

TOWN *of* CLAREMONT

Minutes

Ordinary Council Meeting

Tuesday 26 August 2025

Liz Ledger
Chief Executive Officer

DISCLAIMER

Members of the public are cautioned against taking any action as a result of a Council decision until such time as they have seen a copy of the Minutes or have been advised, in writing, by the Council's Administration with regard to any particular decision. An audio recording of this meeting will be published on the Town's website within 14 days of the meeting.

UNCONFIRMED

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

His worship the Mayor, welcomed members of the public, press, staff and Councillors and declared the meeting open at 7:01pm.

2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**PRESENT:**

Mayor Jock Barker

Deputy Mayor Cr Paul Kelly

Cr Graham Cameron

Cr Shelley Hatton (attending electronically in accordance with Regulation 14C of *the Local Government (Administration) Regulations 1996*)

Cr Kate Main

Cr Jill Goetze

Cr Sara Franklyn

Cr Ryan Brown

Cr Annette Suann

IN ATTENDANCE:

Liz Ledger (Chief Executive Officer)

Mark Taylor (Acting Director Infrastructure)

Nicola Clark (Director Planning and Environment)

Jessica Guy (Manager Governance and Records)

Bianca Evans (Legal and Governance Officer)

5 members of the Public, 1 members of the Press

APOLOGIES:

Nil

LEAVE OF ABSENCE:

Nil

Cr Shelley Hatton declared that she was able to maintain confidentiality during the meeting in accordance with regulation 14CA(5) of the *Local Government (Administration) Regulations 1996*.

3 DISCLOSURE OF INTERESTS

Nil

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5 PUBLIC QUESTION TIME

Nil

6 PUBLIC STATEMENT TIME

Ms Heidi Hardisty of Swanbourne

Regarding Item 13.3.1 Draft Local Planning Policy 211 Tree Retention

Ms Hardisty spoke in support of the Officer Recommendation.

Mr Byron Joel of Claremont

Regarding Item 13.3.1 Draft Local Planning Policy 211 Tree Retention

Mr Joel spoke in support of the Officer Recommendation.

Mr Nick Cook of Claremont

Regarding Item 13.3.1 Draft Local Planning Policy 211 Tree Retention

Mr Cook spoke in support of the Officer Recommendation.

7 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

8 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

COUNCIL RESOLUTION 108/25

Moved: Deputy Mayor Cr Paul Kelly

Seconded: Cr Annette Suann

That the minutes of the Ordinary Meeting of Council held on 29 July 2025 be confirmed.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

10 ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

15.2 Cr Cameron - 288 Stirling Highway and Lot 11578 Shenton Road

17.1.1 331 Stirling Highway, Claremont

17.1.2 39 Guger Street, Claremont

17.1.3 Waste & Recycling Collection Services Contract

17.2.1 RFT 04-2025 Road Profiling

17.2.2 RFT 01-2025 Claremont Aquatic Centre Changeroom Refurbishment

17.3.1 RFT 02-2025 Turf Maintenance Services

17.3.2 RFT 03-2025 Provision of Tree Clearing and Pruning Services

11 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil

12 REPORTS OF COMMITTEES

Nil

13 REPORTS OF THE CEO

MOTION

COUNCIL RESOLUTION 109/25

Moved: Cr Kate Main

Seconded: Cr Sara Franklyn

That item 13.3.1 be brought forward for consideration for the convenience of the gallery.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

13.3 ENVIRONMENTAL SUSTAINABILITY

13.3.1 DRAFT LOCAL PLANNING POLICY 211 – TREE RETENTION

File Number: DAB/10/00004

Author: Nicola Clark (Director Planning and Environment), Michael Hancock (Manager Planning)

Authoriser: Liz Ledger (Chief Executive Officer)

Attachments:

1. Local Planning Policy 211 Tree Retention [**13.3.1.1** - 4 pages]
2. WALGA Model Local Planning Policy Tree Retention [**13.3.1.2** - 6 pages]
3. WALGA Model Local Planning Policy Tree Retention TRACKED CHANGES [**13.3.1.3** - 7 pages]

PURPOSE

For Council to adopt the draft Local Planning Policy 211 – Tree Retention (refer **Attachment 1**) for advertising in accordance with the deemed provisions of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* ('Regulations').

BACKGROUND

Trees and vegetation are vital community assets in urban environments, supporting liveability, contributing to local amenity, enhancing neighbourhood character, and providing environmental benefits such as shade, biodiversity habitat, and improved air quality.

Recent years have seen a marked decline in tree canopy across metropolitan Perth, including within the Town of Claremont. Canopy loss is a significant policy concern at both State and local government levels, with particular urgency in addressing vegetation loss on private property, where the majority of the Town's tree canopy is located.

The State Government has introduced measures into the Residential Design Codes (R-Codes), including requirements for minimum tree provision in new developments, retention of existing vegetation, and landscaping standards for medium- and high-density development. The Town's Local Planning Scheme No. 3 also contains provisions enabling the Town to require "any tree or group of trees be preserved or protected" through development approval conditions. However, these provisions do not trigger a need for approval solely for tree removal on private land outside of a development application. As a result, mature trees may be removed before development proposals are lodged, eroding canopy before statutory consideration is possible.

Once mature trees are removed, replacement plantings may take decades to provide equivalent amenity and environmental benefits.

To address these limitations, local governments have explored two main approaches:

1. Local Planning Scheme Amendments: These require Western Australian Planning Commission (WAPC) and Ministerial approval, are complex, and take considerable time. The Minister's refusal of the City of Nedlands' tree retention scheme amendment in 2024 demonstrates the difficulty of this pathway.
2. Local Planning Policies (LPPs): These are simpler to prepare, locally adoptable (after mandatory public advertising), and, while not having the force of law, are a material consideration in planning decisions.

In response to metropolitan-wide concern, the Western Australian Local Government Association (WALGA) released a Model Local Planning Policy for Tree Retention (Model LPP) (refer **Attachment 2**) in 2024, providing a framework adaptable to local contexts.

Drawing on the Model LPP, the Town has prepared Local Planning Policy 211 – Tree Retention to address canopy decline, protect significant trees on private land, and ensure provisions are practical, enforceable, and suited to local values and development patterns.

DISCUSSION

The draft LPP is broadly consistent with the WALGA Model LPP, but includes targeted modifications to better fit the Town’s local planning context and practical implementation needs:

- **Formatting:** Policy order aligns with other recently adopted LPPs and the Department’s LPP Manual (e.g., definitions are located later).
- **Street Trees:** Unlike the Model LPP, matters concerning street trees are managed separately through Council Policy and Local Laws and are therefore excluded from this LPP’s scope.
- **Standard Conditions:** While the Model LPP includes standard conditions for tree retention, the Town will apply these conditions within its usual administrative processes, imposing them on a case-by-case basis rather than explicitly listing them in the policy.
- **Application of LPP:** The draft LPP has been revised to apply to all zoned land within the Town’s Local Planning Scheme No. 3, broadening the Model LPP’s focus. The provision relating to ‘tree-damaging activity’ has been moved into the Policy Provisions section, to clarify that such activities require a development application because they constitute ‘works’ under the *Planning and Development Act 2005*.
- **Application Requirements:** Rather than embedding detailed application requirements in the LPP as the Model does, the Town provides this information to applicants through pre-lodgement advice and updated checklists, which will be revised if the LPP is adopted to support streamlined processing.
- **Policy Provisions:** Included an additional development application exemption for trees required to be removed as a result of Polyphagous Shot-Hole Borer management.
- **Policy Statement:** General policy statements regarding tree protection have been elevated to the Objectives section for clearer strategic intent, while operational decision criteria have been framed as assessment guidelines (within the Policy Provisions) for clear assessment direction.

For transparency and detailed comparison, a tracked changed version of the draft LPP against the WALGA Model LPP is provided in **Attachment 3**.

The headings and formatting as shown in **Attachment 1**, have been adjusted to follow the same style as other Town Local Planning Policies.

Additional Incentive Measures

Council has previously directed Administration to explore incentive-based tree retention approaches, which include:

- **Built Form Concessions:** Variations to average site area or plot ratio cannot be modified without WAPC approval and require demonstrated “local need”, which is difficult to establish for a metro-wide issue. Some variations (e.g., to street or side setbacks) to facilitate tree retention can be approved through usual assessment practices (i.e., application of the R-Codes design principles) and do not require articulation through an LPP.
- **Tree Planting Requirement Offsets:** Not proposed, for the same reasons above – constraints on modifying the R-Codes and lack of local-specific justification.
- **Fee Reductions:** Waiving or reducing development application fees for proposals retaining significant trees could provide a direct incentive. It is suggested that the Town consider waiving or reducing fees for applications necessitated by the draft LPP.

Enforcement Considerations

Effective enforcement is critical for the success of the LPP. Under the draft LPP, tree removal on private land is deemed 'works', making unauthorised removal an offence under *the Planning and Development Act 2005*.

However, there are practical challenges:

- Demonstrating that a removed or damaged tree met the LPP's significance criteria (such as height, species, trunk diameter) may be difficult, particularly after removal.
- While the Town has access to aerial imagery and street photography, evidence may not always be conclusive. The Town currently lacks a dedicated compliance team for proactive monitoring.

To improve effectiveness, comprehensive mapping and data collection are necessary. The Town has procured CSIRO Urban Monitor data, which may assist with canopy mapping. However, Urban Monitor does not provide adequate detail on tree species, trunk circumference, and height for policy application. Additional local data will need to be collected by an external party.

The Town's proposed approach mirrors that taken by other metro authorities (e.g., City of Subiaco, City of South Perth) in advertising local adaptations of the WALGA Model LPP for public comment. The Town's draft avoids provisions known to be problematic for implementation or WAPC approval, while retaining a strong focus on practical enforceability and achievable incentives.

PAST RESOLUTIONS

Ordinary Council Meeting 4 February 2025, Council Resolution 12/25

That Council:

1. *Support Administration to undertake further work to examine incentive-based approaches to tree retention on private property in conjunction with the draft WALGA policy noting that extensive public consultation would need to occur before Council adopted any tree retention policy within the Town of Claremont.*
2. *Note that subject to endorsement of the above, a report will be provided to Council on findings and recommendations.*

CARRIED

Ordinary Council Meeting 17 December 2024, Council Resolution 192/24

A report be provided to the next Ordinary Council Meeting, reviewing and recommending actions in considering the WALGA model Tree Retention Policy and possible adoption by the Town of Claremont.

Reason: Given the considerable loss of tree canopy and the impact of the shot hole borer, Council should consider if the policy or variations of the policy might be suitable for adoption by the Town of Claremont.

CARRIED

FINANCIAL AND STAFF IMPLICATIONS

Advertising costs for public consultation can be accommodated within existing staff resources and budget allocations.

If the LPP is adopted, there will be staff resource implications, including:

- Officer time for development assessment in accordance with the Policy, including site inspections;
- Compliance monitoring and enforcement activities.

Tree canopy data to support Policy compliance and monitoring will also be required. Current best practice in this area is the use of Light Detection and Ranging (LiDAR) aerial survey, which would be procured from a private provider. LiDAR data collection is estimated to cost between \$15,000 and \$20,000; a budget of \$25,000 has been allocated in the 2025–26 financial year for an aerial tree survey.

LiDAR products can be delivered as 2D GIS ready layers with interactable metadata, potentially including models that map:

- The height of vegetation above ground level
- Canopy density and structure
- The boundaries of individual tree canopies.

Further research is needed to confirm that LiDAR data outputs will be adequate for the Policy's compliance and enforcement needs.

Potential future funding for incentive measures (e.g. tree maintenance contributions) would be subject to separate Council consideration through the annual budget process.

POLICY AND STATUTORY IMPLICATIONS

Should Council resolve to prepare a local planning policy, the proposed policy must be advertised for a minimum of 21 days in accordance with Clause 4 of the Regulations.

The LPP will not have the statutory force of a planning scheme but will be a material consideration in planning decisions.

COMMUNICATION AND CONSULTATION

If Council resolves to advertise, the draft LPP will be made available for public comment for at least 21 days via:

- Town's website and online platforms
- Notices on the Town's noticeboard
- Copies at the Administration Centre and Library
- Direct notification to relevant stakeholders and local groups.

Following the consultation period, a summary of submissions and recommended changes will be presented to Council prior to final adoption.

STRATEGIC COMMUNITY PLAN

Environmental Sustainability *We are a leader in responsibly managing the built and natural environment for the enjoyment of the community and continue to demonstrate diligent environmental practices.*

- Take a leadership in the community in environmental sustainability.

URGENCY

Addressing ongoing canopy loss is time critical. Prompt action is needed to reduce further mature tree loss while longer-term strategies and possible State policy frameworks are considered.

VOTING REQUIREMENTS

Simple Majority decision of Council (*More than half the Council Members present are required to vote in favour*).

OFFICER RECOMMENDATION

Moved: Cr Jill Goetze

Seconded: Cr Sara Franklyn

That Council, pursuant to Schedule 2, Part 2, Clause 4(1) of the Planning and Development (Local Planning Schemes) Regulations 2015, advertises draft Local Planning Policy 211 – Tree Retention for advertising.

AMENDMENT**COUNCIL RESOLUTION 110/25**

Moved: Deputy Mayor Cr Paul Kelly

Seconded: Cr Ryan Brown

That the following definitions be removed from the Maintenance Pruning section of the draft Local Planning Policy 211 - Tree Retention:

- b) is the first pruning of the tree in the calendar year and affects less than 10% of the canopy, not altering the overall shape of the canopy; or*
- d) does not include removing limbs with a diameter of 100mm or more; or*
- f) is undertaken in accordance with the Australian Standard ASNZ4373:2007 Pruning of amenity trees.*

Reason: The deletions outlined will make maintenance pruning significantly easier within the meaning of the policy and much less restrictive.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

AMENDED OFFICER RECOMMENDATION WAS PUT**COUNCIL RESOLUTION 111/25**

That Council, pursuant to Schedule 2, Part 2, Clause 4(1) of the Planning and Development (Local Planning Schemes) Regulations 2015, advertises draft Local Planning Policy 211 – Tree Retention for advertising as amended.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

TOWN of CLAREMONT

LOCAL PLANNINGS POLICY 211

TREE RETENTION

KEY FOCUS AREA LIVEABILITY

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

Purpose

The purpose of this Policy is to encourage and facilitate the protection of trees, and to maintain and enhance tree canopy within the Town of Claremont.

This Policy seeks to:

1. Maintain a presumption in favour of retaining significant trees on privately-owned land, with applicants and landowners demonstrating that removal, lopping or other damaging activity is unavoidable and that all reasonable design alternatives have been explored.
2. Prioritise the retention and protection of significant trees on private land through the strategic planning, subdivision, and development application processes.
3. Clarify when a development application is required for the removal, lopping, or other damaging activity affecting a significant tree on privately-owned land.
4. Provide clear decision-making guidance for development, subdivision, and strategic planning proposals involving significant trees on privately-owned land.
5. Ensure that where removal of a significant tree is approved, appropriate replacement planting is provided to maintain or enhance local amenity, urban character, and tree canopy cover.
6. Encourage tree pruning and management practices that comply with relevant Australian Standards to support tree health and longevity.

This Policy applies to all zoned land within the Town of Claremont Local Planning Scheme No. 3. This Policy should be read in conjunction with:

- The Town's Local Planning Scheme No. 3.
- Residential Design Codes Volume 1 and Volume 2.
- State Planning Policy 3.7 Bushfire.
- Council Policy LV106 Crossovers.
- Council Policy LV136 Tree Canopy.
- Australian Standards AS 4373:2007 Pruning of amenity trees.
- Australian Standards AS 4970:2025 Protection of trees on development sites.

Definitions

Arborist Report	A report prepared by a suitably qualified and experienced arboriculturist with a minimum qualification of Diploma of Horticulture (Arboriculture) Australian Qualification Framework (AQF 5) or equivalent, and with demonstrated experience in high level tree assessment and diagnosis.
Maintenance pruning	Pruning that: <ol style="list-style-type: none"> a. involves removing dead or diseased wood only; or b. is the first pruning of the tree in the calendar year and affects less than 10% of the canopy, not altering the overall shape of the canopy; or

	<ul style="list-style-type: none"> c. is of a fruit tree and done for fruit production; or d. does not include removing limbs with a diameter of 100mm or more; or e. is otherwise minor maintenance or thinning of the crown that does not adversely affect the health or general appearance of the tree; and f. is undertaken in accordance with the Australian Standard ASNZ4373:2007 Pruning of amenity trees.
Regulated tree	<p>Means a living tree that —</p> <ul style="list-style-type: none"> a. Is 8m or more high; and/or b. has an average canopy diameter of at least 6m; and/or c. has a trunk circumference of at least 1.5m, measured 1.4m above the ground; and d. is of a species that is not included on State or local area weed register.
Tree-damaging activity	<p>Means —</p> <ul style="list-style-type: none"> a. the killing or destruction of a tree; and/or b. the removal of a tree; and/or c. the severing of branches, limbs, stems or trunk of a tree; and/or d. the ringbarking, topping or lopping of a tree; and/or e. any other substantial damage to a tree.

Policy

1. Development Applications

A development application is required for any tree-damaging activity to a regulated tree, except where the activity is:

- a. Carried out in accordance with Schedule 2, Part 7, Clause 61(1)(b)(18) of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
- b. Required under an approved Bushfire Management Plan;
- c. Carried out under the direction or authorisation of the Department of Primary Industries and Regional Development or other relevant biosecurity authority to manage the Polyphagous Shot-Hole Borer;
- d. Maintenance pruning; or
- e. A public work as defined in section 2 of the *Public Works Act 1902*.

All applications must demonstrate, to the Town's satisfaction, that:

- a. The tree-damaging activity is unavoidable
- b. All reasonable alternatives to retain the tree have been explored
- c. Potential impacts have been minimised.

Applications will then be assessed having due regard to the following:

- a. The health, structural integrity, and life expectancy of the tree, supported by an **Arborist Report** (where relevant)
- b. The tree's maturity, size (height, canopy spread, trunk circumference), and species (native or exotic)

- c. Safety risks to people, buildings, or infrastructure, supported by a Structural Engineering Report (where relevant)
- d. Ecological, biodiversity, and environmental benefits (shade, carbon sequestration, habitat)
- e. Contribution to neighbourhood character, streetscape, and sense of place
- f. If a native species, its role in conserving local flora and fauna
- g. Location of the tree within the site and potential for alternative design or siting to enable retention
- h. Relationship to other significant trees on the site
- i. Impact of works, including excavation or fill, on tree viability
- j. Conflicts with services or infrastructure that cannot reasonably be resolved through design modification
- k. Whether retention would contribute to soil stability, water quality, or avoidance of erosion and salinisation
- l. Proposed measures for tree protection in accordance with Australian Standards AS 4970:2025 Protection of trees on development sites during works
- m. Replacement planting (species, size, and location) to offset canopy loss on site
- n. Consistency with the objectives of this Policy.

Applications will not be supported solely for any of the following reasons:

- a. Impact on views;
- b. Personal dislike of the tree;
- c. Routine nuisance from leaf, fruit or bark drop/shedding or the like; or
- d. Shading of gardens, swimming pools, solar panels or similar.

2. Subdivision Applications

The Town may recommend that, prior to determining an application for subdivision approval, the Western Australian Planning Commission (WAPC) require additional information to address impacts on a regulated tree.

Subdivision design, layout and earth working levels, including the positioning of public open space, configuration of the public road network, lot design and densities, should prioritise the retention of regulated trees.

Subdivision plans should identify regulated trees, indicate whether they will be retained or removed, and include protection measures for retained trees.

The Town may recommend subdivision conditions to the WAPC requiring retention and protection of identified trees during works.

3. Strategic Planning Proposals

Local Planning Scheme (LPS) amendments and Structure Plan proposals should identify regulated trees and outline mechanisms and measures to protect regulated trees.

Concept Plans supporting LPS amendment applications and Structure Plans should prioritise positioning of public open space, configuration of the public road network, and lot design and densities to retain regulated trees.

Strategic planning proposals should be supported by technical information and reports which demonstrate that the retention and protection of regulated trees has been prioritised and considered.

Document Control Box			
Legislation:	<i>Planning and Development Act 2005</i> Planning and Development (Local Planning Schemes) Regulations 2015 Town of Claremont Local Planning Scheme No. 3 Australian Standards AS 4373:2007 Pruning of amenity trees Australian Standards AS 4970:2025 Protection of trees on development sites. State Planning Policy 3.7 Bushfire; Residential Design Codes Volume 1 and Volume 2		
Organisational:	Council Policy LV106 Crossovers Council Policy LV136 Tree Canopy		
Version #	Decision:	OCM Date:	Resolution Number:
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

Model Local Planning Policy Tree Retention

Title	Policy Name	Council Logo
Policy Number	LPP #.##	

1.0 Citation

This is a Local Planning Policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. This Policy may be cited as *Local Planning Policy #.## - **Insert Policy Name***.

2.0 Introduction

Trees and other vegetation in urban areas provide significant social, economic, and environmental benefits to the community. The greatest environmental, aesthetic and cooling benefits of trees are provided by large, mature trees which typically have the largest canopy cover.

This policy outlines that the *City/Town/Shire's* recognises the increasing importance of retaining trees and ensures that retention and enhancement of the *City/Town/Shire's* tree canopy cover is considered at all stages of development.

This Policy should be read in conjunction with:

- Any relevant scheme provisions including significant tree register or Tree Preservation Orders;
- State Planning Policy 7.3 Residential Design Codes Volume 1 and Volume 2;
- State Planning Policy 3.7 - Planning in Bushfire Prone Areas;
- Council Street Tree Policy;
- Council Crossover Policy;
- Urban Forest Strategy/Plan;
- Australian Standards AS 4970—2009 - Protection of trees on development sites; and
- Australian Standards AS 4373-2007 Pruning of Amenity Trees.

Tree damaging activity constitutes works under the *Planning and Development (Local Planning Scheme) Regulations 2015* and development under the *Planning and Development Act 2005*. The policy clarifies the circumstances in which a development application and approval is required for any **tree damaging activity** and guides the assessment of these applications and other planning proposals.

3.0 Objectives

The policy aims to encourage and facilitate the protection of trees and to maintain and enhance tree canopy. The objectives of the policy are to:

- Provide a clear definition of a **regulated tree** and clarify when a development application is required for **tree damaging activity**;
- Prioritise the retention, protection, and the provisions of trees on private land and adjacent reserves in the planning process;
- Promote and facilitate tree preservation at the earliest possible stage in the planning and development process, balancing with the desired built form and land use outcomes;
- Preserve and enhance neighbourhood amenity, character and sense of place; and

- Mitigate the urban heat island effect, reduce air pollution, improve groundwater quality and contribute to biodiversity and other environmental benefits.

4.0 Definitions

Arborist Report means a report which is prepared by a suitably qualified and experienced arboriculturist with a minimum qualification of Diploma of Horticulture (Arboriculture) Australian Qualification Framework (AQF 5) or equivalent, and with demonstrated experience in high level tree assessment and diagnosis.

Maintenance Pruning means pruning that:

- involves removing dead or diseased wood only; or
- is the first pruning of the tree in the calendar year and affects less than 10% of the canopy, not altering the overall shape of the canopy; or
- is of a fruit tree and done for fruit production; or
- does not include removing limbs with a diameter of 100mm or more; or
- is otherwise minor maintenance or thinning of the crown that does not adversely affect the health or general appearance of the tree; and
- is undertaken in accordance with the standard for Pruning Amenity Trees ASNZ4373.

Regulated tree means a living tree that —

- Is 8m or more high; and/or
- has an average canopy diameter of at least 6m; and/or
- has a trunk circumference of at least 1.5m, measured 1.4m above the ground; and
- is of a species that is not included on State or local area weed register.

Tree-damaging activity means –

- the killing or destruction of a tree; and/or
- the removal of a tree; and/or
- the severing of branches, limbs, stems or trunk of a tree; and/or
- the ringbarking, topping or lopping of a tree; and/or
- any other substantial damage to a tree.

5.0 Policy Application

This Policy applies to the [insert zones] within the [inset City/Town/Shire's Local Planning Scheme No.x] including in the circumstances described below:

- development applications;
- subdivision applications;
- other strategic planning proposals including scheme amendments and structure plans; and
- any **tree damaging activity** to a **regulated tree** where no other development or subdivision is proposed.

6.0 Requirement for Development Approval and Exemptions

Tree damaging activity requires development approval except in any of the following circumstances:

- the tree does not satisfy the definition of **regulated tree**;

- b) the **tree damaging activity** is carried out in the course of works in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2 Part 7 Clause 61 (b) item 18:
 - “works that are urgently necessary for any of the following —*
 - (a) public safety;*
 - (b) the safety or security of plant or equipment;*
 - (c) the maintenance of essential services; or*
 - (d) the protection of the environment.”*
- c) the **tree damaging activity** is required as part of an approved Bushfire Management Plan;
- d) the **tree damaging activity** is **maintenance pruning**;
- e) **Tree damaging activity** to a **regulated tree** that is on the [insert *Local Government Unwanted Species List*]
- f) the **tree damaging activity** is carried out by the local government on a street tree and/or the tree damaging activity is a public work.

NOTE (i) *A development application is required for any **tree damaging activity** to a **regulated tree** where other works are proposed on a subject site, even if those other works are exempt from development approval under the local planning scheme as per Schedule 2, Part 7 Clause 61 (deemed provisions) of the Planning and Development (Local Planning Scheme) Regulations 2015 (eg., the erection of a Single House that meets the deemed-to-comply requirements of the Residential Design Codes).*

7.0 Application requirements

Development applications, subdivision applications and strategic planning proposals that are subject to this Policy are to provide the following applicable information:

- a) Site survey and/or site plan indicating:
 - i. location of all **regulated trees**, including street trees;
 - ii. whether any **regulated tree** is proposed to be retained or affected by any **tree damaging activity**;
 - iii. Tree Protection Zone(s) in accordance with AS4970; and
 - iv. any trees proposed to be planted on the development site.
- b) Written justification for any proposed tree damaging activity against the objectives and requirements of this Policy; and
- c) Whether any **regulated tree** was identified to be retained at a previous planning stage (e.g, structure plan or subdivision approval).

