TOWN OF VICTORIA PARK



Agenda Briefing Forum

Agenda – Tuesday 3 November 2026

WE'RE OPEN
VIC PARK

Please be advised that an **Agenda Briefing Forum** will be held at **6:30 PM** on **Tuesday 3 November 2026** in the **Council Chambers**, Administration Centre at 99 Shepperton Road, Victoria Park.

Mr Carl Askew
29 October 2026

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1 About the Agenda Briefing Forum

The purpose of the Agenda Briefing Forum is to ask questions and seek clarity on the draft Ordinary Council Meeting agenda, in line with the Agenda Briefing, Concept Forum and Council Workshops Policy.

The meeting is open to all members of the public, except during the consideration of matters deemed confidential in line with the *Local Government Act 1995*.

Members of the public that are directly impacted by an item on the agenda may participate in the meeting through a deputation. A deputation is a presentation made by one individual or a group up to five people affected (adversely or favourably) by a matter on the agenda. Deputations may not exceed 10 minutes. A Deputation Form must be submitted to the Town no later than 24 hours prior to the meeting and is to be approved by the Chief Executive Officer.

All others may participate in the meeting during the allotted Public Participation Time. While it is not required, members of the public are encouraged to submit their questions and statements in advance by email or by completing the Public Question/ Statement Form on the Town's website. Please note that questions and statements at the Agenda Briefing Forum must be related to agenda items only.

For any questions regarding the Agenda Briefing Forum or any item presented in the draft agenda, please contact the Governance team at GovernanceVicPark@vicpark.wa.gov.au.

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Any advice provided by an employee of the Town on the operation of written law, or the performance of a function by the Town, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Town. Any advice on a matter of law, or anything sought to be relied upon as representation by the Town, should be requested in writing.

Noting that the Agenda Briefing Forum is only for the purpose of seeking further information on the draft Ordinary Council Meeting Agenda, and does not constitute a decision-making forum, any person or entity who has an application or submission before the Town must not rely upon officer recommendations presented in the draft agenda. Written notice of the Council's decision, and any such accompanying conditions, will be provided to the relevant person or entity following the Ordinary Council Meeting.

2 Opening

3 Acknowledgement of country

Acknowledgement of the traditional owners

Ngany djerapiny Wadjak – Noongar boodja-k yaakiny, nidja bilya bardook.

I am honoured to be standing on Whadjuk - Nyungar country on the banks of the Swan River.

Ngany kaaditj Noongar moort keny kaadak nidja Wadjak Noongar boodja. Ngany kaaditj nidja Noongar birdiya – koora, ye-ye, boorda, baalapiny moorditj Noongar kaadijtin, moort, wer boodja ye-ye.

I acknowledge the traditional custodians of this land and respect past, present and emerging leaders, their continuing cultural heritage, beliefs and relationship with the land, which continues to be important today.

Ngany youngka baalapiny Noongar birdiya wer moort nidja boodja.

I thank them for the contribution made to life in the Town of Victoria Park and to this region.

4 Announcements from the Presiding Member

4.1 Purpose of the Agenda Briefing Forum

The purpose of this forum is to provide an opportunity for Elected Members to ask questions and obtain additional information on officer reports in the draft Ordinary Council Meeting agenda. It is not a decision-making forum, nor is it open for debate.

Members of the public that may be directly affected by an item on the agenda can make presentations, deputations, statements, and ask questions, prior to the matter being formally considered by Council at the next Ordinary Council Meeting.

4.2 Notice of recording and live-streaming

All participation in the meeting will be audio and visually recorded and live-streamed on the Town's website. The live-stream will be archived and made available on the Town's website after the meeting.

4.3 Conduct of meeting

All those in attendance are expected to extend due courtesy and respect to the meeting by refraining from making any adverse or defamatory remarks regarding Council, the staff or any elected member. No one shall create a disturbance at a meeting by interrupting or interfering with the proceedings through expressing approval or dissent, by conversing, or by any other means.

All questions and statements made by members of the public are not to personalise any elected member or member of staff. Questions and statements are to be directed to the Presiding Member, who may choose to call upon an officer of the Town, or another elected member, to assist with responses.

4.4 Public participation time

There is an opportunity to ask questions and make statements at the beginning and end of the meeting.

The opportunity to ask questions and make statements at the end of the meeting is limited to those members of the public who did not participate in the first public participation time at this meeting.

Public participation time will be held for 30 minutes. Any additional time must be by agreement from the meeting and will be in five-minute increments.

4.5 Questions taken on notice

Responses to questions taken on notice that relate to an agenda item will be presented in the officer report for the Ordinary Council Meeting agenda under the heading 'Further consideration'.

5 Attendance

Mayor	Mayor Karen Vernon
Banksia Ward	Cr Claire Anderson Cr Scott Ingram Cr Peter Melrosa Deputy Mayor Lindsay Miles
Jarrah Ward	Cr Andra Biondi Cr Sky Croeser Cr Jack Gordon-Manley Cr Daniel Minson
Chief Executive Officer	Mr Carl Askew
Chief Operations Officer	Ms Alison Luobikis
Chief Community Planner	Mr David Doy
A/Chief Financial Officer	Ms Grace Ursich
Manager Governance and Risk	Mr Brett Douglas
Manager Stakeholder Relations	Mr Paul Dunlop
Manager Development Services	Mr Robert Cruickshank
Secretary	Ms Laine Cooke
Public liaison	Ms Tomoko Kidahashi

5.1 Apologies

5.2 Approved leave of absence

6 Declarations of interest

6.1 Declarations of financial interest

A person has a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the Council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.

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

An employee is required to disclose their financial interest and if required to do so by the Council must disclose the extent of the interest, where they are providing advice or a report to the Council. Employees may continue to provide advice to the Council in the decision-making process if they have disclosed their interest.

6.2 Declarations of proximity interest

A person has a proximity interest in a matter if the matter concerns: a) a proposed change to a planning scheme affecting land that adjoins the person's land; b) a proposed change to the zoning or use of land that adjoins the person's land; or c) a proposed development (as defined in section 5.63(5) of the *Local Government Act 1995*) of land that adjoins the persons' land.

Land adjoins a person's land if: a) the proposal land, not being a thoroughfare, has a common boundary with the person's land; b) the proposal land, or any part of it, is directly across a thoroughfare from, the person's land; or c) the proposal land is that part of a thoroughfare that has a common boundary with the person's land. A person's land is a reference to any land owned by the person or in which the person has any estate or interest.

A member who has made a declaration must not preside, participate in, or be present during any discussion or decision-making procedure relating to the matter the subject of the declaration.

Employees are required to disclose their proximity interests where they are providing advice or a report to the Council. Employees may continue to provide advice to the Council in the decision-making process if they have disclosed their interest.

6.3 Declarations of interest affecting impartiality

Elected members (in accordance with Code of Conduct for Council Members, Committee Members and Candidates) and employees (in accordance with the Code of Conduct for employees) are required to declare any interest that may affect their impartiality in considering a matter. The declaration must disclose the nature of the interest. This declaration does not restrict any right to participate in or be present during the decision-making process.

7 Public participation time

8 Presentations

9 Deputations

10 Method of dealing with agenda business

11 Chief Executive Officer reports

11.1 Council Resolutions Status Report - October 2026

Location	Town-wide
Reporting officer	Governance Officer
Responsible officer	Manager Governance and Risk
Voting requirement	Simple majority
Attachments	1. Outstanding Council Resolutions Status Report October 2026 [**11.1.1** - 21 pages] 2. Completed Council Resolutions Status Reports October 2026 [**11.1.2** - 5 pages]

Summary

The Council Resolution status reports are provided for Council's information.

Recommendation

That Council:

1. Notes the Outstanding Council Resolutions Report as shown in attachment 1.
2. Notes the Completed Council Resolutions Report as shown in attachment 2.

Background

1. On 17 August 2021 Council resolved as follows:

That Council:

1. *Endorse the inclusion of Council Resolutions Status Reports as follows:*
   a) *Outstanding Items – all items outstanding; and*
   b) *Completed Items – items completed since the previous months' report to be presented to each Ordinary Council Meeting, commencing October 2021.*
2. *Endorse the format of the Council Resolutions Status Reports as shown in Attachment 1.*

Discussion

The Outstanding Council Resolutions Report details all outstanding items. A status update has been included by the relevant officer/s.

The Completed Council Resolutions Report details all Council resolutions that have been completed by officers from 1 October 2026 to 28 October 2026. A status update has been included by the relevant officer/s.

Legal and policy compliance

Not applicable.

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	Not applicable.

Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial	Not applicable.		Low	
Environmental	Not applicable.		Medium	
Health and safety	Not applicable.		Low	
Data, Information Technology and Cyber	Not applicable.		Medium	
Assets	Not applicable.		Medium	
Compliance Breach	Not applicable.		Low	
Reputation	Not applicable.		Low	
Service delivery interruption	Not applicable.		Medium	

Engagement

Internal engagement	
Stakeholder	Comments
All service areas	Relevant officers have provided comments on the progress of implementing Council resolutions.

Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact

CL3 - Accountability and good governance.	The reports provide elected members and the community with implementation/progress updates on Council resolutions.

11.2 Review of Policy 101 - Governance of Council Advisory and Working Groups

Location	Town-wide
Reporting officer	Governance Officer
Responsible officer	Manager Governance and Strategy
Voting requirement	Simple majority
Attachments	1. Policy 101 - Governance of Council Advisory and Working Groups (Original) [**11.2.1** - 7 pages] 2. Policy 101 - Governance of Council Advisory and Working Groups (Track Changes) [**11.2.2** - 7 pages] 3. Policy 101 Governance of Council Advisory and Working Groups (Clean) [**11.2.3** - 7 pages]

Summary

Following feedback received at the Policy Workshop on 21 September 2026, amendments have been made to Policy 101 to clarify the appointment, reappointment, replacement and termination of members of working and advisory groups, and to confirm that Town policies prevail over conflicting terms of reference. Council is being asked to consider and adopt the revised policy to provide clearer governance arrangements for the future administration of these groups.

Recommendation
That Council amends Policy 101 - Governance of Council Advisory and Working Groups to the terms detailed in Attachment 11.2.3

Background

1. Policy 101 was brought to the the Policy Workshop held on 21 September 2026. Given the extensive feedback in relation to this policy relating to the number of terms that a member can serve and the conditions precedent to termination of appointment, the Policy was held back from the last ordinary council meeting so that the feedback could be properly accounted for in the amendments to the policy.
2. The feedback has now been properly considered and the proposed amendments applied as can be seen in tracked in attachment 11.2.3

Discussion

3. The proposed changes to Policy 101 are tracked, but in summary the changes:
   a. detail how an appointment can be concluded by the CEO;
   b. detail the conditions required for reappointment beyond 3 consecutive terms;
   c. detail how a member can be replaced; and
   d. clarify that the Town Policies prevail over conflicting terms of reference.
4. The revisions to Policy 101 are not proposed to effect the current terms of appointment to working and advisory groups. The revised and adopted policy will inform all future administration of working and advisory groups.

Relevant documents

Not applicable.

Legal and policy compliance

Section 2.7 (b) of the *Local Government Act 1995*

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	Not applicable.

Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial			Low	
Environmental			Medium	
Health and safety			Low	
Data, Information Technology and Cyber			Medium	
Assets			Medium	
Compliance Breach	Not reviewing policies may lead to non-compliance with regulation.		Low	TREAT the risk by conducting regular reviews of policies.
Reputation	Not reviewing policies to ensure they are fit for purpose may impact on the Town's reputation.		Low	TREAT the risk by conducting regular reviews of policies.
Service delivery interruption	Not reviewing policies may impact service delivery		Medium	TREAT the risk by conducting regular reviews of policies.

Engagement

Internal engagement	
Stakeholder	Comments
Elected Members	A policy workshop was held with elected members on 21 September 2026.

Relevant staff	Relevant staff and policy managers have provided feedback.

Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL1 – Effectively managing resources and performance.	Conducting regular reviews of policies ensures that the policies align with the strategies and resources of the Town.
CL3 - Accountability and good governance.	Conducting regular reviews of policies ensures they are up to date and are fit for purpose.

11.3 Corporate Business Plan Quarter 1 Progress Report (July - Sept 2026)

Location	**Town-wide**
Reporting officer	Manager of Governance and Risk
Responsible officer	Chief Executive Officer
Voting requirement	Simple majority
Attachments	1. Quarter 1, CBP Snapshot Report (July- September 2026)-2026-10-27-135548 [**11.3.1** - 52 pages]

Summary

This report provides an update on the implementation status of the Corporate Business Plan actions for Quarter 1 of the 2026/27 financial year (1 July – 30 September 2026). The report supports Council's commitment to good governance, transparency, and effective resource management by providing oversight of strategic action delivery.

Recommendation:
That Council notes the Corporate Business Plan Quarter 1 Progress Report for 1 July – 30 September 2026, as outlined in Attachment 11.3.1.

Background

1. At the Ordinary Council Meeting held 17 September 2024, Council resolved to receive one consolidated quarterly progress report on the actions, projects and outcomes of the Towns adopted plans and strategies.
2. The consolidated reporting approach reduces duplication, strengthens governance, and provides a single point of accountability for tracking purposes.
3. Quarterly progress reports enable Council to:
    a. assess performance against the Corporate Business Plan 2024-2028 and other linked strategies; and
    b. identify risks and significant variations in project delivery or budget performance. Receive the information needed to make informed decisions and take action if required.
4. This Quarter 1 report also establishes a baseline for the 2026/27 financial year, enabling subsequent quarters to demonstrate comparative progress and trend analysis.

Discussion

5. An amended Corporate Business Plan 2024-2028 was endorsed by Council on 15 September 2026. It sets out the Town's medium-term priorities, aligned to the Strategic Community Plan, which is currently under review.
6. Attachment 1 provides an update on the progress made toward each goal within the CBP during Quarter 1 of the 2026/27 financial year. Progress is visually represented as a percentage, with colour coding to indicate whether actions are:
    a. Completed
    b. On-Track

c. Behind
d. Overdue

Quarter 1 CBP Progress Summary – 2026/27

7. Performance in Quarter 1 indicates steady progress across the Corporate Business Plan, with strong delivery across community programs, arts and events, economic development, technology and civic leadership initiatives. While some actions are currently recorded as overdue, many relate to ongoing multi-year strategic initiatives that remain active and funded. Delays primarily reflect resourcing constraints, recruitment challenges, external approval processes, project reprioritization and funding dependencies. Overall, substantial progress has been achieved, with management focus continuing on progressing outstanding actions and reviewing delivery timeframes through 2026/27.
8. Further details of these matters are set out and available in the attached Quarter 1 CBP Report.

Relevant Documents

Attachment 11.3.1

Legal and Policy Compliance

Section 2.7 of the Local Government Act 1995

Financial Implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	Not applicable.

Risk Management Consideration

Risk Impact Category	Event Description	Risk Rating	Risk Appetite	Risk Mitigation
Financial	Delays in CBP delivery may affect alignment with budgeted projects and priorities.	Moderate	Low	Ensure quarterly tracking and escalate significant slippage.
Environmental	Not applicable.			
Health and safety	Not applicable.			
Data, Information Technology and Cyber	Not applicable.			
Assets	Not applicable.			

Compliance Breach	Incomplete or inaccurate reporting may reduce compliance with legislative requirements.	Low	Low	Validate inputs with SMTs prior to report finalisation.
Reputation	Negative public perception regarding transparency.	Low	Low	Ensure accuracy in reporting and highlight significant issues.
Service delivery interruption	Not applicable.			

Engagement

Internal engagement	
Governance and Strategy	Coordinated the preparation of this report and progress tracking.
Business Units	Provided quarterly updates on action progress, risks, and achievements.
C-Suite	Validated outcomes to ensure accuracy, accountability, and completeness.

Strategic Alignment

Civic Leadership	
Community Priority	Intended public value outcome/ impact
CL1 – Effectively managing resources and performance.	The council receives timely and accurate updates on CBP progress to support resource planning and performance management.
CL3 - Accountability and good governance.	The Community and Council are provided with increased transparency and accountability regarding strategic actions and outcomes.

12 Chief Community Planner reports

12.1 Application for Development Approval - Telecommunications Infrastructure - No. 42 Bishopsgate Street LATHLAIN

Location	No. 42 Bishopsgate Street, Lathlain (Lot 1 DIA 26715) Note: the portion of the site the subject of this development application is located near the corner of Goddard Street and McCartney Crescent.
Reporting officer	Acting Coordinator Urban Planning
Responsible officer	Manager Development Services
Voting requirement	Simple majority
Attachments	1. Development Plans (received 7/04/2025) [**12.1.1** - 6 pages] 2. Applicant's Amended Planning Report (received 7/10/2026) [**12.1.2** - 46 pages] 3. Applicant's Amended Electromagnetic Energy Report (received 7/10/2026) [**12.1.3** - 1 page] 4. Applicant's Amended Site Selection Report (received 7/10/2026) [**12.1.4** - 14 pages] 5. Applicant's Arborist Tree Protection Report (received 7/04/2025) [**12.1.5** - 32 pages] 6. Overshadowing Diagram (received 7/04/2025) [**12.1.6** - 3 pages] 7. Summary of public submissions [**12.1.7** - 10 pages] 8. Applicants Responses to Public Submissions [**12.1.8** - 7 pages]

Landowner	**Town of Victoria Park**
Applicant	BMM Group
Application date	25/02/2025 (lodged); 3/07/2026 (accepted for assessment)
DA/BA or WAPC reference	Town ref: 5.2025.73.1; and WAPC ref: 32-50045-10
MRS reserve	Regional Open Space – Restricted Use
LPS zoning	Not Applicable
Use class	Telecommunications Infrastructure
Use permissibility	Not Applicable - MRS Reserves are not listed in the LPS2 Zoning Table

Lot area	8.3761 hectares
Heritage List	No
Surrounding development	Lathlain Park comprises restricted public access areas including the Perth Football Club and West Coast Eagles facilities and ground, along with publicly accessible areas including passive and actives spaces such as a skate park and basketball court. Surrounded by predominantly low-density residential properties to the north-west (Goddard Street), north-east (McCartney Crescent) and south-east (Roberts Road), with higher density residential properties to the south-west (Bishopsgate Street). A small local commercial centre is located to the north-east at Lathlain Place (corner of McCarney Crescent) and a local public open space area known as Koolbardi Park is located to the south-east (Roberts Road, corner of Bishopsgate Street).

