

# Minutes

## Ordinary Council Meeting

24 February 2026

*By signing these minutes I certify that they were confirmed at the Ordinary Council Meeting held on Tuesday, 24 March 2026 by resolution of Council*

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Mayor Filomena Piffaretti  
**PRESIDING MEMBER**

**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.

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# Council Chambers Seating Plan



**Jeremy Edwards**  
CEO

**Mayor Filomena Piffaretti**

**Support staff**

## West Ward



**Cr Donovan MacDonald**

**Cr Cale Black**

**Cr Elli Petersen-Pik**  
Deputy Mayor

**Cr Nat Latter**

## Central Ward



**Cr Calla Loiacono**

**Cr Steven Ostaszewskij**

**Cr Anthony Pittaway**

**Cr Michelle Sutherland**

## South Ward

## North Ward



**Ryan Hall**  
Director,  
Community  
Services

**Luke Botica**  
Director,  
Infrastructure  
and Assets

**Kym Leahy**  
Director,  
Corporate  
Services

**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>	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.  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.

*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 deputee 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 deputee 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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**Minutes** of the Ordinary Council Meeting of the Bayswater City Council which took place in the Council Chambers, City of Bayswater Civic Centre, 61 Broun Avenue, Morley on Tuesday 24 February 2026.

## 1 Official Opening

The Presiding Member, Cr Elli Petersen-Pik - Deputy Mayor, declared the meeting open at 7:00pm.

## 2 Acknowledgement of Country

### Noongar Language

*Ngalla City of Bayswater kaatanginy baalapa Noongar Boodja baaranginy, Wadjuk moort Noongar moort, boordiar's koorra koorra, 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.*

The Presiding Member, Cr Elli Petersen-Pik - Deputy Mayor acknowledged the Traditional Custodians of the land, the Whadjuk people of the Noongar nation, and paid respects to Elders past, present and emerging.

## 3 Announcements from the Presiding Member

Nil.

## 4 Attendance

### Members

#### South Ward

Cr Elli Petersen-Pik - Deputy Mayor (Presiding Member)  
Cr Nat Latter

#### Central Ward

Cr Calla Loiacono  
Cr Steven Ostaszewskyj

#### North Ward

Cr Anthony Pittaway  
Cr Michelle Sutherland

#### West Ward

Cr Cale Black  
Cr Donovan MacDonald

**Officers**

Jeremy Edwards	Chief Executive Officer
Ryan Hall	Director Community Services
Luke Botica	Director Infrastructure and Assets
Kym Leahy	Director Corporate Services
Amanda Albrecht	Manager Governance and Strategy
Karen D’Cunha	Coordinator Governance
Emily Dempsey	Governance Advisor
Anthony Miceli	Manager Community Safety
Timothy Dawson	Acting Manager of Property and Economic Development

**Observers**

Press - 0  
Public - 23

**4.1 Apologies**

Mayor Filomena Piffaretti.

**4.2 Approved Leave of Absence**

Nil.

**4.3 Applications for Leave of Absence**

**COUNCIL RESOLUTION**

That Leave of Absence be granted as follows:

Cr Anthony Pittaway from 27 March 2026 to 6 April 2026 inclusive.

**Cr Nat Latter Moved, Cr Michelle Sutherland Seconded**

**CARRIED UNANIMOUSLY: 8/0**

**For:** *Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.*

**Against:** *Nil.*

**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.

The following interest was declared prior to the agenda being issued:

Name	Item No.	Type of Interest	Nature of Interest
Ryan Hall, Director Community Services	10.1.1	Impartial	Ryan Hall is a current board member of DevelopmentWA and a current member of the Midland Land Redevelopment Committee.
Cr Anthony Pittaway	11.1	Impartial	A Deputee is known to me due to my work as a Councillor.
Cr Steven Ostaszewskij	10.3.1	Proximity	My house is in close proximity to the reserve, my house is on the same street as the reserve, only a few houses away.
Cr Cale Black	11.1	Impartial	Some of the Deputies are known to me due to my work as a Councillor.

**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**

**Aviv Silman – Noranda**

**Item 10.3.3 – City of Bayswater Civic Centre HVAC Upgrade**

**Question 1**

**In relation to the HVAC system, do you know if it uses a three phase power system? And what plug does it use?**

Response 1

The main HVAC systems throughout the Civic Centre are directly wired to their own electrical distribution boards within the building and are not connected to the power system via a three-phase power plug system.

**10.4.1 – Proposed Five Grouped Dwellings – Lot 708, 53A Kirkham Hill Terrace, Maylands**

Question 2

**Did the developer for that proposal initially request a taller building and if this has been denied, why was it denied?**

Response 2

The application being presented to Council was based on negotiating some aspects of the design aspects to meet design codes, however, there were no changes to height.

## 6.2 Public Question Time

*Public Question Time commenced at 7:03 pm.*

The following questions were submitted verbally, in relation to items on the agenda:

**Aviv Silman – Noranda**

**Item 10.4.2 Tender 28-2025 CCTV Managed Service**

### Question 1

**How long will the CCTV data be retained, after it has been procured?**

#### Response 1

Director of Community Services, Ryan Hall took the question on notice.

### Question 2

**In relation to data governance, who can use or see that data once it has been collected?**

#### Response 2

Ryan Hall, Director Community Services, took the question on notice.

### Question 3

**Without violating anyone's privacy, what cyber certificates are used for the cyber defenders of this data once it's collected?**

#### Response 3

Ryan Hall, Director Community Services, took the question on notice.

**Harry Bouzidas – Noranda**

**Item 10.4.2 Tender 28-2025 CCTV Managed Service**

### Question 1

**Two years ago, I came to an Ordinary Council Meeting and asked about the effectiveness of the security cameras across all public places in Noranda. I was told it was it was under review; can I have an update on that please?**

#### Response 1

Ryan Hall, Director Community Services, noted that since that time the City has undertaken a comprehensive audit and review of its CCTV network. This extensive, City-wide review informed a detailed scope of work, which was subsequently issued through a procurement process via a Request for Tender. The item presented to Council this evening seeks consideration of that procurement process, including the evaluation outcomes, and requests a decision on the renewal of the City's CCTV network.

### Question 2

**Can I ask what the timeline would be for the rollout?**

Response 2

Ryan Hall, Director Community Services advised that the City has been working hard to streamline and fast-track the procurement. We want to see the renewal happen at the earliest opportunity. Should Council decide to move forward tonight then we would meet with the vendor and work that out as soon as practical. The intention is to commence the roll out this financial year should Council decide to move forward tonight.

**Question 3**

**At Robert Thompson reserve the security cameras have gone missing. Either the City of Bayswater have taken them down or they've been stolen. Is that in preparation for new cameras or have they been stolen?**

Response 3

Ryan Hall, Director Community Services advised that they have not been removed in preparation for this tender; however, the city will look into it and consider interim measures.

**David Dyke – Maylands**

**Subject: Item 11.1 - Proposed Change of Day for Annual Australia Day Citizenship Ceremony and Awards**

**Question 1**

**Could each Councillor indicate if they have ever attended a RAC (Reconciliation Action Committee) meeting or are intending on doing so in the next few months.**

Response 1

Cr Elli Petersen-Pik – Deputy Mayor advised that he has attended a RAC meeting, met with former RAC Committee members, and has spoken with many Aboriginal community members during his nine years on Council. He added that other Councillors can be contacted individually if further information is required.

**Stephanie Gray – Noranda**

**Subject: Item 11.1 - Proposed Change of Day for Annual Australia Day Citizenship Ceremony and Awards**

**Question 1**

**As the Reconciliation Advisory Panel is still a functioning Council-endorsed entity, do the Elected Members understand, engage with, and value the advice given?**

Response 1

Cr Elli Petersen-Pik – Deputy Mayor responded, yes, Council considers the advice of the Reconciliation Advisory Panel on relevant matters.

**Question 2**

**Given that the culturally appropriate advice provided by the Reconciliation Advisory Committee was accepted by the majority of Council in 2024, why is Council now considering a step backwards in our City's path to reconciliation with our First Nations community?**

Response 2

Cr Elli Petersen-Pik – Deputy Mayor advised that this matter will be considered by Council during their deliberations later in the meeting.

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**Question 3**

**Have the Elected Members considered how the destruction of this hard-earned, fragile trust, which has been carefully and respectfully built, will impact the First nations community, as well as creating negative publicity, and causing massive reputational damage to the City, if this backwards motion is supported?**

**Response 3**

Cr Elli Petersen-Pik – Deputy Mayor advised that this matter will be considered by Council during their deliberations later in the meeting.

**Wendy Garstone – Maylands**

**Subject: Item 10.5.1.3.2 - Planning Policy Review - Bedford North Design Guidelines Policy**

**Question 1**

**Has the future mature canopy coverage been calculated based on required tree planting, including street trees, within the design guidelines boundary?**

**Response 1**

Luke Botica, Director Infrastructure and Assets advised that future mature canopy coverage has not been calculated for the Bedford North amendment area as part of the preparation of the local planning policy.

**Question 2**

**If the future mature canopy coverage has not been calculated, can this be done so that everyone is aware of the contribution that tree planting, including future street trees, in this area will have in increasing local canopy coverage?**

**Response 2**

Luke Botica, Director Infrastructure and Assets advised that mapping and forecasting current, and future, mature tree canopy is outside the scope of this local planning policy. The City is currently investigating the feasibility of calculating future mature canopy coverage.

**Question 3**

**Will street trees be required to be planted by the Developer when adjacent lots are developed?**

**Response 3**

Ryan Hall, Director Community Services advised that Street trees will be required to be planted, when verge areas adjacent to the development site are developed and where no existing verge trees are present. This is applied as a condition of development approval.

**Giorgia Johnson**

**Subject: Item 10.5.1.3.2 - Planning Policy Review - Bedford North Design Guidelines Policy**

**Question 1**

**When I read this article, that's when I found out the WAPC had refused the amendments. Is that correct?**

Response 1

Timothy Dawson, Acting Manager Property and Economic Development confirmed that yes, the variations to the R codes that require WAPC approval were refused in August 2025.

Question 2

**Are there plans to advise the community of that refusal? Particularly the people involved in the various consultations over the years.**

Response 2

Timothy Dawson, Acting Manager Property and Economic Development, advised that the submitters and landowners were advised at the time. They were also advised that the City was reviewing the policy and a future report would be presented to council.

**Subject: Item 11.1 - Proposed Change of Day for Annual Australia Day Citizenship Ceremony and Awards**

Question 3

**I think the right question is not should Australia Day be celebrated on the 26 January. The right question is not 'do you wish to celebrate this amazing country of ours?'. The question is if you support this item, how will you explain to the community why you ignored the recommendations of the Reconciliation Advisory Committee?**

Response 3

Cr Elli Petersen-Pik – Deputy Mayor advised that Council will be considering this matter later in the meeting.

**James McDonald – Bayswater**

**Subject: Item 11.1 - Proposed Change of Day for Annual Australia Day Citizenship Ceremony and Awards**

Question 1

**Cr Sutherland's proposal would require additional staffing costs on a date which is a public holiday. Given the Councillor has repeatedly stressed the importance of being responsible with funds expended by the council and has questioned previous increases to rates, what justification is there to move the ceremony to a date which would attract significant additional costs related to staffing?**

Response 1

Cr Elli Petersen-Pik – Deputy Mayor, advised that Council will be considering this matter later in the meeting.

**Georgina Ker - Bedford**

**Subject: Item 10.5.1.3.2 - Planning Policy Review - Bedford North Design Guidelines Policy**

Question 1

**I'd like to ask if the communication could please be reviewed because I contributed to a number of stages of that process and I was not advised of the WAPC refusal.**

Response 1

Jeremy Edwards, Chief Executive Officer confirmed that the City will investigate the communication of the WAPC refusal and inform Ms Ker.

**Branka Radanovich – Bayswater**

**Subject: Item 11.1 - Proposed Change of Day for Annual Australia Day Citizenship Ceremony and Awards**

Question 1

**Our neighbouring Council, Town of Bassendean has their citizenship ceremony on 27 January, why didn't we have reference to that in the agenda?**

Response 1

Cr Elli Petersen-Pik – Deputy Mayor advised that officers had provided a list of other local governments' positions, and that this was noted as another one.

**The following questions were submitted verbally, and were not in relation to items on the agenda:**

**Andrew Charlett - Maylands**

**Subject: Management of verges throughout the city**

Question 1

**Does the City agree that the state of a majority of verges throughout Maylands are in a poor state and indeed an eyesore?**

Response 1

Luke Botica, Director Infrastructure and Assets advised that the City is aware that the quality of street verge presentation varies across the suburb. Residents who have installed a verge treatment are responsible for the ongoing maintenance of that treatment. Where verges are not maintained by the adjoining resident, or do not have a verge treatment in place, the City provides a periodic basic mowing service for all unkempt or untreated verges.

Question 2

**Were the areas affected by the recent below ground power instillation and water lines inspected after the work was carried? And was the City happy with that work?**

Response 2

Yes, the areas were inspected. The City is following up several locations that will need further attention, such as correcting longer term settlement. The City will investigate and address any such matters as they are identified or reported.

Luke Botica, Director Infrastructure and Assets advised that the City has set up a new team and are in the process of getting the 'Program of Pride' rolled out to implement inspections of verges. The team will also be encouraging residents to maintain their verges and looking at ways to promote verge maintenance. There will also be additional work around tidying verges, and the City already has an unkempt verge mowing program that occurs three to four times a year to tidy those verges that aren't maintained by the joining residents.

**Question 3****Have City Officers inspected the state of the verges within the Maylands area?****Response 3**

Jeremy Edwards, Chief Executive Officer advised that he has heard the concerns raised and this will be reviewed in conjunction with the relevant Director. The City will investigate the statistics on the unkempt verge mowing program, while there is only a certain budget allocated for this program, if it is not meeting resident expectations within the Maylands area then that is something that can be reviewed. The other areas mentioned, Richard Street and Peninsular Road will be inspected to review these issues and to look at the broader areas as well as the underground power situation that you have raised.

**Question 4****Why is the parking on verges so open to abuse that leads to dangerous situations arising and why did it take myself to push the issue of parking on the verge adjacent to the intersection of Richard Street and Peninsular Road?****Response 4**

Verge parking is generally permitted throughout the City, provided it is undertaken in a safe manner and does not occur near intersections where sightlines may be compromised. In locations where verge parking creates safety concerns, the City can implement verge parking restrictions to reinforce the requirements of the Traffic Code and the City's Parking Local Law.

**Olivia Burmester, Bedford****Subject: Edward Street traffic management and signage****Question 1****Has the Council conducted a recent traffic assessment of Edward Street between Park Street and Beaufort Street cul-de-sac during peak school hours, and if not, when will this occur?****Response 1**

Luke Botica, Director Infrastructure and Assets advised that no, a traffic assessment has not been undertaken recently. This will be added to the list of locations to be assessed. We will endeavour to undertake the assessment by June this year.

**Will the results of that assessment be made available to residents and ratepayers?**

Yes, we can make that information available.

**Question 2****When will no stopping signage be extended on Park Street to the cul de sac from Park Street to Beaufort Street, similar to Lawrence Street, and how will this be enforced during peak times between 2:30-4pm, as vehicles are currently blocking residents' driveways and the road?****Response 2**

Luke Botica, Director Infrastructure and Assets advised that the City will assess the warrants for extending the parking restriction along this section. If vehicles are currently parking in a manner that obstructs driveways, footpaths or are parked too close to an intersection, then City Rangers can be contacted to undertake the necessary actions as parking in these manners are prohibited under the Traffic Code.

**Last Term myself and a neighbour called every single day and not once did a parking inspector attend. Can this be looked into?**

Cr Elli Petersen-Pik – Deputy Mayor advised that the City will look into this and will provide a response in writing.

### **Question 3**

**What are the 2026 numbers at Chisholm College for students and does it continue to align with the report from the Ordinary Council Meeting on 28 February 2023 limiting the numbers to 1800 students for their current parking bays? If this is still correct, why is the current parking bays, for 1800 student not sufficient when there is only 1700 students enrolled, with parents continuing to park dangerously on streets?**

### **Response 3**

Luke Botica, Director Infrastructure and Assets advised that according to the school's website, there are approximately 1,700 students currently enrolled. The City will confirm the number and assess how they are managing the bays to service that number of people.

**Malcolm Guy – Bedford**

**Subject: Edward Street parking**

### **Question 1**

**How is the Council enforcing existing 'no stopping' signage on Edward Street from Park Street to Beaufort Street and why does it appear inconsistent with the Council when we call to get immediate Ranger support?**

### **Response 1**

Parking enforcement across the City is carried out using a combination of approaches, including responding to community reports, undertaking targeted patrols in identified hot-spot areas, and addressing issues observed during routine compliance activities. While the City endeavours to support safe parking practices around schools, resource constraints mean it is not possible to attend every school precinct daily. To ensure a fair and consistent approach, school visits are scheduled through a rotating roster, with additional patrols directed to locations experiencing higher levels of parking concerns where resources allow.

### **Question 2**

**Why was the assessment for speed humps, raised platforms and chicanes not successful in implementing them at Park Street and down the crest of the hill on Edward Street.**

### **Response 2**

Initial treatments were identified by Main Roads based on crash data for the area. During community engagement, the City also considered residents' lived experiences and feedback, which resulted in additional locations being identified. A draft plan was then prepared and presented to the community for comment.

Not all suggested locations could be included. Some were excluded to maintain an appropriate distribution of treatments across the area, while others were not feasible due to physical constraints such as sewer lids, crossover locations, or verge trees.

**Question 3**

**What is the reason that Edward Street does not have the same no stopping signage that Lawrence Street has for the distance from Park Street to Beaufort Street.**

**Response 3**

Parking restrictions in the City are implemented in accordance with the requirements of the Traffic Code. Lawrence Street has a continuous solid centre line, which under the Traffic Code, prohibits vehicles from crossing the line to pass a parked vehicle. Additionally, the Traffic Code also restricts parking on or near a crest where a stopped vehicle is not clearly visible to an approaching driver within 50m. Accordingly, the City has installed the parking restrictions to emphasise these restrictions. Whilst Edward Street does not have a centre line, the City will assess the crest for any parking restriction requirements.

**Harvey Tonkin – Noranda**

**Subject: Bayswater Waves Tiles**

**Question 1**

**Is there a strategy at Bayswater Waves to keep the tiles clean?**

**Response 1**

Luke Botica, Director Infrastructure and Assets, advised that the City has recently increased cleaning of the waterway, and is investigating other solutions to keep the tiles clean.

**Question 2**

**Snap, Send, Solve has been introduced – why don't I receive a response when a submission is made in relation to Bayswater Waves?**

**Response 2**

Luke Botica, Director Infrastructure and Assets noted that information submitted through Snap, Send, Solve is received by the City and should trigger a response. The City will review this process to ensure it is operating effectively.

Kym Leahy, Director Corporate Services, advised that as part of the Technology One implementation project, the City is reintroducing a request management system. Under this system, enquiries received via Snap, Send, Solve will automatically generate a work request in the central system and issue automatic notifications to customers once the work request has been completed. Implementation is anticipated by April 2026.

**Giorgia Johnson – Bayswater**

**Subject: Cat Act Submission**

**Question 1**

**Has the City made a submission to the Minister of Local Government in relation to the review of the *Cat Act 2011*?**

**Response 1**

Amanda Albrecht, Manager Governance and Strategy, advised there were two matters occurring at the State Government level. One is an amendment that will allow Local Governments to change their local laws to include clauses regarding cat containment.

The timeframe for the amendment to the *Cat Act 2011* is on a shorter pathway than the review of the *Cat Act 2011*, which is seeking submissions by the end of August 2026. Council will shortly be asked to consider whether it will make a submission on the review of the *Cat Act 2011*.

It was also noted that the Government is not calling for submissions on the introduction of the amendment bill relating to local laws and is expected to be presented to Parliament shortly.

**The following questions were submitted in writing, and were not in relation to items on the agenda:**

**Matthew Morgan, Bayswater**

**Subject: Stone / Finton Street and Garratt Road proposed signal crossing and MPPS traffic calming**

**Question 1**

**Eastbound Guildford Road drivers turning right onto Garratt Road can observe the traffic signal before the Traylen Road turn off, additionally, traffic often backs up before this turn-off. This turn-off is used to bypass the Guildford and Garratt Road traffic lights. Given that the proposed Stone/Finton Street and Garratt Road signal crossing will give Stone Street drivers turning right onto Garratt Road a safer and comfortable crossing; how will the traffic signals be modified to prevent this from happening?**

**Response 1**

The signal operation at Garratt Road and Stone Street will prioritise through-traffic for Garratt Road, with gaps to provide a manoeuvre from Stone Street and Frinton Street. If rat running is observed upon the completion of the project, timings can be adjusted to provide only minimum green for traffic exiting Stone Street that allows only few vehicles at a time.

**Question 2**

**Does the City of Bayswater take the Maylands Peninsula community concerns about the issues of "rat running" seriously?**

**Response 2**

Yes. The City is installing a series of traffic calming devices to deter such traffic.

**Question 3**

**Police incident number TCF25121461798 involved an alleged near miss when a parent and child were almost killed walking to school by a car driver on the corner of Mephan and Darby Street. There is a cluster of near misses at this intersection and poor road design could be a major factor. How is the LCURS program progressing with this intersection?**

**Response 3**

The intersection of Mephan Street, Darby Street and Rosher Place is scheduled for treatment under LCURS package 4B. The treatments proposed under this package are currently under design review by Main Roads WA. The construction of the treatments is expected to occur within this calendar year.

**Malcolm Guy – Bedford****Subject: Edward Street parking****Question 1**

**How is the Council enforcing existing 'no stopping' signage on Edward Street from Park Street to Beaufort Street and why does it appear inconsistent with the Council when we call to get immediate Ranger support?**

**Response 1**

Parking enforcement across the City is carried out using a combination of approaches, including responding to community reports, undertaking targeted patrols in identified hot-spot areas, and addressing issues observed during routine compliance activities. While the City endeavours to support safe parking practices around schools, resource constraints mean it is not possible to attend every school precinct daily. To ensure a fair and consistent approach, school visits are scheduled through a rotating roster, with additional patrols directed to locations experiencing higher levels of parking concerns where resources allow.

**Question 2**

**Why was the assessment for speed humps, raised platforms and chicanes not successful in implementing them at Park Street and down the crest of the hill on Edward Street.**

**Response 2**

Initial treatments were identified by Main Roads based on crash data for the area. During community engagement, the City also considered residents' lived experiences and feedback, which resulted in additional locations being identified. A draft plan was then prepared and presented to the community for comment.

Not all suggested locations could be included. Some were excluded to maintain an appropriate distribution of treatments across the area, while others were not feasible due to physical constraints such as sewer lids, crossover locations, or verge trees.

**Question 3**

**What is the reason that Edward Street does not have the same no stopping signage that Lawrence Street has for the distance from Park Street to Beaufort Street.**

**Response 3**

Parking restrictions in the City are implemented in accordance with the requirements of the Traffic Code. Lawrence Street has a continuous solid centre line, which under the Traffic Code, prohibits vehicles from crossing the line to pass a parked vehicle. Additionally, the Traffic Code also restricts parking on or near a crest where a stopped vehicle is not clearly visible to an approaching driver within 50m. Accordingly, the City has installed the parking restrictions to emphasise these restrictions. Whilst Edward Street does not have a centre line, the City will assess the crest for any parking restriction requirements.

***Public Question Time closed at 7:41 pm.***

- 7 Confirmation of Minutes
- 7.1 Ordinary Council Meeting

**COUNCIL RESOLUTION**

The Minutes of the Ordinary Council Meeting held on 20 January 2026, which have been distributed, be confirmed as a true and correct record, with the question and response about heritage facades in section 12.2, Questions from Members Without Notice, updated to reflect that the question was asked by the Deputy Mayor and responded to by the Director Community Services, as shown in italics below:

*Cr Elli Petersen-Pik – Deputy Mayor*

**Question 1**

*The heritage facades on Guilford Road and Williamson’s Garage are covered in graffiti, is there any update on when they will be repainted?*

**Response 1**

*Ryan Hall, Director Community Services took the question on notice.*

**Cr Cale Black Moved, Cr Calla Loiacono Seconded**

**CARRIED UNANIMOUSLY: 8/0**

**For:** *Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.*

**Against:** *Nil.*

**8 Presentations**

Nil.

**8.1 Petitions**

Nil.

**8.2 Presentations**

Nil.

**8.3 Deputations**

The following deputations were heard at the Agenda Briefing Forum held on Tuesday 17 February 2026:

**11.1 Cr Michelle Sutherland - Proposed Change of Day for Annual Australia Day Citizenship Ceremony and Awards**

1. In relation to item 11.1, Pearl Chaloupka was in attendance and spoke in opposition to the motion;
2. In relation to item 11.1, Troy Meade was in attendance and spoke in support of the motion;
3. In relation to item 11.1, Giorgia Johnson was in attendance and spoke in opposition to the motion;
4. In relation to item 11.1, Georgina Ker was in attendance and spoke in opposition to the motion
5. In relation to item 11.1, Kirsty Wilde submitted a written deputation in opposition to the motion;
6. In relation to item 11.1, Summer Porter submitted a written deputation in opposition to the motion;
7. In relation to item 11.1, Ariane Katscherian submitted a written deputation in opposition to the motion;
8. In relation to item 11.1, Andrew Brown submitted a written deputation in support of the motion;
9. In relation to item 11.1, Laura Briscoe submitted a written deputation in opposition to the motion;
10. In relation to item 11.1, Kayla MacGillivray submitted a written deputation in opposition to the motion;
11. In relation to item 11.1, Marnie Richardson submitted a written deputation in opposition to the motion;
12. In relation to item 11.1, Meaghan McAllister submitted a written deputation in opposition to the motion;

13. In relation to item 11.1, Alexa Taylor submitted a written deputation in opposition to the motion;
14. In relation to item 11.1, Leon McGrath submitted a written deputation in support of the motion;
15. In relation to item 11.1, Aileen O'Rourke submitted a written deputation in opposition to the motion.
16. In relation to item 11.1, Teresa O'Donnell submitted a written deputation in opposition to the motion; and
17. In relation to item 11.1, Adam Tatanamony submitted a written deputation in opposition to the motion.

**8.4 Delegates Reports**

**8.4.1 Cr Calla Loiacono - WALGA Essentials Training**

<b>Responsible Directorate:</b>	Office of the Chief Executive Officer
<b>Authority/Discretion:</b>	Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Certificate of Achievement - Serving on Council [8.4.1.1 - 1 page]</li> <li>2. Certificate of Achievement - Understanding Financial Reports and Budgets [8.4.1.2 - 1 page]</li> <li>3. Certificate of Achievement - Conflicts of Interest [8.4.1.3 - 1 page]</li> <li>4. Certificate of Achievement - Understanding Local Government [8.4.1.4 - 1 page]</li> </ol>

**SUMMARY**

For Council to note training courses recently completed by Cr Calla Loiacono.

**COUNCIL RESOLUTION**  
**(OFFICER'S RECOMMENDATION)**

That Council notes:

1. **The Delegate's Report from Cr Loiacono on completion of the following Elected Member Training compulsory units:**
  - (a) **Module 1 - Understanding Local Government**
  - (b) **Module 2 – Conflicts of Interest**
  - (c) **Module 3 – Serving on Council**
  - (d) **Module 5 - Understanding of Financial Reports and Budgets**
2. **That Cr Loiacono is enrolled to complete Module 4 – Meeting Procedures however the unit is currently unavailable due to it being updated by WALGA.**

**Cr Calla Loiacono Moved, Cr Anthony Pittaway Seconded**

**CARRIED UNANIMOUSLY: 8/0**

**For:** *Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.*

**Against:** *Nil.*

**REPORT**

Cr Loiacono completed the following courses:

- **Module 1 - Understanding Local Government**
  - Course completed: 9 January 2026
  - Course cost: \$286 inclusive of GST
- **Module 2 – Conflicts of Interest**
  - Course completed: 10 December 2025
  - Course cost: \$286 inclusive of GST

- Module 3 – Serving on Council
  - Course completed: 11 December 2025
  - Course cost: \$1133 inclusive of GST
- Module 5 - Understanding Financial Reports and Budgets
  - Course completed: 9 January 2026
  - Course cost: \$566.50 inclusive of GST

Following completion of these courses, Cr Loiacono has received Certificates of Achievement for the available four of the five Council Member Essentials courses.

## KEY COURSE TOPICS

### Module 1 - Understanding Local Government

- This foundation course assists in the transition from private citizen to a Council Member.
- Valuable information and a greater understanding of roles and responsibilities, Local Government protocols and procedures is provided to assist in competently fulfilling duties.
- Provides an overview of how the Local Government Act 1995 frames the systems and processes involved in the function of Local Government.
- Learning outcomes include:
  - Identifying how Local Government fits into the structure of Government in Australia;
  - Understanding the role of Council Members;
  - Distinguishing between the strategic role of the Council and the day-to-day role of the Administration;
  - Understanding the legislative environment of Local Governments; and
  - Raising awareness on how to participate confidently in Council and committee meetings.

### Module 2 - Conflicts of Interest

- As an elected community representative and leader, Council Members are required to make objective, unbiased decisions on matters affecting the whole community. Council Members have a statutory obligation to declare any actual or perceived interests that may influence those decisions.
- This course outlines financial, indirect financial, proximity and impartiality interests; disclosures of interest at meetings; the importance of closely associated persons; and the link between gifts and conflicts of interest.
- Learning outcomes include:
  - Identifying the types of interest that exist;
  - Understanding how an Elected Member can have an interest in a Council or committee matter;
  - Evaluating the implications of different types of interest;
  - Identifying the critical people when considering interests; and
  - Confidently locating helpful information.

**Module 3 - Serving on Council**

- A comprehensive two-day course specifically developed to address the unique skills and knowledge required by Council Members and develops the knowledge and skills required to serve effectively on Council.
- Building on the information from the first few modules, the course delves deeper into what is involved in serving your community in a Local Government environment and performing as a competent and capable team member on Council.
- It recognises both internal and external influences on Council Members, how to develop and maintain strategic relationships, the necessity to perform your role in a due diligence framework and how to contribute effectively to high level strategic decision making.
- Learning outcomes include:
  - Understanding and applying legislation and regulations within which Local Governments must operate;
  - Identifying the role of Council Members and senior management in leading and supporting their communities;
  - Recognising expectations of Council Members to act in a 'Board-like' manner as the governing body;
  - Applying processes involved in contributing successfully to Council and committee meetings; and
  - Implementing ethical decision making.

**Module 5 - Understanding Financial Reports and Budgets**

- Council Members encounter ongoing pressure to be fully across their Council's financial decisions and responsibilities.
- Often Council Members will be urged to reduce rates, while keeping services to a high level and at the same time keep spending down.
- A practical understanding is provided on how to review and interpret financial reports and budgets, as well as monitoring revenue and expenditure. An understanding will be gained and discussed of the benefits of financial forecasting; and realise the impact that key decision making has on the organisation's financial health.
- Course material outlines the linkage between Strategic Planning, Asset Management Planning and Long-Term Financial Planning.
- Learning outcomes include:
  - Understanding basic accounting principles and concepts;
  - Analysing the roles and responsibilities of Council, Council Members, the CEO and Audit, Risk and Improvement Committee;
  - Applying strategic financial management; and
  - Understanding the imposition of rates, annual budgets and financial management reporting.

**ELECTED MEMBER CONFERENCE, TRAVEL AND TRAINING REGISTER**

The Elected Member Conference, Travel and Training Register has been updated to reflect the completion of the above courses by Cr Loiacono.

The courses were funded from Cr Loiacono's allowance in accordance with the Elected Member Attendance at Conferences, Seminars, Training and Professional Development Policy.

**CONCLUSION**

Cr Loiacono has provided the above Delegate's Report to Council to note the completion of training courses recently completed.



**WALGA Training**

RTO 51992

# Certificate of Achievement

awarded to

**Calla Loiacono**

after completing the following course:

**Serving on Council**

on

**11 December 2025**

A handwritten signature in black ink, appearing to read "Nick Sloan".

**Nick Sloan - Chief Executive Officer**

Western Australian Local Government Association



Certificate ID: 9SKZnEILo5



**WALGA Training**

RTO 51992

# Certificate of Achievement

awarded to

**Calla Loiacono**

after completing the following course:

**Understanding Financial Reports and Budgets**

on

**9 January 2026**

A handwritten signature in black ink, appearing to be "Nick Sloan", positioned above a horizontal line.

**Nick Sloan - Chief Executive Officer**

Western Australian Local Government Association



Certificate ID: F2u6Jy16Ut



**WALGA Training**

RTO 51992

# Certificate of Achievement

awarded to

**Calla Loiacono**

after completing the following course:

**Conflicts of Interest**

on

**10 December 2025**

A handwritten signature in black ink, appearing to read "Nick Sloan".

**Nick Sloan - Chief Executive Officer**  
Western Australian Local Government Association



Certificate ID: 9ViTjIDEaf



**WALGA Training**

RTO 51992

# Certificate of Achievement

awarded to

**Calla Loiacono**

after completing the following course:

**Understanding Local Government**

on

**9 January 2026**

A handwritten signature in black ink, appearing to read "Nick Sloan".

**Nick Sloan - Chief Executive Officer**

Western Australian Local Government Association



Certificate ID: BO6iQFclrA

**8.4.2 Cr Cale Black - WALGA Essentials Training Courses**

<b>Responsible Directorate:</b>	Office of the Chief Executive Officer
<b>Authority/Discretion:</b>	Information Purposes
<b>Voting Requirement:</b>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Certificate - Meeting Procedures [8.4.2.1 - 1 page]</li> <li>2. Certificate - Serving on Council [8.4.2.2 - 1 page]</li> <li>3. Certificate - Understanding Financial Reports and Budgets [8.4.2.3 - 1 page]</li> </ol>

**SUMMARY**

For Council to note training courses recently completed by Cr Cale Black.

**OFFICER'S RECOMMENDATION**

**That Council:**

1. **Notes the Delegate’s Report from Cr Black on completion of the following Elected Member Training compulsory units:**
  - (a) **Module 3 - Serving on Council**
  - (b) **Module 4 - Meeting Procedures**
  - (c) **Module 5 - Understanding of Financial Reports and Budgets**
2. **Notes that Cr Black has now successfully completed the compulsory Elected Member Training in accordance with s5.126 of the *Local Government Act 1995* and lodged the required Declaration of Completion of Mandatory Elected Member Training with the Chief Executive Officer.**

**REPORT**

Cr Black completed the following courses:

- **Module 3 – Serving on Council**
  - Course completed: 26 November 2025
  - Course cost: \$1133 inclusive of GST
- **Module 4 – Meeting Procedures**
  - Course completed: 1 December 2025
  - Course cost \$566.50 inclusive of GST
- **Module 5 - Understanding Financial Reports and Budgets**
  - Course completed: 2 December 2025
  - Course cost: \$566.50 inclusive of GST

Following completion of these courses, Cr Black has received Certificates of Achievement for all the Council Member Essentials courses, Modules 1 and 2 having been completed earlier.

**KEY COURSE TOPICS**

**Module 3 - Serving on Council**

- A comprehensive two-day course specifically developed to address the unique skills and knowledge required by Council Members and develops the knowledge and skills required to serve effectively on Council.

- Building on the information from the first few modules, the course delves deeper into what is involved in serving your community in a Local Government environment and performing as a competent and capable team member on Council.
- It recognises both internal and external influences on Council Members, how to develop and maintain strategic relationships, the necessity to perform your role in a due diligence framework and how to contribute effectively to high level strategic decision making.
- Learning outcomes include:
  - Understanding and applying legislation and regulations within which Local Governments must operate;
  - Identifying the role of Council Members and senior management in leading and supporting their communities;
  - Recognising expectations of Council Members to act in a 'Board-like' manner as the governing body;
  - Applying processes involved in contributing successfully to Council and committee meetings; and
  - Implementing ethical decision making.

#### **Module 4 - Meeting Procedures**

- Participating effectively in meetings is a critical aspect of being a Council Member. Meetings are the fundamental component of your role and your opportunity to deliver outcomes for your community.
- Learn to prepare for meetings by analysing and interpreting information and collaborating with other Council Members, enabling informed strategic decisions during the meeting.
- Tools provided to participate effectively in meetings by developing an understanding of meeting procedures and high-level debating techniques.
- Learning outcomes include:
  - Critically reading agendas and evaluating Local Government officer reports;
  - Understanding and being able to correctly use procedural motions and effectively raise 'points of order';
  - Demonstrating skills as a chair within legal and ethical requirements;
  - Understanding the importance of checking and confirming the minutes;
  - Using knowledge of meeting procedures to move, second or foreshadow motions, using correct amendment rules where appropriate and take the right of reply; and
  - Participating confidently and effectively in Council and committee meetings.

#### **Module 5 - Understanding Financial Reports and Budgets**

- Council Members encounter ongoing pressure to be fully across their Council's financial decisions and responsibilities.
- Often Council Members will be urged to reduce rates, while keeping services to a high level and at the same time keep spending down.
- A practical understanding is provided on how to review and interpret financial reports and budgets, as well as monitoring revenue and expenditure. An understanding will be gained and discussed of the benefits of financial forecasting; and realise the impact that key decision making has on the organisation's financial health.

- Course material outlines the linkage between Strategic Planning, Asset Management Planning and Long-Term Financial Planning.
- Learning outcomes include:
  - Understanding basic accounting principles and concepts;
  - Analysing the roles and responsibilities of Council, Council Members, the CEO and Audit, Risk and Improvement Committee;
  - Applying strategic financial management; and
  - Understanding the imposition of rates, annual budgets and financial management reporting.

### **CR BLACK'S COMMENTS**

These courses were invaluable in gaining a further understanding of how best to serve on our Council, developing confidence in meeting procedures and standing orders, and interpreting financial reporting mechanisms including budgeting and auditing. The content was relevant, clear, concise, and presented appropriately and in an engaging manner by facilitators who have performed elected and senior management duties in local government.

I would encourage all Elected Members who are required to undertake this compulsory training to strongly consider in-person attendance to gain the best understanding of their legislated obligations, to make the most of direct engagement with the facilitator, and for collaboration and networking opportunities with other Elected Members from other districts.

I would also like to acknowledge the Western Australian Local Government Association in their facilitation of these compulsory training units and the development of the associated materials, as well as City Officers for their assistance in registration and attendance.

### **ELECTED MEMBER CONFERENCE, TRAVEL AND TRAINING REGISTER**

The Elected Member Conference, Travel and Training Register has been updated to reflect the completion of the above courses by Cr Black.

The courses were funded from Cr Black's allowance in accordance with the Elected Member Attendance at Conferences, Seminars, Training and Professional Development Policy.

### **CONCLUSION**

Cr Black has provided the above Delegate's Report to Council to note training courses recently completed.



**WALGA Training**

RTO 51992

# Certificate of Achievement

awarded to

**Cale Black**

after completing the following course:

**Meeting Procedures**

on

**1 December 2025**

A handwritten signature in black ink, appearing to read "Nick Sloan".

**Nick Sloan - Chief Executive Officer**

Western Australian Local Government Association



Certificate ID: Qlit1LY2ka



**WALGA Training**

RTO 51992

# Certificate of Achievement

awarded to

**Cale Black**

after completing the following course:

**Serving on Council**

on

**26 November 2025**

A handwritten signature in black ink, appearing to read "Nick Sloan".

**Nick Sloan - Chief Executive Officer**

Western Australian Local Government Association



Certificate ID: y7czBu5ak0



**WALGA Training**

RTO 51992

# Certificate of Achievement

awarded to

**Cale Black**

after completing the following course:

**Understanding Financial Reports and Budgets**

on

**2 December 2025**

A handwritten signature in black ink, appearing to read "Nick Sloan".

**Nick Sloan - Chief Executive Officer**

Western Australian Local Government Association



Certificate ID: PaefokRKwX

**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 (en bloc).

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.

Withdrawn items were discussed in the following order:

<b>Item Number</b>	<b>Reason for withdrawal</b>
11.1	This item was subject to deputations and declarations of interests were disclosed.
10.1.1	To nominate delegates to an external committee.
10.2.1	The item required an absolute majority vote of the Council.
10.3.1	A member wished to move a motion that was different to the officer's recommendation and a declaration of interest was disclosed.
10.5.1.2.3	A member wished to move a motion that was different to the officer's recommendation.
10.4.2	A member wished to discuss the item.

**MOTION**

**That item 11.1 be brought forward for consideration before section 10 due to the number of people present at the meeting to hear Council's deliberations on the item.**

**Cr Michelle Sutherland Moved, Cr Nat Latter Seconded**

**CARRIED UNANIMOUSLY:8/0**

**For:** *Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.*

**Against:** *Nil.*

**MOTION**

**That item 10.4.2 Tender 28-2025 CCTV Managed Service be discussed behind closed doors in section 14, as it contains information that is considered confidential in accordance with section 5.23(4)(c) of the Local Government Act 1995.**

**Cr Cale Black Moved, Cr Donovan MacDonald Seconded**

**CARRIED UNANIMOUSLY:8/0**

**For:** *Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.*

**Against:** *Nil.*

**10 Reports**

**10.1 Office of the CEO Directorate Reports**

**10.1.1 Nominations to DevelopmentWA Midland Land Redevelopment Committee**

<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>	Nil
<b>Officer Declaration:</b>	<i>The Director Community Services, who reviewed this report, declared an impartial interest in the item as he is a current board member of DevelopmentWA and a current member of the Midland Land Redevelopment Committee.</i>

***RYAN HALL, DIRECTOR COMMUNITY SERVICES DECLARED AN IMPARTIAL INTEREST***

***In accordance with regulation 22 of the Local Government (Model Code of Conduct) Regulations 2021, Ryan Hall, Director Community Services, who reviewed the report, declared an impartial interest in this item as he is a current board member of DevelopmentWA and a current member of the Midland Land Redevelopment Committee.***

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

**SUMMARY**

For Council to consider nomination of representatives to the DevelopmentWA Midland Land Redevelopment Committee, which requires Council representation.

**OFFICER'S RECOMMENDATION**

That Council:

1. Nominates Mayor Filomena Piffaretti and the following two Council Members to the Midland Land Redevelopment Committee as per its terms of reference, noting that the Minister will only select one of the nominees as Committee members:

Elected Member: Mayor Filomena Piffaretti
Elected Member:
Elected Member:

2. Requests the Chief Executive Officer advise the Minister for Planning and Lands of these nominations as detailed in limb 1 above: and
3. Notes that the term of the successful nominee will expire two years from the date of appointment.

**COUNCIL RESOLUTION**

**That Council:**

- 1. Nominates Mayor Filomena Piffaretti and Cr Cale Black to the Midland Land Redevelopment Committee as per its terms of reference, noting that the Minister will only select one of the nominees as Committee members:**

<b>Elected Member: Mayor Filomena Piffaretti</b>
<b>Elected Member: Cr Cale Black</b>

- 2. Requests the Chief Executive Officer advise the Minister for Planning and Lands of these nominations as detailed in limb 1 above: and**
- 3. Notes that the term of the successful nominee will expire two years from the date of appointment.**

**Cr Nat Latter Moved, Cr Cale Black Seconded**

**CARRIED UNANIMOUSLY: 8/0**

**For:** *Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.*

**Against:** *Nil.*

**REASON FOR CHANGE**

***Council changed the officer’s recommendation in order to nominate Cr Black.***

**BACKGROUND**

On 3 March 2020 the State Government gazetted the *Metropolitan Redevelopment Authority Amendment Regulations 2020*. The modified regulations changed the Midland redevelopment area to include the areas surrounding the Bayswater, Forrestfield and Midland train stations. The Bayswater redevelopment area includes the entire Bayswater Town Centre Structure Plan area.

On 25 May 2021 DevelopmentWA gazetted the *METRONET East Redevelopment Scheme* and took planning control over the area.

At its Ordinary Council Meeting of 7 December 2021, Council resolved to nominate the Mayor Filomena Piffaretti, Cr Catherine Ehrhardt - Deputy Mayor and Cr Josh Eveson as representatives of the City of Bayswater on this committee.

**EXTERNAL CONSULTATION**

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

**OFFICER'S COMMENTS**

The City has received a request from DevelopmentWA, seeking nominations for three Council representatives to be submitted to the Minister for Planning and Lands for approval. The Minister will determine the final appointment to the LRC.

### Organisation/Group

DevelopmentWA is the State Government's land and property agency – planning and delivering projects from conception to completion.

### Purpose/Role

The role of the Land Redevelopment Committee (LRC) is to determine within delegation, significant Development Applications relevant to the Redevelopment Areas the LRC is responsible for. These areas include Bentley, Subiaco, Armadale, Midland and Central Perth. The Committee also approves amendments to Planning Policies, Design Guidelines and Heritage Inventories, in accordance with Parts 5 and 6 of the *Metropolitan Redevelopment Authority Act 2011* (the Act) and the relevant Redevelopment Scheme(s) applying to the Redevelopment Areas.

### Representative (Member)

LRC members are appointed by the Minister for Planning and Lands in accordance with sections 80(1)(a) and (c) of the *Metropolitan Redevelopment Authority Act 2011*. Each LRC consists of five members:

1. One is to be a member of the DevelopmentWA's board of management nominated by DevelopmentWA;
2. One is to be a person nominated in accordance with section 81; and
3. Each of the others is to be a person who in the opinion of the Minister has a relevant qualification.

The Act requires the Minister to request each relevant local government nominate three persons for consideration. Once the nominations have been received, the Minister must appoint one of the nominated persons to the committee.

### Role of Representative(s)

LRC members are responsible collectively for LRC decisions and should support and adhere to all decisions made by their specific LRC. The [LRC Charter](#) outlines the specific role of the LRC members and is available on the DevelopmentWA website.

### Meeting Details

Meeting Frequency:	Monthly, as required.
Day of Meeting:	First Monday of the month.
Time of Meeting:	9:30am
Location of Meeting:	Meetings are held in person or via video conference from the DevelopmentWA Boardroom.

### Sitting Fees

Land Redevelopment Committee members are eligible for remuneration as per section 83 of the *Metropolitan Redevelopment Authority Act 2011*.

The Minister for Lands determined the new LRC member remuneration rate as of 9 January 2024.

The current hourly remuneration rates are as follows:

Chairperson:	\$776 per day for meeting of 4 hours or more \$504 per day for meeting of less than 4 hours
Deputy Chairperson:	\$582 per day for meetings of 4 hours or more \$378 per day for meeting of less than 4 hours
Members:	\$504 per day for meetings of 4 hours or more \$328 per day for meetings of less than 4 hours

Meeting preparation fees have also been introduced. The hourly rate is payable where time spend preparing for a meeting exceeds 2 hours and up to a maximum of 4 hours. The rates are as follows:

Chairperson:	\$83 per hour
Deputy Chairperson:	\$62 per hour
Members:	\$53 per hour

Current membership

The current term of the Midland Land Redevelopment Committee concluded in December 2025, at which time Council’s committee representative was Mayor Filomena Piffaretti. Mayor Filomena Piffaretti has indicated that she would like to be considered to continue her membership on this committee.

It is recommended that Mayor Filomena Piffaretti be one of the persons nominated, for continuity of representation on behalf of the community to DevelopmentWA.

**LEGISLATIVE COMPLIANCE**

*Metropolitan Redevelopment Authority Act 2011*

**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	SR04 - Inability to work collaboratively to engage and partner with the stakeholders to promote and advocate opportunities to live and invest.	

**FINANCIAL IMPLICATIONS**

Nil.

**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Council Plan 2025 – 2035, the following applies:

Key Result Area: Leadership and Governance  
Outcome 5.2 Stakeholder Leadership  
Objective 5.2.3 Advocate and develop partnerships for City benefit.

**CONCLUSION**

Ensuring appropriate representation and advocacy on behalf of the community is essential to maintaining the City's interests in matters considered by this committee. It is therefore recommended that Council have representation on the Midland Land Redevelopment Committee.

**10.1.2 Appointment to Audit, Risk and Improvement 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>	Simple Majority Required
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Tracked Changes - Terms of Reference Audit Risk and Improvement Committee [10.1.2.1 - 2 pages]</li> <li>2. Updated Terms of Reference Audit Risk and Improvement Committee [10.1.2.2 - 2 pages]</li> </ol>
<b>Refer:</b>	Item: 10.1.1 OCM: 28.10.2025
<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 of the Local Government Act 1995.***

**SUMMARY**

This report provides for Council to appoint Mayor Filomena Piffaretti as a committee member to the City of Bayswater Audit, Risk and Improvement Committee in accordance with section 5.10(4) of the *Local Government Act 1995* (the Act).

**COUNCIL RESOLUTION  
(OFFICER'S RECOMMENDATION)**

**That Council:**

- 1. Notes that Mayor Filomena Piffaretti has informed the Council of her wish to be a member of the Audit, Risk and Improvement Committee and is duly appointed in accordance with section 5.10(4) of the *Local Government Act 1995*; and**
- 2. Approves the amendments to the Terms of Reference for the Audit, Risk and Improvement Committee, as detailed in Attachment 2 of this report.**

**Cr Cale Black Moved, Cr Michelle Sutherland Seconded**

**CARRIED UNANIMOUSLY BY EXCEPTION (EN-BLOC): 8/0**

**For:** *Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.*

**Against:** *Nil.*

**BACKGROUND**

Section 7.1A of the Act requires local governments to establish an Audit, Risk and Improvement Committee to support good governance across financial management, internal control, risk and compliance.

At its Ordinary Council Meeting of 28 October 2025, Council established its committees for the term 28 October 2025 to 16 October 2027. This included appointment of committee members and adopting the committees' terms of reference.

The Audit, Risk and Improvement Committee was established at this meeting, including appointment of committee members and adoption of its terms of reference.

Section 5.10(4) of the Act states that where a local governments' mayor or president requests to be a member of a committee, then the local government is to appoint the mayor or president to be a member of that committee.

**EXTERNAL CONSULTATION**

No consultation with the public or other agencies is required on this matter.

**OFFICER'S COMMENTS**

Mayor Filomena Piffaretti has requested to be appointed as a member of the Audit, Risk and Improvement Committee, in accordance with section 5.10(4) of the Act. As such 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**.

Audit, Risk and Improvement Committee Membership

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

- Presiding Member – Shona Zulsdorf
- Deputy Presiding Member – Anthony Wittcomb
- Committee Member – Cr Donovan Macdonald
- Committee Member – Cr Calla Loiacono
- Committee Member – Cr Anthony Pittaway
- Committee Member – Cr Cale Black

**LEGISLATIVE COMPLIANCE**

*Local Government Act 1995*

Section 7.1A of the Act requires each local government to establish an Audit, Risk and Improvement Committee to provide oversight across financial management, risk, governance, and continuous improvement.

In accordance with section 5.10(4) of the Act, where the Council 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 that committee. Mayor Filomena Piffaretti has requested to be appointed as a member of the Audit, Risk and Improvement Committee under section 5.10(4), and Council is therefore required to appoint the Mayor to the Committee. The appointment does not require an absolute majority resolution, as the absolute majority requirement does not apply to appointments made under this subsection.

**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**

Nil

## **STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Council Plan 2025 – 2035, the following applies:

Key Result Area: Leadership and Governance  
Outcome 5.1 Good Governance  
Objective 5.1.1 Provide ethical and accountable governance.

## **CONCLUSION**

It is recommended that Council appoints Mayor Filomena Piffaretti to the Audit, Risk and Improvement Committee and adopts the amended Terms of Reference as contained in **Attachment 2** of this report.

**Terms of Reference – Audit, Risk and Improvement Committee**

**Purpose**

The Audit, Risk and Improvement Committee (ARIC) is established in accordance with section 7.1A of the *Local Government Act 1995* (the Act). The Committee operates in accordance with all relevant provisions of the Act, the *Local Government (Audit) Regulations 1996* and the *Local Government (Administration) Regulations 1996*.

As prescribed in Regulation 16 of the *Local Government (Audit) Regulations 1996*, the Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the Chief Executive Officer (CEO).

**Objective**

The objective of the Committee is to support Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems and audit functions.

**Areas of Responsibility**

The Committee is to guide and assist Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems and audit functions.

The Committee is to guide and assist the Council to fulfil their oversight responsibilities relating to:

- External and Internal Audit activities;
- Financial management processes and controls;
- Risk Management activities;
- Internal control effectiveness;
- Compliance and Integrity; and
- Performance reporting.

**Functions**

The Committee will operate in accordance with all relevant provisions of the Act, the *Local Government (Audit) Regulations 1996* and the *Local Government (Administration) Regulations 1996*.

As prescribed in regulation 16 of the *Local Government (Audit) Regulations 1996*, the Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the CEO.

The Committee’s responsibilities include, but are not limited to:

**External Audit**

The Committee is responsible for communicating and liaising with the Office of the Auditor General (OAG). This includes understanding the results of financial and performance audits conducted within the City and overseeing whether recommendations are implemented by management.

**Internal Audit**

The Committee is responsible for guiding and overseeing the activities, resources and structure of the internal audit function.

**Financial Management**

The Committee oversees the integrity of financial and performance reporting processes within the City.

**Risk Management**

The Committee oversees the City's system of risk management.

**Internal Controls**

The Committee oversees the City's system of internal controls. The Committee will monitor and review the effectiveness of the City's systems for internal control, as well as its systems for compliance with laws, standards, legislation and policy, and other requirements.

**Compliance and Integrity**

The Committee oversees the City's processes to ensure compliance with relevant laws and regulations and for promoting a strong governance culture within the City.

**Performance Reporting**

The Committee oversees the monitoring of service and performance against the Corporate Business Plan.

**Membership**

Voting Members

The Committee consists of ~~six~~ seven members:

- A Presiding Member (Independent)
- A Deputy Member (Independent); and
- ~~Four~~ Five Elected Members

The quorum for this Committee is ~~three~~ four members, including at least one independent member. All remaining 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 (minimum annually under legislation) at the City of Bayswater Civic Centre.

**Liaison Officer**

Chief Executive Officer

**Terms of Reference - Audit, Risk and Improvement Committee**

**Purpose**

The Audit, Risk and Improvement Committee (ARIC) is established in accordance with section 7.1A of the *Local Government Act 1995* (the Act). The Committee operates in accordance with all relevant provisions of the Act, the *Local Government (Audit) Regulations 1996* and the *Local Government (Administration) Regulations 1996*.

As prescribed in Regulation 16 of the *Local Government (Audit) Regulations 1996*, the Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the Chief Executive Officer (CEO).

**Objective**

The objective of the Committee is to support Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems and audit functions.

**Areas of Responsibility**

The Committee is to guide and assist Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems and audit functions.

The Committee is to guide and assist the Council to fulfil their oversight responsibilities relating to:

- External and Internal Audit activities;
- Financial management processes and controls;
- Risk Management activities;
- Internal control effectiveness;
- Compliance and Integrity; and
- Performance reporting.

**Functions**

The Committee will operate in accordance with all relevant provisions of the Act, the *Local Government (Audit) Regulations 1996* and the *Local Government (Administration) Regulations 1996*.

As prescribed in regulation 16 of the *Local Government (Audit) Regulations 1996*, the Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the CEO.

The Committee’s responsibilities include, but are not limited to:

**External Audit**

The Committee is responsible for communicating and liaising with the Office of the Auditor General (OAG). This includes understanding the results of financial and performance audits conducted within the City and overseeing whether recommendations are implemented by management.

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The Committee is responsible for guiding and overseeing the activities, resources and structure of the internal audit function.

**Financial Management**

The Committee oversees the integrity of financial and performance reporting processes within the City.

**Risk Management**

The Committee oversees the City’s system of risk management.

**Internal Controls**

The Committee oversees the City's system of internal controls. The Committee will monitor and review the effectiveness of the City's systems for internal control, as well as its systems for compliance with laws, standards, legislation and policy, and other requirements.

**Compliance and Integrity**

The Committee oversees the City's processes to ensure compliance with relevant laws and regulations and for promoting a strong governance culture within the City.

**Performance Reporting**

The Committee oversees the monitoring of service and performance against the Corporate Business Plan.

**Membership**

Voting Members

The Committee consists of seven members:

- A Presiding Member (Independent)
- A Deputy Member (Independent); and
- Five Elected Members

The quorum for this Committee is four members, including at least one independent member.

All remaining 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 (minimum annually under legislation) at the City of Bayswater Civic Centre.

**Liaison Officer**

Chief Executive Officer

**10.1.3 Road Closure - 172 Lawrence Street Bedford**

<b>Applicant/Proponent:</b>	Urbanista Town Planning
<b>Owner:</b>	Llapi Property Investments Pty Ltd
<b>Responsible Branch:</b>	Property and Economic Development
<b>Responsible Directorate:</b>	Office of the CEO
<b>Authority/Discretion:</b>	Quasi-Judicial
<b>Voting Requirement:</b>	Simple Majority Required.
<b>Attachments:</b>	1. Deposited Plan 65561 [10.1.3.1 - 2 pages] 2. Crown Land Enquiry Form (Redacted) [10.1.3.2 - 8 pages]
<b>Refer:</b>	Item: 13.2.1 OCM: 26.06.2007 Item: 13.2.4 OCM: 20.11.2007
<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 of the Local Government Act 1995.***

**SUMMARY**

Council consideration is sought regarding the closure of a portion of Crown land that is identified as ‘Dedicated Road’ on Lot 506 on Deposited Plan 65561, adjacent to 172 Lawrence Street, Bedford.

The applicant is seeking to close approximately half of the road reserve adjacent to their property which has a width of 9.43 metres, length of 30.5 metres and a total area of 287m<sup>2</sup>.

**COUNCIL RESOLUTION  
(OFFICER’S RECOMMENDATION)**

**That Council:**

- 1. Requests the Minister for Lands closes portion of Lot 506 on Deposited Plan 65561 pursuant to Section 58 of the *Land Administration Act 1997*, as shown in Attachment 1.**
- 2. Provides the Minister for Lands a sketch plan showing the location of the road and the proposed future disposition of the land comprising the road after it has been closed.**
- 3. Confirms that the process undertaken complies with Regulation 9(1), (2) and (3) of the *Land Administration Regulations 1998*.**
- 4. Provides the Minister for Lands a copy of the notice inviting submissions on the proposed road closure.**
- 5. Notes that no submissions were received during the public consultation period.**

**Cr Cale Black Moved, Cr Michelle Sutherland Seconded**

**CARRIED UNANIMOUSLY BY EXCEPTION (EN-BLOC): 8/0**

**For:** *Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.*

**Against:** *Nil.*

**BACKGROUND**

The City received a request from the applicant on 6 October 2025 on behalf of the owner of No. 172 Lawrence Street, Bedford regarding the closure of a portion of road reserve adjacent to their property.

In 2007, the City initiated a landowner led request to close the excess road reserve (including this parcel) along Lawrence Street. As part of this process the then Department of Planning and Infrastructure advised the lots were a private road and part of a deceased estate. As public access to individual lots had occurred for more than ten years, the Department advised it could be dedicated as road reserve.

The request resulted in partial acquisitions by adjoining landowners and amalgamation into their respective adjoining properties. At that time, not all landowners consented to this resulting in a number of remaining portions which then became Crown land dedicated as road reserve.

Council at its Ordinary Meeting held 23 August 2022, supported Scheme Amendment No. 97 to *Town Planning Scheme No. 24 (TPS 24)*, which zoned the remaining road reserve along the north-eastern side of Lawrence Street, Bedford, to ‘Medium and High Density Residential’, inclusive of the lot subject to this application.



**Figure 1: Scheme Amendment 97 rezoning area**

Although the subject lot is zoned ‘Medium and High Density Residential’ under the City’s TPS 24 it is Crown land and identified on the Certificate of Title as ‘dedicated road’. The Department of Planning, Lands and Heritage have also confirmed that this lot is designated as ‘road’.

**EXTERNAL CONSULTATION**

As the site is Crown land designated as road, in accordance with Section 58 of the *Land Administration Act 1997 (LA Act)* and Regulation 9 of the *Land Administration Regulations 1998 (LA Regulations)*, the City undertook public consultation for 35 days, from 15 January to 19 February 2026 for the proposal.

A public notice was published on the City’s website and the City wrote to adjoining landowners.

No submissions were received.

**OFFICER'S COMMENTS**

The City received an application to close the portion of the road reserve on Lawrence Street adjoining No. 172 Lawrence Street, Bedford, being a portion of Lot 506. Lot 506 currently spans across the frontage of Nos. 172 and 170 Lawrence Street, Bedford.

The owner of No. 170 Lawrence Street was approached to partner in this process however, the neighbour was not currently interested in purchasing the land. No submissions were received during the public consultation period.

The purpose of the applicant’s request is to allow the land to be purchased and amalgamated with the adjoining residential lot. This may enable a future development, which would be subject to separate approval processes.



Figure 2: Proposed partial lot closure area

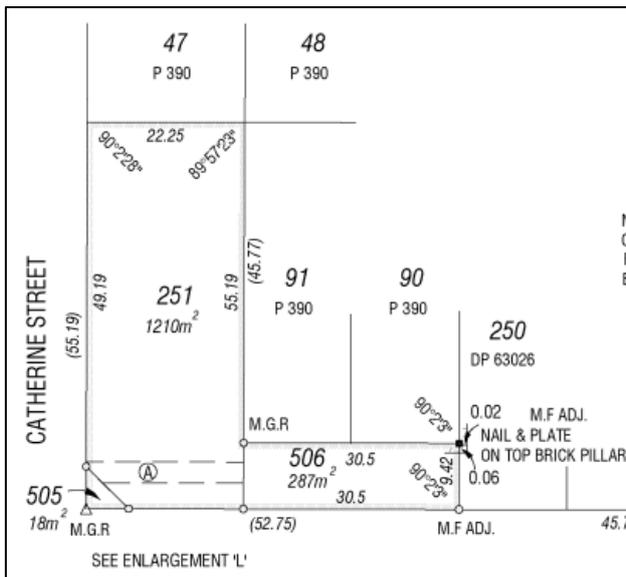


Figure 3: Deposited Plan extract

As discussed in the background section of this report, the City has previously identified that the subject road reserve is surplus to the City’s needs. The road reserve is no longer consistent along Lawrence Street as many residential lots have acquired and amalgamated the adjacent portions of surplus road reserve.

This is further supported by the City’s rezoning of the road reserve to ‘Medium and High Density Residential’ under TPS 24 which permits landowners to use the land for residential purposes after the land has been purchased from the State and amalgamated.

The portion of Lot 506 directly abutting No. 172 Lawrence Street contains two trees. Should the applicant be successful in their request to purchase the land from the State, this portion of the lot will be amalgamated into No. 172 Lawrence Street, including the trees. Should the owners wish to subdivide in the future, City policy positions, in particular the City’s *Trees on Private Land and Street Verges Policy* will apply. Given the proposal is for the closure of a road reserve, which has already been zoned by the City for residential purposes, aligns with previous decisions of Council and no submissions were received during public consultation, the City is of a view that a consistent process be applied and the road closure be requested of the Minister for Lands accordingly.

**LEGISLATIVE COMPLIANCE**

Dedicated roads can be closed by the Minister for Lands at the request of a local government in accordance with section 58 of the *Land Administration Act 1997*. The process and statutory requirements for a road closure are prescribed in Regulation 9 of the *Land Administration Regulations 1998*, including the undertaking of public consultation.

Regulation 9(5)(c) requires the local government to provide written confirmation that it has complied with regulations 9(1)–(3). In summary, these provisions require the local government to advertise the proposed road closure and invite public submissions for a minimum period of 35 days, with the notice to be published on the local government’s website. The local government must not pass a resolution in relation to the proposed closure until the submission period has closed and all submissions received have been considered.

**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	SR04 - Inability to work collaboratively to engage and partner with the stakeholders to promote and advocate opportunities to live and invest. SR07 - Unethical or inadequate governance and/or decision-making.	

**FINANCIAL IMPLICATIONS**

Nil.

The cost of advertising, and any future approvals, service relocations or other required enabling works will be borne by the applicant.