An **Arborist Report** may be required in the following instances:

- i. To justify **tree damaging activity** to a **regulated tree** specifically considering the health of the tree and/or any safety risk it may pose to people or property;
- ii. To explain any mitigation measures proposed to protect a **regulated tree** including works proposed within the Tree Protection Zone (refer to AS4970 for details to identify the Tree Protection Zone).

Additional technical reports (i.e., Environmental reports, Tree Retention Strategy, Structural Engineering Reports) may be required for Structure Plan and large- scale subdivision applications.

8.0 Policy statement

8.1 General Requirements

- a) Unless its removal is approved as part of a subdivision or development approval, or is exempt under the provisions of this Policy, a **regulated tree** should be retained in perpetuity and protected.
- b) Retention and protection of **regulated trees** should be prioritised, and development works, structure plan and subdivision design should preferably avoid or as a minimum minimise harm to **regulated trees**.
- c) Where **tree damaging activity** is proposed to a **regulated tree** the following will be given due regard in the assessment process:
 - i. Health, maturity, species, and location of the *tree*;
 - ii. Ecological, biodiversity and environmental values of the *tree*;
 - iii. Contribution of the *tree* to the streetscape;
 - iv. The preservation of any other **regulated tree** on the subject site;
 - v. The location of the *tree* within the development site and capacity for a modified building design or subdivision to maximise tree retention;
 - vi. Any existing development on the site;
 - vii. Design and location of proposed crossovers;
 - viii. Topography and the potential impact from excavation/fill;
 - ix. Possible safety risks due to tree limb failure and infrastructure and/or structural damage associated with the retaining the *tree*;
 - x. Tree Protection Zone(s) (as per AS4970);
 - xi. Tree replacement and/or planting proposed;
 - xii. Recommendations of an **Arborist Report**; and
 - xiii. The objectives of this Policy.
- d) The following justifications for **tree damaging activity** to a **regulated tree** will not be supported:
 - i. Impact on views;
 - ii. The tree variety is disliked;
 - iii. The tree variety causes nuisance by way of leaf, fruit or bark shedding or the like; or
 - iv. The tree impacts on private gardens, solar installations, swimming pools or the like.
- e) Any proposed **tree damaging activity** to a street tree is to be referred to *{insert relevant Local Government Department}*, for consideration, having regard to *[insert Council Street Tree Policy]*.

8.2 Development Application

- a) The *City/Town/Shire* will assess any development application in accordance with the general requirements above.
- b) There is a general presumption against **tree damaging activity** (other than **maintenance pruning**) to any **regulated tree** and the siting and design of the development should, where possible, avoid impacting any **regulated tree**.
- c) **Tree damaging activity** to a **regulated tree** may be considered if the following relevant information and/or technical reports are provided to demonstrate:
 - i. The **regulated tree** is unhealthy, based on the recommendations of an **Arborist report**;
 - ii. The **regulated tree** causes safety risks to people, infrastructure or buildings based on recommendations on an **Arborist report** and/or Structural Engineering Report; or
 - iii. The redesign of the development to accommodate the **regulated tree** is unfeasible.
- d) Tree Planting Requirements.

(NOTE – any tree planting requirements that vary the deemed to comply provisions of State Planning Policy 7.3 Residential Design Codes Volume 1 and 2 requires approval from the Western Australian Planning Commission).

8.3 Development Approval Conditions

- a) If a **regulated tree** is proposed to be retained as part of an approved development, the City/Town/Shire may include the following condition on the development approval:

“1. The existing tree identified on the site plan must:

- i. be retained and subsequently maintained in a healthy state;***
- ii. be protected during the construction of the development in accordance with Australian Standard AS4970; and***
- iii. only be maintenance pruned in accordance with Australian Standard AS 4373.***

If, notwithstanding paragraph (i) the existing tree dies or becomes unhealthy and requires replacement, the landowner must notify and make suitable arrangements with the City/Town/Shire for a replacement tree(s). Thereafter, the replacement tree(s) must be retained and maintained in accordance with this condition.

2. The tree protection zone(s) shown on the site plan must be retained.”

- b) If tree planting or tree replacement is required as part of an approved development, the City/Town/Shire may include the following condition on the development approval:

“1. The tree(s) shown on the approved site plan / landscaping plan must:

- i. be planted before the development is occupied;***
- ii. be maintained during the life of the development; and***
- iii. only be maintenance pruned in accordance with Australian Standard AS 4373.***

If, notwithstanding paragraphs (i) and (ii) a tree dies or becomes unhealthy the landowner must notify and make suitable arrangements with the City/Town/Shire for a replacement tree(s). Thereafter, the replacement tree(s) must be retained and maintained in accordance with this condition.

2. The tree protection zone(s) shown on the approved site plan / landscaping plan must be created before the development is occupied, and thereafter retained.”

8.4 Subdivision applications

- a) The City/Town/Shire may recommend that prior to the determination of an application for subdivision approval additional information be provided to the Western Australian Planning Commission (WAPC) to allow consideration of the impacts of the subdivision design and layout on any **regulated tree** and whether the general requirements above have been addressed.

- b) Subdivision design, layout and earth working levels, including the positioning of public open space (POS), configuration of the public road network, lot design and densities, should prioritise the retention of **regulated trees**.
- c) The subdivision plan should identify **regulated trees** and note if they are to be retained or removed, and the applicant is to demonstrate how the retained **regulated trees** will be protected as part of the subdivision process.
- d) The *City/Town/Shire* will request the WAPC to include the following condition on the subdivision approval to ensure **regulated trees** identified by the *City/Town/Shire* are protected:

“The regulated tree(s) identified on the approved plan of subdivision dated [INSERT VALUE] shall be retained and protection measures implemented to ensure such trees are not impacted by subdivisional works. These trees must not be removed when clearing the conditions of this approval unless development approval for their removal is obtained from the local government.”

8.5 Strategic Planning Proposals (Local Planning Scheme amendments and Structure Plan Stage)

- a) Where applicable, Local Planning Scheme (LPS) amendments and Structure Plan proposals should identify **regulated trees** and shall outline mechanisms and measures to protect **regulated trees** at subsequent stages of the planning process.
- b) Concept Plans supporting LPS amendment applications and Structure Plans shall prioritise positioning of public open space (POS), configuration of the public road network and lot design and densities to retain **regulated trees**.
- c) Strategic planning proposals shall be supported by technical information and reports which demonstrate that the protection of **regulated trees** has been prioritised.

Responsible Business Unit	
LPP Category	
Public Consultation	Yes/No
Adoption Date	##/##/####
Next Review Date	##/##/####
Reference Number (Internal purposes)	

Model Local Planning Policy 211: Tree Retention

Title	Policy Name <u>Tree Retention</u>	Council Logo
Policy Number	LPP ### <u>2.11</u>	

1.0 Citation

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

This Policy may be cited as Local Planning Policy ### 211 - ~~**Insert Policy Name**~~ Tree Retention.

2.0 Introduction

~~Trees and other vegetation in urban areas provide significant social, economic, and environmental benefits to the community. The greatest environmental, aesthetic and cooling benefits of trees are provided by large, mature trees which typically have the largest canopy cover.~~

~~The purpose of this pLocal Planning Policy (this Policy) is to encourage and facilitate the protection of trees and to maintain and enhance outlines that the City/Town/Shire's recognises the increasing importance of retaining trees and ensures that retention and enhancement of the City/Town/Shire's tree canopy within the Town of Claremont cover is considered at all stages of development.~~

This Policy should be read in conjunction with:

- ~~• The Town's Local Planning Scheme No. 3Any relevant scheme provisions including significant tree register or Tree Preservation Orders;~~
- ~~•~~
- ~~State Planning Policy 7.3~~ Residential Design Codes Volume 1 and Volume 2;
- State Planning Policy 3.7 - ~~Planning in Bushfire-Prone Areas~~ Bushfire;
- Council ~~Street Tree~~ Policy LV136 Tree Canopy;
- Council ~~Crossover~~ Policy LV106 Crossovers;
- ~~• Urban Forest Strategy/Plan;~~
- Australian Standards AS 4970—202509 - Protection of trees on development sites; ~~and~~
- Australian Standards AS 4373-2007 Pruning of Amenity Trees.

~~**Tree damaging activity** constitutes works under the Planning and Development (Local Planning Scheme) Regulations 2015 and development under the Planning and Development Act 2005. The policy clarifies the circumstances in which a development application and approval is required for any **tree damaging activity** and guides the assessment of these applications and other planning proposals.~~

3.0 Objectives

~~This pPolicy seeks aims to encourage and facilitate the protection of trees and to maintain and enhance tree canopy. The objectives of the policy are to:~~

- ~~• Maintain a presumption in favour of retaining significant trees on privately-owned land, with landowners and applicants demonstrating that removal or other tree damaging activity is unavoidable and that all reasonable design alternatives to enable retention have been explored.~~
- ~~• Prioritise the retention and ,protection, and the provisions of significant trees on~~

~~privately-owned land and adjacent reserves in the planning process~~through the strategic planning, subdivision and development application processes.;

- ~~Clarify~~ Provide a clear definition of a **regulated tree** and clarify when a development application is required for ~~the removal, destruction, lopping or other~~ tree damaging activity ~~affecting a significant tree on privately-owned land.~~;
- Provide clear decision-making guidance for development, subdivision and strategic planning proposals involving significant trees on privately-owned land.
- Ensure that where removal of a significant tree is approved, appropriate replacement planting is provided to maintain or enhance local amenity, urban character and tree canopy cover.
- Encourage tree pruning and management practices that comply with the relevant Australian Standards to support tree health and longevity.
- ~~Prioritise the retention, protection, and the provisions of trees on private land and adjacent reserves in the planning process;~~

4.0 Definitions

Arborist Report means a report which is prepared by a suitably qualified and experienced arboriculturist with a minimum qualification of Diploma of Horticulture (Arboriculture) Australian Qualification Framework (AQF 5) or equivalent, and with demonstrated experience in high level tree assessment and diagnosis;

Maintenance Pruning means pruning that;

- a) ~~involves removing dead or diseased wood only; or~~
- b) ~~is the first pruning of the tree in the calendar year and affects less than 10% of the canopy, not altering the overall shape of the canopy; or~~
- c) ~~is of a fruit tree and done for fruit production; or~~
- d) ~~does not include removing limbs with a diameter of 100mm or more; or~~
- e) ~~is otherwise minor maintenance or thinning of the crown that does not adversely affect the health or general appearance of the tree; and~~
- f) ~~is undertaken in accordance with the standard for Pruning Amenity Trees ASNZ4373.~~

Regulated tree means a living tree that —

- a) ~~is 8m or more high; and/or~~
- b) ~~has an average canopy diameter of at least 6m; and/or~~
- c) ~~has a trunk circumference of at least 1.5m, measured 1.4m above the ground; and~~
- d) ~~is of a species that is not included on State or local area weed register.~~

Tree-damaging activity means —

- a) ~~the killing or destruction of a tree; and/or~~
- b) ~~the removal of a tree; and/or~~
- c) ~~the severing of branches, limbs, stems or trunk of a tree; and/or~~
- d) ~~the ringbarking, topping or lopping of a tree; and/or~~
- e) ~~any other substantial damage to a tree.~~

5.0 Policy Application of this Policy

This Policy applies to ~~the all zoned land [insert zones]~~ within the Town of Claremont Local Planning Scheme No. 3. ~~[insert City/Town/Shire's Local Planning Scheme~~

~~No.x]~~ including in the circumstances described below:

- ~~development applications;~~
- ~~subdivision applications;~~
- ~~other strategic planning proposals including scheme amendments and structure plans; and~~
- ~~any **tree damaging activity** to a **regulated tree** where no other development or subdivision is proposed.~~

6.0 Policy Provisions

~~Requirement for~~5.1 **Development Applications**~~Approval and Exemptions~~

a) ~~A development application is~~ **Free damaging activity** ~~required for any **tree-damaging activity** to a **regulated tree**,~~s development approval ~~except where the activity is in any of the following circumstances:~~

~~b)a)~~ carried out in ~~the course of works in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2, Part 7, Clause 61 (b) item (18)~~ of the Planning and Development (Local Planning Schemes) Regulations 2015:

~~“works that are urgently necessary for any of the following —~~

- ~~(a) public safety;~~
- ~~(b) the safety or security of plant or equipment;~~
- ~~(c) the maintenance of essential services; or~~
- ~~(d) the protection of the environment.”~~

~~b)~~ the **tree damaging activity** ~~is required as part of~~under an approved Bushfire Management Plan;

c) ~~carried out under the direction or authorization of the Department of Primary Industries and Regional Development or other relevant biosecurity authority to manage the Polyphagous Shot-Hole Borer;~~

d) the **tree damaging activity** ~~is~~ maintenance pruning; ~~or~~

e) ~~Tree damaging activity~~ to a **regulated tree** that is on the ~~[insert Local Government Unwanted Species List]~~

~~e)~~ the **tree damaging activity** ~~is carried out by the local government on a street tree and/or the tree damaging activity is a public work as defined in section 2 of the *Public Works Act 1902*.~~

All applications must demonstrate, to the Town’s satisfaction, that:

- a) The tree-damaging activity is unavoidable
- b) All reasonable alternatives to retain the tree have been explored
- ~~a)c)~~ Potential impacts have been minimised.

All applications Where **tree damaging activity** is proposed to a **regulated tree** the following will then be assessed ~~be having given due regard in the assessment process~~ to the following:

- a) The hHealth, structural integrity, and life expectancy of the tree, supported by an Arborist Report (where relevant)
- b) The tree’s maturity, size (height, canopy spread, trunk circumference), species (native or exotic)

- a) ~~c)~~ Safety risks to people, buildings, or infrastructure, supported by a Structural Engineering Report (where relevant), and location of the tree;
- b) ~~d)~~ Ecological, biodiversity and environmental ~~values~~ benefits (shade, carbon sequestration, habitat) of the tree;
- e) ~~e)~~ Contribution ~~of the tree to~~ neighbourhood character, the streetscape, and sense of place;
- f) If a native species, its role in conserving local flora and fauna
- g) Location of the tree within the site and potential for alternative design or siting to enable retention
- h) Relationship to other significant trees on the site
- ~~d)~~ Impact of works, including excavation or fill, on tree viability ~~The preservation of any other regulated tree on the subject site;~~
- i)
- e) Conflicts with services or infrastructure that cannot reasonably be resolved through design modification ~~The location of the tree within the development site and capacity for a modified building design or subdivision to maximise tree retention;~~
- j)
- k) Whether retention would contribute to soil stability, water quality, or avoidance of erosion and salinisation
- f) Proposed measures for tree protection in ~~Any existing development on the site;~~
- g) Design and location of proposed crossovers;
- h) Topography and the potential impact from excavation/fill;
- i) Possible safety risks due to tree limb failure and infrastructure and/or structural damage associated with the retaining the tree;
- j) accordance with Tree Protection Zone(s) (as per Australian Standards AS4970); 2025 Protection of trees on development sites during works;
- m) Tree ~~r~~Replacement and/or planting (species, size, location) to offset canopy loss on site ~~proposed~~
- k) ;
- l) Recommendations of an Arborist Report; and
- m) n) Consistency with ~~T~~ the objectives of this Policy.

Applications ~~The following justifications for **tree damaging activity** to a **regulated tree** will not be supported solely for any of the following reasons:~~

- a) Impact on views;
- b) ~~The tree variety is~~ Personal dislike of the tree ~~ed;~~
- c) ~~The tree variety causes~~ Routine ~~nuisance by way of leaf, fruit or bark~~ drop/shedding or the like; or
- d) ~~The tree impacts on~~ Shading of private ~~gardens, solar installations~~ panels, swimming pools or the like ~~similar.~~
- b) ~~Any proposed **tree damaging activity** to a street tree is to be referred to [insert relevant Local Government Department], for consideration, having regard to [insert Council Street Tree Policy].~~

5.2 Development Application

- a) ~~The City/Town/Shire will assess any development application in accordance with the general requirements above.~~
- b) ~~There is a general presumption against **tree damaging activity** (other than **maintenance pruning**) to any **regulated tree** and the siting and design of the development should, where possible, avoid impacting any **regulated tree**.~~
- c) ~~**Tree damaging activity** to a **regulated tree** may be considered if the following relevant information and/or technical reports are provided to demonstrate:~~

- i. ~~The **regulated tree** is unhealthy, based on the recommendations of an **Arborist report**;~~
- ii. ~~The **regulated tree** causes safety risks to people, infrastructure or buildings based on recommendations on an **Arborist report** and/or Structural Engineering Report; or~~
- iii. ~~The redesign of the development to accommodate the **regulated tree** is unfeasible.~~

5.2 Development Approval Conditions

~~If a regulated tree is proposed to be retained as part of an approved development, the City/Town/Shire may include the following condition on the development approval:~~

~~"1. The existing tree identified on the site plan must:~~

~~be retained and subsequently maintained in a healthy state;~~

~~be protected during the construction of the development in accordance with Australian Standard AS4970; and~~

~~only be maintenance pruned in accordance with Australian Standard AS 4373.~~

~~If, notwithstanding paragraph (i) the existing tree dies or becomes unhealthy and requires replacement, the landowner must notify and make suitable arrangements with the City/Town/Shire for a replacement tree(s). Thereafter, the replacement tree(s) must be retained and maintained in accordance with this condition.~~

~~2. The tree protection zone(s) shown on the site plan must be retained."~~

~~If tree planting or tree replacement is required as part of an approved development, the City/Town/Shire may include the following condition on the development approval:~~

~~"1. The tree(s) shown on the approved site plan / landscaping plan must:~~

~~be planted before the development is occupied;~~

~~be maintained during the life of the development; and~~

~~only be maintenance pruned in accordance with Australian Standard AS 4373.~~

Subdivision applications

The ~~City/Town/Shire~~ may recommend that, prior to the determination of an application for subdivision approval, ~~additional information be provided to the Western Australian Planning Commission (WAPC) require additional information to address allow consideration of the impacts of the subdivision design and layout on any **regulated tree** and whether the general requirements above have been addressed.~~

Subdivision design, layout and earth working levels, including the positioning of public open space (~~POS~~), configuration of the public road network, lot design and densities, should prioritise the retention of **regulated trees**.

~~The s~~Subdivision plans should identify **regulated trees**, ~~indicate and note if whether~~ they are ~~to~~ will be retained or removed, and ~~include protection the applicant is to demonstrate how the measures for~~ retained **regulated trees**, ~~will be protected as part of the subdivision process.~~

The ~~City/Town/Shire~~ may recommend subdivision conditions to ~~will request the WAPC to include the following condition on the subdivision approval to ensure requiring the~~

retention and protection of **regulated trees** identified by the City/Town/Shire are protected:

~~"The regulated tree(s) identified on the approved plan of subdivision dated [INSERT VALUE] shall be retained and protection measures implemented to ensure such trees are not impacted by during subdivisional works. These trees must not be removed when clearing the conditions of this approval unless development approval for their removal is obtained from the local government."~~

5.3 Strategic Planning Proposals ~~(Local Planning Scheme amendments and Structure Plan Stage)~~

~~Where applicable,~~ Local Planning Scheme (LPS) amendments and Structure Plan proposals should identify **regulated trees** and ~~shall~~ outline mechanisms and measures to protect **regulated trees** ~~at subsequent stages of the planning process~~ consistent with the provisions of this Policy.

Concept Plans supporting LPS amendment applications and Structure Plans ~~shall~~ should prioritise positioning of public open space (POS), configuration of the public road network and lot design and densities to retain **regulated trees**.

Strategic planning proposals ~~shall~~ should be supported by technical information and reports which demonstrate that the protection of **regulated trees** has been prioritised and considered.

6.07.0 Document Control Box

Responsible Business Unit	
LPP Category	
Public Consultation	Yes/No
Adoption Date	##/##/####
Next Review Date	##/##/####
Reference Number (Internal purposes)	

8.0 Appendices

Definitions

Arborist Report means a report which is prepared by a suitably qualified and experienced arboriculturist with a minimum qualification of Diploma of Horticulture (Arboriculture) Australian Qualification Framework (AQF 5) or equivalent, and with demonstrated experience in high level tree assessment and diagnosis.

Maintenance Pruning means pruning that:

- g) involves removing dead or diseased wood only; or
- h) is the first pruning of the tree in the calendar year and affects less than 10% of the canopy, not altering the overall shape of the canopy; or
- i) is of a fruit tree and done for fruit production; or
- j) does not include removing limbs with a diameter of 100mm or more; or
- k) is otherwise minor maintenance or thinning of the crown that does not adversely affect the health or general appearance of the tree; and
- l) is undertaken in accordance with the standard for Pruning Amenity Trees ASNZ4373.

Regulated tree means a living tree that —

- e) is 8m or more high; and/or
- f) has an average canopy diameter of at least 6m; and/or
- g) has a trunk circumference of at least 1.5m, measured 1.4m above the ground; and
- h) is of a species that is not included on State or local area weed register.

Tree-damaging activity means —

- f) the killing or destruction of a tree; and/or
- g) the removal of a tree; and/or
- h) the severing of branches, limbs, stems or trunk of a tree; and/or
- i) the ringbarking, topping or lopping of a tree; and/or
- j) any other substantial damage to a tree.

13.1 LEADERSHIP AND GOVERNANCE

13.1.1 DIFFERENTIAL RATING - VACANT LAND

File Number: RAV/00155

Author: Jessica Guy (Manager Governance and Records), Hasreen Syed Maule (Manager Finance)

Authoriser: Liz Ledger (Chief Executive Officer)

Attachments:

1. Differential Rates Comparison [13.1.1.1 - 5 pages]
2. CONFIDENTIAL REDACTED - Vacant Land Summary [13.1.1.2 - 2 pages]

PURPOSE

To provide Council with further information about imposing a differential general rate upon vacant land across the district, as per Council's resolutions 158/24 and 188/24.

BACKGROUND

Local governments impose rates on properties within their district to raise revenue to fund the services and facilities provided to residents and visitors. The amount of rates payable is determined by three factors:

- the method of valuation of the land;
- the valuation of the land and improvements; and
- the rate in the dollar applied to that valuation by the local government.

A local government may impose a single general rate which applies to properties in the unimproved value or gross rental value category. Alternatively, a local government can distinguish between land in either category based on its zoning, use, whether it is vacant land, other characteristics set out in regulations or a combination of these factors and apply a differential general rate to each.

The Town applies a differential rating approach to levying rates based on gross rental value, which distinguishes between two different classifications of properties – General (mainly Residential) and Commercial. The rates set by Council for 2025/26 are:

Rating Category	Rate in Dollar
General	0.0638840
Commercial	0.07863880
Minimum Payment (Commercial and residential)	\$1,557.63
Specified Area Rate	0.0024416110 cents in the dollar of gross rental value to levy \$120,000. To be levied on all commercial properties bounded by Stirling Highway, Stirling Road, Guger Street and Leura Avenue.

At the Ordinary Council Meeting on 29 October 2024, Cr Kate Main moved the following Notice of Motion (**Motion**):

That Council request a future report from the CEO, investigating the application of differential rating upon vacant land across the district, for Council's consideration prior to the commencement of the 25/26 budgeting workshop.

The reason for the Motion was to investigate the feasibility of applying differential rates to vacant land across the district for the purposes of alleviating land banking and encouraging development.

A report was presented to Council at the Ordinary Council Meeting on 17 December 2024 in relation to the Motion. The report outlined:

- As at 6 December 2024, 59 rateable properties were classified as vacant land out of a total 5,591 rateable properties. This represented 1.07% of total properties or 1.15% of General Rates.
- The purpose of the imposition of a differential general rate is generally to ensure that every ratepayer makes a reasonable, equitable and fair contribution. A vacant block however does not does not require additional resources.
- Applying a higher rate in the dollar to vacant land may in theory discourage land-banking and encourage more prompt development of vacant land.
- If a local government seeks to impose any differential general rate which is more than twice the lowest differential general rate imposed by it, Ministerial approval is required.
- Given vacant land in the district accounts for only 1.07% of total rateable properties and the majority of this vacant land is privately owned residential land, it is not recommended to pursue this option at this time.

The Administration recommended that Council not consider imposing a differential rate upon vacant land across the district, due to the overall negligible benefit to the Town.

Council resolved at that meeting to refer the item back to the Administration to seek further information about other local governments who impose a differential rate for vacant land and how this might be implemented in the Town of Claremont.

This detailed research and analysis has been conducted, and is now presented to Council.

DISCUSSION

Local Governments- vacant land

A review has been undertaken of 27 metropolitan local governments which identified 15 local governments who have imposed a differential rate for vacant land in 2025/26. **Attachment 1** details for each of the local governments:

- The rate in the dollar or minimum payment imposed for vacant land;
- A comparison of the rate in dollar for vacant land to the rate in dollar for improved land;
- The number and percentage of land classified as vacant within the district; and
- The objects and reasons for imposing the differential rate.

The percentage of total vacant land within the local government areas ranges from 0.39% to 10.65%. Some local governments impose a standard differential rate across all vacant land, and some have divided the differential rate into vacant residential land and vacant commercial/industrial land.

The common reasons identified for imposing a differential rate for vacant land are:

- To stimulate growth and encourage development.
- Consideration of the housing shortfall in the metropolitan area.
- Unimproved properties are more likely to be the site of illegal dumping or becoming unkempt incurring costs for the local government.

