY**

For Council to undertake the annual review of delegations to the Chief Executive Officer.

**OFFICER'S RECOMMENDATION**

**That Council:**

1. In accordance with section 5.46 of the *Local Government Act 1995*, adopts the delegations to the Chief Executive Officer as contained in Attachment 1.

***ABSOLUTE MAJORITY REQUIRED***

2. Repeals Delegation “TP - D03 - Development Assessment Panels.

***ABSOLUTE MAJORITY REQUIRED***

3. Repeals Delegation “FM - D02A - Procurement for the supply of reticulated natural gas for Bayswater Waves” as of 1 July 2025.

***ABSOLUTE MAJORITY REQUIRED***

4. Notes the Chief Executive Officer will continue to make amendments to the sub-delegations as appropriate, which do not alter the powers delegated to the Chief Executive Officer as set out in the Delegated Authority Register.

**BACKGROUND**

Section 5.42 of the *Local Government Act 1995* (the Act) permits local governments to delegate certain functions to the Chief Executive Officer (CEO). In addition to the Act, there is other legislation related to local government functions, which authorises the CEO and designated officers to perform specific enforcement functions under those Acts.

Section 5.46 of the Act also requires that at least once every financial year, delegations are to be reviewed by the delegator (Council). This review also provides an opportunity to undertake a review of the delegations made to the Chief Executive Officer under other legislation.

The last such review was endorsed by Council on 25 June 2024. The City’s current Delegations Register can be found on the City’s website. The City does not have any delegations to committees so it is not required to review these.

The use of delegations is supported by the Department of Local Government, Sport and Cultural Industries (the Department).

The Local Government Operational Guideline No 17 – Delegations has been published by the Department to assist with the creation, use and review of delegations. The City's Delegation Register also references delegations contained within the WALGA Model Template Delegations.

An internal process was undertaken to review current delegations and their appropriateness in allowing the organisation to be responsive, timely and efficient, and allowing Council to focus on strategic matters. Feedback from that process has been included in the latest draft Delegated Authority Register, as per **Attachment 1**.

To finalise this annual review of delegations and to ensure compliance by 1 July 2025 a memo will be signed by the CEO advising staff of any changes as a result of this review including their individual sub delegations from the CEO.

## **EXTERNAL CONSULTATION**

No consultation has occurred with the public or other agencies on this matter.

## **OFFICER'S COMMENTS**

During the previous financial year, the City has made some minor amendments such as improvements to grammar, updating references to legislation and policies, and ensuring updated position titles and text was included in the correct section of the delegation. These amendments are considered as "administrative" in nature and do not alter the powers delegated to the CEO as set out in the Delegated Authority Register.

As part of the internal consultation process, detailed benchmarking was undertaken against several other local governments, including:

- City of Armadale;
- City of Belmont;
- City of Cockburn;
- City of Fremantle
- City of Melville;
- City of Perth;
- City of Rockingham;
- City of South Perth;
- City of Stirling;
- City of Swan; and
- City of Vincent.

This benchmarking enabled the City to compare existing delegations from other local governments and to better understand the requirements in exercising them and to identify areas where business improvements could be made.

Some amendments must also be made to the delegations to ensure the City is complying with recent legislative amendments.

The following table summarises the proposed amendments to the Delegated Authority Register. The proposed amendments can also be viewed in tracked changes in **Attachment 1**.

Recommended Amendment to Delegated Authority Register	Detail of Amendment and Rationale																					
Repeal Delegation <b>TP-D03-Development Assessment Panels.</b>	<p>This delegation is to be repealed to comply with the new <i>Local Government (Development Assessment Panels) Regulations 2025</i>, which became effective from 1 May 2025.</p> <p>The new regulations set out the responsible authority report process and establish that local government administrations are responsible for preparing and submitting the responsible authority report to a Development Assessment Panel (DAP).</p> <p>The new regulations provide for the CEO to authorise an employee of the local government to carry out the function of preparing and submitting a responsible authority report. This is no longer a power that Council can delegate.</p>																					
Repeal Delegation <b>FM-D02A-Tender Exempt Procurement for the supply of reticulated natural gas for Bayswater Waves.</b>	<p>This Delegation for a once-off approval for the CEO to undertake a procurement for the Bayswater Waves Gas Supply was approved at the 29 April Ordinary Council Meeting.</p> <p>Once the delegation has been used, it can be repealed. It is therefore recommended to repeal this delegation as of 1 July 2025, which will provide sufficient time for the procurement to be completed.</p>																					
Amend Delegation <b>FM-D02-Acceptance of Quotations, Tenders and Expressions of interest:</b>	<p>The wording in the section “Express power or duty delegated” section has been updated to clarify that the delegation provides the authority to accept tenders as well as to accept or reject quotations and expressions of interest.</p> <p>It is also proposed to increase the limit for accepting quotations and tenders from \$250,000 to \$500,000 ex GST. Increasing this limit would reduce the number of tenders that must be considered by the Council, enabling the Council to focus on more strategic matters. During the last 12 months, the City has presented 19 tenders to Council for consideration, four of which had a value of less than \$500,000 and nine of which had a value of less than \$1m. The Officer’s recommendation was adopted for all these items and 13 of these items were carried En Bloc.</p> <p>Increasing the delegation limit will not result in a loss of transparency for the Council and members of the public as the City’s online <a href="#">Tenders Register</a> is publicly available.</p> <p>The City’s current limit of \$250,000 for accepting tenders is low in comparison to that of other WA local governments. Comparative data can be seen in the table below:</p> <table><tr><th>Local Government</th><th>Band</th><th>Limit for acceptance of Tenders/Quotations</th></tr><tr><td>Vincent</td><td>2</td><td>\$250,000</td></tr><tr><td>Belmont</td><td>1</td><td>\$250,000 per annum for up to 5 years for operating expenses (\$1.25m) \$250,000 for new capital items</td></tr><tr><td>Rockingham</td><td>1</td><td>\$500,000</td></tr><tr><td>Melville</td><td>1</td><td>\$550,000</td></tr><tr><td>South Perth</td><td>2</td><td>\$550,000 \$700,000 for WALGA Preferred Suppliers</td></tr><tr><td>Cockburn</td><td>1</td><td>\$1,000,000</td></tr></table>	Local Government	Band	Limit for acceptance of Tenders/Quotations	Vincent	2	\$250,000	Belmont	1	\$250,000 per annum for up to 5 years for operating expenses (\$1.25m) \$250,000 for new capital items	Rockingham	1	\$500,000	Melville	1	\$550,000	South Perth	2	\$550,000 \$700,000 for WALGA Preferred Suppliers	Cockburn	1	\$1,000,000
Local Government	Band	Limit for acceptance of Tenders/Quotations																				
Vincent	2	\$250,000																				
Belmont	1	\$250,000 per annum for up to 5 years for operating expenses (\$1.25m) \$250,000 for new capital items																				
Rockingham	1	\$500,000																				
Melville	1	\$550,000																				
South Perth	2	\$550,000 \$700,000 for WALGA Preferred Suppliers																				
Cockburn	1	\$1,000,000																				

Recommended Amendment to Delegated Authority Register	Detail of Amendment and Rationale										
	Fremantle	1	\$1,000,000								
	Swan	1	\$5,000,000								
	Perth	1	\$10,000,000								
	<p>It is also proposed that the Council delegates the ability for the CEO to accept quotations and tenders under \$1,000,000 ex GST for the supply of utilities and core operating software licences/subscriptions, given that these are non-discretionary items and generally lower-risk procurements despite often being of a higher value.</p> <p>References to the Contract Management Policy and Purchasing Authorisation Management Practice have been removed from the "Policy" section as these documents no longer apply to the delegation.</p>										
Amend Delegation Calling of Tenders to	FM-D03-	<p>It is recommended to change the wording of the third sentence in the "Power or duty" section of this delegation, from:</p> <p><i>"Authority to determine when exemptions apply to the requirement to call for a public tender (F&amp;G r11(2) to (7))",</i></p> <p>to:</p> <p><i>"Authority to apply the provisions of the Local Government (Functions and General Regulations 1996) pertaining to where tenders do not have to be publicly invited (F&amp;G r.11(2) to (6))".</i></p> <p>This provides better alignment with the wording in the Regulations, which do not reference "exemptions."</p>									
Amend Delegation Granting Concessions and Write Offs.	FM-D05-	<p>The current delegation allows the CEO to authorise waivers or grant concessions up to a maximum value of \$500; debts up to a value of \$1000 and application and permit fees for charitable organisations up to a value of \$1,200. It is proposed to increase this limit to a maximum of \$2,000 for all three categories.</p> <p>The increased limit is considered appropriate to keep up with costs which have risen due to inflation and is comparable to the limit that other WA local government CEOs may write off, as shown in the table below:</p> <table><tr><th>City</th><th>Write off Limit</th></tr><tr><td>Armadale</td><td>\$2,000</td></tr><tr><td>Belmont, Swan, Vincent</td><td>\$5,000</td></tr><tr><td>Stirling</td><td>\$6,700</td></tr></table>		City	Write off Limit	Armadale	\$2,000	Belmont, Swan, Vincent	\$5,000	Stirling	\$6,700
City	Write off Limit										
Armadale	\$2,000										
Belmont, Swan, Vincent	\$5,000										
Stirling	\$6,700										

Recommended Amendment to Delegated Authority Register	Detail of Amendment and Rationale
<p>Amend Delegation <b>FM-D08- Acceptance of Contract Extensions and Variations.</b></p>	<p>It is proposed to change the wording in the “Power or duty” section from:</p> <p><i>“where the original contract has been approved by Council”</i></p> <p>To:</p> <p><i>“where a contract was originally accepted by Council.”</i></p> <p>The rationale for this is to ensure the City is using consistent language throughout the delegation.</p> <p>It is also proposed to provide clarity by amending the words:</p> <p><i>“accepting tenders FM-D02”</i></p> <p>to</p> <p><i>“for accepting tenders and quotations as provisioned in FM-D02”.</i></p>
<p>Amend Delegation <b>CPCGA-D01 Caravan Parks and Camping Grounds Act 1995 Temporary Accommodation.</b></p>	<p>There have been some recent changes in legislation within the <i>Caravan Parks and Camping Grounds Regulations 1997</i> and specifically to regulation 11A(2) <i>“The local government may approve the person camping on the land for a period specified in the approval not exceeding 24 consecutive months”</i></p> <p>Within the ‘conditions’ section the City’s current Delegation CPCGA-D01 <i>Caravan Parks and Camping Grounds Act 1995 Temporary Accommodation</i> it only allows approval to be for a maximum of 3 months in total. It is proposed to amend this to allow for a maximum of 24 months to reflect this legislative change.</p>
<p>Amend Delegation <b>TP-D01 Local Planning Schemes</b></p>	<p><b>“Determination of applications where the car parking shortfall is greater than ten (10) bays or exceeds 25% of the parking required for the development, whichever is greater. This is in addition to any existing car parking shortfall on the site.”</b></p> <p>The current wording <i>“Car Bay variation in excess of 25% of the total car bays required”</i> is open to interpretation. It is unclear whether the 25% variation applies only to the current development application or includes cumulative shortfalls from previous approvals.</p> <p>There is also concern that applying a 25% shortfall threshold as a percentage may disproportionately affect smaller developments and businesses. Therefore, the proposed modification enables a car parking shortfall of up to 10 car bays, should the 25% of the overall requirement be lesser.</p> <p>Furthermore, developments on sites with existing parking shortfalls may be penalised under the current delegation, even if additional parking is proposed. The delegation should instead apply solely to the parking shortfall associated with the current development application under assessment.</p>

## LEGISLATIVE COMPLIANCE

The following legislation relates to the functions which can be delegated to the CEO by Council, and the requirement to maintain records of those delegated functions:

- *Sections 5.18, 3.40 (A), 5.46 and 6.12 of the Local Government Act 1995*
- *Regulation 29A of the Local Government (Functions and General) Regulations 1996*

The authority granted to the CEO and other positions for carrying out specific enforcement functions is covered under the following legislation:

- *Building Act 2011;*
- *Bush Fires Act 1954;*
- *Cat Act 2011;*
- *Control of Vehicles (Off-Road Areas) Act 1978;*
- *Dog Act 1976;*
- *Food Act 2008;*
- *Health (Miscellaneous Provisions) Act 1911; and*
- *Local Government (Miscellaneous Provisions Act 1960).*

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Medium
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making.	

## FINANCIAL IMPLICATIONS

Nil.

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

**CONCLUSION**

The annual review of delegations is a legislative requirement to assist in maintaining good governance and compliance through effective decision making.

It is recommended that Council notes the administrative changes made by the Chief Executive Officer during 2024/25 and approves the proposed amendments to delegations and new delegations as shown in **Attachment 1** to this report.



## City of Bayswater Draft Delegation Register - May 2025



## REVIEW

There are no reviews to display

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## INTRODUCTION

### Introduction

Section 5.42 of the *Local Government Act 1995* (the Act) allows for a local government to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act (other than those under s5.43). The local government may also delegate the exercise of any of its powers to Committees pursuant to section 5.16, other than those under Section 5.17(1).

Section 5.44 of the Act provides for the Chief Executive Officer to delegate any of his or her powers to another employee, this must be done in writing. The Act also allows for the Chief Executive Officer to place conditions on any delegations that he or she has delegated. These powers or duties cannot, however, be further sub-delegated. These powers or duties are delegated to assist with improving the time taken to make decisions and are made within the constraints allowed by the relevant legislation. This is consistent with our commitment to a strong customer service focus.

The Department of Local Government & Communities *Guideline No.17 – Delegations*, establishes the principal issue in determining whether a statutory function or duty is suitable for 'acting through' that being - where the statute provides no discretion in carrying out a function or duty, then the function or duty may be undertaken through the 'acting through' concept.

Conversely, where the statute allows for discretion on the part of the decision maker, then the function must either be delegated or a person authorised, or a policy implemented, that provides sufficient control for another person to have that authority and fulfil the function or duty.

The *Local Government Act 1995* does not specifically define the meaning of the term "acting through", however section 5.45(2) states;

"Nothing in this Division is to read as preventing –

- (a) A local government from performing any of its functions by acting through a person other than the CEO"; or
- (b) A CEO from performing any of his or her functions by acting through another person."

The purpose of this register is to ensure a record is kept of those powers or duties that have been delegated to ensure accountability and to meet the requirements of Section 5.46 of the Act. This register is a public document that contains 'Instruments of Delegation' that detail the function being delegated and the relevant statutory reference which is the source of power for the exercise of that function. Without limiting the effect of sections 58 and 59 of the *Interpretation Act 1984*, these delegations, made under the Act have effect for the period of time specified in the delegation or where no period has been specified, indefinitely. Any decision to amend or revoke these delegations by a local government is to be by an absolute majority.

This register of delegated authority will be reviewed in accordance with the Act on an annual basis.

### Delegations and authorisations under other Legislation

Where legislation provides for the direct delegation to authorise a person or a member of a class of persons by other agencies or decision makers. For example: the *Environmental Protection Act* allows for the CEO of the Department of Environment Regulation to grant delegated authority direct to a local government.

The authorisation is dealt with in the relevant legislation and, where required, the Instrument of Delegation or Notice of the Appointment is advertised in the Government Gazette.

Those Delegations or authorisations that may occur under legislation other than the *Local Government Act 1995*, its regulations and the local government's local laws include:

*Planning and Development Act 2005 and associated regulations*  
*Dog Act 1976 and regulations;*  
*Cat Act 2011 and regulations*  
*Bush Fires Act 1954, regulations and local law created under that Act;*  
*Litter Act 1979 and regulations*  
*Local Government (Miscellaneous Provisions) 1960 as amended;*  
*Caravan Parks and Camping Grounds Act 1995;*  
*Control of Vehicles (Off-Road Areas) Act 1978 and regulations;*  
*Environmental Protection Act 1986*  
*Environmental Protection (Noise) Regulations 1997*  
*Building Act 2011*

N.B. – This is not an exhaustive list.

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City of Bayswater

## DELEGATIONS

<b>Delegation</b>	<b>BA-D01 Building Act 2011 Authorised Persons</b>
<b>Category</b>	Building Act
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to designate a person employed by the local government as an authorised person for the purposes of the Building Act 2011 in relation to buildings and incidental structures located, or proposed to be located, in the district of the City of Bayswater (s96 <i>Building Act 2011</i> ).
<b>Delegates</b>	CEO
<b>Conditions</b>	Only a person employed by the local government under the <i>Local Government Act 1995</i> s5.36 can be designated an authorised person for the <i>Building Act 2011</i> .  The designation of an authorised person must be in writing
<b>Statutory framework</b>	<i>Building Act 2011</i> : <ul style="list-style-type: none"> <li>• s.96(3) Authorised persons</li> <li>• s.127 Delegation: special permit authorities and local governments</li> </ul> <i>Local Government Act 1995</i> : <ul style="list-style-type: none"> <li>• s.5.36 Local Government Employees</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 September 2017 Agenda Item 11.3 ECM Ref: 3042153

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<b>Delegation</b>	<b>BA-D02 Building Act 2011 Applications for building or demolition permits and Applications for occupancy permits and other certificates</b>
<b>Category</b>	Building Act
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	<p>Authority to approve or refuse to grant or modify building and demolition permit applications (Part 2- Division 2 of the <i>Building Act 2011</i>).</p> <p>Authority to approve or refuse to grant or modify occupancy permits, building approval certificates, certificates of building compliance, certificates of construction compliance and certificates of design compliance (Part 4 of the <i>Building Act 2011</i>).</p>
<b>Delegates</b>	CEO
<b>Conditions</b>	Nil
<b>Subdelegates</b>	Coordinator Statutory Building Director Community Services Manager Environmental Health and Statutory Building
<b>Statutory framework</b>	<p><i>Building Act 2011:</i></p> <ul style="list-style-type: none"> <li>• Part 2- Division 2 — Applications for building or demolition permits</li> <li>• Part 4- Occupancy permits and building approval certificates</li> <li>• Section 127 - Delegation special permit authorities and local governments</li> </ul> <p><i>Building Regulations 2012:</i></p> <ul style="list-style-type: none"> <li>• r.23 Application to extend time during which permit has effect</li> <li>• r.24 Extension of time during which permit has effect</li> <li>• r.26 Approval of new responsible person</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 Sep 2017 Agenda Item 11.3 Amended OCM 14 Nov 2018 ECM Reference 3053376

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Amendments			
Date	Type	Amendment	References
14 Oct 2021	Amended delegation	Added delegation BA-D02 Building Act 2011 Applications for Building or Demolition Permits and applications for Occupancy Permits and other certificates to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change

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City of Bayswater

<b>Delegation</b>	<b>BA-D03 Building Act 2011 Making, Revoking and Enforcing Building Orders</b>
<b>Category</b>	Building Act
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to make or revoke a building order and to give effect to a building order if non compliance occurs (Part 8 Division 5 of the <i>Building Act 2011</i> ).
<b>Delegates</b>	CEO
<b>Conditions</b>	Nil
<b>Subdelegates</b>	Director Community Services
<b>Statutory framework</b>	<i>Building Act 2011:</i> <ul style="list-style-type: none"> <li>• Part 8 - Division 5- Enforcement — Building orders</li> <li>• Part 9 - State Administrative Tribunal</li> <li>• Section 127 Delegations; special permit authorities and local governments</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 Sep 2017 Agenda Item 11.3 Amended OCM 14 Nov 2017 ECM Reference 3053376

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City of Bayswater

<b>Delegation</b>	<b>BA-D04 Building Act 2011 Commence a prosecution</b>
<b>Category</b>	Building Act
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to commence a prosecution for an offence against this Act (Part 12, Division 1, of the <i>Building Act 2011</i> ).
<b>Delegates</b>	CEO
<b>Conditions</b>	Nil
<b>Subdelegates</b>	Coordinator Statutory Building Director Community Services Manager Environmental Health and Statutory Building
<b>Statutory framework</b>	<i>Building Act 2011</i> : <ul style="list-style-type: none"> <li>Part 12 - Division 1- General provisions about legal proceedings</li> <li>Section 127 Delegation- special permit authorities and local governments</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 Sep 2017 Agenda Item 11.3 Amended OCM 14 Nov 2017 ECM Ref: 3053376

<b>Amendments</b>			
<b>Date</b>	<b>Type</b>	<b>Amendment</b>	<b>References</b>
14 Oct 2021	Amended delegation	Added delegation BA-D04 Building Act 2011 Commerce a prosecution to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change

City of Bayswater

<b>Delegation</b>	<b>BA-D05 Building Act 2011 - Extension of time for permit</b>
<b>Category</b>	Building Act
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to extend the time during which a building permit or a demolition permit has effect (r.24 of the <i>Building Regulations 2012</i> ). Authority, if an extension of time is granted, to impose any condition on the building permit or a demolition permit that could have been imposed (s.27 of the <i>Building Act 2011</i> ).
<b>Delegates</b>	CEO
<b>Conditions</b>	Nil
<b>Subdelegates</b>	Coordinator Statutory Building Director Community Services Manager Environmental Health and Statutory Building
<b>Statutory framework</b>	<i>Building Act 2011</i> : <ul style="list-style-type: none"> <li>• s.32(3) Duration of building or demolition permit</li> <li>• s.27 Conditions imposed by permit authority</li> <li>• s.127 Delegation: special permit authorities and local governments</li> <li>• <i>Building Regulations 2012</i>:</li> <li>• r.24 - Extension of time during which permit has effect</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 Sep 2017 Agenda Item 11.3 Amended OCM 14 Nov 2017 ECM Ref: 3053376

<b>Amendments</b>			
<b>Date</b>	<b>Type</b>	<b>Amendment</b>	<b>References</b>
14 Oct 2021	Amended delegation	Added delegation BA-D05 Building Act 2011 Extension of time for permit to amended position of Manager Environmental Health and Statutory Services.	Administrative Change

City of Bayswater

<b>Delegation</b>	<b>BFA-D01 Bush Fires Act 1954 General Powers and Duties</b>
<b>Category</b>	Miscellaneous
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to perform the functions of the local government under the <i>Bush Fires Act 1954</i> . These powers include, but are not necessarily limited to the prosecution of offences and the appointment of bush fire control officers.
<b>Delegates</b>	CEO
<b>Conditions</b>	There is no power under the <i>Bush Fires Act 1954</i> for the CEO to sub-delegate this power.
<b>Statutory framework</b>	<i>Bush Fires Act 1954</i> : <ul style="list-style-type: none"> <li>• s.48(1) Delegation by Local Government</li> <li>• s.35(5a)</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 Sep 2017 Agenda Item 11.3 ECM: 3034906

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City of Bayswater

<b>Delegation</b>	<b>CA-D01 Cat Act 2011 General Powers and Duties</b>
<b>Category</b>	Cats
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	The CEO is delegated authority to exercise the powers or discharge the duties of the local government under the <i>Cat Act 2011</i> , including the power to delegate to any employee the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under another provision of this Act
<b>Delegates</b>	CEO
<b>Conditions</b>	<p>Any sub-delegation to the Director Community and Development and Manager Rangers and Security is limited to:</p> <ul style="list-style-type: none"> <li>• Power to give a cat control notice to a person who is the owner of a cat.</li> <li>• Power to cancel the registration of a cat.</li> <li>• Power to refuse an application for the grant or renewal of an approval to breed cats.</li> <li>• Power to cancel an approval to breed cats.</li> <li>• Power to issue a new certificate to an approved cat breeder if satisfied that a certificate has been stolen, lost, damaged or destroyed.</li> <li>• Power to withdraw an infringement notice.</li> <li>• Power to grant extension of time of infringement notice.</li> <li>• Power to cause a cat to be destroyed.</li> </ul>
<b>Subdelegates</b>	Director Community Services Manager Rangers and Security
<b>Statutory framework</b>	<p><i>Cat Act 2011:</i> s.44, s.45, s.64</p> <p>City of Bayswater <i>Keeping and Control of Cats Local Law 2022</i> City of Bayswater <i>Keeping and Control of Cats Amendment Local Law 2023</i></p>
<b>Policy</b>	Disposal of Unclaimed Animals Policy
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 September Agenda Item 11.3 ECM Ref: 3034906

City of Bayswater

<b>Delegation</b>	<b>COP-D01 Withdraw an infringement notice</b>
<b>Category</b>	Local Government Act 1995 -CEO Original Powers
<b>Delegator</b>	CEO
<b>Express power or duty delegated</b>	Authority to withdraw an infringement notice by sending to the alleged offender a notice in the prescribed form stating that the infringement notice has been withdrawn (s9.20 LG Act 1995).
<b>Delegates</b>	Director Community Services Manager Rangers and Security
<b>Conditions</b>	Must be within 1 year after the notice was originally given.
<b>Statutory framework</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"> <li>• s.9.19 Extension of time</li> <li>• s.9.20 Withdrawal of notice</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	6 November 2017
<b>Adoption references</b>	ECM Ref: 3042153

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City of Bayswater

<b>Delegation</b>	<b>COP-D02 Power to certify that a document is a true copy</b>
<b>Category</b>	Local Government Act 1995 -CEO Original Powers
<b>Delegator</b>	CEO
<b>Express power or duty delegated</b>	Authority to certify a copy of a local law of any other document of or adopted by the local government is a true copy (Part 9 -Division 2 - Subdivision 4 (Evidence in legal proceedings) of the LG Act 1995).
<b>Delegates</b>	Director Community Services Director Corporate Services Director Infrastructure and Assets
<b>Conditions</b>	Nil.
<b>Statutory framework</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"> <li>Part 9, Division 2, Sub-division 4 Evidence in legal proceedings</li> <li>s.9.31 Authority employee definition</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	6 November 2017
<b>Adoption references</b>	ECM Ref: 3042153

<b>Amendments</b>			
<b>Date</b>	<b>Type</b>	<b>Amendment</b>	<b>References</b>
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to Delegates list. Removed position of Director Major Projects from Delegates list.	Administrative Change
1 May 2023	Amended delegation	Added Delegation COP - D02 Power to Certify that a Document is a Correct Copy to position of Director Corporate Services.	Administrative Change

City of Bayswater

<b>Delegation</b>	<b>COP-D03 Proving ownership, occupancy, and other things by certificate</b>
<b>Category</b>	Local Government Act 1995 -CEO Original Powers
<b>Delegator</b>	CEO
<b>Express power or duty delegated</b>	Authority to tender a certificate on behalf of the local government verifying evidence as to whether anything - (a) is within a local government's district; or (b) belongs to a local government; or (c) is vested in, or is under the care, control, or management of, a local government.
<b>Delegates</b>	Director Community Services Director Corporate Services Director Infrastructure and Assets
<b>Conditions</b>	Nil
<b>Statutory framework</b>	<i>Local Government Act 1995</i>  <ul style="list-style-type: none"> <li>• s.9.41 Providing ownership, occupancy and other things by certificate</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	6 November 2017
<b>Adoption references</b>	OCM 6 November 2017 ECM Ref: 3042153

<b>Amendments</b>			
<b>Date</b>	<b>Type</b>	<b>Amendment</b>	<b>References</b>
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to Delegates list. Removed position of Director Major Projects from Delegates list.	Administrative Change
1 May 2023	Amended delegation	Added Delegation - COP-D03 Proving Ownership, Occupancy and other things by Certificate.	Administrative Change

City of Bayswater

<b>Delegation</b>	<b>COP-D04 Declaring a vehicle to be an abandoned vehicle wreck</b>
<b>Category</b>	Local Government Act 1995 -CEO Original Powers
<b>Delegator</b>	CEO
<b>Express power or duty delegated</b>	Authority to declare a vehicle to be an abandoned vehicle wreck (s.3.40(A)(4) <i>LG Act 1995</i> ).
<b>Delegates</b>	Director Community Services Manager Rangers and Security
<b>Subdelegate conditions</b>	If after seven days from the removal of a vehicle deemed to be an abandoned wreck the owner of the vehicle has not been identified or collected the vehicle the local government may declare that the vehicle is an abandoned vehicle wreck.
<b>Statutory framework</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"> <li>• s.3.40A(4) Abandoned vehicle wreck may be taken</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	25 January 2022
<b>Adoption references</b>	OCM 25 January 2022 Agenda Item 10.2.8

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City of Bayswater

<b>Delegation</b>	<b>COVA-D01 Control of Vehicles (Off-road Areas) Act 1978 General powers and duties</b>
<b>Category</b>	Miscellaneous
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to exercise the powers or discharge the duties of the local government under the <i>Control of Vehicles (Off- Road Areas) Act 1978</i> .
<b>Delegates</b>	CEO
<b>Conditions</b>	There is no capacity to sub-delegate under the <i>Control of Vehicles (Off-road Areas) Act 1978</i> General powers and duties.
<b>Statutory framework</b>	<i>Control of Vehicles (Off-road Areas) Act 1978:</i> <ul style="list-style-type: none"><li>• s.5 - Local government's functions</li></ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 Sep 2017 Agenda Item 11.3 ECM Ref: 3034906

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City of Bayswater

<b>Delegation</b>	<b>CPCGA-D01 Caravan Parks and Camping Grounds Act 1995 Temporary Accommodation</b> <b>[ DRAFT ]</b>
<b>Category</b>	Miscellaneous
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to grant approval to a person to camp on land other than at a caravan park or camping ground (r11 <i>CP&amp;CG Act 1995</i> ).
<b>Delegates</b>	CEO
<b>Conditions</b>	There is no power to sub-delegate under the <i>Caravan Parks and Camping Grounds Act 1995</i> .  Approval to be for a maximum of 3 <del>2</del> 4 months in total.
<b>Statutory framework</b>	<i>Caravan Parks and Camping Grounds Act 1995:</i> <ul style="list-style-type: none"> <li>• s.28</li> </ul> <i>Caravan Parks and Camping Grounds Regulations 1997:</i> <ul style="list-style-type: none"> <li>• r.6 Performance of local government functions by authorised persons</li> <li>• r.11 Camping other than at caravan parks or camping grounds</li> </ul>
<b>Policy</b>	Nil

Amendments			
Date	Type	Amendment	References
27 May 2025	Amended delegation	Wording amended within the "Conditions" section to read "Approval to be for a maximum of up 24 months in total".	OCM 27 May 2025

<b>Delegation</b>	<b>DA-D01 Dog Act 1976 General Powers and Duties</b>
<b>Category</b>	Dogs
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to exercise all powers and discharge all duties of the local government under the <i>Dog Act 1976</i> including the appointment of authorised persons. The CEO is authorised to further delegate these powers and duties in line with the Act.
<b>Delegates</b>	CEO
<b>Conditions</b>	<p>Any sub-delegation to the Director Community and Development and Manager Rangers and Security is limited to the following:</p> <ul style="list-style-type: none"> <li>• The power to grant an exemption to the local law limit on the number of dogs per premise.</li> <li>• Power under regulations 35(5) to withdraw an infringement notice</li> <li>• Power to direct the registration officer to refuse or cancel a registration if certain conditions listed in the act apply.</li> <li>• Power to give written notice to the owner that the dog cannot be registered, if no application for a registration is made, and if certain conditions listed in the act apply,</li> <li>• Power to cause a dog to be destroyed at the request of the owner of that dog, whether or not the dog has been seized or detained.</li> <li>• Power to grant a licence for an approved kennel establishment</li> <li>• Power to declare an individual dog to be a dangerous dog</li> <li>• Power to revoke a declaration that a dog is a dangerous dog</li> </ul>
<b>Subdelegates</b>	Director Community Services Manager Rangers and Security
<b>Statutory framework</b>	<i>Dog Act 1976</i>
<b>Policy</b>	Disposal of Unclaimed Animals Policy
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 Sept 2017 Agenda Item 11.3 ECM Ref: 3034906

<b>Delegation</b>	<b>EF-D01 Authorised People- Local Government Act 1995</b>
<b>Category</b>	Local Government Act 1995- Executive Functions
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	<p>Authority to appoint persons or classes of persons as authorised persons for the purpose of exercising the powers and duties of an authorised person (s.9.10 <i>LG Act 1995</i>). The powers of an authorised person include, but are not necessarily limited to:</p> <ul style="list-style-type: none"> <li>• Entering property, s3.31;</li> <li>• Removing, impounding and disposing of goods as per sections 3.39 to 3.48;</li> <li>• Requiring the name, address and date of birth of a person breaching the Act s9.11; and</li> <li>• Issuing infringement notices as per section 9.16.</li> </ul> <p>Authority, to expressly authorise a person to exercise the powers of local government for certain provisions about land (s.3.24 <i>LG Act 1995</i>). The powers of a person so authorised include, but are not necessarily limited to:</p> <ul style="list-style-type: none"> <li>• Entering land to perform any function of the local government under the Act (s.3.28);</li> <li>• Giving notice of entry (s.3.32);</li> <li>• Seeking and executing an entry under warrant (s.3.33);</li> <li>• Executing entry in an emergency (s.3.34);</li> <li>• Giving notice and effecting entry by opening a fence (s.3.36).</li> </ul>
<b>Delegates</b>	CEO
<b>Conditions</b>	In line with the requirements of the Act, a certificate of authorisation is to be issued to each authorised person stating the authority that has been granted.
<b>Statutory framework</b>	<p><i>Local Government Act 1995:</i></p> <ul style="list-style-type: none"> <li>• s3.24 Authorising persons Part 3, Division 3, Subdivision 2 - (certain provisions about land)</li> <li>• s9.10 Appointment of authorised officers</li> </ul>
<b>Policy</b>	TBA
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 Sep 2017 Agenda Item 11.3 ECM Ref: 3033406

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<b>Delegation</b>	<b>EF-D02 Execution of Documents</b>
<b>Category</b>	Local Government Act 1995- Executive Functions
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	<p>Authority to authorise the affixing of the common seal to any document (s.9.49A (1), (2) and (3) <i>LG Act 1995</i>).</p> <p>Authority to sign any documents on behalf of the local government, that are necessary or appropriate to be signed in carrying out the Chief Executive Officer's functions under the <i>LG Act 1995</i> (s.9.49(4) <i>LG Act 1995</i>).</p>
<b>Delegates</b>	CEO
<b>Conditions</b>	<p>The common seal is to be affixed in accordance with the requirement under the Act.</p> <p>All documents are to be executed in accordance with the Execution of Documents and Application of Common Seal Policy.</p>
<b>Statutory framework</b>	<p><i>Local Government Act 1995</i>:</p> <ul style="list-style-type: none"> <li>• s.9.49A Execution of Documents.</li> </ul>
<b>Policy</b>	Execution of Documents and Application of Common Seal Policy
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	<p>OCM 12 September 2017</p> <p>ECM Ref: 3034906</p>

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Amendments			
Date	Type	Amendment	References
27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added Manager Recreation and Commercial Activities (60959) and Principal, Engineer Major Projects (60954) to the subdelegates list. Removed Manager Asset and Mapping Services, Manager Recreation, Coordinator Depot Services and Manager Communications and Marketing, Principal, Communications and Marketing (60956), Principal, Community Engagement (60968), Principal, Asset and Mapping Services (60961), from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
6 Dec 2022	Amended delegation	Added Principal positions to sub delegation list.	Administrative Change
23 Dec 2022	Amended delegation	Added delegation of EF-D02 Execution of Documents to the positions of Manager Business Services and Manager Governance, Organisational Planning and Development.	Administrative Change
3 Jan 2023	Amended delegation	Added delegation of EF-D02 Execution of Documents to position of Manager Business Solutions.	Administrative Change
1 May 2023	Amended delegation	Added Delegation EF-D02 Execution of Documents to position of Director Corporate Services.	Administrative Change
5 Mar 2024	Amended delegation	Added position title of Planning Performance and Risk Manager.	Administrative Amendment
8 Mar 2024	Amended delegation	Removed position title of Manager Governance Organisational Planning and Development and replaced with position title of Manager Governance and Strategy.	Administrative Amendment
25 Jun 2024	Amended delegation	Amendments made to the Conditions section by Council stating that "All documents are to be executed in accordance with the Execution of Documents and Application of Common Seal Policy" and all subdelegates also removed.	OCM 25 June 2024 Item 10.1.4

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<b>Delegation</b>	<b>EF-D03 Powers of Entry</b>
<b>Category</b>	Local Government Act 1995- Executive Functions
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	<p>Authority to perform any function of local government under the <i>Local Government Act 1995</i> if entry on to land is required for the performance of the functions of local government or in any other case in which entry is authorised by the Act (s.3.28, <i>LG Act 1995</i>).</p> <p>This authority includes, but is not limited to, authority to seek and execute a warrant of entry, to enter land in an emergency and to give notice and effect of entry by opening a fence.</p>
<b>Delegates</b>	CEO
<b>Conditions</b>	<p>In accordance with the conditions set out in the <i>Local Government Act 1995</i>:</p> <ul style="list-style-type: none"> <li>• Consent obtained from the owner or occupier (s.3.31(1)(a));</li> <li>• Notice has been given under 3.32 (s3.31(1)(b));</li> <li>• Entry in emergency (s.3.34(2));</li> <li>• Opening fences (s.3.36).</li> </ul>
<b>Subdelegates</b>	Building Operations Manager Coordinator Tree Services Director Community Services Manager Environmental Health and Statutory Building Manager Parks and Environment Manager Rangers and Security
<b>Statutory framework</b>	<p><i>Local Government Act 1995</i>:</p> <ul style="list-style-type: none"> <li>• Part 3, Division 3, Subdivision 3 - Powers of Entry</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 Sep 2017 Agenda Item 11.3 ECM Ref 3040404

Amendments			
Date	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change

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<b>Delegation</b>	<b>EF-D04 Notices requiring certain things to be done by owner or occupier of land</b>
<b>Category</b>	Local Government Act 1995- Executive Functions
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	<p>Authority to inspect private land and issue notices to owners of land. (s.3.25 LG Act 1995).</p> <p>Authority to do anything to achieve the purpose for which a notice has been given (s.3.26 LG Act 1995).</p> <p>Authority to recover costs associated with achieving the purpose for which a notice has been given (s.3.26 LG Act 1995).</p>
<b>Delegates</b>	CEO
<b>Conditions</b>	These powers must be exercised in accordance with <i>Local Government Act 1995</i> Schedule 3.1- powers under notices to owners or occupiers of land
<b>Subdelegates</b>	<p>Coordinator Tree Services</p> <p>Director Corporate Services</p> <p>Director Infrastructure and Assets</p> <p>Manager Environmental Health and Statutory Building</p> <p>Manager Parks and Environment</p>
<b>Statutory framework</b>	<p><i>Local Government Act 1995:</i></p> <ul style="list-style-type: none"> <li>• s3.25 Notice requiring certain things to be done by owner or occupier of land</li> <li>• s3.26 Additional powers when notices given.</li> <li>• s.5.42. Delegation of some powers and duties to CEO.</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 September 2017 Agenda Item 11.3 ECM Ref: 3040404

<b>Amendments</b>			
<b>Date</b>	<b>Type</b>	<b>Amendment</b>	<b>References</b>
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

<b>Delegation</b>	<b>EF-D05 Disposing of Property</b>
<b>Category</b>	Local Government Act 1995- Executive Functions
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	<p>Authority to sell or otherwise dispose of any goods that have been confiscated under the Act (s.3.47 <i>LG Act 1995</i>).</p> <p>Authority to dispose of property by public auction, public tender or in accordance with other methods deemed acceptable under the Act (s.3.58 <i>LG Act 1995</i>).</p> <p>Authority to dispose of property for which an exemption applies under section 3.58(5) of the <i>LG Act 1995</i> and <i>F&amp;G r.30</i>.</p>
<b>Delegates</b>	CEO
<b>Conditions</b>	<p>The disposal must be in accordance with:</p> <ul style="list-style-type: none"> <li>the City's Annual Budget or by Council resolution;</li> <li>s.3.58 of the <i>Local Government Act 1995</i>; and</li> <li>r.30 of the <i>Local Government (Functions and General) Regulations 1996</i>.</li> </ul> <p>In the case of land, the intended sale price must be greater than or equal to the valuation.</p> <p>The CEO may authorise the disposal of plant and equipment that has not been identified in the annual budget, provided it has a written down value of less than \$10,000 and is no longer used or serves no purpose (please refer to the City's Management Practice - Disposal of Surplus Goods and Equipment (Minor Assets)).</p>
<b>Subdelegates</b>	<p>Director Community Services</p> <p>Director Infrastructure and Assets</p> <p>Manager Rangers and Security</p> <p>Manager Transport and Buildings</p>
<b>Statutory framework</b>	<p><i>Local Government Act 1995</i>:</p> <ul style="list-style-type: none"> <li>s3.47 Disposing of confiscated or uncollected goods</li> <li>s3.58 Disposing of Property</li> <li><i>Local Government (Functions and General) Regulations 1996</i>:</li> <li>r.30(3) Disposing of property to which section 3.58 does not apply</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	<p>OCM 12 September 2017 Agenda Item 11.3</p> <p>ECM Ref: 3040404</p>

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Amendments			
Date	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
9 Nov 2022	Amended delegation	Reference made to the City's current Management Practice - Disposal of Goods and Equipment (Minor Assets).	Administrative Change

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City of Bayswater

<b>Delegation</b>	<b>EF-D06 Recovery of Impounding Expenses</b>
<b>Category</b>	Local Government Act 1995- Executive Functions
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to recover impounding, expenses, by action in a court of competent jurisdiction (s.3.48 LG Act 1995).
<b>Delegates</b>	CEO
<b>Conditions</b>	<p>In accordance with section 3.48 the goods must be impounded under section 3.39 of the Act and the offender must be convicted.</p> <p>If the impounded goods are not sold the amount recovered can only be for expenses incurred by the local government in removing and impounding the goods and in disposing of them.</p> <p>If the impounded goods are sold the amount recovered can only be the amount, if any, by which the money received from the sale, is insufficient to meet costs and expenses.</p>
<b>Subdelegates</b>	Director Community Services Manager Rangers and Security
<b>Statutory framework</b>	<p><i>Local Government Act 1995</i></p> <ul style="list-style-type: none"> <li>• s3.48 Recovery of Impounding Expenses</li> </ul>
<b>Policy</b>	Sundry Debt Collection And Recovery Policy
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 Sept 2017 ECM Ref Number: 3040404

<b>Amendments</b>			
<b>Date</b>	<b>Type</b>	<b>Amendment</b>	<b>References</b>
12 Dec 2023	Amended delegation	Amended some legislation references in the "Express Power or Duty Delegated" section.	Administrative Amendment.

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<b>Delegation</b>	<b>EF-D07 Disposal of Sick or Injured Animals</b>
<b>Category</b>	Local Government Act 1995- Executive Functions
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to humanely destroy and dispose of an impounded animal that is determined to be too sick or injured to treat (s.3.47A(1) <i>LG Act 1995</i> ).
<b>Delegates</b>	CEO
<b>Conditions</b>	<p>The animal must be destroyed in a humane manner.  A local government must not destroy an animal under this subsection unless —</p> <ul style="list-style-type: none"> <li>• because of the state of the animal, destroying it is urgent; or</li> <li>• the local government has — <ul style="list-style-type: none"> <li>◦ taken reasonable steps to notify the owner; and</li> <li>◦ allowed the owner a reasonable opportunity (at least 7 days) to collect the animal.</li> </ul> </li> </ul>
<b>Subdelegates</b>	Director Community Services Manager Rangers and Security
<b>Statutory framework</b>	<p><i>Local Government Act 1995:</i></p> <ul style="list-style-type: none"> <li>• s.3.47A Disposing of sick or injured animals</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 Sep 2017 Agenda Item 11.3 ECM Ref 3040404

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<b>Delegation</b>	<b>EF-D08 Reserves under the Control of Local Government</b>
<b>Category</b>	Local Government Act 1995- Executive Functions
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to do anything for the purposes of controlling the management of land that is vested in or under the management of the City (s.3.54 <i>LG Act 1995</i> ).
<b>Delegates</b>	CEO
<b>Conditions</b>	Subject to any express provision to the contrary made by an order under the Land Administration Act 1997 in respect of the land.
<b>Subdelegates</b>	Director Infrastructure and Assets Manager Parks and Environment
<b>Statutory framework</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"> <li>• s3.54 Reserves under the control of a local government</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 September 2017 ECM Ref: 3040404

Amendments			
Date	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

<b>Delegation</b>	<b>EF-D09 Temporary and Partial Closure of Roads</b>
<b>Category</b>	Local Government Act 1995- Executive Functions
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to undertake a temporary closure of roads and to do anything for the purposes of administering Part 3, Division 3 Subdivision 5 of the Act, which relates to certain provisions about thoroughfares (s.3.50, s3.50A, s.51 LG Act 1995).
<b>Delegates</b>	CEO
<b>Conditions</b>	Nil
<b>Subdelegates</b>	Director Infrastructure and Assets Manager Infrastructure Planning Manager Parks and Environment Manager Transport and Buildings
<b>Statutory framework</b>	<p><i>Local Government Act 1995:</i></p> <ul style="list-style-type: none"> <li>• s.3.50 Closing certain thoroughfares to vehicles</li> <li>• s.3.50A Partial closure of thoroughfares for repairs or maintenance</li> <li>• s.3.51 Affected owners to be notified of certain proposals</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 September 2017 Agenda Item 11.3 ECM Ref: 3040404

<b>Amendments</b>			
<b>Date</b>	<b>Type</b>	<b>Amendment</b>	<b>References</b>
29 Oct 2021	Amended delegation	Added Principal, Engineer Major Projects to subdelegates list. Removed Manager Engineering Services from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
29 Nov 2021	Amended delegation	Added position of Engineer (60841) to subdelegates list.	Administrative Change
20 Sep 2022	Amended delegation	Removed position title Engineer from Delegates list.	Administrative change.

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<b>Delegation</b>	<b>EF-D10 Activities Private Land</b>
<b>Category</b>	Local Government Act 1995- Executive Functions
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to do any of the things prescribed in Schedule 3.2 of the <i>Local Government Act 1995</i> ; even though the land on which it is done is not local government property and the local government does not have the consent to do it (s.3.27 LG Act 1995).
<b>Delegates</b>	CEO
<b>Conditions</b>	Limited to those activities as listed in Schedule 3.2 of the Local Government Act 1995.
<b>Subdelegates</b>	Director Infrastructure and Assets
<b>Statutory framework</b>	<p><i>Local Government Act 1995:</i></p> <ul style="list-style-type: none"> <li>• s.3.27(1) Particular things local governments can do on land that is not local government property</li> <li>• Schedule 3.2 Particular things local governments can do on land that is not local government property</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	26 October 2020
<b>Adoption references</b>	ECM Ref: 3042153

Amendments			
Date	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

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<b>Delegation</b>	<b>EF-D11 Leasing Agreements</b>
<b>Category</b>	Local Government Act 1995 -CEO Original Powers
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to enter into leasing renewals in certain circumstances that does not exceed the amount of \$150,000 (s.3.58 <i>LG Act 1995</i> ).
<b>Delegates</b>	CEO
<b>Conditions</b>	<p>This delegation is limited to:</p> <ul style="list-style-type: none"> <li>a. The delegation to enter into a new lease/licence/user agreement applies only to the continuation of the existing lessee/occupant of the premises. Where an expression of interest or new lessee/occupant is recommended, these matters must be determined by Council;</li> <li>b. Compliance with the Community Facility Lease and Licence/User Agreement Policy;</li> <li>c. The total rental income to be received during the lease/licence/user agreement term (including all options) does not exceed \$150,000; and</li> <li>d. Minor negotiation of standard template terms by the Chief Executive Officer is acceptable to the extent not inconsistent with the Community Facility Lease and Licence/User Agreement Policy.</li> </ul>
<b>Express power to subdelegate</b>	Yes
<b>Subdelegates</b>	Director Community Services Director Corporate Services Director Infrastructure and Assets
<b>Statutory framework</b>	<i>Local Government Act 1995</i>
<b>Policy</b>	Community Facility Lease and Licence User Agreement Policy
<b>Date adopted</b>	3 December 2019
<b>Adoption references</b>	OCM 03 December 2019 Agenda Item 10.2.2

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Amendments			
Date	Type	Amendment	References
3 Dec 2019	New delegation	03 December 2019	OCM 03 2019
6 Dec 2022	Amended delegation	Increased CEO's delegation to enter into a lease up to \$150,000.	Administrative Change OCM 6 December 2022
1 May 2023	Amended delegation	Added Delegation EF-D11 Leasing Agreements to position of Director Corporate Services.	Administrative Change
12 Dec 2023	Amended delegation	Amended delegation by removing the details under "Express Power or Duty Delegated" and transferring these to the "Conditions" section.	Administrative Amendment

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<b>Delegation</b>	<b>EO-D15 Public Health Act 2016 Authorised Officers</b>
<b>Category</b>	Health
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to appoint persons or classes of persons as authorised officers for the purpose of fulfilling prescribed functions within the relevant legislation. (s.21 <i>Public Health Act 2016</i> ).
<b>Delegates</b>	CEO
<b>Conditions</b>	Must appoint authorised officers in writing and issue certificates of authorisation in accordance with the <i>Public Health Act 2016</i> and require appointed officers to produce such certificate on being asked to do so by a person in respect of whom they exercise, have exercised, or are about to exercise any such power.
<b>Statutory framework</b>	<i>Public Health Act 2016:</i> <ul style="list-style-type: none"> <li>• s.21. Enforcement agency may delegate</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	13 September 2016
<b>Adoption references</b>	OCM 13 Sept 2016 Agenda Item 12.4

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<b>Delegation</b>	<b>FA-D01 Food Act 2008 Appointment of Authorised Officers and Appointment of Designated Officers</b>
<b>Category</b>	Health
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	<p>Authority to appoint a person to be an authorised officer for the purposes of the <i>Food Act 2008</i>.</p> <p>Authority to appoint officers to be Designated Officers for the purposes of the <i>Food Act 2008</i> for either issuing infringements or extending, withdrawing or accepting payment for infringements.</p>
<b>Delegates</b>	CEO
<b>Conditions</b>	<p>There is no power under the <i>Food Act 2008</i> for this delegation to be subdelegated.</p> <p><b>Appointment of Authorised Officers:</b> A certificate of authority must be issued in accordance with section 123 of the <i>Food Act 2008</i>.</p> <p><b>Appointment of Designated Officers:</b> Infringement Notices must be issued in accordance with section 126 of the <i>Food Act 2008</i>.</p> <p>Each enforcement agency must prepare and maintain a list of authorised officers appointed by the agency (s.122 <i>Food Act 2008</i>).</p>
<b>Statutory framework</b>	<p><i>Food Act 2008</i>:</p> <ul style="list-style-type: none"> <li>• s.122(1)(a)&amp;(b) Appointment of Authorised Officers</li> <li>• s.126(13) Infringements - Appointment of Designated Officers</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	<p>OCM 12 Sept 2017 Agenda Item 11.3</p> <p>ECM Ref: 3034906</p>

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<b>Delegation</b>	<b>FA-D02 Food Act 2008 General Administration</b>
<b>Category</b>	Health
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to exercise the powers or discharge the duties of the local government, as an enforcement agency, under the <i>Food Act 2008</i> .
<b>Delegates</b>	CEO
<b>Conditions</b>	Note this delegation cannot be sub delegated
<b>Statutory framework</b>	<i>Food Act 2008</i> : <ul style="list-style-type: none"><li>• s.118(2)(b) Functions of enforcement agencies and delegation</li></ul>
<b>Policy</b>	Food Samples - Offences Policy
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 Sept 2017 Agenda Item 11.3 ECM Ref: 3034906

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<b>Delegation</b>	<b>FM-D01 Power to Invest</b>
<b>Category</b>	Local Government Act 1995- Financial Management
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to invest money held in the municipal or trust fund that is not, for the time being, required for any other purpose (s6.14(1) <i>LG Act 1995</i> ).
<b>Delegates</b>	CEO
<b>Conditions</b>	<p>Must establish, document and adhere to internal control procedures and relevant Council policies to ensure control of investments.</p> <p>Authority must be exercised in accordance with Regulation 19 of the <i>Local Government (Financial Management) Regulations 1996</i>.</p> <p>Authority must be exercised in accordance with Part III of the Trustees Act 1962.</p>
<b>Subdelegates</b>	<p>Director Corporate Services</p> <p>Manager Financial Services</p>
<b>Statutory framework</b>	<p><i>Local Government Act 1995</i>:</p> <ul style="list-style-type: none"> <li>• s6.14(1) Power to invest</li> </ul>
<b>Policy</b>	<p>Authorised Signatories for Bank Accounts</p> <p>Investment Policy</p>
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	<p>OCM 12 Sep 2017 Agenda Item 11.3</p> <p>ECM Ref 3023120</p>

<b>Amendments</b>			
<b>Date</b>	<b>Type</b>	<b>Amendment</b>	<b>References</b>
3 Jan 2023	Amended delegation	Added delegation FM-D01 Power to Invest to position of Manager Business Solutions.	Administrative Change
1 May 2023	Amended delegation	Added Delegation FM-D01 Power to Invest to position of Director Corporate Services.	Administrative Change.

City of Bayswater

<b>Delegation</b>	<b>FM-D02 Acceptance of Quotations, Tenders and Expressions of Interest [DRAFT]</b>
<b>Category</b>	Local Government Act 1995- Financial Management
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to accept or reject quotations, <u>tenders</u> or expressions of interest (F&G r.11A, r.11A, r.18 and r.23). Authority to accept a minor variation prior to awarding a contract or <del>select</del> <u>selecting</u> the next most advantageous <del>tender</del> <u>offer</u> (F&G r.20).
<b>Delegates</b>	CEO
<b>Conditions</b>	Delegated authority is subject to a provision in the Annual Budget and limited to: <ul style="list-style-type: none"> <li><del>Annual quotations and tenders (operation and supplies) – equal to or below \$250,000</del></li> <li><del>All other contracts resulting from quotations</del><u>Quotations</u> and tenders - equal to or below <del>\$250</del><u>500</u>,000 ex GST;</li> <li><u>Quotations and tenders for goods and services equal to or below \$1,000,000 ex GST (in accordance with section 5.43(b) for:</u> <ul style="list-style-type: none"> <li><u>the supply of utilities (electricity, gas, water and telecommunication); and</u></li> <li><u>licences and subscriptions for core operational software; and</u></li> </ul> </li> <li>Contracts awarded in accordance with the <i>Local Government (Functions and General) Regulations 1996</i>, and the City's Procurement Policy <del>and Contract Management Policy.</del></li> <li><del>The variation is minor having regard to the total goods or services that tenderers were invited to supply.</del></li> </ul>
<b>Subdelegates</b>	Director Community Services Director Corporate Services Director Infrastructure and Assets
<b>Statutory framework</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"> <li>s.3.57 Tenders for providing goods and services</li> </ul> <i>Local Government (Functions and General) Regulations 1996:</i> <ul style="list-style-type: none"> <li>Part 4 Provision of goods and services</li> <li>Regulations 11A to 24 (as applicable)</li> </ul>
<b>Policy</b>	<ul style="list-style-type: none"> <li>Procurement Policy;</li> <li><del>Contract Management Policy; and</del></li> <li><del>Purchasing Authorisation Management Practice.</del></li> </ul>

City of Bayswater

Amendments			
Date	Type	Amendment	References
6 Dec 2022	Amended delegation	Increased acceptance of tenders for CEO position up to \$250,000 and added in sub delegate positions of: Director Community and Development Director Corporate and Strategy Director Major Projects and Commercial Activities Director Works and Infrastructure up to \$150,000 in accordance with their financial delegation	Administrative Change
1 May 2023	Amended delegation	Added Delegation FM-D02 Acceptance of Tenders and Quotations to position of Director Corporate Services.	Administrative Change.
25 Jun 2024	Amended delegation	Conditions amended by Council as part of Annual Delegations Review to include quotations and Expressions of Interest and the City's Procurement Policy and Contract Management Policy.	OCM 25 June 2024 Item 10.1.4
27 May 2025	Amended delegation	Wording added within "Conditions" section to increase amount from \$250,000 to \$500,000 and exemption clause for utilities and telecommunications equal to or below \$1,000,000 plus wording to include "The amount excludes GST".	OCM 27 May 2025

DRAFT

City of Bayswater

<b>Delegation</b>	<b>FM-D02A Authority to undertake a tender exempt procurement for the supply of reticulated natural gas for Bayswater Waves [PUBLISHED, BUT MARKED FOR REMOVAL]</b>
<b>Category</b>	Local Government Act 1995- Financial Management
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to undertake a tender exempt procurement for the supply of reticulated natural gas for Bayswater Waves (F&G r.11(2)).
<b>Delegates</b>	CEO
<b>Conditions</b>	<p>Delegated authority is limited to:</p> <ul style="list-style-type: none"> <li>• The tender exempt procurement may only be approved where the total consideration under the resulting contract is expected to be less than \$400,000.</li> <li>• If the tender exempt procurement exceeds the above financial threshold, then it must be referred to the Council for a decision.</li> <li>• The contract must be determined and awarded in accordance with the <i>Local Government (Functions and General) Regulations 1996</i>, the City's Procurement Policy and the City's Contract Management Policy.</li> </ul>
<b>Express power to subdelegate</b>	Nil
<b>Statutory framework</b>	<p><i>Local Government Act 1995</i> S3.57 Tenders for providing goods and services</p> <p><i>Local Government (Functions and General) Regulations 1996</i> Part 4 Provision of goods and services Regulation 11(2) When tenders have to be publicly invited</p>
<b>Policy</b>	<p>Procurement Policy Contract Management Policy Purchasing Authorisation Management Practice</p>
<b>Date adopted</b>	29 April 2025
<b>Adoption references</b>	OCM 29 April Agenda Item 10.2.5

Amendments			
Date	Type	Amendment	References
29 Apr 2025	New delegation	New delegation created to allow authority to undertake a tender exempt procurement for the supply of reticulated natural gas for Bayswater Waves. (Once Off).	OCM 29 April 2025 Item 10.2.5

<b>Delegation</b>	<b>FM-D03 Calling of Tenders [DRAFT]</b>
<b>Category</b>	Local Government Act 1995- Financial Management
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	<p>Authority to publicly invite tenders, or seek expressions of interest for the purpose of goods and services (F&amp;G r.11 and r.21).</p> <p>Authority to publicly invite tenders in lieu of seeking quotations for purchases under the threshold, where this is considered beneficial (F&amp;G r.13).</p> <p>Authority to <del>determine</del><u>apply when the exemptions provisions apply of the Local Government (Functions and General) Regulations 1996 pertaining to the where requirement</u> tenders do not have to call be for publicly a public tender invited (F&amp;G r.11(2) to (6)).</p> <p>Authority to determine the criteria for the acceptance of tenders (F&amp;G r.14).</p> <p>Authority to vary tender information before the close of tenders, taking all reasonable steps to provide notice of the variation (F&amp;G r.14).</p>
<b>Delegates</b>	CEO
<b>Conditions</b>	Nil.
<b>Subdelegates</b>	<p>Director Community Services</p> <p>Director Corporate Services</p> <p>Director Infrastructure and Assets</p>
<b>Statutory framework</b>	<p><del>Local Government Act 1995:</del></p> <ul style="list-style-type: none"> <li><del>• s3.57 Tenders for providing goods and services</del></li> </ul> <p><del>Local Government (Functions and General) Regulations 1996:</del></p> <ul style="list-style-type: none"> <li><del>• Part 4 Provision of goods and services</del></li> <li><del>• Regulation 11 to Regulation 24 (as applicable)</del></li> </ul> <p><u>Local Government Act 1995:</u></p> <ol style="list-style-type: none"> <li><u>s3.57 Tenders for providing goods and services</u></li> </ol> <p><u>Local Government (Functions and General) Regulations 1996:</u></p> <ol style="list-style-type: none"> <li><u>Part 4 Provision of goods and services</u></li> <li><u>Regulation 11 to Regulation 24 (as applicable)</u></li> </ol>
<b>Policy</b>	Procurement Policy

City of Bayswater

Amendments			
Date	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
1 May 2023	Amended delegation	Added Delegation FM-D03 Calling of Tenders to position of Director Corporate Services.	Administrative Change
27 May 2025	Amended delegation	Wording amended within "Express Power or Duty Section to read " Authority to apply the provisions of the Local Government (Functions and General Regulations 1996) pertaining to where tenders do not have to be publicly invited (F&G r.11(2) to (6)".	OCM 27 May 2025

DRAFT

<b>Delegation</b>	<b>FM-D04 Payments from the Municipal and Trust Funds</b>
<b>Category</b>	Local Government Act 1995- Financial Management
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to make payment from the Municipal Fund and from the Trust Fund (s.67 & s.69 of the LG Act 1995).
<b>Delegates</b>	CEO
<b>Conditions</b>	<p>This delegation is subject to the requirements of regulation 13 of the <i>Local Government (Financial Management) Regulations 1996</i>.</p> <p>In line with regulation 11 of the <i>Local Government (Financial Management) Regulations 1996</i> Council has authorised (SCM 28 June 2017 Item 7.1) as signatories for payments and transfers from:</p> <p><b>1. Municipal Fund Account:</b> Any two of the Chief Executive Officer, the Director Corporate Services, the Director Infrastructure and Assets, the Director Community Services, and the Manager Financial Services; the Contracts and Procurement Manager and the Manager Governance, Organisational Planning and Development.</p> <p><b>2. Trust Fund Account:</b> Any two of the Chief Executive Officer, the Director Corporate Services, the Director Infrastructure and Assets, the Director Community Services, the Manager Financial Services; the Contracts and Procurement Manager and the Manager Governance, Organisational Planning and Development.</p> <p>It is also a requirement that the City:</p> <ul style="list-style-type: none"> <li>• Retain Cheque Vouchers, including electronic transfer records as evidence of decisions to make payments.</li> <li>• Retain computer encryption devices and other controls for effective scrutiny of account payments.</li> </ul>
<b>Subdelegates</b>	Director Community Services Director Corporate Services Director Infrastructure and Assets Manager Financial Services Manager Governance and Strategy Senior Financial Accountant
<b>Statutory framework</b>	<p><i>Local Government Act 1995:-</i> s6.7 Municipal Fund s6.9 Trust Fund</p> <p><i>Local Government (Financial Management) Regulations 1996:-</i> r.5 - CEO's duties as to financial management r.11-Payments, procedures for making etc. r.12 - Payments from municipal fund or trust fund, restrictions on making r.13- Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.</p>
<b>Policy</b>	Purchasing Authorisations Management Practice
<b>Date adopted</b>	12 September 2017

City of Bayswater

<b>Adoption references</b>	OCM 12 September 2017 Agenda Item 11.3 ECM Ref: 3034709
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<b>Amendments</b>			
<b>Date</b>	<b>Type</b>	<b>Amendment</b>	<b>References</b>
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
3 Jan 2023	Amended delegation	Added delegation FMD04- Payments from the Municipal and Trust Funds to position of Manager Business Solutions.	Administrative Change
1 May 2023	Amended delegation	Added Delegation FM-D04 Payments from the Municipal and Trust Funds.	Administrative Change
15 Jun 2023	Amended delegation	Added the positions of Manager Business Services (61002), Senior Accountant (60480) and Senior Management Accountant (61033) to delegation FM-D04A - Authority to incur expenses and apply money from the Municipal Fund Account.	Administrative Change

DRAFT

City of Bayswater

<b>Delegation</b>	<b>FM-D05 Granting Concessions and Write-Offs [DRAFT]</b>
<b>Category</b>	Local Government Act 1995- Financial Management
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	<p>Authority to waive or grant concessions in relation to any amount of money which is owed to the local government (s.6.12(b) LG Act 1995).</p> <p>Authority to write off of any debts (not including rates or other charges) considered irrecoverable (s.6.12(c) LG Act 1995).</p>
<b>Delegates</b>	CEO
<b>Conditions</b>	<p>The CEO may:</p> <ul style="list-style-type: none"> <li>• Authorise a waiver or grant a concession to a maximum value of <del>\$500</del>2,000.</li> <li>• Authorise a write off of any debts (not including rates, swimming pool or waste related charges) considered irrecoverable to a maximum value of <del>\$12</del>000.</li> <li>• Authorise a write off for application and permit fees for charitable organisations up to a maximum value of <del>\$12,200</del>000.</li> </ul>
<b>Subdelegates</b>	<p>Director Corporate Services  Library Services Manager  Manager Community Development  Manager Financial Services  Manager Project Services  Manager Recreation Services  Manager Statutory Planning and Compliance</p>
<b>Statutory framework</b>	<p><i>Local Government Act 1995:</i></p> <ul style="list-style-type: none"> <li>• s.6.12(1)(b) -Waive a fee or grant a concession in relation to any amount of money owed to the local government</li> <li>• s.6.12(1)(c) -Write off a debt which is owed to the local government</li> <li>• s.6.12(3) -The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government</li> </ul>
<b>Policy</b>	Sundry Debt Collection and Recovery Policy

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Amendments			
Date	Type	Amendment	References
27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Recreation and Commercial Activities to subdelegates list. Removed position of Manager Recreation from subdelegates list.	Administrative Change
20 Sep 2022	Amended delegation	Amended Delegation FM-D05 Granting Concessions and Write-Offs to authorise the Chief Executive Officer to waive or write off application and permit fees for charitable organisations up to \$1,200.	Administrative Amendment - Ordinary Council Meeting 20 September 2022 Item 10.6.2.3.
3 Jan 2023	Amended delegation	Added delegation FMD05-Granting Concessions and Write-Offs to position of Manager Business Solutions.	Administrative Change
1 May 2023	Amended delegation	Added Delegation - FM-D05 - Granting Concessions and Write-Offs to position of Director Corporate Services.	Administrative Change
25 Jun 2024	Amended delegation	Amendments made to the conditions section by Council to only list the what the CEO may do.	OCM 25 June 2024 Item 10.1.4
27 May 2025	Amended delegation	Wording amended within "Conditions" section to increase the amount to waiver or grant a concession, authorise a write off (not including rates, swimming pool or waste related charge) to \$2000 and authorise a write off for application and permit fees for charitable organisations up to a maximum value of \$2,000.	OCM 27 May 2025

<b>Delegation</b>	<b>FM-D06 Recovery of Unpaid Rates or Service Charge</b>
<b>Category</b>	Local Government Act 1995- Financial Management
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	<p>Authority to determine that notice be given to the lessee requiring payment of the rates or service charges (s.6.60(2) &amp; (3) <i>LG Act 1995</i>).</p> <p>Authority to recover the amount of the rate or service charge as a debt from the lessee if rent is not paid (s.6.60(4) <i>LGA 1995</i>).</p> <p>Authority to recover rates or service charges, as well as the costs of proceedings, in a court of competent jurisdiction (s.6.56 <i>LG Act 1995</i>).</p> <p>Authority to enter into negotiations and reach agreement to accept payment of outstanding rates or service charge and stay prosecution (s.6.69 (1),(2) and (3) <i>LG Act 1995</i>).</p> <p>Authority to apply in the form and manner prescribed, to the Minister to have vacant land re-vested in the Crown (s.6.74(1) <i>LG Act 1995</i>).</p>
<b>Delegates</b>	CEO
<b>Conditions</b>	<p>Authority must be exercised in accordance with:</p> <ul style="list-style-type: none"> <li>• Schedule 6.2(1)(1) Provisions relating to lease of land where rates or service charges unpaid (s.6.65 <i>LG Act 1995</i>).</li> <li>• Schedule 6.3(1)(4) and (4)(1) Provisions relating to sale or transfer of land where rates or service charges unpaid (s.6.68(3) <i>LG Act 1995</i>).</li> </ul>
<b>Subdelegates</b>	<p>Coordinator Rating Services Director Corporate Services Manager Financial Services</p>
<b>Statutory framework</b>	<p><i>Local Government Act 1995:</i></p> <ul style="list-style-type: none"> <li>• s.6.56 Rates or service charges recoverable in court</li> <li>• s.6.60 Local government may require lessee to pay rent</li> <li>• s.6.69 Right to pay rates, service charges and costs, and stay proceedings</li> <li>• s.6.74 Power to have vacant land re-vested in the Crown if rates in arrears 3 years</li> <li>• Schedule 6.2 Provisions relating to lease of land where rates or service charges unpaid</li> <li>• Schedule 6.3 Provisions relating to sale or transfer of land where rates or service charges unpaid</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	<p>OCM 12 Sep 2017 Agenda Item 11.3 ECM Ref: 3034906</p>

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Amendments			
Date	Type	Amendment	References
1 May 2023	Amended delegation	Added Delegation FM-D06 - Recovery of Unpaid Rates or Service Charge to position of Director Corporate Services.	Administrative Change
10 Oct 2023	Amended delegation	Added sub delegation position of Manager Financial Services and Rates Coordinator.	Administrative Change
12 Dec 2023	Amended delegation	Amendments made to legislation referenced in the 'Express Power or Duty Delegated' section as well in the "Statutory Framework" section.	Administrative Amendment

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City of Bayswater

<b>Delegation</b>	<b>FM-D07 Community Funding Grants</b>
<b>Category</b>	Local Government Act 1995 -CEO Original Powers
<b>Delegator</b>	Council
<b>Express power to delegate</b>	Authority to make community funding contribution decisions.
<b>Express power or duty delegated</b>	Authority to make Community Funding Contribution Decisions within approved budget and within purchasing authority.
<b>Delegates</b>	CEO
<b>Conditions</b>	Nil
<b>Subdelegates</b>	Building Operations Manager Director Community Services Director Corporate Services Director Infrastructure and Assets Environment Manager Library Services Manager Manager Community Development Manager Digital Solutions and Services Manager Environmental Health and Statutory Building Manager Parks and Environment Manager People, Culture and Safety Manager Project Services Manager Rangers and Security Manager Recreation Services Manager Statutory Planning and Compliance Manager Transport and Buildings
<b>Statutory framework</b>	<i>Local Government Act 1995</i>
<b>Policy</b>	Grants Program Policy
<b>Date adopted</b>	3 December 2019
<b>Adoption references</b>	OCM 03 December 2019

Amendments			
Date	Type	Amendment	References
3 Dec 2019	New delegation	03 December 2019	OCM 03 December 2019
27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building (60873) to subdelegates list.  Removed Manager Communications and Marketing, Community Engagement Advisor, Manager Asset and Mapping Services and Manager Environmental Health, Principal, Communications and Marketing (60956), Principal, Community Engagement (60968), and Principal Asset and Mapping Services (60961) from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Recreation and Commercial Activities to subdelegates list. Removed position of Manager Recreation from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Removed Coordinator Depot Services from subdelegates list.	Administrative Change
10 Nov 2021	Amended delegation	Added position of Principal, Library and Customer Services to subdelegates list.	Administrative Change
1 May 2023	Amended delegation	Added Delegation - FM-D07 - Community Funding Grants to position of Director Corporate Services.	Administrative Change
10 Oct 2023	Amended delegation	Added in in the words "within approved budget" under the "Express power or duty delegated" section".	Administrative Change

City of Bayswater

<b>Delegation</b>	<b>FM-D08 Acceptance of Contract Extensions and Variations [DRAFT]</b>
<b>Category</b>	Local Government Act 1995- Financial Management
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to approve all other contract extensions and variations where <del>the original</del> a contract <del>has</del> <del>was</del> <del>been</del> <del>originally</del> <del>approved</del> <del>accepted</del> by Council or by the CEO under the delegation for accepting tenders <del>and quotations as provisioned in</del> FM-D02 (F&G r.21A).
<b>Delegates</b>	CEO
<b>Subdelegates</b>	Director Community Services Director Corporate Services Director Infrastructure and Assets
<b>Statutory framework</b>	<p><u>Local Government Act 1995:</u></p> <ol style="list-style-type: none"> <li><u>s.3.57 Tenders for providing goods and services</u></li> </ol> <p><u>Local Government (Functions and General) Regulations 1996:</u></p> <ol style="list-style-type: none"> <li><u>Part 4 Provision of goods and services</u></li> <li><u>Regulations 11A to 24 (as applicable)</u></li> </ol>
<b>Policy</b>	Procurement Policy and Contract Management Policy

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City of Bayswater

Amendments			
Date	Type	Amendment	References
5 May 2020	New delegation	05 May 2020	SCM 05 May 2020
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
6 Dec 2022	Amended delegation	FM-D08 Acceptance of Contract Extensions and Variations Updated delegation to remove reference to COVID-19 provisions due to the State of Emergency being removed.	Administrative Change
1 May 2023	Amended delegation	Added Delegation FM-D08 - Acceptance of Contract Extensions and Variations to position of Director Corporate Services.	Administrative Change
27 May 2025	Amended delegation	Wording amended within the "Express Power or Duty" section to "where a contract was originally accepted by Council" and "Accepting tenders and quotations as provisioned in FM-D02".	OCM 27 May 2025

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City of Bayswater

<b>Delegation</b>	<b>FM-D09 CEO to Write off Rates for the Mertome Lease for Life Tenants who have Occupied the Facility Prior to 1 April 2019</b>
<b>Category</b>	Local Government Act 1995- Financial Management
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to write off a debt which is owed to the local government (s.6.12(c) <i>LG Act 1995</i> ).
<b>Delegates</b>	CEO
<b>Subdelegates</b>	Director Corporate Services Manager Financial Services
<b>Subdelegate conditions</b>	This delegation is limited to the write off of rates for the Mertome lease for life tenants who have occupied the facility prior to 1 April 2019.
<b>Statutory framework</b>	<i>Local Government Act 1995</i> <ul style="list-style-type: none"> <li>s.6.12(1)(c) -Write off a debt which is owed to the local government</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	6 December 2022
<b>Adoption references</b>	OCM 06 December 2022 Agenda Item 10.1.2

<b>Amendments</b>			
<b>Date</b>	<b>Type</b>	<b>Amendment</b>	<b>References</b>
6 Dec 2022	New delegation	New delegation created - FM - 09 Write off Rates for the Mertome Lease for Life Tenants.	OCM 06 2022
1 May 2023	Amended delegation	Added Delegation - FM-D09 - CEO to Write off Rates for the Mertome Lease for Life Tenants who have Occupied the Facility Prior to 1 April 2019 to position of Director Corporate Services.	Administrative Change

City of Bayswater

<b>Delegation</b>	<b>FM-D10 Objection to a Rate Record</b>
<b>Category</b>	Local Government Act 1995- Financial Management
<b>Delegator</b>	Council
<b>Express power to delegate</b>	Authority in line with s.6.76(4) and (5) - Grounds of objection
<b>Delegates</b>	CEO
<b>Subdelegates</b>	Director Corporate Services Manager Financial Services
<b>Statutory framework</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"> <li>s.6.76(4) and (5) - Grounds of objection</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	25 June 2024
<b>Adoption references</b>	New Delegation FM-D10 Objection to a rate Record was adopted by Council at OCM on 25 June 2024.

<b>Amendments</b>			
<b>Date</b>	<b>Type</b>	<b>Amendment</b>	<b>References</b>
25 Jun 2024	New delegation	New Delegation added - FM-D10 Objection to a Rate Record	OCM 25 June 2024

City of Bayswater

<b>Delegation</b>	<b>FS-D13 Rateable Land</b>
<b>Category</b>	Local Government Act 1995- Financial Management
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to approve rate exemptions (s.6.26 <i>LG Act 1995</i> ).
<b>Delegates</b>	CEO
<b>Conditions</b>	Any applications requesting exemption under s6.26(2)(g) - "land used exclusively for charitable purposes" are still to be referred to Council for consideration.
<b>Statutory framework</b>	<i>Local Government Act 1995</i> : <ul style="list-style-type: none"><li>• s6.26 Rateable land</li></ul>
<b>Policy</b>	Rates Exemptions Policy
<b>Date adopted</b>	28 February 2017
<b>Adoption references</b>	OCM 28 Feb 2017 Agenda Item 13.4

DRAFT

City of Bayswater

<b>Delegation</b>	<b>HA-D01 Health (Miscellaneous Provisions) Act 1911 Powers and Duties of Deputy</b>
<b>Category</b>	Health
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	The CEO is appointed as the City of Bayswater's deputy (s.26 <i>Health Act 1911</i> ).  In this capacity the CEO is authorised to exercise all powers exercisable by the local government under the <i>Health (Miscellaneous Provisions) Act 1911</i> and Regulations made thereunder.
<b>Delegates</b>	CEO
<b>Conditions</b>	This power cannot be sub-delegated.
<b>Statutory framework</b>	<i>Health (Miscellaneous Provisions) Act 1911:</i>  <ul style="list-style-type: none"> <li>• s.26</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 Sept 2017 Agenda Item 11.3 ECM Ref: 3034906

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<b>Delegation</b>	<b>LGA-01 Acknowledgement of receipt of primary and annual returns</b>
<b>Category</b>	Local Government Act 1995 -CEO Original Powers
<b>Delegator</b>	CEO
<b>Express power or duty delegated</b>	Authority to acknowledge receipt of Primary and Annual Returns,
<b>Function</b>	To provide written acknowledgement of the receipt of Primary and Annual returns in accordance with s.5.77 of the <i>Local Government Act 1995</i> .
<b>Delegates</b>	Manager Governance and Strategy
<b>Conditions</b>	Nil.
<b>Statutory framework</b>	<i>Local Government Act 1995</i> : <ul style="list-style-type: none"> <li>• s5.77 Acknowledging receipts of returns</li> </ul>
<b>Policy</b>	Nil.
<b>Date adopted</b>	5 September 2024
<b>Adoption references</b>	Delegation created to allow position of Manager and Governance to acknowledge Annual and Primary Returns with the position of CEO to acknowledge Annual and Primary Returns for Elected Members.

<b>Amendments</b>			
<b>Date</b>	<b>Type</b>	<b>Amendment</b>	<b>References</b>
3 Sep 2024	New delegation	Delegation from CEO to Manager Governance and Strategy - Authority to Acknowledge Primary and Annual Returns in accordance with s.577 LGA 1995.	Memo from Manager Governance and Strategy to CEO approved on 3 September 2024. ECM:4805245.

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<b>Delegation</b>	<b>LGMPA-D01 Local Government (Miscellaneous Provisions) Act 1960 - Appointment of Pound Keepers and Rangers</b>
<b>Category</b>	Miscellaneous
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to establish pounds and appoint fit and proper persons to be pound keepers and Rangers of the City of Bayswater (s.449 LG Act 1995)
<b>Function</b>	
<b>Delegates</b>	CEO
<b>Conditions</b>	Local Public Notice of the appointment or removal of pound keepers and rangers and the establishment of pounds is required by the <i>Local Government (Miscellaneous Provisions) Act 1960</i> . <i>There is no authority to sub delegate.</i>
<b>Statutory framework</b>	<p><i>Local Government (Miscellaneous Provisions) Act 1960:</i></p> <ul style="list-style-type: none"> <li>• s.449- Local government may establish pounds, appoint pound keepers and rangers</li> <li>• s.2 -Act to be read as part of <i>Local Government Act 1995</i></li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 Sep 2017 Agenda Item 11.3 ECM Ref: 3034906

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<b>Delegation</b>	<b>LGR-D01 Obstruction of public thoroughfare</b>
<b>Category</b>	Local Government Act 1995 Regulations
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to grant permission to place on a specified part of public thoroughfare one or more specified things that may obstruct the public thoroughfare (r.6 <i>LG (ULP) Regulations</i> ).
<b>Delegates</b>	CEO
<b>Conditions</b>	Permission granted under this regulation: <ul style="list-style-type: none"> <li>• must be in writing; and</li> <li>• must specify the period for which it is granted; and</li> <li>• must specify any condition imposed</li> </ul>
<b>Subdelegates</b>	Coordinator Statutory Building Director Community Services Manager Environmental Health and Statutory Building Manager Statutory Planning and Compliance
<b>Statutory framework</b>	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> <ul style="list-style-type: none"> <li>• r.6 Obstruction of public thoroughfare by things placed and left</li> <li>• <i>Local Government Act 1995:</i></li> <li>• s.9.59 General regulations</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	26 October 2020
<b>Adoption references</b>	OCM 24 November 2020 Agenda Item 10.2.6 ECM Ref: 3042153

<b>Amendments</b>			
<b>Date</b>	<b>Type</b>	<b>Amendment</b>	<b>References</b>
14 Oct 2021	Amended delegation	Added delegation of LGR-D01 Local Government Act Obstruction of Public Thoroughfare to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building (60873) to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
5 Nov 2021	Amended delegation	Removed Manager Strategic Planning and Place, and Planning Manager Major Projects from the subdelegates list.	Administrative Change

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<b>Delegation</b>	<b>LL-D01 Local Laws -General Administration</b>
<b>Category</b>	Local Laws
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to administer the City's local laws and to do all other things that are necessary or convenient to be done for, or in connection with, performing the functions of the City under the City's local laws.
<b>Delegates</b>	CEO

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<p><b>Conditions</b></p>	<p>Controversial applications made under any local law are to be referred to Council for consideration.</p> <p>The sub delegated power to the position of <b>Manager Rangers and Security</b> is to do all things that are necessary or convenient to be done for, or in connection with, performing the functions of the local government under the City's local laws made under the <i>Local Government Act 1995</i>, the <i>Cat Act 2011</i> and the <i>Dog Act 1976</i>. Note this sub-delegation does not cover the <i>Health Local Law 2001</i>.</p> <p>The sub delegated powers to the <b>Director Infrastructure and Assets and Director Major Projects</b> are limited to:</p> <ul style="list-style-type: none"> <li>• authority to approve the keeping of bees under the <i>Health Local Law 2023</i>.</li> <li>• authority under the <i>Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2020</i> to approve Infrastructure Deposits.</li> </ul> <p>The sub delegated powers to the <b>Manager Environmental Health and Statutory Building</b> are limited to:</p> <ul style="list-style-type: none"> <li>• authority to approve the keeping of bees under the <i>Health Local Law 2023</i>.</li> </ul> <p>The sub delegated powers to the <b>Director of Community Services</b> are limited to:</p> <ul style="list-style-type: none"> <li>• authority under the <i>Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2020</i> to approve Infrastructure Deposits</li> <li>• authority under the <i>Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2020</i> to approve a stallholder permit and a trader permit.</li> <li>• the power under the <i>Keeping and Control of Cats Local Law 2023</i> to grant a permit to keep a maximum of 6 cats at a premises and to impose conditions on that permit.</li> <li>• authority under the <i>Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2020</i> to approve a stallholder permit and a traders permit.</li> <li>• authority to approve residential private parking agreements under the <i>Parking and Parking Facilities Local Law 2016</i>.</li> <li>• authority under the <i>Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2020</i> to approve the display of temporary advertising signs</li> </ul> <p>The sub delegated powers to the <b>Manager Building Works</b> are limited to:</p> <ul style="list-style-type: none"> <li>• authority under the <i>Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2020</i> to approve Infrastructure Deposits</li> </ul> <p>The sub delegated powers to the <b>Manager Transport and Buildings</b> are limited to:</p> <ul style="list-style-type: none"> <li>• authority under the <i>Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2020</i> to approve Infrastructure Deposits</li> </ul> <p>The sub delegated powers to the <b>Manager Statutory Planning and Compliance</b> are limited to: authority under the <i>Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2020</i> to approve Infrastructure Deposits</p>
<p><b>Subdelegates</b></p>	<p>Building Operations Manager  Director Community Services  Director Infrastructure and Assets  Manager Environmental Health and Statutory Building  Manager Rangers and Security  Manager Statutory Planning and Compliance  Manager Transport and Buildings</p>

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<b>Statutory framework</b>	<i>Health Local Law 2023</i> <i>Health Amendment Local Law 2024</i> <i>Fencing and Floodlighting Local Law 2016</i> <i>Local Government Property Local Law 2016</i> <i>Parking and Parking Facilities Local Law 2016</i> <i>Keeping and Control of Cats Local Law and Amendment Local Law 2023</i> <i>Dogs Local Law 2016</i> <i>Standing Orders Local Law 2021</i> <i>Activities On Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2021</i> <i>Waste Local Law 2020</i> <i>Waste Amendment Local Law 2022</i>
<b>Policy</b>	Mobile Food Vehicles Policy Street Verges Policy
<b>Date adopted</b>	26 October 2020
<b>Adoption references</b>	ECM Document Set ID 3042153

Amendments			
Date	Type	Amendment	References
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
19 Jul 2024	Amended delegation	Added correct position title for Director Infrastructure and Assets. Removed old position title and removed Director Major Projects position title.	---

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<b>Delegation</b>	<b>LL-D02 Local Laws Appointment of an Authorised Person</b>
<b>Category</b>	Local Laws
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	<p>Authority to appoint authorised persons for the following local laws (s.9.10 LG Act 1995)</p> <ul style="list-style-type: none"> <li>• <i>Local Government Property Local Law 2016</i></li> <li>• <i>Parking and Parking Facilities Local Law 2016</i></li> <li>• <i>Keeping and Control of Cats Local Law 2022</i></li> <li>• <i>Activities On Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2020</i></li> </ul>
<b>Delegates</b>	CEO
<b>Conditions</b>	Officers must be appointed as authorised persons for the purposes of the local laws and certified as per the requirements of the <i>Local Government Act 1995</i> .
<b>Statutory framework</b>	<p><i>Local Government Act 1995:</i></p> <ul style="list-style-type: none"> <li>• s.9.10 Appointment of authorised persons.</li> </ul>
<b>Policy</b>	Nil
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 Sep 2017 Agenda Item 11.3

Amendments			
Date	Type	Amendment	References
9 Dec 2021	Amended delegation	Delegation LL-D02 Local Law Appointment of Authorised Officer amended to reflect legislative change to "Authorised Persons".	Section 9.10 Local Government Act 1995

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<b>Delegation</b>	<b>LL-D03 Local Laws Appointment of an Authorised Person Dog Act</b>
<b>Category</b>	Local Laws
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to appoint authorised persons, for the Dogs Local Law, for the purposes of section 29 of the <i>Dog Act 1976</i> .
<b>Delegates</b>	CEO
<b>Conditions</b>	Nil
<b>Statutory framework</b>	<i>Dog Act 1976</i>
<b>Policy</b>	Nil
<b>Date adopted</b>	12 September 2017
<b>Adoption references</b>	OCM 12 Sep agenda item 11.3 ECM Ref: 3034906

Amendments			
Date	Type	Amendment	References
9 Dec 2021	Amended delegation	Delegation LL-D03 Local Laws Appointment of an Authorised Officer Dog Act wording amended to reflect legislative amendment to reflect "Authorised Persons".	Section 29 Dog Act 1976 and Section 9.10 Local Government Act 1995.

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<b>Delegation</b>	<b>LL-D04 Bee Keeping Health Local Laws 2001</b>
<b>Category</b>	Local Laws
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to approve the keeping of bees in accordance with Part 6, Division 7 - Bee Keeping, of the <i>City of Bayswater Health Local Laws 2023</i> .
<b>Delegates</b>	CEO
<b>Conditions</b>	Nil
<b>Statutory framework</b>	<i>City of Bayswater Health Local Laws 2023</i>
<b>Policy</b>	Nil
<b>Date adopted</b>	15 November 2016
<b>Adoption references</b>	OCM 15 Nov 2016 Agenda Item 13.7

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<b>Delegation</b>	<b>MCC-D01 Model Code of Conduct 2021 - Authority to Make a Finding on Division 3 Code of Conduct Complaints</b>
<b>Category</b>	Local Government Act 1995 Regulations
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995:</i> s5.42 Delegation of some powers and duties to a CEO
<b>Express power or duty delegated</b>	<i>Local Government (Model Code of Conduct) Regulations 2021:</i> <ul style="list-style-type: none"> <li>• Clause 12 Dealing with a complaint</li> <li>• Clause 13 Dismissal of complaint</li> </ul>
<b>Function</b>	<ol style="list-style-type: none"> <li>1. Authority to make a finding as to whether an alleged breach the subject of a complaint has or has not occurred, based upon evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur [MCC.cl.12(1) and (3)].</li> <li>2. Where a finding is made that a breach has occurred, authority to: <ol style="list-style-type: none"> <li>a. take no further action [MCC.cl.12(4)(a)]; or</li> <li>b. prepare and implement a plan to address the behaviour of the person to whom the complaint relates [MCC.cl.12(4)(b), (5) and (6).</li> </ol> </li> <li>3. Authority to dismiss a complaint and if dismissed, the Chief Executive Officer must also determine process for the dismissal [MCC.cl.13(1) and (2)].</li> </ol>
<b>Delegates</b>	CEO
<b>Conditions</b>	<ol style="list-style-type: none"> <li>a. The Chief Executive Officer will make decisions in accordance with the principles and specified requirements established in the Councillor Complaints Policy.</li> <li>b. The Chief Executive Officer may not make findings on Complaints for which the Chief Executive Officer is the Complainant. Findings on these complaints must be determined by Council.</li> </ol>
<b>Express power to subdelegate</b>	Nil.
<b>Statutory framework</b>	<i>Local Government Act 1995</i>  <i>Local Government (Model Code of Conduct) Regulations 2021:</i> <ul style="list-style-type: none"> <li>• Clause 12 Dealing with a complaint</li> <li>• Clause 13 Dismissal of complaint</li> </ul>
<b>Policy</b>	Code of Conduct Complaints Management Policy  <i>City of Bayswater Code of Conduct for Council Members, Committee Members and Candidates</i>
<b>Record keeping</b>	A register of Complaints where a breach is found to be made will be kept on the City's Website in accordance with the Councillor Complaints Policy.
<b>Date adopted</b>	25 October 2022
<b>Adoption references</b>	OCM 25 October 2022 Agenda Item 10.1.1

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Amendments			
Date	Type	Amendment	References
16 Jul 2024	Amended delegation	Updated name of Councillor Complaints Policy to Code of Conduct Complaints Management Policy as the name of the Policy has been changed by the Council.	