**STRATEGIC IMPLICATIONS**

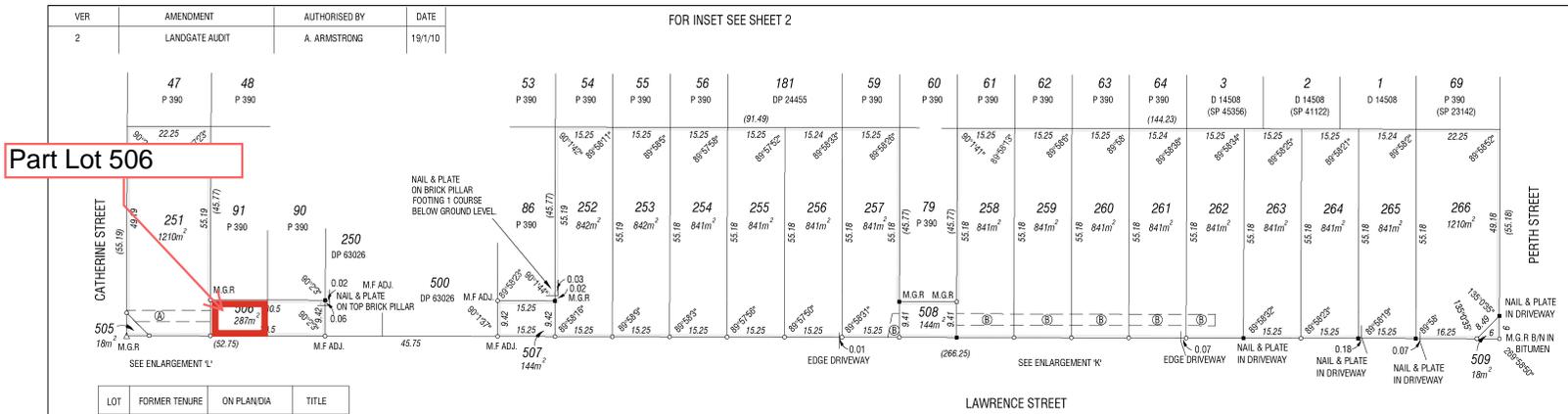
In accordance with the City of Bayswater Council Plan 2025 – 2035, the following applies:

- Key Result Area: Built
- Outcome 2.1 A connected and accessible City
- Objective 2.1.1 Plan for connected, accessible and safe roads, pathways and places.
- Key Result Area: Leadership and Governance
- Outcome 5.2 Stakeholder Leadership
- Objective 5.2.2 Provide excellent customer service and ensure the City is easy to do business with.

**CONCLUSION**

It is considered that the proposed closure of the portion of Lawrence Street road reserve adjoining No. 172 is appropriate, as the land has previously been identified as surplus to requirements, is zoned for residential purposes under TPS 24 and is consistent with previous Council decisions where similar areas have been closed and amalgamated with adjoining properties. The proposal will enable the land to be incorporated into the adjoining lot, with any future development subject to separate approvals, and no submissions were received during the public consultation period. Accordingly, it is recommended that the City request the Minister for Lands to close the subject portion of road reserve.

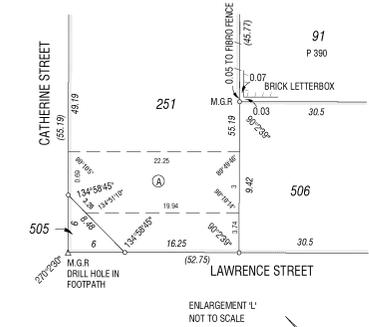
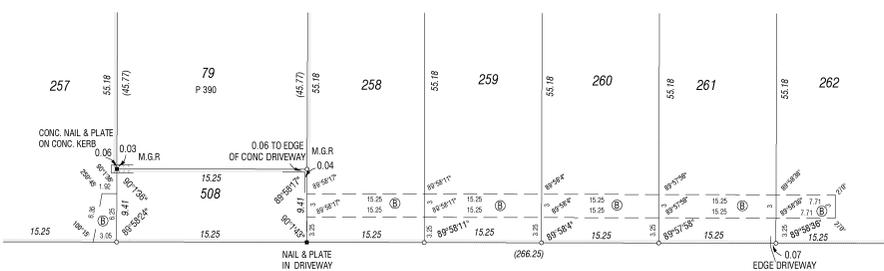
LANDGATE COPY OF ORIGINAL NOT TO SCALE 24/09/2025 10:08 AM Request number: 68802812



**Part Lot 506**

HELD BY LANDGATE  
IN DIGITAL FORM ONLY.

LOT	FORMER TENURE	ON PLAN/IDA	TITLE
251	LOT 92 LOT 510	P 390 THIS PLAN (INSET)	SP 942
252	LOT 85 LOT 511	P 390 THIS PLAN (INSET)	1280/757
253	LOT 84 LOT 512	P 390 THIS PLAN (INSET)	1102/743
254	LOT 83 LOT 513	P 390 THIS PLAN (INSET)	1789/972
255	LOT 82 LOT 514	P 390 THIS PLAN (INSET)	1931/438
256	LOT 81 LOT 515	P 390 THIS PLAN (INSET)	1768/172
257	LOT 80 LOT 516	P 390 THIS PLAN (INSET)	1218/819
258	LOT 78 LOT 517	P 390 THIS PLAN (INSET)	1211/249
259	LOT 77 LOT 518	P 390 THIS PLAN (INSET)	1139/709
260	LOT 76 LOT 519	P 390 THIS PLAN (INSET)	1724/305
261	LOT 75 LOT 520	P 390 THIS PLAN (INSET)	1134/410
262	LOT 74 LOT 521	P 390 THIS PLAN (INSET)	2073/94
263	LOT 73 LOT 522	P 390 THIS PLAN (INSET)	1129/11
264	LOT 72 LOT 523	P 390 THIS PLAN (INSET)	1415/722
265	LOT 71 LOT 524	P 390 THIS PLAN (INSET)	1298/794
266	LOT 70 LOT 525	P 390 THIS PLAN (INSET)	SP 37431
505	R LOT 501	DP 63026	
506	R LOT 501	DP 63026	
507	R LOT 502	DP 63026	
508	R LOT 502	DP 63026	
509	R LOT 502	DP 63026	



INTERESTS AND NOTIFICATIONS						
SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN	LAND BURDENED	BENEFIT TO	COMMENTS
(A)	EASEMENT	SECTION 144 OF THE LAA	DOC. L308990	LOT 251	CITY OF BAYSWATER	DRAINAGE
(B)	EASEMENT	SECTION 144 OF THE LAA	DOC. L308991	LOTS 257 - 262 (INCL.)	WATER CORPORATION	SEWERAGE

Crossland & Hardy Pty Ltd  
CONVEYING LICENCED SURVEYORS  
177 RAILWAY PARADE, MAYLANDS 6051  
TEL 08 9272 2214 FAX 08 9270 3547  
EMAIL: admin@crossland.com.au  
A.B.N. 46 008 745 542

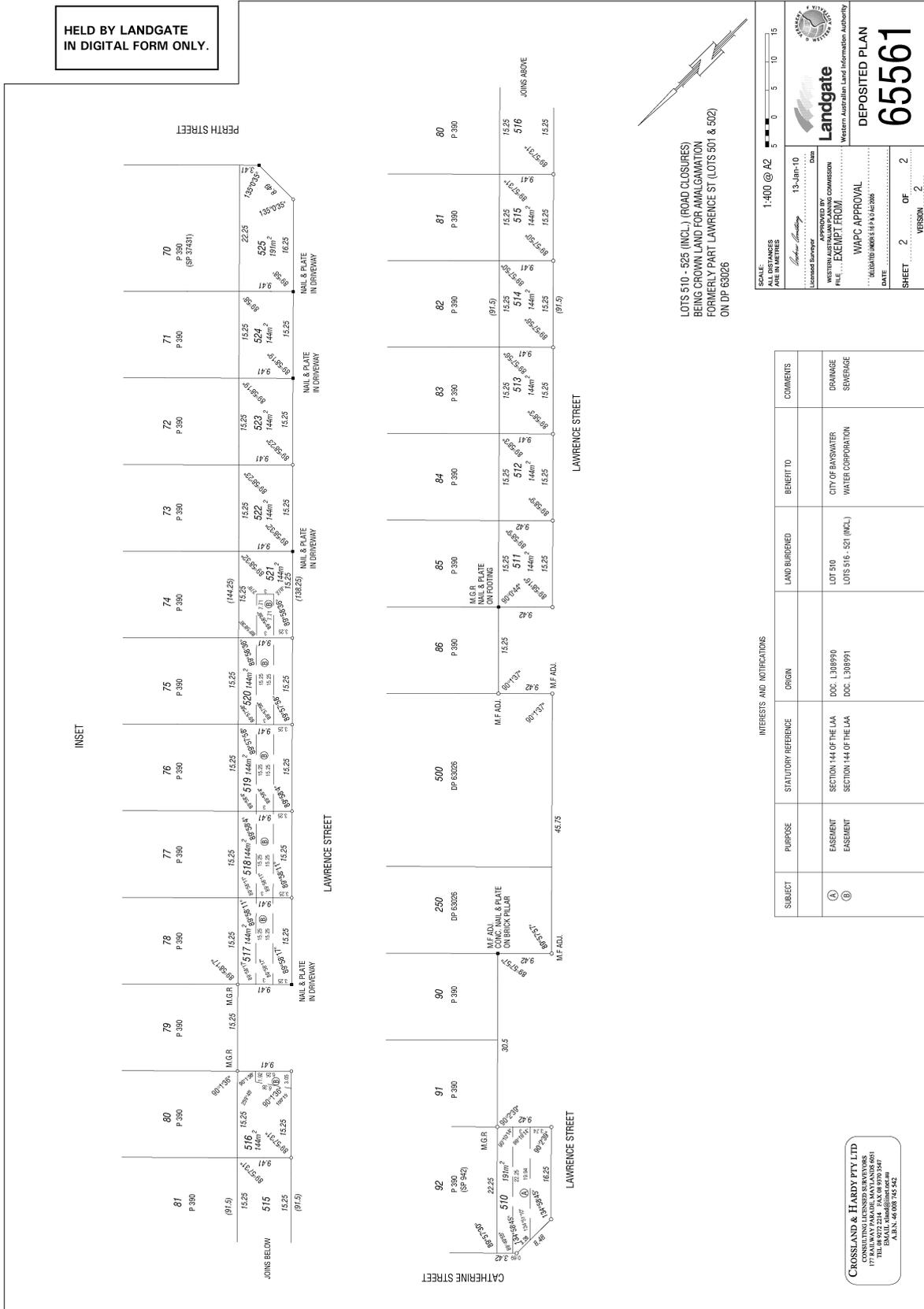
TYPE: FREEHOLD	FORMER TENURE: SEE TABLE	SCALE: 1:750 @ A2	LODGED: 15-Jan-10	TYPE OF VALIDATION: B. FRANCIS	IN ORDER FOR DEALINGS: - Prior Approval of DP63026, Road Closure.
PURPOSE: CROWN LAND AMALGAMATION	INDEX: 8G 34 (2) 15.29 8G 34 (2) 15.30	ALL DISTANCES ARE IN METRES	DATE: 15-Jan-10	LEGAL COMMENT: 428-2010/2	Modification of Strata Schemes
PLAN OF: LOTS 251 - 266 (INCL.) & DEDICATED ROAD (LOTS 505 - 509 (INCL.))	FIELD BOOK: 111881	SURVEYORS CERTIFICATE: Reg 54 A. ARMSTRONG	DATE: 15-Jan-10	CONTRACT: 11-2-2010	- Section 144 LAA - Easements
DISTRICT: SWAN	TOWNSITE: BEDFORD	SURVEYORS CERTIFICATE: Compulsory	DATE: 13-Jan-10	FILE: WAPC APPROVAL	- Section 87 LAA - Amalgamation
D.P.I FILE: 50840-2006-04	LOCAL AUTHORITY: CITY OF BAYSWATER	SURVEY FIRM: CROSSLAND & HARDY PTY LTD	DATE: 13-Jan-10	DATE: 7/5/2010	

**Landgate**  
Western Australian Land Information Authority

**DEPOSITED PLAN**

**65561**

SHEET 1 OF 2  
VERSION 2



**From:** Andra Biondi  
**Sent:** Mon, 6 Oct 2025 06:13:17 +0000  
**To:** Timothy Dawson  
**Cc:** [REDACTED]  
**Subject:** FW: Crown Land Enquiry Form - No. 172 Lawrence Street, Bedford  
**Attachments:** Certificate of Title LR3159-160 Lot 506 On Deposited Plan 65561.pdf, Deposited Plan 65561.pdf

Hi Timothy,

Hope you are well.

We've been engaging with the DPLH regarding our Crown Land Enquiry for a portion of land abutting 172 Lawrence Street, Bedford – a copy of the correspondence is provided below.

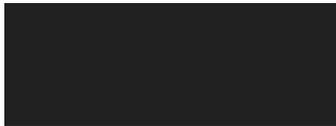
DPLH has advised that as the tenure of Lot 506 is designated as a road, we must first request that the City initiate the road closure process. Is this something we can get going with please? I have attached a copy of the relevant Certificate of Title for Lot 506 and the associated Deposited Plan.

Could you please let me know if there is any further information you need from us to commence this process – your guidance with this request is appreciated.

Kind regards,

**ANDRA BIONDI**

Principal Planning Officer



**urbanista**

---

**From:** DOL-Proposals [REDACTED]  
**Sent:** Thursday, 25 September 2025 3:11 PM  
**To:** Andra Biondi  
**Subject:** RE: Crown Land Enquiry Form - No. 172 Lawrence Street, Bedford

OFFICIAL

Hi Andra

Thank you for your email, I tried to return your call this afternoon without success. I can confirm that as Lot 506 has a tenure of road, as shown on Deposited Plan 65561 and Certificate of Title LR3159/160 it will need to be closed pursuant to section 58 of the *Land Administration Act 1997* (LAA) and regulation 9 of the Land Administration Regulations 1998 (LAR) prior to any further actions.

The Metropolitan Region Scheme and Local Planning Scheme are not relevant to the road closure itself. These schemes typically apply to land use planning, not tenure changes or administrative closures under the LAA.

I hope the above is of assistance.

Kind regards Lynda

Lynda Martin  
Senior State Land Officer | Land Use Management



The Department of Planning, Lands and Heritage acknowledges Aboriginal people as the traditional custodian. We pay our respects to the Ancestors and Elders, both past and present, and the ongoing connection between and community. We acknowledge those who continue to share knowledge, their traditions and culture to support reconciliation. In particular, we recognise land and cultural heritage as places that hold great significance for learning more about our [Stretch Reconciliation Action Plan](#).

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---

**From:** Andra Biondi [redacted]  
**Sent:** Thursday, 25 September 2025 1:14 PM  
**To:** DOL-Proposals [redacted]  
**Cc:** Daniella Mrdja [redacted]  
**Subject:** RE: Crown Land Enquiry Form - No. 172 Lawrence Street, Bedford

You don't often get email from [redacted] [Learn why this is important](#)

Hi Lynda,

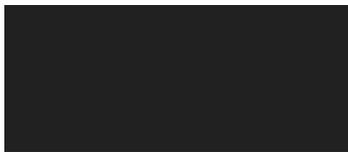
Thanks for getting back to me so quickly, such prompt service!

I just tried to give you a call – would I be able to discuss this with you further?

I note that the property is zoned land under the Metropolitan Region Scheme and the Local Planning Scheme. Does that mean it still needs to go through the road closure process?

Kind regards,

**ANDRA BIONDI**  
Principal Planning Officer



**urbanista**

---

**From:** DOL-Proposals [REDACTED]  
**Sent:** Thursday, 25 September 2025 11:48 AM  
**To:** Andra Biondi [REDACTED]  
**Subject:** RE: Crown Land Enquiry Form - No. 172 Lawrence Street, Bedford

OFFICIAL

Good morning

Thank you for your email regarding Lot 506 on Deposited Plan 65561 adjoining your client's property at 172 Lawrence Street, Bedford. I can confirm that Lot 506 is dedicated road.

Before any sale can be considered, the road must first be officially closed. The process for closing a road is outlined in section 58 of the *Land Administration Act 1997* (LAA) and regulation 9 of the *Land Administration Regulations 1998* (LAR).

The LAA and LAR are available via the following links –

- [https://www.legislation.wa.gov.au/legislation/statutes.nsf/main\\_mrtitle\\_509\\_homepage.html](https://www.legislation.wa.gov.au/legislation/statutes.nsf/main_mrtitle_509_homepage.html)
- [https://www.legislation.wa.gov.au/legislation/statutes.nsf/law\\_s47.html](https://www.legislation.wa.gov.au/legislation/statutes.nsf/law_s47.html)

In summary, before the Department of Planning, Lands and Heritage (Department) can consider the closure of a road the Local Government Authority (LGA) is required to meet its statutory requirements under section 58 of the LAA:

1. **Contact your Local Government (Council):** The local council is responsible for starting the road closure process.
2. **Public Notice:** The council must advertise its intention to close the road for at least 35 days, either in a local newspaper or on its website.
3. **Consider Feedback:** During this time, the council will collect and consider any feedback or objections from the public.
4. **Council Decision:** After the advertising period, the council can formally decide whether to proceed with the closure.
5. **Request to the State:** If the council decides to close the road, it will send a request to the Minister for Lands, including:
  0. Details of the council’s decision
    1. Maps showing the road and what’s planned for the land
    2. Copies of any feedback received and how it was addressed
    3. A copy of the public notice
    4. Confirmation that all legal requirements have been met

Following a request from the LGA the Department can then investigate and consider the sale of the land. It is usual practice for the land to be offered to adjoining owners for amalgamation into their freehold lot respectively, pursuant to section 87 of the LAA, subject to the Department’s due diligence process supporting the proposal. Importantly, the Minister for Lands will review the request and may approve, refuse, or ask the council to reconsider.

Further information on roads and accessways is available via the following link – <https://www.wa.gov.au/organisation/department-of-planning-lands-and-heritage/crown-landroads-and-accessways>.

If you wish to proceed, please contact your local council to discuss starting the road closure process.

I hope the above information is helpful in explaining the process for road closure.

Kind regards Lynda

**Lynda Martin**  
Senior State Land Officer | Customer Services and Systems



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**From:** Andra Biondi <[REDACTED]>  
**Sent:** Wednesday, 24 September 2025 10:26 AM  
**To:** DOL-Proposals <[REDACTED]> **Cc:** Daniella Mrdja <[REDACTED]>  
**Subject:** Crown Land Enquiry Form - No. 172 Lawrence Street, Bedford  
**Importance:** High

You don't often get email from [REDACTED]. [Learn why this is important](#)

Good morning,

Please find attached a Crown Land Enquiry Form. This request includes the following document: • The relevant form which provides further information regarding the request

- A signed owner consent form
- A copy of the relevant Certificates of Title and associated Deposited Plans
- A copy of historical correspondence with the City of Bayswater.

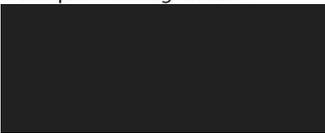
Please also note, this submission will also be forwarded to the City's Strategic Planning team.

If you have any questions, please call on [REDACTED]

Kind regards,

**ANDRA BIONDI**

Principal Planning Officer



**urbanista**

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TITLE NUMBER  
Volume Folio  
**LR3159 160**

**RECORD OF CERTIFICATE  
OF CROWN LAND  
TITLE**  
UNDER THE TRANSFER OF LAND ACT 1893  
AND THE LAND ADMINISTRATION ACT 1997

The undermentioned land is Crown land in the name of the STATE OF WESTERN AUSTRALIA, subject to the interests and Status Orders shown in the first schedule which are in turn subject to the limitations, interests, encumbrances and notifications shown in the second schedule.

*BGRoberts*  
REGISTRAR OF TITLES

**LAND DESCRIPTION:**

LOT 506 ON DEPOSITED PLAN 65561

**STATUS ORDER AND PRIMARY INTEREST HOLDER:**  
(FIRST SCHEDULE)

**STATUS ORDER/INTEREST:** ROAD

**PRIMARY INTEREST HOLDER:** STATE OF WESTERN AUSTRALIA

**LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:**  
(SECOND SCHEDULE)

1. DEDICATED ROAD

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.  
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF CROWN LAND TITLE-----

**STATEMENTS:**

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP65561  
PREVIOUS TITLE: LR3159-133  
PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.  
LOCAL GOVERNMENT AUTHORITY: CITY OF BAYSWATER  
RESPONSIBLE AGENCY: DEPARTMENT OF PLANNING, LANDS AND HERITAGE (ROAD) NOTE 1:  
L286675 CORRESPONDENCE FILE 50840-2006-04RO.

LANDGATE COPY OF ORIGINAL NOT TO SCALE 24/09/2025 10:08 AM Request number: 68802812



LANDGATE COPY OF ORIGINAL NOT TO SCALE 24/09/2025 10:08 AM Request number: 68802812



HELD BY LANDGATE  
IN DIGITAL FORM ONLY.

VER	AMENDMENT	AUTHORISED BY	DATE
?	LANDGATE AUDIT	A. ARMSTRONG	18/1/10

FOR INSET SEE SHEET 2

LOT	FORMER TENURE	ON PLANOIA	TITLE
251	LOT 50 LOT 510	P 300 THIS PLAN (INSET)	SP 942
252	LOT 85 LOT 211	P 300 THIS PLAN (INSET)	1280/757
253	LOT 84 LOT 512	P 300 THIS PLAN (INSET)	1102/443
254	LOT 83 LOT 513	P 300 THIS PLAN (INSET)	1785/972
255	LOT 82 LOT 514	P 300 THIS PLAN (INSET)	1931/430
256	LOT 81 LOT 515	P 300 THIS PLAN (INSET)	1768/172
257	LOT 80 LOT 516	P 300 THIS PLAN (INSET)	1218/818
258	LOT 79 LOT 517	P 300 THIS PLAN (INSET)	1211/049
259	LOT 77 LOT 518	P 300 THIS PLAN (INSET)	1159/109
260	LOT 76 LOT 519	P 300 THIS PLAN (INSET)	1721/905
261	LOT 75 LOT 520	P 300 THIS PLAN (INSET)	1124/410
262	LOT 74 LOT 521	P 300 THIS PLAN (INSET)	207/924
263	LOT 73 LOT 522	P 300 THIS PLAN (INSET)	1126/111
264	LOT 72 LOT 523	P 300 THIS PLAN (INSET)	1412/722
265	LOT 71 LOT 524	P 300 THIS PLAN (INSET)	1288/954
266	LOT 70 LOT 525	P 300 THIS PLAN (INSET)	SP 37431
505	PH LOT 501	DP 63026	
506	PH LOT 502	DP 63026	
507	PH LOT 503	DP 63026	
508	PH LOT 504	DP 63026	
509	PH LOT 505	DP 63026	

INTERESTS AND NOTIFICATIONS

SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN	LAND BURDENED	BENEFIT TO	COMMENTS
(A)	EASEMENT	SECTION 144 OF THE LAA	DOC L 1089910	LOT 251	CITY OF BAYSWATER	DRAINAGE
(B)	EASEMENT	SECTION 144 OF THE LAA	DOC L 1089911	LOT 251 LOT 257 - 262 (INCL.)	WATER CORPORATION	SEWERAGE

**CROSSLAND & HARRY PTY LTD**  
 CORPORATE LANDROVER SURVEYORS  
 177 BAYVIEW PARK DR, HAYES, NSW 1420  
 TEL: 02 922 2244 FAX: 02 922 2547  
 EMAIL: c.harry@crossland.com.au  
 A.B.S. 46 200 745 242

TYPE: FREEHOLD PURPOSE: CROWN LAND AMALGAMATION		PAYMENT TABLE: SEE TABLE		SCALE: 1:750 @ A2 ALL DIMENSIONS ARE IN METRES		LESSORS: DATE: 15-Jan-10 REF: \$2278.00 ABMS No: 6387771		TYPE OF VALUATION: DATE: 11-2-2010 VALUATION: 428-2010/2		IN-CHARGE (CON DEALINGS): SUBJECT TO: Prior Approval of CROSSLAND, ROBERT COOPER - Modification of State Schemes - Section 144 LAA - Easements - Section 87 LAA - Assignment	
PLAN OF: LOTS 251 - 266 (INCL.) & DEDICATED ROAD (LOTS 505 - 509 (INCL.))		REF.D. ROAD: 111881		SURVEYOR'S CERTIFICATE - COMPLETED A. ARMSTRONG 13-Jan-10		AUTHORITY: EXEMPT FROM WAPC APPROVAL		FOR INSPECTION OF PLANS & SURVEYS / AUTHORITY: LAND OFFICER DATE: 7/5/2010		SHEET 1 OF 2 VERSION 2	



**10.2 Corporate Services Directorate Reports**

**10.2.1 Financial Report for the Period Ended 31 January 2026**

<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 limbs 2 and 3</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 of the Local Government Act 1995.***

**SUMMARY**

This report details the financial reports for the period ended 31 January 2026 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**).

**COUNCIL RESOLUTION**  
**(OFFICER'S RECOMMENDATION)**

That Council:

1. Receives the financial reports for the period ended 31 January 2026, 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**);
2. Updates the 2025/26 budget as per Table 1 detailed in this report;
3. Updates the 2025/26 budget as per Table 2 detailed in this report; and

***ABSOLUTE MAJORITY REQUIRED***

***ABSOLUTE MAJORITY REQUIRED***

Cr Calla Loiacono Moved, Cr Donovan MacDonald Seconded

**CARRIED UNANIMOUSLY BY AN ABSOLUTE MAJORITY: 8/0**

**For:** Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.

**Against:** Nil

## 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 1 July 2025, Council adopted the Annual Budget for the 2025/26 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 2025/26 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 31 January 2026.

**Table 1: Berringa Wetlands – Weed Treatment Zone 1**

Cost Centre – Project	Type	Project Type	Project Description	Current Budget \$	Adjust. \$	Revised Budget \$
2600-65018-4126	Increase Revenue	Operating	Berringa Wetlands - Weed Treatment	0	(13,500)	(13,500)
2600-65018-6395	Increase Expenditure	Operating	Berringa Wetlands - Weed Treatment	0	13,500	13,500
			<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>

The City has recently been awarded \$13,500 (excluding GST) funding from Perth NRM as part of the Swan Alcoa Landcare Program (SALP) for Berringa Wetlands Weed Treatment Zone 1. This zone was the original location of works many years ago and has since had an increase in weed load particularly with vine species that have begun to take hold in the wetlands. This grant will aid in the control of these weeds and allow for continued regular treatment to reduce the load and provide an environment that will see native species flourish.

**Table 2: Eric Singleton Bird Sanctuary Wetlands - Revegetation**

Cost Centre – Project	Type	Project Type	Project Description	Current Budget \$	Adjust. \$	Revised Budget \$
2600-11234-4126	Increase Revenue	Operating	Eric Singleton Bird Sanctuary Wetlands - Revegetation	0	(10,700)	(10,700)
2600-11234-6395	Increase Expenditure	Operating	Eric Singleton Bird Sanctuary Wetlands - Revegetation	0	10,700	10,700
			<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>

The City has recently been awarded \$10,700 (excluding GST) funding from Perth NRM as part of the Swan Alcoa Landcare Program (SALP) for Eric Singleton Bird Sanctuary Wetlands Revegetation. This grant will allow for the fringing grassed area to become part of the natural bushland that is present. It will prevent the spread of grass into the wetland and provide further canopy in the area.

**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 Council Plan 2025-2035, the following applies:

- Key Result Area: Leadership and Governance
- Outcome 5.1 Good Governance
- Objective 5.1.1 Provide ethical and accountable governance.

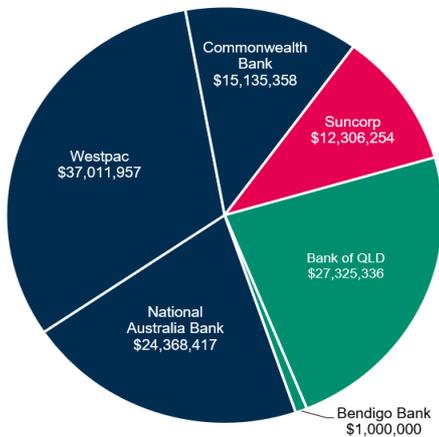
**CONCLUSION**

In light of the above, it is recommended that Council receives the financial reports for the period ended 31 January 2026 and adopts the budget amendments contained in Tables 1 and 2.

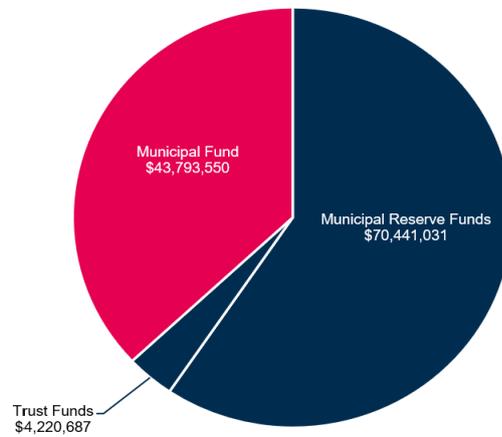
# Monthly Financial Statement Snapshot

## January 2026

**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	\$1,126,652	\$538,355	\$710,767	\$2,375,773	\$1,182,374
Not yet due	0%	0%	3%	1%	0%
Current	97%	6%	75%	70%	67%
Over 30 days	2%	5%	11%	5%	21%
Over 60 days	1%	89%	11%	24%	12%

Rates & Charges	
Collected	88.14%
Total Outstanding	\$12,266,430
Deferred Rates	\$836,803

Payment Options	YTD 2025/26	2024/25
Payment in Full	19,374	20,832
Instalment	9,075	8,467
Rates Smoothing	2,949	2,712
Arrangement	702	657
None Selected	1,667	1,098

### Capital

	Amended Budget	YTD Amended Budget	YTD Actual	YTD %
Revenue	\$13,883,160	\$7,349,600	\$2,108,445	29%
Expenditure	\$39,827,886	\$18,848,605	\$8,625,812	46%

### Operating

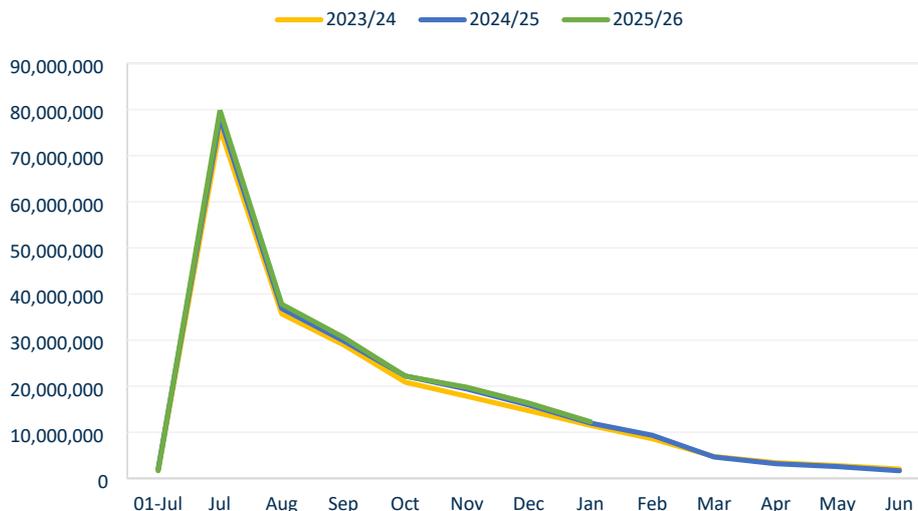
	Amended Budget	YTD Amended Budget	YTD Actual	YTD %
Revenue	\$102,737,661	\$90,378,846	\$92,047,687	102%
Expenditure	\$108,272,520	\$61,898,948	\$60,365,602	98%

### City of Bayswater Executive Summary for the period 1 July 2025 to 31 January 2026

**Revenue**

The annual rate notices were issued on 18 July with a due date of 22 August for full payment or 1<sup>st</sup> instalment, with the last instalment due in March 2026. To date 88.14% of the total rate revenue raised has been received, with 19,374 (57%) properties paid in full and 12,726 (38%) properties nominating a payment option.

#### Rates Receivable



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

**Debtors**

Currently, there is a total of \$2.38M of outstanding debts of which \$1.1M relates to sundry debtors, 97% of which are not due yet; \$538K to infringement debts and \$711K to recreation debts.

**Capital**

Capital revenue is recognised once the expenditure has been incurred, and performance obligations met. The annual budget includes an allocation of \$13.88M for capital revenue with the majority of income expected in later periods.

Capital expenditure related to payments for property, plant and equipment is \$5.2M lower than the year-to-date budget. Projects such as Pat O'Hara Reserve Rugby Clubrooms and Changerooms upgrades, Plant and Equipment Replacement Program, Morley Sport and Recreation Centre Sports Court Flooring Replacement, Morley Sport and Recreation Centre Roofing and Morley Noranda Recreation Club Facility Upgrades are currently behind budget.

Expenditure related to payments for construction of infrastructure is \$5M lower than the year-to-date budget with several projects being slightly ahead or behind the year-to-date budget.

**Operating**

Year-to-date operating revenue (including rates) is 2% higher than the year-to-date budget. This is predominantly due to timing of the contribution payment for the Morley/Bath intersection upgrade and the 2025-26 Grants Commission funding.

Operating expenditure is 2% lower in comparison to the year-to-date budget. The variance is largely due to timing of expenditure across several areas such as materials and contracts, insurance and profit/loss on asset disposals.

**City of Bayswater  
Statement of Financial Activity  
Significant Variances  
For the period 1 July 2025 to 31 January 2026**

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

Nature or Type	YTD Amended Budget \$	YTD Actual \$	Variance Positive/ (Negative) \$
General rates <ul style="list-style-type: none"> <li>• Variance due to interim adjustments being less than expected.</li> </ul>	54,692,411	54,535,487	(156,924)
Rates excluding general rates (Minimum Payments) <ul style="list-style-type: none"> <li>• Immaterial variance.</li> </ul>	8,500,655	8,486,040	(14,615)
Grants, subsidies, and contributions <ul style="list-style-type: none"> <li>• The variance is predominantly due to timing of the contribution payment for the Morley/Bath intersection upgrade being received earlier than anticipated as well as the 2025-26 Grants Commission funding for the second quarter being received in November.</li> <li>• Funding for various minor projects such as Crossover contributions, Arbor Park Sedgeland Planting and Better Beginnings Literacy Program has been budgeted but not yet received.</li> </ul>	748,684	1,600,449	851,765
Fees and charges <ul style="list-style-type: none"> <li>• Revenue from Statutory Building Approvals (\$177K), Maylands Golf Course Green Fees (\$161K), Bayswater Waves Swim School Enrolments (\$99K), Environmental Health Fines/Penalties (\$86K) and Embleton Golf Course Green Fees (\$73K) are ahead of the year-to-date budget.</li> </ul>	22,349,321	22,905,581	556,260
Interest revenue <ul style="list-style-type: none"> <li>• Immaterial variance.</li> </ul>	3,601,196	3,648,565	47,369
Other revenue <ul style="list-style-type: none"> <li>• Variance related to timing of reimbursements and workers compensation insurance claims.</li> </ul>	486,580	871,565	384,985
<b>Total</b>	<b>90,378,846</b>	<b>92,047,687</b>	<b>1,668,841</b>

Expenditure from operating activities

Nature or Type	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<p>Employee costs</p> <ul style="list-style-type: none"> <li>Minor variances across several employee related costs such as workers compensation insurance claims, superannuation and staff recruitment.</li> </ul>	(28,327,263)	(28,560,557)	(233,295)
<p>Material and contracts</p> <p>The variance is due to several projects that are behind the year-to-date budget, such as:</p> <ul style="list-style-type: none"> <li>Parks and Gardens project expenditure is below budget by \$759K for projects such as Tree Planting Program (\$322K), Powerline Clearance Program (\$97K), Median Island Maintenance Program (\$65K) and General Streetscapes Maintenance Program (\$64K).</li> <li>Rangers and Security CCTV Maintenance is \$365K behind budget as works related to the CCTV upgrade project are still in progress.</li> <li>Digital Solutions and Services expenditure is \$346K below year-to-date budget due to timing of various projects.</li> <li>Bayswater Waves operating expenditure is \$164K below year-to-date budget due to budget timing for items such as equipment lease/hire (\$53K), contract building maintenance (\$40K) and minor equipment replacement (\$36K).</li> <li>Expenditure related to rates valuations is \$198K behind year-to-date budget due to the budget spread associated with the cost of the triennial valuation.</li> <li>Communications and Marketing expenditure for publications is \$80K behind the year-to-date budget due to the outstanding invoices.</li> </ul>	(21,760,848)	(20,000,190)	1,760,658
<p>Utility charges</p> <ul style="list-style-type: none"> <li>Budget spread issue related to timing of invoices.</li> </ul>	(2,275,586)	(2,448,202)	(172,616)
<p>Depreciation</p> <ul style="list-style-type: none"> <li>Minor variance due to budget timing.</li> </ul>	(7,764,383)	(7,888,484)	(124,101)
<p>Insurance</p> <ul style="list-style-type: none"> <li>Budget spread issue related to the annual insurance premium instalments.</li> </ul>	(1,245,509)	(1,111,434)	134,075
<p>Other expenditure</p> <ul style="list-style-type: none"> <li>The variance is due to an outstanding wage allocation (\$80K) which will be cleared next month.</li> </ul>	(187,661)	(116,774)	70,887
<p>Finance costs</p> <ul style="list-style-type: none"> <li>Immaterial variance.</li> </ul>	(230,525)	(239,962)	(9,437)

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>	(107,174)	0	107,174
<b>Total</b>	<b>(61,898,948)</b>	<b>(60,365,602)</b>	<b>1,533,346</b>

**Discontinued operations**

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<ul style="list-style-type: none"> <li>Immaterial variance.</li> </ul>	(110,732)	(72,150)	38,582

**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>Minor variance 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>	7,919,919	8,099,531	173,298

**Investing activities**

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
Capital grants, subsidies and contributions 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: <ul style="list-style-type: none"> <li>Low Cost Urban Road Safety projects</li> <li>Pat O'Hara Reserve Rugby Clubrooms and Changerooms</li> <li>Tranby House Reserve Foreshore</li> <li>Riverside Gardens Urban Forest</li> <li>Morley Noranda Recreation Club Facility Upgrade</li> <li>Maylands Tennis Club Redevelopment</li> <li>Roads to Recovery projects</li> </ul>	7,349,600	2,108,445	(5,241,155)

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<p>Proceeds from disposal of assets</p> <ul style="list-style-type: none"> <li>The variation is due to the budget spread of proceeds from plant and fleet disposals with many disposals occurring later in the financial year.</li> </ul>	586,826	292,184	(294,642)
<p>Payments for property, plant, and equipment</p> <ul style="list-style-type: none"> <li>Projects such as Pat O'Hara Reserve Rugby Clubrooms and Changerooms upgrades (\$1.5M), Plant and Equipment Replacement Program (\$1M), Morley Sport and Recreation Centre Sports Court Flooring Replacement (\$500K), Morley Sport and Recreation Centre Roofing (\$250K) and Morley Noranda Recreation Club Facility Upgrades (\$197K) are currently behind budget.</li> <li>Whereas projects such as End User Devices Replacement Program (\$462K), Network Infrastructure Replacement Program (\$247K) and Emission Reduction and Renewable Energy Delivery (\$60K) are underway and ahead of the year-to-date budget.</li> </ul>	(8,555,949)	(3,346,189)	5,209,760
<p>Payments for construction of infrastructure</p> <ul style="list-style-type: none"> <li>The variance is due to several projects being slightly ahead or behind the year-to-date budget. Projects such as 45 Ninth Ave Maylands Carpark (\$135K) and Median Island Tree Planting Program (\$71K) are underway and ahead of the year-to-date budget.</li> <li>Other projects including Maylands Lakes Masterplan Implementation (\$732K), Low Cost Urban Road Safety projects (\$669K), Tranby House Reserve Foreshore (\$573K), Arbor Park Irrigation System Renewal (\$296K), Pathway Expansion (\$279K) and Maylands Tennis Club Redevelopment (\$263K) are currently behind year-to-date budget.</li> </ul>	(10,292,656)	(5,279,624)	5,013,033

**Financing activities**

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<p>Transfer from reserves</p> <ul style="list-style-type: none"> <li>Many of the capital projects funded by reserve are behind budget which is reflected in the actual transfers to date.</li> </ul>	7,524,511	2,665,723	(4,858,787)
<p>Repayment of borrowings</p> <ul style="list-style-type: none"> <li>Immaterial variance.</li> </ul>	(483,874)	(479,119)	4,755
<p>Payment for principal portion of lease liability</p> <ul style="list-style-type: none"> <li>The variance is due to the annual budget amount being allocated later in the financial year.</li> </ul>	0	(122,651)	(122,651)
Transfer to reserves	(1,908,294)	(2,987,948)	(1,079,654)

Description	Amended Budget YTD \$	Actual YTD \$	Variance Positive/ (Negative) \$
<ul style="list-style-type: none"> <li>The annual transfers to the Major Capital Works Reserve, Rates Smoothing Reserve and Climate Action Reserve occurred in December although the budget is spread evenly over the year. Reserve Investment income is also above budget.</li> </ul>			

**City of Bayswater  
Statement of Financial Activity  
for the period 1 July 2025 to 31 January 2026**

	Budget	Amended Budget	YTD Amended Budget	YTD Actual	Variance	Variance %
	\$	\$	\$	\$	\$	%
<b>Operating activities</b>						
<b>Revenue from operating activities</b>						
General Rates	54,762,355	54,762,355	54,692,411	54,535,487	(156,924)	(0%)
Rates excluding general rates	8,500,655	8,500,655	8,500,655	8,486,040	(14,615)	(0%)
Grants, subsidies and contributions	3,915,142	4,476,771	748,684	1,600,449	851,765	114%
Fees and charges	28,242,380	28,242,380	22,349,321	22,905,581	556,260	2%
Interest revenue	5,685,017	5,685,017	3,601,196	3,648,565	47,369	1%
Other revenue	1,070,484	1,070,484	486,580	871,565	384,985	79%
	102,176,032	102,737,661	90,378,846	92,047,687	1,668,841	2%
<b>Expenditure from operating activities</b>						
Employee costs	(47,733,544)	(47,733,544)	(28,327,263)	(28,560,557)	(233,295)	1%
Materials and contracts	(37,842,949)	(41,032,796)	(21,760,848)	(20,000,190)	1,760,658	(8%)
Utility charges	(4,062,400)	(4,062,400)	(2,275,586)	(2,448,202)	(172,616)	8%
Depreciation	(13,310,371)	(13,310,371)	(7,764,383)	(7,888,484)	(124,101)	2%
Insurance	(1,274,676)	(1,274,676)	(1,245,509)	(1,111,434)	134,075	(11%)
Other expenditure	(366,775)	(366,775)	(187,661)	(116,774)	70,887	(38%)
Finance costs	(384,785)	(384,785)	(230,525)	(239,962)	(9,437)	4%
Profit/(Loss) on asset disposal	(107,174)	(107,174)	(107,174)	0	107,174	(100%)
	(105,082,673)	(108,272,520)	(61,898,948)	(60,365,602)	1,533,346	(2%)
<b>Discontinued operations</b>	(227,075)	(227,075)	(110,732)	(72,150)	38,582	(35%)
<b>Non-cash amounts excluded from operating activities</b>	13,037,051	13,037,051	7,919,919	8,099,531	173,298	2%
<b>Amount attributable to operating activities</b>	9,903,336	7,275,118	36,289,085	39,709,466	3,414,067	9%
<b>Investing activities</b>						
<b>Inflows from investing activities</b>						
Capital grants, subsidies and contributions	10,948,314	13,883,160	7,349,600	2,108,445	(5,241,155)	(71%)
Proceeds from disposal of assets	586,826	586,826	586,826	292,184	(294,642)	(50%)
	11,535,140	14,469,986	7,936,426	2,400,630	(5,535,796)	(70%)
<b>Outflows from investing activities</b>						
Payments for property, plant and equipment	(14,910,904)	(17,599,816)	(8,555,949)	(3,346,189)	5,209,760	(61%)
Payments for construction of infrastructure	(16,929,752)	(22,228,070)	(10,292,656)	(5,279,624)	5,013,033	(49%)
	(31,840,656)	(39,827,886)	(18,848,605)	(8,625,812)	10,222,793	(54%)
<b>Amount attributable to investing activities</b>	(20,305,516)	(25,357,900)	(10,912,179)	(6,225,183)	4,686,996	(43%)
<b>Financing activities</b>						
<b>Inflows from financing activities</b>						
Transfer from reserves	14,450,385	16,859,918	7,524,511	2,665,723	(4,858,787)	(65%)
	14,450,385	16,859,918	7,524,511	2,665,723	(4,858,787)	(65%)
<b>Outflows from financing activities</b>						
Repayment of borrowings	(967,747)	(967,747)	(483,874)	(479,119)	4,755	(1%)
Payment for principal portion of lease liability	(118,343)	(118,343)	0	(122,651)	(122,651)	No Budget
Transfer to reserves	(3,859,714)	(3,859,714)	(1,908,294)	(2,987,948)	(1,079,654)	57%
	(4,945,804)	(4,945,804)	(2,392,167)	(3,589,718)	(1,197,551)	50%
<b>Amount attributable to financing activities</b>	9,504,581	11,914,114	5,132,343	(923,995)	(6,056,338)	(118%)
<b>Movement in surplus or (deficit)</b>						
<b>Surplus or (deficit) at the start of the financial year</b>	897,600	6,168,669	6,168,669	9,540,066	3,371,397	55%
Amount attributable to operating activities	9,903,336	7,275,118	36,289,085	39,709,466	3,414,067	9%
Amount attributable to investing activities	(20,305,516)	(25,357,900)	(10,912,179)	(6,225,183)	4,686,996	(43%)
Amount attributable to financing activities	9,504,581	11,914,114	5,132,343	(923,995)	(6,056,338)	(118%)
<b>Surplus or (deficit) after imposition of general rates</b>	0	0	36,677,918	42,100,355	5,416,122	15%

**City of Bayswater**  
**Statement of Financial Position**  
**For the period ended 31 January 2026**

	<u>Opening Balance</u>	<u>Closing Balance</u>
	\$	\$
<b>Current assets</b>		
Cash and cash equivalents	89,781,189	114,234,581
Trade and other receivables	8,814,193	18,403,664
Inventories	3,161,278	3,160,129
Prepayments	501,568	996,657
<b>Total Current assets</b>	<u>102,258,227</u>	<u>136,795,032</u>
<b>Non-current assets</b>		
Trade and other receivables (NCA)	1,067,117	968,609
Other financial assets	2,942,033	2,942,033
Property, plant and equipment	562,763,256	562,400,076
Infrastructure	232,235,637	233,145,583
Investment Property	10,596,300	10,596,300
Right of use assets	545,050	347,268
Controlled & associated entities & joint venture interests	42,937,962	42,937,962
<b>Total Non-current assets</b>	<u>853,087,354</u>	<u>853,337,830</u>
<b>Total Assets</b>	<u>955,345,582</u>	<u>990,132,862</u>
<b>Current liabilities</b>		
Trade and other payables	12,892,757	13,603,202
Other financial liabilities at amortised costs	967,747	488,628
Lease liabilities	215,159	81,181
Provisions	7,239,684	7,562,723
Grant Liabilities	1,189,945	1,795,758
Contract Liabilities	705,848	772,990
Clearing accounts	0	622
<b>Total Current liabilities</b>	<u>23,211,139</u>	<u>24,305,104</u>
<b>Non-current liabilities</b>		
Other financial liabilities at amortised cost	7,523,609	7,523,609
Lease liabilities	3,401,120	3,322,603
Provisions	343,677	397,130
<b>Total Non-current liabilities</b>	<u>11,268,405</u>	<u>11,243,341</u>
<b>Total Liabilities</b>	<u>34,479,545</u>	<u>35,548,445</u>
<b>Net Assets</b>	<u>920,866,037</u>	<u>954,584,417</u>
<b>Equity</b>		
Retained surplus	240,577,212	273,973,367
Reserves - cash backed	69,610,151	69,932,376
Revaluation surplus	610,678,674	610,678,674
<b>Total Equity</b>	<u>920,866,037</u>	<u>954,584,417</u>

**City of Bayswater  
Net Current Assets  
as at 31 January 2026**

<b>Municipal and Aged Persons Homes</b>	<b>Opening Balance</b>	<b>Closing Balance</b>
	\$	\$
<b>Current assets</b>		
Cash and cash equivalents	89,781,189	114,234,581
Trade and other receivables	8,814,193	18,403,664
Inventories	3,161,278	3,160,129
Prepayments	501,568	996,657
<b>Total</b>	<b>102,258,227</b>	<b>136,795,032</b>
<b>Current liabilities</b>		
Trade and other payables	(12,892,757)	(13,603,202)
Other financial liabilities at amortised costs	(967,747)	(488,628)
Lease liabilities	(215,159)	(81,181)
Provisions	(7,239,684)	(7,562,723)
Grant Liabilities	(1,189,945)	(1,795,758)
Contract Liabilities	(705,848)	(772,990)
Clearing accounts	0	(622)
<b>Total</b>	<b>(23,211,139)</b>	<b>(24,305,104)</b>
<b>Net current assets</b>	<b>79,047,088</b>	<b>112,489,928</b>
Restricted - Reserves	(69,610,151)	(69,932,376)
Cash backed employee provisions	1,812,249	1,865,021
Restricted - Aged Persons Homes	(2,859,058)	(2,859,058)
Current Portion of Lease Liabilities	182,190	48,212
Current Portion of borrowings	967,747	488,628
	<b>9,540,066</b>	<b>42,100,355</b>

**City of Bayswater  
Cash Backed Reserves  
for the period 1 July 2025 to 31 January 2026**

	Budget Amended				Actual			
	Opening Balance	Transfer to	Transfer (from)	Closing Balance	Opening Balance	Transfer to	Transfer (from)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Bayswater Bowling Club Capital Improvements Reserve	11,889	536	0	12,425	11,889	363	0	12,251
Bayswater City Soccer Club Rooms Redevelopment Reserve	38,769	439	0	39,208	38,769	1,859	0	40,628
Bayswater Tennis Club Reserve	131,723	5,937	0	137,660	131,723	4,019	0	135,742
Buildings and Facilities Reserve	9,072,730	368,707	(1,885,742)	7,555,695	9,072,730	284,740	(40,467)	9,317,003
Cash in Lieu - Public Open Space	1,104,891	50,016	0	1,154,907	1,104,891	21,203	0	1,126,094
Climate Action Reserve	3,301,467	265,016	(89,804)	3,476,679	3,301,467	221,196	(59,659)	3,463,004
Fleet and Plant Renewal/Upgrade Reserve	3,838,523	173,222	(461,000)	3,550,745	3,838,523	113,639	(461,000)	3,491,162
FOGO Reserve	2,945,622	120,694	(400,000)	2,666,316	2,945,622	89,556	(110,819)	2,924,359
General Waste Management Reserve	8,438,287	287,955	(50,000)	8,676,242	8,438,287	249,712	(2,432)	8,685,567
Information and Communication Technology (ICT) Reserve	5,462,656	222,316	(1,257,693)	4,427,279	5,462,656	165,070	(1,222,897)	4,404,829
Long Service Leave and Entitlements Reserve	1,812,249	81,768	0	1,894,017	1,812,249	52,771	0	1,865,021
Major Capital Works Reserve	18,826,892	1,381,916	(9,767,584)	10,441,224	18,826,893	1,068,343	(166,848)	19,728,388
Morley Library Seed Reserve	1,050,903	47,462	0	1,098,365	1,050,903	32,061	0	1,082,964
Noranda Netball Courts Reserve	79,884	3,604	0	83,488	79,884	2,437	0	82,321
Rates Smoothing Reserve	669,138	288,477	(670,000)	287,615	669,138	281,742	(29,016)	921,864
Recreation Renewal/Upgrade Reserve	5,049,057	214,140	(1,001,413)	4,261,784	5,049,057	155,717	(6,548)	5,198,225
Strategic Property Reserve	979,599	66,648	(91,000)	955,247	979,599	29,886	0	1,009,485
Transport Renewal/Upgrade Reserve	6,795,873	280,861	(1,185,682)	5,891,052	6,795,872	213,633	(566,038)	6,443,468
<b>Total</b>	<b>69,610,153</b>	<b>3,859,714</b>	<b>(16,859,918)</b>	<b>56,609,949</b>	<b>69,610,151</b>	<b>2,987,948</b>	<b>(2,665,723)</b>	<b>69,932,376</b>

**City of Bayswater  
Capital Acquisitions & Non-Operating Grants  
for the period 1 July 2025 to 31 January 2026**

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Non-operating grants, subsidies and contributions - summary</b>						
1622 Buildings	(2,400,018)	(2,748,498)	(2,606,455)	(268,349)	0	(2,480,149)
1702 Roads	(4,338,693)	(4,954,194)	(1,825,173)	(682,380)	0	(4,271,814)
1712 Footpath	(11,000)	(96,049)	(69,000)	0	0	(96,049)
1732 Park development	(4,176,463)	(6,040,679)	(2,834,212)	(1,157,716)	0	(4,882,963)
1742 Other infrastructure	(22,140)	(43,740)	(14,760)	0	0	(43,740)
	<u>(10,948,314)</u>	<u>(13,883,160)</u>	<u>(7,349,600)</u>	<u>(2,108,445)</u>	<u>0</u>	<u>(11,774,715)</u>
<b>Capital acquisitions - summary</b>						
<b>Purchase of property, plant and equipment</b>						
1622 Buildings	11,017,609	12,940,120	5,415,480	1,112,027	980,803	10,847,290
1632 Furniture and equipment	1,797,463	2,559,112	1,333,301	1,440,689	238,087	880,336
1652 Plant and equipment	2,095,832	2,100,584	1,807,168	793,472	1,121,620	185,492
	<u>14,910,904</u>	<u>17,599,816</u>	<u>8,555,949</u>	<u>3,346,189</u>	<u>2,340,510</u>	<u>11,913,118</u>
<b>Purchase and construction of infrastructure assets</b>						
1702 Roads	5,874,787	7,080,014	3,460,864	2,334,373	2,986,105	1,759,536
1712 Footpath	982,910	1,212,384	611,810	170,274	250,093	792,017
1722 Drainage	67,780	259,169	14,458	8,763	44,872	205,533
1732 Park development	9,954,682	13,270,171	6,071,676	2,789,915	1,002,379	9,477,877
1742 Other infrastructure	49,593	406,332	133,848	(23,702)	24,225	405,809
	<u>16,929,752</u>	<u>22,228,070</u>	<u>10,292,656</u>	<u>5,279,624</u>	<u>4,307,673</u>	<u>12,640,773</u>
<b>Total by Work in Progress Natural Account</b>	<b><u>31,840,656</u></b>	<b><u>39,827,886</u></b>	<b><u>18,848,605</u></b>	<b><u>8,625,812</u></b>	<b><u>6,648,183</u></b>	<b><u>24,553,890</u></b>

		Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
		\$	\$	\$	\$	\$	\$
<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>							
80810	Depot Store Room Upgrades	0	20,957	0	0	0	20,957
80837	Paddy Walker Depot - improvements	0	153,127	0	4,233	0	148,894
81064	Lightning Park - facility upgrades	0	0	0	704	0	(704)
81065	Morley Noranda Recreation Club - facility upgrades	750,000	778,480	733,480	536,088	248,259	(5,867)
81201	Pat O'Hara Rugby Club	0	44,499	0	0	23,690	20,809
81250	Morley Sport and Rec Renewal - Aircon	50,000	130,454	50,000	0	127,287	3,167
81265	Various Items Replacement	0	33,715	8,429	39,918	0	(6,203)
81337	Maylands Brickworks Reserve Renewal - Structure	227,500	227,500	100,100	0	0	227,500
81341	Noranda Soccer Changroom Upgrade	143,150	180,000	0	2,070	49,082	128,848
81384	Civic Centre Chiller replacement stage 2A	450,000	584,994	0	0	0	584,994
81389	De Lacy Reserve Clubrooms - Maylands Cricket club- Hot wate	20,000	20,000	0	0	0	20,000
81393	Lightning Park - sewer connection	140,000	140,000	70,000	0	0	140,000
81400	Morley Sport and Rec Court 3 flooring replacement	500,000	500,000	500,000	0	947	499,053
81403	Pat O'Hara Reserve - Rugby Clubrooms and Changerooms - Upgra	1,500,000	1,500,000	1,500,000	0	0	1,500,000
81533	Crimea Park Cricket Clubroom - Kitchen Upgrade - Comm Grant	12,263	12,263	0	4,162	8,352	(251)
81534	Lower Hillcrest Res - RAL Pavilion & Clubrooms (Cricket Club	14,296	14,296	0	17,199	0	(2,903)
81535	Maylands Sport Rec Club - Function bar upgrade - Comm Grant	72,113	72,113	72,113	16,536	57,289	(1,713)
81536	MSRC - Court 5 Audio system - Comm Grant	22,105	22,105	22,105	0	0	22,105
81537	Senses/WA Ballet Building - Wooden decking upgrade - Comm G	18,182	18,182	18,182	0	0	18,182
		3,919,609	4,452,685	3,074,409	620,909	514,907	3,316,869
<b>Building minor capital works</b>							
80844	Bayswater Community Centre - paving	0	5,000	0	0	0	5,000
80974	Waste Transfer Facility - fire suppression system	0	0	0	40,236	0	(40,236)
80992	Waste Transfer Station - upgrade office, showers & toilets	0	0	0	10,536	0	(10,536)
81185	Maylands Golf Course - renew depot	0	0	0	(19)	0	19
81240	Houghton Reserve Pavilion - Upgrade disability access ent	0	9,100	9,100	12,651	0	(3,551)
81242	Lightning Park Pavilion Renewal - Fire detection system	0	9,100	9,100	0	8,740	361
81257	Paddy Walker Works Depot - Mechanical Work Shop renew floor	0	0	0	10,554	0	(10,554)

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
81264 Various Hot Water Systems Replacement	0	13,006	9,755	15,227	0	(2,221)
81368 MSRC Renewal - Backboard Replacement	0	36,000	36,000	13,942	0	22,058
81371 Bedford Filipino Club Renewal – Aircon	20,000	20,000	20,000	22,637	0	(2,637)
81373 Embleton Golf Course Renewal - Power Pole	0	48,600	48,600	0	28,030	20,570
81385 Civic Centre Refurbishing	100,000	100,000	80,000	0	0	100,000
81386 Civic Centre Security & access control upgrade	120,000	120,000	120,000	825	0	119,175
81390 Ellis House - Retaining Wall	50,000	50,000	50,000	0	24,890	25,110
81391 Emergency building Item Replacement	100,000	100,000	100,000	31,317	0	68,683
81392 Houghton Park Clubroom - Hot water System Replacement 1	20,000	20,000	20,000	0	0	20,000
81394 Lower Hillcrest - RAL Massie Pavilion - Cool Room Replacem	30,000	30,000	30,000	30,301	0	(301)
81395 Lower Hillcrest Replacement Posts	40,000	40,000	40,000	0	23,950	16,050
81396 Maylands Peninsula Golf Course - Curators shed - Security Sy	10,000	10,000	0	8,941	1,528	(468)
81397 Maylands Sport & Recreation Powerboard upgrade	50,000	50,000	50,000	2,695	31,822	15,484
81398 Morley Sport and Rec - Re-roof stage 4 and 5 - stage 2	250,000	250,000	250,000	0	117,068	132,932
81399 Morley Sport and Rec -replace group fitness ceiling	45,000	45,000	45,000	0	0	45,000
81402 Paddy Walker Works Depot - Line marking and wall painting o	20,000	20,000	20,000	0	0	20,000
81405 Riverslea Lodge Aged Care Facilities - annual allocation	20,000	20,000	11,600	0	0	20,000
81406 SES Headquarters - Roof Painting	25,000	25,000	0	27,620	0	(2,620)
81409 Various New Roof Safety Systems	40,000	40,000	22,400	32,718	0	7,282
81517 Morley Sport and Rec - Unplanned capital replacement	40,000	40,000	22,400	15,830	0	24,170
81518 Morley Sport and Rec - Court 1 grandstand rectification - s	120,000	120,000	0	0	0	120,000
81519 Morley Sport and Rec -replace backboards and mounting syste	150,000	150,000	150,000	0	48,160	101,840
81531 Security Improvements	0	5,557	5,557	7,078	0	(1,521)
	1,250,000	1,376,363	1,149,512	283,088	284,187	809,088
<b>Aquatic facilities</b>						
81234 Bayswater Waves Renewal - Roof	0	0	0	0	7,295	(7,295)
81364 Bayswater Waves Upgrade - Hydro Area Access Control	0	3,560	3,560	0	0	3,560
81379 Bayswater Waves - Health club replace aged marine carpet ki	10,000	10,000	10,000	0	0	10,000
81380 Bayswater Waves - Upgrade Hydrotherapy air handling - stage	80,000	80,000	80,000	29,429	31,461	19,110
81381 Bayswater Waves -Large equipment storage shed	75,000	75,000	75,000	0	1,500	73,500
81382 Bayswater Waves Gym Air Handling Unit Replacement	30,000	30,000	0	0	27,941	2,060
81513 Bayswater Waves - Variable Speed Dr on pumps Replacement	20,000	20,000	0	0	20,343	(343)
81514 Bayswater Waves - Security lockers for the gym	10,000	10,000	10,000	8,469	0	1,531
81515 Bayswater Waves Upgrade Hydrotherapy gate to auto-close gate	15,000	15,000	15,000	0	0	15,000
	240,000	243,560	193,560	37,898	88,539	117,123

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Aged care facilities</b>						
81378 Aged Persons Homes - Mertome Gardens	25,000	25,000	15,000	0	0	25,000
	25,000	25,000	15,000	0	0	25,000
<b>Community capital requests</b>						
81383 Bedford Junior Cricket Club AC replacements	10,000	10,000	10,000	12,311	0	(2,311)
81401 Noranda Sporting Complex - Roofing renewal	150,000	150,000	150,000	0	75,211	74,789
	160,000	160,000	160,000	12,311	75,211	72,478
<b>Park development construction</b>						
81532 FrankDrago Resreve Redevelopment (excl changerooms)	5,000,000	5,000,000	200,000	8,663	0	4,991,337
	5,000,000	5,000,000	200,000	8,663	0	4,991,337
<b>Sustainable environment</b>						
80936 Solar PV installation program	0	20,319	0	0	0	20,319
	0	20,319	0	0	0	20,319
<b>Other infrastructure renewal</b>						
81220 Maylands Brickwork Rectification	200,000	200,000	100,000	3,784	0	196,216
	200,000	200,000	100,000	3,784	0	196,216
<b>Administration Buildings</b>						
81236 Civic Centre Renewal - Aircon	0	566,933	0	1,932	0	565,001
	0	566,933	0	1,932	0	565,001
<b>Halls &amp; Community Centres</b>						
81253 Olive Tree house - Staff relocation	0	213,500	0	6,243	909	206,348
	0	213,500	0	6,243	909	206,348
<b>Water Facilities</b>						
80688 Bayswater Waves - Aircon replacement	20,000	20,000	0	9,485	10,800	(285)
	20,000	20,000	0	9,485	10,800	(285)