Summary

1. The purpose of this report is for Council to make a recommendation to the Western Australian Planning Commission (WAPC), on the proposed installation of a telecommunication facility at No. 42 Bishopsgate Street, Lathlain. The proposal seeks to install a 30 metre high monopole tower with an associated antennae array and an 81m^2 compound around the base of the monopole.

2. While Officers have the delegation to make recommendations to the WAPC on development applications, in this instance the item is referred to Council given the level of public interest.
3. Following planning assessment of the application and consideration of the public submissions received, the Town's Officers recommend to the Council that the WAPC approve the application.

Recommendation

That Council:

1. Recommends to the Western Australian Planning Commission that the application for development approval for telecommunications infrastructure at No. 42 Bishopsgate Street (Lot 1 on Diagram 26715) be approved subject to conditions addressing the following matters –
    a. Decommissioning and removal of the existing telecommunications facilities on the roof of the grandstand within 30 days of the approved new infrastructure being commissioned and operational.
    b. The existing temporary Telstra telecommunications facility be removed within 30 days of the approved new infrastructure being commissioned and operational.
    c. The incorporation of suitable screening, being hard screening device (such as a solid wall or fence with some form of architectural treatment) and/or soft landscaping (namely large shrubs and bushes) to the compound at ground level.
    d. Replacement tree planting at a rate of 2:1 at the cost of the applicant.
    e. Details of colours and materials.
    f. Approval of a Construction Management Plan.
    g. Removal of the proposed facility and reinstatement of the land if it ceases to be used for telecommunications purposes.
    h. Substantial commencement period of 2 years.

2. Requests the Chief Executive Officer to advise the submitters on the application of Council's recommendation to the Western Australian Planning Commission.
3. Requests the Chief Executive Officer to write to carriers with existing telecommunications facilities on the Lathlain Park Grandstand, advising of the Town's expectations that they will negotiate with Amplitel to co-locate to the monopole the subject of this development application, if approved by the WAPC.

Background

Site and locality context

1. The subject property, No. 42 Bishopsgate Street (Lot 1 on Diagram 26715), is owned by the Town of Victoria Park, along with two other parcels of land which forms the public open space area known as Lathlain Park.
2. Lathlain Park is surrounded by predominantly low-density residential properties to the north-west (Goddard Street), north-east (McCartney Crescent) and south-east (Roberts Road), with higher density residential properties to the south-west (Bishopsgate Street). A small local commercial centre is located to the north-east at Lathlain Place (corner of McCarney Crescent) and a local public open space area known as Koolbardi Park is located to the south-east (Roberts Road, corner of Bishopsgate Street).
3. Lathlain Park comprises restricted public access areas, such as the Perth Football Club and West Coast Eagles facilities and associated ovals, along with passive and active recreation spaces accessible by the community.
4. The proposed development will be located near the corner of Goddard Street and McCartney Crescent, setback approximately 20 metres from the Goddard Street property boundary and 51 metres from the McCartney Crescent property boundary. The subject development site currently comprises an area of open space containing trees, and adjoins a car parking area to the north-west, a basketball court and a skate park to the north-east, and the Perth Football Club oval to the south. Residential dwellings are located on both Goddard Street and McCartney Crescent directly opposite the site.

Figure 1: Aerial photograph extract showing Lot 1 and the proposed telecommunication infrastructure location (depicted by yellow star).



Lathlain Park Management Plan

5. The Lathlain Park Management Plan guides the development, use and management of Lathlain Park. As depicted on the Lathlain Park Precinct Redevelopment Project Zones map extract below, the park is divided into three (3) redevelopment zones. The proposed works are situated in Zone 2 – Community Activity.

Figure 2: Lathlain Park Precinct Redevelopment Project Zones:



6. Section 5.3.2 'Zone 2: Community Activity' states:

> *"This Zone encompasses the existing landscaped open space area along McCartney Crescent comprising multi-purpose spaces that facilitate passive recreational opportunities, pedestrian access through the precinct, and at-grade (on street) car parking.*
>
> *This zone is to be retained as a community accessible, recreational open space. Except for those uses and/or development listed under section 5.1, no further development is permitted within this zone.*
>
> *The following principles provide for the ongoing use of the zone in accordance with previous community and stakeholder expectations."*

Table 5.2: Zone 2 Planning Principles

PRINCIPLE	OBJECTIVES	PROVISIONS
1) Use	• Provision of a passive recreational space, incorporating a high level of safe, universal pedestrian access.	(a) Uses accessible to the general public: (i) community events; (ii) recreation; and (iii) limited car parking designed as multi-purpose spaces with minimal hardstand. (b) Uses subject to restricted access (ie. Perth Football Club): (i) limited car parking (VIP and overflow parking) designed as multi-purpose spaces with minimal hardstand.

Existing telecommunication infrastructure and lease arrangements

7. Vodafone Network Pty Ltd (Vodafone/TPG Network) and Optus have low-impact telecommunications facilities currently located on top of the grandstand of the Perth Football Club facilities. In addition, Telstra Corporation Ltd which previously also had facilities located on the grandstand roof now have a temporary low-impact facility located adjacent to the basketball court near the corner of Goddard Street and McCartney Crescent.

8. The following aerial photograph and street view photograph shows the location of the existing telecommunication infrastructure on top of the grandstand:

Figure 3: Aerial photograph showing the existing telecommunication infrastructure location:



Figure 4: Street view photograph showing the existing telecommunication infrastructure on top of the grandstand as viewed from Goddard Street:



9. The following street view photograph shows the temporary Telstra facility located near the basketball court near the corner of Goddard Street and McCartney Crescent, as viewed from McCartney Crescent, which comprises a 20m tall tower with antennas and an 85m^2 compound with equipment shelter at ground level.

Figure 5: Street view photograph showing the existing telecommunication infrastructure location:



10. The proposed new telecommunications facility is a result of the Town's request for all service carriers to remove their infrastructure from the grandstand. The Town's request initially related to plans to redevelop the grandstand, however, more recently it relates to the requirement to undertake structural maintenance works and prepare for future redevelopment of the grandstand.

11. The Town's negotiations regarding surrender of two leases to Telstra Corporation Ltd and Vodafone Network Pty Ltd over the grandstand building, along with an analysis of options for replacement telecommunication facilities were reported to Council at its meeting on 15 February 2022 (Item 13.1). The analysis identified that both service carriers preferred their own separate monopoles, with a height of 30 metres, however, they would both agree to co-location on a single monopole if the other service provider agreed to a lower position on the infrastructure. The Town's preference was for a shared telecommunication facility. Of note, Paragraph 11 states:

    "*11. For the new shared telecommunication facilities to be located on a single permanent pole, it will be necessary for Telstra and Vodafone to agree terms with the Town (as well as for Telstra and Vodafone to agree terms with one another). The Town has limited visibility of negotiations between these commercial third parties. The Town does not have control over dealings between third party commercial entities. Feedback from negotiations with Telstra and Vodafone has raised concern that an agreement will not be reached between Telstra and Vodafone, or at least, that such an agreement will not be reached within a time frame reasonably aligned to the Town's current intentions to redevelop the Grandstand.*"

12. Part 6 of Council resolution 219/2024 dated 17 September 2024 resolved as follows in relation to termination of the telecommunication leases on the roof of the existing Grandstand at Lathlain Precinct Zone 1:

    "*That Council:*

    6. Notes that the CEO will terminate the existing leases with Vodafone Network Pty Ltd and Telstra Pty Ltd and that a further report will be presented to Council by December 2024 on the proposed new Heads of Terms for a lease with co-location of replacement telco services to a new site."

13. The CEO subsequently issued termination notices to Vodafone Network Pty Ltd (Towers Business Operations Pty Ltd) and Telstra Pty Ltd. The telecommunications leases terminated on 30 June 2025.

14. At its meeting on 10 December 2024, Council considered a report (Item 13.4) regarding a new lease with Amplitel Pty Ltd for the proposed subject telecommunications infrastructure covering a 85m^2 portion of the subject site. Point 1(j) of Council resolution 294/2025 states:

    "Authorises the Chief Executive Officer to negotiate with Amplitel Pty Ltd as trustee for the Towers Business Operating Trust ABN 75 357 171 746 consistent with key terms as follows and as further provided in Attachment 1: ...

    j. The lease is conditional upon the Lessee obtaining all necessary Development approvals, as required for the intended use of the premises."