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<b>Delegation</b>	<b>TP-D01 Local Planning Schemes [DRAFT]</b>
<b>Category</b>	Planning
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	<p>Authority to exercise all powers and duties under all Local Planning Schemes in operation within the City of Bayswater with exception of the following:</p> <ul style="list-style-type: none"> <li>• adopt, amend or refuse local planning policies;</li> <li>• enter, modify or remove a place from the heritage list;</li> <li>• adopt, modify or revoke a heritage area;</li> <li>• recommend approval, modification or refusal of a structure plan to the Western Australian Planning Commission;</li> <li>• recommend approval, modification or refusal of an activity centre plan to the Western Australian Planning Commission;</li> <li>• approve, modify or refuse a local development plan;</li> <li>• determine development applications (excluding development applications for prescribed single house development) involving the following: <ul style="list-style-type: none"> <li>• An estimated cost of \$3 million or more and is not a Development Assessment Panel application. <ul style="list-style-type: none"> <li>◦ This does not apply to a development in the Tonkin Highway Industrial Estate.</li> </ul> </li> <li>• Building height variation equal to or greater than 2.0m (or 3.0m where the property has a registered significant tree on the site being retained); or where building height requirements refer only to the number of storeys, one or more additional storeys;</li> <li>• <del>Car Determination</del> <del>bay of variation applications where the shortfall of car parking bays is in excess of greater than ten (10) bays or up to 25%, of whichever is the total greater. This is in addition to any existing car bays parking required; shortfall on the site.</del></li> <li>• Development located in a place that is entered in the Register of Heritage Places under the Heritage of Western Australia Act 1990, or is included on a heritage list prepared in accordance with a local planning scheme with a management category 1, 2 and 3 and the application proposes significant removal of original heritage fabric.</li> <li>• Unwarranted street tree removal</li> <li>• Receipt of: <ul style="list-style-type: none"> <li>◦ 11 or more planning based written submissions of objection from properties adjoining the development site; and</li> </ul> </li> <li>• enter into an agreement in respect of a matter relating to the scheme with any person having an interest in land affected by the scheme, and deal with or dispose of any land acquired in accordance with Part 11, Division 4 of the Planning and Development Act 2005.</li> </ul> <p>This delegation excludes any powers or duties limited under Section 5.43 of the Local Government Act 1995, including a power or duty that requires a decision of an absolute majority or a 75% majority of the local government.</p> </li></ul>
<b>Delegates</b>	CEO
<b>Conditions</b>	Nil
<b>Subdelegates</b>	Coordinator Statutory Building Coordinator Statutory Planning Director Community Services Manager Environmental Health and Statutory Building Manager Statutory Planning and Compliance

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<b>Policy</b>	Nil
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<b>Amendments</b>			
<b>Date</b>	<b>Type</b>	<b>Amendment</b>	<b>References</b>
2 Aug 2021	Amended delegation	Coordinator Statutory Planning role added to subdelegates list.	Administrative Change
14 Oct 2021	Amended delegation	Added delegation TP-D01 Local Planning Schemes to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
6 Dec 2022	Amended delegation	Added Additional details on Cost of Development, Car Parking, Heritage, Number of Objections and Warranted Tree Removal.	Administrative Change
25 Mar 2025	Amended delegation	At its Ordinary Meeting of 25 March 2025, Council adopted an amendment to Delegation DP-D01 to enable the CEO to make determinations on developments where building height variation is less than 3m, where the property has a registered significant tree on the site that is being retained.	Item 10.5.1.4 OCM: 25 March 2025
27 May 2025	Amended delegation	Wording amended within the "Express Power or Duty" section to read "Determination of applications where the shortfall of car parking bays is in total greater than (10) bays or up to 25%, whichever is the greater. This is in addition to any existing car parking shortfall on the site".	OCM 27 May 2025

<b>Delegation</b>	<b>TP-D02 Planning and Development Act 2005</b>
<b>Category</b>	Planning
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	<p>Authority to give a written direction:</p> <ul style="list-style-type: none"> <li>to the owner or any other person undertaking development to stop, and not recommence, the development or that part of the development that is undertaken in contravention of the planning scheme, interim development order or planning control area requirements (s.214(2) <i>PD Act 2005</i>);</li> <li>to the owner or any other person who undertook the development (s.214(3) <i>PD Act 2005</i>); <ul style="list-style-type: none"> <li>to remove, pull down, take up, or alter the development; and</li> <li>to restore the land as nearly as practicable to its condition immediately before the development started;</li> </ul> </li> <li>if it appears that delay in the execution of any work to be executed under a planning scheme or interim development order would prejudice the effective operation of the planning scheme or interim development order, a written direction may be given to the person whose duty it is to execute the work to execute that work (s.214(5) <i>PD Act 2005</i>).</li> </ul>
<b>Delegates</b>	CEO
<b>Conditions</b>	Nil.
<b>Subdelegates</b>	Director Community Services Manager Statutory Planning and Compliance
<b>Subdelegate conditions</b>	<p>Authority is given to the <b>Director Community Services</b> the authority to give and withdraw a written direction under section 214 and 215.</p> <p>Authority is given to the <b>Director Community Services</b> the authority to issue and withdraw an infringement notice and extending time to pay a modified penalty under section 231, 228 and 230.</p> <p>Authority is given to the <b>Manager Statutory Planning and Compliance</b> the authority to give a written direction under section 214 and 215.</p> <p>Authority is given to the <b>Manager Statutory Planning and Compliance Services</b> the authority to issue an infringement notice under section 228.</p>
<b>Statutory framework</b>	<p><i>Planning and Development Act 2005</i>: All powers and duties under</p> <ul style="list-style-type: none"> <li>s.214(2), (3) and (5) illegal development, responsible authority's powers as to</li> <li>s.228 Giving of infringement notice</li> <li>s.230 Extending time to pay modified penalty</li> <li>s.231 Withdrawal of infringement notice</li> </ul> <p>Existing delegation of section 228, 230 and 231 are not valid, there is no power to delegate these under the <i>Local Government Act 1995</i>.</p>
<b>Policy</b>	Nil
<b>Date adopted</b>	19 September 2017
<b>Adoption references</b>	ECM ref number 3025245

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Amendments			
Date	Type	Amendment	References
14 Dec 2023	Amended delegation	Amended references to "Legislation" and "Statutory Framework" Sections.	Administrative Amendment
11 Feb 2025	Amended delegation	<p>Subdelegate conditions are amended in accordance with the Town Planning and Development Act 2005 as follows:</p> <p>Authority is given to the Director Community Services the authority to give and withdraw a written direction under section 214 and 214.</p> <p>Authority is given to the Director Community Services the authority to issue and withdraw an infringement notice, and extending time to pay a modified penalty under sections 231, 228 and 230:</p> <p>Authority is given to the Manager Statutory Planning and Compliance Services the authority to give a written direction under sections 214 and 215.</p> <p>Authority is given to the Manager Statutory Planning and Compliance Services the authority to issue an infringement notice under section 228.</p>	Administrative Amendment with memo signed by CEO (ECM Ref:4883728).

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<b>Delegation</b>	<b>TP-D03 Development Assessment Panels</b> [PUBLISHED, BUT MARKED FOR REMOVAL]
<b>Category</b>	Planning
<b>Delegator</b>	Council
<b>Express power or duty delegated</b>	Authority to prepare responsible authority reports and make recommendations to the Joint Development Assessment Panel (DAP).
<b>Delegates</b>	CEO
<b>Conditions</b>	City officers inform Councillors of receipt of any DAP application, the details of the proposal and the DAP meeting details of when the application will be considered by the DAP.
<b>Subdelegates</b>	Director Community Services Manager Statutory Planning and Compliance
<b>Statutory framework</b>	<i>Planning and Development Act 2005</i> <i>Planning and Development (Development Assessment Panels) Regulations 2011</i>
<b>Policy</b>	Nil
<b>Date adopted</b>	6 December 2022
<b>Adoption references</b>	OCM 06 December 2022 Agenda Item 10.1.2

<b>Amendments</b>			
<b>Date</b>	<b>Type</b>	<b>Amendment</b>	<b>References</b>
6 Dec 2022	New delegation	Added new delegation - TP- D03 Development Assessment Panels	OCM 6 December 2022

## AMENDMENTS

Delegation	Date	Type	Amendment	References
BA-D02 Building Act 2011 Applications for building or demolition permits and Applications for occupancy permits and other certificates	14 Oct 2021	Amended delegation	Added delegation BA-D02 Building Act 2011 Applications for Building or Demolition Permits and applications for Occupancy Permits and other certificates to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
BA-D02 Building Act 2011 Applications for building or demolition permits and Applications for occupancy permits and other certificates	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
BA-D04 Building Act 2011 Commence a prosecution	14 Oct 2021	Amended delegation	Added delegation BA-D04 Building Act 2011 Commerce a prosecution to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
BA-D04 Building Act 2011 Commence a prosecution	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
BA-D05 Building Act 2011 - Extension of time for permit	14 Oct 2021	Amended delegation	Added delegation BA-D05 Building Act 2011 Extension of time for permit to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
COP-D02 Power to certify that a document is a true copy	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to Delegates list. Removed position of Director Major Projects from Delegates list.	Administrative Change
COP-D02 Power to certify that a document is a true copy	1 May 2023	Amended delegation	Added Delegation COP - D02 Power to Certify that a Document is a Correct Copy to position of Director Corporate Services.	Administrative Change
COP-D03 Proving ownership, occupancy, and other things by certificate	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to Delegates list. Removed position of Director Major Projects from Delegates list.	Administrative Change

Delegation	Date	Type	Amendment	References
COP-D03 Proving ownership, occupancy, and other things by certificate	1 May 2023	Amended delegation	Added Delegation - COP-D03 Proving Ownership, Occupancy and other things by Certificate.	Administrative Change
CPCGA-D01 Caravan Parks and Camping Grounds Act 1995 Temporary Accommodation	27 May 2025	Amended delegation	Wording amended within the "Conditions" section to read "Approval to be for a maximum of up 24 months in total".	OCM 27 May 2025
EF-D02 Execution of Documents	27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change
EF-D02 Execution of Documents	29 Oct 2021	Amended delegation	Added Manager Recreation and Commercial Activities (60959) and Principal, Engineer Major Projects (60954) to the subdelegates list. Removed Manager Asset and Mapping Services, Manager Recreation, Coordinator Depot Services and Manager Communications and Marketing, Principal, Communications and Marketing (60956), Principal, Community Engagement (60968), Principal, Asset and Mapping Services (60961), from subdelegates list.	Administrative Change
EF-D02 Execution of Documents	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
EF-D02 Execution of Documents	6 Dec 2022	Amended delegation	Added Principal positions to sub delegation list.	Administrative Change
EF-D02 Execution of Documents	23 Dec 2022	Amended delegation	Added delegation of EF-D02 Execution of Documents to the positions of Manager Business Services and Manager Governance, Organisational Planning and Development.	Administrative Change
EF-D02 Execution of Documents	3 Jan 2023	Amended delegation	Added delegation of EF-D02 Execution of Documents to position of Manager Business Solutions.	Administrative Change
EF-D02 Execution of Documents	1 May 2023	Amended delegation	Added Delegation EF-D02 Execution of Documents to position of Director Corporate Services.	Administrative Change

Delegation	Date	Type	Amendment	References
EF-D02 Execution of Documents	5 Mar 2024	Amended delegation	Added position title of Planning Performance and Risk Manager.	Administrative Amendment
EF-D02 Execution of Documents	8 Mar 2024	Amended delegation	Removed position title of Manager Governance Organisational Planning and Development and replaced with position title of Manager Governance and Strategy.	Administrative Amendment
EF-D02 Execution of Documents	25 Jun 2024	Amended delegation	Amendments made to the Conditions section by Council stating that "All documents are to be executed in accordance with the Execution of Documents and Application of Common Seal Policy" and all subdelegates also removed.	OCM 25 June 2024 Item 10.1.4
EF-D03 Powers of Entry	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
EF-D04 Notices requiring certain things to be done by owner or occupier of land	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
EF-D04 Notices requiring certain things to be done by owner or occupier of land	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
EF-D05 Disposing of Property	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
EF-D05 Disposing of Property	9 Nov 2022	Amended delegation	Reference made to the City's current Management Practice - Disposal of Goods and Equipment (Minor Assets).	Administrative Change
EF-D06 Recovery of Impounding Expenses	12 Dec 2023	Amended delegation	Amended some legislation references in the "Express Power or Duty Delegated" section.	Administrative Amendment.

Delegation	Date	Type	Amendment	References
EF-D08 Reserves under the Control of Local Government	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
EF-D09 Temporary and Partial Closure of Roads	29 Oct 2021	Amended delegation	Added Principal, Engineer Major Projects to subdelegates list. Removed Manager Engineering Services from subdelegates list.	Administrative Change
EF-D09 Temporary and Partial Closure of Roads	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
EF-D09 Temporary and Partial Closure of Roads	29 Nov 2021	Amended delegation	Added position of Engineer (60841) to subdelegates list.	Administrative Change
EF-D09 Temporary and Partial Closure of Roads	20 Sep 2022	Amended delegation	Removed position title Engineer from Delegates list.	Administrative change.
EF-D10 Activities Private Land	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
EF-D11 Leasing Agreements	3 Dec 2019	New delegation	03 December 2019	OCM 03 2019
EF-D11 Leasing Agreements	6 Dec 2022	Amended delegation	Increased CEO's delegation to enter into a lease up to \$150,000.	Administrative Change OCM 6 December 2022
EF-D11 Leasing Agreements	1 May 2023	Amended delegation	Added Delegation EF-D11 Leasing Agreements to position of Director Corporate Services.	Administrative Change
EF-D11 Leasing Agreements	12 Dec 2023	Amended delegation	Amended delegation by removing the details under "Express Power or Duty Delegated" and transferring these to the "Conditions" section.	Administrative Amendment
FM-D01 Power to Invest	3 Jan 2023	Amended delegation	Added delegation FM-D01 Power to Invest to position of Manager Business Solutions.	Administrative Change
FM-D01 Power to Invest	1 May 2023	Amended delegation	Added Delegation FM-D01 Power to Invest to position of Director Corporate Services.	Administrative Change.

Delegation	Date	Type	Amendment	References
FM-D02 Acceptance of Quotations, Tenders and Expressions of Interest	6 Dec 2022	Amended delegation	Increased acceptance of tenders for CEO position up to \$250,000 and added in sub delegate positions of: Director Community and Development Director Corporate and Strategy Director Major Projects and Commercial Activities Director Works and Infrastructure up to \$150,000 in accordance with their financial delegation	Administrative Change
FM-D02 Acceptance of Quotations, Tenders and Expressions of Interest	1 May 2023	Amended delegation	Added Delegation FM-D02 Acceptance of Tenders and Quotations to position of Director Corporate Services.	Administrative Change.
FM-D02 Acceptance of Quotations, Tenders and Expressions of Interest	25 Jun 2024	Amended delegation	Conditions amended by Council as part of Annual Delegations Review to include quotations and Expressions of Interest and the City's Procurement Policy and Contract Management Policy.	OCM 25 June 2024 Item 10.1.4
FM-D02 Acceptance of Quotations, Tenders and Expressions of Interest	27 May 2025	Amended delegation	Wording added within "Conditions" section to increase amount from \$250,000 to \$500,000 and exemption clause for utilities and telecommunications equal to or below \$1,000,000 plus wording to include "The amount excludes GST".	OCM 27 May 2025
FM-D02A Authority to undertake a tender exempt procurement for the supply of reticulated natural gas for Bayswater Waves	29 Apr 2025	New delegation	New delegation created to allow authority to undertake a tender exempt procurement for the supply of reticulated natural gas for Bayswater Waves. (Once Off).	OCM 29 April 2025 Item 10.2.5
FM-D03 Calling of Tenders	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
FM-D03 Calling of Tenders	1 May 2023	Amended delegation	Added Delegation FM-D03 Calling of Tenders to position of Director Corporate Services.	Administrative Change

Delegation	Date	Type	Amendment	References
FM-D03 Calling of Tenders	27 May 2025	Amended delegation	Wording amended within "Express Power or Duty Section to read " Authority to apply the provisions of the Local Government (Functions and General Regulations 1996) pertaining to where tenders do not have to be publicly invited (F&G r.11(2) to (6)".	OCM 27 May 2025
FM-D04 Payments from the Municipal and Trust Funds	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
FM-D04 Payments from the Municipal and Trust Funds	3 Jan 2023	Amended delegation	Added delegation FMD04- Payments from the Municipal and Trust Funds to position of Manager Business Solutions.	Administrative Change
FM-D04 Payments from the Municipal and Trust Funds	1 May 2023	Amended delegation	Added Delegation FM-D04 Payments from the Municipal and Trust Funds.	Administrative Change
FM-D04 Payments from the Municipal and Trust Funds	15 Jun 2023	Amended delegation	Added the positions of Manager Business Services (61002), Senior Accountant (60480) and Senior Management Accountant (61033) to delegation FM-D04A - Authority to incur expenses and apply money from the Municipal Fund Account.	Administrative Change
FM-D04A Authority to incur expenses and apply money from the Municipal Fund Account	25 Jun 2024	Revoked	Delegation FM-D04A - Authority to incur expenses and apply money from the Municipal Fund Account repealed at OCM on 25 June 2024.	OCM 25 June 2024 - Item 10.1.4
FM-D05 Granting Concessions and Write-Offs	27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change
FM-D05 Granting Concessions and Write-Offs	29 Oct 2021	Amended delegation	Added position of Manager Recreation and Commercial Activities to subdelegates list. Removed position of Manager Recreation from subdelegates list.	Administrative Change
FM-D05 Granting Concessions and Write-Offs	20 Sep 2022	Amended delegation	Amended Delegation FM-D05 Granting Concessions and Write-Offs to authorise the Chief Executive Officer to waive or write off application and permit fees for charitable organisations up to \$1,200.	Administrative Amendment - Ordinary Council Meeting 20 September 2022 Item 10.6.2.3.

Delegation	Date	Type	Amendment	References
FM-D05 Granting Concessions and Write-Offs	3 Jan 2023	Amended delegation	Added delegation FMD05-Granting Concessions and Write-Offs to position of Manager Business Solutions.	Administrative Change
FM-D05 Granting Concessions and Write-Offs	1 May 2023	Amended delegation	Added Delegation - FM-D05 - Granting Concessions and Write-Offs to position of Director Corporate Services.	Administrative Change
FM-D05 Granting Concessions and Write-Offs	25 Jun 2024	Amended delegation	Amendments made to the conditions section by Council to only list the what the CEO may do.	OCM 25 June 2024 Item 10.1.4
FM-D05 Granting Concessions and Write-Offs	27 May 2025	Amended delegation	Wording amended within "Conditions" section to increase the amount to waiver or grant a concession, authorise a write off (not including rates, swimming pool or waste related charge) to \$2000 and authorise a write off for application and permit fees for charitable organisations up to a maximum value of \$2,000.	OCM 27 May 2025
FM-D06 Recovery of Unpaid Rates or Service Charge	1 May 2023	Amended delegation	Added Delegation FM-D06 - Recovery of Unpaid Rates or Service Charge to position of Director Corporate Services.	Administrative Change
FM-D06 Recovery of Unpaid Rates or Service Charge	10 Oct 2023	Amended delegation	Added sub delegation position of Manager Financial Services and Rates Coordinator.	Administrative Change
FM-D06 Recovery of Unpaid Rates or Service Charge	12 Dec 2023	Amended delegation	Amendments made to legislation referenced in the 'Express Power or Duty Delegated' section as well in the "Statutory Framework" section.	Administrative Amendment
FM-D07 Community Funding Grants	3 Dec 2019	New delegation	03 December 2019	OCM 03 December 2019
FM-D07 Community Funding Grants	27 Aug 2021	Amended delegation	Added the role of Principal, Library and Customer Services role to the Subdelegates list.	Administrative Change

Delegation	Date	Type	Amendment	References
FM-D07 Community Funding Grants	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building (60873) to subdelegates list.  Removed Manager Communications and Marketing, Community Engagement Advisor, Manager Asset and Mapping Services and Manager Environmental Health, Principal, Communications and Marketing (60956), Principal, Community Engagement (60968), and Principal Asset and Mapping Services (60961) from subdelegates list.	Administrative Change
FM-D07 Community Funding Grants	29 Oct 2021	Amended delegation	Added position of Manager Recreation and Commercial Activities to subdelegates list. Removed position of Manager Recreation from subdelegates list.	Administrative Change
FM-D07 Community Funding Grants	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
FM-D07 Community Funding Grants	29 Oct 2021	Amended delegation	Removed Coordinator Depot Services from subdelegates list.	Administrative Change
FM-D07 Community Funding Grants	10 Nov 2021	Amended delegation	Added position of Principal, Library and Customer Services to subdelegates list.	Administrative Change
FM-D07 Community Funding Grants	1 May 2023	Amended delegation	Added Delegation - FM-D07 - Community Funding Grants to position of Director Corporate Services.	Administrative Change
FM-D07 Community Funding Grants	10 Oct 2023	Amended delegation	Added in in the words "within approved budget" under the "Express power or duty delegated" section".	Administrative Change
FM-D08 Acceptance of Contract Extensions and Variations	5 May 2020	New delegation	05 May 2020	SCM 05 May 2020
FM-D08 Acceptance of Contract Extensions and Variations	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change

Delegation	Date	Type	Amendment	References
FM-D08 Acceptance of Contract Extensions and Variations	6 Dec 2022	Amended delegation	FM-D08 Acceptance of Contract Extensions and Variations Updated delegation to remove reference to COVID-19 provisions due to the State of Emergency being removed.	Administrative Change
FM-D08 Acceptance of Contract Extensions and Variations	1 May 2023	Amended delegation	Added Delegation FM-D08 - Acceptance of Contract Extensions and Variations to position of Director Corporate Services.	Administrative Change
FM-D08 Acceptance of Contract Extensions and Variations	27 May 2025	Amended delegation	Wording amended within the "Express Power or Duty" section to "where a contract was originally accepted by Council" and "Accepting tenders and quotations as provisioned in FM-D02".	OCM 27 May 2025
FM-D09 CEO to Write off Rates for the Mertome Lease for Life Tenants who have Occupied the Facility Prior to 1 April 2019	6 Dec 2022	New delegation	New delegation created - FM - 09 Write off Rates for the Mertome Lease for Life Tenants.	OCM 06 2022
FM-D09 CEO to Write off Rates for the Mertome Lease for Life Tenants who have Occupied the Facility Prior to 1 April 2019	1 May 2023	Amended delegation	Added Delegation - FM-D09 - CEO to Write off Rates for the Mertome Lease for Life Tenants who have Occupied the Facility Prior to 1 April 2019 to position of Director Corporate Services.	Administrative Change
FM-D10 Objection to a Rate Record	25 Jun 2024	New delegation	New Delegation added - FM-D10 Objection to a Rate Record	OCM 25 June 2024
LGA-01 Acknowledgement of receipt of primary and annual returns	3 Sep 2024	New delegation	Delegation from CEO to Manager Governance and Strategy - Authority to Acknowledge Primary and Annual Returns in accordance with s.577 LGA 1995.	Memo from Manager Governance and Strategy to CEO approved on 3 September 2024. ECM:4805245.
LGR-D01 Obstruction of public thoroughfare	14 Oct 2021	Amended delegation	Added delegation of LGR-D01 Local Government Act Obstruction of Public Thoroughfare to amended position of Manager Environmental Health and Statutory Services.	Administrative Change
LGR-D01 Obstruction of public thoroughfare	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building (60873) to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change

Delegation	Date	Type	Amendment	References
LGR-D01 Obstruction of public thoroughfare	5 Nov 2021	Amended delegation	Removed Manager Strategic Planning and Place, and Planning Manager Major Projects from the subdelegates list.	Administrative Change
LL-D01 Local Laws - General Administration	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
LL-D01 Local Laws - General Administration	29 Oct 2021	Amended delegation	Added position of Director Major Projects and Commercial Activities (60915) to subdelegates list. Removed position of Director Major Projects from subdelegates list.	Administrative Change
LL-D01 Local Laws - General Administration	19 Jul 2024	Amended delegation	Added correct position title for Director Infrastructure and Assets. Removed old position title and removed Director Major Projects position title.	Nil
LL-D02 Local Laws Appointment of an Authorised Person	9 Dec 2021	Amended delegation	Delegation LL-D02 Local Law Appointment of Authorised Officer amended to reflect legislative change to "Authorised Persons".	Section 9.10 Local Government Act 1995
LL-D03 Local Laws Appointment of an Authorised Person Dog Act	9 Dec 2021	Amended delegation	Delegation LL-D03 Local Laws Appointment of an Authorised Officer Dog Act wording amended to reflect legislative amendment to reflect "Authorised Persons".	Section 29 Dog Act 1976 and Section 9.10 Local Government Act 1995.
MCC-D01 Model Code of Conduct 2021 - Authority to Make a Finding on Division 3 Code of Conduct Complaints	16 Jul 2024	Amended delegation	Updated name of Councillor Complaints Policy to Code of Conduct Complaints Management Policy as the name of the Policy has been changed by the Council.	
TP-D01 Local Planning Schemes	2 Aug 2021	Amended delegation	Coordinator Statutory Planning role added to subdelegates list.	Administrative Change
TP-D01 Local Planning Schemes	14 Oct 2021	Amended delegation	Added delegation TP-D01 Local Planning Schemes to amended position of Manager Environmental Health and Statutory Services.	Administrative Change

City of Bayswater

Delegation	Date	Type	Amendment	References
TP-D01 Local Planning Schemes	29 Oct 2021	Amended delegation	Added position of Manager Environmental Health and Statutory Building to subdelegates list. Removed position of Manager Environmental Health from subdelegates list.	Administrative Change
TP-D01 Local Planning Schemes	6 Dec 2022	Amended delegation	Added Additional details on Cost of Development, Car Parking, Heritage, Number of Objections and Warranted Tree Removal.	Administrative Change
TP-D01 Local Planning Schemes	25 Mar 2025	Amended delegation	At its Ordinary Meeting of 25 March 2025, Council adopted an amendment to Delegation DP-D01 to enable the CEO to make determinations on developments where building height variation is less than 3m, where the property has a registered significant tree on the site that is being retained.	Item 10.5.1.4 OCM: 25 March 2025
TP-D01 Local Planning Schemes	27 May 2025	Amended delegation	Wording amended within the "Express Power or Duty" section to read "Determination of applications where the shortfall of car parking bays is in total greater than (10) bays or up to 25%, whichever is the greater. This is in addition to any existing car parking shortfall on the site".	OCM 27 May 2025
TP-D02 Planning and Development Act 2005	14 Dec 2023	Amended delegation	Amended references to "Legislation" and "Statutory Framework" Sections.	Administrative Amendment

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Delegation	Date	Type	Amendment	References
TP-D02 Planning and Development Act 2005	11 Feb 2025	Amended delegation	<p>Subdelegate conditions are amended in accordance with the Town Planning and Development Act 2005 as follows:</p> <p>Authority is given to the Director Community Services the authority to give and withdraw a written direction under section 214 and 214.</p> <p>Authority is given to the Director Community Services the authority to issue and withdraw an infringement notice, and extending time to pay a modified penalty under sections 231, 228 and 230:</p> <p>Authority is given to the Manager Statutory Planning and Compliance Services the authority to give a written direction under sections 214 and 215.</p> <p>Authority is given to the Manager Statutory Planning and Compliance Services the authority to issue an infringement notice under section 228.</p>	Administrative Amendment with memo signed by CEO (ECM Ref:4883728).
TP-D03 Development Assessment Panels	6 Dec 2022	New delegation	Added new delegation - TP- D03 Development Assessment Panels	OCM 6 December 2022

DRAFT

### 10.1.2 Appointment of Presiding Members of Committees/Appointment of Mayor to Policy Review and Development Committee

<b>Responsible Branch:</b>	Governance and Strategy
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	<b><i>ABSOLUTE MAJORITY REQUIRED for Limb 1. (a)-(e)</i></b> Simple Majority Required for Limbs 1(f) and 2.
<b>Attachments:</b>	1. Amended Terms of Reference with Tracked Changes [10.1.2.1 - 1 page] 2. Amended Terms of Reference Policy Review and Development Committee [10.1.2.2 - 1 page]
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

***This item does not contain any information that is considered confidential in accordance with Section 5.23(2) of the Local Government Act 1995.***

#### SUMMARY

Due to the most recent reforms of the *Local Government Act 1995*, all Western Australian local governments must appoint presiding members to their committees by an absolute majority of Council, prior to 1 July 2025.

As all current presiding members of City of Bayswater Committees were elected unopposed and are well established in their roles, it is recommended that the Council appoints the same presiding members for the remainder of the term (ending 18 October 2025).

Additionally, Mayor Filomena Piffaretti has asked to become a member of the Policy Review and Development Committee, in accordance with section 5.10(4) of the *Local Government Act 1995*.

#### OFFICER'S RECOMMENDATION

That:

1. For the term 27 May 2025 to 18 October 2025, Council appoints:
  - (a) Cr Giorgia Johnson as Presiding Member of the Audit and Risk Management Committee;
  - (b) Mayor Filomena Piffaretti as Presiding Member of the Chief Executive Officer Review Committee;
  - (c) Cr Elli Petersen-Pik - Deputy Mayor as Presiding Member of the Policy Review and Development Committee;
  - (d) Cr Giorgia Johnson as Presiding Member of the Active Transport Advisory Committee; and
  - (e) Cr Nat Latter as Presiding Member of the Reconciliation Advisory Committee.

***ABSOLUTE MAJORITY REQUIRED***

  - (f) Mayor Filomena Piffaretti as a member of the Policy Review and Development Committee in accordance with section 5.10(4) of the *Local Government Act 1995*; and
2. Adopts the amended Terms of Reference for the Policy Review and Development Committee as contained in Attachment 2 to this report.

## BACKGROUND

The *Local Government Amendment Act 2024* (the Amendment Act) received Royal Assent on 6 December 2024. The Amendment Act introduced or changed provisions of the *Local Government Act 1995* (the Act), as part of the Western Australian State Government's sweeping program of Act reforms.

One of the new provisions of the Act which came into effect on 7 December 2024, was new section 5.12(1). The new section requires all WA local governments to appoint presiding members to their Committees by an absolute majority no later than 1 July 2025.

In addition to the above, Mayor Filomena Piffaretti has requested to be appointed as a member of the Policy Review and Development Committee.

## EXTERNAL CONSULTATION

No consultation has occurred with the public or other agencies on this matter.

## OFFICER'S COMMENTS

### Appointment of Presiding Members to Committees

As the current presiding members of City of Bayswater Committees were elected by the members of each Committee following the previous local government elections, the Council must now appoint them by an absolute majority on or before 1 July 2025.

The City of Bayswater currently has the following Committees of Council:

### **Audit and Risk Management Committee (ARMC)**

Cr Giorgia Johnson was elected unopposed as Presiding Member of the Audit and Risk Management Committee at its meeting of 27 November 2023.

It should be noted that regulations are being developed that will expand the role of audit committees to be audit, risk and improvement committees, with an independent chairperson. The City will shortly be seeking expressions of interest for independent members of the committee that have the appropriate skills and experience to be appointed as the presiding member of the committee following the 2025 Local Government Ordinary Elections.

### **Chief Executive Officer Review Committee (CEORC)**

On 20 May 2024, Mayor Filomena Piffaretti was elected unopposed as Presiding Member of the CEORC. This was in alignment with the Council's CEO Performance Review Policy, which establishes the Council's intention that the Mayor be the Presiding Member of this Committee.

### **Policy Review and Development Committee (PRDC)**

Cr Elli Petersen-Pik - Deputy Mayor was elected unopposed as Presiding Member of the PRDC at its meeting of 20 November 2023.

### **Active Transport Advisory Committee (ATAC)**

On 22 May 2024, Cr Giorgia Johnson was elected unopposed as Presiding Member of the ATAC.

### **Reconciliation Advisory Committee (RAC)**

Cr Nat Latter was elected unopposed as Presiding Member of the RAC at its meeting of 1 May 2024.

The Council also has several advisory groups, however these groups are not considered to be committees of Council and this section of the Act does not apply to them.

All current presiding members of City of Bayswater Committees were elected unopposed and are well established in their roles. It is therefore recommended that the Council appoint the same presiding members for the remainder of the term (ending 18 October 2025).

#### Appointment of the Mayor to the Policy Review and Development Committee

The Mayor has requested to be appointed to the Policy Review and Development Committee in accordance with section 5.10(4) of the *Local Government Act 1995*.

This section of the Act requires that, if at a meeting of the Council a local government is to make an appointment to a committee that has, or could have, a council member as a member and the mayor informs the local government of their wish to be a member of the committee, the local government is to appoint the mayor to be a member of the committee.

The appointment does not require an absolute majority (section 5.10(1)(b) refers) as is normally required for appointments to Committees of Council.

The Committee's Terms of Reference will need to be amended to increase the membership from six to seven and to increase the quorum from three to four, as contained with amendments shown in tracked changes in **Attachment 1** of this report. A copy of the revised Terms of Reference with amendments included is provided in **Attachment 2**.

The committee currently has six members comprising of the following Elected Members;

- Cr Elli Petersen-Pik – Deputy Mayor (Presiding Member)
- Cr Josh Eveson
- Cr Giorgia Johnson
- Cr Nat Latter
- Cr Assunta Meleca
- Cr Steven Ostaszewskyj

All other Elected Members are appointed as deputy members to this committee.

There are no external committee members for the Policy Review and Development Committee.

There is one meeting scheduled for the remaining term of the Policy Review and Development Committee. That meeting will take place on 28 July 2025.

### **LEGISLATIVE COMPLIANCE**

Section 5.12 of the *Local Government Act 1995* reads:

*“Presiding members and deputies*

- (1) *The local government must appoint\* a member of a committee to be the presiding member of the committee.*

*\* Absolute majority required.”*

Section 5.10(4) of the *Local Government Act 1995* states:

*“If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of the mayor or president’s wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.”*

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer’s recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Medium
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making.	

## FINANCIAL IMPLICATIONS

There are no financial implications associated with this item.

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

## CONCLUSION

In accordance with Section 5.12 of the *Local Government Act 1995*, all Western Australian local governments must appoint presiding members to their Committees by an absolute majority no later than 1 July 2025.

As all current presiding members of City of Bayswater Committees were elected unopposed and are well established in their roles, it is recommended that the Council appoint the same presiding members for the remainder of the term (ending 18 October 2025).

It is also recommended that Council appoints Mayor Filomena Piffaretti to the Policy Review and Development Committee, in accordance with section 5.10(4) of the Act and adopts the amended Terms of Reference as contained in **Attachment 2** of this report.



# Terms of Reference

## Policy Review and Development Committee

### Purpose

The purpose of the Committee is to:

- Review City of Bayswater policies and facilitate the development of new policies for the consideration by Council as required.
- Make recommendations to Council on matters related to policy, policy review and policy development.

### Membership

~~Six~~ Seven Elected Members (a minimum of three is required under legislation)

The quorum for this Committee is ~~three~~ four members.

All other Councillors are appointed as Deputies.

Members must abide by the *City of Bayswater Code of Conduct for Council Members, Committee Members and Candidates*

### Delegated Authority

This Committee does not have any delegated authority. The Committee will make recommendations to Council on report items. Report items will then be presented for Council's consideration at the next available Ordinary Council meeting.

### Meetings

Committee meetings are to be held in accordance with the *City of Bayswater Standing Orders Local Law 2021*.

The Committee shall meet at least quarterly at the City of Bayswater Civic Centre.

### Liaison Officer

Chief Executive Officer



# Terms of Reference

## Policy Review and Development Committee

### Purpose

The purpose of the Committee is to:

- Review City of Bayswater policies and facilitate the development of new policies for the consideration by Council as required.
- Make recommendations to Council on matters related to policy, policy review and policy development.

### Membership

Seven Elected Members (a minimum of three is required under legislation)

The quorum for this Committee is four members.

All other Councillors are appointed as Deputies.

Members must abide by the *City of Bayswater Code of Conduct for Council Members, Committee Members and Candidates*

### Delegated Authority

This Committee does not have any delegated authority. The Committee will make recommendations to Council on report items. Report items will then be presented for Council's consideration at the next available Ordinary Council meeting.

### Meetings

Committee meetings are to be held in accordance with the *City of Bayswater Standing Orders Local Law 2021*.

The Committee shall meet at least quarterly at the City of Bayswater Civic Centre.

### Liaison Officer

Chief Executive Officer

**10.1.3 Concept Plans for Lot 100, 240 Walter Road West, Morley**

<b>Responsible Branch:</b>	Property and Economic Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required.
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Les Hansman Masterplan - Ground Floor Concept Design Rev A [<b>10.1.3.1</b> - 1 page]</li> <li>2. Les Hansman Podium Diagram Rev A [<b>10.1.3.2</b> - 1 page]</li> <li>3. Les Hansman Redevelopment Rev B - 250507 [<b>10.1.3.3</b> - 30 pages]</li> </ol>
<b>Refer:</b>	Item: 10.1.2 OCM: 27.08.2024
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

***This item does not contain any information that is considered confidential in accordance with Section 5.23(2) of the Local Government Act 1995.***

**SUMMARY**

Council support is sought on the concept redevelopment plans for Lot 100, 240 Walter Road West, Morley known as the Les Hansman Community Centre and adjoining carpark. In the event Council supports the concept redevelopment plans, they will be submitted to the Department of Planning, Lands and Heritage (DPLH) to finalise the contractual obligations associated with the land transaction for the carpark. The concept plans have been prepared to include the Les Hansman Community Centre as it would likely form part of an overall future development.

**OFFICER'S RECOMMENDATION**

**That Council:**

- 1. Endorses the proposed concept redevelopment plan as detailed in this report for the purposes of finalising the land transaction for the car park adjoining the Les Hansman Community Centre, Lot 100, 240 Walter Road West, Morley.**
- 2. Requests the Chief Executive Officer present the concept redevelopment plan to the Department of Planning, Lands and Heritage for the finalisation of the land transaction for the car park adjoining the Les Hansman Community Centre, Lot 100, 240 Walter Road West, Morley.**

**BACKGROUND**

In February 2024, the City acquired the car park adjacent to the Les Hansman Community Centre (Lot 100, 240 Walter Road West, Morley) from the DPLH. The land is currently used as car park for the Morley Activity Centre.

As a condition on the land transaction, the City was required to provide concept plans to the DPLH indicating how any future development on the site would incorporate 'community use facilities'. To ensure this occurs, the DPLH lodged a caveat on the title of the land. The City has until 31 July 2025 to present concept redevelopment plans to DPLH to meet the conditions of sale. In the event the City does not provide the plans as required, the City will be required to pay the discounted amount to DPLH.

The City commenced negotiations with DPLH in May 2019 regarding the acquisition of the Les Hansman car park and following an extended process, an agreement was reached in February 2021. In accordance with the agreement there was a delayed settlement, with settlement occurring in April 2024.

As a part of the agreement, conditions were registered on the title requiring the City to deliver and present redevelopment plans of the site to DPLH that includes community benefit as a core component of the land transaction obligation. Originally the concept plans were required to be presented to the DPLH prior to settlement.

The City requested and was granted extensions to the original timelines by DPLH. Extensions were granted in April 2023 and in January 2025, with a new deadline to meet the land transaction obligations of 31 July 2025.

At the Ordinary Council meeting held on 27 August 2024, Council resolved;

*“That Council:*

- 1. Endorses the scope of works detailed in this report, in the development of a concept plan for the redevelopment of the Les Hansman Community Centre and adjoining car park.*
- 2. Requests the Chief Executive Officer to engage a suitably qualified and experienced consultant to develop a concept plan for the redevelopment of the Les Hansman Community Centre and adjoining car park, including indicative costings, with any concept to include provision for a new library.*
- 3. Notes the following adjustments will be made as part of the 2024/25 mid-year budget review to accommodate the costs of the consultant in limb 2.”*

The City engaged consultants to develop a concept plan for the redevelopment of Les Hansman and the adjoining car park. The concept plan was to incorporate an appropriate mix of land uses and potential income generating use for the financial and sustainable future income for the City.

The site is zoned ‘Centre’ with a density code of R-AC0 under the City’s Town Planning Scheme No.24 (TPS 24) and is part of the Central Core Precinct, which permits a large range of commercial, community and residential land uses and has no restriction on height. The combined car park and Les Hansman Community Centre sites occupy a prominent 6,300 square metre area allowing for a wide range of land uses and unrestricted building height. The site is positioned within proximity to bus and train stations. With a diverse food and retail hub at its doorstep, the site creates a unique opportunity to drive redevelopment and investment into the City.

Les Hansman Community Centre and adjoining carpark has been identified by Council as a priority advocacy project.

## **EXTERNAL CONSULTATION**

As part of the proposed redevelopment, Hames Sharley undertook a collaborative engagement process involving Council, State Members of Parliament, industry leaders and City staff. The feedback received has been incorporated into the final design.

## **OFFICER'S COMMENTS**

### Site Proposal

The concept plan includes an upgraded library with options for the integration of housing, community or commercial uses. This would be a catalyst for growth and future investment in the area.

The concept design features two buildings. A proposed Library is located on the northern portion of the site with a prominent Walter Road address. The Library is designed over three levels and the ground floor layout contains capacity for additional community and commercial uses. On the southern portion of the site, a mixed use building is proposed which includes community or commercial uses on the ground floor and within a podium, with a residential tower above.



### Library

The new library development is proposed in the northern building and seeks to enhance its functionality, offering and accessibility to the community.

The library will be larger than the current Morley Library and is designed to optimise solar access and internal amenity. The library has the capacity to be contemplated over three levels in combination with community or commercial uses.

The concept for the library will benefit from 46 dedicated parking bays, with 21 bays integrated within the northern building and additional 25 bays within the adjacent public parking area.

### Commercial and Community Opportunities

The southern building has been designed as a mixed-use development incorporating community, commercial and affordable housing components. The concept features a total of 174 parking bays located with a podium parking structure, providing a balanced allocation across residential, visitor, community and commercial uses.

The ground floor comprises of 30 parking bays with commercial and community floor space, activating the street frontage and supporting community engagement. Level 1 includes 36 parking bays and additional commercial and community space options, creating a strong podium interface and accessible service provision. Levels 2 and 4 are designed exclusively for parking, each accommodating 36 bays.

Level 3 reintroduces further commercial and community space and is supported by 36 bays.

This configuration supports the integration of active uses with the required parking infrastructure, maximising both functional capacity and development yield across the podium levels.

The concept redevelopment plan has the opportunity for integrated spaces to service the community such as Allied Health offices, Youth Hub, Government Services, clinic spaces and education operations.

### Residential Housing

The residential component is proposed to be a high quality well integrated building that supports both market and affordable housing objectives. Rising to potentially 18 storeys, the tower reflects a commitment to housing diversity and social inclusion.

Each residential level comprises of 11 dwellings, with a balanced configuration of potentially one and two bedroom apartments. This efficient layout maximises internal space while offering a range of housing options that cater for diverse demographics including singles, couples, students and key workers. The considered apartment mix ensures the development responds to current and emerging housing demands.

To elevate residential amenity and to interface with adjoining land uses, the podium levels have been designed with soft landscaping to screen the adjacent service station and road, improving privacy and overall look for residents.

### Next Steps

The purpose of the concept redevelopment plans is to provide a vision for the development of the site and to demonstrate to DPLH the land uses which could occur on the site. Prior to any development occurring on the site further planning, approvals, funding and further engagement would be required. No further funding is required at this time.

In the event Council support the plans, the City will submit them to the DPLH to meet the requirement of the land transaction, and remove the caveat on the title.

## **LEGISLATIVE COMPLIANCE**

To remove the caveat on the title of the carpark, the City is to present concept redevelopment plans on the site to include 'community use facilities' and present them to the Department of Planning, Lands and Heritage by 31 July 2025.

## **RISK MANAGEMENT CONSIDERATION**

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	High
Reputation and Stakeholders	Medium	Medium
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR02 – Failure to strategically plan, deliver and maintain infrastructure and assets.	

## FINANCIAL IMPLICATIONS

The following financial implications are applicable:

**Item 1:** Detailed design and concept plans for the redevelopment of Les Hansman Community Centre, library and adjoining car park

**Asset Category:** Renewal **Source of Funds:** Reserve

**LTFP Impacts:** The City's current LTP for the Morley library has allocated funds to this project

**Notes:**

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	EMPLOYEE				
1	\$150,000	\$59,568.30	-	-	-	-	\$90,431.70

In light of the above, funding of \$150,000 to support concept plans for the Les Hansman Redevelopment was taken from the Morley Library Seed Fund. No further funding is required to finalise the land transaction at this time.

## STRATEGIC IMPLICATIONS

The proposed concept plans for the redevelopment of the Les Hansman Community Centre and adjoining car park aligns with the City's vision for the area and aims to act as a catalyst for other development to occur in Morley.

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

**Theme:** Vibrancy

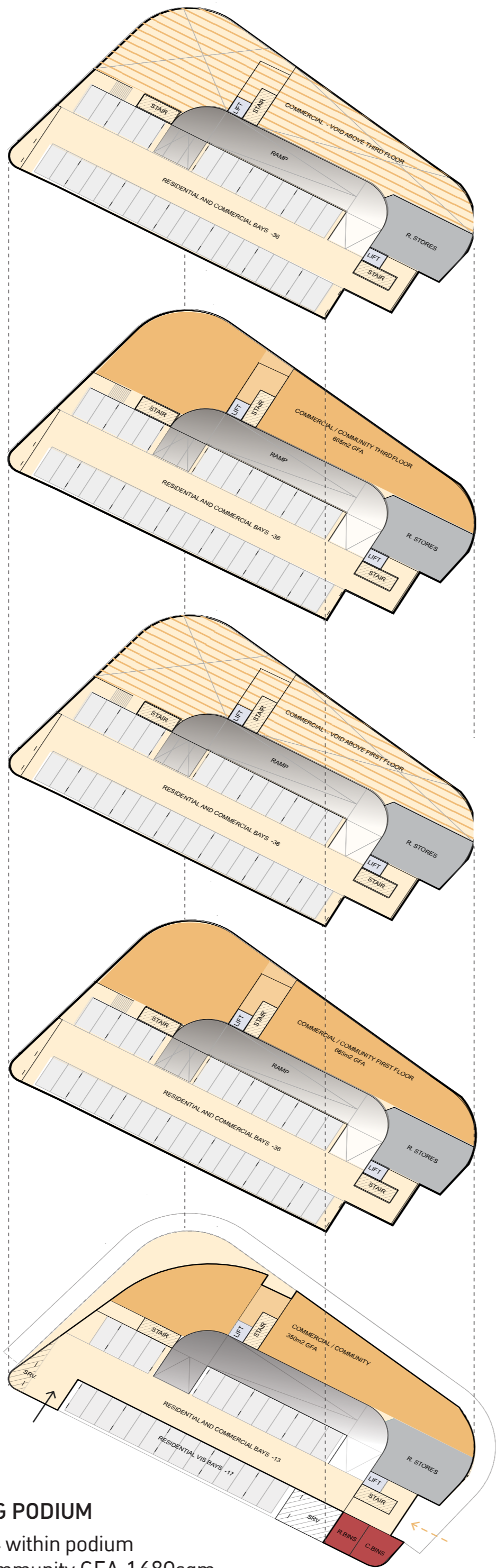
**Goal V2:** Encourage economic development across the City and provide increased opportunities for people to live and work locally by facilitating new investment in the City.

**Goal V3:** Activate the City's town and neighbourhood centres.

## CONCLUSION

The concept to redevelopment of the Les Hansman Community Centre and adjoining car park leads the way in establishing a new vision for the Morley City Centre, driving future development and investment. The concepts will be submitted to the Department of Planning, Land and Heritage to finalise the land transaction of the Les Hansman car park and facilitate removal of the caveat on the title.





**SOUTHERN BUILDING PODIUM**  
Total Parking Bays: 174 within podium  
Total Commercial / Community GFA: 1,680sqm

**LEVEL 4**  
Parking Bays: 36 bays  
Commercial / Community GFA: Nil, Void

**LEVEL 3**  
Parking Bays: 36 bays  
Commercial / Community GFA: 665sqm

**LEVEL 2**  
Parking Bays: 36 bays  
Commercial / Community GFA: Nil, Void

**LEVEL 1**  
Parking Bays: 36 bays  
Commercial / Community GFA: 665sqm

**GROUND FLOOR**  
Parking Bays: 30 bays  
Commercial / Community GFA: 350sqm

*Note: High level concept subject to further testing, should not be relied on for detailed planning purposes. Uses are flexible and could accomodate commercial, community or library activities.*

# LES HANSMAN REDEVELOPMENT

**Hames  
Sharley**  
[www.hamessharley.com.au](http://www.hamessharley.com.au)

**MASTERPLAN REPORT**  
MAY 2025

**Project No:** 45047

**Project Name:** Les Hansman Redevelopment

Revision Letter	Date	Reason for Issue	Initials
A	7.05.25	Final Report for Review by the City of Bayswater	MF/NT

**Prepared by:**

**Hames  
Sharley**  
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# 01

## INTRODUCTION

### INTRODUCTION

5

## 1.1. PROJECT OVERVIEW

The City of Bayswater has a forward-thinking vision for the Morley Activity Centre, to grow it into a bustling shopping and business centre that serves the north-eastern metropolitan region of Perth.

To align with this vision, the City has long desired to redevelop a large parcel of land under City ownership, referred to as the Les Hansman Redevelopment Site (the Site) as illustrated on **Figure 1**.

Initially in 2013, the City led two proposals on the site, one only utilising the Les Hansman building site, and the other expanding the site boundary to incorporate the adjacent parking area. Since these proposals the City has purchased the parking area adjacent to the Les Hansman Site from the Department of Communities in 2021.

The City's intention is to redevelop this site as a catalyst for growth and future investment in the area. It is desired that the future development of this site combines an upgraded library with options for the integration of housing, commercial.

Hames Sharley have been engaged by the City of Bayswater to explore design options for the site.

The overall purpose of this report is to assist the City in understanding development possibilities for the site. This report includes:

- + Site and Context Analysis.
- + Design Approach.
- + Concept Plan Options.
- + Preferred Option.



Figure 1: Site Location



02

## SITE AND CONTEXT ANALYSIS

## 2.1. PLANNING CONSIDERATIONS

### LAND TENURE

The Site is 6,377m<sup>2</sup> in size, consisting of one (1) lot (Lot 100 on P421210). The Site is owned in freehold by the City of Bayswater, offering complete control over the asset.

While there are no known formal easements or encumbrances which apply over the Site, anecdotally the City have advised that maintaining vehicle access along the southern boundary is desired. This will help continue to provide a connection between Bishop Street and Walter Road.

### ZONING AND LAND USE

#### METROPOLITAN REGION SCHEME

The land on which the Site is located on is zoned "Central City Area" under the Metropolitan Region Scheme (MRS). This provides a high degree of land use flexibility.

#### CITY OF BAYSWATER LOCAL PLANNING SCHEME NO.24 (LPS24)

The Site is zoned 'Centre' under LPS24, there are no objectives listed in LPS24 for the 'Centre' zone. The Site is, however, located within the Morley Activity Centre Plan (MACP) area, with land use permissibility provided in Schedule 1 (Table 4). The Site is identified as being within the Central Core Precinct. Land Use permissibilities in the Central Core area are highly flexible, focussed primarily on residential, community, retail, entertainment, dining, and recreation uses.

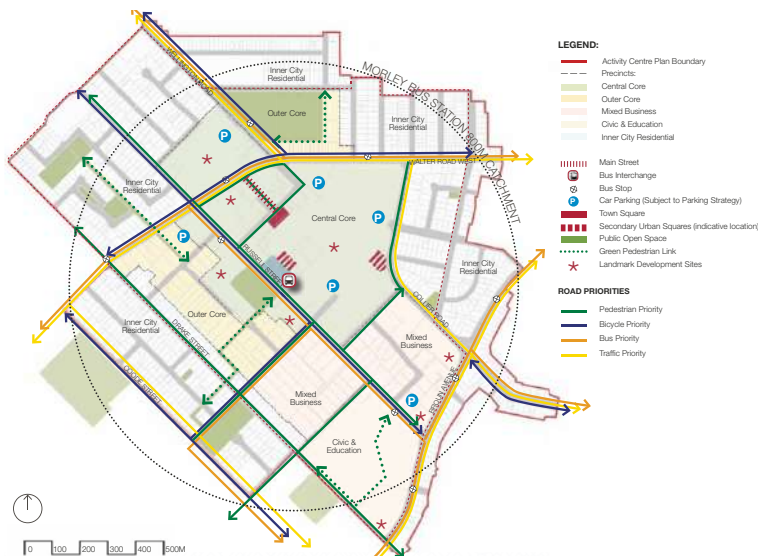


Figure 1 - Morley Activity Centre - Activity Centre Plan Map

Note: John Forrest Secondary College is reserved Public Purposes – High School under the Metropolitan Region Scheme. Development on this site is to be determined in accordance with the provisions of the Metropolitan Region Scheme.

Figure 2: MACSP Map

### DEVELOPMENT REQUIREMENTS

Development on the Site is guided by the MACP, relevant requirements are set out in Table 1. As an identified 'landmark site' development requirements are quite flexible, with the MACP requiring the preparation of a Local Development Plan for the site to guide future built form outcomes.

Table 1: MACSP Development Requirements

DOCUMENT REFERENCE	STANDARDS
<b>Section 6</b> Precinct Objectives	<ul style="list-style-type: none"><li>+ Encourage a retail environment with active street frontages and high quality streetscapes which provide a strong sense of place.</li><li>+ Promote Progress Street as the 'Main Street' within the Precinct and encourage retail diversity and community activity around the town square/piazza.</li><li>+ Encourage residential land uses as a vital component of the central core, whilst ensuring that these do not replace active ground floor uses.</li><li>+ Encourage land uses which generate activity outside of normal business hours and which allow interaction with the street, such as alfresco dining.</li><li>+ Allow the Morley Activity Centre to develop as a destination and an iconic tourist attraction.</li><li>+ Create vibrant community meeting places.</li><li>+ Encourage development which is compatibly located with the Morley Bus Station and encourages the use of public transport, walking and cycling.</li><li>+ Reduce the amount and visual dominance of expansive atgrade parking areas.</li><li>+ Ensure appropriate transition in development form and intensity between the Central Core precinct and adjacent Inner City Residential precincts.</li></ul>
<b>Section 7.2</b> Landmark Development Sites	<ul style="list-style-type: none"><li>+ Landmark development sites are to be developed in accordance with a Local Development Plan that addresses the matters outlined in clause 7.3 and enhance the sense of arrival to the Morley Activity Centre.</li><li>+ The use of parapets, tower elements, or similar features to give additional height and prominence to landmark sites is encouraged.</li><li>+ Buildings are to define corners by building to the street alignment and creating landmark features. Corners may be emphasised by greater scale or differing geometries relative to the remainder of the subject or surrounding development. This could include chamfering, curving, additional height, different roof forms, verandahs, balconies, or other design elements which accentuate corners.</li></ul>
<b>Section 8.1</b> Central Core Precinct	<p><b>Commercial Development</b></p> <ul style="list-style-type: none"><li>+ Floor to floor height at the ground floor shall be a minimum of 4 metres.</li><li>+ The sill level of any ground floor window facing the street shall not be higher than 500mm above the ground level.</li><li>+ Awnings are to be provided over pedestrian walkways on all properties abutting Progress Street and Bishop Street and along key pedestrian pathways. Awnings shall:<ul style="list-style-type: none"><li>- Be designed at a pedestrian scale with preferably light framing with a maximum fascia height of 300mm;</li><li>- Be generally continuous and provide an acceptable degree of shade and shelter;</li><li>- Have a minimum clearance of 2.75 metres above footpath level and a maximum clearance of 4.5 metres; and</li><li>- Have a minimum depth of 2.5 metres.</li></ul></li><li>+ To maximise retail diversity and streetscape appeal along Progress Street, tenancy frontages directly abutting this 'main street' shall not exceed 20 metres in width, unless varied through an approved local development plan.</li><li>+ The ground floor level of any building fronting a primary or secondary street shall be no higher than 500mm above pedestrian level, and not below pedestrian level.</li><li>+ Internalised shopping malls shall provide strong pedestrian connections at primary access points to external pathways and links to the greater pedestrian network.</li></ul> <p><b>Car Parking and Access</b></p> <ul style="list-style-type: none"><li>+ Multi-storey car parks shall be sleeved by appropriate land uses/ development at street level and aesthetically screened for levels above, such that the car parking area is not directly visible from the street or other public spaces. Screening and/or architectural features at street level may be deemed acceptable where sleeved development is proven to be inappropriate.</li><li>+ Car parking areas shall be accessed from a laneway or secondary street where available.</li><li>+ Large areas of car parking shall be located behind buildings and provided with safe and clearly sign-marked pedestrian routes to the building entrances.</li></ul> <p><b>Landscaping</b></p> <ul style="list-style-type: none"><li>+ Where development is not required to have a nil setback to the street, a 2 metre wide landscaping strip (hard and/or natural) shall be provided.</li><li>+ Shade trees in uncovered parking areas shall be provided at a rate of 1 tree for every 6 bays.</li><li>+ Rooftop gardens and green walls with natural landscaping are strongly encouraged.</li></ul>

## 2.2. COMMUNITY CONTEXT

### THE LES HANSMAN COMMUNITY CENTRE

- + Integration of community uses into the site is a non-negotiable. The Les Hansman Centre was built in the 1970s, opening in 1977, and has served the community for nearly 50 years. It was originally built in 1977 as a community hall and sports centre.
- + The hall continued to host community functions and sporting uses until 2010 when the building's end of life was considered and plans to demolish and rebuild were the centre were proposed. Instead, the building was adapted to become home to the relocated Morley Library, re-opening in 2016, and on the second floor has remained a community hall, with space for community groups including the Regione Campania. The existing building is not fit for the purposes of a library, with no windows or natural light, and is significantly constrained by space.
- + Using the People Places NSW Library Calculator, the Morley library services a population size that equates to a recommended 3,100m<sup>2</sup> of library space. Incredibly, the library currently occupies approximately 450m<sup>2</sup> of the Les Hansman Centre.

### THE SURROUNDING COMMUNITY - THE PEOPLE

The Morley area within the City of Bayswater LGA includes 24,340 people within the catchment (profile.ID ABS 2021). The following key statistics relate to this area.

With respect to age, Morley has a:

- + Lower proportion of children and teens (aged 0-17) compared with Greater Perth (19.1% vs 22.5%).
- + Higher proportion of young workforce residents (25 to 34 years) compared to Greater Perth (16.1% vs 14.4%).
- + Higher proportion of seniors and elderly aged people (70+ years) than Greater Perth (13.8% vs 11%).

Cultural identity and ethnic characteristics in Morley, 2021:

- + The largest ancestries were English (25.3%), Australian (21.3%), Italian (10.7%) and Chinese (9.8%).
- + A high proportion of Morley residents were born overseas (42.6% compared with 36.0% in Greater Perth). The overseas countries where the highest proportion of residents were born were the United Kingdom (5%), Vietnam (4.2%), and India (4.2%).
- + Over one third of Morley residents (35.7%) used a language other than English at home, with Vietnamese (5.2%), Mandarin (4.1%), and Italian (3.4%) being the largest language groups in Morley.

Workforce:

- + Participation rate 63%, of those employed, 60% are working full time, with 35% working part-time.
- + Top industries are health care and social assistance (12.8%), retail trade (9.8%) and construction (8.9%).

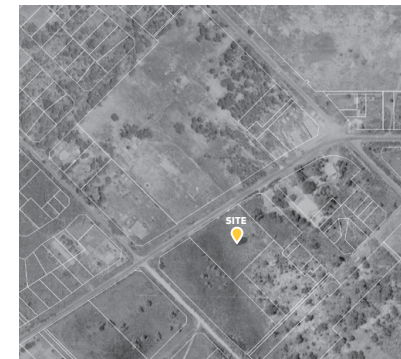
Housing:

- + Household types listed in size order - couples with children (28.4%), couple without children (26.3%), lone person (24.8%).
- + Housing tenure is fairly evenly split, with one third of houses fully owned (33.5%), one third of houses mortgaged (33.9%), and less than one third renting (27.3%). Compared to Greater Perth, Morley has a lower proportion of social housing (1.4% vs 2.9% in Greater Perth).
- + Median weekly rental payments \$360 (vs \$350 in Greater Perth) and median monthly mortgage repayments of \$1,733 (vs \$1,907 in Greater Perth).

## 2.3. SITE HISTORY

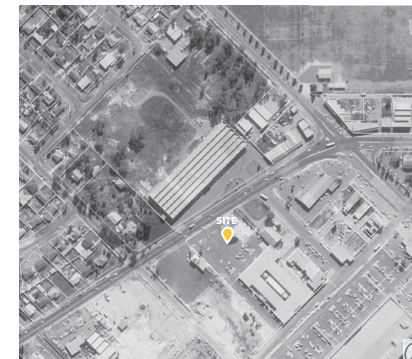
1953

- + The site and surrounds were undeveloped up until the 1950s.
- + During this decade the construction of roads and subdivision of land marked the beginnings of Morley.



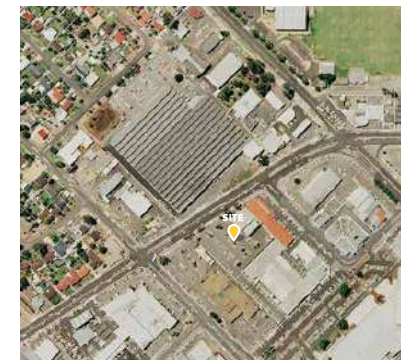
1970

- + Development begins, with both commercial and residential development.
- + Car dominance with large car parks
- + Open parkland to the North.



1995

- + Surrounding residential areas typified by single dwellings with large backyards.
- + Growth of commercial area.



2024

- + Residential typology has transitioned to grouped dwellings with negligible backyards.
- + Increased tree planting has occurred in the commercial area, however the area has a higher proportion of impervious surfaces than ever before.

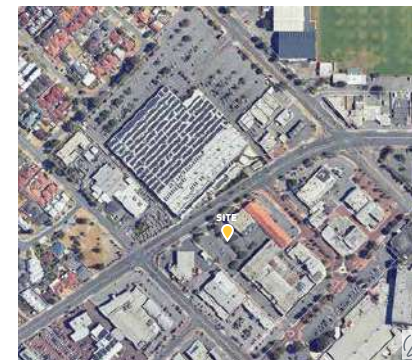


Figure 3: Historical Aerial Imagery

## 2.4. SITE & CONTEXT ANALYSIS

### URBAN STRUCTURE, BUILT FORM, & SURROUNDING ACTIVITIES

- + The Site, being within the Morley Activity Centre (MAC), is surrounded by a variety of restaurants and retail options. The area is popular among visitors completing daily shopping needs and/or dining out.
- + The site is located between Coventry Village and Morley Market. The built form in these areas reflects larger scale commercial markets comprised of many small and diverse businesses including supermarkets, restaurants and cafes.
- + Main street environments exist along Progress Street and Bishop Street.
- + Morley Galeria Shopping Centre is situated a 4 minute walk from the site and provides significant parking opportunity, though is currently awaiting redevelopment.
- + Looking beyond the abundant and popular food and retail options are commercial uses, typified by large impermeable lots, combined with several poor quality frontages such as blank walls and car park set backs that discourage exploration further than the immediate precinct.
- + At a broader scale nearby residential neighbourhoods are primarily made up of grouped dwellings on small lot configurations.

### URBAN ECOLOGY

- + Existing tree canopy coverage on the site is approximately 15%, with trees located between parking bays and screening the building frontage on Walter Road West.
- + In the wider context, existing tree canopy is poor and commonly ranges between 0-5% with significant large format commercial uses and impervious car parks surrounding the site.
- + Street enhancements including tree planting has occurred along Bishop Street, Progress Street to create attractive pedestrian environments in close proximity to the site.
- + The site is flat with no variations in topography across the site.
- + No built or cultural heritage has been identified around the site. The Les Hansman Library building itself is listed as a Local Heritage Site.

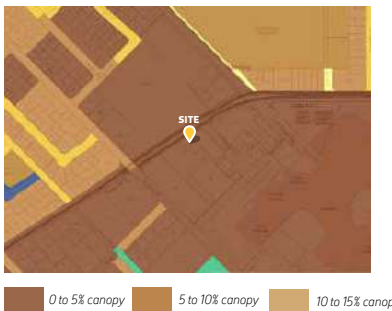


Figure 4: Urban Structure, Uses, and Ecology



Figure 5: Existing Urban Tree Canopy

Urban Forest Mesh Blocks 2020 WA Government



MOVEMENT, ACCESS & JOURNEYS

- + The urban structure and design of the surrounding environment often prioritises private vehicles, with driving being the primary means of access to surrounding businesses.
- + Pedestrian walkability in the surrounding area is relatively poor, with large road reserves and major intersections with a high volumes of vehicles. Strava data illustrates a limited number of walkers choosing to navigate Walter Road West by foot.
- + The Les Hansman site is well connected by public transport - with bus stops located directly in front of the site servicing routes to Perth CBD, QEII Medical Centre, Galleria Bus Station, Morley Station, Alexander Heights Shopping Centre, Warwick Station and Bayswater Station. The Galleria Bus Station a 5 minute walk away.
- + Notably though, the journey from the bus station to the site is not especially safe and accessible. Pedestrians are tasked with crossing large car parks and roundabouts, and through laneways with no passive surveillance.
- + The most efficient route to Perth CBD is the 950 bus via Beaufort Street.
- + Strava Cycling activity identifies Walter Road West as a popular route, likely for cycling commutes, despite no dedicated cycling infrastructure.

PARKING

Significant consolidated parking areas in close proximity to the site including at Morley Galleria and Coventry Village, as identified in Figure 6, reinforces the prioritisation of private vehicles as the preferred mode of transport.

Within the site there is an existing parking lot that comprises of:

- + 120 public parking bays;
- + Three (3) disabled parking bays;
- + 12 staff parking bays; and
- + One (1) car bay reserved for bicycle parking.

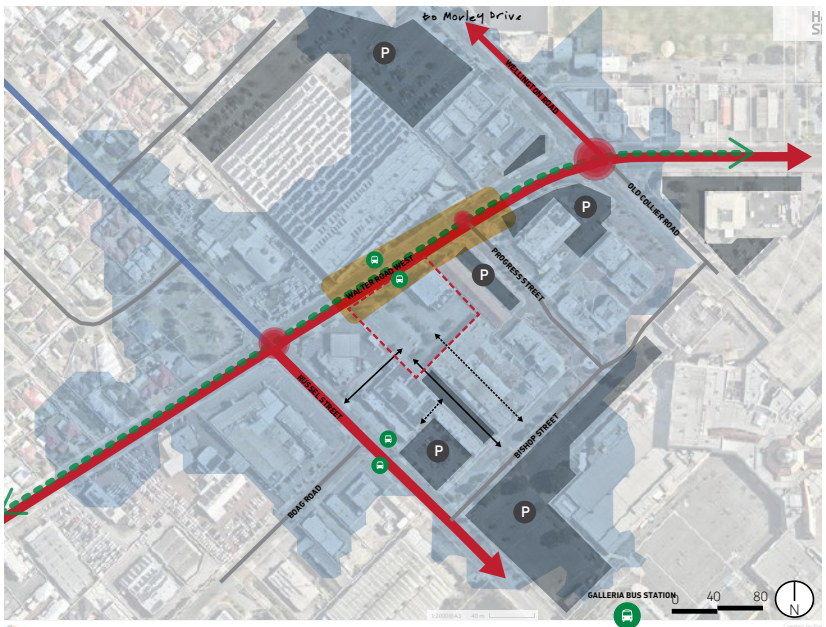


Figure 6: Movement

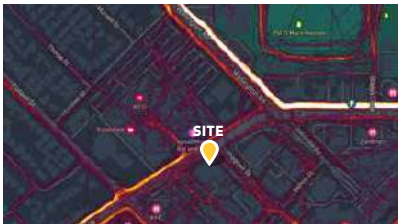


Figure 7: Pedestrian Activity (walking only)  
Source: Strava Heatmap 2024

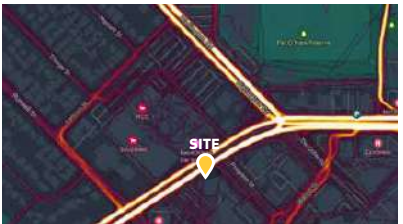


Figure 8: Cycling Activity  
Source: Strava Heatmap 2024

INFRASTRUCTURE AND SERVICES

- + Water infrastructure is located underneath both sides of Walter Road West and connects to the site.
- + The site is connected to power through an underground connection to above ground power lines on the northern side of Walter Road West.
- + Sewer connection to the site currently connects to the existing building.

NOTE: Analysis of services and infrastructure is desktop only, and has not included any engagement with service providers.

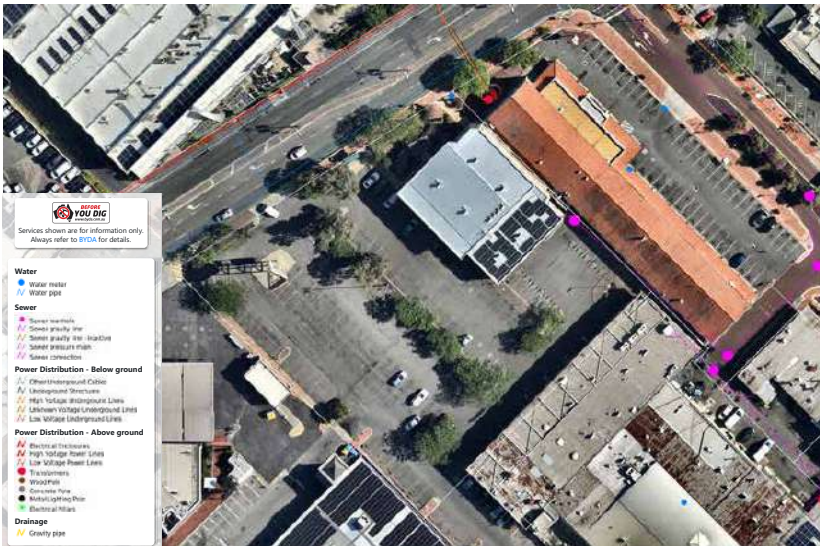


Figure 9: Infrastructure and Services

VISUAL ASSESSMENT OF SURROUNDS



Figure 10: Surrounding Interfaces



The existing Les Hansman Library.



Mature trees and bus stops at the entry of the site.



Views and aspects from the existing building overlook the large car park and existing trees.



South-east views and aspects overlook the large car park and existing trees.

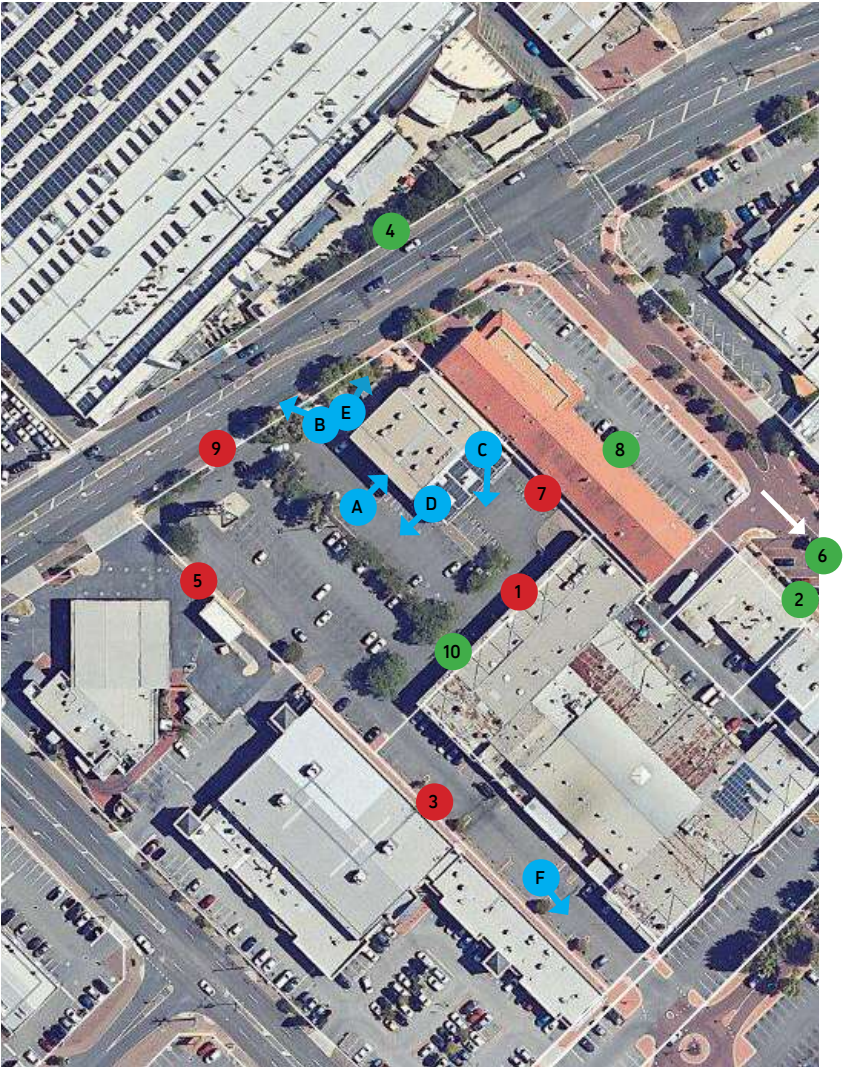


Landscaped community garden and seating provide pleasant Walter Road West buffer.



Views from the carpark towards Bishop Street the adjacent Morley Market.

Figure 11: Site Photos



## 2.6. RESPONSE TO CONTEXT

### OPPORTUNITIES

- 1 Retain mature existing tree canopy that provides a pleasant edge and buffer to Walter Road West.
- 2 Landscaped green retreat - opportunity to create a cool, shaded landmark that attracts people to relax and linger. There is an opportunity to provide an off corridor protected environment that provides community with a meeting place and attractive destination (take away options abound).
- 3 Connections to adjacent restaurants, businesses, and markets.
- 4 Increase site coverage to allow for larger development options that support multi level residential and community infrastructure outcomes.
- 5 Opportunity for the built form to shape a protected courtyard or internalised laneway.
- 6 Significant 82m street frontage along Walter Road West establishes the opportunity for a landmark development, highly visible to the high volumes of traffic passing the site each day.
- 7 Respond to existing pedestrian connections around the site.
- 8 Opportunity for servicing laneway on the south-western edge of the site connecting Walter Road West through to Bishop Street.

### CONSTRAINTS

- 1 Bounded by the existing Morley Market building. Development will need to support access and potentially parking options for the adjacent businesses.
- 2 Edged by a major vehicle route - Walter Road West - that impacts pedestrian connectivity. Wide reserves and major intersections impact pedestrian accessibility to the site.
- 3 Impact of noise from Walter Road West.
- 4 No existing rear servicing laneway.
- 5 Surrounding lots are large in size, reducing permeability.
- 6 Dominance of car parks in the surrounding area negatively impact the entry experience into the precinct.
- 7 Poor quality edges surrounding the site due to blank walls and the petrol station.



Figure 12: Opportunities and Constraints





# 03

## DESIGN APPROACH

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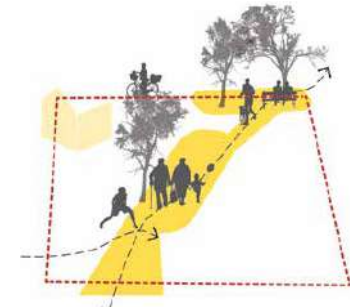
23

### DESIGN APPROACH

## 3.1. DESIGN PRINCIPLES

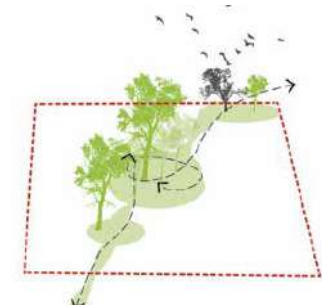
### COMMUNITY SOCIAL HUB

- + Historic role as library and community hub is celebrated and retained.
- + Design optimises its location as a prominent site for local journeys.
- + Connecting community to adjacent retail and restaurants to support convenient shopping journeys.
- + Promoting the enhancement of streetscapes to create a safe pedestrian crossing across Walter Road West.



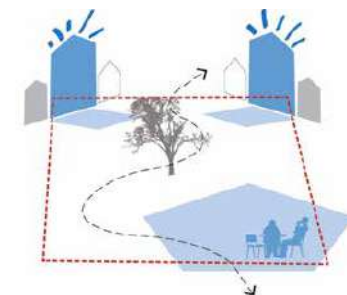
### GREEN NODES & NATURAL FEATURES

- + Existing natural features are protected and enhanced supporting retention of tree canopy.
- + Site provides a green place of respite offering new experiences.
- + Design brings the community in through the site through safe and attractive journeys.



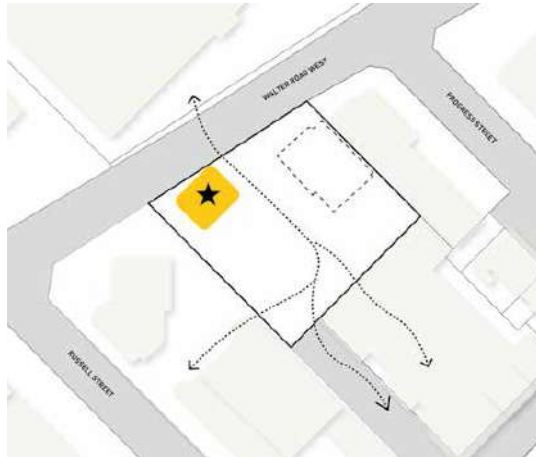
### LANDMARK SITE WITH DIVERSITY OF USES

- + Site optimises prominent location and frontage as a place for vibrant placemaking and a catalyst for development.
- + A diversity of uses brings life and activity into the space through both the day and night.
- + Building design an orientation creates accessible, and inviting community spaces protected from harsh interfaces.
- + Buildings respond to and integrate with the surrounding built environment and strengthen existing desire lines.



## 3.2. URBAN DESIGN FRAMEWORK

### COMMUNITY NODE LOCATION



- + Landmark community node established on Walter Road (location enables retention of existing library during construction).
- + Community node optimises sites location at the nexus between Galleria / Coventry Markets / Morley Bus Station.
- + Enables modern reinterpretation of what Morley Library should be in the future.

### INTEGRATION OF GREENERY



- + Existing trees on Walter Road and green node are retained and enhanced.
- + Existing trees in the centre of the site are formalised into a central green node with landscaping and a pedestrian path.
- + Pathway and Morley Market internal mall are aligned.

### CONNECTIONS AND ACCESS



- + 6m wide service lane provided along southern boundary, enables vehicle movements between Bishop Street and Walter Road.
- + Establishment of new internal street, with landscape and 90° parking bays on either side with landscaping.

### BUILDING PLACEMENT



- + Laneway on southern side of site enables placement of a mixed-use building with active uses at ground floor opening out onto the central green node.
- + Residential uses can capitalise on northern aspect with good solar access.
- + Northern building has flexibility to accommodate a range of uses, with public podium parking possible if required.

### 3.3. CASE STUDIES

*Library and community destination integrated within a residential tower development.*



#### NARRM NGARRGU LIBRARY AND FAMILY SERVICES

- + Transparent and visually attractive ground floor uses, with a cafe spilling onto the street, attracting the attention of pedestrians and inviting community inside.
- + Internal protected courtyard provides a pleasant outlook for surrounding development.
- + Library is co-located with family services, creative spaces, and hang out areas.
- + Use of colour and facades create an iconic community landmark.

*Community space designed with high quality public realm.*



#### SPRINGVALE COMMUNITY HUB

- + Use of organic built forms that curve around and enhance views of existing landscaping.
- + Built form frames a courtyard and play space.
- + Use of colour and community artwork to create a site identity.

*Integrated mix of buildings support a staged approach to development.*



#### ACADEMIC STREET RMIT

- + Central pedestrian walkway with seating, landscape and active shopfronts and interfaces create a welcoming and attractive environment.
- + Vehicles not permitted between buildings.
- + Building separation and design enables solar access to the central walkway and plaza space.

*Comparable library precedent.*



#### PIARA WATERS

- + Welcoming and legible entry with sculptural seating element and bike parking on entry.
- + The internal library space offers a diversity of areas that have been designed for various age groups.
- + The library contains flexible uses that combines learning, education, play and creativity.
- + Internal space is flexible with moveable furniture. Internal layout creates separated areas without the need for walls.

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LES HANSMAN REDEVELOPMENT

MAY 2025

Comparable library precedent.



### BOYA OVAL COMMUNITY HUB & LIBRARY

- + Internal floor area: 1,450m<sup>2</sup>
- + Large windows to connect the library space with the broader context. Creates a welcoming and bright space.

Angled roofline concept illustration.



### CITY OF PERTH LIBRARY

- + An angled roofline creates a distinctive profile that maximizes solar access to the public square behind.

*The City of Perth Library is included for indicative purposes only. This has been shown to demonstrate an angled roofline design but it is noted that City of Perth library is a very high value building. Similar principles could be achieved for a more affordable building.*

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DESIGN APPROACH

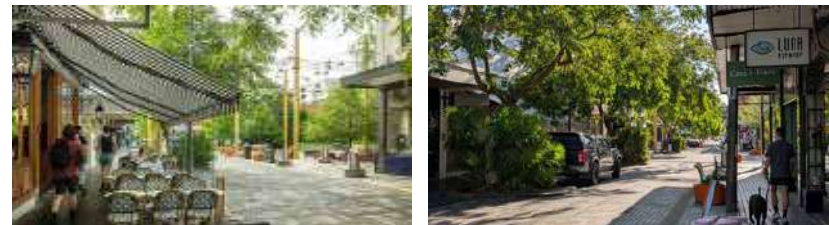
Pedestrian priority street.



### BAY VIEW TERRACE, CLAREMONT

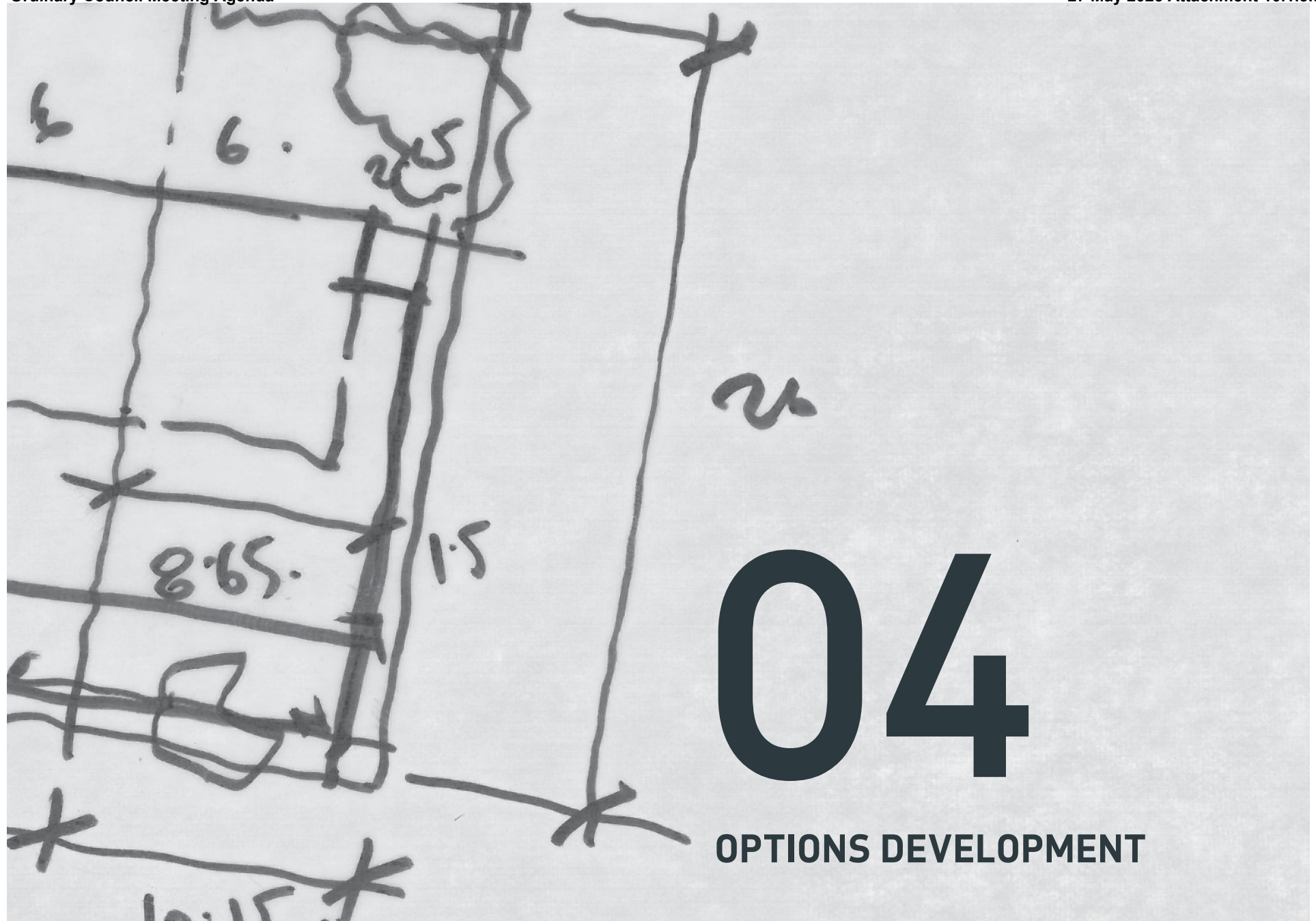
- + Integrated mix of buildings support a staged approach to development
- + Central pedestrian walkway with seating, landscape and active shopfronts and interfaces create a welcoming and attractive environment.

Pedestrian priority street.



### GREVILLE STREET, PRAHRAN

- + Welcoming public space, with window and clear entry.
- + Offers a range of spaces for different age groups and with visually appealing displays.
- + Combines learning, education, play and creativity.
- + Internal space is flexible with moveable furniture. Internal layout creates separated areas without the need for walls.



## 4.1. SITE LAYOUT CONSIDERATIONS

The site layout options illustrate high level design responses for consideration by the City. The design options address the site's opportunities and constraints identified during context analysis and accommodate the required spaces detailed in the brief. The differences in approach between the two options has been summarised on page 38. The optioneering exercise has supported the City to progress with their intentions for the Les Hansman site and has assisted in identifying the desired outcomes of the site.

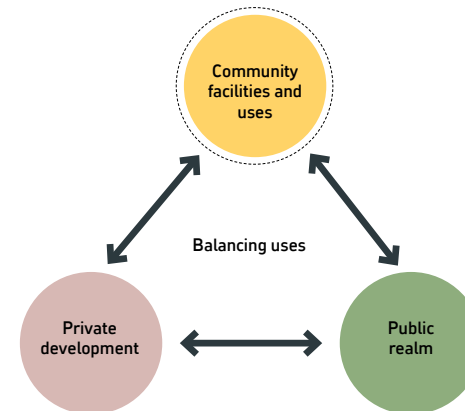
### POSSIBLE USES EXPLORED IN THE SITE LAYOUT OPTIONS

- + **Library facilities** - a non-negotiable for the redevelopment of the site is the inclusion of a community library to replace the existing Les Hansman building. A proposed floor plan of 1,600m<sup>2</sup> has guided the library design, based off recent library developments within a similar context and population size.
- + **Parking and access arrangements** - the master plan sought to retain the existing number of parking bays (a total of 135 bays with 12 staff, 3 disabled bays). These bays are required to be predominantly residential bays as opposed to public bays due to residential parking demand.
- + **Public realm** - as a site under City ownership and with a long-standing legacy of community service, the redevelopment must prioritise the delivery of high-quality, inclusive and welcoming public realm that reflects its civic importance and supports diverse community use.
- + **Private development** - the site offers a unique opportunity to introduce housing and activate the heart of the Morley Activity Centre. Integrating private development can enhance the vibrancy and support broader revitalisation goals. However, careful consideration of the subdivision and land ownership implications is necessary and should be explored through the masterplanning process. Opportunities for affordable and student housing options have been explored, with the added benefit of reduced parking demand compared to standard residential developments.
- + **Additional community uses** - there is potential to integrate additional community oriented uses that enhance the library's role as a vibrant destination. These could include a cooking school, TAFE facilities, computer labs and flexible learning spaces, hireable office and community rooms, government service hubs, and health or allied health clinics.

### PARKING CONSIDERATIONS

Discussion on parking quantum is required as replacing the current provision of 135 parking bays will be difficult to achieve at-grade. Alternate, grade separated solutions can be expensive however so an understanding of their pros and requirements is necessary.

PARKING TYPE	CONSIDERATIONS
Basement	<ul style="list-style-type: none"> <li>+ Least impact on the public realm, greatest expense.</li> <li>+ Requires at least 18 metres in lot depth, though 36 metres is more efficient from a space and economic perspective.</li> </ul>
Screened podium	<ul style="list-style-type: none"> <li>+ Adds to building bulk from the street, and only partially concealed.</li> <li>+ Requires at least 18 metres in lot depth, though 36 metres is more efficient from a space and economic perspective.</li> </ul>
Sleeved podium	<ul style="list-style-type: none"> <li>+ Adds to building bulk from the street, but can be concealed.</li> <li>+ Requires at least 30 metres lot depth, though 48 metres is more efficient from a space and economic perspective.</li> </ul>



Maker Space



Cooking School



Government Services



Allied Health Offices



Computer Rooms

# 4.2. OPTION 1 - INTEGRATED BASEMENT

## KEY FEATURES

- + Library remains in a similar position to the existing library.
- + Library spread across two levels with opportunities for additional commercial / community space within the building.
- + Library and commercial / community uses frame a pedestrian priority street.
- + Orientation maximises solar access to living areas, and outdoor balconies.
- + Basement contains 125 parking bays, total 167 bays across the scheme.
- + Construction of basement may be cost prohibitive and causes challenges in regard to staging.
- + Shared pedestrian and vehicular access through the central accessway.
- + Options for a 4-7 storey development on the southern portion of the site containing a 1 storey podium and 4-6 storey residential tower.