Town of Claremont- vacant land

As at 13 August 2025, 50 rateable properties within the Town of Claremont are classified as vacant land out of a total of 5,756 rateable properties. This represents 0.87% of all rateable properties.

This has reduced since the report provided to Council in December 2024. As at 17 December 2024, the percentage was 1.07% of total properties.

A listing of the properties together with their current development status (if known) is provided confidentially in **Attachment 2**.

Of the 50 properties:

- 5 are owned by companies and attract the current General Rate.
- 1 is owned privately and attracts the current Commercial Rate.
- The remaining 44 are privately owned and attract the current General Rate.
- 50% of the properties have a current Development Approval or Building Permit.

The 50 properties account for \$191,727.01 or approximately 1% of the Town's budgeted rates income for 2025/26.

A further 5 properties classified as vacant land are either non-rateable or exempt from paying rates.

Attachment 2 details the following projected rates revenue if a differential rate for vacant land was introduced, proportionate to the rate in the dollar for 2025/26:

Increase on General RID 2025/26	Rate in Dollar	Minimum Payment	Estimated Additional Income
125%	0.079855	\$1,947.04	\$ 48,380.42
150%	0.095826	\$2,336.45	\$96,401.96
200%	0.127768	\$3,115.26	\$192,444.79

Where a local government proposes to impose a differential rate that is more than double the lowest rate set by the local government, Ministerial approval is required.

In terms of the above projection, this means Ministerial approval would be required if Council sought to impose a rate in the dollar of more than 0.127768.

If Council were to impose a differential rate more than double, the Department of Local Government, Industry Regulation and Safety (LGIRS) has provided the following indicative timeline for the approval process:

- **January/February (approximately) — planning**
The local government commences budget planning by reviewing the corporate plan and other relevant plans.
- **April (approximately) — budget strategy**
The council adopts the budget strategy and endorses objects and reasons for each differential rating category and each minimum payment.
- **1 May — notice period**
In accordance with section 6.36 of the Act, the local government publishes a notice of its intention to impose differential general rates on or after this date.
- **At least 21 days after the notice is published**
Council considers submissions and determines appropriate level of differential rates.
Council decision to seek Ministerial approval for the imposition of differential general rates that fall within section 6.33(3) of the Act.
- **Processing time**
A local government needs to allow three weeks for the processing of an application from the date all the required information is received LGIRS.

- **Budget deadline**

The local government's budget is to be adopted by 31 August under section 6.2(1) of the Act. The budget cannot be adopted until after the Minister makes their decision.

Pursuant to Council Policy LG503 Annual Budget Process, the Annual Budget is presented to Council for adoption by no later than July.

Options

The following options are provided for Council's consideration:

1. *No change to the current rating mechanism*

A significant percentage of the land classified as vacant within the Town already having an active development approval or building permit granted. From December 2024 to August 2025 the number of properties classified as vacant land has reduced from 59 to 50 showing a negative trend in vacant land holdings.

Maintaining the current system will avoid additional administrative costs and maintain simplicity in the levying of rates.

2. *Impose a differential rate for all vacant land*

Council may wish to impose a differential rate for vacant land to incentivise development and encourage growth within the district.

The rationale for imposing this differential rate may not be based solely on increasing rates revenue, but also on promoting the efficient development of vacant land.

If Council were to proceed, the rate in the dollar should be set at a level that:

- a. avoids unfairly penalising owners of vacant land whilst still encouraging development; and
- b. is less than double the lowest rate set by the Town, to negate the requirement for Ministerial approval.

It is not recommended to set the rate in the dollar at more than double due to uncertainty around obtaining Ministerial approval and the significant administrative time to apply for that approval.

The Minister will only consider an application to impose a differential rate in the dollar (RID) if the proposal is compliant with all legislative requirements and the Minister's Rating Policy — Differential Rates. A determination will consider both the statutory and ethical principles of differential rating:

Principle	Interpretation
Objectivity	As far as possible the predominant use of land is reviewed and determined on the basis of an objective assessment of relevant criteria. This ensures that external parties are able to understand how and why a particular determination was made.
Fairness & Equity	Rating principles are applied fairly and equitably - recognising that each property should make a fair contribution to rates based on a method of valuation that appropriately reflects predominant use.
Consistency	Rating principles are applied, and determinations made, in a consistent manner. Like properties are treated in a like manner.
Transparency	Systems and procedures for determining the method of valuation of land are clearly documented and available for the public to inspect. This is fundamental to the "good government" principle upon which the Act is based. The right to govern accompanies the obligation to do so openly and fairly.
Administrative Efficiency	Rating principles and procedures are applied and implemented in an efficient and cost-effective manner.

3. *Impose a differential rate for each vacant residential land and vacant commercial land*

Council may impose a separate differential rate for vacant residential and commercial land. This would allow discretion between the types of vacant land i.e. a higher rate in the dollar could be set for vacant commercial land.

This option is not recommended due to there presently being 1 property classified as vacant commercial land.

4. *Impose a differential rate for either vacant residential land or vacant commercial land only*

This option is not recommended for the reasons outlined in option 3 above.

Officer Recommendation

The officer's recommendation is that Council

1. Note the information provided in this report.
2. Are provided with update information on the number of rateable properties within the Town of Claremont that are classified as vacant land in In or about March 2026. At that time, and as part of budget workshops Council can further consider imposing a differential rate upon vacant land across the district (at not more than double). If a differential rate is proposed, that will require advertising as set out below, under Policy and Statutory Implications.

PAST RESOLUTIONS

Ordinary Council Meeting 29 October 2024, Council Resolution 158/24

That Council request a future report from the CEO, investigating the application of differential rating upon vacant land across the district, for Council's consideration prior to the commencement of the 25/26 budgeting workshop.

CARRIED

Ordinary Council Meeting 17 December 2024, Council Resolution 188/24

To refer the item back to the Administration.

CARRIED

FINANCIAL AND STAFF IMPLICATIONS

If Council decides to implement a differential rate for vacant land, staff time will be required to commence and undertake the process to consult (and possibly) implement differential rates for vacant land as part of the 2026/27 budget process.

This would need to commence in January 2026.

Implementation and management of a further differential rate will require officer time to implement the differential rate with ongoing checks to ensure that changes in the rating category are captured.

POLICY AND STATUTORY IMPLICATIONS

Local Government Act 1995

Council Policy LG503 Annual Budget Process

COMMUNICATION AND CONSULTATION

A review of differential rating across metropolitan local governments has been undertaken.

The *Local Government Act 1995* requires a local government to, before imposing differential rates, give local public notice of its intention to do so and invite submissions for a minimum period of 21 days. Submissions received are to be considered by Council before imposing the proposed rates via the annual budget process. This process would occur between May – June 2026.

If a local government seeks to impose any differential general rate which is more than twice the lowest differential general rate imposed by it, Ministerial approval is required. The Minister will only consider an application to impose a differential rate in the dollar if the proposal is compliant with all legislative requirements and the Minister's Rating Policy - Differential Rates.

STRATEGIC COMMUNITY PLAN**Leadership and Governance**

We are an open and accountable local government; a leader in community service standards.

- Demonstrate a high standard of governance, accountability, management and strategic planning.
- Manage our finances responsibly and improve financial sustainability.

URGENCY

Budget planning and workshops with Council for 2026/27 will commence from March 2026 in accordance with Council Policy LG503 Annual Budget Process.

VOTING REQUIREMENTS

Simple Majority decision of Council (*More than half the Council Members present are required to vote in favour*).

COUNCIL RESOLUTION 112/25

Moved: Deputy Mayor Cr Paul Kelly

Seconded: Cr Annette Suann

That Council notes the information provided in this report.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

City of Armadale					
Rate Description	Basis of Valuation	Rate in Dollar	Comparison to Improved Rate (Residential)	Number of Properties	Percentage of Properties
<i>General Rates</i>					
Vacant	Gross Rental Valuation	0.156916	55.02% ↑	1,752	5.24%
<i>Minimum Payment</i>					
Vacant	Gross Rental Valuation	\$ 1,265.00	-13.36% ↓	1,812	5.42%
Total Vacant				3,564	10.65%
Total Rateable				33,450	

Objects and Reasons

Vacant	The objective of this differential rate is to impose a higher differential rate for vacant land, to encourage development within the City. The reason for this rate is to achieve a fair and equitable contribution from owners of vacant land, particularly owners of land with development potential, towards the improvement and delivery of services, assets and facilities by the City. It is an effort to promote the development of all properties to their full potential, thereby stimulating economic growth and development.
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Town of Bassendean					
Rate Description	Basis of Valuation	Rate in Dollar	Comparison to Improved Rate (Residential)	Number of Properties	Percentage of Properties
<i>General Rates</i>					
Vacant Land - Residential, Commercial and Industrial	Gross Rental Valuation	0.148671	74.99% ↑	140	1.88%
<i>Minimum Payment</i>					
Vacant Land - Residential, Commercial and Industrial	Gross Rental Valuation	\$ 1,229.00	0.00% -	52	0.70%
Total Vacant				192	2.58%
Total Rateable				7,446	

Objects and Reasons

Vacant	The object of this rate category is to impose a higher differential general rate on vacant land within the Town. The reason is to encourage development, as the Town considers the development of all vacant rateable land to be in the best interests of the community, to stimulate growth and development and improve the vibrancy of the Town.
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City of Bayswater					
Rate Description	Basis of Valuation	Rate in Dollar	Comparison to Improved Rate	Number of Properties	Percentage of Properties
<i>General Rates</i>					
Residential - Vacant	Gross Rental Valuation	0.088881	15.00% ↑	115	0.34%
Commercial/Industrial - Vacant	Gross Rental Valuation	0.100474	25.60% ↑	38	0.11%
<i>Minimum Payment</i>					
Residential - Vacant	Gross Rental Valuation	\$ 1,360.90	15.00% ↑	622	1.86%
Commercial/Industrial - Vacant	Gross Rental Valuation	\$ 1,538.40	25.60% ↑	2	0.01%
Total Vacant				777	2.32%
Total Rateable				33,450	

Objects and Reasons

Residential - Vacant	The object of this rate category is to impose a higher differential rate on residential vacant land. The reason is to encourage owners of vacant land to develop, which is in the best interests of residents and commercial businesses residing within the City and considers the significant housing shortfall in the metropolitan area.
Commercial/Industrial - Vacant	The object of this rate category is to impose a higher differential rate on commercial vacant land. The reason is that vacant commercial has a more significant adverse impact on residents and commercial businesses residing within the City by minimising the economic potential of the area. Development is encouraged to reflect the inner City location and amenity to support a metropolitan Activity Centre and significant State investment into the area that positions this prime location. This will also help offset the additional costs associated in servicing infrastructure assets in commercial and industrial areas.

City of Canning					
Rate Description	Basis of Valuation	Rate in Dollar	Comparison to Improved Rate (Residential)	Number of Properties	Percentage of Properties
<i>General Rates</i>					
Unimproved	Gross Rental Valuation	0.103375	70.25% ↑	667	1.64%
<i>Minimum Payment</i>					
Unimproved	Gross Rental Valuation	\$ 1,125.00	0.00% -	617	1.52%
Total Vacant				1,284	3.16%
Total Rateable				40,621	

Objects and Reasons

Unimproved	While s6.33(3) of the Act allow Local Governments to charge a differential of up to 200%, a positive differential (higher than residential) rate of 70% for unimproved land is proposed. This value had been deemed as an equitable level of contribution applied to this property category and to discourage land banking. The City incurs some additional costs in servicing these types of properties, with unimproved properties more likely to be the sites of illegal dumping, and in some cases can become overgrown and unkempt, or become places of antisocial behaviour. Additional street cleaning and gully educting is also required due to sand and debris originating from unimproved land spreading onto the roads and gutters. This requires the allocation of City resources over and above that required for residential and non-residential improved properties. To promote development, setting a higher rate for vacant properties acts towards stimulating growth and development in the economy.
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City of Cockburn					
Rate Description	Basis of Valuation	Rate in Dollar	Comparison to Improved Rate (Residential)	Number of Properties	Percentage of Properties
<i>General Rates</i>					
Vacant	Gross Rental Valuation	0.10408	24.10% ↑	1,522	2.75%
<i>Minimum Payment</i>					
Vacant	Gross Rental Valuation	\$ 852.00	-46.45% ↓	987	1.78%
Total Vacant				2,509	4.53%
Total Rateable				55,331	

Objects and Reasons

Vacant	The objective of this rate is to promote the development of vacant land within Cockburn. Vacant land has a higher differential general rate which provides a disincentive to owners for land banking and not developing their vacant land.
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Town of Cottesloe					
Rate Description	Basis of Valuation	Rate in Dollar	Comparison to Improved Rate	Number of Properties	Percentage of Properties
<i>General Rates</i>					
Residential Vacant	Gross Rental Valuation	0.06937	19.36% ↑	62	1.62%
Commercial Vacant	Gross Rental Valuation	0.06937	0.00% -	9	0.24%
<i>Minimum Payment</i>					
Residential Vacant	Gross Rental Valuation	\$ 1,438.00	59.78% ↑	4	0.10%
Commercial Vacant	Gross Rental Valuation	\$ 1,144.00	-20.45% ↓	2	0.05%
Total Vacant				77	2.02%
Total Rateable				3,816	

Objects and Reasons

Residential Vacant	all vacant land that is zoned for residential purposes (i.e primarily residential land) that is not zoned for commercial or industrial uses.
Commercial Vacant	all vacant land that is zoned for commercial or industrial uses, other than land determined to be categorised as Commercial Town Centre

City of Fremantle					
Rate Description	Basis of Valuation	Rate in Dollar	Comparison to Improved Rate	Number of Properties	Percentage of Properties
<i>General Rates</i>					
Vacant residential land	Gross Rental Valuation	0.151417	72.72% ↑	148	0.87%
Vacant commercial and industrial	Gross Rental Valuation	0.175327	47.49% ↑	38	0.22%
<i>Minimum Payment</i>					
Vacant residential land	Gross Rental Valuation	\$ 1,770.00	-3.01% ↓	88	0.52%
Vacant commercial and industrial	Gross Rental Valuation	\$ 1,825.00	0.00% -	12	0.07%
Total Vacant				286	1.69%
Total Rateable				16,962	

Objects and Reasons

Vacant residential land	The City considers the development of all vacant rateable land to be in the best interests of the community as it will improve increase the vibrancy of the City and neighbourhood centres.
Vacant commercial and industrial	The city considers the development of vacant commercial and industrial rateable land in the best interests of the community therefore has set a rate higher than that which applies to developed commercial and industrial properties.

City of Joondalup					
Rate Description	Basis of Valuation	Rate in Dollar	Comparison to Improved Rate	Number of Properties	Percentage of Properties
<i>General Rates</i>					
Residential Vacant	Gross Rental Valuation	0.110666	94.34% ↑	747	1.16%
Commercial Vacant	Gross Rental Valuation	0.110666	47.81% ↑	19	0.03%
Industrial Vacant	Gross Rental Valuation	0.110666	63.13% ↑	3	0.005%
<i>Minimum Payment</i>					
Residential Vacant	Gross Rental Valuation	\$ 1,021.00	9.20% ↑	272	0.42%
Commercial Vacant	Gross Rental Valuation	\$ 1,021.00	0.00% -	0	0.00%
Industrial Vacant	Gross Rental Valuation	\$ 1,021.00	0.00% -	0	0.00%
Total Vacant				1,041	1.61%
Total Rateable				64,599	

Objects and Reasons

Vacant	The difference in rate charges for vacant land is to ensure that income is obtained fairly from vacant land, to incentivise development of the land and to discourage land banking for future sale.
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City of Kalamunda					
Rate Description	Basis of Valuation	Rate in Dollar	Comparison to Improved Rate (General)	Number of Properties	Percentage of Properties
<i>General Rates</i>					
Vacant GRV	Gross Rental Valuation	0.1402	99.94% ↑	319	1.33%
<i>Minimum Payment</i>					
Vacant GRV	Gross Rental Valuation	\$ 1,240.00	0.00% -	264	1.10%
Total Vacant				583	2.43%
Total Rateable				24,016	

Objects and Reasons

Vacant GRV	The object of this rate is to promote the development of vacant land within the City's district. The reason for this rate is to impose a higher differential general rate on vacant land that acts as a disincentive to persons who are land banking and not actively developing vacant land.
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City of Kwinana					
Rate Description	Basis of Valuation	Rate in Dollar	Comparison to Improved Rate (Residential)	Number of Properties	Percentage of Properties
<i>General Rates</i>					
Vacant	Gross Rental Valuation	0.202887	119.48% ↑	523	2.47%
<i>Minimum Payment</i>					
Vacant	Gross Rental Valuation	\$ 1,277.00	0.00% -	926	4.38%
Total Vacant				1,449	6.85%
Total Rateable				21,144	

Objects and Reasons

Vacant	This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is vacant land. The object of this rate is to ensure that all ratepayers make a reasonable contribution towards the ongoing maintenance and provision of works, services and facilities throughout the City.
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City of Perth					
Rate Description	Basis of Valuation	Rate in Dollar	Comparison to Improved Rate (Residential)	Number of Properties	Percentage of Properties
General Rates					
Vacant Land	Gross Rental Valuation	0.1167649	86.46% ↑	72	0.34%
Minimum Payment					
Vacant Land	Gross Rental Valuation	\$ 1,075.00	33.54% ↑	10	0.05%
Total Vacant Total Rateable				82	0.39%
				21,199	
Objects and Reasons					
Vacant Land	The Vacant Land classification relates to the limited stock of vacant land in the City. A higher rate in the dollar is set with the intention of discouraging land-banking. By encouraging development of vacant land, the City supports economic growth. The use of the higher differential rate to discourage the holding of vacant land also minimizes opportunities for problems such as littering, graffiti and anti-social behaviour which may occur on long held vacant land parcels.				
City of Stirling					
Rate Description	Basis of Valuation	Rate in Dollar	Comparison to Improved Rate (Residential)	Number of Properties	Percentage of Properties
General Rates					
Vacant Land	Gross Rental Valuation	0.082842	50.00% ↑	1,308	3.63%
Minimum Payment					
General Minimum	Gross Rental Valuation	\$ 991.00			
Total Vacant Total Rateable				1,308	3.63%
				36,036	
Objects and Reasons					
Vacant Land	The Vacant Rate is imposed on all vacant or undeveloped properties and land. A higher Rate in the Dollar than other categories has been imposed to encourage the development of vacant land. The City considers the development of vacant properties in the best interest of the community as it supports the economy and will improve street appeal. To support the development of vacant land, the City introduced a vacant rate concession in 2022/23 to provide relief from higher rates charges during the period of construction. The concession period will be extended from 2 to 3 years in 2023/24 in response to increasing timelines for building construction. Properties that became classified as vacant on or after 1 July 2023 will receive a concession to reduce the effective rate charge to the occupied rate i.e. a Vacant Residential property would receive a concession to reduce the rate charge to the level of the Residential Rate Charge.				
Town of Victoria Park					
Rate Description	Basis of Valuation	Rate in Dollar	Comparison to Improved Rate (Residential)	Number of Properties	Percentage of Properties
General Rates					
Vacant Land	Gross Rental Valuation	0.17822	89.19% ↑	203	1.11%
Minimum Payment					
Vacant Land	Gross Rental Valuation	\$ 2,287.00	62.08% ↑	162	0.89%
Total Vacant Total Rateable				365	2.00%
				18,276	
Objects and Reasons					
Vacant Land	The objective of the proposed rate in the dollar is to encourage absent owners of vacant land to develop and infill to improve the local economy and improve local visual amenity of the town. It also includes the ongoing maintenance and service provision of the Town assets, facilities, and services. The Town considers the development of all vacant rateable land to be in the best interests of the community as it will improve the vibrancy of the Town and neighbourhood centres.				

City of Vincent						
Rate Description	Basis of Valuation	Rate in Dollar		Comparison to Improved Rate	Number of Properties	Percentage of Properties
<i>General Rates</i>						
Vacant Residential	Gross Rental Valuation	0.10559		29.11% ↑	196	1.00%
Vacant Commercial	Gross Rental Valuation	0.14855		92.80% ↑	38	0.19%
<i>Minimum Payment</i>						
Vacant Residential	Gross Rental Valuation	\$	1,615.00	6.49% ↑	181	0.93%
Vacant Commercial	Gross Rental Valuation	\$	1,853.07	26.61% ↑	0	0.00%
Total Vacant					415	2.12%
Total Rateable					19,554	
Objects and Reasons						
Vacant Residential	The Vacant-Residential rate is imposed on vacant, uninhabitable or undeveloped residential properties that are zoned Residential. The higher rate in the dollar encourages the development of vacant properties, improving the City's streetscape and stimulates growth and development in the community.					
Vacant Commercial	The Vacant-Commercial rate is imposed on vacant or undeveloped non-residential properties that are zoned Mixed Use, Local Centre, District/Regional Centre, Special Use and Commercial. The rate in the dollar has been set at or about 177% of the general rate. A higher vacant commercial rate encourages the development of vacant properties, improving the City's streetscape and builds business infrastructure that contributes to the local economy.					
City of Wanneroo						
Rate Description	Basis of Valuation	Rate in Dollar		Comparison to Improved Rate	Number of Properties	Percentage of Properties
<i>General Rates</i>						
Residential Vacant	Gross Rental Valuation	0.141803		100.00% ↑	3,140	3.42%
Commercial/Industrial Vacant	Gross Rental Valuation	0.082585		-2.31% ↓	183	0.20%
<i>Minimum Payment</i>						
Residential Vacant	Gross Rental Valuation	\$	949.00	-16.61% ↓	2,527	2.75%
Commercial/Industrial Vacant	Gross Rental Valuation	\$	1,588.00	0.00% -	32	0.03%
Total Vacant					5,882	6.40%
Total Rateable					91,853	
Objects and Reasons						
Residential Vacant	The rate in the dollar and minimum rate have been set in an effort to promote development of these properties thereby stimulating growth and development in the community.					
Commercial/Industrial Vacant	The rate in the dollar and minimum rate for all Commercial/Industrial Vacant land has been set in an effort to promote the development of these properties by attracting business and industry to the City thereby stimulating growth and development in the community.					

13.1.2 CHIEF EXECUTIVE OFFICER SELECTION PANEL

File Number: PER/14/00117

Author: Jessica Guy (Manager Governance and Records)

Authoriser: Liz Ledger (Chief Executive Officer)

Attachments:

1. Model Standards for CEO Recruitment, Performance and Termination [**13.1.2.1** - 7 pages]
2. Council Policy LG538 Appointment of CEO and Acting CEO [**13.1.2.2** - 1 page]
3. Draft Terms of Reference - CEO Selection Panel [**13.1.2.3** - 2 pages]

PURPOSE

For Council to establish a selection panel for the recruitment of a Chief Executive Officer

BACKGROUND

On 14 August 2025, the Chief Executive Officer (**CEO**), Ms Elizabeth Ledger resigned to Mayor Barker.

Under the *Local Government Act 1995* (**the Act**) Council is responsible for the recruitment and selection of the CEO.

The Model Standards for CEO Recruitment, Performance and Termination (**Model Standards**) govern the CEO Recruitment Process (**Attachment 1**). The Town has adopted the Model Standards in Policy LG538 Appointment of CEO and Acting CEO (**Attachment 2**).

DISCUSSION

Step 1 Selection Panel

The Model Standards provides for the establishment of selection panel for the employment of CEO (clause 8).

It is proposed that Council establish a CEO Selection Panel (**Panel**) whose role is to review prior to Council:

- The advertisement for an independent panel member.
- Quotes from recruitment consultants. They may also request the administration to obtain quotes from particular recruitment consultants.

They will then work with the Council appointed recruiter and independent person to:

- Finalise a CEO Position Description and Selection Criteria for Council approval.
- Review all applicants and determine a shortlist of applicants for interview.
- Interview selected applicants for the purpose of assessing their suitability for the position of CEO.
- Review all reports from the recruiter including verification of the preferred applicant's work history, qualifications, referees and claims made in their application.
- Provide a recommendation to Council on the recommended candidate for the position of CEO.

It is up to Council as to how many council members are on the panel. A panel comprising of 4 council members including the Mayor will result in an interview panel of 6, including the recruitment consultant and independent person.

Draft Terms of Reference to guide the Panel's role are provided at **Attachment 3**. It is proposed that the Panel's membership is reconsidered by Council following the Ordinary Election if there are any changes to Council's composition.

Step 2 Administrative Tasks*(a) Advertise for an independent panel member*

It is recommended that the Administration be authorised to advertise for an independent person to be appointed to the Panel. The advertising period proposed is from Friday 29 August and closing on Monday 15 September.

The independent person cannot be a Council Member, Town employee or Human resources consultant. Examples of who the independent person could be include:

- a person with experience in the recruitment of CEOs and senior executives.
- former council members or staff members of another local government;
- a prominent or highly regarded member of the community.

To ensure independence, the Administration recommends that the independent person be someone with sector experience that is not a resident or ratepayer to avoid conflicts of interest.

Based on the above timeline, Council will select the independent person at the OCM on 30 September.

(b) Obtain Quotes from recruitment consultants

Due to the specialised nature of recruiting a local government CEO, local governments often engage a suitably qualified recruitment consultant to assist with the process.

Council Policy LG509 Purchasing requires at least two written quotes. The Town intends to seek quotations from the following entities:

- Lester Blades, who assisted the Town with the existing CEO's appointment in 2018.
- Beilby Downing Teal.
- LO-GO Appointments.
- Derwent.