15. Paragraphs 13 to 15 of the Council report states:

    "*13. The Town has repeatedly urged the telco stakeholders to agree to relocate their infrastructure onto a single monopole, in compliance with the co-location principle under the Telecommunications Act 1997 and State Planning Policy SPP 5.2.*

    14. The telecommunication stakeholders on the roof of the existing Grandstand are now agreeable to co-location of relocated telecommunication services onto a single monopole located at the location shown in attachment 1.

    15. The Town has been progressing negotiations with Amplitel to develop the attached non-binding heads of terms for a new lease at Lathlain (attachment 2) for co-location of telco services onto a single monopole by way of a lease to Amplitel (Telstra), with a sub lease for Vodafone/TPG and Optus network services."

16. This matter was recently considered by Council at its Ordinary Council Meeting on 20 October 2026 (Item 13.4). Whilst the meeting minutes are yet to be confirmed, it is noted that the Officer Recommendation states (in part):

    "*1. Notes the completion of the first tranche of urgent remediation works undertaken at the existing Lathlain Grandstand and Clubroom facility.*

    2. Approves the project budget of $625,000 (ex GST) to deliver the second tranche of works, primarily comprising structural remediation of masonry, concrete and steel building elements.

    a. To allocate a capital works budget of $625,000.

    b. To fund the project by transfer from the Lathlain Park reserve of $625,000."

17. To summarise the above:

13. The telecommunication infrastructure in the grandstand needs to be removed to enable immediate maintenance works and to facilitate the site's future redevelopment.

14. Alternative sites for new telecommunication facilities have been investigated by two service carriers who initially preferred their own monopole, each with a height of 30 metres; however advice received in 2024 was that all service carriers were agreeable to co-locate to one monopole.

15. There is an intent to co-locate all carriers on the proposed new facility, but there is nothing binding, should it be approved. Discussions have taken place with the relevant telecommunications providers regarding co-location on the proposed Amplitel monopole, with correspondence from the providers indicating their intention to progress arrangements once the new facility is available.

Requirement for development approval

16. The subject property is reserved as 'Regional Open Space – Restricted Public Access' under the Metropolitan Region Scheme (MRS). The land is not zoned or reserved under the Town of Victoria Park Local Planning Scheme No. 2.

17. In accordance with the provisions of the MRS, the WAPC is the authority responsible for deciding an application for development approval on the subject MRS reserve. The Town's role is to provide recommendations and comments on the application to the WAPC.

18. The (Commonwealth) Telecommunications Act 1997 ('Telecommunications Act') governs the telecommunications industry in Australia. The Telecommunications Act does not contain detailed or specific regulations on the size of telecommunications facilities, or the siting and control of impacts (such as social or environmental impacts), which are covered by other regulations and Australian standards.

19. Licensed telecommunications carriers are authorised by the Telecommunications Act to install a limited range of facilities without seeking State or local government development approval. The most common of these are known as 'low-impact' facilities which are specified in the Telecommunications (Low-impact Facilities) Determination 1997 ('Determination') and its amendment of 2018. The Determination specifies the maximum dimension of each type of 'low impact' facility.

20. Some examples of 'low-impact' facilities are antennas located on buildings, such as the existing infrastructure located on the Perth Football Club grandstand, or small freestanding facilities with short antennas, such as the temporary infrastructure located on the basketball court near the corner of Goddard Street and McCartney Crescent. A 'low impact' facility does not require formal development approval.

21. The subject proposal is not a 'low impact' facility, and it accordingly requires development approval in accordance with the provisions of the MRS. This includes relevant procedures and considerations, such as social and environmental.
22. It should be noted that if the proposal is approved by the WAPC, any proposed future extension to the height of the monopole would not be a 'low impact' facility in terms of the Determination, accordingly a further application for development approval would be required.
23. The key planning matters for consideration in relation to this application is the impact of the proposed development on the purpose and amenity of the public open space area and the amenity of surrounding residential properties, and to consider submissions from community members that have been received in relation to the proposed development.

Applicant's submission

Application for development approval

24. The subject application for development approval was lodged with the Town on 25 February 2025 and following receipt of all required forms and documents, the application was accepted for assessment by the Town on 3 July 2026.
25. The application proposes the construction of a telecommunications infrastructure facility at the above-mentioned property (on a portion of the site near the corner of Goddard Street and McCartney Crescent), comprising:
26. Removal of four (4) trees for site establishment and the pruning of three (3) other trees;
27. Installation of one (1) 30-metre high monopole;
28. Mounting of a circular headframe at the top of the pole;
29. Installation of six (6) Telstra panel antennas mounted on the headframe with a maximum overall height of 30.5m;
30. Installation of an 81m^2 fenced compound at ground level (within an 85m^2 lease area);
31. Installation of one (1) Telstra standard equipment shelter, plus space for a second carrier (Optus) equipment within the compound; and
32. Installation of ancillary equipment including transceivers, remote radio units, cable trays, feeders, cabling, electrical equipment, signage, and other associated equipment.
33. The portion of the site to accommodate the proposed facility is depicted in the following image (by the red outline) and photo -





34. The applicant's submission includes development plans and elevations, planning report, site selection report, EME report and a response to the key objection submissions received as a result of the Town's community consultation. These documents are provided as attachments to this report.

35. The applicant's Planning Report (Attachment 2) includes the following objectives for the proposal:

    "The existing site mounted on the grandstand rooftop is required to be removed as the grandstand is set to be demolished. As a result, this project is a relocation of the existing rooftop mounted mobile equipment onto a freestanding monopole structure. This is a high mobile traffic area, and a

replacement is needed to ensure Telstra mobile services do not suffer. For the subject location, the immediate objective of the facility is to maintain and improve service to the Lathlain area.

The Lathlain area has a large number of mobile network users due to the density of development. If a replacement facility is not installed the general area will suffer from poor Telstra mobile service performance including poor connectivity and dropouts.

The proposed telecommunications facility will deliver essential telecommunications infrastructure to the locality and provide an important and necessary link to Telstra's existing telecommunications network. The facility will maintain and improve overall mobile and mobile broadband performance in the area and provide a high-quality service which enhances the depth of coverage and call capacity within the area. The proposal will also provide capacity for other telecommunications carriers to co-locate on the structure."

36. The report also includes the following indicative photomontages which shows the subject area with and without the proposed monopole as viewed from the public open space (lawn area) adjoining McCartney Crescent:

Figure 6: Photograph showing the existing site conditions:



Figure 7: Photograph showing the proposed monopole:



37. The applicant's Planning Report (Attachment 2) identifies five potential sites around Lathlain Park that were investigated, including four monopole solutions requiring significant ground level area and one mounted on top of the West Coast Eagles building.

38. The reports state that the proposed location (Candidate Site A) was selected as it provides the required telecommunication coverage. In addition, it is currently unused, separated as much as practicable from residential housing and well screened by mature trees.

39. The alternative three ground level sites (Candidate Sites B, C and D) were rejected due to either insufficient coverage, proximity to residential properties and lack of screening. In addition, the alternative fifth candidate site (Candidate Site E) on top of the West Coast Eagles building rooftop was rejected due to insufficient height, providing for reduced coverage and capacity.

40. As part of the assessment process, the Town enquired with the applicant as to whether the existing Telstra facility at No. 156 Orrong Road (comprising a 15m tower) at the corner of Francisco Place is sufficient to provide adequate phone coverage. The applicant has advised that this facility, even if upgraded, is not capable of providing the replacement coverage footprint and network capacity outcomes following the removal of the existing infrastructure at Lathlain Park. The following additional comments were made -

    "The Telstra mobile site at Mineral Resources Park forms an essential part of the local mobile network and provides critical coverage and connectivity to patrons of the park and hundreds of residents and cannot be adequately substituted by the surrounding network.

    Removal of the site would transfer additional traffic to neighbouring sites, significantly degrading network performance and resulting in reduced coverage, increased call dropouts, and poorer data service. This would adversely affect applications such as Microsoft Teams, YouTube, Netflix, and other streaming and collaboration services, while placing hundreds of surrounding dwellings at risk of losing reliable mobile connectivity."