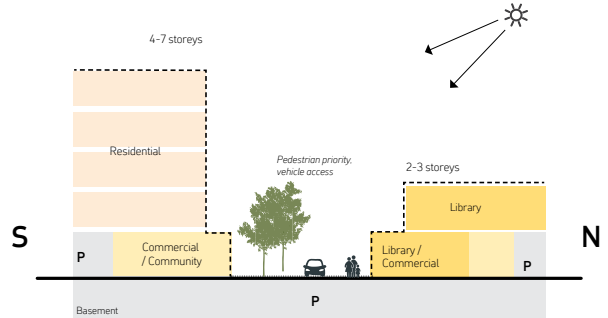
Figure 13: Option 1 Integrated Basement

## GROUND FLOOR PLAN



Figure 14: Option 1 Integrated Basement Ground Floor Plan

## OPTION 1 - INTEGRATED BASEMENT SECTION



Not to scale, indicative only.

# 4.3. OPTION 2 - STANDALONE BUILDINGS

## KEY FEATURES

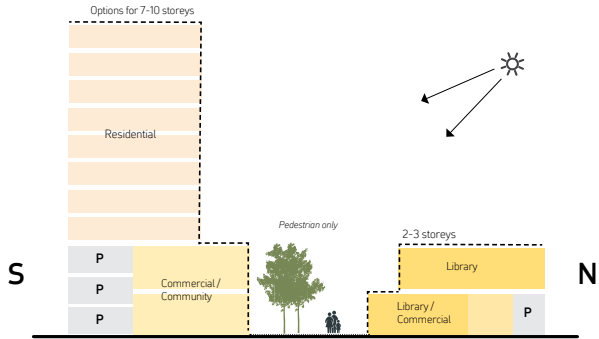
- + Library remains in a similar position to the existing library.
- + Library spread across two levels with opportunities for additional commercial / community space within the building.
- + Library and commercial / community uses frame a pedestrian priority street.
- + Sleeved podium parking contains 102 parking bays, total 148 bays across the scheme.
- + Pedestrian access only through the central accessway.
- + Options for 7 - 10 storey development on the southern portion of the site containing a 2-3 storey podium and 8 storey residential tower.

## GROUND FLOOR PLAN



Figure 15: Option 2 Standalone Buildings Ground Floor Plan

## OPTION 2 - STANDALONE BUILDINGS SECTION



Not to scale, indicative only.

### 4.4. OPTIONS COMPARISON

Table 2: Options Comparison

AREAS / ELEMENTS	OPTION 1 - INTEGRATED BASEMENT		OPTION 2 - STANDALONE BUILDINGS	
LIBRARY AREA	1,030 M² OVER TWO LEVELS (1,450M² OVER THREE)		1,440M² OVER TWO LEVELS	
PARKING BAYS	<b>93 PUBLIC PARKING / LIBRARY BAYS</b> + 33 library / community bays + 60 public parking bays <b>74 PRIVATE BAYS</b> + 60 residential (approx. 1-2 bays per apartment) + 14 short term bays		<b>132 PUBLIC PARKING / LIBRARY BAYS</b> + 25 public, 21 library parking bays <b>102 PRIVATE BAYS</b> + 85 residential, 17 visitor	
	<b>MARKET HOUSING METHOD</b> + 15 bays per 2 bedroom apartment + 1 bay per 1 bedroom apartment	<b>AFFORDABLE HOUSING METHOD</b> + 0.7 bays per apartment	<b>MARKET HOUSING METHOD</b> + 15 bays per 2 bedroom apartment + 1 bay per 1 bedroom apartment	<b>AFFORDABLE HOUSING METHOD</b> + 0.7 bays per apartment
YIELD	<b>44 APARTMENTS</b> + 28 x 2 bedroom + 16 x 1 bedroom	<b>77 APARTMENTS</b> + 49 x 2 bedroom + 28 x 1 bedroom	<b>55 APARTMENTS</b> + 25 x 2 bedroom + 30 x 1 bedroom	<b>88 APARTMENTS</b> + 40 x 2 bedroom + 48 x 1 bedroom
COMMERCIAL / COMMUNITY AREA	775 M²		1,015 M²	

### 4.5. PROGRESSING TO A FINAL OPTION

The two options for the Les Hansman Masterplan were presented to Council on 1 April 2025.

Feedback from Council primarily related to a desire for increased landscaping in the public realm and pushing the building height for both the residential building and the library.

Key changes summarised:

- + Expansion of the height as much as possible for the southern residential building.
- + Upper levels to be low car parking uses (e.g. student accommodation or affordable/social housing).
- + Disclaimer provided that a parking ratios for affordable housing have been applied with an option for market housing.
- + Shown a traffic calmed Walter Road with a formal pedestrian crossing.
- + Have added more greenery and trees wherever feasible.

Library adjustment:

- + Higher building form, but only where it doesn't impact on sunlight into the public spaces below.

Other notes:

- + City request for the refined option to maintain dedicated convenience parking onto Walter Road.
- + Maintain some bays for public purposes (though this number will be lower than the existing number of public bays).



# 5.1. MASTERPLAN OVERVIEW

The intent for the Les Hansman Masterplan is to:

- + Provide for a contemporary library for the residents of Morley.
- + Understand the ingredients that support a community and education focused hub.
- + Investigate appropriate residential development opportunities that integrate with the community focused uses.
- + Increase housing and the residential population within the Morley town centre, in line with the LPS.
- + Provide an indicative high level Masterplan concept and staging plan to guide the City's progression of the Les Hansman redevelopment including exploration of funding sources and discussions with local developers.

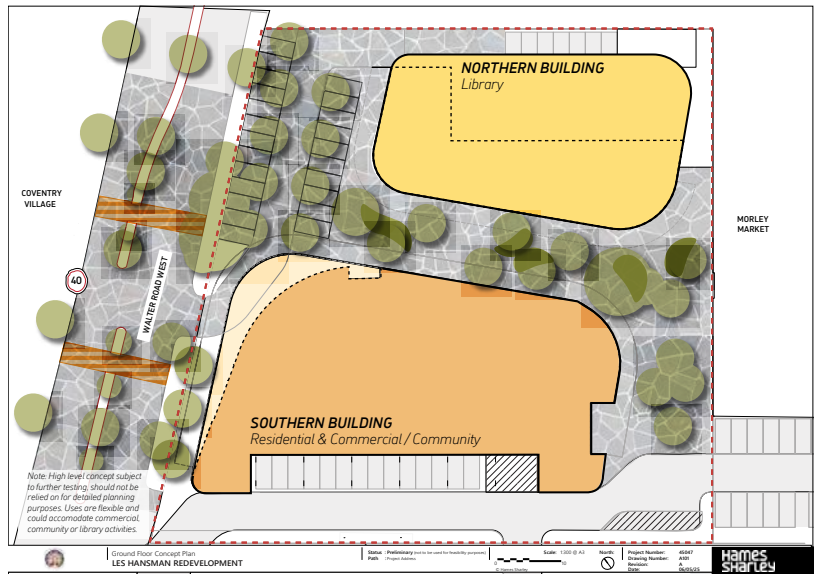


Figure 16: Masterplan Overview

## LEGEND

- The Site
- Northern Building
- Southern Building
- Formalised Pedestrian Crossing
- Access Road and Parking (Asphalt)
- Access Road and Parking (Materiality change to indicate pedestrian priority and movement)
- Proposed & Existing Trees
- Service Bay

## KEY FEATURES

- + The Masterplan design features two buildings. The proposed Library is located on the northern portion of site with a prominent Walter Road address. The Library is designed over three levels and the ground floor layout contains capacity for additional community / commercial uses. On the southern portion of the site, a mixed use building is proposed which includes community / commercial uses on the ground floor and within a podium, with a residential tower above.
- + Between these two buildings is a central access way for pedestrians only. This space is intended to be of high quality with the use of pedestrian paving and incorporating mature trees, garden beds, and public furniture.
- + Commercial / Community Uses including the Library frame a pedestrian only plaza and access way, connecting to Morley Market and Waler Road West.
- + Private and staff parking is integrated within the northern and southern buildings and public convenience parking is located along Walter Road West.

## URBAN STRUCTURE & MOVEMENT

To achieve the intent of the Masterplan for the Les Hansman site, a people centric approach to movement is critical to providing a welcoming, safe and accessible environment for the breadth of the community including the elderly, young students and families. This approach provides broader community and economic benefits by improving connections to surrounding destinations and businesses; supporting a walkable and vibrant town centre. As a catalyst site, the Les Hansman redevelopment should establish a desired pedestrian focused precedent within the Morley town centre.

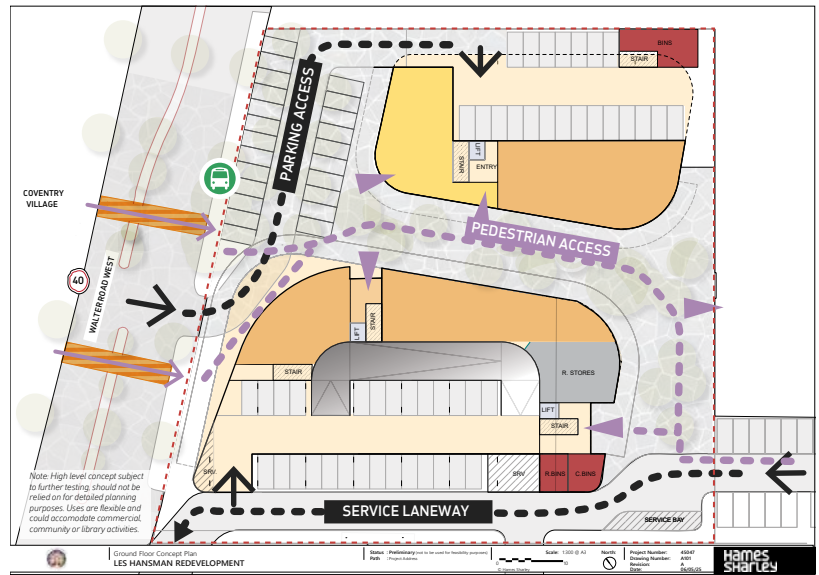


Figure 17: Urban Structure & Movement

- Vehicle Access
- Vehicle Entries
- Pedestrian Access
- Pedestrian Entries



The key design moves that promote permeable movement within and around the site include:

- + **Pedestrian Only Central Spine** - The pedestrian only plaza / walkway provides a strong pedestrian connection between Walter Road West and the Morley Markets, a strong desire line identified in the context analysis.
- + **Walter Road West Traffic Calming** - Two formalised pedestrian crossings are proposed along Walter Road West. These crossings provide a safe crossing opportunity for visitors and locals walking between the site and Coventry Village, as well as to and from the bus stop. In addition to this, speeds are recommended to be reduced to 40km/hour during peak activity times. The road materiality and/or colour is recommended to be enhanced to further support traffic calming and promote pedestrian activity.
- + **Service Laneway** - Access along the southern boundary of the site has been retained. This is proposed to be a service laneway connection between Bishop Street and Walter Road West. This laneway will also provide access to the private podium parking for residents in the Southern Building. To avoid an additional crossover onto Walter Road West, it is recommended the southern laneway exit onto Walter Road West, shares the existing cross to the south of the site, within the petrol station lot boundary.

## PARKING

There are a total of 220 bays of parking within the design. There are three locations of parking:

1. Convenience parking along Walter Road West: 25 public bays
  2. Northern building: 21 parking bays proposed to be a mix of library staff parking and public parking dependent on library staff bay requirements.
  3. Southern building: 174 parking bays, that will be a mix of residential, visitor and commercial parking bays. Remaining bays are proposed to be public parking.
- + It is understood that the site in its current form is underdeveloped and surface car parking is a current use that dominates the southern portion of the site. While the site is in government ownership there is anecdotal evidence that these car parking bays may be used by surrounding businesses, even though those businesses should cater for their own parking needs. Therefore redevelopment of the site would reduce the number of bays that are available for parking (and also for surrounding businesses). Redevelopment of the site should be seen as providing an overall net economic and community benefit to the wider Morley town centre.
  - + Due to the loss of surface parking in combination with the residential yield and associated parking requirements, it was not feasible to retain the existing number of public parking bays. As identified in the context analysis, ample public parking on surrounding sites will service visitor demand. Public parking on site should be prioritised for ambulant and family parking for people visiting the library.
  - + A parking bay ratio used for the residential development of 0.7 bays per dwelling has been applied. This parking ratio is appropriate for affordable housing options including student housing. A market approach to residential development would require increased parking bays and would require additional design testing.
  - + It is acknowledged that further detailed design is required to resolve the parking layout approach.

## LANDSCAPE AND ENVIRONMENT

- + The Masterplan concept design proposes a central pedestrian spine that is shaded with mature trees. To assist the City in reaching its urban forest aspirations, and to create a shaded, cool environment for pedestrians, the plan aims to retain or replant the existing mature trees, and create deep soil areas in the public realm.
- + There are opportunities for a publicly accessible rooftop or terrace garden on the northern library building.
- + Landscaping is proposed on the southern residential building podium to screen the petrol station from view of the lower level apartments and provide residential amenity.

## LAND USE AND PUBLIC REALM

### COMMUNITY / COMMERCIAL

- + The Masterplan proposes community / commercial uses on the ground and lower levels. These create a community edge through the centre of the site.
- + The library is proposed to be the defining community use within the site. The floorspace in the southern building is flexible to support a range of community uses as desired by the City. In addition to the library, these spaces could support uses such as: a maker space, cooking school, government services, office and computer rooms for hire, allied health offices.
- + There is additional floorspace within the podium for community / commercial uses. These leasable areas have no street frontage so will need to be utilised by businesses or services that do not rely on foot traffic.
- + Commercial uses can be considered in any of these floor areas as desired by the City.

### RESIDENTIAL

- + The residential development uses an affordable housing approach at the request of the City. This was confirmed following presentation to and discussion with the City. The residential tower sits above a podium on the southern portion of the site.

### PUBLIC REALM

- + The internal street, parking area, and pedestrian walkway could be used in many different configurations, for example closed or partially closed for events, markets etc. that can reflect the aspirations and diversity in the Morley community.



Figure 18: Masterplan Overview

BUILT FORM

A key component of the Les Hansman Redevelopment Masterplan was to test the development capacity of the government owned site.. As the Morley town centre surrounding the site has significant development potential, there has been strong support from the City to test increased heights and capacity for residential development within the site.

LEGEND

- Balconies
- Residential
- Library

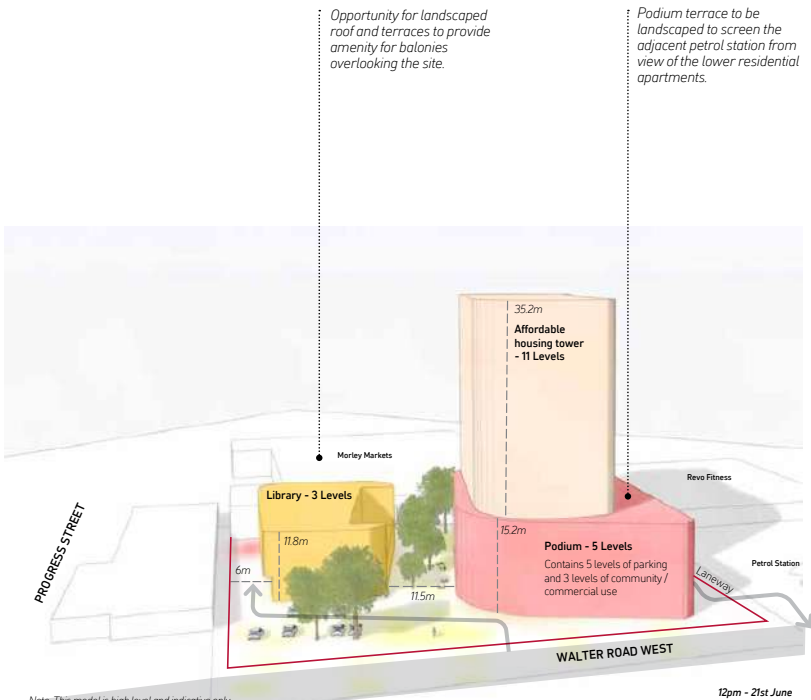


Figure 19: 3D Massing Envelope of Masterplan Concept

NORTHERN LIBRARY BUILDING

The northern building is proposed to contain the City's library.

- + The library is limited to three storeys to ensure solar access to the south.
- + Future detailed building design should consider an angled roofline design and/or balcony cut-out to ensure solar access to the pedestrian access way / plaza to the south.
- + Parking access at the back of the building enables a pedestrian focused frontage.
- + The buildings interface with the central plaza space is fundamental to creating an inviting community library and should consider for large transparent windows and openings, wayfinding and signage.

AREA SCHEDULE (refer to floorplans on Page 48)

LEVEL	USE/S	PARKING	GFA
Ground	+ Library + Community / Commercial + Parking	+ 21 parking bays for Library staff and visitors	+ 290m <sup>2</sup> of Library + 350m <sup>2</sup> of Community / Commercial Use or Library
Level 1	+ Library / Terrace	-	+ 950m <sup>2</sup> - reduced floor area to plan to accommodate angled roofline / terrace design necessary for solar access to the south.
Level 2	+ Library	-	+ 950m <sup>2</sup> - reduced floor area to plan to accommodate angled roofline / terrace design necessary for solar access to the south.

SHADOW STUDY

- + A shadow study using the winter solstice (21st June) demonstrates that to gain adequate solar access to the pedestrian only space south of the library an angled roof or terrace (cut-out) design is necessary.
- + The detailed design stage of the library should explore roofline design or cut-out options to enable solar access to the south.
- + See City of Perth library example in the case study section of this report for concept purposes only (Page 28).



Figure 20: Shadow Study

LIBRARY FLOORPLANS

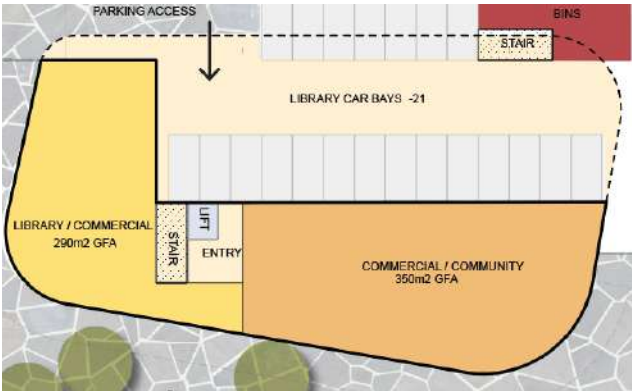


Figure 21: Northern Building Ground Level

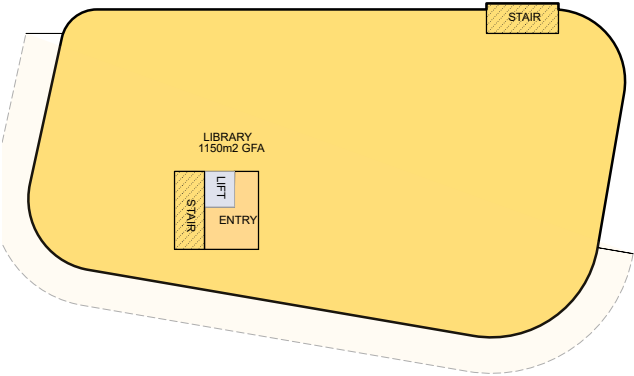


Figure 22: Northern Building Level 1 & 2

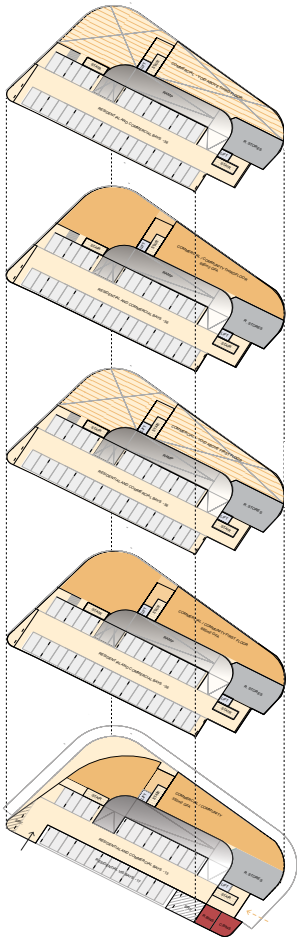
SOUTHERN RESIDENTIAL BUILDING

- The southern building is proposed to be the more substantial of the two developments. A five storey podium accommodates community / commercial uses as well as sleeved parking, with a residential 11 storey tower above.
- + Northern aspect of the building support sunlight to living areas, and balconies overlook the public space providing passive surveillance.
  - + Five storey podium parking maximises the dwelling yield potential for the site.
  - + Community and commercial uses sleeve the podium parking.
  - + 11 storeys of residential units site above the podium.
  - + Landscaping on the podium terrace rooftop provides amenity for the apartments and screens the petrol station.
  - + The concept plan yields 121 dwellings with a mix of 66 x 1 bedroom apartments, 55 x 2 bedroom apartments. This has been calculated using an affordable housing approach with a parking ratio of 0.7 bays per dwelling.

AREA SCHEDULE (refer to floorplans on Page 50)

	LEVEL	USE/S	PARKING	GFA	YIELD
1	Ground	Community / Commercial Parking	30 parking bays	+ 350m <sup>2</sup> of community / commercial	-
2	Podium 1	Community / Commercial Parking	36 parking bays	+ 665m <sup>2</sup> of community / commercial	-
3	Podium 2	Parking	36 parking bays	+ Void	-
4	Podium 3	Community / Commercial Parking	36 parking bays	+ 665m <sup>2</sup> of community / commercial	-
5	Podium 4	Parking	36 parking bays	+ Void	-
6	Tower 1	Residential Terrace	-	1200m <sup>2</sup> total per floor + 75m <sup>2</sup> per 1 bedroom = 450m <sup>2</sup> subtotal for 1 bedroom + 115m <sup>2</sup> per 2 bedroom = 575m <sup>2</sup> subtotal for 2 bedroom + 175m <sup>2</sup> of core Landscaped terrace - 370m <sup>2</sup>	<b>11 dwellings per floor</b> + 6 x 1 bedroom per floor + 5 x 2 bedroom per floor  <b>11 floors of residential.</b>
7	Tower 2	Residential	-	1200m <sup>2</sup> total per floor + 75m <sup>2</sup> per 1 bedroom = 450m <sup>2</sup> subtotal for 1 bedroom + 115m <sup>2</sup> per 2 bedroom = 575m <sup>2</sup> subtotal for 2 bedroom + 175m <sup>2</sup> of core	<b>Total Yield is 121 dwellings.</b> + 66 x 1 bedroom apartments. + 55 x 2 bedroom apartments.
8	Tower 3	Residential	-		
9	Tower 4	Residential	-		
10	Tower 5	Residential	-		
11	Tower 6	Residential	-		
12	Tower 7	Residential	-		
13	Tower 8	Residential	-		
14	Tower 9	Residential	-		
15	Tower 10	Residential	-		
16	Tower 11	Residential	-		

THE PODIUM



**PODIUM 4**  
+ Parking Bays: 36 bays  
+ Commercial / Community GFA: Nil, Void

**PODIUM 3**  
+ Parking Bays: 36 bays  
+ Commercial / Community GFA: 665m<sup>2</sup>

**PODIUM 2**  
+ Parking Bays: 36 bays  
+ Commercial / Community GFA: Nil, Void

**PODIUM 1**  
+ Parking Bays: 36 bays  
+ Commercial / Community GFA: 665m<sup>2</sup>

**GROUND FLOOR**  
+ Parking Bays: 30 bays  
+ Commercial / Community GFA: 350m<sup>2</sup>

- LEGEND**
- Community / Commercial
  - Internal access - corridors
  - Internal access - lifts / stairs
  - Stores
  - Bins

Figure 23: Isometric Podium Floorplans

THE TOWER

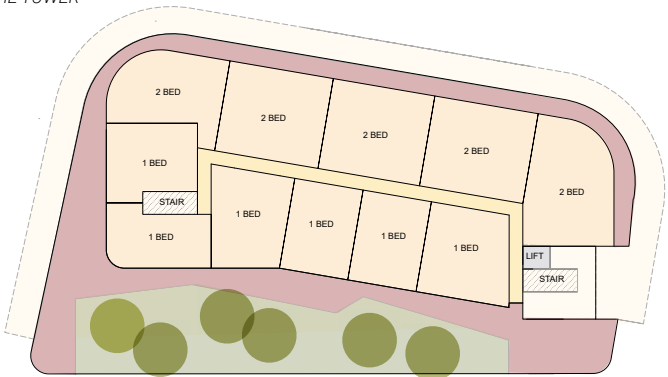


Figure 24: Southern Building Tower and Residential Layout

- LEGEND**
- Balconies / Terrace
  - Residential
  - Internal access - corridors
  - Internal access - lifts / stairs
  - Terrace Landscape

HIGH LEVEL STAGING AND IMPLEMENTATION

The Masterplan layout and design has been prepared to consider flexible staging of development to suit funding and the City's program of works. The masterplan shows two buildings with the potential deliver each building independently. If desired by the City, there is potential for two separate parcels of land to be titled, with consideration for access easement arrangements. As the option progressed does not contain basement parking, clear demarcation and separation of land parcels can be achieved.

The proposed staging and delivery of the project supports a range of funding and governing models including private-public partnerships, joint ventures, ground leases. This enables the greatest flexibility for the City to progress with exploring options for the funding and delivery of the project.

The staging plan proposes:

- + Stage 1: Recommended that the southern residential building to be constructed first while retaining the existing Les Hansman Library building. At completion, the library can be decanted into the ground floor commercial / community space within the southern residential building and temporarily serve the community from this location.
- + Stage 2: Construction of the northern library building is recommended to commence concurrently to or following stage one to embed the community and education focus of the site. The associated pedestrian street and car park could be delivered in coordination with this stage to ensure future community programming of the spaces for events etc.
- + Stage 3: Road calming and upgrades along Walter Road West is proposed as the final stage of the project.

The benefit of this approach is that minimal movement and disruption is placed on the library operation.

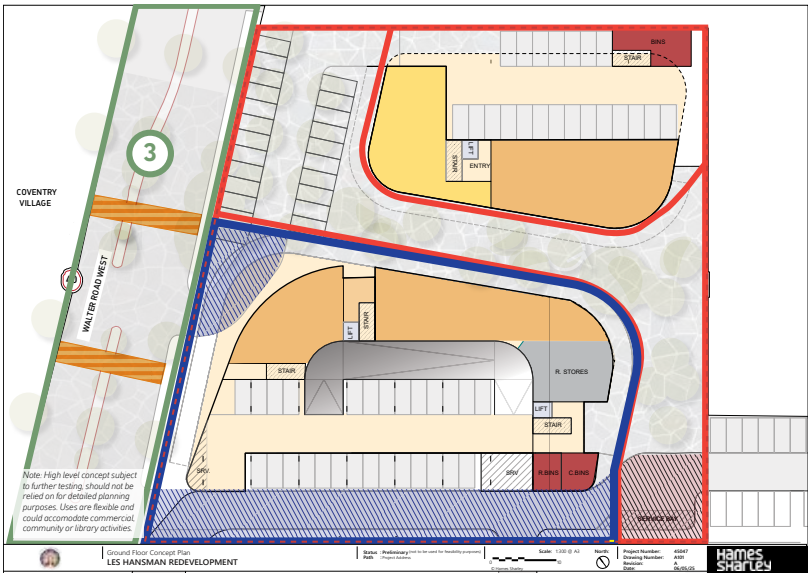
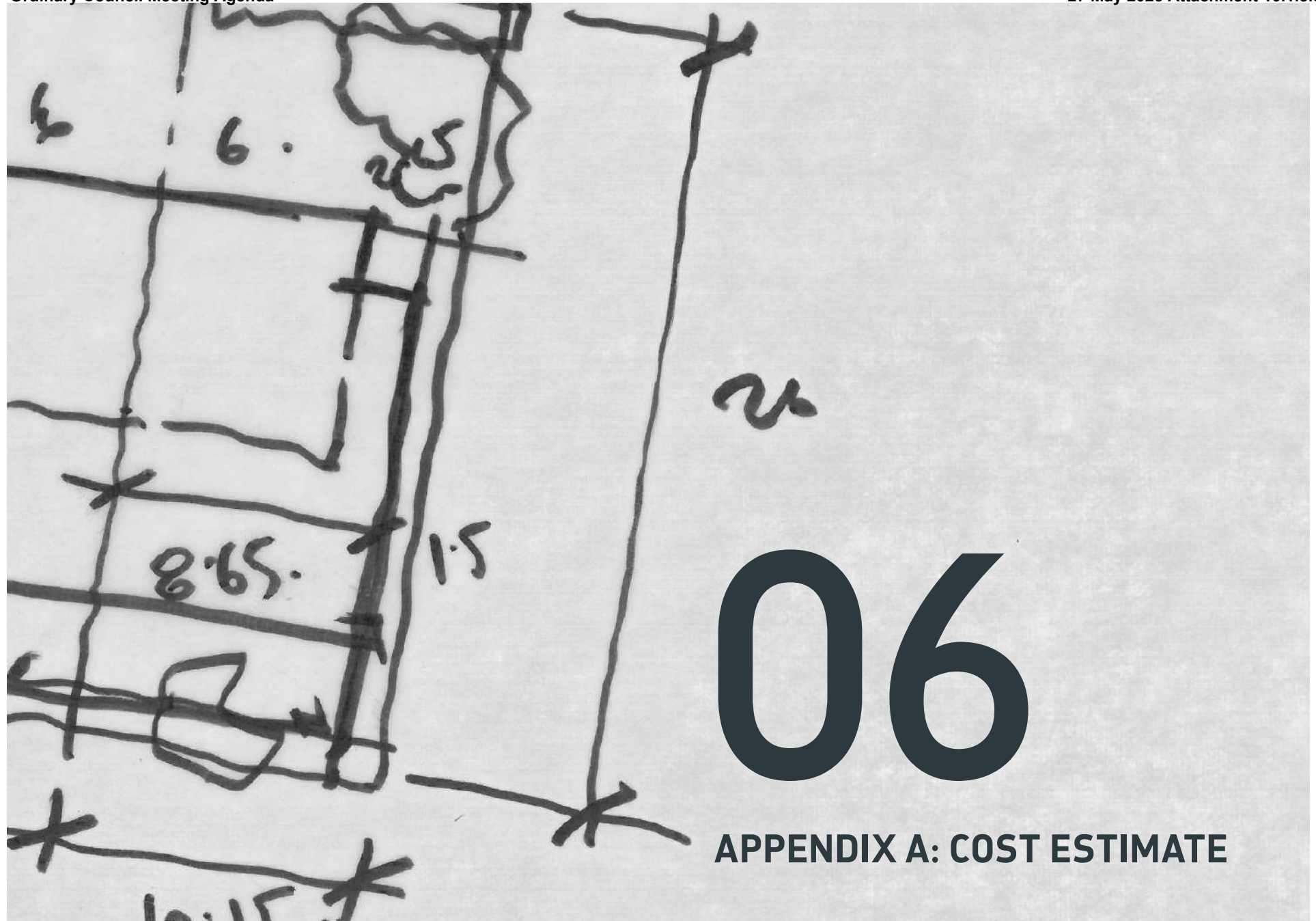


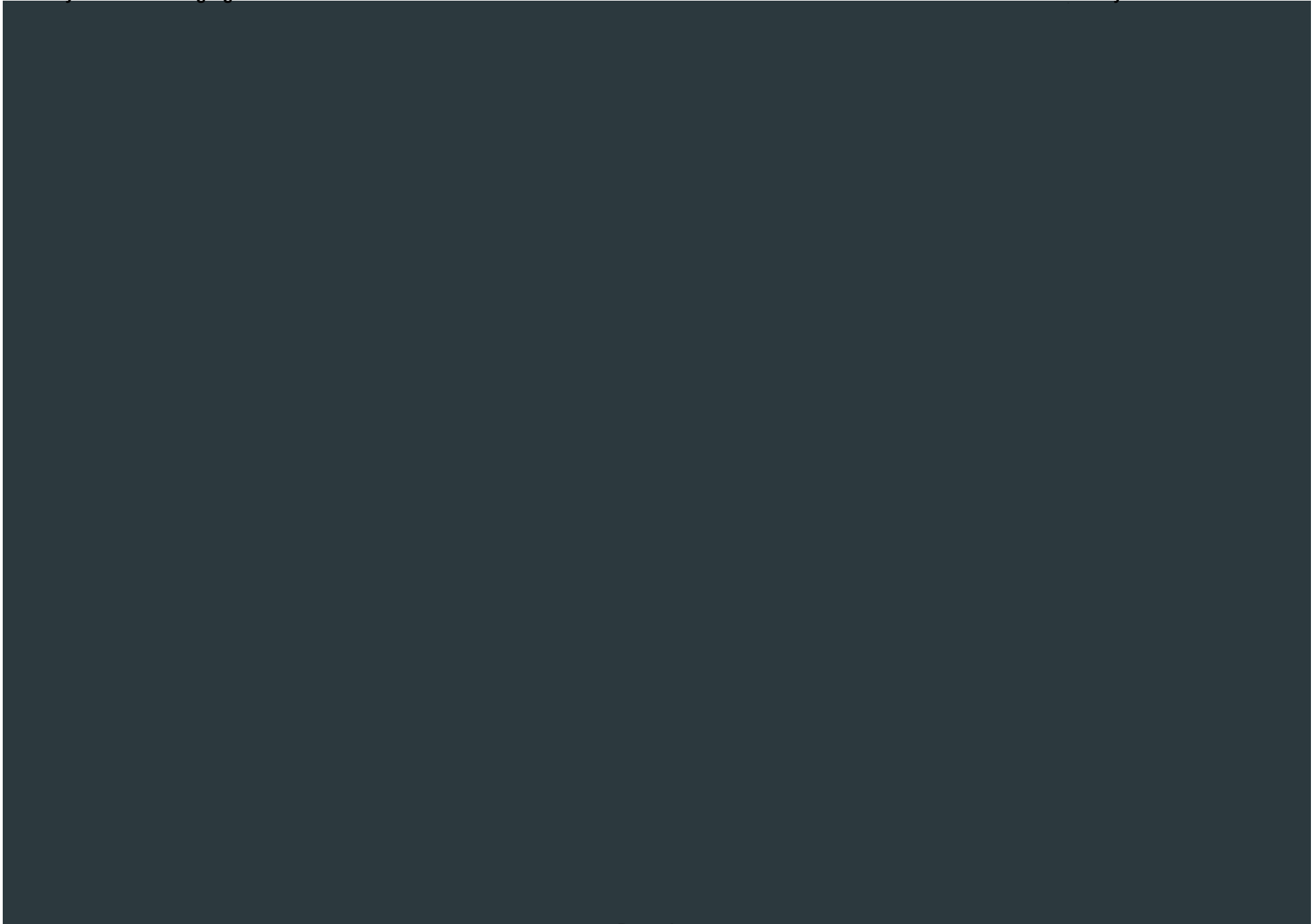
Figure 25: Staging Approach

LEGEND

- Stage 1 - Southern Residential Building
- Stage 2 - Northern Library Building and Central Walkway/ Plaza
- Stage 3 - Walter Road West Upgrades
- Access Easement Required



TBC  
PACK SENT TO RBB FOR COSTING  
7 MAY 2025



**10.2 Corporate Services Directorate Reports****10.2.1 Financial Report for the Period Ended 30 April 2025**

<b>Responsible Branch:</b>	Financial Services
<b>Responsible Directorate:</b>	Corporate Services
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority Required <b><i>ABSOLUTE MAJORITY REQUIRED for limb 2</i></b>
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Monthly Financial Statement Snapshot [<b>10.2.1.1</b> - 1 page]</li> <li>2. Executive Summary and Statement of Financial Activity Significant Variances [<b>10.2.1.2</b> - 6 pages]</li> <li>3. Statement of Financial Activity [<b>10.2.1.3</b> - 1 page]</li> <li>4. Statement of Financial Position [<b>10.2.1.4</b> - 1 page]</li> <li>5. Net Current Assets [<b>10.2.1.5</b> - 1 page]</li> <li>6. Cash Backed Reserves Report [<b>10.2.1.6</b> - 1 page]</li> <li>7. Capital Acquisitions &amp; Non-Operating Grants Report [<b>10.2.1.7</b> - 14 pages]</li> </ol>
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

***This item does not contain any information that is considered confidential in accordance with Section 5.23(2) of the Local Government Act 1995.***

**SUMMARY**

This report details the financial reports for the period ended 30 April 2025 including, Monthly Financial Statements with supporting information (**Attachments 1 to 5**), Cash Backed Reserve Report (**Attachment 6**) and Capital Acquisitions & Non-Operating Grants Report (**Attachment 7**).

**OFFICER'S RECOMMENDATION**

**That Council:**

1. Receives the financial reports for the period ended 30 April 2025, comprising:
  - (a) Monthly Financial Statements with supporting information (**Attachments 1 to 5**);
  - (b) Cash Backed Reserve Report (**Attachment 6**);
  - (c) Capital Acquisitions & Non-Operating Grants Report (**Attachment 7**); and

***Simple Majority Required***
2. Updates the 2024/25 budget as per Table 1 detailed in this report.

***ABSOLUTE MAJORITY REQUIRED***

**BACKGROUND**

The *Local Government Act 1995* in conjunction with regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires a monthly Statement of Financial Activity to be presented to Council. This Statement is to include:

- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c) of the *Local Government Act 1995*;
- (b) Budget estimates to the end of the month to which the statement relates;

- (c) Actual amounts of expenditure, revenue and income to the end of the month to which these statements relate;
- (d) The material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- (e) The net current assets at the end of the month to which the statement relates.

Regulation 35(1) of the *Local Government (Financial Management) Regulations 1996* requires a monthly Statement of Financial Position showing the financial position of the local government as at the last day of the previous month, and:

- (a) The financial position of the local government as at the last day of the previous financial year; or
- (b) if the previous month is June, the financial position of the local government as at the last day of the financial year before the previous financial year.

At its meeting on 25 June 2024, Council adopted the Annual Budget for the 2024/25 financial year. The figures in this report are compared to the adopted budget and subsequent amendments as approved by Council throughout the financial year.

Regulation 34(5) determines the mechanism required to ascertain the definition of material variances which are required to be reported to Council as part of the monthly report. It also requires Council to adopt a 'percentage or value' for what it will consider to be material variances on an annual basis. The material variance adopted by the Council for the 2024/25 Budget is \$50,000 or 10% of the appropriate base, whichever is the higher.

## EXTERNAL CONSULTATION

In accordance with section 6.2 of the *Local Government Act 1995*, the adopted budget was prepared having regard to the Community Strategic Plan, prepared under section 5.56 of the *Local Government Act 1995*, which was made available for public comment.

## OFFICER'S COMMENTS

The financial statements for the reporting period are submitted in the form of:

- Monthly Financial Statements with supporting information (**Attachments 1 to 5**);
- Cash Backed Reserve Report (**Attachment 6**); and
- Capital Acquisitions & Non-Operating Grants Report (**Attachment 7**);

The Monthly Financial Statement Snapshot (**Attachment 1**) summarises total capital and operating expenditure. Details of the material variances are outlined in the Executive Summary and Statement of Financial Activity Significant Variances Report (**Attachment 2**).

The Statement of Financial Activity (**Attachment 3**) reports the financial performance of the City after adjusting for non-cash items (depreciation, provisions, etc.) by Nature and Type.

The Statement of Financial Position (**Attachment 4**) reports the financial position of the City as at the last day of the previous month.

The City's net current assets are outlined in (**Attachment 5**) with details of any adjustments.

All of the reserve accounts are cash-backed and supported by funds held in financial institutions as set out in the City's Investment Policy (**Attachment 6**).

The projects summarised in the Capital Acquisitions & Non-Operating Grants Report (**Attachment 7**) detail the capital (actual and committed) expenditure for the period ended 30 April 2025.

**Table 1: Homelessness Services**

Cost Centre – Project	Type	Project Type	Project Description	Current Budget \$	Adjust. \$	Revised Budget \$
4800-13517	Decrease Expenditure	Operating	Local Homelessness Strategy	8,600	(5,800)	2,800
4800-13207	Decrease Expenditure	Operating	Homelessness Outreach Services	104,650	(84,650)	20,000
4800-12540-6160	Increase Expenditure	Operating	Minor Equipment Purchases	0	12,000	12,000
4800-12540-6334	Increase Expenditure	Operating	Storage Expenses	0	36,000	36,000
4800-12540-6364	Increase Expenditure	Operating	Subscriptions & Licenses	0	554	554
4800-12540-6392	Increase Expenditure	Operating	Contractor	0	3,300	3,300
6000-14902-5247	Increase	Reserve	Rates Smoothing Reserve	600,000	38,596	638,596
			<b>Total:</b>	<b>713,250</b>	<b>0</b>	<b>713,250</b>

Upon the Homelessness Strategy coming to a conclusion, the majority of the budgeted amounts for the strategy and outreach services will no longer be required. The majority of the available operational funds are recommended to be transferred to a new account relating to the management of the City's Art Collection. The new Community Development - Cultural Arts Officer was recruited some eight weeks ago and has quickly reviewed the City's requirements to effectively and safely manage its art collection. This review has revealed that a number of immediate essentials are required including an art storage system to be installed in a purpose-made section of the basement records room, valuation of the City's collection and art maintenance equipment and hanging rails for the Civic Centre.

The remaining funds would be transferred to the Rates Smoothing Reserve, as they are then available to fund future non-recurrent operating expenses.

## LEGISLATIVE COMPLIANCE

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare an annual financial report for the preceding year and such other financial reports as are prescribed. Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* as

amended requires the local government to prepare each month a statement of financial activity reporting on the source and application of funds as set out in the annual budget.

Regulation 35(1) of the *Local Government (Financial Management) Regulations 1996* requires the local government to prepare each month a Statement of Financial Position showing the financial position of the local government.

### RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making.	

### FINANCIAL IMPLICATIONS

All amounts quoted in this report are exclusive of GST.

### STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater's Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance  
 Goal L4: Communicate in a clear and transparent way.  
 Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

### CONCLUSION

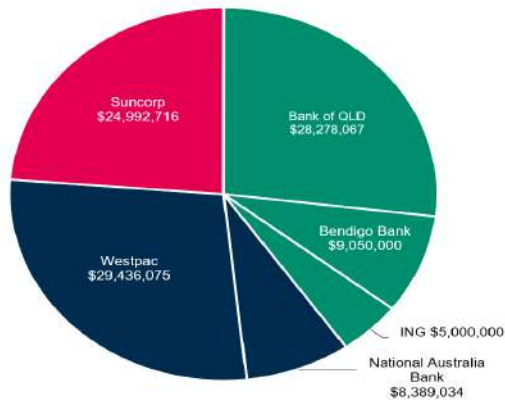
In light of the above, it is recommended that Council receives the financial reports for the period ended 30 April 2025 and adopts the budget amendment contained in Table 1.

# Monthly Financial Statement Snapshot

April 2025

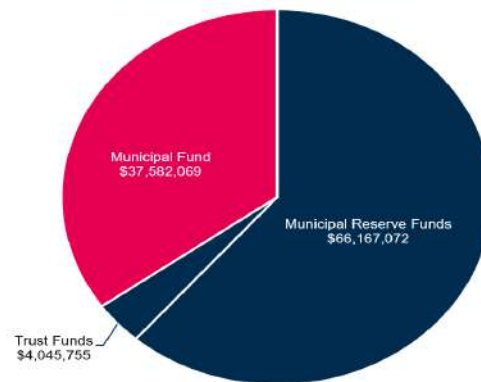
**Term Deposits by Bank**  
(refer to investment report)

■ A-1+ ■ A-1 ■ A-2



**Total Cash and Cash Equivalents**  
(including cash at bank, term deposits and trust funds)

■ Restricted ■ Unrestricted



	Debtor				Trade Creditors
	Sundry	Infringement	Recreation	Total	
Total Outstanding	\$160,653	\$524,802	\$484,702	\$1,170,157	\$966,925
Not yet due	0%	5%	60%	27%	0%
Current	85%	2%	25%	23%	100%
Over 30 days	3%	4%	9%	6%	0%
Over 60 days	12%	89%	6%	44%	0%

Rates & Charges	
Collected	92.41%
Total Outstanding	\$3,183,027
Deferred Rates	\$777,453

Payment Options	YTD 2024/25	2023/24
Payment in Full	20,123	21,111
Instalment	8,543	8,422
Rates Smoothing	2,726	2,423
Arrangement	660	698
None Selected	1,712	1,016

## Capital

	Amended Budget	YTD Amended Budget	YTD Actual	YTD %
Revenue	\$8,317,602	\$6,268,093	\$2,517,087	40%
Expenditure	\$26,425,101	\$18,114,085	\$14,960,500	83%

## Operating

	Amended Budget	YTD Amended Budget	YTD Actual	YTD %
Revenue	\$98,918,230	\$94,609,955	\$93,886,564	99%
Expenditure	\$105,568,713	\$84,223,454	\$79,946,259	95%

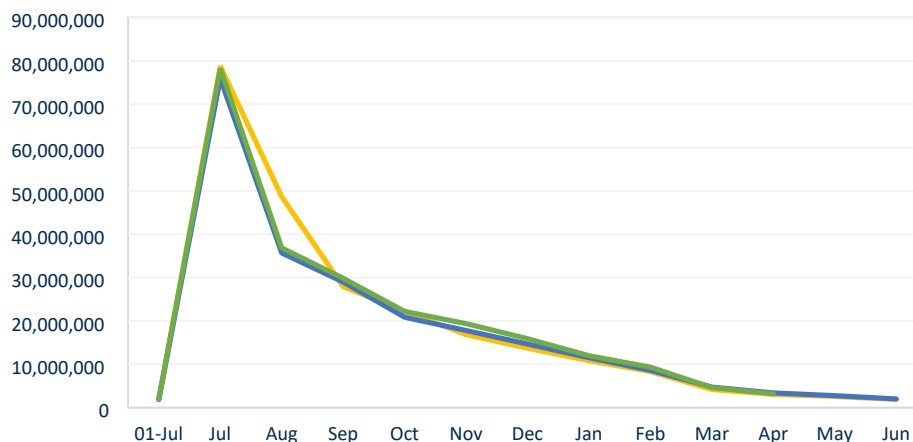
**City of Bayswater  
Executive Summary  
for the period 1 July 2024 to 30 April 2025**

**Revenue**

The annual rate notices were issued on 19 July with a due date of 23 August for full payment or 1<sup>st</sup> instalment, with the last instalment due in March 2025. To date 92.41% of the total rate revenue raised has been received, with 20,123 (60%) of properties paid in full and 11,929 (35%) properties nominating a payment option.

**Rates Receivable**  
(excluding prepaid and deferred rates)

— 2022/23 — 2023/24 — 2024/25



(Note: includes all charges on rates notice including ESL and rubbish fees)

**Debtors**

Currently, there is a total of \$1.17M of outstanding debts of which \$161K relates to sundry debtors, 85% of which are not due yet; \$525K to infringement debts and \$485K to recreation debts.

**Capital**

Capital revenue is recognised once the expenditure has been incurred and performance obligations met. The year-to-date budget includes an allocation of \$6.3M for capital revenue which has largely not yet been received or recognised.

Capital expenditure related to payments for property, plant and equipment is \$2.2M lower than the year-to-date budget. Projects such as Information Services - Network Infrastructure Replacement Program and Waste Transfer Station Renewal are yet to commence. Projects such as Bayswater Waves Roof replacement and Civic Centre Aircon renewal are behind budget with funds committed. This variance has been offset by the Plant and Equipment Replacement Program, Maylands Brickwork Rectification and Silverwood Child Care Centre Renewal projects which are ahead of the year-to-date budget.

Some projects will be re-budgeted as part of the carry forward review in the new financial year.

Expenditure related to payments for construction of infrastructure is \$998K lower than the year-to-date budget mainly due to the timing of Tree Management, Base Road and Roads to Recovery projects.

**Operating**

Year-to-date operating revenue (including rates) is 1% lower than the year-to-date budget which is predominantly due to the advance payment of the 2024/25 grant from the Grants Commission being received in June 2024.

Operating expenditure is 5% lower in comparison to the year-to-date budget, largely due to timing of expenditure across several areas such as employee costs, materials and contracts, depreciation and other expenditure.

**City of Bayswater**  
**Statement of Financial Activity**  
**Significant Variances**  
**For the period 1 July 2024 to 30 April 2025**

**Operating activities**  
**Revenue from operating activities**

<b>Nature or Type</b>	<b>YTD Amended Budget \$</b>	<b>YTD Actual \$</b>	<b>Variance Positive/ (Negative) \$</b>
General rates • Immaterial variance.	52,419,672	52,399,176	(20,496)
Rates excluding general rates • Immaterial variance.	8,345,272	8,340,437	(4,835)
Grants, subsidies, and contributions • The variance is predominantly due to the advance payment of the 2024/25 grant from the Grants Commission being received in June 2024.	3,195,151	1,992,832	(1,202,319)
Fees and charges • Revenue from Green Fees at Maylands Peninsula Golf Course (\$134K) and Embleton Golf Course (\$85K) are higher than the year-to-date budget. • Revenue from Statutory Building Approvals (104K) is higher than year-to-date budget. • Revenue from Development Applications (\$93K) is higher than anticipated. • Revenue from Morley Sport and Recreation Centre memberships (\$58K) and entry fees (\$12K) are higher than year to date budget. • Revenue from Bayswater Waves Swim School enrolments (\$35K) and Health Club memberships (\$64K) are higher than anticipated. • The positive variance is offset by projects such as Morley/Bath Intersection Upgrade – Private Works Income (\$463K), Dog Registration (\$60K) and Animal Control Fines/Penalty (\$31K) which are behind year-to-date budget.	24,799,000	25,005,947	206,946
Service charges • Immaterial variance due to minor interim adjustments.	0	(1,500)	(1,500)
Interest revenue • The variance is due to the budget spread of interest income with the actuals impacted by the number of term deposits maturing during the month.	4,649,618	4,798,027	148,409

Nature or Type	YTD Amended Budget \$	YTD Actual \$	Variance Positive/ (Negative) \$
Other revenue <ul style="list-style-type: none"> <li>Revenue from Kiosk Sales at Bayswater Waves is higher than anticipated.</li> <li>Reimbursements for legal costs and workers compensation insurance claims are higher than anticipated.</li> </ul>	1,201,241	1,351,645	150,405
<b>Total</b>	<b>94,609,955</b>	<b>93,886,564</b>	<b>(723,391)</b>

Expenditure from operating activities

Nature or Type	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Employee costs <ul style="list-style-type: none"> <li>Employee costs are lower than expected due to the budget spread and timing of pay-runs.</li> <li>The variance is also compounded by outstanding Workers Compensation Insurance premium.</li> </ul>	(36,683,440)	(35,651,940)	1,031,500
Material and contracts  The variance is due to several projects that are behind the year-to-date budget, such as: <ul style="list-style-type: none"> <li>ERP Business Solutions (\$760K)</li> <li>Waste Disposal (\$518K)</li> <li>Morley/Bath Intersection Upgrade (\$461K)</li> <li>Powerline Clearance (\$304K)</li> <li>Tree Planting Program (\$283K)</li> <li>Security Services - CCTV Maintenance (\$238K)</li> </ul>	(30,453,425)	(28,226,464)	2,226,961
Utility charges <ul style="list-style-type: none"> <li>Invoices for utilities are yet to be received.</li> </ul>	(3,329,955)	(3,071,393)	258,563
Depreciation <ul style="list-style-type: none"> <li>The variance is due to the timing of additions and disposals.</li> </ul>	(11,327,488)	(11,052,582)	274,906
Insurance <ul style="list-style-type: none"> <li>Immaterial variance.</li> </ul>	(1,178,656)	(1,130,973)	47,683
Other expenditure <ul style="list-style-type: none"> <li>Relates to attendance fees, bad debt write-off and allowances with the variance impacted by the spread of the budget.</li> </ul>	(480,174)	(181,499)	298,675
Finance costs <ul style="list-style-type: none"> <li>Immaterial variance.</li> </ul>	(525,479)	(533,134)	(7,654)

Nature or Type	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Profit/(Loss) on asset disposal <ul style="list-style-type: none"> <li>Budget spread issue with the full annual budget amount being allocated in July however asset disposals will not occur until later into the year.</li> </ul>	(244,836)	(89,395)	155,440
Fair value decrement to financial assets through P&L <ul style="list-style-type: none"> <li>Immaterial variance.</li> </ul>	0	(8,878)	(8,878)
<b>Total</b>	<b>(84,223,454)</b>	<b>(79,946,259)</b>	<b>4,277,195</b>

#### Discontinued operations

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<ul style="list-style-type: none"> <li>The variation is due to net expenditure related to the aged accommodation being ahead of the year-to-date budget.</li> </ul>	631,815	525,587	(106,228)

#### Non-cash operating activities excluded from the budget

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Non-cash operating activities <ul style="list-style-type: none"> <li>The variation is due to the phasing of movement in non-cash items such as depreciation, loss on asset disposals and movement in non-current assets and liabilities.</li> </ul>	12,015,671	14,964,979	2,857,058

#### Investing activities

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<p>Capital grants, subsidies and contributions</p> <p>Grant revenue is recognised as expenditure is incurred and performance obligations met. Revenue has been budgeted but not yet received/recognised for the following projects:</p> <ul style="list-style-type: none"> <li>Low-Cost Urban Road projects</li> <li>Roads to Recovery projects</li> <li>Riverside Gardens Urban Forest</li> <li>Rudloc Reserve</li> <li>Lightning Park facility upgrade</li> </ul>	6,268,093	2,517,087	(3,751,006)

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<p>Proceeds from disposal of assets</p> <ul style="list-style-type: none"> <li>The variance is largely due to revenue from land disposals as per Council resolution OCM 30/04/24 that has no net budget impact with funds to be transferred to reserve. This variance has been offset by lower than anticipated proceeds from plant and fleet disposals which are expected to occur later in the financial year.</li> </ul>	446,003	980,686	534,683
<p>Payments for property, plant, and equipment</p> <ul style="list-style-type: none"> <li>The variance is due to several projects being behind the year-to-date budget such as Network Infrastructure Replacement Program (\$385K), Waste Transfer Station Renewal (\$300K), Civic Centre Aircon Renewal (\$290K), Bayswater Waves Roof Renewal (\$289K) and End User Devices Replacement Program (\$205K).</li> <li>This variance has been offset by the Plant and Equipment replacement program, Maylands Brickwork Rectification and Silverwood Child Care Centre Renewal projects which are all ahead of budget.</li> </ul>	(7,339,605)	(5,184,557)	2,155,048
<p>Payments for construction and infrastructure</p> <ul style="list-style-type: none"> <li>The variance is due to several projects being behind the year-to-date budget with the more notable projects including Tree Management (\$800K), Base Road projects (\$438K) and Roads to Recovery projects (\$311K).</li> <li>Whereas projects such as Park Construction (\$536K), MRRG Projects (\$392K) and Road Construction (\$364K) are ahead of budget.</li> </ul>	(10,759,860)	(9,761,392)	998,468
<p>Payments for intangible assets</p> <ul style="list-style-type: none"> <li>Immaterial variance.</li> </ul>	(14,620)	(14,551)	69

#### Financing activities

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<p>Transfer from aged</p> <ul style="list-style-type: none"> <li>The variance is due to the actual transfer from aged occurring earlier than expected which was budgeted in May.</li> </ul>	0	13,500,000	13,500,000
<p>Transfer from reserves</p> <ul style="list-style-type: none"> <li>Transfers from reserve occur on a semi-annual basis as expenses have been incurred. The variance is due to budget timing as expenditure for certain reserve funded projects has not yet been incurred.</li> </ul>	4,588,947	2,754,557	(1,834,390)
Repayment of borrowings	23,039	(1,214,031)	(1,237,069)

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<ul style="list-style-type: none"> <li>Variance is due to phasing of loan repayments which were budgeted later in the year and will correct itself in June.</li> </ul>			
Payment for principal portion of lease liability <ul style="list-style-type: none"> <li>Variance is due to phasing of principal lease liability which has been budgeted later in the year.</li> </ul>	0	(185,368)	(185,368)
Transfer to reserves <ul style="list-style-type: none"> <li>This relates to the transfer of investment income on reserve funds. The variance is partially due to the budget spread of interest income with the actual impacted by term deposits maturing during the month as well as the transfer from aged occurring earlier than expected. However, the primary reason relates to the transfer of the Aged funds which was budgeted in May.</li> </ul>	(1,184,370)	(16,469,474)	(15,285,104)

**City of Bayswater**  
**Statement of Financial Activity**  
**for the period 1 July 2024 to 30 April 2025**

	Budget	Amended Budget	YTD Amended Budget	YTD Actual	Variance	Variance
	\$	\$	\$	\$	\$	%
<b>Operating activities</b>						
<b>Revenue from operating activities</b>						
General Rates	52,331,216	52,466,163	52,419,672	52,399,176	(20,496)	(0%)
Rates excluding general rates	8,364,448	8,340,437	8,345,272	8,340,437	(4,835)	(0%)
Grants, subsidies and contributions	3,703,937	3,917,318	3,195,151	1,992,832	(1,202,319)	(38%)
Fees and charges	25,883,686	27,271,113	24,799,000	25,005,947	206,946	1%
Service charges	0	0	0	(1,500)	(1,500)	No Budget
Interest revenue	5,496,744	5,507,893	4,649,618	4,798,027	148,409	3%
Other revenue	969,386	1,415,305	1,201,241	1,351,645	150,405	13%
	96,749,418	98,918,230	94,609,955	93,886,564	(723,391)	(1%)
<b>Expenditure from operating activities</b>						
Employee costs	(45,733,058)	(45,185,747)	(36,683,440)	(35,651,940)	1,031,500	(3%)
Materials and contracts	(35,448,632)	(40,208,272)	(30,453,425)	(28,226,464)	2,226,961	(7%)
Utility charges	(4,044,956)	(4,044,956)	(3,329,955)	(3,071,393)	258,563	(8%)
Depreciation	(13,593,021)	(13,593,021)	(11,327,488)	(11,052,582)	274,906	(2%)
Insurance	(1,278,656)	(1,238,656)	(1,178,656)	(1,130,973)	47,683	(4%)
Other expenditure	(445,398)	(446,009)	(480,174)	(181,499)	298,675	(62%)
Finance costs	(624,936)	(607,216)	(525,479)	(533,134)	(7,654)	1%
Profit/(Loss) on asset disposal	(244,836)	(244,836)	(244,836)	(89,395)	155,440	(63%)
Fair value decrement to financial assets through P&L	0	0	0	(8,878)	(8,878)	No Budget
	(101,413,493)	(105,568,713)	(84,223,454)	(79,946,259)	4,277,195	(5%)
<b>Discontinued operations</b>	553,098	587,743	631,815	525,587	(106,228)	(17%)
<b>Non-cash amounts excluded from operating activities</b>	15,451,345	13,912,807	12,015,671	14,964,979	2,857,058	25%
<b>Amount attributable to operating activities</b>	11,340,369	7,850,067	23,033,987	29,430,871	6,304,634	28%
<b>Investing activities</b>						
<b>Inflows from investing activities</b>						
Capital grants, subsidies and contributions	10,935,544	8,317,602	6,268,093	2,517,087	(3,751,006)	(60%)
Proceeds from disposal of assets	446,003	446,003	446,003	980,686	534,683	120%
	11,381,547	8,763,605	6,714,096	3,497,773	(3,216,324)	(48%)
<b>Outflows from investing activities</b>						
Payments for property, plant and equipment	(10,340,774)	(11,119,354)	(7,339,605)	(5,184,557)	2,155,048	(29%)
Payments for construction of infrastructure	(15,148,481)	(15,291,127)	(10,759,860)	(9,761,392)	998,468	(9%)
Payments for intangible assets	0	(14,620)	(14,620)	(14,551)	69	(0%)
	(25,489,255)	(26,425,101)	(18,114,085)	(14,960,500)	3,153,585	(17%)
<b>Amount attributable to investing activities</b>	(14,107,708)	(17,661,496)	(11,399,989)	(11,462,728)	(62,739)	1%
<b>Financing activities</b>						
<b>Inflows from financing activities</b>						
Transfer from Aged	0	13,500,000	0	13,500,000	13,500,000	No Budget
Transfer from reserves	8,348,778	10,292,073	4,588,947	2,754,557	(1,834,390)	(40%)
	8,348,778	23,792,073	4,588,947	16,254,557	11,665,610	254%
<b>Outflows from financing activities</b>						
Repayment of borrowings	(2,451,100)	(5,663,910)	23,039	(1,214,031)	(1,237,069)	(5369%)
Payment for principal portion of lease liability	(126,381)	(126,381)	0	(185,368)	(185,368)	No Budget
Transfer to reserves	(3,969,323)	(21,257,778)	(1,184,370)	(16,469,474)	(15,285,104)	1291%
	(6,546,804)	(27,048,069)	(1,161,331)	(17,868,873)	(16,707,541)	1439%
<b>Amount attributable to financing activities</b>	1,801,974	(3,255,996)	3,427,616	(1,614,315)	(5,041,931)	(147%)
<b>Movement in surplus or (deficit)</b>						
<b>Surplus or (deficit) at the start of the financial year</b>	965,365	13,067,425	13,067,425	15,640,706	2,573,281	20%
Amount attributable to operating activities	11,340,369	7,850,067	23,033,987	29,430,871	6,304,634	28%
Amount attributable to investing activities	(14,107,708)	(17,661,496)	(11,399,989)	(11,462,728)	(62,739)	1%
Amount attributable to financing activities	1,801,974	(3,255,996)	3,427,616	(1,614,315)	(5,041,931)	(147%)
<b>Surplus or (deficit) after imposition of general rates</b>	(0)	(0)	28,129,039	31,994,534	3,773,245	14%

**City of Bayswater**  
**Statement of Financial Position**  
**For the period ended 30 April 2025**

	Opening Balance	Closing Balance
	\$	\$
<b>Current assets</b>		
Cash and cash equivalents	90,628,189	103,749,141
Trade and other receivables	11,244,619	10,435,616
Inventories	2,926,416	2,945,423
Prepayments	693,102	610,818
<b>Total Current assets</b>	105,492,325	117,740,998
<b>Non-current assets</b>		
Trade and other receivables (NCA)	1,981,239	950,953
Other financial assets at amortised cost	2,594,508	2,594,508
Property, plant and equipment	562,950,355	562,298,282
Infrastructure	229,127,609	232,761,691
Intangible assets	9,684	15,454
Investment Property	10,140,000	10,140,000
Right of use assets	347,967	317,290
Controlled & associated entities & joint venture interests	38,949,839	38,940,961
<b>Total Non-current assets</b>	846,101,202	848,019,139
<b>Total Assets</b>	951,593,527	965,760,137
<b>Current liabilities</b>		
Trade and other payables	11,310,625	9,507,421
Other financial liabilities at amortised costs	2,451,101	1,237,071
Lease liabilities	171,223	19,308
Provisions	7,039,536	7,256,082
Grant Liabilities	1,985,355	1,343,301
Contract Liabilities	1,732,453	2,352,833
Clearing accounts	0	(13,218)
<b>Total Current liabilities</b>	24,690,292	21,702,798
<b>Non-current liabilities</b>		
Other financial liabilities at amortised cost	11,704,631	11,704,631
Lease liabilities	3,274,127	3,359,939
Provisions	298,907	324,940
<b>Total Non-current liabilities</b>	15,277,666	15,389,510
<b>Total Liabilities</b>	39,967,958	37,092,308
<b>Net Assets</b>	911,625,569	928,667,829
<b>Equity</b>		
Retained surplus	254,268,181	257,595,524
Reserves - cash backed	53,350,129	67,065,046
Revaluation surplus	604,007,259	604,007,259
<b>Total Equity</b>	911,625,569	928,667,829

**City of Bayswater  
Net Current Assets  
as at 30 April 2025**

<b>Municipal and Aged Persons Homes</b>	<b>Opening Balance</b>	<b>Closing Balance</b>
	<b>\$</b>	<b>\$</b>
<b>Current assets</b>		
Cash and cash equivalents	90,628,189	103,749,141
Trade and other receivables	11,244,619	10,435,616
Inventories	2,926,416	2,945,423
Prepayments	693,102	610,818
<b>Total</b>	<b>105,492,325</b>	<b>117,740,998</b>
<b>Current liabilities</b>		
Trade and other payables	(11,310,625)	(9,507,421)
Other financial liabilities at amortised costs	(2,451,101)	(1,237,071)
Lease liabilities	(171,223)	(19,308)
Provisions	(7,039,536)	(7,256,082)
Grant Liabilities	(1,985,355)	(1,343,301)
Contract Liabilities	(1,732,453)	(2,352,833)
Clearing accounts	0	13,218
<b>Total</b>	<b>(24,690,292)</b>	<b>(21,702,798)</b>
<b>Net current assets</b>	<b>80,802,033</b>	<b>96,038,200</b>
Restricted - Reserves	(53,350,129)	(67,065,046)
Cash backed employee provisions	1,724,469	1,797,970
Restricted - Aged Persons Homes	(16,125,022)	0
Current Portion of Lease Liabilities	138,254	(13,660)
Current Portion of borrowings	2,451,101	1,237,071
	<b>15,640,706</b>	<b>31,994,534</b>

**City of Bayswater  
Cash Backed Reserves  
for the period 1 July 2024 to 30 April 2025**

	Opening Balance	Budget Amended		Closing Balance	Opening Balance	Opening BL Equity Tfr	Actual		Closing Balance
	\$	Transfer to	Transfer (from)	\$	\$	\$	Transfer to	Transfer (from)	\$
Aged Persons Homes - General Reserve	19,942,294	0	(19,942,294)	0	20,317,993	(20,317,993)	0	0	0
Aged Persons Homes - Prudential Requirements Reserve	3,185,952	0	(3,185,952)	0	3,124,064	(3,124,064)	0	0	0
Bayswater Bowling Club Capital Improvements Reserve	11,081	538	0	11,619	11,313	0	482	0	11,795
Bayswater City Soccer Club Rooms Redevelopment Reserve	0	209,703	(200,000)	9,703	0	200,000	6,394	(104,782)	101,612
Bayswater Tennis Club Reserve	122,130	5,925	0	128,055	125,232	0	5,453	0	130,685
Bayswater Waves Aquatic Centre Reserve	358,990	0	(358,990)	0	371,285	(371,285)	0	0	0
Bore and Reticulation Reserve	10,801	0	(10,801)	0	10,876	(10,876)	0	0	0
Building Furniture and Equipment Reserve	157,333	0	(157,333)	0	158,433	(158,433)	0	0	0
Buildings and Facilities Reserve	0	9,966,827	(1,821,428)	8,145,399	0	5,500,000	4,432,454	(162,124)	9,770,330
Cash in Lieu - Public Open Space	1,104,294	53,574	0	1,157,868	1,051,373	0	44,812	0	1,096,185
City Buildings and Amenities Reserve	841,212	0	(841,212)	0	850,632	(850,632)	858	0	858
Civic Centre Reserve	69,093	0	(69,093)	0	69,578	(69,578)	0	0	0
Climate Action Reserve	0	3,387,583	(183,924)	3,203,659	0	3,116,394	253,165	(92,292)	3,277,267
Economic Stimulus Reserve	508,090	0	(508,090)	0	1,456,690	(1,456,690)	0	0	0
Emission Reduction Energy Plan Reserve	94,454	0	(94,454)	0	186,784	(186,784)	0	0	0
Eric Singleton Bird Sanctuary Reserve	1,331,201	0	(1,331,201)	0	1,340,509	(1,340,509)	0	0	0
Fleet and Plant Renewal/Upgrade Reserve	0	4,259,157	(432,369)	3,826,788	0	2,250,000	1,990,647	(432,369)	3,808,278
FOGO Reserve	4,585,007	106,720	(2,158,000)	2,533,727	4,717,620	(1,858,000)	121,822	(10,158)	2,971,284
Footpath and Cycleway Reserve	18,441	0	(18,441)	0	19,311	(19,311)	0	0	0
General Waste Management Reserve	4,721,292	2,061,691	(1,183,805)	5,599,178	5,483,549	1,858,000	310,752	0	7,652,301
Golf Courses Reserve	1,275,228	0	(1,275,228)	0	1,528,020	(1,528,020)	0	0	0
Information and Communication Technology (ICT) Reserve	239,106	6,303,464	(1,633,241)	4,909,329	241,128	4,758,872	1,508,517	(378,275)	6,130,242
Landfill Restoration Reserve	383,307	0	(383,307)	0	391,579	(391,579)	0	0	0
Les Hansman Community Centre Development Reserve	77,963	0	(77,963)	0	126,678	(126,678)	0	0	0
Long Service Leave and Entitlements Reserve	1,711,964	81,925	0	1,793,889	1,724,469	0	73,501	0	1,797,970
Major Capital Works Reserve	6,071,468	10,624,565	(1,036,095)	15,659,938	7,059,125	4,435,039	3,298,318	(94,053)	14,698,430
Maylands Lakes Reserve	5,136	0	(5,136)	0	5,172	(5,172)	0	0	0
Maylands Waterland Reserve	466,711	0	(466,711)	0	469,974	(469,974)	0	0	0
Morley City Centre Reserve	589,338	0	(589,338)	0	593,459	(593,459)	0	0	0
Morley Library Seed Reserve	0	1,048,514	0	1,048,514	0	1,000,000	42,623	0	1,042,623
Morley Sport and Recreation Centre Reserve	266,428	0	(266,428)	0	384,950	(384,950)	0	0	0
Noranda Netball Courts Reserve	74,459	3,612	0	78,071	76,015	0	3,240	0	79,255
Plant and Works Equipment Reserve	28,438	0	(28,438)	0	3,011	(3,011)	0	0	0
Playground and Parks Reserve	55,278	0	(55,278)	0	55,743	(55,743)	0	0	0
Rates Smoothing Reserve	0	629,108	0	629,108	0	600,000	25,574	0	625,574
Recreation Renewal/Upgrade Reserve	0	5,194,056	(463,333)	4,730,723	0	4,000,000	1,170,490	0	5,170,490
River Restoration Reserve	126,331	0	(126,331)	0	132,742	(132,742)	0	0	0
Roads and Drainage Reserve	14,125	0	(14,125)	0	14,229	(14,229)	0	0	0
Senior Citizens Building Reserve	27,774	0	(27,774)	0	27,971	(27,971)	0	0	0
Strategic Property Reserve	48,488	2,048,540	(1,100,000)	997,028	23,834	1,976,166	71,880	(1,100,000)	971,880
Streetscapes Reserve	140,533	0	(140,533)	0	143,285	(143,285)	0	0	0
Sustainable Environment Reserve	59,717	0	(59,717)	0	61,253	(61,253)	0	0	0
The RISE Reserve	396,527	0	(396,527)	0	405,886	(405,886)	0	0	0
Transport Renewal/Upgrade Reserve	0	8,142,570	(1,937,878)	6,204,692	0	5,000,000	3,108,490	(380,505)	7,727,985
Workers' Compensation Reserve	581,599	0	(581,599)	0	586,363	(586,363)	0	0	0
<b>Total</b>	<b>49,701,583</b>	<b>54,128,072</b>	<b>(43,162,367)</b>	<b>60,667,288</b>	<b>53,350,129</b>	<b>0</b>	<b>16,469,474</b>	<b>(2,754,557)</b>	<b>67,065,046</b>

**City of Bayswater  
Capital Acquisitions & Non-Operating Grants  
for the period 1 July 2024 to 30 April 2025**

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Non-operating grants, subsidies and contributions - summary</b>							
1622	Buildings	(1,550,909)	(850,909)	(693,409)	(235,609)	0	(615,300)
1632	Furniture and equipment	0	0	0	(10,455)	0	10,455
1702	Roads	(4,358,035)	(3,105,385)	(2,060,570)	(1,101,249)	0	(2,004,136)
1712	Footpath	(630,000)	(777,548)	(646,049)	(887,673)	0	110,125
1732	Park development	(4,375,000)	(3,562,160)	(2,850,785)	(243,207)	0	(3,318,953)
1742	Other infrastructure	(21,600)	(21,600)	(17,280)	(38,893)	0	17,293
		<u>(10,935,544)</u>	<u>(8,317,602)</u>	<u>(6,268,093)</u>	<u>(2,517,087)</u>	<u>0</u>	<u>(5,800,515)</u>
<b>Purchase of property, plant and equipment</b>							
1612	Land	1,100,000	1,100,000	1,100,000	1,100,000	0	0
1622	Buildings	6,153,545	6,124,428	4,033,518	2,292,880	679,335	3,152,213
1632	Furniture and equipment	1,357,753	1,563,482	1,311,349	365,404	218,242	979,836
1652	Plant and equipment	1,729,476	2,331,444	894,738	1,426,273	792,445	112,726
		<u>10,340,774</u>	<u>11,119,354</u>	<u>7,339,605</u>	<u>5,184,557</u>	<u>1,690,022</u>	<u>4,244,775</u>
<b>Purchase and construction of infrastructure assets</b>							
1702	Roads	6,815,453	5,703,852	4,278,479	4,100,743	199,607	1,403,503
1712	Footpath	1,578,213	2,208,944	908,998	2,649,207	470,570	(910,834)
1722	Drainage	66,125	219,102	64,403	11,938	2,360	204,804
1732	Park development	6,239,569	6,693,042	5,145,749	2,898,148	1,511,921	2,282,974
1742	Other infrastructure	449,121	466,187	362,231	101,356	16,801	348,030
		<u>15,148,481</u>	<u>15,291,127</u>	<u>10,759,860</u>	<u>9,761,392</u>	<u>2,201,258</u>	<u>3,328,477</u>
<b>Purchase of intangible assets</b>							
1852	Intangible assets	0	14,620	14,620	14,551	0	69
		<u>0</u>	<u>14,620</u>	<u>14,620</u>	<u>14,551</u>	<u>0</u>	<u>69</u>
<b>Total by Work in Progress Natural Account</b>		<u><b>25,489,255</b></u>	<u><b>26,425,101</b></u>	<u><b>18,114,085</b></u>	<u><b>14,960,500</b></u>	<u><b>3,891,280</b></u>	<u><b>7,573,321</b></u>

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Land</b>							
<b>Land</b>							
81357	Land Purchase-45 Ninth Ave,Mayland	1,100,000	1,100,000	1,100,000	1,100,000	0	0
		1,100,000	1,100,000	1,100,000	1,100,000	0	0
Total Land		1,100,000	1,100,000	1,100,000	1,100,000	0	0
<b>Buildings</b>							
<b>Building</b>							
81376	Rangers Mobile Office	0	60,000	0	0	0	60,000
		0	60,000	0	0	0	60,000
<b>Building major capital works</b>							
80613	Morley Sport & Recreation Ctre - basketball court extension	0	8,750	8,750	11,218	0	(2,468)
80810	Depot Store Room Upgrades	0	20,957	20,957	0	0	20,957
80837	Paddy Walker Depot - improvements	0	153,127	153,127	0	0	153,127
80840	Upper Hillcrest Reserve - transportable changeroom	0	269,558	269,558	273,879	0	(4,321)
81064	Lightning Park - facility upgrades	750,000	750,000	600,000	550,363	88,453	111,184
81065	Morley Noranda Recreation Club - facility upgrades	750,000	0	0	0	0	0
81192	Crimea Park - upgrade external changerooms and toilets	0	48,748	48,748	65,170	0	(16,422)
81201	Pat O'Hara Rugby Club	0	44,499	44,499	0	23,690	20,809
81244	Maylands Brickworks Reserve Upgrades - Fencing	45,000	45,000	0	27,684	0	17,316
81246	Maylands Sport and Rec Renewal - Aircon	60,000	80,700	60,000	96,142	0	(15,442)
81247	Maylands Sport and Rec Renewal - Roof	95,000	95,000	95,000	76,691	0	18,309
81250	Morley Sport and Rec Renewal - Aircon	150,000	150,000	150,000	71,402	0	78,598
81251	Morley Sport and Rec Renewal - Roof	250,000	250,000	250,000	132,072	0	117,928
81261	Silverwood Child Care Centre Renewal - Roof	150,000	150,000	150,000	203,626	0	(53,626)
81265	Various Items Replacement	150,000	150,000	109,500	62,316	52,090	35,594
81268	Waste Transfer Station Renewal - Structural Repairs	1,000,000	1,000,000	300,000	0	0	1,000,000
81337	Maylands Brickworks Reserve Renewal - Structure	250,000	22,500	13,500	0	0	22,500
81341	Noranda Soccer Changroom Upgrade	180,000	36,850	0	24,645	0	12,205
		3,830,000	3,275,689	2,273,639	1,595,209	164,233	1,516,247

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Building minor capital works</b>							
80844	Bayswater Community Centre - paving	0	5,000	5,000	0	4,545	455
80974	Waste Transfer Facility - fire suppression system	0	200,000	0	0	0	200,000
80992	Waste Transfer Station - upgrade office, showers & toilets	0	133,805	133,805	2,427	0	131,378
81185	Maylands Golf Course - renew depot	0	422	422	0	42	380
81235	Bedford Hall Renewal - Flooring	80,000	80,000	80,000	96,409	4,257	(20,666)
81238	Drill Hall Renewal - Aircon	12,000	8,000	8,000	8,666	0	(666)
81239	Ellis House Renewal - Aircon	15,000	1,350	0	0	0	1,350
81240	Houghton Reserve Pavillion - Upgrade disability access ent	10,000	10,000	0	0	9,483	517
81241	Les Hansman Community Centre Renewal - Aircon	35,000	35,000	35,000	40,232	0	(5,232)
81242	Lightning Park Pavilion Renewal - Fire detection system	10,000	10,000	10,000	0	0	10,000
81243	Lower Hillcrest RAL Massie Pavilion Upgrade - Security	25,000	9,588	(15,412)	9,349	0	239
81245	Maylands Hall Renewal - Fire detection system	17,000	17,000	17,000	19,721	0	(2,721)
81249	Morley Library Upgrade - Access Control	30,000	13,300	13,300	13,419	0	(119)
81256	Paddy Walker Works Depot - Install motor to Carpenters work	5,000	5,000	5,000	3,971	0	1,029
81257	Paddy Walker Works Depot - Mechanical Work Shop renew floor	20,000	20,000	20,000	13,250	0	6,750
81258	Paddy Walker Works Depot Renewal - Aircon	20,000	20,000	20,000	22,260	0	(2,260)
81259	Riverslea Lodge Renewal	20,000	20,000	15,000	0	0	20,000
81260	SES Headquarters Renewal - Floor	20,000	20,000	20,000	0	0	20,000
81264	Various Hot Water Systems Replacement	10,000	28,200	10,000	9,693	17,902	605
81266	Various New Roof Safety Systems	50,000	50,000	50,000	21,349	16,028	12,622
81267	Waltham Reserve Changeroom Renewal - concrete structure	15,000	15,000	15,000	18,473	0	(3,473)
81335	Ellis House Lighting Upgrade	14,545	14,545	14,545	18,256	0	(3,711)
81338	Maylands Hall Blackout Blinds	14,841	14,841	14,841	14,664	0	177
81340	Moojebing Reserve Shade Sail	40,000	40,000	40,000	164	34,300	5,536
81342	RA Cook Reserve Softball back net upgrade	10,909	10,909	10,909	10,063	1,780	(934)
81367	MSRC Renewal - Stage Lighting Replacement	0	38,000	0	0	0	38,000
81368	MSRC Renewal - Backboard Replacement	0	36,000	0	0	0	36,000
81370	MSRC Renewal - Group Fitness Stereo	0	11,000	0	0	0	11,000
81371	Bedford Filipino Club Renewal – Aircon	0	8,600	8,600	1,205	6,186	1,209
81372	Morley ECHO Renewal - Aircon	0	13,650	13,650	0	0	13,650
81373	Embleton Golf Course Renewal - Power Pole	0	48,600	0	0	0	48,600
81531	Security Improvements	0	15,412	15,412	0	0	15,412
		474,295	953,222	560,072	323,570	94,524	535,128

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Aquatic facilities</b>							
80973	Bayswater Waves - refurbishment	0	145,021	105,021	81,067	5,187	58,767
81233	Bayswater Waves Renewal - External wall sheeting	60,000	5,400	5,400	0	0	5,400
81234	Bayswater Waves Renewal - Roof	600,000	305,000	305,000	16,465	283,240	5,294
81348	Bayswater Waves Renewal - Plant	81,250	96,250	65,000	9,762	36,812	49,676
81349	Bayswater Waves Renewal - sound equipment	5,000	5,000	5,000	0	0	5,000
81350	Bayswater Waves Upgrade - Building Management System	30,000	20,550	20,550	15,909	0	4,641
81363	Bayswater Waves Renewal - Spa Pipework	0	10,000	0	0	10,440	(440)
81364	Bayswater Waves Upgrade - Hydro Area Access Control	0	15,000	0	0	11,440	3,560
81365	Bayswater Waves Renewal - Sauna Heater	0	8,000	0	4,379	0	3,621
81366	Bayswater Waves Upgrade - Pool Blanket Roller 50m Pool	0	30,000	0	0	0	30,000
81369	Bayswater Waves Renewal - Hydro Pool Hoist	0	20,000	0	0	0	20,000
		776,250	660,221	505,971	127,583	347,120	185,519
<b>Aged care facilities</b>							
81248	Mertome Gardens Renewal	25,000	25,000	15,000	0	0	25,000
		25,000	25,000	15,000	0	0	25,000
<b>Plant and equipment</b>							
80999	The RISE - Unplanned Capital	0	1,958	1,958	1,559	1,559	(1,160)
		0	1,958	1,958	1,559	1,559	(1,160)
<b>Sustainable environment</b>							
80936	Solar PV installation program	0	20,319	20,319	0	0	20,319
		0	20,319	20,319	0	0	20,319
<b>Other infrastructure construction</b>							
81216	Maylands Sports & Rec Club- Patio Extension- Event space	0	21,941	21,941	12,810	0	9,131
		0	21,941	21,941	12,810	0	9,131
<b>Other infrastructure renewal</b>							
81220	Maylands Brickwork Rectification	75,000	50,000	0	63,014	3,200	(16,214)
		75,000	50,000	0	63,014	3,200	(16,214)

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Administration Buildings</b>							
81236	Civic Centre Renewal - Aircon	588,000	588,000	294,000	4,453	21,395	562,152
81237	Civic Centre Renewal - Fire detection system	30,000	30,000	30,000	34,602	660	(5,262)
		618,000	618,000	324,000	39,054	22,055	556,891
<b>Halls &amp; Community Centres</b>							
81228	Lower Hillcrest Clubrooms - Redevelopment	0	25,000	25,000	23,207	0	1,793
81230	Civic Centre: IT upgrades to Directors office	0	6,118	6,118	2,198	0	3,920
81232	Bayswater Community Centre Renewal - Aircon	60,000	51,400	51,400	58,572	0	(7,172)
81252	Olive Tree House - Ducted toilet exhaust Replacement	10,000	900	900	0	0	900
81253	Olive Tree house - Staff relocation	150,000	231,900	150,000	6,243	4,900	220,757
81254	Olive Tree House Renewal - flooring	20,000	1,800	1,800	0	0	1,800
81255	Olive Tree House Renewal - Painting	60,000	5,400	5,400	0	0	5,400
81263	Upper Hillcrest Reserve Renewal - Hot water System	20,000	1,800	0	0	0	1,800
		320,000	324,318	240,618	90,220	4,900	229,198
<b>Sport &amp; Recreation Facilities</b>							
80764	Lightning Park Recreation Centre - Spectator shelter	0	0	0	(4,551)	0	4,551
81262	The RISE Renewal - Fire detection system	35,000	35,000	35,000	39,214	570	(4,784)
		35,000	35,000	35,000	34,662	570	(232)
<b>Sustainable Environment</b>							
81183	Emission Reduction and Renewable Energy Delivery	0	78,760	35,000	5,198	41,174	32,388
		0	78,760	35,000	5,198	41,174	32,388
Total Buildings		6,153,545	6,124,428	4,033,518	2,292,880	679,335	3,152,213
<b>Furniture and equipment</b>							
<b>Aquatic facilities</b>							
81113	Bayswater Waves - renew plant and equipment	0	13,393	13,393	12,371	0	1,022
81347	Bayswater Waves - New Visitation Monitors	8,000	11,540	11,540	0	0	11,540
		8,000	24,933	24,933	12,371	0	12,562

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Furniture and equipment</b>							
81118	Information Services - In Vehicle Comm Amplification	0	20,000	20,000	0	0	20,000
81274	Assets and Mapping - Duress Equipment Replacement Program	5,000	0	0	0	0	0
81276	Environmental Health - Equipment Upgrade	80,000	80,000	80,000	0	0	80,000
81332	Library Services - ICT Equipment Replacement Program	20,000	20,000	20,000	1,062	9,782	9,157
81353	Rangers and Security Equipment Renewal Program	28,660	28,660	28,660	0	0	28,660
		133,660	148,660	148,660	1,062	9,782	137,817
<b>IT capital</b>							
81111	Information Services - Network Infra Replacement Program	481,501	481,501	385,200	0	0	481,501
		481,501	481,501	385,200	0	0	481,501
<b>IT renewal</b>							
81275	Assets and Mapping - Network Infrastructure Replacement Pro	22,000	16,409	16,409	16,409	0	(0)
81351	The RISE - New Visitation Monitors	8,000	11,540	11,540	0	0	11,540
81352	MSRC - New Visitation Monitors	8,000	11,540	11,540	0	0	11,540
81354	Information Services - Council chambers system Replacement	240,000	240,000	192,000	188,028	49,076	2,896
81355	Information Services - End User Devices Replacement Program	386,592	386,592	309,270	104,155	104,590	177,847
81356	Information Services - Telephony Replacement Program	70,000	70,000	56,000	0	0	70,000
		734,592	736,081	596,759	308,592	153,666	273,823
<b>Plant and equipment</b>							
80996	Bayswater Waves - Health Club - Strength Equipment renewal	0	22,687	22,687	0	0	22,687
		0	22,687	22,687	0	0	22,687
<b>Other infrastructure construction</b>							
81219	MSRC-Technology Infrastructure	0	121,765	121,765	37,034	36,613	48,118
		0	121,765	121,765	37,034	36,613	48,118
<b>Water Facilities</b>							
81114	Bayswater Waves - unplanned capital	0	27,855	11,345	6,345	18,182	3,328
		0	27,855	11,345	6,345	18,182	3,328
Total Furniture and equipment		1,357,753	1,563,482	1,311,349	365,404	218,242	979,836

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Plant and equipment</b>							
<b>Building minor capital works</b>							
81108	Install and commission above ground fuel system	0	30,000	30,000	25,248	0	4,752
		0	30,000	30,000	25,248	0	4,752
<b>Plant and equipment</b>							
81110	Plant and Equipment replacement program	1,729,476	2,301,444	864,738	1,401,026	792,445	107,974
		1,729,476	2,301,444	864,738	1,401,026	792,445	107,974
Total Plant and equipment		1,729,476	2,331,444	894,738	1,426,273	792,445	112,726
<b>Roads</b>							
<b>Parking Services</b>							
81320	Upgrade ACROD parking	8,960	8,960	8,960	0	0	8,960
81361	45 Ninth Ave Maylands-Carpark	0	100,000	0	0	0	100,000
		8,960	108,960	8,960	0	0	108,960
<b>Building minor capital works</b>							
81191	Pat O'Hara Reserve - Morley Sport and Recreation Centre rede	150,000	150,000	150,000	39,904	3,550	106,545
		150,000	150,000	150,000	39,904	3,550	106,545
<b>Road construction</b>							
80245	Traffic management - general	0	16,364	16,364	19,050	0	(2,686)
80426	Design of slip lane at 60 Russell Street corner Walter Road	0	0	0	2,980	0	(2,980)
80960	Low Cost Urban Safety Design & Construction - Frank Drago	0	0	0	28,214	6,385	(34,599)
80961	Low Cost Urban Safety Design & Construction - Bayswater Wave	0	0	0	58,113	0	(58,113)
81063	Low Cost Urban Safety Program	300,000	300,000	300,000	148,181	29,147	122,672
81081	Low Cost Urban Safety Design & Construction-Weld Square	237,261	0	0	241	0	(241)
81083	Low Cost Urban Safety Design & Construction-Shearn Park	86,906	600,000	86,906	674,582	113,340	(187,922)
81084	Low Cost Urban Safety Design & Construction-Maylands Strip	222,676	500,000	122,472	241	0	499,759
81089	Low Cost Urban Safety Design & Construction-Beaufort Park	0	0	0	124,484	0	(124,484)
81090	Low Cost Urban Safety Design & Construction-RA Cook Park	0	0	0	241	0	(241)
81336	LCURS - Road Safety Treatments	2,000,000	143,446	126,236	0	0	143,446
81359	Low Cost Urban Safety Design & Construction-Whatley Cres Nth	0	40,000	40,000	0	0	40,000
		2,846,843	1,599,810	691,978	1,056,325	148,871	394,613