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Sport &amp; Recreation Facilities</b>						
81407	30,000	30,000	30,000	30,737	0	(737)
81408	100,000	100,000	100,000	1,044	0	98,956
81516	20,000	20,000	20,000	24,091	0	(4,091)
	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>	<u>55,872</u>	<u>0</u>	<u>94,128</u>
<b>Heritage Buildings</b>						
81404	30,000	30,000	30,000	0	0	30,000
	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>	<u>0</u>	<u>0</u>	<u>30,000</u>
<b>Libraries</b>						
80683	15,000	15,000	15,000	8,303	0	6,697
	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>	<u>8,303</u>	<u>0</u>	<u>6,697</u>
<b>Other Buildings</b>						
80641	8,000	8,000	8,000	3,880	0	4,120
81540	0	150,000	150,000	0	0	150,000
81541	0	130,000	130,000	0	0	130,000
81543	0	40,000	40,000	0	0	40,000
	<u>8,000</u>	<u>328,000</u>	<u>328,000</u>	<u>3,880</u>	<u>0</u>	<u>324,120</u>
<b>Sustainable Environment</b>						
81183	0	78,760	0	59,659	6,250	12,851
	<u>0</u>	<u>78,760</u>	<u>0</u>	<u>59,659</u>	<u>6,250</u>	<u>12,851</u>
Total Buildings	<u>11,017,609</u>	<u>12,940,120</u>	<u>5,415,480</u>	<u>1,112,027</u>	<u>980,803</u>	<u>10,847,290</u>
<b>Furniture and equipment</b>						
<b>Aquatic facilities</b>						
81347	0	8,298	0	0	0	8,298
	<u>0</u>	<u>8,298</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>8,298</u>
<b>Furniture and equipment</b>						
81276	0	10,030	0	0	0	10,030
81497	30,000	30,000	30,000	8,248	12,309	9,443
	<u>30,000</u>	<u>40,030</u>	<u>30,000</u>	<u>8,248</u>	<u>12,309</u>	<u>19,473</u>

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining	
	\$	\$	\$	\$	\$	\$	
<b>IT capital</b>							
81111	Information Services - Network Infra Replacement Program	0	524,177	150,000	397,108	125,460	1,609
81512	Sport and Recreation IT Equipment Renewal (Wellington Room W	10,250	10,250	0	0	0	10,250
81523	Audio Visual Equipment Renewal	102,500	102,500	55,350	16,759	0	85,741
81525	Network Infrastructure Server Renewal-1	50,738	50,738	50,738	32,571	0	18,167
81526	Network Infrastructure Server Renewal-2	16,913	16,913	16,913	0	0	16,913
81527	Network Infrastructure Storage Device Renewal	135,300	135,300	135,300	0	0	135,300
81528	Network Infrastructure Switch Renewal	162,360	162,360	162,360	0	0	162,360
81529	Network Infrastructure UPS Renewal	38,335	38,335	38,335	0	0	38,335
		516,396	1,040,573	608,996	446,438	125,460	468,675
<b>IT renewal</b>							
81354	Information Services - Council chambers system Replacement	0	47,187	47,187	8,700	35,591	2,896
81355	Information Services - End User Devices Replacement Program	845,250	950,419	409,459	871,118	24,727	54,574
81524	End User Devices - Workstation Buffer stock	78,780	78,780	41,753	38,746	40,000	34
		924,030	1,076,386	498,399	918,564	100,318	57,504
<b>CCTV Renewal</b>							
81520	CCTV (Body Cameras) Renewal	29,377	29,377	29,377	16,983	0	12,394
81521	CCTV (Fixed Cameras) Renewal	235,750	235,750	134,378	0	0	235,750
81522	CCTV (Vehicle Cameras) Renewal	61,910	61,910	0	0	0	61,910
		327,037	327,037	163,755	16,983	0	310,054
<b>Plant and equipment</b>							
80996	Bayswater Waves - Health Club - Strength Equipment renewal	0	22,687	0	21,035	0	1,652
		0	22,687	0	21,035	0	1,652
<b>Other infrastructure construction</b>							
81219	MSRC-Technology Infrastructure	0	22,591	22,591	1,300	0	21,291
		0	22,591	22,591	1,300	0	21,291
<b>Water Facilities</b>							
81114	Bayswater Waves - unplanned capital	0	21,510	9,560	28,121	0	(6,611)
		0	21,510	9,560	28,121	0	(6,611)
Total Furniture and equipment		1,797,463	2,559,112	1,333,301	1,440,689	238,087	880,336

	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	4,752	4,752	961	0	3,791
	0	4,752	4,752	961	0	3,791
<b>Plant and equipment</b>						
81110 Plant and Equipment replacement program	2,095,832	2,095,832	1,802,416	792,511	1,121,620	181,701
	2,095,832	2,095,832	1,802,416	792,511	1,121,620	181,701
Total Plant and equipment	2,095,832	2,100,584	1,807,168	793,472	1,121,620	185,492
<b>Roads</b>						
<b>Parking Services</b>						
81320 Upgrade ACROD parking	0	8,154	2,718	0	0	8,154
81361 45 Ninth Ave Maylands-Carpark	0	98,357	32,790	167,718	0	(69,361)
	0	106,511	35,508	167,718	0	(61,207)
<b>Building minor capital works</b>						
81191 Pat O'Hara Reserve - Morley Sport and Recreation Centre rede	0	111,013	37,000	14,554	125,710	(29,251)
	0	111,013	37,000	14,554	125,710	(29,251)
<b>Road construction</b>						
80426 Design of slip lane at 60 Russell Street corner Walter Road	0	0	0	314	0	(314)
81063 Low Cost Urban Safety Program	0	0	0	1,411	0	(1,411)
81081 Low Cost Urban Safety Design & Construction-Weld Square	0	0	0	1,132	0	(1,132)
81083 Low Cost Urban Safety Design & Construction-Shearn Park	0	0	0	96,297	111,700	(207,997)
81090 Low Cost Urban Safety Design & Construction-RA Cook Park	0	0	0	2,487	0	(2,487)
81336 LCURS - Road Safety Treatments	2,050,000	2,525,618	770,118	100,946	984,786	1,439,885
	2,050,000	2,525,618	770,118	202,587	1,096,487	1,226,544
<b>Road renewal</b>						
81293 Resurface Intersection- Russell Street to Bishop Street	0	2,235	2,235	4,655	0	(2,420)
81538 Walter Rd West Slow Lanes Repair	0	44,348	44,348	67,378	0	(23,030)
81539 Crimea Str Slow Lanes Repair	0	73,476	73,476	75,205	0	(1,729)
	0	120,059	120,059	147,238	0	(27,179)

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Roads to recovery</b>						
81314 Road Resurface Reman Rd from Langley Rd to Cul-De-Sac (R2R)	0	0	0	308	0	(308)
81429 Resurface Caledonian Av From Swan View Terraceto Guildford	335,300	335,300	110,649	5,712	333,551	(3,962)
81436 Resurface Margaret St From Hubert Rdto Caledonian Av (R2R)	61,700	61,700	61,700	63,101	0	(1,401)
81439 Resurface Puntie Cr From East Stto Cul-De-Sac (R2R)	71,500	71,500	71,500	59,118	0	12,382
81440 Resurface Queen St from McGann St to Kelvin St (R2R)	144,500	144,500	47,685	28,653	95,283	20,565
81441 Resurface Queen St from McGann St to Norco Way (R2R)	75,000	75,000	24,750	12,986	75,400	(13,386)
81443 Resurface Sherwood St From Caledonian Avto Darby St (R2R)	117,500	117,500	38,775	8,463	97,483	11,554
	805,500	805,500	355,059	178,340	601,717	25,443
<b>Black spot state</b>						
81279 Intersection upgrade Benara Road / Emberson Road	0	13,659	0	0	11,336	2,323
	0	13,659	0	0	11,336	2,323
<b>Base road grant</b>						
81300 Road Resurface Bromley St from Burnett St to Rothbury Rd	0	27,250	0	30,377	0	(3,127)
81301 Road Resurface Burnett St from Mcgregor St to Mallion St	0	35,250	0	37,374	0	(2,124)
81305 Road Resurface Feredy St from Bromley St to Burnett St	0	10,810	0	11,367	0	(557)
81306 Road Resurface Gilders Pl from Union St to Cul-De-Sac	0	15,349	0	0	0	15,349
81308 Road Resurface Hudson St from Langley Rd to Rothbury Rd	0	22,016	0	23,280	0	(1,264)
81309 Road Resurface Mcgregor St from Broun Ave to Burnett St	0	33,750	0	36,378	0	(2,628)
81312 Road Resurface Paine Rd from HSE 21 To Alfreda Ave	0	7,261	0	0	0	7,261
81317 Road Resurface Ward Pl from Feredy St to Cul-De-Sac	0	5,022	0	5,847	0	(825)
81413 Intersection Upgrade Benara Rd / Crimea St - stage 1 design	41,000	41,000	41,000	0	43,870	(2,870)
81428 Resurface Broun Av southbound from Russell St to Collier Rd	280,900	280,900	0	13,348	547,214	(279,662)
81430 Resurface Crimea St from Morley Dr to Walter Rd	690,030	690,030	690,030	586,943	5,970	97,117
81431 Resurface Duffy St From Clune Stto Jackson St	80,000	80,000	80,000	97,426	0	(17,426)
81432 Resurface Embleton Kindergarten & Infant Health Centre Carpa	22,000	21,723	21,723	21,151	18,182	(17,610)
81433 Resurface Hubert Rd From Joseph Stto Richard St	98,700	98,700	98,700	85,655	0	13,045
81434 Resurface Intersection- Broun Av to Coode St	305,000	305,000	0	435	425,391	(120,825)
81435 Resurface Joseph St From Caledonian Avto Peninsula Rd	111,200	111,200	111,200	131,788	0	(20,588)
81437 Resurface Mephan St From Caledonian Avto Darby St	101,800	101,800	33,594	435	90,013	11,352
81438 Resurface Mt Prospect Cr From Caledonian Avto Kathleen Av	101,200	101,200	101,200	123,672	0	(22,472)
81442 Resurface Richard St From Peninsula Rdto Swan View Terrace	98,500	98,500	98,500	101,458	0	(2,958)

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
81444 Resurface Susan St From Hubert Rdto Kelvin St	70,800	70,800	70,800	81,841	0	(11,041)
81445 Resurface Travancore Av From Eighth Avto Puntie Crescent	19,957	19,957	19,957	15,719	0	4,238
81446 Road resurface Crimea St from Halverson to Morley Dr	303,700	303,700	303,700	219,444	0	84,256
81447 Roberts St traffic treatments stage 1	140,000	140,000	40,600	0	0	140,000
81448 Traffic Management Devices (excl for accessibility improve)	40,000	40,000	22,400	0	0	40,000
81530 Traylen St Traffic treatments	78,000	78,000	20,280	0	0	78,000
81542 Resurface - Crimea St - Malaga Dr RAB	0	201,936	201,936	0	0	201,936
	<u>2,582,787</u>	<u>2,941,154</u>	<u>1,955,620</u>	<u>1,623,937</u>	<u>1,130,639</u>	<u>186,578</u>
<b>Metropolitan Regional Road Group Projects</b>						
81295 Road Rehabilitation Crimea Street (MRRG)	0	20,000	0	0	15,671	4,329
	<u>0</u>	<u>20,000</u>	<u>0</u>	<u>0</u>	<u>15,671</u>	<u>4,329</u>
<b>Park development construction</b>						
81388 Guildford Pedestrian Crossing (Safe Routes to School Plan) S	300,000	300,000	51,000	0	0	300,000
	<u>300,000</u>	<u>300,000</u>	<u>51,000</u>	<u>0</u>	<u>0</u>	<u>300,000</u>
<b>Sporting Reserves</b>						
81281 Morley Sport and Recreation carpark (Pat O'Hara) Stage 2	0	0	0	0	4,545	(4,545)
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,545</u>	<u>(4,545)</u>
<b>Recreation Reserves</b>						
81322 Waterland Carpark Expansion	136,500	136,500	136,500	0	0	136,500
	<u>136,500</u>	<u>136,500</u>	<u>136,500</u>	<u>0</u>	<u>0</u>	<u>136,500</u>
Total Roads	<u>5,874,787</u>	<u>7,080,014</u>	<u>3,460,864</u>	<u>2,334,373</u>	<u>2,986,105</u>	<u>1,759,536</u>
<b>Footpath</b>						
<b>Other road construction</b>						
80911 Drake Street - Broun Avenue/Rothbury Road - new pathway	0	34,731	0	0	0	34,731
	<u>0</u>	<u>34,731</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>34,731</u>

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Footpath construction</b>						
81291 Pathway Expansion Program - Gilbert Street	0	114,722	0	0	0	114,722
81375 Strutt Reserve footpath installation	0	11,021	0	12,765	0	(1,744)
81412 Design New/Upgrade pathway (Cycling)-Walter Rd East from Bee	22,000	91,000	69,000	7,133	14,476	69,391
81422 New pathway (Arterial)-Beaufort St from Drummond St to Birke	61,645	61,645	61,645	77,725	3,744	(19,824)
81423 Pathway Mickleham Rd from Hampton Sq W to Harvest Rd	78,709	78,709	78,709	0	0	78,709
81424 New pathway (Local Access)-Wholley St from Traylen Rd to Dar	55,556	55,556	55,556	0	0	55,556
81425 Pathway Expansion	690,000	690,000	282,900	3,919	219,603	466,478
81426 Pathways Renewal - Various Locations	50,000	50,000	50,000	55,105	2,293	(7,398)
81427 Pathways accessibility upgrades - Various Locations	25,000	25,000	14,000	13,291	9,977	1,733
	982,910	1,177,653	611,810	169,938	250,093	757,623
<b>Park development construction</b>						
81104 New Path - Hester/Evans/Drake	0	0	0	336	0	(336)
	0	0	0	336	0	(336)
Total Footpath	982,910	1,212,384	611,810	170,274	250,093	792,017
<b>Drainage</b>						
<b>Drainage construction</b>						
80248 Urban water sensitive design	0	81,470	0	4,582	29,533	47,355
	0	81,470	0	4,582	29,533	47,355
<b>Drainage renewal</b>						
81280 Low Point New Drainage Program	0	49,919	9,985	0	0	49,919
	0	49,919	9,985	0	0	49,919
<b>Sustainable environment</b>						
81213 Drainage for Liveability Detailed Design Rudloc and Bowden R	0	60,000	0	0	0	60,000
81417 New Drainage at 14 Hill St, Bayswater	13,556	13,556	0	0	12,139	1,417
81418 New Drainage at 2-16 Viscount Rd, Morley	13,556	13,556	0	0	3,200	10,356
81419 New Drainage at 4a Jakobsons Way, Morley	13,556	13,556	0	0	0	13,556
81420 New Drainage at 5 Bagden Place, Morley	13,556	13,556	4,473	0	0	13,556
81421 New Drainage at 6 Jakobsons Way, Morley	13,556	13,556	0	4,182	0	9,374
	67,780	127,780	4,473	4,182	15,339	108,259
Total Drainage	67,780	259,169	14,458	8,763	44,872	205,533

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Park development</b>						
<b>Footpath construction</b>						
81498 Bayswater Bowling Club Synthetic Green Upgrade	471,586	471,586	150,908	0	0	471,586
	471,586	471,586	150,908	0	0	471,586
<b>Park development construction</b>						
80242 Riverbank restoration	0	165,985	0	37,091	32,382	96,512
81171 Program - Natural Environment Improvement - Foreshore River	0	0	0	5,192	1,455	(6,647)
81269 Maylands Lakes Masterplan Implementation	0	125,000	125,000	0	0	125,000
81271 Public Bin Renewal Program	0	28,450	0	6,923	0	21,527
81323 Bore Pump Renewal Program	0	11,908	11,908	6,223	3,713	1,973
81324 Further Greening of Guildford Road	0	93,579	0	26,388	0	67,191
81325 Irrigation Renewal Program	0	35,846	35,846	2,424	34,706	(1,284)
81326 Irrigation Renewal Program - Design	0	95,000	95,000	78,001	41,727	(24,729)
81327 Irrigation Renewal Program - Water usage reduction strategy	0	237,500	237,500	222,450	20,417	(5,366)
81328 Median Island Tree Planting Program	0	264,110	0	70,774	0	193,336
81329 Park Furniture Renewal Program	0	19,826	19,826	0	10,283	9,543
81330 Passive Park Lights Renewal Program	0	34,390	34,390	0	0	34,390
81331 Removal of dilapidated jetty Lake Brearley, Maylands	0	9,500	0	0	0	9,500
81334 Crimea - Tennis/Skate/Baseball Floodlight System Renewal	0	144,917	0	0	0	144,917
81360 Mayland Lakes Tank Installation	0	0	0	1,743	0	(1,743)
81362 Wymond park outdoor exercise equipment	0	50,000	25,000	0	50,000	0
81410 Maylands Lakes Masterplan Implementation	2,400,000	2,400,000	912,000	179,765	266,729	1,953,506
81411 Public Bin Renewal Program	45,000	45,000	45,000	0	0	45,000
81449 Bayswater Waves entry statement landscaping	30,000	30,000	0	0	6,331	23,669
81450 Gordon Reserve Bore Pumps Renewal	13,000	13,000	13,000	0	0	13,000
81451 Gus Weimar Park Bore Pumps Renewal	11,700	11,700	11,700	7,715	3,809	176
81452 Hampton Square Reserve - Bulgarian Society Club Bore Pumps R	5,500	5,500	5,500	0	4,502	998
81453 Jakobsons Reserve Bore Pumps Renewal	15,600	15,600	15,600	13,572	1,881	147
81454 Logan Reserve Bore Pumps Renewal	11,500	11,500	11,500	11,838	0	(338)
81455 Noranda Infant Helath Centre - 2 Garson Court Bore Pumps Ren	15,600	15,600	15,600	5,050	9,545	1,004
81456 Noranda Community & Family Centre - 9 Garson Court Bore Pum	4,600	4,600	4,600	0	0	4,600
81457 Peters Place Bore Pumps Renewal	15,600	15,600	15,600	1,363	12,930	1,307
81458 Plowmans Park Bore Pumps Renewal	18,200	18,200	18,200	11,862	5,912	426

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
81459 Ranger and Security Office - 21 Raymond Av Bore Pumps Renewa	7,000	7,000	7,000	0	6,507	493
81460 Embleton Golf Course Bore Pumps Renewal	58,500	58,500	58,500	0	49,441	9,059
81461 Flora Reserve Bore Pumps Renewal	11,100	11,100	11,100	8,513	2,433	154
81462 Gibbney Reserve Bore Pumps Refurbishment	8,500	8,500	8,500	6,697	1,695	107
81463 Grand Promenade Reserve Bore Pumps Refurbishment	8,500	8,500	8,500	8,331	255	(86)
81464 Halliday Park Bore Pumps Refurbishment	6,500	6,500	6,500	6,453	106	(59)
81465 Lower Hillcrest Reserve Bore Pumps Refurbishment	8,500	8,500	8,500	7,112	1,364	24
81466 Houghton Park Bore Pumps Refurbishment	8,500	8,500	8,500	5,938	2,276	286
81467 Joan Rycroft Reserve Bore Pumps Refurbishment	6,500	6,500	6,500	7,282	0	(782)
81468 Pat O'Hara Reserve Bore Pumps Refurbishment	8,500	8,500	8,500	6,762	1,636	101
81469 R A Cook Reserve Bore Pumps Refurbishment	8,500	8,500	8,500	8,184	331	(15)
81470 Shearn Memorial Park Bore Pumps Refurbishment	5,200	5,200	5,200	6,981	0	(1,781)
81471 FJ Beales Park Bore Pumps Refurbishment	7,200	7,200	7,200	5,928	1,219	53
81472 Civic Centre Flag Pole	7,800	7,800	7,800	5,800	0	2,000
81473 Addlestone Reserve Irrigation Cabinet Renewal	10,500	10,500	10,500	0	0	10,500
81474 Lower Hillcrest Reserve Irrigation Cabinet Renewal	10,800	10,800	10,800	16,199	11,138	(16,537)
81475 Joan Rycroft Reserve Irrigation Cabinet Renewal	10,700	10,700	10,700	0	0	10,700
81476 King William Supply Bore Irrigation Cabinet Renewal	15,600	15,600	15,600	0	0	15,600
81477 Median - Crimea Benara Irrigation Cabinet Renewal	10,700	10,700	10,700	16,730	11,625	(17,655)
81478 Sherbrooke Reserve Irrigation Cabinet Renewal	10,400	10,400	10,400	25,774	3,516	(18,890)
81479 Verge - Catherine St - The Strand to Lawrence St Irrigation	10,400	10,400	10,400	4,064	16,409	(10,073)
81480 Verge - Paperbark Dr Irrigation Cabinet Renewal	10,500	10,500	10,500	0	0	10,500
81481 Bayswater Waves - Operations Irrigation Cabinet Renewal	10,500	10,500	10,500	4,957	0	5,543
81482 City Wide - Irrigation system design	102,500	102,500	102,500	0	0	102,500
81483 Addlestone Reserve Irrigation System Renewal	53,813	53,813	24,754	0	0	53,813
81484 Noranda Sporting Complex - Running Track - Soccer Irrigation	409,703	409,703	196,657	1,930	5,186	402,587
81485 Pat O'Hara Reserve / Morley Recreation Irrigation System Ren	367,463	367,463	249,875	1,930	5,186	360,347
81486 Arbor Park Irrigation System Renewal	584,363	584,363	298,025	1,930	5,186	577,247
81487 Puntie Crescent Reserve Irrigation System Renewal	20,756	20,756	0	0	0	20,756
81488 Bath St / Tranby Reserve Irrigation System Renewal	192,700	192,700	75,153	1,930	5,186	185,584
81489 Median Island Tree Planting Program	100,000	100,000	0	0	0	100,000
81490 Morley Community Centre Garden	37,000	37,000	0	0	0	37,000
81491 Overhead Power Pole renewal	52,000	52,000	52,000	58,094	7,577	(13,671)
81492 Park Furniture Renewal Program	50,000	50,000	25,000	9,411	15,390	25,199
81493 Park signage renewal	30,000	30,000	30,000	20,709	0	9,291

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
81494 Passive Park Lights - Renewal Program	25,625	25,625	0	0	0	25,625
81495 Passive Park Lights - Replacement Riverside Gardens - pole	91,840	91,840	60,614	0	0	91,840
81496 Strutt Reserve Irrigation Modification	15,000	15,000	15,000	0	0	15,000
81499 Jakobsons Reserve (North) Playground Renewal	70,000	70,000	0	4,358	50,501	15,141
81500 Maylands Tennis Court Redevelopment (CSRFF)	729,883	729,883	299,252	35,785	454	693,644
81501 Redcliff Bridge Bike Track surface repair	42,000	42,000	42,000	0	38,121	3,879
81502 Renewal of Crimea - Catch Net Fencing	30,000	30,000	0	0	29,804	196
81503 Renewal of Delacy Synthetic Cricket Match Wickets	8,000	8,000	0	0	0	8,000
81504 Renewal of Delacy Synthetic Cricket Practice Wickets	50,000	50,000	0	0	0	50,000
81505 Renewal of Deschamp Synthetic Cricket Practice Wickets	50,000	50,000	0	0	48,360	1,640
81506 Renewal of Emberson - LJ Run Up Courts	10,000	10,000	0	9,638	0	362
81507 Renewal of Gibbney Goals	20,000	20,000	20,000	23,652	0	(3,652)
81508 Renewal of Grand Prom Synthetic Cricket Practice Wickets	32,000	32,000	0	0	0	32,000
81509 Renewal of Noranda Sport Athletics Synthetic Cricket Match W	10,000	10,000	0	0	0	10,000
81510 Riverside Gardens Playground Renewal	400,000	650,000	0	0	14,813	635,187
81511 Swan Lake Reserve Playground Renewal	65,000	65,000	0	887	61,880	2,233
	6,496,846	8,062,857	3,404,501	1,010,336	903,919	6,148,602
<b>Sustainable environment</b>						
81061 Maylands Lakes bank renaturalisation & improve water quality	0	550,000	0	0	0	550,000
	0	550,000	0	0	0	550,000
<b>Tree management</b>						
81165 Riverside Gardens Urban Forest	0	0	0	34,420	1,336	(35,757)
81344 Riverside Gardens Urban Forest (Advocacy Project)	1,896,250	2,932,729	1,776,017	1,666,665	57,265	1,208,799
	1,896,250	2,932,729	1,776,017	1,701,086	58,601	1,173,042
<b>Golf course development</b>						
81168 Maylands Peninsula Golf Course Upgrade	0	50,251	50,251	32,295	17,522	434
	0	50,251	50,251	32,295	17,522	434
<b>Playground</b>						
81343 Riverside Gardens Playground Renewal	0	0	0	19,187	0	(19,187)
	0	0	0	19,187	0	(19,187)

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Commitments	Funds Remaining
	\$	\$	\$	\$	\$	\$
<b>Floodlights</b>						
81231 Crimea Park floodlight renewal	90,000	90,000	90,000	424	0	89,576
	90,000	90,000	90,000	424	0	89,576
<b>Other infrastructure construction</b>						
81062 Tranby House Reserve Foreshore - rehab and revegetation	1,000,000	1,000,000	600,000	26,587	22,338	951,075
81177 City Wide - Sports Lighting Renewals	0	95,060	0	0	0	95,060
	1,000,000	1,095,060	600,000	26,587	22,338	1,046,135
<b>Recreation Reserves</b>						
81181 City Wide - Sporting Reserve Fencing Replacements	0	17,688	0	0	0	17,688
	0	17,688	0	0	0	17,688
Total Park development	9,954,682	13,270,171	6,071,676	2,789,915	1,002,379	9,477,877
<b>Other infrastructure</b>						
<b>Street lights</b>						
81318 Street Lightpole Upgrade	0	302,357	100,786	(23,702)	0	326,059
	0	302,357	100,786	(23,702)	0	326,059
<b>Other infrastructure construction</b>						
81122 Bus Shelters - Upgrade program	0	32,256	0	0	12,112	20,144
81277 Bus Shelters - Expansion Program	0	11,082	0	0	0	11,082
81414 New Bus Shelter no 16211, Wolseley Rd	16,531	16,531	0	0	12,112	4,419
81415 New Bus Shelter no 16215, Wolseley Rd	16,531	16,531	16,531	0	0	16,531
81416 New Bus Shelter no 16494 Eighth Avenue	16,531	16,531	16,531	0	0	16,531
	49,593	92,931	33,062	0	24,225	68,706
<b>Sustainable environment</b>						
80935 Emission reduction and renewable energy implementation	0	11,044	0	0	0	11,044
	0	11,044	0	0	0	11,044
Total Other infrastructure	49,593	406,332	133,848	(23,702)	24,225	405,809
<b>Total capital projects</b>	<b>31,840,656</b>	<b>39,827,886</b>	<b>18,848,605</b>	<b>8,625,812</b>	<b>6,648,183</b>	<b>24,553,890</b>

**10.2.2 List of Payments for the Month of January 2026**

<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>	<ol style="list-style-type: none"> <li>1. Schedule of Accounts - Municipal Fund [<b>10.2.2.1</b> - 8 pages]</li> <li>2. Schedule of Accounts - Trust Fund [<b>10.2.2.2</b> - 1 page]</li> <li>3. Summary of Corporate Credit Card Expenses [<b>10.2.2.3</b> - 1 page]</li> <li>4. Summary of Corporate Purchase Card Expenses [<b>10.2.2.4</b> - 2 pages]</li> <li>5. Electronic Fund Transfers [<b>10.2.2.5</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 of the Local Government Act 1995.***

**SUMMARY**

This report presents the list of payments, comprising **Attachments 1, 2, 3, 4, and 5** made under delegated authority for the month of January 2026 in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*.

**COUNCIL RESOLUTION  
(OFFICER'S RECOMMENDATION)**

That Council receives the list of payments for the month of January 2026 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 – Trust Fund (**Attachment 2**);
3. Summary of Corporate Credit Card Expenses (**Attachment 3**);
4. Summary of Corporate Purchase Card Expenses (**Attachment 4**); and
5. Electronic Fund Transfers (**Attachment 5**).

**Cr Cale Black Moved, Cr Michelle Sutherland Seconded**

**CARRIED UNANIMOUSLY BY EXCEPTION (EN-BLOC): 8/0**

**For:** Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.

**Against:** Nil.

**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 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 January 2026 are included in **Attachment 1**.

Payments drawn from the Trust Fund for the month of January 2026 are included in **Attachment 2**.

Payments made via corporate credit and purchase cards are included in **Attachment 3 and Attachment 4** 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 Account including bank fees; payroll payments; and other direct payment arrangements, are represented in **Attachment 5**.

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)	BP000315-000317, DC000884-000886, DC000888, DC000890-000893, DC000895-000899 EF096390-096398, EF096400-096571, EF096574-096759, EF096761-097021	<b>\$6,593,350.95</b>
<b><i>Trust Fund</i></b> Electronic Fund Transfers (EFTs)	EF096399, EF096572-096573, EF096760	<b>\$31,765.59</b>
<b><i>Credit Card Expenses</i></b>	31 December 2025 to 28 January 2026	<b>\$17,325.85</b>
<b><i>Direct Debit and Other Electronic Fund Transfer</i></b>	1 January 2026 to 31 January 2026	<b>\$9,724,583.49</b>
	<b>Total</b>	<b>\$16,367,025.88</b>

The following payment from previous month was cancelled in January.

- Municipal Account:
  - EF096285 - \$550.00

**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 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 Council Plan 2025-2035, the following applies:

- Key Result Area: Leadership and Governance
- Outcome 5.1 Good Governance
- Objective 5.1.1 Provide ethical and accountable governance.
- Objective 5.1.2 Ensure resource sustainability for future generations.

**CONCLUSION**

That Council notes the List of Payments for the month of January 2026 comprising **Attachments 1, 2, 3, 4 and 5.**

**City of Bayswater**

**List of Payment - Municipal**

for the period 1 January 2026 to 31 January 2026

Reference	Date	Creditor Name	Invoice details	Amount Paid
<b>Payments</b>				
BP000315	08/01/26	Coca Cola Europacific Partners Australia Pty Ltd	Kiosk stock	979.56
BP000316	08/01/26	Department of Creative Industries, Tourism and Sport Industries	Legal expenses and court costs	1,039.76
BP000317	29/01/26	Coca Cola Europacific Partners Australia Pty Ltd	Kiosk stock	1,763.86
DC000884	07/01/26	Easisalary Pty Ltd	Staff superannuation and other deductions	9,050.38
DC000885	05/01/26	Superchoice	Superannuation	3,992.50
DC000886	09/01/26	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	3,451.50
DC000888	09/01/26	Superchoice	Payroll payment	266,910.61
DC000890	06/01/26	Western Power	Construction and civil works payments	251,816.11
DC000891	16/01/26	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	3,186.00
DC000892	22/01/26	Superchoice	Payroll payment	277,690.27
DC000893	21/01/26	Easisalary Pty Ltd	Payroll payment	8,504.43
DC000895	27/01/26	Superchoice	Superannuation	1,883.67
DC000896	06/01/26	Western Power	Refund construction and civil works	-251,816.11
DC000897	06/01/26	Western Power	Reversal of DC000890	-251,816.11
DC000898	23/01/26	Western Australia Treasury Corporation	Loan repayment	29,807.81
DC000899	16/01/26	Department of Justice/Fines Enforcement Registry	Legal expenses and court costs	88.50
EF096390	02/01/26	Michelle Louise Sutherland	Councillor allowances and reimbursements	3,310.63
EF096391	02/01/26	Filomena Piffaretti	Councillor allowances and reimbursements	13,353.70
EF096392	02/01/26	Elli Petersen-Pik	Councillor allowances and reimbursements	5,444.98
EF096393	02/01/26	Steven George Ostaszewskij	Councillor allowances and reimbursements	3,310.63
EF096394	02/01/26	Nat Latter	Councillor allowances and reimbursements	3,236.15
EF096395	02/01/26	Anthony Pittaway	Councillor allowances and reimbursements	3,310.63
EF096396	02/01/26	Donovan MacDonald	Councillor allowances and reimbursements	3,310.63
EF096397	02/01/26	Cale Shaun Black	Councillor allowances and reimbursements	3,310.63
EF096398	02/01/26	Calla Loiacono	Councillor allowances and reimbursements	3,310.63
EF096400	09/01/26	Cat Haven	Animal supplies and services	6,093.00
EF096401	09/01/26	Cleanaway Pty Ltd	Waste collection and hygiene services	506,181.76
EF096402	09/01/26	Fuel Distributors of WA Pty Ltd	Fuel and oil	23,251.20
EF096403	09/01/26	Synergy	Electricity charges (other than street lighting)	84,785.80
EF096404	09/01/26	WA Local Government Association	Councillor training	5,478.00
EF096405	09/01/26	Water Corporation	Water usage charges	24,666.27
EF096406	09/01/26	West Coast Spring Water Pty Ltd T/A Aussie Natural Spring Water	Kiosk stock	64.98
EF096407	09/01/26	Elli Petersen-Pik	Councillor allowances and reimbursements	34.17
EF096408	09/01/26	Maxwell Robinson & Phelps	Pest control	1,253.06
EF096409	09/01/26	Cohesion Pty Ltd	Information technology minor purchases	23,023.44
EF096410	09/01/26	WPC Group Ltd	Labour hire and temporary replacement	17,911.41
EF096411	09/01/26	Apex Drones Pty Ltd	Environmental health services and supplies	3,000.00
EF096412	09/01/26	CTI5 Pty Ltd T/A CTI Risk Management-Petty Cash	Petty cash reimbursement	291.75
EF096413	09/01/26	Joshua Chapman	Staff allowances and reimbursements	45.94
EF096414	09/01/26	Kylie Skinner	Donation	200.00
EF096415	09/01/26	Kerry Akhurst	Donation	300.00
EF096416	09/01/26	Rachael Curtis	Donation	200.00
EF096417	09/01/26	Sienna Estelle Jones	Donation	200.00
EF096418	09/01/26	Barbara Cotter	Commission	50.00
EF096419	09/01/26	Billy Chambers	Refund rates overpayment	600.00
EF096420	09/01/26	Kahlia Jane Sullivan	Crossover subsidy	720.96
EF096421	09/01/26	Thi Bac Ha Phung	Refund rates overpayment	717.69
EF096422	09/01/26	Christine V Farag	Refund rates overpayment	694.50
EF096423	09/01/26	Sandra C N Ngo	Crossover subsidy	753.00
EF096424	09/01/26	Qingya Jin	Commission	20.00
EF096425	09/01/26	B V Brennan	Commission	1,011.50
EF096426	09/01/26	Vivien May Kwen Lee	Commission	670.00
EF096427	09/01/26	Charlene Camilleri	Commission	552.50
EF096428	09/01/26	Denisa Faix	Commission	20.00
EF096429	09/01/26	Michelle Grimwade	Commission	501.50
EF096430	09/01/26	Sophie Pittaway	Commission	136.00
EF096431	09/01/26	S & SL Jackson	Commission	148.75
EF096432	09/01/26	Guy McHugh	Commission	15.00
EF096433	09/01/26	K E Halvorson	Refund bond	550.00
EF096434	09/01/26	Fazmin Ali	Refund bond	550.00
EF096435	09/01/26	Dianella Secondary Education Support Cen	Refund bond	195.00
EF096436	09/01/26	Paul Revell	Refund health centre memberships	56.70
EF096437	09/01/26	Salma Azram	Refund bond	1,874.00
EF096438	09/01/26	Evgenia Zolotukhina	Refund bond	584.09
EF096439	09/01/26	Justyna Dimas	Refund bond	1,000.00
EF096440	09/01/26	Arbor Council	Refund bond	1,000.00
EF096441	09/01/26	Lanita Miller	Refund of term program	150.00
EF096442	09/01/26	Toni Casey	Refund bond	123.50
EF096443	09/01/26	Tanaz Rind	Refund bond	1,000.00
EF096444	09/01/26	Greg Taw	Refund health centre memberships	99.00
EF096445	09/01/26	Elizabeth Wilson	Refund health centre memberships	14.80
EF096446	09/01/26	Allianz Australia Insurance Limited	Refund health centre memberships	357.60
EF096447	09/01/26	Tammy Mai	Refund bond	1,000.00
EF096448	09/01/26	D and R Cleaning	Refund bond	550.00
EF096449	09/01/26	S Pollard & Associates Pty Ltd	Refund bond	350.00
EF096450	08/01/26	Abstract Investments (WA) Pty Ltd T/A Smoke and Mirrors Audio Visual	Community engagement framework	11,311.00
EF096451	08/01/26	Australian Services Union	Payroll payment	236.50
EF096452	08/01/26	Bunnings Group Ltd	Minor equipment purchase	2,497.27
EF096453	08/01/26	Child Support Agency	Payroll payment	1,208.32
EF096454	08/01/26	Australian Taxation Office	Payroll payment	338,020.00
EF096455	08/01/26	Winc Australia Pty Ltd	Office stationery and consumables	1,289.75

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF096456	08/01/26	Detail West	Community engagement framework	840.00
EF096457	08/01/26	Eastern Metropolitan Regional Council	Waste collection and hygiene services	30,552.60
EF096458	08/01/26	Health Insurance Fund of WA	Payroll payment	74.40
EF096459	08/01/26	J Tagz Pty Ltd	Printing and graphic design expenses	1,159.40
EF096460	08/01/26	Garnama Pty Ltd T/A Les Mills Asia Pacific	Memberships and subscriptions	2,825.16
EF096461	08/01/26	Local Government Professionals Aust WA	Licence and permit renewal	112.50
EF096462	08/01/26	Sherlake Pty Ltd T/A Floorcraft	Building maintenance and services	5,478.00
EF096463	08/01/26	The Trustee for Major Motors Unti Trust	Plant and vehicle parts and materials	242.22
EF096464	08/01/26	Natural Area Holdings Pty Ltd	Garden maintenance	11,232.38
EF096465	08/01/26	Pacific Biologics Pty Ltd	Environmental health services and supplies	7,309.72
EF096466	08/01/26	Reece Australia Pty Ltd T/A Reece Plumbing	Aquatic maintenance and services	1,908.50
EF096467	08/01/26	GPC Asia Pacific Pty Ltd T/A Repco	Plant and vehicle parts and materials	4,932.68
EF096468	08/01/26	Sports Turf Technology Pty Ltd	Parks and gardens plants and trees	1,788.95
EF096469	08/01/26	The Library Board of WA T/A State Library of WA	Library book stock and materials	5,511.00
EF096470	08/01/26	Technology One Limited	IT systems licensing fees and support	5,072.91
EF096471	08/01/26	Judroc Pty Ltd T/A The Watershed Water Systems	Parks and gardens materials	38,658.26
EF096472	08/01/26	Tocojopa Pty Ltd T/A T-Quip	Equipment repairs	704.17
EF096473	08/01/26	WA Hino Sales and Service	Plant and vehicle repairs	638.87
EF096474	08/01/26	J.D Caffey & Caffey Family Trust T/A Westbooks	Book purchases	229.42
EF096475	08/01/26	Western Resource Recovery	Environmental health services and supplies	2,798.48
EF096476	08/01/26	Workclobber Trust & Lindal Family Trust T/A Work Clobber	Staff uniforms and protective equipment	1,305.72
EF096477	08/01/26	Thomson Reuters (Professional) Australia Limited	Professional consultancy services	2,200.00
EF096478	08/01/26	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	9,121.68
EF096479	08/01/26	A1 Locksmiths	Key / lock services	958.50
EF096480	08/01/26	Octagon Lifts Pty Ltd	Building maintenance and services	799.15
EF096481	08/01/26	West Coast Turf	Parks and gardens contract payments	4,290.00
EF096482	08/01/26	Insight Enterprises Australia Pty Ltd	Licence and permit renewal	31,644.27
EF096483	08/01/26	WC Convenience Management Pty Ltd T/A WC Innovations	Building maintenance and services	2,469.71
EF096484	08/01/26	The Trustee for The Dolphin-Spencer Family Trust T/A DS Workwear & Safety	Staff uniforms and protective equipment	199.95
EF096485	08/01/26	Scott Printers Pty Ltd	Printing and graphic design expenses	1,221.00
EF096486	08/01/26	Carroll & Richardson - Flagworld Pty Ltd	Community engagement framework	420.21
EF096487	08/01/26	West Build Products Pty Ltd	Construction and civil works tools and materials	1,473.16
EF096488	08/01/26	Department of Transport - Vehicle Search	Vehicle searches	1,974.75
EF096489	08/01/26	Same Day Mowing Pty Ltd	Fire suppression and alarm monitoring	11,338.00
EF096490	08/01/26	Paywise Pty Ltd	Payroll payment	5,072.36
EF096491	08/01/26	Corsign WA Pty Ltd	Engineering works materials	4,978.60
EF096492	08/01/26	The Trustee for the Ingwelala Trust T/A Westoz Food Distribu	Kiosk stock	3,210.00
EF096493	08/01/26	Dowsing Group Pty Ltd	Construction and civil works payments	7,831.05
EF096494	08/01/26	E Fire & Safety	Fire suppression and alarm monitoring	544.56
EF096495	08/01/26	GFG Consulting	Labour hire and temporary replacement	3,608.00
EF096496	08/01/26	The Trustee for Aberhart & Rajoo Unit Trust T/A W.A. Cleaning Equipment Repairs	Building maintenance and services	7,368.90
EF096497	08/01/26	Ezy Lockers Pty Ltd	Key / lock services	240.66
EF096498	08/01/26	Pump Control Systems	Parks and gardens contract payments	5,565.77
EF096499	08/01/26	Aquamonix Pty Ltd	Parks and gardens materials	58,507.90
EF096500	08/01/26	Cleanaway Co Pty Ltd	Waste collection and hygiene services	2,295.70
EF096501	08/01/26	Contra-flow Pty Ltd	Traffic management	1,401.32
EF096502	08/01/26	Strata Corporation Pty Ltd T/A Stratagreen	Parks and gardens materials	1,659.69
EF096503	08/01/26	Ecospill Pty Ltd	Parks and gardens plants and trees	1,664.30
EF096504	08/01/26	Woolworths Group Limited	Staff amenities	445.97
EF096505	08/01/26	Linemarking WA Pty Ltd	Parking bays marking	385.00
EF096506	08/01/26	Living Turf	Parks and gardens materials	11,928.40
EF096507	08/01/26	Greenworkz Pty Ltd	Parks and gardens materials	9,911.00
EF096508	08/01/26	GFG Temporary Assist	Labour hire and temporary replacement	18,814.62
EF096509	08/01/26	Easisalary Pty Ltd	Staff superannuation and other deductions	1,126.94
EF096510	08/01/26	Royal Pride Pty Ltd T/A PAV Sales & Installation	Equipment maintenance	231.00
EF096511	08/01/26	Nespresso Australia a Division of Nestle Australia Ltd	Staff amenities	336.00
EF096512	08/01/26	The Trustee for the O'Grady Family Trust Efficient Site Services	Parks and gardens materials	17,704.00
EF096513	08/01/26	Prestige Property Maintenance Pty Ltd	Parks and gardens tree pruning and assoc. services	70,242.30
EF096514	08/01/26	MPK Tree Management Pty Ltd T/A MPK Tree Services	Parks and gardens tree pruning and assoc. services	140,868.83
EF096515	08/01/26	Twins (WA) Pty Ltd	Functions and events catering expenses	1,800.00
EF096516	08/01/26	Boyan Electrical Services	Electrical installation and repair	11,902.35
EF096517	08/01/26	Freedom Fairies Pty Ltd	Community engagement framework	3,025.00
EF096518	08/01/26	AAAC Towing Pty Ltd	Vehicle towing	1,667.60
EF096519	08/01/26	ibookingsystems	Licence and permit renewal	99.00
EF096520	08/01/26	Pool & Pump Service & Repairs Pty Ltd	Aquatic maintenance and services	408.99
EF096521	08/01/26	Urban Resources Pty Ltd	Parks and gardens contract payments	16,391.69
EF096522	08/01/26	CNW Pty Ltd	Building supplies and hardware	1,170.93
EF096523	08/01/26	Nami Osaki	Community engagement framework	1,100.00
EF096524	08/01/26	Programmed Skilled Workforce Ltd	Labour hire and temporary replacement	2,705.73
EF096525	08/01/26	AMS Technology Group Pty Ltd	Building maintenance and services	7,614.91
EF096526	08/01/26	Brownes Foods Operations Pty Ltd	Staff amenities	176.80
EF096527	08/01/26	Team Global Express Pty Ltd T/A IPEC	Postage and courier charges	770.65
EF096528	08/01/26	NOMA Pty Ltd	Staff training, development and support	495.00
EF096529	08/01/26	Australia and New Zealand Recycling Platform Ltd	Waste collection and hygiene services	3,708.30
EF096530	08/01/26	AA Collard Pty Ltd T/A Garden Care West (WA)	Parks and gardens contract payments	1,650.00
EF096531	08/01/26	Miltom Pty Ltd T/A Classic Hire	Equipment hire	4,137.10
EF096532	08/01/26	TJ & RJ Sellick Pty Ltd T/A Lawn Doctor Turf Solutions	Parks and gardens contract payments	22,884.53
EF096533	08/01/26	ELM (WA) Pty Ltd	Parks and gardens plants and trees	6,861.14
EF096534	08/01/26	AFGRI Equipment Australia Pty Ltd	Plant and vehicle repairs	650.22
EF096535	08/01/26	Club Fed Pty Ltd T/A Evolve WA	Staff training, development and support	487.50
EF096536	08/01/26	S.N Aroney & A.P Brown & D. Curry & S.A. Lewin & J.A. Mazzot T/A Mills Oakley	Legal expenses and court costs	633.60
EF096537	08/01/26	Hydroquip Pumps & Irrigation Pty Ltd	Parks and gardens plants and trees	12,702.03
EF096538	08/01/26	The Trustee for Khetia Family Trust T/A Knight Blinds & Secu	Building supplies and hardware	14,850.00
EF096539	08/01/26	Omnicom Media Group Australia Pty Ltd	Advertising public notices	1,190.02
EF096540	08/01/26	Chemwest Pty Ltd	Cleaning supplies	313.50
EF096541	08/01/26	Joanne Zara Ellen Riach T/A The Hybrid Author	Youth and seniors community activities	402.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF096542	08/01/26	JEC Holdings WA Pty Ltd T/A CAI Fences	Fencing	957.00
EF096543	08/01/26	Goldfoam Investments Pty Ltd T/A Midland Mowers	Minor equipment purchase	16,966.55
EF096544	08/01/26	GO2CUP Pty Ltd	Environmental health services and supplies	4,708.00
EF096545	08/01/26	LGRCEU (WA) T/A The Western Australian Municipal Road Boards Parks	Payroll payment	960.00
EF096546	08/01/26	Fortis Security Pty Ltd	Equipment maintenance	1,424.50
EF096547	08/01/26	McLeods Lawyers Pty Ltd	Legal expenses and court costs	2,927.87
EF096548	08/01/26	Beinformed Group Pty Ltd T/A BeCarWise	Payroll payment	1,087.74
EF096549	08/01/26	The Trustee for Chartis Technology Trust	Software maintenance	3,712.50
EF096550	08/01/26	Novated Lease Australia Pty Ltd	Staff superannuation and other deductions	1,604.51
EF096551	08/01/26	Providence Church Network Incorporated	Community engagement framework	700.00
EF096552	08/01/26	Aston Consulting (WA) Pty Ltd	Building maintenance and services	12,650.00
EF096553	08/01/26	CDM Australia Pty Ltd	Minor equipment purchase	9,810.58
EF096554	08/01/26	Bin Bath Corporation Pty Ltd	Environmental services and supplies	51.74
EF096555	08/01/26	Robyn Aroha Hills T/A Zumba Gold Instructor	Youth and seniors community activities	880.00
EF096556	08/01/26	Light Application Pty Ltd	Building maintenance and services	2,113.16
EF096557	08/01/26	Waterchem Australia Pty Ltd	Aquatic chemicals and consumables	5,060.00
EF096558	08/01/26	Rainbow Families Australia Ltd	Functions and events entertainment expenses	3,729.00
EF096559	08/01/26	Workfast Infrastructure Pty Ltd	Labour hire and temporary replacement	8,412.57
EF096560	08/01/26	Watchtower Security Pty Ltd	Buildings and events security expenses	869.00
EF096561	08/01/26	Maryline Aline Cassou T/A KITO Sustainability	Environmental health services and supplies	500.00
EF096562	08/01/26	Flare HR Pty Ltd	Payroll payment	1,686.47
EF096563	08/01/26	Junianty Phoen T/A Food Trucks Community Perth Australia	Grants and funding	5,000.00
EF096564	08/01/26	Walter Martinez T/A Wally's Tacos	Community engagement framework	3,400.00
EF096565	08/01/26	Dou He Han Pty Ltd T/A The Pamphleteers	Community engagement framework	510.00
EF096566	08/01/26	Sun Protection Australia Pty Ltd	Engineering works materials	399.60
EF096567	08/01/26	Harriet Rose Hulse T/A Your Granny's Tattoo Cafe	Community engagement framework	3,410.00
EF096568	08/01/26	Westworks Consultancy Pty Ltd T/A Westworks Consultancy	Professional consultancy services	7,251.20
EF096569	08/01/26	Jane Louise Murphy T/A Afterglow Interpreting Services	Youth and seniors community activities	1,232.00
EF096570	08/01/26	Spud Central Pty Ltd	Community engagement framework	2,625.00
EF096571	08/01/26	The Trustee for Golden Phoenix Trust T/A Ben & Jerrys Hilliarys	Community engagement framework	975.00
EF096574	16/01/26	Australia Post	Commission	11,106.38
EF096575	16/01/26	Cat Haven	Animal supplies and services	1,968.50
EF096576	16/01/26	Cleanaway Pty Ltd	Waste collection and hygiene services	1,650.58
EF096577	16/01/26	Fuel Distributors of WA Pty Ltd	Fuel and oil	9,892.20
EF096578	16/01/26	Synergy	Electricity charges - street lighting	269,550.96
EF096579	16/01/26	Water Corporation	Water usage charges	25,287.10
EF096580	16/01/26	Council On The Ageing WA Inc	Licence and permit renewal	1,588.37
EF096581	16/01/26	Unicard Systems Pty Ltd	Library book stock and materials	3,417.70
EF096582	16/01/26	Maylands Tennis Club Inc	Garden maintenance	19,780.32
EF096583	16/01/26	Heat Exchangers WA Pty Ltd	Equipment repairs	1,390.40
EF096584	16/01/26	The Trustee for Gary Reitsema Family Trust T/A West Coast Commercial Industries	Aquatic maintenance and services	137.50
EF096585	16/01/26	Arcus Australia Pty Ltd	Equipment purchases	6,355.80
EF096586	16/01/26	WPC Group Ltd	Labour hire and temporary replacement	2,978.80
EF096587	16/01/26	Telstra Limited	Office telephone and communication expenses	9,649.76
EF096588	16/01/26	Apex Drones Pty Ltd	Environmental health services and supplies	6,800.00
EF096589	16/01/26	Hayley Janelle Bilborow T/A Haylz Cookies n More	Functions and events catering expenses	1,470.00
EF096590	16/01/26	CTI5 Pty Ltd T/A CTI Risk Management-Petty Cash	Petty cash reimbursement	309.50
EF096591	16/01/26	Embroiderers' Guild of Western Australia	Community engagement framework	1,600.00
EF096592	16/01/26	K & EE Newbold Family Trust	Pest control	395.00
EF096593	16/01/26	Stuart Hayward	Community engagement framework	1,500.00
EF096594	16/01/26	Paul Revell	Refund health centre memberships	56.70
EF096595	16/01/26	Ali Albouni	Refund residential verge deposit	1,560.00
EF096596	16/01/26	101 Residential	Refund residential verge deposit	1,400.00
EF096597	16/01/26	Hamed Habibzadeh Nesami	Refund residential verge deposit	1,560.00
EF096598	16/01/26	Sovereign Building Company Pty Ltd	Refund residential verge deposit	1,560.00
EF096599	16/01/26	Conor Mcgrory	Refund residential verge deposit	1,560.00
EF096600	16/01/26	TDT (WA) Pty Ltd	Crossover subsidy	753.00
EF096601	16/01/26	TDT (WA) Pty Ltd	Crossover subsidy	753.00
EF096602	16/01/26	Goldflow Nominees Pty Ltd	Refund rates overpayment	2,330.62
EF096603	16/01/26	Bahador Taherian	Refund bond	1,000.00
EF096604	16/01/26	John Wilson Fraser	Refund bond	1,240.00
EF096605	16/01/26	Surya Khademi	Refund bond	561.20
EF096606	15/01/26	Action Glass & Aluminium	Building maintenance and services	957.79
EF096607	15/01/26	A. Richards Pty Ltd T/A Richgro Garden Products	Parks and gardens materials	2,921.60
EF096608	15/01/26	Campbell's Janitor Supplies Pty Ltd T/A The Goods Australia	Building maintenance and services	4,720.18
EF096609	15/01/26	Australian Services Union	Payroll payment	236.50
EF096610	15/01/26	Bayswater Bowling & Rec Club Inc	Community engagement framework	6,662.50
EF096611	15/01/26	Bunnings Group Ltd	Engineering works materials	2,198.46
EF096612	15/01/26	Child Support Agency	Payroll payment	1,018.45
EF096613	15/01/26	Australian Taxation Office	Payroll payment	334,180.00
EF096614	15/01/26	Winc Australia Pty Ltd	Office stationery and consumables	87.35
EF096615	15/01/26	Eastern Metropolitan Regional Council	Waste collection and hygiene services	102,174.59
EF096616	15/01/26	Roy Galvin & Co. Pty Ltd T/A Galvins Plumbing Supplies	Building supplies and hardware	1,117.83
EF096617	15/01/26	Health Insurance Fund of WA	Payroll payment	74.40
EF096618	15/01/26	Institute of Public Works Engineering Australasia - WA Inc.	Memberships and subscriptions	737.00
EF096619	15/01/26	S & F Unit Trust T/A Optima Press	Printing and graphic design expenses	1,189.10
EF096620	15/01/26	Sherlake Pty Ltd T/A Floorcraft	Building maintenance and services	9,115.70
EF096621	15/01/26	Natural Area Holdings Pty Ltd	Parks and gardens plants and trees	6,270.00
EF096622	15/01/26	GPC Asia Pacific Pty Ltd T/A Repco	Plant and vehicle parts and materials	665.43
EF096623	15/01/26	St John Ambulance Western Australia Ltd	Medical services and materials	105.60
EF096624	15/01/26	Judroc Pty Ltd T/A The Watershed Water Systems	Parks and gardens plants and trees	18,078.32
EF096625	15/01/26	Landgate	GRV Charges	928.99
EF096626	15/01/26	Wattleup Tractors	Plant and vehicle parts and materials	428.35
EF096627	15/01/26	Western Power	Construction and civil works payments	550.00
EF096628	15/01/26	Workclobber Trust & Lindal Family Trust T/A Work Clobber	Staff uniforms and protective equipment	726.32
EF096629	15/01/26	The Trustee for Swan Towing Trust	Vehicle towing	528.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
<b>Payments</b>				<b>\$</b>
EF096630	15/01/26	West Coast Turf	Parks and gardens plants and trees	6,050.00
EF096631	15/01/26	Tanks For Hire	Equipment hire	726.00
EF096632	15/01/26	Insight Enterprises Australia Pty Ltd	Licence and permit renewal	15,636.25
EF096633	15/01/26	Blue Force Pty Ltd	Equipment maintenance	3,905.00
EF096634	15/01/26	Scott Printers Pty Ltd	Printing and graphic design expenses	168.30
EF096635	15/01/26	Australian Local Government Women' Association WA Branch	Memberships and subscriptions	60.00
EF096636	15/01/26	Byprogress Pty Ltd T/A Monsterball Broome	Youth and seniors community activities	5,690.00
EF096637	15/01/26	Same Day Mowing Pty Ltd	Fire suppression and alarm monitoring	1,335.00
EF096638	15/01/26	Paywise Pty Ltd	Payroll payment	5,072.36
EF096639	15/01/26	Acurix Networks Pty Ltd	Software maintenance	1,972.33
EF096640	15/01/26	The Trustee for the Ingwelala Trust T/A Westoz Food Distribu	Kiosk stock	1,137.75
EF096641	15/01/26	Lobel Group Pty Ltd	Community engagement framework	2,126.58
EF096642	15/01/26	Vorgee Pty Ltd	Minor equipment purchase	3,545.74
EF096643	15/01/26	Dowsing Group Pty Ltd	Construction and civil works payments	3,247.97
EF096644	15/01/26	E Fire & Safety	Fire suppression and alarm monitoring	4,820.41
EF096645	15/01/26	Shred-X Pty Ltd	Document management and archiving	419.05
EF096646	15/01/26	Solution 4 Building Pty Ltd	Construction and civil works payments	84,071.71
EF096647	15/01/26	Message4U Pty Ltd T/A Sinch MessageMedia	Licence and permit renewal	180.41
EF096648	15/01/26	The Trustee for the Dzodzos Family Trust	Parks and gardens plants and trees	10,269.15
EF096649	15/01/26	Pump Control Systems	Equipment purchases	2,181.08
EF096650	15/01/26	Aquamonix Pty Ltd	Parks and gardens plants and trees	2,623.67
EF096651	15/01/26	Two Way Hire and Sales	Minor equipment purchase	3,339.60
EF096652	15/01/26	Redfish Technologies Pty Ltd	IT network maintenance	1,735.70
EF096653	15/01/26	Contra-flow Pty Ltd	Traffic management	1,551.47
EF096654	15/01/26	Avantgarde Technologies Pty Ltd	Software maintenance	1,012.00
EF096655	15/01/26	State Wide Turf Services	Parks and gardens plants and trees	4,208.60
EF096656	15/01/26	Linemarking WA Pty Ltd	Parking bays marking	275.00
EF096657	15/01/26	Alyka Pty Ltd	Marketing and promotional material	5,775.00
EF096658	15/01/26	GFG Temporary Assist	Labour hire and temporary replacement	28,247.73
EF096659	15/01/26	Easisalary Pty Ltd	Staff superannuation and other deductions	1,423.84
EF096660	15/01/26	MPK Tree Management Pty Ltd T/A MPK Tree Services	Parks and gardens tree pruning and assoc. services	35,468.57
EF096661	15/01/26	SoCo Studios	Community engagement framework	2,420.00
EF096662	15/01/26	ATC Work Smart Inc	Trainee	373.44
EF096663	15/01/26	Boyan Electrical Services	Electrical installation and repair	5,911.96
EF096664	15/01/26	Ricoh Australia Pty Ltd	Photocopying contract charges	5,959.97
EF096665	15/01/26	Bepassey Nominees Pty Ltd T/A Beacon Equipment	Equipment maintenance	144.60
EF096666	15/01/26	Stuart G Shackell Pty Ltd T/A Signarama Morley	Parks and gardens materials	1,028.50
EF096667	15/01/26	AAAC Towing Pty Ltd	Vehicle towing	855.80
EF096668	15/01/26	Urban Resources Pty Ltd	Parks and gardens contract payments	8,228.00
EF096669	15/01/26	CNW Pty Ltd	Building supplies and hardware	737.20
EF096670	15/01/26	Readytech Procurement Solutions Pty Ltd T/A Open Windows Software Pty Ltd	Memberships and subscriptions	44,329.49
EF096671	15/01/26	The Trustee for Belmont Unit Trust T/A Daimler Trucks Perth	Plant and vehicle parts and materials	1,391.50
EF096672	15/01/26	Programmed Skilled Workforce Ltd	Labour hire and temporary replacement	5,817.02
EF096673	15/01/26	BioBag World Australia Pty Ltd	Waste collection and hygiene services	15,464.06
EF096674	15/01/26	Redimed Pty Ltd	Medical services and materials	240.90
EF096675	15/01/26	AMS Technology Group Pty Ltd	Building maintenance and services	3,132.32
EF096676	15/01/26	Zenith Corporation Australia Pty Ltd T/A Elite Office Furniture	Key / lock services	94.00
EF096677	15/01/26	Brownes Foods Operations Pty Ltd	Staff amenities	90.61
EF096678	15/01/26	Pool Robotics Perth	Minor equipment purchase	363.70
EF096679	15/01/26	Team Global Express Pty Ltd T/A IPEC	Postage and courier charges	256.88
EF096680	15/01/26	The Trustee for the Brand Connect Unit Trust	Functions and events supplies	1,955.25
EF096681	15/01/26	Aflex Technology (NZ) Limited	Minor equipment purchase	5,377.90
EF096682	15/01/26	Aarco Environmental Solutions Pty Ltd	Environmental health services and supplies	1,057.65
EF096683	15/01/26	Veolia Water Operations Pty Ltd	Engineering works materials	962.50
EF096684	15/01/26	Superior Nominees Pty Ltd T/A Miracle Recreation Equipment	Minor equipment purchase	4,235.00
EF096685	15/01/26	TJ & RJ Sellick Pty Ltd T/A Lawn Doctor Turf Solutions	Parks and gardens reticulation repairs and upgrades	6,459.90
EF096686	15/01/26	Arbor Centre Group Pty Ltd	Parks and gardens plants and trees	10,010.00
EF096687	15/01/26	RTV Computers Pty Ltd	Information technology minor purchases	324.50
EF096688	15/01/26	Lizo Pty Ltd T/A Stihl Shop Osborne Park	Plant and vehicle parts and materials	61.50
EF096689	15/01/26	Pui Yan Lau T/A Vai Yoga	Community engagement framework	120.00
EF096690	15/01/26	Silver Star Wanda'rers Line Dancing Group	Youth and seniors community activities	320.00
EF096691	15/01/26	The Trustee for the Birt Family Trust T/A Anthea Auld Photog	Marketing and promotional material	875.00
EF096692	15/01/26	Ironbark Creek Investments Pty Ltd T/A Medilogic	Medical services and materials	173.03
EF096693	15/01/26	LGRCEU (WA) T/A The Western Australian Municipal Road Boards Parks	Payroll payment	984.00
EF096694	15/01/26	Proglity Pty Ltd	IT network maintenance	11,642.51
EF096695	15/01/26	Eurofins ARL Pty Ltd	Professional consultancy services	5,745.30
EF096696	15/01/26	The Trustee for RK Business Group Trust T/A The Telecom Warehouse	Minor equipment purchase	548.90
EF096697	15/01/26	Fortis Security Pty Ltd	Equipment maintenance	203.50
EF096698	15/01/26	Play Check Pty Ltd	Parks and gardens reticulation repairs and upgrades	10,120.00
EF096699	15/01/26	Beinformed Group Pty Ltd T/A BeCarWise	Payroll payment	1,087.74
EF096700	15/01/26	Source Machinery Pty Ltd	Equipment repairs	270.29
EF096701	15/01/26	Novated Lease Australia Pty Ltd	Staff superannuation and other deductions	2,139.31
EF096702	15/01/26	Purple Communications Australia Pty Ltd T/A Cannings Purple	Professional consultancy services	6,050.00
EF096703	15/01/26	Jenoptik Australia Pty Ltd	Engineering works materials	7,507.50
EF096704	15/01/26	Hill & Canning Consulting Engineers Pty Ltd	Professional consultancy services	44,916.67
EF096705	15/01/26	The Trustee for Rise Now Trust T/A Ambrosia Catering & Event Hire	Functions and events catering expenses	9,271.00
EF096706	15/01/26	Workfast Infrastructure Pty Ltd	Labour hire and temporary replacement	2,305.29
EF096707	15/01/26	Redimedico Legal Pty Ltd	Medical services and materials	1,782.00
EF096708	15/01/26	Flare HR Pty Ltd	Payroll payment	1,686.47
EF096709	15/01/26	K C Distributors (Aust) Pty Ltd T/A KC Australia	Community engagement framework	902.00
EF096710	15/01/26	Epic Installations Pty Ltd	Equipment hire	1,500.00
EF096711	15/01/26	Yidarra Group Pty Ltd	Engineering works materials	7,093.76
EF096712	15/01/26	Kinder Education Incorporated	Community engagement framework	2,929.63
EF096713	15/01/26	Westworks Consultancy Pty Ltd T/A Westworks Consultancy	Parks and gardens contract payments	15,169.00
EF096714	15/01/26	The Trustee for Art of Joi Trust T/A High Voltage Performers	Community engagement framework	825.00
EF096715	15/01/26	Cadin Pty Ltd	Building maintenance and services	5,940.00