Relevant planning framework

Legislation	• ***Planning and Development (Local Planning Scheme) Regulations 2015*** • ***Telecommunications Act 1997*** • ***Telecommunication (Low-Impact Facilities) Determination 2018*** • **Metropolitan Region Scheme**
State Government policies, bulletins or guidelines	• Operational Policy 5.3 - Use of Land Reserved for Parks, Recreation and Regional Open Space • State Planning Policy 5.2 - Telecommunications Infrastructure • WAPC's Guidelines for the Location, Siting and Design of Telecommunications Infrastructure • Making Good Planning Decisions (full PDF guideline document) and Making Good Planning Decisions Guidelines (webpage FAQs) • Development Application Exercise of Discretion Guidelines
Local planning policies	• Local Planning Policy 37 – Community Consultation on Planning Proposals
Other	• Lathlain Park Management Plan • Town of Victoria Park Heritage Survey • Town of Victoria Park Policy 255 – Tree Management • Town of Victoria Park Urban Forest Strategy

General matters to be considered

Metropolitan Region Scheme (MRS)	**The following provisions of MRS Part 10 Clause 43 'Matters to be considered by the WAPC' are relevant in relation to making a recommendation on this application to the WAPC:** • **(a) the purposes and aims of this Scheme and any relevant local planning schemes in operation within the metropolitan region;** • **(c) any State planning policy;** • **(g) the local government's local planning strategy in respect of a local planning scheme, as endorsed by the Commission under the Planning and Development (Local Planning Schemes) Regulations 2015 regulation 15(1) and amended from time to time;** • **(f) for reserved land, the public purpose for which the land is reserved;** • **(j) the compatibility of the development with its setting;** • **(m) the likely effect of the proposal on the natural environment and any means that are proposed to protect, or to mitigate impacts on, the natural environment;** • **(o) the preservation of the amenity of the locality;** • **(p) the relationship of the proposal to development of adjoining land or on other land in the locality, including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the proposal;** • **(y) the potential loss of any community service or benefit resulting from the development approval;** • **(z) any relevant submissions received on the application;**
State Planning Policy 5.2 - Telecommunications Infrastructure (SPP5.2)	The following objectives of SPP5.2 are relevant in relation to making a recommendation on this application to the WAPC:

	• a) facilitate the provision of telecommunications infrastructure in an efficient and environmentally responsible manner to meet community needs; • b) manage the environmental, cultural heritage, visual and social impacts of telecommunications infrastructure; • c) ensure that telecommunications infrastructure is included in relevant planning processes as essential infrastructure for business, personal and emergency reasons; and, • d) promote a consistent approach in the preparation, assessment and determination of planning decisions for telecommunications infrastructure.
WAPC Operational Policy 5.3 - Use of Land Reserved for Parks, Recreation and Regional Open Space (OP5.3)	The following OP5.3 objectives are relevant in relation to making a recommendation on this application to the WAPC: • To provide guidance on development which may be permitted on land reserved for Regional Open Space under the MRS, GBRS and PRS. • To set out procedures for obtaining approval for the use and development of land reserved for Regional Open Space. • To provide specific guidance where the land is owned by the WAPC.
Urban Forest Strategy	The following strategic outcomes from the Town's Urban Forest Strategy are relevant in relation to making a recommendation on this application to the WAPC: • Plant and protect sufficient trees by 2020 to achieve the 20% tree canopy target as supported by Council

Compliance assessment

41. The table below summarises the planning assessment of the proposal against the provisions of the Metropolitan Region Scheme (MRS), State Planning Policy 5.2 - Telecommunications Infrastructure (SPP5.2) and other relevant planning matters for consideration, as applicable. In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the detailed assessment section following this table.

Telecommunication Infrastructure Development on Regional Open Space		
Planning matter for consideration	Permissibility/deemed-to-comply	Requires the discretion of the Council
Land use	Metropolitan Region Scheme (MRS) purpose of the Regional Open Space - Restricted Public Access reserve	Yes
Location, siting and visual amenity	State Planning Policy 5.2 - Telecommunications Infrastructure (SPP5.2)	Yes
Tree removal	Town of Victoria Park Policy 255 – Tree Management, and Urban Forest Strategy	Yes

Land use

42. The MRS states that the purpose of a Regional Open Space – Restricted Public Access reserve is "to protect the natural environment, provide recreational and cultural opportunities, safeguard important landscapes and sites of cultural or historical significance with limited or no public access;"

43. WAPC's Operational Policy 5.3 - Use of Land Reserved for Parks, Recreation and Regional Open Space (OP5.3), provides guidance on development on land reserved for Regional Open Space under the MRS which may be permitted by the WAPC. Whilst OP5.3 does not specifically reference telecommunication infrastructure it does provide that the use or development of land for commercial purposes may be considered by the WAPC.

44. It is acknowledged that there is a history of telecommunications infrastructure being located on MRS Regional Open Space reserved land within the Perth Metropolitan Region, including the existing infrastructure located on top of the grandstand of the Perth Football Club facility.

45. Therefore, telecommunications infrastructure may be a suitable type of use/works within a Regional Open Space reserve, subject to the development meeting relevant planning matters for consideration associated to the proposed location, siting and visual amenity.

46. Whilst the Lathlain Park Management Plan is not a statutory planning document, it is noted that Section 5.3.2 'Zone 2: Community Activity' specifies the relevant Zone objectives as "Provision of a passive recreational space, incorporating a high level of safe, universal pedestrian access." In addition, uses/development permitted in this zone include community events, recreation, and limited car parking with minimal hardstand.

Location, siting and visual amenity

47. The State Planning Policy 5.2 - Telecommunications Infrastructure (SPP5.2) provides policy measures for Local Governments to use when assessing telecommunication infrastructure. The policy advises that the benefit of improved telecommunication services should be balanced with the visual impact on the surrounding area, including recreation sites. Section 5.1.1 sets out the following criteria to assist in considering the visual impact of a proposal:

"i) Assessment of the visual impact of development proposals for telecommunications infrastructure should be made on a case by case basis;

ii) Telecommunications infrastructure should be sited and designed to minimise visual impact and whenever possible:

a) be located where it will not be prominently visible from significant viewing locations such as scenic routes, lookouts and recreation sites;

b) be located to avoid detracting from a significant view of a heritage item or place, a landmark, a streetscape, vista or a panorama, whether viewed from public or private land;

c) not be located on sites where environmental, cultural heritage, social and visual landscape values may be compromised; and

d) display design features, including scale, materials, external colours and finishes that are sympathetic to the surrounding landscape.

iv) Telecommuncations infrastructure should be located where it will facilitate continuous network coverage and/or improved telecommunications services to the community; and

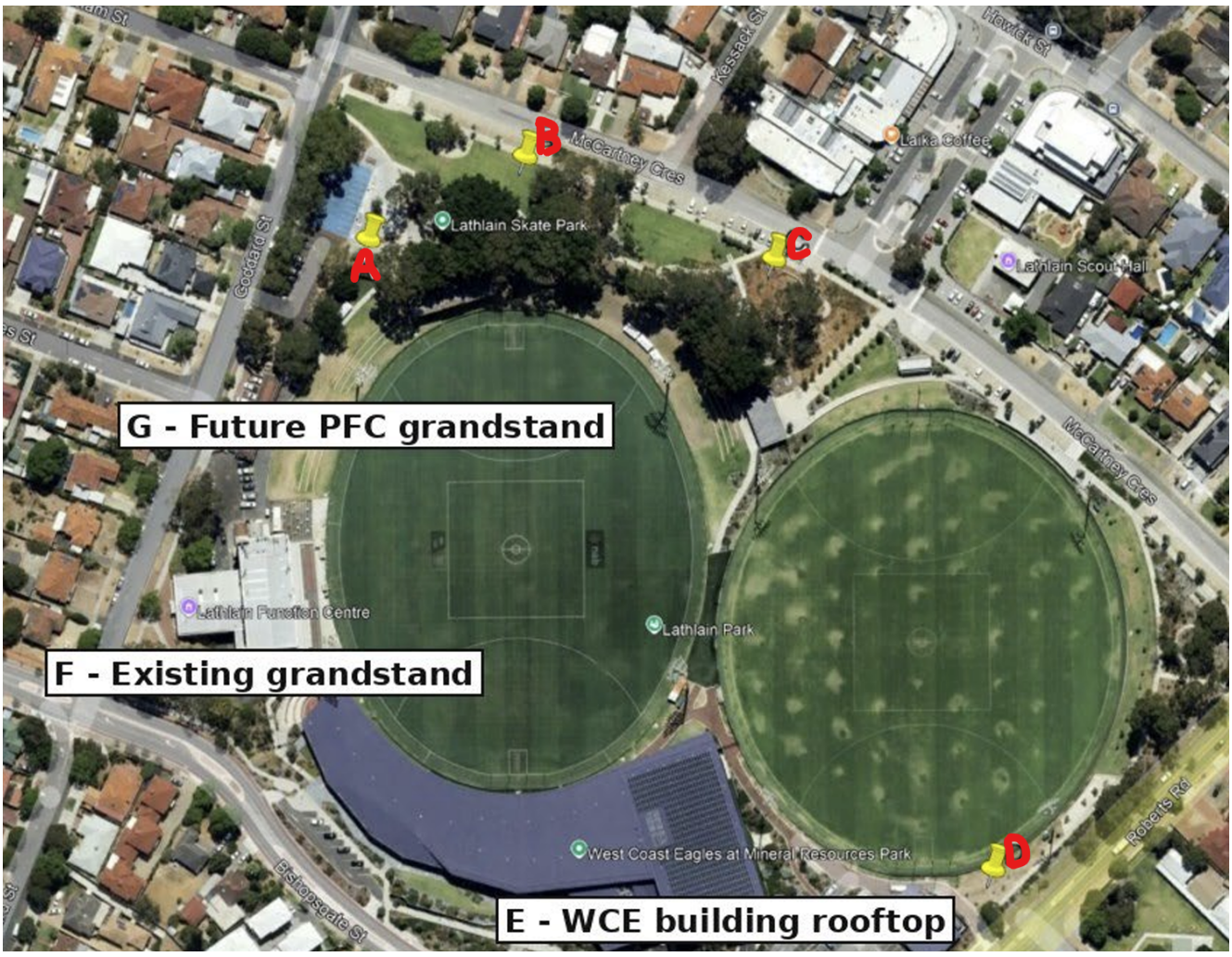
v) Telecommuncations infrastructure should be co-located and whenever possible:

a) Cables and lines should be located within an existing underground conduit or duct; and

b) Overhead lines and towers should be co-located with existing infrastructure and/or within existing infrastructure corridors and/or mounted on existing or proposed buildings."