The entities will be provided with the proposed timeline and the following scope of works to ensure they have a clear understanding of Council's expectations:

- Assist with review of the CEO position description and selection criteria;
- Prepare and place the Job Advertisement;
- Prepare the Job Information/Application Package and field applicant questions;
- Conduct Executive Search;
- Perform preliminary applicant assessments and background checks;
- Assist the Panel to develop interview questions and to prepare for interviews;
- Guide Council and the Panel in the interview and selection processes;
- Conduct referee checks;
- Assist with negotiation and finalisation of CEO employment contract.

Based on the timeline, Council will select the recruiter at the OCM on 30 September.

Step 3 Selection Panel*(c) Prepare a draft CEO Position Description*

Council is required to review and endorse by absolute majority the CEO's position description before advertising for the position can occur. This endorsement can occur during the caretaker period.

It is recommended that the recruitment consultant prepare a draft position description that can be provided to the CEO Selection Panel.

The above process has been presented in a proposed timeline, noting that there is an election during this period, in addition to the Christmas / January break.

Table 1: Proposed Timeline for the CEO Recruitment

Steps	Item	Date
1	Report to Council to establish CEO Selection Committee and adoption of terms of reference for CEO Selection Panel.	OCM 26 August
2	Administration to: <ul style="list-style-type: none"> Advertise for an independent panel member (29 August to 15 September). Obtain quotes from recruitment consultants. Prepare a report to Council. 	27 August – 19 September
3	Council to: <ul style="list-style-type: none"> Endorse appointment independent panel member and the recruitment consultant. 	OCM 30 September
4	Selection Committee to work with the recruit consultant to develop the Position Description and Selection Criteria.	1 October to 17 October
5	Council to: <ul style="list-style-type: none"> Endorse CEO Position Description and Selection Criteria which clearly outlines the qualifications, selection criteria and responsibilities of the position. *Requires absolute majority	OCM 28 October
5	Recruiter begins the process of advertising and conducting Executive Search.	From 29 October to 19 November
5	Recruiter and CEO Selection Panel <ul style="list-style-type: none"> Shortlisting applicants. Assessment of the knowledge, experience, qualifications and skills of all applicants against the selection criteria. First Interviews by Panel. Second Interviews by Panel. Select preferred candidate. 	24 November to December
6	Recruiter verifies the preferred applicant's work history, qualifications, referees and claims made in their application. Panel endorses preferred candidate	December
7	Appoint candidate at a Special Council Meeting *Requires absolute majority for the final appointment including endorsement of the employment contract.	SCM January
8	Candidate commences	March 2026

PAST RESOLUTIONS

Nil

FINANCIAL AND STAFF IMPLICATIONS

The monthly financial report includes a recommendation to fund the costs for an external recruitment consultant.

POLICY AND STATUTORY IMPLICATIONS

Local Government Act 1995

Local Government (Administration) Regulations 1996

Model Standards for CEO Recruitment, Performance and Termination

COMMUNICATION AND CONSULTATION

Advertisement for an independent member for the Panel will be in a newspaper and on the Town's website and social media.

Once the CEO Position Description has been endorsed by Council, statewide public notice is required to be given inviting applications for the position. A recruiter will arrange this advertising as part of their role.

STRATEGIC COMMUNITY PLAN

Leadership and Governance *We are an open and accountable local government; a leader in community service standards.*

- Demonstrate a high standard of governance, accountability, management and strategic planning.

URGENCY

It is advisable that the process commences as soon as possible.

Ms Ledger's employment with the Town will cease on 14 November 2025. It is anticipated that this recruitment process will span for up to a six-month timeframe.

Council will need to appoint an Acting CEO from this period onwards, given that the estimated time for replacement will take more than 30 days. Council will receive a report at the October OCM to consider this acting appointment.

VOTING REQUIREMENTS

Simple Majority decision of Council (*More than half the Council Members present are required to vote in favour*).

OFFICER RECOMMENDATION

That Council:

1. **Notes the resignation of Ms Elizabeth Ledger as Chief Executive Officer dated 14 August 2025 with the CEO's last working day to be 14 November 2025.**
2. **Congratulates Ms Elizabeth Ledger on her appointment by the City of South Perth as their next Chief Executive Officer.**
3. **Establishes the CEO Selection Panel and adopts the Terms of Reference contained within Attachment 3.**

4. **Appoints the following Council Members to the CEO Selection Panel:**
 - a. **Mayor Jock Barker**
 - b. **Councillor _____**
 - c. **Councillor _____**
 - d. **Councillor _____**
5. **Notes an independent member must be appointed to the Panel.**
6. **Authorises the Administration to:**
 - a. **Seek nominations for an independent member of the CEO Selection Panel.**
 - b. **Procure quotations from external recruitment consultants.**

ALTERNATIVE MOTION

COUNCIL RESOLUTION 113/25

Moved: Cr Jill Goetze

Seconded: Deputy Mayor Cr Paul Kelly

That Council:

1. **Notes the resignation of Ms Elizabeth Ledger as Chief Executive Officer dated 14 August 2025 with the CEO's last working day to be 14 November 2025.**
2. **Congratulates Ms Elizabeth Ledger on her appointment by the City of South Perth as their next Chief Executive Officer.**
3. **Establishes the CEO Selection Panel and adopts the Terms of Reference contained within Attachment 3.**
4. **Appoints the following Council Members to the CEO Selection Panel:**
 - a. **Mayor Jock Barker**
 - b. **Councillor Graham Cameron**
 - c. **Councillor Annette Suann**
 - d. **Councillor Sara Franklyn**
5. **Notes an independent member must be appointed to the Panel.**
6. **Authorises the Administration to:**
 - a. **Seek nominations for an independent member of the CEO Selection Panel.**
 - b. **Procure quotations from external recruitment consultants.**

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0



Model standards for CEO recruitment, performance and termination

Division 1 — Preliminary provisions

1. Citation

These are the Town of Claremont *Standards for CEO Recruitment, Performance and Termination*.

2. Terms used

(1) In these standards —

Act means the *Local Government Act 1995*;

additional performance criteria means performance criteria agreed by the local government and the CEO under clause 16(1)(b);

applicant means a person who submits an application to the local government for the position of CEO;

contract of employment means the written contract, as referred to in section 5.39 of the Act, that governs the employment of the CEO;

contractual performance criteria means the performance criteria specified in the CEO's contract of employment as referred to in section 5.39(3)(b) of the Act;

job description form means the job description form for the position of CEO approved by the local government under clause 5(2);

local government means the Town of Claremont;

selection criteria means the selection criteria for the position of CEO determined by the local government under clause 5(1) and set out in the job description form;

selection panel means the selection panel established by the local government under clause 8 for the employment of a person in the position of CEO.

(2) Other terms used in these standards that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — Standards for recruitment of CEOs

3. Overview of Division

This Division sets out standards to be observed by the local government in relation to the recruitment of CEOs.

4. Application of Division

(1) Except as provided in subclause (2), this Division applies to any recruitment and selection process carried out by the local government for the employment of a person in the position of CEO.

(2) This Division does not apply —

- (a) if it is proposed that the position of CEO be filled by a person in a class prescribed for the purposes of section 5.36(5A) of the Act; or

- (b) in relation to a renewal of the CEO's contract of employment, except in the circumstances referred to in clause 13(2).

5. Determination of selection criteria and approval of job description form

- (1) The local government must determine the selection criteria for the position of CEO, based on the local government's consideration of the knowledge, experience, qualifications and skills necessary to effectively perform the duties and responsibilities of the position of CEO of the local government.
- (2) The local government must, by resolution of an absolute majority of the council, approve a job description form for the position of CEO which sets out —
 - (a) the duties and responsibilities of the position; and
 - (b) the selection criteria for the position determined in accordance with subclause (1).

6. Advertising requirements

- (1) If the position of CEO is vacant, the local government must ensure it complies with section 5.36(4) of the Act and the *Local Government (Administration) Regulations 1996* regulation 18A.
- (2) If clause 13 applies, the local government must advertise the position of CEO in the manner referred to in the *Local Government (Administration) Regulations 1996* regulation 18A as if the position was vacant.

7. Job description form to be made available by local government

If a person requests the local government to provide to the person a copy of the job description form, the local government must —

- (a) inform the person of the website address referred to in the *Local Government (Administration) Regulations 1996* regulation 18A(2)(da); or
- (b) if the person advises the local government that the person is unable to access that website address —
 - (i) email a copy of the job description form to an email address provided by the person; or
 - (ii) mail a copy of the job description form to a postal address provided by the person.

8. Establishment of selection panel for employment of CEO

- (1) In this clause —
independent person means a person other than any of the following —
 - (a) a council member;
 - (b) an employee of the local government;
 - (c) a human resources consultant engaged by the local government.
- (2) The local government must establish a selection panel to conduct the recruitment and selection process for the employment of a person in the position of CEO.

- (3) The selection panel must comprise —
 - (a) council members (the number of which must be determined by the local government); and
 - (b) at least 1 independent person.

9. Recommendation by selection panel

- (1) Each applicant's knowledge, experience, qualifications and skills must be assessed against the selection criteria by or on behalf of the selection panel.
- (2) Following the assessment referred to in subclause (1), the selection panel must provide to the local government —
 - (a) a summary of the selection panel's assessment of each applicant; and
 - (b) unless subclause (3) applies, the selection panel's recommendation as to which applicant or applicants are suitable to be employed in the position of CEO.
- (3) If the selection panel considers that none of the applicants are suitable to be employed in the position of CEO, the selection panel must recommend to the local government —
 - (a) that a new recruitment and selection process for the position be carried out in accordance with these standards; and
 - (b) the changes (if any) that the selection panel considers should be made to the duties and responsibilities of the position or the selection criteria.
- (4) The selection panel must act under subclauses (1), (2) and (3) —
 - (a) in an impartial and transparent manner; and
 - (b) in accordance with the principles set out in section 5.40 of the Act.
- (5) The selection panel must not recommend an applicant to the local government under subclause (2)(b) unless the selection panel has —
 - (a) assessed the applicant as having demonstrated that the applicant's knowledge, experience, qualifications and skills meet the selection criteria; and
 - (b) verified any academic, or other tertiary level, qualifications the applicant claims to hold; and
 - (c) whether by contacting referees provided by the applicant or making any other inquiries the selection panel considers appropriate, verified the applicant's character, work history, skills, performance and any other claims made by the applicant.
- (6) The local government must have regard to, but is not bound to accept, a recommendation made by the selection panel under this clause.

10. Application of cl. 5 where new process carried out

- (1) This clause applies if the local government accepts a recommendation by the selection panel under clause 9(3)(a) that a new recruitment and selection process for the position of CEO be carried out in accordance with these standards.
- (2) Unless the local government considers that changes should be made to the duties and responsibilities of the position or the selection criteria —

- (a) clause 5 does not apply to the new recruitment and selection process; and
- (b) the job description form previously approved by the local government under clause 5(2) is the job description form for the purposes of the new recruitment and selection process.

11. Offer of employment in position of CEO

Before making an applicant an offer of employment in the position of CEO, the local government must, by resolution of an absolute majority of the council, approve —

- (a) the making of the offer of employment to the applicant; and
- (b) the proposed terms of the contract of employment to be entered into by the local government and the applicant.

12. Variations to proposed terms of contract of employment

- (1) This clause applies if an applicant who is made an offer of employment in the position of CEO under clause 11 negotiates with the local government a contract of employment (the **negotiated contract**) containing terms different to the proposed terms approved by the local government under clause 11(b).
- (2) Before entering into the negotiated contract with the applicant, the local government must, by resolution of an absolute majority of the council, approve the terms of the negotiated contract.

13. Recruitment to be undertaken on expiry of certain CEO contracts

- (1) In this clause —
commencement day means the day on which the *Local Government (Administration) Amendment Regulations 2021* regulation 6 comes into operation.
- (2) This clause applies if —
 - (a) upon the expiry of the contract of employment of the person (the **incumbent CEO**) who holds the position of CEO —
 - (i) the incumbent CEO will have held the position for a period of 10 or more consecutive years, whether that period commenced before, on or after commencement day; and
 - (ii) a period of 10 or more consecutive years has elapsed since a recruitment and selection process for the position was carried out, whether that process was carried out before, on or after commencement day;
 - and
 - (b) the incumbent CEO has notified the local government that they wish to have their contract of employment renewed upon its expiry.
- (3) Before the expiry of the incumbent CEO's contract of employment, the local government must carry out a recruitment and selection process in accordance with these standards to select a person to be employed in the position of CEO after the expiry of the incumbent CEO's contract of employment.

- (4) This clause does not prevent the incumbent CEO's contract of employment from being renewed upon its expiry if the incumbent CEO is selected in the recruitment and selection process referred to in subclause (3) to be employed in the position of CEO.

14. Confidentiality of information

The local government must ensure that information provided to, or obtained by, the local government in the course of a recruitment and selection process for the position of CEO is not disclosed, or made use of, except for the purpose of, or in connection with, that recruitment and selection process.

Division 3 — Standards for review of performance of CEOs

15. Overview of Division

This Division sets out standards to be observed by the local government in relation to the review of the performance of CEOs.

16. Performance review process to be agreed between local government and CEO

- (1) The local government and the CEO must agree on —
 - (a) the process by which the CEO's performance will be reviewed; and
 - (b) any performance criteria to be met by the CEO that are in addition to the contractual performance criteria.
- (2) Without limiting subclause (1), the process agreed under subclause (1)(a) must be consistent with clauses 17, 18 and 19.
- (3) The matters referred to in subclause (1) must be set out in a written document.

17. Carrying out a performance review

- (1) A review of the performance of the CEO by the local government must be carried out in an impartial and transparent manner.
- (2) The local government must —
 - (a) collect evidence regarding the CEO's performance in respect of the contractual performance criteria and any additional performance criteria in a thorough and comprehensive manner; and
 - (b) review the CEO's performance against the contractual performance criteria and any additional performance criteria, based on that evidence.

18. Endorsement of performance review by local government

Following a review of the performance of the CEO, the local government must, by resolution of an absolute majority of the council, endorse the review.

19. CEO to be notified of results of performance review

After the local government has endorsed a review of the performance of the CEO under clause 18, the local government must inform the CEO in writing of —

- (a) the results of the review; and
- (b) if the review identifies any issues about the performance of the CEO — how the local government proposes to address and manage those issues.

Division 4 — Standards for termination of employment of CEOs

20. Overview of Division

This Division sets out standards to be observed by the local government in relation to the termination of the employment of CEOs.

21. General principles applying to any termination

- (1) The local government must make decisions relating to the termination of the employment of a CEO in an impartial and transparent manner.
- (2) The local government must accord a CEO procedural fairness in relation to the process for the termination of the CEO's employment, including —
 - (a) informing the CEO of the CEO's rights, entitlements and responsibilities in relation to the termination process; and
 - (b) notifying the CEO of any allegations against the CEO; and
 - (c) giving the CEO a reasonable opportunity to respond to the allegations; and
 - (d) genuinely considering any response given by the CEO in response to the allegations.

22. Additional principles applying to termination for performance-related reasons

- (1) This clause applies if the local government proposes to terminate the employment of a CEO for reasons related to the CEO's performance.
- (2) The local government must not terminate the CEO's employment unless the local government has —
 - (a) in the course of carrying out the review of the CEO's performance referred to in subclause (3) or any other review of the CEO's performance, identified any issues (the **performance issues**) related to the performance of the CEO; and
 - (b) informed the CEO of the performance issues; and
 - (c) given the CEO a reasonable opportunity to address, and implement a plan to remedy, the performance issues; and
 - (d) determined that the CEO has not remedied the performance issues to the satisfaction of the local government.
- (3) The local government must not terminate the CEO's employment unless the local government has, within the preceding 12-month period, reviewed the performance of the CEO under section 5.38(1) of the Act.

23. Decision to terminate

Any decision by the local government to terminate the employment of a CEO must be made by resolution of an absolute majority of the council.

24. Notice of termination of employment

- (1) If the local government terminates the employment of a CEO, the local government must give the CEO notice in writing of the termination.
- (2) The notice must set out the local government's reasons for terminating the employment of the CEO.

COUNCIL POLICY LG538

TOWN of CLAREMONT

APPOINTMENT OF CHIEF EXECUTIVE OFFICER AND ACTING CHIEF EXECUTIVE OFFICER

KEY FOCUS AREA LEADERSHIP AND GOVERNANCE

Purpose

The purpose of this Policy is to provide for the:

1. adoption of the model standards for CEO Recruitment, Performance and Termination;
2. appointment of an employee to act in the position of the Chief Executive Officer; and
3. appointment of a person to act in the position of the Chief Executive Officer

as required by the *Local Government Act 1995*.

Policy

In accordance with the Local Government Act 1995, Council adopts the Model Standards for CEO Recruitment, Performance and Termination set out in the *Local Government (Administration) Regulations 1996*.

In relation to the appointment of an Acting Chief Executive Officer:

1. Council consents to a member of the executive team being appointed as Acting Chief Executive Officer for a period of up to 30 business days.
2. Directors will be appointed to the role of Acting Chief Executive Officer at the discretion of the Chief Executive Officer, subject to performance and dependent on availability and operational requirements.
3. All appointments to the role shall be confirmed in writing by the Mayor.
4. Council may by resolution appoint a person other than an employee to act in the role of Acting Chief Executive Officer. Bar exceptional circumstances, this will be reserved for occasions where a member of the executive team is unavailable.
5. A Council resolution is required for appointment of Acting Chief Executive Officer for any periods exceeding 30 business days.

Document Control Box			
Legislation:	<i>Local Government Act 1995 s5.39A- C</i> <i>Local Government (Administration) Regulations 1996</i>		
Organisational:	Model Standards for CEO Recruitment, Performance and Termination		
Version #	Decision:	OCM Date:	Resolution Number:
1.	Adopted	20 April 2021	042/21
2.	Modified	25 July 2023	094/23

	<p>CEO Selection Panel Terms of Reference</p>
<p>Key Focus Area Leadership and Governance</p>	<p>Relevant Council Delegation Nil</p>

Purpose

The purpose of the CEO Selection Panel (**the Panel**) is to conduct the recruitment and selection process for a CEO in accordance with the principles of merit, equity and transparency and consistent with the Model Standards for CEO Recruitment, Performance and Termination (**Model Standards**).

Role

The role of the Panel is to work in conjunction with the Council appointed recruitment consultant to:

- (a) Finalise a CEO Position Description and Selection Criteria.
- (b) Review all applicants and determine a shortlist of applicants for interview.
- (c) Interview selected applicants for the purpose of assessing their suitability for the position of CEO.
- (d) Review and consider all reports from the recruiter including verification of the preferred applicant's work history, qualifications, referees and claims made in their application.
- (e) Provide a recommendation to Council on the preferred candidate for the position of CEO.

Membership

1. Members shall be appointed to the Panel by Council resolution. The Panel is to be comprised of:
 - a. The Mayor;
 - b. Three (3) Council Members appointed by Council; and
 - c. One (1) Independent Member appointed by Council.
2. All Panel members will have equal voting rights, and the recruitment consultant will also have a vote.
3. Panel recommendations shall not be binding on Council and must be endorsed by Council to take effect.
4. The Panel will receive administrative support from the recruitment consultant appointed by Council. The Panel can request assistance from the Town's Governance Team.
5. The recruitment consultant is tasked with chairing meetings, keeping meeting notes and records as appropriate and required by law.
6. Appointment to the Panel will conclude on appointment of the CEO unless a panel member is no longer a member of council.
7. Panel members who are not re-elected will be replaced by resolution of Council.
8. All members must adhere to the Code of Conduct for Council Members, Committee Members and Candidates and must promptly disclose all impartiality interests or conflicts of interest

9. Members are required to treat any information relating to the CEO Selection Panel and process as strictly confidential and are required to sign a Confidentiality Agreement.

Document Control Box			
Version #	Decision Reference:	Date:	Reference:
1.	Adopted		

13.1.3 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 JUNE 2025

File Number: FIM/00079-002
Author: Nicholas Rule (Senior Accountant), Omar Shahin (Accountant)
Authoriser: Liz Ledger (Chief Executive Officer)
Attachments: 1. Financial Statements - 30 June 2025 [**13.1.3.1** - 9 pages]

PURPOSE

For Council to note the Statement of Financial Activity (Financial Statements) for the period ended 30 June 2025.

BACKGROUND

The Financial Statements are presented to Council in accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

DISCUSSION

The Financial Statements represents the 2024-25 operations as at 30 June 2025 comparing it to the corresponding adopted budget of Council for 2025-2026. This is a preliminary position only. The financial result will be subject to change.

The annual budget for the 2025-26 financial year, estimated that the surplus as at 30 June 2025 would be \$1,786,834. It is currently estimated at \$3,874,146. A number of end of year tasks such as expenditure accruals and provision adjustments are still to be finalised and will impact on the final surplus, which will reduce.

As a comparison, at this time last year, in August 2024, the surplus was at that point estimated at \$3,703,867, the final surplus was \$2,636,579.

The final surplus for the financial year 2024-25 will be confirmed at the completion of the final audit by the Office of the Auditor General, in December 2025. The Town is working on the Annual Financial Statement for 2024-2025 which is due for submission by 30 September 2025.

Variance

As detailed below, the \$3,874,146 variance is comprised of the following:

Opening Surplus	No variance to budget
Rates Revenue	Unfavourable variance of \$76,126
Operating Revenue	Favourable variance of \$1,182,273
Operating Expenditure	Favourable variance of \$1,778,937
Non cash adjustments	Unfavourable variance of \$311,160
Capital Revenue	Favourable variance of \$132,921
Proceed from disposal of assets	Favourable variance of \$8,755
Capital Expenditure	Favourable variance \$1,814,490
Net borrowing and lease payments	Favourable variance \$15,850
Net reserve transfer	Unfavourable variance of \$928,440

In accordance with the *Local Government (Financial Management) Regulations 1996* clause 34, sub regulation (2)(b), material variances between budget estimates and actuals must be explained.

The measurement of the materiality is a percentage or value which is adopted each financial year by Council. The variances shown below have used the threshold of \$20,000 and 20%, as per the Council resolution on 30 July 2024, resolution 109/24.

Operating Revenue	
Rates	No variance analysis required, variance to budget is less than 20%
Operating grants, subsidies and contributions	<p>Favourable variance of \$236,960 are primary made up from the following permanent variances:</p> <ul style="list-style-type: none"> • Prepayment of the 2025-26 financial assistance grant of \$243,000. • Unbudgeted ANZAC Day Grant of \$15,000. • Unbudgeted VacSwim Grant of \$31,000. • Additional revenue from 'Adopt a tree program' of \$11,000. • A waterwise grant was budgeted for \$10,000 but the Town only received \$1,000. • Unbudgeted revenue from DEFS for being a collection agency, \$14,000. • Favourable revenue, grant for Celebrate Foreshore of \$4,000. <p>The Foreshore rehabilitation project is partly grant funded and the project has been delayed. The grant funds will be recognised in 2025-2026 for \$66,000.</p>
Fees and charges	No variance analysis required, variance to budget is less than 20%
Interest earnings	<p>Favourable variance of \$628,343.</p> <p>Increased revenue has been reported throughout 24-25 and an adjustment was made during Mid-year.</p> <p>Of this additional income, \$400,000 has been recognised as additional income but will not be available until the term deposit matures in September and December 2025.</p> <p>The majority of this additional interest is required to be transferred to reserve.</p>
Other Revenue	<p>Favourable variance of \$43,919. Primarily made up of the following permanent variances:</p> <ul style="list-style-type: none"> • Work care insurance premium adjustment of \$5,195 from prior year. • Insurance claim reimbursement of \$18,918 for Aquatic Centre roof repairs. This has been expended on the roof repairs. • Reimbursement of property utilities and outgoings of \$23,000 from tenants.
Profit on asset disposal	No variance to budget.

Operating Expenditure	
Employee costs	No variance analysis required, variance to budget is less than 20%
Materials and contracts	No variance analysis required, variance to budget is less than 20%
Utility charges	No variance analysis required, variance to budget is less than 20%
Depreciation and amortisation	No variance analysis required, variance to budget is less than 20%
Insurance expense	The budget for workers compensation was incorrectly classified as insurance expense rather than employee cost. This has no budget impact but is technically a favourable variance of \$104,965 in this area.
Interest expense	No variance analysis required, variance to budget is less than 20%
Other expenditure	No variance analysis required, variance to budget is less than 20%
Loss on disposal of assets	No variance to budget.
Investing activities	
Capital grants, subsidies, and contributions	<p>Favourable permanent variance of \$132,6921.</p> <ul style="list-style-type: none"> • Receipt of unbudgeted revenue, \$38,854 received from Main Roads Direct Grant. • Additional unbudgeted revenue, \$83,449, received from Main Roads for Capital Road Rehabilitation. This relates to projects from the 23/24 financial year. • Unbudgeted capital works reimbursement of \$10,618. This has no budget impact.
Proceeds from disposal of assets	No variance analysis required, variance to budget is less than 20%
Purchase of property plant and equipment	<p>Favourable variance of \$754,368.</p> <p>Overhead allocation has not occurred yet, the impact of this is a timing variance of \$154,181.</p> <p>The following are predominately timing variances (\$481,000), these funds have been carried forward to the 2025-26 and will not form part of a surplus:</p> <ul style="list-style-type: none"> • Aquatic Centre Changerooms of \$450,000. • CCTV for Town Centre of \$15,000. • Retention cost for BVCC of \$16,000. <p>The following are permanent variances of \$119,187. The following have been completed under budget:</p> <ul style="list-style-type: none"> • Savings on the Aquatic Centre Chlorinator, \$30,500 • Savings on the BVCC Shade Sails of \$10,440 • Savings on Fleet purchases, \$14,243 • Savings on CCTV projects of \$9,551.