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF096716	15/01/26	Spear Foundation Pty Ltd	Grants and funding	10,920.80
EF096717	23/01/26	AlintaGas Sales Pty Ltd	Gas usage charges	848.90
EF096718	23/01/26	Bayswater Croquet Club (Inc.)	Parks and gardens plants and trees	1,298.40
EF096719	23/01/26	Cat Haven	Animal supplies and services	888.00
EF096720	23/01/26	Fuel Distributors of WA Pty Ltd	Fuel and oil	11,485.60
EF096721	23/01/26	Synergy	Electricity charges (other than street lighting)	189,439.88
EF096722	23/01/26	Water Corporation	Water usage charges	3,540.88
EF096723	23/01/26	Roof Safety Solutions Pty Ltd	Building maintenance and services	18,101.35
EF096724	23/01/26	Insight Enterprises Australia Pty Ltd	Licence and permit renewal	19,835.56
EF096725	23/01/26	LGConnect Pty Ltd	IT network maintenance	6,138.74
EF096726	23/01/26	West Coast Spring Water Pty Ltd T/A Aussie Natural Spring Water	Kiosk stock	129.96
EF096727	23/01/26	Kelly Rowland	Staff allowances and reimbursements	66.26
EF096728	23/01/26	Telstra Limited	Office telephone and communication expenses	62,163.92
EF096729	23/01/26	Nguyen Family Trading Pty Ltd T/A Fully Promoted Morley	Staff uniforms and protective equipment	1,815.44
EF096730	23/01/26	CTI5 Pty Ltd T/A CTI Risk Management-Petty Cash	Petty cash reimbursement	360.60
EF096731	23/01/26	Nicole Rae Durrant	Staff allowances and reimbursements	86.00
EF096732	23/01/26	Elizabeth Clare Wilkerson	Staff allowances and reimbursements	750.00
EF096733	23/01/26	Kids Camps Ltd	Grants and funding	5,496.70
EF096734	23/01/26	JL & LK Evans	Grants and funding	3,850.00
EF096735	23/01/26	Tanaz Rind	Refund bond	1,000.00
EF096736	23/01/26	Bahador Taherian	Refund bond	1,000.00
EF096737	23/01/26	Helen Lim	Refund rates overpayment	114.11
EF096738	23/01/26	O Chan and C Soh	Refund rates overpayment	951.49
EF096739	23/01/26	Omer Gur	Refund rates overpayment	244.83
EF096740	23/01/26	Perth Property Management REBA TRUST	Refund rates overpayment	606.20
EF096741	23/01/26	Elite Compliance Pty Ltd	Refund residential verge deposit	1,400.00
EF096742	23/01/26	Caris Potter	Refund residential verge deposit	1,560.00
EF096743	23/01/26	Christian Krogdahl	Refund residential verge deposit	2,300.00
EF096744	23/01/26	KV Gorsevski	Refund residential verge deposit	2,300.00
EF096745	23/01/26	Markovic Developments Pty Ltd	Refund residential verge deposit	2,300.00
EF096746	23/01/26	Plunkett Homes	Refund residential verge deposit	1,485.23
EF096747	23/01/26	Public Trustee Interest Bearing Account	Refund residential verge deposit	2,300.00
EF096748	23/01/26	Shane and Honor Burrows	Refund residential verge deposit	2,300.00
EF096749	23/01/26	Fuji Home	Refund residential verge deposit	2,300.00
EF096750	23/01/26	Youth Focus Limited	Refund bond	49.50
EF096751	23/01/26	Delanie Jenkin	Refund bond	35.00
EF096752	23/01/26	Rachel Donnelly	Refund hall hire	46.20
EF096753	23/01/26	Ali Abdel Hakim Mohamad	Refund bond	1,000.00
EF096754	23/01/26	Zelda M Naidoo	Refund bond	2,448.20
EF096755	23/01/26	Orlanda David & Tijana Catenacci	Refund residential verge deposit	1,560.00
EF096756	23/01/26	Mimi Leith	Refund residential verge deposit	1,560.00
EF096757	23/01/26	Jubilee Construction Pty Ltd	Refund residential verge deposit	1,560.00
EF096758	23/01/26	Janina Harland	Refund residential verge deposit	1,560.00
EF096759	23/01/26	Oswald Homes (1972) Pty Ltd	Refund residential verge deposit	1,485.23
EF096761	22/01/26	Bedford-Dianella Vet Centre	Animal supplies and services	55.00
EF096762	22/01/26	Bunnings Group Ltd	Engineering works materials	1,055.05
EF096763	22/01/26	Winc Australia Pty Ltd	Office stationery and consumables	196.81
EF096764	22/01/26	Captive Connect	Memberships and subscriptions	1,980.00
EF096765	22/01/26	Eastern Metropolitan Regional Council	Waste collection and hygiene services	323,108.81
EF096766	22/01/26	Local Government Professionals Aust WA	Staff training, development and support	3,155.00
EF096767	22/01/26	Main Roads Western Australia	Signage and banners	76,173.08
EF096768	22/01/26	Eastern Merchant Pty Ltd T/A Maylands Park Lottery Centre and News Agency	Library book stock and materials	75.00
EF096769	22/01/26	The Morley Veterinary Hospital	Animal supplies and services	120.00
EF096770	22/01/26	Reece Australia Pty Ltd T/A Reece Plumbing	Building supplies and hardware	1,130.47
EF096771	22/01/26	The Royal Life Saving Society WA Inc	Medical services and materials	546.00
EF096772	22/01/26	Sprayline Spraying Equipment	Plant and vehicle parts and materials	1,067.29
EF096773	22/01/26	J.D Caffey & Caffey Family Trust T/A Westbooks	Book purchases	656.15
EF096774	22/01/26	Zipform Pty Ltd	Postage and courier charges	3,036.78
EF096775	22/01/26	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	1,326.21
EF096776	22/01/26	Hays Specialist Recruitment (Aust) Pty Ltd	Labour hire and temporary replacement	2,265.91
EF096777	22/01/26	The Trustee for Swan Towing Trust	Vehicle towing	673.75
EF096778	22/01/26	Heidelberg Materials Australia Pty Ltd	Engineering works materials	354.64
EF096779	22/01/26	Rentokil Initial Pty Ltd	Building supplies and hardware	6,472.39
EF096780	22/01/26	Insight Enterprises Australia Pty Ltd	Licence and permit renewal	51,615.46
EF096781	22/01/26	Scott Printers Pty Ltd	Printing and graphic design expenses	220.00
EF096782	22/01/26	Josh Byrne and Associates Pty Ltd	Parks and gardens materials	1,067.86
EF096783	22/01/26	Byprogress Pty Ltd T/A Monsterball Broome	Youth and seniors community activities	242.00
EF096784	22/01/26	Department of Transport - Vehicle Search	Vehicle searches	1,425.15
EF096785	22/01/26	Paywise Pty Ltd	Staff superannuation and other deductions	2,304.01
EF096786	22/01/26	Assetlabels.com.au Pty Ltd	Community engagement framework	793.54
EF096787	22/01/26	Relationships Australia Western Australia	Staff training, development and support	3,135.00
EF096788	22/01/26	Acclaimed Catering Pty Ltd	Functions and events catering expenses	1,111.11
EF096789	22/01/26	E Fire & Safety	Fire suppression and alarm monitoring	320.10
EF096790	22/01/26	ADT Security	Buildings and events security expenses	61.22
EF096791	22/01/26	West Coast Gymnasts	Youth and seniors community activities	1,511.43
EF096792	22/01/26	Cadgroup Australia Pty Ltd	Memberships and subscriptions	18,859.50
EF096793	22/01/26	Services Australia	Fees and charges	71.28
EF096794	22/01/26	Experian Australia Pty Ltd	Professional consultancy services	34,391.50
EF096795	22/01/26	The Trustee for S & H Unit Trust T/A Stewart & Heaton Clothing Co Pty Ltd	Staff uniforms and protective equipment	1,022.67
EF096796	22/01/26	Ellis House Community Art Centre Incorporated	Community engagement framework	1,000.00
EF096797	22/01/26	The Trustee for the Dzodzoz Family Trust	Parks and gardens contract payments	5,445.00
EF096798	22/01/26	VTP Engineering	Building maintenance and services	990.00
EF096799	22/01/26	Woolworths Group Limited	Staff amenities	279.83
EF096800	22/01/26	Linemarking WA Pty Ltd	Parking bays marking	1,253.34
EF096801	22/01/26	Officeasy Pty Ltd T/A McLernons Business Base	Minor equipment purchase	739.00
EF096802	22/01/26	The trustee for Grano Unit Trust T/A Grano Direct	Engineering works materials	684.39

Reference	Date	Creditor Name	Invoice details	Amount Paid
<b>Payments</b>				<b>\$</b>
EF096803	22/01/26	The Trustee for the O'Grady Family Trust Efficient Site Services	Parks and gardens materials	3,211.00
EF096804	22/01/26	Twins (WA) Pty Ltd	Functions and events catering expenses	1,030.00
EF096805	22/01/26	Boyan Electrical Services	Electrical installation and repair	2,105.68
EF096806	22/01/26	AAAC Towing Pty Ltd	Vehicle towing	2,469.50
EF096807	22/01/26	The Trustee for Rabblement Trust	Library book stock and materials	300.00
EF096808	22/01/26	Pool & Pump Service & Repairs Pty Ltd	Aquatic maintenance and services	2,288.29
EF096809	22/01/26	CNW Pty Ltd	Building supplies and hardware	159.50
EF096810	22/01/26	Programmed Skilled Workforce Ltd	Labour hire and temporary replacement	8,456.17
EF096811	22/01/26	Backpackers FC Pty Ltd	Parking bays marking	495.00
EF096812	22/01/26	Advanced Netting Pty Ltd	Construction and civil works technical support	2,739.00
EF096813	22/01/26	AMS Technology Group Pty Ltd	Building maintenance and services	1,729.63
EF096814	22/01/26	Team Global Express Pty Ltd T/A IPEC	Postage and courier charges	342.51
EF096815	22/01/26	Code Research Pty Ltd T/A PWD (Australia)	Marketing and promotional material	200.00
EF096816	22/01/26	AFL Sports Ready Ltd	Labour hire and temporary replacement	8,742.29
EF096817	22/01/26	Totally Board Pty Ltd	Library book stock and materials	200.00
EF096818	22/01/26	Alulite Aluminium Scaffolding Pty Ltd	Minor equipment purchase	719.00
EF096819	22/01/26	AL Midland Pty Ltd	Plant and vehicle purchasing	40,470.83
EF096820	22/01/26	Australian Agribusiness (Holdings) Pty Ltd T/A Nuturf	Parks and gardens materials	1,056.00
EF096821	22/01/26	Techworks Plumbing Pty Ltd Techworks Plumbing Pty Ltd	Building maintenance and services	2,413.35
EF096822	22/01/26	RTV Computers Pty Ltd	Information technology minor purchases	1,721.50
EF096823	22/01/26	Omnicom Media Group Australia Pty Ltd	Advertising public notices	3,461.13
EF096824	22/01/26	WA Bus and Coachlines Pty Ltd T/A Horizons West	Community engagement framework	613.00
EF096825	22/01/26	Enchanted Characters Pty Ltd T/A Enchanted Stiltwalking	Community engagement framework	1,562.00
EF096826	22/01/26	Fortis Security Pty Ltd	Equipment maintenance	712.25
EF096827	22/01/26	McLeods Lawyers Pty Ltd	Legal expenses and court costs	3,854.78
EF096828	22/01/26	Complete DJ Group Pty Ltd	Functions and events entertainment expenses	1,250.00
EF096829	22/01/26	Aidacare Pty Ltd	Equipment maintenance	297.00
EF096830	22/01/26	Programmed Property Services Pty Ltd	Aquatic maintenance and services	4,675.00
EF096831	22/01/26	AMC Commercial Cleaning (WA) Pty Ltd	Building maintenance and services	412.50
EF096832	22/01/26	WATFS Pty Ltd T/A WA Temporary Fencing Supplies	Environmental health services and supplies	220.00
EF096833	22/01/26	Australasian Events Pty Ltd T/A Ace Security and Events Services	Buildings and events security expenses	7,631.96
EF096834	22/01/26	Zenith Executive Search Pty Ltd	Labour hire and temporary replacement	1,883.56
EF096835	22/01/26	Ultron Developments Pty Ltd	Professional consultancy services	4,928.00
EF096836	22/01/26	Coastmac Pty Ltd	Plant and vehicle repairs	22,604.00
EF096837	22/01/26	Workfast Infrastructure Pty Ltd	Labour hire and temporary replacement	6,397.44
EF096838	22/01/26	Watchtower Security Pty Ltd	Buildings and events security expenses	434.50
EF096839	22/01/26	Flare HR Pty Ltd	Staff superannuation and other deductions	251.52
EF096840	22/01/26	Get Skilled Access Pty Ltd	Memberships and subscriptions	5,500.00
EF096841	22/01/26	The Trustee for Whale Family Trust T/A Quash Soundproofing	Construction and civil works tools and materials	23,138.98
EF096842	22/01/26	Perth Chemical Specialists Pty Ltd	Waste collection and hygiene services	6,079.81
EF096843	22/01/26	Capital Appliances Pty Ltd T/A City Retravision	Building maintenance and services	2,425.00
EF096844	22/01/26	Cadin Pty Ltd	Cleaning services	330.00
EF096845	22/01/26	Rotary Club of Maylands Inc	Community engagement framework	1,500.00
EF096846	22/01/26	Goldfact Corporation Pty Ltd T/A City Towing	Construction and civil works payments	573.00
EF096847	22/01/26	Gordana Nestic-Simic	Professional consultancy services	500.00
EF096848	22/01/26	Rodney Garlett	Community engagement framework	700.00
EF096849	29/01/26	Action Glass & Aluminium	Building maintenance and services	2,315.52
EF096850	29/01/26	Asphaltech Pty Ltd	Engineering works materials	197.20
EF096851	29/01/26	Australian Institute of Management WA HRD Ctr Ltd	Staff training, development and support	1,464.00
EF096852	29/01/26	Australian Services Union	Payroll payment	236.50
EF096853	29/01/26	A.K.C. Pty Ltd T/A Baileys Fertilisers	Parks and gardens materials	50,447.22
EF096854	29/01/26	J.Blackwood & Son Pty Ltd T/A Blackwoods Atkins	Minor equipment purchase	1,032.24
EF096855	29/01/26	BOC Ltd	Aquatic chemicals and consumables	87.60
EF096856	29/01/26	Boya Equipment Pty Ltd	Equipment maintenance	6,476.70
EF096857	29/01/26	Capital Recycling	Engineering works materials	12,705.00
EF096858	29/01/26	Child Support Agency	Payroll payment	988.64
EF096859	29/01/26	Australian Taxation Office	Payroll payment	346,457.00
EF096860	29/01/26	Winc Australia Pty Ltd	Youth and seniors community activities	4,878.63
EF096861	29/01/26	Couplers Pty Ltd	Plant and vehicle repairs	394.63
EF096862	29/01/26	The Trustee for the Cavalino Trust T/A Di Candilo Steel City	Equipment repairs	431.20
EF096863	29/01/26	Eastern Metropolitan Regional Council	Waste collection and hygiene services	91,944.77
EF096864	29/01/26	Roy Galvin & Co. Pty Ltd T/A Galvins Plumbing Supplies	Building supplies and hardware	4,932.56
EF096865	29/01/26	Garrards Pty Ltd	Environmental health services and supplies	4,996.20
EF096866	29/01/26	The Trustee for the Jansen Gray Family Trust T/A Geoff's Tree Services Pty Ltd	Parks and gardens tree pruning and assoc. services	13,440.00
EF096867	29/01/26	Health Insurance Fund of WA	Payroll payment	74.40
EF096868	29/01/26	Local Government Professionals Aust WA	Grants and funding	1,590.80
EF096869	29/01/26	The Trustee for Major Motors Unti Trust	Plant and vehicle repairs	155.09
EF096870	29/01/26	Marshall Beattie Pty Ltd T/A Marshall Beattie Automation	Equipment maintenance	951.50
EF096871	29/01/26	Microcom Pty Ltd T/A MetroCount	Equipment purchases	5,830.00
EF096872	29/01/26	Modern Teaching Aids Pty Ltd	Library book stock and materials	307.73
EF096873	29/01/26	Ixom Operations Pty Ltd	Aquatic chemicals and consumables	4,525.11
EF096874	29/01/26	The Morley Veterinary Hospital	Animal supplies and services	55.00
EF096875	29/01/26	Natural Area Holdings Pty Ltd	Garden maintenance	10,813.00
EF096876	29/01/26	NEC Australia Pty Ltd	IT network maintenance	198.00
EF096877	29/01/26	Planning Institute of Australia	Staff training, development and support	780.00
EF096878	29/01/26	GPC Asia Pacific Pty Ltd T/A Repco	Plant and vehicle parts and materials	698.65
EF096879	29/01/26	The Royal Life Saving Society WA Inc	Recreation and gymnasium equipment	142.74
EF096880	29/01/26	Stiles Electrical & Communication Services Pty Ltd	Parks and gardens contract payments	6,856.48
EF096881	29/01/26	Halkot Pty Ltd T/A Sussex Industries	Parks and gardens materials	449.90
EF096882	29/01/26	Total Packaging (WA) Pty Ltd	Animal supplies and services	2,849.00
EF096883	29/01/26	Landgate	Title search	195.60
EF096884	29/01/26	West Australian Newspapers Ltd	Licence and permit renewal	172.80
EF096885	29/01/26	Cockburn Wetlands Education Centre Inc	Conference expenses	1,520.00
EF096886	29/01/26	Statewide Cleaning Supplies Pty Ltd	Cleaning services	836.88
EF096887	29/01/26	Nestle Australia Ltd	Staff amenities	115.50
EF096888	29/01/26	A1 Locksmiths	Key / lock services	3,005.15

Reference	Date	Creditor Name	Invoice details	Amount Paid
Payments				\$
EF096889	29/01/26	The Trustee for Swan Towing Trust	Vehicle towing	701.25
EF096890	29/01/26	Unicorn Group Australia Pty Ltd	Plant and vehicle parts and materials	3,407.00
EF096891	29/01/26	Octagon Lifts Pty Ltd	Building maintenance and services	2,217.18
EF096892	29/01/26	Heidelberg Materials Australia Pty Ltd	Engineering works materials	1,203.84
EF096893	29/01/26	The Trustee for Wristbands Australia Trust T/A AAC Wristbands Australia Pty Ltd	Office stationery and consumables	2,147.20
EF096894	29/01/26	Tony Aveling & Associates Pty Ltd T/A Aveling Training & Consulting	Staff training, development and support	180.00
EF096895	29/01/26	Veolia Recycling & Recovery Pty Ltd	Waste collection and hygiene services	134.58
EF096896	29/01/26	Paywise Pty Ltd	Payroll payment	4,315.40
EF096897	29/01/26	Abco Products Pty Ltd	Depot stores and consumables	3,640.96
EF096898	29/01/26	Rubek Automatic Doors	Building maintenance and services	592.35
EF096899	29/01/26	Town of Cambridge	Staff allowances and reimbursements	7,403.23
EF096900	29/01/26	Corsign WA Pty Ltd	Engineering works materials	1,804.00
EF096901	29/01/26	Marketforce Pty Ltd	Community engagement framework	3,048.65
EF096902	29/01/26	Watway Pty Ltd T/A Auswest Displays	Building supplies and hardware	60,141.84
EF096903	29/01/26	Intellife Group Limited	Building maintenance and services	4,333.85
EF096904	29/01/26	Dowsing Group Pty Ltd	Construction and civil works payments	7,848.25
EF096905	29/01/26	Acclaimed Catering Pty Ltd	Functions and events catering expenses	1,269.84
EF096906	29/01/26	E Fire & Safety	Fire suppression and alarm monitoring	3,139.44
EF096907	29/01/26	ADT Security	Buildings and events security expenses	3,665.34
EF096908	29/01/26	Experian Australia Pty Ltd	Licence and permit renewal	7,668.33
EF096909	29/01/26	Morley Mower Centre	Plant and vehicle repairs	1,475.01
EF096910	29/01/26	The Trustee for the Dzodzoz Family Trust	Parks and gardens contract payments	11,059.85
EF096911	29/01/26	Quality Nominees Pty Ltd T/A Taman Diamond Tool Solutions	Engineering works materials	2,848.08
EF096912	29/01/26	International Association For Public Participation	Licence and permit renewal	2,850.00
EF096913	29/01/26	Pirtek Malaga	Equipment repairs	511.32
EF096914	29/01/26	Contra-flow Pty Ltd	Traffic management	11,179.01
EF096915	29/01/26	Strata Corporation Pty Ltd T/A Stratagreen	Parks and gardens plants and trees	2,542.25
EF096916	29/01/26	Avantgarde Technologies Pty Ltd	Labour hire and temporary replacement	60,192.00
EF096917	29/01/26	Access Icon Pty Ltd T/A Cascada Group	Engineering works materials	3,344.00
EF096918	29/01/26	Hydro Flow Pty Ltd	Building maintenance and services	1,516.90
EF096919	29/01/26	Linemarking WA Pty Ltd	Parking bays marking	2,862.20
EF096920	29/01/26	Living Turf	Parks and gardens materials	1,171.50
EF096921	29/01/26	Officeasy Pty Ltd T/A McLernons Business Base	Building maintenance and services	694.00
EF096922	29/01/26	GFG Temporary Assist	Labour hire and temporary replacement	4,870.80
EF096923	29/01/26	Advance Press (2013) Pty Ltd	Building maintenance and services	14,916.00
EF096924	29/01/26	Jaycar Pty Ltd	Environmental health services and supplies	1,095.00
EF096925	29/01/26	The Trustee for the O'Grady Family Trust Efficient Site Services	Engineering works materials	2,073.50
EF096926	29/01/26	TPG Telecom	Office telephone and communication expenses	5,276.70
EF096927	29/01/26	Fresh Fields Management (Mertome Village) Pty Ltd	Building maintenance and services	13,500.35
EF096928	29/01/26	Prestige Property Maintenance Pty Ltd	Parks and gardens contract payments	7,088.98
EF096929	29/01/26	Bucher Municipal Pty Ltd	Plant and vehicle repairs	910.22
EF096930	29/01/26	ATC Work Smart Inc	Trainee	149.08
EF096931	29/01/26	Refresh Waters Pty Ltd	Building maintenance and services	109.00
EF096932	29/01/26	Boyan Electrical Services	Electrical installation and repair	33,547.80
EF096933	29/01/26	Ricoh Australia Pty Ltd	Photocopying contract charges	6,103.87
EF096934	29/01/26	AAAC Towing Pty Ltd	Vehicle towing	767.80
EF096935	29/01/26	Jacqueline Oh	Staff allowances and reimbursements	118.75
EF096936	29/01/26	The Trustee for Silverspring Trust T/A T J Depiazzi & Sons	Parks and gardens materials	8,796.70
EF096937	29/01/26	Pool & Pump Service & Repairs Pty Ltd	Aquatic maintenance and services	258.69
EF096938	29/01/26	Urban Resources Pty Ltd	Parks and gardens contract payments	2,002.69
EF096939	29/01/26	IRS Pty Ltd	Equipment maintenance	134.55
EF096940	29/01/26	Backpackers FC Pty Ltd	Parking bays marking	990.00
EF096941	29/01/26	Syrinx Environmental Pty Ltd	Professional consultancy services	321.10
EF096942	29/01/26	Adventure Kids Entertainment	Marketing and promotional material	1,072.50
EF096943	29/01/26	Redimed Pty Ltd	Medical services and materials	240.90
EF096944	29/01/26	IWM (PBH) Pty Ltd T/A Perth Bin Hire	Parks and gardens materials	1,339.80
EF096945	29/01/26	AMS Technology Group Pty Ltd	Building maintenance and services	11,065.99
EF096946	29/01/26	E.E. Muir & Sons Pty Ltd	Parks and gardens plants and trees	770.00
EF096947	29/01/26	Brownes Foods Operations Pty Ltd	Staff amenities	176.80
EF096948	29/01/26	Sine Group Pty Ltd	Licence and permit renewal	1,042.80
EF096949	29/01/26	Logic Cranes and Hoists	Plant and vehicle parts and materials	755.15
EF096950	29/01/26	Code Research Pty Ltd T/A PWD (Australia)	Marketing and promotional material	2,200.00
EF096951	29/01/26	MinterEllison	Legal expenses and court costs	8,303.24
EF096952	29/01/26	K.D Stack & T.H Stack T/A Goolamwiin	Citizenship expenses	750.00
EF096953	29/01/26	Tool Kit Depot	Minor equipment purchase	736.65
EF096954	29/01/26	Miltom Pty Ltd T/A Classic Hire	Equipment hire	3,476.00
EF096955	29/01/26	TJ & RJ Sellick Pty Ltd T/A Lawn Doctor Turf Solutions	Parks and gardens reticulation repairs and upgrades	9,689.85
EF096956	29/01/26	T C Precast Pty Ltd T/A Hydra Storm	Parks and gardens materials	5,142.50
EF096957	29/01/26	Specialist Trailer Builders Pty T/A OMB WA	Equipment purchases	3,300.00
EF096958	29/01/26	Perth Auto Alliance Pty Ltd T/A Lynford Motors	Plant and vehicle repairs	209.52
EF096959	29/01/26	Australian Agribusiness (Holdings) Pty Ltd T/A Nuturf	Parks and gardens materials	4,455.00
EF096960	29/01/26	Techworks Plumbing Pty Ltd Techworks Plumbing Pty Ltd	Building maintenance and services	1,055.50
EF096961	29/01/26	RTV Computers Pty Ltd	Information technology minor purchases	990.00
EF096962	29/01/26	Lizo Pty Ltd T/A Stihl Shop Osborne Park	Minor equipment purchase	4,414.00
EF096963	29/01/26	Epic Catering & Events Services Pty Ltd	Functions and events catering expenses	247.50
EF096964	29/01/26	Omnicom Media Group Australia Pty Ltd	Minor equipment purchase	6,283.82
EF096965	29/01/26	JEC Holdings WA Pty Ltd T/A CAI Fences	Fencing	7,535.00
EF096966	29/01/26	Robert Walters Pty Ltd	Labour hire and temporary replacement	4,550.08
EF096967	29/01/26	CTI5 Pty Ltd T/A CTI Risk Management	Fees and charges	3,113.37
EF096968	29/01/26	LGRCEU (WA) T/A The Western Australian Municipal Road Boards Parks	Payroll payment	984.00
EF096969	29/01/26	McLeods Lawyers Pty Ltd	Legal expenses and court costs	3,483.70
EF096970	29/01/26	Beinformed Group Pty Ltd T/A BeCarWise	Payroll payment	1,241.96
EF096971	29/01/26	Environex International Pty Ltd	Aquatic chemicals and consumables	4,863.10
EF096972	29/01/26	The Trustee for The Karen Trust T/A Waroona Septics	Engineering works materials	49.50
EF096973	29/01/26	Novated Lease Australia Pty Ltd	Staff superannuation and other deductions	1,604.51
EF096974	29/01/26	Purple Communications Australia Pty Ltd T/A Cannings Purple	Professional consultancy services	6,050.00

<b>Reference</b>	<b>Date</b>	<b>Creditor Name</b>	<b>Invoice details</b>	<b>Amount Paid</b>
<b>Payments</b>				
EF096975	29/01/26	Amazon Web Services Australia Pty Ltd	IT network maintenance	22,500.92
EF096976	29/01/26	KR Surveys Pty Ltd	Engineering works materials	1,144.00
EF096977	29/01/26	AMC Commercial Cleaning (WA) Pty Ltd	Building maintenance and services	1,183.88
EF096978	29/01/26	The Trustee for Malaga Centa No 2 Trust	Marketing and promotional material	1,330.00
EF096979	29/01/26	Aboriginal Land Care (Ngala Boodja) Pty Ltd	Garden maintenance	4,471.50
EF096980	29/01/26	Zenith Executive Search Pty Ltd	Labour hire and temporary replacement	1,539.96
EF096981	29/01/26	WA Mermaids Pty Ltd	Youth and seniors community activities	1,254.00
EF096982	29/01/26	Assemble Group Pty Ltd T/A Ashley Group	Animal supplies and services	8,726.30
EF096983	29/01/26	Flare HR Pty Ltd	Staff superannuation and other deductions	1,854.15
EF096984	29/01/26	Leverock Pty Ltd T/A Sportsworld of WA	Aquatic maintenance and services	5,879.50
EF096985	29/01/26	The Trustee for Dion Dagostino Family Trust T/A Boomerang	Rise materials and consumables	26,500.00
EF096986	29/01/26	All Fence U Rent Pty Ltd	Equipment hire	2,890.28
EF096987	30/01/26	AlintaGas Sales Pty Ltd	Gas usage charges	487.75
EF096988	30/01/26	Cleanaway Pty Ltd	Waste collection and hygiene services	7,191.83
EF096989	30/01/26	Synergy	Electricity charges (other than street lighting)	62,137.68
EF096990	30/01/26	Water Corporation	Water usage charges	2.92
EF096991	30/01/26	Insight Enterprises Australia Pty Ltd	Licence and permit renewal	577,552.16
EF096992	30/01/26	LGConnect Pty Ltd	Labour hire and temporary replacement	24,555.02
EF096993	30/01/26	Perth Energy Pty Ltd T/A Goldfields Energy	Gas usage charges	16,058.74
EF096994	30/01/26	West Coast Spring Water Pty Ltd T/A Aussie Natural Spring Water	Kiosk stock	54.15
EF096995	30/01/26	The Trustee for The Chiera Family Trust T/A Tomato & Basil Pizzeria	Community engagement framework	43.64
EF096996	30/01/26	Telstra Limited	Office telephone and communication expenses	32,811.55
EF096997	30/01/26	Apex Drones Pty Ltd	Environmental health services and supplies	3,000.00
EF096998	30/01/26	CT15 Pty Ltd T/A CTI Risk Management-Petty Cash	Petty cash reimbursement	1,368.25
EF096999	30/01/26	Daryl Frost	Donation	200.00
EF097000	30/01/26	Gino Marinucci	Donation	300.00
EF097001	30/01/26	Peter Wright	Donation	300.00
EF097002	30/01/26	Western Australia Cricket Association	Refund bond	550.00
EF097003	30/01/26	Amanda Lancaster	Art and craft	170.00
EF097004	30/01/26	C B Achurch	Refund residential verge deposit	1,485.23
EF097005	30/01/26	Shelford Constructions Pty Ltd	Refund residential verge deposit	1,485.23
EF097006	30/01/26	Essential First Choice Homes Pty Ltd	Refund residential verge deposit	1,485.23
EF097007	30/01/26	Carmelina Guerriero	Refund residential verge deposit	1,560.00
EF097008	30/01/26	A1 Pools	Refund residential verge deposit	1,485.23
EF097009	30/01/26	Moyse Pty Ltd	Refund residential verge deposit	1,560.00
EF097010	30/01/26	Stephanie Samantha	Refund rates overpayment	718.05
EF097011	30/01/26	Ben Placzek	Refund rates overpayment	530.43
EF097012	30/01/26	Sadhana Constructions Pty Ltd	Recouping funds	1,400.00
EF097013	30/01/26	J Corp Pty Ltd	Refund residential verge deposit	1,080.00
EF097014	30/01/26	Christian Gianatti	Refund crossover	2,497.50
EF097015	30/01/26	Christian Gianatti	Refund crossover	1,897.50
EF097016	30/01/26	Olga D'Addario	Refund health centre memberships	90.00
EF097017	30/01/26	Shani Wood	Refund health centre memberships	90.10
EF097018	30/01/26	Anvesh Panuganti	Refund health centre memberships	41.25
EF097019	30/01/26	Jessica Duong	Refund swimming lessons	31.50
EF097020	30/01/26	Natasha Hickmott	Refund miscellaneous	84.99
EF097021	30/01/26	Rose Elizabeth Huxtable	Staff allowances and reimbursements	42.83
				<u>6,593,350.95</u>
<b>Cancelled Payments</b>				
EF096285	28/01/26	Western Australia Cricket Association		-550.00
EF096436	14/01/26	Paul Revell		-56.70
EF096443	20/01/26	Tanaz Rind		-1,000.00
EF096603	20/01/26	Bahador Taherian		-1,000.00
				<u>-2,606.70</u>

**City of Bayswater**

**List of Payment - Trust**

**for the period 1 January 2026 to 31 January 2026**

<i>Reference</i>	<i>Date</i>	<i>Creditor Name</i>	<i>Invoice details</i>	<i>Amount Paid</i>
<b>Payments</b>				<b>\$</b>
EF096399	08/01/26	Building & Construction Industry Training Board	Construction training fund levy	4,434.55
EF096572	15/01/26	Department of Mines, Industry Regulation and Safety	Building services levy	10.00
EF096573	15/01/26	Building & Construction Industry Training Board	Construction training fund levy	6,438.25
EF096760	22/01/26	Department of Mines, Industry Regulation and Safety	Building services levy	20,882.79
				<u>31,765.59</u>

**City of Bayswater**

**Corporate Credit Card Transactions  
for the period 31 December 2025 to 28 January 2026**

Date	Supplier	Description	Amount \$
<b>Chief Executive Officer</b>			
07/01/26	Petals Network	Gifts and presentations	241.90
08/01/26	Tickets Mental Health	Councillor training	53.29
12/01/26	WA News	Memberships and subscriptions	96.00
14/01/26	RACV Hobart Hotel	Conference expenses	339.15
15/01/26	ChatGPT	Memberships and subscriptions	30.28
15/01/26	Café 60	Food and drinks	10.50
15/01/26	Tickets Local Gove	Conference expenses	920.00
19/01/26	Greenvelope	Memberships and subscriptions	89.00
20/01/26	Woolworths	Food and drinks	89.78
27/01/26	CPP Convention Centre	Parking fees	26.25
27/01/26	Tiisch	Food and drinks	80.50
27/01/26	Australian Institute of Company Directors	Councillor training	3,735.00
			Card Total
			<u>5,711.65</u>
<b>Director Community Services</b>			
31/12/25	WA News	Memberships and subscriptions	4.00
07/01/26	WA News	Memberships and subscriptions	4.00
07/01/26	Twilio	Memberships and subscriptions	150.04
14/01/26	WA News	Memberships and subscriptions	4.00
15/01/26	Kmart	Functions and events supplies	475.00
21/01/26	WA News	Memberships and subscriptions	4.00
21/01/26	VCM Vending Coffee	Equipment repairs	292.00
28/01/26	WA News	Memberships and subscriptions	8.00
28/01/26	Eventbrite	Memberships and subscriptions	21.96
28/01/26	News Pty Ltd	Memberships and subscriptions	728.00
			Card Total
			<u>1,691.00</u>
<b>Director Corporate Services</b>			
05/01/26	Hootsuite	Memberships and subscriptions	5,266.80
05/01/26	Create Send	Memberships and subscriptions	671.00
06/01/26	WA News	Memberships and subscriptions	4.00
08/01/26	Silly Goose Cafe	Food and drinks	93.38
09/01/26	Trello	Memberships and subscriptions	113.70
12/01/26	Agoda	Conference expenses	1,464.97
12/01/26	Subway	Food and drinks	141.90
13/01/26	WA News	Memberships and subscriptions	4.00
14/01/26	Meta Platforms Ireland Ltd T/A Facebook	Marketing and promotional material	548.46
15/01/26	Perplexity AI	Memberships and subscriptions	333.09
20/01/26	WA News	Memberships and subscriptions	4.00
27/01/26	WA News	Memberships and subscriptions	8.00
			Card Total
			<u>8,653.30</u>
<b>Director Infrastructure &amp; Assets</b>			
12/01/26	Fastfield	Memberships and subscriptions	113.73
15/01/26	ChatGPT	Memberships and subscriptions	30.28
15/01/26	Test & Tag Training	Staff Training	399.00
19/01/26	Swan River Hotel	Conference expenses	302.89
21/01/26	WA News	Memberships and subscriptions	96.00
27/01/26	Department of Local Government, Industry Regulation and Safety	Licence and permit renewal	328.00
			Card Total
			<u>1,269.90</u>
			<b>Grand Total</b>
			<b><u>17,325.85</u></b>

**City of Bayswater**  
**List of Corporate Purchase Card Transactions**  
**for the period 1 January 2026 to 31 January 2026**

<b>Date</b>	<b>Description</b>	<b>Amount</b> <b>\$</b>
<b>Bunnings Group Ltd</b>		
<b>2218</b>		
11/12/25	Building supplies and hardware	149.33
	Sub Total	<u>149.33</u>
<b>4470</b>		
11/12/25	Building supplies and hardware	21.92
12/12/25	Building supplies and hardware	12.07
	Sub Total	<u>33.99</u>
<b>9176</b>		
04/12/25	Building supplies and hardware	5.10
04/12/25	Building supplies and hardware	66.56
10/12/25	Building supplies and hardware	19.98
16/12/25	Building supplies and hardware	144.49
17/12/25	Building supplies and hardware	108.78
	Sub Total	<u>344.91</u>
<b>7788</b>		
13/12/25	Minor equipment purchase	38.00
30/12/25	Minor equipment purchase	6.98
	Sub Total	<u>44.98</u>
<b>0012</b>		
15/12/25	Minor equipment purchase	392.49
15/12/25	Minor equipment purchase	158.14
15/12/25	Minor equipment purchase	353.40
15/12/25	Minor equipment purchase	28.96
15/12/25	Minor equipment purchase	28.96
19/12/25	Minor equipment purchase	113.98
19/12/25	Minor equipment purchase	74.10
19/12/25	Minor equipment purchase	74.10
	Sub Total	<u>1,224.13</u>
<b>7447</b>		
18/11/25	Minor equipment purchase	35.15
18/11/25	Minor equipment purchase	52.14
16/12/25	Minor equipment purchase	38.06
16/12/25	Minor equipment purchase	31.48
16/12/25	Minor equipment purchase	71.05
	Sub Total	<u>227.88</u>
<b>2706</b>		
26/11/25	Minor equipment purchase	49.16
04/12/25	Building supplies and hardware	9.66
19/12/25	Building supplies and hardware	200.16
19/12/25	Minor equipment purchase	94.94
19/12/25	Minor equipment purchase	191.14
24/12/25	Minor equipment purchase	127.50
	Sub Total	<u>672.56</u>
<b>5762</b>		
04/12/25	Plant and vehicle parts and materials	271.68

<b>Date</b>	<b>Description</b>	<b>Amount</b> <b>\$</b>
10/12/25	Plant and vehicle parts and materials	40.73
11/12/25	Plant and vehicle parts and materials	212.43
17/12/25	Engineering works materials	345.90
	Sub Total	<u>870.74</u>
<b>8394</b>		
11/12/25	Building supplies and hardware	74.50
	Sub Total	<u>74.50</u>
<b>4766</b>		
19/11/25	Parks and gardens materials	63.36
20/11/25	Parks and gardens materials	29.96
11/12/25	Parks and gardens materials	47.30
	Sub Total	<u>140.62</u>
<b>6930</b>		
18/11/25	Minor equipment purchase	20.88
	Sub Total	<u>20.88</u>
<b>0125</b>		
17/11/25	Parks and gardens materials	111.88
	Sub Total	<u>111.88</u>
<b>1238</b>		
24/12/25	Engineering works materials	33.86
	Sub Total	<u>33.86</u>
<b>6649</b>		
07/12/25	Building supplies and hardware	82.10
12/12/25	Building supplies and hardware	29.06
17/12/25	Building supplies and hardware	60.04
	Sub Total	<u>171.20</u>
<b>8073</b>		
04/12/25	Building supplies and hardware	5.59
05/12/25	Building supplies and hardware	70.19
08/12/25	Building supplies and hardware	5.92
08/12/25	Building supplies and hardware	11.32
09/12/25	Building supplies and hardware	526.71
09/12/25	Building supplies and hardware	24.40
16/12/25	Building supplies and hardware	22.00
18/12/25	Building supplies and hardware	59.95
	Sub Total	<u>726.08</u>
<b>0999</b>		
15/12/25	Building supplies and hardware	112.01
	Sub Total	<u>112.01</u>
<b>0099</b>		
10/12/25	Environmental health services & supplies	67.87
15/12/25	Environmental health services & supplies	159.93
19/12/25	Environmental health services & supplies	103.87
	Sub Total	<u>331.67</u>
	Grand Total	<u><u>5,291.22</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 January 2026 to 31 January 2026**

<b>Date</b>	<b>Description</b>	<b>Amount</b>
<b>Municipal Account</b>		
		<b>\$</b>
06/01/26	New term deposit	1,000,000.00
07/01/26	Wages	1,126,007.47
07/01/26	New term deposit	3,000,000.00
08/01/26	Wages	5,872.04
08/01/26	NAB batch fee	0.30
13/01/26	New term deposit	2,700,000.00
20/01/26	NAB account fee	32.88
20/01/26	New term deposit	700,000.00
21/01/26	Wages	1,186,643.61
29/01/26	NAB connect fee	508.78
29/01/26	NAB batch fee	0.15
30/01/26	NAB bpay charge	1,985.00
30/01/26	NAB merchant fee	2,598.09
30/01/26	NAB merchant fee	331.99
30/01/26	NAB merchant fee	331.91
30/01/26	NAB merchant fee	171.27
30/01/26	NAB merchant fee	60.00
30/01/26	NAB merchant fee	40.00
<b>Total</b>		<b><u>9,724,583.49</u></b>

**10.2.3 Investment Report for the Period Ended 31 January 2026**

<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 [10.2.3.1 - 1 page] 2. Investment Summary [10.2.3.2 - 1 page] 3. Investment Portfolio [10.2.3.3 - 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 of the Local Government Act 1995.***

**SUMMARY**

This report presents the City's Investment Portfolio for the period ended 31 January 2026.

**COUNCIL RESOLUTION  
(OFFICER'S RECOMMENDATION)**

**That Council receives the Investment Portfolio Report for the period ended 31 January 2026 with investments totalling \$117,147,321.89.**

**Cr Cale Black Moved, Cr Michelle Sutherland Seconded**

**CARRIED UNANIMOUSLY BY EXCEPTION (EN-BLOC): 8/0**

***For: Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.***

***Against: Nil.***

**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.

S&P Long-Term Rating	S&P Short-Term Rating	Maximum Risk Limit % Credit Rating
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 31 January 2026 were \$117,147,321.89.

Of the total investment portfolio, \$70,441,031.48 is internally restricted and \$3,558,825.81 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 2025/26 operating and capital expenditure requirements.

**LEGISLATIVE COMPLIANCE**

Investment Policy applies. It is noted that the City currently has 12% 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 Council Plan 2025-2035, the following applies:

- Key Result Area: Leadership and Governance
- Outcome 5.2 Stakeholder Leadership
- Objective 5.2.1 Communicate and engage effectively to empower civic participation.

**CONCLUSION**

That Council receives the Investment Portfolio Report for the period ended 31 January 2026 with investments totalling \$117,147,321.89.

**City of Bayswater  
Investment Register  
Balance as at 31 January 2026**

Investment Number	Bank	Lodgement Date	Maturity Date	Rate %	Principal \$	Accrued Interest \$	Maturity Interest \$	Maturity Amount \$
201183	National Australia Bank	26/08/25	03/02/26	4.10	1,200,000.00	21,297.53	21,701.92	1,221,701.92
201202	Bank of Queensland	14/10/25	03/02/26	4.20	1,000,000.00	12,542.47	12,887.67	1,012,887.67
201186	Bank of Queensland	02/09/25	10/02/26	4.16	1,200,000.00	20,651.84	22,019.51	1,222,019.51
201187	Bank of Queensland	02/09/25	17/02/26	4.16	1,500,000.00	25,814.79	28,721.10	1,528,721.10
201204	National Australia Bank	21/10/25	17/02/26	4.10	1,500,000.00	17,186.30	20,050.68	1,520,050.68
201207	Commonwealth Bank	29/10/25	17/02/26	4.09	800,000.00	8,426.52	9,950.47	809,950.47
201190	National Australia Bank	09/09/25	24/02/26	4.20	1,500,000.00	24,854.79	28,997.26	1,528,997.26
201191	Commonwealth Bank	09/09/25	03/03/26	4.20	2,000,000.00	33,139.73	40,273.97	2,040,273.97
201205	National Australia Bank	21/10/25	03/03/26	4.10	500,000.00	5,728.77	7,469.86	507,469.86
201208	Commonwealth Bank	29/10/25	03/03/26	4.10	500,000.00	5,279.45	7,020.55	507,020.55
201192	Bank of Queensland	16/09/25	10/03/26	4.19	1,200,000.00	18,872.22	24,106.85	1,224,106.85
201193	Bank of Queensland	16/09/25	17/03/26	4.20	1,300,000.00	20,493.70	27,225.21	1,327,225.21
201206	National Australia Bank	21/10/25	17/03/26	4.10	2,400,000.00	27,498.08	39,629.59	2,439,629.59
201209	Commonwealth Bank	29/10/25	17/03/26	4.10	3,400,000.00	35,900.27	53,086.58	3,453,086.58
201198	Bank of Queensland	30/09/25	24/03/26	4.22	500,000.00	7,110.41	10,116.44	510,116.44
201212	Bendigo Bank	04/11/25	24/03/26	4.24	1,000,000.00	10,222.47	16,263.01	1,016,263.01
201201	Bank of Queensland	07/10/25	31/03/26	4.22	2,500,000.00	33,528.77	50,582.19	2,550,582.19
201215	Commonwealth Bank	18/11/25	07/04/26	4.21	1,515,295.48	12,933.57	24,468.91	1,539,764.39
201213	Suncorp Bank	04/11/25	14/04/26	4.27	1,100,000.00	11,324.27	20,718.27	1,120,718.27
201230	National Australia Bank	20/01/26	14/04/26	4.10	700,000.00	864.93	6,604.93	706,604.93
201227	Westpac Bank	06/01/26	21/04/26	4.33	1,000,000.00	2,965.75	12,456.16	1,012,456.16
201214	Bank of Queensland	11/11/25	12/05/26	4.31	1,600,000.00	15,303.45	34,385.53	1,634,385.53
201219	Bank of Queensland	02/12/25	16/06/26	4.40	1,300,000.00	9,402.74	30,715.62	1,330,715.62
201225	Westpac Bank	23/12/25	16/06/26	4.43	1,500,000.00	7,100.14	31,859.59	1,531,859.59
201226	National Australia Bank	06/01/26	16/06/26	4.43	3,000,000.00	9,102.74	58,621.64	3,058,621.64
201216	Bank of Queensland	26/11/25	30/06/26	4.35	1,500,000.00	11,798.63	38,613.70	1,538,613.70
201228	Suncorp Bank	13/01/26	21/07/26	4.52	2,700,000.00	6,018.41	63,193.32	2,763,193.32
201222	Westpac Bank	16/12/25	25/08/26	4.59	2,332,169.12	13,490.80	73,906.12	2,406,075.24
201223	Westpac Bank	16/12/25	25/08/26	4.59	900,000.00	5,206.19	28,520.88	928,520.88
<b>Muni General Funds Total</b>					<b>43,147,464.60</b>	<b>434,059.74</b>	<b>844,167.52</b>	<b>43,991,632.12</b>
201145	Westpac Bank	03/06/25	17/02/26	4.36	3,465,436.47	100,176.75	107,213.96	3,572,650.43
201151	Suncorp Bank	24/06/25	03/03/26	4.37	2,671,501.64	70,686.47	80,601.77	2,752,103.41
201197	National Australia Bank	23/09/25	31/03/26	4.20	5,018,363.01	75,069.21	109,139.08	5,127,502.09
201154	Westpac Bank	01/07/25	28/04/26	4.26	5,790,574.34	144,627.92	203,425.26	5,993,999.60
201220	Bank of Queensland	02/12/25	16/06/26	4.40	3,292,129.43	23,811.57	77,784.45	3,369,913.88
201221	Bank of Queensland	02/12/25	16/06/26	4.40	6,926,208.56	50,096.41	163,648.28	7,089,856.84
201184	Westpac Bank	26/08/25	23/06/26	4.27	11,174,736.00	206,551.98	393,494.60	11,568,230.60
201211	Suncorp Bank	04/11/25	23/06/26	4.33	5,834,752.07	60,911.61	159,892.99	5,994,645.06
201188	National Australia Bank	02/09/25	30/06/26	4.14	2,432,916.73	41,668.86	83,061.78	2,515,978.51
201199	National Australia Bank	30/09/25	30/06/26	4.26	4,821,068.39	69,209.41	153,611.13	4,974,679.52
201200	Westpac Bank	07/10/25	04/08/26	4.30	3,552,172.15	48,543.11	125,961.00	3,678,133.15
201217	Bank of Queensland	26/11/25	18/08/26	4.27	2,316,434.30	17,885.41	71,812.64	2,388,246.94
201210	National Australia Bank	28/10/25	25/08/26	4.15	591,160.46	6,385.34	20,231.45	611,391.91
201218	Commonwealth Bank	26/11/25	01/09/26	4.26	6,920,063.01	53,305.34	225,336.21	7,145,399.22
201231	Westpac Bank	20/01/26	03/11/26	4.64	5,633,514.92	7,877.66	205,535.32	5,839,050.24
<b>Muni Reserve Total</b>					<b>70,441,031.48</b>	<b>976,807.07</b>	<b>2,180,749.91</b>	<b>72,621,781.39</b>
201224	Westpac Bank	16/12/25	31/03/26	4.33	875,870.25	4,779.61	10,909.98	886,780.23
201229	National Australia Bank	13/01/26	31/03/26	4.09	704,908.07	1,421.79	6,082.10	710,990.17
201195	Westpac Bank	23/09/25	23/06/26	4.21	787,483.86	11,807.94	24,796.68	812,280.54
201203	Bank of Queensland	14/10/25	11/08/26	4.25	1,190,563.63	15,110.37	41,726.81	1,232,290.44
<b>Trust Specific Total</b>					<b>3,558,825.81</b>	<b>33,119.72</b>	<b>83,515.57</b>	<b>3,642,341.38</b>
<b>Total</b>					<b>117,147,321.89</b>	<b>1,443,986.52</b>	<b>3,108,433.00</b>	<b>120,255,754.89</b>

**City of Bayswater  
Investment Summary  
Balance as at 31 January 2026**

**Investments By Maturity Date**

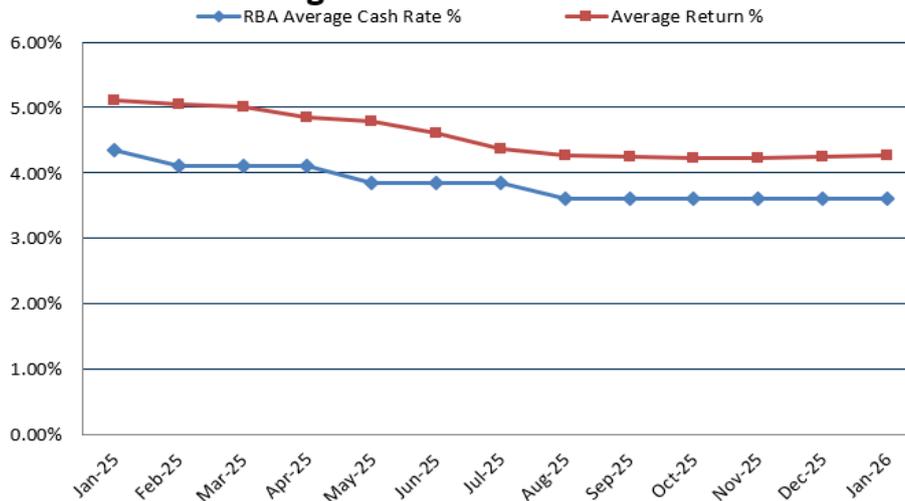
Maturity Dates	Principal	Portfolio %	Number of Investments
Less than 30 days	\$12,165,436.47	10%	8
Between 30 days and 60 days	\$24,570,642.97	21%	14
Between 61 days and 90 days	\$10,105,869.82	9%	5
Between 91 days and 180 days	\$46,869,295.04	40%	13
Between 181 days and 1 year	\$23,436,077.59	20%	8
<b>Total</b>	<b>\$117,147,321.89</b>	<b>100%</b>	<b>48</b>

**Allocation of Investments**

S&P Rating (Short-term)	Bank	Amount Invested	Amount Invested %	Threshold %
A-1+	National Australia Bank	\$24,368,416.66	21%	45%
A-1+	Westpac	\$37,011,957.11	31%	45%
A-1+	Commonwealth Bank	\$15,135,358.49	13%	45%
A-1	Suncorp**	\$12,306,253.71	11%	35%
A-2	Bank of Queensland	\$27,325,335.92	23%	30%
A-2	Bendigo Bank **	\$1,000,000.00	1%	30%
<b>Total</b>		<b>\$117,147,321.89</b>	<b>100%</b>	

\*\* Fossil fuel free investment

**Average Return on Investment**



**City of Bayswater  
Investment Portfolio  
Balance as at 31 January 2026**

<b>Source</b>	<b>Description</b>	<b>Total \$</b>	<b>Internally restricted \$</b>	<b>Externally restricted \$</b>
Municipal	Investment - CoB General Funds	43,147,464.60	-	-
	Investment - CoB Reserve	70,441,031.48	70,441,031.48	-
	Investment - Trust	3,558,825.81	-	3,558,825.81
<b>Total</b>		<b>117,147,321.89</b>	<b>70,441,031.48</b>	<b>3,558,825.81</b>

**10.2.4 Provision of Managed Print Service**

<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.
<b>Attachments:</b>	1. CONFIDENTIAL REDACTED - Evaluation Matrix [10.2.4.1 - 1 page] 2. CONFIDENTIAL REDACTED - Valet Service [10.2.4.2 - 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 contains one or more confidential attachments in accordance with Section 5.23(2) of the Local Government Act 1995:**

- (c) *information contained in a tender received by the local government for a contract to the extent that the information -*
  - (i) *is a tendered price; or*
  - (ii) *a tendered methodology for calculating a price;*

**SUMMARY**

For Council to consider and award a contract for Request for Quotation QUOT-381 Provision of Managed Print Service for Five Years with Option to Extend for Three Months. As the term of the contract exceeds the Chief Executive Officer’s delegated authority limit of 5 years, the matter is therefore referred to Council for decision.

**COUNCIL RESOLUTION  
(OFFICER’S RECOMMENDATION)**

**That Council:**

- 1. Notes the responses received for Request for Quotation QUOT-381 Provision of Managed Print Service for Five Years with Option to Extend for Three Months.**
- 2. Accept Ricoh Australia Pty Ltd’s Offer B ‘Right Sizing with Bundled Pricing’ in the amount of \$295,691 (excluding GST), for the service to commence 1 April 2026; and accept Ricoh Australia Pty Ltd’s offer to provide an optional Valet Service to manage and maintain on-site devices, including consumables replenishment, cleaning, troubleshooting, user training, recycling, stock monitoring, and coordinating technical support in the amount of \$1,309 (excluding GST) per month for the term of the contract.**
- 3. Authorise the Chief Executive Officer to execute a contract with Ricoh Australia Pty Ltd based on Council’s determination of limb 2.**

**Cr Cale Black Moved, Cr Michelle Sutherland Seconded**

**CARRIED UNANIMOUSLY BY EXCEPTION (EN-BLOC): 8/0**

**For:** *Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.*

**Against:** *Nil.*

**BACKGROUND**

The City has an ongoing operational requirement for printing, scanning, and photocopying using multi-function devices (MFDs). The provision of MFDs has generally been fulfilled through five-year managed print service contracts, for which the current contract covering the majority of MFDs is due to expire at the end of March 2026.

As provided for in the *Local Government (Functions and General) Regulations 1996, Part 4, Div 2, 11, (2) (e)*, the City sought quotations through the State Government’s Common Use Arrangement (CUA) for Printing and Copying Machines and Solutions, CUAPCS2024. This method of sourcing responses from the market was selected as the major MFD suppliers are present on CUAPCS2024, namely Fujifilm Business Innovation Australia Pty Ltd (previously Fuji Xerox), Ricoh Australia Pty Ltd, Konica Minolta Business Solutions Australia Pty Ltd, and Kyocera Document Solutions Australia Pty Ltd, and it also enables the City to leverage volume-based pricing benefits associated with the CUA.

A Request for Quotation (RFQ) QUOT-381 was developed based on the City’s current and anticipated needs for a managed print service, again for a proposed five-year contract period but with an option to extend three months should this be required to facilitate the transition to the subsequent managed print service contract. The RFQ was issued to the four suppliers listed on CUAPCA2024 via the City’s e-procurement platform (VendorPanel) on 22 October 2025, closing on 11 November 2025. The RFQ requested the suppliers (Respondents) provide pricing for both Bundled and Lease plus Copy options as well as enabling the Respondents to put forward solutions for print management software along with alternate configurations of MFDs to meet the City’s needs.

**EXTERNAL CONSULTATION**

Whilst no direct external consultation was undertaken, a desktop review of suppliers listed on CUAPCS2024 and the WALGA Preferred Supplier Panel (PSP001-005) was carried out to inform the market approach.

**OFFICER'S COMMENTS**

The following table sets out the Respondents that were invited to respond to the RFQ and those that submitted a response prior to the deadline:

Supplier	Response
Rico Australia Pty Ltd	Received Response
Fujifilm Business Innovation Australia Pty Ltd	Received Response
Konica Minolta Business Solutions Australia Pty Ltd	Received Response
Kyocera Document Solutions Australia Pty Ltd	Received Response

All responses were determined to satisfy the compliance criteria and were subsequently evaluated by a panel consisting of:

- Acting Manager Digital Solutions and Services
- Systems and Network Officer
- Digital Systems Officer

No conflicts of interest were raised by the Respondents, nor the evaluation panel members. All responses were subsequently evaluated in accordance with the qualitative and quantitative criteria set out below.

**Qualitative Criteria**

The qualitative criteria for this quotation are shown in the following table:

Description of Qualitative Criteria	Weighting
Product Offering	15%
Company Capability	15%
Customer Support	15%
Sustainability	5%

**Quantitative Criteria**

This criterion was based on the pricing offered by the Respondents in their respective submitted Price Schedules including, as applicable, pricing for options and alternate solutions (**Confidential Attachment 1**).

Quantitative Criteria	Weighting
Price Schedule	50%

**Evaluation**

The table below sets out a summary of the qualitative and quantitative criteria scores.

Respondent	Offer	Quantitative Criteria				Total			
		Product Offering (15%)	Company Capability (15%)	Customer Support (15%)	Sustainability (5%)	Total Score Qualitative (50%)	Price Schedule (50%)	Total	Ranking
Ricoh	Offer A 'Like for Like'*	13.50	13.50	13.50	4.50	45.00	<b>44.73</b>	<b>89.73</b>	4
	Offer B 'Right Sizing'*	13.50	13.50	13.50	4.50	45.00	<b>46.96</b>	<b>91.96</b>	1
Fujifilm	Offer A 'PaperCut '*	12.00	9.00	12.00	4.00	37.00	<b>46.25</b>	<b>83.25</b>	5
	Offer B 'YSoft'*	12.00	12.00	12.00	4.00	37.00	<b>41.69</b>	<b>78.68</b>	6
Konica Minolta	Offer A*	12.00	13.50	13.50	4.00	43.00	<b>48.02</b>	<b>91.02</b>	2
Kyocera	Offer A†	12.00	12.00	12.00	4.50	40.50	<b>50</b>	<b>90.5</b>	3

\* Bundled pricing option represented as the pricing for the Bundled and Lease plus Copy options were ostensibly the same.

† Kyocera only put forward a Lease plus Copy pricing option.

Through the evaluation process, the Bundled pricing option was considered preferable as it provides a single, all-inclusive cost covering equipment, maintenance, servicing and consumables without any disbenefit from a pricing perspective.

The ‘Right Sizing with Bundled Pricing’ offer submitted by Ricoh Australia Pty Ltd for the managed print service ranked the highest based on the combined qualitative and quantitative scores, noting that the majority of scores were at the higher end of the spectrum.

In addition to the managed print service, the RFQ requested Respondents to put forward offers to provide a valet service to support the ongoing operation and maintenance of photocopier devices at City’s various sites. This service includes routine device maintenance, consumables management, basic troubleshooting, coordination of technical support, cleaning, end-user training, recycling activities, stock monitoring and the provision of process improvement recommendations to enhance operational efficiency. All Respondents submitted offers for the valet service, which are included in **Confidential Attachment 2**.

It is recommended that Council accept Ricoh Australia Pty Ltd’s ‘Right Sizing with Bundled Pricing’ offer for the managed print service for a five-year term with an option to extend for a further three (3) months, as well as Ricoh Australia Pty Ltd’s offer for the valet service, and authorize the Chief Executive Officer to execute a contract with Ricoh Australia Pty Ltd on this basis.

**LEGISLATIVE COMPLIANCE**

The quotation process has met the requirements of *section 3.57 of the Local government Act 1995 and Division 2 of the Local Government (Functions and General) Regulation 1996*.

As provided for in *Part 4, Div 2, 11, (2) (e) of the Local Government (Functions and General) Regulations 1996*, the City sought quotations through the State Government’s Common Use Arrangement (CUA) for Printing and Copying Machines and Solutions, CUAPCS2024.

**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	Low
Service Delivery	Medium	Medium
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR02 – Failure to strategically plan, deliver and maintain infrastructure and assets.	

**FINANCIAL IMPLICATIONS**

Ricoh Australia Pty Ltd’s Offer B ‘Right Sizing with Bundled Pricing’ has a contract for a five (5) year term. The total financial commitment for the contract term is \$295,691 AUD, with an optional 3-month extension available.

The optional valet service will cost \$78,540 for the period of the contract nominally invoiced at \$1,309 per month.

The total contract value of \$374,231 is fully provided for within the approved budget and long-term financial plan.

## **STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Council Plan 2025 – 2035, the following applies:

Key Result Area:	Leadership and Governance
Outcome 5.3	Optimised Performance
Objective 5.3.1	Focus on operational efficiency, effective delivery and innovation to ensure our services are fit for purpose, contemporary and secure.

## **CONCLUSION**

Ricoh Australia Pty Ltd's 'Right Sizing with Bundled Pricing' offer for the managed print service was evaluated as the highest ranked in accordance with the selection criteria and weightings. It is recommended Council accept this offer along with the offer for the valet service and authorise the Chief Executive Officer to execute a contract with Ricoh Australia Pty Ltd on this basis.

**10.3 Infrastructure and Assets Directorate Reports**

**10.3.1 Ivanhoe Reserve Playground Petition**

<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>	Nil
<b>Refer:</b>	Item: 10.3.1 OCM: 09.12.2025 Item: 10.3.1 OCM: 09.07.2019
<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>

**CR STEVEN OSTASZEWSKY DECLARED A PROXIMITY INTEREST**

*In accordance with section 5.60b of the Local Government Act 1995, Cr Steven Ostaszewskyj declared a proximity interest in this item as his house is in close proximity to the reserve, on the same street, only a few houses away.*

*At 8:27pm, Cr Steven Ostaszewskyj withdrew from the Council Chambers and did not participate in consideration or voting on this item.*

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

*Cr Nat Latter withdrew from the meeting at 8:27 pm and rejoined the meeting at 8:29 pm.*

**SUMMARY**

For Council to consider a petition from the community requesting the public open space at 45 Ivanhoe Street, Morley be transformed into a local community park with play equipment.

**OFFICER'S RECOMMENDATION**

That Council:

1. Notes the petition received in relation to Ivanhoe Reserve;
2. Does not progress a redevelopment of Ivanhoe Reserve as a redevelopment is not identified within the current Play Space Plan or Forward Capital Works Program.

**COUNCIL RESOLUTION**

That Council:

1. Notes the petition received in relation to Ivanhoe Reserve;
2. Does not progress a redevelopment of Ivanhoe Reserve as a redevelopment is not identified within the current Play Space Plan or Forward Capital Works Program; and
3. Considers the petition and the request of residents as part of the City's next Play Space Plan review currently scheduled to take place by 2028.