48. The Planning Report (Attachment 2) and Site Selection Report (Attachment 3) refers to several potential candidate sites around Lathlain Park that were investigated, including four monopole solutions requiring significant ground level area (Candidate Locations A-D) and three building locations (Candidate Locations E-G) as depicted on the following aerial photograph location plan:

Figure 8: Location plan showing the candidate sites considered by the Applicant:



49. The reports state that the proposed location near the corner of Goddard Street and McCartney Crescent (Candidate Site A) was selected as it provides the required telecommunication coverage. In addition, it is currently unused, separated as much as practicable from residential housing and well screened by mature trees.

50. The alternative three ground level sites (Candidate Sites B, C and D) were rejected due to either insufficient coverage, proximity to residential properties, and lack of screening. In addition, the alternative building candidate sites (Candidate Sites E, F and G) were rejected due to various matters including insufficient height, providing for reduced coverage and capacity.

51. Whilst further assessment could be undertaken to identify a more suitable alternative location, the following guidance from the State's Making Good Planning Decisions guidelines should be noted:

"3.6 A better proposal…

It is not a relevant planning consideration that another proposal might provide a better planning outcome. The job of the decision-maker is to determine the application before it – not to second guess what could be achieved.

This position was confirmed in the decision of the Town Planning Appeal Tribunal in SPB (Australia) Pty Ltd and Ors v Town of Claremont [2003] WATPAT 138, at [90], where the Tribunal noted:

"...The function for the Tribunal is not, of course, to determine whether a proposed development is the best possible development, having regard to all issues that might conceivably be placed on the subject site. What the Tribunal must do is assess whether, in the interests of all orderly and proper planning, and the amenity of the area, and having regard to all applicable planning instruments, a development should be approved. Thus, unless it can be said that a proposed development is contrary to any of those considerations, it should be approved notwithstanding that some may think that a better development of the site might be possible."

52. Accordingly for the purposes of determining this development application, the Council must confine its assessment to the merits of the development in its proposed location, rather than consider whether alternative locations are more suitable. The latter is a leasing matter.

Tree removal

53. The application includes the proposed removal of four juvenile trees (3m-5m height) from within the proposed compound area and the pruning of three other trees. The applicant submitted an arborist report (Attachment 5) which states that the four trees to be removed are not endemic to the local area.

54. The objective of the Town's Policy 255 – Tree Management (Policy 255) is to provide for the management of trees that are managed by the Town. This includes land owned by the Town such as the subject site. Where a development proposes the removal of trees the policy does not specify a required number of replacement trees. The policy provides that the full cost of removal and replacement of a verge tree shall be the responsibility of the developer in accordance with the amount shown in the Schedule of Fees and Charges (based on a Helliwell Valuation). In this instance, the trees to be removed are located on reserved land and are not verge trees.

Engagement

Internal engagement	
Stakeholder	Comments
Building Services	A building permit will be required prior to construction of the infrastructure. Standard conditions and advice notes have been recommended.
Parks Services	Removal of four trees on the subject site along with has been supported. Standard conditions and advice notes have been recommended.
Place Planning	The proposed location is not supported. The Town's Officers recommend that there are more suitable alternative locations that should be further investigated by the Applicant.
Property Development and Leasing	The Property team supports the proposed development application, noting the progress made in facilitating co-location of telecommunications providers at Lathlain Park. Previous attempts to secure agreement between

	providers to share infrastructure were unsuccessful, with providers initially preferring separate monopoles. The proposed Amplitel lease represents a significant milestone in progressing the Town's objective of consolidating telecommunications infrastructure at a single location independent of existing buildings. The proposal provides an opportunity to remove existing infrastructure from the grandstand, facilitate ongoing structural maintenance and future redevelopment, and remove the temporary Telstra facility from the car park, while minimising the potential need for additional telecommunications infrastructure within Lathlain Park.

External engagement	
Stakeholders	Owners and occupiers of residential, commercial and recreational – private premises within a 200m radius of the subject development site.
Period of engagement	21 calendar days, commencing on 4 September 2026 and closing on 24 September 2026.
Level of engagement	2. Consult
Methods of engagement	Written comments via an online survey, email or post.
Advertising	• Publication of the plans and application documents on the Town's Development Application Consultation website with online survey to provide comments; • Letters sent to owners and occupiers of residential, commercial and recreational – private facilities within a 100m radius of the subject development site. • Two advertising signs installed on-site. As depicted on the following aerial photograph, one sign was placed on the Goddard Street frontage directly in front of the development site and the other sign was placed at the corner of Goddard Street and McCartney Crescent facing the intersection. 
Submission summary	A total of 79 written submissions, comprising:

	• 77 objections; • one (1) supporting submission; and • one (1) submission that neither supported nor objected to the proposal.
Key findings	Key objection reasons are provided in the summary of submissions (Attachment 7). In addition, the Applicant has also provided responses to the key objection reasons (Attachment 8).

Officer responses to key objection reasons	
Key objection reasons:	Town Officer responses:
Inconsistent with the purpose of the regional open space reserve – the structure and associated compound will result in an 81m2 reduction of public open space and will negatively impact on the enjoyment of the remaining surrounding active and passive recreational facilities, such as the skate park and basketball court.	As mentioned in the Compliance Assessment section above, development within an MRS Regional Open Space reserve is subject to the provisions of the MRS. In this respect, there is a history of telecommunications infrastructure being located on MRS Regional Open Space reserved land within the Perth Metropolitan Region, including the existing infrastructure located on top of the grandstand of the Perth Football Club facility. Therefore, it is considered that telecommunications infrastructure may be a suitable type of use/works within a Regional Open Space reserve, subject to the proposal meeting relevant planning matters for consideration associated to the proposed location, siting and visual amenity.
Visual amenity impact – due to the height and design of the structure it will have negative visual amenity impacts as viewed from surrounding residential properties (including properties within 40 metres of the structure) and the public realm (including adjoining active and passive recreational facilities, such as the skate park and basketball court).	With reference to the comments provided in the Planning Assessment section below, much of the visual impact of the facility is obscured by existing trees around the site, which can be further mitigated by additional screening around the compound.
Alternative locations – why have other locations within the broader Lathlain Park area not been considered, such as on top of the West Coast Eagles building or grounds, integrated into the future redevelopment of the Perth Football Club facilities/grandstand or grounds, or other nearby commercial buildings. Could the infrastructure be relocated within the broader Lathlain Park redevelopment occurs.	With reference to comments provided in the Planning Assessment section below, the application documents include a site selection report which identifies several other candidate sites. These sites have been rejected by the applicant for various reasons, including insufficient coverage. Whilst the infrastructure could possibly be located elsewhere within the Lathlain Park, the Town is required to consider whether the subject development proposal should be approved based on the relevant matters for consideration, and not whether there may be a better proposal.