	Further investigation is required in relation to the building renewal program, predicted savings of \$26,419.
Purchase and construction of infrastructure	<p>Favourable variance of \$1,060,122.</p> <p>Overhead allocation has not occurred yet, the impact of this is a timing variance of \$380,544.</p> <p>These are timing variances only, these works were not completed in full by 30 June 2025 and therefore these funds have been carried forward to the 2025-26:</p> <ul style="list-style-type: none"> • Mulder Park accessible roundabout of \$11,000. • Mulder Park scooter track of \$2,384. • Stirling Road of \$634. • Albert Street of \$15,000. • Community Garden & Landscaping of \$200,000 (not started yet). <p>The following are permanent variances and will form part of the surplus:</p> <ul style="list-style-type: none"> • Golf course netting of \$120,000. • Various parks capital project of \$44,645 with notable savings for fence renewal, bird watering station, council contribution for the tennis club works and foreshore sand management. • Various footpath projects of \$40,795: <ul style="list-style-type: none"> – \$18,081 on Derby Street footpath works – \$10,232 on Queen Street footpath works – \$8,782 on Wood Street footpath works • Various road projects of \$53,717: <ul style="list-style-type: none"> – \$30,286 on Bay Road capital works – \$12,749 on Albert Street capital works – \$7,776 Corry Lynn Road capital works
Payment of intangible assets	No variance to budget.

Financing activities	
Repayment of borrowings	No variance to budget
Proceed of borrowings	No variance to budget
Payment for principal portion of lease liability	Favourable variance of \$15,850.
Transfer to reserve	Unfavourable variance of \$528,031 due to <ul style="list-style-type: none"> the unbudgeted transfer to reserve for the WSA income. This has no impact on the Town's finances. higher than expected interest earned on Town reserve term deposits.
Transfer from reserve	This transfer from reserves, of \$400,409 was not required in 24/25 as the works for the Aquatic Centre Changerooms have been carried forward to 25/26.

Loans

As shown on page 6 of Attachment 1, the Town of Claremont has 3 Loans. The table below shows the opening and closing balances for 2024/2025 and the required repayments. Additionally, it sets out the maturity date for each loan.

	Principal Balance 1 July 2024	Repayments required for 2024/25				Principal Balance 30 June 2025
Loan 1		Date	Principal	Interest	Total	
Aquatic Centre	\$467,722	16/12/24	\$29,632.44	\$14,826.80	\$44,459.24	\$407,518
		16/6/25	\$30,571.79	\$13,887.45	\$44,459.24	
6.34% interest	Maturity date: 14 December 2030 (no balloon payment)					
Loan 2c		Date	Principal	Interest	Total	
333 Stirling Highway	\$4,151,004	13/9/24	\$167,607.12	\$86,519.38	\$254,126.50	\$3,812,296
		13/3/25	\$171,100.56	\$83,025.94	\$254,126.50	
4.17% interest	Maturity date: 13 March 2027 (balloon payment)					
Loan 3		Date	Principal	Interest	Total	
327 Stirling Highway	\$570,435	27/12/24	\$30,073.01	\$12,692.21	\$42,765.22	\$509,621
		26/6/25	\$30,742.13	\$12,023.09	\$42,765.22	
4.45% interest rates	Maturity date: 26 June 2032 (no balloon payment)					

The table below shows the loan repayment schedule for 2025/26.

	Principal Balance 1 July 2025	Repayments required for 2025/26				Principal Balance 30 June 2026
Loan 1 Aquatic Centre 6.34% interest	\$407,518	Date	Principal	Interest	Total	\$343,436
		15 Dec 25	\$31,540.92	\$12,918.32	\$44,459.24	
		15 Jun 25	\$32,450.76	\$11,918.48	\$44,459.24	
	Maturity date: 14 December 2030 (no ballon payment)					
Loan 2c 333 Stirling Highway 4.17% interest	\$3,812,296	Date	Principal	Interest	Total	\$3,459,322
		15 Sep 25	\$174,666.81	\$79,459.69	\$254,126.50	
		13 Mar 26	\$178,307.39	\$75,819.11	\$254,126.50	
	Maturity date: 13 March 2027 (balloon payment)					
Loan 3 327 Stirling Highway 4.45% interest rates	\$509,621	Date	Principal	Interest	Total	\$446,069
		26 Dec 25	\$31,426.14	\$11,339.08	\$42,765.22	
		26 Jun 25	\$32,125.37	\$10,639.85	\$42,765.22	
	Maturity date: 26 June 2032 (no ballon payment)					

PAST RESOLUTIONS

Ordinary Council Meeting 24 June 2025, Resolution 8575.

That Council:

1. *Notes the Statement of Financial Activity covering the period 1 July 2024 to 31 May 2025.*

FINANCIAL AND STAFF IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

POLICY AND STATUTORY IMPLICATIONS

Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996* and AASB 1031 Materiality.

COMMUNICATION AND CONSULTATION

The Town is required to prepare and submit a report to Council for the Statement of Financial Activity each month, reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d) of the *Local Government (Financial Management) Regulations 1996* for that month.

STRATEGIC COMMUNITY PLAN

Leadership and Governance

We are an open and accountable local government; a leader in community service standards.

- Manage our finances responsibly and improve financial sustainability.

URGENCY

Monthly Statements of Financial Activity must be submitted within two months after the end of the month to which the statement relates in accordance with regulation 36(4) of the *Local Government (Financial Management) Regulations 1996*.

VOTING REQUIREMENTS

Simple Majority decision of Council (*More than half the Council Members present are required to vote in favour*).

Items 13.1.3 and 13.1.4 were carried en bloc.

COUNCIL RESOLUTION 114/25

Moved: Cr Kate Main

Seconded: Cr Annette Suann

That Council:

1. Notes the Statement of Financial Activity covering the period 1 July 2024 to 30 June 2025.
2. Approves a budget amendment to increase the opening surplus in the 2025-26 budget by \$60,000 and increase the consultancy budget accordingly for:
 - a. Recruitment of Chief Executive Officer.
 - b. External Waste Audit/Review.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0



Town of Claremont Financial Statements

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Town of Claremont Statement of Financial Activity

By Nature or Type
For the Period 01-Jul-2024 to 30-June-2025

	Adopted Budget	Amended Budget	Amended Budget YTD	Actuals YTD	Variance \$	Variance %
Operating Activities						
Net current assets - Opening surplus/(deficit)	1,866,881	2,636,579	2,636,579	2,636,579	(0)	0%
Revenue						
Operating grants, subsidies, and contributions	385,408	390,781	390,781	627,741	236,960	61%
Fees and charges	4,047,122	3,907,820	3,907,820	4,151,285	243,465	6%
Service charges	0	0	0	0	0	0%
Interest earnings	853,470	923,470	923,468	1,551,811	628,343	68%
Other revenue	99,042	118,287	118,287	162,206	43,919	37%
Profit on disposal of assets	0	0	0	29,686	29,686	0%
	5,385,042	5,340,358	5,340,356	6,522,729	1,182,373	22%
Expenses						
Employee costs	(9,239,184)	(9,332,392)	(9,332,392)	(9,089,800)	242,592	-3%
Materials and contracts	(8,421,039)	(8,719,065)	(8,719,065)	(7,772,401)	946,664	-11%
Utility charges	(664,429)	(699,429)	(699,429)	(645,461)	53,968	-8%
Depreciation and amortisation	(4,473,415)	(4,473,415)	(4,473,415)	(4,191,941)	281,474	-6%
Insurance expenses	(398,714)	(398,714)	(398,714)	(293,749)	104,965	-26%
Interest expenses	(237,632)	(237,632)	(237,632)	(224,829)	12,803	-5%
Other expenditure	(862,215)	(877,215)	(877,215)	(740,743)	136,472	-16%
Loss on disposal of assets	0	0	0	0	0	0%
	(24,296,628)	(24,737,862)	(24,737,862)	(22,958,925)	1,778,937	-7%
Non-cash amounts excluded from operating activities	4,473,415	4,473,415	4,473,415	4,162,255	(311,160)	-7%
Amount attributable to operating activities	(12,571,290)	(12,287,510)	(12,287,512)	(9,637,363)	2,650,149	-22%
Investing Activities						
Non-operating grants, subsidies, and contributions	0	30,000	30,000	162,921	132,921	443%
Proceeds from disposal of assets	86,000	111,650	111,650	120,405	8,755	8%
Purchase of property, plant, and equipment	(1,524,511)	(1,605,181)	(1,605,181)	(850,813)	754,368	-47%
Purchase and construction of infrastructure	(4,209,819)	(3,871,953)	(3,871,953)	(2,811,831)	1,060,122	-27%
Payments for intangible assets	(59,800)	0	0	0	0	0%
Amount attributable to investing activities	(5,708,130)	(5,335,484)	(5,335,484)	(3,379,318)	1,956,166	-37%
Financing Activities						
Repayment of borrowings	(459,727)	(459,727)	(459,727)	(459,727)	0	0%
Proceeds from borrowings	0	0	0	0	0	0%
Payments for principal portion of lease liability	(53,707)	(53,707)	(53,707)	(37,857)	15,850	-30%
Transfers to reserves	(9,112)	(373,990)	(373,990)	(902,021)	(528,031)	141%
Transfers from reserves	713,000	728,000	728,000	327,591	(400,409)	-55%
Amount attributable to financing activities	190,454	(159,424)	(159,424)	(1,072,014)	(912,590)	572%
Surplus/(deficit) before imposition of general rates	(18,088,966)	(17,782,418)	(17,782,420)	(14,088,694)	3,693,726	-21%
Total amount raised by general rates	18,088,966	18,038,966	18,038,966	17,962,840	(76,126)	0%
Surplus/(deficit) after imposition of general rates	0	256,548	256,546	3,874,146	3,617,600	1410%



Town of Claremont Statement of Net Current Assets

	Balance As At 01-Jul-24	Balance As At 30-June-2025
Current Assets		
Cash and cash equivalents	3,787,776	578,841
Trade and other receivables	987,826	2,113,342
Other Financial Assets	13,871,772	18,176,691
Inventories	10,783	14,915
Other assets	127,282	127,282
Total Current Assets	18,785,440	21,011,071
Current Liabilities		
Trade and other payables	(2,672,634)	(3,377,980)
Lease Liabilities	(50,025)	(10,747)
Borrowings	(459,727)	(480,607)
Employee provisions	(1,169,741)	(747,553)
Other provisions	0	0
Other liabilities	(192,406)	(223,378)
Clearing accounts	0	(98,463)
Total Current Liabilities	(4,544,533)	(4,938,729)
Adjustments to NCA		
Less: Reserves	(12,115,121)	(12,689,551)
Add: Borrowings	459,727	480,607
Add: Lease Liabilities	51,065	10,747
Total Adjustments	(11,604,329)	(12,198,197)
Net Current Assets	2,636,579	3,874,146



Town of Claremont Statement of Financial Position

	Balance as at 01-Jul-24	Balance as at 30-June-2025
Assets		
Current Assets		
Cash and cash equivalents	3,787,776	578,841
Trade and other receivables	987,826	2,113,342
Other financial assets	13,871,772	18,176,691
Inventories	10,783	14,915
Other assets	127,282	127,282
Total Current Assets	18,785,440	21,011,071
Non Current Assets		
Trade and other receivables	345,022	312,806
Property, plant and equipment	121,694,120	121,299,036
Infrastructure	89,819,079	89,657,438
Intangibles	0	0
Right of use assets	58,603	3,053
Other financial assets	768,170	768,170
Total Non Current Assets	212,684,994	212,040,502
Total Assets	231,470,434	233,051,573
Liabilities		
Current Liabilities		
Trade and other payables	(2,672,634)	(3,377,980)
Lease Liabilities	(51,065)	(10,747)
Borrowings	(459,727)	(480,607)
Employee provisions	(1,169,741)	(747,553)
Other provisions	0	0
Other liabilities	(192,406)	(223,378)
Clearing accounts	0	(98,463)
Total Current Liabilities	(4,545,573)	(4,938,729)
Non Current Liabilities		
Borrowings	(4,729,436)	(4,248,828)
Lease liabilities	(25,972)	(25,972)
Employee provisions	(184,904)	(163,930)
Other provisions	0	0
Other liabilities	0	0
Total Non Current Liabilities	(4,940,311)	(4,438,730)
Total Liabilities	(9,485,884)	(9,377,459)
Equity		
Retained surplus	(64,976,357)	(64,401,927)
Reserves - cash/financial asset backed	(12,115,121)	(12,689,551)
Revaluation surplus	(144,893,072)	(144,893,072)
Current year (profit)/loss	0.00	(1,689,564)
Total Equity	(221,984,550)	(223,674,115)



Town of Claremont

Statement of Comprehensive Income

By Nature or Type
For the Period 01-Jul-2024 to 30-June-2025

	Adopted Budget	Amended Budget YTD	Actuals YTD
Revenue			
Rates	18,088,966	18,038,966	17,962,840
Operating grants, subsidies, and contributions	385,408	390,781	627,741
Fees and charges	4,047,122	3,907,820	4,151,285
Interest earnings	853,470	923,468	1,551,811
Other revenue	99,042	118,287	162,206
	23,474,008	23,379,322	24,455,882
Expenses			
Employee costs	(9,239,184)	(9,332,392)	(9,089,800)
Materials and contracts	(8,421,039)	(8,719,065)	(7,772,401)
Utility charges	(664,429)	(699,429)	(645,461)
Depreciation and amortisation	(4,473,415)	(4,473,415)	(4,191,941)
Insurance expenses	(398,714)	(398,714)	(293,749)
Interest expenses	(237,632)	(237,632)	(224,829)
Other expenditure	(862,215)	(877,215)	(740,743)
	(24,296,628)	(24,737,862)	(22,958,925)
Net Operating	(822,620)	(1,358,540)	1,496,957
Non-operating grants, subsidies, and contributions	0	30,000	162,921
Profit on disposal of assets	0	0	29,686
Loss on disposal of assets	0	0	0
	0	30,000	192,607
Net Result for the Period	(822,620)	(1,328,540)	1,689,564
Other Comprehensive Income			
Changes in asset revaluation surplus	0	0	0
Total Other Comprehensive Income	0	0	0
Total Comprehensive Income for the Period	(822,620)	(1,328,540)	1,689,564



Town of Claremont Borrowings & Leases

For the Period 01-Jul-2024 to 30-June-2025

Adopted Budget									Actuals YTD				
Loan Description	Loan Number	Institution	Maturity Date	Interest Rate	Opening Balance	Repayments	Closing Balance	Interest	Opening Balance	Proceeds	Repayments	Closing Balance	Interest
Aquatic Centre Refurb	1	WATC	14/12/2030	3.17%	467,722	(60,204)	407,518	(28,714)	467,722	0	(60,204)	407,518	(28,714)
Claremont Community Hub	3	WATC	26/06/2032	2.23%	570,435	(60,815)	509,620	(24,715)	570,435	0	(60,815)	509,620	(24,715)
333 Stirling Hwy	2C	WATC	13/03/2027	4.17%	4,151,004	(338,708)	3,812,296	(169,545)	4,151,004	0	(338,708)	3,812,296	(169,545)
					5,189,161	(459,727)	4,729,434	(222,974)	5,189,161	0	(459,727)	4,729,434	(222,975)

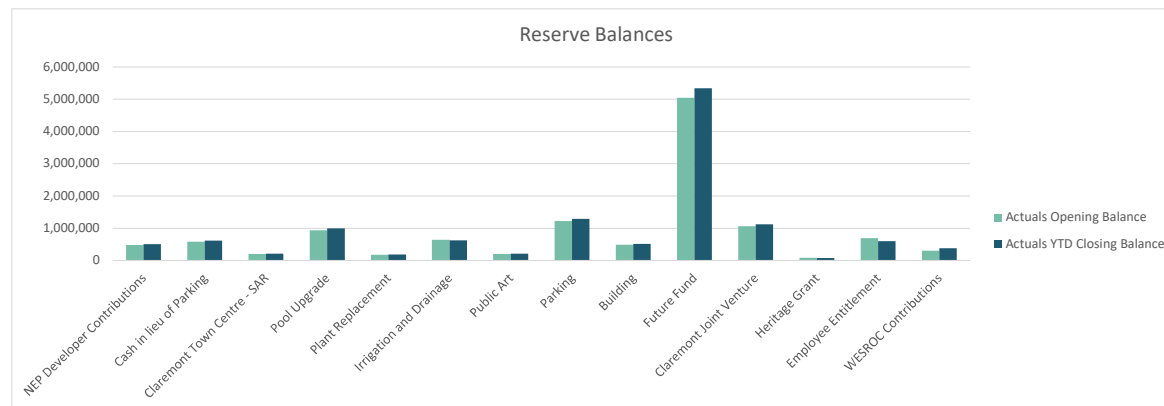
Adopted Budget									Actuals YTD				
Lease Description	Lease Number	Institution	Maturity Date	Interest Rate	Opening Balance	Repayments	Closing Balance	Interest	Opening Balance	New leases during 2024/25	Repayments	Closing Balance	Interest
Data & Software Storage	EL227	Dell	31/03/2025	2.71%	19,427	(19,427)	0	(2,726)	19,427	0	(19,427)	0	(2,726)
Printer/ Copiers	EL228	Kyocera	31/01/2026	2.05%	13,546	(7,939)	5,607	(2,477)	13,093	0	(7,202)	5,891	(2,347)
Wide Area Network	EL225	TPG	19/04/2026	3.00%	31,599	(15,112)	16,487	(8,229)	33,289	0	0	33,289	0
Coffee Machine	PE459	Gesha Coffee Co.	30/09/2024	0.71%	449	(449)	0	(6)	449	0	(449)	0	(6)
Parking Bays - Bunnings	BLD54	Charter Hall	30/06/2025	1.69%	10,779	(10,779)	0	(1,220)	10,779	0	(10,780)	(1)	(1,220)
					75,800	(53,706)	22,094	(14,658)	77,037	0	(37,857)	39,180	(6,300)



Town of Claremont Reserve Movements

For the Period 01-Jul-2024 to 30-June-2025

Reserve	Amended Budget				Actuals YTD			
	Opening Balance	Transfer To	Transfer From	Closing Balance	Opening Balance	Transfer To	Transfer From	Closing Balance
NEP Developer Contributions	475,244	14,674	0	489,918	479,751	28,095	0	507,846
Cash in lieu of Parking	580,544	17,925	0	598,469	586,049	34,321	0	620,370
Claremont Town Centre - SAR	184,114	5,685	0	189,799	199,789	11,700	0	211,489
Pool Upgrade	796,595	24,596	(513,000)	308,191	942,310	55,184	0	997,494
Plant Replacement	167,647	5,176	0	172,823	178,916	10,478	0	189,394
Irrigation and Drainage	600,910	18,554	(50,000)	569,464	638,944	34,490	(50,000)	623,434
Public Art	225,892	16,087	0	241,979	199,502	11,683	0	211,185
Parking	1,205,890	37,234	0	1,243,124	1,217,325	71,290	0	1,288,615
Building	452,067	13,958	0	466,025	486,972	28,518	0	515,490
Future Fund	4,830,668	149,155	0	4,979,823	5,044,478	295,418	0	5,339,896
Claremont Joint Venture	1,043,814	32,229	0	1,076,043	1,063,508	62,282	0	1,125,790
Heritage Grant	75,098	2,319	(15,000)	62,417	81,014	4,221	(8,933)	76,302
Employee Entitlement	661,213	20,416	(150,000)	531,629	691,720	33,202	(124,765)	600,157
WESROC Contributions	517,576	15,982	0	533,558	304,843	221,138	(143,893)	382,088
Reserve Total	11,817,272	373,990	(728,000)	11,463,262	12,115,121	902,021	(327,591)	12,689,551

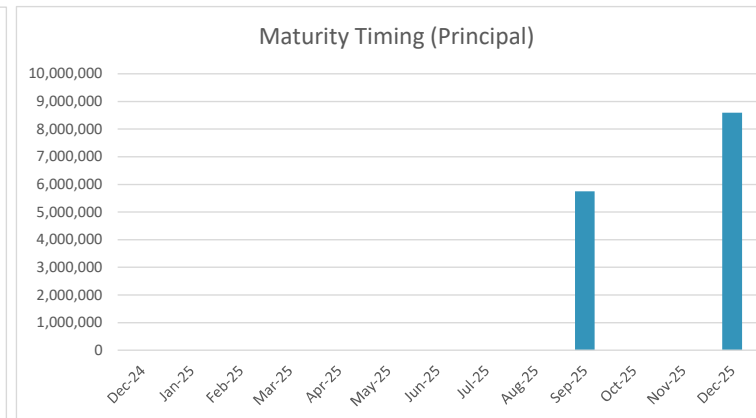
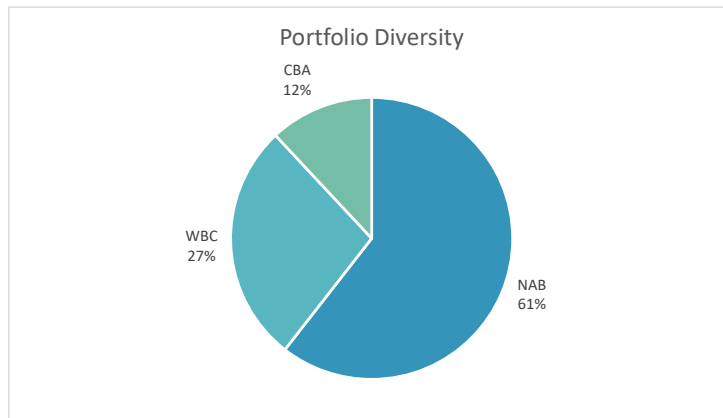




Town of Claremont Investments

For the Period 01-Jul-2024 to 30-June-2025

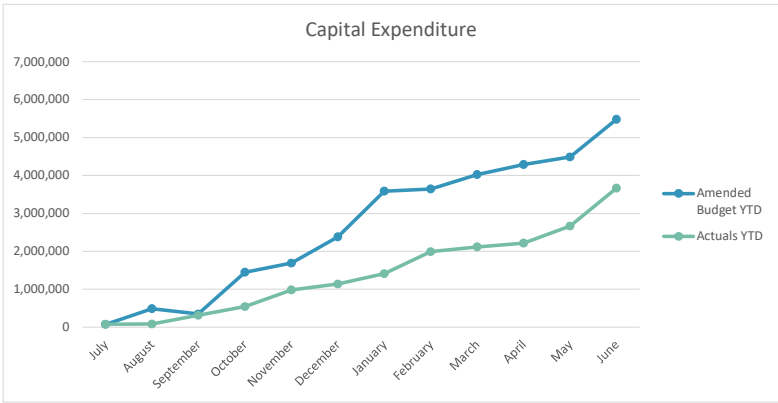
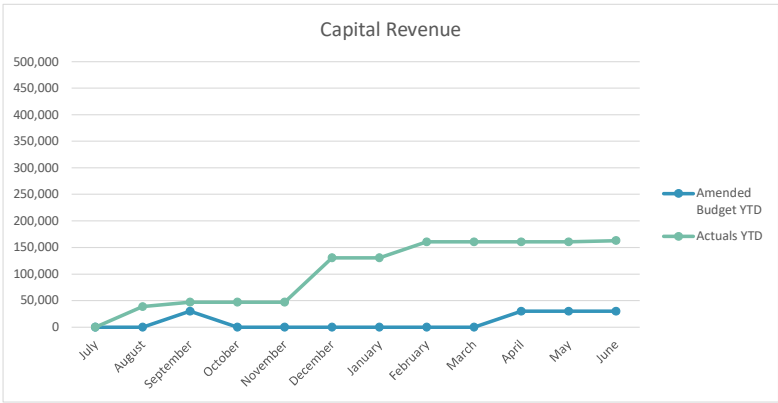
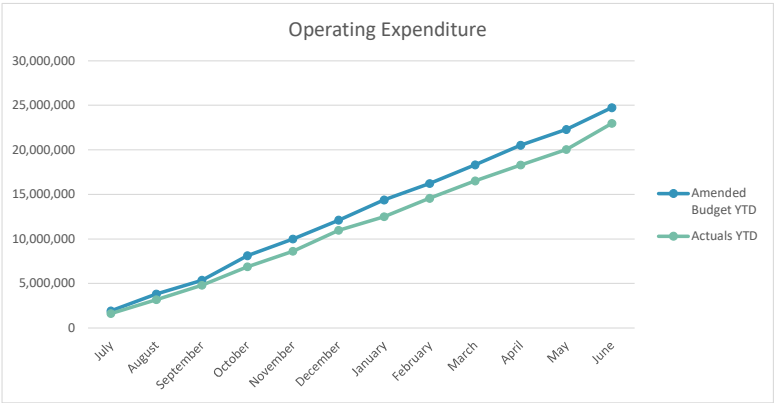
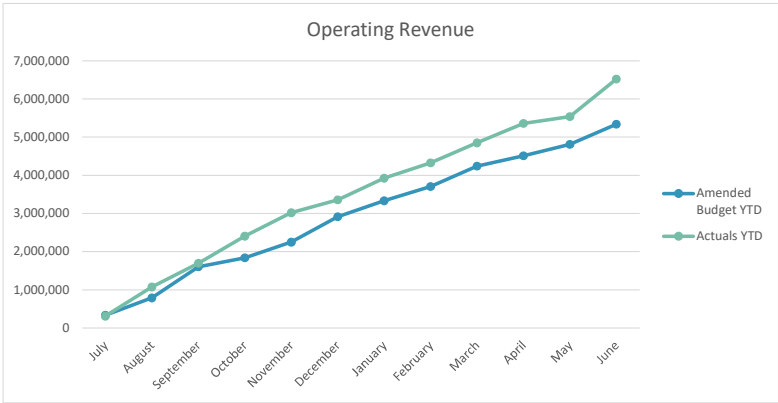
Bank	Type	Reference	Interest Rate	Investment Date	Maturity Date	Term (Days)	Invested Amount
NAB	At Call - Pooled investments		4.20%	1/07/2023			3,626,531
NAB	At Call - Damage Bonds		4.20%	1/07/2023			203,504
CBA	Term Deposit	TD415	4.57%	20/09/2024	19/09/2025	365	2,171,604
WBC	Term Deposit	TD406	4.96%	17/12/2024	17/12/2025	365	1,332,647
WBC	Term Deposit	TD409	4.96%	17/12/2024	17/12/2025	365	1,165,605
NAB	Term Deposit	TD419	4.92%	13/09/2024	12/09/2025	365	3,576,800
WBC	Term Deposit	TD426	5.21%	18/12/2024	18/03/2025	90	0
NAB	Term Deposit	TD427	5.00%	17/12/2024	17/12/2025	365	3,000,000
WBC	Term Deposit	TD428	4.96%	19/12/2024	19/12/2025	365	2,500,000
NAB	Term Deposit	TD429	5.00%	17/12/2024	17/12/2025	365	600,000
							18,176,691





Town of Claremont Graphical Representation

For the Period 01-Jul-2024 to 30-June-2025



13.1.4 LIST OF PAYMENTS 1 TO 31 JULY 2025

File Number:	FIM/00108-003, D-24-30398
Author:	Victoria Daniel (Finance Officer)
Authoriser:	Liz Ledger (Chief Executive Officer)
Attachments:	1. Payment Listing - July 2025 [13.1.4.1 - 5 pages] 2. Purchase Card - July 2025 [13.1.4.2 - 3 pages] 3. Fuel Cards - June 2025 [13.1.4.3 - 2 pages]

PURPOSE

For Council to note payments made by the Chief Executive Officer under delegated authority during the month of July 2025.