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Road renewal</b>							
81293	Resurface Intersection- Russell Street to Bishop Street	177,408	177,408	177,408	144,765	18,596	14,047
		177,408	177,408	177,408	144,765	18,596	14,047
<b>Roads to recovery</b>							
81027	Road Resurfacing - Cooper Rd - Wylde to Wolseley	0	0	0	8,283	0	(8,283)
81224	R2R- Vera St-Wellington Rd to Lee St	0	0	0	3,199	0	(3,199)
81298	Road Resurface Arundel St from Lawrence St to Toowong St	119,416	120,755	120,755	107,991	5,480	7,285
81302	Road Resurface Drake St from Broun Ave to Union Rd (R2R)	242,077	242,077	242,077	17,695	3,365	221,018
81304	Road Resurface Farmfield Wy From Harrowshill Rd	119,741	119,741	119,741	97,506	2	22,233
81314	Road Resurface Reman Rd from Langley Rd to Cul-De-Sac (R2R)	68,145	68,145	68,145	5,192	0	62,953
		549,379	550,718	550,718	239,865	8,846	302,007
<b>Black spot state</b>							
81279	Intersection upgrade Benara Road / Emberson Road	35,000	35,000	35,000	21,176	11,338	2,486
		35,000	35,000	35,000	21,176	11,338	2,486
<b>Base road grant</b>							
81297	Road Resurface Abinger St from Noranda Ave to Ranmore Way	50,622	49,018	49,018	51,760	0	(2,742)
81299	Road Resurface Avenell Rd from Clavering Rd to Raleigh Rd	99,329	99,706	99,706	106,193	0	(6,487)
81300	Road Resurface Bromley St from Burnett St to Rothbury Rd	124,413	124,413	124,413	8,371	0	116,042
81301	Road Resurface Burnett St from McGregor St to Mallion St	80,801	80,801	80,801	4,054	0	76,747
81303	Road Resurface Fairs St from Drake St to Bromley St	23,040	23,040	23,040	0	0	23,040
81305	Road Resurface Feredy St from Bromley St to Burnett St	43,386	43,386	43,386	1,054	0	42,332
81306	Road Resurface Gilders Pl from Union St to Cul-De-Sac	15,349	15,349	15,349	0	0	15,349
81307	Road Resurface Higgins Wy from Newton St to Wyatt Rd	48,351	39,790	39,790	42,193	0	(2,403)
81308	Road Resurface Hudson St from Langley Rd to Rothbury Rd	74,635	74,635	74,635	0	0	74,635
81309	Road Resurface McGregor St from Broun Ave to Burnett St	58,410	58,410	58,410	0	0	58,410
81310	Road Resurface Newton St from Guildford Rd to Cul-De-Sac	55,490	42,988	42,988	44,673	0	(1,685)
81311	Road Resurface Noranda Ave from Hookwood Rd to Camboon Rd	38,940	39,431	39,431	41,822	0	(2,391)
81312	Road Resurface Paine Rd from HSE 21 To Alfreda Ave	100,595	100,595	100,595	95,530	0	5,065
81313	Road Resurface Ranmore Wy from Dormans Rd to Hookwood Rd	87,615	79,490	79,490	83,359	0	(3,869)
81315	Road Resurface Thursley Wy from Abinger St To Noranda Ave	90,860	72,772	72,772	75,197	0	(2,425)
81316	Road Resurface Union St from Drake St to Reman Rd	42,704	42,704	42,704	3,316	0	39,388
81317	Road Resurface Ward Pl from Feredy St to Cul-De-Sac	16,063	16,063	16,063	6,985	0	9,078
		1,050,603	1,002,591	1,002,591	564,507	0	438,084

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Arterial road construction</b>							
81127	Arterial Roads - Direct Grant /Resurfacing - Broun Ave/Colli	0	0	0	18,689	0	(18,689)
		0	0	0	18,689	0	(18,689)
<b>Metropolitan Regional Road Group Projects</b>							
81294	Road Rehabilitation Camboon Road (MRRG)	268,386	513,976	268,386	519,955	0	(5,979)
81295	Road Rehabilitation Crimea Street (MRRG)	338,937	473,388	338,937	445,778	0	27,610
81296	Road Rehabilitation McGilvray Avenue (MRRG)	660,937	499,501	499,501	532,873	0	(33,372)
		1,268,260	1,486,865	1,106,824	1,498,606	0	(11,741)
<b>Sporting Reserves</b>							
81278	Carpark Resurfacing Program - Pat'O Hara Reserve	154,000	154,000	154,000	141,735	212	12,053
81281	Morley Sport and Recreation carpark (Pat O'Hara) Stage 2	150,000	150,000	150,000	152,910	7,656	(10,566)
81282	Morley Sport and Recreation carpark (Pat O'Hara) Stage 3	200,000	200,000	200,000	161,477	536	37,987
81321	Upper Hillcrest Reserve Disabled Carpark Expansion	75,000	75,000	37,500	60,784	1	14,215
		579,000	579,000	541,500	516,906	8,404	53,689
<b>Recreation Reserves</b>							
81322	Waterland Carpark Expansion	150,000	13,500	13,500	0	0	13,500
		150,000	13,500	13,500	0	0	13,500
Total Roads		6,815,453	5,703,852	4,278,479	4,100,743	199,607	1,403,503
<b>Footpath</b>							
<b>Other road construction</b>							
80911	Drake Street - Broun Avenue/Rothbury Road - new pathway	0	34,731	34,731	0	0	34,731
		0	34,731	34,731	0	0	34,731

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Footpath construction</b>							
81105	New Path - Bunya St Stage 1	0	24,774	24,774	0	3,629	21,145
81283	Pathway Expansion Program - Beechboro Road North	25,000	35,196	25,000	40,628	0	(5,432)
81284	Pathway Expansion Program - Camboon Road	98,000	68,379	68,379	72,315	0	(3,936)
81285	Pathway Expansion Program - Cox Street	56,000	76,436	56,000	83,115	0	(6,679)
81286	Pathway Expansion Program - Endeavour Road	64,800	57,301	57,301	59,917	0	(2,616)
81287	Pathway Expansion Program - Illingbridge Street	45,000	45,000	45,000	0	0	45,000
81288	Pathway Expansion Program - LTCN Bike Path, Drake Street	760,000	68,400	68,400	0	0	68,400
81289	Pathway Expansion Program - Mahogany Road	17,000	17,000	17,000	21,229	250	(4,479)
81290	Pathway Expansion Program - Ramsden Way	65,000	74,391	65,000	79,791	0	(5,400)
81291	Pathway Expansion Program - Gilbert Street	67,813	67,813	67,813	5,983	4,035	57,795
81292	Pathway Expansion Program - Thorpe Street	129,600	129,600	129,600	153,396	1	(23,797)
81375	Strutt Reserve footpath installation	0	88,950	0	0	0	88,950
		1,328,213	753,240	624,267	516,374	7,915	228,951
<b>Park development construction</b>							
81104	New Path - Hester/Evans/Drake	250,000	1,420,973	250,000	2,132,833	462,655	(1,174,515)
		250,000	1,420,973	250,000	2,132,833	462,655	(1,174,515)
Total Footpath		1,578,213	2,208,944	908,998	2,649,207	470,570	(910,834)
<b>Drainage</b>							
<b>Drainage construction</b>							
80248	Urban water sensitive design	0	81,470	0	0	0	81,470
80928	City-wide - optimise drainage amenity	0	11,507	11,507	0	2,360	9,147
		0	92,977	11,507	0	2,360	90,617
<b>Drainage renewal</b>							
81280	Low Point New Drainage Program	66,125	66,125	52,896	11,938	0	54,187
		66,125	66,125	52,896	11,938	0	54,187
<b>Sustainable environment</b>							
81213	Drainage for Liveability Detailed Design Rudloc and Bowden R	0	60,000	0	0	0	60,000
		0	60,000	0	0	0	60,000
Total Drainage		66,125	219,102	64,403	11,938	2,360	204,804

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Park development</b>							
<b>Other infrastructure construction</b>							
81374	Maylands Boat Ramp Pontoons - Renewal	0	28,660	0	33,280	0	(4,620)
		0	28,660	0	33,280	0	(4,620)
<b>Park development construction</b>							
80242	Riverbank restoration	92,292	332,292	92,292	164,089	67,615	100,588
81004	Birkett Street Reserve - redevelopment	0	0	0	17,227	0	(17,227)
81171	Program - Natural Environment Improvement - Foreshore River	240,000	0	0	353,747	29,998	(383,745)
81172	Waterland Developments-Parking & Playspace	0	780	0	931	0	(151)
81218	Bardon Park-Inclusive Swing	0	85,625	85,625	104,806	2,194	(21,375)
81269	Maylands Lakes Masterplan Implementation	250,000	250,000	250,000	111,950	12,895	125,155
81270	New Lightning Park Limestone Path	80,000	80,000	80,000	0	0	80,000
81271	Public Bin Renewal Program	65,000	65,000	65,000	0	0	65,000
81272	Rudloc Reserve Transformation	550,000	550,000	550,000	0	0	550,000
81273	Tranby Riverbank Restoration	100,000	100,000	100,000	0	0	100,000
81323	Bore Pump Renewal Program	117,500	117,500	117,500	66,326	20,692	30,482
81324	Further Greening of Guildford Road	100,000	100,000	100,000	0	0	100,000
81325	Irrigation Renewal Program	64,577	193,577	178,724	179,486	4,996	9,095
81326	Irrigation Renewal Program - Design	100,000	100,000	100,000	0	0	100,000
81327	Irrigation Renewal Program - Water usage reduction strategy	250,000	250,000	250,000	0	0	250,000
81328	Median Island Tree Planting Program	200,000	300,000	160,000	0	5,865	294,135
81329	Park Furniture Renewal Program	50,000	50,000	30,000	15,168	15,390	19,442
81330	Passive Park Lights Renewal Program	36,200	36,200	36,200	0	0	36,200
81331	Removal of dilapidated jetty Lake Brearley, Maylands	10,000	10,000	10,000	0	0	10,000
81334	Crimea - Tennis/Skate/Baseball Floodlight System Renewal	250,000	250,000	250,000	1,880	76,620	171,500
81358	Halliday Hosue-Retic	20,000	20,000	20,000	32,722	700	(13,422)
81360	Mayland Lakes Tank Installation	0	150,000	50,000	180,157	1,600	(31,757)
81362	Wymond park outdoor exercise equipment	0	50,000	50,000	0	0	50,000
		2,575,569	3,090,974	2,575,341	1,228,491	238,565	1,623,918

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Sustainable environment</b>							
81061	Maylands Lakes bank renaturalisation & improve water quality	0	550,000	0	0	0	550,000
81214	Maylands Lakes - Water Quality Improvements	0	50,700	50,700	73,661	18,213	(41,174)
		0	600,700	50,700	73,661	18,213	508,826
<b>Tree management</b>							
81165	Riverside Gardens Urban Forest	0	140,000	140,000	134,818	40,257	(35,075)
81344	Riverside Gardens Urban Forest (Advocacy Project)	1,650,000	1,650,000	1,386,000	590,670	1,002,198	57,132
		1,650,000	1,790,000	1,526,000	725,487	1,042,456	22,057
<b>Golf course development</b>							
81168	Maylands Peninsula Golf Course Upgrade	0	150,000	0	46,770	0	103,230
		0	150,000	0	46,770	0	103,230
<b>Drink fountains</b>							
80971	Lake Bungana - drink fountain	0	0	0	13	0	(13)
		0	0	0	13	0	(13)
<b>Playground</b>							
81175	City Wide - Playspace Redevelopments	0	436,233	436,233	510,696	0	(74,463)
81176	City Wide - Sports Goal Replacements	0	24,370	19,370	10,810	0	13,560
81180	City Wide - Cricket Match Synthetic Wicket Renewals	0	3,080	3,080	0	0	3,080
81333	Cricket Pitch Renewal Program	64,000	64,000	64,000	41,467	25,355	(2,822)
81343	Riverside Gardens Playground Renewal	50,000	50,000	50,000	5,018	40,007	4,975
81345	Sport Court Replacement Program	100,000	5,000	5,000	0	0	5,000
81346	Sport Goal Renewal Program	20,000	1,000	1,000	22,863	843	(22,706)
		234,000	583,683	578,683	590,854	66,205	(73,376)
<b>Other infrastructure construction</b>							
80946	Wotton Skate Park and surrounding facilities	0	36,719	36,719	0	18,685	18,034
81062	Tranby House Reserve Foreshore - rehab and revegetation	1,000,000	0	0	859	0	(859)
81177	City Wide - Sports Lighting Renewals	0	137,422	137,422	50,556	0	86,866
81339	Mills Avenue Pocket Park Development (Metronet)	680,000	34,000	0	0	0	34,000
		1,680,000	208,141	174,141	51,416	18,685	138,040

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<b>Other infrastructure renewal</b>							
80755	Critical Asset Renewal Program	0	0	0	41,499	0	(41,499)
81167	Bore and Pump Replacement Program	0	48,334	48,334	43,603	5,882	(1,151)
81169	Critical Asset Renewal and Upgrade Program	0	6,087	6,087	33,888	0	(27,801)
		0	54,421	54,421	118,990	5,882	(70,451)
<b>Recreation Reserves</b>							
81173	City Wide - Community Ball Court Resurfacing	100,000	148,965	148,965	4,631	121,915	22,419
81181	City Wide - Sporting Reserve Fencing Replacements	0	22,498	22,498	5,741	0	16,757
81182	Upper Bardon Park	0	15,000	15,000	18,814	0	(3,814)
		100,000	186,463	186,463	29,185	121,915	35,363
Total Park development		6,239,569	6,693,042	5,145,749	2,898,148	1,511,921	2,282,974
<b>Other infrastructure</b>							
<b>Traffic management</b>							
81319	Traffic Management Devices	65,000	65,000	52,000	59,116	409	5,475
		65,000	65,000	52,000	59,116	409	5,475
<b>Street lights</b>							
81119	City Lighting Renewal Program/New Req	0	17,619	17,619	32,191	0	(14,572)
81318	Street Lightpole Upgrade	303,481	303,481	242,784	1,150	0	302,331
		303,481	321,100	260,403	33,340	0	287,760
<b>Other infrastructure construction</b>							
81122	Bus Shelters - Upgrade program	32,256	32,256	25,800	0	0	32,256
81277	Bus Shelters - Expansion Program	48,384	33,700	24,028	6,687	12,519	14,494
		80,640	65,956	49,828	6,687	12,519	46,750
<b>Sustainable environment</b>							
80935	Emission reduction and renewable energy implementation	0	14,131	0	0	0	14,131
		0	14,131	0	0	0	14,131

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Other infrastructure construction</b>						
80392 Maylands Town Centre - City-led infrastructure activation	0	0	0	2,213	1,503	(3,716)
81121 Town Centre's - City-led Place Activation	0	0	0	0	2,370	(2,370)
	0	0	0	2,213	3,873	(6,086)
Total Other infrastructure	449,121	466,187	362,231	101,356	16,801	348,030
<b>Intangible assets</b>						
<b>Software</b>						
80950 Website development for online bookings	0	14,620	14,620	14,551	0	69
	0	14,620	14,620	14,551	0	69
Total Intangible assets	0	14,620	14,620	14,551	0	69
<b>Total capital projects</b>	<b>25,489,255</b>	<b>26,425,101</b>	<b>18,114,085</b>	<b>14,960,500</b>	<b>3,891,280</b>	<b>7,573,321</b>

**10.2.2 List of Payments for the Month of April 2025**

<b>Responsible Branch:</b>	Financial Services
<b>Responsible Directorate:</b>	Corporate Services
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Schedule of Accounts - Municipal Fund [<b>10.2.2.1</b> - 9 pages]</li> <li>2. Schedule of Accounts - Aged Persons Homes Account [<b>10.2.2.2</b> - 1 page]</li> <li>3. Schedule of Accounts - Trust Fund [<b>10.2.2.3</b> - 1 page]</li> <li>4. Summary of Corporate Credit Card Expenses [<b>10.2.2.4</b> - 1 page]</li> <li>5. Summary of Corporate Purchase Card Expenses [<b>10.2.2.5</b> - 4 pages]</li> <li>6. Electronic Fund Transfers [<b>10.2.2.6</b> - 1 page]</li> </ol>
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

***This item does not contain any information that is considered confidential in accordance with Section 5.23(2) of the Local Government Act 1995.***

**SUMMARY**

This report presents the list of payments, comprising **Attachments 1, 2, 3, 4, 5 and 6** made under delegated authority for the month of April 2025 in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*.

**OFFICER'S RECOMMENDATION**

That Council receives the list of payments for the month of April 2025 made under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* comprising:

1. Schedule of Accounts – Municipal Fund (**Attachment 1**);
2. Schedule of Accounts – Aged Persons Homes Account (**Attachment 2**);
3. Schedule of Accounts – Trust Fund (**Attachment 3**);
4. Summary of Corporate Credit Card Expenses (**Attachment 4**);
5. Summary of Corporate Purchase Card Expenses (**Attachment 5**); and
6. Electronic Fund Transfers (**Attachment 6**).

**BACKGROUND**

Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the City's Municipal and Trust Funds in addition to Aged Care accounts in accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*.

A list of accounts paid is to be provided to Council where such delegation is made.

**EXTERNAL CONSULTATION**

Not applicable.

**OFFICER'S COMMENTS**

A list of payments is presented to Council each month for noting in accordance with the *Local Government (Financial Management) Regulations 1996*.

Payments drawn from the Municipal Account for the month of April 2025 are included in **Attachment 1**.

Payments drawn from the Aged Persons Homes Account for the month of April 2025 are included in **Attachment 2**.

Payments drawn from the Trust Fund for the month of April 2025 are included in **Attachment 3**.

Payments made via corporate credit and purchase cards are included in **Attachment 4 and Attachment 5** respectively. Regulation 13(A) of the Local Government (Financial Management) Regulations 1996 was updated requiring the reporting of payments by employees via purchase cards (i.e. in addition to Credit Cards) to be reported from 1 October 2023. Purchase Cards used by employees include BP (Fuel) and Bunnings Cards with those transactions reported separately but the total spend is included in payments from the Municipal Account.

All other payments of a direct debit nature made from the Municipal and Aged Persons Homes Accounts including bank fees; payroll payments; and other direct payment arrangements, are represented in **Attachment 6**.

All payments are summarised in **Table 1**.

**Table 1**

<b><i>Payment Type</i></b>	<b><i>Reference</i></b>	<b><i>Amount \$</i></b>
<b><i>Municipal Account</i></b>		
BPay Direct Credits Electronic Fund Transfers (EFTs)	BP000288-290 DC000705-733 EF090453-090464, EF090466-090589, EF090591-090715, EF090718-090858, EF090860-091153	<b>\$6,497,855.39</b>
<b><i>Aged Persons Homes</i></b>		
Electronic Fund Transfers (EFTs)	EF090465, EF090590, EF090717	<b>\$12,547.52</b>
<b><i>Trust Fund</i></b>		
Electronic Fund Transfers (EFTs)	EF090716, EF090859	<b>\$36,207.20</b>
<b><i>Credit Card Expenses</i></b>	1 April 2025 to 30 April 2025	<b>\$3,843.00</b>

<b><i>Direct Debit and Other Electronic Fund Transfer</i></b>	1 April 2025 to 30 April 2025	<b>\$6,734,689.24</b>
	<b>Total</b>	<b>\$13,285,142.35</b>

The following payments from previous months were cancelled in April.

- Municipal Account:
  - EF090601 - \$1,660.00

## LEGISLATIVE COMPLIANCE

Regulation 13 of the *Local Government (Financial Management) Regulations 1996*

The City's *Procurement Policy* applies.

Council has delegated to the CEO the exercise of its authority to make payments from the Municipal and Trust Funds and the Aged Care Homes accounts. Therefore, in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid by the CEO is prepared each month showing each account paid since the list was prepared.

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making.	

## FINANCIAL IMPLICATIONS

All accounts are for goods and services that have been duly incurred and authorised for payment in accordance with the budget allocation and statutory obligations. This provides for the effective and timely payment of the City's contractors and other creditors.

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater's Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.  
Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

## **CONCLUSION**

That Council notes the List of Payments for the month of April 2025 comprising **Attachments 1, 2, 3, 4, 5 and 6.**

## City of Bayswater

List of Payment - Municipal  
for the period 1 April 2025 to 30 April 2025

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
BP000288	03/04/25	City of Fremantle	Youth and seniors community activities	100.00
BP000289	03/04/25	Coca Cola Europacific Partners Australia Pty Ltd	Kiosk stock	6,481.56
BP000290	30/04/25	Coca Cola Europacific Partners Australia Pty Ltd	Kiosk stock	5,638.11
DC000705	02/04/25	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	142.70
DC000706	03/04/25	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	365.00
DC000707	03/04/25	Superchoice	Payroll payment	253,624.54
DC000708	01/04/25	Superchoice	Payroll payment	254,378.91
DC000709	01/04/25	Easisalary Pty Ltd	Payroll payment	8,805.44
DC000710	02/04/25	Easisalary Pty Ltd	Payroll payment	8,675.15
DC000711	01/04/25	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	502.50
DC000712	01/04/25	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	510.30
DC000713	01/04/25	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	664.60
DC000714	01/04/25	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	481.70
DC000715	01/04/25	Superchoice	Superannuation	3,361.81
DC000716	04/04/25	Eleven Aus Pty Ltd - Reversal of DC00716 incorrect entry	Refund residential verge deposit	-750.00
DC000717	16/04/25	Easisalary Pty Ltd	Payroll payment	8,675.15
DC000718	17/04/25	Superchoice	Payroll payment	255,099.88
DC000719	04/04/25	Eleven Aus Pty Ltd - Refund for Duplicate Payment	Refund residential verge deposit	750.00
DC000720	08/04/25	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	268.00
DC000721	09/04/25	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	489.50
DC000722	09/04/25	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	510.30
DC000723	10/04/25	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	619.20
DC000724	11/04/25	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	2,322.00
DC000725	11/04/25	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	86.00
DC000726	11/04/25	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	489.50
DC000727	16/04/25	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	505.10
DC000728	11/04/25	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	507.70
DC000729	22/04/25	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	494.70
DC000730	28/04/25	Superchoice	Superannuation	1,775.95
DC000731	29/04/25	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	510.30
DC000732	22/04/25	Australian Taxation Office	Superannuation	2,661.10
DC000733	24/04/25	Australian Taxation Office	Superannuation	439.36
EF090453	01/04/25	Assunta Meleca	Councillor allowances and reimbursements	3,208.54
EF090454	01/04/25	Daniel Bull	Councillor allowances and reimbursements	828.01
EF090455	01/04/25	Elli Petersen-Pik	Councillor allowances and reimbursements	5,270.57
EF090456	01/04/25	Filomena Piffaretti	Councillor allowances and reimbursements	12,911.88
EF090457	01/04/25	Giorgia Johnson	Councillor allowances and reimbursements	3,208.54
EF090458	01/04/25	Inst of Public Works Engineering Australasia Ltd	Staff training, development and support	3,410.00
EF090459	01/04/25	Joshua Eveson	Councillor allowances and reimbursements	3,208.54
EF090460	01/04/25	Michelle Louise Sutherland	Councillor allowances and reimbursements	3,208.54
EF090461	01/04/25	Nat Latter	Councillor allowances and reimbursements	3,109.30
EF090462	01/04/25	One Plus One Solutions Pty Ltd	Memberships and subscriptions	1,868.90
EF090463	01/04/25	Sally Palmer	Councillor allowances and reimbursements	3,208.54
EF090464	01/04/25	Steven George Ostaszewskyj	Councillor allowances and reimbursements	3,208.54
EF090466	03/04/25	Abdullahi Hussein Noor	Refund health centre memberships	458.15
EF090467	03/04/25	Acurix Networks Pty Ltd	WiFi Access Service	1,926.10
EF090468	03/04/25	AlintaGas Sales Pty Ltd	Gas usage charges	353.20
EF090469	03/04/25	Arweerat Guadkeo	Refund rates overpayment	714.52
EF090470	03/04/25	Auscon Builders	Refund residential verge deposit	1,400.00
EF090471	03/04/25	Avantgarde Technologies Pty Ltd	Software Maintenance	14,432.00
EF090472	03/04/25	Belconnen Mosque	Refund bond	1,000.00
EF090473	03/04/25	Chase residential PM Trust account	Refund rates overpayment	2,121.50
EF090474	03/04/25	Chung Ngoc Ha	Refund rates overpayment	407.28
EF090475	03/04/25	Craig McGuiness	Refund miscellaneous	10.00
EF090476	03/04/25	CTI5 Pty Ltd T/A CTI Risk Management-Petty Cash	Petty cash reimbursement	890.80
EF090477	03/04/25	DC and Sons WA Pty Ltd	Refund residential verge deposit	1,400.00
EF090478	03/04/25	Direct Communications Pty Ltd	Plant and vehicle parts and materials	1,241.46
EF090479	03/04/25	Domenic Cosentino	Refund health centre memberships	42.98
EF090480	03/04/25	Elite Property Group (WA) Pty Ltd	Refund residential verge deposit	1,485.23
EF090481	03/04/25	Elli Petersen-Pik	Councillor allowances and reimbursements	366.87
EF090482	03/04/25	Filomena Piffaretti	Councillor allowances and reimbursements	172.71
EF090483	03/04/25	H&H Construct Pty Ltd	Refund residential verge deposit	1,560.00
EF090484	03/04/25	Housing Authority	Refund rates overpayment	5,318.87
EF090485	03/04/25	Hug Group (WA) Pty Ltd	Refund residential verge deposit	1,485.23
EF090486	03/04/25	Jamie Wright	Refund bond	550.00
EF090487	03/04/25	Kerrin Ross Chivers and Eleanor Sturgeon	Catio Rebate	500.00
EF090488	03/04/25	Lumix Building Pty Ltd	Refund residential verge deposit	1,560.00
EF090489	03/04/25	Paola Florez	Catio Rebate	500.00
EF090490	03/04/25	Shane L Bunker	Refund miscellaneous	400.00
EF090491	03/04/25	Sonja Pienaar	Staff allowances and reimbursements	80.13
EF090492	03/04/25	Stephen D McKenna	Refund residential verge deposit	1,435.00
EF090493	03/04/25	Synergy	Electricity charges (other than street lighting)	82,050.39
EF090494	03/04/25	The Islamic Centre of WA Incorporated	Refund bond	1,000.00
EF090495	03/04/25	Vaughn J McGuire	Citizenship expenses	1,210.00
EF090496	03/04/25	Vinsan Demolition	Refund commercial verge deposit	1,560.00
EF090497	03/04/25	Water Corporation	Water usage charges	22,140.04
EF090498	03/04/25	William Buck Consulting (WA) Pty Ltd	Audit services	3,080.00
EF090499	03/04/25	The Trustee for Wristbands Australia Trust T/A AAC Wristbands Australia Pty Ltd	Kiosk stock	1,610.40
EF090500	03/04/25	Acclaimed Catering Pty Ltd	Functions and events catering expenses	2,630.27
EF090501	03/04/25	Action Glass and Aluminium	Building maintenance and services	1,814.76
EF090502	03/04/25	ADT Security	Buildings and events security expenses	315.43
EF090503	03/04/25	AL Morley Pty Ltd	Plant and vehicle repairs	690.00
EF090504	03/04/25	Alluvium Consulting Australia Pty Ltd	Equipment purchases	39,336.00
EF090505	03/04/25	AMS Technology Group Pty Ltd	Building maintenance and services	16,684.38
EF090506	03/04/25	Aquamonix Pty Ltd	Garden maintenance	14,659.70
EF090507	03/04/25	Architectural Ceiling Systems Pty Ltd T/A Ceiling Manufacturers of Australia	Building supplies and hardware	44.88

Reference Payments	Date	Creditor Name	Invoice details	Amount Paid \$
EF090508	03/04/25	Asphaltex Pty Ltd	Construction and civil works payments	556,188.22
EF090509	03/04/25	Australia and New Zealand Recycling Platform Ltd	Waste collection and hygiene services	4,195.86
EF090510	03/04/25	Backpackers FC Pty Ltd	Parking bays marking	495.00
EF090511	03/04/25	BOP Industries Pty Ltd	Professional consultancy services	5,500.00
EF090512	03/04/25	Boyan Electrical Services	Electrical installation and repair	313.50
EF090513	03/04/25	Bridged Group Pty Ltd	Equipment maintenance	5,808.00
EF090514	03/04/25	Bridgestone Aust Ltd	Plant and vehicle repairs	3,159.42
EF090515	03/04/25	Brownes Foods Operations Pty Ltd	Office stationery and consumables	150.50
EF090516	03/04/25	Bunnings Group Ltd	Engineering works materials	7,196.85
EF090517	03/04/25	Campbell's Janitor Supplies Pty Ltd T/A The Goods Australia	Cleaning supplies	21.86
EF090518	03/04/25	Ciltech Pty Ltd	Equipment repairs	34,478.46
EF090519	03/04/25	City of Nedlands	Vehicle and plant hire	2,000.00
EF090520	03/04/25	Cleanaway Pty Ltd	Waste collection and hygiene services	221.65
EF090521	03/04/25	CNW Pty Ltd	Engineering works materials	1,284.25
EF090522	03/04/25	Code Research Pty Ltd T/A PWD (Australia)	IT software/hardware upgrade sand replacement	16,516.50
EF090523	03/04/25	Contra-flow Pty Ltd	Traffic management	12,164.92
EF090524	03/04/25	Corporate Hands Pty Ltd	Youth and seniors community activities	2,772.00
EF090525	03/04/25	Daisy Alice Lyons T/A The Mum Collective	Marketing and promotional material	488.00
EF090526	03/04/25	Detail West	Plant and vehicle repairs	150.00
EF090527	03/04/25	Diana Kudsee	Youth and seniors community activities	320.00
EF090528	03/04/25	Robert Walters Pty Ltd	Labour hire and temporary replacement	5,656.28
EF090529	03/04/25	Dowsing Group Pty Ltd	Construction and civil works payments	116,630.49
EF090530	03/04/25	Eastern Metropolitan Regional Council	Waste collection and hygiene services	79,960.03
EF090531	03/04/25	Epic Catering and Events Services Pty Ltd	Functions and events catering expenses	720.50
EF090532	03/04/25	Europcar WA	Vehicle and plant hire	44.28
EF090533	03/04/25	Fortis Security Pty Ltd	Building maintenance and services	954.62
EF090534	03/04/25	Fuel Distributors of WA Pty Ltd	Fuel and oil	17,218.20
EF090535	03/04/25	Grainne Wray	Youth and seniors community activities	640.00
EF090536	03/04/25	Helene Pty Ltd	Labour hire and temporary replacement	6,342.76
EF090537	03/04/25	Hydroquip Pumps and Irrigation Pty Ltd	Parks and gardens reticulation repair sand upgrades	16,857.23
EF090538	03/04/25	Insight Enterprises Australia Pty Ltd	Software Maintenance	973.39
EF090539	03/04/25	Institute of Public Works Engineering Australasia - WA Inc.	Conference expenses	3,140.00
EF090540	03/04/25	Intelife Group Ltd	Garden maintenance	4,595.12
EF090541	03/04/25	IRP Pty Ltd	Labour hire and temporary replacement	4,211.25
EF090542	03/04/25	JBG Hospitality Pty Ltd T/A Noranda IGA	Kiosk stock	376.15
EF090543	03/04/25	Led Signs Pty Ltd	Equipment maintenance	385.00
EF090544	03/04/25	Linemarking WA Pty Ltd	Parking bays marking	32,068.25
EF090545	03/04/25	Logic Cranes and Hoists	Parks and gardens materials	637.14
EF090546	03/04/25	Maxwell Robinson and Phelps	Building maintenance and services	248.04
EF090547	03/04/25	McLeods Lawyers Pty Ltd	Legal expenses and court costs	11,195.82
EF090548	03/04/25	MDM Entertainment Pty Ltd	Library book stock and materials	202.89
EF090549	03/04/25	Merchandising Libraries Pty Ltd	Staff training, development and support	69.00
EF090550	03/04/25	Metro Motors	Plant and vehicle repairs	148.00
EF090551	03/04/25	Justchillin Hospitality Pty Ltd T/A Unicorn Soft Serve Perth	Functions and events catering expenses	600.00
EF090552	03/04/25	The Trustee for the Ingwelala Trust T/A Westoz Food Distributors	Kiosk stock	2,224.61
EF090553	03/04/25	Natural Area Holdings Pty Ltd	Parks and gardens contract payments	6,201.79
EF090554	03/04/25	Officeworks Ltd T/A Officeworks	Office stationery and consumables	212.83
EF090555	03/04/25	PAV Sales and Installation	Equipment repairs	231.00
EF090556	03/04/25	Pool and Pump Service and Repairs Pty Ltd	Equipment maintenance	973.07
EF090557	03/04/25	Programmed Skilled Workforce Ltd	Labour hire and temporary replacement	9,142.13
EF090558	03/04/25	Pro-Lamps Pty Ltd	Aquatic maintenance and services	215.60
EF090559	03/04/25	Public Transport Authority of Western Australia	Equipment purchases	6,318.95
EF090560	03/04/25	Purple Communications Australia Pty Ltd T/A Cannings Purple	Professional consultancy services	5,665.00
EF090561	03/04/25	Qualcon Laboratories	Analytical and testing services	4,543.00
EF090562	03/04/25	The Trustee for Alba Unit Trust T/A Quality Press	Waste collection and hygiene services	603.90
EF090563	03/04/25	Rentokil Initial Pty Ltd	Building maintenance and services	3,115.87
EF090564	03/04/25	GPC Asia Pacific Pty Ltd T/A Repco	Minor equipment purchase	873.34
EF090565	03/04/25	RTS Training	Staff training, development and support	70.00
EF090566	03/04/25	RTV Computers Pty Ltd	Equipment purchases	16,258.00
EF090567	03/04/25	Services Australia	Fees and charges	72.27
EF090568	03/04/25	Spectur Ltd	Buildings and events security expenses	603.93
EF090569	03/04/25	St John Ambulance Western Australia Ltd	Medical services and materials	254.60
EF090570	03/04/25	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	63.12
EF090571	03/04/25	The Trustee for the O'Grady Family Trust Efficient Site Services	Construction and civil works payments	9,196.00
EF090572	03/04/25	Team Global Express Pty Ltd T/A IPEC Pty Ltd	Postage and courier charges	412.57
EF090573	03/04/25	The Morley Veterinary Hospital	Animal supplies and services	117.40
EF090574	03/04/25	The Trustee for Aberhart and Rajoo Unit Trust T/A W.A. Cleaning Equipment Repairs	Minor equipment purchase	3,036.00
EF090575	03/04/25	The Trustee for Sportsworld Unit Trust T/A Sportsworld of WA	Kiosk stock	327.80
EF090576	03/04/25	The Trustee for the Jansen Gray Family Trust T/A Geoff's Tree Services Pty Ltd	Parks and gardens tree pruning and assoc. services	26,254.80
EF090577	03/04/25	Tocopeja Pty Ltd T/A T-Quip	Plant and vehicle parts and materials	358.89
EF090578	03/04/25	B.J Kenny and K.M Kenny T/A Trophy Warehouse	Marketing and promotional material	91.00
EF090579	03/04/25	Twins (WA) Pty Ltd	Functions and events catering expenses	398.00
EF090580	03/04/25	WA Local Government Association	Conference expenses	380.00
EF090581	03/04/25	Wanneroo Agricultural Machinery	Plant and vehicle parts and materials	119.50
EF090582	03/04/25	Water Engineering and Research Solutions Pty Ltd	Professional consultancy services	15,016.78
EF090583	03/04/25	WC Convenience Management Pty Ltd T/A WC Innovations	Building maintenance and services	3,014.99
EF090584	03/04/25	J.D Caffey and Caffey Family Trust T/A Westbooks	Book purchases	180.39
EF090585	03/04/25	Western Resource Recovery	Waste collection and hygiene services	2,652.22
EF090586	03/04/25	Winc Australia Pty Ltd	Office stationery and consumables	388.96
EF090587	03/04/25	Woolworths Group Ltd	Office stationery and consumables	638.28
EF090588	03/04/25	Workdobbler Trust and Lindal Family Trust T/A Work Clobber	Staff uniforms and protective equipment	411.30
EF090589	03/04/25	Yatindra Godbole T/a WA Flags ad Banners	Youth and seniors community activities	466.40
EF090591	10/04/25	Alexander Braghieri	Staff allowances and reimbursements	40.00
EF090592	10/04/25	Amy Doherty	Donation	300.00
EF090593	10/04/25	Annalisa Martino Da Fonseca	Donation	300.00
EF090594	10/04/25	Australia Post	Postage and courier charges	1,483.17
EF090595	10/04/25	Balmik Soin	Refund bond	500.00
EF090596	10/04/25	Derbarl Yerrigan Health Service Aborigin	Refund facility hire bond	254.21
EF090597	10/04/25	Easisalary Pty Ltd	Staff superannuation and other deductions	2,056.30
EF090598	10/04/25	Ezy Vend Pty Ltd	Equipment hire	220.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF090599	10/04/25	F and D Talenti	Refund rates overpayment	595.57
EF090600	10/04/25	Filomena Piffaretti	Councillor allowances and reimbursements	251.96
EF090601	10/04/25	Guo P Guan	Refund rates overpayment	1,660.00
EF090602	10/04/25	Jodie Louise and Marco Blackall-Batacchi	Donation	200.00
EF090603	10/04/25	K J Stockwell and K R Bell	Grants and funding	3,630.00
EF090604	10/04/25	Maylands Yacht Club Inc	Donation	200.00
EF090605	10/04/25	Murray Gath	Refund residential verge deposit	750.00
EF090606	10/04/25	Phillipa O'Brien	Refund bond	350.00
EF090607	10/04/25	QA Bathroom Warehouse	Refund rates overpayment	587.77
EF090608	10/04/25	Rachelle Jarvis	Donation	200.00
EF090609	10/04/25	Rebecca Vittiglia Collins	Refund residential verge deposit	1,400.00
EF090610	10/04/25	Residential Building WA Pty Ltd	Refund residential verge deposit	1,400.00
EF090611	10/04/25	Start Right Homes Pty Ltd	Refund residential verge deposit	1,400.00
EF090612	10/04/25	Swan River Sirens T Yamsiri	Donation	550.00
EF090613	10/04/25	Synergy	Electricity charges (other than street lighting)	113,215.45
EF090614	10/04/25	Water Corporation	Water usage charges	12,942.48
EF090615	10/04/25	Woolworths Group Ltd	Kiosk stock	248.40
EF090616	10/04/25	Yvette Collins and Simon Lane	Refund residential verge deposit	1,560.00
EF090617	10/04/25	Zoroastrian Association of WA	Refund bond	1,000.00
EF090618	10/04/25	Acclaimed Catering Pty Ltd	Functions and events catering expenses	952.38
EF090619	10/04/25	Acurix Networks Pty Ltd	Software Maintenance	1,926.10
EF090620	10/04/25	ALS Library Services Pty Ltd	Book purchases	291.01
EF090621	10/04/25	AMS Technology Group Pty Ltd	Building maintenance and services	2,988.79
EF090622	10/04/25	Annetta Bei-En Chung T/A Homey Coffee Bar	Youth and seniors community activities	732.47
EF090623	10/04/25	Antonio D'Onofrio	Citizenship expenses	200.00
EF090624	10/04/25	Aston Consulting (WA) Pty Ltd	Professional consultancy services	3,844.50
EF090625	10/04/25	ATC Work Smart Inc	Trainee	279.35
EF090626	10/04/25	Australian Services Union	Payroll payment	236.50
EF090627	10/04/25	Australian Taxation Office	Payroll payment	305,168.00
EF090628	10/04/25	Bayswater State Emergency Services	Grants and funding	7,330.40
EF090629	10/04/25	Beak Engineering (Aust) Pty Ltd T/A Ausnet Industries	Equipment purchases	1,040.60
EF090630	10/04/25	Beinformed Group Pty Ltd T/A BeCarWise	Payroll payment	1,087.74
EF090631	10/04/25	Boyan Electrical Services	Electrical installation and repair	26,531.35
EF090632	10/04/25	Brownes Foods Operations Pty Ltd	Office stationery and consumables	150.50
EF090633	10/04/25	Bunnings Group Ltd	Engineering works materials	1,105.86
EF090634	10/04/25	Campbell's Janitor Supplies Pty Ltd T/A The Goods Australia	Aquatic chemicals and consumables	45.94
EF090635	10/04/25	Child Support Agency	Payroll payment	936.06
EF090636	10/04/25	Chin San Ang and Sannys Origami	Functions and events entertainment expenses	198.00
EF090637	10/04/25	Chung Wah Association	Functions and events entertainment expenses	550.00
EF090638	10/04/25	Cleanaway Pty Ltd	Waste collection and hygiene services	571,392.07
EF090639	10/04/25	CNW Pty Ltd	Building supplies and hardware	333.44
EF090640	10/04/25	Contra-flow Pty Ltd	Traffic management	28,805.64
EF090641	10/04/25	Robert Walters Pty Ltd	Labour hire and temporary replacement	5,228.75
EF090642	10/04/25	Direct Communications Pty Ltd	Minor equipment purchase	382.80
EF090643	10/04/25	Dowsing Group Pty Ltd	Construction and civil works payments	25,017.71
EF090644	10/04/25	E Fire and Safety	Fire suppression and alarm monitoring	747.39
EF090645	10/04/25	Eastern Metropolitan Regional Council	Waste collection and hygiene services	103,518.52
EF090646	10/04/25	Environmental Health Australia (WA) Inc.	Conference expenses	1,680.00
EF090647	10/04/25	Epic Catering and Events Services Pty Ltd	Functions and events catering expenses	1,363.45
EF090648	10/04/25	Europcar WA	Plant and vehicle repairs	5,291.00
EF090649	10/04/25	Evenflow Irrigation	Parks and gardens reticulation repair sand upgrades	1,188.00
EF090650	10/04/25	Flexi Staff Group Pty Ltd	Labour hire and temporary replacement	7,156.38
EF090651	10/04/25	Fuel Distributors of WA Pty Ltd	Fuel and oil	19,331.40
EF090652	10/04/25	Garden Care West (WA)	Garden maintenance	528.00
EF090653	10/04/25	GFG Temporary Assist	Labour hire and temporary replacement	22,124.69
EF090654	10/04/25	GHD Pty Ltd	Analytical and testing services	9,151.47
EF090655	10/04/25	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	25,950.13
EF090656	10/04/25	Health Insurance Fund of WA	Payroll payment	72.20
EF090657	10/04/25	Helene Pty Ltd	Labour hire and temporary replacement	2,524.59
EF090658	10/04/25	Hi Tech Sports Pty Ltd	Equipment purchases	1,359.60
EF090659	10/04/25	Hospital Benefit Fund of WA	Payroll payment	874.01
EF090660	10/04/25	ibookingsystems	Memberships and subscriptions	99.00
EF090661	10/04/25	ICU Solarcam Pty Ltd	Equipment hire	898.30
EF090662	10/04/25	Insight Enterprises Australia Pty Ltd	Software Maintenance	33,180.24
EF090663	10/04/25	IRP Pty Ltd	Labour hire and temporary replacement	4,211.24
EF090664	10/04/25	J.G Abberton and Others Lavan T/A Lavan	Legal expenses and court costs	4,919.75
EF090665	10/04/25	Japanese Truck and Bus Spares Pty Ltd	Plant and vehicle parts and materials	1,445.55
EF090666	10/04/25	Josh Byrne and Associates	Professional consultancy services	3,851.93
EF090667	10/04/25	Judroc Pty Ltd T/A The Watershed Water Systems	Parks and gardens reticulation repair sand upgrades	3,082.64
EF090668	10/04/25	Kabil Osman T/A Nusanarian	Functions and events entertainment expenses	400.00
EF090669	10/04/25	Les Mills Australia	Memberships and subscriptions	877.54
EF090670	10/04/25	M and B Sales Pty Ltd	Building supplies and hardware	403.92
EF090671	10/04/25	Marc David Cirket Ford T/A Openscope Construction	Construction and civil works payments	563.92
EF090672	10/04/25	Max and Claire Pty Ltd T/A Ergolink	Market Valuation	778.75
EF090673	10/04/25	Maxwell Robinson and Phelps	Pest control	1,368.67
EF090674	10/04/25	McIntosh Holdings Pty Ltd	Plant and vehicle parts and materials	1,768.08
EF090675	10/04/25	Milton Pty Ltd T/A Classic Hire	Building maintenance and services	229.90
EF090676	10/04/25	TheTrustee for the Ingwelala Trust T/A Westoz Food Distributors	Kiosk stock	1,492.98
EF090677	10/04/25	MPK Tree Management Pty Ltd T/A MPK Tree Services	Parks and gardens tree pruning and assoc. services	3,905.00
EF090678	10/04/25	Natural Area Holdings Pty Ltd	Garden maintenance	748.00
EF090679	10/04/25	Ngala-Boodja/Aboriginal Land Care	Garden maintenance	825.00
EF090680	10/04/25	Nobuo Hara	Youth and seniors community activities	400.00
EF090681	10/04/25	Novated Lease Australia Pty Ltd	Payroll payment	700.43
EF090682	10/04/25	Officeworks Ltd T/A Officeworks	Minor equipment purchase	222.96
EF090683	10/04/25	OHSG Pty Ltd T/A Dean's Autoglass	Plant and vehicle parts and materials	1,379.18
EF090684	10/04/25	Orikan Group Pty Ltd T/A DCA Cities Holdings	Software Maintenance	122.10
EF090685	10/04/25	Para-Mobility Pty Ltd	Minor equipment purchase	183.00
EF090686	10/04/25	Paywise Pty Ltd	Payroll payment	3,985.22
EF090687	10/04/25	PeopleVision Pty Ltd	Professional consultancy services	181.50
EF090688	10/04/25	Pettit Nominees Pty Ltd T/A P and M Automotive Equipment	Plant and vehicle parts and materials	800.47

Reference Payments	Date	Creditor Name	Invoice details	Amount Paid \$
EF090689	10/04/25	Pool and Pump Service and Repairs Pty Ltd	Building maintenance and services	398.63
EF090690	10/04/25	Programmed Skilled Workforce Ltd	Labour hire and temporary replacement	6,411.28
EF090691	10/04/25	Pump Control Systems	Garden maintenance	118.80
EF090692	10/04/25	Qualcon Laboratories	Analytical and testing services	7,353.50
EF090693	10/04/25	Redimed Pty Ltd	Medical services and materials	2,539.72
EF090694	10/04/25	Reece Australia Pty Ltd T/A Reece Plumbing	Aquatic maintenance and services	210.21
EF090695	10/04/25	GPC Asia Pacific Pty Ltd T/A Repco	Engineering works materials	492.33
EF090696	10/04/25	Robert Charles Johnson T/A Sound Solutions Audio and Lighting	Equipment hire	885.50
EF090697	10/04/25	Site Sentry Pty Ltd	Equipment purchases	2,112.00
EF090698	10/04/25	South East Regional Centre For Urban Landcare	Staff training, development and support	1,254.00
EF090699	10/04/25	St John Ambulance Western Australia Ltd	Medical services and materials	1,577.02
EF090700	10/04/25	Statewide Cleaning Supplies Pty Ltd	Cleaning services	144.67
EF090701	10/04/25	Team Global Express Pty Ltd T/A IPEC Pty Ltd	Postage and courier charges	412.57
EF090702	10/04/25	Technologies International Group Pty Ltd T/A Welltech Total Water Management	Vehicle and plant hire	24,857.69
EF090703	10/04/25	T.M Coghill and J Reeves T/A Technologically Speaking	Youth and seniors community activities	330.00
EF090704	10/04/25	The Trustee for Better Trading Trust T/A Aalan Linemarking Services (WA)	Parking bays marking	1,100.00
EF090705	10/04/25	The Trustee for Unified Service Trust T/A Aha Consulting	Professional consultancy services	4,895.00
EF090706	10/04/25	The Local Government,Racing and Cemeteries Employees Union (WA) T/A The Wester	Payroll payment	858.00
EF090707	10/04/25	TPG Telecom	IT network maintenance	5,276.70
EF090708	10/04/25	Tocojopa Pty Ltd T/A T-Quip	Plant and vehicle parts and materials	3,415.73
EF090709	10/04/25	Turf Care WA Pty Ltd	Garden maintenance	5,033.69
EF090710	10/04/25	Twins (WA) Pty Ltd	Functions and events catering expenses	404.00
EF090711	10/04/25	Wattleup Tractors	Plant and vehicle parts and materials	960.50
EF090712	10/04/25	J.D Caffey and Caffey Family Trust T/A Westbooks	Book purchases	165.78
EF090713	10/04/25	William Buck Consulting (WA) Pty Ltd	Audit services	3,080.00
EF090714	10/04/25	Workdlobber Trust and Lindal Family Trust T/A Work Clobber	Staff uniforms and protective equipment	800.61
EF090715	10/04/25	WPC Group Ltd	Labour hire and temporary replacement	8,007.64
EF090718	17/04/25	AlintaGas Sales Pty Ltd	Gas usage charges	143.60
EF090719	17/04/25	Amanda Betts	Youth and seniors community activities	592.50
EF090720	17/04/25	Antonio D'Ondrifo	Citizenship expenses	200.00
EF090721	17/04/25	Beaver Tree Services Australia Pty Ltd	Garden maintenance	14,602.50
EF090722	17/04/25	Caoibhe Hendy	Sitting fee	100.00
EF090723	17/04/25	City of Cockburn	Staff leave and entitlement	4,380.94
EF090724	17/04/25	CTI5 Pty Ltd T/A CTI Risk Management-Petty Cash	Petty cash reimbursement	951.35
EF090725	17/04/25	Daniel West	Sitting fee	200.00
EF090726	17/04/25	David Golf and Engineering Pty Ltd	Parks and gardens materials	3,525.50
EF090727	17/04/25	Robert Walters Pty Ltd	Labour hire and temporary replacement	4,812.20
EF090728	17/04/25	Durham Road School	Refund bond	500.00
EF090729	17/04/25	Embleton Primary School	Grants and funding	6,531.52
EF090730	17/04/25	Eva Di Blasio T/A Be Space	Sitting fee	100.00
EF090731	17/04/25	Evenflow Irrigation	Parks and gardens reticulation repairs and upgrades	770.00
EF090732	17/04/25	Filomena Piffaretti	Councillor allowances and reimbursements	310.15
EF090733	17/04/25	Georgina Charlotte Ker	Sitting fee	200.00
EF090734	17/04/25	Guilbert Building Co Pty Ltd	Refund residential verge deposit	1,560.00
EF090735	17/04/25	Judroc Pty Ltd T/A The Watershed Water Systems	Parks and gardens reticulation repairs and upgrades	857.76
EF090736	17/04/25	Kalimani Krishnan	Refund residential verge deposit	750.00
EF090737	17/04/25	Kate Mara Bowker	Sitting fee	200.00
EF090738	17/04/25	Kim Phan Hutchinson T/A What Unites	Sitting fee	100.00
EF090739	17/04/25	Leo and Carmelina Falcone	Refund residential verge deposit	1,485.23
EF090740	17/04/25	Max and Claire Pty Ltd T/A Ergolink	Equipment maintenance	609.18
EF090741	17/04/25	Miranda Jane and Neville Steven Smith	Catio Rebate	500.00
EF090742	17/04/25	Prestige Property Maintenance Pty Ltd	Garden maintenance	53,320.49
EF090743	17/04/25	Pulse Music World Pty Ltd	Functions and events entertainment expenses	1,320.00
EF090744	17/04/25	Pump Control Systems	Garden maintenance	946.91
EF090745	17/04/25	Sureference WA	Refund bond	350.00
EF090746	17/04/25	Synergy	Electricity charges (other than street lighting)	4,312.04
EF090747	17/04/25	Telstra Ltd	Office telephone and communication expenses	30,219.02
EF090748	17/04/25	Ultimate Additions P/L	Refund development application fee	147.00
EF090749	17/04/25	Walcott Industries Pty Ltd	Building maintenance and services	1,749.00
EF090750	17/04/25	Water Corporation	Water usage charges	5,347.12
EF090751	17/04/25	Wesfarmers Kleenheat Gas Pty Ltd	Gas usage charges	12,720.42
EF090752	17/04/25	Western Australia Sri Lanka Association	Refund bond	1,000.00
EF090753	15/04/25	Acclaimed Catering Pty Ltd	Functions and events catering expenses	682.83
EF090754	15/04/25	ADT Security	Buildings and events security expenses	112.84
EF090755	15/04/25	AFL Sports Ready Ltd	Labour hire and temporary replacement	2,382.61
EF090756	15/04/25	AMS Technology Group Pty Ltd	Building maintenance and services	12,081.30
EF090757	15/04/25	Apex Drones Pty Ltd	Environmental health services and supplies	2,200.00
EF090758	15/04/25	Quattro Automotive Pty Ltd T/A Audi Centre Perth	Plant and vehicle repairs	1,508.00
EF090759	15/04/25	Award Contracting	Parks and gardens materials	1,650.00
EF090760	15/04/25	BGC (Australia) Pty Ltd T/A BGC Concrete	Construction and civil works payments	485.32
EF090761	15/04/25	BOC Ltd	Minor equipment purchase	241.94
EF090762	15/04/25	Boyan Electrical Services	Electrical installation and repair	8,549.76
EF090763	15/04/25	BP Australia Pty Ltd	Fuel and oil	2,484.77
EF090764	15/04/25	Bridged Group Pty Ltd	IT network maintenance	1,936.00
EF090765	15/04/25	Bridgestone Aust Ltd	Plant and vehicle repairs	2,394.83
EF090766	15/04/25	Broadspec Environmental Pty Ltd	Environmental testing and sampling	192.50
EF090767	15/04/25	Brownes Foods Operations Pty Ltd	Office stationery and consumables	159.10
EF090768	15/04/25	Bunnings Group Ltd	Engineering works materials	2,532.47
EF090769	15/04/25	Campbell's Janitor Supplies Pty Ltd T/A The Goods Australia	Cleaning supplies	1,165.57
EF090770	15/04/25	Cat Haven	Animal supplies and services	2,717.83
EF090771	15/04/25	The Trustee for the Peckham Family Trust T/A Sports Surfaces	Parks and gardens contract payments	12,061.50
EF090772	15/04/25	CNW Pty Ltd	Construction and civil works tools and materials	1,229.41
EF090773	15/04/25	Contra-flow Pty Ltd	Traffic management	21,128.63
EF090774	15/04/25	CTI5 Pty Ltd T/A CTI Risk Management	Fees and charges	2,788.50
EF090775	15/04/25	Department of Transport - Vehicle Search	Vehicle searches	1,551.55
EF090776	15/04/25	Dowsing Group Pty Ltd	Construction and civil works payments	15,175.28
EF090777	15/04/25	The Trustee for The Dolphin-Spencer Family Trust T/A DS WorkwearandSafety	Staff uniforms and protective equipment	89.90
EF090778	15/04/25	E Fire and Safety	Equipment maintenance	781.00
EF090779	15/04/25	Earthtrack Group Pty Ltd	Electrical installation and repair	8,041.00
EF090780	15/04/25	Eastern Merchant Pty Ltd T/A Maylands Park Lottery Centre and News Agency	Memberships and subscriptions	67.50

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF090781	15/04/25	Eastern Metropolitan Regional Council	Waste collection and hygiene services	159,025.41
EF090782	15/04/25	Environmental Industries Pty Ltd	Parks and gardens contract payments	11,707.98
EF090783	15/04/25	Epic Catering and Events Services Pty Ltd	Functions and events catering expenses	1,056.00
EF090784	15/04/25	Europcar WA	Insurance excess	1,000.00
EF090785	15/04/25	Expanse Engineering Pty Ltd	Plant and vehicle parts and materials	1,496.00
EF090786	15/04/25	Flexi Staff Group Pty Ltd	Labour hire and temporary replacement	2,363.83
EF090787	15/04/25	William Stuart T/A Food Loose Tours	Functions and events entertainment expenses	2,944.70
EF090788	15/04/25	Fortis Security Pty Ltd	Software Maintenance	11,096.20
EF090789	15/04/25	Fuel Distributors of WA Pty Ltd	Fuel and oil	3,041.61
EF090790	15/04/25	Public Libraries Western Australia Inc.	Staff training, development and support	42.85
EF090791	15/04/25	Garden Care West (WA)	Garden maintenance	264.00
EF090792	15/04/25	GFG Temporary Assist	Labour hire and temporary replacement	2,375.59
EF090793	15/04/25	Grace OpCo Pty Ltd T/A Syntec Diamond Tools	Minor equipment purchase	398.82
EF090794	15/04/25	Granicus Australia Pty Ltd	Licence and permit renewal	22,279.95
EF090795	15/04/25	Gymwise WA Pty Ltd T/A Gymwise WA	Minor equipment purchase	5,126.93
EF090796	15/04/25	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	9,724.33
EF090797	15/04/25	Helene Pty Ltd	Labour hire and temporary replacement	1,877.79
EF090798	15/04/25	Hi Tech Sports Pty Ltd	Minor equipment purchase	781.00
EF090799	15/04/25	ICU Solarcam Pty Ltd	Equipment hire	1,672.00
EF090800	15/04/25	Intelife Group Ltd	Building maintenance and services	122.21
EF090801	15/04/25	IRP Pty Ltd	Labour hire and temporary replacement	5,202.13
EF090802	15/04/25	IRS Pty Ltd	Plant and vehicle parts and materials	220.65
EF090803	15/04/25	JB Hi-Fi Group Pty Ltd	Information technology minor purchases	2,477.14
EF090804	15/04/25	John David Bonella T/A Zanzara	Environmental health services and supplies	1,573.75
EF090805	15/04/25	Kasse Marie McCumiskey	Youth and seniors community activities	640.00
EF090806	15/04/25	Led Signs Pty Ltd	Equipment maintenance	385.00
EF090807	15/04/25	LGConnect Pty Ltd	Professional consultancy services	227.70
EF090808	15/04/25	Luke Donovan Riley T/A Luke Riley Creative	Photocopying contract charges	827.75
EF090809	15/04/25	Marc David Cirket Ford T/A Openscope Construction	Construction and civil works payments	2,040.06
EF090810	15/04/25	McIntosh Holdings Pty Ltd	Plant and vehicle parts and materials	1,074.37
EF090811	15/04/25	McLeods Lawyers Pty Ltd	Legal expenses and court costs	1,670.24
EF090812	15/04/25	Merchandising Libraries Pty Ltd	Staff training, development and support	276.00
EF090813	15/04/25	Message4U Pty Ltd T/A Sinch MessageMedia	Memberships and subscriptions	265.78
EF090814	15/04/25	Michael Page International	Labour hire and temporary replacement	2,763.42
EF090815	15/04/25	Mobile Sentinel Pty Ltd T/A Little Rippers Technology	Animal supplies and services	830.50
EF090816	15/04/25	TheTrustee for the Ingwelala Trust T/A Westoz Food Distributors	Kiosk stock	763.77
EF090817	15/04/25	Office Line Group Pty Ltd T/A Office Line	Equipment purchases	1,016.40
EF090818	15/04/25	Pool and Pump Service and Repairs Pty Ltd	Aquatic maintenance and services	1,703.90
EF090819	15/04/25	Programmed Skilled Workforce Ltd	Labour hire and temporary replacement	4,435.31
EF090820	15/04/25	Pui Yan Lau T/A Vai Yoga	Youth and seniors community activities	450.00
EF090821	15/04/25	The Trustee for Alba Unit Trust T/A Quality Press	Signage and banners	721.60
EF090822	15/04/25	Reece Australia Pty Ltd T/A Reece Plumbing	Building supplies and hardware	103.75
EF090823	15/04/25	Rentokil Initial Pty Ltd	Building maintenance and services	3,562.34
EF090824	15/04/25	GPC Asia Pacific Pty Ltd T/A Repco	Plant and vehicle parts and materials	1,111.85
EF090825	15/04/25	Royal Life Saving Society	Staff training, development and support	275.00
EF090826	15/04/25	RTS Training	Staff training, development and support	70.00
EF090827	15/04/25	Scott Printers Pty Ltd	Printing and graphic design expenses	1,590.60
EF090828	15/04/25	Severn House Pty Ltd T/A Success Print	Engineering works materials	664.00
EF090829	15/04/25	Shred-X Pty Ltd	Document management and archiving	11.70
EF090830	15/04/25	Sullivan Commercial Pty Ltd T/A McGees Property	Market Valuation	1,210.00
EF090831	15/04/25	The Trustee for the O'Grady Family Trust Efficient Site Services	Construction and civil works payments	6,072.00
EF090832	15/04/25	Talis Consultants	Professional consultancy services	6,014.25
EF090833	15/04/25	Team Global Express Pty Ltd T/A IPEC Pty Ltd	Postage and courier charges	412.57
EF090834	15/04/25	Technology One Ltd	Software Maintenance	3,561.80
EF090835	15/04/25	The Nappy Guru	Marketing and promotional material	450.00
EF090836	15/04/25	The Trustee for O.S. Enterprises Family Trust T/A OJSN Nominees Pty Ltd	Equipment maintenance	5,921.00
EF090837	15/04/25	The Trustee for Sportsworld Unit Trust T/A Sportsworld of WA	Kiosk stock	646.80
EF090838	15/04/25	The Trustee for Story Family Trust T/A Steve's Sand Sifting for Playground Services	Parks and gardens contract payments	2,637.80
EF090839	15/04/25	The Trustee for the Bailey Family Trust T/A Top of the Ladder Gutter Cleaning	Cleaning services	6,215.00
EF090840	15/04/25	The Trustee for the Dzodzoz Family Trust	Parks and gardens contract payments	82,057.26
EF090841	15/04/25	The Trustee for the Quito Unit Trust T/A Benara Nurseries	Parks and gardens plants and trees	1,216.60
EF090842	15/04/25	The Trustee for Vishwa Manav Maitri Family Trust T/A Bollywood Dance Studio	Youth and seniors community activities	308.00
EF090843	15/04/25	The Vines (WA) Pty Ltd	Staff training, development and support	8,742.50
EF090844	15/04/25	Totally Board Pty Ltd	Youth and seniors community activities	400.00
EF090845	15/04/25	Tocojepe Pty Ltd T/A T-Quip	Plant and vehicle repairs	2,037.79
EF090846	15/04/25	Trailer Parts Pty Ltd T/A Martins Trailer Parts	Plant and vehicle parts and materials	126.43
EF090847	15/04/25	B.J Kenny and K.M Kenny T/A Trophy Warehouse	Youth and seniors community activities	230.00
EF090848	15/04/25	Tucker Bush Australia Pty Ltd	Marketing and promotional material	484.00
EF090849	15/04/25	Turf Care WA Pty Ltd	Garden maintenance	1,008.64
EF090850	15/04/25	Twins (WA) Pty Ltd	Functions and events catering expenses	530.00
EF090851	15/04/25	Two Way Hire and Sales	Minor equipment purchase	835.49
EF090852	15/04/25	VTP Engineering	Professional consultancy services	1,100.00
EF090853	15/04/25	WA Hino Sales and Service	Plant and vehicle parts and materials	546.66
EF090854	15/04/25	Silver Star Wanda'rers Line Dancing Group	Youth and seniors community activities	640.00
EF090855	15/04/25	West Coast Turf	Parks and gardens contract payments	26,367.00
EF090856	15/04/25	J.D Caffey and Caffey Family Trust T/A Westbooks	Book purchases	123.82
EF090857	15/04/25	Whistler Bound Pty Ltd T/A Roadrunner Parts	Plant and vehicle parts and materials	585.64
EF090858	15/04/25	Work Safegear Pty Ltd	Minor equipment purchase	399.90
EF090860	24/04/25	A1 Locksmiths	Key / lock services	1,457.61
EF090861	24/04/25	Abco Products Pty Ltd	Equipment maintenance	3,915.93
EF090862	24/04/25	Access Without Barriers Pty Ltd T/A AWB Co	Construction and civil works payments	101,775.01
EF090863	24/04/25	Acclaimed Catering Pty Ltd	Functions and events catering expenses	682.83
EF090864	24/04/25	Action Glass and Aluminium	Building maintenance and services	519.20
EF090865	24/04/25	Active Discovery	Parks and gardens contract payments	4,422.00
EF090866	24/04/25	ADT Security	Buildings and events security expenses	3,666.99
EF090867	24/04/25	AFGRl Equipment Australia Pty Ltd	Plant and vehicle parts and materials	68.07
EF090868	24/04/25	AFL Sports Ready Ltd	Labour hire and temporary replacement	12,571.36
EF090869	24/04/25	Aidacare Pty Ltd	Equipment maintenance	250.80
EF090870	24/04/25	ALS Library Services Pty Ltd	Book purchases	453.95
EF090871	24/04/25	AMS Technology Group Pty Ltd	Building maintenance and services	613.65

Reference Payments	Date	Creditor Name	Invoice details	Amount Paid \$
EF090872	24/04/25	Andrew Jaunzems	Sitting fee	200.00
EF090873	24/04/25	Apex Drones Pty Ltd	Environmental services and supplies	8,400.00
EF090874	24/04/25	ATC Work Smart Inc	Trainee	232.79
EF090875	24/04/25	Australian Agribusiness (Holdings) Pty Ltd T/A Nuturf	Parks and gardens materials	6,534.00
EF090876	24/04/25	Australian Services Union	Payroll payment	236.50
EF090877	24/04/25	Australian Taxation Office	Payroll payment	319,283.00
EF090878	24/04/25	Axon Public Safety Australia Pty Ltd	Memberships and subscriptions	2,508.00
EF090879	24/04/25	Beinformed Group Pty Ltd T/A BeCarWise	Payroll payment	1,087.74
EF090880	24/04/25	Bepassey Nominees Pty Ltd T/A Beacon Equipment	Plant and vehicle parts and materials	305.90
EF090881	24/04/25	BGC (Australia) Pty Ltd T/A BGC Concrete	Engineering works materials	1,306.80
EF090882	24/04/25	BioBag World Australia Pty Ltd	Waste collection and hygiene services	855.06
EF090883	24/04/25	The Trustee for Blackwood Services Unit Trust	Aquatic maintenance and services	2,865.72
EF090884	24/04/25	Boya Equipment Pty Ltd	Plant and vehicle parts and materials	1,335.92
EF090885	24/04/25	Boyan Electrical Services	Building maintenance and services	1,040.60
EF090886	24/04/25	Bridgestone Aust Ltd	Plant and vehicle repairs	5,680.66
EF090887	24/04/25	Brownes Foods Operations Pty Ltd	Office stationery and consumables	187.05
EF090888	24/04/25	BT Equipment Pty Ltd T/A 600 Cranes Australia	Plant and vehicle parts and materials	543.36
EF090889	24/04/25	Bunnings Group Ltd	Engineering works materials	1,780.73
EF090890	24/04/25	Campbell's Janitor Supplies Pty Ltd T/A The Goods Australia	Cleaning supplies	5,361.12
EF090891	24/04/25	Capital Recycling	Street sweeping	11,543.40
EF090892	24/04/25	Carol Foley	Youth and seniors community activities	300.00
EF090893	24/04/25	Cat Haven	Animal supplies and services	319.00
EF090894	24/04/25	The Trustee for the Peckham Family Trust T/A Sports Surfaces	Parks and gardens contract payments	23,716.00
EF090895	24/04/25	Chared Holding Pty Ltd T/A Battery World Morley	Building supplies and hardware	265.00
EF090896	24/04/25	Child Support Agency	Payroll payment	830.12
EF090897	24/04/25	Cleanaway Pty Ltd	Waste collection and hygiene services	46,506.17
EF090898	24/04/25	Cleantex Pty Ltd	Cleaning services	730.94
EF090899	24/04/25	CNW Pty Ltd	Building supplies and hardware	429.18
EF090900	24/04/25	Contra-flow Pty Ltd	Traffic management	16,879.86
EF090901	24/04/25	Corsign WA Pty Ltd	Signage and banners	4,896.65
EF090902	24/04/25	D.A. Christie Pty Ltd	Minor equipment purchase	9,967.10
EF090903	24/04/25	DLF Co Pty Ltd	Parks and gardens contract payments	1,584.00
EF090904	24/04/25	Dowsing Group Pty Ltd	Construction and civil works payments	36,065.20
EF090905	24/04/25	E Fire and Safety	Equipment purchases	902.00
EF090906	24/04/25	Eastern Metropolitan Regional Council	Waste collection and hygiene services	101,318.59
EF090907	24/04/25	Ecocycle Pty Ltd	Waste collection and hygiene services	70.79
EF090908	24/04/25	ELM (WA) Pty Ltd	Garden maintenance	6,861.14
EF090909	24/04/25	Environex International Pty Ltd	Equipment maintenance	6,329.43
EF090910	24/04/25	Environment House Inc	Grants and funding	5,346.00
EF090911	24/04/25	Environmental Industries Pty Ltd	Parks and gardens contract payments	19,911.78
EF090912	24/04/25	Exbo Signage and Digital Pty Ltd T/A Bokay Signage	Plant and vehicle parts and materials	223.96
EF090913	24/04/25	Fiore Family Trust T/A Sanpoint Pty Ltd	Parks and gardens contract payments	185,420.64
EF090914	24/04/25	Fluidra Group Australia Pty Ltd	Environmental health services and supplies	1,815.00
EF090915	24/04/25	Garden Care West (WA)	Parks and gardens contract payments	264.00
EF090916	24/04/25	GFG Temporary Assist	Labour hire and temporary replacement	13,177.40
EF090917	24/04/25	Groeneveld-Beka Pty Ltd	Plant and vehicle parts and materials	554.40
EF090918	24/04/25	Hames Sharley (WA) Pty Ltd	Professional consultancy services	9,900.00
EF090919	24/04/25	Hayley Janelle Bilsborow T/A Haylz Cookies n More	Youth and seniors community activities	700.00
EF090920	24/04/25	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	7,026.18
EF090921	24/04/25	Health Insurance Fund of WA	Payroll payment	74.13
EF090922	24/04/25	Helene Pty Ltd	Labour hire and temporary replacement	2,587.17
EF090923	24/04/25	Hospital Benefit Fund of WA	Payroll payment	905.22
EF090924	24/04/25	Hydra Storm	Engineering works materials	975.70
EF090925	24/04/25	Hydro Flow Pty Ltd	Building maintenance and services	1,516.90
EF090926	24/04/25	ICU Solarcam Pty Ltd	Equipment hire	418.00
EF090927	24/04/25	Insight Enterprises Australia Pty Ltd	Software Maintenance	1,377.75
EF090928	24/04/25	Intelife Group Ltd	Garden maintenance	4,790.66
EF090929	24/04/25	IRP Pty Ltd	Labour hire and temporary replacement	4,180.28
EF090930	24/04/25	IWM (PBH) Pty Ltd T/A Perth Bin Hire	Waste collection and hygiene services	1,126.40
EF090931	24/04/25	Ixom Operations Pty Ltd	Aquatic chemicals and consumables	4,292.03
EF090932	24/04/25	J.Blackwood and Son Pty Ltd T/A Blackwoods Atkins	OSH equipment	6,486.82
EF090933	24/04/25	Jason Signmakers	Construction and civil works payments	9,450.49
EF090934	24/04/25	JB Hi-Fi Group Pty Ltd	Minor equipment purchase	1,358.12
EF090935	24/04/25	Lamigraf (Australia) Pty Ltd T/A The Book Cover Company	Library book stock and materials	115.70
EF090936	24/04/25	Lamp Replacements Australia Pty Ltd	Electrical installation and repair	5,280.00
EF090937	24/04/25	Landgate	Title search	3,918.96
EF090938	24/04/25	Landmark EngineeringandDesign Pty Ltd T/A Exteria	Equipment purchases	4,349.40
EF090939	24/04/25	Linemarking WA Pty Ltd	Parking bays marking	9,301.88
EF090940	24/04/25	Living Turf	Parks and gardens materials	20,890.10
EF090941	24/04/25	Mader Contracting Pty Ltd	Labour hire and temporary replacement	14,874.75
EF090942	24/04/25	Major Motors Pty Ltd	Plant and vehicle parts and materials	412.27
EF090943	24/04/25	Maxwell Robinson and Phelps	Building maintenance and services	208.45
EF090944	24/04/25	McInerney Ford	Plant and vehicle parts and materials	374.00
EF090945	24/04/25	McLeods Lawyers Pty Ltd	Legal expenses and court costs	3,552.23
EF090946	24/04/25	MDM Entertainment Pty Ltd	Library book stock and materials	242.24
EF090947	24/04/25	Michael Page International	Labour hire and temporary replacement	3,215.30
EF090948	24/04/25	Miltom Pty Ltd T/A Classic Hire	Equipment hire	8,929.99
EF090949	24/04/25	Mobile Sentinel Pty Ltd T/A Little Rippers Technology	Animal supplies and services	830.50
EF090950	24/04/25	Moone Pty Ltd T/A Luna Wedding and Event Supplies	Minor equipment purchase	721.45
EF090951	24/04/25	Morley Mower Centre	Parks and gardens materials	187.90
EF090952	24/04/25	TheTrustee for the Ingwelala Trust T/A Westoz Food Distributors	Kiosk stock	892.15
EF090953	24/04/25	MPK Tree Management Pty Ltd T/A MPK Tree Services	Parks and gardens tree pruning and assoc. services	72,826.63
EF090954	24/04/25	Natural Area Holdings Pty Ltd	Garden maintenance	13,200.00
EF090955	24/04/25	Nespresso Australia a Division of Nestle Australia Ltd	Minor equipment purchase	213.00
EF090956	24/04/25	Nestle Australia Ltd	Staff amenities	139.70
EF090957	24/04/25	Novated Lease Australia Pty Ltd	Payroll payment	700.43
EF090958	24/04/25	Omnicom Media Group Australia Pty Ltd	Advertising public notices	3,445.58
EF090959	24/04/25	The Trustee for the Parker Black and Forrest Unit Trust Parker Black and Forrest	Building supplies and hardware	60.01
EF090960	24/04/25	Paywise Pty Ltd	Payroll payment	3,982.90
EF090961	24/04/25	Pirtek Malaga	Plant and vehicle repairs	951.86

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF090962	24/04/25	Pool and Pump Service and Repairs Pty Ltd	Aquatic maintenance and services	1,726.01
EF090963	24/04/25	Pool Robotics Perth	Equipment maintenance	30.00
EF090964	24/04/25	Product Recovery Industries Pty Ltd	Tipping fee	385.00
EF090965	24/04/25	Programmed Skilled Workforce Ltd	Labour hire and temporary replacement	1,239.66
EF090966	24/04/25	Qualcon Laboratories	Analytical and testing services	418.00
EF090967	24/04/25	Redimed Pty Ltd	Medical services and materials	1,762.00
EF090968	24/04/25	Reece Australia Pty Ltd T/A Reece Plumbing	Construction and civil works tools and materials	346.72
EF090969	24/04/25	Refresh Waters Pty Ltd	FoodandDrinks	110.00
EF090970	24/04/25	GPC Asia Pacific Pty Ltd T/A Repco	Plant and vehicle parts and materials	2,861.15
EF090971	24/04/25	Rheem Australia Pty Ltd	Building maintenance and services	1,454.53
EF090972	24/04/25	Ricoh Australia Pty Ltd	Photocopying contract charges	510.23
EF090973	24/04/25	Rosmech Sales and Service Pty Ltd	Plant and vehicle parts and materials	2,839.57
EF090974	24/04/25	Roy Galvin and Co. Pty Ltd T/A Galvins Plumbing Supplies	Equipment purchases	14,419.10
EF090975	24/04/25	RTV Computers Pty Ltd	Minor equipment purchase	10,296.00
EF090976	24/04/25	Scandinavian Investments Pty Ltd T/A GC Sales WA	Equipment maintenance	2,970.00
EF090977	24/04/25	Scott Printers Pty Ltd	Publications	104.50
EF090978	24/04/25	Service Locations Pty Ltd T/A Triodia Scanning Services	Construction and civil works payments	4,196.50
EF090979	24/04/25	Southern Cross University T/A Environmental Analysis Laboratory	Analytical and testing services	1,039.50
EF090980	24/04/25	Sports Turf Technology Pty Ltd	Parks and gardens contract payments	1,045.00
EF090981	24/04/25	Strata Corporation Pty Ltd T/A Stratagreen	Parks and gardens materials	5,382.48
EF090982	24/04/25	The Trustee for the O'Grady Family Trust Efficient Site Services	Parks and gardens contract payments	3,344.00
EF090983	24/04/25	Swan Towing Services	Vehicle towing	330.00
EF090984	24/04/25	Syrinx Environmental Pty Ltd	Professional consultancy services	4,886.09
EF090985	24/04/25	Team Global Express Pty Ltd T/A IPEC Pty Ltd	Postage and courier charges	412.57
EF090986	24/04/25	Techworks Plumbing Pty Ltd Techworks Plumbing Pty Ltd	Building maintenance and services	3,526.12
EF090987	24/04/25	The Trustee for Story Family Trust T/A Steve's Sand Sifting for Playground Services	Parks and gardens contract payments	6,020.41
EF090988	24/04/25	The Local Government,Racing and Cemeteries Employees Union (WA) T/A The Wester	Payroll payment	858.00
EF090989	24/04/25	Tool Kit Depot	Plant and vehicle parts and materials	960.00
EF090990	24/04/25	Town Inn Pty Ltd T/A Miss Maud	Functions and events catering expenses	1,129.10
EF090991	24/04/25	Tocojopa Pty Ltd T/A T-Quip	Plant and vehicle parts and materials	390.65
EF090992	24/04/25	Trade West Industrial Supplies Pty Ltd T/A Tradewest	Kiosk stock	1,594.34
EF090993	24/04/25	Urban Resources Pty Ltd	Parks and gardens materials	8,177.31
EF090994	24/04/25	Vorgee Pty Ltd	Kiosk stock	1,312.53
EF090995	24/04/25	J.D Caffey and Caffey Family Trust T/A Westbooks	Book purchases	224.54
EF090996	24/04/25	Westworks Group	Professional consultancy services	1,210.00
EF090997	24/04/25	Winc Australia Pty Ltd	Office stationery and consumables	3,515.82
EF090998	24/04/25	Workdobbler Trust and Lindal Family Trust T/A Work Clobber	Staff uniforms and protective equipment	286.20
EF090999	24/04/25	Workpower Inc	Garden maintenance	22,845.81
EF091000	24/04/25	WPC Group Ltd	Labour hire and temporary replacement	22,106.65
EF091001	24/04/25	Zircodata Pty Ltd	Document management and archiving	1,294.35
EF091002	24/04/25	101 Residential Pty Ltd	Refund residential verge deposit	1,485.23
EF091003	24/04/25	Ahyeong Kim	Refund swimming lessons	44.00
EF091004	24/04/25	AlintaGas Sales Pty Ltd	Gas usage charges	470.45
EF091005	24/04/25	Amir Suljic	Refund commercial verge deposit	1,560.00
EF091006	24/04/25	Anna Gillespie	Staff allowances and reimbursements	1,482.77
EF091007	24/04/25	BN To and TM Vo	Refund residential verge deposit	1,560.00
EF091008	24/04/25	Doula Training Academy	Refund bond	550.00
EF091009	24/04/25	Elwyn Moyser	Refund residential verge deposit	1,560.00
EF091010	24/04/25	Filomena Piffaretti	Councillor allowances and reimbursements	70.58
EF091011	24/04/25	Gaelic Games Junior Academy	Refund bond	350.00
EF091012	24/04/25	Gregory FrancisandMarguerita Fisher	Refund development application fee	147.00
EF091013	24/04/25	Health Management Group Pty Ltd T/A Dementia Shop	Youth and seniors community activities	1,119.92
EF091014	24/04/25	Housing Authority	Refund rates overpayment	1,117.23
EF091015	24/04/25	J Liu	Refund health centre memberships	9.43
EF091016	24/04/25	J.R. Hudson	Refund residential verge deposit	1,435.00
EF091017	24/04/25	Jamie Smith	Staff allowances and reimbursements	246.36
EF091018	24/04/25	John Forrest Secondary College	Refund bond	550.00
EF091019	24/04/25	Judroc Pty Ltd T/A The Watershed Water Systems	Parks and gardens reticulation repairs and upgrades	139.00
EF091020	24/04/25	Junianty Phoen	Refund bond	2,200.00
EF091021	24/04/25	Kestral Computing Pty Ltd	Memberships and subscriptions	63,390.80
EF091022	24/04/25	Lacrosse WA	Refund bond	350.00
EF091023	24/04/25	LGISWA	Insurance excess	1,000.00
EF091024	24/04/25	Marra Apgar	Refund bond	200.00
EF091025	24/04/25	Maryam Al Moudhaffir	Refund facility hire bond	715.12
EF091026	24/04/25	Milani Maxwell	Refund swimming lessons	72.00
EF091027	24/04/25	Morley Eagles Teeball Club	Refund bond	350.00
EF091028	24/04/25	N and D De Sousa Fra	Crossover subsidy	735.00
EF091029	24/04/25	Nulook Homes	Refund residential verge deposit	1,435.00
EF091030	24/04/25	Objective Corporation Ltd	IT network maintenance	25,472.08
EF091031	24/04/25	Paul Schleicher	Refund residential verge deposit	1,560.00
EF091032	24/04/25	Perth Virtual Services	Refund bond	999.92
EF091033	24/04/25	Prestige Property Maintenance Pty Ltd	Parks and gardens contract payments	45,332.94
EF091034	24/04/25	Rachel Kirk	Refund swimming lessons	72.00
EF091035	24/04/25	Reconciliation WA	Marketing and promotional material	550.00
EF091036	24/04/25	Residential Building WA Pty Ltd	Refund residential verge deposit	1,400.00
EF091037	24/04/25	Rubek Automatic Doors	Building maintenance and services	5,238.64
EF091038	24/04/25	Rynat Industries Australia Pty Ltd T/A Rynat Industries Australia	Building maintenance and services	407.00
EF091039	24/04/25	Samir Dinarevic	Refund residential verge deposit	1,435.00
EF091040	24/04/25	The Trustee for S and H Unit Trust T/A Stewart and Heaton Clothing Co Pty Ltd	Staff uniforms and protective equipment	153.52
EF091041	24/04/25	Synergy	Electricity charges (other than street lighting)	1,154.79
EF091042	24/04/25	The School Volunteer Program Ltd T/A EdC	Refund facility hire bond	411.36
EF091043	24/04/25	The Trustee for the Ali-Craft Unit Trust T/A Ali Craft	Equipment purchases	5,590.00
EF091044	24/04/25	The Trustee for the Critters Trust T/A Critters Up Close	Marketing and promotional material	520.00
EF091045	24/04/25	Water Corporation	Water usage charges	3,213.35
EF091046	24/04/25	Weikang Zhou	Refund crossover	1,253.35
EF091047	24/04/25	Zornitsa Krasteva Damatova	Youth and seniors community activities	350.00
EF091048	30/04/25	AlintaGas Sales Pty Ltd	Gas usage charges	281.90
EF091049	30/04/25	Arcus Australia Pty Ltd	Equipment purchases	8,936.40
EF091050	30/04/25	Australian Market and Social Research Society Ltd T/A The Research Society	Staff training, development and support	385.00
EF091051	30/04/25	CTI5 Pty Ltd T/A CTI Risk Management-Petty Cash	Petty cash reimbursement	163.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF091052	30/04/25	Delta Pty Ltd	Refund commercial verge deposit	1,560.00
EF091053	30/04/25	Robert Walters Pty Ltd	Labour hire and temporary replacement	4,317.63
EF091054	30/04/25	Ellen Shelton	Staff allowances and reimbursements	245.50
EF091055	30/04/25	Elli Petersen-Pik	Councillor allowances and reimbursements	63.55
EF091056	30/04/25	Filomena Piffaretti	Councillor allowances and reimbursements	176.49
EF091057	30/04/25	Guo Guan	Refund rates overpayment	1,660.00
EF091058	30/04/25	Inst of Public Works Engineering Australasia Ltd	Memberships and subscriptions	291.50
EF091059	30/04/25	Nikita Mawhirt	Staff allowances and reimbursements	202.31
EF091060	30/04/25	Pump Control Systems	Parks and gardens contract payments	3,841.20
EF091061	30/04/25	Sandy Ng	Refund miscellaneous	30.90
EF091062	30/04/25	Synergy	Electricity charges (other than street lighting)	77,426.49
EF091063	30/04/25	TDT (WA) Pty Ltd	Refund residential verge deposit	1,560.00
EF091064	30/04/25	Water Corporation	Water usage charges	26,910.94
EF091065	30/04/25	WH Design Construct	Refund residential verge deposit	1,560.00
EF091066	30/04/25	ADT Security	Buildings and events security expenses	52.00
EF091067	30/04/25	ALS Library Services Pty Ltd	Book purchases	533.30
EF091068	30/04/25	AMS Technology Group Pty Ltd	Equipment purchases	15,610.38
EF091069	30/04/25	Apex Drones Pty Ltd	Pest control	9,800.00
EF091070	30/04/25	Artref Pty Ltd	Printing and graphic design expenses	312.22
EF091071	30/04/25	Australia and New Zealand Recycling Platform Ltd	Waste collection and hygiene services	2,443.82
EF091072	30/04/25	Battery King Australia Pty Ltd	Plant and vehicle parts and materials	676.50
EF091073	30/04/25	Baycorp (WA) Pty Ltd	Fees and charges	15.00
EF091074	30/04/25	Bayswater Bowling and Rec Club	Venue hire	425.00
EF091075	30/04/25	Beak Engineering (Aust) Pty Ltd T/A Ausnet Industries	Equipment purchases	21,072.70
EF091076	30/04/25	Boyan Electrical Services	Electrical installation and repair	18,431.60
EF091077	30/04/25	Bridgestone Aust Ltd	Plant and vehicle repairs	1,493.38
EF091078	30/04/25	Brownes Foods Operations Pty Ltd	Kiosk stock	187.05
EF091079	30/04/25	Bunnings Group Ltd	Engineering works materials	2,642.58
EF091080	30/04/25	Campbell's Janitor Supplies Pty Ltd T/A The Goods Australia	Cleaning supplies	710.71
EF091081	30/04/25	Chalcedony Investments Pty Ltd T/A Interlink Training	Staff training, development and support	404.75
EF091082	30/04/25	Cleanaway Pty Ltd	Waste collection and hygiene services	126.50
EF091083	30/04/25	CNW Pty Ltd	Building supplies and hardware	811.64
EF091084	30/04/25	Code Research Pty Ltd T/A PWD (Australia)	Marketing and promotional material	6,050.00
EF091085	30/04/25	Contra-flow Pty Ltd	Traffic management	22,258.11
EF091086	30/04/25	Cora Bike Rack Pty Ltd	Minor equipment purchase	1,889.80
EF091087	30/04/25	Country Club International Pty Ltd	Parks and gardens materials	2,284.97
EF091088	30/04/25	E Fire and Safety	Fire suppression and alarm monitoring	1,104.55
EF091089	30/04/25	Eastern Metropolitan Regional Council	Waste collection and hygiene services	75,344.22
EF091090	30/04/25	Epic Catering and Events Services Pty Ltd	Functions and events catering expenses	121.00
EF091091	30/04/25	Erich Jurgen Farber T/A Donel Software	Memberships and subscriptions	3,927.00
EF091092	30/04/25	Europcar WA	Plant and vehicle parts and materials	1,178.75
EF091093	30/04/25	Facilit8 Pty Ltd	Functions and events entertainment expenses	1,500.00
EF091094	30/04/25	Fencing Supply Centre	Engineering works materials	73.19
EF091095	30/04/25	Flexi Staff Group Pty Ltd	Labour hire and temporary replacement	4,351.28
EF091096	30/04/25	Fortis Security Pty Ltd	Building maintenance and services	8,071.93
EF091097	30/04/25	Fulton Hogan Industries Pty Ltd	Engineering works materials	3,590.40
EF091098	30/04/25	Garden Care West (WA)	Parks and gardens contract payments	528.00
EF091099	30/04/25	GFG Consulting	Labour hire and temporary replacement	11,000.00
EF091100	30/04/25	GHD Pty Ltd	Analytical and testing services	10,771.20
EF091101	30/04/25	ICU Solarcam Pty Ltd	Equipment hire	3,780.10
EF091102	30/04/25	Ignite Commercial Interiors Pty Ltd	Professional consultancy services	15,317.50
EF091103	30/04/25	Infillr Pty Ltd T/A Haul Group	Professional consultancy services	4,730.00
EF091104	30/04/25	IRP Pty Ltd	Labour hire and temporary replacement	4,737.65
EF091105	30/04/25	Jacqueline Oh	Staff allowances and reimbursements	68.55
EF091106	30/04/25	KR Surveys Pty Ltd	Survey Services	412.50
EF091107	30/04/25	Laura Rose Monisse	Marketing and promotional material	550.00
EF091108	30/04/25	Manuao Paul Rex Teatonga T/A Manuao Makeup	Youth and seniors community activities	200.00
EF091109	30/04/25	Marc David Cirket Ford T/A Openscope Construction	Construction and civil works tools and materials	592.90
EF091110	30/04/25	Marquee Magic	Equipment hire	220.00
EF091111	30/04/25	McInerney Ford	Plant and vehicle parts and materials	58.30
EF091112	30/04/25	McIntosh Holdings Pty Ltd	Plant and vehicle parts and materials	1,377.33
EF091113	30/04/25	McLeods Lawyers Pty Ltd	Legal expenses and court costs	1,486.25
EF091114	30/04/25	Michael Page International	Labour hire and temporary replacement	2,641.76
EF091115	30/04/25	TheTrustee for the Ingwelala Trust T/A Westoz Food Distributors	Kiosk stock	1,455.02
EF091116	30/04/25	MPK Tree Management Pty Ltd T/A MPK Tree Services	Parks and gardens tree pruning and assoc. services	98,986.25
EF091117	30/04/25	Natural Area Holdings Pty Ltd	Parks and gardens contract payments	389.66
EF091118	30/04/25	Nobuo Hara	Youth and seniors community activities	1,200.00
EF091119	30/04/25	Officeworks Ltd T/A Officeworks	Youth and seniors community activities	154.96
EF091120	30/04/25	Pool and Pump Service and Repairs Pty Ltd	Equipment maintenance	6,521.94
EF091121	30/04/25	Porter Equipment Australia Pty Ltd	Plant and vehicle parts and materials	249.70
EF091122	30/04/25	Programmed Skilled Workforce Ltd	Labour hire and temporary replacement	5,664.58
EF091123	30/04/25	Pro-Lamps Pty Ltd	Building supplies and hardware	432.08
EF091124	30/04/25	The Trustee for Alba Unit Trust T/A Quality Press	Printing and graphic design expenses	132.00
EF091125	30/04/25	Reece Australia Pty Ltd T/A Reece Plumbing	Building supplies and hardware	31.28
EF091126	30/04/25	Relationships Australia Western Australia	Staff training, development and support	880.00
EF091127	30/04/25	GPC Asia Pacific Pty Ltd T/A Repco	Engineering works materials	1,099.27
EF091128	30/04/25	R and M Associates Pty Ltd T/A The Drug Detection Agency - Kewdale	Professional consultancy services	717.75
EF091129	30/04/25	Royal Life Saving Society	Gifts and presentations	21.45
EF091130	30/04/25	Rubek Automatic Doors	Building maintenance and services	1,020.80
EF091131	30/04/25	Scott Printers Pty Ltd	Printing and graphic design expenses	255.20
EF091132	30/04/25	Sprayline Spraying Equipment	Equipment purchases	5,456.00
EF091133	30/04/25	The Trustee for the O'Grady Family Trust Efficient Site Services	Parks and gardens contract payments	781.00
EF091134	30/04/25	Sydney Tools Pty Ltd	Minor equipment purchase	125.00
EF091135	30/04/25	Team Global Express Pty Ltd T/A IPEC Pty Ltd	Postage and courier charges	407.25
EF091136	30/04/25	Technology One Ltd	Memberships and subscriptions	17,991.30
EF091137	30/04/25	The Trustee for Aberhart and Rajoo Unit Trust T/A W.A. Cleaning Equipment Repairs	Equipment maintenance	338.80
EF091138	30/04/25	The Trustee for Australian Safety Group Unit Trust T/A Australian Safety Engineers	Minor equipment purchase	550.00
EF091139	30/04/25	The Trustee for Story Family Trust T/A Steve's Sand Sifting for Playground Services	Parks and gardens contract payments	630.00
EF091140	30/04/25	The Trustee for The Butcher Family Trust T/A Animal Pest Management Services	Animal supplies and services	9,042.00
EF091141	30/04/25	The Trustee for the Quito Unit Trust T/A Benara Nurseries	Parks and gardens plants and trees	2,396.64