**Cr Cale Black Moved, Cr Calla Loiacono Seconded**

**CARRIED UNANIMOUSLY: 7/0**

**For:** *Cr Calla Loiacono, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.*

**Against:** *Nil.*

**REASON FOR CHANGE**

***To ensure that the petition and the request of residents is considered as part of the City’s next Play Space Plan review.***

**BACKGROUND**

A petition containing 34 signatures was tabled at the Ordinary Council Meeting held on 20 January 2026. The petition requests the green space at 45 Ivanhoe Street, Morley be transformed into a safe, welcoming and family-friendly park through the addition of a bench seat and a play area.

The identified site is Crown Land owned by the State of WA and vested to the City as a Reserve for Recreation Purposes. The site measures 20.1m wide x 46.9m deep and is the equivalent size of neighbouring household blocks measuring 945m<sup>2</sup>. The site is currently accessible as grassed public open space, with established mature trees to the rear and side and new trees planted through the centre. Overhead power cables also run along one side of the reserve. The site is classified as a passive reserve and is currently not irrigated.



Figure 1: Site Overhead View



Figure 2: Site Street View

The location of Ivanhoe Street Reserve is shown in red in figure 3:

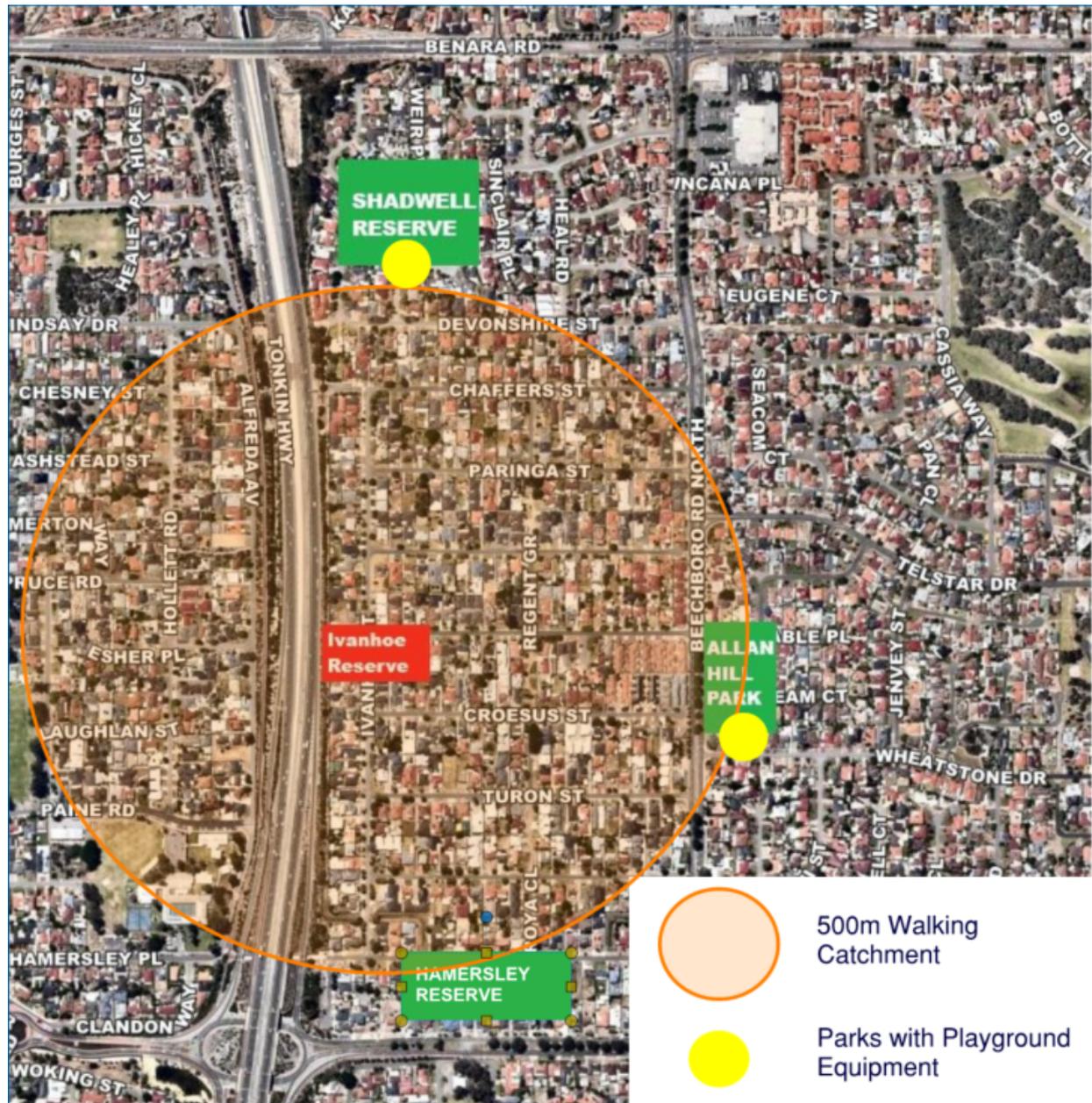


Figure 3

The residential area containing Ivanhoe Street Reserve is bounded by Tonkin Highway to the west, Benara Road to the north, Beechboro Road North to the east and Morley Drive to the south.

The closest reserve(s) to the site (shown in green in the Figure 3) are:

Shadwell Reserve (classified as a Neighbourhood Park) is located approximately 600m to the north and contains the following play equipment shown below, which was renewed in 2019:



LOCATION: **Shadwell Reserve, Morley**

Allan Hill Park (Neighbourhood Park) is located approximately 500m to the east of the subject site. The existing play equipment was installed in 2010 and is scheduled for renewal in the 2028/29 financial year. It is noted that the park is located on the opposite side of Beechboro Road North.



LOCATION: **Allan Hill Park Reserve, Morley**

Hamersley Reserve (classified as a Pocket Park) is located approximately 500m to the south of the subject site. The reserve does not contain any play equipment or seating, and no future installations are currently planned.

## EXTERNAL CONSULTATION

There has been no engagement to date with the local community in relation to this matter.

## OFFICER'S COMMENTS

The City developed a Play Space Plan that was endorsed by Council at the Ordinary Council Meeting held 9 July 2019. The plan mandates a review every three years to ensure its continued relevance and to assess the progress of play space redevelopments. The most recent review of the plan was endorsed by Council at its Ordinary Meeting held in December 2025.

The Play Space Plan aims to:

- Be responsive to change and community demand
- Provide a strategic approach to decision making; and
- Provide a variety of play experiences in local areas for the whole community to enjoy.

The plan is guided by the following key principles:

1. Quality local provision

The City aims to provide a variety of play experiences in local areas in liaison with local community users. This may include meeting spaces, community gardens and/or play equipment. A cornerstone of the plan is that play is not just for children - play spaces can be used by everyone.

2. Effective and sustainable asset management

The City owns and manages 117 play assets and provision is reviewed every three years. When play equipment reaches the end of its useful life and is no longer suitable, or there is an oversupply of similar equipment in a local area, decisions will then be made with the local community regarding future provision and design. These decisions will be guided by the Parks and Play Space Classification Hierarchy contained within the Play Space Plan.

3. Annual Assessment

Each play space site is assessed annually by the City in terms of asset condition and safety; and independently every two to three years by an external safety auditor. The estimated life span of play equipment is 15 years, and the Play Space Plan provides an anticipated schedule of asset renewal. Subject to asset age, condition and resources, approximately five to eight play spaces are renewed annually.

The current Play Space Plan is based on asset renewal or upgrade of existing infrastructure, and there are no planned or identified new play spaces to be developed. A new installation at Ivanhoe Street Reserve is currently not considered within the Play Space Plan, nor are new play space installations provided for within the Forward Capital Works Program.

This approach does not negate the City's ability to respond to community requests for park and play space developments outside of the annual program. The purpose of this approach is to remain flexible and responsive to community needs.

Ivanhoe Street Reserve is considered a 'Pocket Park' within the classification hierarchy of parks and play spaces prescribed within the Play Space Plan. A pocket park is an accessible public amenity generally provided within a 300m walk from home.

The City has a total of 66 Pocket Parks, of which 18 have play equipment. The purpose of a pocket park is a short visit for rest, relaxation or play. The size of a pocket park is generally less than 0.4 hectares and the renewal budget estimate for a play space amenity within a pocket park is around \$50,000.



*Example - Nellie Tant Reserve, Bayswater*

**Typical Pocket Park play components:**

- Basic / nature play elements,

**Typical supporting infrastructure:**

- Shade (natural or shade sail)
- Accessible pathways
- Seating
- Basic landscaping.

It should be noted that Pocket Parks do not necessarily need to include playground equipment. Many sites have constraints, such as size, access, or servicing limitations, which may restrict the type of amenity that can be provided. Providing the above amenities across all sites would also have significant financial implications. Based on an estimated cost of approximately \$50,000 per site, equipping all applicable locations could potentially exceed \$2,000,000.

Given the location of Ivanhoe Street Reserve, and that the closest parks with play equipment are approximately 500 metres from the site, Council may wish to consider the provision of a new play space or community amenity within Ivanhoe Street Reserve. The site, however, has limitations in terms of size and existing infrastructure, and therefore any new amenity, if approved, would likely be modest.

The site is bounded by established trees around the perimeter and recently planted trees within the centre of the park. These trees would be retained to continue maturing and provide natural shade over time. The site is however not irrigated. Additionally, overhead power lines along the southern boundary restrict the installation of play structures such as climbing frames or shade sails within the park. The power lines, which are owned by Western Power, include a restriction zone where specific setback requirements for any structures, including playground equipment, must be complied with.

Under the classification of Neighbourhood Parks, these parks provide amenity within an 800m walk from home, typically comprising of a mix of play equipment catering for a broad age range with shade, seating or picnic shelter and possible drinks fountain / BBQ (where utility connections permit). Given there are two Neighbourhood parks, Shadwell Reserve and Allan Hill Park, are located within 600 m of the subject site, and noting that the play equipment within Allan Hill Park is scheduled for renewal in 2028/29 at an anticipated value in the vicinity of \$80,000, it is recommended that Council not proceed with the installation of play equipment in Ivanhoe Street Reserve.

**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	SR01 - Inability to plan, provide and support socially connected, healthy and safe neighbourhoods. SR02 – Failure to strategically plan, deliver and maintain infrastructure and assets. SR04 - Inability to work collaboratively to engage and partner with the stakeholders to promote and advocate opportunities to live and invest.	

**FINANCIAL IMPLICATIONS**

Should Council wish to consider the development of Ivanhoe Street Reserve with play equipment, the cost for this would be in the order of \$50,000. Ongoing operational and maintenance costs will increase by an estimated \$5,000 per year for the new infrastructure installed. A \$50,000 new asset investment if progressed would therefore cost an estimated \$75,000 in additional and ongoing maintenance over the 15- year life of the asset. The whole of life cost is estimated at \$125,000 (in today’s value).

**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Council Plan 2025 – 2035, the following applies:

Key Result Area: Social  
 Outcome 1.3: An Active and Healthy Community

**CONCLUSION**

The City has received a 34-person signed petition requesting the public open space at 45 Ivanhoe Street, Morley be transformed into a safe welcoming and family friendly community park. Ivanhoe Street Reserve is a small pocket park, comparable in size to the adjoining residential lots and is currently grassed public open space with trees planted with overhead power lines crossing through the site.

The Play Space Plan that has recently been endorsed by Council in December 2025 considers the renewal of existing play equipment assets but does not identify a need for the installation of new assets within Ivanhoe Street Reserve.

Although the plan allows Council to be responsive to change and community demand, it is not recommended that play equipment be installed at this reserve due to the close proximity of other reserves containing playground equipment.

**10.3.2 Maylands Lakes Management Order Status Update**

<b>Responsible Branch:</b>	Parks and Environment
<b>Responsible Directorate:</b>	Infrastructure and Assets
<b>Authority/Discretion:</b>	Advocacy
<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 item does not contain any information that is considered confidential in accordance with Section 5.23 of the Local Government Act 1995.***

**SUMMARY**

This report is presented to Council to provide an update on discussions with State Government agencies and representatives regarding responsibility for, and funding of, future remediation works associated with the Maylands Lakes Environmental Restoration Concept Report, in accordance with Council’s resolution at its Ordinary Meeting held on 29 April 2025.

**COUNCIL RESOLUTION  
(OFFICER’S RECOMMENDATION)**

**That Council notes:**

- 1. The update on the discussions with State Government agencies and representatives regarding their responsibility for funding future works associated with the Maylands Lakes Environmental Restoration Concept Report.**
- 2. The Mayor and Chief Executive Officer will continue to advocate for State Government assistance toward the remediation of the Maylands Lakes.**

**Cr Cale Black Moved, Cr Michelle Sutherland Seconded**

**CARRIED UNANIMOUSLY BY EXCEPTION (EN-BLOC): 8/0**

**For: Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.**

**Against: Nil.**

At the Ordinary Meeting held on 29 April 2025, Council resolved as follows:

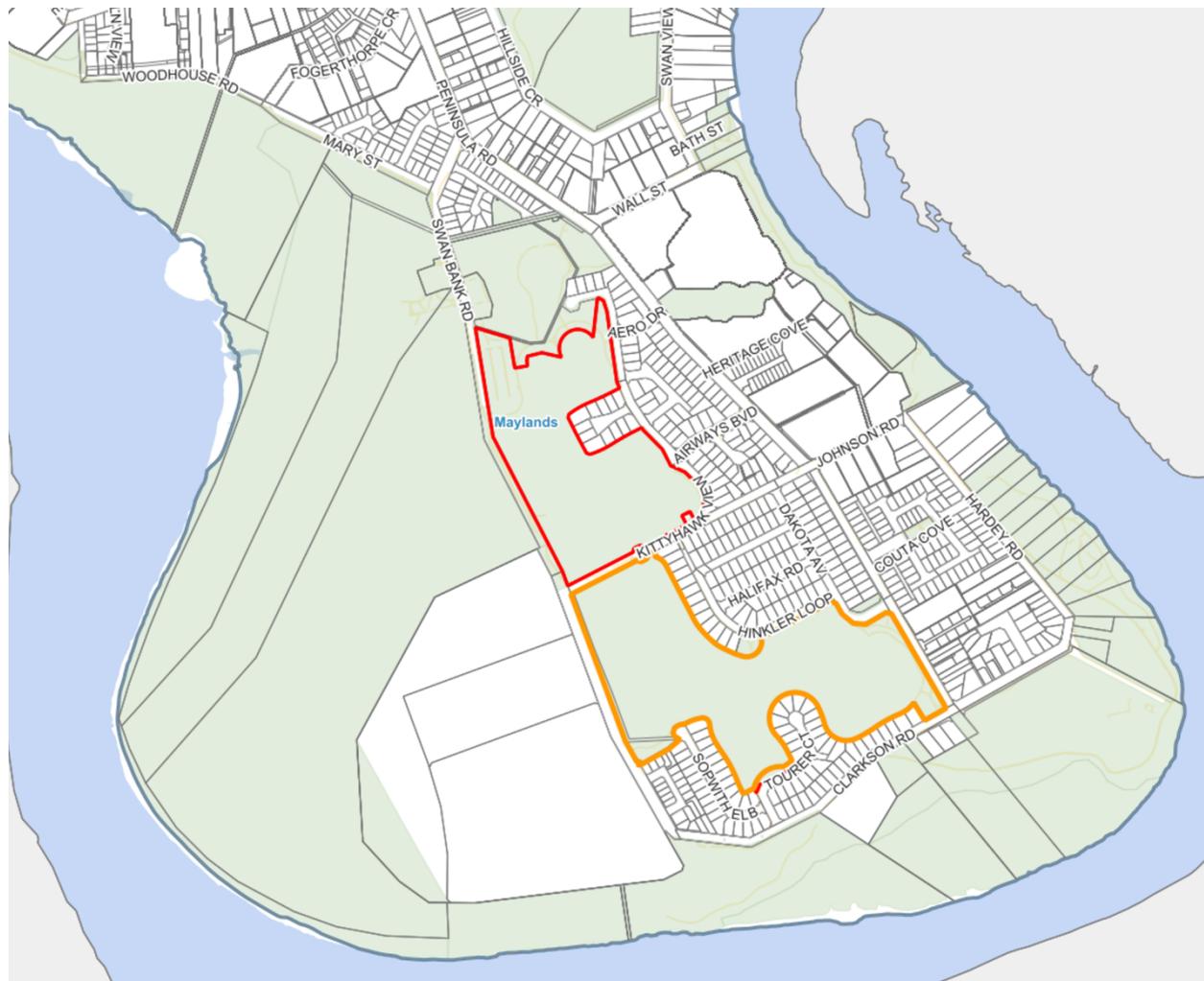
*“That Council:*

- 1. Endorses the Maylands Lakes Environmental Restoration Concept Report.*
- 2. Authorises the Chief Executive Officer to:*
  - (a) Prepare Implementation and Monitoring, Reporting and Improvement Plans incorporating the priority of works identified in Phase 1 of the Concept Report.*
  - (b) Update the draft 2025/26 Annual Budget to allocate \$2.4M from the Major Capital Works Reserve for commencement of detailed design and implementation of Phase 1.*
  - (c) Progress Phase 1 actions as outlined in the concept report.*
  - (d) Publish an estimated timeline for implementing each of the actions proposed in Phase 1 by 30 June 2025.*

3. *On the understanding that the Maylands Lakes are situated on State Land with a Management Order vested to the City, requests the Mayor and Chief Executive Officer to progress conversations with all relevant State Government agencies and representatives regarding their responsibility to fund the future works associated with the Concept Report, and provide a report to Council about the outcome of these discussions by the August 2025 Ordinary Council Meeting.*
4. *Requests the CEO and Mayor to continue advocating to potential funding bodies for contributions towards the project.”*

This report addresses Limb 3 of the above resolution, relating to engagement with State Government regarding responsibility and funding for future works.

The Maylands Lakes are situated on Crown land vested in the City of Bayswater under management orders made pursuant to section 46 of the *Land Administration Act 1997*. The City holds management orders over the following reserves:



Boundary Colour on Map		
Reserve includes	LAKE BUNGANA	LAKE BREARLEY
Reserve number	46177	46293
Reserve class	C	C
Status	CURRENT	CURRENT
Original gazetted date	14/02/2001	25/10/2000
Current purpose	RECREATION AND CONSERVATION	PUBLIC RECREATION (H582390)
Land use 1	RECREATION	PUBLIC RECREATION
Land use 2	CONSERVATION	
Vesting	CITY OF BAYSWATER	CITY OF BAYSWATER
Responsible agency	DEPARTMENT OF PLANNING, LANDS AND HERITAGE (SLSD)	DEPARTMENT OF PLANNING, LANDS AND HERITAGE (SLSD)
Management order	CITY OF BAYSWATER	CITY OF BAYSWATER
Notes		RESERVE COMPRISES LOT 13972 ON P23433 & LOT 363 ON DP23688 (J782350)
Reserve area (ha)	8.278	11.3584

**EXTERNAL CONSULTATION**

The Mayor and senior City officers have raised the matter of land tenure, management responsibility and funding with a range of State Members of Parliament and senior officers from relevant State Government departments, particularly the Department of Planning, Lands and Heritage. Engagement has occurred through formal meetings and correspondence.

**OFFICER'S COMMENTS**

The Maylands Lakes system comprises Lakes Brearley and Bungana, together with the smaller Brickworks Lake, covering a total area of approximately 18 hectares and holding an estimated 550 megalitres of water. In addition to providing public open space and amenity, the lakes perform a drainage function for a relatively small local catchment.

The lakes were originally formed as clay pits associated with nearby brickworks that operated between 1927 and 1986, which accounts for their significant depth and volume. The surrounding Peninsula Estate was developed between the mid-1990s and 2000, initially within the City of Stirling before being transferred to the City of Bayswater in 1998.

Water quality deterioration was first identified in 2006. Lake Brearley is now in a near-permanent algal bloom state, while Lake Bungana experiences regular algal blooms. These conditions have contributed to persistent midge outbreaks, adversely affecting local amenity.

Over many years, the City has undertaken extensive interim and reactive management measures, including:

- Water quality and midge monitoring and reporting
- Midge trapping and chemical treatments
- Mechanical interventions such as lake raking
- Irrigation system modifications
- Vegetation management
- Community engagement through public meetings and online information

In the 2024/25 financial year alone, the City expended approximately \$1.31 million on interim treatments and mechanical interventions. Despite this level of investment, water quality and midge issues persist, demonstrating that these measures are not sufficient to resolve the underlying causes.

In response, Council has endorsed a comprehensive, three-phase Environmental Restoration Masterplan. Phase 1 is currently being delivered, with \$2.4 million allocated in the current financial year. An estimated additional \$11.9 million will be required to implement the full program.

Council's resolution recognises that the scale and complexity of the remediation required is beyond the City's financial capacity alone. This is driven by both the size of the lake system and the severity of the long-standing water quality issues.

In its discussions with State representatives, the City has outlined the scale and long-term nature of the remediation required, noting that the works extend beyond what would ordinarily be expected of a local government managing Crown land of this size and complexity. The City has emphasised its preference for a cooperative and collaborative approach to addressing the longstanding water quality and midge issues and has invited consideration of alternative arrangements should direct funding assistance not be available.

The City has engaged with the Department of Planning, Lands and Heritage, the Department of Biodiversity, Conservation and Attractions, and their respective Ministers. Through these discussions, the State has acknowledged the significance of the project and noted the City's commitment in allocating \$2.4 million to fully fund Phase 1 of the Environmental Restoration Masterplan. While no commitment to funding or transfer of responsibility has been made at this stage, the State has expressed interest in the project and its intended outcomes.

The State has indicated that it would like to be kept informed of the progress and results of Phase 1, which is currently underway. The outcomes of this phase will provide important evidence to inform the City's next steps, including whether subsequent phases require refinement or adjustment. The State has indicated a willingness to continue discussions once the results of Phase 1 are known and the scope of any future phases is clearer.

## **LEGISLATIVE COMPLIANCE**

The Maylands Lakes are Crown reserves under the care, management and control of the City of Bayswater by virtue of management orders made under section 46 of the *Land Administration Act 1997*. The management orders were accepted by the City in 2000 and 2001, following subdivision of the land.

Under the current arrangements, the City is responsible for managing and maintaining the lakes in accordance with the conditions of the management orders.

**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	SR02 – Failure to strategically plan, deliver and maintain infrastructure and assets. SR05 - Inability to manage stakeholder expectation through early and ongoing engagement. SR06 - City does not have the adequate financial capacity to deliver planned services and maintain assets.	

**FINANCIAL IMPLICATIONS**

There are no direct financial implications arising from this report. Existing budget allocations for Phase 1 of the Environmental Restoration Masterplan remain unchanged.

**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Council Plan 2025 – 2035, the following applies:

Key Result Area: Social

Outcome 1.2: A Safe and Resilient Community

Objective 1.2.1: Facilitate a safe environment

Key Result Area: Built

Outcome 2.1 A Connected and Accessible City

Objective 2.1.1 Plan for connected, accessible and safe roads, pathways and places.

Objective 2.1.2 Create liveable neighbourhoods and centres that include consideration of our built heritage.

Key Result Area: Built

Outcome 2.2 Built Infrastructure that Meets Current and Future Community Needs

Objective 2.2.1 Improve the amenity of our public spaces and streetscapes.

Objective 2.2.3 Plan, build and maintain current and future assets.

Key Result Area: Natural

Outcome 3.1 Sustainable Natural Green Spaces

Objective 3.2.1 Preserve and enhance our biodiversity and the health of our river, wetlands and bushland.

Objective 3.2.3 Maintain and protect our inviting green open spaces.

**CONCLUSION**

The City has actively engaged with relevant State Government agencies and representatives regarding responsibility and potential funding support for remediation of the Maylands Lakes, consistent with Council's resolution. In doing so, the City has outlined the scale and complexity of the required works and its preference for a cooperative approach to achieving a long-term solution.

The State has acknowledged the significance of the project and the City's commitment in allocating \$2.4 million to fully fund Phase 1. The State has expressed interest in the outcomes of Phase 1 and has indicated a willingness to continue discussions as results become available and the scope of any subsequent phases is further defined.

Continued advocacy by the Mayor and Chief Executive Officer will ensure the State remains informed of progress and appropriately positioned to consider future involvement as the Masterplan advances.

**10.4 Community Services Directorate Reports**

**10.4.1 Healthier Bayswater: Public Health and Wellbeing Plan 2026 - 2031**

<b>Responsible Branch:</b>	Community Development
<b>Responsible Directorate:</b>	Community Services
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required.
<b>Attachments:</b>	1. Draft Public Health Plan [ <b>10.4.1.1</b> - 34 pages]
<b>Refer:</b>	Item: 10.4.5 OCM: 11.06.2019
<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 of the Local Government Act 1995.***

**SUMMARY**

This report is presented to Council to seek endorsement of the *Healthier Bayswater: Public Health and Wellbeing Plan 2026 – 2031*.

Endorsement is required to meet the City’s statutory obligations under Part 5 of the *Public Health Act 2016*, which now mandates that all local governments develop and implement a Local Public Health Plan by 4 June 2026, aligned with the *WA State Public Health Plan 2025 - 2030*.

This Plan has been developed and aligned with the priorities of the *State Public Health Plan 2025 - 2030*, ensuring a consistent and coordinated approach to improving community health and wellbeing. The WA Department of Health’s East Metropolitan Health Service has reviewed and indicated support for the City’s Public Health and Wellbeing Plan.

**COUNCIL RESOLUTION**  
**(OFFICER’S RECOMMENDATION)**

**That Council endorses the *Healthier Bayswater: Public Health and Wellbeing Plan 2026 - 2031* as contained in Attachment 1 to this report.**

**Cr Cale Black Moved, Cr Michelle Sutherland Seconded**

**CARRIED UNANIMOUSLY BY EXCEPTION (EN-BLOC): 8/0**

**For:** *Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.*

**Against:** *Nil.*

**BACKGROUND**

Since adopting the *Public Health and Wellbeing Plan 2019 - 2024*, the City of Bayswater has made significant progress in strengthening community health and wellbeing. Between 2019 and 2025, the City has delivered a broad range of evidence-based programs, addressed physical activity, healthy eating, mental wellbeing and social connection, contributing to positive population health outcomes.

Key achievements under the previous Plan include the development and delivery of a Health and Wellbeing Program, featuring mental wellbeing and connection sessions for new parents and their babies, a range of yoga programs including Yoga by the River and All Abilities Yoga, and culturally and linguistically diverse initiatives delivered in partnership with community organisations.

Since its development in 2019, the Health and Wellbeing Program has evolved significantly in scale and scope. What commenced as a small number of targeted activities expanded into a comprehensive and diverse program offering. Program planning and delivery has been guided by community feedback and evaluation findings, helping to ensure initiatives remain relevant, accessible and responsive to the community. Initiatives include an increase in yoga programs tailored for all abilities and age groups, older adults wellbeing and connectivity programs, parents and babies mental wellbeing and nutrition sessions, culturally and linguistically diverse partnerships, and seasonal health promotion activities focused on nutrition, physical activity and mental health.

Major developments since 2019 include increased community participation and recognition, and the integration of evaluation and feedback methods to strengthen program quality and responsiveness. These achievements have provided a strong foundation for the development of the *Healthier Bayswater: Public Health and Wellbeing Plan 2026-2031*, enabling the City to transition into the new legislative framework under the *Public Health Act 2016* and meet its statutory public health planning obligations.

### **EXTERNAL CONSULTATION**

To support the development of the *Healthier Bayswater: Public Health and Wellbeing Plan 2026 - 2031*, staff collaborated with the East Metropolitan Health Service to inform the Plan's direction. Discussions were also held with relevant officers across the organisation whose service areas contribute directly to the delivery of public health actions.

In addition, the City conducted community engagement activities to gather input from residents. Feedback collected through these processes was considered in the development of the Plan, helping to ensure it remains relevant to local health needs and reflects the City's ongoing approach to supporting community wellbeing.

### **OFFICER'S COMMENTS**

The *State Public Health Plan 2025 - 2030*, is guided by four key priorities: Promote, Prevent, Protect and Enable. Together, these priorities support healthy lifestyles, reduce the risk of chronic disease and injury, protect the community from environmental and health risks, and enable access to health information, programs and supportive environments.

The City's *Healthier Bayswater: Public Health and Wellbeing Plan 2026 - 2031* has been developed to align with the *State Public Health Plan 2025-2030* and has the vision of creating "A healthy, active and connected Bayswater" by using a coordinated, evidence-based approach towards public health across the City. The Plan identifies local health needs, considers health determinants, and sets strategic objectives and actions consistent with legislative requirements.

It supports a proactive approach to public health, addressing areas such as healthy and sustainable environments, planning for health, nutrition, physical activity, inclusion, safety, and community wellbeing. The Plan outlines how the City will work collaboratively with the East Metropolitan Health Service, to support community health initiatives and track progress over time. Implementation largely builds on existing City services, programs and partnerships and will be regularly monitored to remain responsive to emerging public health trends, community needs, and State priorities.

**LEGISLATIVE COMPLIANCE**

The Healthier Bayswater: Public Health and Wellbeing Plan 2026 - 2031 is required to meet the City’s statutory obligations under Part 5 of the *Public Health Act 2016* as listed below:

- *Public Health Act 2016*
  - Part 5 requires local governments to develop, implement and review a Local Public Health Plan.
  - Section 45 outlines mandatory content requirements and requires the Plan to be reviewed and replaced every five years.

Endorsement of the Plan ensures the City complies with its statutory obligations under the Act.

**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	Medium
Strategic Risk	SR01 - Inability to plan, provide and support socially connected, healthy and safe neighbourhoods.	

**FINANCIAL IMPLICATIONS**

Costs associated with the Public Health and Wellbeing Plan will form part of the City’s annual budget deliberations.

**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Council Plan 2025 – 2035, the following applies:

Key Result Area: Social

Outcome 1.1 A Connected and Inclusive Community

Objective 1.1.2 Facilitate connections and access to services for all community.

Key Result Area: Social

Outcome 1.3: An Active and Healthy Community

Objective 1.3.1 Strengthen public health and wellbeing through providing, supporting and/or advocating for services that support our community.

**CONCLUSION**

The *Public Health and Wellbeing Plan 2019 - 2024* delivered positive outcomes, strengthened community connections, and fostered inclusive, accessible health opportunities.

Building on these achievements, endorsement by Council of the *Healthier Bayswater: Public Health and Wellbeing Plan 2026 - 2031* will enable the City to continue improving community health and wellbeing, respond proactively to emerging health trends and local data, and meet its statutory obligations under the *Public Health Act 2016*.

**Healthier Bayswater:  
Public Health and Wellbeing Plan  
2026-2031**

DRAFT



### Acknowledgement of Country

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

*The City of Bayswater acknowledges the Traditional Custodians of the land, the Whadjuk people of the Noongar nation, and pays its respects to Elders past, present and emerging.*

The City extends this acknowledgement to all Aboriginal and Torres Strait Islander peoples who took part in this consultation.

### Inclusivity Statement

The City of Bayswater is committed to providing an inclusive, safe and respectful organisation and work environment, free from discrimination, harassment and racism. We recognise the impacts of inequity and discrimination and strive to remove the barriers these create.

We celebrate diversity as a strength within our community. Supporting diversity and operating in an inclusive and respectful manner is central to our values and principles of providing safe, accessible and welcoming services and facilities for the community.

### Accessibility

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## 1. Mayor's Message

The City of Bayswater has developed this new *Public Health and Wellbeing Plan 2026-2031* with various strategies that are aimed at improving overall health and wellbeing for individuals and the community.

This plan builds upon previous work undertaken by the City through its initial public health and wellbeing plan and aims to continue with a proactive, rather than reactive approach towards public health.

I sincerely thank the community for their involvement and support of the many initiatives and programs delivered through the initial public health and wellbeing plan, as well as the valuable feedback that has helped shape this new plan. I would also like to acknowledge the WA Department of Health for providing important data and guidance to assist the City in identifying public health priorities within the community.

The community is encouraged to get involved in the many initiatives delivered through this plan, so that we can work together to create a “*A healthy, active and connected Bayswater*”.

**FILOMENA PIFFARETTI**  
**MAYOR**

## 2. Introduction

**Public Health** is defined as “*the health and wellbeing of the community and the combination of safeguards, policies and programmes designed to protect, maintain, promote and improve the health of individuals and their communities to prevent and reduce the incidence of illness and disability*” (*Public Health Act 2016*).

Local government plays an important role at a local level to support the health and wellbeing of the community. The provision of important services, facilities and local infrastructure can address specific community needs as well as contribute towards quality of life.

The Public Health and Wellbeing Plan (PHWP) has been developed to further improve public health and wellbeing within the City of Bayswater, following consultation with the community and key internal and external stakeholders.

The City's initial PHWP 2019 - 2024 successfully delivered a variety of programs to help improve health and wellbeing within the community. These programs were well attended and received positive feedback, with many participants continuing to engage in ongoing exercise and social groups beyond the life of the programs. The new PHWP builds on the positive outcomes of the initial plan and recognises that overall health and wellbeing includes physical, mental, social and environmental components.

Through evidence-based practices and community engagement, the City has established a framework that promotes an active and inclusive lifestyle for the community. The implementation of this PHWP relies on the proactive involvement and participation of residents, staff and stakeholders to build a connected community where everyone can thrive.

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This Plan will undergo annual reviews to ensure it continues to remain relevant and effective and is able to respond to emerging public health concerns.

### 3. Vision

#### City of Bayswater Vision

*Growing a connected, innovative, sustainable City.*

#### Public Health and Wellbeing Plan Vision

*A healthy, active and connected Bayswater*

The City of Bayswater Public Health Goals

1. Increase Physical Activity
2. Improve Mental Health and Wellbeing
3. Increase Healthy Eating
4. Create a Healthy Environment

### 4. Strategic Alignment

This PHWP has been developed to align with the priorities of the State *Public Health Plan 2025-2030*. This alignment ensures a consistent and coordinated approach to improving the health and wellbeing of the community. The State Plan outlines four key priorities which are Promote, Prevent, Protect, and Enable to guide the City's strategies and actions. These priorities support the promotion of healthy lifestyles, the prevention of chronic disease and injury, the protection of the community from environmental and communicable health risks, and the enabling of equitable access to health services and resources. Aligning with these priorities ensures that City based efforts contribute meaningfully to broader public health outcomes across the state.

This PHWP also aligns to the City of Bayswater's Council Plan *2025 - 2035*, ensuring that public health priorities support the broader community vision and long-term goals. This alignment reinforces the City's commitment to creating a healthy, active, and connected community. In particular, the PHWP supports the strategic outcome of fostering 'an active and healthy community' and aligns with the objective to 'strengthen public health and wellbeing through providing, supporting and/or advocating for services that support our community.' It sets strategic priorities that support health promotion, disease prevention, and equitable access to health services, while also reinforcing partnerships and advocacy efforts. By embedding public health in City operations and planning, the PHWP ensures that the health and wellbeing of the community remains a core focus in achieving the long-term vision set out in the City's Council Plan.

The PHWP also complements and supports the objectives of other key City of Bayswater strategies and plans, including those focused on community development, recreation, environment, infrastructure, and sustainability. By integrating with these strategic documents, the Plan ensures a consistent approach to improving health and wellbeing outcomes for all residents.

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**5. Statutory Framework**

Health legislation in Western Australia is transitioning to the *Public Health Act 2016*, which will replace the *Health Act 1911*.

With the commencement of Part 5 of the Act, local governments are mandated to develop and implement a Local Public Health Plan by 4 June 2026, aligning with the objectives of the WA State *Public Health Plan 2025–2030*.

Under Section 45 of the *Public Health Act 2016*, a Local Public Health Plan must:

- a. Identify the public health needs of the local government district
- b. Include an analysis of health status and health determinants using local data
- c. Establish objectives and policy priorities for:
  - (i) the promotion, improvement, and protection of public health
  - (ii) the development and delivery of public health services
- d. Outline how these objectives will be achieved using available evidence
- e. Describe how the local government will collaborate with the Chief Health Officer and other relevant agencies
- f. Include a strategic framework for managing public health risks within the district
- g. Report on the performance of the local government’s public health functions as per regulations

**6. Study Area**

The map below shows the boundaries of the City of Bayswater and the suburbs that make up the local government area.

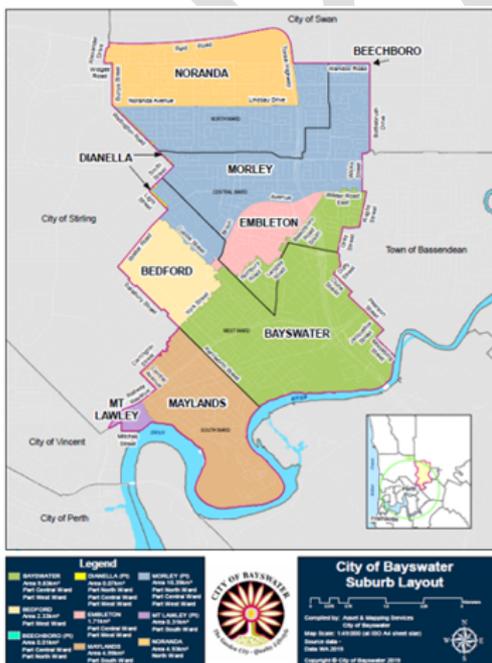


Image 1: City of Bayswater Suburb Layout

## 7. City of Bayswater Community Profile

- The City encompasses an area of 34.62 square kilometres.
- Population of: 75,981 (ABS 2024)
- Residents born outside of Australia: 37.7%
- Youth (0-17 years): 18.6% of the City's population
- Older Adults (60+): 22.8% of the City's population
- Aboriginal and Torres Strait Islander population: 1.6%
- 66% were in the labour force
- 5.1% were unemployed
- 10.6% took public transport to work
- 14.4% were involved
  - with volunteer work through an organisation or group
- 38% were born overseas
- 27% speak a language at home other than English
- 38 is the median age

Source: Profile.id. (2023). City of Bayswater Highlights. [Population highlights](#) | [City of Bayswater](#) | [Community profile](#)

## 8. Social Determinants of Health

Socioeconomic factors such as employment, housing, education, community safety and access to services are important determinants of the health of individuals.

Generally, people from lower socioeconomic groups are at risk of poor health, have higher rates of illness and live shorter lives than those from higher socioeconomic groups. (van Lenthe and Mackenbach 2021).

Public health programs and plans across the world are underpinned by the Social Determinants of Health. The World Health Organization (WHO) describes social determinants as 'the non-medical factors that influence health outcomes. They are the conditions in which people are born, grow, work, live, and age, and the wider set of forces and systems shaping the conditions of daily life. These forces and systems include economic policies and systems, development agendas, social norms, social policies and political systems' (WHO 2022).

Social determinants form part of the wider determinants of health which also include the environmental, structural, economic, cultural, biomedical, commercial and digital factors in our lives (Department of Health 2021).

According to the WHO, the social determinants of health have an important influence on health inequities – the unfair and avoidable differences in health status seen within and between countries. In countries at all levels of income – including Australia – health and illness follow a social gradient: the lower the socioeconomic position, the worse the health (WHO 2022).

City of **Bayswater**

Evidence has also shown there has been an increase in psychological distress during the COVID-19 pandemic, which may be associated with social exclusion and loneliness (AIHW 2022).



Image 2: Determinants of Health – State Public Health Plan for Western Australia 2025 - 2030

**9. City of Bayswater Socio-Economic Advantage and Disadvantage**

The City of Bayswater has a SEIFA score of 1,018 which is higher than the standardised average of 1000 (a number above 1000 indicates higher socio-economic status). However, socio-demographic characteristics between the suburbs vary with some encountering more disadvantage than others. SEIFA scores are presented in the diagram below.

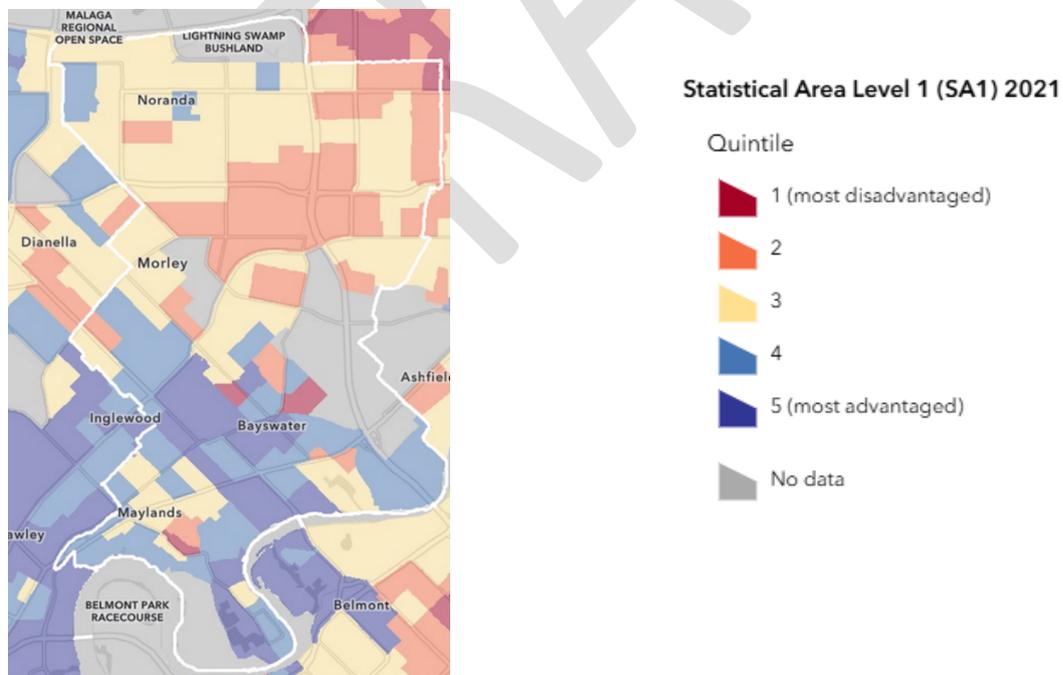


Image 3: Australia Bureau of Statistics Index of Relative Socio-economic Advantage and Disadvantage (IRSAD) 2021.

City of

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### Index of Relative Socio-Economic Advantage and Disadvantage (IRSAD)

**Suburb SEIFA Score:**

Bayswater	1052
Maylands	1032
Bedford	1049
Morley	980
Noranda	1016
Embleton	992
Dianella	1027
Inglewood	1087
Mount Lawley	1102

Source: Australia Bureau of Statistics

Index of Relative Socio-economic Advantage and Disadvantage (IRSAD) 2021.

[Socio-Economic Indexes for Areas \(SEIFA\), Australia 2021 \(arcgis.com\)](https://arcgis.com)

## 10. City of Bayswater’s Health and Wellbeing Status

Health Indicator	City of Bayswater	WA State Average
<b>Lifestyle Risk Factors</b>		
<b>Nutrition</b>		
Eats fast food at least weekly	27%	23.9%
Eats recommended serves of vegetables daily	7.1%	8.4%
<b>Physical Activity</b>		
Does the recommended amount of physical activity per week	44%	48.1%
Overweight	33.3%	35%
Obese	23%	31.9%
<b>Tobacco</b>		
Smoking	7.8%	10.7%
<b>Alcohol and Other Drugs</b>		
Drinks more than 2 standard drinks per day	20%	24%
Drinks more than 4 standard drinks per day	5.1%	7.9%
<b>Mental Health</b>		
Living with a mental health condition	14%	15.5%
Anxiety	8.9%	9.3%
Depression	7.6%	8.2%
Stress	9.1%	9.5%
Psychological distress	8.6%	8.8%
<b>Infectious diseases</b>		
Infectious disease Sexually transmitted disease the leading category (per 100,000)	753.9	611.6

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People Living with Disability and Carers

People needing help in their day-to-day lives due to disability.	5.3%	4.6%
People aged 15 years and older providing unpaid assistance to a person living with a disability, long term illness, or old age	11.1%	10.9%

Hospitalisations age standardised rate per 100,000

Tobacco-attributable hospitalisations	411.4	455.6
Alcohol-attributable hospitalisations	922.1	944.2
Illicit drug-attributable hospitalisations	292.6	266.7
Falls requiring hospitalisation	1196.9	1099.2

Long term health conditions

Mental Health condition	9%	8.4%
Other long term health condition	8.1%	7.6%
Asthma	7.4%	7.3%
Arthritis	7.4%	7.4%
Diabetes	4.7%	4.3%
Heart Disease	3.7%	3.5%
Cancer (including remission)	2.7%	2.7%

Source: Australian Bureau of Statistics, Census of Population and Housing 2021. Compiled by .id (informed decisions).

Causes of death age standardised rate per 100,000

Tobacco-attributable deaths	56	61.6
Alcohol-attributable deaths	27.8	33.7
Illicit drug-attributable deaths	11.7	11.6
Injury related hospitalisations falls	1196.9	1099.2

= higher than state average

Immunisation Rates	Bayswater 2020	Bayswater 2025
1 year olds fully immunised-year-olds fully	94.69%	93.04%
2 year olds fully immunised-year-olds fully immunised	91.34%	90.89%
5 year olds fully immunised-year-olds fully immunised	95.09%	93.29%

Source: Epidemiology Directorate (2024). Health and wellbeing profile for City of Bayswater. WA Department of Health: Perth.

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Australian Bureau of Statistics. (2021). *2021 Census of Population and Housing – QuickStats and General Community Profile: Western Australia*

Australian Government Department of Health. (2025). *WA childhood immunisation coverage data by SA3. Retrieved December 22, 2025:*

<https://www.health.gov.au/sites/default/files/2025-06/wa-childhood-immunisation-coverage-data-by-sa3.pdf>

Australian Government Department of Health. (2019). *Childhood immunisation coverage data by SA3. Retrieved December 22, 2025:*

<https://www.health.gov.au/resources/collections/childhood-immunisation-coverage-data-phn-and-sa3>

## 11. Bayswater Community Needs

Prior to the development of the new PHWP, the City released a Health and Wellbeing Survey, which was completed by 308 residents. The feedback from this survey provided the City with valuable insights into the needs of the community. The findings also demonstrated strong community support for the City's programs, facilities, and health promotion initiatives.

92.9% of respondents resided within the City, with the majority regularly accessing local facilities, particularly walking and bike paths, public libraries, and Bayswater Waves. Initiatives such as the Parents and Bubs Program, Yoga Programs and the Healthy at Home Program were among the most attended and received high levels of satisfaction, with participants mentioning their accessibility, quality, and inclusive nature. The City was recognised for its proactive approach to promoting community health and wellbeing through its provision of public open spaces, free or low-cost physical activity programs, smoke free environments, healthy eating initiatives, and mental health workshops.

These services were seen as especially valuable for families, carers, and older residents. While some respondents identified opportunities for improvement in areas such as program promotion, scheduling, and diversity, overall feedback reflected an appreciation for the City's commitment to supporting a healthy, connected, and inclusive community.

The City of Bayswater's Council Plan 2025 - 2035 outlines a clear aspiration for an active and healthy community, supported by Objective 1.3.1 to strengthen public health and wellbeing through providing, supporting and/or advocating for services that support our community. This objective closely aligns with the PHWP, which focuses on priority areas such as improving nutrition, increasing physical activity, and supporting mental health.

## 12. Community Perceptions and Priorities

### Health and Wellbeing Survey 2023 - Summary of Key Findings

#### **Representation**

- 308 residents participated in the survey.
- 92.9% of respondents were City of Bayswater residents.

#### **Program Participation and Satisfaction**

- 38.6% of respondents had attended at least one of the City's Health and Wellbeing programs.
- Most popular programs:

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- *Parents and Bubs* (21.4%)
- *Yoga by the River* (17.9%)
- *Healthy at Home and Tai Chi* (both 12.7%)
- Participants highlighted programs as accessible, well-managed, inclusive, and beneficial.

### Use of Facilities

- 91.2% of respondents used at least one City facility.
- Most commonly used facilities:
  - Walking and bike paths (67.9%)
  - Libraries (45.5%)
  - Bayswater Waves (33.8%)
  - The RISE (25.3%)

### Barriers to Participation

- 61.4% had not attended programs, primarily due to:
  - Lack of awareness (64%)
  - Inconvenient times or locations
  - Time constraints and caregiving responsibilities
- Evening (6-9pm) was cited as the most convenient time for future programs.

### Physical Activity and Health Concerns

- 54.2% of respondents do not meet recommended physical activity levels.
- Main barriers: limited time, cost, caregiving duties, and lack of motivation.
- Top health concerns:
  - Inadequate physical activity (69.3%)
  - Mental health issues (60.3%)
  - Poor nutrition (57.7%)

### Support for City Health Initiatives

- 98.7% agreed that City facilities and services support their health.
- Most valued initiatives:
  - Public parks and open spaces (54.3%)
  - Footpaths and bike paths (45.4%)
  - Free physical activity programs (40.8%)
  - City sporting centres (33.2%)

### Positive Community Feedback

- Many respondents expressed gratitude for the City's proactive role in health and wellbeing.
- Residents described Bayswater as a welcoming, family-friendly, and health-conscious community.
- Free and low-cost programs were especially appreciated by seniors and families.

## 13. Examination of Data

Analysis of the health and wellbeing indicators for the City of Bayswater, compared with Western Australia averages, highlights several priority areas for action. These priorities are based on where local data is higher (or less favourable) than the State average, indicating greater potential health risks for the community.

### Epidemiological Data

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**Nutrition:** Higher fast food consumption (27% vs 23.9%) and lower vegetable intake (7.1% vs 8.4%) increase risk of chronic disease.

**Illicit Drug Harm:** Higher drug-related hospitalisations (292.6 vs 266.7 per 100,000) place pressure on health services.

**Falls and Injury:** Falls hospitalisations are significantly higher (1196.9 vs 1099.2 per 100,000), particularly affecting older adults.

**Mental Health:** Slightly higher prevalence of mental health conditions (9% vs 8.4%) supports ongoing focus on wellbeing.

**Disability:** More residents require daily assistance (5.3% vs 4.6%).

**Infectious Disease:** STIs are notably higher (753.9 vs 611.6 per 100,000).

### Community Feedback

Community engagement with 308 residents highlighted several key health priorities for the City of Bayswater. Residents identified inadequate physical activity (69.3%), mental health issues (60.3%), and poor nutrition (57.7%) as the top health concerns. While 38.6% of respondents had participated in City health and wellbeing programs, common barriers to participation included lack of awareness, inconvenient timing or location, and caregiving or time constraints. Residents valued the City's facilities and programs, particularly public parks, walking and bike paths, free physical activity programs, and libraries, which were seen as supporting health and wellbeing. Evening programs were noted as the most convenient time for participation, reflecting community preferences for future initiatives.

- Strong support for:
  - More smoke-free and vape free City-owned spaces (65.8%)
  - Healthy food options at events and venues
  - Mental health support through workshops and inclusive community events
- Suggestions included:
  - Improved program promotion and communication
  - More activities for youth, carers, and culturally diverse communities
  - Better infrastructure for accessibility and safety

These priorities which have been identified from epidemiological data and community feedback will be used in the development of strategies and ensure that programs delivered by the City align with the legislative requirements in the *Public Health Act 2016* and also meet the needs and expectations of the community.

### City of Bayswater Health Priorities 2026–2031

Based on this evidence, the City of Bayswater should prioritise the following health issues:

1. **Healthy eating and active living** – improving diet and physical activity to prevent chronic disease.
2. **Alcohol and other drug harm reduction** – focusing on high-risk groups to reduce hospitalisations and mortality.
3. **Mental health and wellbeing** – addressing community concerns and supporting resilience across all ages.
4. **Sexual health promotion** – reducing STIs, with tailored approaches for young people and CALD communities.
5. **Ageing well and carer support** – reducing falls, supporting unpaid carers, and enabling older residents to remain healthy and independent.

## 14. Climate Impacts

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The above health risks can be further compounded by emerging external issues such as climate change. Higher average temperatures, more frequent extreme heat events, decreased total annual rainfall, more intense extreme rain events, poor air quality, and harsher fire weather are projected for the Perth region as a result of global warming. In Perth, average temperatures have increased by 1.1°C since 1910 and are expected to increase by an additional 0.8°C by 2030. Perth currently experiences 28 days per year over 35 °C and this is expected to increase to 36 days by 2030 and 63 days by 2090 under the current greenhouse gas emissions trajectory (Department of Water and Environmental Regulation 2021).

Human-made structures in urbanized areas, such as roads and buildings, absorb and re-emit the sun's heat more than natural cooling ecosystem services like shade from trees and evaporation from wetlands. Urban areas, where these structures are highly concentrated and greenery is limited, become "islands" of higher temperatures relative to surrounding areas. This is known as the Urban Heat Island (UHI) effect.

City warming and UHI effects have economic and social implications. Resulting negative impacts on community health and wellbeing have been shown to include the following;

- Increase in heat related illness and mortality, with heat related deaths in Perth projected to increase by more than 300% under a +3°C scenario;
- Exacerbation of chronic health conditions, including respiratory and cardiovascular disease;
- Rising mental ill health;
- Declining water quality such as algal blooms;
- Decreased productivity of workforces;
- Reduced walkability of our neighbourhoods and shopping precincts; and
- Detrimental effect of hot weather on recreational pursuits such as weekend sports.

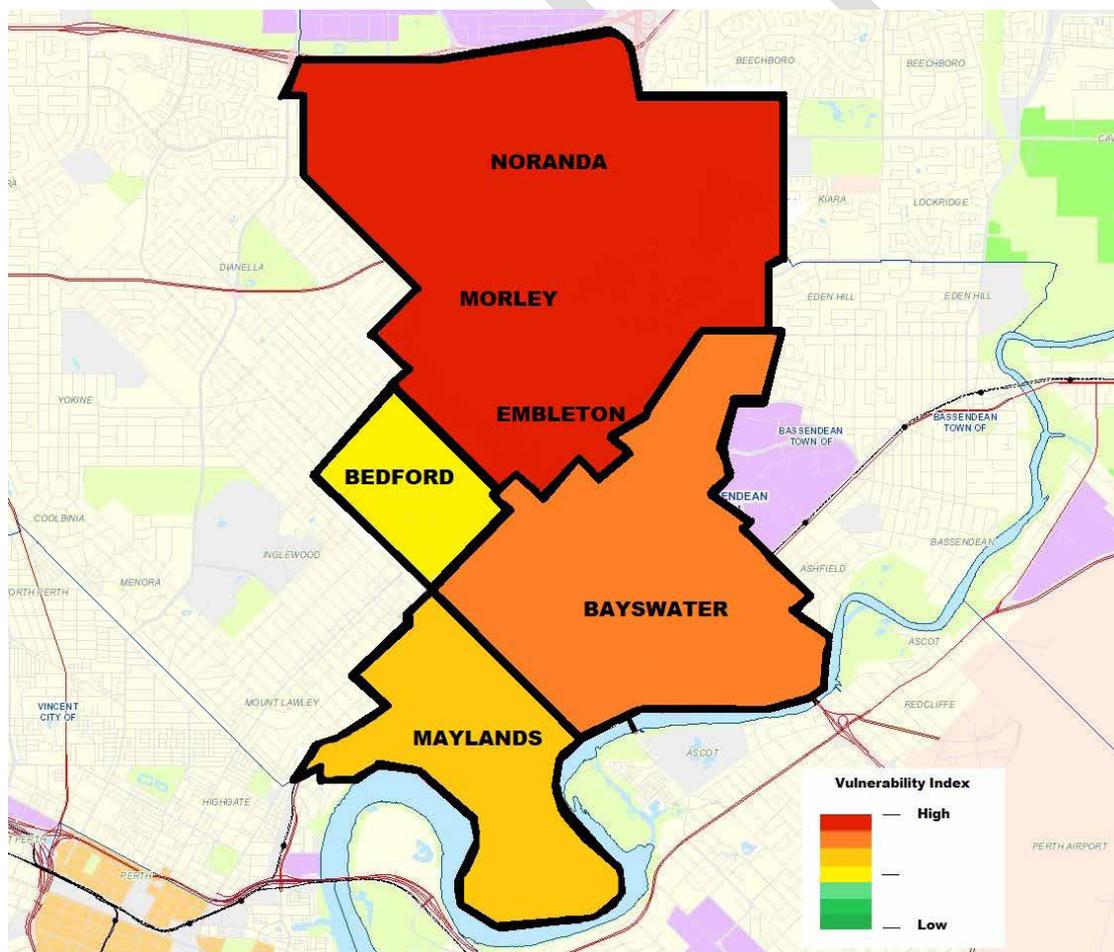
The effects from heatwaves impact predominantly on older people, children, and those people with pre-existing mental and physical health conditions. People who work outdoors will also be at increased risk.

**15. Urban Heat Island Effect**

Urban Heat Island (UHI) vulnerability mapping was developed through the National Climate Change Adaption Research Facility and is based on:

1. Daily temperatures at which excess heat-related illnesses and deaths occurred;
2. Population vulnerability based on local environment and health/population status; and
3. Predicted heat changes.

*Image 4 below shows that the City of Bayswater rates in the medium to high spectrum for most of its suburbs.*



## **16. Walkability**

The information from Walk Score in the map below identifies the current “walkability ratings” within each of the suburbs within the City of Bayswater:

The rating is a score allocation which relates to the distance to services and the ability for a pedestrian to safely access these.

Overall the City of Bayswater is considered to be “somewhat walkable” with an overall score of 57. This indicates that some errands can be accomplished on foot. Around 40.9% of persons over the age of 18 felt very safe/safe walking alone in the local area after dark (41.8% WA).

Within the City of Bayswater approximately 9% of the population do not have access to a motor vehicle in comparison of 6% in Western Australia.

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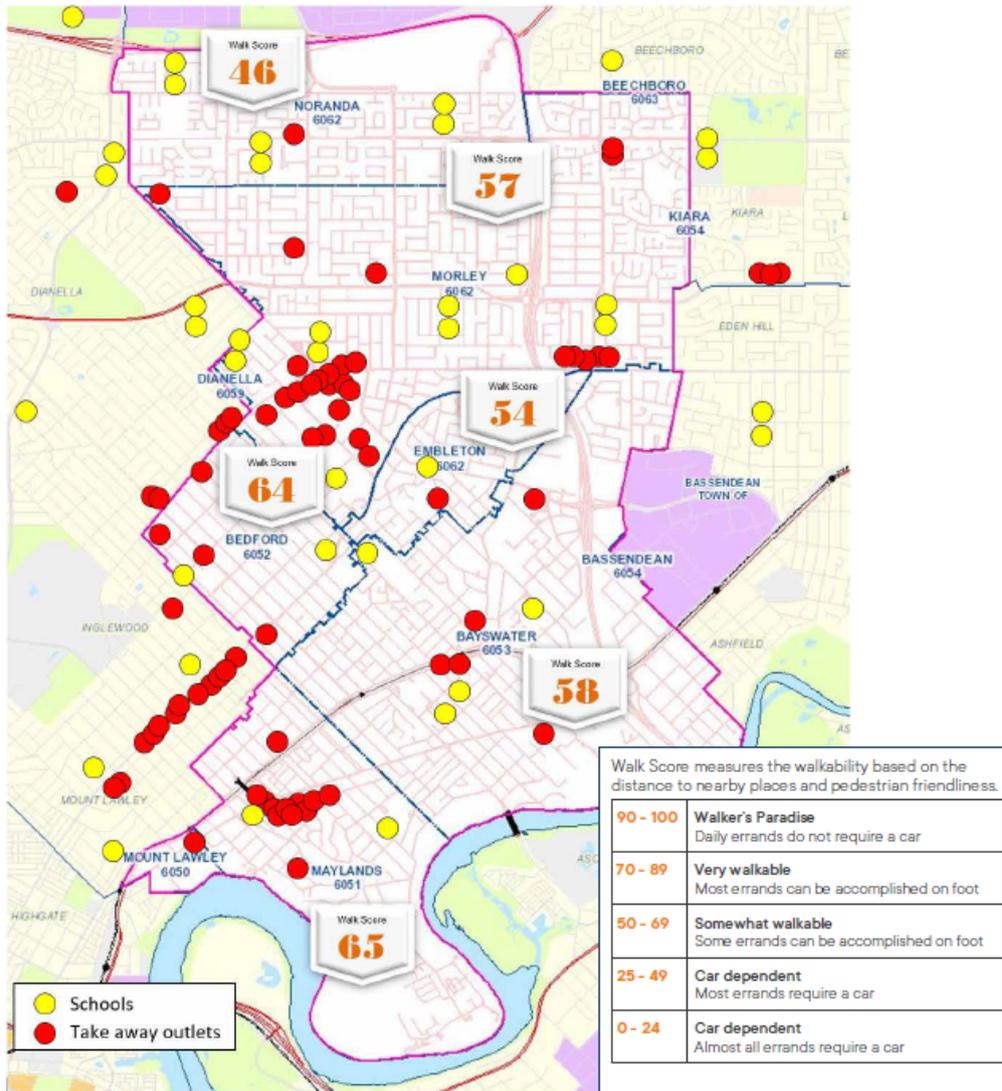


Image 5: City of Bayswater Walk Score measure

**17. A Snapshot of Key Public Health Achievements**

Since adopting the *Public Health and Wellbeing Plan 2019–2024*, the City of Bayswater has made significant progress in improving community health and wellbeing. From 2019 to 2025, the City has successfully delivered a wide range of programs, partnerships and initiatives focused on improving health outcomes.

Key achievements include:

- Delivery of health and wellbeing programs: The City has implemented a variety of community programs focused on physical activity, healthy eating, mental wellbeing, and social connection, contributing to improved community health outcomes.

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- Strong local partnerships: Collaborations with schools, community organisations, and health agencies have supported the delivery of targeted initiatives and extended the reach of public health activities.
- Support for vulnerable groups: Programs and services have been designed to improve equity, with a focus on inclusive and accessible opportunities for priority populations, including seniors, children, culturally diverse groups, and people living with disability.
- Informed decision-making: The City utilises data and community feedback to inform decision-making and refine programs, ensuring they remain effective and responsive to evolving community needs.

Since the program's inception, it has evolved significantly in both scale and scope, with a strong focus on accessibility, community engagement, and alignment with evidence-based public health strategies. The program began with a small number of targeted sessions focused on physical activity, nutrition, and mental wellbeing. These were designed to respond to local health priorities and community feedback. Over time, it has expanded to include a diverse calendar of activities and workshops aimed at a wide range of demographic groups, including older adults, parents with young children, people with disabilities, and residents from culturally and linguistically diverse (CaLD) backgrounds.

Key initiatives have included:

- A Yoga Program, expanding from Yoga in the Park to All Abilities Yoga tailored for older adults and people with mobility challenges, as well as children's yoga delivered in local schools to promote physical and mental wellbeing from an early age.
- Seniors Wellbeing and Connectivity Programs, including all abilities yoga, chronic disease prevention sessions, and cultural partnerships (e.g., with the Chung Wah Association).
- Parents and Bubs Programs, offering mental wellbeing support and social connection for new parents.
- Seasonal health promotion events such as cooking demonstrations, composting and sustainable living workshops, and mental health initiatives.

The program's design has been informed by ongoing community consultation, needs assessments, and evaluation findings. Through regular participant feedback and partnerships with community organisations, the City has refined delivery methods to ensure activities are accessible, culturally appropriate, and responsive to emerging health trends.

Major developments since 2019 include:

- A marked increase in program participation and community recognition.
- A shift toward more co-designed and culturally inclusive program delivery.
- Integration of evaluation and feedback mechanisms to improve program quality and relevance.
- Alignment of the City's *Public Health and Wellbeing Plan (2026-2031)* and the State Public Health Plan, embedding the program in broader strategic planning frameworks.

The Health and Wellbeing Program now plays a central role in the City's approach to population health, offering low-barrier opportunities for residents to improve their health, connect with others, and build long-term wellbeing habits in familiar and supportive community settings.