BACKGROUND

Council has delegated to the Chief Executive Officer (CEO) the exercise of its powers to make payments from the Municipal Fund and Trust Fund.

The CEO is required to present a list to Council of all payments made, under this delegated authority since the last payment list was submitted to Council.

DISCUSSION

Attached is the list of all accounts as paid totalling \$3,351,079.28 during the month of July 2025.

Municipal Funds electronic funds transfers (EFT)	\$3,231,549.74
Municipal Fund cheques	\$10,032.80
Municipal Fund direct debits	\$109,496.74
Total	\$3,351,079.28

All invoices have been verified, and all payments have been duly authorised in accordance with Council's policies and procedures.

PAST RESOLUTIONS

Ordinary Council Meeting, 29 July 2025, Resolution 100/25

That Council notes all payments made by the Chief Executive Officer under Delegation DA 2.1.5 for June 2025 totalling \$3,846,098.28 as detailed in Attachment 1 comprising:

- *Electronic funds transfer from the Municipal funds of \$3,674,177.17*
- *Cheques issued from the Municipal funds of \$0.00*
- *Direct debit from the Municipal funds of \$171,921.11*

FINANCIAL AND STAFF IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

POLICY AND STATUTORY IMPLICATIONS

Local Government (Financial Management) Regulations 1996, Regulations 12 – 13.

Town of Claremont Delegation Register – DA 2.1.5 Payment of Accounts.

COMMUNICATION AND CONSULTATION

Nil

STRATEGIC COMMUNITY PLAN**Leadership and Governance**

We are an open and accountable local government; a leader in community service standards.

- Demonstrate a high standard of governance, accountability, management and strategic planning.
- Manage our finances responsibly and improve financial sustainability.

URGENCY

The schedule of payments is to be presented to the next ordinary meeting of Council after the list has been prepared, under Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*.

VOTING REQUIREMENTS

Simple Majority decision of Council (*More than half the Council Members present are required to vote in favour*).

Items 13.1.3 and 13.1.4 were carried en bloc.

COUNCIL RESOLUTION 115/25

Moved: Cr Annette Suann

Seconded: Cr Ryan Brown

That Council notes all payments made by the Chief Executive Officer under Delegation DA 2.1.5 for July 2025 totalling \$3,351,079.28 as detailed in Attachment 1 comprising:

- Electronic funds transfer from the Municipal funds of \$3,231,549.74
- Cheques issued from the Municipal funds of \$10,032.80
- Direct debit from the Municipal funds of \$109,496.74

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

Schedule of payment - July 2025

Date	Ref.	Name	Details	Amount
3/07/2025	EFT02092	3D HR Legal Pty Ltd	Legal advice	\$ 673.20
10/07/2025	EFT02093	Active Discovery (The Trustee For Humphrey Group Trust)	Playground renewal - Mulder Park	\$ 20,666.80
10/07/2025	EFT02093	Active Discovery (The Trustee For Humphrey Group Trust)	Playground renewal - Mulder Park	\$ 11,935.00
24/07/2025	EFT02096	Advanced Liquid Waste (88 Family Trust)	Septic tank waste removal and disposal	\$ 1,545.00
3/07/2025	EFT02092	Agent Sales & Services	Aquatic Centre chemicals	\$ 3,757.60
3/07/2025	EFT02092	Allmark & Associates Pty Ltd	Plaque and stand - Tree of wonder	\$ 1,347.50
3/07/2025	EFT02092	Allmark & Associates Pty Ltd	Plaque and stand - Good luck bulldog	\$ 1,347.50
3/07/2025	EFT02092	Allstate Kerbing & Concrete	Road and kerbing works	\$ 19,796.13
3/07/2025	EFT02092	ALSCO	Cleaning - Hygiene unit services	\$ 705.88
24/07/2025	EFT02096	ALSCO	Cleaning - Hygiene unit services	\$ 1,024.89
24/07/2025	EFT02096	Amy C Couanis	Community grant	\$ 200.00
24/07/2025	EFT02096	Amy C Couanis	Community grant	\$ 200.00
10/07/2025	EFT02093	Animal Pest Management Services (Butcher Family Trust)	Animal control services	\$ 3,641.00
10/07/2025	EFT02093	Arcus Refrigeration Services Pty Ltd	Refrigeration repairs	\$ 363.00
10/07/2025	EFT02093	Australia Post - 623462 - Contractor Collect	Postage	\$ 129.00
10/07/2025	EFT02093	Australia Post - 673027	Postage	\$ 2,087.49
3/07/2025	EFT02092	BCE Surveying Pty Ltd	Road survey	\$ 1,320.00
3/07/2025	EFT02092	BCE Surveying Pty Ltd	Road and kerbing works	\$ 2,002.00
24/07/2025	EFT02096	BCE Surveying Pty Ltd	Road survey	\$ 5,280.00
3/07/2025	EFT02092	BCI Building Consultancy & Inspections (The Trustee For Colman Family Trust)	Building inspections and condition reports	\$ 28,545.00
10/07/2025	EFT02093	BCITF	BCITF levies	\$ 508.46
3/07/2025	EFT02092	Benara Nurseries	Tree materials	\$ 1,107.70
30/07/2025	EFT02097	Blake Colman	Infringement refund	\$ 135.80
3/07/2025	EFT02092	Bob Jane T-Marts	Vehicle repairs & maintenance	\$ 89.00
3/07/2025	EFT02092	Boyan Electrical Services	Electrical repairs & maintenance	\$ 1,370.05
3/07/2025	EFT02092	Boyan Electrical Services	Electrical repairs & maintenance	\$ 3,250.00
3/07/2025	EFT02092	Boyan Electrical Services	Electrical repairs & maintenance	\$ 494.45
24/07/2025	EFT02096	Boyan Electrical Services	Electrical repairs & maintenance	\$ 137.50
3/07/2025	EFT02092	Brightmark Group Pty Ltd	Cleaning - Various buildings & public toilets	\$ 9,899.05
17/07/2025	EFT02094	Brightmark Group Pty Ltd	Cleaning - Various buildings & public toilets	\$ 1,771.86
24/07/2025	EFT02096	Brownes Foods Operations Pty Ltd	Aquatic Centre cafe supplies	\$ 74.92
24/07/2025	EFT02096	Brownes Foods Operations Pty Ltd	Aquatic Centre cafe supplies	\$ 29.92
24/07/2025	EFT02096	Brownes Foods Operations Pty Ltd	Aquatic Centre cafe supplies	\$ 36.30
24/07/2025	EFT02096	Brownes Foods Operations Pty Ltd	Aquatic Centre cafe supplies	\$ 91.22
3/07/2025	EFT02092	Bunnings	Tools, equipment & materials	\$ 102.81
3/07/2025	EFT02092	Bunnings	Tools, equipment & materials	\$ 83.50
3/07/2025	EFT02092	Bunnings	Tools, equipment & materials	\$ 198.97
3/07/2025	EFT02092	Bunnings	Tools, equipment & materials	\$ 220.01
3/07/2025	EFT02092	Bunnings	Tools, equipment & materials	\$ 156.63
17/07/2025	EFT02094	Bunnings	Tools, equipment & materials	\$ 18.84
17/07/2025	EFT02094	Bunnings	Tools, equipment & materials	\$ 61.51
24/07/2025	EFT02096	Bunnings	Tools, equipment & materials	\$ 128.49
24/07/2025	EFT02096	Bunnings	Tools, equipment & materials	\$ 55.70
17/07/2025	EFT02094	Call Associates Pty Ltd (Connect/Insight Ccs)	Call service fees	\$ 288.86
3/07/2025	EFT02092	Carriage Motors Pty Ltd	Vehicle repairs & maintenance	\$ 1,329.35
24/07/2025	EFT02096	Casa Landscapes (N Carmody & C.A Zito)	Tree stock	\$ 1,350.00
24/07/2025	EFT02096	Circuswa Inc.	School holiday workshop	\$ 580.00
3/07/2025	EFT02092	City Of Stirling	Meals on Wheels delivery service	\$ 117.78
3/07/2025	EFT02092	City Toyota	Vehicle repairs & maintenance	\$ 558.59
17/07/2025	EFT02094	Clare Haunold	Staff reimbursement - Fuel for work vehicle	\$ 52.77
17/07/2025	EFT02094	Claremont Lawn Tennis Club Inc.	Maintenance subsidy	\$ 15,099.70
17/07/2025	EFT02094	Claremont Nedlands Cricket Club Inc	Maintenance subsidy	\$ 11,550.00
3/07/2025	EFT02092	Clean City Group Pty Ltd	Outdoor cleaning & maintenance works	\$ 6,451.50
3/07/2025	EFT02092	Clean City Group Pty Ltd	Outdoor cleaning & maintenance works	\$ 401.50
3/07/2025	EFT02092	Clean City Group Pty Ltd	Outdoor cleaning & maintenance works	\$ 8,753.25
3/07/2025	EFT02092	Clean City Group Pty Ltd	Outdoor cleaning & maintenance works	\$ 367.40
10/07/2025	EFT02093	Compu-Stor	External records storage	\$ 398.54
3/07/2025	EFT02092	Contraflow Pty Ltd	Traffic management various roads	\$ 543.22
3/07/2025	EFT02092	Contraflow Pty Ltd	Traffic management various roads	\$ 1,086.45
10/07/2025	EFT02093	Contraflow Pty Ltd	Traffic management various roads	\$ 543.22
10/07/2025	EFT02093	Contraflow Pty Ltd	Traffic management various roads	\$ 36,727.04
10/07/2025	EFT02093	Contraflow Pty Ltd	Traffic management various roads	\$ 2,033.61
10/07/2025	EFT02093	Contraflow Pty Ltd	Traffic management various roads	\$ 3,242.62
10/07/2025	EFT02093	CTI Couriers Pty Ltd	Courier delivery service	\$ 421.76
17/07/2025	EFT02094	Curate Arts Incorporated	Community grant	\$ 1,526.25

10/07/2025	EFT02093	Datacom Solutions (AU) Pty Ltd	Software support & subscriptions	\$ 8,668.35
10/07/2025	EFT02093	Datacom Solutions (AU) Pty Ltd	Software support & subscriptions	\$ 922.04
10/07/2025	EFT02093	Datacom Solutions (AU) Pty Ltd	Software support & subscriptions	\$ 440.00
10/07/2025	EFT02093	Datacom Solutions (AU) Pty Ltd	Software support & subscriptions	\$ 825.00
10/07/2025	EFT02093	David Charles Airey	Parking bay rental valuation	\$ 594.00
10/07/2025	EFT02093	David G Holmes	Bond refund	\$ 3,000.00
3/07/2025	EFT02092	Dell Australia Pty Ltd	Purchase of IT equipment	\$ 5,132.60
24/07/2025	EFT02096	Department Of Fire & Emergency Services (DFES)	Fire equipment servicing	\$ 1,881.00
24/07/2025	EFT02096	Department Of Fire & Emergency Services (DFES)	Fire equipment servicing	\$ 1,881.00
10/07/2025	EFT02093	Department Of Transport	Vehicle searches	\$ 1,160.25
24/07/2025	EFT02096	Destination Perth (Perth Region Tourism Organisation Inc)	Tourism membership	\$ 1,430.00
3/07/2025	EFT02092	DMIRS (BSL)	Building services levy	\$ 7,731.33
3/07/2025	EFT02092	Dowsing Group Pty Ltd	Roadwork profiling	\$ 13,243.57
3/07/2025	EFT02092	Dowsing Group Pty Ltd	Footpath repairs	\$ 550.00
3/07/2025	EFT02092	Dowsing Group Pty Ltd	Footpath repairs	\$ 4,233.20
10/07/2025	EFT02093	Dowsing Group Pty Ltd	Footpath repairs	\$ 31,781.20
3/07/2025	EFT02092	DU Electrical	Electrical repairs & maintenance	\$ 10,131.00
24/07/2025	EFT02096	DU Electrical	Electrical repairs & maintenance	\$ 792.00
3/07/2025	EFT02092	Enviro Sweep	CBD & residential area sweeps	\$ 222.75
3/07/2025	EFT02092	Enviro Sweep	CBD & residential area sweeps	\$ 74.25
3/07/2025	EFT02092	Enviro Sweep	CBD & residential area sweeps	\$ 36,902.25
10/07/2025	EFT02093	Ferjus Pty Ltd (Liberty Liquors)	Refreshments - Art awards	\$ 484.00
3/07/2025	EFT02092	Food Safety Co (Erina Jane Male)	Food premises risk assessments	\$ 3,627.80
3/07/2025	EFT02092	Fullworks Fire Safety Australia	Fire equipment servicing	\$ 99.00
3/07/2025	EFT02092	Fullworks Fire Safety Australia	Fire equipment servicing	\$ 99.00
3/07/2025	EFT02092	Fullworks Fire Safety Australia	Fire equipment servicing	\$ 99.00
3/07/2025	EFT02092	Fullworks Fire Safety Australia	Fire equipment servicing	\$ 99.00
10/07/2025	EFT02093	Fulton Hogan Industries Pty Ltd	Road resurfacing works	\$ 46,562.92
10/07/2025	EFT02093	Fulton Hogan Industries Pty Ltd	Road resurfacing works	\$ 26,178.13
3/07/2025	EFT02092	Gecko Contracting Turf & Landscape Maintenance (Gas Assets Pty Ltd)	Mowing services- Aquatic Centre	\$ 653.40
17/07/2025	EFT02094	Gesha Coffee Co (The Trustee For Lanpa Trust)	Aquatic Centre cafe supplies	\$ 166.83
3/07/2025	EFT02092	Good Sammy Enterprises	Garden maintenance services	\$ 275.00
3/07/2025	EFT02092	Good Sammy Enterprises	Garden maintenance services	\$ 247.50
3/07/2025	EFT02092	Good Sammy Enterprises	Garden maintenance services	\$ 247.50
3/07/2025	EFT02092	Good Sammy Enterprises	Garden maintenance services	\$ 330.00
3/07/2025	EFT02092	Good Sammy Enterprises	Garden maintenance services	\$ 330.00
10/07/2025	EFT02093	Good Sammy Enterprises	Garden maintenance services	\$ 275.00
10/07/2025	EFT02093	Good Sammy Enterprises	Garden maintenance services	\$ 330.00
3/07/2025	EFT02092	Graffiti Systems Australia	Graffiti removal	\$ 783.64
3/07/2025	EFT02092	HM & GM Speirs	Rates Refund	\$ 657.94
3/07/2025	EFT02092	Hydra Storm (T C Precast)	Drainage maintenance	\$ 880.00
24/07/2025	EFT02096	Imagesource	Library signage	\$ 85.80
24/07/2025	EFT02096	Imagesource	Business cards	\$ 214.50
3/07/2025	EFT02092	Imperial Glass (The Trustee For Cobber Trust)	Building repairs	\$ 718.74
3/07/2025	EFT02092	IPWEA (Institute Of Public Works Engineering Australasia Limited)	Asset Management Planning Subscription	\$ 1,237.50
3/07/2025	EFT02092	J&V (Dugite Earthmoving Pty Ltd)	Road resurfacing works	\$ 983.40
10/07/2025	EFT02093	J&V (Dugite Earthmoving Pty Ltd)	Roadworks & drainage maintenance	\$ 7,306.20
24/07/2025	EFT02096	J&V (Dugite Earthmoving Pty Ltd)	Roadworks & drainage maintenance	\$ 842.60
3/07/2025	EFT02092	Jaram Products Pty Ltd	Van interior fit-out	\$ 3,958.52
3/07/2025	EFT02092	JB Hi-Fi Commercial Division	Mobile phones	\$ 863.15
3/07/2025	EFT02092	JB Hi-Fi Commercial Division	Computer equipment	\$ 423.30
10/07/2025	EFT02093	JB Hi-Fi Commercial Division	Mobile phones	\$ 1,726.30
3/07/2025	EFT02092	John Hughes	Vehicle service	\$ 771.56
3/07/2025	EFT02092	K3studio Pty Ltd	Aquatic Centre refurbishment	\$ 770.00
30/07/2025	EFT02097	Katherine Massey	Rates refund	\$ 3,573.70
3/07/2025	EFT02092	Kennedys (Australasia) Partnership	Legal advice	\$ 3,344.00
3/07/2025	EFT02092	Kyocera	Photocopier costs	\$ 323.36
3/07/2025	EFT02092	LD Total (Fiore Family Trust)	Landscape maintenance services	\$ 24,366.38
3/07/2025	EFT02092	LD Total (Fiore Family Trust)	Landscape maintenance services	\$ 8,415.00
10/07/2025	EFT02093	Local Community Insurance Services (JLT Risk Solutions Pty Ltd)	Public & products liability insurance	\$ 412.50
17/07/2025	EFT02094	Local Health Authorities Analytical Committee (LHAAC)	Analytical services sampling	\$ 2,904.06

3/07/2025	EFT02092	Lock, Stock & Farrell Locksmith	Building repairs	\$ 272.50
10/07/2025	EFT02093	Lotterywest (Lotteries Commission)	Grant refund	\$ 51.98
3/07/2025	EFT02092	Mcmullen Nolan Group Pty Ltd	Software license & implementation	\$ 15,675.00
3/07/2025	EFT02092	Mcmullen Nolan Group Pty Ltd	Software training	\$ 3,124.00
3/07/2025	EFT02092	Mcmullen Nolan Group Pty Ltd	Software implementation	\$ 1,650.00
3/07/2025	EFT02092	Melville LDV (All Melville Pty Ltd)	Vehicle purchase	\$ 43,363.70
3/07/2025	EFT02092	Miracle Recreation Equipment (Superior Nominees Pty Ltd)	Playground inspections & repairs	\$ 715.00
10/07/2025	EFT02093	Mitchell A Kahl	Bond refund	\$ 1,000.00
24/07/2025	EFT02096	Nami Osaki	School holiday workshop	\$ 600.00
10/07/2025	EFT02093	Neda Haydari Manesh	Bond refund	\$ 1,000.00
3/07/2025	EFT02092	North Street Store Pty Ltd	Catering - Council meeting	\$ 464.00
3/07/2025	EFT02092	Omnicom Media Group Australia	Various advertising	\$ 478.01
3/07/2025	EFT02092	Omnicom Media Group Australia	Various advertising	\$ 486.39
10/07/2025	EFT02093	Owners Of 5 Bindaring Parade Claremont (S/P 50260)	Reticulation works	\$ 223.55
24/07/2025	EFT02096	Paola Anselmi	Curatorial Services - Art awards and exhibition	\$ 4,675.00
3/07/2025	EFT02092	PATSD PTY LTD	Rates Refund	\$ 1,390.17
2/07/2025	Payroll	Payroll 02072025	Payroll payment for 2 June 2025	\$ 236,378.02
16/07/2025	Payroll	Payroll 16072025	Payroll payment for 16 June 2025	\$ 234,152.14
22/07/2025	Payroll	Payroll 22072025	Payroll payment for 22 June 2025	\$ 3,458.57
30/07/2025	Payroll	Payroll 30072025	Payroll payment for 30 June 2025	\$ 235,014.34
24/07/2025	EFT02096	Pentland Australia Pty Limited	Aquatic Centre shop supplies	\$ 968.00
3/07/2025	EFT02092	Perth Pest Control Pty Ltd	Pest control services	\$ 300.00
24/07/2025	EFT02096	PFD Food Services Pty Ltd	Aquatic Centre cafe supplies	\$ 971.05
3/07/2025	EFT02092	Phil Johnson Plumbing And Gas	Various irrigation works	\$ 96.00
3/07/2025	EFT02092	Pipeline Irrigation	Various irrigation works	\$ 3,960.00
3/07/2025	EFT02092	Pipeline Irrigation	Various irrigation works	\$ 6,267.00
3/07/2025	EFT02092	Pipeline Irrigation	Various irrigation works	\$ 3,978.70
10/07/2025	EFT02093	Pitched Pergolas (Steve Jenkins)	Bond refund	\$ 1,000.00
24/07/2025	EFT02096	Play Check Pty Ltd	Outdoor fitness equipment & disability access inspections	\$ 770.00
24/07/2025	EFT02096	Premier Envelopes Australia Pty Ltd	Stationery & office supplies	\$ 317.02
24/07/2025	EFT02096	Premier Envelopes Australia Pty Ltd	Stationery & office supplies	\$ 329.67
3/07/2025	EFT02092	Print & Sign Co (Easy Abc Pty Ltd)	Walking trails signage	\$ 575.74
3/07/2025	EFT02092	Print & Sign Co (Easy Abc Pty Ltd)	Art Awards promotion	\$ 96.25
3/07/2025	EFT02092	Print & Sign Co (Easy Abc Pty Ltd)	Museum postcards	\$ 667.70
3/07/2025	EFT02092	Proarb WA Pty Ltd	Tree works & maintenance	\$ 26,462.70
3/07/2025	EFT02092	Proglity Pty Ltd	IT subscription & equipment	\$ 6,207.52
17/07/2025	EFT02094	Proglity Pty Ltd	Firewall subscription	\$ 11,264.06
3/07/2025	EFT02092	Protec Asphalt	Road resurfacing works	\$ 1,952.50
3/07/2025	EFT02092	Protec Asphalt	Road resurfacing works	\$ 2,255.00
10/07/2025	EFT02093	Protec Asphalt	Road resurfacing works	\$ 440.00
24/07/2025	EFT02096	Qtm Pty Ltd	Traffic management	\$ 1,796.30
3/07/2025	EFT02092	Quicksuper (Australiansuper Pty Ltd)	Superannuation for June 2025	\$ 49,461.16
3/07/2025	EFT02092	Radio Warehouse Pty Ltd	Radio purchase	\$ 2,515.00
3/07/2025	EFT02092	RAM Locksmiths (The Trustee For The Puleio Family Trust)	Locksmith service	\$ 120.00
3/07/2025	EFT02092	Safety Tactile Pave Pty Ltd	Footpath repairs	\$ 4,358.60
24/07/2025	EFT02096	Safety Tactile Pave Pty Ltd	Road resurfacing works	\$ 7,178.30
24/07/2025	EFT02096	Satellite Security Services Pty Ltd	Security services & monitoring of Council buildings	\$ 429.00
24/07/2025	EFT02096	Seek Ltd	Employment advertisement	\$ 394.63
24/07/2025	EFT02096	Shire Of Peppermint Grove	Inter-library loan service	\$ 3,350.72
10/07/2025	EFT02093	Shred-X Pty Ltd	Document destruction	\$ 72.86
24/07/2025	EFT02096	So Media Group Pty Ltd	Digital media campaign	\$ 5,500.00
24/07/2025	EFT02096	Sportsworld Of WA	Aquatic Centre shop supplies	\$ 1,743.15
3/07/2025	EFT02092	Steve's Sand Sifting For Playground Services (The Trustee For Story Family Trust)	Outdoor cleaning & maintenance works	\$ 2,917.00
24/07/2025	EFT02096	Stihl Shop Osborne Park	Park maintenance tools & supplies	\$ 217.60
3/07/2025	EFT02092	Sustainable Outdoors	Parkland works (weed control on pathways & edges) - June 2025	\$ 4,918.10
17/07/2025	EFT02094	The Churches Commission On Education Inc	Youthcare program contribution	\$ 5,500.00
3/07/2025	EFT02092	The Lane Bookshop	Library resources	\$ 325.46
3/07/2025	EFT02092	The Lane Bookshop	Library resources	\$ 132.55
17/07/2025	EFT02094	The Lane Bookshop	Library resources	\$ 697.56
17/07/2025	EFT02094	The Lane Bookshop	Library resources	\$ 128.30
17/07/2025	EFT02094	The Royal Life Saving Society WA Inc	Lifeguard licence renewal	\$ 175.00
17/07/2025	EFT02094	The Royal Life Saving Society WA Inc	Lifeguard licence renewal	\$ 175.00
3/07/2025	EFT02092	The Trustee For Mcdermott Family Trust	Outdoor cleaning & maintenance works	\$ 275.00
3/07/2025	EFT02092	The Trustee For The Dzodzoz Family Trust	Planting services	\$ 303.60
3/07/2025	EFT02092	The Trustee For The Dzodzoz Family Trust	Planting services	\$ 4,939.00
3/07/2025	EFT02092	The Trustee For The Reid Family Trust	Window cleaning - Various buildings	\$ 594.00
3/07/2025	EFT02092	The Trustee For The Reid Family Trust	Window cleaning - Various buildings	\$ 946.00
3/07/2025	EFT02092	The Trustee For The Reid Family Trust	Window cleaning - Various buildings	\$ 396.00
3/07/2025	EFT02092	The Trustee For The Reid Family Trust	Window cleaning - Various buildings	\$ 484.00
3/07/2025	EFT02092	The Trustee For The Reid Family Trust	Window cleaning - Various buildings	\$ 2,607.00