Removal of several mature trees – negative impact on the Town's urban canopy cover, and loss of habitat for local birds and Red-tailed Black-Cockatoos.	It is noted that the Town's Parks Operations team were involved in the selection of the subject development site and are agreeable to the removal of several trees and pruning of other trees within proximity to the compound. Further comment on this matter is provided below.
Electromagnetic energy emissions - negative health impacts on the residents of nearby residential properties and visors to the public open space.	The concern regard EME emissions is noted; however, this is not considered to be a valid planning matter for consideration when assessing and approving applications for development approval for a permissible use. In this respect, Part 3.1 of State Planning Policy 5.2 – Telecommunications Infrastructure (SPP5.2) states: *"… telecommunications carriers must comply with the Australian Communications and Media Authority (ACMA) Radiocommunications Licence Conditions (Apparatus Licence) Determination 2003. These licence conditions make mandatory the limits in the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) Radiofrequency (RF) Standard which sets limits for human exposure to RF electromagnetic fields from all sources, including telecommunications infrastructure. Standards set by ARPANSA incorporate substantial safety margins to address human health and safety matters; therefore, it is not within the scope of this Policy to address health and safety matters."*
Property values – the location and visual appearance of the structure will negatively impact the property value of nearby residential properties.	The potential for a development proposal to have a negative or positive impact on property value is not considered to be a valid planning matter for consideration when assessing and approving applications for development approval for a permissible use. In this respect, Part 4.4 of the WAPC's Development Application Exercise of Discretion Guidelines (dated February 2024) states: *"Where public submissions raise substantive planning considerations, these matters should generally be given greater weight in the decision-making process than those that raise issues outside the realm of planning, such as impacts on property values."*
Community consultation – the 21-calendar day comment period was not sufficient.	The application was publicly advertised in accordance with the Town's Local Planning Policy 37 – Community Consultation on Planning Proposals (LPP37). Further commentary regarding community consultation is provided in the External Engagement section below.

Planning Assessment

55. The Town's Officers have completed an assessment of the proposal against the relevant planning matters for consideration listed in SPP 5.2. The policy advises that the benefit of improved

telecommunication services should be balanced with the visual impact on the surrounding area; being, in this instance, both the regional open space and nearby residential properties.

Improved telecommunication services

56. As mentioned in the Background section of this report, the Town has previously requested telecommunication service carriers to remove their facilities from the top of the grandstand of the Perth Football Club building.

57. SPP5.2 Section 5.1.1(iv) provides that telecommunications infrastructure should be located where it will facilitate continuous network coverage and/or improved telecommunications services to the community. Further, telecommunications infrastructure should be co located and whenever possible:
    (a) Cables and lines should be located within an existing underground conduit or duct; and
    (b) Overhead lines and towers should be co-located with existing infrastructure and/or within existing infrastructure corridors and/or mounted on existing or proposed buildings.

58. The applicant has outlined that the proposed new telecommunication facility will maintain and improve coverage and network capacity to the local area.

59. The applicant has also advised that the new facility will also provide for the co-location of telecommunication infrastructure from three service carriers that currently have facilities located on top of the Perth Football Club grandstand or the temporary facility adjacent to the basketball court. The elevations contained in the Development Plans (Attachment 1) show the installation of a 30-metre-high monopole by Amplitel with proposed Telstra headframe and antennas to an overall height of 30.5 metres, along with 'Future Telecommunications Headframe and Panel Antennas (by Others)' at a height of 25 metres.

60. It should be noted that no formal (legal) agreement has been received by the Town for the proposed co-location of the two other service carrier's infrastructure onto the proposed 30-metre-high monopole. In addition, previous comments provided to the Town by two service carriers in 2022 stated that they both required separate monopoles with a height of 30 metres but would be willing to co-locate subject to the other service provider being located at a lower position on the monopole.

61. Therefore, it is understood that the co-location arrangement on the proposed 30-metre-high monopole will provide sufficient coverage for Telstra, but it is unclear as to whether or not it may provide sufficient coverage for the other service carrier. The provision of sufficient coverage at the secondary array height of 25 metres may be further negatively impacted by existing large trees which may physically obstruct a good quality signal.

62. While the intentions are for the proposed monopole to accommodate the infrastructure requirements of all three service carriers, if this were to not subsequently transpire and an application were to be made for a second monopole, then as part of that application questions would need to be asked as to why the infrastructure cannot be co-located on the first monopole consistent with relevant Policies and in turn that application would need to be assessed on its merits.

63. In weighing up the benefit of the provision of telecommunication services for the local area, the Town also needs to consider the proposed location, siting and design in relation to the visual amenity impact.

Location, siting and visual amenity

64. SPP5.2 Section 5.1.1(ii)(a) provides that the facility should be located where it will not be prominently visible from adjoining recreational sites.

65. The proposed facility will be located on a portion of the regional open space which is currently used as passive recreational space comprising soft landscaping and trees. A car parking area abuts the north-

western side of the proposed facility, active recreational spaces including a basketball court and skate park adjoin the north-eastern side, and the Perth Football Club grounds/oval adjoins the south-eastern and south-western sides.

66. The Applicant's Report states: "The proposed facility location and design demonstrate a successful balance between the provision of essential infrastructure and a low-level impact on amenity."

67. SPP5.2 Section 5.1.1(ii)(b) provides that the facility should be located to avoid detracting from a significant view of a heritage item or place, a landmark, a streetscape, vista or a panorama, whether viewed from public or private land.

68. Whilst the site is not listed on either the State Heritage Register or Town's Heritage List, Lathlain Park (Mineral Resources Park) is included as Category 3 place on the Town's Heritage Survey. The relevant statement of significance references the historical and social value, as it has been an important football venue for the Western Australian Football League singe 1959. Notwithstanding this, the inclusion on the Heritage Survey as a Category 3 place does not have any impact on the determination of this development proposal, as it is not a statutory document for decision-making on a planning application.

69. Further, the site is also not identified as a landmark and does not provide for views to a vista or panorama.

70. SPP5.2 requirement 5.1.1(ii)(c) provides that the development should not be located on sites where environmental, cultural heritage, social and visual landscape values may be compromised.

71. The proposal will result in an 85m2 reduction to an area of public open space and will be within 5 metres of public recreation spaces including a basketball court and a skate park. In addition, it will provide for the removal or pruning of several trees.

72. SPP5.2 requirement 5.1.1(ii)(d) requires display design features, including scale, materials, external colours and finishes that are sympathetic to the surrounding landscape. The WAPC's Guidelines for the Location, Siting and Design of Telecommunications Infrastructure also provides that in the case of free-standing facilities, such as above-ground housing or towers, design measures need to be employed to address visual impact where the opportunity for integration with adjoining structures is often limited. Further, subject to location and siting, tree planting can be used to reduce the visual impact of facilities such as above-ground housing and, in some cases, towers.

73. The applicant's Planning Report states: "The proposed free-standing structure utilises a monopole design and will be finished using recessive grey colouring. The equipment shelter is proposed to be finished in 'pale eucalypt' which will blend in with surrounding vegetation or as conditioned by the consenting authority." In addition, "screening is provided by existing mature vegetation in the immediate area."

74. In relation to the regional open space, the facility will be within 5 metres of passive and active recreational facilities, including a gazebo, skate park and basketball court.

75. In relation to the nearby residential properties, the facility will be within approximately 40 metres to the closest residential properties. Whilst existing large trees will obscure views to the majority of the monopole, several immediately interfacing residential properties will have direct views of the compound.

76. It is considered that the visual amenity impacts from the proposed compound as viewed from adjoining recreational areas may be somewhat minimised (albeit not eliminated) through the incorporation of suitable screening, being hard screening device (such as a solid wall or fence with some form of architectural) and/or soft landscaping (namely large shrubs and bushes). Noting that the submitted plans and supporting documents do not include any proposed screening, should Council

wish to recommend approval it is considered that a suitable condition should be recommended by the Town.

Alternative locations

77. SPP5.2 along with the associated WAPC's Guidelines for the Location, Siting and Design of Telecommunications Infrastructure provide clear location guidance. In this respect, it is considered that subject to further investigation, other alternative sites on the subject site could provide a better outcome for both the users of the regional open space and nearby residential properties. The Town's review of Candidate Sites D and E is provided below:



78. Candidate Site D – This would involve modifying one of two existing lighting tower/s to incorporate both the lighting for the oval at the existing height with an addition to the top of the tower to enable the addition of telecommunication infrastructure. The website of the lighting tower fabricator, AD Coote, states that the light towers are "32.0m extra heavy duty sports lighting towers for Oval 1, supporting 48 LED floodlights. Similarly, four 34.0m heavy duty sports lighting towers were erected for Oval 2, accommodating 28 LED floodlights." The increased height to install telecommunication infrastructure would not create a significant visual amenity impact. This would require discussions with the West Coast Eagles. Relevant parties could enter into an access agreement that enables access to the telecommunication infrastructure or lighting as required. In this respect, modern LED lighting may require limited/infrequent maintenance with head units being design to run to failure and replaced on a 10-20 year cycle. There is also space immediately adjacent to the light tower for a compound that would not require removal of trees.

79. Candidate Site E - This would involve the West Coast Eagles (WCE) building, notwithstanding the Planning Report asserts that "WCE building is not a feasible or better alternative". The comments regarding insufficient coverage are also based on a low-impact facility rather than a taller facility that may provide the desired coverage. Comments regarding the architecture impact have not been made by an architect. Furthermore discussions with the West Coast Eagles would be required.

80. Notwithstanding this, as mentioned in the Compliance Assessment section above, the State's 'Making Good Planning Decisions' document advises that decision-makers are to consider whether the

proposed application should be approved based on the relevant matters for consideration, and not whether there may be a better proposal. Accordingly the consideration of alternative locations is not a relevant planning consideration and is instead a leasing matter.