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<b>Payments</b>				<b>\$</b>
EF091142	30/04/25	Moore Enterprises (WA) Pty Ltd T/A Totally Workwear Malaga	Staff uniforms and protective equipment	3,340.59
EF091143	30/04/25	Tocojopa Pty Ltd T/A T-Quip	Plant and vehicle parts and materials	3,127.98
EF091144	30/04/25	Transnational (2001) Pty Ltd	Plant and vehicle parts and materials	688.50
EF091145	30/04/25	Trustee of Olleshan No 2 T/A Harvey Norman Malaga	Minor equipment purchase	1,146.00
EF091146	30/04/25	Twins (WA) Pty Ltd	Functions and events catering expenses	200.00
EF091147	30/04/25	Veolia Water Operations Pty Ltd	Construction and civil works payments	918.50
EF091148	30/04/25	West Build Products Pty Ltd	Depot stores and consumables	1,530.98
EF091149	30/04/25	William Buck Consulting (WA) Pty Ltd	Audit services	15,400.00
EF091150	30/04/25	Winc Australia Pty Ltd	Office stationery and consumables	65.03
EF091151	30/04/25	Workdobbler Trust and Lindal Family Trust T/A Work Clobber	Staff uniforms and protective equipment	9,990.65
EF091152	30/04/25	Workpower Inc	Parks and gardens contract payments	3,575.87
EF091153	30/04/25	WPC Group Ltd	Labour hire and temporary replacement	5,019.44
				<b>6,497,855.39</b>
<b>Cancelled Payments</b>				
EF090601	28/04/25	Guo P Guan		-1,660.00
				<b>-1,660.00</b>
<b>Total</b>				<b>6,496,195.39</b>

**City of Bayswater****List of Payment - Aged  
for the period 1 April 2025 to 30 April 2025**

<b>Reference</b>	<b>Date</b>	<b>Creditor Name</b>	<b>Invoice details</b>	<b>Amount Paid</b>
<b>Payments</b>				<b>\$</b>
EF090465	03/04/25	Water Corporation	Water usage charges	1,171.95
EF090590	10/04/25	Synergy	Electricity charges (other than street lighting)	242.19
EF090717	17/04/25	Fresh Fields Management (Mertome Village) f	Management fee	11,133.38
				<b><u>12,547.52</u></b>

**City of Bayswater****List of Payment - Trust****for the period 1 April 2025 to 30 April 2025**

<b>Reference</b>	<b>Date</b>	<b>Creditor Name</b>	<b>Invoice details</b>	<b>Amount Paid</b>
<b>Payments</b>				<b>\$</b>
EF090716	10/04/25	Department of Planning, Lands and Heritage	Refund development application fee	264.00
EF090859	17/04/25	Department of Mines, Industry Regulation and Building Services Levy		<u>35,943.20</u>
				<u><b>36,207.20</b></u>

## City of Bayswater

### Corporate Credit Card Transactions for the period 29 March 2025 to 29 April 2025

Date	Supplier	Description	Amount \$
<b>Chief Executive Officer</b>			
31/03/25	Shark Bay Fuel, Fishing and Camping Centre	Fuel expenses	223.01
16/04/25	Dolce and Salato Morley	Functions and events catering expenses	28.00
22/04/25	Woolworths	Functions and events catering expenses	26.00
22/04/25	Dolce and Salato Morley	Functions and events catering expenses	56.00
24/04/25	Eventbrite	Gifts and presentations	36.64
		Card Total	369.65
<b>Director Community Services</b>			
03/04/25	Dolce and Salato Morley	Functions and events catering expenses	28.00
03/04/25	Department of Justice	Licence and permit renewal	189.00
04/04/25	Twilio	Marketing and promotional material	145.22
14/04/25	Reconciliation WA	Gifts and presentations	51.93
14/04/25	Kmart	Gifts and presentations	419.12
16/04/25	Eventbrite	Marketing and promotional material	15.00
28/04/25	Eventbrite	Marketing and promotional material	23.78
		Card Total	872.05
<b>Director Corporate Services</b>			
03/04/25	Meta Platforms Ireland Ltd T/A Facebook	Marketing and promotional material	3.30
03/04/25	Gift Card	Gifts and presentations	200.00
07/04/25	Meta Platforms Ireland Ltd T/A Facebook	Marketing and promotional material	4.39
07/04/25	CreateSend	Marketing and promotional material	671.00
11/04/25	Woolworths	Functions and events catering expenses	80.25
14/04/25	Meta Platforms Ireland Ltd T/A Facebook	Marketing and promotional material	1,214.48
		Card Total	2,173.42
<b>Director Infrastructure &amp; Assets</b>			
10/04/25	Department of Transport	Licence and permit renewal	46.45
10/04/25	Department of Transport	Licence and permit renewal	46.45
10/04/25	Department of Transport	Licence and permit renewal	46.45
10/04/25	Fastfield	Memberships and subscriptions	101.48
10/04/25	Fastfield	Memberships and subscriptions	101.48
28/04/25	CNW Pty Ltd	Minor equipment purchase	85.57
		Card Total	427.88
		<b>Grand Total</b>	<b>3,843.00</b>

## City of Bayswater

### List of Corporate Purchase Card Transactions for the period 1 April 2025 to 30 April 2025

Date	Description	Amount \$
<b>Bunnings Group Ltd</b>		
<b>2218</b>		
20/01/25	Building supplies and hardware	9.61
27/02/25	Cleaning supplies	67.20
28/03/25	Building supplies and hardware	25.53
04/04/25	Rise materials and consumables	28.84
	Sub Total	131.18
<b>4470</b>		
11/03/25	Building supplies and hardware	14.74
27/03/25	Aquatic chemicals and consumables	65.56
27/03/25	Building supplies and hardware	33.83
27/03/25	Building supplies and hardware	29.23
	Sub Total	143.36
<b>3292</b>		
26/02/25	Building supplies and hardware	9.48
12/03/25	Building supplies and hardware	5.42
12/03/25	Building supplies and hardware	20.14
	Sub Total	35.04
<b>9176</b>		
25/02/25	Construction and civil works tools and materials	33.73
25/02/25	Building supplies and hardware	47.99
05/03/25	Building supplies and hardware	86.90
05/03/25	Building supplies and hardware	87.41
06/03/25	Building supplies and hardware	24.83
07/03/25	Engineering works materials	64.54
07/03/25	Building supplies and hardware	34.79
12/03/25	Building supplies and hardware	25.69
12/03/25	Building supplies and hardware	99.17
14/03/25	Building supplies and hardware	96.33
14/03/25	Building supplies and hardware	110.88
14/03/25	Building supplies and hardware	30.63
18/03/25	Building supplies and hardware	12.99
19/03/25	Building supplies and hardware	60.29
20/03/25	Building supplies and hardware	25.89
26/03/25	Building supplies and hardware	31.33
27/03/25	Building supplies and hardware	99.38
27/03/25	Building supplies and hardware	155.80
	Sub Total	1,128.57
<b>7447</b>		
18/03/25	Parks and gardens materials	105.09
01/04/25	Engineering works materials	53.04
	Sub Total	158.13
<b>2706</b>		
28/03/25	Building supplies and hardware	156.53
31/03/25	Aquatic chemicals and consumables	144.42
	Sub Total	300.95
<b>5762</b>		
05/03/25	Office stationery and consumables	225.68
10/03/25	Engineering works materials	24.54
14/03/25	Engineering works materials	200.12
25/03/25	Plant and vehicle parts and materials	19.38
04/04/25	Staff uniforms and protective equipment	47.60
	Sub Total	517.32
<b>8394</b>		

Date	Description	Amount \$
05/03/25	Building supplies and hardware	369.00
07/03/25	Building supplies and hardware	32.08
11/03/25	Building supplies and hardware	145.68
31/03/25	Building supplies and hardware	65.33
	Sub Total	612.09
<b>4766</b>		
28/02/25	Parks and gardens materials	51.79
04/03/25	Minor equipment purchase	73.88
04/03/25	Parks and gardens materials	36.00
05/03/25	Parks and gardens materials	186.69
05/03/25	Parks and gardens materials	105.40
05/03/25	Parks and gardens materials	40.86
05/03/25	Parks and gardens materials	42.30
11/03/25	Parks and gardens materials	49.00
11/03/25	Parks and gardens materials	31.17
14/03/25	Parks and gardens materials	67.87
14/03/25	Parks and gardens materials	71.92
20/03/25	Parks and gardens materials	45.32
20/03/25	Parks and gardens materials	69.29
20/03/25	Parks and gardens materials	52.64
01/04/25	Parks and gardens materials	27.54
07/04/25	Parks and gardens materials	131.16
07/04/25	Parks and gardens materials	36.10
08/04/25	Parks and gardens materials	132.80
	Sub Total	1,251.73
<b>6930</b>		
24/02/25	Parks and gardens materials	347.32
13/03/25	Parks and gardens materials	39.50
13/03/25	Parks and gardens materials	224.32
19/03/25	Parks and gardens materials	68.70
19/03/25	Parks and gardens materials	88.35
28/03/25	Plant and vehicle parts and materials	10.05
	Sub Total	778.24
<b>0125</b>		
20/03/25	Minor equipment purchase	82.76
	Sub Total	82.76
<b>1238</b>		
08/03/25	Engineering works materials	24.08
08/03/25	Engineering works materials	68.30
13/03/25	Engineering works materials	164.12
22/03/25	Engineering works materials	46.36
25/03/25	Engineering works materials	28.18
29/03/25	Engineering works materials	47.00
29/03/25	Engineering works materials	144.35
30/03/25	Engineering works materials	159.04
05/04/25	Engineering works materials	108.56
	Sub Total	789.99
<b>6649</b>		
07/03/25	Equipment maintenance	44.56
10/03/25	Equipment maintenance	125.90
11/03/25	Aquatic chemicals and consumables	85.31
14/03/25	Equipment maintenance	71.24
20/03/25	Rise materials and consumables	156.15
28/03/25	Aquatic chemicals and consumables	76.45
02/04/25	Minor equipment purchase	58.83
07/04/25	Aquatic maintenance and services	138.49
	Sub Total	756.93
<b>8073</b>		

Date	Description	Amount \$
24/02/25	Building supplies and hardware	101.32
24/02/25	Building supplies and hardware	20.24
25/02/25	Engineering works materials	48.73
26/02/25	Building supplies and hardware	340.89
05/03/25	Building supplies and hardware	86.73
06/03/25	Building supplies and hardware	24.42
10/03/25	Building supplies and hardware	32.85
10/03/25	Building supplies and hardware	238.11
11/03/25	Building supplies and hardware	68.31
11/03/25	Building supplies and hardware	93.96
11/03/25	Building supplies and hardware	6.12
11/03/25	Building supplies and hardware	91.69
12/03/25	Building supplies and hardware	101.32
17/03/25	Building supplies and hardware	98.20
24/03/25	Building supplies and hardware	8.53
24/03/25	Building supplies and hardware	98.07
26/03/25	Building supplies and hardware	26.70
31/03/25	Building supplies and hardware	10.16
07/04/25	Building supplies and hardware	37.53
Sub Total		1,533.88
<b>0999</b>		
24/02/25	Minor equipment purchase	85.38
24/02/25	Construction and civil works tools and materials	34.96
24/02/25	Construction and civil works tools and materials	55.16
25/02/25	Construction and civil works tools and materials	21.98
25/02/25	Construction and civil works tools and materials	18.48
26/02/25	Construction and civil works tools and materials	7.47
10/03/25	Building supplies and hardware	15.03
Sub Total		238.46
<b>0099</b>		
17/03/25	Environmental health services and supplies	236.65
27/03/25	Environmental services and supplies	41.26
01/04/25	Environmental services and supplies	141.55
Sub Total		419.46
<b>4917</b>		
20/03/25	Equipment maintenance	155.11
Sub Total		155.11
<b>Bunnings Group Ltd Total</b>		<b>9,033.20</b>
<b>BP Australia Pty Ltd</b>		
<b>0116</b>		
02/03/25	Fuel and oil for council fleet	60.62
03/03/25	Fuel and oil for council fleet	93.16
12/03/25	Fuel and oil for council fleet	19.39
21/03/25	Fuel and oil for council fleet	84.06
24/03/25	Fuel and oil for council fleet	92.68
Sub Total		349.91
<b>0124</b>		
08/03/25	Fuel and oil for council fleet	94.65
23/03/25	Fuel and oil for council fleet	81.89
Sub Total		176.54
<b>0157</b>		
14/03/25	Fuel and oil for council fleet	56.26
Sub Total		56.26
<b>0223</b>		
04/03/25	Fuel and oil for council fleet	76.60
21/03/25	Fuel and oil for council fleet	76.33
Sub Total		152.93

Date	Description	Amount \$
<b>0215</b>		
01/03/25	Fuel and oil for council fleet	57.07
22/03/25	Fuel and oil for council fleet	87.12
29/03/25	Fuel and oil for council fleet	58.57
	Sub Total	<u>202.76</u>
<b>0207</b>		
01/03/25	Fuel and oil for council fleet	58.83
06/03/25	Fuel and oil for council fleet	61.94
15/03/25	Fuel and oil for council fleet	53.51
24/03/25	Fuel and oil for council fleet	61.47
29/03/25	Fuel and oil for council fleet	57.14
30/03/25	Fuel and oil for council fleet	64.39
	Sub Total	<u>357.28</u>
<b>0231</b>		
14/03/25	Fuel and oil for council fleet	230.73
	Sub Total	<u>230.73</u>
<b>0199</b>		
13/03/25	Fuel and oil for council fleet	70.43
	Sub Total	<u>70.43</u>
<b>2547</b>		
08/03/25	Fuel and oil for council fleet	64.74
12/03/25	Fuel and oil for council fleet	68.34
15/03/25	Fuel and oil for council fleet	47.08
25/03/25	Fuel and oil for council fleet	60.50
	Sub Total	<u>240.66</u>
<b>0090</b>		
08/03/25	Fuel and oil for council fleet	228.10
22/03/25	Fuel and oil for council fleet	197.19
30/03/25	Fuel and oil for council fleet	221.98
	Sub Total	<u>647.27</u>
	<b>BP Australia Pty Ltd Total</b>	<u><b>2,484.77</b></u>
	<b>Grand Total</b>	<u><u><b>11,517.97</b></u></u>

Note: The above payments have been included in payments from the Municipal Account.

**City of Bayswater****Electronic Fund Transfers****for the period 1 April 2025 to 30 April 2025**

<b>Date</b>	<b>Description</b>	<b>Amount</b>
<b>Municipal Account</b>		<b>\$</b>
02/04/25	Wages	1,097,468.23
03/04/25	NAB transact fee	0.10
03/04/25	NAB transact fee	0.60
03/04/25	NAB batch fee	0.84
08/04/25	New term deposit	1,900,000.00
15/04/25	New term deposit	1,000,000.00
16/04/25	Wages	1,133,049.97
17/04/25	Wages	3,418.68
17/04/25	Account fee	35.45
22/04/25	New term deposit	700,000.00
29/04/25	New term deposit	897,127.12
30/04/25	NAB batch fee	0.45
30/04/25	NAB merchant fee	1,200.98
30/04/25	NAB merchant fee	898.48
30/04/25	NAB merchant fee	375.87
30/04/25	NAB merchant fee	173.32
30/04/25	NAB merchant fee	40.37
30/04/25	NAB merchant fee	40.15
30/04/25	NAB merchant fee	6.18
30/04/25	NAB bpay charge	851.60
		<b>6,734,688.39</b>
<b>Aged Persons Homes Account</b>		
17/04/25	Account fee	0.85
		<b>0.85</b>
<b>Total</b>		<b>6,734,689.24</b>

**10.2.3 Investment Report for the Period Ended 30 April 2025**

<b>Responsible Branch:</b>	Financial Services
<b>Responsible Directorate:</b>	Corporate Services
<b>Authority/Discretion:</b>	Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	1. Investment Register [ <b>10.2.3.1</b> - 1 page] 2. Investment Summary [ <b>10.2.3.2</b> - 1 page] 3. Investment Portfolio [ <b>10.2.3.3</b> - 1 page]
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

***This item does not contain any information that is considered confidential in accordance with Section 5.23(2) of the Local Government Act 1995.***

**SUMMARY**

This report presents the City's Investment Portfolio for the period ended 30 April 2025.

**OFFICER'S RECOMMENDATION**

**That Council receives the Investment Portfolio Report for the period ended 30 April 2025 with investments totalling \$105,145,890.99.**

**BACKGROUND**

The purpose of this report is for Council to note the Investment Portfolio detailed in **Attachments 1, 2 and 3**.

In accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, a monthly report on the City's Investment Portfolio is to be presented to Council.

The City's Investment Policy details the way the City is to manage the investment portfolio ensuring:

- a high level of security;
- an adequate level of diversification to spread risk; and
- sufficient liquidity to meet all reasonably-anticipated cash flow requirements (ready access to funds for daily requirements).

The City's investment portfolio (**Attachments 1, 2 and 3**) is spread across several financial institutions in accordance with the risk management guidelines as contained in the policy.

- **Maximum Risk Exposure** - The City policy sets a portfolio credit framework which limits the credit exposure of the City's investment to the following Standard & Poor's (S&P) rated banking institutions.

<b>S&amp;P Long-Term Rating</b>	<b>S&amp;P Short-Term Rating</b>	<b>Maximum Risk Limit % Credit Rating</b>
AAA	A-1+	100%
AA	A-1	100%
A	A-2	80%

This report is intended to not only meet the City's regulatory and policy obligations, but also to summarise how the City's funds have been invested and with which financial institution.

**EXTERNAL CONSULTATION**

Not applicable.

**OFFICER'S COMMENTS**

Total investments for the period ended 30 April 2025 were \$105,145,890.99.

Of the total investment portfolio, \$66,167,072.43 is internally restricted and \$3,162,168.64 externally restricted, to satisfy the City's legislative responsibilities and to set aside funds for future projects. The balance of the investment funds represents working capital and funding required for the City's 2024/25 operating and capital expenditure requirements.

**LEGISLATIVE COMPLIANCE**

Investment Policy applies. It is noted that the City currently has 33% in fossil fuel free investments.

**RISK MANAGEMENT CONSIDERATION**

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Medium
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR06 - City does not have the adequate financial capacity to deliver planned services and maintain assets.	

**FINANCIAL IMPLICATIONS**

Income earned from investments is recognised in the City's financial statements.

**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

**CONCLUSION**

That Council receives the Investment Portfolio Report for the period ended 30 April 2025 with investments totalling \$105,145,890.99.

**City of Bayswater  
Investment Register  
Balance as at 30 April 2025**

Investment Number	Bank	Lodgement Date	Maturity Date	Rate %	Principal \$	Accrued Interest \$	Maturity Interest \$	Maturity Amount \$
201098	Bank of Queensland	12/11/24	06/05/25	5.10	1,300,000.00	30,697.81	31,787.67	1,331,787.67
201100	Bank of Queensland	19/11/24	13/05/25	5.15	1,517,576.71	34,688.06	37,471.67	1,555,048.38
201101	Bank of Queensland	19/11/24	13/05/25	5.15	1,000,000.00	22,857.53	24,691.78	1,024,691.78
201118	Westpac Bank	28/01/25	20/05/25	5.07	510,189.32	6,519.80	7,937.15	518,126.47
201119	Westpac Bank	28/01/25	20/05/25	5.07	712,227.18	9,101.68	11,080.30	723,307.48
201120	Westpac Bank	04/02/25	27/05/25	4.92	1,500,000.00	17,186.30	22,645.48	1,522,645.48
201096	Westpac Bank	29/10/24	03/06/25	5.12	2,800,000.00	71,876.38	85,230.47	2,885,230.47
201097	National Australia Bank	05/11/24	03/06/25	5.08	3,100,000.00	75,935.56	90,604.93	3,190,604.93
201133	ING Bank	08/04/25	03/06/25	4.31	1,900,000.00	4,935.84	12,563.95	1,912,563.95
201135	ING Bank	15/04/25	03/06/25	4.30	1,000,000.00	1,767.12	5,772.60	1,005,772.60
201136	ING Bank	22/04/25	03/06/25	4.26	700,000.00	653.59	3,431.34	703,431.34
201139	ING Bank	29/04/25	03/06/25	4.21	502,872.88	58.00	2,030.09	504,902.97
201140	ING Bank	29/04/25	03/06/25	4.21	897,127.12	103.48	3,621.69	900,748.81
201107	Bank of Queensland	03/12/24	10/06/25	5.15	600,000.00	12,529.32	16,000.27	616,000.27
201111	Westpac Bank	08/01/25	10/06/25	5.00	1,453,905.48	22,306.50	30,472.27	1,484,377.75
201114	Westpac Bank	07/01/25	10/06/25	5.00	2,546,094.52	39,412.15	53,712.13	2,599,806.65
201124	Westpac Bank	11/02/25	17/06/25	4.90	1,527,656.71	15,996.45	25,840.42	1,553,497.13
201108	Bank of Queensland	17/12/24	24/06/25	5.20	900,000.00	17,181.37	24,233.42	924,233.42
201116	Suncorp Bank	21/01/25	24/06/25	5.00	500,000.00	6,780.82	10,547.95	510,547.95
201131	Westpac Bank	18/03/25	24/06/25	4.78	2,100,000.00	11,825.59	26,951.34	2,126,951.34
201126	Westpac Bank	25/02/25	01/07/25	4.79	1,200,000.00	10,078.68	19,842.41	1,219,842.41
201123	Westpac Bank	11/02/25	08/07/25	4.90	2,349,000.00	24,596.93	46,355.75	2,395,355.75
201128	Westpac Bank	04/03/25	15/07/25	4.79	1,400,000.00	10,472.38	24,435.56	1,424,435.56
201115	Bendigo Bank	14/01/25	22/07/25	5.00	2,300,000.00	33,397.26	59,547.95	2,359,547.95
201130	Westpac Bank	11/03/25	29/07/25	4.77	1,500,000.00	9,801.37	27,443.84	1,527,443.84
<b>Muni General Funds Total</b>					<b>35,816,649.92</b>	<b>490,759.97</b>	<b>704,252.42</b>	<b>36,520,902.34</b>
201079	National Australia Bank	10/09/24	27/05/25	5.02	5,289,033.86	168,762.20	188,402.63	5,477,436.49
201063	Westpac Bank	20/08/24	03/06/25	5.08	3,332,329.53	117,338.17	133,106.94	3,465,436.47
201092	Suncorp Bank	15/10/24	24/06/25	5.09	2,580,807.13	70,900.07	90,694.51	2,671,501.64
201102	Bank of Queensland	26/11/24	01/07/25	5.15	5,618,546.74	122,876.85	172,027.59	5,790,574.33
201109	Suncorp Bank	18/12/24	26/08/25	5.09	10,796,820.65	200,249.96	377,915.35	11,174,736.00
201112	Bank of Queensland	07/01/25	02/09/25	5.00	5,249,292.24	81,256.17	171,141.31	5,420,433.55
201122	Bank of Queensland	04/02/25	30/09/25	4.87	4,672,686.90	52,993.39	148,381.49	4,821,068.39
201121	Westpac Bank	04/02/25	07/10/25	4.89	3,439,283.56	39,165.43	112,888.59	3,552,172.15
201127	Westpac Bank	25/02/25	28/10/25	4.79	572,745.51	4,810.43	18,414.95	591,160.46
201132	Suncorp Bank	18/03/25	04/11/25	4.80	5,662,729.22	32,021.57	172,022.85	5,834,752.07
201134	Suncorp Bank	15/04/25	25/11/25	4.68	2,251,761.25	4,330.78	64,673.05	2,316,434.30
201142	Bendigo Bank	30/04/25	25/11/25	4.40	6,750,000.00	-	170,063.01	6,920,063.01
201137	Suncorp Bank	22/04/25	02/12/25	4.66	3,200,597.60	3,268.99	91,531.83	3,292,129.43
201141	Bank of Queensland	30/04/25	02/12/25	4.40	6,750,438.24	-	175,770.32	6,926,208.56
<b>Muni Reserve Total</b>					<b>66,167,072.43</b>	<b>897,974.03</b>	<b>2,087,034.41</b>	<b>68,254,106.84</b>
201106	Bank of Queensland	03/12/24	10/06/25	5.15	669,525.86	13,981.17	17,854.33	687,380.19
201117	Westpac Bank	21/01/25	24/06/25	5.00	762,940.16	10,346.72	16,094.90	779,035.06
201125	Westpac Bank	11/02/25	08/07/25	4.90	1,154,167.35	12,085.56	22,776.62	1,176,943.97
201138	Westpac Bank	22/04/25	26/08/25	4.56	575,535.27	575.22	9,059.71	584,594.98
<b>Trust Specific Total</b>					<b>3,162,168.64</b>	<b>36,988.67</b>	<b>65,785.57</b>	<b>3,227,954.21</b>
<b>Total</b>					<b>105,145,890.99</b>	<b>1,425,722.66</b>	<b>2,857,072.40</b>	<b>108,002,963.39</b>

**City of Bayswater  
Investment Summary  
Balance as at 30 April 2025**

**Investments By Maturity Date**

Maturity Dates	Principal	Portfolio %	Number of Investments
Less than 30 days	\$11,829,027.07	11%	7
Between 30 days and 60 days	\$25,073,259.39	24%	17
Between 61 days and 90 days	\$18,321,714.09	17%	8
Between 91 days and 180 days	\$24,733,618.62	24%	5
Between 181 days and 1 year	\$25,188,271.82	24%	6
<b>Total</b>	<b>\$105,145,890.99</b>	<b>100%</b>	<b>43</b>

**Allocation of Investments**

S&P Rating (Short-term)	Bank	Amount Invested	Amount Invested %	Threshold %
A-1+	National Australia Bank	\$8,389,033.86	8%	45%
A-1+	Westpac	\$29,436,074.59	28%	45%
A-1	Suncorp **	\$24,992,715.85	24%	35%
A-2	Bank of Queensland	\$28,278,066.69	27%	30%
A-2	Bendigo Bank **	\$9,050,000.00	9%	30%
A-2	ING	\$5,000,000.00	5%	30%
<b>Total</b>		<b>\$105,145,890.99</b>	<b>100%</b>	

\*\* Fossil fuel free investment

**Average Return on Investment**



**City of Bayswater  
Investment Portfolio  
Balance as at 30 April 2025**

Source	Description	Total	Internally restricted	Externally restricted
		\$	\$	\$
Municipal	Investment - CoB General Funds	35,816,649.92	-	-
	Investment - CoB Reserve	66,167,072.43	66,167,072.43	-
	Investment - Trust	3,162,168.64	-	3,162,168.64
<b>Sub Total</b>		<b>105,145,890.99</b>	<b>66,167,072.43</b>	<b>3,162,168.64</b>
<b>Grand Total</b>		<b>105,145,890.99</b>	<b>66,167,072.43</b>	<b>3,162,168.64</b>

**10.2.4 Enterprise Network Replacement RFQ QUOT - 366**

<b>Responsible Branch:</b>	Digital Solutions and Services
<b>Responsible Directorate:</b>	Corporate Services
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required for limb 1. <b><i>ABSOLUTE MAJORITY REQUIRED</i></b> for limb 2 (budget amendment).
<b>Attachments:</b>	1. CONFIDENTIAL REDACTED - Lump Sum Price Breakdown [ <b>10.2.4.1</b> - 1 page] 2. CONFIDENTIAL REDACTED - Qualitative Evaluation [ <b>10.2.4.2</b> - 1 page]
<b>Officer Declaration:</b>	<i>The Manager Digital Solutions and Services, Coordinator Information Technology and Information Technology Systems Specialist have declared the following conflict of interest:</i>  <i>I have been personally and professionally associated with a person submitting a proposal for the above project; however, I do not believe the association is significant enough to affect my impartiality for evaluating the submission from that person for the project.</i>  <i>Details: Progility Pty Ltd have supported the City of Bayswater in paid engagements for Firewall support and Network Audit activities.</i>

**This item contains one or more confidential attachments in accordance with Section 5.23(2) of the Local Government Act 1995:**

(e) a matter that if disclosed, would reveal –

- (i) a trade secret; or
- (ii) information that has a commercial value to a person; or
- (iii) information about the business, professional, commercial or financial affairs of a person,

*where the trade secret or information is held by, or is about, a person other than the local government.*

**SUMMARY**

For Council to award a contract to Progility Pty Ltd for Request for Quotation (RFQ) QUOT-366 – Enterprise Network Replacement. The award of a contract for this Request for Quotation has been referred to Council as the value of the contract exceeds the Chief Executive Officer's delegated authority under FM-D02 Acceptance of Quotations, Tenders and Expressions of Interest.

**OFFICER'S RECOMMENDATION**

**That Council:**

1. **Award a contract to Progility Pty Ltd for Request for Quotation QUOT - 366 Enterprise Network Replacement in accordance with their submission.**

***Simple Majority Required***

2. **Authorise an update to the 2024/25 Budget as per Table 1 detailed in this report.**

***ABSOLUTE MAJORITY REQUIRED***

**BACKGROUND**

The City requires contemporary network infrastructure to support ongoing and evolving operational service requirements. This capital procurement is to replace existing end of life network equipment which will provide the City with an enterprise-wide network that responds to Office of the Auditor General findings; provides for effective use of cloud and on-premises services; supports the City's digital transformation; and enhances cybersecurity, business continuity and disaster recovery. The City's enterprise network forms the core foundation on which all other systems and digital capabilities are delivered to the organisation. As such, the enterprise network is critical infrastructure on which the City's business is enabled.

In accordance with the provisions of the *Local Government (Functions and General) Regulations 1996*, Part 4, Div 2, 11, (2), (b), quotations were sought through the West Australian Local Government Association (WALGA) Preferred Supplier Program (PSP) in lieu of a publicly advertised tender. Specifically, WALGA PSP001 (Information and Communications Technologies) Category 004 (ICT Products, Hardware and Associated Consultancy) was utilised.

The RFQ was released via the City's e-procurement platform on 4 February 2025 with a closing date of 25 February 2025. The closing date was extended to 6 March 2025 following a request by one of the suppliers. A total of five suppliers were invited from the PSP category based on an assessment of their suitability to fulfill the City's requirements.

The RFQ was released containing three separable parts covering:

**Part A** – Data Centre and MPLS Network Upgrade/Replacement.

**Part B** – Edge Network Upgrade with Network Access Control (NAC).

**Part C** – Support Services – Post Implementation.

Submissions were received from Avantgarde Technologies Pty Ltd and Progility Pty Ltd.

**EXTERNAL CONSULTATION**

Reference checks were sought from the City of Cockburn and City of Canning. The City of Cockburn provided a response addressing the assurances sought by the City of Bayswater.

The City of Canning did not provide a response.

**OFFICER'S COMMENTS**

The RFQ Evaluation Panel consisted of the Manager Digital Solutions and Services, Coordinator Information Technology and Information Technology Systems Specialist, with oversight from Contracts and Procurement.

The submissions were evaluated in accordance with the following criteria:

ITEM	CRITERIA TYPE	DESCRIPTION	WEIGHTING %
1	Quantitative	Price	30
2	Qualitative	Compliance to Specification – Separable Part A	25
3	Qualitative	Compliance to Specification – Separable Part B	25
4	Qualitative	Relevant Experience, Key Personnel, Resources and Methodology	15
5	Qualitative	Benefit to the local economy	5

The following table summarises the evaluation of the submissions against the qualitative criteria:

QUALITATIVE CRITERIA EVALUATION TABLE					
TENDERER	Compliance to Specification -Separable Part A (25)	Compliance to Specification -Separable Part B (25)	Relevant Experience, Key Personnel, Resources and Methodology (15)	Benefit to Local Economy (5)	Total Score (70)
Progility Pty Ltd	25	25	12	3.5	<b>65.5</b>
Avantgarde Technologies Pty Ltd	0	0	0	0	<b>0</b>

In relation to the above, only Progility Pty Ltd's submission was evaluated as conforming and providing sufficient and detailed information to satisfy the City's specified requirements for each separable part, and addressing the qualitative criteria as requested by the City. Avantgarde Technologies Pty Ltd's submission did not include completion of Part 5 'Respondent's Offer'. Their submission consisted of a letter stating they were unable to respond to the RFQ in the format it was released, principally citing the City's requirement that Palo Alto hardware be utilised.

QUANTITATIVE CRITERIA EVALUATION TABLE		
TENDERER	Price (30)	Total Score (30)
Progility Pty Ltd	30	<b>30</b>
AvantGarde Pty Ltd	0	<b>0</b>

Progility Pty Ltd's submission included all requested pricing for each separable part as requested by the City. See **Confidential Attachment 1** for all costing details for each separable part.

The City's overall evaluation of the submissions against the qualitative criteria (70% weighting) and quantitative criteria (30% weighting) is set out in the aggregated evaluation table below.

AGGREGATED EVALUATION TABLE			
TENDERER	Qualitative (70)	Quantitative (30)	TOTAL SCORE (100)
Progility Pty Ltd	65.5	30	<b>95.5</b>
AvantGarde Pty Ltd	0	0	<b>0</b>

In summary, Progility Pty Ltd's submission was evaluated highly. It is recommended their quote is accepted and the contract is awarded accordingly.

The submission from Avantgarde Pty Ltd was evaluated to be non-conforming and was therefore not considered in the subsequent evaluation against the qualitative and quantitative criteria.

Please refer to **Confidential Attachment 2** for the assessment matrix.

### LEGISLATIVE COMPLIANCE

The procurement process has met the requirements of section 3.57 the *Local Government Act 1995* and regulations 14 – 16 of the *Local Government (Functions and General) Regulations 1996*.

The respondent who submitted the conforming response indicated they would not have any conflicts of interest in performing their obligations under the contract.

### RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Medium
Reputation and Stakeholders	Medium	Medium
Service Delivery	Medium	High
Environment	Low	Low
Governance and Compliance	Low	High
Strategic Risk	SR02 – Failure to strategically plan, deliver and maintain infrastructure and assets. SR10 - Failure to prevent, prepare, respond and recover to incidents, emergencies or major disruptions impacting operations. SR11 - Lack of modern, integrated and secure digital environment.	

### FINANCIAL IMPLICATIONS

Council is requested to amend the 2024/2025 Capital Budget allocation for Project 5600-81111-6381-0000 as per the table below. The shortfall in capital budget allocation is due to actual costs for the scope of the enterprise network replacement being higher than the estimated capital budget allocation at time of business planning submission for financial year 2024/2025 for this project, see **Table 1** below.

Table 1: RFQ QUOT-366 Enterprise Network Replacement – Separable Part A and Separable Part B

Cost Centre – Project	Type	Project Type	Project Description	Current Budget \$	Adjust. \$	Revised Budget \$
5600-81111-6381-0000	Increase Expenditure	Capital	Enterprise Network Replacement Program – Separable Part A & B	481,501	42,676	524,177
5600-14202-6262-1108	Decrease Expenditure	Operating	Network Maintenance	200,000	(42,676)	157,324
			<b>Total:</b>	<b>681,501</b>	<b>0</b>	<b>681,501</b>

**RFQ QUOT- 366 Enterprise Network Replacement - Separable Part C – Support Services**

This consists of 120 hours of prepaid Engineer labour priced at \$235 (ex GST) per hour, with a total value of \$28,200 to support the City's new enterprise network, post implementation, for the first year or until the prepaid hours have been expended. This does not lock the City into an ongoing support arrangement and can be renewed based on a service assessment post the first year of operation of the new enterprise network, which will occur in the 2026/27 financial year planning cycle.

This expenditure will be funded from the existing Network Maintenance budget.

Please see **Confidential Attachment 1** for lower-level costing details for all separable parts.

**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance.

Goal L2: Plan and deliver projects and services in a sustainable way.

Work together to deliver the best outcomes for the community by managing our resources in a financially sustainable way.

**CONCLUSION**

The submission by Progility Pty LTD complied with all the technical requirements outlined by the City of Bayswater in Request for Quote (RFQ) QUOT-366 Enterprise Network replacement. Progility Pty LTD has experience in providing similar implementations to other local governments within Western Australia. It is recommended that Council awards RFQ QUOT-366 Enterprise Network Replacement to Progility Pty Ltd.

**10.2.5 Differential Rates Submissions 2025-26**

<b>Responsible Branch:</b>	Financial Services
<b>Responsible Directorate:</b>	Corporate Services
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority Required.
<b>Attachments:</b>	Nil
<b>Refer:</b>	Nil
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

*This report will be provided under separate cover.*

**10.3 Infrastructure and Assets Directorate Reports****10.3.1 Tender 27-2024 Parks Irrigation and Renewal Plan - Groundwater Reduction**

<b>Responsible Branch:</b>	Parks and Gardens
<b>Responsible Directorate:</b>	Infrastructure and Assets
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. CONFIDENTIAL REDACTED - Engineered Efficiency - Schedule of Rates - Tender 27-2024 [<b>10.3.1.1</b> - 2 pages]</li> <li>2. CONFIDENTIAL REDACTED - Industrial Automation - Schedule of Rates - Tender 27-2024 [<b>10.3.1.2</b> - 1 page]</li> <li>3. CONFIDENTIAL REDACTED - Sporteng - Schedule of Rates - Tender 27-2024 [<b>10.3.1.3</b> - 1 page]</li> </ol>
<b>Refer:</b>	Nil
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

**This item contains one or more confidential attachments in accordance with Section 5.23(2) of the Local Government Act 1995:**

(e) a matter that if disclosed, would reveal –

(i) a trade secret; or

(ii) information that has a commercial value to a person; or

(iii) information about the business, professional, commercial or financial affairs of a person,

where the trade secret or information is held by, or is about, a person other than the local government.

**SUMMARY**

For Council to assess and award Tender 27-2024 Parks Irrigation and Renewal Plan (Groundwater Reduction), in accordance with the tender specification.

The value of the tender exceeds the Chief Executive Officer's delegated authority limit of \$250,000 for the awarding of tenders when considered in its entirety (considering current and future stages). The matter is therefore referred to Council for a decision.

Stage 1 of the recommended tender is within the 2024/25 Budget allocation. Approval by Council will allow the project to proceed.

**OFFICER'S RECOMMENDATION**

**That Council awards Tender 27-2024 Parks Irrigation and Renewal Plan (Groundwater Reduction) to Sporteng for Phase 1 of the contract with the option for the City to extend the contract to Phase 2, subject to satisfactory performance and outcomes from Phase 1.**

## BACKGROUND

Tenders were called for the development of a comprehensive 10-year Groundwater Reduction Plan (the Plan).

The Plan is to focus on irrigation assets and services of the City across all public open spaces. The purpose of the Plan is to guide decision making and prioritisation for the replacement of ageing irrigation assets and provide an actionable pathway for delivering a minimum 10% reduction in groundwater use that balances funding, asset condition, stakeholder needs and operational practices.

This is a significant task that will span across the City's extensive irrigation network. The City's Asset Management Plans have identified significant investment is required on the City's irrigation systems which are currently at an advanced state of asset consumption. The City's Forward Capital Works Program includes increased allocations over the next ten years to improve the overall condition of the irrigation system network, and this Plan will assist the City in identifying the priorities and changes required to improve the condition as well as address the pending need to reduce the City's groundwater usage. This Plan will enable the City to place irrigation renewal projects in priority order within the Forward Capital Works Program.

The Plan is divided into two phases:

Phase 1: A desktop analysis, field verification, and base-level conceptual options in plan formats will be completed. These plans will highlight proposed system changes, opportunities to reduce high-use irrigation areas, and the associated water savings. Phase 1 will produce a clear and actionable plan for irrigation system renewals and upgrades, prioritizing condition, importance, and cost-effectiveness. The plan will also propose changes to irrigated area designs, support sustainable water use, and align with community needs.

Phase 2: Upon successful completion of Phase 1, City officers will present the findings to Council including priority locations and the plans from Phase 1. The City can then engage the Contractor to further develop more detailed concept summaries and plans for individual parks and irrigation assets. These plans will provide a greater level of detail and relevant parameters to assist the City in planning irrigation renewal works packages for inclusion in the City's Forward Capital Works Program.

Tender 27-2024 was advertised on 25 January 2025 on the Tenderlink website and in The West Australian newspaper. The tender period for submissions was scheduled to close 24 February 2025, however, was extended to 4 March 2025 to accommodate an addendum issued on 24 February 2025, equating to an open period of over five weeks. The addendum was issued to amend the scope of work and corresponding Price Schedule.

Council approval is sought to award the Phase 1 consultation works based on the outcomes of the tender process.

## EXTERNAL CONSULTATION

Reference checks were undertaken against Sporteng with no issues identified. Sporteng's response was evaluated as being suitable with respect to the compliance criteria.

**OFFICER'S COMMENTS**

At the close of tender, 18 entities registered interest in the tender, with three applications received from:

1. Engineered Efficiency
2. Industrial Automation
3. Sporteng

No applications were received after the close of deadline.

The following staff formed the tender evaluation panel:

- Parks and Gardens Manager
- Coordinator Turf Services
- Supervisor Irrigation Services
- Principal Projects Officer Haul Group (external consultant)
- Principal Studies Officer Haul Group (external consultant)

with oversight from the City's Procurement team.

It should be noted that Haul Group were the consultants that assisted the City in developing the project scope and specification that formed the basis of the tender.

All submissions have been evaluated in accordance with the qualitative and quantitative criteria detailed below.

Qualitative Criteria

The qualitative criteria for this tender are as follows:

Description of Qualitative Criteria	Weighting %
Relevant Experience, Key Personnel Qualifications and Skills	20%
Respondent's Resources	10%
Demonstrated Understanding	25%
Benefit to Local Economy	5%

Quantitative Criteria

This criterion required applicants to submit prices for the goods and services as outlined in the request for panel document and the specifications. The prices were structured as a Schedule of Rates table (**Confidential Attachments 1, 2, and 3**).

Quantitative Criteria	Weighting %
Price - Total value proposition to the City	40%

Assessment

Tender submissions were evaluated against the qualitative and quantitative criteria as shown in rank order in the tables below:

Tenderer	Qualitative Criteria					Quantitative Criteria	Total Combined	
	Relevant Experience, Key Personnel, Qualifications and Skills (20%)	Respondent Resources (10%)	Demonstrated Understanding (25%)	Benefit to Local Economy (5%)	Total Score Qualitative (60%)	Price Score (40%)	Total	Ranking
Engineered Efficiency	8	5	10	0.5	23.5	19	42.5	3
Industrial Automation	6	3	5	0.5	14.5	40	54.5	2
Sporteng	14	6	15	0.5	35.5	29.7	65.23	1

The weighted cost method was applied in the evaluation of the applications; the weighting was applied to the total line items that all companies had priced on. The applications were ranked according to the qualitative criteria. The evaluation panel then assessed the price component to determine the applications that are most advantageous to the City.

Based on the panel's evaluation, using a combination of the above pricing and qualitative criteria, the application from Sporteng met the criteria. Council approval is therefore sought to award the Phase 1 consultation works to Sporteng, for a period of 24 weeks from the Letter of Award date, at the absolute discretion of the City. It is further recommended that the contract includes the option for a contract extension to undertake Phase 2 of the project subject to satisfactory performance and outcomes from Phase 1. The contract extension would be determined under delegated authority.

## LEGISLATIVE COMPLIANCE

The tender process has met the requirements of s3.57 the *Local Government Act 1995* and r.14 – 16 of the *Local Government (Functions and General) Regulations 1996*.

All tenderers have indicated that they do not have any conflicts of interest in the performance of their obligations under the contract.

City officers involved in the assessment of the tender submissions and preparation of the associated report have indicated that they do not have any conflicts of interests with any of the tenderers.

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Medium
Reputation and Stakeholders	Medium	High
Service Delivery	Medium	High
Environment	Low	Medium
Governance and Compliance	Low	High
Strategic Risk	SR02 – Failure to strategically plan, deliver and maintain infrastructure and assets. SR06 - City does not have the adequate financial capacity to deliver planned services and maintain assets.	

## FINANCIAL IMPLICATIONS

The following financial implications are applicable:

### Item 1:

**Asset Category:** Other      **Source of Funds:** Municipal

**LTFP Impacts:** The expenditure under this contract is accounted for in the 2024/25 budget allocation of \$250,000. The submitted cost of \$245,000 means there will be \$5,000 budget remaining. Phase 2, whether proceeded with under this contract or not, would be funded from an allocation in the 2025/26 budget.

### Notes:

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	COSTS (\$)		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	EMPLOYEE				
1	Nil	\$245,000	Nil	Nil	1-40	NA	\$250,000

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Community

Goal C3: Maximise the use of the City's facilities and parks by all sections of the community.

Theme: Environment and Liveability

Goal E2: Remain focused on greening the City's suburbs and streetscapes and increasing the tree canopy.

Theme: Leadership and Governance

Goal L2: Plan and deliver projects and services in a sustainable way.

Work together to deliver the best outcomes for the community by managing our resources in a financially sustainable way.

## CONCLUSION

The submissions received from Engineered Efficiency and Industrial Automation have addressed a portion of the qualitative criteria, however missed some key elements and detail within the submissions.

The submission received by Sporteng addressed all the qualitative criteria and provided sufficient detail. Overall, the submission demonstrated value for money in delivering on the City's requirements under this contract.

Therefore, it is recommended that Council awards Tender 27-2024 Parks Irrigation and Renewal Plan (Groundwater Reduction) to Sporteng. This will form a contract for a period of 24 weeks with the option for the City to extend to Phase 2, subject to satisfactory performance and outcomes from Phase 1.

**10.3.2 Tender 05-2025 Morley Noranda Recreation Club Change Room Upgrade**

<b>Responsible Branch:</b>	Project Services
<b>Responsible Directorate:</b>	Infrastructure and Assets
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required.
<b>Attachments:</b>	1. CONFIDENTIAL REDACTED - Pricing Schedule RFT 05-2025 [10.3.2.1 - 2 pages]
<b>Refer:</b>	Nil.
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

**This item contains one or more confidential attachments in accordance with Section 5.23(2) of the Local Government Act 1995:**

(e) a matter that if disclosed, would reveal –

(i) a trade secret; or

(ii) information that has a commercial value to a person; or

(iii) information about the business, professional, commercial or financial affairs of a person,

where the trade secret or information is held by, or is about, a person other than the local government.

**SUMMARY**

For Council to assess and award Tender 05-2025 for Morley Noranda Recreation Club Change Room Upgrade, Noranda, in accordance with the tender specification.

The value of the tender exceeds the Chief Executive Officer's delegated authority limit of \$250,000 for the awarding of tenders. The matter is therefore referred to Council for decision.

The recommended tender is within the 2024-2025 Budget allocation and allows for provisional and contingency sums if required. Approval of Council will allow for the project to proceed.

**OFFICER'S RECOMMENDATION**

**That Council awards Tender 05-2025 for Morley Noranda Recreation Club Change Room Upgrade, Noranda, to Solution 4 Building, in accordance with their tender submission and submitted price of \$717,566.37 (excluding GST), dated 23 April 2025.**

**BACKGROUND**

Morley Noranda Recreation Club (MNRC) is located within Noranda Sporting Complex. MNRC are a leaseholder within this complex, and the following clubs are affiliated; Noranda City Football Club, Morley Bowling Club, Noranda Tennis Club, Morley Darts Club and Brumbies Country Music Club.

In 2022, the MNRC and Noranda City Football Club advocated for funding towards this project, and it formed part of the Australian Government's commitments announced as part of the election campaign. Funding was subsequently confirmed as part of the 'Investing in Our Communities Program' and the 'Priority Community Infrastructure Program' subject to application.

The City, on behalf of MNRC and Noranda City Football Club, applied for funding under the identified funding streams. In October 2023, an application was submitted to the Federal

Department of Infrastructure, Transport, Regional Development, Communication and the Arts. In January 2024, the City was notified that it will receive \$800,000 towards the MNRC change room upgrade. The funding was subsequently included in the City's 2024/25 budget. Due to preliminary estimates being over the funding amount Council included an additional \$180,000 in the 2024/25 capital works budget.

The City engaged Design Right to prepare the detailed designs for the upgrade of the existing soccer change rooms, using the concept plans completed by the club and the original existing building plans.

The design consists of architectural drawings, engineering drawings and a site classification report. This documentation was used to develop the scope of works detailed in the request for tender. This includes to remove and demolish part of existing change rooms, undertake the relevant approvals, civil works including demolition, preparatory groundwork, service connections, construction of the building including change rooms and storage facilities at Noranda Sporting Complex in the area specified within the request for tender document.

The MNRC and other stakeholders were engaged during the design process and participated in the development of the final detailed design.

Tender No. 05-2025 for Morley Noranda Recreation Club Change Room Upgrade Project was advertised in The West Australian newspaper on Saturday, 22 March 2025 and the tender submission period closed at 2pm on Wednesday 23 April 2025.

## **EXTERNAL CONSULTATION**

The City has consulted user clubs, peak bodies and the Department of Infrastructure, Transport, Regional Development, Communication and the Arts. No consultation has occurred with the surrounding community.

## **OFFICER'S COMMENTS**

At the close of tender, nine conforming submissions were received from the following organisations:

- AE Hoskins Building Services;
- Access Without Barriers;
- Brausch Construction Group;
- Hickey Construction Group;
- JRC Civils;
- M4 Construction;
- RE Asset Logistics;
- Solution 4 Building; and
- Taskon Construction

The following staff formed the tender evaluation panel:

- Manager Project Services
- Coordinator Project Services
- Building Operations Manager

The above assessment panel members have declared that they do not have any conflict of interest with the submissions provided. All tenderers have indicated that they do not have any conflicts of interest in the performance of their obligations under the contract.

All submissions have been evaluated in accordance with the qualitative and quantitative criteria detailed below.

#### Qualitative Criteria

The qualitative criteria for this tender are as follows:

Description of Qualitative Criteria	Weighting
Capability and experience	20%
Detailed construction method & programme	20%
Key personnel and capacity including subcontractors	10%
Warranty (Including Itemised Parts and Labour) as per project specification	5%
Benefit to local economy	5%

#### Quantitative Criteria

This criterion required applicants to submit prices for the goods and services as outlined in the request for tender documentation. The price schedule was structured as a lump sum table (**Confidential Attachment 1**).

Quantitative Criteria	Weighting %
Price - Total value proposition to the City	40%

#### Assessment

Tender submissions were evaluated against the qualitative and quantitative criteria as shown in rank order in the tables below:

Tenderer	Qualitative Criteria						Qualitative Criteria	Total Combined	
	Capability and Experience (20%)	Detailed lighting design, compliance and construction programme (20%)	Key personnel and Capacity including subcontractors (10%)	Warranty (including itemised parts and labour) as per the project specification (5%)	Benefit to local economy (5%)	Total Score Qualitative (60%)	Price Score (40%)	Total	Ranking
Solution 4 Building	14	15	7	3	3	42	21	63	1
AE Hoskins Building Services	14	13	7	3	3	40	15	55	4
Hickey Construction Group	14	12	7	3	2	38	18	56	3
Access Without Barriers Building Co.	13	13	7	2	3	38	20	58	2
RE Asset Logistics	12	13	6	3	2	37	15	52	6
Brausch	13	12	5	3	3	36	17	53	5

Tenderer	Qualitative Criteria						Qualitative Criteria	Total Combined	
	Capability and Experience (20%)	Detailed lighting design, compliance and construction programme (20%)	Key personnel and Capacity including subcontractors (10%)	Warranty (including itemised parts and labour) as per the project specification (5%)	Benefit to local economy (5%)	Total Score Qualitative (60%)	Price Score (40%)	Total	Ranking
Construction Group									
JRC Civils	8	13	6	3	2	32	14	46	7
*M4 Construction	5	12	5	4	3	27	40	67	
Taskon Construction	8	8	4	0	0	20	13	33	8

\*M4 Construction was assessed as a non-viable submission

At the completion of assessing the qualitative and quantitative data, M4 Construction achieved the highest score, this was contributed by providing the lowest submission price which is 41% lower than the average costing received across all submissions.

M4 Construction ranked eighth out of the nine submissions in Qualitative criteria due to not providing adequate responses to the criteria within their submission. Despite having a significantly lower price the M4 submission did not provide the assessment panel confidence that M4 Construction could deliver this project successfully.

Hypothetically, if the M4 submitted price was around the average price submitted by all the other submissions, M4 Construction would have scored an overall total of 46%. This total would have them ranked 7 out of the 9 submissions.

Based on the above information and associated risks, M4 Construction's submission has been deemed not adequate to be awarded this project.

Considering the above, the submission from Solution 4 Building has been evaluated as the highest ranked Tender. The Solution 4 Building submission provides a submitted tender price within budget and allows for provisional sums and budget contingency. The submission provided the panel confidence that the contractor has the required skills, relevant experience and method to complete the project to the required standards and within project timelines.

The City has contacted referees supplied within the Solution 4 Building tender submission and received positive feedback regarding meeting project delivery timeframes, delivery within allocated budget and quality of work on previous projects of a similar nature.

Officers recommend awarding the Morley Noranda Recreation Club Change Room Upgrade contract to Solution 4 Building.

## LEGISLATIVE COMPLIANCE

The tender process has met the requirements of S3.57 the *Local Government Act 1995* and r.14 – 16 of the *Local Government (Functions and General) Regulations 1996*.

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR01 - Inability to plan, provide and support socially connected, healthy and safe neighbourhoods. SR02 – Failure to strategically plan, deliver and maintain infrastructure and assets.	

## FINANCIAL IMPLICATIONS

The following financial implications are applicable:

The total project budget is \$980,000 which includes preliminary and detailed design, approvals, construction, contingency and associated management fees.

### Item 1: Sports Change Rooms

**Asset Category:** Renewal

**Source of Funds:** Grant  
Municipal

**LTFP Impacts:** The outcome of this project will achieve an objective of the Long-Term Financial Plan.

**Notes:** Nil

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	EMPLOYEE				
1	\$717,566	\$10,000	\$5,000	\$2,000	30 years	\$1,107,566	\$980,000

The City will receive \$800,000 in funding from the Department of Infrastructure, Transport, Regional Development, Communication and the Arts towards the project. If the project is delivered under the grant amount, the City will be required to return any unspent grant funds to the funding body.

The City had Illion, one of the largest credit risk advisors, complete a Financial Sustainability report to assess the long-term financial viability of Solution 4 Building. This report indicates strong financial confidence, well above industry standards.

**STRATEGIC IMPLICATIONS**

The outcome of this tender will establish a new community asset, providing quality services and infrastructure into the future.

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Community

Goal C1: Create safe and inviting places for people to come together.

Goal C3: Maximise the use of the City's facilities and parks by all sections of the community.

**CONCLUSION**

The tender submission from Solution 4 Building has been evaluated as the highest ranked tender in accordance with the selection criteria and weightings as detailed in the tender specification. It is therefore recommended, that Council approves the submission from Solution 4 Building for the Morley Noranda Recreation Club Change Room Upgrade.

**10.3.3 Tree Canopy Coverage Target Review**

<b>Responsible Branch:</b>	Parks and Environment
<b>Responsible Directorate:</b>	Infrastructure and Assets
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required.
<b>Attachments:</b>	Nil
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

***This item does not contain any information that is considered confidential in accordance with Section 5.23(2) of the Local Government Act 1995.***

**SUMMARY**

This report is submitted to Council for consideration of revising the current tree canopy coverage target.

The proposed revision sets a realistic target of 20% canopy coverage across the City of Bayswater by 2035. This adjustment is based on updated canopy data, growth modelling, and resource constraints, while still supporting the City's broader urban greening goals.

**OFFICER'S RECOMMENDATION**

**That Council:**

- 1. Endorses the revision of the City's tree canopy target to 20% coverage by 2035.**
- 2. Notes that this target will guide tree planting programs, funding decisions, and partnerships.**
- 3. Requests a detailed review of progress against the target in 2027, including a re-measurement of the urban tree canopy coverage and an update to Council.**

**BACKGROUND**

The City of Bayswater set a target of achieving 20% tree canopy coverage by 2025, as part of its Urban Forest Strategy.

At the June 2022 Council Meeting, the target was amended to 20% coverage by 2030, with middle-term specific targets of 16% by 2025 and 18% by 2027. This decision was made in response to an officer report on the "Green Dreams" report which was commissioned by the City to explore option regarding the City's urban forest. The officer report recommended a revised canopy target of 20% by 2040, which would be a shift to a specific target instead of an aspirational target. Supporting modelling contained within the Green Dreams report indicating that the initial Urban Forest Strategy target would clearly not be achieved.

The City conducts LiDAR surveys every three years to measure the City's tree canopy coverage. This data can be used to determine changes in the canopy coverage. LiDAR survey technology involves aerial flyovers that collect detailed data, allowing the creation of a three-dimensional model of the City's land surface, structures and vegetation. By analysing this data, the City can accurately measure the area (in square metres) covered by tree canopy and express it as a percentage of the City's total land area. The City's mapping processes also enable the coverage to be determined for various land areas and uses.

The latest LiDAR survey was conducted in February 2024 and the captured data was compared against the data from the previous survey in February 2021. Both surveys used identical

parameters to ensure a direct, like-for-like comparison. Each survey only includes tree canopies that are at least 3 metres above the immediate ground surface; canopies below this threshold are excluded from the canopy measurement and do not register in the results.

The LiDAR data collected in February 2024 shows a slight decrease in total canopy coverage, measuring 14.48%, down from 14.56% recorded in February 2021.

	2021	2024	Change in Area	Change in Canopy
Canopy Area (m <sup>2</sup> )	5,031,692	5,003,65	-28,040	-0.56%
% of Entire City Area	<b>14.56%</b>	<b>14.48%</b>	<b>-0.08%</b>	

A full report on the outcomes of the Feb 2024 LiDAR tree canopy coverage survey and how it compares to the Feb 2021 survey was presented to the August 2024 Ordinary Council Meeting.

The City has conducted modeling using LiDAR data and projected growth based on its recent and planned tree planting and maintenance programs to estimate future changes in tree canopy coverage.

Despite the City's substantial expansion of its tree planting and maintenance program since 2022, modelling indicates that the 2030 target is no longer attainable under current and proposed scenarios. While various planting initiatives have been implemented and continue to yield positive impacts, factors such as growth limitations, tree loss rates, and land use constraints require a reassessment and adjustment to a more achievable timeline.

## EXTERNAL CONSULTATION

No consultation has yet occurred with the public or other agencies on this matter. The proposed change is based on internal modelling and operational assessments.

## OFFICER'S COMMENTS

In recent years, the City has significantly expanded its tree planting and maintenance program and is operating at full capacity to maintain newly planted trees during their critical three-year establishment period.

Areas Planted		2018	2019	2020	2021	2022	2023	2024
		No. of Trees Planted						
Verges	Planted through resident requests	129	190	590	624	1,321	187	134
	Planted through a targeted program	466	0	0	0	341	2,727	2,215
	Non-residential areas identified by City	0	241	0	100	33	0	70
Medians		640	201	0	127	361	0	131
Parks/Reserves			572	1,028	441	958	2,088	50
Total number of trees planted		1,235	1,204	1,618	1,292	3,014	5,002	2,600

*The City's tree planting efforts on verges, medians and parks (does not include natural area planting)*

Despite the substantial increase in planting and maintenance efforts, 2024 LiDAR data reveals a slight decline in overall canopy coverage, dropping from 14.56% in 2021 to 14.48%. The current program – which includes plantings along verges, in parks and medians, the Riverside Gardens Urban Forest Project, and tree giveaways for private land – projects a modest canopy increase to just over 17% by 2030, assuming current practices continue.

Several scenarios have been explored, including doubling the number of trees planted, reducing tree loss on private land, planting larger tree stock, and expanding urban forest initiatives. While combining all these measures could theoretically push canopy coverage beyond 20% by 2034, and potentially reach 20% as early as 2032; the associated operational and financial demands, estimated at an additional \$14.5 million per year, are substantial. Setting a revised target of 20% by 2035 strikes a balance between ambition and practicality, providing room for continued strategy refinement.

To support continued progress in increasing the City's tree canopy coverage, the City has developed an Urban Forest Implementation Plan. This plan builds on the Urban Forest Strategy by detailing how the City will translate the Strategy's goals into practical, on-the-ground actions

To support continued progress in increasing the City's tree canopy coverage, the City has developed an Urban Forest Implementation Plan. This plan builds on the Urban Forest Strategy by detailing how the City will translate the Strategy's goals into practical, on-the-ground actions

The Urban Forest Implementation Plan incorporates insights from the Green Dreams report along with the most recent LiDAR survey data to define a comprehensive Urban Forest Program. This program includes seven key tree planting categories, each with specific targets and a distinct scope of work tailored to the City's needs.

Category 1 - Urban Infill Street Tree Planting – Verges are selected annually for the City's verge tree planting program, with tree locations nominated by the City. Residents are given the opportunity to provide feedback on the proposed plantings and may request that a tree not be planted. Currently, the opt-out rate stands at 16%.

Category 2 - Urban Road Hierarchy Program – This program focuses on planting along arterial and higher-order roads, primarily targeting medians and road pavement areas. Due to the need for road modifications, hard surface removal, and other complex works, these projects generally involve higher costs. In 2025, the City will undertake planting along King William Street, which will include pavement works to create suitable planting spaces within on-road parking zones and the hard median.

Category 3 – Residents Requests – Residents are able to request one or more trees to be planted and maintained by the City on the verge in front of their property.

Category 4 – Tree Replacement Program – Dead and removed trees are replaced with new trees.

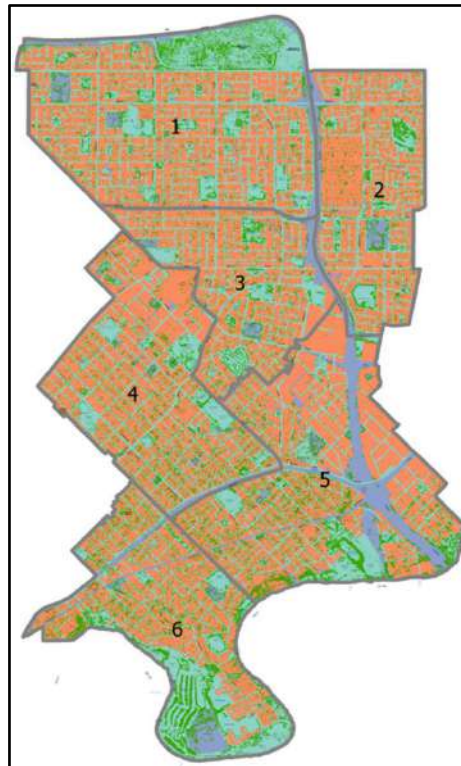
Category 5 – Reserves Tree Planting – Additional trees are planted in parks and reserves where there are opportunities. Planting proposals are communicated to nearby residents, users of the park/reserve and to the general public. This planting program aims to enhance shade, cool hard surfaces and improve on amenity and appearance, while still maintaining usable grass kickabout areas.

Category 6 – Safe Routes to School Planting – verges along walking and cycling routes identified under the City's Safe Routes to School Program will receive at least one mandatory tree. This initiative is designed to enhance walkability and promote walking and cycling to schools.

Category 7 – Tree Planting for Schools – The City is engaging schools in the district and partnering with the school to supply and plant trees on or around the school grounds. School students are involved as part of an education program on the benefits of an urban forest and are involved in the ongoing maintenance of the trees.

The Urban Forest Program divides the City into planting zones to maximize efficiencies through bulk planting and establishment. These zones include residential verges, parks and reserves,

and road reserves. The program also considers previously targeted locations that may not be reflected in the LiDAR survey results or the subsequent canopy coverage measurements.



*Tree Planting Zone Map*

The Urban Forest Program indicates the following planting targets numbers each year for each zone for the next 10-year period.

	Zone 2		Zone 1			Zone 5		Zone 6	Zone 3	Zone 4
Urban Forest Program	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Urban Infill Street Tree Planting	1,163	1,163	1,226	1,226	1,226	1,372	1,372	1,899	1,194	1,751
Urban Road Hierarchy Program	378	378	320	320	320	339	339	226	476	169
Resident requests	230	230	230	230	230	230	230	230	230	230
Tree Replacement Program	700	700	700	700	700	700	700	700	700	700
Reserves Tree Planting	190	190	268	268	268	172	172	171	132	153
Safe Routes to Schools Tree Planting	150	150	150	150	150	135	135	100	150	100
Tree Planting for Schools	150	150	100	100	100	100	100	100	150	100
<b>Total Target each year</b>	<b>2,961</b>	<b>2,961</b>	<b>2,994</b>	<b>2,994</b>	<b>2,994</b>	<b>3,048</b>	<b>3,048</b>	<b>3,426</b>	<b>3,032</b>	<b>3,203</b>

It should be noted that the above figures are continually being reviewed and further details are being incorporated into the program. As a result, the numbers presented in this report may be adjusted to reflect the most effective approach as determined through the City's processes.

The City has also implemented the following additional initiatives to enhance the urban canopy coverage.

Riverside Gardens Urban Forest Project – works have commenced on converting a four hectare predominately grassed area located adjacent to the Eric Singleton Bird Sanctuary into an urban forest. The City is also exploring opportunities to expand the Riverside Gardens Urban Forest

Project eastward onto land managed by the Public Transport Authority, aiming to create a biodiversity corridor as part of the City's ongoing partnership with Greening Australia.

Underground Power Program - Areas transitioning from overhead power to underground power are being targeted for the planting of larger tree species, now that height restrictions for overhead powerlines no longer apply. The recent completion of the Maylands SUPP6 Project is part of this initiative, with additional areas under consideration within the State's Targeted Underground Power Program (TUPP).

Tree giveaways – The City has launched a tree giveaway program, offering residents a free tree, subject to conditions, for planting on their private property.

Living Streams and drainage basins – The City is developing a water-sensitive urban design program focused on open channels and basins within the main drainage network. This program includes a range of treatments that will allow low-cost, effective tree planting to be expedited. It is in its final stages and will contribute to the City's efforts to increase canopy coverage, improve water quality, and promote environmental sustainability.

Education – The City will continue its educational campaigns to highlight the benefits of trees and canopy coverage in mitigating urban heat island effects. The campaigns will emphasize the role of trees in creating biodiversity linkages, providing health benefits, and enhancing the urban environment. The City will promote these efforts at various events across the City, with support from celebrity landscapers and gardeners.

Urban Greening Grants – The State has provided grants to support local governments in improving urban canopy coverage. The City successfully secured a grant for tree planting in the large median along Malaga Drive, at the northern entrance to Bayswater. The City will continue to seek additional grants in the future.

Metronet – The Metronet projects within the City of Bayswater were required to replace each tree removed with five new trees. The final planting numbers at the Morley and Noranda train stations exceeded this requirement. Due to site and servicing constraints, the Bayswater train station planting could not meet the target; however, the Public Transport Authority has fulfilled its obligation by providing the City with additional trees to plant in the surrounding area.

The City has also considered other enhancements to the tree planting program, but some were deemed unfeasible for various reasons:

- Further increasing tree planting numbers (e.g. doubling the current numbers) – this would increase the pace of the rollout of the City's annual planting program. This would have resourcing implications for the City, as well as supply constraints. This would also have minimal impact on achieving the canopy coverage target due to projected growth times.
- Increase tree sizes being planted – the use of 1000L tree sizes instead of the current 35L was considered for a portion of the annual tree planting program. Although in theory this would assist in advancing the canopy coverage, there would be a significant increase in costs for the purchase and installation of the trees. There would also be supply issues as such sizes are limited in availability.

The State has committed to developing a comprehensive Urban Greening Strategy to increase tree canopy and green spaces across Perth and Peel. This strategy will align with the Western Australian Climate Policy and Climate Adaptation Strategy, focusing on:

- Measuring and reporting tree canopy coverage
- Identifying and mitigating urban heat islands

- Creating green linkages, including utilising underused government land
- Implementing education and awareness programs
- Expanding the Urban Greening Grants Program

The Western Australian Planning Commission (WAPC) is leading the strategy's development, in collaboration with the Western Australian Local Government Association (WALGA) and other stakeholders.

The State has allocated \$3.75 million through the Urban Greening Grants Program. In the latest funding round, 16 local governments will plant approximately 5,487 trees and 138,768 understorey plants by mid-2025. These projects aim to reduce urban heat, enhance biodiversity, and create ecological corridors.

The Western Australian Tree Canopy Advocates have urged the State to set a formal target of achieving 30% tree canopy coverage in Perth by 2040. In response, the Government has pledged to plant one million trees by 2035 and aims to reach the 30% canopy target by 2040.

City officers have been actively engaging with the Bayswater Tree Canopy Advocates, holding regular meetings to discuss initiatives and progress toward the City's canopy targets. The City is exploring potential partnership opportunities with the group to assist with data collection, education campaigns, and other initiatives.

The City is also considering the creation of a "Tree Champion" program, involving community members in efforts to increase canopy coverage, in line with Council's resolution from the Ordinary Council Meeting held on 30 April 2024. A new partnership proposal between Bayswater Tree Canopy Advocates and Environment House for this program is currently being developed.

Additionally, it is important to note that the City plants at least 4,000 trees annually as part of its revegetation efforts in natural reserve areas. This figure is also included in the City's canopy coverage projections.

## LEGISLATIVE COMPLIANCE

- *Local Government Act 1995*
- City of Bayswater Urban Forest Strategy
- Strategic Community Plan 2021–2031

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	High
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR05 - Inability to manage stakeholder expectation through early and ongoing engagement. SR06 - City does not have the adequate financial capacity	

	<p>to deliver planned services and maintain assets.</p> <p>SR08 - Business model fails to support an integrated and responsive delivery of services, facilities and infrastructure (Including leadership, structure and processes.</p>
--	--

## FINANCIAL IMPLICATIONS

The current annual cost of the tree planting program is approximately \$2.9 million. Enhancing this program to achieve a 20% target earlier would significantly increase costs, potentially up to \$14.5 million annually if all interventions are combined. A phased approach toward 2035 mitigates financial pressure while enabling continued environmental improvement.

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Community

Goal C1: Create safe and inviting places for people to come together.

Goal C3: Maximise the use of the City's facilities and parks by all sections of the community.

Theme: Environment and Liveability

Goal E2: Remain focused on greening the City's suburbs and streetscapes and increasing the tree canopy.

Goal E3: Improve the City's walking and cycling network and create safer streets.

Goal E4: Lessen the City's Impact on the environment through its buildings, infrastructure, services and targets, such as zero emissions by 2040, and empower the community to live sustainably.

Goal E5: Protect and enhance the City's natural environment and biodiversity, and encourage the community to participate in its protection.

Theme: Leadership and Governance

Goal L2: Plan and deliver projects and services in a sustainable way.

Work together to deliver the best outcomes for the community by managing our resources in a financially sustainable way.

## CONCLUSION

The revised target of 20% tree canopy coverage by 2035 is both ambitious and achievable, taking into account current data, operational constraints, and environmental goals. This adjustment enables more effective planning and resource allocation, while reinforcing the City's dedication to a greener future.

**10.4 Community Services Directorate Reports**

Nil.

**10.5 Sub Committee Reports****10.5.1 Policy Review and Development Committee - 28 April 2025****10.5.1.1 2025 Policy Review Schedule Progress Report**

<b>Responsible Branch:</b>	Governance and Strategy
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Information Purposes
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	Nil
<b>Refer:</b>	Item 10.6.1.1: OCM 31 January 2023
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

***This item does not contain any information that is considered confidential in accordance with Section 5.23(2) of the Local Government Act 1995.***

**SUMMARY**

This report monitors the progress of Policy Reviews against the Policy Review Schedule adopted by Council on 28 October 2024 (meeting resumed from 22 October 2024).

**OFFICER'S RECOMMENDATION**

That Council notes the progress of Policy Reviews against the 2025 Policy Review Schedule.

**COMMITTEE RECOMMENDATION TO COUNCIL**

That Council notes the progress of Policy Reviews against the 2025 Policy Review Schedule and brings forward the *Media and Communications Policy* for review at the July 2025 meeting of the Policy Review and Development Committee.

**BACKGROUND**

At its meeting of 30 September 2024, the Policy Review and Development Committee (PRDC) recommended that Council adopted a policy schedule for 2025. The schedule was subsequently adopted by Council at its meeting of 28 October 2024 (resumed from 22 October 2024).

**EXTERNAL CONSULTATION**

No consultation has occurred with the public or other agencies on this matter.

**OFFICER'S COMMENTS**

The progress of policy reviews against the 2025 Policy Review Schedule is shown in the table below.

<b>PRDC Meeting Date</b>	<b>Policy to be Reviewed</b>	<b>Review Status</b>	<b>Comment</b>
24 February 2025	Contract Management	In Progress	The <i>Contract Management Policy</i> is presented for review in the agenda for this meeting.

PRDC Meeting Date	Policy to be Reviewed	Review Status	Comment
	Procurement	Completed	The PRDC reviewed this policy at its meeting of 24 February 2025. Council adopted the revised policy at its Ordinary meeting of 25 March 2025.
	Maylands Residential Estate Design Guidelines	In Progress	The <i>Maylands Residential Estate Design Guidelines Policy</i> is presented for review in the agenda for this meeting.
	Breach of Lease	Completed	The PRDC reviewed the <i>Breach of Lease Policy</i> at its meeting of 24 February 2025. Council adopted the revised policy at its Ordinary meeting of 25 March 2025.
	Council Vehicle Fleet	Rescheduled to July PRDC	The review of this Policy will be rescheduled to the PRDC of 28 July 2025 so the City can undertake further analysis on the operating component for running electrical vehicles.
	Privacy	In Progress	The draft <i>Privacy Policy</i> is presented for review in the agenda for this meeting.
28 April 2025	Corporate Credit Card	In Progress	The <i>Corporate Credit Card Policy</i> is presented for review in the agenda for this meeting.
	Payment to Employees in Addition to a Contract or Award Provision	In Progress	The <i>Payment to Employees in Addition to a Contract or Award Provision Policy</i> is presented for review in the agenda for this meeting.
	Corner Kirkham Hill Terrace and East Street	In Progress	The <i>Corner Kirkham Hill Terrace and East Street Policy</i> is presented for review in the agenda for this meeting.
	Footpath	Rescheduled to July PRDC	The <i>Footpath Policy</i> is currently being worked on by the Active Transport Advisory Committee and will be submitted to the July meeting of the PRDC for review.
28 July 2025	Cyber Security		
	Complaint Management		
	Heritage Places		
	Community Facilities Lease and Licence User Agreement		

PRDC Meeting Date	Policy to be Reviewed	Review Status	Comment
3 November 2025	Waivers, Concessions and Definitions for Fees and Charges		
	Honorary Freeman of the City		This policy has been brought forward for review in accordance with the Council's resolution of 25 March 2025.
	Financial Hardship		
	Elected Members Entitlements		
	Elected Members Request for Information		
	Community Engagement		
	Percentage for Public Art		

The review of the *Official Photograph of Council Policy* has been brought forward to the April 2025 PRDC, to ensure a consistent standard of photography of elected members is achieved following the 2025 local government ordinary elections.

The *Trees on Private Land Policy* is also presented for review in the agenda for this meeting, following its period of public consultation.

## LEGISLATIVE COMPLIANCE

In accordance with section 2.7 of the *Local Government Act 1995* the role of Council is to determine a local government's policies.

## RISK MANAGEMENT CONSIDERATION

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making.	

## FINANCIAL IMPLICATIONS

Nil.

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031 (as amended), the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

## **CONCLUSION**

This report monitors the progress of Policy Reviews against the Policy Review Schedule adopted by Council on 28 October 2024 (meeting resumed from 22 October 2024).

### 10.5.1.2 Policy Review: Payment to Employees in Addition to a Contract or Award Provision

<b>Responsible Branch:</b>	People, Culture and Safety
<b>Responsible Directorate:</b>	Corporate Services
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority Required.
<b>Attachments:</b>	1. Payment to Employees in Addition to a Contract of Award Policy [9.2.1 - 3 pages]
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

***This item does not contain any information that is considered confidential in accordance with Section 5.23(2) of the Local Government Act 1995.***

#### SUMMARY

The *Payment to Employees in Addition to a Contract or Award Policy* is due for a scheduled review (every 2 years).

As the policy is working well in its current form, it is recommended that the Council endorses its continuation, with no changes. It is, however, recommended that the risk rating on the Policy be changed from high to moderate, given that the Policy has been functioning well and has limited financial implications for the City.

#### **COMMITTEE RECOMMENDATION TO COUNCIL** **(OFFICER'S RECOMMENDATION)**

**That Council endorses the continuation of the *Payment to Employees in Addition to a Contract or Award Policy*, as contained in Attachment 1, and changes the risk rating of the Policy from high to moderate**

#### BACKGROUND

The *Local Government Act 1995* at section 5.50 required all Local Governments to adopt a Policy relating to the payment in addition to a contract or award to employees who are leaving the Local Government.

Instances where this may be appropriate include:

- settling an industrial claim or dispute,
- facilitating a mutual agreement to cease the employment relationship due to the employee's illness or impairment.
- facilitating a mutual agreement to cease the employment relationship where the employee is not meeting the City's performance expectations

This Policy was initially approved by Council in March 2023 and a review indicates no updates or changes are required, other than a reassessment of the Policy's risk profile. It is recommended that the risk rating on the Policy be changed from high to moderate, given that the Policy has been functioning well and has limited financial implications for the City. This would change the review cycle for the policy from every two years to every three years, making the next policy review due in 2028.

## EXTERNAL CONSULTATION

During the development of the original policy in 2023, the City consulted with other Local Governments in relation to the parameters of their Policy. No engagement has been undertaken in this review.

## OFFICER'S COMMENTS

Over the last twelve months, the City has enacted this Policy on three occasions as outlined below:

1. To facilitate a mutual agreement to cease the employment relationship due to the employee's illness or impairment – 4 months.
2. To settle an industrial claim or dispute – 3.3 months.
3. To settle an industrial claim or dispute – 3 months.

This detail will be reported through to the Audit and Risk Management Committee in Quarter 4.

## LEGISLATIVE COMPLIANCE

This Policy will ensure the City's compliance with Section 5.50 of the *Local Government Act 1995*

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making.	

## FINANCIAL IMPLICATIONS

Any financial settlements are made with available funds within the municipal budget.

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.  
Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

## **CONCLUSION**

It is recommended that Council approve the continuation of the Payment to Employees in Addition to a Contract of Award Policy in its current form, with the risk profile changed from high to moderate.



## Payment to Employees in addition to a Contract or Award Provision Policy

<b>Responsible Division</b>	Corporate & Strategy
<b>Responsible Business Unit</b>	People, Culture and Safety
<b>Responsible Officer</b>	Manager People, Culture and Safety
<b>Affected Business Units</b>	All business units
<b>ECM Document Set ID</b>	4457581

### Purpose

This policy sets out the circumstances in which the City of Bayswater (the City) will pay an employee who is ceasing employment at the City, an amount in addition to any amount to which the employees is entitled to under a contract of employment, industrial instrument, or as ordered by a Court of Tribunal and the matter of assessment of the additional amount.

This policy is to ensure compliance with Section 5.50 of the Local Government Act 1995, which requires all Local Governments to adopt a Policy relating to a payment in addition to contract or award to employees who are leaving the Local Government.

### Scope

This policy applies to all City of Bayswater employees, except those defined as Senior Employees

### Definitions

For the purpose of this policy —

**Industrial Instrument** means an instrument that has legal application with respect to minimum entitlements to those covered within its scope, including modern awards, industrial agreements and any instrument made under the industrial relations system.

**Industrial Tribunals** means any jurisdiction that hears and determines claims relating to employment matters

**Senior Employees** means employees holding the position of Chief Executive Officer in accordance with Section 5.37 of the Local Government Act 1995.

### Policy Statement

1. When a payment made in accordance with this policy is permissible

Subject to the Chief Executive Officer's approval, and the employee agreeing to sign a Confidential Deed of Settlement and Release by resigning as an employee, the City may initiate a settlement payment in accordance with the following circumstances:

- **Settlement of a Claim**

In settlement of a claim or dispute where the employee has or proposes to take action under the relevant industrial relations legislation, up to a maximum of 26 weeks

- **Illness or Impairment**

To facilitate a situation where an employee is unable to perform their role due to illness or impairment and there has been mutual agreement that the employment must end, up to 26 weeks' pay.

- **Poor Performance/Conduct**

To facilitate a situation where the City determines an employee is not performing to the satisfaction of the City, and the City proposes that it is beneficial to the City to end the employment relationship by paying a settlement, up to 12 weeks' pay.

## **2. Manner of Assessment of the Payment**

Where the settlement payment is based on the weekly pay, this is the normal ordinary pay (excluding overtime, vehicles or any other allowances or superannuation).

In assessing the payment, the following will be considered:

- The amount recommended by a Court or Tribunal to settle the matter
- The exposure to litigation and the strength of the respective cases
- The cost of legal services
- Disruption to operations
- Length of service and personal circumstances of the employee
- Position held by the employee

## **3. Other circumstances when a payment in accordance with this policy is permissible**

Employees who have worked with the City for a minimum of ten (10) years, and who have confirmed their intent to retire permanently from the workplace may receive a corporate gift to a maximum value up to \$500, subject to their being no recent performance or conduct concerns.

## **4. Payment to Senior Employees**

Any payments to Senior Employees under this Policy must be considered by Council.

## 5. Reporting

Payments made under this policy are to be reported to the Audit and Risk on a quarterly basis. Statistics on the number of payments made under this Policy are to be included in the City's Annual Report.

## Related Legislation

Local Government Act 1995 (WA)

## Document details

Relevant delegations	Nil		
Risk evaluation	High		
Strategic link	[link to Strategic Community Plan]		
Council adoption	28 March 2023	Resolution	10.6.4.1
Next review due	28 March 2025		

**10.5.1.3 Policy Review: Corporate Credit Card**

<b>Responsible Branch:</b>	Financial Services
<b>Responsible Directorate:</b>	Corporate & Strategy
<b>Authority/Discretion:</b>	Review
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	1. Corporate Credit Card Policy [9.3.1 - 3 pages]
<b>Refer:</b>	Item: 10.6.4.4 OCM: 28.03.2023
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

***This item does not contain any information that is considered confidential in accordance with Section 5.23(2) of the Local Government Act 1995.***

**SUMMARY**

The *Corporate Credit Card Policy* is reviewed on a biennial basis.

The policy was last revised in March 2023 with some key changes made. As the policy has been working well there are no recommended changes.

**COMMITTEE RECOMMENDATION TO COUNCIL**  
**(OFFICER'S RECOMMENDATION)**

That Council endorses the continuation of the *Corporate Credit Card Policy* with no changes, as contained in Attachment 1.

**BACKGROUND**

The *Corporate Credit Card Policy* is intended to set out the requirements for the management of the City's corporate credit cards. It was first adopted in February 2013 and previously reviewed in March 2023. Although purchasing using corporate credit cards is low in value, they are a key payment method and need careful consideration in how they are managed.

**EXTERNAL CONSULTATION**

No consultation has yet occurred with the public or other agencies on this matter.

**OFFICER'S COMMENTS**

A copy of the *Corporate Credit Card Policy* is contained in Attachment 1.

The policy was revised in March 2023 with some key changes and has since been working well. This is reflected in recent audit results and there are no recommended changes.

**LEGISLATIVE COMPLIANCE**

The following provisions of the *Local Government Act 1995* (the Act) and associated regulations impact on the use and control of corporate credit cards:

- Section 2.7(2)(a) and (b) of the Act requires the council to oversee the allocation of the local government's finances and resources and to determine the policies of the local government.
- Section 6.5(a) of the Act requires the Chief Executive Officer (CEO) to ensure that proper accounts and records of the transactions and affairs of the local government are kept in accordance with regulations.

- *Local Government (Financial Management) Regulation 11(1)(a)* requires local governments to develop procedures for the authorisation and payment of accounts to ensure that there is effective security and appropriate authorisations in place for the use of credit cards.

Use of corporate credit cards should also comply with the City's Purchasing Policy.

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Medium
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR06 - City does not have the adequate financial capacity to deliver planned services and maintain assets.	

## FINANCIAL IMPLICATIONS

The expenditure incurred on an annual basis by corporate credit cards is negligible.

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031 (as amended), the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

## CONCLUSION

It is recommended that Council endorses the continuation of the *Corporate Credit Card Policy* in its current form.



# Corporate Credit Card Policy

<b>Responsible Division</b>	Corporate & Strategy
<b>Responsible Business Unit</b>	Financial Services
<b>Responsible Officer</b>	Manager Financial Services
<b>Affected Business Units</b>	All branches
<b>ECM Document Set ID</b>	4459570

## Purpose

To set out guidelines for the effective use of Corporate Credit Cards in the City's operations.

## Scope

This policy applies to the card holders and employees who use and/or manage the City's Corporate Credit Cards.

## Definitions

Nil.

## Policy Statement

### ISSUING OF CORPORATE CREDIT CARDS

Corporate Credit Cards will only be made available to:

- The Chief Executive Officer; and
- Directors.

### LIMITATIONS

Each Corporate Credit Card is not to exceed a monthly limit of \$10,000.

### CONDITIONS OF USE

Card holders must ensure that the Corporate Credit Card:

- Is not used for any private purchases.
- Is restricted to trusted and secure internet sites.
- Is not used for cash advances under any circumstances.
- Is used only for work related expenses in limited circumstances where ordinary payment methods are not practical.

- Is not tied to any form of personal reward point system (for example, Flybuys, or any type of loyalty card). Any such reward points shall be the property of the City of Bayswater.
- Is not tied to any form of third-party payment platform (for example, Paypal).

**GENERAL**

The cardholders are responsible for:

- Monthly acquittal of transactions ensuring supporting documentation such as tax invoices and receipts are attached.
- The administration of credit card uses and any transactions that are incurred.
- Reporting any fraudulent, unauthorised or disputed transactions.
- The return of the card to the Manager Financial Services for safe keeping purposes while on extended leave (for example, leave longer than 6 weeks)
- Transaction acquittals are to be completed within 5 working days.
- Reviewing and approving the acquitted transactions received within 5 working days.

A list of all Corporate Credit Card transactions for the month showing each officer's transactions summarised by nature and type is to be included in the monthly financial reports to Council.

**SECURITY**

The card is the responsibility of the cardholder. Lost or stolen cards are to be reported immediately to the financial institution and the Manager Financial Services.

A Corporate Credit Card Agreement is to be signed by the cardholder setting out the cardholder's responsibilities and guidelines (see attached).

A register of all current cardholders is to be maintained by the Financial Services and is to include:

- Masked Card Number
- Expiry Date
- Credit Limit

Credit cards are not transferable to other users.

On leaving employment with the City of Bayswater, credit cards shall be surrendered to the Manager Financial Services. All surrendered credit cards shall be destroyed by cutting or other method as directed by the Manager Financial Services.

In the event that a cardholder does not comply with the conditions of use, the Chief Executive Officer shall have the discretion to withdraw the card.

**Related Legislation**

Nil.

## Related Documentation

- Corporate Credit Card Agreement.

## Document details

<b>Relevant delegations</b>	M-D04A Authority to incur expenses and apply money from the Municipal Fund Account		
<b>Risk evaluation</b>	Medium		
<b>Strategic link</b>	Goal L4:	Communicate in a clear and transparent way. Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.	
<b>Council adoption</b>	28 September 2010	<b>Resolution</b>	12.2.17
<b>Reviewed/modified</b>	26 February 2013	<b>Resolution</b>	12.2.9
<b>Reviewed/modified</b>	28 February 2017	<b>Resolution</b>	10.9
<b>Reviewed/modified</b>	20 February 2018	<b>Resolution</b>	13.2.1
<b>Reviewed/modified</b>	28 March 2023	<b>Resolution</b>	10.6.4.4
<b>Next review due</b>	February 2026		

**10.5.1.4 Policy Review: Contract Management**

<b>Responsible Branch:</b>	Financial Services
<b>Responsible Directorate:</b>	Corporate Services
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority Required.
<b>Attachments:</b>	1. Contract Management Policy [9.4.1 - 3 pages]
<b>Refer:</b>	Item: 10.6.1.4 OCM: 31.01.2023
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

***This item does not contain any information that is considered confidential in accordance with Section 5.23(2) of the Local Government Act 1995.***

**SUMMARY**

This report recommends repealing the *Contract Management Policy* as the *Purchasing Policy* ensures compliance from a Council perspective. Operational matters addressed in the policy have been included in the 'Management Practice - Contract Management'.