3/07/2025	EFT02092	THREE CHILLIES DESIGN PTY LTD	Installation of Scooter Track - Mulder Park	\$ 32,709.60
24/07/2025	EFT02096	THREE CHILLIES DESIGN PTY LTD	Installation of Scooter Track - Mulder Park	\$ 2,512.40
3/07/2025	EFT02092	Tool Kit Depot (Bunnings Group Limited)	Tools, equipment & materials	\$ 222.80
3/07/2025	EFT02092	Totally Workwear Myaree (The Trustee For Omac Unit Trust)	Staff protective clothing	\$ 67.00
3/07/2025	EFT02092	Traffic Logistics	Traffic management	\$ 123.75
3/07/2025	EFT02092	Traffic Logistics	Traffic management	\$ 14,602.50
10/07/2025	EFT02093	Treeswest Australia Pty Ltd	Polyphagous Shot hole borer (PSHB) treatment	\$ 3,598.00
10/07/2025	EFT02093	Trevor Czichy (Tricon WA Pty Ltd)	Bond refund	\$ 3,000.00
3/07/2025	EFT02092	Turfworks WA Pty Ltd	Mowing services - Parks & various verges	\$ 4,684.76
17/07/2025	EFT02094	Turfworks WA Pty Ltd	Mowing services - Parks & various verges	\$ 4,011.93
17/07/2025	EFT02094	Ultimo Catering & Events	Catering - Art Awards	\$ 2,120.00
3/07/2025	EFT02092	University Of Western Australia (UWA)	Map digitisation	\$ 925.65
10/07/2025	EFT02093	Veolia Recycling & Recovery (Perth)	Veolia skip bin service	\$ 1,124.64
24/07/2025	EFT02096	Veolia Recycling & Recovery (Perth)	Waste collection	\$ 92,164.84
10/07/2025	EFT02093	Vocus Pty Ltd	Internet & telephone service	\$ 399.20
24/07/2025	EFT02096	WA Distributors	Aquatic Centre shop supplies	\$ 562.65
24/07/2025	EFT02096	WA Mermaids Pty Ltd	School holiday workshop	\$ 418.00
10/07/2025	EFT02093	WALGA	People & Culture Seminar	\$ 350.00
17/07/2025	EFT02094	WALGA	Staff training	\$ 682.00
3/07/2025	EFT02092	Waterlogic Australia Pty Ltd	Water station filter	\$ 321.85
17/07/2025	EFT02094	Wesfarmers Kleenheat Gas Pty Ltd	Utility charges - Aquatic Centre	\$ 723.65
3/07/2025	EFT02092	Wespray On Paving Pty Ltd	Concrete works	\$ 440.00

10/07/2025	EFT02093	West Coast Shade Pty Ltd	Temporary fencing - Stirling Road Park	\$	5,425.20
17/07/2025	EFT02094	Westbooks	Library resources	\$	64.27
17/07/2025	EFT02094	Westbooks	Library resources	\$	834.80
22/07/2025	EFT02095	Western Australian Land Authority	NEP payment	\$	1,227,727.11
3/07/2025	EFT02092	Western Environmental Approvals Pty Ltd	Greenhouse gas reduction strategy	\$	12,260.05
3/07/2025	EFT02092	Western Metropolitan Regional Council	Waste collection	\$	27,756.83
24/07/2025	EFT02096	Western Metropolitan Regional Council	Waste collection	\$	29,498.61
31/07/2025	EFT02098	Western Metropolitan Regional Council	Waste collection	\$	269,207.94
31/07/2025	EFT02098	Western Metropolitan Regional Council	Waste calendars	\$	3,828.00
31/07/2025	EFT02098	Western Metropolitan Regional Council	Waste collection	\$	29,357.11
3/07/2025	EFT02092	Weston Road Systems	Car park line marking	\$	550.00
3/07/2025	EFT02092	Weston Road Systems	Car park line marking	\$	275.00
3/07/2025	EFT02092	Weston Road Systems	Car park line marking	\$	825.00
3/07/2025	EFT02092	WINC	Cleaning materials	\$	455.20
3/07/2025	EFT02092	WINC	Cleaning materials	\$	193.29
10/07/2025	EFT02093	WINC	Cleaning materials	\$	584.41
10/07/2025	EFT02093	Woodlands Distributors Pty Ltd	Compostable dog waste bags	\$	2,845.92
17/07/2025	EFT02094	Work Clobber	Staff protective clothing	\$	199.00
3/07/2025	EFT02092	Zalman Isaac Schipp	Community history event	\$	787.50
3/07/2025	EFT02092	Zero Civil (Smart Urban Pty Ltd)	Bollard repairs	\$	132.00
Total EFT				\$	3,231,549.74
Total Number of EFT Transfers					238

Date	Ref.	Name	Details	Amount
24/07/2025	39687	Department Of Transport	Vehicle registrations	\$ 10,032.80
Total cheque				\$ 10,032.80
Total Number of cheque				1

DIRECT DEBITS MONTH YEAR - MUNICIPAL FUND

Date	Ref.	Name	Details	Amount
		Alinta	Gas charges	\$ -
		Fines Enforcement Registry	Unpaid infringement pursuit	\$ 7,257.00
		WATC Loan Repayments	Loan repayments	\$ 16,997.55
		Business Fleet Card	Fuel card expenses - June 2025	\$ 566.19
		Shell Fuel Card	Fuel card expenses - June 2025	\$ 4,046.44
		Dell	Computer equipment lease payments	\$ -
		Kyocera	Photocopier lease payments	\$ 954.82
		NAB	Various bank fees	\$ 3,600.58
		CBA	Audit fee	\$ 60.00
		NAB Purchase Card	Purchase card expenses	\$ 8,594.62
		Water Corporation	Various water charges	\$ 15,629.28
		Telstra	Various telephone and data expenses	\$ 2,919.40
		Synergy	Various electricity and street lighting	\$ 48,870.86
		WATC Guarantee Fees	Loan Guarantee fees	\$ -
Total Direct Debits				\$ 109,496.74

TOTAL ALL PAYMENTS FOR THE MONTH OF JULY 2025

\$ 3,351,079.28

National Australia Bank

Statement Period 28 June 2025 to 29 July 2025

Manager Communications and Customer Relations

Posting Date	Tran Date	Supplier	Narrative	Amount
30/06/2025	27/06/2025	Intuit Mailchimp	Subscription	\$ 204.13
30/06/2025	28/06/2025	Linktree* Linktree	Subscription	\$ 14.00
1/07/2025	24/06/2025	Coles Online	Staff Fruit and Milk	\$ 109.87
3/07/2025	1/07/2025	Intuit Mailchimp	Library subscription	\$ 155.99
9/07/2025	1/07/2025	Coles Online	Staff Fruit and Milk	\$ 104.93
10/07/2025	9/07/2025	Facebk *djfzs4m22	Social media	\$ 2.64
15/07/2025	8/07/2025	Coles Online	Staff Fruit and Milk	\$ 110.77
18/07/2025	17/07/2025	Artoble Ptd Ltd	Art Award & Exhibition	\$ 40.00
21/07/2025	19/07/2025	Facebk *43pshvgdw2	Social media	\$ 13.96
21/07/2025	20/07/2025	Contentsquare.Com	Communications subscription	\$ 154.43
22/07/2025	15/07/2025	Coles Online	Staff Fruit and Milk	\$ 117.35
29/07/2025	23/07/2025	Coles Online	Staff Fruit and Milk	\$ 126.58
29/07/2025	27/07/2025	Intuit Mailchimp	Communications subscription	\$ 202.54
Total AUD				\$ 1,357.19

Director Corporate Services

Posting Date	Tran Date	Supplier	Narrative	Amount
30/06/2025	27/06/2025	Bunnings 483000	New Starter - Welcome Pack	\$ 20.09
16/07/2025	14/07/2025	The Gallery G C	Staff Leaving Card	\$ 12.99
21/07/2025	18/07/2025	Coles 0299	Staff Leaving Gift and Morning Tea	\$ 18.60
23/07/2025	22/07/2025	Wholesale Apparel Workw	Safety Warden Vests	\$ 65.98
25/07/2025	22/07/2025	Bunnings 483000	New Starter - Welcome Pack	\$ 20.73
28/07/2025	25/07/2025	Ezi*alia	Job Listing on ALIA	\$ 380.00
Total AUD				\$ 518.39

Administration Officer - Infrastructure

Posting Date	Tran Date	Supplier	Narrative	Amount
30/06/2025	27/06/2025	Plumbing Claremont	Plumbing repairs	\$ 151.05
10/07/2025	8/07/2025	Dannys Shoe Repairs	Lock repairs	\$ 56.00
Total AUD				\$ 207.05

Manager Community Safety

Posting Date	Tran Date	Supplier	Narrative	Amount
7/07/2025	5/07/2025	Claremont Carwash Pty	Car Wash - Ranger vehicle	\$ 64.00
28/07/2025	25/07/2025	Totally Workwear Mt	Staff uniforms	\$ 148.00
Total AUD				\$ 212.00

Manager Tourism & Events

Posting Date	Tran Date	Supplier	Narrative	Amount
1/07/2025	30/06/2025	Officeworks	Anzac Day event signage replacement	\$ 240.00
3/07/2025	2/07/2025	Coles 0299	BVCC school holiday program catering	\$ 29.90
10/07/2025	9/07/2025	Coles 0299	BVCC school holiday program catering	\$ 22.06
Total AUD				\$ 291.96

Manager Governance and Records

Posting Date	Tran Date	Supplier	Narrative	Amount
9/07/2025	8/07/2025	Daimonji Pty Ltd	Elected member forum - Catering	\$ 51.36
15/07/2025	14/07/2025	Target 5065	Minor equipment purchase - Aquatic Centre	\$ 3.50
15/07/2025	14/07/2025	Woolworths/Karrinyup & Gr	Pool shop items - Aquatic Centre	\$ 7.60
15/07/2025	14/07/2025	Coles 0298	Pool shop items - Aquatic Centre	\$ 63.30
15/07/2025	14/07/2025	Kmart 1139	Minor equipment purchase - Aquatic Centre	\$ 131.50
16/07/2025	15/07/2025	Kmart	Minor equipment purchase - Aquatic Centre	\$ 75.00
17/07/2025	14/07/2025	Bunnings 454000	Minor equipment purchase - Aquatic Centre	\$ 14.98
21/07/2025	18/07/2025	Canningvale Aust Ltd	Swim shop supplies - Aquatic Centre	\$ 244.64
22/07/2025	21/07/2025	Coles 0299	Swim shop supplies - Aquatic Centre	\$ 34.00
23/07/2025	22/07/2025	Coles 0299	Swim shop purchases	\$ 30.50
29/07/2025	28/07/2025	Daimonji Pty Ltd	Catering - Elected Member Forum	\$ 51.36
29/07/2025	28/07/2025	Coles 0299	Catering - Council Meeting	\$ 57.70
29/07/2025	28/07/2025	Bunzl	Swim shop purchases	\$ 164.11
29/07/2025	28/07/2025	Austwide Consumer	Swim shop items	\$ 306.22
Total AUD				\$ 1,235.77

Manager Environmental Health

Posting Date	Tran Date	Supplier	Narrative	Amount
29/07/2025	28/07/2025	Fluidra Group Australi	Pool testing kit calibration and reagents	\$ 465.50
Total AUD				\$ 465.50

Museum Curator

Posting Date	Tran Date	Supplier	Narrative	Amount
2/07/2025	1/07/2025	Coles 0302	Catering - HIACC	\$ 54.45
3/07/2025	30/06/2025	Ampol Mosman Pa 55363f	Wood for kitchen oven	\$ 72.00
3/07/2025	2/07/2025	Coles 0299	Catering - HIACC	\$ 98.80
15/07/2025	14/07/2025	Broadway Iga	Staff milk	\$ 2.99
15/07/2025	14/07/2025	Sq *broadway Digital	Digital prints	\$ 15.45
18/07/2025	17/07/2025	Aliexpress	Display prop	\$ 54.66
18/07/2025	17/07/2025	Shopfittingsstore	Display prop	\$ 145.12
Total AUD				\$ 443.47

Manager ICT

Posting Date	Tran Date	Supplier	Narrative	Amount
30/06/2025	27/06/2025	Altronic Distributors Pl	IT hardware - Network cables	\$ 56.81
30/06/2025	27/06/2025	Altronic Distributors Pl	IT hardware - Server room networking	\$ 69.22
11/07/2025	9/07/2025	Microsoft#g100702783	Microsoft cloud services	\$ 696.31
29/07/2025	27/07/2025	Digicert	IT certificate renewal	\$ 1,572.82
Total AUD				\$ 2,395.16

Manager Aquatic Centre

Posting Date	Tran Date	Supplier	Narrative	Amount
2/07/2025	1/07/2025	Foodies Market Clare	Milk for pool cafe	\$ 15.96
7/07/2025	4/07/2025	Foodies Market Clare	Milk for pool cafe	\$ 15.96
9/07/2025	8/07/2025	Foodies Market Clare	Milk for pool cafe	\$ 23.94
16/07/2025	15/07/2025	Officeworks	Barcode scanner for point of sale system	\$ 121.00
24/07/2025	23/07/2025	Foodies Market Clare	Milk for pool cafe	\$ 15.96
Total AUD				\$ 192.82

Manager Community Development

Posting Date	Tran Date	Supplier	Narrative	Amount
30/06/2025	26/06/2025	News Pty Limited	The Australian Newspaper subscription	\$ 88.00
30/06/2025	27/06/2025	Jb Hi Fi Claremont	DVDs purchased for the library	\$ 122.10
14/07/2025	12/07/2025	Schwartz* -Themonthly	The Monthy magazine	\$ 127.00
15/07/2025	14/07/2025	Isubscribe Pty Ltd	Marie Claire Magazine subscription	\$ 100.00
15/07/2025	14/07/2025	Isubscribe Pty Ltd	The Monthy magazine	\$ 145.00
16/07/2025	15/07/2025	Wanewsdti	WA News Subscription	\$ 172.80
21/07/2025	18/07/2025	Isubscribe Pty Ltd	Library subscription refund	-\$ 145.00
24/07/2025	23/07/2025	Wembley Iga/320 Cambridge	Catering - Plastic Free July	\$ 11.99
28/07/2025	24/07/2025	News Pty Limited	The Australian Subscription	\$ 88.00
28/07/2025	25/07/2025	Ikea Pty Limited	Library bookshelf	\$ 212.00
Total AUD				\$ 921.89

Executive Assistant

Posting Date	Tran Date	Supplier	Narrative	Amount
16/07/2025	15/07/2025	Woolworths/Stammers S/C 2	Monthly staff meeting catering	\$ 104.40
17/07/2025	15/07/2025	Jacks Wholefoods &	Quarterly Business Reporting Catering	\$ 25.20
22/07/2025	21/07/2025	Officeworks 0604	Certificate frames	\$ 22.50
24/07/2025	22/07/2025	Koko Black Claremont	Citizenship conferee gifts x6	\$ 76.00
24/07/2025	23/07/2025	Daimonji Pty Ltd	Catering	\$ 38.37
24/07/2025	23/07/2025	Coles 0299	Catering	\$ 86.95
Total AUD				\$ 353.42
Total Purchase Card for June 2025				\$ 8,594.62

Fuel Card Report**Statement June 2025 - Business Fuel Card**

Date	Registration Num	Location	Fuel Type	Total Cost
30/06/2025	1FCI319	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 3.62
30/06/2025	1FCI319	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 3.28
28/06/2025	1FCI319	Shell Coles Express Margaret River	Premium unleaded	\$ 62.42
13/06/2025	1FCI319	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 7.69
2/06/2025	1FCI319	Ampol Foodary Karrinyup	Premium unleaded	\$ 49.64
2/06/2025	1HGN250	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 7.69
2/06/2025	1HGN251	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 7.69
2/06/2025	1HHM122	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 7.69
2/06/2025	1HNA376	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 7.69
30/06/2025	1HVV052	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 1.64
2/06/2025	1HVV052	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 7.69
3/01/2025	1HVV052	Shell Reddy Express Jolimont	Diesel	\$ 60.07
30/06/2025	Director	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 3.28
28/06/2025	Director	Shell Coles Express Osborne Park	Premium unleaded	\$ 69.23
12/06/2025	Director	Shell Coles Express Osborne Park	Premium unleaded	\$ 83.84
2/06/2025	Director	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 7.69
2/06/2025	Director	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 7.69
30/06/2025	Director	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 7.24
30/06/2025	Director	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 3.28
23/06/2025	Director	BP EXPRESS WEST COAST	Unleaded	\$ 68.32
23/06/2025	Director	BP EXPRESS WEST COAST	BP Surcharge	\$ 1.63
12/06/2025	Director	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 7.69
11/06/2025	Director	BP EXPRESS WEST COAST	Unleaded	\$ 77.63
11/06/2025	Director	BP EXPRESS WEST COAST	BP Surcharge	\$ 1.86
Total purchase card for the month				\$ 566.19

Fuel Card Report

Statement June 2025 to 15 July 2025 - Shell Fuel Card

Date	Registration Number	Location	Fuel Type	Total Cost
5/07/2025	1HNU587	COLES EXPRESS WARWICK (WA)	DIESEL	\$ 108.88
26/06/2025	1HNU587	COLES EXPRESS CLAREMONT	DIESEL	\$ 110.88
8/07/2025	1HPN643	COLES EXPRESS CLAREMONT	DIESEL	\$ 110.62
15/07/2025	1HPN644	COLES EXPRESS BANKSIA GROVE	DIESEL	\$ 9.70
8/07/2025	1HPN644	COLES EXPRESS CLAREMONT	DIESEL	\$ 110.74
17/06/2025	1HPN644	SHELL MADDINGTON	DIESEL	\$ 104.57
8/07/2025	1HVV050	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 84.71
1/07/2025	1HVV050	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 78.69
25/06/2025	1HVV050	COLES EXPRESS PERTH - WILLIAM ST	UNLEADED PETROL	\$ 78.08
18/06/2025	1HVV050	COLES EXPRESS JOLIMONT	UNLEADED PETROL	\$ 71.24
8/07/2025	1HVV051	COLES EXPRESS BANKSIA GROVE	UNLEADED PETROL	\$ 101.64
24/06/2025	1HVV051	COLES EXPRESS BANKSIA GROVE	UNLEADED PETROL	\$ 103.60
14/07/2025	1HVV052	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 116.69
4/07/2025	1HVV052	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 122.28
27/06/2025	1HVV052	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 126.04
20/06/2025	1HVV052	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 126.58
15/07/2025	1HVV053	COLES EXPRESS PALMYRA	UNLEADED PETROL	\$ 92.63
1/07/2025	1HVV053	COLES EXPRESS PALMYRA	UNLEADED PETROL	\$ 78.09
1/07/2025	1IAU153	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 66.06
13/07/2025	1IAU171	COLES EXPRESS WILLETTON	UNLEADED PETROL	\$ 62.90
23/06/2025	1IAU171	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 91.23
9/07/2025	1IFF051	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 87.34
1/07/2025	1IFF051	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 50.28
26/06/2025	1IFF051	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 72.33
17/06/2025	1IFF051	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 67.63
20/06/2025	1IFF052	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 109.56
15/07/2025	1IFF053	COLES EXPRESS BIBRA LAKE	UNLEADED PETROL	\$ 81.46
5/07/2025	1IFF053	COLES EXPRESS BEELIAR	UNLEADED PETROL	\$ 81.43
19/06/2025	1IFF053	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 77.69
29/06/2025	1IFF054	SHELL REDCLIFFE	UNLEADED PETROL	\$ 74.21
15/07/2025	1IFF055	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 74.28
1/07/2025	1IFF055	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 66.03
17/06/2025	1IFF055	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 74.01
15/07/2025	1IFF056	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 66.27
20/06/2025	1IFF056	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 91.15
15/07/2025	1IFF057	COLES EXPRESS BAYSWATER WA	UNLEADED PETROL	\$ 58.87
8/07/2025	1IFF057	COLES EXPRESS BAYSWATER WA	UNLEADED PETROL	\$ 69.19
1/07/2025	1IFF057	COLES EXPRESS BAYSWATER WA	UNLEADED PETROL	\$ 90.81
24/06/2025	1IFF057	COLES EXPRESS BAYSWATER WA	UNLEADED PETROL	\$ 77.25
17/06/2025	1IFF057	COLES EXPRESS BAYSWATER WA	UNLEADED PETROL	\$ 59.30
14/07/2025	1IMQ894	COLES EXPRESS SCARBOROUGH	UNLEADED PETROL	\$ 73.48
25/06/2025	1IMQ894	COLES EXPRESS SCARBOROUGH	UNLEADED PETROL	\$ 68.72
9/07/2025	1IOH741	COLES EXPRESS CLAREMONT	DIESEL	\$ 125.60
23/06/2025	1IOH741	COLES EXPRESS BICTON	DIESEL	\$ 116.44
19/06/2025	1IOH742	COLES EXPRESS CLAREMONT	DIESEL	\$ 112.32
7/07/2025	1IPZ000	COLES EXPRESS LEEMING	UNLEADED PETROL	\$ 84.57
17/06/2025	1IPZ000	COLES EXPRESS BRENTWOOD	UNLEADED PETROL	\$ 80.37
Total purchase card for the month				\$ 4,046.44

13.2 LIVEABILITY**13.2.1 HERITAGE MAINTENANCE GRANT - 6 QUEENSLEA DRIVE**

File Number:	2934
Author:	Eddie Marcus (Heritage Officer)
Authoriser:	Liz Ledger (Chief Executive Officer)
Proposed Meeting Date:	26 August 2025
DA No.:	N/A
60/90 Days Due Date:	N/A
Property Owner:	Laura M Johns
Applicant:	Laura M Johns
Lot No.:	1
Area of Lot:	452m²
Zoning:	R25
Attachments:	<ol style="list-style-type: none"> 1. Application Form - 6 Queenslea - Redacted [13.2.1.1 - 2 pages] 2. CONFIDENTIAL REDACTED - Quotations 6 Queenslea [13.2.1.2 - 3 pages] 3. Images for 6 Queenslea Drive [13.2.1.3 - 2 pages]

Enabling Legislation:	<i>Planning and Development (Local Planning Schemes) Regulations 2015 (LPS Regs)</i> Local Planning Scheme No. 3 (LPS3) Local Planning Policy 124 – Heritage (LPP124) Council Policy LV130 – Mike Balfe Heritage Maintenance Grants (LV130)
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SUMMARY

An application for a Mike Balfe Heritage Maintenance Grant (Heritage Maintenance Grant) has been received to undertake various heritage maintenance and repair works to a heritage listed dwelling at 6 Queenslea Drive, Claremont. The grant amount requested is \$842.50. As the property has heritage significance and the works will contribute to the conservation of the dwelling, it is recommended that the requested grant amount be issued.

PURPOSE

To request Council approval to issue a Heritage Maintenance Grant to the value of \$842.50 to undertake maintenance and repair works to a heritage listed dwelling located at 6 Queenslea Drive, Claremont.

BACKGROUND

The following table outlines key dates regarding this proposal:

Date	Item/Outcome
5 August 2025	Application received
12 August 2025	Report written

PAST RESOLUTIONS

There are no past Council Resolutions relevant to this application.

Heritage

The property is included on the Town's Heritage List. It is described as:

Single-storey painted brick residence with expansive hipped metal clad roof with vented gablets and a front gable with vent and half-timbered on roughcast. The verandah has an elegant flat arched valance board that has been replicated on the double carport in the front setback. The chimneys are tall and rectangular, painted brickwork topped with a decorative stucco detail and double painted clay pots.

The Statement of Significance is:

Good example of a 1911 Federation Bungalow. The interior of the place is not of heritage significance.

DISCUSSION

The residence at 6 Queenslea Drive, Claremont, is a 1911 Federation Bungalow and included on the Town's Heritage List (Significance Level 3).

The application seeks a grant amount of \$842.50 to undertake:

- Prepare and repaint exterior of front porch.
- Prepare and repaint verandah flooring at front of property.

Council may match the resident's financial contribution towards eligible heritage maintenance works (up to a maximum value of \$5,000) for a place included Town's Heritage List. Council Policy LV130: Mike Balfe Heritage Maintenance Grants specifies that works eligible for grants include:

... painting or repainting of appropriate surfaces on the outside of the building, restoration works, building conservation works, veranda reconstruction, ...

An assessment of the application against Local Planning Policy 124 – Heritage and Council Policy LV130 – Mike Balfe Heritage Maintenance Grants demonstrates that eligibility and general policy requirements have been met, namely:

- The eligible proposed works are compliant with LPP124 and LV130. It should be noted that since the works can be considered restoration and maintenance, no Development Application is required.
- The place has 'Moderate Significance' within the Town's heritage stock and so has demonstrated heritage value.
- There was no demonstration of immediate need, but the proposed works are not inconsistent with good heritage practice.
- The dwelling has not received any planning concessions relative to density or consideration of deemed provision cl.12 of the Planning and Development (Local Planning Schemes) Regulations 2015.