Impact and Community Value

Beyond the numbers, the program delivers deep personal and community benefits:

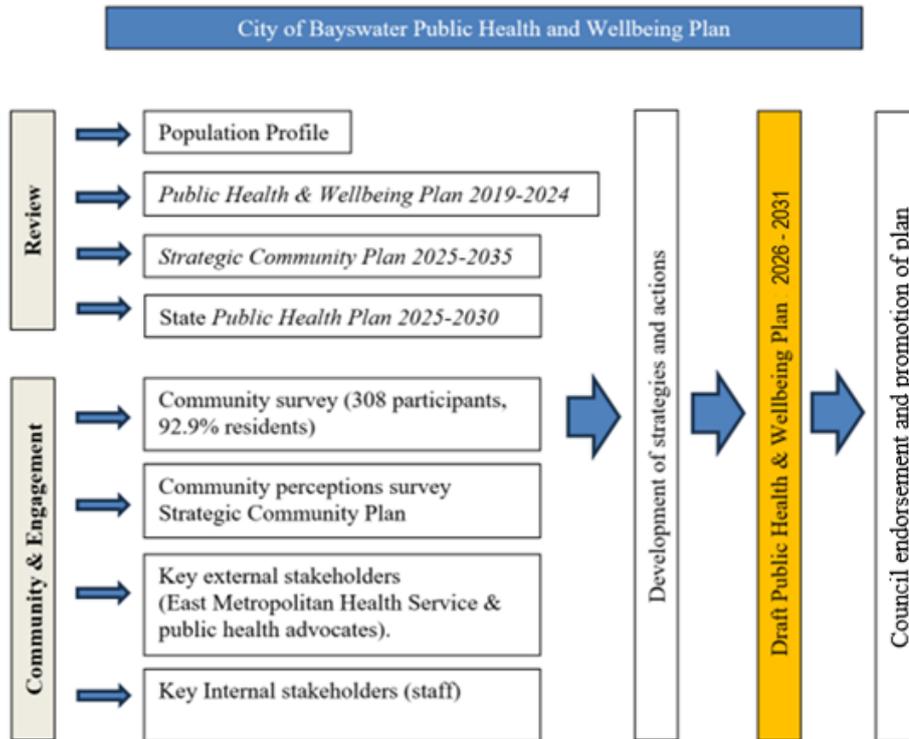
- A migrant parent from a non-English-speaking background transitioned from program participant to community volunteer after building confidence through parenting classes and social connections.
- A parent credited the Heart Beat Club training with saving their infant’s life demonstrating the life-changing and life-saving nature of practical health programs.
- Mothers experiencing postnatal isolation formed meaningful networks through baby-focused activities.
- Retirees rediscovered purpose through mentoring roles and new social participation.

These stories highlight how grassroots health programs enhance community resilience creating stronger support networks, reducing healthcare dependence, and boosting community-led initiatives and local engagement.

**18. Development Process**

The Strategy was developed in consultation with the community and internal and external stakeholders. The objectives in this plan reflect the needs and wants of the community at a local level.

The diagram below shows the development of the City’s new PHWP.



### 19. Implementation Process

The PHWP will assist future health related policy and project development within the City. It is acknowledged that many factors affecting health fall outside the scope of local government and that the delivery of many health services are facilitated by external agencies.

Where possible, partnerships will be developed with other government agencies (i.e. East Metropolitan Health Service), service providers, local organisations, non-government agencies and the community to advocate for improved services and build relationships to address existing and emerging public health issues.

### 20. Monitor and Review

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This Plan will be subject to ongoing monitoring and periodic evaluation to ensure its continued relevance, effectiveness, and alignment with both local strategic priorities and the State Public Health Plan. In accordance with Section 45(6) of the *Public Health Act 2016*, a public health plan must be replaced at the end of a five-year period, unless replaced sooner. Minor amendments may be made prior to this, if necessary, to reflect emerging public health risks, align with other strategic documents, or respond to advice from the WA Department of Health.

Progress will be reviewed at regular intervals, with reports prepared to summarise key developments, achievements, and areas for refinement. These reviews will be informed by both quantitative and qualitative data, including health indicators, community feedback, and up-to-date epidemiological data obtained in liaison with the WA Department of Health.

In line with the Integrated Planning and Reporting Framework, actions for delivery are approved through the Council led Business Planning and Budget process. Performance is reported quarterly and through the City's Annual Report.

The City's planning and reporting information is available on the City's [website](#).

<https://www.bayswater.wa.gov.au/city-and-council/integrated-planning-and-reporting-framework>



## 21. Public Health and Wellbeing Plan Strategies

This table outlines the alignment between The City’s Strategic Community Plan Key Result Areas (KRAs) and the State Public Health Plan objectives: *Promote, Prevent, Protect, Enable*. It provides high-level public health strategies that guide long-term planning and action.

The City’s Public Health and Wellbeing Plan aligns with the overarching objectives of the State Public Health Plan by incorporating strategies that prioritise Aboriginal health and promote access and inclusion for all members of the community. The development of these strategies has been informed by epidemiological data, the City’s Community Perception Survey, and the Health and Wellbeing Community Engagement Survey, ensuring they reflect both evidence-based priorities and community-identified needs while maintaining consistency with state-wide objectives and addressing the specific health and wellbeing priorities of the City of Bayswater community.

		OBJECTIVES			
		PROMOTE	PREVENT	PROTECT	ENABLE
		Foster stronger communities and healthier environments.	Reduce the burden of chronic disease, communicable disease and injury.	Protect against public and environmental health risks, effectively manage emergencies and lessen the health impacts of climate change.	Bolster public health systems and workforces and leverage partnerships to support health and wellbeing.
CITY OF BAYSWATER STRATEGIC COMMUNITY PLAN KEY RESULT AREAS	<b>SOCIAL</b> Our community is diverse, cohesive and inclusive. We enjoy safe and accessible connections to services, activities, events and recreational spaces which contribute to our wellbeing. We are active, healthy and resilient.	<ul style="list-style-type: none"> <li>Optimise mental health and wellbeing.</li> <li>Improve health literacy by ensuring accessible and appropriate health information.</li> <li>Support the community by encouraging interaction and participation.</li> <li>Raise awareness of the impacts of alcohol and drug misuse.</li> </ul>	<ul style="list-style-type: none"> <li>Encourage and support healthy eating and active living to halt the rise in obesity.</li> <li>Prevent injuries and promote safer communities.</li> <li>Reduce the negative impact of smoking and passive smoking in the community.</li> <li>Deliver events which are safe.</li> </ul>	<ul style="list-style-type: none"> <li>Ensure the City’s services and facilities are accessible and inclusive and support vulnerable groups within the community.</li> <li>Ensure access to safe food and water.</li> <li>Provide sustainable disaster and emergency management across prevention, preparedness, response and recovery phases.</li> </ul>	<ul style="list-style-type: none"> <li>Develop partnerships with key agencies and communities to enable the delivery of public health services.</li> <li>Explore opportunities to support Aboriginal health initiatives.</li> <li>Enhance community interaction and public safety and reduce crime levels.</li> </ul>
	<b>BUILT</b> Our inviting and vibrant centres are connected via safe transport infrastructure and green spaces to enjoy. Our attractive neighbourhoods offer diverse housing options. Our assets are planned and managed well for current and future generations.		<ul style="list-style-type: none"> <li>Plan for better health outcomes through future development.</li> </ul>	<ul style="list-style-type: none"> <li>Ensure public health risks are considered and addressed in planning and development policies and approval processes to facilitate healthy living and minimise impacts from public health hazards.</li> </ul>	<ul style="list-style-type: none"> <li>Develop high quality streetscapes, which are well maintained and allow for safe pedestrian and vehicle movement.</li> </ul>

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<p><b>NATURAL</b> Our valued natural environment is biodiverse and resilient to the changing climate. We use our resources wisely, minimise waste and have net zero emissions. Our community enjoys our green open spaces and tree-lined streets.</p>	<ul style="list-style-type: none"> <li>Encourage better waste management practices.</li> </ul>	<ul style="list-style-type: none"> <li>Investigate and help control notifiable infectious diseases.</li> </ul>	<ul style="list-style-type: none"> <li>Help minimise the effects of climate change on people's health and the environmental footprint.</li> </ul>	
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**Strategy Colour Key**

- Yellow** – New strategies that directly align with the State Public Health Plan (2025 - 2030)

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 22. Appendix 1

The following Healthier Bayswater Action Table for 2026-2031 details priority actions that are applicable for the duration of the PHWP.

To ensure the PHWP is sustainable throughout its five-year lifespan, it must be adaptable and responsive to opportunities and challenges. Individual actions will be reviewed annually to facilitate this.

The implementation of actions is subject to resource allocation. The actions that operationalise City Informing Plans, along with the required delivery resources, are considered and prioritised during the City’s Council-led Annual Business Planning and Budgeting process, according to available revenue and current need.

KRA	Actions	Service Area	Promote	Prevent	Protect	Enable
Social						
Develop partnerships with key agencies and communities to enable the delivery of public health services.	<ul style="list-style-type: none"> <li>• Liaise with the Department of Health (DoH); Department of water and Environmental Regulation (DWER) and Worksafe, as required, in regards to monitoring unsafe work practices.</li> </ul>	Health Services		X	X	
	<ul style="list-style-type: none"> <li>• Promote safe working practices with demolition contractors.</li> </ul>		X	X	X	
	<ul style="list-style-type: none"> <li>• Liaise with DWER on air quality, noise and contaminated sites investigations where necessary.</li> </ul>			X	X	
	<ul style="list-style-type: none"> <li>• Provide food safety training seminars; and online food safety training for food handlers.</li> </ul>			X	X	
	<ul style="list-style-type: none"> <li>• Liaise with Child and Adolescent Health Services to promote immunisation programs in the community.</li> </ul>		X	X	X	
	<ul style="list-style-type: none"> <li>• Continue to provide an allocation of rodent baits to residents to help control rodent activity.</li> </ul>				X	X



	<ul style="list-style-type: none"> <li>• Liaise with WorkSafe and WA Department of Health where necessary to manage risks associated with handling and disposal of asbestos.</li> </ul>		X	X		
	<ul style="list-style-type: none"> <li>• Provide information about pest control on the City’s website.</li> </ul>		X	X		
	<ul style="list-style-type: none"> <li>• Improve the City’s food environment heat map in partnership with EMHS and expert stakeholders by supporting existing food businesses to increase healthier food options aligned with WA Food Atlas guidelines.</li> </ul>		X	X		X
	<ul style="list-style-type: none"> <li>• Collaborate with the East Metropolitan Health Service on the delivery of public health initiatives.</li> </ul>	Community Strategy and Programs	X	X	X	X
	<ul style="list-style-type: none"> <li>• Partner with food security organisations, stakeholders and community members to address local food security issues.</li> </ul>		X			X
	<ul style="list-style-type: none"> <li>• Promote sun safe environments which reduce ultraviolet radiation (UVR) exposure in the workplace.</li> </ul>	People, Culture and Safety	X			X
	<ul style="list-style-type: none"> <li>• Provide a Wellness Program for staff which includes flu vaccinations, skin checks and other workplace health and wellbeing initiatives.</li> </ul>		X			X
Ensure the City’s services and facilities are accessible and inclusive and support vulnerable groups within the community.	<ul style="list-style-type: none"> <li>• Provide information about the City’s open spaces/walking/cycling etc. on the City’s website to increase awareness and encourage use.</li> </ul>	Infrastructure Projects	X			X

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Explore opportunities to support Aboriginal health initiatives.	<ul style="list-style-type: none"> <li>Investigate partnerships and facilitate programming to support Aboriginal health initiatives.</li> </ul>	Community Strategy and Programs						X
Encourage and support healthy eating and active living to halt the rise in obesity.	<ul style="list-style-type: none"> <li>Plan and deliver programs that promote healthy eating and physical activity.</li> </ul>	Community Strategy and Programs					X	X
	<ul style="list-style-type: none"> <li>Support state initiatives that promote healthy eating and physical activity.</li> </ul>						X	X
	<ul style="list-style-type: none"> <li>Require mobile food vendors to be registered with the City, meet food safety standards and encourage inclusion of healthy menu items.</li> </ul>	Health Services			X	X	X	X
		Community Strategy and Programs						
	<ul style="list-style-type: none"> <li>Encourage and support new sporting groups, agencies and clubs to establish in the City.</li> </ul>	Infrastructure Projects					X	X
	<ul style="list-style-type: none"> <li>Provide community lease arrangements to a range of community and sporting groups; and investigate the potential to stipulate preference/eligibility to activities/groups which promote a health benefit/healthy environment.</li> </ul>	Property (Community)						X
	<ul style="list-style-type: none"> <li>Provide access to parks and reserves for City of Bayswater junior sporting clubs.</li> </ul>	Recreation Services						X
	<ul style="list-style-type: none"> <li>Liaise with sporting facilities and community venues to promote accessibility and affordability for the public, especially during off peak periods.</li> </ul>						X	X
<ul style="list-style-type: none"> <li>Improve City infrastructure that enables and encourages physical activity.</li> </ul>						X	X	



	<ul style="list-style-type: none"> <li>Improve City pathways to enable and encourage safe commuting via bicycles.</li> </ul>	Transport Infrastructure and Operations	x			x
Reduce the negative impact of smoking and passive smoking in the community.	<ul style="list-style-type: none"> <li>Enforce the <i>Tobacco Products Control Act 2006</i> (i.e. in alfresco areas, enclosed public places).</li> </ul>	Health Services		x	x	
	<ul style="list-style-type: none"> <li>Support state initiatives that reduce and prevent the uptake of smoking and vaping.</li> </ul>		x	x	x	x
Optimise mental health and wellbeing	<ul style="list-style-type: none"> <li>Partner with specialist mental health organisations, including Act Belong Commit, to deliver and promote programs that support positive mental health.</li> </ul>	Community Strategy and Programs	x	x	x	x
Support the community by encouraging interaction and participation.	<ul style="list-style-type: none"> <li>Deliver and advocate for community programs and services.</li> </ul>	Community Strategy and Programs	x	x	x	x
Prevent injuries and promote safer communities.	<ul style="list-style-type: none"> <li>Support federal and state initiatives which aim to reduce the risk of falls among older people and people with a disability.</li> </ul>	Community Strategy and Programs		x	x	x
	<ul style="list-style-type: none"> <li>Deliver and advocate for inclusive community programs that support older adults, young people, culturally and linguistically diverse (CALD) groups, and priority populations.</li> </ul>			x	x	x
Raise awareness of the impacts of alcohol and drug misuse.	<ul style="list-style-type: none"> <li>Collaborate with Department of Racing, Gaming and Liquor and WA Police (where required) to ensure licenced premises comply with legislative requirements.</li> </ul>	Health Services	x	x		x
	<ul style="list-style-type: none"> <li>Review Section 39 applications under the Liquor Licence Act.</li> </ul>			x	x	



	<ul style="list-style-type: none"> <li>Encourage alcohol free events within the City of Bayswater.</li> </ul>	Arts and Culture	x			
	<ul style="list-style-type: none"> <li>Support state initiatives that reduce and prevent the uptake of drug and alcohol use.</li> </ul>	Community Strategy and Programs				
Improve health literacy by ensuring accessible and appropriate health information.	<ul style="list-style-type: none"> <li>Provide accessible and inclusive library services that support lifelong learning, digital inclusion, and community wellbeing.</li> </ul>	Community Strategy and Programs	x		x	
	<ul style="list-style-type: none"> <li>Promote health and wellbeing through the City's website, social media, newsletter and media releases.</li> </ul>	Communication, Engagement and Customer Relations	x			
Ensure access to safe food and water.	<ul style="list-style-type: none"> <li>Undertake inspections of food businesses to ensure compliance with <i>Food Act 2008</i>.</li> </ul>	Recreations Services Health Services		x	x	
	<ul style="list-style-type: none"> <li>Undertake water sampling of swimming pools to ensure compliance with Health (<i>Aquatic Facilities Regulations 2007</i>).</li> </ul>			x	x	
	<ul style="list-style-type: none"> <li>Undertake water sampling of recreational water bodies under the direction of the WA Department of Health.</li> </ul>			x	x	
Deliver events which are safe.	<ul style="list-style-type: none"> <li>Ensure implementation of the City's Events Management Guide in accordance with relevant legislation.</li> </ul>	Arts and Culture		x	x	x
	<ul style="list-style-type: none"> <li>Develop partnerships with key community not for-profit groups and organisations to enhance existing community services provided.</li> </ul>	Community Strategy and Programs		x	x	x



	<ul style="list-style-type: none"> <li>Implement the community grants program.</li> </ul>					X
	<ul style="list-style-type: none"> <li>Support community groups to build their capacity funding and resourcefulness through the City's annual Upskiller program.</li> </ul>	Infrastructure Projects	X			X
Enhance community interaction and public safety and reduce crime levels.	<ul style="list-style-type: none"> <li>Provide 24/7 Security Watch Community Patrol.</li> </ul>	Safety and Crime Prevention			X	X
	<ul style="list-style-type: none"> <li>Support external community safety programs.</li> </ul>		X		X	X
	<ul style="list-style-type: none"> <li>Partner with outreach services for people experiencing homelessness.</li> </ul>	Community Strategy and Programs		X	X	X
	<ul style="list-style-type: none"> <li>Provide information on support services, as required.</li> </ul>		X			X
	<ul style="list-style-type: none"> <li>Undertake infectious disease investigations in accordance with guidance from the WA Department of Health.</li> </ul>	Health Services		X	X	
Provide sustainable disaster and emergency management across prevention, preparedness, response and recovery phases.	<ul style="list-style-type: none"> <li>Maintain the Local Emergency Management Arrangements (LEMA) and associated risk and recovery plans.</li> </ul>	Emergency Management		X	X	
	<ul style="list-style-type: none"> <li>Improve skills and knowledge for staff regarding emergency management.</li> </ul>		X			X
	<ul style="list-style-type: none"> <li>Consult with the Local Emergency Management Committee (LEMC) as required.</li> </ul>			X	X	X



KRA	Actions	Service Area	Promote	Prevent	Protect	Enable
	<ul style="list-style-type: none"> <li>Update and maintain a plan for business continuity during a pandemic.</li> </ul>	Health Services		x	x	
<b>Built</b>						
Plan for better public health outcomes through future development.	<ul style="list-style-type: none"> <li>Pursue opportunities for funding initiatives aimed at improving road safety.</li> </ul>	Transport Infrastructure and Operations		x	x	
	<ul style="list-style-type: none"> <li>Advocate for adequate street lighting.</li> </ul>	Transport Infrastructure and Operations		x	x	x
	<ul style="list-style-type: none"> <li>Minimise community exposure to unhealthy advertising within City-controlled spaces.</li> </ul>			x	x	
	<ul style="list-style-type: none"> <li>Maintain a high-quality fit for purpose green space.</li> </ul>	Parks and Gardens		x	x	x
	<ul style="list-style-type: none"> <li>Advocate for deep sewerage within the City's industrial areas.</li> </ul>	Economic Development		x	x	x
Ensure public health risks are considered and addressed in planning and development policies and approval processes to facilitate healthy living and minimise impacts from public health hazards.	<ul style="list-style-type: none"> <li>Incorporate Heart Foundation Healthy Active by Design (HABD) and Western Australian Planning Commission (WAPC) Liveable Neighbourhoods guidelines into relevant planning strategies, plans and proposals.</li> </ul>	Strategic Land-Use Planning		x	x	
	<ul style="list-style-type: none"> <li>Prepare the City's new Local Planning Scheme, with public health and wellbeing embedded as a core consideration.</li> </ul>			x	x	

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Develop high quality streetscapes, which are well maintained and allow for safe pedestrian and vehicle movement.	<ul style="list-style-type: none"> <li>Collaborate with state government departments and continue to plan for quality streetscapes, town centres and transport routes across the City.</li> </ul>	Infrastructure Projects					X
	<ul style="list-style-type: none"> <li>Continue to develop and implement a City Wide Local Area Traffic Management Program.</li> </ul>	Infrastructure Projects		X		X	
	<ul style="list-style-type: none"> <li>Facilitate high quality town centres, high quality cycle and walkways.</li> </ul>	Transport Infrastructure and Operations					X
		Infrastructure Projects					
<b>KRA</b>	<ul style="list-style-type: none"> <li>Actions</li> </ul>	Service Area	Promote	Prevent	Protect	Enable	
<b>Natural</b>							
Help minimise the effects of climate change on people's health and the environmental footprint.	<ul style="list-style-type: none"> <li>Plan and implement actions that reduce greenhouse gas emissions from the City's operations and continue the journey towards achieving the City's 2030 and 2040 emissions reduction targets.</li> </ul>	Environmental Sustainability		X	X		X
	<ul style="list-style-type: none"> <li>Provide charging infrastructure at major activity centres to accelerate the uptake of electric vehicles reducing greenhouse gas emissions and localised air pollution.</li> </ul>				X		X
	<ul style="list-style-type: none"> <li>Partner with community to build an energy-smart and waterwise City.</li> </ul>			X			X
	<ul style="list-style-type: none"> <li>Explore and understand community climate change related risks specific to the City of Bayswater to inform actions to adapt to a changing climate.</li> </ul>				X	X	



	<ul style="list-style-type: none"> <li>Provide the community with easy access to nature and natural areas to enhance their health and wellbeing.</li> </ul>		X		X	X
	<ul style="list-style-type: none"> <li>Provide educational resources to assist the community to prepare for, respond to and recover from extreme heat events.</li> </ul>		X			
	<ul style="list-style-type: none"> <li>Encourage community involvement in tree planting events as a means to address social isolation and loneliness while improving the tree canopy coverage.</li> </ul>		X	X	X	X
	<ul style="list-style-type: none"> <li>Implement an annual tree planting program to provide an overall greening effect to aid mental and physical health and help reduce the urban heat island (UHI) effect.</li> </ul>	Parks and Gardens		X	X	X
	<ul style="list-style-type: none"> <li>Implement the City's Sustainability in Design Local Planning Policy to reduce UHI effects.</li> </ul>	Statutory Planning and Compliance	X			X
	<ul style="list-style-type: none"> <li>Plan for the utilisation of City owned buildings for community respite during heatwave events.</li> </ul>	Emergency Management			X	X
Encourage better waste management practices	<ul style="list-style-type: none"> <li>Provide information and updates on correct waste sorting and waste minimisation.</li> </ul>	Waste Management	X			
	<ul style="list-style-type: none"> <li>Promote and support participation in workshops designed to help increase recovery and reduce waste going to landfill.</li> </ul>		X	X	X	X
	<ul style="list-style-type: none"> <li>Provide waste education to local primary schools and assist them to increase recovery rates.</li> </ul>		X			X

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	<ul style="list-style-type: none"> <li>Conduct bin audits to target contamination and focus education efforts on those who require assistance.</li> </ul>		X	X	X
Investigate and help control notifiable infectious diseases.	<ul style="list-style-type: none"> <li>Investigate and address potential risks associated with vector-borne disease.</li> </ul>	Health Services	X	X	
	<ul style="list-style-type: none"> <li>Implement control measures as required across the City.</li> </ul>		X	X	
	<ul style="list-style-type: none"> <li>Work with other local governments via a contiguous local authorities group to address mosquito breeding within the East Swan River area.</li> </ul>		X	X	

DRAFT

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**10.4.2 Tender 28-2025 CCTV Managed Service**

<b>Responsible Branch:</b>	Ranger and Security Services
<b>Responsible Directorate:</b>	Community Services
<b>Authority/Discretion:</b>	Executive/Strategic
<b>Voting Requirement:</b>	Simple Majority Required.
<b>Attachments:</b>	Nil
<b>Refer:</b>	Nil
<b>Officer Declaration:</b>	<i>The Manger Community Safety who will be drafting this report, declared an impartial interest in the item as they know a submitter professionally as they have previously undertaken work for the City of Bayswater.</i>

***This item contains confidential information that may be dealt with behind closed doors, in accordance with the Local Government Act 1995, under section:***

- (4)(c) (ii) information contained in a tender received by the local government for a contract to the extent that the information -***
- i) is a tendered price;***
  - (ii) or a tendered methodology for calculating a price;***

***The Council resolved to consider and vote on this item behind closed doors, under section 14 of the agenda, to allow for discussion of the confidential report and attachments.***

***Consideration of this item commenced at 8:44 pm.***

**COUNCIL RESOLUTION  
(OFFICER'S RECOMMENDATION)**

**That Council:**

- 1. Note the responses received for Request for Tender 28-2025 Managed CCTV Service.**
- 2. Accept Fortis Security Pty Ltd's offer comprising of:**
  - \$1,061,797.57 (excl GST) for Part A: CCTV System Deployment of all CCTV locations utilising the Genetec Hybrid Edge Solution;**
  - (a) \$543,533.03 (excl GST) for Part B: Upgrade CCTV Cameras; and**
  - (b) \$81,726.54 (excl GST) per annum (\$408,632.70 over five years) for Part C: Provide Support and Maintenance Service.**
  - (c) Authorise the Chief Executive Officer to execute a contract with Fortis Security Pty Ltd.**

**Cr Cale Black Moved, Cr Nat Latter Seconded**

**CARRIED UNANIMOUSLY: 8/0**

**For: Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.**

**Against: Nil.**

**10.5 Sub Committee Reports**

**10.5.1 Policy Committee - 9 February 2026**

**10.5.1.1 Policy Schedule**

**10.5.1.1.1 2026 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 Required.
<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 of the Local Government Act 1995.***

**SUMMARY**

This report monitors the progress of Policy Reviews against the Policy Review Schedule adopted by Council on 9 December 2025.

**COUNCIL RESOLUTION  
(COMMITTEE/OFFICER’S RECOMMENDATION)**

That Council notes:

1. The progress of Policy Reviews against the 2026 Policy Review Schedule.
2. The *Community Facilities Lease and Licence User Agreement Policy* was withdrawn from the agenda by the Chief Executive Officer for discussion at a Council workshop before being presented to a future meeting of the Policy Committee.

**Cr Cale Black Moved, Cr Michelle Sutherland Seconded**

**CARRIED UNANIMOUSLY BY EXCEPTION (EN-BLOC): 8/0**

**For:** *Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.*

**Against:** *Nil.*

**BACKGROUND**

At its meeting of 10 November 2025, the Policy Committee recommended that Council adopt a policy schedule for 2026. The schedule was subsequently adopted by Council at its meeting of 9 December 2025.

**EXTERNAL CONSULTATION**

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

**OFFICER'S COMMENTS**

The progress of policy reviews against the 2026 Policy Review Schedule is shown in the table below:

PC Meeting Date	Policy to be Reviewed	Review Status	Comment
9 February 2026	Use of City Information Resources	In progress	A draft <i>Use of City Information Resources Policy</i> is presented for review at this meeting.
	Execution of Documents and Common Seal	In progress	A draft <i>Execution of Documents and Common Seal Policy</i> is presented for review at this meeting.
	Code of Conduct Complaint Management	Proposed to be presented to Council at its March 2026 Ordinary Meeting, together with the reviewed Code of Conduct.	The introductions of new regulations require changes be made to the <i>Code of Conduct for Elected Members and Committee Members</i> . It is proposed that both documents be presented to Council together at the March Ordinary Council Meeting.*
	Electronic Attendance	In progress	A draft <i>Electronic Attendance Policy</i> is presented for review at this meeting.
	Bedford North Design Guidelines	In progress	A draft <i>Bedford North Design Guidelines Policy</i> is presented for review at this meeting.
	Community Facilities Lease and License User Agreement Policy	In progress	A draft <i>Community Facilities Lease and License User Agreement Policy</i> is presented for review at this meeting.
8 June 2026	Sponsorship of City Assets, Services and Activities		
	Crossovers		
	Risk Management		
	CCTV Management		
	CEO Performance Review		
7 September 2026	Senior and Executive Staff Attendance at Conferences, Seminars and Training		
	Sports Turf Maintenance		
	Fraud, Corruption and Integrity		
	Loan Borrowing		
	Complaint Management		
2 November 2026	Heritage Places		
	Local Heritage Fund		
	Signage		
	Social Media		
	Investment		

\*On 1 January 2026, several amendments to the *Local Government Act 1995* and its subsidiary legislation came into operation. Among these is the requirement for all local governments to adopt an updated *Model Code of Conduct for Council Members, Candidates and Committee Members* by 1 April 2026, to ensure consistency with the revised complaints handling framework.

Considering these legislative changes, it is proposed that the review of the *Code of Conduct Complaint Management Policy* be undertaken in conjunction with the review of the updated Code of Conduct, with both documents to be presented for Council’s consideration at its March Ordinary Council Meeting, as the changes to the legislation require a significant rewrite of the Policy to be undertaken.

**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**

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**

Nil.

**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Council Plan 2025 – 2035, the following applies:

- Key Result Area: Leadership and Governance
- Outcome 5.1 Good Governance
- Objective 5.1.1 Provide ethical and accountable governance

**CONCLUSION**

This report monitors the progress of the Policy Reviews against the Policy Review Schedule adopted by Council on 9 December 2025.

**10.5.1.2 Council Policies**

**10.5.1.2.1 Policy Review: Use of City Information Resources Policy**

<b>Responsible Branch:</b>	Digital Solutions and Services
<b>Responsible Directorate:</b>	Corporate Services
<b>Authority/Discretion:</b>	Legislative
<b>Voting Requirement:</b>	Simple Majority Required.
<b>Attachments:</b>	1. Current Policy [9.2.1.1 - 2 pages] 2. Current policy with tracked changes [9.2.1.2 - 3 pages] 3. Revised Policy [9.2.1.3 - 2 pages]
<b>Refer:</b>	Item: 13.5 OCM: 22.05.2018 Item: 10.5.1.4 OCM: 25.07.2023
<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 of the Local Government Act 1995.***

**SUMMARY**

This report seeks Council adoption of the revised **Use of City Information Resources Policy** following a scheduled policy review.

The update clarifies the policy’s scope to reflect modern ICT usage, including cloud services, AI-enabled tools, and external service providers, without introducing new operational requirements.

**COUNCIL RESOLUTION**  
**(COMMITTEE/OFFICER’S RECOMMENDATION)**

**That Council adopts the revised Use of City Information Resources *Policy* as contained in Attachment 3.**

**Cr Cale Black Moved, Cr Michelle Sutherland Seconded**

**CARRIED UNANIMOUSLY BY EXCEPTION (EN-BLOC): 8/0**

***For: Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.***

***Against: Nil.***

**BACKGROUND**

The Use of City Information Resources Policy was reviewed as part of the City’s regular policy review cycle. The review ensures the policy remains current and aligned with contemporary technology usage and governance expectations, while retaining its original intent and high-level structure.

**EXTERNAL CONSULTATION**

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

**OFFICER’S COMMENTS**

The following revisions are proposed to the *Use of City Information Resources* policy:

Revision	Rationale
Update the Purpose section to reflect electronic creation, access, storage and processing of information	Administrative update to reflect contemporary ICT usage and the full information lifecycle, rather than limiting scope to electronic transfer only.
Update the definition of “ICT Resources” to include cloud services and AI-enabled tools	Clarifies that modern, City-approved technologies are within the scope of the policy, without introducing new operational requirements.
Add a definition for “City information assets”	Clarifies that City information remains protected and governed by the policy regardless of where it is stored or processed, including when handled by external service providers.
Clarify references to external parties within the Policy Statement	Ensures policy coverage explicitly includes information shared with, or managed by, external service providers in support of City operations.
Minor wording and formatting refinements	Improves clarity and consistency while retaining the original intent and high-level nature of 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**.

**LEGISLATIVE COMPLIANCE**

The revised policy has been reviewed for consistency with relevant legislation, including the *State Records Act 2000 (WA)*, *Freedom of Information Act 1992 (WA)*, and *Privacy Act 1988 (Cth)*.

The amendments clarify policy scope but do not introduce additional legislative obligations or compliance requirements.

**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. SR11 - Lack of modern, integrated and secure digital environment.	

**FINANCIAL IMPLICATIONS**

Nil

## **STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Council Plan 2025 – 2035, the following applies:

Key Result Area: Leadership and Governance

Outcome 5.3 Optimised Performance

Objective 5.3.1 Focus on operational efficiency, effective delivery and innovation to ensure our services are fit for purpose, contemporary and secure.

## **CONCLUSION**

That the Council adopts the revised *Use of City Information Resources Policy*.



# Use of City Information Resources Policy

<b>Responsible Division</b>	Corporate Services
<b>Responsible Business Unit</b>	Information Services
<b>Responsible Officer</b>	Manager Information Services
<b>Affected Business Units</b>	All Business Units
<b>ECM Document Set ID</b>	4546026

## Purpose

To ensure acceptable use of all Information and Communications Technology (ICT) resources, including the electronic transfer of any of the City of Bayswater's (the City) information assets.

## Definitions

For the purpose of this policy —

**ICT Resources** means electronic data exchange, via internal and external data networks, internet access, E-mail and any other electronic data transfer using City of Bayswater equipment and services.

## Policy Statement

In order to protect the integrity of the City's data and ICT facilities, the City adopts the following policy

1. The use of the City's ICT resources must be consistent with the City's business operations.
2. All persons are accountable for their use of the City's ICT facilities and the handling of information.
3. The network, and its networks are to be used only in a manner that is consistent with the aims and requirements of the City and with this policy, including but not limited to:
  - a) The control of access to information relating to the City's functions, objectives and mission.
  - b) The control of access to all information relating to the City's employees.
  - c) The control of access to all information entrusted to the City by residents of the City of Bayswater.
  - d) The protection of business communications with external parties that relate to the City's functions objectives and or mission.
  - e) Compliance reporting
  - f) Access to the City's ICT and Information assets is to be limited to those persons that have a genuine business need-to-know and is to be allocated on a strict least-privilege basis.
4. Maintaining relevant professional business relationships with other organisations and agencies.

5. Limited personal (occasional use and low network traffic) use is permitted but must not interfere with the City’s business operations.
6. Improper use of the City’s ICT facilities will be addressed in accordance with this policy and may lead to disciplinary action, criminal prosecution, or both.

**Related Legislation**

*State Records Act 2000*

*Freedom of Information Act 1992*

*Privacy Act 1988*

*WA Government Office of Digital Government Security Policy*

**Related Documentation**

City of Bayswater - Code of Ethics for Employees

City of Bayswater Acceptable Use of Information Technology Management Practice

**Document details**

<b>Relevant delegations</b>	Nil.		
<b>Risk evaluation</b>	High		
<b>Strategic link</b>	Communicate in in a clear and transparent way. Provide the community with useful information about the Council’s policies, services and events and advise the community of engagement outcomes.		
<b>Council adoption</b>	22 May 2018	<b>Resolution</b>	13.5
<b>Next review due</b>	June 2025		
<b>Reviewed/modified</b>	25 July 2023	<b>Resolution</b>	10.5.1.4



# Use of City Information Resources Policy

<b>Responsible Division</b>	Corporate Services
<b>Responsible Business Unit</b>	Information Services
<b>Responsible Officer</b>	Manager Digital Solutions and Services
<b>Affected Business Units</b>	All Business Units
<b>ECM Document Set ID</b>	4546026

## Purpose

To ensure acceptable use of all Information and Communications Technology (ICT) resources, including the electronic creation, access, storage, processing and transfer ~~the electronic transfer~~ of any of the City of Bayswater's (the City) information assets.

## Scope Definitions

For the purpose of this policy —

**ICT Resources** means electronic data exchange, via internal and external data networks, internet access, E-mail and any other electronic data transfer using City of Bayswater equipment and services including the City-approved cloud services and AI-enabled tools and services.

**City information assets** means information created, received, maintained, transmitted or stored by the City in the course of its operations, in any format (including electronic), including information processed or stored by external service providers on behalf of the City.

## Definitions Scope

In order to protect the integrity of the City's data and ICT facilities, the City adopts the following policy

1. The use of the City's ICT resources must be consistent with the City's business operations.
2. All persons are accountable for their use of the City's ICT facilities and the handling of information.
3. The network, and its networks are to be used only in a manner that is consistent with the aims and requirements of the City and with this policy, including but not limited to:
  - a) The control of access to information relating to the City's functions, objectives and mission.
  - b) The control of access to all information relating to the City's employees.
  - c) The control of access to all information entrusted to the City by residents of the City of Bayswater.
  - d) The protection of business communications and the City information assets with external parties (including external service providers) that relate to the City's functions objectives and or mission.

- e) Compliance and reporting
  - f) Access to the City's ICT and Information assets is to be limited to those persons that have a genuine business need-to-know and is to be allocated on a strict least-privilege basis.
4. Maintaining relevant professional business relationships with other organisations and agencies.
  5. Limited personal (occasional use and low network traffic) use is permitted but must not interfere with the City's business operations.

Improper use of the City's ICT facilities will be addressed in accordance with this policy and may lead to disciplinary action, criminal prosecution, or both.

**Policy Statement**

~~1. Clause 1.~~

~~2. Clause 2.~~

**Subheading 1**

~~3. Clause 3.~~

~~a. Use letters to identify a hierarchy or sequence.~~

~~4. Clause 3.~~

~~• Use bullet points for items that come in no specific order.~~

**Related Legislation**

*State Records Act 2000*

*Freedom of Information Act 1992*

*Privacy Act 1988*

*WA Government Office of Digital Government Security Policy*

**Related Documentation**

City of Bayswater - Code of Ethics for Employees

City of Bayswater Acceptable Use of Information Technology Management Practice

[City of Bayswater – Artificial Intelligence Management Practice](#)

[City of Bayswater – Information Handling and Privacy Policy](#)

**Document details**

<b>Relevant delegations</b>	Nil		
<b>Risk evaluation</b>	High		
<b>Strategic link</b>	Communicate in a clear and transparent way. Provide the community with useful information about the Council's policies, services and events and advise the community of engagement outcomes.		
<b>Council adoption</b>	22 May 2018	<b>Resolution</b>	13.5
<b>Next review due</b>	June 2025		
<b>Reviewed/modified</b>	25 July 2023	<b>Resolution</b>	10.5.1.4
<b>Revision details</b>	[description]		

Tracked Changes



# Use of City Information Resources Policy

<b>Responsible Division</b>	Corporate Services
<b>Responsible Business Unit</b>	Information Services
<b>Responsible Officer</b>	Manager Digital Solutions and Services
<b>Affected Business Units</b>	All Business Units
<b>ECM Document Set ID</b>	4546026

## Purpose

To ensure acceptable use of all Information and Communications Technology (ICT) resources, including the electronic creation, access, storage, processing and transfer of any of the City of Bayswater's (the City) information assets.

## Definitions

For the purpose of this policy —

**ICT Resources** means electronic data exchange, via internal and external data networks, internet access, E-mail and any other electronic data transfer using City of Bayswater equipment and services including the City-approved cloud services and AI-enabled tools and services.

**City information assets** means information created, received, maintained, transmitted or stored by the City in the course of its operations, in any format (including electronic), including information processed or stored by external service providers on behalf of the City.

## Scope

In order to protect the integrity of the City's data and ICT facilities, the City adopts the following policy

1. The use of the City's ICT resources must be consistent with the City's business operations.
2. All persons are accountable for their use of the City's ICT facilities and the handling of information.
3. The network, and its networks are to be used only in a manner that is consistent with the aims and requirements of the City and with this policy, including but not limited to:
  - a) The control of access to information relating to the City's functions, objectives and mission.
  - b) The control of access to all information relating to the City's employees.
  - c) The control of access to all information entrusted to the City by residents of the City of Bayswater.
  - d) The protection of business communications and the City information assets with external parties (including external service providers) that relate to the City's functions objectives and or mission.

- e) Compliance and reporting
  - f) Access to the City's ICT and Information assets is to be limited to those persons that have a genuine business need-to-know and is to be allocated on a strict least-privilege basis.
4. Maintaining relevant professional business relationships with other organisations and agencies.
  5. Limited personal (occasional use and low network traffic) use is permitted but must not interfere with the City's business operations.

Improper use of the City's ICT facilities will be addressed in accordance with this policy and may lead to disciplinary action, criminal prosecution, or both.

**Related Legislation**

*State Records Act 2000*

*Freedom of Information Act 1992*

*Privacy Act 1988*

*WA Government Office of Digital Government Security Policy*

**Related Documentation**

City of Bayswater - Code of Ethics for Employees

City of Bayswater Acceptable Use of Information Technology Management Practice

City of Bayswater – Artificial Intelligence Management Practice

City of Bayswater – Information Handling and Privacy Policy

**Document details**

<b>Relevant delegations</b>	Nil
<b>Risk evaluation</b>	High
<b>Strategic link</b>	Communicate in in a clear and transparent way. Provide the community with useful information about the Council's policies, services and events and advise the community of engagement outcomes.
<b>Council adoption</b>	22 May 2018 <b>Resolution</b> 13.5
<b>Next review due</b>	June 2025
<b>Reviewed/modified</b>	25 July 2023 <b>Resolution</b> 10.5.1.4
<b>Revision details</b>	[description]

**10.5.1.2.2 Policy Review: Execution of Documents and Common Seal**

<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 Required.
<b>Attachments:</b>	1. Current Policy [9.2.2.1 - 8 pages] 2. Tracked Changed Policy [9.2.2.2 - 9 pages] 3. Draft Policy [9.2.2.3 - 8 pages]
<b>Refer:</b>	Item 10.6.1.2 OCM 31.01.2023 Item:10.4.8 OCM: 27.11.2018
<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 of the Local Government Act 1995.***

**SUMMARY**

This report presents a review of the *Execution of Documents and Application of Common Seal Policy* for consideration.

The proposed changes to the policy are to clarify the purpose of the policy, the circumstances under which the common seal can be applied, and City officers who are authorised to execute documents on behalf of the City.

**COUNCIL RESOLUTION**  
**(COMMITTEE/OFFICER’S RECOMMENDATION)**

**That Council adopts the revised *Execution of Documents and Application of Common Seal Policy* as contained in Attachment 3.**

**Cr Cale Black Moved, Cr Michelle Sutherland Seconded**

**CARRIED UNANIMOUSLY BY EXCEPTION (EN-BLOC): 8/0**

***For: Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.***

***Against: Nil.***

**BACKGROUND**

The *Execution of Documents and Application of Common Seal Policy* was first adopted by Council at its meeting of 27 November 2018. A copy of the current policy is provided in Attachment 1.

The Policy was last reviewed in January 2023 and is now due for further review.

**EXTERNAL CONSULTATION**

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

**OFFICER'S COMMENTS**

The following revisions are proposed to the '*Execution of Documents and Application of Common Seal Policy*':

Section Revision	Rationale
Purpose	Purpose statement updated to clarify that the purpose of the policy is to set out the protocols for affixing the common seal and to establish the circumstances under which City officers are authorised to execute documents on behalf of the City of Bayswater.
Policy Details	<p>Update to the policy details to specify that a document may be both physical and electronic, and includes letters and emails that convey decisions, establish obligations or are ceremonial.</p> <p>Specify that an electronic or digital signature may be an acceptable method of executing a document, if there is no legal requirement to witness the document, both parties have agreed to the use, and the signature identifies the signer and indicates their intention to be bound to the agreement.</p>
Affixing the Common Seal	<p>Clarification that the Common Seal is only to be used for certain documents.</p> <p>To specify the circumstances under which the Deputy Mayor or a Director are also authorised to affix and sign documents under the Common Seal.</p> <p>To specify that the Chief Executive Officer (CEO) is responsible for the safe custody and proper use of the Common Seal and for keeping a register of each time the Common Seal is used.</p>
Authority to Execute Documents on behalf of the City	<p>Explicit authorisation to execute documents on behalf of the City, and the limits to that authorisation.</p> <p>Removal of references to ‘Principals’, which is no longer a position in the City of Bayswater organisational structure.</p>
Register of documents executed by Common Seal	Deletion of this section as it is a duplication of the section ‘Affixing the Common Seal’.
Limitation of Specific Authorities	<p>Removal of references to ‘Principals’, which is no longer a position in the City of Bayswater organisational structure.</p> <p>Clarification that an authorised person may escalate a document for execution to a higher level of authorised person.</p> <p>Alignment of the Directors’ limitations with their subdelegated amount in delegation FM-D02 - Acceptance of Tenders and Expressions of Interest.</p> <p>Clarification that the limitations set out in the policy do not limit any authority that has been given by statute, delegated authority or operational authorisation.</p>

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**.

**LEGISLATIVE COMPLIANCE**

*Local Government Act 1995*

- Section 2.7 Role of Council
- Section 9.49A Execution of documents
- Section 9.49B Contract formalities
- Section 9.49 Documents, how authenticated

**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	Medium
Environment	Low	Low
Governance and Compliance	Low	Medium
Strategic Risk	SR07 - Unethical or inadequate governance and/or decision-making. SR08 - Business model fails to support an integrated and responsive delivery of services, facilities and infrastructure (Including leadership, structure and processes).	

**FINANCIAL IMPLICATIONS**

There are no financial implications associated with this report.

**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Council Plan 2025 – 2035, the following applies:

- Key Result Area: Leadership and Governance
- Outcome 5.1 Good Governance
- Objective 5.1.1 Provide ethical and accountable governance.

**CONCLUSION**

City officers recommend that the Council adopts the revised *Execution of Documents and Application of Common Seal Policy*.



# Execution of Documents and Application of Common Seal Policy

<b>Responsible Division</b>	Office of the Chief Executive Officer
<b>Responsible Business Unit</b>	Office of the Chief Executive Officer
<b>Responsible Officer</b>	Chief Executive Officer
<b>Affected Business Units</b>	All Business Units
<b>ECM Document Set ID</b>	3267108

## Purpose

To establish procedures for:

- a) Affixing the City’s common seal; and
- b) Determining whether a document is executed by way of common seal or signed by an authorised employee.

## Policy Details

In accordance with section 9.49A of the *Local Government Act 1995 (WA)*, a document is duly executed by a local government if the common seal is affixed to it or it is signed by an officer authorised to do so.

The execution requirements, including the making, varying or discharge of documents pursuant to section 9.49B of the *Local Government Act*, shall be as outlined in Attachment 1 of this Policy.

### Procedure for Affixing the Common Seal

The Mayor and Chief Executive Officer are authorised to affix and sign all documents to be executed under the common seal; however, in the absence of the Mayor and/or the Chief Executive Officer, as the case may be, the Deputy Mayor and a Director as authorised in accordance with the provisions of the *Local Government Act 1995 (WA)*.

### Procedure for Execution by Authorised Officers

Employees authorised under section 9.49A of the *Local Government Act 1995 (WA)* may sign the documents identified for that purpose as set out in Attachment 1 of this Policy.

Directors may only execute documents relevant to matters within the scope of the activity of their Directorate. Documents relevant to the activities of multiple Directorates may only be executed by the Chief Executive Officer.

Managers may only execute documents relevant to matters within the scope of activity of their Branch. Documents relevant to the activities of multiple Branches, may only be executed by the relevant director, or where Branches within multiple Directorates are affected, the Chief Executive Officer.

Principals may only execute documents relevant to matters within the scope of the area of their service area. Documents relevant to the activities of multiple service areas are affected may only be executed by

the relevant manager. Documents relevant to the activities of multiple Branches may only be executed by the relevant director, or where Branches within multiple Directorates are affected, the Chief Executive Officer.

### Register of documents executed under Common Seal

Details of all transactions where the common seal has been affixed shall be recorded in a register, with such register to record each date on which the common seal was affixed to a document, the nature of the said document, and the parties to any agreement to which the common seal was affixed. The register is to record each transaction with a reference number that may be retrieved in the City's document management software.

### Limitation on Specific Authorities

The specific authorities established in **Attachment 1** are limited by the following conditions:

- 1. Chief Executive Officer**
  - a) Unlimited \$value; and/or
  - b) Commitment period is specifically resolved by Council or in any other case, no greater than a 5 year period; and/or
  - c) Moderate or lesser financial risk, legal complexity or political sensitivity, unless specifically resolved by Council.
- 2. Director**
  - a) <\$250,000p/a; and/or
  - b) Commitment is no greater than 3 year period; and/or
  - c) Moderate or lesser level of financial risk, legal complexity or political sensitivity.
- 3. Manager**
  - a) <\$100,000p/a; and/or
  - b) Commitment is no greater than a 3 year period; and/or
  - c) Minor or lesser level of financial risk, legal complexity or political sensitivity.
- 4. Principal**
  - a) <\$50,000; and/or
  - b) Commitment is no greater than a 3 year period; and/or
  - c) Minor or lesser level of financial risk, legal complexity or political sensitivity.

### Deputising or Signing on Behalf of Another Person

In accordance with section 9.49A(4) of the *Local Government Act 1995* (WA), which requires authority for execution of documents to be resolved by Council, a document may only be executed by a person who holds a position authorised by Council's adoption of this Policy.

Therefore, in the absence of a person authorised by this policy another person may deputise where they have been appointed in writing to act in the authorised person

## Related Legislation

*Local Government Act 1995 (WA)*

## Document details

<b>Relevant delegations</b>	EFD-02, Execution of Documents
<b>Risk evaluation</b>	Moderate
<b>Strategic link</b>	Leadership and Governance
<b>Council adoption</b>	27 November 2018
<b>Reviewed/modified</b>	7 April 2020
<b>Reviewed/modified</b>	31 January 2023
<b>Next review due</b>	Q4, 2025

Current

Attachment 1

DOCUMENT TYPE Note: (✓) Common Seal <u>only</u> to be applied where specified in a document prepared by an external party	COMMON SEAL	MAYOR	EXECUTION BY SIGNATURE ONLY (AUTHORISED EMPLOYEES)			
			CEO	Director	Manager	Principal
Local Laws – made and amended	✓	x	x	x	x	x
Planning Schemes – adopted and amended	✓	x	x	x	x	x
Land Transaction documents, including <ul style="list-style-type: none"> <li>• Sale;</li> <li>• Purchase;</li> <li>• Vesting;</li> <li>• Contributed assets;</li> <li>• Notifications of factors affecting land under s 70A of the Land Transfer Act 1893 – lodge or withdraw</li> <li>• Easements – by land transfer                             <ul style="list-style-type: none"> <li>○ Rights of carriage way;</li> <li>○ Right of support to land burdening by buildings;</li> <li>○ Rights to erect a party wall;</li> <li>○ Rights to light and air (Property Law Act 1969);</li> <li>○ Rights to take water from wells or bores;</li> <li>○ Rights to install, maintain and operate oil, gas or other pipelines</li> <li>○ Rights to install, maintain and operate electric power lines, telephone and other cables and supporting pylons.</li> </ul> </li> <li>• Restrictive Covenants – by land transfer</li> <li>• Deeds – land transfer for public purposes</li> </ul>	✓	x	✓	x	x	x

DOCUMENT TYPE Note: (✓) Common Seal <u>only</u> to be applied where specified in a document prepared by an external party	COMMON SEAL	MAYOR	EXECUTION BY SIGNATURE ONLY (AUTHORISED EMPLOYEES)			
			CEO	Director	Manager	Principal
<i>NOTE: Based on execution clause and requirements of specific documents.</i>						
Mortgages, Loans and Debentures	✓	x	x	x	x	x
Power of Attorney to act for the City <i>NOTE: Requires both Mayor and Chief Executive Officer signature</i>	x	✓	✓	x	x	x
Land Transaction documents, including: <ul style="list-style-type: none"> <li>• Caveats – registering or removing</li> <li>• Leases</li> <li>• Easements – by deed, deposited plan or other legal instrument                             <ul style="list-style-type: none"> <li>○ Rights of carriageway;</li> <li>○ Rights of support to land burdened by buildings;</li> <li>○ Rights to erect a party wall;</li> <li>○ Rights to light and air (Property Law Act 1969 (WA));</li> <li>○ Rights to take water from wells or bores;</li> <li>○ Rights to install and operate drains and drainage works;</li> <li>○ Rights to install, maintain and operate oil, gas or other pipelines; and</li> <li>○ Rights to install, maintain and operate electric power lines, telephone and other cables and supporting pylons.</li> </ul> </li> <li>• Restrictive covenants – lodge, modify or withdraw (other than by land transfer)</li> <li>• Deeds</li> <li>• Legal agreements</li> </ul>	(✓)	x	✓	x	x	x

DOCUMENT TYPE Note: (✓) Common Seal <u>only</u> to be applied where specified in a document prepared by an external party	COMMON SEAL	MAYOR	EXECUTION BY SIGNATURE ONLY (AUTHORISED EMPLOYEES)			
			CEO	Director	Manager	Principal
State or Commonwealth Government Funding Agreements <i>NOTE: Subject to relevant delegated authority, any of the identified authorised officers can execute</i>	(✓)	x	✓	✓	x	x
Grants and Funding Agreements with private agencies (incoming and outgoing) <i>NOTE: Subject to relevant delegated authority, any of the identified authorised officers can execute</i>	(✓)	x	✓	x	x	x
Memorandum of Understanding	(✓)	x	✓	✓	✓	✓
Contracts and legal instruments, including contract variations, related to: <ul style="list-style-type: none"> <li>• Procurement Contracts</li> <li>• Service Agreements (incoming or outgoing services)</li> <li>• Heritage Agreements</li> <li>• Acquittal of planning conditions</li> <li>• Maintenance of the public realm</li> </ul>	(✓)	x	✓	✓	✓	✓
Development, subdivision and strata-title approvals for City Land	x	x	✓	✓	x	x
Memorial <ul style="list-style-type: none"> <li>• <u>Deed Poll Registration</u>: A document lodged under the Registration of Deeds Act 1856, notifying the change of name of a person</li> <li>• <u>Memorial of Advertisement</u>: A document lodged at the Office of Titles by a Local Authority evidencing that the legal requirements necessary to sell land for the non-payment of rates, have been attended to.</li> </ul>	x	x	✓	✓	x	x

DOCUMENT TYPE Note: (✓) Common Seal <u>only</u> to be applied where specified in a document prepared by an external party	COMMON SEAL	MAYOR	EXECUTION BY SIGNATURE ONLY (AUTHORISED EMPLOYEES)			
			CEO	Director	Manager	Principal
<ul style="list-style-type: none"> <li>Prohibiting dealings in land: A document lodged at the Office of Titles under one of a number of statutes, which when noted on a Certificate of Title acts as a caveat.</li> </ul>						
Documents that fulfil a statutory local government duty or power, for which there is no power of delegation or authorisation and is a matter which constitutes a potential risk to the City.	x	x	✓	✓	✓	✓
Communications on behalf of the City, with: <ul style="list-style-type: none"> <li>Commonwealth or State Ministers</li> <li>Sister City counterpart political or government leaders</li> </ul>	x	✓	✓	x	x	x
Communications on behalf of the City, with CEO's of: <ul style="list-style-type: none"> <li>Commonwealth or State Departments</li> <li>Industry representative bodies</li> </ul>	x	x	✓	✓	x	x
Communications on behalf of the City, relevant to the day to day operations of the City and which are subject of a level of political sensitivity or potential risk to the City.	x	x	✓	✓	✓	✓
Ceremonial Certificates – Common Seal may be affixed at the Mayor's discretion: <ul style="list-style-type: none"> <li>Honorary Freeman</li> </ul>	✓	✓	✓	x	x	x

DOCUMENT TYPE Note: (✓) Common Seal <u>only</u> to be applied where specified in a document prepared by an external party	COMMON SEAL	MAYOR	EXECUTION BY SIGNATURE ONLY (AUTHORISED EMPLOYEES)			
			CEO	Director	Manager	Principal
• Honorary Citizenship						
Deeds of Settlement – Employee matters	x	x	✓	x	x	x
Enterprise Bargaining Agreements	x	x	✓	x	x	x

Current



# Execution of Documents and Application of Common Seal Policy

<b>Responsible Division</b>	Office of the Chief Executive Officer
<b>Responsible Business Unit</b>	Office of the Chief Executive Officer
<b>Responsible Officer</b>	Chief Executive Officer
<b>Affected Business Units</b>	All Business Units
<b>ECM Document Set ID</b>	3267108

## Purpose

1. ~~The purpose of this policy is to establish procedures for:~~
  - a) ~~Protocols for a~~Affixing ~~and administration of~~ the City of Bayswater's ~~C~~ommon ~~S~~seal; and
  - b) ~~Authority for the Chief Executive Officer (CEO) and other authorised officers to execute documents on~~ behalf of the City of Bayswater. ~~Determining whether a document is executed by way of common seal or signed by an authorised employee.~~

## Policy Details

2. In accordance with section 9.49A of the *Local Government Act 1995* (WA), a document is duly executed by a local government if:
  - a. the common seal is affixed to it; or
  - a.b. it is signed by an officer authorised to do so.
3. ~~For the purposes of this policy, document means any paper or electronic document, including communications such as letters and emails, which:~~
  - a. convey a decision; or
  - b. establish an obligation on the City; or
  - c. is ceremonial
4. The execution requirements, including the making, varying or discharge of documents pursuant to section 9.49B of the *Local Government Act*, shall be as outlined in **Attachment 1** of this Policy.
- 2.5. ~~Nothing in this policy precludes the use of an electronic or digital signature as a method of execution, as long as there is no legal requirement for the physical witnessing of the document, both parties have agreed to the use, and the signature identifies the signer and indicates their intention to be bound.~~

## ~~Procedure for~~ Affixing the Common Seal

6. The Mayor and ~~Chief Executive Officer~~CEO are authorised to affix and sign all documents to be executed under the common seal.
7. ~~The Common Seal may be applied to documents that:~~
  - a. Give effect to decisions of Council; or
  - b. As detailed in **Attachment 1** of this Policy.

**Execution of Documents and  
Application of Common Seal Policy**

8. The Common Seal is to be applied in the presence of both:
- a. The Mayor (or in the Mayor's absence the Deputy Mayor); and
  - b. The CEO (or an Acting CEO or Director as authorised by the CEO).
3. ~~;~~ ~~however, in the absence of the Mayor and/or the Chief Executive Officer, as the case may be, the Deputy Mayor and a Director as authorised in accordance with the provisions of the *Local Government Act 1995* (WA).~~

**Administration of the Common Seal**

9. The CEO is to:
- a. Be responsible for the safe custody and proper use of the Common Seal; and
  - b. Maintain a register of each time the Common Seal is used.

**Procedure for Authority to Execute Documents on behalf of the City by Authorised Officers**

10. Where a person has written authority to make a decision that person also has the authority to sign documents which give effect to that decision.
11. Written authorities are:
- a. Delegated Authority;
  - b. Statutory Authority;
  - c. Operational Authorisation.
- 4.12. ~~The CEO and other~~ E\_employees authorised under this Policy ~~section 9.49A of the *Local Government Act 1995* (WA)~~ may sign the documents identified for that purpose as set out in **Attachment 1\_** ~~of this Policy.~~
- 5.13. ~~Directors may only execute documents relevant to matters within the scope of the activity of their Directorate. Documents relevant to the activities of multiple Directorates may only be executed by the Chief Executive Officer.~~
- 6.14. ~~Managers may only execute documents relevant to matters within the scope of activity of their Branch. Documents relevant to the activities of multiple Branches, may only be executed by the relevant director, or where Branches within multiple Directorates are affected, the Chief Executive Officer.~~

~~Principals may only execute documents relevant to matters within the scope of the area of their service area. Documents relevant to the activities of multiple service areas are affected may only be executed by the relevant manager. Documents relevant to the activities of multiple Branches may only be executed by the relevant director, or where Branches within multiple Directorates are affected, the Chief Executive Officer.~~

**Register of documents executed under Common Seal**

7. ~~Details of all transactions where the common seal has been affixed shall be recorded in a register, with such register to record each date on which the common seal was affixed to a document, the nature of the said document, and the parties to any agreement to which the common seal was affixed. The register is to record each transaction with a reference number that may be retrieved in the City's document management software.~~

**Limitation on Specific Authorities**

~~8.15.~~ The specific authorities established in **Attachment 1** are limited by the following conditions:

**i. Chief Executive Officer**

- a) Unlimited \$ value; and/or
- b) Commitment period is specifically resolved by Council or in any other case, no greater than a 5-year period; and/or
- c) Moderate or lesser financial risk, legal complexity or political sensitivity, unless specifically resolved by Council.

**ii. Director**

- a) ~~≤\$250,000p/a~~ the amount specified in the [Subdelegate Conditions of Delegation FM-D02 Acceptance of Quotations, Tenders and Expressions of Interest](#); and/or
- b) Commitment is no greater than 3-year period; and/or
- c) Moderate or lesser level of financial risk, legal complexity or political sensitivity.

**iii. Manager**

- a) ≤\$100,000p/a; and/or
- b) Commitment is no greater than a 3-year period; and/or
- c) Minor or lesser level of financial risk, legal complexity or political sensitivity.

**iv. Principal**

- a) <\$50,000; and/or
- b) Commitment is no greater than a 3-year period; and/or
- c) Minor or lesser level of financial risk, legal complexity or political sensitivity.

~~16. Where considered appropriate, an authorised person may escalate a document for execution to a higher level of authorised person.~~

~~17. The limitation on specific authorities does not limit the authority to sign documents that effect a decision made in accordance with statutory authority or delegated authority.~~

**Deputising or Signing on Behalf of Another Person**

~~9.18.~~ In accordance with section 9.49A(4) of the *Local Government Act 1995* (WA), which requires authority for execution of documents to be resolved by Council, a document may only be executed by a person who holds a position authorised by Council's adoption of this Policy.

~~40.19.~~ Therefore, in the absence of a person authorised by this policy another person may deputise where they have been appointed in writing to act ~~in-by~~ the authorised person.