**COMMITTEE RECOMMENDATION TO COUNCIL  
(OFFICER'S RECOMMENDATION)**

**That Council repeals the *Contract Management Policy* as contained in Attachment 1.**

**BACKGROUND**

The Contract Management Policy is reviewed on a biennial basis and was due for review in January 2025 but was delayed subject to Council endorsement of the revised Purchasing Policy.

From a Council perspective the Purchasing Policy ensures compliance and there is no requirement for a Contract Management Policy.

**EXTERNAL CONSULTATION**

No consultation has occurred with the public or other agencies on this matter.

**OFFICER'S COMMENTS**

The *Contract Management Policy* was introduced in May 2019 to support the City's *Procurement Policy*. The *Procurement Policy* was recently revised and renamed (*Purchasing Policy*) and focuses on principles and business rules for the acquisition of goods and services. The *Purchasing Policy* also covers the statutory requirements under the *Local Government (Functions and General) Regulations 1996*.

The *Contract Management Policy* deals with operational matters relative to contract management, including:

1. Recording keeping of contracts and contract variations
2. Contractor performance reviews
3. Contractor financial capacity

In February 2023 the City introduced a new 'Management Practice - Contract Management' that covers all operational matters of contract management including those areas covered in the existing *Contract Management Policy*.

From a Council perspective the *Purchasing Policy* ensures compliance and there is no requirement for a *Contract Management Policy*.

## LEGISLATIVE COMPLIANCE

### *Purchasing Policy*

Local Government tendering is subject to the requirements of s.3.57 of the *Local Government Act 1995* and r. 11 - 24 of the *Local Government Act (Functions and General) Regulations 1996*.

Local government record keeping (including procurement-related matters) is subject to the requirements of the *State Records Act 2000*.

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Medium
Reputation and Stakeholders	Medium	Medium
Service Delivery	Medium	Medium
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR06 - City does not have the adequate financial capacity to deliver planned services and maintain assets.	

## FINANCIAL IMPLICATIONS

It is important that the City has adequate controls in place regarding contractor management.

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031 (as amended), the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

## CONCLUSION

It is recommended that Council repeals the *Contract Management Policy*.



# Contract Management Policy

<b>Responsible Division</b>	Business Services
<b>Responsible Business Unit</b>	Procurement
<b>Responsible Officer</b>	Manager Business Services
<b>Affected Business Units</b>	All Branches
<b>ECM Document Set ID</b>	3698743

## Purpose

To support the City's Procurement Policy

## Policy Statement

This policy provides guidance on the central recording of the City's contracts and the performance review of the City's contractors, including prior to any extension or renewal action, to ensure that contract outcomes are achieved.

The objective of this policy is to govern the execution and management of contracts entered into by the City and minimise the exposure to financial and reputational risk. This Policy is to be read in conjunction with the City's Procurement Policy and other relevant Management Guidelines.

The Manager Business Services is responsible for reviewing and updating this Policy every two years or as required.

## Policy Details

1. Council supports an active and ongoing contractor management system which:
  - seeks opportunities for improvements in service delivery;
  - is based on contemporary risk management principles; and
  - promotes positive working relationships between contractors and the City.
2. To achieve these outcomes, the City will ensure that performance reviews of contracts are conducted no less than at annually, and performance reviews will also be conducted prior to any extension or renewal action. The detailed requirements will be set out in the Management Practice.
3. As a business rule, all City contracts above the value of \$25,000.00 that address the requirements for contract variations and exercising of extension options will be recorded and centrally registered within the City's contract management database. The contract value shall be determined inclusive of any extension options or variation provisions.

4. The Manager Business Services will ensure that information in the City's Contract Management database will be maintained to ensure that it remains current.
5. All City contracts nearing expiry will undergo a final review and renewal in a timely manner (no less than three months prior to the contract expiry). Reviews should be consultative and clearly communicated with contractors. The outcomes of such reviews shall be recorded in the City's record keeping system and used to inform corrective actions and guide future contracting decisions.
6. Financial capacity to complete major new projects will be a consideration when appointing contractors, and detailed guidance for assessment will be set out in a Management Practice.
7. The Policy does not apply to employment contracts, non-binding Memorandums of Understanding or partnering agreements with other agencies.

## Scope

This policy applies to procurement-related activities including recording of contracts and managing contractor relationships including assessing contractor's financial capacity for completing major projects and measuring of performance against the City's requirements.

## Definitions

### Contracts

A contract is a legally binding agreement that sets out the rights and duties of the parties involved. Typical contracts entered into by the City include the provision of building maintenance, construction of civil works, supply of goods and materials and consultancy services on issues such as engineering design, industrial relations, town planning, local enforcement and community engagement.

## Related Legislation

Local Government tendering is subject to the requirements of s.3.57 of the Local Government Act 1995 and r. 11 - 24 of the Local Government Act (Functions and General) Regulations 1996.

Local government record keeping (including procurement-related matters) is subject to the requirements of the State Records Act 2000.

## Related Documentation

Procurement Policy.

Management Practice – *Contract Performance Reviews*

Management Practice – *Contractor financial capacity*

## Document details

### Relevant Delegations

<b>Risk Evaluation</b>	High (2 yearly review cycle)
------------------------	------------------------------

<b>Council Adoption</b>	14 May 2019
<b>Review/Modified</b>	23 June 2020
<b>Review/Modified</b>	31 January 2023
<b>Next review due</b>	Quarter 1, 2025

Current policy

**10.5.1.5 Planning Policy Review - Maylands Residential Estates Design Policy**

<b>Responsible Branch:</b>	Property and Economic Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority Required.
<b>Attachments:</b>	1. Maylands Residential Estates Design Policy [9.5.1 - 16 pages]
<b>Refer:</b>	Item: 10.6.2.1 OCM: 23.02.2021
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

***This item does not contain any information that is considered confidential in accordance with Section 5.23(2) of the Local Government Act 1995.***

**SUMMARY**

The *Maylands Residential Estates Design Policy* provides guidance for development on various subdivided 'estates' within Maylands, generally in relation to setbacks, building height, and walls and fences. Many of the subdivided areas are now almost completely developed, with few vacant lots.

Council consideration is sought in relation to the proposed revocation of the policy, subject to undertaking community consultation with the landowners in the area to determine whether they still consider the policy necessary.

**OFFICER'S RECOMMENDATION**

That Council:

1. Revokes the *Maylands Residential Estates Design Policy* as contained in **Attachment 1** to this report, should no objections be received by the City during community engagement.
2. Directs the Chief Executive Officer to refer the *Maylands Residential Estates Design Policy* to the Policy Review and Development Committee for further consideration, should any objections be received by the City during community engagement.

**COMMITTEE RECOMMENDATION TO COUNCIL**

**That Council endorses retention of the *Maylands Residential Estates Design Policy* as contained in Attachment 1 to this report, with no changes.**

**BACKGROUND**

The City has a large number of local planning policies to guide better development within the City. City officers undertake an ongoing review of existing local planning policies to update and improve the City's policy framework and reduce red tape associated with applications for Development Approval.

Part of this review process is to revoke those local planning policies which are no longer considered relevant.

A number of residential areas within the suburb of Maylands are subject to design guidelines that vary aspects of the Residential Design Codes. These guidelines were aligned to developer covenants on land titles that subsequently shaped the built form of these areas. Many of these covenants have now expired, and the guidelines were considered important to maintain the

established character of the affected areas. The *Maylands Residential Estate Design Policy* was created to consolidate a large number of the original design guidelines.

## EXTERNAL CONSULTATION

In February 2019 the City consulted with the landowners in Maylands subject to the residential design guideline local planning policies, to determine whether they still consider value in these policies and whether they supported them being retained.

A number of landowners throughout the suburb of Maylands indicated their preference for the policies to remain in place, as they have ensured a consistency in built form and established a particular local character in certain areas. Consequently, the content of those policies was consolidated into the *Maylands Residential Estate Design Policy*.

Given the previous support for the retention of the guidelines, in the event that the Council resolves to revoke the policy it is recommended to undertake further community engagement in relation to the policy. All landowners will be consulted by way of letters and information being placed on the City's Engage Bayswater website.

## OFFICER'S COMMENTS

As noted above the policy provisions have been adapted directly from the covenants and vary the Deemed-To-Comply provisions of the Residential Design Codes Volume 1 Part B in relation to street setbacks, lot boundary setbacks, parapet wall, walls and fences, and setback of garages and carports. The individual estates are summarised below:

Estate	Density	Vacant Lots / Developed Lots	Policy Provisions
Falkirk Gardens (1998)	R40	0/62 (0%)	<ul style="list-style-type: none"> <li>• Street setback</li> <li>• Lot boundary setback</li> <li>• Walls and fences</li> </ul>
Fourth Avenue East / The Look (2007)	R50	4/13 (30%)	<ul style="list-style-type: none"> <li>• Street setback</li> <li>• Lot boundary setback</li> <li>• Building height</li> <li>• Setback of garages and carports</li> </ul>
Kirkham Hill Terrace / Kiln View (2000)	R30	1/8 (12.5%)	<ul style="list-style-type: none"> <li>• Street setback</li> <li>• Lot boundary setback</li> <li>• Setback of garages and carports</li> </ul>
Lot 542 Peninsula Road / Airways Boulevard / Wing Court / Dakota Avenue (2001)	R40	0/19 (0%)	<ul style="list-style-type: none"> <li>• Street setback</li> <li>• Lot boundary setback</li> <li>• Setback of garages and carports</li> </ul>
Peninsula Golf Estate (1997)	R30	1/32 (3%)	<ul style="list-style-type: none"> <li>• Street setback</li> <li>• Lot boundary setback</li> <li>• Setback of garages and carports</li> <li>• Walls and fences</li> </ul>
The Pointe Estate (1999)	R40	0/82 (0%)	<ul style="list-style-type: none"> <li>• Street setback</li> <li>• Lot boundary setback</li> <li>• Setback of garages and carports</li> <li>• Walls and fences</li> </ul>

Estate	Density	Vacant Lots / Developed Lots	Policy Provisions
Riverbank Rise Estate(1999)	R30	1/45 (2%)	<ul style="list-style-type: none"> <li>• Street setback</li> <li>• Lot boundary setback</li> <li>• Setback of garages and carports</li> </ul>
The Peninsula Estate (1999)	R40	5/270 (2%)	<ul style="list-style-type: none"> <li>• Street setback</li> <li>• Lot boundary setback</li> <li>• Setback of garages and carports</li> <li>• Walls and fences</li> </ul>
<b>Total</b>		<b>12/531 (2%)</b>	

The Residential Design Codes have undergone multiple iterations in the 18 to 28 years since the various estates were subdivided, and land ownership has also changed in that time. There is a general planning practice that guiding documents should have lifespan of 5 to 10 years to accommodate changes in the planning framework. In this instance, given the majority of the lots have been developed, with only 12 out of 531 (2%) lots remaining vacant, and the current R-Codes will sufficiently guide development for the elements addressed in the guidelines for the remaining vacant lots, it is considered that the policy could be revoked.

The City is not obligated to advise landowners of the revocation of a policy, with a public notice of the decision being sufficient under the *Planning and Development (Local Planning Schemes) Regulations 2015*. However, given the legacy of the original covenants on the titles, there is merit in consulting with the landowners to determine whether the policy is still required. If submissions are received supporting retention of the policy, the matter will be referred to Council via the Policy Review and Development Committee for further consideration.

It should be noted that all previously adopted planning policies will need to be reviewed by April 2026 in relation to their consistency with the new provisions of Residential Design Codes Volume 1 including Part C (Medium Density Codes), and WAPC approval sought where necessary. The R-Codes Part C may apply in instances where lots of sufficient land area are developed with grouped dwellings.

### LEGISLATIVE COMPLIANCE

Schedule, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* sets out the procedure for the revocation of a local planning policy, including the requirement to give public notice of a decision to revoke a policy.

### RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Medium

Strategic Risk	SR01 - Inability to plan, provide and support socially connected, healthy and safe neighbourhoods.
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**FINANCIAL IMPLICATIONS**

Nil.

**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Strategic Community Plan 2021-2031 (as amended), the following applies:

Theme: Environment and Liveability

Goal E1: Maintain the identity and heritage of our neighbourhoods while supporting an increase in high quality density around transport nodes.

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

Undertaking community engagement prior to a full review of the policy under the modified Residential Design Codes will ensure that the policy is meeting the needs of the local community.

**CONCLUSION**

Given the above it is recommended that the Council revokes the *Maylands Residential Estates Design Guidelines* subject to undertaking community consultation. If any submissions are received supporting retention of the policy, it is recommended to be presented to Council via the Policy Review and Development Committee for consideration.

# Maylands Residential Estates Design Policy



Responsible Division	Community and Development
Responsible Business Unit/s	Development Approvals
Responsible Officer	Manager Development Approvals
Affected Business Unit/s	Development Approvals

## Purpose

The purpose of this policy is to guide development on the identified lots to achieve consistent, site-responsive built form in order to maintain local character and amenity.

## Objectives

The objectives of this policy are to:

1. Facilitate development that is consistent with the established local character.
2. Ensure that development does not unduly impact upon local amenity.

## Introduction

A number of residential areas within the suburb of Maylands are subject to design guidelines that vary aspects of the Residential Design Codes. These guidelines were allied to developer covenants on land titles that subsequently shaped the built form of these areas. Though many of these covenants have now expired, it is considered important to maintain the established character of the affected areas. This policy has been created to consolidate these original design guidelines and to continue to guide development according to their intent.

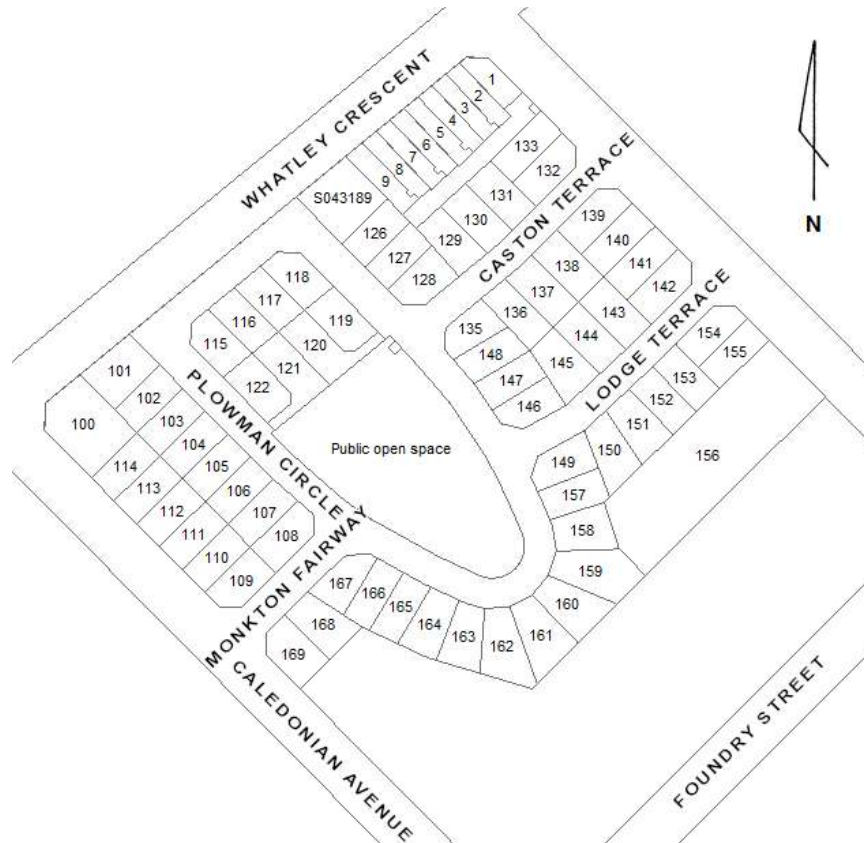
## Scope

This policy applies to the erection or extension of all buildings and structures on various lots throughout Maylands, as identified on the plans below.

## Requirements

The deemed-to-comply requirements of the Residential Design Codes shall apply to development on all lots within the scope of this policy, unless varied by the following provisions:

## Falkirk Gardens



### Street setback

Buildings set back from the primary street boundary:

- A minimum of 3m.
- An average of 4.5m.

### Lot boundary setback

Buildings which are set back in accordance with the following provisions:

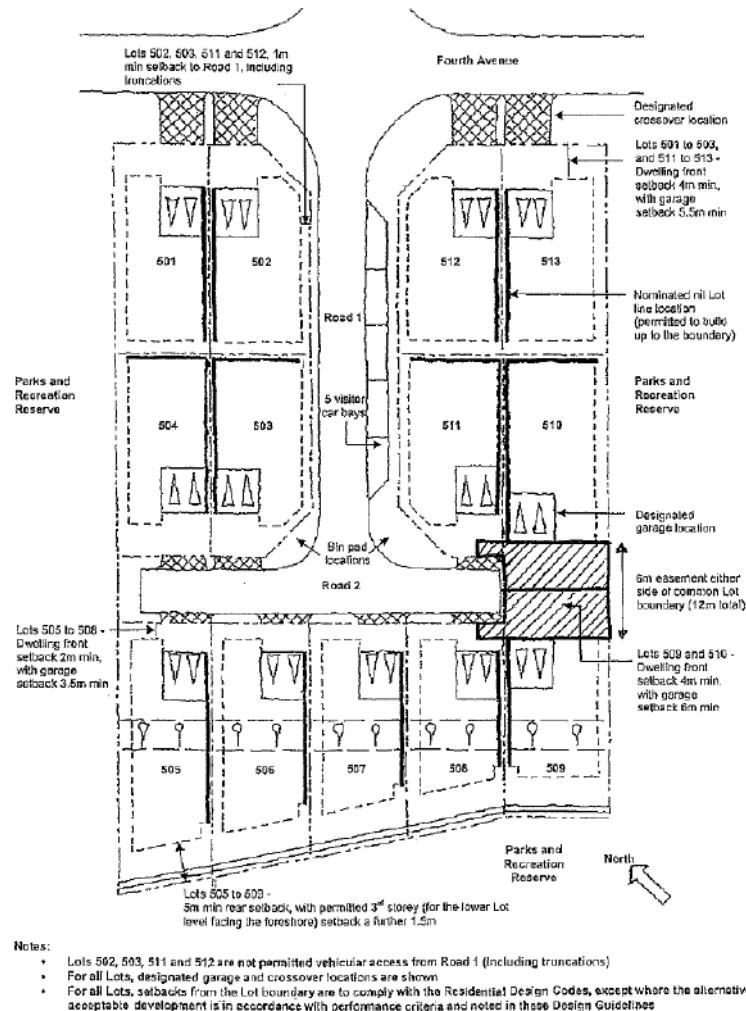
- Second storeys set back 1.5m from lot boundaries where the lower storey is constructed on the same lot boundary.

### Walls and fences

Fences within the primary street setback area that do not exceed 1.2m above natural ground level, measured from the street side of the fence, and that complement the materials, colour and style of the existing fences or walls on the Estate.

Unfenced boundaries on Lots 120 and 121 adjoining the public open space.

## Fourth Avenue East / The Look



### Street setback

Buildings on Lots 501 to 504 and Lots 511 to 513 set back from the primary street boundary:

- 4m (including balconies).

Buildings on Lots 505 to 508 set back from the primary street boundary:

- 2m.

### Lot boundary setback

Buildings which are set back in accordance with the following provisions:

- 5m from the rear boundary of Lots 505 to 509 for the first two storeys.
- 6.5m from the rear boundary of Lots 505 to 509 for the third storey.

- 6m from the common boundary between Lots 509 and 510.

Walls may be built up to the boundaries of Lots 501 to 504 and Lots 511 to 513 that are nominated on the guide plan, from 5.5m behind the primary street boundary, within the following limits and subject to the overshadowing provisions of the Residential Design Codes:

- Walls not higher than 6m.

Walls may be built up to the boundaries of Lots 505 to 509 that are nominated on the guide plan, from 3.5m behind the primary street boundary, within the following limits and subject to the overshadowing provisions of the Residential Design Codes:

- Walls not higher than 6m for the portion of the dwelling required to meet the category B height provisions of the Design Codes.
- Walls not higher than 9m for the portion of the dwelling permitted to meet with the category C height provisions of the Design Codes.
- Walls not closer than 6.5m to the rear boundary.

Walls may be built up to the boundaries of Lot 510 that are nominated on the guide plan, within the following limits and subject to the overshadowing provisions of the Residential Design Codes:

- Walls not higher than 3m with a minimum setback of 6m from, and parallel to the common boundary with Lot 509.
- Walls not higher than 6m with a minimum setback of 9.5m from, and parallel to the common boundary with Lot 509.

### **Building height**

Buildings on Lots 505 to 509 which comply with Table 3 of the Residential Design Codes for category B buildings for the portion fronting the public road, and for category C buildings for the portion fronting the river foreshore.

*Note: Portion of dwelling fronting the river foreshore permitted to be a maximum of three (3) stories.*

### **Setback of garages and carports**

Garages and carports on Lots 501 to 504 and Lots 511 to 513 set back 5.5m from the primary street boundary.

Garages and carports on Lots 505 to 508 set back 3.5m from the primary street boundary.

Garages and carports on Lots 509 and 510 set back 6m from the common boundary between Lots 509 and 510.

### Kirkham Hill Terrace / Kiln View



#### Street setback

Buildings set back from the primary street boundary:

- A minimum of 3m.
- An average of 4.5m.

#### Lot boundary setback

Walls may be built up to the boundaries identified on the guide plan, from 4.5m behind the primary street boundary, within the following limits and subject to the overshadowing provisions of the Residential Design Codes:

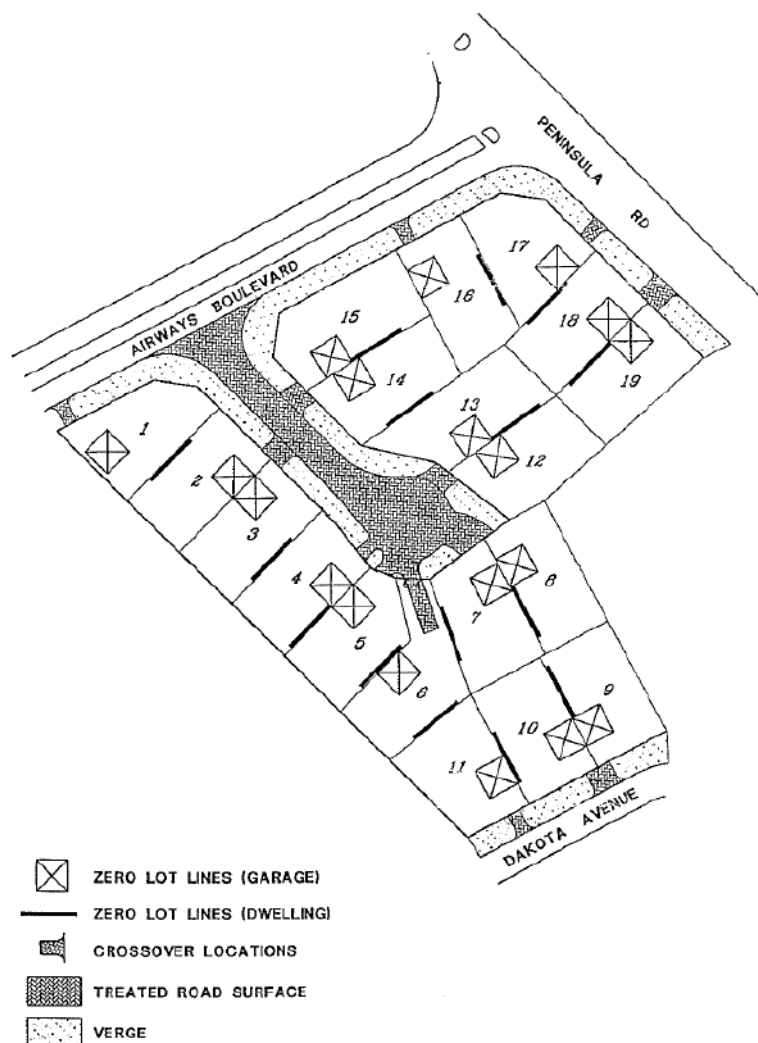
- Walls not higher than 3.5m.
- Walls set back 4m from the rear lot boundary.

*Note: Buildings on boundaries proposed in accordance with this policy do not require the consent of the adjoining landowner(s); however any variation to the minimum setbacks or maximum height will require the comment of the adjoining landowner(s).*

### Setback of garages and carports

Garages and carports set back 4.5m from the primary street boundary and within the volume of the dwelling.

### Lot 542 Peninsula Road / Airways Boulevard / Wing Court / Dakota Avenue



### Street setback

Buildings set back from the primary street boundary:

- A minimum of 3m on the ground floor.
- An average of 4.5m on the ground floor.
- A minimum of 4.5m on the upper floor.
- An average of 4.5m on the upper floor.

### **Lot boundary setback**

Walls may be built up to the boundaries identified on the guide plan, from 3m behind the primary street boundary, within the following limits and subject to the overshadowing provisions of the Residential Design Codes:

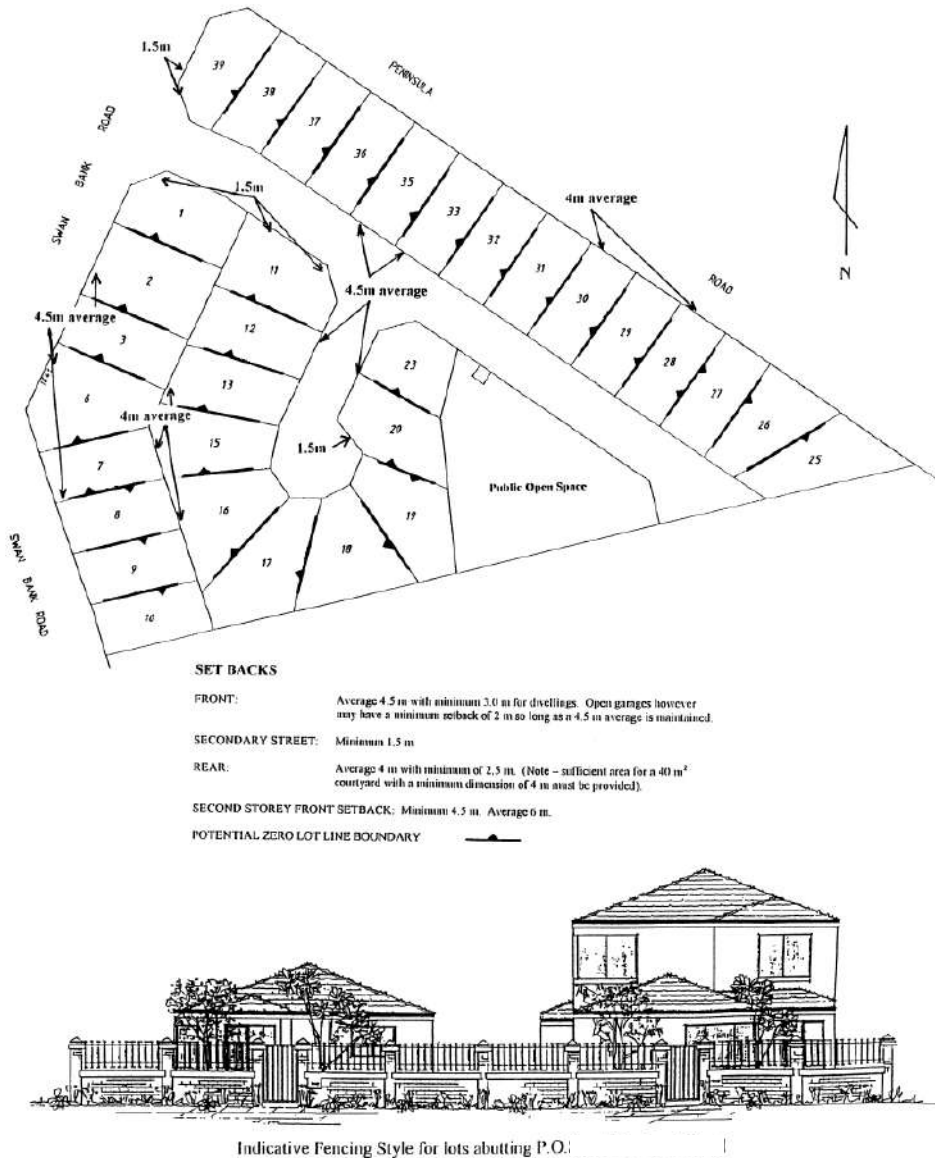
- Walls not higher than 3m.
- Walls not longer than 12m.

*Note: Buildings on boundaries proposed in accordance with this policy do not require the consent of the adjoining landowner(s); however any variation to the minimum setbacks or maximum height will require the comment of the adjoining landowner(s).*

### **Setback of garages and carports**

Garages and carports set back 4.5m from the primary street boundary and within the volume of the dwelling.

## Peninsula Golf Estate



### Street setback

Buildings set back from the primary street boundary:

- A minimum of 3m on the ground floor.
- An average of 4.5m on the ground floor.
- A minimum of 4.5m on the upper floor.
- An average of 6m on the upper floor.

Buildings set back from the secondary street boundary by 1.5m.

### **Lot boundary setback**

Buildings which are set back in accordance with the following provisions:

- A minimum of 2.5m.
- An average of 4m.

Walls may be built up to the boundaries identified on the guide plan, behind the primary street setback, within the following limits and subject to the overshadowing provisions of the Residential Design Codes:

- Walls not higher than 3m.

*Note: Buildings on boundaries proposed in accordance with this policy do not require the consent of the adjoining landowner(s); however any building proposed on a boundary that is not nominated on the guide plan will require the comment of the adjoining landowner(s).*

### **Setback of garages and carports**

Garages set back an average of 4m from the primary street boundary.

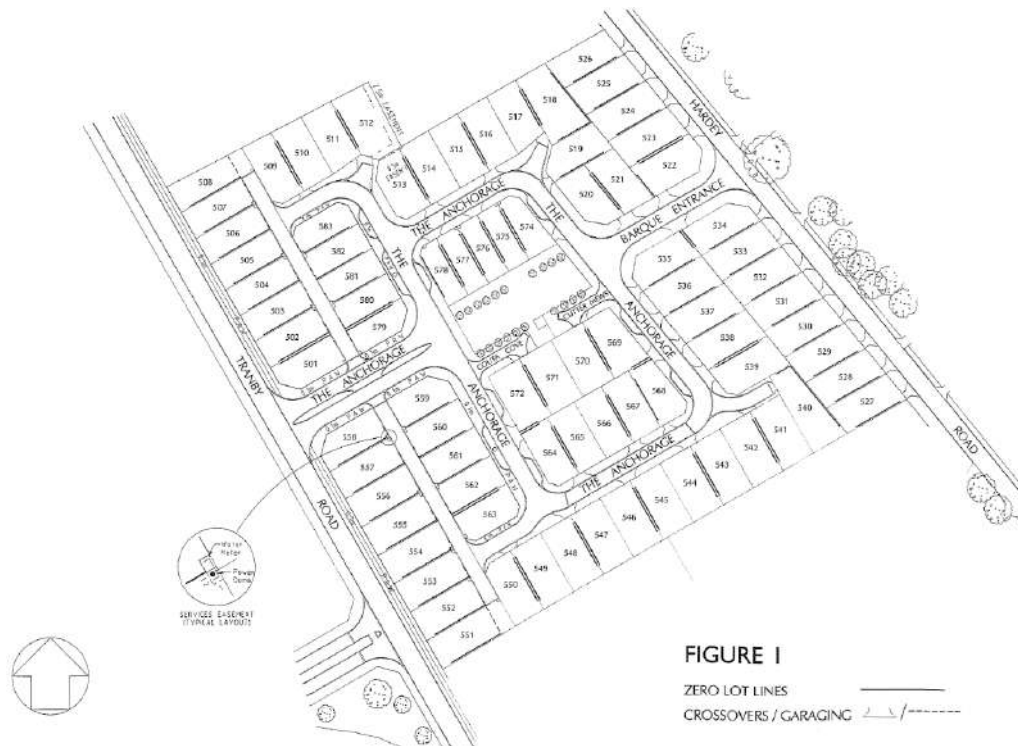
Carports set back from the primary street boundary:

- A minimum of 2m.
- An average of 4.5m.

### **Walls and fences**

Fences along the boundaries of lots abutting the public open space that are visually permeable above 1.2m of natural ground level, measured from the public open space side of each fence.

## The Pointe Estate



### Street setback

Buildings set back from the primary street boundary:

- A minimum of 3m on the ground floor.
- An average of 4.5m on the ground floor.
- A minimum of 4.5m on the upper floor.
- An average of 6m on the upper floor.

Buildings set back from the secondary street boundary (except on Lots 574 to 578):

- 1m where there are non-habitable rooms.
- 1.5m where there are habitable rooms.

Buildings on Lots 574 to 578 set back from the secondary street boundary:

- 1.5m.

### Lot boundary setback

Buildings which are set back in accordance with the following provisions:

- 4m from the rear boundary.
- Nil from the rear boundary where the rear of the lot abuts a right-of-way.

Walls may be built up to the boundaries identified on the guide plan, behind the primary street setback, within the following limits and subject to the overshadowing provisions of the Residential Design Codes.

### **Setback of garages and carports**

Garages set back 4.5m from the primary street boundary and within the volume of the dwelling.

Carports set back 3m from the primary street boundary.

*Note: Carports and garages are included when calculating front setback averages. Only one vehicle crossover is permitted per lot.*

Garages and carports may be accessed from the secondary street on those lots that do not have rear access to a right-of-way, provided that the garage or carport is located towards the rear of the lot.

### **Street walls and fences**

Front fences within the primary street setback area that do not exceed 1.2m above natural ground level and are visually permeable above 0.6m, measured from the street side of the front fence.

## Riverbank Rise Estate



### Street setback

Buildings on all lots other than Lots 730-733 set back from the primary street boundary:

- A minimum of 3m on the ground floor.
- An average of 4.5m on the ground floor.
- A minimum of 4.5m on the upper floor.
- An average of 6m on the upper floor.

Buildings on lots 730 and 731 set back from the primary street boundary:

- A minimum of 2m.
- At least 50% of the frontage by 3m.

Buildings on lots 732 and 733 set back from the primary street boundary:

- A minimum of 3m on the ground floor.
- At least 50% of the frontage by 4.5m.

Buildings on Lots 730-733 set back from the secondary street boundary:

- 4m from the north-western side boundary of Lot 731, except for a 2m maximum length of wall that may be set back to a minimum of 1.5m.

- 1m where there are non-habitable rooms.
- 1.5m where there are habitable rooms.

### **Lot boundary setback**

Buildings which are set back in accordance with the following provisions:

- 4m from the north-western side boundary of Lot 730.
- 4m from the rear boundary on all lots other than Lots 730-733.
- Nil from the rear boundary of Lots 730-733.

Walls may be built up to the boundaries identified on the guide plan, behind the primary street setback, within the following limits and subject to the overshadowing provisions of the Residential Design Codes.

### **Setback of garages and carports**

Garages on all lots other than Lots 730-733 set back 4.5m from the primary street boundary and within the volume of the dwelling.

Carports on all lots other than Lots 730-733 set back 3m from the primary street boundary.

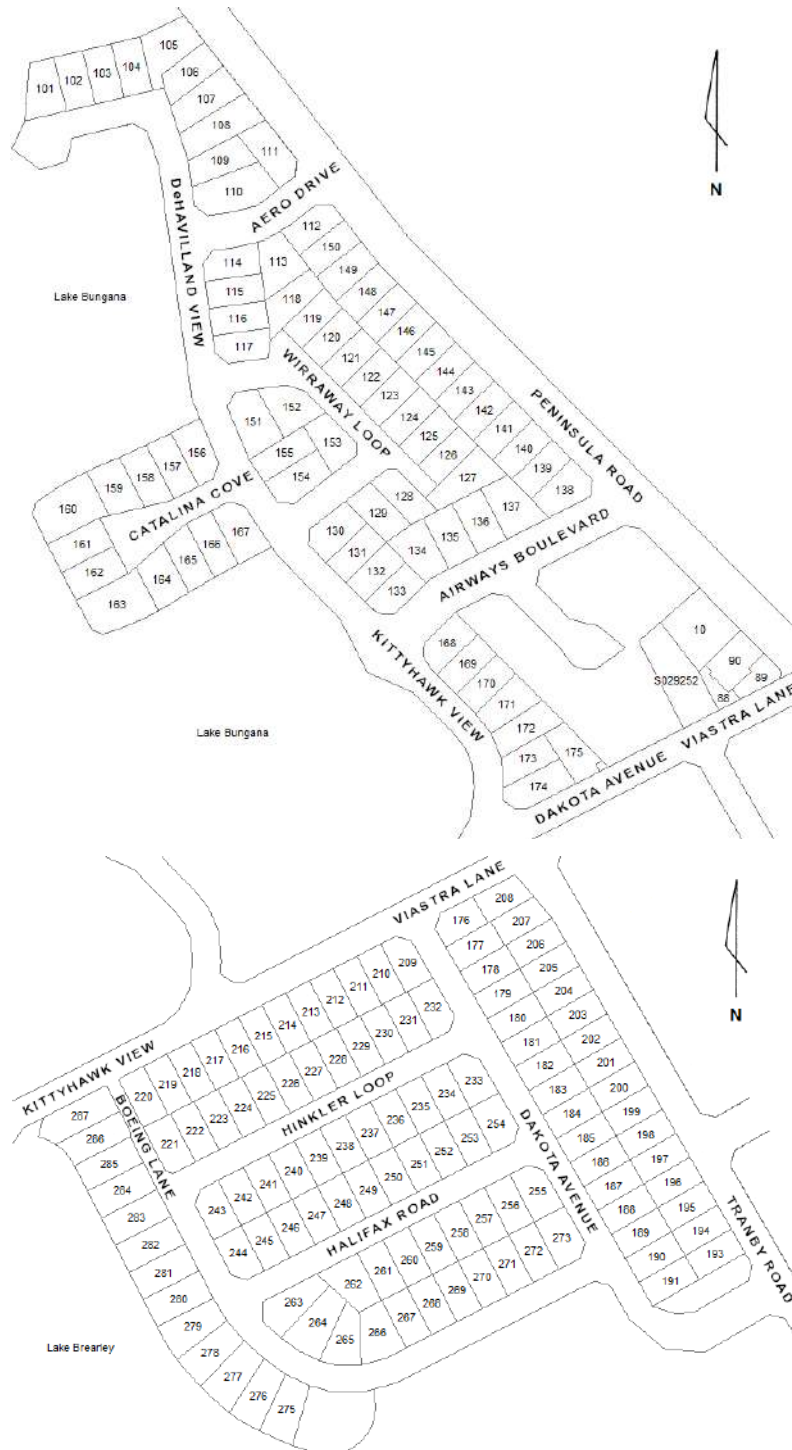
Garages on Lots 730-733 set back 3m from the primary street boundary and within the volume of the dwelling.

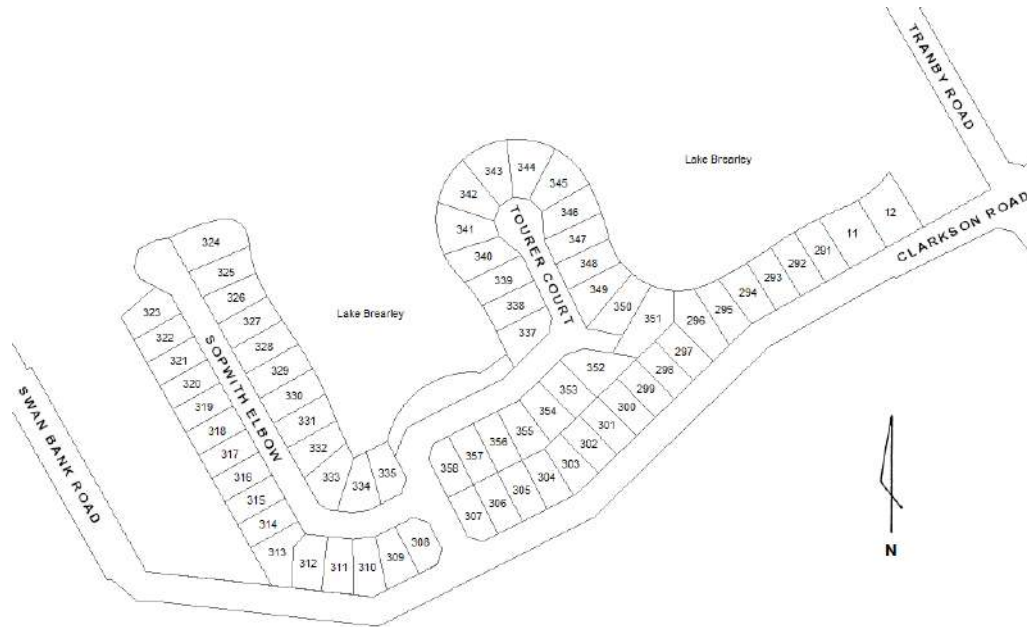
Carports on Lots 730-733 set back 2m from the primary street boundary.

*Note: Carports and garages are included when calculating front setback averages. Only one vehicle crossover is permitted per lot.*

Garages and carports on Lots 706, 709, 728 and 744 set back 1m from the secondary street boundary, where vehicular access is taken from the secondary street.

## The Peninsula Estate





### Street setback

Buildings set back from the primary street boundary:

- A minimum of 3m on the ground floor.
- An average of 4.5m on the ground floor.
- A minimum of 4.5m on the upper floor.
- An average of 6m on the upper floor.

### Lot boundary setback

Buildings which are set back in accordance with the following provisions:

- 1m from the rear boundary on all lots other than those backing directly onto Lake Brearley and Lake Bungana.
- 4m from the rear boundary on lots backing directly onto Lake Brearley and Lake Bungana.

Walls may be built up to the boundary, behind the primary street setback, within the following limits and subject to the overshadowing provisions of the Residential Design Codes:

- Walls no longer than 33% of the length of that boundary.

### Setback of garages and carports

Garages set back 4.5m from the primary street boundary except that the setback may be reduced:

- To 3m where the garage is integrated by 50% or more into the volume of the dwelling.

Carports set back 3m from the primary street boundary.

### Walls and fences

Visually permeable fences provided by the developer on the rear boundaries of lots abutting Lake Brearley and Lake Bungana are not to be altered in any way.

### Related legislation

This policy is adopted under all Local Planning Schemes in force within the City of Bayswater, in accordance with Schedule 2, Part 2, clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Relevant Delegations	TP-D01
Council Adoption	23 February 2021

**10.5.1.6 Planning Policy Review - Corner Kirkham Hill Terrace and East Street Policy**

<b>Responsible Branch:</b>	Property and Economic Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority Required.
<b>Attachments:</b>	1. Corner Kirkham Hill Terrace and East Street Policy [9.6.1 - 3 pages]
<b>Refer:</b>	Item: 10.6.2.2 OCM: 23.02.2021
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

***This item does not contain any information that is considered confidential in accordance with Section 5.23(2) of the Local Government Act 1995.***

**SUMMARY**

The *Corner Kirkham Hill Terrace and East Street Policy* provides guidance for development on the subject lots, specifically in relation to setbacks and open space.

Council consideration is sought in relation to the proposed revocation of the policy, subject to undertaking community consultation with the landowners in the area to determine whether they still consider the policy necessary.

**OFFICER'S RECOMMENDATION**

That Council:

1. Revokes the *Corner Kirkham Hill Terrace and East Street Policy* as contained in **Attachment 1** to this report, should no objections be received by the City during community engagement.
2. Directs the Chief Executive Officer to refer the *Corner Kirkham Hill Terrace and East Street Policy* to the Policy Review and Development Committee for further consideration, should any objections be received by the City during community engagement.

**COMMITTEE RECOMMENDATION TO COUNCIL**

**That Council endorses retention of the *Corner Kirkham Hill Terrace and East Street Policy* as contained in **Attachment 1** to this report, with no changes.**

**BACKGROUND**

The City has a large number of local planning policies to guide better development within the City. City officers undertake an ongoing review of existing local planning policies in order to update and improve the City's policy framework and reduce red tape associated with applications for Development Approval.

Part of this review process is to revoke local planning policies which are no longer considered relevant.

A number of residential areas within the suburb of Maylands are subject to design guidelines that vary aspects of the Residential Design Codes. These guidelines were allied to developer covenants on land titles that subsequently shaped the built form of these areas. Many of these covenants have now expired, and it was considered important to maintain the established character of the affected areas. The *Corner Kirkham Hill Terrace and East Street Policy*,

contained in **Attachment 1**, was created to continue to guide development according to the intent of the covenant, and adopted by Council in February 2021.

The *Maylands Residential Estate Design Policy* was created to consolidate a large number of the original design guidelines, however the *Corner Kirkham Hill Terrace and East Street Policy* was adopted separately as it contained provisions that varied elements of the Residential Design Codes that required approval from the Western Australian Planning Commission (WAPC).

## EXTERNAL CONSULTATION

In February 2019 the City consulted with the landowners in Maylands subject to the residential design guideline local planning policies, to determine whether they still saw value in these policies and whether they supported them being retained.

A number of landowners throughout the suburb of Maylands indicated their preference for the policies to remain in place, as they have ensured a consistency in built form and established a particular local character in certain areas. Consequently, the content of those policies was consolidated into the *Maylands Residential Estate Design Policy* which included the Corner Kirkham Hill Terrace and East Street area.

Following formal advertising of the *Maylands Residential Estate Design Policy*, the *Corner Kirkham Hill Terrace and East Street Policy* was created as a stand-alone policy. One submission was received in relation to the Policy and the existing policy provisions were subsequently maintained.

Given the previous support for the retention of the guidelines, in the event that the Council resolves to revoke the policy it is recommended to undertake further community engagement in relation to the policy. All landowners will be consulted by way of letters and information being placed on the City's Engage Bayswater website.

## OFFICER'S COMMENTS

The area covered by the *Kirkham Hill Terrace and East Street Policy* was subdivided in 2002, with restrictive covenants placed on the titles. The land is zoned Medium and High Density Residential with a density code of R30. Of the 13 lots that were created only four remain undeveloped.



As noted above the policy provisions have been adapted directly from the covenants and vary the Deemed-To-Comply provisions of the Residential Design Codes Volume 1 Part B in relation to street setbacks, lot boundary setbacks, parapet wall, site cover and setback of garages and carports. Western Australian Planning Commission (WAPC) approval was received for the site cover variation provision at the time of adopting the policy in 2021.

The Residential Design Codes have undergone multiple iterations in the 23 years since the land was subdivided, and land ownership has also changed in that time. There is a general planning practice that guiding documents should have lifespan of 5 to 10 years to accommodate changes in the planning framework. In this instance, given the majority of the lots have been developed, and the policy only proposes a relatively low number of variations to the R-Codes, it is considered that the policy could be revoked.

The City is not obligated to advise landowners of the revocation of a policy, with a public notice of the decision being sufficient under the *Planning and Development (Local Planning Schemes) Regulations 2015*. However, given the legacy of the original covenants on the titles, there is merit in consulting with the landowners to determine whether or not the policy is still required. In the event that submissions are received supporting the retention of the policy, it will be referred back to the Policy Review and Development Committee for further consideration.

## LEGISLATIVE COMPLIANCE

Schedule, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* sets out the procedure for revoking a local planning policy, including the requirement to give public notice of a decision to revoke a policy.

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR01 - Inability to plan, provide and support socially connected, healthy and safe neighbourhoods.	

## FINANCIAL IMPLICATIONS

Nil.

## STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031 (as amended), the following applies:

Theme: Environment and Liveability

Goal E1: Maintain the identity and heritage of our neighbourhoods while supporting an increase in high quality density around transport nodes.

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

Undertaking community engagement prior to a full review of the policy under the modified Residential Design Codes will ensure that the policy is meeting the needs of the local community.

## CONCLUSION

In light of the above, it is recommended that the Council revokes the *Corner Kirkham Hill Terrace and East Street Policy* subject to undertaking community consultation. If any submissions are received supporting retention of the policy, it is recommended to be presented to Council via the Policy Review and Development Committee for consideration.

# Corner Kirkham Hill Terrace and East Street Policy



Responsible Division	Community and Development
Responsible Business Unit/s	Development Approvals
Responsible Officer	Manager Development Approvals
Affected Business Unit/s	Development Approvals

## Purpose

The purpose of this policy is to guide development on the identified lots to achieve consistent, site-responsive built form in order to maintain local character and amenity.

## Objectives

The objectives of this policy are to:

1. Facilitate development that is consistent with the established local character.
2. Ensure that development does not unduly impact upon local amenity.

## Introduction

A number of residential areas within the suburb of Maylands are subject to design guidelines that vary aspects of the Residential Design Codes. These guidelines were allied to developer covenants on land titles that subsequently shaped the built form of these areas. Though many of these covenants have now expired, it is considered important to maintain the established character of the affected areas. This policy has been created to consolidate these original design guidelines and to continue to guide development according to their intent.

## Scope

This policy applies to the erection or extension of all buildings and structures on various lots within the Kirkham Hill Terrace / East Street / McEvoy Cove estate, as identified on the plan below.

## Requirements

The deemed-to-comply requirements of the Residential Design Codes shall apply to development on all lots within the scope of this policy, unless varied by the following provisions:



- A minimum of 3m; and
- An average of 4.5m.

- A minimum of 3m.

### Lot boundary setback

Walls may be built up to the boundaries identified on the guide plan, from 4.5m behind the primary street boundary, within the following limits and subject to the overshadowing provisions of the Residential Design Codes:

- Walls not higher than 6m (measured from natural ground level) and being within the height limit set by the restrictive covenants;
- Walls set back 5m from the rear lot boundaries to the foreshore; and
- Walls set back 14m from the rear lot boundaries to McEvoy Cove.

### Parapet walls

There is no limitation to the length of a parapet wall, subject to compliance with the *Lot Boundary Setback*, *Street Setback* and *Setback of Garage and Carports* criteria within this policy.

Parapet walls proposed in accordance with this policy do not require the consent of the adjoining landowner/s, however any variation to the minimum setbacks, height or length (as indicated above) will require the written comment of the adjoining landowner/s.

### Site coverage

A maximum site coverage is permitted of:

- 60% (Lots 51-54)
- 65% (Lots 56-64)

### Setback of garages and carports

Garages and carports on Lot 57 McEvoy Cove set back 3m from the primary street boundary.

Garages and carports on Lots 58 and 59 McEvoy Cove with nil setback from the primary street boundary.

### Related legislation

This policy is adopted under all Local Planning Schemes in force within the City of Bayswater, in accordance with Schedule 2, Part 2, clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Relevant Delegations	TP-D01
Council Adoption	25 May 2021

**10.5.1.7 Policy Review: Privacy**

<b>Responsible Branch:</b>	Governance and Strategy
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority
<b>Attachments:</b>	1. Current Privacy Policy [9.8.1 - 1 page] 2. Draft Information Handling and Privacy Policy [9.8.2 - 5 pages]
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

***This item does not contain any information that is considered confidential in accordance with Section 5.23(2) of the Local Government Act 1995.***

**SUMMARY**

For Council to consider replacing the *Privacy Policy* with the draft *Information Handling and Privacy Policy* as contained in Attachment 2 to this report.

**COMMITTEE RECOMMENDATION TO COUNCIL**  
**(OFFICER'S RECOMMENDATION)**

**That Council:**

- 1. Repeals the *Privacy Policy* as contained in Attachment 1.**
- 2. Adopts the *Information Handling and Privacy Policy* as contained in Attachment 2.**

**BACKGROUND**

The Western Australian Government has introduced the *Privacy and Responsible Information Sharing Act 2024*. This legislation forms part of the Privacy and Responsible Information Sharing (PRIS) reforms. These reforms build on a consultation process that commenced in 2019 to develop a model for Western Australia.

The *Privacy and Responsible Information Sharing Act 2024* (PRIS Act), which was gazetted late in 2024, establishes key concepts and terms. Further regulations are likely to be gazetted during 2025. It is anticipated that the main provisions of the legislation are likely to commence in 2026.

The Department of Premier and Cabinet has developed an Agency PRIS Readiness Plan to help agencies prepare for and implement the legislation. The Readiness Plan describes the approach governance, key activities, deliverables and milestones to ensure agencies including local governments are prepared to enable them to meet both the privacy and responsible information sharing requirements of the PRIS legislation.

The aim of the Readiness Plan is to ensure all staff and supporting personnel:

- understand and are engaged with the process of the reform;
- are prepared and capable of complying with the proposed privacy provisions; and
- are ready to meet the responsible information sharing provisions within the PRIS legislation.

The City's current has a Privacy Policy that was adopted on 22 May 2018. The Policy was last reviewed by Council on 27 November 2018.

## EXTERNAL CONSULTATION

No consultation has occurred with the public or other agencies on this matter. However, City officers have consulted with other local governments who are developing similar policies.

## OFFICER'S COMMENTS

As part of the Readiness Plan the State Government has developed a checklist that outlines the minimum policies and processes an agency should have in place based on established best practices for information management. The checklist includes the adoption of a *Privacy Policy* to specifically address the requirements of the PRIS legislation.

The purpose of the *Privacy Policy* is to govern the collection, use, disclosure and security of personal information.

The benefits of an agency having a *Privacy Policy* that addresses the PRIS legislation include:

- supporting the agency to handle personal information in accordance with the PRIS legislation;
- informing staff about the new PRIS legislation and providing key messages about their responsibility to handle personal information appropriately;
- helping to prevent unauthorised collection, use or disclosure of personal information;
- providing a framework to assist the agency when responding to a privacy complaint; and
- promoting public confidence in the agency's handling of personal information.

As a minimum, a *Privacy Policy* should contain:

- the date and version number of the policy;
- the identity of the agency;
- the officer responsible for the Policy;
- the agency's main functions;
- the types of personal information the agency generally collects and holds to fulfil its main functions;
- how the agency collects personal information (including, for example, the use of cookies on the agency's website);
- whether the collection of personal information is compulsory or optional (including referring to any relevant legislation that authorises the collection, use or disclosure of the information);
- the purposes for which the agency uses and discloses personal information;
- how the agency will use and disclose the personal information it collects, including the types of third parties the personal information may be disclosed to;
- whether any personal information is used for an automated decision-making process;
- how the agency handles unique identifiers;
- whether the agency has processes to de-identify personal information and, if so, how the de-identification is undertaken and how the de-identified information is handled;
- how the agency ensures personal information is securely stored and for how long it may be stored;
- how the privacy of personal information is protected if it is transferred or stored outside Australia;

- how the agency controls and manages access to personal information; and
- how an individual can contact the agency, request access to the information held about themselves, or make a privacy complaint.

Due to the substantial changes required it is recommended that Council repeals the *Privacy Policy* (**Attachment 1**) and adopts the draft *Information Handling and Privacy Policy* as contained in **Attachment 2**.

#### Next Steps for Privacy and Responsible Information Sharing

A number of further actions will be undertaken this year to ensure the City will comply with the PRIS legislation, including:

- A review of legislation including the *Local Government Act* and the City's *Local Laws* to determine how they will interact with the PRIS legislation;
- The development of a *Data Breach Policy*; and
- Identification of suitable PRIS awareness and education training for Staff and Elected Members.

#### **LEGISLATIVE COMPLIANCE**

- *Privacy and Responsible Information Sharing Act 2024*
- *Local Government Act 1995 s.5.94, s.5.95 and s.5.96*
- *Freedom of Information Act 1992*
- *Public Interest Disclosure Act 2003*

#### **RISK MANAGEMENT CONSIDERATION**

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Medium
Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making.	

#### **FINANCIAL IMPLICATIONS**

Nil.

#### **STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Strategic Community Plan 2021-2031 (as amended), the following applies:

Theme: Leadership and Governance

Goal L1: Engage the community in a meaningful way.

Provide opportunities for the community to have their say and consider their views when making decisions.

## **CONCLUSION**

It is recommended that Council adopts the revised *Privacy Policy* as contained in **Attachment 2** to enable the City to comply with the new *Privacy and Responsible Information Sharing Act 2024*.



## COUNCIL POLICY: PRIVACY POLICY

**POLICY OWNER:** Director Corporate and Strategy

**POLICY STATEMENT:** To ensure that any third party personal information held by the City of Bayswater (the City) is handled appropriately and that best practice privacy principles are maintained.

### POLICY DETAILS

- Personal information will only be collected for purposes that directly relate to the City carrying out its functions of a local government.
- The City will take all reasonable steps to safeguard personal information from unauthorised access or misuse.
- Personal information will only be used for business purposes.
- Personal information collected by the City will not be disclosed to a third party (other than the individual concerned) unless:
  - The disclosure is a public interest disclosure or it is information which the public has a right to access under relevant legislation; or
  - The disclosure is required or authorised by or under any other law; or
  - The individual concerned has consented to the disclosure; or
  - The disclosure is necessary to prevent or lessen a serious and imminent threat to the individual concerned or another person.
  - The information is being utilized by a third party engaged on behalf of the City to undertake business purposes.

### DEFINITIONS

**"Personal information"** means information or an opinion, whether true or not, whose identity is apparent or can reasonably be ascertained from the information or opinion.

**"Business purposes"** means for purposes associated with the day to day business of the City of Bayswater.

### RELATED LEGISLATION AND OTHER REFERENCES

- *Local Government Act 1995* s.5.94, s.5.95 and s. 5.96
- *Freedom of Information Act 1992*
- *Public Interest Disclosure Act 2003*

<b>Adopted by Council:</b>	22 May 2018
<b>Reviewed</b>	27 November 2018
<b>Strategic Link</b>	Governance and Leadership
<b>Document Ref</b>	3275118



# Information Handling and Privacy Policy



<b>Responsible Division</b>	Corporate Services and the Office of the CEO
<b>Responsible Business Unit</b>	Digital Solutions and Services and Governance and Strategy
<b>Responsible Officer(s)</b>	Manager, Digital Solutions and Services and Manager, Governance and Strategy
<b>Affected Business Units</b>	All City Business Units
<b>ECM Document Set ID</b>	[ECM document set ID]

## Purpose

1. This policy sets out how the City of Bayswater manages the collection, storage and use of personal information to ensure that privacy risks are appropriately managed.

## Scope

2. This policy applies to all Elected Members, all employees, contractors and volunteers undertaking duties on behalf of the City.
3. This policy applies to all personal information handled by the City, including information relating to customers and stakeholders of the City, employees, contractors, volunteers, Elected Members and Committee Members.

## Definitions

4. For the purpose of this policy —

**"Personal information"** means information or an opinion, whether true or not, and whether recorded in a material form or not, that relates to an individual, whether living or dead, whose identity is apparent or can reasonably be ascertained from the information or opinion; and includes information of the following kinds:

- (i) a name, date of birth or address;
- (ii) a unique identifier, online identifier, or pseudonym;
- (iii) contact information;
- (iv) information that relates to an individual's location;
- (v) technical or behavioural information in relation to an individual's activities, preferences, or identity;

- (vi) inferred information that relates to an individual, including predictions in relation to an individual's behaviour or preferences and profiles generated from aggregated information; and
- (vii) information that relates to one or more features specific to the physical, physiological, genetic, mental, behavioral, economic, cultural, or social identity of an individual.

**"Business purposes"** means for purposes associated with the day-to-day business of the City of Bayswater.

## Policy Statement

### Collection of personal information

5. The City's Risk Management Framework identifies and controls information management risks, including legislative requirements for information management.
6. The City will take all reasonable steps to safeguard personal information from unauthorised access or misuse.
7. Personal information will only be collected for purposes that relate to the City carrying out its functions of a local government and can include public consultation through the City's "Engage Bayswater" portal.
8. The City collects personal information through the performance of our services and functions;
  - a) as required by law;
  - b) through correspondence, communication and service requests; and
  - c) through online data and metadata collection.
9. The City also collects personal information using website tools to collect and view website traffic information including:
  - browser and device used;
  - dates and times of visit; and
  - pages and documents viewed.

These form part of the City's cookies and website analytics from third parties and these sites have their own privacy policies. The City also uses cookies and session tools to improve user experience when accessing the City's websites.

### Sharing of personal information

10. The City will establish controls to ensure that personal information is only used for business purposes.
11. Personal information collected by the City will not be disclosed to a third party (other than the individual concerned) unless:
  - a) The disclosure is a public interest disclosure, or it is information which the public has a right to access under relevant legislation;

## Information Handling and Privacy Policy

- b) The disclosure is required or authorised by or under any other law;
  - c) The individual concerned has consented to the disclosure;
  - d) The disclosure is necessary to prevent or lessen a serious and imminent threat to the individual concerned or another person; and
  - e) The information is being utilised by a third party engaged on behalf of the City to undertake business purposes.
- 12. The City will use processes to de-identify information by redacting out personal or confidential information as part of the Freedom of Information process as well as disposal.
  - 13. The City's website contains links to third party websites. Where these links are accessed by City stakeholders, via the City's website, the City is not able to control what information may be collected by the third-party website.
  - 14. The City is committed to safeguarding personal information against misuse, loss, unauthorised access or disclosure. Personal information is stored in on-premises and cloud-based systems. Where cloud services are used, they are hosted in Australia and must comply with Australian privacy laws and contractual security requirements.
  - 15. Any documents held by the City that contain personal information will be handled in a secure, responsible, and compliant manner. This includes the collection, storage, retention, and destruction of records.
  - 16. The City of Bayswater will implement multiple controls to protect personal information from unauthorised access, misuse, loss, modification, and disclosure by implementing robust security controls where practical, including:
    - Encryption
    - Access Controls
    - Multi-Factor Authentication
    - Security Awareness Training
    - Network Security
    - Domain Security
    - Email Security
    - Firewalls and Intrusion Detection Systems
    - Audit logs

### Data breaches and compliance

- 17. The City will conduct regular security assessments to detect and prevent data misuse or loss. If a data breach occurs, the City will investigate the extent of the incident and ensure appropriate containment and mitigation measures are applied.
- 18. Affected individuals and regulatory bodies will be notified as required (e.g., the Australian Cyber Security Centre (ACSC), Australian Cybercrime Online Reporting Network (ACORN), WA Office of

Digital Government, Office of the Australian Information Commissioner, Police, particularly if theft or other crime is suspected).

19. Monitoring and Compliance Security systems will be actively monitored to detect cyber threats.
20. The City will review and update its cyber security practices in line with industry standards and legal requirements and regular training will be provided to employees to improve cybersecurity awareness and compliance.
21. Regular annual compliance activities such as “orchestrated phishing” is conducted to provide real life learning to City stakeholders to increase cyber security awareness.

### **Automated decision making**

22. The City implements a range of automated decision-making processes that benefit both the organisation and “customer experience”. Examples of these that are used in key and core business include:
  - Recruitment;
  - Employee onboarding and training;
  - Payment and payroll processes;
  - Online lodgement and assessment of applications and:
  - Scheduling and booking of annual maintenance requests.

### **Requests for personal information**

23. Under the Freedom of Information process there are rights to access personal information. Access to someone’s own information can be made by contacting the City’s records management email at [mail@bayswater.wa.gov.au](mailto:mail@bayswater.wa.gov.au). This request will then be considered by the designated City’s Privacy Officer in accordance with both the *Privacy and Responsible Sharing Act 2024* and the *Freedom of Information Act 1992*.

### **Complaints**

24. Complaints in relation to breaches of the *Privacy and Responsible Information Sharing Act 2024 Legislation* and this Policy can be lodged with the City by email at [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au).

### **Related Legislation**

- *Privacy and Responsible Information Sharing Act 2024*
- *Local Government Act 1995*
- *Freedom of Information Act 1992*
- *Public Interest Disclosure Act 2003*

### **Related Documentation**

Risk Management Framework

Record Keeping Plan

**Document details**

<b>Relevant delegations</b>	Nil
<b>Risk evaluation</b>	Low
<b>Strategic link</b>	Goal L4: Communicate in a clear and transparent way. Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.
<b>Council adoption</b>	<b>Resolution</b>
<b>Next review due</b>	
<b>Reviewed/modified</b>	<b>Resolution</b>
<b>Revision details</b>	

**10.5.1.8 Planning Policy Review: Tree Retention and Provision of Trees**

<b>Responsible Branch:</b>	Statutory Planning and Compliance
<b>Responsible Directorate:</b>	Community Services
<b>Authority/Discretion:</b>	Advocacy
<b>Voting Requirement:</b>	Simple Majority Required.
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Advertised Trees on Private land and Street Verges Policy [9.7.1 - 13 pages]</li> <li>2. Draft Tree Retention Policy for Advertising with Tracked Changes [9.7.2 - 16 pages]</li> <li>3. Draft Tree Retention Policy for Advertising [9.7.3 - 9 pages]</li> <li>4. Schedule of Submissions [9.7.4 - 52 pages]</li> </ol>
<b>Refer:</b>	Item 10.5.2.8 OCM 22.10.2024 Item 10.3.2 OCM 27.08.2024
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

***This item does not contain any information that is considered confidential in accordance with Section 5.23(2) of the Local Government Act 1995.***

**SUMMARY**

Council consideration is sought for proposed modifications to the City's draft modified *Trees on Private Land and Street Verges Policy*.

The draft modified local planning policy was advertised for public comment from 7 November 2024 to 9 December 2024, during which time 1,860 people visited the policy online. A total of 429 submissions were received during the public consultation period with 55% in support, 31% partially supportive, and 14% not in support of the policy.

The external consultation period and a further review of the draft policy has identified a requirement for further modifications to the policy which will substantially change the intent of the draft policy. This report therefore recommends that the policy be further modified and readvertised for external consultation.

**OFFICER'S RECOMMENDATION**

That Council adopts the revised *Tree Retention Policy* as contained in **Attachment 3** to this Report for the purposes of public advertising (re-advertising) to seek community views on the revised policy before the final consideration of Council.

**COMMITTEE RECOMMENDATION TO COUNCIL**

That Council adopts the revised *Tree Retention Policy* as contained in **Attachment 3** to this Report for the purposes of public advertising (re-advertising) to seek community views on the revised policy before the final consideration of Council, subject to the following modifications:

1. Insert a new point 4 under Purpose to state:  

***"Outline the requirements for the retention of regulated trees as part of development in the City of Bayswater, excluding single houses."***

and renumber the following dot points accordingly.
2. Move the Scope section to follow the Purpose section.

**BACKGROUND**

Council at its Ordinary Meeting held on 22 October 2024, considered the draft Trees on Private Land and Street Verges Policy for the purposes of public advertising. The current adopted policy was modified to incorporate provisions from WALGA's Model Tree Retention Policy and to increase tree canopy within the City. Council resolved as follows:

*"That Council:*

1. *Adopts the draft Trees on Private Land and Street Verges Policy as contained in Attachment 4 to this Report for the purposes of public advertising to seek community views on the revised policy before the final consideration by Council; and subject to the following modifications aimed at focusing on developers clearing mature trees without proper planning consideration, rather than property owners in ordinary circumstances:*
  - (a) *Under 'Objectives', add objective no 7: "7. Mitigate the negative practice of clearing mature trees as part of subdivisions and new developments before any site planning and design has been undertaken."*
  - (b) *Under 'Introduction', insert back the words "with middle-term specific canopy targets of 16% by 2025 and 18% by 2027" at the end of the first sentence.*
  - (c) *Under 'Requirements for Tree Preservation on Private Land', in section 1, add a new sentence:*
    2. *"Development approval may be considered for the following reasons:*
      1. *The construction of 'granny flats', swimming pools and the like.*
      2. *The tree variety is disliked or causes nuisance by way of leaf, fruit or bark shedding or the like.*
      3. *The tree impacts on private gardens, solar installations, swimming pools or the like.*
      4. *Other justification provided by the applicant."*
  - (d) *Under 'Requirements for Tree Preservation on Private Land', replace section 5 with:*
    - "5. *Removal of a regulated tree in the case of subdivision or a development, is discouraged. The City promotes pre-lodgement discussion on the design and site planning prior to any works to ensure regulated trees are incorporated into the overall design."*
  - (e) *Under "Requirements for Tree Preservation on Private Land" add a new section 6, to state the below, and renumber the following numbers accordingly:*
    - "Any subdivision plan should identify regulated trees and note if they are to be retained or removed, and the applicant is to demonstrate how the retained regulated trees will be protected as part of the subdivision process."
2. *Waives fees associated with application for development approval for a 'tree damaging activity' to a regulated tree.*
3. *Requests the Chief Executive Officer, once the revised policy is effective, to collect statistics regarding applications for development approvals for a 'tree damaging activity' including whether any subdivision or development applications have been submitted following approved removal of regulated trees by the City, and statistics on existing trees ('regulated trees' and 'trees worthy of retention') retained under the Policy, and provide them at an Ordinary Council meeting every 12 months."*

A copy of the advertised revised *Trees on Private Land and Street Verges Policy* is contained in **Attachment 1**.

### Intent of the Policy and the Advertised Modifications

The current adopted policy outlines the requirements for providing trees on private land and within the street verge. The policy outlines obligations applicable to the landowner associated with the development of land within the City of Bayswater and aims to increase tree canopy coverage within the City. The current policy was proposed to be modified to improve its readability, to make the policy more effective and bring it in line with the City's current policy format and to incorporate provisions of the WALGA Model Local Planning Policy Tree Retention. A key amendment to the policy is inclusion of 'regulated tree' as a defined term, where development approval is required for the removal or interference with a 'regulated tree'.

At the 22 October 2024 Policy Review Committee, the City recommended adoption of a draft modified policy for the purposes of public advertising, to provide a framework for the retention of 'regulated trees' and 'trees worthy of retention', and for the provision of new trees on private land and street verges. The Policy Review and Development Committee proposed additional amendments to the Policy aimed at focusing on preventing developers from clearing mature trees without proper planning consideration, including:

- Additional policy objectives to encourage site planning and design to be undertaken before tree removals occur as part of a development or subdivision application.
- Include reference to the canopy targets in the City's Urban Forest Strategy.
- Additional policy provisions to specify when development approval for removal of a 'regulated tree' may be considered.
- Fee waiving incentives for applications for tree damaging activity.

Council endorsed the above modifications for the purposes of public advertising.

### **EXTERNAL CONSULTATION**

The City advertised the draft policy in accordance with Council's resolution for a period of 32 days from 7 November 2024 to 9 December 2024, by way of:

- Notification being published in the local newspaper(s).
- Information being placed on the City's engagement website.
- Online promotion via a social media post, news article on City's website, and two e-newsletters.
- Hard copies of the draft policy being made available for inspection at the City of Bayswater Civic Centre and libraries.

During the public consultation period a total of 459 submissions were received, with 429 submissions from within the City. 30 submissions were received from people outside of the City of Bayswater. These submitters have been confirmed as neither residents nor ratepayers and have been excluded from the data analysis to ensure the findings are representative of the City of Bayswater community.

The following activity was recorded via the City's promotion channels:

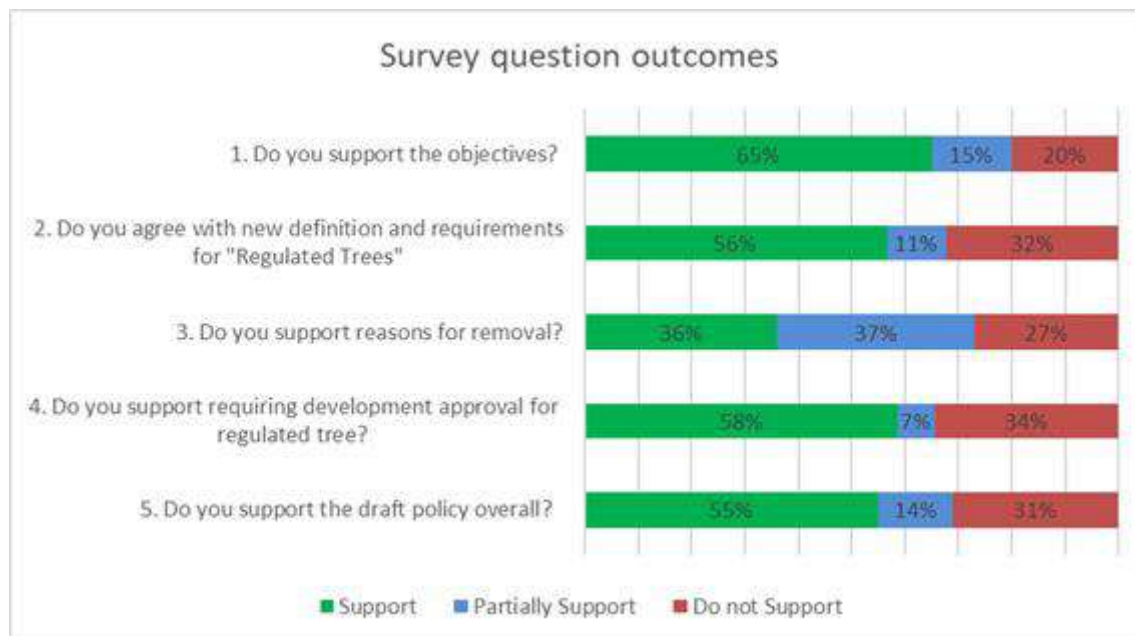
- Engagement website:
  - o 1,860 people visited the policy online.
  - o 228 document downloads.
- City website news – published 7 Nov:
  - o 102 page views.

- Social media advert:
  - o 512 clicks to Engage Bayswater page.
  - o 10,057 reach - the number of accounts that saw the ad at least once.
  - o 634 engagements - the number of actions taken on the City's Facebook page, Instagram profile or any of the City's content, attributed to the ad.
  - o 58 reactions (likes, loves, sad, angry).
  - o 49 comments (86 total including replies).
  - o 12 saves.
  - o 2 shares.

As part of the City's engagement, respondents were surveyed and asked to answer the following five questions:

1. Do you support the objectives of the Policy?
2. Do you agree with the City adopting the new definition and requirements for "Regulated Trees"?
3. Do you support these reasons for the removal of a Regulated Tree?
4. Do you support the amendment that requires development approval for the removal or damaging of a Regulated Tree?
5. Do you support the draft Trees on Private Land and Street Verges Policy?

The following graph shows the level of support to each survey question:



The overarching themes raised during external consultation are summarised below:

- Expressed the importance of mature trees (117 respondents)
- Expressed the need for regulating trees in development (86 respondents)
- Regulating trees on private land results in government overreach (84 respondents)
- Regulating trees on private land penalises owners (24 respondents)

- Requests to incentivise tree planting (9 respondents)
- Outlined trees being a community asset (9 respondents)

The key outcomes from external consultation which recommended modifications to the policy are summarised below.

- The objectives of the policy are generally supported.
- Widespread support for policy requirements for development approval for tree damaging activity.
- Modifications recommended to the policy objectives to provide for a balance between tree preservation and tree maintenance to allow more flexibility for tree pruning on private land.
- Modifications recommended to expand the objectives to include environment / nature focussed objectives.
- Modifications requested to the definition of a regulated tree to be stricter in ecological terms and, more flexible in the criteria of a regulated tree and specifically reducing the height of a regulated tree to apply the policy application.
- Modifications to the reasons where a regulated tree would be considered for removal to be more flexible and less vague and subjective.
- Modifications to provide increased flexibility for the removal of trees on private land associated with trees that are causing risks and infrastructure damage or damage to a boundary fence.
- Modifications to refine the policy to provide for balanced outcomes, flexibility, and clarity in the reasons when tree removal will be considered.

A detailed schedule of submissions including summarised comments is included in **Attachment 4**.

## OFFICER'S COMMENTS

The following revisions are proposed to the draft advertised Trees on Private Land and Street Verges Policy. Modifications are considered necessary to address the recommendations of the Council at its meeting of 22 October 2024, the outcomes of external consultation and a review of the advertised policy against the existing planning framework and WALGA Policy for Tree Retention:

Revision	Rationale
Title of the policy changed to remove street verge trees and refer to tree retention and provision of new trees only.	<p>The existing and advertised modified policy include provisions to restrict the removal of verge trees which is not in alignment with the TPS 24 provisions that allow for the replacement of a verge tree. TPS 24 includes provisions requiring the replacement of a street verge tree where development necessitates the removal of an existing street verge tree.</p> <p>The review found the City's Urban Tree Planting and Maintenance Policy is the adopted policy to assess the planting and maintenance of trees on City-managed land and allows for the removal of street verge trees in particular circumstances.</p> <p>Based on the provisions of TPS 24 and the Urban Tree Planting and Maintenance Policy, planting and protection of trees on street verges is not required in this policy.</p>

Revision	Rationale
	<p>The scope of the policy has been expanded to apply to zoned land with an associated note to state the policy does not apply to verge trees, for clarity.</p>
<p>Policy Purpose expanded to include reference to TPS 24 Trees on Private Land and Street Verges provisions.</p>	<p>Clause 8.3.9 of TPS 24 includes statutory controls to require the provision of a tree on each site at a ratio of 1 tree per 350m<sup>2</sup> site area and to incentivise the retention of trees worthy of retention by reducing the number of trees that are required for each site.</p> <p>TPS 24 also includes a clause to allow for an alternative design solution that varies the tree provision requirements in exceptional circumstances and when supported by an arborist report or similar.</p> <p>TPS 24 includes statutory controls to require the replacement of a verge tree, where development necessitates its removal.</p> <p>The statutory controls in TPS 24 give the policy greater statutory effect and it is considered relevant to reference this in the policy Purpose.</p>
<p>Deletion of the Introduction section and including relevant information in the Purpose and Scope sections</p>	<p>Including the canopy targets within the Purpose section of the report will identify this intent at the forefront of the policy and highlight this as a purpose to achieve the canopy targets, rather than a statement.</p> <p>The reference to ‘tree damaging activity’ requiring development approval as currently included in the Introduction section of the policy is more appropriate in the Scope of the policy.</p>
<p>Policy Scope expanded to specify the applications in which the policy will apply.</p>	<p>Submissions raised concerns with private landowners being penalised by the policy because it would restrict redevelopment and intrude into private life.</p> <p>The revised Scope makes the policy applicable to development applications for grouped-dwellings, multiple dwellings and non-residential developments and in doing so, exempts the application of the policy to existing and new single houses.</p> <p>The revised Scope section also includes a note that the policy does not apply to verge trees and that any proposal to remove a verge tree to facilitate the provision of a crossover, will be considered against the requirements of TPS 24 and the Urban Tree Planting and Maintenance Policy. This will reinforce changes to the policy to exclude verge trees and the correct statutory controls to assess verge trees.</p>
<p>Definitions expanded</p>	<p>The policy requires payment of compensation in circumstances when a development application approves the relocation of a tree and the tree dies A definition for Helliwell System is included to support the policy requirement.</p> <p>The definition for ‘maintenance pruning’ has been moved from the Exemptions section to Definitions, to align with the WALGA policy and to simplify the policy.</p>
<p>Refinement of Objectives to better align with the WALGA</p>	<p>The revised objectives will assist in the implementation of the policy and in assessing future application for development and subdivision against the objectives.</p>

Revision	Rationale
policy	
Restructuring of the Policy to include a Policy statement with sub-headings and to include Exemptions	<p>A Policy statement assists with the structuring and legibility of the policy.</p> <p>Inclusion of exemptions as a separate policy statement will ensure it is easily understood what is exempted from the policy requirements.</p>
Modifications to the requirements for tree reservation on private land.	<p>The revised Policy removes reference to when development approval may be considered for tree damaging activity. This is done to align with the WALGA Policy and to reflect the revised policy Scope which excludes the application of the policy to single houses and ancillary structures such as granny flats.</p> <p>The advertised version of the Policy included circumstances where the City may consider approving tree damaging activity. Based on the feedback received during the community consultation the revised Policy includes criteria that specify when tree damaging activity will not be considered. This approach is considered more robust and defensible under development assessment and provides the City greater flexibility to consider applications on their merits.</p> <p>The policy has been refined to include all requirements for tree preservation including tree relocation and tree preservation measures under one heading and removing sub-headings. This includes requirements for tree retention in subdivision applications. It is considered that this will simplify the policy.</p>
Incentives for tree retention modified	<p>The incentives for the waiving of development application fees, as included in the advertised version of the policy, have been deleted. This is due to the financial impact as a result of loss of fees and the lack of delegation to waive fees greater than \$500 annually</p> <p>The revised policy includes a separate section to specify incentives for the retention of regulated trees or trees worthy of retention including waiving of fees for written planning advice relating to a regulated tree. , tree replacement incentives and site cover, plot ratio and building height variation incentives in accordance with TPS 24 and the Residential Design Codes. The proposed incentives are considered a proactive approach to tree retention and address concerns raised by submitters that the policy was applying penalties rather than incentives.</p>
Incentives have been considered to allow for specific site cover, plot ratio and building height variations up to a specified value, which will require the approval of the WAPC.	<p>This report considers that the R-Codes and TPS 24 already contain provisions to vary the deemed-to-comply R-Code requirements and the TPS requirements. Incentives relating to this would therefore be a duplication of the existing planning controls and are considered unnecessary.</p> <p>A modification is recommended to specify that when a regulated tree or tree worthy of retention is retained as part of a development application, an applicant can seek variations to the site cover, plot ratio and building height requirements in line with the existing scope of the R-Codes and TPS 24 which would require any variation to address the design principles of the R-Codes and/or the objectives of TPS 24, as well as the matters to be given due regard in making a planning decision as specified under the LPS Regulations.</p>

Revision	Rationale
Removal of clauses relating to tree planting in open air parking areas	TPS 24 includes a statutory clause that stipulates the requirements to plant trees in open air parking areas. This is a duplication of the TPS requirements and is not required.
Removal of clauses in the Scope to limit the application of the policy to a value threshold.	This policy recommends that the scope exclude single houses and apply to all non-residential developments and removes the need for a value threshold. This report also recognises that the increasing and ever-changing development costs would necessitate continual reviews to the threshold amounts if retained within the policy.

A copy of the revised policy, with amendments shown in tracked changes is provided in **Attachment 2**.

A copy of the revised policy, with amendments included, is provided in **Attachment 3**.

As detailed in the table above, the policy is proposed to be modified to:

- Align with the WALGA Policy.
- Address concerns raised during the public consultation period.
- Simplify the advertised draft policy by removing duplications with TPS 24 and existing operative Council policies.
- Ensure the policy is lawfully implementable

## LEGISLATIVE COMPLIANCE

Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* sets out the procedure for amending a local planning policy.

City of Bayswater Town Planning Scheme No. 24 is the City's primary statutory planning control and includes existing tree provisions and retention requirements.

City of Bayswater Urban Tree Planting and Maintenance Policy is an adopted policy relating to how trees shall be planted and maintained on city managed land and includes provisions relating to verge trees.

In accordance with Schedule 2, Part 2 clause 4(3A) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and Part A clause 3 of the *Residential Design Codes Volume One*, Western Australian Planning Commission (WAPC) approval is required for local planning policy provisions that amend the deemed-to-comply requirements of the R-Codes. Further to this, any existing policy provisions that amend the deemed-to-comply requirements and that are not exempt under Part A clause 3 of the R-Codes and requires WAPC approval.

It is noted that the draft policy includes provisions that propose to vary the deemed-to-comply elements of the R-Codes and will require WAPC approval as summarised below:

- Proposed tree growth zone radius of 2m and 3.5m in lieu of 1m tree growth zone radius.
- Provisions to restrict the encroachment of hardstand within the tree growth zone.
- Provisions to restrict the location of a tree trunk outside of the minimum outdoor living area dimensions.

- Provisions to allow a reduction in the number of required trees when a regulated tree or tree worthy of retention is being retained.
- Provisions for the policy to prevail over the Residential Design Codes.

If Council adopts the draft policy for the purposes of advertising, upon conclusion of advertising and final endorsement by Council the draft policy will be referred to the WAPC for approval. It is noted that should the WAPC determine not to approve the variations to the R-Codes, the draft policy can still operate successfully, although the level of incentives for tree retention will be lower.

The current approved Policy will continue to operate until WAPC approval is received. Should the WAPC approve the variations to the R-Codes proposed in the policy, the City's Delegated Authority Register would need to be updated to allow written planning advice fees relating to a regulated tree to be waived.

### RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Medium
Service Delivery	Medium	Medium
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR01 - Inability to plan, provide and support socially connected, healthy and safe neighbourhoods.	

### FINANCIAL IMPLICATIONS

Nil.

### STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031 (as amended), the following applies:

Theme: Environment and Liveability

Goal E1: Maintain the identity and heritage of our neighbourhoods while supporting an increase in high quality density around transport nodes.

Goal E2: Remain focused on greening the City's suburbs and streetscapes and increasing the tree canopy.

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

It is considered that the draft *Tree Retention and Tree Provision Policy* will work towards maintaining the identity of neighbourhoods and increasing tree canopy.

**CONCLUSION**

The City's existing *Trees on Private Land and Street Verges Policy* has been modified to incorporate the WALGA model policy provisions and to make further improvements to the existing policy. The outcome of the external consultation period has identified community concerns with the application of the policy to existing landowners and limitations on flexibility to remove regulated trees on private land.

This report recommends further revisions to the policy to address the outcomes of the external consultation and to make the policy lawfully implementable, to refine the policy for simplicity and flexibility and to include further incentives for the retention of trees. The proposed modifications recommended in this report align with the comments from 60% of external consultation respondents that modifications were needed to the policy.

Upon review of the submissions and the advertised policy, it is recommended that Council support the readvertising of the draft policy with further modifications as contained in **Attachment 3**.



# Trees on Private Land and Street Verges Policy

<b>Responsible Division</b>	Office of the CEO <del>Community and Development</del>
<b>Responsible Business Unit</b>	Property and Economic Development <del>and Place</del>
<b>Responsible Officer</b>	Manager Property and Economic Development <del>and Place</del>
<b>Affected Business Units</b>	Property and Economic Development <del>and Place</del> <del>Statutory Planning and Compliance</del> <del>Parks and Gardens</del>
<b>ECM Document Set ID</b>	TBC

## Purpose

To ~~encourage and facilitate the protection of trees, to maintain and increase the~~ tree canopy, and improve the neighbourhood amenity, ~~biodiversity~~, character and sense of place.

To outline the requirements for providing, maintaining, protecting and removing trees on private land and within the street verge. These requirements outline obligations applicable to the landowner associated with the development of land in the City of Bayswater.

## Objectives

The objectives of the policy are ~~to~~:

- ~~1. Assist with achieving the City of Bayswater's objective to Maintain and~~ increase the City's tree canopy coverage ~~through greater tree preservation by implementing controls that will promote the protection of trees~~ on private and public land.
- Mitigate the urban heat island effect, reduce air pollution, improve groundwater quality and contribute to wildlife habitats, biodiversity and ecological corridors.
- Assist with community comfort through the provision of shade, reduction of glare, improved neighbourhood amenity, character and sense of place, ~~and provide visual screening and privacy.~~
- Provide a diverse range of ~~native drought resistant species~~, tree sizes, ~~ages~~, and species ~~that to~~ enhance visual interest ~~and~~ to assist with providing a more resilient urban forest.
- ~~Balance the need for tree retention for canopy cover with development outcomes by providing guidance for removal and replacement of trees.~~
- ~~Provide for tree growth zones with sufficient area and volume to sustain healthy tree growth into maturity.~~

7. Mitigate the negative practice of clearing mature trees as part of subdivisions and new developments before any site planning and design has been undertaken.

~~Prevent tree diseases and excessive shade through the adequate separation of trees, facilitate diversity in the age, size and species of trees throughout the City of Bayswater, and to encourage the retention of 'trees worthy of retention' and the planting of 'large trees'.~~

## Introduction

The aim of this policy is to protect trees and maintain and increase tree canopy cover in line with ~~T~~the City of Bayswater's Urban Forrest Strategy ~~tree canopy coverage is approximately 14.5% based on the light detection and ranging calculation undertaken in 2021. The City has made a commitment to increase canopy coverage from 14.5% (2021) to 20% by the year 2030, with middle-term specific targets of 16% by 2025 and 18% by 2027 in order to increase the level of benefits derived from having trees within the urban environment.~~ Trees and other vegetation in urban areas provide significant social, economic, and environmental benefits to the community. The greatest environmental, aesthetic and cooling benefits of trees are provided by large, mature trees which typically have the largest canopy cover. The City is experiencing a loss in ~~T~~trees in urban areas ~~are being lost~~ due to infill development and this can have significant impacts on the community and the respective urban areas.

**Tree damaging activity** constitutes works under *the Planning and Development (Local Planning Schemes) Regulations 2015* and development under the *Planning and Development Act 2005*. This policy clarifies the circumstances in which a development application and approval is required for any tree damaging activity including providing guidance on the assessment of these applications and other proposals.

Where there is an inconsistency between the provisions of this Policy, the *Residential Design Codes* and other Policies, the provisions of this Policy shall prevail, except where Special Control Area 10 (Tonkin Highway Industrial Area) applies.

## Scope

1. The Requirements for Tree Preservation on Private Land, Requirements for Tree Preservation on Street Verges, and Tree Maintenance and Replacement apply to all private land and street verges within the City of Bayswater. This includes development subject to Clause 2 below.
2. ~~1.~~ The requirements for New Trees on Private Land ~~in this policy~~ apply to all development applications where the approximate cost of the development is:
  - (a) \$100,000 or more for residential development; and
  - (b) \$200,000 or more for non-residential and mixed use development, excluding those involving only a change of use or internal works.
3. ~~2.~~ Any development that does not meet the thresholds specified in Clause 1 ~~or 2 above~~, including State Government major projects and subdivision applications, is to have consideration of the objectives and provisions contained in this policy, at the discretion of the City of Bayswater.

## Definitions

**Arborist Report** means a report which is prepared by a suitably qualified and experienced arboriculturist with a minimum qualification of Diploma of Horticulture (Arboriculture) Australian Qualification Framework

(AQF 5), suitably qualified landscape architect, or equivalent, and with demonstrated experience in high level tree assessment and diagnosis.

**Hard surface** - Any surface that does not readily allow for drainage, and the penetration and attaching of anchoring tree roots.