- Two quotations were attached with the application, although only one specifies a breakdown for the work eligible for grant funding. Even so, the quoted cost can be seen to be consistent with similar applications for grant funding received in recent years.
- The need for the project was demonstrated by accompanying photographs.
- The project is achievable, and the quotations demonstrate the costs are in line with those expected for such a project
- The proposed works will allow for a conservation of heritage fabric and increased aesthetic presentation to the streetscape.
- The project can be completed within the required timeframe (24 months)

FINANCIAL AND STAFF IMPLICATIONS

As of 12 August 2025, the Heritage Grant Reserve fund held approximately \$66,887. Approval of this application will reduce the reserve funds available for the Mike Balfe Heritage Maintenance Grant by \$842.50.

POLICY AND STATUTORY IMPLICATIONS

The application is consistent with Local Planning Policy 124 – Heritage and Council Policy LV130 – Mike Balfe Heritage Maintenance Grants

STRATEGIC COMMUNITY PLAN

Liveability *We are an accessible community with well-maintained and managed assets. Our heritage is preserved for the enjoyment of the community.*

- Balance the Town's historical character with complementary, well designed development.

URGENCY

Nil

CONCLUSION

Based on the above, it is recommended that Council approves the application from the owner of 6 Queenslea Drive, Claremont, for a Heritage Maintenance Grant to the value of \$842.50.

VOTING REQUIREMENTS

Simple Majority decision of Council (*More than half the Council Members present are required to vote in favour*).

COUNCIL RESOLUTION 116/25

Moved: Cr Graham Cameron

Seconded: Cr Annette Suann

That Council approves the application from the owner of 6 Queenslea Drive, Claremont, for a Mike Balfe Heritage Maintenance Grant for heritage works proposed to 6 Queenslea Drive, Claremont, to the value of \$842.50.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

308 Stirling Highway
PO Box 54
CLAREMONT WA 6910
Ph: 9285 4300
www.claremont.wa.gov.au
toc@claremont.wa.gov.au

MIKE BALFE HERITAGE MAINTENANCE GRANT APPLICATION FORM



PROPERTY DETAILS

Address: 6 Queehslea Drive	Postcode: 6010
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OWNER DETAILS

Name: [REDACTED]	
Address: 6 Queehslea Drive, claremont	Postcode: 6010
Phone: [REDACTED]	Email: [REDACTED]
Contact person for correspondence: [REDACTED]	
As the landowner or their authorised representative, to the best of my knowledge information detailed in this report is true and correct.	
Signature: [REDACTED]	Date: 01 / 08 / 25

PROJECT DESCRIPTION

Maintenance of entry archway and wrap around front veranda - it is cracked currently.

Total project cost (inc GST)	\$ 1,685.00
Grant amount requested	\$ 842.50
Applicant's contribution	\$ 842.50
Any other income for project sought or received*	\$ NA.
*Details and supporting documentation must be included with this form	

PROJECT BUDGET	
Detail all expected costs of your project. Note that further information may be requested.	
Item	Cost (inc GST)
See Sweeny painting quote	\$ 1,685
	\$
	\$
	\$
Continue on separate sheet if necessary	

EXPECTED PROJECT COMMENCEMENT AND COMPLETION DATES	
Start: September 2025	End: September 2025.
The Heritage Grant Funding Agreement requires the completion of the project no later than 12 months after the approval date.	

CHECKLIST	
The property is a rateable heritage listed dwelling located within the Town of Claremont	✓
Applicant makes a financial contribution at least equal to the grant funding amount	✓
Applicant has no outstanding debts to the Town	✓
Grant funding is not for reimbursement of works already underway or completed	✓
Application Form completed	✓
Two quotes from qualified professionals for each component of project provided	✓
Photographs in support of application provided, where relevant - Will email to email below.	✓
Copies of any relevant approvals and permits	✓

Send completed Application Form to

Heritage Officer
Planning and Development
Town of Claremont
PO Box 54
CLAREMONT WA 6910

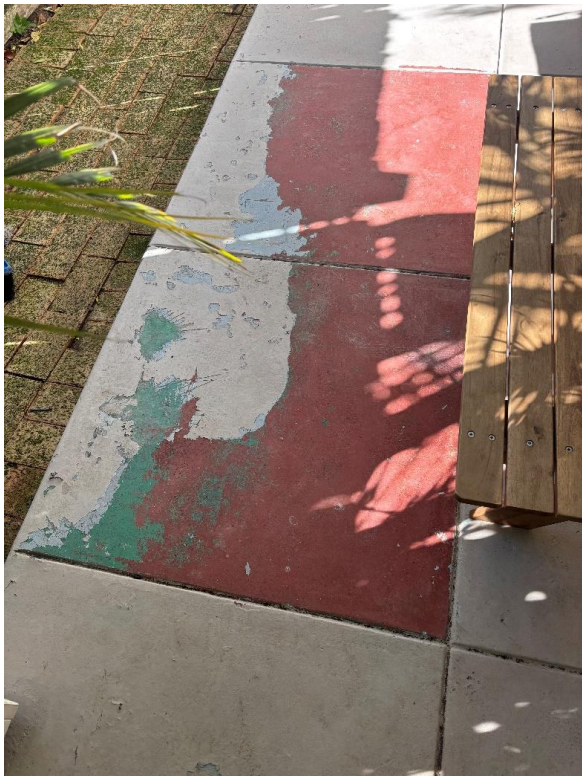
More information

(08) 9285 4300
toc@claremont.wa.gov.au

* Note - we have approached 2 other painters for quotes and no one has come back to us.

Images for 6 Queenslea Drive provided by applicant





13.4 LOCAL PROSPERITY

13.4.1 PROPOSED PERMANENT ROAD CLOSURE – ROAD RESERVE ADJACENT TO 1 & 10 LINKS COURT, CLAREMONT

File Number:	2378
Author:	Nicola Clark (Director Planning and Environment)
Authoriser:	Liz Ledger (Chief Executive Officer)
Attachments:	1. CONFIDENTIAL REDACTED - Letter of Correspondence - Request to Close [13.4.1.1 - 5 pages]

PURPOSE

To present to Council a proposal to permanently close a road reserve adjacent to 1 and 10 Links Court, Claremont in accordance with section 58 of the *Land Administration Act 1997* and Regulation 9 of the Land Administration Regulations 1998.

BACKGROUND

The Town has received a request from Lateral Planning, acting on behalf of the owners of 1 and 10 Links Court, Claremont, to permanently close portions of the adjoining road reserve to enable amalgamation with both properties for future residential use. *Please refer to Attachment 1.*

These two parcels of land are highlighted in red in the image below.

Image: Intersection of Davies Road and Links Court, Claremont



Closure of a road reserve is governed by the *Land Administration Act 1997*, the *Land Administration Regulations 1998*, and Department of Planning, Lands and Heritage (DPLH) guidelines.

DISCUSSION

Site Conditions

Preliminary investigations confirm the two areas proposed for closure do not comprise any subdivided freehold lots and are zoned Residential under the Town's Local Planning Scheme No. 3 (**the Scheme**). They form part of the Links Court and Davies Road reservations.

Both sites are currently underutilised and used as informal open space, not formally zoned for park or recreation purposes. The sites are bounded by approximately 35 timber bollards to restrict vehicle access and contain two infrequently used park benches.

Vegetation on the site includes a trimmed *Hibiscus tiliaceous rubra* hedge along the northern and western boundaries, regularly maintained lawn, and several established trees. The most notable is a healthy Spotted Gum (*Corymbia maculata*), which has been identified as having environmental value.

Although not currently required by the Town for operational purposes, the area was examined as potential drainage or similar services in future. However, due to the site's topography and limited drainage catchment, this is considered unlikely. There are no Council assets within the area that require an easement or other protection.

Advice from both the Town's Parks and Environment and Engineering and Assets teams indicate no objection to the closure or disposal of the land.

Process under Land Administration Act

Closure of the road reserve and subsequent amalgamation or sale would proceed in accordance with section 87 of the *Land Administration Act 1997*.

Council endorsement of the proposed closure is the first step in this process. If endorsed, advertising in accordance with legislation will invite public and agency submissions for a minimum of 35 days. After the consultation period, Council will consider all submissions before making a final recommendation to the Minister for Lands.

If the Minister supports the closure, the land becomes unallocated Crown land. Any disposal or transfer is subsequently managed by DPLH.

Sale proceeds accrue to the State Government, not to the Town of Claremont, although the Town may recover administrative costs incurred.

Options for Council Consideration

Option	Description	Benefits	Risks
1. Advertise the road closure	<p>Advertise the road closure in accordance with legislative requirements.</p> <p>A further report to Council will consider submissions and make a final recommendation.</p>	<p>Formal process, allowing community and agency feedback.</p> <p>Consistent with request from adjacent owners.</p> <p>Supported by relevant technical officers.</p> <p>Final use and purchaser (including Town, adjoining owners, or others) not predetermined and subject to Ministerial process.</p> <p>If closed and disposed, Council may express interest or bid for the land for community use but would typically be required to pay market value as determined by the State, even though it currently manages the land as a road reserve.</p>	<p>May generate community objections that require Council to revisit its position.</p> <p>If sold, proceeds go to the State, not the Town.</p> <p>If Town wishes to acquire the land (e.g., as formal public open space), market value would generally apply.</p>
2. Do not advertise road closure; consider alternative use	<p>Council does not proceed with the closure and requests a separate report on potential alternative uses (e.g., public open space).</p>	<p>Retains land under Council care, control and management for public benefit in the short term.</p> <p>Avoids immediate community opposition.</p>	<p>No immediate resolution to owners' request.</p> <p>Land remains under Crown ownership with limited formal protection for community purposes.</p> <p>To secure formal tenure (e.g., as public open space), Council would still need to apply to the Minister for road closure and new reserve purpose, likely at market value.</p> <p>Risk of appearing to act against legitimate interest of adjoining owners who have formally sought closure.</p> <p>Additional costs for options assessment, design works, and capital works.</p> <p>The Minister may independently instigate road closure (s58A Land Administration Act).</p>

Option	Description	Benefits	Risks
3. Status quo	Council takes no action in relation to the land.	No immediate cost or workload. Ensures retention of existing established urban canopy on the sites and associated environmental value.	No decision or resolution for adjoining owners. Site remains underutilised. No formal community tenure or improvement occurs. The Minister may independently instigate road closure (s58A Land Administration Act).

Given the analysis above, the Administration is recommending that the Town advertise the closure of the road in support of the residents' request.

The remainder of this report has therefore been tailored to this recommendation.

PAST RESOLUTIONS

There are no past resolutions of relevance.

FINANCIAL AND STAFF IMPLICATIONS

Administrative and advertising costs can be accommodated within the current budget.

Any future sale or amalgamation will be managed by DPLH.

POLICY AND STATUTORY IMPLICATIONS

Land Administration Act 1997, Section 58 (Closure of road at request of local government)

Land Administration Regulations 1998, Regulation 9 (Procedures for road closure).

COMMUNICATION AND CONSULTATION

A public notice detailing the proposed closure and inviting submissions will be published according to legislative requirements for a period of 35 days.

Submissions will be considered and reported to Council for a further decision.

STRATEGIC COMMUNITY PLAN

Leadership and Governance *We are an open and accountable local government; a leader in community service standards.*

- Our stakeholders are well informed and we provide opportunities for community engagement.

Liveability *We are an accessible community with well-maintained and managed assets. Our heritage is preserved for the enjoyment of the community.*

- Provide clean, usable, attractive and accessible streetscapes and public spaces.

URGENCY

There is no urgency attached to this request.

VOTING REQUIREMENTS

Simple Majority decision of Council (*More than half the Council Members present are required to vote in favour*).

COUNCIL RESOLUTION 117/25

Moved: Cr Jill Goetze

Seconded: Cr Sara Franklyn

That Council authorises the Chief Executive Officer to:

1. Advertise the intended road closure in accordance with section 58 of the *Land Administration Act 1997* and Regulation 9 of the *Land Administration Regulations 1998*, inviting public submissions for a period of not less than 35 days.
2. Refer the proposal to relevant service authorities for comment.
3. Prepare a further report to Council detailing any submissions received during the public consultation period, prior to any formal resolution to request closure from the Minister for Lands.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

14 ANNOUNCEMENTS BY THE PRESIDING PERSON

The Mayor and Councillors congratulated the Chief Executive Officer on her recent appointment at the City of South Perth.

Crs Main, Cameron, Goetze, Franklyn and Suann attended the Town's Art Awards and Exhibition. Cr Main was on the judging panel and announced the Art Award winner.

Cr Main shared she attended a Metro Inner Development Assessment Panel meeting with Cr Brown in relation to the Christ Church Grammar School Performing Arts Centre.

Cr Kelly shared he attended a Western Metropolitan Regional Council meeting, WALGA Zone Meeting and WALGA Transport and Roads Forum. He also met with the Treasurer and joined a roundtable session with the Federal Minister for Transport.

Cr Suann attended the Joanne Colely Art Exhibition hosted at The Agency on Bay View Terrace.

15 ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**15.1 CR KELLY - DESIGNATION OF SENIOR EMPLOYEES**

In accordance with clause 5.3 of the Town of Claremont Meeting Procedures Local Law 2018, Cr Kelly has submitted the following Notice of Motion: **That:**

- 1. The positions of Director Governance and People, Director Infrastructure and Director Planning and Environment be designated as Senior Employees under Sec 5.37 of the Local Government Act.**
- 2. Any restructuring of these positions requires the continuation of this designation.**

Reason: These second tier executive positions are significant appointments within the administration and have a close working relationship with Councillors in many forms. It is important for Councillors to be satisfied that these senior positions are able to work with elected members and Council have knowledge of their appointment or dismissal in accordance with the Local Government Act. In a small Council with only 3 executive positions these employees will from time to time act in the position of CEO. This position is required to be appointed by the Council and therefore it is appropriate and important that those appointed to executive positions are also considered by Council.

CEO COMMENT

Council appoints by absolute majority the employment of a CEO. Council must be satisfied that this appointment is made to a suitably qualified person, and under section 5.36 (3) of the Local Government Act 1995

A person is not to be employed by a local government in any other position unless the CEO —

(a) believes that the person is suitably qualified for the position; and

(b) is satisfied with the proposed arrangements relating to the person's employment.

Further to this, the LG Act 1995 does include the ability to designate employees as senior employees as outlined below.

5.37. Senior employees

(1) A local government may designate employees or persons belonging to a class of employee to be senior employees.

(2) The CEO is to inform the council of each proposal to employ or dismiss a senior employee, other than a senior employee referred to in section 5.39(1a), and the council may accept or reject the CEO's recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so.

(3) Unless subsection (4A) applies, if the position of a senior employee of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.

(4A) Subsection (3) does not require a position to be advertised if it is proposed that the position be filled by a person in a prescribed class.

(4) For the avoidance of doubt, subsection (3) does not impose a requirement to advertise a position where a contract referred to in section 5.39 is renewed.

Further to this the Act provides the following.

Section 5.41 of the *Local Government Act 1995* (**the Act**) provides:

- (1) *The CEO, as the local government's chief executive officer, is responsible for managing the local government's administration and operations.*
- (2) *The CEO's executive role includes the following —*
 - (d) *being responsible for the employment, management, supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees);*

WALGA'S POSITION

WALGA has a longstanding advocacy position to remove section 5.37(2) from the Act. They have advised:

In addition to s. 5.37, sections 3.73 (caretaker provisions) and 5.39 (including s18B, Part 4 of the Admin Regs) (requirements of employment contracts) apply to Designated Senior Employees (DSE).

As Local Government are not required to appoint DSEs, the Town should consider whether or not it is necessary for good governance to appoint certain employees as DSEs, based on local circumstances.

Having DSEs comes with regulatory burden and risk:

Regulatory burden - Having DSEs requires the Town to comply with provisions relating to DSEs (as above) which it wouldn't otherwise have to consider.

Governance Risk - There is a significant risk if Council misunderstands its role under 5.37(2) as 'employing' a DSE. Under s. 5.37(2), Council approves or rejects the CEO's recommendation to employ or dismiss a senior employee but does not itself employ or dismiss DSE. Council only ever has 1 employee, the CEO. All employees of the Local Government, including DSEs, are the CEO's employees under 5.41(2)(d). The CEO may provide authority for Directors and Managers to make employment decisions and to manage, supervise and direct employees, often achieved by the CEO including this responsibility in Director/Manager position descriptions and procedures. Council's (or individual council members') misunderstanding of their role in the employment relationship can result in strain between the CEO and Council and (in the worst cases), can affect rights in employment law if Council acts beyond its authority.

Whilst it is correct that Director positions have a working relationship with Council and attend Council Meetings, all correspondence between Directors and Council must go via the CEO, as required under the Code of Conduct for Council Members, Committee Members and Candidates.

What is of the utmost importance is the working relationship between the CEO and the Director and the Director and the balance of the Executive Team. The CEO works the most closely with the Executive Team and understands what the business requires from a Director.

It is therefore imperative that the CEO can hire their preferred candidate, considering the operational and strategic needs of the business. The CEO is best placed to review the applicants and select a preferred candidate. Recently the recruitment for Director appointments have been executed through an external recruitment agency.

EMPLOYMENT LAW

Any rejection of a candidate by Council would still be required to comply with applicable employment laws. Council could only reject a candidate based on a valid and identifiable grounds and these would need to be documented to ensure the Town is protected from the risk of a legal claim. Being satisfied that the person can work with elected members is not a reason for approving or not approving a CEO recommendation.

Confidentiality and the Applicants privacy must be maintained at all times. Councillors would not be permitted to discuss the applicant with third parties including the applicant's current employer or Councillors (if they are working at an existing local government).

Under the Industrial Relations Act 1979, a prospective employee can bring an action against the Town for refusing to employ a prospective employee. This is referred to as a damaging action claim.

The Chief Executive Officer would continue exercise the right to extend or renegotiate existing employment contracts of DSE.

ACTING CEO APPOINTMENT

Section 5.39C of the Act requires Council to adopt a policy that sets out the process for appointment of an Acting CEO. This Council Policy LG538 provides:

1. *Council consents to a member of the executive team being appointed as Acting Chief Executive Officer for a period of up to 30 business days.*
2. *Directors will be appointed to the role of Acting Chief Executive Officer at the discretion of the Chief Executive Officer, subject to performance and dependent on availability and operational requirements.*
3. *All appointments to the role shall be confirmed in writing by the Mayor.*
4. *Council may by resolution appoint a person other than an employee to act in the role of Acting Chief Executive Officer. Bar exceptional circumstances, this will be reserved for occasions where a member of the executive team is unavailable.*
5. *A Council resolution is required for appointment of Acting Chief Executive Officer for any periods exceeding 30 business days.*

Under the policy, Council's resolution is required to appoint an acting CEO when the period is longer than 30 days. For shorter periods such as annual or personal leave of 5 days or more, as Acting appointment requires the approval of the mayor.

COUNCIL RESOLUTION 118/25

Moved: Deputy Mayor Cr Paul Kelly

Seconded: Cr Graham Cameron

That:

1. **The positions of Director Governance and People, Director Infrastructure and Director Planning and Environment be designated as Senior Employees under Sec 5.37 of the Local Government Act.**
2. **Any restructuring of these positions requires the continuation of this designation.**

For: Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Mayor Jock Barker, Cr Kate Main and Cr Jill Goetze

CARRIED 6/3

16 NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PRESIDING PERSON OR BY DECISION OF MEETING

Nil

17 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

COUNCIL RESOLUTION 119/25

Moved: Cr Jill Goetze

Seconded: Cr Kate Main

That Council considers the confidential reports in a meeting closed to the public in accordance with section 5.23(2)(c) of the *Local Government Act 1995*.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

The doors were closed at 8.01pm.

COUNCIL RESOLUTION 131/25

Moved: Cr Annette Suann

Seconded: Cr Ryan Brown

That the meeting be reopened to members of the public and press.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

The doors were opened at 8:44pm.

Mayor Barker read aloud the resolutions made behind closed doors.

15 ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

15.2 CR CAMERON - 288 STIRLING HIGHWAY AND LOT 11578 SHENTON ROAD

MOTION

Moved: Cr Graham Cameron

Seconded: Cr Jill Goetze

That:

- 1. The Town of Claremont no longer wishes to continue discussions with the DPLH and the Department of Communities on the potential to facilitate a land exchange between 288 Stirling Highway and Lot 11578 Shenton Road Claremont.**
- 2. Instructs the CEO to notify the appropriate areas of Government of this decision.**

EXTENSION OF TIME TO SPEAK

COUNCIL RESOLUTION 120/25

Moved: Cr Annette Suann

Seconded: Cr Sara Franklyn

That Cr Graham Cameron be granted an extension of time to speak.

For: Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Mayor Jock Barker

CARRIED 8/1

EXTENSION OF TIME TO SPEAK

COUNCIL RESOLUTION 121/25

Moved: Cr Annette Suann

Seconded: Cr Sara Franklyn

That Cr Jill Goetze be granted an extension of time to speak.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

EXTENSION OF TIME TO SPEAK

COUNCIL RESOLUTION 122/25

Moved: Cr Annette Suann

Seconded: Cr Sara Franklyn

That Cr Kate Main be granted an extension of time to speak.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

COUNCIL RESOLUTION 123/25

That:

1. The Town of Claremont no longer wishes to continue discussions with the DPLH and the Department of Communities on the potential to facilitate a land exchange between 288 Stirling Highway and Lot 11578 Shenton Road Claremont.
2. Instructs the CEO to notify the appropriate areas of Government of this decision.

For: Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Sara Franklyn and Cr Ryan Brown

Against: Mayor Jock Barker, Cr Kate Main, Cr Jill Goetze and Cr Annette Suann

CARRIED 5/4

17.1 LEADERSHIP AND GOVERNANCE

17.1.1 331 STIRLING HIGHWAY CLAREMONT

COUNCIL RESOLUTION 124/25

Moved: Cr Jill Goetze
Seconded: Cr Annette Suann

That Council:

1. Releases Arandell Nominees Pty Ltd from all obligations with respect to leasing 331 Stirling Highway, Claremont.
2. Requests the administration to engage a property specialist to provide a report on the Site, as set out in the report.
3. Notes the likely shortfall in predicted income of \$67,500 to recognise less rental income for 331 Stirling Highway in 2025-26.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

17.1.2 39 GUGERI STREET, CLAREMONT

COUNCIL RESOLUTION 125/25

Moved: Deputy Mayor Cr Paul Kelly
Seconded: Cr Ryan Brown

That Council:

1. Authorises the administration to appoint a commercial real estate agent to locate potential tenants for 39 Gugeri Street, Claremont for the consideration and approval of Council.
2. Approves a budget amendment to increase the opening surplus in the 2025-26 budget by \$50,000 for upgrading the facility to attract a commercial tenant.
3. Notes the likely shortfall in predicted income of \$30,000 to recognise less rental income for SMH in 2025-26.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

17.1.3 WASTE & RECYCLING COLLECTION SERVICES CONTRACT**COUNCIL RESOLUTION 126/25****Moved:** Cr Kate Main**Seconded:** Cr Jill Goetze

That Council authorise the CEO to negotiate a one-year extension of the current waste contract between the Town of Claremont and Veolia.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0**17.2 LIVEABILITY****17.2.1 RFT 04-2025 ROAD PROFILING****COUNCIL RESOLUTION 127/25****Moved:** Deputy Mayor Cr Paul Kelly**Seconded:** Cr Sara Franklyn

That Council accepts, subject to the execution of relevant contract documentation, the submission of Dowsing Group for the provision of road profiling services for the Town of Claremont, for a period of two years with a possible one-year extension periods, up to a maximum contract period of three years in accordance with RFT 04-2025.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

17.2.2 RFT 01-2025 - CLAREMONT AQUATIC CENTRE CHANGEROOM REFURBISHMENT

COUNCIL RESOLUTION 128/25

Moved: Cr Kate Main
Seconded: Cr Ryan Brown

That Council

1. Accepts, subject to the execution of the relevant contract documentation, the submission by Protek WA for the Claremont Aquatic Centre Changeroom Refurbishment project, in accordance with Request for Tender (RFT) 01-2025.
2. Endorses the amount of \$101,470 to be transferred from the Pool Upgrade Reserve Account to fund the balance of this project.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED BY ABSOLUTE MAJORITY 9/0

17.3 ENVIRONMENTAL SUSTAINABILITY

17.3.1 RFT 02-2025 Turf Maintenance Services

COUNCIL RESOLUTION 129/25

Moved: Cr Kate Main
Seconded: Cr Ryan Brown

That Council accepts, subject to the execution of relevant contract documentation, the submission by Turfworks WA Pty Ltd for the provision of turf maintenance services to the Town of Claremont for a period of two (2) years, with a possible one (1) year extension up to a maximum period of three (3) years, in accordance with the RFT 02-2025.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

17.3.2 RFT 03-2025 PROVISION OF TREE CLEARING AND PRUNING SERVICES

COUNCIL RESOLUTION 130/25

Moved: Deputy Mayor Cr Paul Kelly

Seconded: Cr Annette Suann

That Council accepts, subject to the execution of relevant contract documentation, the submission from ProArb WA for the provision of Tree Clearing and Pruning services to the Town of Claremont for the period of (2) two years, with a possible (1) one year extension, in accordance with RFT 03-2025.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

18 FUTURE MEETINGS OF COUNCIL

Ordinary Council Meeting, Tuesday 30 September 2025 at 7.00pm.

19 DECLARATION OF CLOSURE OF MEETING

There being no further business, the Presiding Member declared the meeting closed at 8:47pm.

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PRESIDING MEMBER