**Related Legislation**

**Execution of Documents and  
Application of Common Seal Policy**

*Local Government Act 1995 (WA)*

- [Section 2.7 Role of Council](#)
- [Section 9.49A Execution of documents](#)
- [Section 9.49B Contract formalities](#)
- [Section 9.49 Documents, how authenticated](#)

**Document details**

<b>Relevant delegations</b>	EFD-02, Execution of Documents
<b>Risk evaluation</b>	Moderate
<b>Strategic link</b>	Leadership and Governance
<b>Council adoption</b>	27 November 2018
<b>Reviewed/modified</b>	7 April 2020
<b>Reviewed/modified</b>	31 January 2023
<b><u>Reviewed/modified</u></b>	<a href="#">9 February 2026</a>
<b>Next review due</b>	<a href="#">Q4, 2025February 2029</a>

tracked changes



Execution of Documents and Application of Common Seal Policy

Attachment 1

**Specific Authorities in Accordance with Section 9.49A(4) of the Local Government Act 1995**

Document Type Note: (✓) Common Seal <u>only</u> to be applied where specified in a document prepared by an external party	Common Seal	Mayor	Execution by signature only (authorised employees)			
			CEO	Director	Manager	Principal
Local Laws – made and amended	✓	x	x	x	x	x
Planning Schemes – adopted and amended	✓	x	x	x	x	x
Land Transaction documents, including <ul style="list-style-type: none"> <li>• Sale;</li> <li>• Purchase;</li> <li>• Vesting;</li> <li>• Contributed assets;</li> <li>• Notifications of factors affecting land under s 70A of the Land Transfer Act 1893 – lodge or withdraw</li> <li>• Easements – by land transfer                             <ul style="list-style-type: none"> <li>○ Rights of carriage way;</li> <li>○ Right of support to land burdening by buildings;</li> <li>○ Rights to erect a party wall;</li> <li>○ Rights to light and air (Property Law Act 1969);</li> <li>○ Rights to take water from wells or bores;</li> <li>○ Rights to install, maintain and operate oil, gas or other pipelines</li> <li>○ Rights to install, maintain and operate electric power lines, telephone and other cables and supporting pylons.</li> </ul> </li> <li>• Restrictive Covenants – by land transfer</li> <li>• Deeds – land transfer for public purposes</li> </ul> NOTE: Based on execution clause and requirements of specific documents.	✓	x	✓	x	x	x



**Execution of Documents and Application of Common Seal Policy**

Document Type Note: (✓) Common Seal <u>only</u> to be applied where specified in a document prepared by an external party	Common Seal	Mayor	Execution by signature only (authorised employees)			
			CEO	Director	Manager	Principal
Mortgages, Loans and Debentures	✓	x	x	x	x	x
Power of Attorney to act for the City <i>NOTE: Requires both Mayor and Chief Executive Officer signature</i>	x	✓	✓	x	x	x
Land Transaction documents, including: <ul style="list-style-type: none"> <li>• Caveats – registering or removing</li> <li>• Leases</li> <li>• Easements – by deed, deposited plan or other legal instrument                             <ul style="list-style-type: none"> <li>○ Rights of carriageway;</li> <li>○ Rights of support to land burdened by buildings;</li> <li>○ Rights to erect a party wall;</li> <li>○ Rights to light and air (Property Law Act 1969 (WA));</li> <li>○ Rights to take water from wells or bores;</li> <li>○ Rights to install and operate drains and drainage works;</li> <li>○ Rights to install, maintain and operate oil, gas or other pipelines; and</li> <li>○ Rights to install, maintain and operate electric power lines, telephone and other cables and supporting pylons.</li> </ul> </li> <li>• Restrictive covenants – lodge, modify or withdraw (other than by land transfer)</li> <li>• Deeds</li> <li>• Legal agreements</li> </ul>	(✓)	x	✓	x	x	x
State or Commonwealth Government Funding Agreements	(✓)	x	✓	✓	x	x



**Execution of Documents and Application of Common Seal Policy**

Document Type Note: (✓) Common Seal <u>only</u> to be applied where specified in a document prepared by an external party	Common Seal	Mayor	Execution by signature only (authorised employees)			
			CEO	Director	Manager	Principal
<i>NOTE: Subject to relevant delegated authority, any of the identified authorised officers can execute</i>						
Grants and Funding Agreements with private agencies (incoming and outgoing) <i>NOTE: Subject to relevant delegated authority, any of the identified authorised officers can execute</i>	(✓)	x	✓	x	x	x
Memorandum of Understanding	(✓)	x	✓	✓	✓	✓
Contracts and legal instruments, including contract variations, related to: <ul style="list-style-type: none"> <li>• Procurement Contracts</li> <li>• Service Agreements (incoming or outgoing services)</li> <li>• Heritage Agreements</li> <li>• Acquittal of planning conditions</li> <li>• Maintenance of the public realm</li> </ul>	(✓)	x	✓	✓	✓	✓
Development, subdivision and strata-title approvals for City Land	x	x	✓	✓	x	x

tracked change

**Execution of Documents and  
Application of Common Seal  
Policy**

Document Type Note: (✓) Common Seal <u>only</u> to be applied where specified in a document prepared by an external party	Common Seal	Mayor	Execution by signature only (authorised employees)			
			CEO	Director	Manager	Principal
Memorial <ul style="list-style-type: none"> <li>• <u>Deed Poll Registration</u>: A document lodged under the Registration of Deeds Act 1856, notifying the change of name of a person</li> <li>• <u>Memorial of Advertisement</u>: A document lodged at the Office of Titles by a Local Authority evidencing that the legal requirements necessary to sell land for the non-payment of rates, have been attended to.</li> <li>• <u>Prohibiting dealings in land</u>: A document lodged at the Office of Titles under one of a number of statutes, which when noted on a Certificate of Title acts as a caveat.</li> </ul>	x	x	✓	✓	x	x
Documents that fulfil a statutory local government duty or power, for which there is no power of delegation or authorisation and is a matter which constitutes a potential risk to the City.	x	x	✓	✓	✓	✓
Communications on behalf of the City, with: <ul style="list-style-type: none"> <li>• Commonwealth or State Ministers</li> <li>• Sister City counterpart political or government leaders</li> </ul>	x	✓	✓	x	x	x

tracked change

**Execution of Documents and  
Application of Common Seal  
Policy**

Document Type Note: (✓) Common Seal <u>only</u> to be applied where specified in a document prepared by an external party		Common Seal	Mayor	Execution by signature only (authorised employees)			
				CEO	Director	Manager	Principal
Communications on behalf of the City, with CEO's of:	is of a similar organisational level as the City of Bayswater Officer.	x	x	✓	✓	x	x
<ul style="list-style-type: none"> <li>Commonwealth or State Departments</li> <li>Industry representative bodies</li> </ul>							
Communications on behalf of the City, relevant to the day to day operations of the City and which are subject of a level of political sensitivity or potential risk to the City.		x	x	✓	✓	✓	✓
Ceremonial Certificates – Common Seal may be affixed at the Mayor's discretion:		✓	✓	✓	x	x	x
<ul style="list-style-type: none"> <li>Honorary Freeman</li> <li>Honorary Citizenship</li> </ul>							
Deeds of Settlement – Employee matters		x	x	✓	x	x	x
Enterprise Bargaining Agreements		x	x	✓	x	x	x

tracked change



# Execution of Documents and Application of Common Seal Policy

<b>Responsible Division</b>	Office of the Chief Executive Officer
<b>Responsible Business Unit</b>	Office of the Chief Executive Officer
<b>Responsible Officer</b>	Chief Executive Officer
<b>Affected Business Units</b>	All Business Units
<b>ECM Document Set ID</b>	3267108

## Purpose

1. The purpose of this policy is to establish:
  - a. Protocols for affixing and administration of the City of Bayswater Common Seal; and
  - b. Authority for the Chief Executive Officer (CEO) and other authorised officers to execute documents on behalf of the City of Bayswater.

## Policy Details

2. In accordance with section 9.49A of the *Local Government Act 1995* (WA), a document is duly executed by a local government if;
  - a. the common seal is affixed to it; or
  - b. it is signed by an officer authorised to do so.
3. For the purposes of this policy, document means any paper or electronic document, including communications such as letters and emails, which:
  - a. convey a decision; or
  - b. establish an obligation on the City; or
  - c. is ceremonial
4. The execution requirements, including the making, varying or discharge of documents pursuant to section 9.49B of the *Local Government Act*, shall be as outlined in **Attachment 1** of this Policy.
5. Nothing in this policy precludes the use of an electronic or digital signature as a method of execution, as long as there is no legal requirement for the physical witnessing of the document, both parties have agreed to the use, and the signature identifies the signer and indicates their intention to be bound.

## Affixing the Common Seal

6. The Mayor and CEO are authorised to affix and sign all documents to be executed under the common seal.
7. The Common Seal may be applied to documents that:
  - a. Give effect to decisions of Council; or
  - b. As detailed in **Attachment 1** of this Policy.

**Execution of Documents and  
Application of Common Seal Policy**

8. The Common Seal is to be applied in the presence of both:
  - a. The Mayor (or in the Mayor's absence the Deputy Mayor); and
  - b. The CEO (or an Acting CEO or Director as authorised by the CEO).

**Administration of the Common Seal**

9. The CEO is to:
  - a. Be responsible for the safe custody and proper use of the Common Seal; and
  - b. Maintain a register of each time the Common Seal is used.

**Authority to Execute Documents on behalf of the City**

10. Where a person has written authority to make a decision that person also has the authority to sign documents which give effect to that decision.
11. Written authorities are:
  - a. Delegated Authority;
  - b. Statutory Authority;
  - c. Operational Authorisation.
12. The CEO and other employees authorised under this Policy may sign the documents identified for that purpose as set out in **Attachment 1**.
13. Directors may only execute documents relevant to matters within the scope of the activity of the Directorate. Documents relevant to the activities of multiple Directorates may only be executed by the Chief Executive Officer.
14. Managers may only execute documents relevant to matters within the scope of activity of the Branch. Documents relevant to the activities of multiple Branches, may only be executed by the relevant director, or where Branches within multiple Directorates are affected, the Chief Executive Officer.

**Limitation on Specific Authorities**

15. The specific authorities established in **Attachment 1** are limited by the following conditions:
  - a. **Chief Executive Officer**
    - i. Unlimited \$ value; and/or
    - ii. Commitment period is specifically resolved by Council or in any other case, no greater than a 5-year period; and/or
    - iii. Moderate or lesser financial risk, legal complexity or political sensitivity, unless specifically resolved by Council.
  - b. **Director**
    - i. ≤ the amount specified in the Subdelegate Conditions of Delegation FM-D02 Acceptance of Quotations, Tenders and Expressions of Interest; and/or
    - ii. Commitment is no greater than 3-year period; and/or
    - iii. Moderate or lesser level of financial risk, legal complexity or political sensitivity.

**Execution of Documents and  
Application of Common Seal Policy**

- c. **Manager**
  - i. ≤\$100,000p/a; and/or
  - ii. Commitment is no greater than a 3-year period; and/or
  - iii. Minor or lesser level of financial risk, legal complexity or political sensitivity.
- 16. Where considered appropriate, an authorised person may escalate a document for execution to a higher level of authorised person.
- 17. The limitation on specific authorities does not limit the authority to sign documents that effect a decision made in accordance with statutory authority or delegated authority.

**Deputising or Signing on Behalf of Another Person**

- 18. In accordance with section 9.49A(4) of the *Local Government Act 1995* (WA), which requires authority for execution of documents to be resolved by Council, a document may only be executed by a person who holds a position authorised by Council’s adoption of this Policy.
- 19. Therefore, in the absence of a person authorised by this policy another person may deputise where they have been appointed in writing to act by the authorised person.

**Related Legislation**

*Local Government Act 1995* (WA)

- Section 2.7 Role of Council
- Section 9.49A Execution of documents
- Section 9.49B Contract formalities
- Section 9.49 Documents, how authenticated

**Document details**

<b>Relevant delegations</b>	EFD-02, Execution of Documents
<b>Risk evaluation</b>	Moderate
<b>Strategic link</b>	Leadership and Governance
<b>Council adoption</b>	27 November 2018
<b>Reviewed/modified</b>	7 April 2020
<b>Reviewed/modified</b>	31 January 2023
<b>Reviewed/modified</b>	9 February 2026
<b>Next review due</b>	February 2029



Execution of Documents and Application of Common Seal Policy

**Attachment 1**  
**Specific Authorities in Accordance with Section 9.49A(4) of the Local Government Act 1995**

Document Type Note: (✓) Common Seal <u>only</u> to be applied where specified in a document prepared by an external party	Common Seal	Mayor	Execution by signature only (authorised employees)			
			CEO	Director	Manager	
Local Laws – made and amended	✓	x	x	x	x	
Planning Schemes – adopted and amended	✓	x	x	x	x	
Land Transaction documents, including <ul style="list-style-type: none"> <li>• Sale;</li> <li>• Purchase;</li> <li>• Vesting;</li> <li>• Contributed assets;</li> <li>• Notifications of factors affecting land under s 70A of the Land Transfer Act 1893 – lodge or withdraw</li> <li>• Easements – by land transfer                             <ul style="list-style-type: none"> <li>○ Rights of carriage way;</li> <li>○ Right of support to land burdening by buildings;</li> <li>○ Rights to erect a party wall;</li> <li>○ Rights to light and air (Property Law Act 1969);</li> <li>○ Rights to take water from wells or bores;</li> <li>○ Rights to install, maintain and operate oil, gas or other pipelines</li> <li>○ Rights to install, maintain and operate electric power lines, telephone and other cables and supporting pylons.</li> </ul> </li> <li>• Restrictive Covenants – by land transfer</li> <li>• Deeds – land transfer for public purposes</li> </ul> NOTE: Based on execution clause and requirements of specific documents.	✓	x	✓	x	x	



**Execution of Documents and Application of Common Seal Policy**

Document Type Note: (✓) Common Seal <u>only</u> to be applied where specified in a document prepared by an external party	Common Seal	Mayor	Execution by signature only (authorised employees)			
			CEO	Director	Manager	
Mortgages, Loans and Debentures	✓	x	x	x	x	
Power of Attorney to act for the City <i>NOTE: Requires both Mayor and Chief Executive Officer signature</i>	x	✓	✓	x	x	
Land Transaction documents, including: <ul style="list-style-type: none"> <li>• Caveats – registering or removing</li> <li>• Leases</li> <li>• Easements – by deed, deposited plan or other legal instrument                             <ul style="list-style-type: none"> <li>○ Rights of carriageway;</li> <li>○ Rights of support to land burdened by buildings;</li> <li>○ Rights to erect a party wall;</li> <li>○ Rights to light and air (Property Law Act 1969 (WA));</li> <li>○ Rights to take water from wells or bores;</li> <li>○ Rights to install and operate drains and drainage works;</li> <li>○ Rights to install, maintain and operate oil, gas or other pipelines; and</li> <li>○ Rights to install, maintain and operate electric power lines, telephone and other cables and supporting pylons.</li> </ul> </li> <li>• Restrictive covenants – lodge, modify or withdraw (other than by land transfer)</li> <li>• Deeds</li> <li>• Legal agreements</li> </ul>	(✓)	x	✓	x	x	
State or Commonwealth Government Funding Agreements	(✓)	x	✓	✓	x	



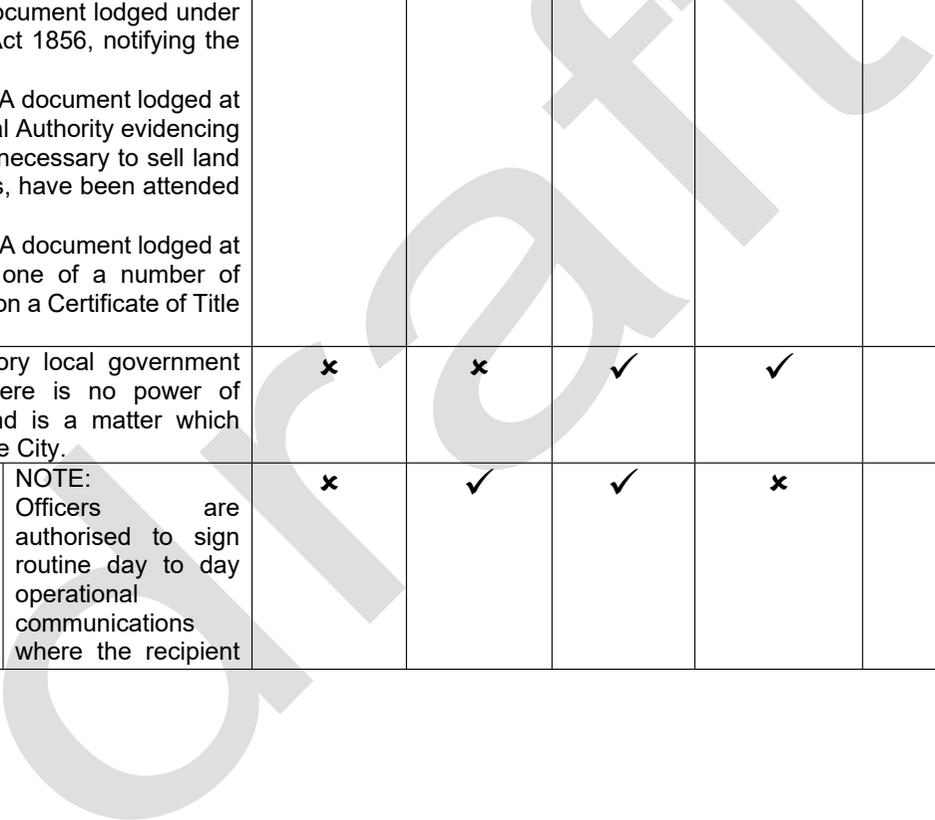
**Execution of Documents and Application of Common Seal Policy**

Document Type Note: (✓) Common Seal <u>only</u> to be applied where specified in a document prepared by an external party	Common Seal	Mayor	Execution by signature only (authorised employees)			
			CEO	Director	Manager	
<i>NOTE: Subject to relevant delegated authority, any of the identified authorised officers can execute</i>						
Grants and Funding Agreements with private agencies (incoming and outgoing) <i>NOTE: Subject to relevant delegated authority, any of the identified authorised officers can execute</i>	(✓)	x	✓	x	x	
Memorandum of Understanding	(✓)	x	✓	✓	✓	
Contracts and legal instruments, including contract variations, related to: <ul style="list-style-type: none"> <li>• Procurement Contracts</li> <li>• Service Agreements (incoming or outgoing services)</li> <li>• Heritage Agreements</li> <li>• Acquittal of planning conditions</li> <li>• Maintenance of the public realm</li> </ul>	(✓)	x	✓	✓	✓	
Development, subdivision and strata-title approvals for City Land	x	x	✓	✓	x	



**Execution of Documents and Application of Common Seal Policy**

Document Type Note: (✓) Common Seal <u>only</u> to be applied where specified in a document prepared by an external party	Common Seal	Mayor	Execution by signature only (authorised employees)			
			CEO	Director	Manager	
Memorial <ul style="list-style-type: none"> <li>• <u>Deed Poll Registration</u>: A document lodged under the Registration of Deeds Act 1856, notifying the change of name of a person</li> <li>• <u>Memorial of Advertisement</u>: A document lodged at the Office of Titles by a Local Authority evidencing that the legal requirements necessary to sell land for the non-payment of rates, have been attended to.</li> <li>• <u>Prohibiting dealings in land</u>: A document lodged at the Office of Titles under one of a number of statutes, which when noted on a Certificate of Title acts as a caveat.</li> </ul>	x	x	✓	✓	x	
Documents that fulfil a statutory local government duty or power, for which there is no power of delegation or authorisation and is a matter which constitutes a potential risk to the City.	x	x	✓	✓	✓	
Communications on behalf of the City, with: <ul style="list-style-type: none"> <li>• Commonwealth or State Ministers</li> <li>• Sister City counterpart political or government leaders</li> </ul>	x	✓	✓	x	x	





**Execution of Documents and Application of Common Seal Policy**

Document Type Note: (✓) Common Seal <u>only</u> to be applied where specified in a document prepared by an external party		Common Seal	Mayor	Execution by signature only (authorised employees)			
				CEO	Director	Manager	
Communications on behalf of the City, with CEO's of:	is of a similar organisational level as the City of Bayswater Officer.	x	x	✓	✓	x	
<ul style="list-style-type: none"> <li>Commonwealth or State Departments</li> <li>Industry representative bodies</li> </ul>							
Communications on behalf of the City, relevant to the day to day operations of the City and which are subject of a level of political sensitivity or potential risk to the City.		x	x	✓	✓	✓	
Ceremonial Certificates – Common Seal may be affixed at the Mayor's discretion:		✓	✓	✓	x	x	
<ul style="list-style-type: none"> <li>Honorary Freeman</li> <li>Honorary Citizenship</li> </ul>							
Deeds of Settlement – Employee matters		x	x	✓	x	x	
Enterprise Bargaining Agreements		x	x	✓	x	x	

**10.5.1.2.3 Policy Review: Electronic Attendance Policy**

<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 Required.
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Current Policy [<b>10.5.1.2.3.1</b> - 6 pages]</li> <li>2. Track Changes Policy [<b>10.5.1.2.3.2</b> - 6 pages]</li> <li>3. Draft Policy [<b>10.5.1.2.3.3</b> - 6 pages]</li> <li>4. Track Changes Policy Including Policy Committee Amendments [<b>10.5.1.2.3.4</b> - 7 pages]</li> <li>5. Draft Policy Including Policy Committee Amendments [<b>10.5.1.2.3.5</b> - 6 pages]</li> </ol>
<b>Refer:</b>	Item: 10.3.4.2 OCM: 28 March 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 presents a review of the *Electronic Attendance Policy* for consideration.

ADDITIONAL INFORMATION

At its meeting of 9 February 2026, the Policy Committee requested the City to prepare an addendum for this item to incorporate the following proposed amendments into the draft Policy:

1. A requirement for the Mayor to seek approval from the Deputy Mayor to attend a Council meeting electronically, prior to the meeting.
2. Amendment of clause 12 to remove the word 'preferably'.
3. Removal of clause 27, relating to the use of headphones.

The above amendments are shown in yellow in the amended policy with tracked changes in new **Attachment 4**. A draft copy with all amendments included is contained in **Attachment 5**.

In addition to the above, it is noted that there was a typographical error in the document control section of the original Policy, which incorrectly stated that the Policy was due for review in March of 2025. The correct review due date for the Policy is March 2026.

Recommendation Implications

In light of the above, it is recommended that the Council move a motion to adopt the revised *Electronic Attendance Policy* as contained in new **Attachment 5**, which incorporates the changes requested by the Policy Committee at its meeting of 9 February 2026.

**OFFICER'S RECOMMENDATION**

That Council adopts the revised *Electronic Attendance Policy* as contained in **Attachment 3**.

**COMMITTEE RECOMMENDATION TO COUNCIL**

That Council:

1. Adopts the revised Electronic Attendance Policy as contained in Attachment 3; and
2. Notes that an addendum will be provided with the item to Council incorporating the following proposed amendments:
  - (a) A requirement for the Mayor to seek approval from the Deputy Mayor to attend a Council meeting electronically, prior to the meeting.
  - (b) Amendment of clause 12 to remove the word 'preferably'.
  - (c) Removal of clause 27, relating to the use of headphones.

**COUNCIL RESOLUTION**

That Council adopts the revised *Electronic Attendance Policy* as contained in new Attachment 5, which incorporates the changes requested by the Policy Committee at its meeting of 9 February 2026.

Cr Anthony Pittaway Moved, Cr Calla Loiacono Seconded

CARRIED UNANIMOUSLY: 8/0

*For: Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.*

*Against: Nil.*

**REASON FOR CHANGE**

*Council changed the Committee's Recommendation to accept the Policy changes recommended by the Committee as provided in new Attachment 5.*

**BACKGROUND**

The Electronic Attendance Policy was first adopted by Council at its meeting of 28 March 2023, to introduce controls to manage risks associated with electronic attendance at meetings. A copy of the current policy is provided in Attachment 1.

The Policy is now due for review.

**EXTERNAL CONSULTATION**

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

**OFFICER'S COMMENTS**

The following revisions are proposed to the '*Electronic Attendance*' policy:

Revision	Rationale
Change of Business Unit Name	To align with the current organisational structure.
Removal of Clauses 19 and 20	Clauses 19 and 20 currently restrict electronic attendance to locations within Australia. However, it is considered that attendance from overseas locations should also be permitted, provided the other provisions of the Policy are complied with to ensure attendance remains secure.
Clause 27 amended to specify that use of public WIFI is not allowed for electronic attendance.	The policy previously stated that public Wi-Fi was not considered a suitable connection for electronic attendance. Given the significant security risks associated with using public Wi-Fi, the wording has been strengthened to clearly prohibit its use.

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**.

**LEGISLATIVE COMPLIANCE**

- *Disability Services Act 1993, s3.*
- *Local Government Act 1995*
- *Local Government (Administration) Regulations 1996, r.14C-r14E.*

**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**

Nil.

**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Council Plan 2025 – 2035, the following applies:

- Key Result Area: Leadership and Governance  
 Outcome 5.1 Good Governance  
 Objective 5.1.1 Provide ethical and accountable governance.

**CONCLUSION**

That the Council adopts the revised *Electronic Attendance Policy*.



# Electronic Attendance Policy

<b>Responsible Division</b>	Office of the Chief Executive Officer
<b>Responsible Business Unit</b>	Governance and Organisational Development and Planning
<b>Responsible Officer</b>	Manager Governance and Organisational Development and Planning
<b>Affected Business Units</b>	Governance and Organisational Development and Planning
<b>ECM Document Set ID</b>	TBA

## Purpose

This Policy establishes parameters for requests for electronic attendance at meetings and the expectations of Council and Committee members attending meetings electronically in relation to equipment and location.

## Scope

This Policy applies to electronic attendance at Ordinary Council Meetings, Special Council Meetings and Committee Meetings for Elected Members, Independent Members of Committees and City Officers who are members of Committees.

This policy also applies to Elected Member attendance at Agenda Briefing Forums, Council Briefing Sessions and Council Workshops.

## Definitions

For the purpose of this policy —

**Briefing** means a briefing session of Council as listed in the City of Bayswater Notice of Meetings or an Agenda Briefing Forum for an Ordinary Council Meeting.

**Meeting** means an Ordinary Council Meeting, Special Council Meeting, or Committee Meeting (including the Audit and Risk Management Committee) of the City of Bayswater.

**Natural Disaster** includes fire, flood, lightning, movement of land and storm.

**Relevant period** means the period of 12 months ending on the day on which the proposed meeting is to be held.

**Regulation** means a regulation from the *Local Government (Administration) Regulations 1996*.

**Regulations** means the *Local Government (Administration) Regulations 1996*.

**Workshop** means an informal workshop of Council as listed in the City of Bayswater Notice of Meetings

## Policy Statement

### Meetings Held by Electronic Means

1. Meetings may be held by electronic means in accordance with Regulation 14D(2).  
*“(2) A meeting may be held by electronic means —*
  - (a) if —*
    - (i) a public health emergency or a state of emergency exists in the whole or a part of the area of the district of a local government; and*
    - (ii) the mayor, president or council considers it appropriate for the meeting to be held by electronic means because of the public health emergency or state of emergency and having regard to the matters in subregulation (2B);*
  - or*
  - (b) if —*
    - (i) a direction is issued under the Public Health Act 2016 or the Emergency Management Act 2005 that prevents the meeting from being held in person; and*
    - (ii) the mayor, president or council authorises the meeting to be held by electronic means;*  
*or*
  - (c) if the council otherwise authorises the meeting to be held by electronic means.”*
2. Under the Regulations, Council cannot authorise a meeting to be held under subregulation (2)(c) if holding the proposed meeting under that authorisation would result in more than half of the meetings (including the proposed meeting) of the council or committee, in the relevant period, being held under an authorisation under subregulation (2)(C).
3. Council must have regard to whether the location from which each member attends the meeting via electronic means and the equipment the member intends to use to attend the meeting are deemed suitable for the member to be able to effectively engage in deliberations and communications during the meeting. Suitable locations and equipment are designated by the provisions of this Policy.

### Requests for Electronic Attendance at Meetings

4. Requests for electronic attendance at meetings must be made in accordance with Regulation 14C(2):  
*“(2) A member of a council or committee may attend a meeting by electronic means —*
  - (a) if —*
    - (i) a public health emergency or state of emergency exists or a natural disaster has occurred; and*
    - (ii) because of the public health emergency, state of emergency or natural disaster, the member is unable, or considers it inappropriate, to be present in person at the meeting; and*

(iii) *the member is authorised to attend the meeting by electronic means by the mayor, president or council;*

*or*

(b) *if the member is otherwise authorised to attend the meeting by electronic means by the mayor, president or council."*

5. Requests for electronic attendance at briefings and workshops are not legislated, however are covered by this Policy. If a member intends to attend an unlegislated meeting such as a briefing or workshop electronically, they do not need to ask for permission, but should advise [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au) at their earliest convenience to ensure the appropriate videoconferencing equipment is made available and tested prior to the meeting.
6. Requests for electronic attendance should be made preferably two business days prior to the meeting, briefing or workshop for which electronic attendance is being requested.
7. All requests for electronic attendance should specify the location from which the member wishes to attend the meeting and the equipment the member intends to use to attend the meeting.
8. Requests for electronic attendance at Ordinary Council Meetings are to be made by email to the Mayor and copied in to [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au); and the CEO.
9. Requests for electronic attendance at Committee Meetings are to be made by email to the Mayor and copied in to the Committee Chairperson, [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au); and the CEO.
10. Approval to attend a meeting electronically will be provided via return email from the Mayor, with a copy sent to all parties included on the original email request.
11. Should the application for electronic attendance at a meeting meet the requirements for approval as specified in this policy, and approval for electronic attendance is denied by the Mayor, the member may seek approval of the Council.
12. All requests for approval of electronic attendance by Council must be submitted to the Chief Executive Officer, and copied to [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au) preferably 10 clear business days ahead of the meeting at which the request is to be made.
13. A matrix can be found in Appendix 1 to this Policy, to assist with making requests for electronic attendance at meetings.

### Requirements for Approval

14. There is no limit to the number of meetings that can be attended electronically due to a public health emergency, state of emergency or a natural disaster (regulation 14(2)(a)).
15. For Ordinary Council Meetings, Special Council Meetings and Committee Meetings, the member's electronic attendance at the proposed meeting under r14(2)(b) of the Regulations must not result in the member attending more than half of the meetings (including the proposed meeting) of the Council or Committee in the relevant period under an authorisation under r14(2)(b) of the Regulations. This cap does not apply to a member who is a person with a disability as defined in s3 of the *Disability Services Act 1993*.

16. There is no cap on electronic attendance for Agenda Briefing Forums, briefings and workshops, however physical presence is encouraged, particularly for meetings that require a high level of collaboration and involvement.
17. The City's Governance team will record electronic attendance on the Attendance register and will advise the Mayor or Council if the requester is eligible for electronic attendance based on the percentage of meetings the person has attended electronically under Regulation 14C(2)(b).
18. In approving the request, the Mayor or Council must have regard to whether the location from which the member wishes to attend the meeting and the equipment the member intends to use to attend the meeting are deemed suitable for the member to be able to effectively engage in deliberations and communications during the meeting, in line with the provisions of this Policy.

### **Suitable Locations**

19. Locations within Australia and its Territories are considered to be suitable for electronic attendance.
20. Due to increased cyber security risks with overseas communications networks, attendance from international locations will not be approved.
21. The location from which the member attends must be indoors, quiet and private.
22. If other people are present at the location at the time of the meeting, the member must be able to close a door in order or take other measures required to minimise noise and maintain privacy.

### **Electronic Means**

23. The electronic means for all electronic meetings will be set up by City officers using a software or web-based application approved for use by the City.
24. City Officers will include the details of how to connect to all meetings electronically on the Outlook calendar invite for that meeting.

### **Suitable Networks and Equipment**

25. Members attending meetings electronically must connect through a suitable network and using suitable equipment.
25. Suitable networks include private home internet and WIFI, or a mobile hotspot from a trusted personal mobile device.
27. Due to increased cyber security risks, public WIFI is not considered to be a suitable connection for electronic attendance (this includes connections at cafes, airports, hotels and restaurants).
28. Suitable equipment for attending electronic meetings includes City provided devices (e.g. tablet or laptop) or a personal computer or laptop with a video camera. Mobile phones are not considered to be suitable for attending meetings electronically.
29. It is recommended that remote participants use fully charged headphones with at least 6 hours talk-time during the meeting.

### Maintaining Confidentiality During the Meeting

30. If the meeting or part of the meeting for which a member is attending electronically is to be closed to the public, the member must make a declaration that they can maintain confidentiality during the meeting or the closed part of the meeting (as the case requires).
31. This declaration must be recorded in the minutes of the meeting and should be worded as follows:  
  
*“I [Member Name], declare that I am able to maintain confidentiality during the closed part of this meeting. If I am no longer able to maintain confidentiality, I will excuse myself from the meeting.”*
32. Should the member make the above declaration and subsequently cannot maintain confidentiality, they must leave the meeting or the closed part of the meeting.
33. The declaration is to be made before the meeting goes behind closed doors.
34. Clauses 30. to 33. of this Policy apply to all attendees of meetings where the entire meeting is held by electronic means.

### Related Legislation

*Disability Services Act 1993, s3.*

*Local Government Act 1995*

*Local Government (Administration) Regulations 1996, r.14C-r14E.*

### Related Documentation

Nil.

### Document details

<b>Relevant delegations</b>	Nil.		
<b>Risk evaluation</b>	Moderate		
<b>Strategic link</b>	Communicate in a clear and transparent way.		
<b>Council adoption</b>	28 March 2023	<b>Resolution</b>	10.6.4.2
<b>Next review due</b>	March 2025		

Appendix 1

Matrix for Making Requests to Attend Meetings Electronically

No request is required to attend Agenda Briefing Forums, Council Briefings, and Council Workshops electronically, however please advise [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au) at your earliest convenience if you intend to attend electronically.

<b>The request for electronic attendance is due to a Public Health Emergency, State of Emergency or Natural Disaster</b>				
<b>Circumstance</b>	<b>Type of Meeting</b>	<b>Request Approval From</b>	<b>Copy In</b>	<b>50% Cap Applies?</b>
Initial request	Ordinary Council Meeting, Special Council Meeting	Mayor	CEO, <a href="#">Governance</a>	No
Initial request	Committee Meeting	Mayor	Committee Chairperson, CEO, <a href="#">Governance</a>	No
Application for electronic attendance has been denied by Mayor but meets the requirements for approval as specified in this policy	Ordinary Council Meeting, Special Council Meeting	Council. Send request to CEO at least 10 business days clear of the Council meeting at which the request is to be made.	<a href="#">Governance</a>	No

<b>The request for electronic attendance is <u>NOT</u> due to a Public Health Emergency, State of Emergency or Natural Disaster</b>				
<b>Circumstance</b>	<b>Type of Meeting</b>	<b>Request Approval From</b>	<b>Copy In</b>	<b>50% Cap Applies?</b>
Initial request	Ordinary Council Meeting, Special Council Meeting	Mayor	CEO, <a href="#">Governance</a>	Yes
Initial request	Committee Meeting	Mayor	Committee Chairperson, CEO, <a href="#">Governance</a>	Yes
Application for electronic attendance has been denied by Mayor but meets the requirements for approval as specified in this policy	Ordinary Council Meeting, Special Council Meeting	Council. Send request to CEO at least 10 business days clear of the Council meeting at which the request is to be made.	<a href="#">Governance</a>	Yes



# Electronic Attendance Policy

<b>Responsible Division</b>	Office of the Chief Executive Officer
<b>Responsible Business Unit</b>	Governance and <del>Organisational Development and Planning Strategy</del>
<b>Responsible Officer</b>	Manager Governance and <del>Organisational Development and Planning Strategy</del>
<b>Affected Business Units</b>	Governance and <del>Organisational Development and Planning Strategy</del>
<b>ECM Document Set ID</b>	<del>TBA4457890</del>

## Purpose

This Policy establishes parameters for requests for electronic attendance at meetings and the expectations of Council and Committee members attending meetings electronically in relation to equipment and location.

## Scope

This Policy applies to electronic attendance at Ordinary Council Meetings, Special Council Meetings and Committee Meetings for Elected Members, Independent Members of Committees and City Officers who are members of Committees.

This policy also applies to Elected Member attendance at Agenda Briefing Forums, Council Briefing Sessions and Council Workshops.

## Definitions

For the purpose of this policy —

**Briefing** means a briefing session of Council as listed in the City of Bayswater Notice of Meetings or an Agenda Briefing Forum for an Ordinary Council Meeting.

**Meeting** means an Ordinary Council Meeting, Special Council Meeting, or Committee Meeting (including the Audit and Risk Management Committee) of the City of Bayswater.

**Natural Disaster** includes fire, flood, lightning, movement of land and storm.

**Relevant period** means the period of 12 months ending on the day on which the proposed meeting is to be held.

**Regulation** means a regulation from the *Local Government (Administration) Regulations 1996*.

**Regulations** means the *Local Government (Administration) Regulations 1996*.

**Workshop** means an informal workshop of Council as listed in the City of Bayswater Notice of Meetings

## Policy Statement

### Meetings Held by Electronic Means

1. Meetings may be held by electronic means in accordance with Regulation 14D(2).  
 “(2) *A meeting may be held by electronic means —*
  - (a) *if —*
    - (i) *a public health emergency or a state of emergency exists in the whole or a part of the area of the district of a local government; and*
    - (ii) *the mayor, president or council considers it appropriate for the meeting to be held by electronic means because of the public health emergency or state of emergency and having regard to the matters in subregulation (2B);*
  - or*
  - (b) *if —*
    - (i) *a direction is issued under the Public Health Act 2016 or the Emergency Management Act 2005 that prevents the meeting from being held in person; and*
    - (ii) *the mayor, president or council authorises the meeting to be held by electronic means; or*
  - (c) *if the council otherwise authorises the meeting to be held by electronic means.”*
2. Under the Regulations, Council cannot authorise a meeting to be held under subregulation (2)(c) if holding the proposed meeting under that authorisation would result in more than half of the meetings (including the proposed meeting) of the council or committee, in the relevant period, being held under an authorisation under subregulation (2)(C).
3. Council must have regard to whether the location from which each member attends the meeting via electronic means and the equipment the member intends to use to attend the meeting are deemed suitable for the member to be able to effectively engage in deliberations and communications during the meeting. Suitable locations and equipment are designated by the provisions of this Policy.

### Requests for Electronic Attendance at Meetings

4. Requests for electronic attendance at meetings must be made in accordance with Regulation 14C(2):  
 “(2) *A member of a council or committee may attend a meeting by electronic means —*
  - (a) *if —*
    - (i) *a public health emergency or state of emergency exists or a natural disaster has occurred; and*
    - (ii) *because of the public health emergency, state of emergency or natural disaster, the member is unable, or considers it inappropriate, to be present in person at the meeting; and*

(iii) *the member is authorised to attend the meeting by electronic means by the mayor, president or council;*

*or*

(b) *if the member is otherwise authorised to attend the meeting by electronic means by the mayor, president or council.*

5. Requests for electronic attendance at briefings and workshops are not legislated, however are covered by this Policy. If a member intends to attend an unlegislated meeting such as a briefing or workshop electronically, they do not need to ask for permission, but should advise [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au) at their earliest convenience to ensure the appropriate videoconferencing equipment is made available and tested prior to the meeting.
6. Requests for electronic attendance should be made preferably two business days prior to the meeting, briefing or workshop for which electronic attendance is being requested.
7. All requests for electronic attendance should specify the location from which the member wishes to attend the meeting and the equipment the member intends to use to attend the meeting.
8. Requests for electronic attendance at Ordinary Council Meetings are to be made by email to the Mayor and copied in to [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au); and the CEO.
9. Requests for electronic attendance at Committee Meetings are to be made by email to the Mayor and copied in to the Committee Chairperson, [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au); and the CEO.
10. Approval to attend a meeting electronically will be provided via return email from the Mayor, with a copy sent to all parties included on the original email request.
11. Should the application for electronic attendance at a meeting meet the requirements for approval as specified in this policy, and approval for electronic attendance is denied by the Mayor, the member may seek approval of the Council.
12. All requests for approval of electronic attendance by Council must be submitted to the Chief Executive Officer, and copied to [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au) preferably 10 clear business days ahead of the meeting at which the request is to be made.
13. A matrix can be found in Appendix 1 to this Policy, to assist with making requests for electronic attendance at meetings.

### **Requirements for Approval**

14. There is no limit to the number of meetings that can be attended electronically due to a public health emergency, state of emergency or a natural disaster (regulation 14(2)(a)).
15. For Ordinary Council Meetings, Special Council Meetings and Committee Meetings, the member's electronic attendance at the proposed meeting under r14(2)(b) of the Regulations must not result in the member attending more than half of the meetings (including the proposed meeting) of the Council or Committee in the relevant period under an authorisation under r14(2)(b) of the Regulations. This cap does not apply to a member who is a person with a disability as defined in s3 of the *Disability Services Act 1993*.

16. There is no cap on electronic attendance for Agenda Briefing Forums, briefings and workshops, however physical presence is encouraged, particularly for meetings that require a high level of collaboration and involvement.
17. The City's Governance team will record electronic attendance on the Attendance register and will advise the Mayor or Council if the requester is eligible for electronic attendance based on the percentage of meetings the person has attended electronically under Regulation 14C(2)(b).
18. In approving the request, the Mayor or Council must have regard to whether the location from which the member wishes to attend the meeting and the equipment the member intends to use to attend the meeting are deemed suitable for the member to be able to effectively engage in deliberations and communications during the meeting, in line with the provisions of this Policy.

### Suitable Locations

- ~~19. Locations within Australia and its Territories are considered to be suitable for electronic attendance.~~
- ~~20. Due to increased cyber security risks with overseas communications networks, attendance from international locations will not be approved.~~
- ~~21.19.~~ The location from which the member attends must be indoors, quiet and private.
- ~~22.20~~ If other people are present at the location at the time of the meeting, the member must be able to close a door in order or take other measures required to minimise noise and maintain privacy.

### Electronic Means

- ~~23.21~~ The electronic means for all electronic meetings will be set up by City officers using a software or web-based application approved for use by the City.
- ~~24.22~~ City Officers will include the details of how to connect to all meetings electronically on the Outlook calendar invite for that meeting.

### Suitable Networks and Equipment

- ~~25.23~~ Members attending meetings electronically must connect through a suitable network and using suitable equipment.
- ~~25.24~~ Suitable networks include private home internet and WIFI, or a mobile hotspot from a trusted personal mobile device.
- ~~27.25~~ Due to increased cyber security risks, public WIFI is not ~~considered to be a suitable connection~~ allowed for electronic attendance (this includes connections at cafes, airports, hotels and restaurants).
- ~~28.26~~ Suitable equipment for attending electronic meetings includes City provided devices (e.g. tablet or laptop) or a personal computer or laptop with a video camera. Mobile phones are not considered to be suitable for attending meetings electronically.
- ~~29.27.~~ It is recommended that remote participants use fully charged headphones with at least 6 hours talk-time during the meeting.

### Maintaining Confidentiality During the Meeting

~~30~~28. If the meeting or part of the meeting for which a member is attending electronically is to be closed to the public, the member must make a declaration that they can maintain confidentiality during the meeting or the closed part of the meeting (as the case requires).

~~31~~29. This declaration must be recorded in the minutes of the meeting and should be worded as follows:

*"I [Member Name], declare that I am able to maintain confidentiality during the closed part of this meeting. If I am no longer able to maintain confidentiality, I will excuse myself from the meeting."*

~~32~~30. Should the member make the above declaration and subsequently cannot maintain confidentiality, they must leave the meeting or the closed part of the meeting.

~~33~~31. The declaration is to be made before the meeting goes behind closed doors.

~~34~~32. Clauses ~~30~~28. to ~~33~~31. of this Policy apply to all attendees of meetings where the entire meeting is held by electronic means.

### Related Legislation

*Disability Services Act 1993, s3.*

*Local Government Act 1995*

*Local Government (Administration) Regulations 1996, r.14C-r14E.*

### Related Documentation

Nil.

### Document details

<b>Relevant delegations</b>	Nil.		
<b>Risk evaluation</b>	Moderate		
<b>Strategic link</b>	Communicate in a clear and transparent way.		
<b>Council adoption</b>	28 March 2023	<b>Resolution</b>	10.6.4.2
<b>Next review due</b>	<del>March 2025</del> <u>February 2029</u>		

Appendix 1

Matrix for Making Requests to Attend Meetings Electronically

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<b>The request for electronic attendance is due to a Public Health Emergency, State of Emergency or Natural Disaster</b>				
<b>Circumstance</b>	<b>Type of Meeting</b>	<b>Request Approval From</b>	<b>Copy In</b>	<b>50% Cap Applies?</b>
Initial request	Ordinary Council Meeting, Special Council Meeting	Mayor	CEO, <a href="#">Governance</a>	No
Initial request	Committee Meeting	Mayor	Committee Chairperson, CEO, <a href="#">Governance</a>	No
Application for electronic attendance has been denied by Mayor but meets the requirements for approval as specified in this policy	Ordinary Council Meeting, Special Council Meeting	Council. Send request to CEO at least 10 business days clear of the Council meeting at which the request is to be made.	<a href="#">Governance</a>	No

<b>The request for electronic attendance is <u>NOT</u> due to a Public Health Emergency, State of Emergency or Natural Disaster</b>				
<b>Circumstance</b>	<b>Type of Meeting</b>	<b>Request Approval From</b>	<b>Copy In</b>	<b>50% Cap Applies?</b>
Initial request	Ordinary Council Meeting, Special Council Meeting	Mayor	CEO, <a href="#">Governance</a>	Yes
Initial request	Committee Meeting	Mayor	Committee Chairperson, CEO, <a href="#">Governance</a>	Yes
Application for electronic attendance has been denied by Mayor but meets the requirements for approval as specified in this policy	Ordinary Council Meeting, Special Council Meeting	Council. Send request to CEO at least 10 business days clear of the Council meeting at which the request is to be made.	<a href="#">Governance</a>	Yes



# Electronic Attendance Policy

<b>Responsible Division</b>	Office of the Chief Executive Officer
<b>Responsible Business Unit</b>	Governance and Strategy
<b>Responsible Officer</b>	Manager Governance and Strategy
<b>Affected Business Units</b>	Governance and Strategy
<b>ECM Document Set ID</b>	4457890

## Purpose

This Policy establishes parameters for requests for electronic attendance at meetings and the expectations of Council and Committee members attending meetings electronically in relation to equipment and location.

## Scope

This Policy applies to electronic attendance at Ordinary Council Meetings, Special Council Meetings and Committee Meetings for Elected Members, Independent Members of Committees and City Officers who are members of Committees.

This policy also applies to Elected Member attendance at Agenda Briefing Forums, Council Briefing Sessions and Council Workshops.

## Definitions

For the purpose of this policy —

**Briefing** means a briefing session of Council as listed in the City of Bayswater Notice of Meetings or an Agenda Briefing Forum for an Ordinary Council Meeting.

**Meeting** means an Ordinary Council Meeting, Special Council Meeting, or Committee Meeting (including the Audit and Risk Management Committee) of the City of Bayswater.

**Natural Disaster** includes fire, flood, lightning, movement of land and storm.

**Relevant period** means the period of 12 months ending on the day on which the proposed meeting is to be held.

**Regulation** means a regulation from the *Local Government (Administration) Regulations 1996*.

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**Workshop** means an informal workshop of Council as listed in the City of Bayswater Notice of Meetings

## Policy Statement

### Meetings Held by Electronic Means

1. Meetings may be held by electronic means in accordance with Regulation 14D(2).  
 “(2) A meeting may be held by electronic means —
  - (a) if —
    - (i) a public health emergency or a state of emergency exists in the whole or a part of the area of the district of a local government; and
    - (ii) the mayor, president or council considers it appropriate for the meeting to be held by electronic means because of the public health emergency or state of emergency and having regard to the matters in subregulation (2B);
  - or
  - (b) if —
    - (i) a direction is issued under the Public Health Act 2016 or the Emergency Management Act 2005 that prevents the meeting from being held in person; and
    - (ii) the mayor, president or council authorises the meeting to be held by electronic means; or
  - (c) if the council otherwise authorises the meeting to be held by electronic means.”
2. Under the Regulations, Council cannot authorise a meeting to be held under subregulation (2)(c) if holding the proposed meeting under that authorisation would result in more than half of the meetings (including the proposed meeting) of the council or committee, in the relevant period, being held under an authorisation under subregulation (2)(C).
3. Council must have regard to whether the location from which each member attends the meeting via electronic means and the equipment the member intends to use to attend the meeting are deemed suitable for the member to be able to effectively engage in deliberations and communications during the meeting. Suitable locations and equipment are designated by the provisions of this Policy.

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4. Requests for electronic attendance at meetings must be made in accordance with Regulation 14C(2):  
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    - (i) a public health emergency or state of emergency exists or a natural disaster has occurred; and
    - (ii) because of the public health emergency, state of emergency or natural disaster, the member is unable, or considers it inappropriate, to be present in person at the meeting; and

(iii) *the member is authorised to attend the meeting by electronic means by the mayor, president or council;*

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5. Requests for electronic attendance at briefings and workshops are not legislated, however are covered by this Policy. If a member intends to attend an unlegislated meeting such as a briefing or workshop electronically, they do not need to ask for permission but should advise [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au) at their earliest convenience to ensure the appropriate videoconferencing equipment is made available and tested prior to the meeting.
6. Requests for electronic attendance should be made preferably two business days prior to the meeting, briefing or workshop for which electronic attendance is being requested.
7. All requests for electronic attendance should specify the location from which the member wishes to attend the meeting and the equipment the member intends to use to attend the meeting.
8. Requests for electronic attendance at Ordinary Council Meetings are to be made by email to the Mayor and copied in to [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au); and the CEO.
9. Requests for electronic attendance at Committee Meetings are to be made by email to the Mayor and copied in to the Committee Chairperson, [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au); and the CEO.
10. Approval to attend a meeting electronically will be provided via return email from the Mayor, with a copy sent to all parties included on the original email request.
11. Should the application for electronic attendance at a meeting meet the requirements for approval as specified in this policy, and approval for electronic attendance is denied by the Mayor, the member may seek approval of the Council.
12. All requests for approval of electronic attendance by Council must be submitted to the Chief Executive Officer, and copied to [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au) preferably 10 clear business days ahead of the meeting at which the request is to be made.
13. A matrix can be found in Appendix 1 to this Policy, to assist with making requests for electronic attendance at meetings.

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14. There is no limit to the number of meetings that can be attended electronically due to a public health emergency, state of emergency or a natural disaster (regulation 14(2)(a)).
15. For Ordinary Council Meetings, Special Council Meetings and Committee Meetings, the member's electronic attendance at the proposed meeting under r14(2)(b) of the Regulations must not result in the member attending more than half of the meetings (including the proposed meeting) of the Council or Committee in the relevant period under an authorisation under r14(2)(b) of the Regulations. This cap does not apply to a member who is a person with a disability as defined in s3 of the *Disability Services Act 1993*.

16. There is no cap on electronic attendance for Agenda Briefing Forums, briefings and workshops, however physical presence is encouraged, particularly for meetings that require a high level of collaboration and involvement.
17. The City's Governance team will record electronic attendance on the Attendance register and will advise the Mayor or Council if the requester is eligible for electronic attendance based on the percentage of meetings the person has attended electronically under Regulation 14C(2)(b).
18. In approving the request, the Mayor or Council must have regard to whether the location from which the member wishes to attend the meeting and the equipment the member intends to use to attend the meeting are deemed suitable for the member to be able to effectively engage in deliberations and communications during the meeting, in line with the provisions of this Policy.

### **Suitable Locations**

19. The location from which the member attends must be indoors, quiet and private.
20. If other people are present at the location at the time of the meeting, the member must be able to close a door in order or take other measures required to minimise noise and maintain privacy.

### **Electronic Means**

21. The electronic means for all electronic meetings will be set up by City officers using a software or web-based application approved for use by the City.
22. City Officers will include the details of how to connect to all meetings electronically on the Outlook calendar invite for that meeting.

### **Suitable Networks and Equipment**

23. Members attending meetings electronically must connect through a suitable network and using suitable equipment.
24. Suitable networks include private home internet and WIFI, or a mobile hotspot from a trusted personal mobile device.
25. Due to increased cyber security risks, public WIFI is not allowed for electronic attendance (this includes connections at cafes, airports, hotels and restaurants).
26. Suitable equipment for attending electronic meetings includes City provided devices (e.g. tablet or laptop) or a personal computer or laptop with a video camera. Mobile phones are not considered to be suitable for attending meetings electronically.
27. It is recommended that remote participants use fully charged headphones with at least 6 hours talk-time during the meeting.

### **Maintaining Confidentiality During the Meeting**

28. If the meeting or part of the meeting for which a member is attending electronically is to be closed to the public, the member must make a declaration that they can maintain confidentiality during the meeting or the closed part of the meeting (as the case requires).

29. This declaration must be recorded in the minutes of the meeting and should be worded as follows:

*“I [Member Name], declare that I am able to maintain confidentiality during the closed part of this meeting. If I am no longer able to maintain confidentiality, I will excuse myself from the meeting.”*

30. Should the member make the above declaration and subsequently cannot maintain confidentiality, they must leave the meeting or the closed part of the meeting.

31. The declaration is to be made before the meeting goes behind closed doors.

32. Clauses 28 to 31 of this Policy apply to all attendees of meetings where the entire meeting is held by electronic means.

### Related Legislation

*Disability Services Act 1993, s3.*

*Local Government Act 1995*

*Local Government (Administration) Regulations 1996, r.14C-r14E.*

### Related Documentation

Nil.

### Document details

<b>Relevant delegations</b>	Nil.		
<b>Risk evaluation</b>	Moderate		
<b>Strategic link</b>	Communicate in a clear and transparent way.		
<b>Council adoption</b>	28 March 2023	<b>Resolution</b>	10.6.4.2
<b>Next review due</b>	February 2029		

Appendix 1

Matrix for Making Requests to Attend Meetings Electronically

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<b>The request for electronic attendance is due to a Public Health Emergency, State of Emergency or Natural Disaster</b>				
<b>Circumstance</b>	<b>Type of Meeting</b>	<b>Request Approval From</b>	<b>Copy In</b>	<b>50% Cap Applies?</b>
Initial request	Ordinary Council Meeting, Special Council Meeting	Mayor	CEO, <a href="#">Governance</a>	No
Initial request	Committee Meeting	Mayor	Committee Chairperson, CEO, <a href="#">Governance</a>	No
Application for electronic attendance has been denied by Mayor but meets the requirements for approval as specified in this policy	Ordinary Council Meeting, Special Council Meeting	Council. Send request to CEO at least 10 business days clear of the Council meeting at which the request is to be made.	<a href="#">Governance</a>	No

<b>The request for electronic attendance is <u>NOT</u> due to a Public Health Emergency, State of Emergency or Natural Disaster</b>				
<b>Circumstance</b>	<b>Type of Meeting</b>	<b>Request Approval From</b>	<b>Copy In</b>	<b>50% Cap Applies?</b>
Initial request	Ordinary Council Meeting, Special Council Meeting	Mayor	CEO, <a href="#">Governance</a>	Yes
Initial request	Committee Meeting	Mayor	Committee Chairperson, CEO, <a href="#">Governance</a>	Yes
Application for electronic attendance has been denied by Mayor but meets the requirements for approval as specified in this policy	Ordinary Council Meeting, Special Council Meeting	Council. Send request to CEO at least 10 business days clear of the Council meeting at which the request is to be made.	<a href="#">Governance</a>	Yes



# Electronic Attendance Policy

<b>Responsible Division</b>	Office of the Chief Executive Officer
<b>Responsible Business Unit</b>	Governance and <del>Organisational Development and Planning Strategy</del>
<b>Responsible Officer</b>	Manager Governance and <del>Organisational Development and Planning Strategy</del>
<b>Affected Business Units</b>	Governance and <del>Organisational Development and Planning Strategy</del>
<b>ECM Document Set ID</b>	<del>TBA4457890</del>

## Purpose

This Policy establishes parameters for requests for electronic attendance at meetings and the expectations of Council and Committee members attending meetings electronically in relation to equipment and location.

## Scope

This Policy applies to electronic attendance at Ordinary Council Meetings, Special Council Meetings and Committee Meetings for Elected Members, Independent Members of Committees and City Officers who are members of Committees.

This policy also applies to Elected Member attendance at Agenda Briefing Forums, Council Briefing Sessions and Council Workshops.

## Definitions

For the purpose of this policy —

**Briefing** means a briefing session of Council as listed in the City of Bayswater Notice of Meetings or an Agenda Briefing Forum for an Ordinary Council Meeting.

**Meeting** means an Ordinary Council Meeting, Special Council Meeting, or Committee Meeting (including the Audit and Risk Management Committee) of the City of Bayswater.

**Natural Disaster** includes fire, flood, lightning, movement of land and storm.

**Relevant period** means the period of 12 months ending on the day on which the proposed meeting is to be held.

**Regulation** means a regulation from the *Local Government (Administration) Regulations 1996*.

**Regulations** means the *Local Government (Administration) Regulations 1996*.

**Workshop** means an informal workshop of Council as listed in the City of Bayswater Notice of Meetings

## Policy Statement

### Meetings Held by Electronic Means

1. Meetings may be held by electronic means in accordance with Regulation 14D(2).  
 “(2) A meeting may be held by electronic means —
  - (a) if —
    - (i) a public health emergency or a state of emergency exists in the whole or a part of the area of the district of a local government; and
    - (ii) the mayor, president or council considers it appropriate for the meeting to be held by electronic means because of the public health emergency or state of emergency and having regard to the matters in subregulation (2B);
 or
  - (b) if —
    - (i) a direction is issued under the Public Health Act 2016 or the Emergency Management Act 2005 that prevents the meeting from being held in person; and
    - (ii) the mayor, president or council authorises the meeting to be held by electronic means; or
  - (c) if the council otherwise authorises the meeting to be held by electronic means.”
2. Under the Regulations, Council cannot authorise a meeting to be held under subregulation (2)(c) if holding the proposed meeting under that authorisation would result in more than half of the meetings (including the proposed meeting) of the council or committee, in the relevant period, being held under an authorisation under subregulation (2)(C).
3. Council must have regard to whether the location from which each member attends the meeting via electronic means and the equipment the member intends to use to attend the meeting are deemed suitable for the member to be able to effectively engage in deliberations and communications during the meeting. Suitable locations and equipment are designated by the provisions of this Policy.

### Requests for Electronic Attendance at Meetings

4. Requests for electronic attendance at meetings must be made in accordance with Regulation 14C(2):  
 “(2) A member of a council or committee may attend a meeting by electronic means —
  - (a) if —
    - (i) a public health emergency or state of emergency exists or a natural disaster has occurred; and
    - (ii) because of the public health emergency, state of emergency or natural disaster, the member is unable, or considers it inappropriate, to be present in person at the meeting; and

(iii) *the member is authorised to attend the meeting by electronic means by the mayor, president or council;*

or

(b) *if the member is otherwise authorised to attend the meeting by electronic means by the mayor, president or council.*"

5. If the Mayor intends to attend a council or committee meeting electronically (and not in accordance with Regulation 14C(2)(a)), they must seek and obtain approval from the Deputy Mayor prior to the meeting.

56. Requests for electronic attendance at briefings and workshops are not legislated, however are covered by this Policy. If a member intends to attend an unlegislated meeting such as a briefing or workshop electronically, they do not need to ask for permission, but should advise [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au) at their earliest convenience to ensure the appropriate videoconferencing equipment is made available and tested prior to the meeting.

67. Requests for electronic attendance should be made preferably two business days prior to the meeting, briefing or workshop for which electronic attendance is being requested.

78. All requests for electronic attendance should specify the location from which the member wishes to attend the meeting and the equipment the member intends to use to attend the meeting.

89. Requests for electronic attendance at Ordinary Council Meetings are to be made by email to the Mayor and copied in to [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au); and the CEO. If the Mayor is requesting approval to attend electronically, the request is to be made by email to the Deputy Mayor and copied in to [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au).

910. Requests for electronic attendance at Committee Meetings are to be made by email to the Mayor and copied in to the Committee Chairperson, [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au); and the CEO. If the Mayor is requesting approval to attend electronically, the request is to be made by email to the Deputy Mayor and copied in to the Committee Chairperson, [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au) and the CEO.

1011. Approval to attend a meeting electronically will be provided via return email from the Mayor, with a copy sent to all parties included on the original email request. Where the Mayor is the applicant, approval will be provided via return email from the Deputy Mayor.

112. Should the application for electronic attendance at a meeting meet the requirements for approval as specified in this policy, and approval for electronic attendance is denied by the Mayor, or where the Mayor is the applicant, by the Deputy Mayor, the member may seek approval of the Council.

1213. All requests for approval of electronic attendance by Council must be submitted to the Chief Executive Officer, and copied to [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au) preferably 10 clear business days ahead of the meeting at which the request is to be made.

1314. A matrix can be found in Appendix 1 to this Policy, to assist with making requests for electronic attendance at meetings.

### Requirements for Approval

- ~~14~~15. There is no limit to the number of meetings that can be attended electronically due to a public health emergency, state of emergency or a natural disaster (regulation 14(2)(a)).
- ~~14~~16. For Ordinary Council Meetings, Special Council Meetings and Committee Meetings, the member's electronic attendance at the proposed meeting under r14(2)(b) of the Regulations must not result in the member attending more than half of the meetings (including the proposed meeting) of the Council or Committee in the relevant period under an authorisation under r14(2)(b) of the Regulations. This cap does not apply to a member who is a person with a disability as defined in s3 of the *Disability Services Act 1993*.
- ~~14~~17. There is no cap on electronic attendance for Agenda Briefing Forums, briefings and workshops, however physical presence is encouraged, particularly for meetings that require a high level of collaboration and involvement.
- ~~14~~18. The City's Governance team will record electronic attendance on the Attendance register and will advise the Mayor or Council if the requester is eligible for electronic attendance based on the percentage of meetings the person has attended electronically under Regulation 14C(2)(b).
- ~~14~~19. In approving the request, the Mayor or Council must have regard to whether the location from which the member wishes to attend the meeting and the equipment the member intends to use to attend the meeting are deemed suitable for the member to be able to effectively engage in deliberations and communications during the meeting, in line with the provisions of this Policy.

### Suitable Locations

- ~~19.~~ ~~Locations within Australia and its Territories are considered to be suitable for electronic attendance.~~
- ~~20.~~ ~~Due to increased cyber security risks with overseas communications networks, attendance from international locations will not be approved.~~
- ~~21~~20. The location from which the member attends must be indoors, quiet and private.
- ~~22~~21. If other people are present at the location at the time of the meeting, the member must be able to close a door in order or take other measures required to minimise noise and maintain privacy.

### Electronic Means

- ~~23~~22. The electronic means for all electronic meetings will be set up by City officers using a software or web-based application approved for use by the City.
- ~~24~~23. City Officers will include the details of how to connect to all meetings electronically on the Outlook calendar invite for that meeting.

### Suitable Networks and Equipment

- ~~25~~24. Members attending meetings electronically must connect through a suitable network and using suitable equipment.

25-25. Suitable networks include private home internet and WIFI, or a mobile hotspot from a trusted personal mobile device.

27-26. Due to increased cyber security risks, public WIFI is not ~~considered to be a suitable connection~~ allowed for electronic attendance (this includes connections at cafes, airports, hotels and restaurants).

28-27. \_\_\_\_\_ Suitable equipment for attending electronic meetings includes City provided devices (e.g. tablet or laptop) or a personal computer or laptop with a video camera. Mobile phones are not considered to be suitable for attending meetings electronically.

29. ~~It is recommended that remote participants use fully charged headphones with at least 6 hours talk-time during the meeting.~~

### **Maintaining Confidentiality During the Meeting**

3028. \_If the meeting or part of the meeting for which a member is attending electronically is to be closed to the public, the member must make a declaration that they can maintain confidentiality during the meeting or the closed part of the meeting (as the case requires).

3129. \_ This declaration must be recorded in the minutes of the meeting and should be worded as follows:

*“I [Member Name], declare that I am able to maintain confidentiality during the closed part of this meeting. If I am no longer able to maintain confidentiality, I will excuse myself from the meeting.”*

3230. Should the member make the above declaration and subsequently cannot maintain confidentiality, they must leave the meeting or the closed part of the meeting.

33-31. The declaration is to be made before the meeting goes behind closed doors.

34-32. Clauses 3028. to 3331. of this Policy apply to all attendees of meetings where the entire meeting is held by electronic means.

### **Related Legislation**

*Disability Services Act 1993, s3.*

*Local Government Act 1995*

*Local Government (Administration) Regulations 1996, r.14C-r14E.*

### **Related Documentation**

Nil.

### **Document details**

**Relevant delegations** Nil.

**Risk evaluation** Moderate

<b>Strategic link</b>	Communicate in a clear and transparent way.		
<b>Council adoption</b>	28 March 2023	<b>Resolution</b>	10.6.4.2
<b>Next review due</b>	<del>March 2026</del> <u>February 2029</u>		

tracked changes - Policy Committee

Appendix 1

Matrix for Making Requests to Attend Meetings Electronically

No request is required to attend Agenda Briefing Forums, Council Briefings, and Council Workshops electronically, however please advise [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au) at your earliest convenience if you intend to attend electronically.

The request for electronic attendance is due to a Public Health Emergency, State of Emergency or Natural Disaster				
Circumstance	Type of Meeting	Request Approval From	Copy In	50% Cap Applies?
Initial request	Ordinary Council Meeting, Special Council Meeting	Mayor (Deputy Mayor if the applicant is the Mayor)	CEO, <a href="#">Governance</a>	No
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# Electronic Attendance Policy

<b>Responsible Division</b>	Office of the Chief Executive Officer
<b>Responsible Business Unit</b>	Governance and Strategy
<b>Responsible Officer</b>	Manager Governance and Strategy
<b>Affected Business Units</b>	Governance and Strategy
<b>ECM Document Set ID</b>	4457890

## Purpose

This Policy establishes parameters for requests for electronic attendance at meetings and the expectations of Council and Committee members attending meetings electronically in relation to equipment and location.

## Scope

This Policy applies to electronic attendance at Ordinary Council Meetings, Special Council Meetings and Committee Meetings for Elected Members, Independent Members of Committees and City Officers who are members of Committees.

This policy also applies to Elected Member attendance at Agenda Briefing Forums, Council Briefing Sessions and Council Workshops.

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**Briefing** means a briefing session of Council as listed in the City of Bayswater Notice of Meetings or an Agenda Briefing Forum for an Ordinary Council Meeting.