**Tree damaging activity** means-

- (a) The killing or destruction of a tree; and/or
- (b) The removal of a tree; and/or
- (c) The severing of branches, limbs, stems or trunk of a tree; and/or
- (d) The ringbarking, topping or lopping of a tree;
- (e) Storing building materials within the tree protection zone and/or rinsing or discarding of alkaline or other building products in the verge area; and/or
- (f) Any other substantial damage to a tree.

**Tree growth zone** - An exclusion zone around a tree that:

- (a) Is wholly contained within the subject site, which assists in the protection, growth and ongoing health of a tree; and
- (b) at and below ground level, the tree growth zone is to comprise soil and other water permeable materials that aid in the health and growth of the tree.

~~A trafficable water permeable surface can encroach within the tree growth zone of new trees; provided that suitable provision is made to prevent ground compaction and tree root damage. If trafficable water permeable surfaces are proposed within the tree growth zone a report by a 'suitably qualified landscape architect' or a suitably qualified and currently practising arborist, at the expense of the applicant, is required detailing requirements to ensure tree roots will not be compacted or damaged.~~

**Tree worthy of retention** - Existing trees that:

- (a) are considered by the City of Bayswater to be healthy specimens with ongoing viability; and
- (b) ~~are considered by the City of Bayswater to be species that~~ are not included on an applicable weed register or are an unsuitable tree species; and
- (c) are at least 3m in height; and/or
- (d) have a trunk with a diameter of at least 100mm at 1m from the ground; and/or
- (e) have two or more trunks and the aggregate of their individual diameter at 1m above ground is at least 200mm; and/or
- (f) have a canopy with a diameter of at least 3m; and/or
- (g) ~~are an endemic species with high environmental value.~~

**Standard tree** - A species of tree that has the potential to grow to at least 4m in height, ~~provides a canopy of at least 3m in diameter~~, and has a minimum pot size of at least 35 litres when planted.

**Large tree** - A species of tree that has the potential to grow to at least 12m in height, provides a canopy of at least 9m in diameter, and has a minimum pot size of at least 35 litres when planted.

**Regulated tree** means a living tree that —

- (a) Is 8m or more high; and/or
- (b) has an average canopy diameter of at least 6m; and/or
- (c) has a trunk circumference of at least 1.5m, measured 1.4m above the ground; and
- (d) is of a species that is not included on State or local area weed register.

**Suitably qualified landscape architect** – A landscape architect currently registered with the Australian Institute of Landscape Architects or a similar association.

The City of Bayswater may require an arborist report to be prepared by a suitably qualified and currently practicing arborist, at the expense of the applicant, to verify if a tree is considered worthy of retention.

## Requirements

### Requirements for Tree Preservation on Private Land

1. All regulated trees shall be retained and protected unless its removal is approved as part of a subdivision or development approval.
2. Development approval may be considered for the following reasons:
  - (a) The construction of 'granny flats', swimming pools and the like.
  - (b) The tree variety is disliked or causes nuisance by way of leaf, fruit or bark shedding or the like.
  - (c) The tree impacts on private gardens, solar installations, swimming pools or the like.
  - (d) Other justification provided by the applicant.
3. All trees worthy of retention, that are not considered a regulated tree, are encouraged to be retained.
4. Development approval is required to be obtained prior to the removal of a regulated tree and the following will be given due regard in the assessment process:
  - (a) Health, maturity, species, and location of the tree;
  - (b) Ecological, biodiversity and environmental values of the tree;
  - (c) Contribution of the tree to the streetscape;
  - (d) The preservation of any other trees worthy of retention on the subject site;
  - (e) The location of the tree within the development site and capacity for a modified building design or subdivision to maximise tree retention;
  - (f) Any existing development on the site;
  - (g) Design and location of proposed crossovers;
  - (h) Topography and the potential impact from excavation/fill;
  - (i) Possible safety risks due to tree limb failure and infrastructure and/or structural damage associated with the retaining the tree;
  - (j) Tree Protection Zone(s) (as per AS4970);
  - (k) Tree replacement and/or planting proposed;
  - (l) Recommendations of an Arborist Report; and
  - (m) The objectives of this Policy.
5. Maintenance pruning to regulated tree is permitted without seeking development approval provided that it:
  - (a) involves removing dead or diseased wood only; or
  - (b) is the first pruning of the tree in the calendar year and affects less than 10% of the canopy, not altering the overall shape of the canopy; or
  - (c) is of a fruit tree and done for fruit production; or

- (d) does not include removing limbs with a diameter of 100mm or more; or
  - (e) is otherwise minor maintenance or thinning of the crown that does not adversely affect the health or general appearance of the tree; and
  - (f) is undertaken in accordance with the standard for Pruning Amenity Trees ASNZ4373.
6. Removal of a regulated tree in the case of subdivision or a development, is discouraged. The City promotes pre-lodgement discussion on the design and site planning prior to any works to ensure regulated trees are incorporated into the overall design.
  7. Any subdivision plan should identify regulated trees and note if they are to be retained or removed, and the applicant is to demonstrate how the retained regulated trees will be protected as part of the subdivision process.
  8. The following exemptions for obtaining Development Approval prior to the removal of a regulated tree apply:
    - (a) The removal is deemed as works that are urgently necessary in accordance with the *planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2 Part 7 Clause 61 (b) item 18.
    - (b) The removal is required as part of an approved Bushfire Management Plan.
    - (c) The removal is carried out by the City on a street tree and the removal is considered a public work.

#### **Development and Tree Preservation**

9. All trees ~~which is~~ being retained ~~is~~ are to be protected while any development occurs in accordance with AS4970.2009 'Protection of Trees on Development Sites'.
10. A 'tree growth zone' is required around the entire base of all ~~new trees or~~ existing trees that are ~~to be retained on the site, as follows in~~ accordance with AS4970.2009 'Protection of Trees on Development Sites'.
  - (a) ~~a minimum radius of 2m for a 'standard tree'; and~~
  - (b) ~~a minimum radius of 3.5m for a 'large tree' or 'regulation tree'.~~
11. No structure is to encroach within the 'tree growth zone', above or below ground level. ~~The 'tree growth zone' is to be contained on the site, except for 'tree worthy of retention.'~~
12. The trunks of all regulated trees and trees worthy of retention may ~~are to be~~ located ~~outside within~~ minimum outdoor living area ~~or primary garden area~~ dimensions required under the Residential Design Codes.
13. Tree relocation is not encouraged as the primary means of tree retention. It may be supported as an alternative in exceptional circumstances where it can be demonstrated: ~~A 'tree worthy of retention' may only be~~
  - (a) ~~relocated~~ ~~ion is undertaken elsewhere~~ on the site or on the adjacent street verge;;
  - (b) where a report by a suitably qualified and currently practising consulting arborist is provided, at the expense of the applicant. The arborist report is to detail the new location of the tree and

demonstrate how the tree will be kept in good health prior to, during and after the relocation, to the satisfaction of the City of Bayswater.

14. If a 'regulated tree' or 'tree worthy of retention' dies as a direct consequence of development works, within one year of the development being completed, or the tree being relocated, the landowner is liable to provide the following ~~replace the tree, to the satisfaction of the City:~~
  - (a) at least one new 'standard tree' within the subject site, to the satisfaction of the City of Bayswater; and
  - (b) provide compensation to the City of Bayswater for the amenity (Helliwell) valuation of the tree.

#### **Development application fees**

15. Waives fees associated with application for development approval for a 'tree damaging activity' to a regulated tree.

### **Requirements for Tree Preservation on Street Verges**

1. Trees ~~located~~ on street verges are to be retained, unless ~~and in the opinion of the~~ development approval is granted by the City of Bayswater. The following will be given due regard in the assessment process:
  - (a) In the opinion of the City, the provisions of the City's Urban Tree Planting and Maintenance Policy are satisfied; and ~~The tree is dead;~~
  - (b) In the opinion of the City, removal is required to facilitate a crossover where no other viable alternative exists. ~~There is an unacceptable level of risk that exists within the tree's structure and remedial techniques cannot rectify;~~
  - (c) ~~The tree is suffering from a disease where remedial techniques will not prevent further spread of the disease, and the removal will be of benefit to other trees around it;~~
  - (d) ~~The tree is causing significant damage to infrastructure, and modification to the infrastructure or tree is impractical, and suitable documented evidence to support this is provided by a suitably qualified and currently practising arborist;~~
  - (e) ~~There is an imminent safety risk to people, property and/or infrastructure; and/or~~
  - (f) ~~The removal is approved under a crossover approval granted by the City of Bayswater. Such removal may be subject to conditions of the crossover approval granted in accordance with the City of Bayswater crossovers policy.~~
  - (g) ~~The removal is approved under a subdivision approval granted by the Western Australian Planning Commission. Such removal may be subject to conditions in accordance with those approvals.~~
2. If street tree removal is approved ~~is to be removed~~ in accordance with Clause 1, the landowner or developer shall provide:
  - (c) at least one new 'standard tree' ~~is to be provided, by the landowner or developer,~~ on the verge adjacent to the site, where space is available, to the satisfaction of the City of Bayswater; ; and

- (d) compensation to the City of Bayswater from the landowner for the amenity (Helliwell) valuation of the tree, plus the cost of removing the existing tree and the landowner must pay such amounts to the City of Bayswater as directed by the City of Bayswater.

~~A tree may be removed in accordance with Clause 1 for development and/or for works undertaken by a landowner or developer which requires development approval, excluding State Government major projects. When this occurs, the City of Bayswater will seek compensation from the landowner for the amenity (Helliwell) valuation of the tree, plus the cost of removing the existing tree and the landowner must pay such amounts to the City of Bayswater as directed by the City of Bayswater.~~

3. A tree may be removed in accordance with Clause 1 for development and/or for works undertaken for a utility provider or other authority which requires development approval, excluding State Government major projects. When this occurs the City of Bayswater will seek compensation from the utility provider or other authority for the amenity (Helliwell) valuation of the tree, plus the cost of removing the existing tree and the utility provider or other authority must pay such amounts to the City of Bayswater as directed by the City of Bayswater.

### Requirements for New Trees on Private Property

1. 'Standard trees' are to be provided at a rate of one tree for every 350m<sup>2</sup> of site area (rounded to the nearest whole number), with a minimum of one 'standard tree' to be provided on each site which is less than 350m<sup>2</sup> in area.
2. The total number of 'standard trees' required in Clause 1 may be reduced by one, for each 'regulated tree' or 'tree worthy of retention' that is retained or relocated elsewhere on the site, or for each 'large tree' that is provided. Where a 'regulated tree' or 'tree worthy of retention' is proposed to be retained or relocated on the site and it is a 'large tree', the total number of trees required in Clause 1 may be reduced by two.
- ~~3. A tree which is being retained is to be protected while development occurs in accordance with AS4970:2009 'Protection of Trees on Development Sites'.~~
3. A 'tree growth zone' is required around the entire base of all new trees and minimum pot size of existing trees that are to be retained on the site, as follows:
  - (a) a minimum radius of 2m and minimum pot size 35 litres for a 'standard tree'; and
  - (b) a minimum radius of 3.5m and minimum pot size 35 litres for a 'large tree'.
4. No structure is to encroach within the 'tree growth zone', above or below ground level. The 'tree growth zone' is to be contained completely on the site, except for 'trees worthy of retention'.
 

~~6. If the 'tree growth zone' is situated on top of a 'hard surface', a report by a suitably qualified and currently practising consulting arborist is required, at the expense of the applicant. The arborist report is to demonstrate that the design of the 'tree growth zone' will provide sufficient space for the tree to grow to maturity, to the satisfaction of the City of Bayswater.~~
5. The trunks of all proposed new trees are to be adequately separated from the trunks of other trees, to the satisfaction of the City of Bayswater.
6. The trunks of all trees are to be located outside of any required minimum outdoor living area and minimum primary garden area dimensions required under the Residential Design Codes, except for the trunks of 'trees worthy of retention' when they are retained.

7. In relation to open air car parking areas in non-residential and mixed use developments, 'standard trees' that provide shade cover are to be provided at a minimum rate of 1 tree per 4 bays. The number of trees required in Clause 1 can be used to provide the shade trees.

~~8. A 'tree worthy of retention' may only be relocated elsewhere on the site or on the adjacent street verge, where a report by a suitably qualified and currently practising consulting arborist is provided, at the expense of the applicant. The arborist report is to detail the new location of the tree and demonstrate how the tree will be kept in good health prior to, during and after the relocation, to the satisfaction of the City of Bayswater.~~

~~If a 'tree worthy of retention' dies as a direct consequence of development works, within one year of the development being completed, or the tree being relocated, the landowner will be liable to replace the tree, to the satisfaction of the City.~~

### Requirements for New Trees on Street Verges

1. If no street trees exist ~~or a street tree is to be removed with regard to Clause 1~~, at least one new 'standard tree' is to be provided, by the landowner or developer, on the verge adjacent to the site, where space is available, to the satisfaction of the City of Bayswater.
2. Additional trees may be required to be provided, where space is available, to the satisfaction of the City of Bayswater.
3. A minimum 2m setback is to be provided from the edge of any street tree trunk, and any crossover/driveway. ~~A reduced setback to any crossover/driveway may be considered by the City on a case-by-case basis.~~
4. The trunks of all proposed new trees are to be adequately separated from the trunks of other trees to the satisfaction of the City of Bayswater.

### Tree Maintenance and Replacement

1. All new trees on a site and on the street verge are to be planted and watered (via reticulation or other similar method) for the first two summers by the land owner, to the satisfaction of the City of Bayswater.
2. In the event that a **newly planted** tree is in poor health and needs to be removed, it is to be replaced with an adequate replacement tree by the owner or developer, to the satisfaction of the City of Bayswater.
3. All retained and new trees on the site and on the street verge are to be adequately maintained and kept in good health in accordance with AS4970.2009 'Protection of Trees on Development Sites'.

### Requirements for Trees for State Government Major Projects and Subdivision Applications

1. State Government major projects involving the removal of a **regulated tree** or tree worthy of retention on City controlled land will be subject to a tree replacement ratio of 5 replacement trees per tree removed.
2. In relation to all residential subdivisions, the City of Bayswater in its referral response will request condition(s) for **regulated trees** and trees worthy of retention to be retained on any decision made by the determining authority.
3. ~~Clauses 1 under 'Requirement for New Trees on Private Property'~~ All sections of this policy are applicable to all State Government major projects and subdivision applications, ~~excluding Clauses 1 and 2 under 'Requirements for Trees on Private Property'.~~

### Alternative Design Solution

1. An alternative design solution that varies any of the requirements contained in this policy will only be considered in exceptional circumstances. ~~An alternative design solution will only be considered where a report~~ ~~Written justification is to be provided by a 'suitably qualified landscape architect' by a suitably qualified and currently practising consulting arborist or qualified landscape architect is required provided, at the expense of the applicant demonstrating that the alternative design:~~
  - (a) ~~Is appropriate for the selected tree species root system and canopy spread to grow to full maturity and support the tree specimen into full longevity;~~
  - (b) ~~If a trafficable water permeable surface encroaches within the tree growth zone of new trees provided, suitable provision is to be made for the tree root system growth, to prevent ground compaction and tree root damage; and~~  
  
~~If trafficable water permeable surfaces are proposed within the tree growth zone a report by a 'suitably qualified landscape architect' or a suitably qualified and currently practising arborist, at the expense of the applicant, is required detailing requirements to ensure tree roots will not be compacted or damaged.~~
  - (c) ~~is consistent with the objectives of the policy, to the satisfaction of the City of Bayswater;~~
2. ~~An alternative design solution for tree growth zones of new trees will not be accepted for full site redevelopments in residential areas.~~
3. ~~Appendix 1 detail provides an acceptable alternative design solution for tree planting in paved carparking areas for non-residential development.~~

### Application for Development Approval and Subdivision

#### Information to be Submitted with Development and Subdivision Applications

Plans for all development and subdivision applications that are subject to this policy are to indicate:

1. The location and species of all trees, ~~and provide height, canopy diameter and trunk diameter detail of 'regulated trees' or proposed to be retained that are~~ and 'trees worthy of retention' on the site and all existing trees within the street verge that may be impacted by the proposed development or subdivision;

2. The location of all proposed new trees on the site and on the street verge;
3. The location of all **existing and** proposed 'tree growth zones' **showing radius dimension**;
4. **Photographs of any existing and/or proposed trees**; and
5. Additional elevations may be required, to the satisfaction of the City of Bayswater, indicating the potential size and canopy spread of all retained or proposed trees on the site and on the street verge, at maturity in relation to any existing or proposed structures or any retained or proposed trees.

### Related Documentation

- Urban Forest Strategy [\[link\]](#)
- Significant Tree Register for Private Land Policy [\[link\]](#)
- Urban Tree Planting and Maintenance Policy [\[link\]](#)
- Crossover Policy [\[link\]](#)
- Tree Planting Guidelines [\[link\]](#)
- **Residential Design Codes** [\[link\]](#)
- **State Planning Policy 3.7 - Planning in Bushfire Prone Areas** [\[link\]](#)
- **Australian Standards AS 4970—2009 - Protection of trees on development sites.**
- **Australian Standards AS 4373-2007 Pruning of Amenity Trees.**

### Related legislation

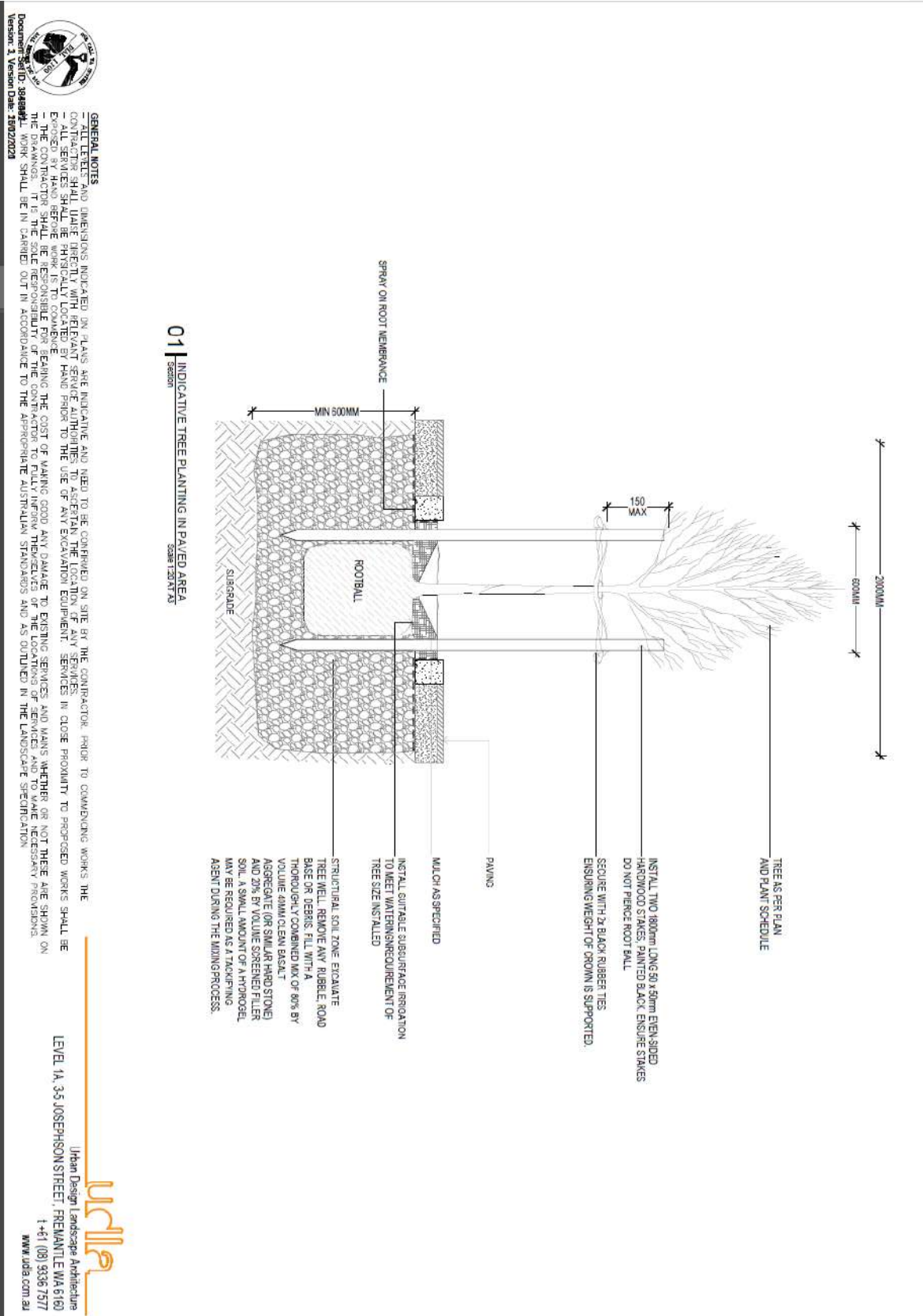
This policy is adopted under all Local Planning Schemes in force within the City of Bayswater, in accordance with Schedule 2, Part 2, of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

### Document details

<b>Relevant delegations</b>	TP-D01 Local Planning Schemes		
<b>Risk evaluation</b>	Low – Moderate		
<b>Strategic link</b>	Goal E1 and Goal L4		
<b>Council adoption</b>	12 June 2018	<b>Resolution</b>	9.5
<b>Reviewed/modified</b>	22 September 2020	<b>Resolution</b>	13.1.1
<b>Reviewed/modified</b>	22 November 2022	<b>Resolution</b>	10.6.2.2
<b>Reviewed/modified</b>	July 2024	<b>Resolution</b>	[item no.]
<b>Next review due</b>	[date]		

Advertised

Appendix 1 – Indicative Tree Planting in Paved Carparking Area Detail (Non-Residential)



City of  
Bayswater

# Trees Retention on Private Land and Street Verges Policy

Responsible Division	Office of the CEO <del>Community and Development</del>
Responsible Business Unit	Property and Economic Development <del>and Place</del>
Responsible Officer	Manager Property and Economic Development <del>and Place</del>
Affected Business Units	Property and Economic Development <del>and Place</del> Statutory Planning and Compliance Parks and Gardens
ECM Document Set ID	TBC

## Purpose

The purpose of this policy is to:

1. To outline the requirements for providing, maintaining, protecting and removing trees on private ~~and reserved~~ land ~~and within the street verge~~. ~~These requirements outline obligations applicable to the landowner associated with the development of land~~ in the City of Bayswater.
2. To ~~encourage and~~ facilitate the protection of trees, to maintain and increase the tree canopy, and improve the neighbourhood amenity, biodiversity, character and sense of place.
3. ~~To support the requirements of Clause 8.3.9 of the City of Bayswater Town Planning Scheme No. 24 which specifies the requirements for the provision of trees on private property, incentives for retaining or relocating~~ **regulated trees** and **trees worthy of retention** and requirements for the replacement of street verge trees where a development necessitates its removal.
4. ~~The policy aligns with the City of Bayswater's Urban Forest Strategy that aims to increase canopy coverage within the City from 14.5% to 20% by the year 2030, with middle-term specific targets of 16% by 2025 and 18% by 2027.~~

## Objectives

The objectives of the policy are to:

1. ~~Assist with achieving the City of Bayswater's objective to Maintain and increase the City's tree canopy coverage through greater tree preservation by implementing controls that will promote the protection of trees on private and public land.~~
2. Provide clear definitions for **regulated tree**, **tree worthy of retention**, **standard tree** and **large tree**, and clarify when a development application is required for **tree damaging activity**.
3. ~~Balance the need for tree retention for canopy cover with development outcomes with desired built form and land use outcomes by providing guidance criteria for removal and replacement of trees on private and reserved land.~~
4. Preserve and enhance neighbourhood amenity, character and sense of place by retaining trees and planting new trees.
5. Prioritise the retention and protection of existing **regulated trees** and **trees worthy of retention**.
6. Prioritise the planting of new trees to provide a diverse range of native drought resistant species, tree sizes, ages, and species that to enhance visual interest and to assist with providing a more resilient urban forest.
7. Provide for the planting of new trees and tree growth zones with sufficient area and volume to sustain healthy tree growth into maturity.
8. Mitigate the negative practice of clearing mature trees as part of subdivisions and new developments by promoting and facilitate tree preservation at the earliest possible stage in the planning and development process. before any site planning and design has been undertaken.
9. Mitigate the urban heat island effect, reduce air pollution, improve groundwater quality and contribute to wildlife habitats, biodiversity and ecological corridors.
10. ~~Assist with community comfort through the provision of shade, reduction of glare, improved neighbourhood amenity, character and sense of place, and provide visual screening and privacy.~~  
~~Prevent tree diseases and excessive shade through the adequate separation of trees, facilitate diversity in the age, size and species of trees throughout the City of Bayswater, and to encourage the retention of 'trees worthy of retention' and the planting of 'large trees'.~~

## Introduction

~~The aim of this policy is to protect trees and maintain and increase tree canopy cover in line with Tthe City of Bayswater's Urban Forrest Strategy tree canopy coverage is approximately 14.5% based on the light detection and ranging calculation undertaken in 2021. The City has made a commitment to increase canopy coverage from 14.5% (2021) to 20% by the year 2030, with middle-term specific targets of 16% by 2025 and 18% by 2027 in order to increase the level of benefits derived from having trees within the urban environment. Trees and other vegetation in urban areas provide significant social, economic, and environmental benefits to the community. The greatest environmental, aesthetic and cooling benefits of trees are provided by large, mature trees which typically have the largest canopy cover. The City is experiencing a loss in Ttrees in urban areas are being lost due to infill development and this can have significant impacts on the community and the respective urban areas.~~

~~Tree damaging activity~~ constitutes works under the ~~Planning and Development (Local Planning Schemes) Regulations 2015~~ and development under the ~~Planning and Development Act 2005~~. This policy clarifies the circumstances in which a development application and approval is required for any tree damaging activity including providing guidance on the assessment of these applications and other proposals.

Where there is an inconsistency between the provisions of this Policy, the ~~Residential Design Codes~~ and other Policies, the provisions of this Policy shall prevail, except where Special Control Area 10 (Tonkin Highway Industrial Area) applies.

## Definitions

**Arborist Report** means a report which is prepared by a suitably qualified and experienced arboriculturist with a minimum qualification of Diploma of Horticulture (Arboriculture) Australian Qualification Framework (AQF 5), suitably qualified landscape architect, or equivalent, and with demonstrated experience in high level tree assessment and diagnosis.

**Hard surface** – means any surface that does not readily allow for drainage, and the penetration and attaching of anchoring tree roots.

**Helliwell System** means a method of placing a monetary value on the visual and ecological amenity provided by individual trees and/or woodland.

**Large tree** - A species of tree that has the potential to grow to at least 12m in height, ~~provides a canopy of at least 9m in diameter~~, and has a minimum pot size of at least 35 litres when planted.

**Maintenance pruning** - means pruning that:

- (a) involves removing dead or diseased wood only; or
- (b) is the first pruning of the tree in the calendar year and affects less than 10% of the canopy, not altering the overall shape of the canopy; or
- (c) is of a fruit tree and done for fruit production; or
- (d) does not include removing limbs with a diameter of 100mm or more; or
- (e) is otherwise minor maintenance or thinning of the crown that does not adversely affect the health or general appearance of the tree; and
- (f) is undertaken in accordance with the standard for Pruning Amenity Trees ASNZ4373.

**Regulated tree** means a living tree that —

- (a) Is 8m or more high; and/or
- (b) has an average canopy diameter of at least 6m; and/or
- (c) has a trunk circumference of at least 1.5m, measured 1.4m above the ground; and
- (d) is of a species that is not included on State or local area weed register.

**Standard tree** – means a species of tree that has the potential to grow to at least 4m in height, ~~provides a canopy of at least 3m in diameter~~, and has a minimum pot size of at least 35 litres when planted.

**Tree damaging activity means-**

- (a) The killing or destruction of a tree; and/or
- (b) The removal of a tree; and/or
- (c) The severing of branches, limbs, stems or trunk of a tree; and/or
- (d) The ringbarking, topping or lopping of a tree;
- (e) Storing building materials within the tree protection zone and/or rinsing or discarding of alkaline or other building products in the verge area; and/or
- (f) Any other substantial damage to a tree.

**Tree growth zone – means an** exclusion zone around a tree **that:**

- (a) Is wholly contained within the subject site, which assists in the protection, growth and ongoing health of a tree; and
- (b) at and below ground level, the tree growth zone is to comprise soil and other water permeable materials that aid in the health and growth of the tree.

~~A trafficable water permeable surface can encroach within the tree growth zone of new trees; provided that suitable provision is made to prevent ground compaction and tree root damage. If trafficable water permeable surfaces are proposed within the tree growth zone a report by a 'suitably qualified landscape architect' or a suitably qualified and currently practising arborist, at the expense of the applicant, is required detailing requirements to ensure tree roots will not be compacted or damaged.~~

**Tree Protection Zone – means a designated zone around an existing tree, with its radius determined under AS 4970-2009 Protection of trees on development sites.**

**Tree worthy of retention – means** existing trees that:

- (a) are considered by the City of Bayswater to be healthy specimens with ongoing viability; and
- (b) ~~are considered by the City of Bayswater to be species that~~ are not included on an applicable weed register or are an unsuitable tree species; and
- (c) are at least 3m in height; and/or
- (d) have a trunk with a diameter of at least 100mm at 1m from the ground; and/or
- (e) have two or more trunks and the aggregate of their individual diameter at 1m above ground is at least 200mm; and/or
- (f) have a canopy with a diameter of at least 3m; and/or
- (g) ~~are an endemic species with high environmental value.~~

~~**Suitably qualified landscape architect – A landscape architect currently registered with the Australian Institute of Landscape Architects or a similar association.**~~

~~The City of Bayswater may require an arborist report to be prepared by a suitably qualified and currently practicing arborist, at the expense of the applicant, to verify if a tree is considered worthy of retention.~~

## Scope

1. **Tree damaging activity** constitutes works under the *Planning and Development (Local Planning Schemes) Regulations 2015* and development under the *Planning and Development Act 2005*. This policy clarifies the circumstances in which a development application and approval is required for any **tree damaging activity**.
2. This policy applies to all zoned land within the Requirements for Tree Preservation on Private Land, Requirements for Tree Preservation on Street Verges, and Tree Maintenance and Replacement apply to all private land and street verges within the City of Bayswater under Town Planning Scheme No. 24 (TPS 24) in the circumstances below for any **tree damaging activity to a regulated tree**. This includes development subject to Clause 2 below.
  - (a) Development applications for grouped dwellings, multiple dwellings and non-residential developments.
  - (b) Demolition applications for heritage places.
  - (c) Subdivision referrals and subdivision clearance applications.
  - (d) Strategic planning proposals including precinct and structure plans.
3. 1. The requirements for New Trees on Private Land in this policy apply to all development applications where the approximate cost of the development is:
  - (a) \$100,000 or more for residential development; and
  - (b) \$200,000 or more for non-residential and mixed use development, excluding those involving only a change of use or internal works.
4. 2. Any development that does not meet the thresholds specified in Clause 1 or 2 above, including State Government major projects and subdivision applications, is to have consideration of the objectives and provisions contained in this policy, at the discretion of the City of Bayswater.
5. This policy is applicable to all State Government projects and all subdivision applications.
6. Where there is an inconsistency between the provisions of this Policy, the *Residential Design Codes* and other Policies, the provisions of this Policy shall prevail, except where Special Control Area 10 (Tonkin Highway Industrial Area) applies.

*Note 1 The policy does not apply to verge trees. Any subdivision or development application for a verge tree removal where it is considered warranted to facilitate a crossover where no alternative exists, shall be considered against the requirements of Clause 8.3.9.4 of TPS 24 and the City of Bayswater Urban Tree Planting and Maintenance Policy.*

## **Policy Statement Requirements**

### **Exemptions**

#### **Requirements for Tree Preservation on Private Land**

1. Development Approval of the City is not required for **tree damaging activity** in the following circumstances:
  - (a) The tree does not satisfy the definition of a **regulated tree**; or

- (b) The **tree damaging activity** is deemed as works that are urgently necessary in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2 Part 7 Clause 61 (b) item 18; or
- (c) The removal is required as part of an approved Bushfire Management Plan; or
- (d) The **tree damaging activity** is **maintenance pruning**, as described in Clause 2 below.
- (e) The **tree damaging activity** is approved as part of a subdivision.

### Requirements for Tree Retention

1. All regulated trees on private land shall be retained and protected unless its removal is approved as part of a subdivision or development approval, or it is exempted from requiring development approval.
2. ~~Development approval may be considered for the following reasons:~~
  - (a) ~~The construction of 'granny flats', swimming pools and the like.~~
  - (b) ~~The tree variety is disliked or causes nuisance by way of leaf, fruit or bark shedding or the like.~~
  - (c) ~~The tree impacts on private gardens, solar installations, swimming pools or the like.~~
  - (d) ~~Other justification provided by the applicant.~~
2. All trees worthy of retention, that are not considered a regulated tree, are encouraged to be retained.
3. Tree retention shall be prioritised in the design of development, subdivision and structure plans. The City recommends pre-lodgement discussion to identify opportunities for tree retention as part of the site planning for subdivision and new development.
4. Landowners may apply for the removal of a **regulated tree** or **tree worthy of retention** where tree retention would substantially reduce the development potential of the site. Replacement trees shall be provided at a ratio of 2:1 and two **large trees** planted for every **large tree** removed.
5. The City will recommend to the Western Australian Planning Commission that conditions of subdivision approval include the retention of any **regulated trees** or **trees worthy of retention** where a lot contains a tree/s that is located such that it could be retained as part of a subdivision.
6. Tree relocation is not encouraged as the primary means of tree retention. ~~It~~ Tree relocation may be supported as an alternative in exceptional circumstances where it can be demonstrated: A 'tree worthy of retention' may only be
  - (a) ~~relocated~~ is undertaken elsewhere on the site or on the adjacent street verge;;
  - (b) where a report by a suitably qualified and currently practising consulting arborist is provided, at the expense of the applicant. The arborist report is to detail the new location of the tree and demonstrate how the tree will be kept in good health prior to, during and after the relocation, to the satisfaction of the City of Bayswater.
  - (c) where adequate provision is made for the provision of a new **standard tree** when a **regulated tree** or **tree worthy of retention** is relocated from within the site to the street verge.

7. Development approval for **tree damaging activity** to a **regulated tree** may be considered for the following reasons:

- a. The tree is positioned such that it would significantly restrict the development potential of the site.
- b. Tree replacement incentives are satisfied, and additional trees are planted to compensate for the loss of tree canopy.
- c. Other justifications provided by the applicant and supported by an Arborist Report which satisfy the objectives of the Policy.

6. Development approval for **tree damaging activity** to a **regulated tree** shall not be considered for the following reasons:

- (a) Impact on views;
- (b) The tree variety is disliked;
- (c) The tree variety causes nuisance by way of leaf, fruit or bark shedding or the like.
- (d) The tree impacts on private gardens, solar installations, swimming pools or the like.

7. Development approval is required to be obtained prior to for the removal of a **regulated tree** and the following will be given due regard to the following in the assessment process:

- (a) Health, maturity, species, and location of the tree;
- (b) Ecological, biodiversity and environmental values of the tree;
- (c) Contribution of the tree to the streetscape;
- (d) The preservation of any other trees worthy of retention on the subject site;
- (e) The location of the tree within the development site and capacity for a modified building design or subdivision to maximise tree retention;
- (f) Any existing development on the site;
- (g) Design and location of proposed crossovers;
- (h) Topography and the potential impact from excavation/fill;
- (i) Possible safety risks due to tree limb failure and infrastructure and/or structural damage associated with the retaining the tree;
- (j) Tree Protection Zone(s) (as per AS4970);
- (k) Tree replacement and/or planting proposed;
- (l) Recommendations of an Arborist Report; and
- (m) The objectives of this Policy.

5. Maintenance pruning to regulated tree is permitted without seeking development approval provided that it:

- (a) involves removing dead or diseased wood only; or
- (b) is the first pruning of the tree in the calendar year and affects less than 10% of the canopy, not altering the overall shape of the canopy; or
- (c) is of a fruit tree and done for fruit production; or
- (d) does not include removing limbs with a diameter of 100mm or more; or

- (e) ~~is otherwise minor maintenance or thinning of the crown that does not adversely affect the health or general appearance of the tree; and~~
- (f) ~~is undertaken in accordance with the standard for Pruning Amenity Trees ASNZ4373.~~

6. ~~Removal of a regulated tree in the case of subdivision or a development, is discouraged. The City promotes pre-lodgement discussion on the design and site planning prior to any works to ensure regulated trees are incorporated into the overall design.~~

7. ~~Any subdivision plan should identify regulated trees and note if they are to be retained or removed, and the applicant is to demonstrate how the retained regulated trees will be protected as part of the subdivision process.~~

- (a) ~~The following exemptions for obtaining Development Approval prior to the removal of a regulated tree apply:~~
- (b) ~~The removal is deemed as works that are urgently necessary in accordance with the *planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2 Part 7 Clause 61 (b) item 18.~~
- (c) ~~The removal is required as part of an approved Bushfire Management Plan.~~
- (d) ~~The removal is carried out by the City on a street tree and the removal is considered a public work.~~

8. Should a development application be approved in relation to tree retention or tree relocation, conditions of approval will be recommended as follows:

- (a) All **regulated trees** and **trees worthy of retention** which is being retained as part of a development approval are to be protected while any development works occur in accordance with AS4970.2009 'Protection of Trees on Development Sites' and provide a **tree growth zone** around the entire base of all trees to be retained.
- (b) If a **regulated tree** or **tree worthy of retention** dies as a direct consequence of development works, within one year of the development being completed, or the tree being relocated, the landowner is liable to provide the following ~~replace the tree, to the satisfaction of the City:~~
  - i. at least one new **large tree** within the subject site, to the satisfaction of the City of Bayswater; and
  - ii. provide compensation to the City of Bayswater for the amenity (**Helliwell**) valuation of the tree.

*Note 2 A development application is required for any tree-damaging activity to a regulated tree even if a proposal is for other works that are exempt from development approval under the Local Planning Scheme per Schedule 2, Part 7 Clause 61 (deemed provisions) of the Planning and Development (Local Planning Scheme) Regulations 2015 e.g. demolition. or the erection of a Single House that meets the deemed-to comply requirements of the Residential Design Codes of Western Australia).*

#### **Development and Tree Preservation**

- (e) ~~All trees which is being retained is are to be protected while any development occurs in accordance with AS4970.2009 'Protection of Trees on Development Sites'.~~

- (f) ~~A 'tree growth zone' is required around the entire base of all new trees or existing trees that are to be retained on the site, as follows in accordance with AS4970:2009 'Protection of Trees on Development Sites':~~
  - (a) ~~a minimum radius of 2m for a 'standard tree'; and~~
  - (b) ~~a minimum radius of 3.5m for a 'large tree' or 'regulation tree'.~~
- (g) ~~No structure is to encroach within the 'tree growth zone', above or below ground level. The 'tree growth zone' is to be contained on the site, except for 'tree worthy of retention.'~~
- (h) ~~The trunks of all regulated trees and trees worthy of retention may are to be located outside within minimum outdoor living area or primary garden area dimensions required under the Residential Design Codes.~~
- (i) ~~Tree relocation is not encouraged as the primary means of tree retention. It may be supported as an alternative in exceptional circumstances where it can be demonstrated: A 'tree worthy of retention' may only be~~
  - (d) ~~relocatedion is undertaken elsewhere on the site or on the adjacent street verge;~~
  - (e) ~~where a report by a suitably qualified and currently practising consulting arborist is provided, at the expense of the applicant. The arborist report is to detail the new location of the tree and demonstrate how the tree will be kept in good health prior to, during and after the relocation, to the satisfaction of the City of Bayswater.~~
- (j) ~~If a 'regulated tree' or 'tree worthy of retention' dies as a direct consequence of development works, within one year of the development being completed, or the tree being relocated, the landowner is liable to provide the following replace the tree, to the satisfaction of the City:~~
  - (a) ~~at least one new 'standard tree' within the subject site, to the satisfaction of the City of Bayswater; and~~
  - (b) ~~provide compensation to the City of Bayswater for the amenity (Helliwell) valuation of the tree.~~

***Development application fees***

- (k) ~~Waives fees associated with application for development approval for a 'tree damaging activity' to a regulated tree.~~

**Incentives for Tree Retention**

~~Where a **regulated tree** or **tree worthy of retention** is being retained as part of a subdivision clearance, demolition or development application the following incentives are applicable to landowners and applicants:~~

- ~~1. Fees may be waived for written planning advice and approval in relation to a **regulated tree**.~~
- ~~2. Where a **regulated tree** or **tree worthy of retention** is retained as part of a development application landowner(s) may apply for a variation to the building height, plot ratio, site cover and open space provisions of the Residential Design codes. Any variations will be considered against the requirements and objectives of the Residential Design Codes and TPS 24.~~

3. The trunks of all **regulated trees** and **trees worthy of retention** that are retained may be located within the minimum outdoor living area or primary garden area dimensions as required under the Residential Design Codes.

### Requirements for Tree Preservation on Street Verges

1. ~~Trees located on street verges are to be retained, unless and in the opinion of the development approval is granted by the City of Bayswater. The following will be given due regard in the assessment process:~~
  - ~~(a) In the opinion of the City, the provisions of the City's Urban Tree Planting and Maintenance Policy are satisfied; and The tree is dead;~~
  - ~~(b) In the opinion of the City, removal is required to facilitate a crossover where no other viable alternative exists. There is an unacceptable level of risk that exists within the tree's structure and remedial techniques cannot rectify;~~
  - ~~(c) The tree is suffering from a disease where remedial techniques will not prevent further spread of the disease, and the removal will be of benefit to other trees around it;~~
  - ~~(d) The tree is causing significant damage to infrastructure, and modification to the infrastructure or tree is impractical, and suitable documented evidence to support this is provided by a suitably qualified and currently practising arborist;~~
  - ~~(e) There is an imminent safety risk to people, property and/or infrastructure; and/or~~
  - ~~(f) The removal is approved under a crossover approval granted by the City of Bayswater. Such removal may be subject to conditions of the crossover approval granted in accordance with the City of Bayswater crossovers policy.~~
  - ~~(g) The removal is approved under a subdivision approval granted by the Western Australian Planning Commission. Such removal may be subject to conditions in accordance with those approvals.~~
2. ~~If street tree removal is approved is to be removed in accordance with Clause 1, the landowner or developer shall provide:~~
  - ~~(c) at least one new 'standard tree' is to be provided, by the landowner or developer, on the verge adjacent to the site, where space is available, to the satisfaction of the City of Bayswater.; and~~
  - ~~(d) compensation to the City of Bayswater from the landowner for the amenity (Helliwell) valuation of the tree, plus the cost of removing the existing tree and the landowner must pay such amounts to the City of Bayswater as directed by the City of Bayswater.~~

~~A tree may be removed in accordance with Clause 1 for development and/or for works undertaken by a landowner or developer which requires development approval, excluding State Government major projects. When this occurs, the City of Bayswater will seek compensation from the landowner for the amenity (Helliwell) valuation of the tree, plus the cost of removing the existing tree and the landowner must pay such amounts to the City of Bayswater as directed by the City of Bayswater.~~
3. ~~A tree may be removed in accordance with Clause 1 for development and/or for works undertaken for a utility provider or other authority which requires development approval, excluding State Government major projects. When this occurs the City of Bayswater will seek compensation from the utility provider or other authority for the amenity (Helliwell) valuation of the tree, plus the cost~~

~~of removing the existing tree and the utility provider or other authority must pay such amounts to the City of Bayswater as directed by the City of Bayswater.~~

### Requirements for New Trees on Private Property

### Requirements for New Trees on Private Property

1. ~~Except where a **regulated tree** or **tree worthy of retention** is retained or relocated elsewhere on the site in accordance with clause 6 of the Requirements for Tree Retention, a **standard trees**~~ shall be provided at a rate of one tree for every 350m<sup>2</sup> of site area (rounded to the nearest whole number), with a minimum of one **standard tree** to be provided on each site which is less than 350m<sup>2</sup> in area.
2. The total number of **standard trees** required in Clause 1 may be reduced by one, for each ~~'regulated tree or tree worthy of retention'~~ that is retained or relocated elsewhere on the site, or for each **large tree** that is provided.
3. ~~Where a **regulated tree** or **tree worthy of retention** is proposed to be retained or relocated on the site and it is a **large tree**, the total number of trees required in Clause 1 may be reduced by two.~~
4. A **tree growth zone** shall be provided around the entire base of all new trees and minimum pot size, as follows:
  - (a) a minimum radius of 2m ~~and minimum pot size 35 litres~~ for a **standard tree**.
  - (b) a minimum radius of 3.5m ~~and minimum pot size 35 litres~~ for a **large tree**.
  - (c) **The tree growth zone** is to be contained completely within the site.
5. No structure or hardstand is to encroach within the **tree growth zone**, above or below ground level. The 'tree growth zone' is to be contained completely on the site, ~~except for 'trees worthy of retention'.~~
6. The trunks of all ~~proposed~~ new trees shall be adequately separated from the trunks of other trees ~~to the satisfaction of the City of Bayswater.~~
7. The trunks of all ~~new~~ trees ~~shall be~~ located outside of any required minimum outdoor living area and minimum primary garden area dimensions required under the Residential Design Codes.
8. ~~In relation to open air car parking areas in non-residential and mixed-use developments, 'standard trees' that provide shade cover are to be provided at a minimum rate of 1 tree per 4 bays. The number of trees required in Clause 1 can be used to provide the shade trees.~~

### Alternative Design Solution

1. An alternative design solution that varies any of the requirements contained in this policy or proposes **tree damaging activity** will only be considered in exceptional circumstances. An alternative design solution will only be considered where a report by a suitably qualified and currently practising consulting arborist or qualified landscape architect is provided, at the expense of the applicant, demonstrating that the alternative design:
  - (a) Is appropriate for the selected tree species root system and canopy spread to grow to full maturity and support the tree specimen into full longevity;

- (b) Is appropriate if a trafficable water permeable surface encroaches within the tree growth zone of new trees provided, with suitable provision to be made for the tree root system growth, to prevent ground compaction and tree root damage; and
  - (c) is consistent with the objectives of the policy.
2. An alternative design solution for tree growth zones of new trees shall not be accepted for full site redevelopments in residential areas.
  3. Appendix One provides an acceptable alternative design solution for tree planting in paved carparking areas for non-residential development.

### Requirements for New Trees on Street Verges

1. ~~If no street trees exist or a street tree is to be removed with regard to Clause 1, at least one new 'standard tree' is to be provided, by the landowner or developer, on the verge adjacent to the site, where space is available, to the satisfaction of the City of Bayswater.~~
2. ~~Additional trees may be required to be provided, where space is available, to the satisfaction of the City of Bayswater.~~
3. ~~A minimum 2m setback is to be provided from the edge of any street tree trunk, and any crossover/driveway. A reduced setback to any crossover/driveway may be considered by the City on a case-by-case basis.~~
4. ~~The trunks of all proposed new trees are to be adequately separated from the trunks of other trees to the satisfaction of the City of Bayswater.~~

### Tree Maintenance and Replacement

#### Tree Protection Measures, Maintenance and Replacement

1. All new trees within on a site ~~and on the street verge~~ are to be planted and watered (via reticulation or other similar method) for the first two summers by the land owner, ~~to the satisfaction of the City of Bayswater.~~
2. In the event that a ~~newly planted~~ tree is in poor health and needs to be removed, it is to be replaced with an adequate replacement tree by the owner or developer within the same year ~~to the satisfaction of the City of Bayswater.~~
3. All **regulated trees and trees worthy of retention** ~~retained and new trees on the site and on the street verge are to be adequately maintained and kept in good health are to be protected while works occur~~ in accordance with AS4970.2009 'Protection of Trees on Development Sites'.

### Requirements for Trees for State Government Major Projects and Subdivision Applications

#### Requirements for State Government Major Projects

1. State Government major projects involving the removal of a **regulated tree or tree worthy of retention on City-controlled land** will be subject to a tree replacement ratio of 5:1 replacement trees per tree removed.
2. A tree may be removed in accordance with Clause 1 for development and/or for works undertaken by a utility provider or other authority which requires development approval, excluding State Government major projects. When this occurs the City of Bayswater will seek compensation from the utility provider or other authority for the amenity (**Helliwell**) valuation of the tree, plus the cost of removing the existing tree and the utility provider or other authority must pay such amounts to the City of Bayswater as directed by the City of Bayswater.
- 3.
4. ~~In relation to all residential subdivisions, the City of Bayswater in its referral response will request condition(s) for regulated trees and trees worthy of retention to be retained on any decision made by the determining authority.~~
5. ~~Clauses 1 under 'Requirement for New Trees on Private Property' All sections of this policy are applicable to all State Government major projects and subdivision applications, excluding Clauses 1 and 2 under 'Requirements for Trees on Private Property'.~~

### Alternative Design Solution

3. ~~An alternative design solution that varies any of the requirements contained in this policy will only be considered in exceptional circumstances. An alternative design solution will only be considered where a report Written justification is to be provided by a 'suitably qualified landscape architect' by a suitably qualified and currently practising consulting arborist or qualified landscape architect is required provided, at the expense of the applicant demonstrating that the alternative design:~~
  - (d) ~~Is appropriate for the selected tree species root system and canopy spread to grow to full maturity and support the tree specimen into full longevity;~~
  - (e) ~~If a trafficable water permeable surface encroaches within the tree growth zone of new trees provided, suitable provision is to be made for the tree root system growth, to prevent ground compaction and tree root damage; and~~

~~If trafficable water permeable surfaces are proposed within the tree growth zone a report by a 'suitably qualified landscape architect' or a suitably qualified and currently practising arborist, at the expense of the applicant, is required detailing requirements to ensure tree roots will not be compacted or damaged.~~
  - (f) ~~is consistent with the objectives of the policy, to the satisfaction of the City of Bayswater;~~
4. ~~An alternative design solution for tree growth zones of new trees will not be accepted for full site redevelopments in residential areas.~~
5. ~~Appendix 1 detail provides an acceptable alternative design solution for tree planting in paved carparking areas for non-residential development.~~

### Information to be Submitted with Application for Development Approval and Subdivision

**Information to be Submitted with Development and Subdivision Applications**

Plans for all development and subdivision applications that are subject to this policy are to indicate:

1. The location and species of all existing **large trees, regulated trees and trees worthy of retention** ~~trees, and provide~~ including height, canopy diameter and trunk diameter detail of **'regulated trees'** ~~or proposed to be retained that are~~ and **'trees worthy of retention'** on the site and all existing trees within the street verge that may be impacted by the proposed development or subdivision;
2. The location of all proposed new trees on the site and on the street verge;
3. The location of all **existing and** proposed 'tree growth zones' **showing radius dimension**;
4. **Photographs of any existing and/or proposed trees**; and
5. Additional elevations may be required, to the satisfaction of the City of Bayswater, indicating the potential size and canopy spread of all retained or proposed trees on the site and on the street verge, at maturity in relation to any existing or proposed structures ~~or any retained or proposed trees.~~

**Related Documentation**

- Urban Forest Strategy [link]
- Significant Tree Register for Private Land Policy [link]
- Urban Tree Planting and Maintenance Policy [link]
- Crossover Policy [link]
- Tree Planting Guidelines [link]
- **Residential Design Codes** [link]
- **State Planning Policy 3.7 - Planning in Bushfire Prone Areas** [link]
- **Australian Standards AS 4970—2009 - Protection of trees on development sites.**
- **Australian Standards AS 4373-2007 Pruning of Amenity Trees.**

**Related Legislation**

This policy is adopted under all Local Planning Schemes in force within the City of Bayswater, in accordance with Schedule 2, Part 2, of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

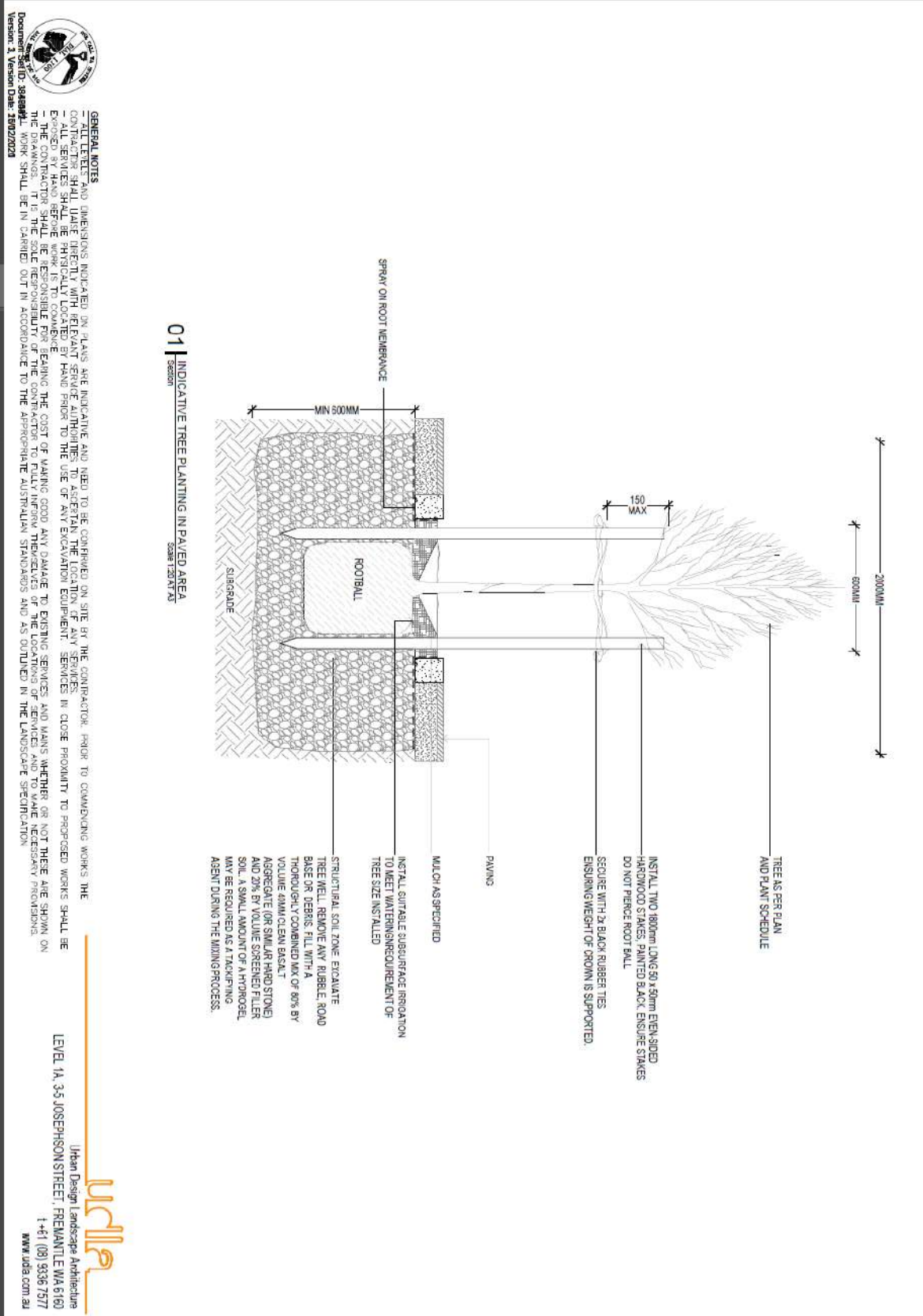
**Document Details**

<b>Relevant delegations</b>	TP-D01 Local Planning Schemes		
<b>Risk evaluation</b>	Low – Moderate		
<b>Strategic link</b>	Goal E1 and Goal L4		
<b>Council adoption</b>	12 June 2018	<b>Resolution</b>	9.5

<b>Reviewed/modified</b>	22 September 2020	<b>Resolution</b>	13.1.1
<b>Reviewed/modified</b>	22 November 2022	<b>Resolution</b>	10.6.2.2
<b>Reviewed/modified</b>	July 2024	<b>Resolution</b>	[item no.]
<b>Next review due</b>	[date]		

Draft for Advertising with Tracked Changes

Appendix 1 – Indicative Tree Planting in Paved Carparking Area Detail (Non-Residential)





# Tree Retention Policy

<b>Responsible Division</b>	Office of the CEO
<b>Responsible Business Unit</b>	Property and Economic Development
<b>Responsible Officer</b>	Manager Property and Economic Development
<b>Affected Business Units</b>	Property and Economic Development Statutory Planning and Compliance Parks and Gardens
<b>ECM Document Set ID</b>	TBC

## Purpose

The purpose of the policy is to:

1. Outline the requirements for providing, maintaining, protecting and removing trees on private and reserved land in the City of Bayswater.
2. Facilitate the protection of trees, to maintain and increase tree canopy, and improve the neighbourhood amenity, biodiversity, character and sense of place.
3. Support the requirements of Clause 8.3.9 of the City of Bayswater Town Planning Scheme No. 24 which specifies the requirements for the provision of trees on private property, incentives for retaining or relocating **regulated trees** and **trees worthy of retention** and requirements for the replacement of street verge trees where a development necessitates its removal.
4. The Policy aligns with the City of Bayswater's Urban Forest Strategy that aims to increase canopy coverage within the City from 14.5% to 20% by the year 2030, with middle-term specific targets of 16% by 2025 and 18% by 2027.

## Objectives

The objectives of the policy are to:

1. Provide clear definitions for **regulated tree**, **tree worthy of retention**, **standard tree** and **large tree**, and clarify when a development application is required for **tree damaging activity**.
2. Balance the need for tree retention with desired built form and land use outcomes by providing criteria for removal and replacement of trees on private and reserved land.
3. Preserve and enhance neighbourhood amenity, character and sense of place by retaining trees and planting new trees.
4. Prioritise the retention and protection of existing **regulated trees** and **trees worthy of retention**.

5. Prioritise the planting of new trees to provide a diverse range of native drought resistant species, tree sizes, ages, and species to assist with providing a more resilient urban forest.
6. Provide for the planting of new trees and tree growth zones with sufficient area and volume to sustain healthy tree growth into maturity.
7. Mitigate the negative practice of clearing mature trees as part of subdivisions and new developments by promoting and facilitating tree preservation at the earliest possible stage in the planning and development process.
8. Mitigate the urban heat island effect, reduce air pollution, improve groundwater quality and contribute to wildlife habitats, biodiversity and ecological corridors.

## Definitions

**Arborist Report** means a report which is prepared by a suitably qualified and experienced arboriculturist with a minimum qualification of Diploma of Horticulture (Arboriculture) Australian Qualification Framework (AQF 5), suitably qualified landscape architect, or equivalent, and with demonstrated experience in high level tree assessment and diagnosis.

**Hard surface** – means any surface that does not readily allow for drainage, and the penetration and attaching of anchoring tree roots.

**Helliwell System** means a method of placing a monetary value on the visual and ecological amenity provided by an individual trees and/or woodland.

**Large tree** – means a species of tree that has the potential to grow to at least 12m in height and has a minimum pot size of at least 35 litres when planted.

**Maintenance pruning** - means pruning that:

- (a) involves removing dead or diseased wood only; or
- (b) is the first pruning of the tree in the calendar year and affects less than 10% of the canopy, not altering the overall shape of the canopy; or
- (c) is of a fruit tree and done for fruit production; or
- (d) does not include removing limbs with a diameter of 100mm or more; or
- (e) is otherwise minor maintenance or thinning of the crown that does not adversely affect the health or general appearance of the tree; and
- (f) is undertaken in accordance with the standard for Pruning Amenity Trees ASNZ4373.

**Regulated tree** means a living tree that —

- (a) Is 8m or more high; and/or
- (b) has an average canopy diameter of at least 6m; and/or
- (c) has a trunk circumference of at least 1.5m, measured 1.4m above the ground; and
- (d) is of a species that is not included on State weed register.

**Standard tree** – means a species of tree that has the potential to grow to at least 4m in height and has a minimum size of at least 35 litres when planted.

**Tree damaging activity** means-

- (a) The killing or destruction of a tree; and/or
- (b) The removal of a tree; and/or
- (c) The severing of branches, limbs, stems or trunk of a tree; and/or

- (d) The ringbarking, topping or lopping of a tree;
- (e) Storing building materials within the tree protection zone and/or rinsing or discarding of alkaline or other building products in the verge area; and/or
- (f) Any other substantial damage to a tree.

**Tree growth zone** – means an exclusion zone around a tree that:

- (a) Is wholly contained within the subject site, which assists in the protection, growth and ongoing health of a tree; and
- (b) at and below ground level, the tree growth zone is to comprise soil and other water permeable materials that aid in the health and growth of the tree.

**Tree Protection Zone** – means a designated zone around an existing tree, with its radius determined under AS 4970-2009 Protection of trees on development sites.

**Tree worthy of retention** – means existing trees that:

- (a) are considered by the City of Bayswater to be healthy specimens with ongoing viability; and
- (b) are not included on an applicable weed register or are an unsuitable tree species; and
- (c) are at least 3m in height; and/or
- (d) have a trunk with a diameter of at least 100mm at 1m from the ground; and/or
- (e) have two or more trunks and the aggregate of their individual diameter at 1m above ground is at least 200mm; and/or
- (f) have a canopy with a diameter of at least 3m; and/or
- (g) are an endemic species with high environmental value.

## Scope

1. **Tree damaging activity** constitutes works under the *Planning and Development (Local Planning Schemes) Regulations 2015* and development under the *Planning and Development Act 2005*. This policy clarifies the circumstances in which a development application and approval is required for any **tree damaging activity**.
2. This policy applies to all zoned land within the City of Bayswater under *Town Planning Scheme No. 24* (TPS 24) in the circumstances below for any **tree damaging activity** to a **regulated tree**:
  - (a) Development applications for grouped dwellings, multiple dwellings and non-residential developments.
  - (b) Demolition applications for heritage places.
  - (c) Subdivision referrals and subdivision clearance applications.
  - (d) Strategic planning proposals including precinct and structure plans.
3. This policy is applicable to all State Government projects.
4. Where there is an inconsistency between the provisions of this Policy, the *Residential Design Codes* and other Policies, the provisions of this Policy shall prevail, except where Special Control Area 10 (Tonkin Highway Industrial Area) applies.

*Note 1 The policy does not apply to verge trees. Any subdivision or development application for a verge tree removal where it is considered warranted to facilitate a crossover where no alternative exists, shall be considered against the requirements of Clause 8.3.9.4 of TPS 24 and the City of Bayswater Urban Tree Planting and Maintenance Policy.*

## Policy Statement

### Exemptions

1. Development Approval of the City is not required for **tree damaging activity** in the following circumstances:
  - (a) The tree does not satisfy the definition of a **regulated tree**; or
  - (b) The **tree damaging activity** is deemed as works that are urgently necessary in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2 Part 7 Clause 61 (b) item 18; or
  - (c) The removal is required as part of an approved Bushfire Management Plan; or
  - (d) The **tree damaging activity** is **maintenance pruning**; or
  - (e) The **tree damaging activity** is approved as part of a subdivision.

### Requirements for Tree Retention

1. All **regulated trees** on private land shall be retained and protected unless removal is approved as part of a subdivision or development approval, or it is exempt from requiring development approval.
2. All **trees worthy of retention**, that are not considered a **regulated tree**, are encouraged to be retained.
3. Tree retention shall be prioritised in the design of development, subdivision and structure plans. The City recommends pre-lodgement discussion to identify opportunities for tree retention as part of the site planning for subdivision and new development.
4. Landowners may apply for the removal of a **regulated tree** or **tree worthy of retention** where tree retention would substantially reduce the development potential of the site. Replacement trees shall be provided at a ratio of 2:1 and two **large trees** planted for every **large tree** removed.
5. The City will recommend to the Western Australian Planning Commission that conditions of subdivision approval include the retention of any **regulated trees** or **trees worthy of retention** where a lot contains a tree/s that is located such that it could be retained as part of a subdivision.
6. Tree relocation shall not be encouraged as the primary means of tree retention. Tree relocation may be supported as an alternative in exceptional circumstances where it can be demonstrated:
  - (a) relocation is undertaken on the site or on the adjacent street verge; and
  - (b) where a report by a suitably qualified and currently practising consulting arborist is provided, at the expense of the applicant. The arborist report is to detail the new location of the tree and demonstrate how the tree will be kept in good health prior to, during and after the relocation, to the satisfaction of the City of Bayswater; and
  - (c) where adequate provision is made for the provision of a new **standard tree** when a **regulated tree** or **tree worthy of retention** is relocated from within the site to the street verge.
7. Development approval for **tree damaging activity** to a **regulated tree** may be considered for the following reasons:
  - (a) The tree is positioned such that it would significantly restrict the development potential of the site.

- (b) Tree replacement incentives are satisfied, and additional trees are planted to compensate for the loss of tree canopy.
  - (c) Other justifications provided by the applicant and supported by an Arborist Report which satisfy the objectives of the Policy.
8. Development approval for **tree damaging activity** to a **regulated tree** shall not be considered for the following reasons:
- (a) Impact on views;
  - (b) The tree variety is disliked;
  - (c) The tree variety causes nuisance by way of leaf, fruit or bark shedding or the like; or
  - (d) The tree impacts on private gardens, solar installations, swimming pools or the like.
9. Development approval for the removal of a **regulated tree** will have regard to the following in the assessment process:
- (a) Health, maturity, species, and location of the tree;
  - (b) Ecological, biodiversity and environmental values of the tree;
  - (c) Contribution of the tree to the streetscape;
  - (d) The preservation of any other trees worthy of retention on the subject site;
  - (e) The location of the tree within the development site and capacity for a modified building design or subdivision to maximise tree retention;
  - (f) Any existing development on the site;
  - (g) Design and location of proposed crossovers;
  - (h) Topography and the potential impact from excavation/fill;
  - (i) Possible safety risks due to tree limb failure and infrastructure and/or structural damage associated with the retaining the tree;
  - (j) Tree Protection Zone(s) (as per AS4970);
  - (k) Tree replacement and/or planting proposed;
  - (l) Recommendations of an Arborist Report; and
  - (m) The objectives of this Policy.
10. Should a development application be approved in relation to tree retention or tree relocation, conditions of approval will be recommended as follows:
- (a) All **regulated trees** and **trees worthy of retention** being retained as part of a development approval are to be protected while works occur in accordance with AS4970.2009 'Protection of Trees on Development Sites' and provide a **tree growth zone** around the entire base of all trees to be retained to the satisfaction of the City of Bayswater.
  - (b) If a **regulated tree** or **tree worthy of retention** dies as a direct consequence of development works, within one year of the development being completed, or the tree being relocated, the landowner is liable to provide the following:
    - (i) at least one new **large tree** within the subject site, to the satisfaction of the City of Bayswater; and
    - (ii) provide compensation to the City of Bayswater for the amenity (**Helliwell**) valuation of the tree as determined by the City of Bayswater.

*Note 2 A development application is required for any tree-damaging activity to a regulated tree even if a proposal is for other works that are exempt from development approval under the Local Planning Scheme per Schedule 2, Part 7 Clause 61 (deemed provisions) of the Planning and Development (Local Planning Scheme) Regulations 2015 e.g. demolition.*

### Incentives for Tree Retention

Where a **regulated tree** or **tree worthy of retention** is being retained as part of a subdivision clearance, demolition or development application the following incentives are applicable to landowners and applicants:

1. Fees may be waived for written planning advice in relation to a **regulated tree**.
2. Where a **regulated tree** or **tree worthy of retention** is retained as part of a development application landowner(s) may apply for a variation to the building height, plot ratio, site cover and open space provisions of the State Planning Policy 7.1 Residential Design Codes, all volumes (Residential Design Codes). Any variations will be considered against the requirements and objectives of the Residential Design Codes and TPS 24.
3. The trunks of all **regulated trees** and **trees worthy of retention** that are retained may be located within the minimum outdoor living area or primary garden area dimensions as required under the Residential Design Codes.

### Requirements for New Trees on Private Property

1. Except where a **regulated tree** or **tree worthy of retention** is retained or relocated elsewhere on the site in accordance with clause 6 of the Requirements for Tree Retention, a standard tree shall be provided at a rate of one tree for every 350m<sup>2</sup> of site area (rounded to the nearest whole number), with a minimum of one **standard tree** to be provided on each site which is less than 350m<sup>2</sup> in area.
2. The total number of **standard trees** required in Clause 1 may be reduced by one, for each **'regulated tree** or **tree worthy of retention** that is retained or relocated elsewhere on the site, or for each **large tree** that is provided.
3. Where a **regulated tree** or **tree worthy of retention** is proposed to be retained or relocated on the site and it is a **large tree**, the total number of trees required in Clause 1 may be reduced by two.
4. A **tree growth zone** shall be provided around the entire base of all new trees and minimum pot size as follows:
  - (a) a minimum radius of 2m and minimum pot size 35 litres for a **standard tree**.
  - (b) a minimum radius of 3.5m and minimum pot size 35 litres for a **large tree**.
  - (c) **The tree growth zone** is to be contained completely within the site.
5. No structure or hardstand is to encroach within the **tree growth zone**, above or below ground level.
6. The trunks of all new trees shall be adequately separated from the trunks of other trees.
7. The trunks of all new trees shall be located outside of any required minimum outdoor living area and minimum primary garden area dimensions required under the Residential Design Codes.

### Alternative Design Solution

1. An alternative design solution that varies any of the requirements contained in this policy or proposes **tree damaging activity** will only be considered in exceptional circumstances. An alternative design solution will only be considered where a report by a suitably qualified and

currently practising consulting arborist or qualified landscape architect is provided, at the expense of the applicant, demonstrating that the alternative design:

- (a) Is appropriate for the selected tree species root system and canopy spread to grow to full maturity and support the tree specimen into full longevity;
  - (b) Is appropriate if a trafficable water permeable surface encroaches within the tree growth zone of new trees provided, with suitable provision to be made for the tree root system growth, to prevent ground compaction and tree root damage; and
  - (c) is consistent with the objectives of the policy.
2. An alternative design solution for tree growth zones of new trees shall not be accepted for full site redevelopments in residential areas.
  3. Appendix One provides an acceptable alternative design solution for tree planting in paved carparking areas for non-residential development.

### Tree Protection Measures, Maintenance and Replacement

1. All new trees within a site are to be planted and watered (via reticulation or other similar method) for the first two summers by the landowner.
2. In the event that a newly planted tree is in poor health and needs to be removed, it is to be replaced with an adequate replacement tree by the owner or developer within the same year.
3. All **regulated trees** and **trees worthy of retention** retained as part of a development approval are to be protected while works occur in accordance with AS4970.2009 'Protection of Trees on Development Sites'.

### Requirements for State Government Major Projects

1. State Government major projects involving the removal of a **regulated tree** or **tree worthy of retention** shall be subject to a tree replacement ratio of 5:1 replacement trees per tree removed.
2. A tree may be removed in accordance with Clause 1 for development and/or for works undertaken by a utility provider or other authority which requires development approval, excluding State Government major projects. When this occurs the City of Bayswater will seek compensation from the utility provider or other authority for the amenity (**Helliwell**) valuation of the tree, plus the cost of removing the existing tree and the utility provider or other authority must pay such amounts to the City of Bayswater as directed by the City of Bayswater.

### Information to be Submitted with Application for Development Approval and Subdivision

Plans for all development and subdivision applications that are subject to this policy are to indicate:

1. The location and species of all existing **large trees**, **regulated trees** and **trees worthy of retention**, including height, canopy diameter and trunk diameter detail of **regulated trees** and **trees worthy of retention** on the site and all existing trees within the street verge that may be impacted by the proposed development or subdivision;
2. The location of all proposed new trees on the site and on the street verge;
3. The location of all existing and proposed **tree growth zones** showing radius dimension.

4. Photographs of any existing and/or proposed trees; and
5. Additional elevations may be required, to the satisfaction of the City of Bayswater, indicating the potential size and canopy spread of all retained or proposed trees on the site at maturity in relation to any existing or proposed structures.

### Related Documentation

- Urban Forest Strategy [\[link\]](#)
- Significant Tree Register for Private Land Policy [\[link\]](#)
- Urban Tree Planting and Maintenance Policy [\[link\]](#)
- Crossover Policy [\[link\]](#)
- Tree Planting Guidelines [\[link\]](#)
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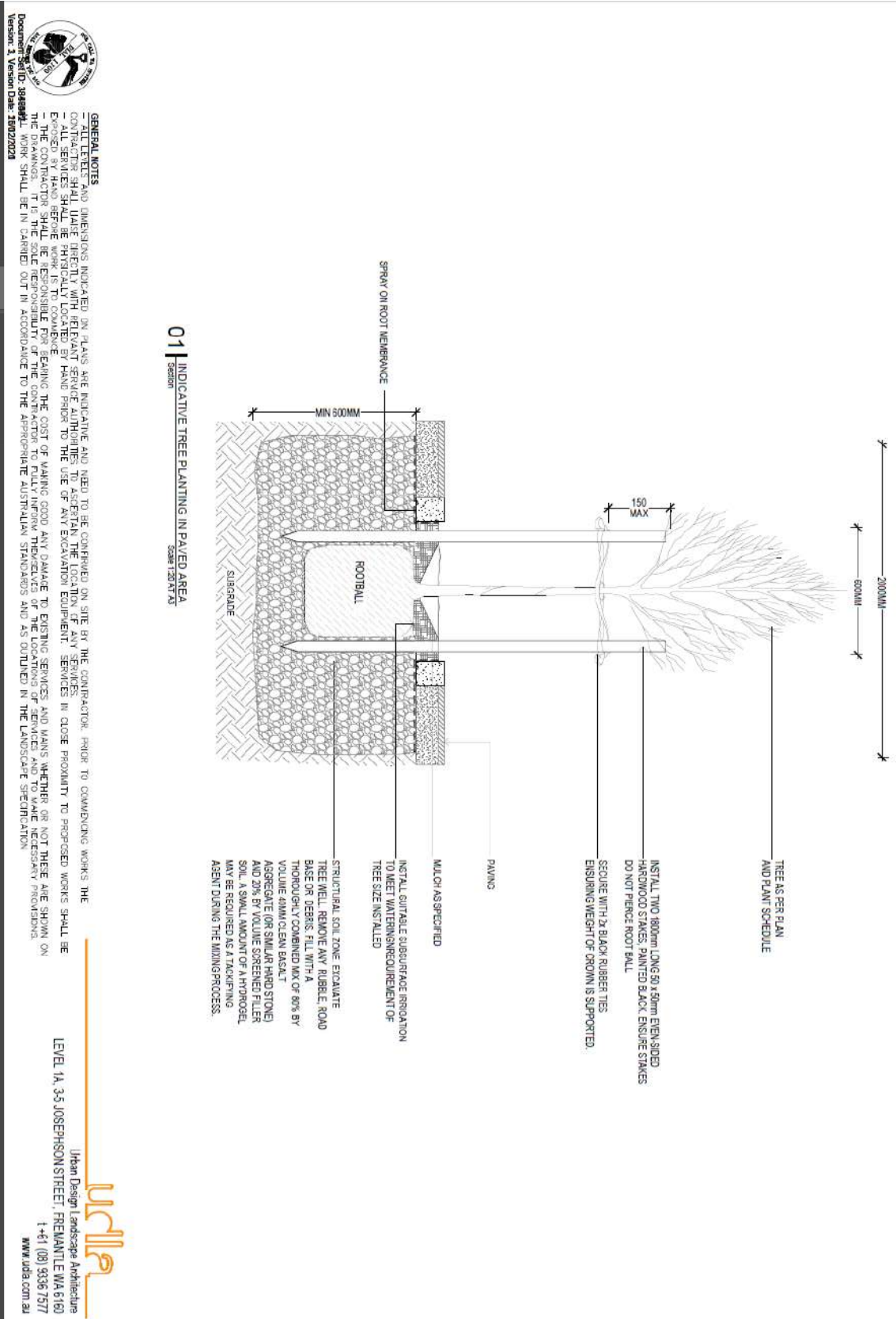
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### Document Details

<b>Relevant delegations</b>	TP-D01 Local Planning Schemes		
<b>Risk evaluation</b>	Low – Moderate		
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<b>Reviewed/modified</b>	July 2024	<b>Resolution</b>	[item no.]
<b>Next review due</b>	[date]		

Appendix 1 – Indicative Tree Planting in Paved Carparking Area Detail (Non-Residential)





### Outcomes of the community consultation survey table: Trees on Private Land and Street Verges Policy

Question 1: Do you support the objectives of the Policy?

1. Maintain and increase the City's tree canopy coverage through greater tree preservation on private and public land.
2. Mitigate urban heat island effect, reduce air pollution, improve groundwater quality and contribute to wildlife habitat, biodiversity and ecological corridors.
3. Assist with community comfort through the provision of shade, reduction of glare, improved neighbourhood amenity, character and sense of place.
4. Provide a diverse range of native drought resistant species, tree sizes, ages, and species that enhance visual interest to assist with providing a more resilient urban forest.
5. Balance the need for tree retention for canopy cover with development outcomes by providing guidance for removal and replacement of trees.
6. Provide for tree growth zones with sufficient area and volume to sustain healthy tree growth into maturity.
7. Mitigate the negative practice of clearing mature trees as part of subdivisions and new developments before any site planning and design has been undertaken

1. Do not support objectives	87 submissions 61 comments 69 reasons	City comments	Modifications
Government overreach <sup>code1</sup>	Tally: 35 (57%)		
<ul style="list-style-type: none"> <li>Strongly oppose this policy applying to private land.</li> <li>Local government is overstepping with this policy. Excessive regulation and too much red tape.</li> <li>Intrusion into my private life.</li> <li>Private land owners invest their time, money and choice in tree planting on their land, should also be their decision to prune/remove.</li> </ul>		<p>WALGA within its Local Government Approaches to Tree Retention report discusses the importance and responsibilities of tree retention:</p> <p><i>Trees and other vegetation in urban areas provide significant social, economic, and environmental benefits to the community. The retention and growth of a healthy, resilient and diverse urban canopy is a shared responsibility across State and</i></p>	<p>The objectives have been refined to remove duplications and to increase the importance of balancing the needs between tree retention and development outcomes.</p>



		<p><i>Local Governments, landowners, industry and the community. In most urban areas across Western Australia there has been a decline in canopy cover, particularly on private land. This loss of cover is a significant issue for Local Governments and impacts local biodiversity, visual amenity, urban heat and public health.</i></p> <p>With consideration of the comments received and noting WALGA's research, tree retention is of high importance for the community and environment.</p> <p>Tree canopy on private property was reported to Council on 27 August 2024 using LiDAR results. This showed a canopy loss of 3.75% across privately owned land between 2021 and 2024. The amount of tree loss across the City is significant just over a 4 year period. This indicates that there is a need of regulation of trees on private property.</p>	
Penalises owners <sup>code2</sup>	Tally: 8 (13%)		
<ul style="list-style-type: none"> <li>Penalising private land owners, it is restricting redevelopment. It should be up to the land owner to register or not register a tree.</li> </ul>		<p>Each application will be considered on a case by case basis with an accompanied arborist report, consideration of tree species, and assessment against the policy criteria. Clause 7 of the policy states</p> <p><i>The City promotes pre-lodgement discussion on the design and site planning prior to any works to understand if there is opportunities to design around existing mature trees.</i></p>	<p>Submission relates to the Significant Tree Register Policy and is not applicable to the Trees on Private land Policy.</p> <p>No modifications recommended.</p>



		Further to this, clause 4 (e) requires during the assessment process that due regard be given to The location of the tree within the development site and capacity for a modified building design or subdivision to maximise tree retention.	
Encourages pre-emptive removal <sup>code5</sup>	Tally: 8 (13%)		
<ul style="list-style-type: none"> <li>Doing this will result in people removing trees from their gardens before the policy is in place.</li> <li>People are ready to pre-emptively remove trees before inspected.</li> </ul>		The City is unable to control tree removals prior to a policy requirements coming into effect.	Modifications are recommended throughout the draft policy to exempt single houses from the application of the policy. The Scope of the Policy has been modified to only apply to grouped dwellings, multiple dwellings and non residential development and to not apply to single houses. This will allow existing home owners to retain or remove trees as desired.
Policy needs refining <sup>code4</sup>	Tally: 10 (16%)		
<ul style="list-style-type: none"> <li>I support trees, however policy needs a better balance between preserving green spaces and ensuring the safety and functionality of City's infrastructure. Trees should complement infrastructure, not undermine it.</li> <li>Does not adequately address negative impact trees can have on infrastructure (footpaths, roads and utilities). Main concerns:                             <ol style="list-style-type: none"> <li>1. Tree Roots and Infrastructure Damage: Tree roots often lift footpaths and roads, creating trip hazards</li> </ol> </li> </ul>		Upon review of the policy, clause 5 maintenance pruning is not easily identified by the community and does not provide adequate flexibility. It is recommended maintenance pruning is moved from clause 5 and is included within the definitions, and that maintenance pruning is broadened to provide more flexibility to the community to ensure unsafe branches can be removed without Council interference.	<p>Recommended Exemptions section exempts maintenance pruning from requiring development approval.</p> <p>The policy has been modified to apply to private</p>



<p>and safety risks. The Council must consider the long-term implications of tree planting on infrastructure.</p> <p>2. Lack of Root Barriers: Many trees are planted without proper root barriers, which could lead to significant infrastructure damage as they mature. This issue needs addressing in the policy.</p> <p>3. Inappropriate Tree Placement: Trees are often planted near powerlines, requiring frequent maintenance. More careful consideration should be given to tree placement in relation to infrastructure.</p> <ul style="list-style-type: none"> <li>Who will pay for infrastructure upgrades if my tree impacts on Council infrastructure (footpaths and road ways)? I cannot afford these upgrades if my trees result in infrastructure damage.</li> </ul>		<p>With regards to the comments relating to the need for the policy to include infrastructure management methods, the City's Tree planting guidelines provides adequate information on tree planting and street (public) infrastructure. This document also provides guidance on choosing a tree to ensure tree height, canopy spread, and root spread are considered.</p> <p>In the event a tree does cause damage to public infrastructure, the City will cover the costs to public infrastructure, not the land owner.</p>	<p>land only and not to street verges where're infrastructure impacts could occur. All matters relating to trees on street verges will be assessed under the Urban Tree Planting and Maintenance Policy.</p>
Other <sup>code98</sup> <sup>code99</sup>	Tally: 8 (13%)		
<ul style="list-style-type: none"> <li>Conserving significant trees is commendable, it falls short in promoting additional tree planting, which is crucial for expanding the tree canopy.</li> <li>The original policy was fine as it was.</li> <li>Trees on private land are planted too close together.</li> <li>While I agree with greening the suburbs there are more important issues that need attention such as; <ul style="list-style-type: none"> <li>1. dealing with bureaucracy can be frustrating where common sense does not apply.</li> <li>2. householders that let their yards/gardens die which makes the area hotter.</li> </ul> </li> </ul>		<p>The existing 'Requirements for New Trees on Private Property' Clause 1 requires one new standard tree be planted for every 350sqm of site area. If a large tree exists, the required number of standard trees reduce.</p> <p>The amendments to the existing policy seek to build onto this requirements by retaining mature trees where possible and providing incentives for tree retention.</p> <p>With regards to tree planting spacings, under 'Requirements for New Trees on Private Property' of the policy requires tree growth zones to ensure trees are not planted too close together or hard surfaces do not encroach the</p>	<p>No modifications recommended.</p>



<p>3. banning the use of synthetic 'lawn' that is hotter than black sand.</p> <p>4. new housing developments including subdivided blocks being all brick paving with no garden or lawn</p>		<p>tree growth zone. Further information is found within the City does provide information on tree planting locations within the City's Tree planting guidelines.</p> <p>The remainder of the comments are outside the scope of this policy.</p>	
<p>*n=61 means % calculated as the proportion of people who provided reasons for not supporting the policy objectives. A total of 89 reasons was given by 61 people.)</p>			
1. Partially support objectives	<p>64 submissions</p> <p>60 comments</p> <p>72 reasons</p>	City comments	Modifications
Government overreach <sup>code9</sup>	Tally: 23 (38%)		
<ul style="list-style-type: none"> <li>• Having trees is a personal choice.</li> <li>• We like trees but this is an erosion of our rights.</li> <li>• I support the policy objectives in principle, however oppose the current and proposed methods of execution being overreach on private property.</li> <li>• Property owners should have the freedom to do what they wish with the trees on their property.</li> </ul>		Refer to <i>Government overreach</i> <sup>1</sup> under 'Do not support objectives'.	The policy has been modified to exempt single houses from the requirements of the policy which will enable existing landowners on single house sites to retain or remove trees without the requirements for development approval.
Policy needs refining <sup>code12</sup>	Tally: 14 (23%)		
<ul style="list-style-type: none"> <li>• I only support the policy provided that it allows residents to prune private trees on their property or prune neighbour trees that overhang over their boundary line.</li> <li>• The 7 objectives above are all human outcomes focused. The objectives need to incorporate the integral nature of our tree canopy for fauna habitat, breeding, migration resting places, protection, and food sources.</li> </ul>		<p>The pruning of a regulated tree is to be done so in accordance with the provisions of the policy.</p> <p>Maintenance pruning is recommended to be moved from clause 5 and to be included within the definitions. The modifications recommended are to provide more flexibility and not limit the diameter of the limbs removed, nor restrict its pruning amount in relation to its canopy.</p>	Recommend Requirements relating to maintenance pruning be included within the exemptions section of the Policy.



		<p>Further to the City has reviewed the objectives. Objective 2 reads as:</p> <p><i>'Mitigate the urban heat island effect, reduce air pollution, improve groundwater quality and contribute to wildlife habitats, biodiversity and ecological corridors.'</i></p> <p>It is considered that objective 2 of the policy adequately addresses tree canopy for fauna habitat, breeding, migration resting places, protection, and food sources.</p>	
Encourages pre-emptive removal <sup>code10</sup>	Tally: 9 (15%)		
<ul style="list-style-type: none"> <li>Might pre-emptively remove or excessively trim trees before they meet the policy's criteria.</li> </ul>		The City is unable to control tree removals prior to a policy requirements coming into effect.	
Penalises owners <sup>code14</sup>	Tally: 10 (17%)		
<ul style="list-style-type: none"> <li>I support the objectives of the tree policy, and this is why I have retained and planted more trees on my own property. However, this is a bandaid solution to a problem that should not exist, it comes too late.</li> <li>I have had many mature trees over the last 40 years, however if clearing the trees I own becomes difficult and expensive then we are being penalised for planting trees by reducing my block value and incentivising not having green cover to start with.</li> <li>This policy may make some houses not available to be developed or subdivided due to a tree.</li> </ul>		<p>Each application will be considered on a case by case basis with an accompanied arborist report, consideration of tree species, and assessment against the policy criteria. Clause 7 of the policy states The City promotes pre-lodgement discussion on the design and site planning prior to any works to understand if there is opportunities to design around existing mature trees.</p> <p>Further to this, clause 4 (e) requires during the assessment process that due regard be given to The location of the tree within the development</p>	As above the policy is recommended to be modified to exempt single houses to enable existing home owners to retain or remove regulated trees.



<ul style="list-style-type: none"> <li>Please go ahead and plant as many street trees as you like but do not bring this policy in.</li> </ul>		site and capacity for a modified building design or subdivision to maximise tree retention.	
Incentivise tree planting <sup>code13</sup>	Tally: 9 (15%)		
<ul style="list-style-type: none"> <li>While the emphasis on preserving mature trees is welcome, the policy lacks measures to encourage additional tree planting.</li> <li>There is too much emphasis on the trees on private property and it is too intrusive. There is not enough focus on planting more trees and extending the canopy this way.</li> <li>Encouraging the preservation of existing trees is clearly essential, but this should be accompanied by other initiatives that incentivize and encourage the planting of new trees</li> </ul>		<p>The existing 'Requirements for New Trees on Private Property' Clause 1 requires one new standard tree be planted for every 350sqm of site area for development that meets the scope of the policy. This existing requirement aims to incentivise the retention of large trees, through the required number of standard trees reduce.</p> <p>The Trees on Private Land and Street Verges Policy has been in effect since 22 November 2022. With a canopy loss of 3.75% across privately owned land between 2021 and 2024, whilst noting the data range of canopy loss is a year, the policy amendments aim to maintain existing mature trees contributing to an increase tree canopy across the City.</p> <p>The City's Urban Forest Strategy aims to create a resilient urban forest that is both diverse and vigorous while improving the liveability values for the greater community and for future generations. The urban forest canopy target for 2030 is 20% coverage with a mid year target of 18% by 2027. As part of the City's commitments to greening the City, the City plants more than 7,000 trees per year.</p>	<p>As above.</p> <p>A new section is included in the draft Policy to include incentives for the retention of regulated trees and trees worthy of retention.</p>
Other <sup>code102</sup>	Tally: 7 (12%)		



<ul style="list-style-type: none"> <li>Objectives 5, 6, 7 agree in principal but difficult in practice - how do you retain mature trees and build on small subdivided blocks.</li> <li>I agree with all of the above, but I also think the policy should include consequences for those who remove large trees on public and private land.</li> <li>I support the objectives but not the proposed changes.</li> <li>With infill, there is little land left for large trees. Need to stop paving verges.</li> <li>Government should consider funding for underground power to encourage more significant street trees.</li> </ul>		<p>Each application will be considered on a case by case basis with an accompanied arborist report, consideration of tree species, and assessment against the policy criteria. Clause 7 of the policy states</p> <p><i>The City promotes pre-lodgement discussion on the design and site planning prior to any works to understand if there is opportunities to design around existing mature trees.</i></p> <p>"The maximum penalties for breaching an offence provision under the Act are significant and are currently \$200,000 in the case of a person and \$1,000,000 in the case of a corporation, with the potential for additional daily penalties in the case of ongoing non-compliance."</p> <p>With regards to the underground power comments, the State Government, Western Power and the City joined partnership for a targeted underground power program. In 2024 a number of locations within Maylands were nominated for underground power.</p>	No modifications recommended.
1. Support the objectives	277 submissions 206 comments 221 reasons	City comments	Modifications
Importance of mature trees <sup>code7</sup>	Tally: 117 (57%)		
<ul style="list-style-type: none"> <li>Environmental Benefits                             <ul style="list-style-type: none"> <li>Improved Air Quality: Trees absorb pollutants like carbon dioxide, nitrogen dioxide, and sulfur dioxide, while releasing oxygen.</li> </ul> </li> </ul>		These comments are acknowledged.	No modifications recommended.



<ul style="list-style-type: none"> <li>○ Temperature Regulation: Trees provide shade, reducing urban heat island effects and cooling surrounding areas.</li> <li>○ Water Management: Tree roots help absorb rainwater, reducing stormwater runoff and preventing local flooding.</li> <li>○ Biodiversity: They create habitats for birds, insects, and other wildlife, promoting ecological balance.</li> <li>○ Health Benefits</li> <li>○ Physical Health: Cleaner air and cooler temperatures reduce respiratory issues and heat-related illnesses.</li> <li>○ Mental Health: Green spaces lower stress, enhance mood, and improve overall mental well-being.</li> <li>○ Encouraging Activity: Shaded areas encourage walking, jogging, and outdoor play, promoting physical fitness.</li> <li>○ Aesthetic and Social Benefits</li> <li>○ Enhanced Property Value: Homes in tree-lined neighborhoods often have higher property values.</li> <li>○ Improved Community Feel: Green spaces foster social interaction, making neighborhoods more pleasant and cohesive.</li> <li>○ Noise Reduction: Trees act as sound barriers, muffling urban and traffic noise.</li> <li>● Economic Benefits             <ul style="list-style-type: none"> <li>○ Energy Savings: Trees near homes reduce the need for air conditioning in summer and provide windbreaks in winter.</li> <li>○ Local Attraction: Well-landscaped neighborhoods attract visitors and businesses, boosting local economies.</li> <li>○ Educational and Recreational Opportunities</li> </ul> </li> </ul>		
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<ul style="list-style-type: none"> <li>○ Learning Opportunities: Trees offer a chance for children and adults to connect with nature and learn about the environment.</li> <li>○ Recreation: Parks and tree-covered spaces encourage outdoor recreation like picnics and relaxation.</li> <li>● Suburban trees are an investment in healthier, greener, and more vibrant communities, offering benefits that extend well beyond their immediate surroundings.</li> <li>● Bayswater is already facing issues with shading, and summer + parts of spring and autumn can be unbearably hot. We need more shade and foliage to offset the heat.</li> <li>● Preserving and increasing the tree canopy is vital to our future.</li> <li>● Planting new trees will not negate the loss of large existing trees as most trees need to be of significant size and age to provide habitat and food to native species.</li> <li>● We need more trees for shade, cooling, sun protection, habitat and positive mental health outcomes.</li> <li>● fundamental changing the look of our city from one with mature trees and greenery to a concrete jungle.</li> <li>● As the Garden City, council needs to be doing far more to halt the decline in tree canopy across the suburbs and urgently plant new trees that can survive a warmer climate.</li> <li>● I walk to get to a lot of places (school, library and shops etc) and the difference it makes in temperature is substantial.</li> <li>● People are concerned about the loss of trees and animal habitat.</li> <li>● Tree canopy loss is deeply concerning. Bayswater is a heat bowl.</li> </ul>		
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<ul style="list-style-type: none"> <li>Trees equal life - Man's greed destroys the most valuable asset it has without realising the consequences until it is too late.</li> </ul>			
Positive comment about policy <sup>code6</sup>	Tally: 43 (21%)		
<ul style="list-style-type: none"> <li>I can see a benefit to having this regulated- in a way it takes the pressure off the homeowner, for example if neighbours don't like a tree but it's protected, the situation is out of the homeowner's hands so they don't feel pressured by neighbours' opinions.</li> <li>The objectives are sound and solid. We can't afford to lose any more of the dwindling tree canopy.</li> <li>Please protect trees and restore our canopy.</li> <li>Excellent objectives. We have completely lost the balance between protecting nature and developing. Perth has the lowest tree canopy of any major city in Australia. Perth will be one of the hardest hit cities by climate change.</li> <li>Points 2 and 3 are particularly important to me. I feel strongly on this two points</li> <li>Although I work in construction, our company supports the future for our tree canopy.</li> </ul>		These comments are acknowledged.	No modifications recommended.
Regulating Development <sup>code8</sup>	Tally: 34 (17%)		
<ul style="list-style-type: none"> <li>We need to take all reasonable steps to maintain our tree canopy and provide governance to ensure developers aren't solely focussed on development at the expense of liveability.</li> <li>Government needs to intervene to protect future generations.</li> <li>It is currently too easy to simply cut a tree down because it's in an inconvenient position.</li> </ul>		<p>These comments are acknowledged.</p> <p>The existing 'Requirements for New Trees on Private Property' Clause 1 requires one new standard tree be planted for every 350sqm of site area for development that meets the scope of the policy. This existing requirement aims to incentivise the retention of large trees, through</p>	As above the policy is recommended to be modified to exempt single houses to enable existing home owners to retain or remove regulated trees. The policy is aimed at new residential and non-residential developments and



<ul style="list-style-type: none"> <li>• Too many trees cut down and entire blocks cleared for new housing.</li> <li>• Mature trees maintained on subdivided blocks. Development can build around them, they'll work it out.</li> <li>• Bayswater has lost so many trees in the 15 years I've lived here! Perth is the worst for tree canopy coverage. I have 4 mature trees on my 400m2 block and they provide so much shade and comfort in summer. Even on this hot day today I was scorching on the footpath on my run and the cool change once I walked in the gate was noticeable. Plenty of birds visit the trees and garden.</li> <li>• The big piece missing in the above is to do with planning policy of residential dwellings. It should be mandatory for all properties to grow trees and contribute to the canopy and households should pay higher rates for not contributing to the greening of their city.</li> </ul>		<p>the required number of standard trees being reduced.</p> <p>Requiring higher rates in the case no tree is located on a residential property is outside the scope of this policy.</p> <p>Research shows that mature trees located on residential lots have economic benefits (for instance shade reduces need for aircon use during summer), alongside mental and physical health benefits.</p>	is not targeting individual home owners.
Other <sup>code100 code101</sup>	Tally: 27 (13%)		
<ul style="list-style-type: none"> <li>• Too late, there is already a significant loss in trees, this policy is long over due.</li> <li>• Support initiative to track large tree health.</li> <li>• Remove Casuarina and other non native species and replace with natives please.</li> </ul>		<p>It is acknowledged the City has seen significant tree loss across private property (a loss of 3.75% recorded between 2021 and 2024). The amendments to this policy is a step in the direction to maintaining mature trees and increasing canopy on private land.</p>	No modifications recommended.
<p>Question 2: Do you agree with the City adopting the new definition and requirements for "Regulated Trees"? Namely a living tree that is 8m or more in height, or has a canopy of 6m diameter, or a trunk circumference of at least 1.5m, and is not a weed.</p>			
2. Do not support new definition and requirements for regulated trees.	<p>139 submissions</p> <p>96 provided comments</p>	City comments	Modifications



	104 reasons		
Government Overreach <sup>TA34</sup>	Tally: 52 (54%)		
<ul style="list-style-type: none"> <li>• Opposition to government interference.</li> <li>• Belief in private property rights.</li> <li>• Resistance to perceived bureaucratic control.</li> <li>• Dislike of over-regulation.</li> <li>• Desire for individual freedom and self-governance.</li> </ul>		Refer to <i>Government overreach</i> <sup>1</sup> under 'Do not support objectives'.	As above the policy is recommended to be modified to exempt single houses to enable existing home owners to retain or remove regulated trees. The policy is aimed at new residential and non-residential developments and is not targeting individual home owners
Penalises owners	Tally: 5 (5%)		
<ul style="list-style-type: none"> <li>• Policy uses penalty instead of incentives.</li> </ul>		<p>The existing 'Requirements for New Trees on Private Property' Clause 1 requires one new standard tree be planted for every 350sqm of site area for development that meets the scope of the policy. This existing requirement aims to incentivise the retention of large trees, through the required number of standard trees reduce.</p> <p>The Trees on Private Land and Street Verges Policy has been in effect since 22 November 2022. With a canopy loss of 3.75% across privately owned land between 2021 and 2024, whilst noting the data range of canopy loss is a year, the policy amendments aim to maintain existing mature trees contributing to an increase tree canopy across the City.</p>	It is recommended a new section be included in the draft Policy to include incentives for the retention of regulated trees and trees worthy of retention.
Policy needs refining (Expand the definition of Regulated Trees) <sup>TA36</sup>	Tally: 20 (21%)		



<ul style="list-style-type: none"> <li>• Stricter criteria for tree regulation</li> <li>• List of weed species requested</li> <li>• Size is not the critical factor, need to consider tree species suitable to its location, need better definition.</li> <li>• Need to include indigenous trees. Ensure the definition does not exclude species that are wanted to be protected.</li> <li>• This policy should not apply to pine trees. These trees are dangerous.</li> <li>• Should meet all three of the criteria</li> <li>• Need for Contextual Flexibility <sup>n1</sup></li> </ul>	<p>The definition excludes species that are on the State or local areas weed register. It is noted the City does not have a local weed register. Modifications recommended to include a link to the States weed register.</p> <p>There was a mixture of responses calling for stricter definition to include more trees including indigenous tree species, for more flexibility, and should meet all three criteria. The definition has been reviewed and no further modification is recommended.</p> <p>With regard to the comments relating to size not being a critical factor, species and location are considered during the assessment process against the provisions of the policy and with consideration of an arborist report. The purpose of the definition is to be an all encompassing definition that captures mature trees that meet this criteria.</p> <p>It is noted that the definition does not include location of trees, this is due to the definition relating to the specific tree's to be considered as 'Regulated Trees.' Contextual flexibility will be considered during the development assessment process.</p> <p>The intent of this policy is to retain trees and maintain tree canopy. Consideration of indigenous trees specifically is outside the scope of this policy.</p> <p>It is noted that the definition currently requires one criterion to be met to be considered a</p>	<p>It is recommended 'Regulated Tree' definition be modified to delete 'or local area'</p>
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		'Regulated Tree.' This is to capture all trees that are of importance.	
Tree Maintenance <sup>TA40</sup>	Tally: 13 (14%)		
<ul style="list-style-type: none"> <li>Maintenance responsibilities (if City regulating, they should maintain trees on private land)</li> <li>Costs of pruning and managing trees on private property</li> <li>Concerns over who will bear the cost of tree maintenance</li> <li>If it is interfering with house or neighbours, should be able to prune back</li> <li>Impact of trees on infrastructure (roads, footpaths, utilities) and safety concerns</li> </ul> <p>Need to balance regulation with practical needs for public safety</p>		<p>It is the responsibility of a land owner to maintain health mature trees on their property. Amendments are proposed that allow for more flexibility for pruning mature trees.</p> <p>With regards to safety, Clause 8 allows for immediate tree removal without the need for a development approval for public safety reasons.</p> <p>It is evident in the comments received that there was uncertainty around trees being able to be removed for safety reasons. The City has recommend modification to Clause 8 (originally clause 8) to provide clear information on when urgent removal can occur, Without requiring planning approval.</p> <p>Cost of maintaining a tree on private property will be covered by the land owner. Any costs relating to private tree and public infrastructure damage, the City will take on these costs.</p>	Recommend modifications to include a specific exemptions section early in the policy to exempt maintenance pruning and some tree damaging activity when in line with the Planning and Development (Local Planning Schemes Regulations 2015).
Other <sup>TA35</sup>	Tally: 14 (15%)		
<ul style="list-style-type: none"> <li>Frustration with Policy Details and Process<sup>6</sup> <ul style="list-style-type: none"> <li>Concerns about property values and redevelopment</li> <li>Policy complexity and potential disputes</li> </ul> </li> <li>Timing and Communication Issues<sup>1</sup> <ul style="list-style-type: none"> <li>Inadequate communication</li> </ul> </li> </ul>		<p>With regards to the comment relating to property values, consideration of property values is outside the scope of this policy.</p> <p>With regards to the timing of consultation, the consultation occurred outside of school holidays between 7 November 2024 and 9 December 2024. An additional 12 days was added to the</p>	No modifications recommended.



<ul style="list-style-type: none"> <li>Timing of the policy engagement process</li> </ul>		consultation period length than what was ordinarily statutorily required.	
2. Partially support new definition and requirements for regulated trees.	47 Submissions 44 provided comments 48 reasons	City comments	Modifications
Regulating Development <sup>TA24</sup>	Tally: 11 (25%)		
<ul style="list-style-type: none"> <li>Support With Conditions:                             <ul style="list-style-type: none"> <li>"Regulation is needed, but regulation of trees on private land is a regulatory burden.</li> <li>"every request to remove trees should be dealt with promptly."</li> <li>Should only apply to developers clearing land.</li> </ul> </li> </ul>		This policy applies to landowners and occupiers, as well as developers. This is due to developers are not solely responsible for removing trees. In addition, it is not just developers who develop lots, landowners also undertake subdivision and development on their own land.  The policy intends to capture all regulated trees to provide a mechanism for the community and developers to have a discussion about the tree and understand if there is possibility for retention under the policy.	As above the policy is recommended to be modified to exempt single houses to enable existing home owners to retain or remove regulated trees. The policy is aimed at new residential and non-residential developments and is not targeting individual home owners
Policy needs refining (Expand the definition) <sup>TA25 TA26 TA28 TA30 Ia23 TA27</sup>	Tally: 27 (61%)		
<ul style="list-style-type: none"> <li>All native and non-native but wildlife support species should be included in the definition.<sup>15</sup></li> <li>Id support regulating trees of a small size (4m or 5m)</li> <li>Expand definition to include species that provide for bird life.</li> <li>Stronger language needed.</li> <li>Weed Classification:<sup>10</sup></li> </ul>		The definition is the recommended definition within WALGA's tree retention policy.  The intent of this policy is to retain trees and maintain tree canopy. Consideration of tree species specifically is outside the scope of this policy.  The size of the tree within the definition is considered appropriate to capture mature trees of high importance.	It is recommended 'Regulated Tree' definition be modified to delete 'or local area'.



<ul style="list-style-type: none"> <li>Measurement<sup>1</sup> <ul style="list-style-type: none"> <li>How will measurement be taken? Where will the measurement of the tree trunk be taken?</li> </ul> </li> </ul>		<p>The definition excludes species that are on the State or local areas weed register. It is noted the City does not have a local weed register. Modifications recommended to include a link to the States weed register.</p> <p>With regards to measurement,, definition (c) states: <i>'(c) has a trunk circumference of at least 1.5m, measured 1.4m above ground.'</i></p>	
Tree Maintenance	Tally: 3 (7%)		
<ul style="list-style-type: none"> <li>As long as we can still prune.</li> <li>Most trees are close to boundaries causing significant problems for neighbours.</li> <li>Should be more information about fire risks and tree maintenance.</li> </ul>		<p>Clause 5 – Maintenance is moved to definitions and modified to provide flexibility.</p> <p>Further to this, Clause 8 outlines that tree removal is permitted without development approval provided removal is undertaken in accordance with a bushfire management plan.</p>	<p>Recommend Clause 5 – Maintenance pruning moved to definitions and modified.</p> <p>Maintenance pruning is also included in a new Exemptions Section to clearly state that maintenance pruning in certain circumstances is exempted from requiring a development approval.</p> <p>As above the policy is recommended to be modified to exempt single houses to enable existing home owners to prune, retain or remove regulated</p>



			trees without requiring a development approval.
Other <small>TA29 TA32-1 TA32 TA33</small>	Tally: 7 (16%)		
<ul style="list-style-type: none"> <li>Tree targets                             <ul style="list-style-type: none"> <li>Agree with regulation, but should be a target (ie 1 large tree per 500sqm)</li> </ul> </li> <li>Other                             <ul style="list-style-type: none"> <li>Is there a consequence for removing?</li> </ul> </li> <li>Interpretation <sup>1</sup> <ul style="list-style-type: none"> <li>Care needs to be taken about interpretation</li> </ul> </li> <li>What is the % of tree canopy loss in the City over the last few years?</li> <li>Strong education campaign instead of regulation</li> <li>Stop planting non-native trees, especially pink wisteria</li> </ul>		<p>The number of Regulated Trees on a private property to be retained will be considered on a case by case basis in accordance with clause 4 (d). In addition, targets provided under 'Requirements for new Trees on Private Property' one 'standard tree' is to be provided every 350sqm.</p> <p>"The maximum penalties for breaching an offence provision under the Act are significant and are currently \$200,000 in the case of a person and \$1,000,000 in the case of a corporation, with the potential for additional daily penalties in the case of ongoing non-compliance."</p> <p>A recorded canopy loss of 3.75% across privately owned land between 2021 and 2024.</p> <p>The remainder of the comments are outside the scope of this policy.</p>	No modifications recommended.
2. Support new definition and requirements for regulated trees.	242 submissions 97 comments 163 reasons	City comments	Modifications
Importance of Mature Trees <small>TA1 (TA7, TA8, TA9, TA10, TA11, TA19, TA20, TA22, TA21)</small>	Tally: 44 (45%)		



<ul style="list-style-type: none"> <li>• Importance of Mature Trees:<sup>10</sup> <ul style="list-style-type: none"> <li>○ "Retention of mature trees is critical to growing te tree canopy in Bayswater."</li> <li>○ "Mature trees provide a vital role in our environment and community and need to be protected."</li> <li>○ "Resilience of mature trees is indispensable in maintaining fertility of soils as climate warms and dries. New planting will not survive without the support of older trees."</li> </ul> </li> <li>• Climate Change Mitigation:<sup>5</sup> <ul style="list-style-type: none"> <li>○ "We need to act now to mitigate the effects of increasing temperatures."</li> <li>○ "Mature trees help manage the impacts of climate change."</li> <li>○ Urban Heat Island Effect:<sup>4</sup></li> <li>○ "Reduced tree canopy cover in built-up areas leads to heat-related deaths."</li> <li>○ "Barren land increases heat and makes cities less livable."</li> </ul> </li> <li>• Biodiversity:<sup>9</sup> <ul style="list-style-type: none"> <li>○ "Trees provide habitat for wildlife and are essential for biodiversity."</li> <li>○ "Our wildlife requires mature trees to survive and breed."</li> </ul> </li> <li>• Mental Health, Health and Quality of Life:<sup>6</sup></li> </ul>	<p>These comments are acknowledged.</p>	<p>No modifications recommended.</p>
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<ul style="list-style-type: none"> <li>○ "Trees improve mental health by providing beauty, shade, and tranquility."</li> <li>○ "We need trees to clean the air we breath."</li> <li>○ "Loss of mature trees affects privacy, serenity, and community character."</li> <li>• Community Benefits:<sup>3</sup> <ul style="list-style-type: none"> <li>○ "Trees contribute to the 'sense of place' and provide shared benefits for all."</li> <li>○ "Large trees make neighborhoods more livable and enjoyable."</li> </ul> </li> <li>• Long-Term Value of Trees: <sup>1</sup> <ul style="list-style-type: none"> <li>○ "Mature trees provide economic benefits that outweigh short-term gains from removal."</li> </ul> </li> <li>• Profit vs. Preservation: <sup>3</sup> <ul style="list-style-type: none"> <li>○ "Developers prioritize profits over environmental and community benefits."</li> <li>○ "Regulations help ensure developers are held accountable."</li> </ul> </li> <li>• Cultural and Historical Significance: <sup>2</sup> <ul style="list-style-type: none"> <li>○ "Old trees often have historical or cultural importance and should be preserved."</li> <li>○ "Heritage trees are a valuable part of the local identity."</li> </ul> </li> <li>• Aesthetic Contribution:<sup>1</sup></li> </ul>		
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<ul style="list-style-type: none"> <li>o "The loss of trees leaves neighborhoods bare and unappealing."</li> </ul>		
<p>Regulating Development <sup>TA2, TA4, TA5, TA6, TA18 TA17</sup></p>	<p>Tally: 75 (77%)</p>	
<ul style="list-style-type: none"> <li>• General concerns About Unregulated Removal:<sup>31</sup> <ul style="list-style-type: none"> <li>o Need to regulate tree removal.</li> <li>o "Large trees take decades to grow, it seems reasonable to take a little time to think before removing."</li> </ul> </li> <li>• Impact of Development on Trees:<sup>9</sup> <ul style="list-style-type: none"> <li>o "Too often, developers remove trees during construction without thought."</li> <li>o "Urban infill often eliminates mature trees due to poor planning."</li> </ul> </li> <li>• Need for Regulation:<sup>28</sup> <ul style="list-style-type: none"> <li>o "Developers and private landowners need strict rules to protect trees."</li> <li>o "Policies must guide urban growth to balance development and green space."</li> <li>o "Leave all the trees and build around them."</li> </ul> </li> <li>• Case-by-Case Basis:<sup>1</sup> <ul style="list-style-type: none"> <li>o "Requests to remove regulated trees should be handled individually."</li> </ul> </li> <li>• Strict Enforcement Needed:<sup>5</sup></li> </ul>	<p>These comments are acknowledged.</p> <p>Further to this, this policy applies to landowners and occupiers, as well as developers. This is due to developers are not solely responsible for removing trees. In addition, it is not just developers who develop lots, landowners also undertake subdivision and development on their own land.</p> <p>The policy intends to capture all regulated trees to provide a mechanism for the community and developers to have a discussion about the tree and understand if there is possibility for retention under the policy.</p> <p>Each application will be considered on a case by case basis on its own merits.</p>	<p>As above the policy is recommended to be modified to exempt single houses to enable existing home owners to retain or remove regulated trees. The policy is aimed at new residential and non-residential developments and is not targeting individual home owners</p>



<ul style="list-style-type: none"><li>○ "Developers often evade tree regulations; strict monitoring is required."</li><li>○ "Enforcement ensures objective decision-making and deters violations."</li></ul>			
Policy needs refining (Definition of Regulated Trees) <sup>TA15, T16</sup>	Tally: 19 (20%)		
<ul style="list-style-type: none"><li>● Key Features of Definition: <sup>14</sup><ul style="list-style-type: none"><li>○ "A regulated tree should be defined by size, age, or historical significance."</li><li>○ "The definition should include native trees and trees over a certain diameter or height."</li><li>○ "Protect only native trees" <sup>2</sup></li></ul></li><li>● Broader Criteria Suggested:<sup>13</sup><ul style="list-style-type: none"><li>○ "How do these compare to other Local Governments?" <sup>1</sup></li><li>○ "Lower the height and canopy size thresholds to protect more trees (5m high, 3.5m canopy, 0.5m trunk)." <sup>5</sup></li><li>○ "Include non-native but significant trees in the definition."</li></ul></li></ul>		<p>Historical significant trees are considered under the Significant Tree Register.</p> <p>As discussed previously, the intent of this policy is to retain trees and maintain tree canopy. Consideration of tree species specifically is outside the scope of this policy.</p> <p>The height, canopy and trunk circumference of a regulated tree within the definition is considered appropriate to capture mature trees of high importance.</p> <p>Local Governments across the Perth metropolitan area have adopted a variety of approaches to tree retention on private property across the City. The following local governments have adopted the WALGA tree retention policy:</p> <ul style="list-style-type: none"><li>● Town of Bassendean</li><li>● Town of Nedlands</li><li>● Shire of Peppermint Grove</li></ul> <p>Town of Victoria Park have advertised a tree retention policy and three other local governments seek tree retention through preservation orders.</p>	No modifications recommended.



		<p>The policies that have been adopted have all modified the maintenance pruning definition provide flexibility. Further to this the definition of a 'Regulated Tree remains the same as the WALGA tree retention policy, and all include the following clause:</p> <p><i>'The following justifications for tree damaging activity to a regulated tree will not be supported:</i></p> <ul style="list-style-type: none"> <li>• <i>Impact on views;</i></li> <li>• <i>The tree variety is disliked;</i></li> <li>• <i>The tree variety causes nuisance by way of leaf, fruit or bark shedding or the like; or</i></li> <li>• <i>The tree impacts on private gardens, solar installations, swimming pools or the like.'</i></li> </ul>	
Community asset TA1 (TA7, TA8, TA9, TA10, TA11, TA19, TA20, TA22, TA21)	Tally: 9 (9%)		
<ul style="list-style-type: none"> <li>• Shared Ownership:<sup>9</sup> <ul style="list-style-type: none"> <li>○ "Trees belong to more than just the person on whose land they grow."</li> <li>○ Trees belong to the wider community and environment.</li> <li>○ "Homeowners are stewards for the mature trees on their property."</li> </ul> </li> </ul>		These comments are acknowledged.	No modifications recommended.
Other TA3, TA13 (TA14)	Tally: 8 (8%)		



<ul style="list-style-type: none"> <li>• Need for Education:<sup>5</sup> <ul style="list-style-type: none"> <li>○ "Awareness and education are essential to help the community understand the value of trees."</li> <li>○ "More public guidance on the benefits of trees is needed."</li> </ul> </li> <li>• Changing Perceptions:<sup>3</sup> <ul style="list-style-type: none"> <li>○ "People often undervalue trees, treating them as weeds or obstacles."</li> <li>○ "Education can encourage better stewardship and care for urban trees."</li> </ul> </li> </ul>		Comments received calling for more education and to encourage changing perspectives. This shows a desire for the City to undergo more community education. This is outside the scope of this policy.	No modifications recommended.
General positive comments	Tally: 8 (8%)		
<ul style="list-style-type: none"> <li>• "Make sense"</li> <li>• "The definition will help protect trees."</li> </ul>		These comments are acknowledged.	No modifications recommended.
<p>Question 3: The draft Policy proposes justifications for the removal of a Regulated Tree:</p> <ol style="list-style-type: none"> <li>1. For construction of granny flats, swimming pools and the like.</li> <li>2. The tree variety is disliked or causes nuisance by way of leaf, fruit or bark shedding or the like.</li> <li>3. The tree impacts on private gardens, solar installations, swimming pools or the like.</li> <li>4. Other justification provided by the applicant.</li> </ol> <p>Do you support these reasons for the removal of a Regulated Tree?</p>			
3. I do not support the reasons for removal	117 Submissions 93 comments 107 reasons	City comments	Modifications
Importance of Mature Trees <sup>TA73</sup>	Tally: 13 (14%)		



<ul style="list-style-type: none"><li>• Too many trees dying as it is.</li><li>• They are an asset to the whole community, not just that single property.</li><li>• They should be protected</li><li>• Trees were here before us</li><li>• Protect us</li><li>• Cool the environment</li><li>• Provide habitat</li><li>• Tree canopy needed to meet climate Change targets, improve financial well being.</li><li>• The environment is the biggest issue right now</li><li>• Tree Benefits Beyond Property.</li></ul>	These comments are acknowledged.	No modifications recommended.
Policy needs refining TA86 & TA90	Tally: 53 (11%)	
<ul style="list-style-type: none"><li>• Subjective Reasons for Removal, do not support these reasons for removal: TA86 (n44 in total)<ul style="list-style-type: none"><li>○ Dislike or Nuisance (leaf litter)<sup>34</sup></li><li>○ Tree impacts private gardens<sup>22</sup></li><li>○ Impacts solar<sup>1</sup></li><li>○ Swimming pools (should build pool around tree, not allow pools at all in private gardens, clean your pool)<sup>22</sup></li><li>○ Granny flats (should build around the tree)<sup>5</sup></li><li>○ Other' and 'the like' is too broad<sup>2</sup></li></ul></li></ul>	<p>Upon consideration of number of submissions received and removal reasons, it is recommended that the following removal reasons are removed from clause 2:</p> <ul style="list-style-type: none"><li>• (a)....Swimming pools and the like.</li><li>• (b)The tree variety is disliked or causes nuisance by way of leaf, fruit or bark shedding or the like.</li><li>• (c) The tree impacts on private gardens, solar installations, swimming pools or the like.</li><li>• (d) Other justification provided by the applicant.</li></ul> <p>It is further noted that the WALGA Tree Retention Policy included the following clause:</p>	<p>As above the policy is recommended to be modified to exempt single houses to enable existing home owners to construct swimming pools, granny flats and other ancillary structures retain or remove regulated trees. The policy is aimed at new residential and non-residential developments and is not targeting individual home owners</p> <p>The following clause to be reinstated: <i>The following justifications for tree damaging activity to a</i></p>



	<p>a) The following justifications for <b>tree damaging activity</b> to a <b>regulated tree</b> will not be supported:</p> <ul style="list-style-type: none"> <li>i. Impact on views;</li> <li>ii. The tree variety is disliked;</li> <li>iii. The tree variety causes nuisance by way of leaf, fruit or bark shedding or the like; or</li> <li>iv. The tree impacts on private gardens, solar installations, swimming pools or the like.</li> </ul> <p>The above clause was recommended to Council at its Ordinary Meeting 22 October 2024. It is noted that within the adopted Tree Retention Policies for Town of Bassendean, Town of Nedlands, and Shire of Peppermint Grove have retained the above clause and have not included a supplementary clause for reasons for removal.</p>	<p><b>regulated tree</b> will not be supported:</p> <ul style="list-style-type: none"> <li>v. <i>Impact on views;</i></li> <li>vi. <i>The tree variety is disliked;</i></li> <li>vii. <i>The tree variety causes nuisance by way of leaf, fruit or bark shedding or the like; or</i></li> <li>viii. <i>The tree impacts on private gardens, solar installations, swimming pools or the like.</i></li> </ul>
<ul style="list-style-type: none"> <li>• Support reasons for removal<sup>TA90 (9 in total)</sup> <ul style="list-style-type: none"> <li>○ Supports tree removal for granny flat construction<sup>1</sup></li> <li>○ Need more reasons such as removal for safety, impinging property value, effect on neighbours<sup>4</sup></li> <li>○ Should only be for reasons that undermine development<sup>1</sup></li> <li>○ Support disliked/nuisance for reason to remove<sup>2</sup></li> </ul> </li> </ul>	<p>Clause 4 (i) states that due regard in the development assessment process will be given for possible safety risks due to tree limb failure and infrastructure and/or structural damage associated with the retaining the tree.</p> <p>Further to this, clause 8 allows for urgent removal of a regulated tree if necessary due to public safety.</p> <p>The comment relating to impact on property values is not a valid planning consideration. It is evident during the advertising process that the majority requested for more stringent</p>	<p>Clause 2 reasons for removal is recommended to be modification to include a new removal reason as outlined below:</p> <p>(c) If damaging a boundary fence.</p>



<ul style="list-style-type: none"> <li>o Desire for more reasonable criteria and greater flexibility in the policy to allow for common-sense decisions.</li> </ul>		<p>removal reasons and did not support removal reasons 'disliked / nuisance trees.'</p> <p>With regards to the comments relating to removal due to being undermining a house, this is considered a valid removal reason.</p> <p>With regards to the comments relating to removal due to tree being too close to boundary, clause 2 is recommended to be modified to include a reason for removal 'if damaging a boundary fence.'</p>	
Tree Maintenance <sup>TA85</sup>	Tally: 3 (3%)		
<ul style="list-style-type: none"> <li>• Tree Overgrowth and Maintenance                             <ul style="list-style-type: none"> <li>o Ongoing high-maintenance requirements for cleaning up debris (e.g., leaves, flowers, fruit, branches).</li> <li>o What if roots undermining house?</li> <li>o Tree too close to a boundary?</li> </ul> </li> </ul>		<p>Upon review of the policy, clause 5 maintenance pruning is not easily identified by the community and does not provide adequate flexibility. It is recommended maintenance pruning is moved from clause 5 and is included within the definitions, and that maintenance pruning is broadened to provide more flexibility to the community to ensure unsafe branches can be removed without Council interference.</p> <p>Clause 4 (i) states that due regard in the development assessment process will be given for possible safety risks due to tree limb failure and infrastructure and/or structural damage associated with the retaining the tree.</p> <p>With regards to the comments relating to removal due to being undermining a house, this is considered a valid removal reason.</p>	<p>Clause 2 reasons for removal is recommended to be modification to include a new removal reason as outlined below:</p> <p>(c) If damaging a boundary fence.</p>



		With regards to the comments relating to removal due to tree being too close to boundary, clause 2 is recommended to be modified to include a reason for removal 'if damaging a boundary fence.'	
Government overreach <sup>TA76</sup>	Tally: 18 (19%)		
<ul style="list-style-type: none"> <li>Government should not intervene</li> <li>Excessive Regulation vs. Freedom. Disagree with regulation of trees.</li> <li>Freedom of Property Management (no to DA).</li> </ul>		Refer to <i>Government overreach</i> <sup>1</sup> under 'Do not support objectives'.	No modifications recommended.
General positive comments	Tally: 10 (11%)		
<ul style="list-style-type: none"> <li>Alternatives to Removal <sup>TA99(n5)</sup> <ul style="list-style-type: none"> <li>Need to build around the trees (e.g., tree preservation). We should learn to live around them.</li> </ul> </li> <li>Balancing Tree Preservation with Development <sup>TA101 (n2)</sup> <ul style="list-style-type: none"> <li>Recognition that trees play important ecological roles, including providing shade and supporting biodiversity.</li> <li>Concern that too many trees are being removed without adequate consideration of environmental impacts.</li> </ul> </li> </ul> <p>Loss of local wildlife</p>		These comments are acknowledged.	No modifications recommended.
Other <sup>TA81</sup>	Tally: 10 (11%)		
<ul style="list-style-type: none"> <li>Incentives needed<sup>1</sup></li> <li>Community Collaboration<sup>4</sup></li> </ul>		The existing 'Requirements for New Trees on Private Property' Clause 1 requires one new standard tree be planted for every 350sqm of site area for development that meets the scope of the	No modifications recommended.



<ul style="list-style-type: none"> <li>○ Support for community input and the need for council oversight on tree removal policies.</li> <li>○ Concerns about council staff potentially being too strict or rigid in enforcing policies, leading to frustration among property owners.</li> <li>○ Panel decision</li> </ul>		<p>policy. This existing requirement aims to incentivise the retention of large trees, through the required number of standard trees reduce.</p> <p>Each application will be dealt with in a timely manner and on a case by case basis in accordance with the provisions of this policy.</p>	
<ul style="list-style-type: none"> <li>• Impact of Species and Location <sup>TA101</sup> (n1)</li> <li>• Concern over non-native or invasive tree species causing more harm than benefit (e.g., Cape Lilac, Queensland Box).</li> </ul>			
3. I partially support the reasons for removal	157 submissions 132 comments 135 reasons	City comments	Modifications
Support justification for tree removal <small>TA50</small>	Tally: 18 (14%)		
<ul style="list-style-type: none"> <li>• Support reasons for removal and need for development application to provide process to engage with City (Arborist) to consider if tree can be pruned rather than removed, and if removed what new trees to plant<sup>10</sup></li> <li>• Support for tree removal in cases where essential developments like granny flats are needed to address housing shortages<sup>2</sup></li> <li>• Support tree removal for solar<sup>2</sup></li> <li>• Need final approve to eliminate tree loss in the event of 'I changed my mind' 'I'll get around to it'</li> </ul>		<p>These comments are acknowledged.</p> <p>The comment relating to support the reason for solar panels, modifications are proposed to reinstate the clause that does not allow for tree removal solely based on impact on solar installations.</p> <p>Trees reduce heat island effect and reduce the need to use air conditioners. Further to this, many trees can be yearly pruned to ensure sun reaches solar panels or there are alternative locations for solar panels to be installed.</p>	No modifications are recommended.



Policy needs refining	Tally: 109 (83%)		
<p>Do not support tree removal for reasons stated <sup>TA51 – 89</sup> submissions in total</p> <ul style="list-style-type: none"> <li>• Subjectivity and Vagueness: <ul style="list-style-type: none"> <li>○ Tree variety is disliked should not be included<sup>34</sup></li> <li>○ Do not support removal on nuisance claims, leaf shedding is also a stretch as risks removal of deciduous trees that are better for heating and cooling. Jacarandas and bottlebrushes will be allowed to be removed<sup>40</sup></li> <li>○ inclusion of 'when no other options are available' included in point 1. Otherwise it is too vague<sup>1</sup></li> <li>○ A swimming pool is not a valid reason to remove a tree, pools increase heat, ill this mean my tree will be removed if drops leaves in neighbours pool<sup>12</sup></li> <li>○ Do not support removal for solar, should just prune tree<sup>2</sup></li> <li>○ Requests for clearer definitions and boundaries for justifications (e.g., tree dropping leaves, bark, or fruit).</li> <li>○ Need for specific, rather than broad, reasons for removal to prevent loopholes.</li> <li>○ Or the like is not sufficient and needs to reference a defined list of justifications.</li> </ul> </li> <li>• Need for Stronger Policy Protection:</li> </ul>		<p>Refer to <i>Policy needs refining</i><sup>TA86</sup> (Do not support reasons for removal).</p>	<p>It is recommended these clauses be removed as they are not required with the exemption of the policy applying to single houses.</p> <p>It is also recommended the following clause to be reinstated:  <i>The following justifications for <b>tree damaging activity</b> to a <b>regulated tree</b> will not be supported:</i></p> <ul style="list-style-type: none"> <li>i. <i>Impact on views;</i></li> <li>ii. <i>The tree variety is disliked;</i></li> <li>iii. <i>The tree variety causes nuisance by way of leaf, fruit or bark shedding or the like; or</i></li> <li>iv. <i>The tree impacts on private gardens, solar installations, swimming pools or the like.</i></li> </ul>

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<ul style="list-style-type: none"> <li>○ Concerns that the policy, as currently drafted, does not adequately protect trees and may encourage unnecessary removal.</li> <li>○ Support for a more robust regulatory framework that balances development needs with long-term environmental benefits.</li> <li>○ only if all other reasonable options have been considered: different location of the pool/solar panelssn60</li> <li>○ Vacant lant/subdivided land, the tree was there first, so it should have been considered before in the design of the pool/solar panels location<sup>sn60</sup></li> <li>• Disagreement with Some Justifications:             <ul style="list-style-type: none"> <li>○ Strong opposition to specific justifications for tree removal (e.g., for solar panels, pools, or personal dislike) and concerns about the implications of these provisions for the broader community.</li> </ul> </li> <li>• Calls for Exemptions for Specific Developments:             <ul style="list-style-type: none"> <li>○ Some respondents support exemptions for certain types of essential developments but suggest that these should be subject to stricter guidelines and alternatives that preserve trees when possible.</li> </ul> </li> <li>• Environmental and Health Impact:             <ul style="list-style-type: none"> <li>○ Emphasis on the environmental benefits of trees, such as shade, habitat for wildlife, and reducing urban heat. (1)</li> </ul> </li> </ul>		
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<ul style="list-style-type: none"> <li>○ Concerns about the removal of trees for non-essential reasons like personal preferences (aesthetics, leaf shedding) when trees provide significant benefits.</li> <li>• Development and Aesthetic Concerns:<sup>1</sup> <ul style="list-style-type: none"> <li>○ Disagreement with allowing removal for luxury developments like swimming pools.</li> <li>○ Emphasis on protecting trees over purely aesthetic or convenience-based reasons (e.g., dislike of the tree variety or the mess it creates).</li> </ul> </li> <li>• Risk of Abuse: <ul style="list-style-type: none"> <li>○ Concerns that allowing tree removal based on personal inconvenience or aesthetic preferences opens the door to widespread abuse.</li> <li>○ Calls for clear guidelines for assessing tree safety, with a focus on actual risks rather than subjective claims.</li> </ul> </li> <li>• Support for tree removal based on safety issues, such as hazardous branches, trip hazards from roots, or structural damage.</li> <li>• Need to list reasons for not approving removal.</li> </ul>		
<p>Policy needs refining (Calls to expand on the definition) <sup>TA52 – 20 submissions in total</sup></p> <ul style="list-style-type: none"> <li>• For the following reasons: <ul style="list-style-type: none"> <li>○ Add “impacts on laneways and fences” and “Increases prevalence of pests”</li> </ul> </li> </ul>	<p>With regards to the comments relating to removal due to being too close to lot boundary, this is considered a valid removal reason.</p>	<p>Boundary fences are governed under the Dividing fences Act</p>



<ul style="list-style-type: none"> <li>o Causing private property damage and impacting a home owners ability to modify or expand their own property also needs to be listed</li> <li>o Should include impinging property values</li> <li>o Impacts on neighbours</li> <li>o Root invasion</li> <li>o Ensure pathway for legitimate removal of unhealthy, damaged, at-risk trees</li> </ul>		<p>Clause 4 (i) states that due regard in the development assessment process will be given for possible safety risks due to tree limb failure and infrastructure and/or structural damage associated with the retaining the tree.</p> <p>Further to this, clause 4 (e) states due regard will be given to the location of the tree within the development site and capacity for a modified building design or subdivision to maximise tree retention.</p>	<p>and is not relevant to this policy.</p>
Other <sup>TA59</sup>	Tally: 6 (5%)		
<ul style="list-style-type: none"> <li>• Urban Planning and Green Space: <ul style="list-style-type: none"> <li>o Advocacy for better urban planning practices that prioritize green space and tree preservation, especially in new developments.</li> <li>o Calls for integration of trees in development designs, where trees are preserved rather than removed.</li> <li>o Support for community-driven initiatives that focus on conserving trees and raising awareness about the benefits of tree retention.</li> <li>o Encouragement for educational programs and campaigns that emphasize the importance of trees for climate resilience, biodiversity, and public health.</li> </ul> </li> <li>• Council should only allow development that allows one “regulated tree” to be planted.</li> </ul>		<p>The comments are acknowledged.</p> <p>Education programs are outside the scope of this policy.</p>	<p>No modifications recommended</p>



<ul style="list-style-type: none"> <li>Needs to be case by base</li> <li>Should require replacement trees if approval is given</li> </ul>		<p>The existing 'Requirements for New Trees on Private Property' Clause 1 requires one new standard tree be planted for every 350sqm of site area. If a large tree exists, the required number of standard trees reduce.</p> <p>The amendments to the existing policy seek to build onto this requirements by retaining mature trees where possible.</p> <p>Each application will be considered on a case by case basis with an accompanied arborist report, consideration of tree species, and assessment against the policy criteria.</p>	
Government overreach <sup>GO</sup>	Tally: 2 (2%)	Refer to <i>Government overreach</i> <sup>1</sup> under 'Do not support objectives'.	No modifications recommended.
3. I support the reasons for removal	154 submissions 65 comments 65 reasons	City comments	Modifications
Importance of trees <sup>TA48</sup>	Tally: 7 (11%)		
<ul style="list-style-type: none"> <li>Environmental Concerns and Biodiversity <sup>5</sup> <ul style="list-style-type: none"> <li>Environmental impact of tree removal (biodiversity, canopy cover)</li> <li>Need to preserve mature trees for ecological benefits</li> <li>Need to plant suitable species and remove unsuitable species</li> </ul> </li> </ul>		These comments are acknowledged.	No modifications recommended.



Support Justifications for Tree Removal <small>TA42 N31</small>	Tally: 33 (51%)		
<ul style="list-style-type: none"> <li>• Support for reasonable justifications for tree removal (e.g., nuisance, obstruction)</li> <li>• Practical challenges (e.g., tree affecting property enjoyment or development)</li> <li>• Support for allowing tree removal when it facilitates property development</li> <li>• Desire for Case-by-Case Assessment <sup>n2</sup></li> </ul>		<p>These comments are acknowledged.</p> <p>Each application will be considered on a case by case basis with an accompanied arborist report, consideration of tree species, and assessment against the policy criteria.</p>	No modifications recommended.
Policy needs refining	Tally: 12 (18%)		
<p>Calls to expand the definition <small>TA42 N31 – 2 submissions in total</small></p> <ul style="list-style-type: none"> <li>• Reasonable, but should also include disease</li> <li>• Expand to include subdivision and tree removal</li> </ul>		<p>Clause 5 and clause 6 applies to subdivision. These clause are include below:</p> <p>Cl.5 The City promotes pre-lodgement discussion on the design and site planning prior to any works to ensure regulated trees are incorporated into the overall design.</p> <p>Cl.6 Any subdivision plan should identify regulated trees and note if they are to be retained or removed, and the applicant is to demonstrate how the retained regulated trees will be protected as part of the subdivision process.</p>	No further modificaions recommended
Policy needs refining (Do not support the reasons for tree removal -Reasons are too vague) <small>TA44 – 8 submissions in total</small>			



<ul style="list-style-type: none"> <li>Reasons being subjective.                             <ul style="list-style-type: none"> <li>"Desire for clear, rational reasons behind tree removal".</li> </ul> </li> </ul>		Refer to <i>Policy needs refining</i> <sup>TA86</sup> (Do not support reasons for removal).	Refer to <i>Policy needs refining</i> <sup>TA86</sup> (Do not support reasons for removal).
Tree maintenance <sup>TA45</sup>	Tally: 6 (9%)		
<ul style="list-style-type: none"> <li>Tree Maintenance and Property Damage                             <ul style="list-style-type: none"> <li>Safety concerns (e.g., falling branches, power line damage)</li> <li>Trees causing physical damage to property</li> <li>Practical need for tree management (trimming or removal for safety)</li> </ul> </li> </ul>		<p>Maintenance pruning is recommended to be moved from clause 5 and to be included within the definitions. The modifications recommended are to provide more flexibility and not limit the diameter of the limbs removed, nor restrict its pruning amount in relation to its canopy.</p> <p>With regards to safety, Clause 8 allows for immediate tree removal without the need for a development approval for public safety reasons.</p>	Recommend Clause 5 – Maintenance pruning moved to definitions and exemptions
Other <sup>TA45</sup>	Tally: 7 (11%)		
<ul style="list-style-type: none"> <li>Community and Neighbour Relations<sup>4</sup> <ul style="list-style-type: none"> <li>Potential for neighbourhood conflict over tree removal</li> <li>Concerns about social impacts and strained neighbor relations</li> <li>Disagreements over the subjective nature of tree removal justifications</li> </ul> </li> <li>Calls for Creative Solutions (Tree Replacement, Tree Fees)<sup>n1</sup> <ul style="list-style-type: none"> <li>Suggestion for tree replacement after removal</li> </ul> </li> </ul>		<p>If this policy is adopted, the City will be the governing body over Regulated Trees. Any disputes or complaints over Regulated Trees between neighbours will be able to be managed by the City's Compliance Team.</p> <p>The existing 'Requirements for New Trees on Private Property' Clause 1 requires one new standard tree be planted for every 350sqm of site area. If a large tree exists, the required number of standard trees reduce. If a Regulated Tree is approved for removal, a new tree will be</p>	No modifications recommended.



<ul style="list-style-type: none"> <li>Proposals for fees to fund new tree plantings</li> <li>Creative solutions to maintain tree cover while allowing removal</li> </ul>		<p>required to be planted in accordance with Clause 1.</p> <p>These comments are outside the scope of this policy.</p>	
<p>Question 4: Do you support the amendment that requires development approval for the removal or damaging of a Regulated Tree?</p>			
4. I do not support the need for development approval.	<p>148 submissions</p> <p>96 comments</p> <p>126 reasons</p>	City comments	Modifications
Government Overreach <small>104 &amp; code105</small>	Tally: 80 (83%)		
<ul style="list-style-type: none"> <li>Bureaucratic/waste of time</li> <li>Impinge the rights of property owners who decided to plant the tree on their own property in the first place.</li> <li>Development approval for removal is unnecessary bureaucratic red tape that adds time and costs and waste staff time.</li> <li>I do not believe that property owner's gardens and plants contained within should be subject to development approval.</li> <li>Development Approval imposes more red tape, costs and delays on ratepayers. Again more disincentive for landowner's to keep significant trees or plant new ones for the future.</li> </ul>		<p>Refer to <i>Government overreach</i><sup>1</sup> under 'Do not support objectives'.</p>	<p>No modifications recommended.</p>



<ul style="list-style-type: none"> <li>It's bureaucratic nonsense to need development approval to trim a neighbours tree that is impinging on your property.</li> </ul>			
Encourages pre-emptive removal code106	Tally: 10 (10%)		
<ul style="list-style-type: none"> <li>People will pre-emptively remove or reduce the growth of the tree to prevent them being restricted in what they can do on their own property.</li> </ul>		The City is unable to control tree removals prior to a policy requirements coming into effect.	No modifications recommended.
Penalises owners code107 & code108	Tally: 24 (25%)		
<ul style="list-style-type: none"> <li>Requiring development approval for tree removal on private properties is impractical, especially when the tree is causing issues for the proposed development.</li> <li>With the ongoing shortage of land for residential housing and the trend of smaller block sizes being approved, it is becoming increasingly difficult to build new homes around existing trees, particularly those that may obstruct or interfere with construction plans.</li> <li>This could have serious financial impact on an owner if approval was refused by a Council.</li> <li>This penalises residents down sizing and discourages residents growing trees.</li> <li>The City should it adopt the new tree policies will affect peoples property values, complicate sale of properties and lead to much unrequired law suits between buyer and seller.</li> </ul>		<p>Refer to <i>Government overreach</i><sup>1</sup> under 'Do not support objectives'.</p> <p>With regards to the comment relating to impacting proposed development, each application will be considered on a case by case basis with an accompanied arborist report, consideration of tree species, and assessment against the policy criteria. Clause 7 of the policy states  <i>The City promotes pre-lodgement discussion on the design and site planning prior to any works to understand if there is opportunities to design around existing mature trees.</i></p> <p>Further to this, clause 4 (e) requires during the assessment process that due regard be given to The location of the tree within the development site and capacity for a modified building design or subdivision to maximise tree retention.</p>	No modifications recommended.
Encourages pre-emptive removal code109	Tally: 8 (8%)		



<ul style="list-style-type: none"> <li>• People will take action to avoid their trees meeting the criteria. We want to encourage tree growth and planting in private residences and this will do the opposite.</li> <li>• This policy will have the opposite effect to that intended.</li> </ul>		<p>These comments are acknowledged.</p>	<p>No modifications recommended.</p>
<p>Policy needs revision <small>code112</small></p>	<p>Tally: 4 (4%)</p>		
<ul style="list-style-type: none"> <li>• Disagree with items within the DA for consideration.</li> <li>• Better to have a target to preserve for example 1 large tree per 500 m2 of private land</li> <li>• Should broaden its criteria for tree removal on private property to include safety considerations, impact on property value, usability of the property, and effect on neighbours ie obstructing views or encroaching on neighbour property.</li> <li>• It is pointless as is because there are so many loopholes in the proposed policy.</li> </ul>		<p>The existing 'Requirements for New Trees on Private Property' Clause 1 requires one new standard tree be planted for every 350sqm of site area. If a large tree exists, the required number of standard trees reduce.</p> <p>Clause 4 (i) states that due regard in the development assessment process will be given for possible safety risks due to tree limb failure and infrastructure and/or structural damage associated with the retaining the tree.</p> <p>Further to this, clause 7 allows for urgent removal of a regulated tree if necessary due to public safety.</p> <p>The comment relating to impact on property values is not a valid planning consideration.</p> <p>Trees impacting on views is not a valid reason for removal.</p> <p>With regards to encroaching on neighbour property, clause 2 is proposed to be modified.</p>	<p>No modifications recommended.</p>
<p>Other <small>code102 code103</small></p>	<p>Tally: 8 (8%)</p>		



<ul style="list-style-type: none"> <li>If trees need to be removed for development more trees can be planted by way of replacement (I believe this is what occurs now anyway).</li> <li>If a development were to occur would you not know about the tree prior to approving plans? What would be the purpose of notifying you that a tree had been damaged on private land?</li> </ul>		<p>The existing 'Requirements for New Trees on Private Property' Clause 1 requires one new standard tree be planted for every 350sqm of site area. If a large tree exists, the required number of standard trees reduce.</p> <p>The City's tree canopy mapping software LiDAR is able to map trees that are above the height of 8m and its canopy spread.</p>	No modifications recommended.
4. I partially support the need for development approval	30 submissions 17 comments 21 reasons	City comments	
Government Overreach <small>code206</small>	Tally: 4 (24%)		
<ul style="list-style-type: none"> <li>Bureaucratic/waste of time</li> <li>The cost can not be excessive, and easy level of approval may be more appropriate compared to development approval.</li> <li>Don't make red tape burdensome for people who should have a say over their homes.</li> </ul>		Refer to <i>Government overreach</i> <sup>1</sup> under 'Do not support objectives'.	No modifications recommended.
Policy needs revision <small>code203</small>	Tally: 8 (47%)		
<ul style="list-style-type: none"> <li>Needs to be consultation between homeowner and neighbour.</li> <li>The City is unable to control tree removals prior to a policy requirements coming into effect.</li> <li>I support DA for removal. However pruning should be exempt.</li> </ul>		<p>The City will consider each application on its merits with consideration of the findings in the arborist report and any proposed development.</p> <p>It is not recommended that proposed regulated tree removal be advertised to neighbours.</p> <p>It is noted that clause 5 maintenance pruning within the policy is not easily identified by the community and does not provide adequate</p>	Recommend Clause 5 – Maintenance pruning moved to definitions and exemptions.



<ul style="list-style-type: none"> <li>Needs consideration of a fee waiver and incentives for tree retention.</li> <li>Agree for properties with sufficient area to allow building and fire protection.</li> <li>If the trees are damaged yes but must be replaced at there cost with approved tree.</li> </ul>		<p>flexibility. It is recommended that maintenance pruning is moved from clause 5 and is included within the definitions, and that maintenance pruning is broadened to provide more flexibility to the community to ensure unsafe branches can be removed without Council interference.</p> <p>Clause 14 states: <i>Waives fees associated with application for development approval for a 'tree damaging activity' to a regulated tree.</i></p>	
Tree Maintenance	Tally: 1 (6%)		
<ul style="list-style-type: none"> <li>What does damaging mean? I don't think that people who have large trees on their property should have to get a development approval for regular maintenance pruning.</li> </ul>		<p>Upon review of the policy, clause 5 maintenance pruning is not easily identified by the community and does not provide adequate flexibility. It is recommended maintenance pruning is moved from clause 5 and is included within the definitions, and that maintenance pruning is broadened to provide more flexibility to the community to ensure unsafe branches can be removed without Council interference.</p>	<p>Recommend Clause 5 – Maintenance pruning moved to definitions and exemptions</p>
Other <small>code202</small>	Tally: 8 (47%)		
<ul style="list-style-type: none"> <li>I want it to not just require approval but also require a successful confirmation and final commencement date of the reason for the trees removal.</li> <li>Should be less cost for an individual and timeframes for approval for certain trees.</li> <li>If it is a regulated tree, it should not be removed, so why have a system for approval for the removal of a tree?</li> <li>Possibly if application fees are waived and there is a fast track approval process. Grants for arborist reports.</li> </ul>		<p>Clause 14 states: <i>Waives fees associated with application for development approval for a 'tree damaging activity' to a regulated tree</i></p> <p>The City does not have the budget capacity to cover arborist costs for regulated trees.</p> <p>All development applications will be assessed and determined within a timely manner.</p>	<p>No modifications recommended.</p>



4. I support the need for development approval.	250 submissions 102 comments 111 reasons	City comments	
Importance of mature trees/canopy code2	Tally: 19 (19%)		
<ul style="list-style-type: none"> <li>• Trees will increase the value of the property in addition to their environmental value.</li> <li>• The value of large established trees is so great in regard to liveability pressures that it is essential that any removals are subject to serious evaluation.</li> <li>• It may take longer to have plans approved but that is a small price to pay if we can save some of the canopy.</li> <li>• Yes, we need to protect trees, especially established ones.</li> <li>• Trees need more protection.</li> <li>• Trees are living things that support other life.</li> <li>• They provide amenity for the community.</li> </ul> <p>We should think of trees as living beings and community assets- not as personal property that can be removed without consequence.</p>		These comments are acknowledged.	No modifications recommended.
General positive comment code1	Tally: 42 (41%)		
<ul style="list-style-type: none"> <li>• Yes, this is the space where the council definitely can and should step in and impose restrictions.</li> <li>• Development approval prior to removing a tree is a must.</li> </ul>		<p>These comments are acknowledged.</p> <p>With regards to the comment relating to penalties, "The maximum penalties for breaching an offence provision under the Act are significant and are currently \$200,000 in the case of a person and \$1,000,000 in the case of</p>	No modifications recommended.



<ul style="list-style-type: none"> <li>• I fully support the requirement for Development Approval but would like to know how it will be policed? How will CoB know if a tree has been removed without approval?</li> <li>• For new developments, clearing should not be allowed until after development approval.</li> <li>• It needs tougher penalties and more strict adherence.</li> <li>• It works well in other states.</li> <li>• They are becoming a rare commodity. We are creating a horrible concrete jungle to live in.</li> </ul>		a corporation, with the potential for additional daily penalties in the case of ongoing non-compliance."	
Developers need to be regulated code3	Tally: 34 (33%)		
<ul style="list-style-type: none"> <li>• This is essential. Developers need to consider existing trees as an important aspect of a site.</li> <li>• Each tree should be assessed on its merits and if there is no good justification to remove it then it should remain.</li> <li>• This places the burden of justification on developers and ensures they must provide valid reasons to remove trees.</li> <li>• Absolutely for too long developers have been able to do what they like. Sensible regulation to protect our trees and tree canopy is very important.</li> <li>• Developers should be encouraged to incorporate mature trees into thier plans. Not flat out poisoning and removal.</li> </ul>		These comments are acknowledged.	No modifications are recommended.
Other code98 code99	Tally: 16 (16%)		
<ul style="list-style-type: none"> <li>• Justification and assessment will be required</li> </ul>		The consideration of Regulated Trees and requiring to be retained will be assessed on a	No modifications recommended.



<ul style="list-style-type: none"><li>• It is important to me if I want to downsize in the future.</li><li>• No existing tree should be removed without consultation with other residences in the area and street.</li><li>• The benefit of the tree to the overall community should be considered as part of the approval process.</li><li>• We have to be confident that City officers are able to step up to the task of communicating with property owners and developers about the need to retain as many existing trees as possible.</li></ul>	<p>case by case basis in accordance with the policy and supporting arborist report. Generally, an application for removal of a Regulated Tree will not be publicly advertised unless it is done so along with a development application for a new home or development, in accordance with the Residential Design Codes.</p> <p>The remainder comments are acknowledged.</p>		
Question 5: Do you support draft Trees on Private Land and Street Verges Policy? (q14)			
5. I do not support the policy	133 submissions 75 comments 96 reasons	City comments	Modifications
Government overreach <sup>code7</sup>	Tally: 46 (61%)		
<ul style="list-style-type: none"><li>• Private property should be decided by owners, not government, stop overreaching.</li><li>• We do not need a nanny state.</li><li>• No as I believe that my private property is my property and council or anyone else cannot touch or do anything to my land and verge.</li><li>• Serves as red tape.</li><li>• This is not a good move forward for our community - instead it takes a backwards step on encouragement and moves to mandates and enforcement.</li></ul>	Refer to <i>Government overreach</i> <sup>1</sup> under ‘Do not support objectives’.	No modifications recommended.	



<ul style="list-style-type: none"> <li>Focus on council land (Focus on parks and verges for tree retention and planting). <small>code3</small></li> </ul>	<p>Tree canopy on private property was reported to Council on 27 August 2024 using LiDAR results. This showed a canopy loss of 3.75% across privately owned land between 2021 and 2024. The amount of tree loss across the City is significant just over a 4 year period. This indicates that there is a need of regulation of trees on private property.</p>	
<p>Penalises owners <small>code8 code5</small></p>	<p>Tally: 16 (21%)</p>	
<ul style="list-style-type: none"> <li>Landowners should be encouraged with incentives not penalised.</li> <li>Needs to be balance, and not forced upon, rather focus on the positive cultural shift Bayswater is already driving.</li> <li>Restricts my redevelopment capability.</li> <li>Discourages urban infill.</li> </ul>	<p>Each application will be considered on a case by case basis with an accompanied arborist report, consideration of tree species, and assessment against the policy criteria. Clause 7 of the policy states <i>The City promotes pre-lodgement discussion on the design and site planning prior to any works to understand if there is opportunities to design around existing mature trees.</i></p> <p>Further to this, clause 4 (e) requires during the assessment process that due regard be given to The location of the tree within the development site and capacity for a modified building design or subdivision to maximise tree retention.</p>	<p>No modifications recommended.</p>
<p>Policy needs refining (Policy needs revision / lacks balance) <small>code1 code9</small></p>	<p>Tally: 16 (21%)</p>	
<ul style="list-style-type: none"> <li>Submissions seeking more stringent provisions: nX (%)                             <ul style="list-style-type: none"> <li>Regulated tree criteria overly simplistic.</li> </ul> </li> <li>Submissions seeking more flexible provisions: nX (%)                             <ul style="list-style-type: none"> <li>If tree too large or interferes with other policy land owner should be able to trim back.</li> <li>The policy needs to reflect the level of accountability for any loss, damage or injury</li> </ul> </li> </ul>		



<p>caused by such trees if outside of your own controlled space (ie neighbour tree damaging property).</p> <ul style="list-style-type: none"> <li>• Need more guidance, explain what the policy means.</li> <li>• I did not understand what the policy meant.</li> <li>• The statement in the draft Trees on Private Land and Street Verges Policy that says that additional trees may be required to be provided, where space is available, to the satisfaction of the City of Bayswater is vague and provides no certainty to property owners. This is too open ended and needs to be specific on what exactly would constitute the "City's Satisfaction"<sup>n1</sup></li> </ul>		
Other <sup>code98</sup>	Tally: 18 (24%)	
<ul style="list-style-type: none"> <li>• Incentivise tree planting<sup>code6</sup></li> <li>• Poor consultation process<sup>code10</sup></li> <li>• I think any tree coverage (whether it's native or not because I'm sure the Queensland box tree on my verge is not native to WA?) should be counted</li> </ul>	<p>The existing 'Requirements for New Trees on Private Property' Clause 1 requires one new standard tree be planted for every 350sqm of site area. If a large tree exists, the required number of standard trees reduce.</p> <p>The amendments to the existing policy seek to build onto this requirements by retaining mature trees where possible.</p> <p>With regards to the timing of consultation, the consultation occurred outside of school holidays between 7 November 2024 and 9 December 2024. An additional 12 days was added to the consultation period length than what was ordinarily statutorily required.</p> <p>The policy does not consider species as part of the definition, species and its location will be</p>	<p>No modifications recommended.</p>



		considered during the assessment of a development application.	
5. I partially support the policy	59 submissions 41 comments 57 reasons	City comments	Modifications
Importance of mature trees/canopy <sup>code26</sup>	Tally: 7 (17%)		
<ul style="list-style-type: none"> <li>This policy will curb decrease in tree canopy.</li> <li>Importance of Mature Trees in general.</li> <li>Climate Change Mitigation.</li> <li>Biodiversity.</li> <li>Mental Health, Health and Quality of Life.</li> <li>Community Benefits.</li> </ul> <p>Long-Term Value of Trees.</p>		These comments are acknowledged.	No modifications recommended.
Policy needs revision (too vague) <sup>code22 code24 code32</sup>	Tally: 21 (%)		
<ul style="list-style-type: none"> <li>"All trees worthy of retention, that are not considered a regulated tree, are encouraged to be retained." Encouraged?! This is such a loose term it is not helpful in protecting a tree from being cut down whatsoever.</li> <li>Need to understand what the term weed means.</li> <li>Tree thresholds need to be revised to capture more trees, especially indigenous</li> <li>Poorly drafted and needs more detail.</li> </ul>		<p>Modifications are proposed to provide a more refined policy. Refer to <i>Policy needs refining</i><sup>TA86</sup> (<i>Do not support reasons for removal</i>).</p> <p>The definition excludes species that are on the State or local areas weed register. It is noted the City does not have a local weed register. Modifications recommended to include a link to the States weed register.</p> <p>There was a mixture of responses calling for stricter provisions to protect more trees including</p>	<p>Refer to <i>Policy needs refining</i><sup>TA86</sup> (<i>Do not support reasons for removal</i>).</p> <p>Modifications are recommended throughout the policy to provide a more stringent policy.</p>



<ul style="list-style-type: none"> <li>• Need more clarity about the reasons for removal.</li> <li>• Need a criteria for how many trees needed per lot, their species, and placement guidelines.</li> <li>• Policy does not go far enough.</li> <li>• Should protect more trees.</li> <li>• Disagree with reasons for removal</li> </ul>	<p>more trees including indigenous tree species. The definition has been reviewed and no further modification is recommended.</p> <p>The intent of this policy is to retain trees and maintain tree canopy. Consideration of indigenous trees specifically is outside the scope of this policy.</p> <p>Clause 6 is recommended to be amended to provide more stringent policy provisions. Clause 6 is recommended to be modified to be as follows:</p> <p><del>Removal of a regulated tree in the case of subdivision or a development, is discouraged.</del> The City promotes pre-lodgement discussion on the design and site planning prior to any works to ensure regulated trees are incorporated into the overall design.</p> <p>This modification will allow for the clause to be a communication tool for the community that the City promotes pre-lodgement discussions. The assessment for the proposed removal of a Regulated Tree will be undertaken in accordance with clause 2 and clause 4.</p>	
Tree maintenance	Tally: 3 (%)	
<ul style="list-style-type: none"> <li>• Maintenance pruning clause 5 assumes trees are managed. In the case the it is not and needs to be pruned to make safe now needs a development application?</li> <li>• Safety concerns</li> </ul>	<p>Upon review of the policy, clause 5 maintenance pruning is not easily identified by the community and does not provide adequate flexibility. It is recommended maintenance pruning is moved from clause 5 and is included within the definitions, and that maintenance pruning is broadened to provide more flexibility to the</p>	<p>Recommend Clause 5 – Maintenance pruning moved to definitions and exemptions.</p>



		<p>community to ensure unsafe branches can be removed without Council interference.</p> <p>With regards to safety, Clause 8 allows for immediate tree removal without the need for a development approval for public safety reasons.</p> <p>It is evident in the comments received that there was uncertainty around trees being able to be removed for safety reasons. The City has recommend modification to Clause 8 (originally clause 8) to provide clear information on when urgent removal can occur, rather than referring to the Regulations.</p>	
Government overreach <sup>code25</sup>	Tally: 7 (17%)		
<ul style="list-style-type: none"> <li>Support trees on verges only.</li> </ul>		<p>Tree canopy on private property was reported to Council on 27 August 2024 using LiDAR results. This showed a canopy loss of 3.75% across privately owned land between 2021 and 2024. The amount of tree loss across the City is significant just over a 4 year period. This indicates that there is a need of regulation of trees on private property.</p>	No modifications recommended.
Incentivise tree planting <sup>code21</sup>	Tally: 6 (15%)		
<ul style="list-style-type: none"> <li>As above.</li> </ul>		<p>The existing 'Requirements for New Trees on Private Property' Clause 1 requires one new standard tree be planted for every 350sqm of site area. If a large tree exists, the required number of standard trees reduce.</p> <p>The amendments to the existing policy seek to build onto this requirements by retaining mature trees where possible.</p>	
Penalises owners <sup>code23</sup>	Tally: 4 (10%)		



<ul style="list-style-type: none"> <li>Restricts subdivision, Arborist reports are costly.</li> <li>The City should offer arborist reports to residents with regulated trees.</li> </ul>		<p>Each application will be considered on a case by case basis with an accompanied arborist report, consideration of tree species, and assessment against the policy criteria. Clause 7 of the policy states</p> <p><i>The City promotes pre-lodgement discussion on the design and site planning prior to any works to understand if there is opportunities to design around existing mature trees.</i></p> <p>Further to this, clause 4 (e) requires during the assessment process that due regard be given to The location of the tree within the development site and capacity for a modified building design or subdivision to maximise tree retention.</p>	
Other <sup>code100</sup>	Tally: 6 (10%)		
<ul style="list-style-type: none"> <li>People with trees generally care about the environment.</li> <li>More emphasis and regulation needs to be put on developers.</li> </ul>		<p>This policy applies to landowners and occupiers, as well as developers. This is due to developers are not solely responsible for removing trees. In addition, it is not just developers who develop lots, landowners also undertake subdivision and development on their own land.</p> <p>The policy intends to capture all regulated trees to provide a mechanism for the community and developers to have a discussion about the tree and understand if there is possibility for retention under the policy.</p>	No modifications recommended.
5. I support the policy	236 submissions 72 comments 78 reasons	City comments	Modifications
Importance of mature trees/canopy <sup>code34</sup>	Tally: 27 (38%)		



<ul style="list-style-type: none"> <li>• Importance of Mature Trees in general.</li> <li>• Climate Change Mitigation.</li> <li>• Biodiversity.</li> <li>• Mental Health, Health and Quality of Life.</li> <li>• Community Benefits.</li> <li>• Long-Term Value of Trees.</li> </ul>		These comments are acknowledged.	No modifications recommended.
General positive comment <small>code33</small>	Tally: 13 (18%)		
<ul style="list-style-type: none"> <li>• Overall support for the policy.</li> </ul>		These comments are acknowledged.	No modifications recommended.
Community asset <small>code30</small>	Tally: 6 (8%)		
<ul style="list-style-type: none"> <li>• Trees benefit the whole community, not just the landowner where the tree is located.</li> </ul>		These comments are acknowledged.	No modifications recommended.
Developers need to be regulated <small>code31</small>	Tally: 5 (7%)		
<ul style="list-style-type: none"> <li>• We need something that will help developers consider building around, and retaining the trees.</li> </ul>		These comments are acknowledged.	No modifications recommended.
Policy needs refining <small>code32</small>	Tally: 4 (6%)		
<ul style="list-style-type: none"> <li>• I support the policy but not the reasons for removal.</li> <li>• To have more stringent controls</li> </ul>		These comments are acknowledged.	No modifications recommended.
Incentivise tree planting <small>code35</small>	Tally: 3 (4%)		
<ul style="list-style-type: none"> <li>• Need to plant new trees.</li> </ul>		The existing 'Requirements for New Trees on Private Property' Clause 1 requires one new standard tree be planted for every 350sqm of site area. If a large tree exists, the required number of standard trees reduce.	No modifications recommended.



		The amendments to the existing policy seek to build onto this requirements by retaining mature trees where possible.	
Other <small>code104 code105</small>	Tally: 20 (8%)		
<ul style="list-style-type: none"> <li>Like to see bigger street trees that wont impact infrastructure, residents to look after trees on their land and council look after verge trees.</li> <li>Verge trees would provide better canopy if they weren't pruned into lollypop shapes.</li> </ul>		<p>These comments are acknowledged.</p> <p>The pruning of street trees is outside the scope of this policy.</p>	No modifications recommended.
Other comments			
<p>I just wanted to clarify something in the Trees on Private Land and Street Verges policy Under the scope, clause 2 refers the policy applying to 'all development applications'.</p> <p>My question is, should we be applying this policy to building applications that don't require a DA? We have been applying to all residential building applications exceeding \$100k regardless of whether is a DA, but the wording made me question it.</p>		The policy is recommended to be modified to exempt single houses and remove the value limitations.	

**10.5.1.9 Policy Review: Official Photograph of Council**

<b>Responsible Branch:</b>	Governance and Strategy
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Current Official Photograph of Council Policy [9.9.1 - 2 pages]</li> <li>2. Draft Revised Official Photograph of Council Policy [9.9.2 - 3 pages]</li> </ol>
<b>Refer:</b>	Item: 10.5.2.13 OCM: 22 October 2024
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

***This item does not contain any information that is considered confidential in accordance with Section 5.23(2) of the Local Government Act 1995.***

**SUMMARY**

For Council to consider the amended Official Photograph of Council Policy.

**OFFICER'S RECOMMENDATION**

That Council adopts the revised *Official Photograph of Council Policy* as provided in **Attachment 2**.

**COMMITTEE RECOMMENDATION TO COUNCIL**

That Council adopts the revised *Official Photograph of Council Policy* as provided in **Attachment 2**, with the following amendments:

1. In the first sentence of clause 3, the word photograph be changed to the plural, as shown below:  
*"Elected Members are required to approve their official photographs on the day they are taken"*
2. Deletion of the last sentence of clause 3, which reads:  
*"Requests for use by third parties must be approved by the City's Communications and Marketing team."*

**BACKGROUND**

The *Official Photograph of Council Policy* details the responsibilities of the City following the biennial local government elections.

The City's *Official Photograph of Council Policy* (the policy) was first adopted by Council at its meeting held on 23 April 1996 and has been reviewed on a number of occasions. The last review occurred in October 2024 where the repeal of the policy was recommended. However, Council resolved to retain the policy.

Following the 22 October 2024 Ordinary Council Meeting, further feedback was received from Elected Members on the policy. Taking this feedback into consideration, amendments to the policy are proposed.

**EXTERNAL CONSULTATION**

No consultation has occurred with the public or other agencies on this matter.

## OFFICER'S COMMENTS

Substantive changes are proposed to the *Official Photograph of Council Policy* to provide clarity to both Elected Members and City Officers.

A copy of the existing policy is provided in **Attachment 1**.

Given that the policy changes are so substantial, a version showing tracked changes has not been included with this policy review. Instead, a copy of the revised policy is provided in **Attachment 2**.

The following revisions are proposed to the *Official Photograph of Council Policy*:

Revision	Rationale
Updated Purpose	The purpose of the policy has been expanded to outline that the policy provides information and a photographic record of Elected Members and also provides guidance on how this is done to ensure a professional and consistent approach.
Addition of Scope	A scope was added to outline who the policy applies to and to govern the creation, distribution and use of official photographs.
Definitions added	Definitions were added to make the policy clearer and easier to understand.
New section 1 added under Policy Statement entitled "Timing and Updates".	This section was added to ensure official photographs of Elected Members, and the Executive Leadership Team are taken in a timely manner following an election, including any changes following extraordinary elections or changes to the Executive Leadership Team.
New section 2 added under Policy Statement, entitled "Photography Standards".	This section was added to ensure all photos are of a professional standard.
New section 3 added under Policy Statement, entitled "Approval and Use of Official Photographs".	This section was added to ensure approved official photographs are used in appropriate ways. It also makes it clear third parties must seek permission to use photographs of the City of Bayswater's Elected Members or the Executive Leadership Team.
New section 4 added under Policy Statement entitled "Variety of Photographs".	This section was added to outline the types of photographs required to be used across different publications, platforms and promotions ensuring consistency and professionalism in all communications.

## LEGISLATIVE COMPLIANCE

Nil.

## RISK MANAGEMENT CONSIDERATION

The table below shows the level of risk for each impact category, if the officer's recommendation is not adopted by the Council.

Impact Category	Appetite	Risk Rating
Workplace, Health and Safety	Low	Low
Financial	Medium	Low
Reputation and Stakeholders	Medium	Low

Service Delivery	Medium	Low
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making.	

### FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

### STRATEGIC IMPLICATIONS

In accordance with the City of Bayswater Strategic Community Plan 2021-2031 (as amended), the following applies:

Theme: Leadership and Governance

Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

### CONCLUSION

That Council adopts the revised *Official Photograph of Council Policy*, as contained in **Attachment 2**.



# Official Photograph of Council Policy

<b>Responsible Division</b>	Corporate and Strategy
<b>Responsible Business Unit/s</b>	Governance
<b>Responsible Officer</b>	Director Corporate and Strategy
<b>Affected Business Unit/s</b>	Communications and Marketing
<b>Document Ref</b>	3406376

## Purpose

To provide information and a photographic record of the Elected Members and Senior Management staff who have served at the Council.

## Policy Statement

1. As soon as practical following each election of Elected Members, an official photograph may be taken which shall include every Elected Member, Mayor, Deputy Mayor, Chief Executive Officer and Directors.
2. An official photograph shall be taken as soon as practical following any change in the incumbents of any of the officers described in 1 above.
3. The most recent official photograph shall be included in the Annual Report of the Council.
4. Where possible the photographs are to be taken on the same day and at the same location.

## Definitions

Nil

## Related Legislation

Nil

## Related Documentation

Nil



## Official Photograph of Council Policy

Relevant Delegations	Nil.
Risk Evaluation	Low
Council Adoption	23 April 1996
Review/Modified	14 February 2006
Review/Modified	9 April 2019
Review/Modified	22 October 2024 <b>Resolution 10.5.2.13</b>
Next Review Due	October 2028



# Official Photograph of Council Policy

<b>Responsible Division</b>	Office of the CEO
<b>Responsible Business Unit/s</b>	Governance and Strategy
<b>Responsible Officer</b>	Manager, Governance and Strategy
<b>Affected Business Unit/s</b>	Communications, Engagement and Customer Relations
<b>Document Ref</b>	3406376

## Purpose

This policy establishes guidelines for the official photographs of Elected Members and the Executive Leadership Team to ensure consistency and professionalism, and to provide information and a photographic record of Elected Members and the Executive Leadership Team who serve the City.

## Scope

This policy applies to all Elected Members and the Executive Leadership Team and governs the creation, distribution and use of Elected Members and Executive Leadership Team photographs.

## Definitions

**Elected Member** means a person who is currently serving a term of office as a member of the Council in accordance with the *Local Government Act 1995*.

**Executive Leadership Team** means the Chief Executive Officer and Directors of the City of Bayswater.

**Official communications** means communications that have been prepared by the City's Communications and Marketing team to share via channels which may include media release/statement to news outlets, social media posts, stories and advertisements, e-newsletter articles, website articles, emails, printed collateral and advertising.

**Social media and Media** means the channels of communication, such as television, newspapers, magazines, social media, emails and the internet, that reach or influence people widely.

## Policy Statement

### 1. Timing and Updates

As soon as practical following each ordinary election, official photographs will be taken as follows:

- a. Individual photographs of each Elected Member
- b. Individual photographs of the Chief Executive Officer, and each Director

## Official Photograph of Council Policy

- c. A group photograph of Elected Members
- d. A group photograph of Elected Members and the Chief Executive Officer, and
- e. A group photograph of the Chief Executive Officer and Directors.

An individual official photograph shall be taken as soon as practical following any change in the incumbents of any offices described above.

### 2. Photography Standards

Photographs must be taken by a professional photographer arranged by the City.

Where possible, the photographs are to be taken on the same day and at the same location and the background should be consistent for all Elected Members and the Executive Leadership Team.

Elected Members and the Executive Leadership Team should wear professional or business attire appropriate for official representation.

Photographs should be of high-quality resolution and meet accessibility standards for digital and print use.

### 3. Approval and Use of Official Photographs

Elected Members are required to approve their official photograph on the day it is taken.

Official photographs will be used on the City's website, media, social media, publications and official communications.

The most recent official photographs may be included within corporate publications prepared by the City.

A framed photo board, including the headshot, name and title of each Elected Member and the Chief Executive Officer will be created by the City's chosen photographer and displayed in the Civic Centre within three months of each election.

Use of official photographs for political campaigns, endorsements or personal promotion is prohibited.

Requests for use by third parties must be approved by the City's Communications and Marketing team.

### 4. Variety of Photographs

To accommodate various uses, such as official profiles, website, publications, reports, presentations, promotional materials, digital media, events, banners etc., a range of official photographs will be taken. These may include:

- Headshot (formal portrait)
- Mid-shot (waist up)
- Full-length shot
- Action or engagement shots.



## Official Photograph of Council Policy

**Related Legislation***Nil.***Related Documentation***Nil.*

Relevant Delegations	Nil.
Risk Evaluation	Low
Council Adoption	23 April 1996
Review/Modified	14 February 2006
Review/Modified	9 April 2019
Review/Modified	22 October 2024 <b>Resolution</b> 10.5.2.13
Next Review Due	October 2028

**11 Motions of Which Previous Notice Has Been Given****11.1 Cr Georgia Johnson - Release of Confidential Resolution related to the EMRC**

<b>Responsible Branch:</b>	Governance and Strategy
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required.
<b>Attachments:</b>	1. CONFIDENTIAL REDACTED - Full Council Resolution 10 December 2025 - Item 13.2 Eastern Metropolitan Regional Council [11.1.1 - 2 pages]
<b>Refer:</b>	Item: 13.2 OCM: 10.12.24
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

**This item contains one or more confidential attachments in accordance with Section 5.23(2) of the Local Government Act 1995:**

- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
- (e) *a matter that if disclosed, would reveal –*
  - (i) *a trade secret; or*
  - (ii) *information that has a commercial value to a person; or*
  - (iii) *information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government.*

In accordance with clause 5.3(1) of the City of Bayswater's *Standing Orders Local Law 2021*, Cr Georgia Johnson raised the following motion:

***“That Council makes public the confidential Council resolution for Item 13.2 ‘Eastern Metropolitan Regional Council’ from the 10 December 2024 Ordinary Council Meeting.”***

**MATERIAL FACTS**

In accordance with clause 5.3(3) of the City of Bayswater *Standing Orders Local Law 2021*, the Chief Executive Officer may provide relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.

In December 2024, the Council considered a confidential report in relation to the Eastern Metropolitan Regional Council. The contents of the Council report, and the Council resolution were retained as confidential by the Council as they related to a legal agreement that was also subject to legal advice. The information in the Council resolution also needed to be communicated to other affected parties.

Councillor Georgia Johnson's motion relates to the release of the Council resolution, and not the details provided to the Council in the confidential report.

**OFFICER'S COMMENT**

The *Local Government Act 1995*, and the *Local Government (Administration) Regulations 1996* include provisions that specify the circumstances under which information may be kept confidential, and what information must be made public.

The minutes for a Council meeting, published on the City's website, must contain details of each decision made at the meeting.

In general, the Council's approach has been to make as much information available to the public as possible (Item 10.1.5 Transparency Review, Ordinary Council Meeting 8 December 2022 refers). Where information must be kept confidential, this is normally done through a confidential attachment. However, on occasion, it is necessary for the whole officer report to be kept confidential, particularly when legal advice (subject to legal privilege) is discussed in the report, or the report contains information relating to another business or personnel.

Where the Council has resolved to keep the details of its decision confidential, these will normally be time limited in some way. i.e. after a period of time the council resolution will be released to the public.

Once a year, City officers also review all confidential reports that have been provided to Council to make recommendations to Council about whether the information can be released.

City officers understand that Councillor Johnson's proposal to release the confidential resolution of the Council for Item 13.2 from the December 2024 Ordinary Council Meeting is based on the fact that the Council decision has now been communicated to the EMRC and other affected parties, and there is no longer a need for confidentiality of this decision.

A copy of the full Council resolution is provided in **Confidential Attachment 1**.

City officers recommend that the resolution is retained as confidential until 1 July 2025 as outlined in **Confidential Attachment 1**.

**LEGISLATIVE COMPLIANCE**

Council Members must not disclose information that the council member has derived from a confidential document or acquired at a closed meeting other than information derived from a non-confidential document.

*City of Bayswater Code of Conduct for Council Members, Committee Members and Candidates.*

- Division 4 – Rules of Conduct
- Clause 21 – Disclosure of information

*Local Government Act 1995*

- Section 5.93 - Improper use of information

**FINANCIAL IMPLICATIONS**

Nil.

**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Leadership and Governance  
Goal L4: Communicate in a clear and transparent way.

Provide the community with useful information about Council's policies, services and events and advise the community of engagement outcomes.

## **CONCLUSION**

City officers recommend that the Council releases the confidential resolution for Item 13.2 'Eastern Metropolitan Regional Council' from the 10 December 2024 Ordinary Council Meeting after 1 July 2025.

**11.2 Cr Nat Latter - Dual Naming of Bardon Park with Malgamongup**

<b>Responsible Branch:</b>	Property and Economic Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required.
<b>Attachments:</b>	Nil
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

***This item does not contain any information that is considered confidential in accordance with Section 5.23(2) of the Local Government Act 1995.***

In accordance with clause 5.3(1) of the City of Bayswater's *Standing Orders Local Law 2021*, Cr Nat Latter raised the following motion:

***"That the Chief Executive Officer undertakes the formal process to consider dual naming Bardon Park with Malgamongup"***

**MATERIAL FACTS**

In accordance with clause 5.3(3) of the City of Bayswater *Standing Orders Local Law 2021*, the Chief Executive Officer may provide relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.

Bardon Park

Bardon Park (Reserve number 24209) is located at 14 Fourth Avenue East, Maylands. Bardon Park is reserved 'Regional Open Space' under the Metropolitan Region Scheme, the site is 67,126m<sup>2</sup> and contains two playgrounds, green space, picnic and barbeque facilities, bench seating, pathways and public toilets. One of the playgrounds was upgraded in 2015/16 to a nature play space featuring a rock garden that represents the six Noongar seasons, along with signage identifying the area as Malgamongup.



Bardon Park reserve was created in 1955 for the purpose of recreation. It was named after William Frederick Stanley Bardon, who was the chairman of the Perth Roads Board from 1949 to 1953. Bardon and other members of his extended family lived near the park on Fourth Avenue.

### Dual naming Process

In accordance with the *Land Administration Act 1997*, the Minister for Lands (the Minister) has the authority for officially approving all geographic features and place names, including dual names, in Western Australia. Through delegated authority, Landgate acts on the Minister's behalf to undertake the necessary administrative responsibilities, including the development of policies and guidelines.

Landgate has developed the 'Aboriginal and Dual Naming Guidelines' provides a framework for the dual naming of Western Australian geographical features and places with Aboriginal names. Any individual, group or organisation can propose an Aboriginal name be restored and recognised as an official name. Such proposals must be endorsed by the relevant Traditional Owner group(s) and have local government support.

### Dual Names

Dual naming is where geographical features or places are officially recognised by two names. One name is usually of Aboriginal language origin and the other of non-Aboriginal origin. A dual name may be considered as an intermediary step to transition to an Aboriginal name. Dual naming shall not apply to localities, towns, districts or constructed features such as roads, highways or bridges etc.

### Process

Landgate's 'Aboriginal and Dual Naming Guidelines' sets out the following process for Aboriginal and dual naming processes:

- Proposal: Any proposal is to include a description of the Aboriginal name's origins and support from the relevant Traditional Owners group(s). A proposal can be submitted to Landgate for advice prior to commencing the process.
- Consultation: Naming proposals are to show support from the relevant Traditional Owner group(s).
- Submission: Proposals submitted will be assessed against Landgate's policies.
- Approval: Through delegated authority Landgate acts on behalf of the Minister for Lands to undertake the administrative responsibilities required for the formal approval of submissions of geographic features and place naming. Landgate may request further information on naming submissions prior to approval.

### Malgamongup

Malgamongup has been identified as a name for Bardon Park.

Information sourced from the Museum of Perth and the "Indigenous History of the Swan and Canning Rivers" compiled by Debra Hughes-Hallet in partnership with the Swan River Trust indicates that Bardon Park was a protected camping area named Malgamongup by Noongar people. Malgamongup translates to "on the shoulder, the place of the spearwood camp on the hill".

### **OFFICER'S COMMENT**

The City has not undertaken a dual process for any geographical feature. The City contacted Landgate for guidance on best practise process. Landgate recommended the City look at processes other local governments, such as the City of Vincent, had recently undertaken. Based on a review of other processes it is recommended that the City undertake the following process:

- Engagement with the Tradition Owner group(s) on the history of the name Malgamongup, its significance to Bardon Park, and whether they support the name;
- Engagement with the wider community on the proposed dual naming;
- Consideration of the engagement outcomes by Council at an Ordinary Meeting; and
- If endorsed by Council, a submission of the name to Landgate for dual naming approval.

### **LEGISLATIVE COMPLIANCE**

As per the provisions in the Land Administration Act 1997, the Minister for Lands has the authority for officially naming and removing the names of all roads in Western Australia. Through delegated authority, Landgate acts on the Minister's behalf to undertake the administrative responsibilities, including the development of policies and procedures required for the formal approval of local parks and recreational reserve names.

### **FINANCIAL IMPLICATIONS**

Nil at this time, any costs will be dependent on the final community engagement process and any costs associated with engaging with the Traditional Owners.

### **STRATEGIC IMPLICATIONS**

It is considered that commencing a dual naming process will help to recognise the local Aboriginal community and their history within the Maylands area.

In accordance with the City of Bayswater Strategic Community Plan 2021-2031, the following applies:

Theme: Community

Goal C2: Celebrate multiculturalism, arts and culture by supporting local events and initiatives.

Goal C4: Empower the community by helping them develop social connections.

Theme: Leadership and Governance

Goal L1: Engage the community in a meaningful way.

Provide opportunities for the community to have their say and consider their views when making decisions.

### **CONCLUSION**

In light of the above it is considered appropriate to undertake a formal dual naming process for Bardon Park.

**12 Questions From Members Without Notice**

**12.1 Responses to Questions From Members Without Notice**

**Cr Georgia Johnson**

**Question 1**

**Is the City part of, or been asked to join, the Perth Inner City Group?**

**Response 1**

The City has not been invited to join Perth Inner City Group.

**12.2 Question From Members Without Notice**

**13 New Business Of An Urgent Nature**

**14 Meeting Closed To The Public****14.1 Matters for Which the Meeting May be Closed****14.1.1 Approval to Negotiate New Waste Contracts**

<b>Responsible Branch:</b>	Parks and Environment
<b>Responsible Directorate:</b>	Infrastructure and Assets
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	<b><i>ABSOLUTE MAJORITY REQUIRED FOR Limb 1</i></b> Simple Majority Required for Limbs 2-4
<b>Attachments:</b>	Nil
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

This item is confidential in accordance with Section 5.23(2) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to:

- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*

**OFFICER'S RECOMMENDATION**

That the recommendation as contained in the "Confidential Report" be adopted.

**14.1.2 Eastern Metropolitan Regional Council Establishment Agreement Request**

<b>Responsible Branch:</b>	Governance and Strategy
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required.
<b>Attachments:</b>	Nil
<b>Refer:</b>	Item: 13.2 OCM: 10 December 2024
<b>Officer Declaration:</b>	<i>The officers involved in drafting and reviewing this report do not have any interests to disclose in the item.</i>

**This item is confidential in accordance with Section 5.23(2) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to:**

- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
- (d) *legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;*

**OFFICER'S RECOMMENDATION**

**That the recommendation as contained in the “Confidential Report” be adopted.**

**14.2      Public Reading of Resolutions that May be Made Public**

**15        Closure**