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  - (a) if —
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    - (ii) the mayor, president or council considers it appropriate for the meeting to be held by electronic means because of the public health emergency or state of emergency and having regard to the matters in subregulation (2B);
 or
  - (b) if —
    - (i) a direction is issued under the Public Health Act 2016 or the Emergency Management Act 2005 that prevents the meeting from being held in person; and
    - (ii) the mayor, president or council authorises the meeting to be held by electronic means; or
  - (c) if the council otherwise authorises the meeting to be held by electronic means.”
2. Under the Regulations, Council cannot authorise a meeting to be held under subregulation (2)(c) if holding the proposed meeting under that authorisation would result in more than half of the meetings (including the proposed meeting) of the council or committee, in the relevant period, being held under an authorisation under subregulation (2)(C).
3. Council must have regard to whether the location from which each member attends the meeting via electronic means and the equipment the member intends to use to attend the meeting are deemed suitable for the member to be able to effectively engage in deliberations and communications during the meeting. Suitable locations and equipment are designated by the provisions of this Policy.

### Requests for Electronic Attendance at Meetings

4. Requests for electronic attendance at meetings must be made in accordance with Regulation 14C(2):  
 “(2) A member of a council or committee may attend a meeting by electronic means —
  - (a) if —
    - (i) a public health emergency or state of emergency exists or a natural disaster has occurred; and
    - (ii) because of the public health emergency, state of emergency or natural disaster, the member is unable, or considers it inappropriate, to be present in person at the meeting; and

*(iii) the member is authorised to attend the meeting by electronic means by the mayor, president or council;*

*or*

*(b) if the member is otherwise authorised to attend the meeting by electronic means by the mayor, president or council."*

5. If the Mayor intends to attend a council or committee meeting electronically (and not in accordance with Regulation 14C(2)(a)), they must seek and obtain approval from the Deputy Mayor prior to the meeting.
6. Requests for electronic attendance at briefings and workshops are not legislated, however are covered by this Policy. If a member intends to attend an unlegislated meeting such as a briefing or workshop electronically, they do not need to ask for permission but should advise [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au) at their earliest convenience to ensure the appropriate videoconferencing equipment is made available and tested prior to the meeting.
7. Requests for electronic attendance should be made preferably two business days prior to the meeting, briefing or workshop for which electronic attendance is being requested.
8. All requests for electronic attendance should specify the location from which the member wishes to attend the meeting and the equipment the member intends to use to attend the meeting.
9. Requests for electronic attendance at Ordinary Council Meetings are to be made by email to the Mayor and copied in to [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au); and the CEO. If the Mayor is requesting approval to attend electronically, the request is to be made by email to the Deputy Mayor and copied in to [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au).
10. Requests for electronic attendance at Committee Meetings are to be made by email to the Mayor and copied in to the Committee Chairperson, [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au); and the CEO. If the Mayor is requesting approval to attend electronically, the request is to be made by email to the Deputy Mayor and copied in to the Committee Chairperson, [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au) and the CEO.
11. Approval to attend a meeting electronically will be provided via return email from the Mayor, with a copy sent to all parties included on the original email request. Where the Mayor is the applicant, approval will be provided via return email from the Deputy Mayor.
12. Should the application for electronic attendance at a meeting meet the requirements for approval as specified in this policy, and approval for electronic attendance is denied by the Mayor (or where the Mayor is the applicant, by the Deputy Mayor), the member may seek approval of the Council.
13. All requests for approval of electronic attendance by Council must be submitted to the Chief Executive Officer, and copied to [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au) 10 clear business days ahead of the meeting at which the request is to be made.
14. A matrix can be found in Appendix 1 to this Policy, to assist with making requests for electronic attendance at meetings.

**Requirements for Approval**

15. There is no limit to the number of meetings that can be attended electronically due to a public health emergency, state of emergency or a natural disaster (regulation 14(2)(a)).
16. For Ordinary Council Meetings, Special Council Meetings and Committee Meetings, the member's electronic attendance at the proposed meeting under r14(2)(b) of the Regulations must not result in the member attending more than half of the meetings (including the proposed meeting) of the Council or Committee in the relevant period under an authorisation under r14(2)(b) of the Regulations. This cap does not apply to a member who is a person with a disability as defined in s3 of the *Disability Services Act 1993*.
17. There is no cap on electronic attendance for Agenda Briefing Forums, briefings and workshops, however physical presence is encouraged, particularly for meetings that require a high level of collaboration and involvement.
18. The City's Governance team will record electronic attendance on the Attendance register and will advise the Mayor or Council if the requester is eligible for electronic attendance based on the percentage of meetings the person has attended electronically under Regulation 14C(2)(b).
19. In approving the request, the Mayor or Council must have regard to whether the location from which the member wishes to attend the meeting and the equipment the member intends to use to attend the meeting are deemed suitable for the member to be able to effectively engage in deliberations and communications during the meeting, in line with the provisions of this Policy.

**Suitable Locations**

20. The location from which the member attends must be indoors, quiet and private.
21. If other people are present at the location at the time of the meeting, the member must be able to close a door in order or take other measures required to minimise noise and maintain privacy.

**Electronic Means**

22. The electronic means for all electronic meetings will be set up by City officers using a software or web-based application approved for use by the City.
23. City Officers will include the details of how to connect to all meetings electronically on the Outlook calendar invite for that meeting.

**Suitable Networks and Equipment**

24. Members attending meetings electronically must connect through a suitable network and using suitable equipment.
25. Suitable networks include private home internet and WIFI, or a mobile hotspot from a trusted personal mobile device.
26. Due to increased cyber security risks, public WIFI is not allowed for electronic attendance (this includes connections at cafes, airports, hotels and restaurants).

27. Suitable equipment for attending electronic meetings includes City provided devices (e.g. tablet or laptop) or a personal computer or laptop with a video camera. Mobile phones are not considered to be suitable for attending meetings electronically.

### **Maintaining Confidentiality During the Meeting**

28. If the meeting or part of the meeting for which a member is attending electronically is to be closed to the public, the member must make a declaration that they can maintain confidentiality during the meeting or the closed part of the meeting (as the case requires).
29. This declaration must be recorded in the minutes of the meeting and should be worded as follows:
- “I [Member Name], declare that I am able to maintain confidentiality during the closed part of this meeting. If I am no longer able to maintain confidentiality, I will excuse myself from the meeting.”*
30. Should the member make the above declaration and subsequently cannot maintain confidentiality, they must leave the meeting or the closed part of the meeting.
31. The declaration is to be made before the meeting goes behind closed doors.
32. Clauses 28. to 31. of this Policy apply to all attendees of meetings where the entire meeting is held by electronic means.

### **Related Legislation**

*Disability Services Act 1993, s3.*

*Local Government Act 1995*

*Local Government (Administration) Regulations 1996, r.14C-r14E.*

### **Related Documentation**

Nil.

### **Document details**

<b>Relevant delegations</b>	Nil.		
<b>Risk evaluation</b>	Moderate		
<b>Strategic link</b>	Communicate in a clear and transparent way.		
<b>Council adoption</b>	28 March 2023	<b>Resolution</b>	10.6.4.2
<b>Next review due</b>	6 February 2029		

Appendix 1

Matrix for Making Requests to Attend Meetings Electronically

No request is required to attend Agenda Briefing Forums, Council Briefings, and Council Workshops electronically, however please advise [governance@bayswater.wa.gov.au](mailto:governance@bayswater.wa.gov.au) at your earliest convenience if you intend to attend electronically.

<b>The request for electronic attendance is due to a Public Health Emergency, State of Emergency or Natural Disaster</b>				
<b>Circumstance</b>	<b>Type of Meeting</b>	<b>Request Approval From</b>	<b>Copy In</b>	<b>50% Cap Applies?</b>
Initial request	Ordinary Council Meeting, Special Council Meeting	Mayor (Deputy Mayor if the applicant is the Mayor)	CEO, <a href="#">Governance</a>	No
Initial request	Committee Meeting	Mayor (Deputy Mayor if the applicant is the Mayor)	Committee Chairperson, CEO, <a href="#">Governance</a>	No
Application for electronic attendance has been denied by Mayor but meets the requirements for approval as specified in this policy	Ordinary Council Meeting, Special Council Meeting	Council. Send request to CEO at least 10 business days clear of the Council meeting at which the request is to be made.	<a href="#">Governance</a>	No

<b>The request for electronic attendance is <u>NOT</u> due to a Public Health Emergency, State of Emergency or Natural Disaster</b>				
<b>Circumstance</b>	<b>Type of Meeting</b>	<b>Request Approval From</b>	<b>Copy In</b>	<b>50% Cap Applies?</b>
Initial request	Ordinary Council Meeting, Special Council Meeting	Mayor	CEO, <a href="#">Governance</a>	Yes
Initial request	Committee Meeting	Mayor	Committee Chairperson, CEO, <a href="#">Governance</a>	Yes
Application for electronic attendance has been denied by Mayor but meets the requirements for approval as specified in this policy	Ordinary Council Meeting, Special Council Meeting	Council. Send request to CEO at least 10 business days clear of the Council meeting at which the request is to be made.	<a href="#">Governance</a>	Yes

**10.5.1.3 Local Planning Policies**

**10.5.1.3.1 Draft Local Planning Policy - Development Exemptions**

<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>	1. Draft Development Exemptions Policy (1) [9.3.1.1 - 4 pages]
<b>Refer:</b>	Item 10.1.5 OCM 26.08.2026
<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 of the Local Government Act 1995.***

**SUMMARY**

Council consideration is sought on a new Local Planning Policy - *Development Approval Exemptions* that identifies categories of low-impact development that can be exempt from development approval through the local planning framework.

The City has identified a number of categories of minor and low-impact development that, by exempting the requirement for development approval, has potential to significantly improve our community’s experience when undertaking development within the City. Development approval exemptions have been considered where there is no adverse impact on residential amenity, heritage values, or the streetscape. The policy is reliant on development complying with the requirements of *Town Planning Scheme No. 24*, the Residential Design Codes, and the City’s local planning framework.

Adoption of the Policy will streamline planning processes and remove red tape associated with unnecessary planning assessment, allowing City resources to be focused on proposals with greatest potential amenity impacts.

**COUNCIL RESOLUTION  
(COMMITTEE RECOMMENDATION)**

**That Council adopts the draft *Development Approval Exemptions* local planning policy as contained in Attachment 1 for the purpose of public advertising.**

**Cr Cale Black Moved, Cr Michelle Sutherland Seconded**

**CARRIED UNANIMOUSLY BY EXCEPTION (EN-BLOC): 8/0**

**For: Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.**

**Against: Nil.**

**BACKGROUND**

Council, at the 26 August 2025 Ordinary Meeting, resolved (in part) to “authorise the deferral of all scheduled reviews of City of Bayswater local planning policies remaining in 2025 and 2026”. The intent of this deferral was to enable the City to carry out a holistic review of the local planning policy framework. This includes undertaking out-of-cycle reviews and the preparation of new policies to streamline the City’s policy framework and support the implementation of draft *Local Planning Scheme No. 25*.

Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015 – Deemed provisions for local planning schemes* (the Deemed Provisions) contains a number of categories of development, both land uses and works, which are exempt from requiring development approval, as well as the specific conditions for the exemption. Table Item 20 of clause 61(1) states the following works are exempt:

	<b>Column 1 Works</b>	<b>Column 2 Conditions</b>
20.	Works specified in a local planning policy or local development plan that applies to the works as works that do not require development approval (other than works referred to in Item 10).	The works comply with any requirements specified in the local planning policy or local development plan in relation to the exemption from the requirement for development approval.

The above clause in the LPS Regulations affords local government the power to exempt the works component of development through a local planning policy.

**EXTERNAL CONSULTATION**

No consultation has occurred with the public or other agencies on this matter. The requirements for public consultation on a new local planning policy are set out in Schedule 2, Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

In the event that the draft policy is supported by Council, advertising will be undertaken by way of:

- Notification in the local newspaper;
- Information being placed on the City’s engagement website;
- Public Notice on the City’s website; and
- Hard copies of the draft policy being made available for inspection at the City of Bayswater Civic Centre and libraries.

**OFFICER'S COMMENTS**

A copy of the proposed draft *Development Approval Exemptions Policy* is contained in **Attachment 1**.

Planning reform

The Western Australian planning system has been undergoing reform since 2018 under the *Action Plan for Planning Reform*. The Action Plan contains the following goals for planning reform:

- Planning creates great places for people;
- Planning is easier to understand and navigate; and
- Planning systems are consistent and efficient.

Reform initiatives relevant to the draft policy include:

- Local planning frameworks are more legible;
- Clear and concise guidance is readily available;
- Approvals are quicker and easier for small business in commercial and mixed-use centres
- Development assessment processes are streamlined and outcomes-focussed

#### Statutory context

As discussed above, cl.61(1) of the Deemed Provisions provides conditional development exemptions which already form part of the City's local planning scheme. The draft *Development Exemptions Policy* seeks to augment this clause by identifying additional categories of low scale and low impact development that the City considers could be made exempt from requiring development approval, and the conditions for these exemptions. The key objective of which is to provide a simpler and more streamlined local planning framework for landowners and developers, reduce the administrative burden on City officers assessing minor developments, and clarify community expectations regarding acceptable minor development.

#### Draft Development Exemptions Policy

Key elements of the draft Policy include:

1. Exempt development categories, including:
  - (a) Temporary and minor development
  - (b) Minor alterations to non-residential building facades;
  - (c) Additions to grouped dwellings that comply with the deemed-to-comply provisions;
  - (d) Up to three grouped dwellings on a parent lot, where the development complies with the deemed-to-comply provisions of the R-Codes ;
  - (e) Signage on City owned/managed land (written approval still required)
  - (f) Signage on private land which complies with the Scheme and Signage policy
  - (g) Incidental sustainability structures, e.g. solar collectors and water tanks
  - (h) Pergolas and shade sails
2. Qualifying provisions that do not allow the policy to be applied where referrals under the Metropolitan Region Scheme are required, bushfire provisions are triggered, or development affects heritage protected places.

Where a proposal does not meet the exemption criteria, development approval will be required and applications will be assessed against TPS 24 and all applicable elements of the planning framework. The draft policy explicitly does not exempt any requirement to obtain other statutory approvals, including building permits or environmental health approvals.

#### Benchmarking

A number of local governments currently have development exemptions policies, including Stirling, Vincent, Victoria Park, Subiaco, Melville, Perth, Wanneroo and Nedlands.

The most recent or relevant examples to this draft policy are Stirling (who recently reviewed and updated), Subiaco, and Vincent. The draft *Development Approval Exemptions Policy* exhibits a high degree of consistency with other local governments, however is more progressive, more widely applicable and easily implementable and therefore has greater potential for positive impact on our community.

The following table compares the City’s draft provisions with the relevant policies from Stirling, Subiaco and Vincent:

Draft exemption LPP	Stirling	Subiaco	Vincent
Temporary and minor development	No	Yes, but different definition of “temporary”	Yes, but different definition of “temporary”
Additions/alterations to non-residential buildings	Yes.	Yes.	Yes.
Additions to grouped dwellings	Yes.	Yes.	Yes, if considered “minor works”
New grouped dwellings	Yes, max. 2	No.	No.
Signage	No.	Temporary only	Yes, on public land only.
Incidental structures	No.	Yes.	Yes, if captured as “minor works”

Interaction with Temporary and Minor Development Policy

During preparation of the draft Policy, some overlap in intent and provisions was identified with the City’s *Temporary and Minor Development Policy*. Relevant provisions and definitions contained within the *Temporary and Minor Development Policy* have been included within discrete sections of the draft *Development Exemptions Policy*. It is anticipated that, if the draft policy is approved by Council following advertising, that the *Temporary and Minor Development Policy* will be revoked.

The draft Policy offers greater flexibility and utility than the *Temporary and Minor Development Policy* and is anticipated to enhance the customer experience while streamlining approval processes.

**LEGISLATIVE COMPLIANCE**

Schedule 2 Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* sets out the procedure for preparing and advertising a local planning policy.

Schedule 2 Part 7 of the *Planning and Development (Local Planning Schemes) Regulations 2015* provides the statutory head of power to authorise the City to exempt works components of development through local planning policy.

**RISK MANAGEMENT CONSIDERATION**

Risk is mitigated through clear qualifying criteria that excludes development with potential impacts on heritage places, bushfire prone land, or development requiring referral under the Metropolitan Region Scheme.

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	Medium
Environment	Low	Low
Governance and Compliance	Low	Low
Strategic Risk	SR04 - Inability to work collaboratively to engage and partner with the stakeholders to promote and advocate opportunities to live and invest. SR05 - Inability to manage stakeholder expectation through early and ongoing engagement.	

**FINANCIAL IMPLICATIONS**

Nil at this time.

**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Council Plan 2025 – 2035, the following applies:

Key Result Area: Built  
 Outcome 2.1 A Connected and Accessible City  
 Objective 2.1.2 Create liveable neighbourhoods and centres that include consideration

Key Result Area: Leadership and Governance  
 Outcome 5.2 Stakeholder Leadership  
 Objective 5.2.2 Provide excellent customer service and ensure the City is easy to do

Key Result Area: Leadership and Governance  
 Outcome 5.3 Optimised Performance  
 Objective 5.3.1 Focus on operational efficiency, effective delivery and innovation to

**CONCLUSION**

The proposed draft *Development Approval Exemptions Policy* provides a clear and consistent framework for exempting low-impact development from development approval, streamlining the local planning system and supporting efficient planning administration while maintaining statutory compliance and appropriate planning safeguards.

In light of the above, it is recommended that the draft *Development Exemptions Policy* is adopted for the purposes of public advertising.



# Development Approval Exemptions 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>	Regulatory Services
<b>ECM Document Set ID</b>	[ECM document set ID]

## Purpose

This policy outlines the conditions and requirements for categories of development within the City of Bayswater to be exempt from requiring Development Approval. These exemptions are in addition to those specified in cl.61 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015 – Development for which development approval is not required*, and is prepared pursuant to table item 20 of cl.61(1).

## Scope

1. This Policy applies to all land within the City of Bayswater subject to *Town Planning Scheme No. 24 (TPS 24)*, including development in residential and non-residential zones, unless otherwise stated.
2. The scope of this policy is limited to providing additional pathways for exempted development. It does not apply to the assessment of development applications and does not replace, modify, or supplement any development standards.
3. This policy does not apply to:
  - (a) Land or buildings entered on the State Register of Heritage Places under the *Heritage Act 2018*; or
  - (b) Land or buildings the subject of an order under the *Heritage Act 2018* Part 4 or Part 11, Division 4; or
  - (c) Land or buildings included on the City of Bayswater Heritage List; or
  - (d) Land or buildings within an area designated under TPS 24 as a Heritage Area; or
  - (e) Land or buildings subject to a Heritage Agreement entered into under the *Heritage Act 2018*; or
  - (f) Development required to be referred by the Metropolitan Region Scheme Instrument of Delegation prior to determination; or
  - (g) Land subject to the bushfire requirements of the *Planning and Development (Local Planning Schemes) Regulations 2015*; or
  - (h) Development which includes the removal of trees.

4. This policy does not exempt any requirement for approval to be sought under other legislation (e.g. the *Building Act 2011*).

## Objectives

1. To streamline and support development within the City of Bayswater by exempting low impact categories of development.
2. To establish clear criteria and definitions of low impact development.
3. To provide flexibility for minor works that align with the existing and desired context envisioned in TPS 24, the Local Planning Strategy, and other relevant local planning frameworks.

## Definitions

Terms have the meanings given in TPS 24, the Residential Design Codes or the *Planning and Development (Local Planning Schemes) Regulations 2015*.

**Temporary development** means a development that is in place for no more than 6 months cumulatively within a 12-month period. Examples of temporary developments include community markets, fairs, festivals, garage sales, pop-up shops and galleries and temporary buildings or structures, such as marquees or site offices.

**Minor development** means development that, in relative terms, will not have any material effect on the operation of a land use or on the appearance of the land or buildings on which it is installed or constructed. Examples of minor development include ancillary uses, small garden structures, solar collectors and water tanks.

## Policy Statement

### Temporary and Minor Development

Exempt where the development:

1. Is in place for no more than 6 months cumulatively within a 12-month period; or
2. Is the replacement of a previously approved structure/building of similar setbacks and height; and
3. Development has no significant effect on the operation of an existing land use or the appearance of the land or buildings; and
4. Any structures are located outside of any visual sightline areas (i.e. truncations), to maintain safe pedestrian and vehicular access.

### Works Exempt from Requiring Development Approval

Refer to cl. 61(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* for works for which development approval is not required, in addition to the following.

#### 1. Additions and Alterations to Existing Non-Residential Buildings

Exempt where the development:

- (a) Does not increase the overall building height;
- (b) There is no proposed change or new land use as part of the proposed development; and
- (c) Meets all requirements of TPS 24 and the applicable local planning framework.

**2. Alterations and Additions to Grouped Dwellings**

Exempt where the development:

- (a) Complies with all relevant deemed-to-comply provisions of Part B or Part C of the R-Codes (as applicable), TPS 24 and the applicable local planning framework.

**3. New Grouped Dwellings**

Exempt where the development:

- (a) Proposes no greater than three dwellings on a single parent lot; and
- (b) Complies with all relevant deemed-to-comply provisions of Part B or Part C of the R-Codes (as applicable), TPS 24 and the relevant local planning framework.

**4. Advertisements (Signage) on City owned/managed land**

All signage is exempt from development approval where it is installed by the City of Bayswater, or with the City's written approval, on land under the City's care, control and management.

**5. Advertisements (Signage) on private land**

Exempt where:

- (a) The signage meets all requirements of the City of Bayswater *Signage Policy*.
- (b) The sign is not erected or installed within 1.5 m of any part of a crossover or street truncation.
- (c) The signage does not contain moving, flashing lights, noise, digital screens, or electronic variable messaging.
- (d) The signage is compatible with the amenity, safety, heritage values, and streetscape character of the locality, and does not adversely impact motorists, pedestrians, or cyclists.

**6. Incidental Structures:**

*a. Solar Panels/Collectors*

Exempt where the overall height (inclusive of the solar panels) does not exceed the permitted building height limits that apply to the site.

*b. Water Tanks*

Exempt where:

- i. The tank is not located between the primary street and building (unless entirely underground).
- ii. The tank does not exceed a height of 3m (as measured from natural ground level).

*c. Cubby Houses*

Exempt where:

- i. The cubby house is not located between the primary street and building .
- ii. The overall height of the cubby house does not exceed 4 metres tall.
- iii. The floor of the cubbyhouse is no more than 2 metres above the natural ground level.
- iv. The floor area of the cubby house does not exceed 10m<sup>2</sup>.
- v. The cubby house is not within 1 metre of a lot boundary.

*d. Sales Offices*

Exempt where the sales office is in place for less than 6 months cumulatively within a 12-month period.

*e. Pergolas / Shade Sails*

Exempt in all scenarios.

**Uses Exempt from Requiring Development Approval**

Refer to cl. 61(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* for land uses for which development approval is not required.

**Related Legislation**

- Planning and Development (Local Planning Schemes) Regulations 2015.*
- Town Planning Scheme No. 24.*
- Heritage Act 2018*
- Building Act 2011*
- City of Bayswater Signage Policy

**Document details**

<b>Relevant delegations</b>	TP-D01		
<b>Risk evaluation</b>	Low		
<b>Strategic link</b>	4.1. Diverse Economic Opportunities 5.3 Optimised Performance		
<b>Council adoption</b>	[date]	<b>Resolution</b>	[item no.]
<b>Next review due</b>	[date]		
<b>Reviewed/modified</b>	[date]	<b>Resolution</b>	[item no.]
<b>Revision details</b>	[description]		

**10.5.1.3.2 Planning Policy Review - Bedford North Design Guidelines 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>	<ol style="list-style-type: none"> <li>1. Draft Bedford North Design Guidelines Policy [9.3.2.1 - 4 pages]</li> <li>2. Draft Bedford North Design Guidelines Policy Track Changes [9.3.2.2 - 4 pages]</li> <li>3. Draft Bedford North Design Guidelines Policy Revised [9.3.2.3 - 3 pages]</li> </ol>
<b>Refer:</b>	Item: 10.5.2.3 OCM: 25.7.2023
<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 of the Local Government Act 1995.***

**SUMMARY**

Council, at the Ordinary Meeting held 25 July 2023, adopted the draft *Bedford North Design Guidelines* local planning policy. The policy sets out development requirements for land within the Bedford North planning area based on the outcomes of the *Bedford North Urban Design Study*. Council resolved to retain the policy as draft until several related matters occurred, including the Western Australian Planning Commission approving policy modifications to the Residential Design Codes for vehicular access, lot boundary setbacks, and trees and landscaping elements.

The Western Australian Planning Commission has now refused the proposed modifications to the Residential Design Codes. In accordance with the previous resolution of Council, the policy has not come into effect.

**COUNCIL RESOLUTION  
(COMMITTEE RECOMMENDATION)**

**That Council notes the WAPC refusal of R-Code modifications in the draft *Bedford North Design Guidelines Policy* as contained in Attachment 3 and that the draft Policy will not come into effect.**

**Cr Cale Black Moved, Cr Michelle Sutherland Seconded**

**CARRIED UNANIMOUSLY BY EXCEPTION (EN-BLOC): 8/0**

**For:** Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.

**Against:** Nil.

**BACKGROUND**

The Bedford North area is bound by Walter Road West, Coode Street, Clement Street and the rear boundary of properties fronting Salisbury Street as outlined in Figure 1. The area shares a border with the City of Stirling to the northwest and the southwest.



**Figure 1 – Subject Area**

Increasing residential density within activity centres, station precincts and urban corridors is an urban consolidation principle required by the State planning framework when local governments are amending their local planning frameworks to reach residential infill targets. The Bedford North area is identified as an Urban Corridor in the Western Australian Planning Commission’s (WAPC) *Perth & Peel @ 3.5 Million Central Sub-Regional Planning Framework* and the City’s *Local Planning Strategy*, which also identifies it as a short-term priority. The Bedford North Urban Design Study (BNUDS) was undertaken in 2021 and identified four guiding design principles for the area:

1. Preserving and enhancing space for yards, trees and landscaping.
2. Built form design which enhances streetscape character
3. Promote active living spaces that address the street
4. Concentrating mixed use along a pedestrian friendly Walter Road West

Amendment No. 96 to Town Planning Scheme No.24 (Amendment No.96) was subsequently initiated to increase residential density codes in the area as follows:

- R25 to R35;
- R25 to R50 where adjacent to public open space and along Grand Promenade; and
- R40 to R60 on Walter Road West.

Concurrently, the *Bedford North Design Guidelines Policy* was developed to address the BNUDS design principles for infill development and assist in implementing the scheme amendment.

At the Ordinary Council Meeting held 25 July 2023 Council resolved:

*“That Council adopts the modified Bedford North Design Guidelines Policy as contained in Attachment 3 to this report, with this policy becoming effective once all the following have occurred:*

1. *The Policy is amended with the addition of the following provision:*

a) *Other setback area -*

*“Any 3 storey element is to be setback at least 4m from the boundary of a neighbouring lot of the same or lessor density code.”*

2. *Amendment No.96 to Town Planning scheme No.24 is gazetted.*

3. *The Medium Density Design provisions of State Planning Policy 7.3 Residential Design Codes Volume 1 Part C become effective.*

4. *The City obtains the approval of the Western Australian Planning commission for the Development Controls in the policy which propose variations to the provisions of the State Planning Policy 7.3: Residential Design Codes Volume 1 Part C in relation to 1.2 Trees and Landscaping, 2.3 Parking, 3.4 Lot Boundary setbacks and 3.7 Access.*

A copy of the draft *Bedford North Design Guidelines Policy* adopted by Council is included in **Attachment 1**.

In relation to limb 2 above, Amendment No.96 was approved by the Minister for Planning on 9 November 2023 and subsequently gazetted on 5 December 2023. As a result, density codes of R35, R50 and R60 now apply to ‘Medium and High Density Residential’ zoned land within the Bedford North area.

In relation to limb 3 above, on 10 April 2024 the new Planning Code *Residential Design Codes* (R-Codes) Volume 1, incorporating the new Part C (medium density), became operational.

In relation to limb 4 above, clause 3.2.3 of the R-Codes sets out that a local government may amend, replace and/or augment certain elements of the R-Codes in a local planning policy without the approval of the Western Australian Planning Commission (WAPC), whilst all other elements may only be modified with WAPC approval. In October 2023 a request for approval of modifications to the R-Codes was submitted to the WAPC. This request was deferred by the WAPC until the amended R-Codes were released in April 2024. The City submitted additional information and justification in relation to the newly released Part C of the R-Codes on 8 May 2024.

The elements of the policy requiring WAPC approval were considered by the WAPC Statutory Planning Committee (SPC) on 16 July 2025. The minutes are available [here](#). The WAPC refused the proposed modifications to the elements of the R-Codes which required approval under clause 3.2.3b of Vol.1 of the R-Codes. During the debate, SPC Members discussed consistency in supporting modifications across local governments, and that the modifications sought were not due to the specific needs of the Bedford North area, despite thorough justification and a deputation having been submitted by the City based on the *Bedford North Urban Design Study*.

A marked up copy of the policy showing the provisions that were refused as tracked changes is included as **Attachment 2**.

Since the provisions were refused and cannot form part of the policy, the remaining policy provisions have been reviewed and are discussed below.

**EXTERNAL CONSULTATION**

Prior to adoption, the draft Policy was advertised concurrently with Amendment No.96 for 64 days from 6 October 2022 to 9 December 2022. 42 submissions on the policy were received during the consultation period, 16 in support and 26 objecting.

Key concerns raised related to potential impacts on amenity such as building height (visual impact, privacy and overshadowing), parking and traffic congestion, noise, crime, and impact on property values.

No further consultation has been undertaken in relation to the draft Policy.

**OFFICER'S COMMENTS**

The State planning framework has undergone substantial modification since the initial preparation of the draft Policy, as it was developed prior to Volume 1 Part C of the R-Codes being released. The intention of the draft Policy was to implement the objectives of the BNUDS by achieving high quality design outcomes and protecting existing character where the applicable (at the time) version of the R-Codes was insufficient for the residential densities proposed in the precinct. The 2024 amendments to the R-Codes

The pre-2024 version of the R-Codes now forms Volume 1 Part B (low density), whilst Part C was prepared to elevate design, sustainability and landscape outcomes for medium density residential development to deliver better housing choice across Perth by reflecting changing lifestyles and housing needs.

The application of parts B and C relative to density codes is outlined in the table below:

Part B		Part C	
<b>Single Houses</b>	R40 and below	<b>Single Houses</b>	R50 and above; R100-SL; R-AC
<b>Grouped Dwellings</b>	R25 and below	<b>Groped Dwellings</b>	R30 and above; R100-SL; R-AC
<b>Multiple dwellings</b>	R10 to R25	<b>Multiple Dwellings</b>	R30 to R60

Within the Bedford North precinct, only single house proposals on land coded R35 is assessed against Part B; all other residential proposals (including grouped dwellings in R35) are subject to assessment under Part C.

Part C seeks to ensure high quality and functional garden areas and internal spaces in higher density areas, which is consistent with the objectives of the BNUDS. Key differences in the objectives and requirements between Part B and C are outlined below:

Element (Part C)	Part B	Part C
The Garden	Limited emphasis is provided in Part B with respect to dedicated tree planting areas and impervious surfaces, with only one tree in a 2 metre x 2 metre area and 50% of the street setback area required to be provided as impervious surfaces on site.	Ensures that usable open space areas and landscaped areas are a primary consideration when developing a site, through the support of tree retention and re-establishment of the urban tree canopy.

Element (Part C)	Part B	Part C
The Building	Includes assessment for parking, outbuildings, ancillary dwellings and small dwellings, however does not take into consideration the functionality of minimum internal floor sizes, room sizes or ventilation to these spaces.	Provides minimum standards for useable internal living spaces and bedrooms which was lacking in previous medium density developments. The internal room sizes as well as the need for cross ventilation ensures better liveability for residents.  Parking includes a maximum garage/carport space to allow for a variety of housing types and dwellings to have tangible use of open space areas.
Neighbourliness	Street setbacks allow for a minimum and average setback to the street and is a greater distance given the low density nature of the dwellings. Boundary setbacks are based on the length and height of a wall alongside if there are any openings to habitable rooms.	The relevant clauses from Part B are broadly the same, however lot boundary setbacks are based solely on wall height and does not consider length and openings, enabling unique design outcomes required for smaller lot sizes.

With respect to the provisions refused by the WAPC and the applicable requirements under Part C:

Element	Part C requirement
Driveways are to be limited to one per site and narrowed to a maximum width of 3.5m within the primary street setback area where appropriate, subject to engineering assessment with Australian Standards.	<p><i>Vehicle access points limited to one per lot</i></p> <p><i>Driveways must be:</i></p> <ul style="list-style-type: none"> <li><i>i. Min. 3m wide;</i></li> <li><i>ii. Max 6m wide at the street boundary</i></li> </ul>

Element	Part C requirement										
<p>A minimum rear setback of 6m is required</p> <p>Any 3 storey element is to be setback at least 4m from the boundary of a neighbouring lot of the same or lesser density code</p>	<p>Lot boundary setbacks dependent on wall height:</p> <table border="1" data-bbox="574 241 1197 477"> <thead> <tr> <th data-bbox="574 241 861 309"><i>Wall height</i></th> <th data-bbox="861 241 1197 309"><i>Minimum lot boundary setback</i></th> </tr> </thead> <tbody> <tr> <td data-bbox="574 309 861 349"><i>Up to 3.5m</i></td> <td data-bbox="861 309 1197 349"><i>1m</i></td> </tr> <tr> <td data-bbox="574 349 861 389"><i>3.6 - 7m</i></td> <td data-bbox="861 349 1197 389"><i>1.5m</i></td> </tr> <tr> <td data-bbox="574 389 861 430"><i>7.1 - 10m</i></td> <td data-bbox="861 389 1197 430"><i>3m</i></td> </tr> <tr> <td data-bbox="574 430 861 477"><i>10.1m and above</i></td> <td data-bbox="861 430 1197 477"><i>3m</i></td> </tr> </tbody> </table> <p>It is noted that the key rationale for increasing the rear setback requirement was to ensure sufficient tree canopy and deep soil areas in backyards. Implementing this requirement presents significant limitations on development potential of residential lots. Part C introduces improved guidance related to tree planting, tree retention, landscaping and deep soil areas (discussed below).</p> <p>Third storeys will generally exceed 7.1m in height and therefore the Part C requirement is fairly consistent with the refused policy provision. Additionally, visual privacy and solar access provisions will further guide the impact of third storey elements on adjoining properties.</p>	<i>Wall height</i>	<i>Minimum lot boundary setback</i>	<i>Up to 3.5m</i>	<i>1m</i>	<i>3.6 - 7m</i>	<i>1.5m</i>	<i>7.1 - 10m</i>	<i>3m</i>	<i>10.1m and above</i>	<i>3m</i>
<i>Wall height</i>	<i>Minimum lot boundary setback</i>										
<i>Up to 3.5m</i>	<i>1m</i>										
<i>3.6 - 7m</i>	<i>1.5m</i>										
<i>7.1 - 10m</i>	<i>3m</i>										
<i>10.1m and above</i>	<i>3m</i>										
<p>At least 50% of the primary street setback area is to be landscaped</p>	<p><i>The primary street setback area is to provide a minimum 30% soft landscaping.</i></p> <p>Whilst this represents a reduction from the proposed policy provision, it provides a more implementable landscaping requirement balancing expected lot size and other requirements (e.g. vehicle access). Part C further requires a minimum 15% soft landscaping, additional trees, and deep soil areas to support those trees.</p>										

The refusal of the above provisions means that they cannot be included in the policy, and the deemed-to-comply (DTC) requirements of the R-Codes for those elements will apply instead, should the policy be adopted. It is considered that the R-Codes provide sufficient guidance for these elements, and balance the precinct’s ability to accommodate more housing.

A copy of the revised policy, with the refused provisions removed, is provided in **Attachment 3**. The remaining elements of the policy are outlined in the following table:

Element	Rationale
<p><b>Primary Street Setback Area</b></p> <ul style="list-style-type: none"> <li>• 6m minimum</li> <li>• 3m average with landscaping</li> </ul>	<p>BNUDS Principle 2. Built form design which enhances streetscape character.</p> <p>This principle responds to the important role street setback areas have in maintaining established local character, providing an extension to living spaces and providing space for landscaping and trees.</p> <p>The intent of Part C of the R-Codes is for infill developments to provide significant areas of landscaping and tree canopy, proportionate to the lot size. When considering street setbacks alongside the provisions for private open space, trees, landscaping, and parking across the site, a dwelling being closer to the front lot boundary is compensated by overall need of space for landscaped and deep soil areas around the site. Additionally to provide a more attractive streetscape, 30% of the primary street setback area is to be soft landscaping which will assist in reducing hard stand dominance as viewed from the street.</p> <p>It is noted that single house developments within the R35 areas are subject to Part B of the R-Codes, however the development of single houses still has a degree of landscaping requirements within the street setback area which assists in reducing hard stand areas fronting the street.</p>
<p><b>Primary Street interaction</b></p> <ul style="list-style-type: none"> <li>• Building frontages with major openings and habitable rooms</li> <li>• Parking behind main building line and screened</li> <li>• Fencing max height 1.6m and 50% permeable</li> <li>• Fencing on Walter Road and Grand Prom visually permeable above 1.2m</li> </ul>	<p>BNUDS Principle 3. Promote active living spaces that address the street.</p> <p>This principle responds to the need to maintain and strengthen activation, relationship and connection of housing with the street.</p> <p>Part B and C of the R-Codes include streetscape requirements which require an active habitable space with a major opening to have views to the street and an aim to reduced garage dominance. Additionally, garage setbacks are aligned with the minimum street setbacks requirements, and for R35 developments exceeds the minimum 4m.</p> <p>The visual connection to the street from the building frontage and street setback area is to be maintained with front fencing permitted to a maximum 1.2 metres solid and visually permeable elements above. Part C, which will be applicable to the majority of developments restricts the overall height of fencing to 1.8m.</p>

Element	Rationale
<p><b>Rear Setback Area</b></p> <ul style="list-style-type: none"> <li>50% of the rear setback to be landscaped</li> </ul>	<p>BNUDS Principle 1. Preserving and enhancing space for yards, trees and landscaping</p> <p>This principle responds to the loss of canopy coverage, landscaping and rear yard space primarily through past residential infill development and the inadequacies of the R-Codes to address these issues.</p> <p>‘The Garden’ provisions of Part C of the R-Codes promotes the introduction of landscaped areas and trees toward and within the rear setback areas of a site, with the requirement of a primary garden area (PGA) behind the street setback area with a minimum dimension of 3m. The PGA is a significant area of the site, where landscape and deep soil areas are generally consolidated, with DSA’s a minimum of 1.5m in dimension (for a small tree). Landscaping and tree canopy across the site is to be included and maintained with 15% of the site area to be provided as landscaping and the provision of small trees (as a minimum) in a 9m<sup>2</sup> DSA.</p>
<p><b>Public Open Space Interaction</b></p> <ul style="list-style-type: none"> <li>Building frontages with major openings and habitable rooms</li> <li>Fences abutting POS visually permeable above 1.2m</li> <li>Pedestrian access gates to POS encouraged</li> </ul>	<p>BNUDS Principle 3. Promote active living spaces that address the street.</p> <p>The proposed public open space requirements aim to encourage activation, vibrancy and casual surveillance of the public open space areas. The policy is also based on Crime Prevention Through Environmental Design (CPTED) principles by encouraging interaction with the street and open space.</p> <p>As can be seen in Figure 1, there are only two lots which directly abut public open space (Birkett Street Reserve), with these lots already developed with grouped dwellings and as such unlikely to be developed in the medium-term. Additionally, a drainage reserve is located partly adjoining the property boundaries which limits the areas in which permeable fencing and access can be provided and would not result in a positive outlook for occupants.</p>

As noted above, the R-Codes Part C were specifically prepared to ensure high quality design outcomes for medium density development. Whilst the remaining elements of the draft *Bedford North Design Guidelines Policy* augment the R-Codes to some extent, it is considered that the remaining draft Policy is largely redundant given the recent changes to the planning framework. As such, it is recommended that no further action towards a bespoke policy framework for the Bedford North area is pursued at this time, and that the City rely on the provisions of the R-Codes for infill redevelopment in the precinct.

The alternative would be for Council to adopt the draft Policy with the remaining clauses that do not require approval from the WAPC. Given the level of consistency of policy provisions with the R-Codes, this would result in an additional layer of complexity within the City’s planning framework and has the potential to discourage development activity within the precinct.

**LEGISLATIVE COMPLIANCE**

Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* sets out the procedure for creating a local planning 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	SR01 - Inability to plan, provide and support socially connected, healthy and safe neighbourhoods.	

In accordance with the City of Bayswater Council Plan 2025 – 2035, the following applies:

- Key Result Area: Built
- Outcome 2.1 A Connected and Accessible City
- Objective 2.1.2 Create liveable neighbourhoods and centres that include consideration of our built heritage.
- Objective 2.1.3 Advocate and plan for diverse and quality housing choices utilising a contemporary planning framework that encourages growth

It is considered that the revised R-Codes are sufficient to guide development in the Bedford North area without the need for a design guidelines policy.

**CONCLUSION**

It is considered the density code amendments in Bedford North which have already occurred can achieve sensitive increases to residential density effectively guided by the recently revised R-Codes, without the need for a bespoke policy for the precinct. In light of the above, it is recommended that Council confirms that the draft *Bedford North Design Guidelines Policy* will not come into effect.

**ADOPTION BY EXCEPTION**

That the recommendations relating to items: 10.1.2, 10.1.3, 10.2.1, 10.2.2, 10.2.3, 10.2.4, 10.3.2, 10.4.1, 10.5.1.1.1, 10.5.1.2.1, 10.5.2.2.2, 10.5.1.3.1 and 10.5.1.3.2 contained in the agenda be adopted by exception as per section 5.5 of the *City of Bayswater Standing Orders Local Law 2021*.

**Cr Cale Black Moved, Cr Michelle Sutherland Seconded**

**CARRIED UNANIMOUSLY: 8/0**

**For: Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.**

**Against: Nil.**



# Bedford North Design Guidelines Policy

Responsible Division	Community and Development
Responsible Business Unit/s	Development and Place
Responsible Officer	Manager Development and Place
Affected Business Unit/s	Development and Place

## Purpose

The purpose of this policy is to guide development in the identified areas to achieve consistent, site-responsive built form in order to maintain local character and amenity.

## Implementation

This Policy is to apply on gazettal of Amendment No. 96 to City of Bayswater Town Planning Scheme No.24 and implementation of State Planning Policy 7.3 Residential Design Codes Volume 1 Part C.

## Objectives

The objectives are:

1. To ensure building envelopes minimise potential undue amenity impacts on neighbouring properties, without overly impacting the realisation of development yields in accordance with the density.
2. To ensure street setback areas are primarily habitable spaces for people, as opposed to being dominated by driveways and car parking.
3. To create suitably sized and landscaped street setback areas to beautify the streetscape, increase tree canopy cover, promote biodiversity and encourage outdoor living.
4. To ensure that development encourages activation, vibrancy and casual surveillance of the street and public open space areas.
5. To encourage good design that will assist in the transition of Walter Road West and Grand Promenade in becoming more attractive, active and pedestrian focused streets overtime.
6. To protect residents from amenity and safety impacts associated with busy roads, being Walter Road West and Grand Promenade.
7. To create suitably sized and landscaped rear setback areas to promote biodiversity, increase tree canopy cover, ensure building separation between neighbouring properties, and encourage outdoor living.

## Introduction

The purpose of the design guidelines are to ensure new development responds to the desired character for built form in the Bedford North area, as established in the Bedford North Urban Design Study, which was adopted by Council as a planning guidance document for the Bedford North area.

## Scope

This policy applies to all precincts identified in the plan below.



## Requirements

The following requirements of this policy shall prevail where they are inconsistent with the Residential Design Codes Deemed to Comply requirements.

### Primary Street Setback Area

- A minimum primary street setback of 6m is required.
- Fully unenclosed porches and balconies may protrude a maximum of 3m into the primary street setback area, provided the equivalent amount of landscaping is provided as if they were not there.
- Driveways are to be limited to one per site and narrowed to a maximum width of 3.5m within the primary street setback area where appropriate, subject to engineering assessment with Australian Standards.

### Primary Street Interaction

- Building frontages facing the primary street are to primarily consist of major openings, habitable rooms/spaces and/or primary living spaces.
- Garages, carports, carbays and visitor parking bays for new development, are to be located behind the main building line fronting the primary street, and screened where visible from the primary street.
- Fencing within the primary street setback area is limited to a maximum height of 1.6m and shall be a minimum 50% permeable, except along Walter Road West and Grand Promenade.
- Fencing within the primary street setback area along Walter Road West and Grand Promenade is to be visually permeable above 1.2m, subject to assessment with State Planning Policy 5.4 – Road and Rail Noise.

### Rear Setback Area

- A minimum rear setback of 6m is required.
- At least 50% of the rear setback area is to be landscaped.

### Other Setback Area

- Any 3 storey element is to be setback at least 4m from the boundary of a neighbouring lot of the same or lesser density code. WAPC approval not required

### Public Open Space Interaction

- Parts of buildings facing public open space areas are to primarily consist of major openings and active habitable rooms and spaces. Glazing is not to be obscured, and openings should be interactive with the public open space.
- Fencing abutting public open space areas is to be visually permeable above 1.2m.
- Pedestrian access gates onto public open space areas are encouraged where possible.

### Landscaping

- At least 50% of the primary street setback area is to be landscaped.
- Street setback areas fronting Walter Road West and Grand Promenade are to consist primarily of trees and landscaping to act as a landscaped buffer to the street.

### 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	

Current Draft



# Bedford North Design Guidelines Policy

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### Rear Setback Area

- ~~A minimum rear setback of 6m is required.~~
- At least 50% of the rear setback area is to be landscaped.

### ~~Other Setback Area~~

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**Landscaping**

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**Related legislation**

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Relevant Delegations	TP-D01
Council Adoption	

Tracked Changes



# Bedford North Design Guidelines Policy

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### Rear Setback Area

- At least 50% of the rear setback area is to be landscaped.

### Public Open Space Interaction

- Parts of buildings facing public open space areas are to primarily consist of major openings and active habitable rooms and spaces. Glazing is not to be obscured, and openings should be interactive with the public open space.
- Fencing abutting public open space areas is to be visually permeable above 1.2m.
- Pedestrian access gates onto public open space areas are encouraged where possible.

## 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	

**11 Motions of Which Previous Notice Has Been Given**

**11.1 Cr Michelle Sutherland - Proposed Change of Day for Annual Australia Day Citizenship Ceremony and Awards**

<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>Refer:</b>	Item: 10.4.2 OCM: 26.03.2024
<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>

**CR ANTHONY PITTAWAY DECLARED AN IMPARTIAL INTEREST**

*In accordance with regulation 22 of the Local Government (Model Code of Conduct) Regulations 2021, Cr Anthony Pittaway declared an impartial interest in this item as a Deputee is known to him due to his work as a Councillor.*

*Cr Anthony Pittaway remained in the Council Chambers and voted on this item.*

**CR CALE BLACK DECLARED AN IMPARTIAL INTEREST**

*In accordance with regulation 22 of the Local Government (Model Code of Conduct) Regulations 2021, Cr Cale Black declared an impartial interest in this item as Deputies are known to him due to his work as a Councillor.*

*Cr Cale Black remained in the Council Chambers and voted on this item.*

*This item does not contain any information that is considered confidential in accordance with Section 5.23 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 Michelle Sutherland raised the following motion:

**MOTION**

**That the Annual Australia Day Citizenship Ceremony and the associated Community Event celebrating Australia Day Citizen of the Year Awards be held annually on the Australia Day public holiday of 26 January.**

**Cr Michelle Sutherland Moved, Cr Calla Loiacono Seconded**

*Cr Elli Petersen-Pik - Deputy Mayor, proposed the following amendment:*

**AMENDMENT**

**That the following words be added to the end of the motion:**

***...", and this Event also be used as an opportunity to recognise the strength and survival of Aboriginal and Torres Strait Islander people and the world's oldest continuous culture and reflect on the need for a more just and united future".***

**As the amendment was accepted by the mover and seconder, it became part of the substantive motion.**

## **COUNCIL RESOLUTION**

**That the Annual Australia Day Citizenship Ceremony and the associated Community Event celebrating Australia Day Citizen of the Year Awards be held annually on the Australia Day public holiday of 26 January and this Event also be used as an opportunity to recognise the strength and survival of Aboriginal and Torres Strait Islander people and the world's oldest continuous culture, and reflect on the need for a more just and united future.**

**Cr Michelle Sutherland Moved, Cr Calla Loiacono Seconded**

**CARRIED: 5/3**

**For: Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway, Cr Michelle Sutherland and Cr Elli Petersen-Pik - Deputy Mayor.**

**Against: Cr Nat Latter, Cr Cale Black and Cr Donovan MacDonald.**

## **REASON FOR CHANGE**

**To emphasise the respect that Council has for the Aboriginal and Torres Strait Islander people.**

## **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 (NOM) on such matters as policy, budget and law.

In January 2023, the Federal Government advised local governments that the *Australian Citizenship Ceremonies Code 2022* had been updated to provide greater flexibility, allowing citizenship ceremonies to be held on 26 January or within three days before or after the Australia Day public holiday. This change prompted Council to review the appropriateness of continuing to hold the ceremony on the national public holiday.

At the Ordinary Council Meeting on 28 February 2023, Council resolved to request the Chief Executive Officer to consult with the Reconciliation Advisory Committee (RAC) and report back on the suitability of an alternative date. The Reconciliation Advisory Committee (RAC), including its Aboriginal members, recommended holding the ceremony after Australia Day, noting cultural sensitivities associated with 26 January.

Following this consultation, Council, at its meeting on 23 May 2023, resolved to publicly advertise a proposed change to hold the ceremony within the three days following Australia Day, and to consider the outcomes of that consultation in a further report.

Public consultation was undertaken between 12 June and 10 July 2023 through an online survey, hard copy surveys, and engagement via City communication channels, alongside continued engagement with the RAC. A total of 431 City of Bayswater residents participated. Results indicated a closely divided community view, with **47% supporting retention** of the Citizenship Ceremony (and subsequent events) on 26 January, **44% supporting a change** to the days following Australia Day, and **9% indicating no strong preference**.

At the Ordinary Council Meeting on 26 March 2024, Council resolved: *That Council holds the Annual Australia Day Citizenship Ceremony and Awards and the associated Community Event celebrating Australia and migrants becoming Australians, within the three days following 26 January.*

**OFFICER'S COMMENT**

Organisational Risk

Council and the organisation face several key risks associated with hosting the Annual Australia Day Citizenship Ceremony and Community Event on 26 January, including:

*Community and Staff Safety*

26 January is a nationally recognised date for both celebration and protest. Hosting large public events on this date may expose the organisation to heightened crowd management challenges, potential protest-related disruption, and security threats, necessitating additional planning, resourcing, and coordination with emergency services.

*Professional and Reputational Risk*

Australia Day and associated debates carry strong national and community sentiment, with media attention often high. Council’s decision regarding event timing could be publicly scrutinised, potentially exposing the organisation to criticism or reputational damage.

*Relationship with Aboriginal and Torres Strait Islander Communities*

The City’s Reconciliation Advisory Committee (RAC) and broader Aboriginal and Torres Strait Islander communities have expressed sensitivities regarding Australia Day, with previous consultation with the RAC recommending events are not held on 26 January. Hosting public events on 26 January could strain or damage these relationships, impacting future engagement, community trust, and collaborative initiatives. Misalignment with cultural expectations may result in diminished participation from key community stakeholders and undermine the organisation’s commitment to reconciliation and inclusivity objectives.

*Social and Political Environment*

Two recent large-scale events in Perth and Sydney have experienced serious security incidents. These incidents have prompted strong condemnation from State and Commonwealth leaders. The incident in Perth and the Bondi shootings in Sydney have created an urgency in planning for community safety. For local government authorities, this highlights the importance of robust event safety planning including risk management plans, the engagement of security services, inter-agency coordination, and culturally sensitive community engagement, particularly for high-attendance or socially significant public gatherings.

Activity of Other Band 1 Metropolitan Local Governments

The below table compares other Local Government approaches to Australia Day and includes councils in Perth who run Australia Day-themed community events that are not only tied to citizenship and awards.

Council	Australia Day Citizenship & Awards on 26 Jan	Other Australia Day Community Events (not solely citizenship/awards)	Notes
City of Perth	✓ Yes – Citizenship Ceremony & Community Citizen of the Year Awards.	✓ Yes – Large city-wide <b>Australia Day celebrations</b> (family festival, entertainment, drone + fireworks, multicultural zones, kids’ activities) at Langley Park and Elizabeth Quay.	Combines civic and broad community event programming.
City of South Perth	✓ Yes – Citizenship Ceremony & Community Awards.	✗ No dedicated large-scale festival beyond the ceremony and <i>Great Aussie Breakfast</i> community gathering.	Community focus on breakfast and ceremony.

Council	Australia Day Citizenship & Awards on 26 Jan	Other Australia Day Community Events (not solely citizenship/awards)	Notes
City of Joondalup	✓ Yes – Citizenship Ceremony.	✗ Nothing prominent published beyond ceremony/community recognition.	Traditional civic ceremony format.
City of Wanneroo	✓ Yes – Citizenship Ceremony reinstated on 26 Jan (Council decision).	✗ No major community celebrations published.	Focus mainly on citizenship events.
City of Canning	✓ Yes – Citizenship & Auspire Citizen Awards (as part of Family Fun Day).	✓ Yes – <b>Australia Day Family Fun Day</b> featuring a range of community activities (puppy parade, stalls, craft, water slides, food trucks).	A blended event: citizenship + festival atmosphere.
Town of Cottesloe (with Mosman Park / Peppermint Grove partnerships)	Mixed – has held citizenship on 26 Jan in some years.	✓ Typically includes broader community celebration elements (e.g., foreshore/festival elements). <i>Subject to change based on partnership decisions.</i>	Dates vary; community program often includes activities beyond the ceremony.
Town of Cambridge	✗ Not on 26 Jan (shifted to “Celebrate Summer” style events).	✓ Yes – “Celebrate Summer” event, including non-Australia Day labelled community festivities.	Moves away from traditional Australia Day framing.
City of Cockburn	✗ Not listed in recent resources as holding official citizenship or awards on 26 Jan.	✓ Yes – Historically hosted the <b>Coogee Beach Festival</b> Australia Day event (community-focused with entertainment and activities).	
City of Swan	✓ Yes – Citizenship Ceremony & Community Awards.	✗ No major community celebrations published.	Traditional civic ceremony format.
City of Stirling	✓ Yes – Citizenship Ceremony & Community Awards.	✗ No major community celebrations published.	Traditional civic ceremony format

**LEGISLATIVE COMPLIANCE**

The *Australian Citizenship Ceremonies Code 2022* provides the flexibility for citizenship ceremonies to be held on 26 January or within three days before or after the Australia Day public holiday.

**FINANCIAL IMPLICATIONS**

Programming events and community activity on public holidays incur additional levies and surcharges on services and products, staff wages, additional costs to manage crowd safety and to implement risk management practices which will result in budget increases.

**STRATEGIC IMPLICATIONS**

In accordance with the City of Bayswater Strategic Community Plan 2025-2035, the following applies:

Key Result Area: Social

Outcome 1.1 A Connected and Inclusive Community

Objective 1.1.1 Enhance our local identity through social and arts programs and events that celebrate our diverse cultures, history and heritage

Key Result Area: Social

Outcome 1.2: A Safe and Resilient Community

Objective 1.2.1: Facilitate a safe environment

**CONCLUSION**

Hosting citizenship, Australia Day Citizen of the Year Awards, and community events on 26 January presents operational, reputational, financial and stakeholder engagement risks that must be carefully managed. Consideration of alternative dates provides the organisation with greater opportunity to mitigate these risks.

**12 Questions From Members Without Notice****12.1 Responses to Questions From Members Without Notice**

**Cr Nat Latter**

**Question 1**

**Within the Implementation Action Plan, it is noted that the City is progressing the dual naming process as one of the actions for this year. Is there an update regarding Malgamongup/Bardon Park, following Council's resolution last year to explore this matter?**

**Response 1**

A memorandum providing an update has been issued to Council.

**Cr Steven Ostaszewskyj**

**Question 4**

**The heritage facades on Guilford Road and Williamson's Garage are covered in graffiti, is there any update on when they will be repainted?**

**Response 4**

The City's Development Compliance Officers are continuing to pursue this matter with the property owners. Although the Guildford Road property had been addressed, Officers have since noticed new graffiti. In relation to the Williamson's Garage, the property owner intends to undertake works to help resolve this matter; however, they are currently waiting on an Architect's report to facilitate this.

**Cr Michelle Sutherland**

**Question 5**

**Has there been any update about the Morley Markets?**

**Response 5**

Morley Markets business owners, strata owners and the strata body are in ongoing negotiations with their insurers. The City has no further update on the status of this process.

**12.2 Question From Members Without Notice**

**Cr Cale Black**

**Question 1**

**Could the City please provide an update to works for the Robert Street traffic calming project and expected time frame for completion? My understanding is that these works are scheduled to take place before the end of the financial year, and I know that nearby residents are keen to see this permanent traffic calming project finish soon.**

**Response 1**

Luke Botica, Director of Infrastructure and Assets advised that the project is included in the current budget. Although the City applied for grant funding to reduce costs, the application was unsuccessful, however the project will proceed.

The City is finalising design documentation, preparing to seek quotes and appoint a contractor, with completion scheduled by the end of the financial year.

**Cr Steven Ostaszewskyj**

**Question 1**

**In relation to the new Bath Road and Morley Drive roundabout, is Main Roads required to reinstate the verges of residents who were impacted by the construction of that roundabout?**

**Response 1**

Luke Botica, Director Infrastructure and Assets, advised that reinstatement works should be carried out. In terms of which properties are affected, the question was taken on notice.

**Question 2**

**Are you saying it's Main Roads that would undertake the reinstatements, not the City?**

**Response 2**

Luke Botica, Director Infrastructure and Assets, advised the City was delivering some landscaping on behalf of Main Roads. Funds will be provided to the City to deliver those works. However, outside of that, reinstatement should form part of the overall project.

**Question 3**

**Thank you. So just to confirm, residents who live on Bath Street whose verges have been impacted by the works should expect that Main Roads will return to repair their reticulation, grass and trees, etcetera?**

**Response 3**

Luke Botica, Director Infrastructure and Assets, advised if anything was disconnected or damaged during the process, it should be repaired. It was advised that the City will look into the specific items and check on their status.

**Question 4**

**For people who wish to report issues where their property has not yet been reinstated, where should they direct these report to?**

**Response 4**

Luke Botica, Director Infrastructure and Assets, advised they should contact the City in the first instance. The City would follow up those reports with the contractor or Main Roads.

***At 8:38pm Cr Calla Loiacono withdrew from the meeting.***

**Cr Cale Black**

**Question 1**

**Does the City have a policy in regard to the installation of baby change tables, either permanent fixtures or folding types, in accessible bathrooms in the City?**

Response 1

Luke Botica, Director Infrastructure and Assets, advised the City does not have a specific policy in relation to installation of baby change tables. However, when the City upgrades facilities the inclusion of baby change facilities is considered as part of those works to ensure the City meets community expectations.

**Question 2**

**Does the City maintain a list of accessible bathrooms that do not have a change table available, and if so, could that be provided?**

Response 2

Luke Botica, Director Infrastructure and Assets, advised the City is undertaking inspections of all its buildings and structures as part of our asset management process. It assesses compliance with required standards and reviews what facilities are provided at each location. The City is also looking at undertaking studies of its public toilet facilities, which will help determine future works programs.

**Cr Nat Latter****Question 1**

**Will the City provide Councillors with cultural awareness training again? We had some last year, and I believe I'm the only sitting Councillor who attended. There has been significant turnover on Council. Can we do that again?**

Response 1

Jeremy Edwards, Chief Executive Officer noted that the City can certainly look into it.

**Cr Anthony Pittaway****Question 1**

**I want to ask officers about the old Benara Nursery site on Camboon and Benara. It is becoming worse, fences are down and grass is growing above its height. We are in the middle of summer. Are officers aware of the condition of the site? It appears to be deteriorating, with fences not being repaired or replaced.**

Response 1

Ryan Hall, Director Community Services took the question on notice.

***At 8:40pm Cr Calla Loiacono returned to the meeting.***

**Cr Donovan MacDonald****Question 1**

**In relation to the mobile food truck policy, last year or the year before, the distance requirement was extended to 300 metres from brick-and-mortar premises. Have there been any breaches or prosecutions since that change?**

Response 1

Ryan Hall, Director Community Services advised that in 2025, Council approved changes to the policy. Since then, it has been working well based on officer feedback. The City has received one complaint, which has been resolved.

**Question 2**

**If someone breaches the policy, is there a fine from the City? Are we aware of any food vans currently breaching the required distance?**

Response 2

Ryan Hall, Director Community Services noted that advice from the team is that most operators are doing the right thing. The policy outlines exact permitted locations on an aerial map, and there are multiple sites across the City where mobile food vendors can operate, with some sites accommodating up to five bays. The feedback has been positive.

Cr Elli Petersen-Pik – Deputy Mayor added that there has been no breaches and aside from the one complaint that has now been resolved, there has been no other complaints received.

**Cr Cale Black****Question 1**

**Is the City aware of any current breaches of tree protection zones for development applications?**

Response 1

Ryan Hall, Director Community Services advised breaches of tree protection zones do occur, with one matter currently under investigation. The City actively monitors compliance, takes action where required, and ensures trees are protected and barriers installed.

**Question 2**

**If trees are damaged or removed and a Helliwell value is applied, are any additional punitive damages applied? What does that process look like?**

Response 2

Ryan Hall, Director Community Services advised that can be applied. The City's priority is to achieve compliance and protect the tree in the first instance, working with those on site. Officers collect evidence, and if cooperation is not forthcoming, the City can pursue stronger enforcement action. However, that is not the preferred approach.

**13 New Business Of An Urgent Nature**

Nil.

**14 Meeting Closed To The Public**

**PROCEDURAL MOTION**

That the meeting be closed to the public to discuss item 10.4.2 Tender 28-2025 CCTV Managed Service.

That in accordance with the *Local Government Act 1995*, the meeting is to be closed to the public as the information contained in the report to be discussed deals with a tendered price and a tendered methodology for calculating a price for a tender received by the City for a contract.

The information permits the meeting to be closed under section 5.23(4)(c) of the *Local Government Act 1995*.

Cr Cale Black Moved, Cr Donovan MacDonald Seconded

**CARRIED UNANIMOUSLY: 8/0**

*For: Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway,  
Cr Michelle Sutherland, Cr Nat Latter,  
Cr Elli Petersen-Pik - Deputy Mayor, Cr Cale Black and Cr Donovan MacDonald.*

*Against: Nil.*

*At 8:45 pm the meeting closed to the public and the live-streaming suspended.*

**PROCEDURAL MOTION**

That, as the Council has concluded its deliberations on the confidential information in item 10.4.2 the meeting be reopened to the public.

Cr Cale Black Moved, Cr Calla Loiacono Seconded

**CARRIED UNANIMOUSLY: 8/0**

*For: Cr Calla Loiacono, Cr Steven Ostaszewskyj, Cr Anthony Pittaway,  
Cr Michelle Sutherland, Cr Nat Latter, Cr Elli Petersen-Pik - Deputy Mayor,  
Cr Cale Black and Cr Donovan MacDonald.*

*Against: Nil.*

*At 8:49 pm, the meeting reopened to the public and the live-streaming resumed.*

**14.1 Matters for Which the Meeting May be Closed**

**14.2 Public Reading of Resolutions that May be Made Public**

**15 Closure**

There being no further business to discuss, the Presiding Member, Cr Elli Petersen- Pik – Deputy Mayor declared the meeting closed at 8:49 pm.