Tree removal

81. As mentioned in the Compliance Assessment section above, the application includes the proposed removal of four juvenile trees from within the proposed compound area and the pruning of three other trees. The applicant submitted an arborist report (Attachment 5) which states that the four trees to be removed are not endemic to the local area and are 3-5m in height.
82. The objective of the Town's Policy 255 – Tree Management (Policy 255) is to provide for the management of trees that are managed by the Town. This includes land owned by the Town, such as the subject site. Where a development proposes the removal of trees, the policy does not specify a required number of replacement trees. The policy provides that the full cost of removal and replacement of a verge tree shall be the responsibility of the developer in accordance with the amount shown in the Schedule of Fees and Charges (based on a Helliwell Valuation). The trees to be removed are located on the reserved land and are not verge trees.
83. The Town's Parks Services have reviewed the proposal and are generally supportive of the proposal, subject to payment of relevant costs for the removal and pruning of trees, and provision of replacement trees. Should Council resolve to recommend approval of the development, it is suggested that the Council consider recommending a condition requiring the developer to arrange a replacement suitable number of new trees. However it is considered unreasonable to require contribution for the cost of the removal and pruning of the trees based upon the Helliwell value, as the Policy basis for this only applies to verge trees.
84. The tree replacement rate is at the Council's discretion. It is noted that a 6:1 tree replacement ratio applied as part of the development approval for the West Coast Eagles facility. However in that context a number of trees of significant size were being removed. In this instance, noting the trees to be removed are juvenile trees (between 3m and 5m height) a tree replacement rate of 2:1 is recommended.

Summary of assessment

85. It is acknowledged that the monopole and compound will be visible from the surrounding area, including adjoining passive and active recreational spaces on Lathlain Park along with nearby residential properties. However, it is considered that the visual impact of the development will be largely minimised by the selected colours of the structures coupled with existing screening provided by existing large trees and a suitable condition requiring the installation of additional hard and soft screening around the compound.
86. The application for a new monopole is to be considered in the context of there being telecommunications infrastructure that have been on the roof of the grandstand for more than 20 years, which have been highly visible and are also located adjacent to residential properties.
87. Therefore, when balancing the needs of the community for improved telecommunication network versus the visual impact of the structure, the proposal is considered acceptable.

Financial implications

Current budget impact	**No impact.**

Future budget impact	Not applicable.

Risk management considerations

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial	Not applicable.			
Environmental	Tree removal may result in public criticism of the Town	Low	Low	ACCEPT - Ensure that Council is provided with information to make a sound recommendation on the application to the WAPC, which is based on relevant matters for consideration.
Health and safety	Health impacts from electromagnetic energy (EME) exposure.	Low	Low	TRANSFER - The Australian Radiation Protection and Nuclear Safety Agency provides standards for the limits of exposure which must be complied with by all installations.
Data, Information Technology and Cyber	Insufficient telecommunication coverage within the surrounding area	Medium	Medium	ACCEPT - Ensure that Council is provided with information to make a sound recommendation on the application to the WAPC, which is based on relevant matters for consideration.
Assets	Relocation of infrastructure from the grandstand may be delayed, which may delay the Town's planned maintenance improvements.	Medium	High	ACCEPT - Ensure that Council is provided with information to make a sound recommendation on the application to the WAPC, which is based on relevant matters for consideration. Should the WAPC refuse the application it is recommended that the Town proactively engage with the Applicant to assist with the selection of a suitable location.
Compliance Breach	The proponent has a right of review to the State Administrative Tribunal against Council's decision, including any conditions of approval or refusal with reasons.	Medium	Low	ACCEPT - Ensure that Council is provided with information to make a sound recommendation on the application to the WAPC, which is based on relevant matters for consideration.
Reputation	Public criticism regarding the Town's recommendation on the application.	Low	Low	ACCEPT - Ensure that Council is provided with information to make a sound recommendation on the application to the WAPC, which is based on relevant matters for consideration.

				Provide sound reasons for decision of application and advise submitter of decision in a timely manner.
Service delivery interruption	Relocation of infrastructure from the grandstand may be delayed, which may delay the Town's planned maintenance improvements.	Medium	High	MITIGATE – Should the WAPC refuse the application it is recommended that the Town proactively engage with the Applicant to assist with the selection of a suitable location.

Strategic alignment

Environment	
Community Priority	Intended public value outcome or impact
EN5 - Enhancing and enabling liveability through planning, urban design and development.	Reliable telecommunications network coverage to residents is an important element in modern society, which needs to be balanced with the development / use of the subject Regional Open Space for the intended purpose. Retention or adequate replacement Town's Urban Forest canopy cover. Mitigation of visual amenity impacts on Lathlain Park and nearby residential properties.

12.2 Homelessness Action Plan 2026-2031

Location	Town-wide
Reporting officer	Coordinator Community Development
Responsible officer	Manager Community
Voting requirement	Simple majority
Attachments	1. Homelessness Action Plan 2026-31 [**12.2.1** - 21 pages] 2. Homelessness Action Plan 2026 2031 Public Comment Engagement Report [**12.2.2** - 12 pages] 3. Homelessness Action Plan - Stakeholder Engagement Report [**12.2.3** - 31 pages] 4. Homelessness Action Plan 2022-2026 Impact Report [**12.2.4** - 3 pages]

Summary

The Town of Victoria Park Homelessness Action Plan 2026 – 2031 (the Plan) is presented to Council for adoption, following the endorsed public comment period.

Recommendation
That Council adopts the Homelessness Action Plan 2026-2031, as per Attachment 1.

Background

1. The Town's Homelessness Action Plan 2026-2031 has been developed to guide the Town's approach, efforts and resources within the homelessness ecosystem to address causes and impacts of homelessness.
2. The Plan aligns closely with the Town of Victoria Park's Strategic Community Plan 2017-2032. It will contribute to key strategic objectives including:
    a. S1 – Helping people feel safe.
    b. S2 – Collaborating to ensure everyone has a place to call home.
    c. S3 - Facilitating an inclusive community that celebrates diversity.
3. This Plan is positioned alongside existing Town plans and sits under the Public Health and Wellbeing Strategy. This Plan supports and delivers Key Priority Area 9 of the Public Health and Wellbeing Strategy, which is *Our Community Priorities Accommodation and Homelessness Support.*
4. In August 2025, Council rescinded its Homelessness Policy to shift focus to developing a new Homelessness Action Plan 2026-2031 (the Plan).
5. In November 2025, the Town engaged Janali & Co to undertake stakeholder engagement to support development of the new Plan.
6. Research on the topic, as well as feedback from key targeted stakeholders, including staff, people working and volunteering in the sector, community members with lived experience of homelessness, and Elected Members have informed the Plan.

Discussion

7. The Draft Homelessness Action Plan 2026-2031 was released for public comment to seek final feedback from residents, stakeholders, people with lived experience, service providers and the broader community.

8. Feedback was invited from 19 August 2026 to 10 September 2026 via the Town's *Your Thoughts* engagement platform, with a total of 24 responses received through Your Thoughts and one additional written response received after the survey closed. All responses have been embedded into the Engagement Report, as per Attachment 2.
9. All submissions were considered in finalising the Plan. Feedback broadly supported a coordinated and strategic approach to homelessness. While no amendments have been made to the final Plan, feedback will inform annual implementation plans and future budget considerations.
10. Many respondents recognised homelessness as a complex and growing issue and supported the Town taking a leadership role, although feedback was at times polarised.
11. Some respondents supported compassionate, person-centred approaches, education, advocacy and collaboration. Others prioritised concerns about public safety, antisocial behaviour, amenity impacts.
12. A common theme was the desire for clearer actions, measurable outcomes and greater implementation detail to be included in the Plan.
13. The Plan has been intentionally designed as a flexible strategic framework. Given the ever-changing nature of homelessness, the housing markets and community needs, detailed actions and priorities will be developed through annual implementation planning.
14. Progress will be regularly monitored with reporting being through annual impact reporting, quarterly reporting, and the Town's annual plan.
15. Having considered the diverse and, at times, competing views expressed throughout the consultation process, officers have sought to keep a balanced approach within the final Plan, thereby supporting people experiencing homelessness while also acknowledging community expectations regarding safety, amenity and wellbeing.
16. It also recognises the Town's role and limitations, focusing on areas within the Town's sphere of influence while advocating for broader systemic change.

Relevant documents

- *Public Health and Wellbeing Strategy 2023-2028*
- *Homelessness Implementation Plan 2022-2026*

Legal and policy compliance

Not applicable.

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	The proposed Plan has a suite of deliverables that will be subject to future budget deliberation processes.

Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial	Council does not adopt the Plan, resulting in less coordinated investment in homelessness initiatives	Medium	Low	TREAT by adopting the Plan to guide resource allocation and support advocacy opportunities.

	and reduced ability to leverage partnerships and advocacy to state and federal government.			
Environmental	Not applicable			
Health and safety	Council does not adopt the Plan, resulting in missed opportunities to support vulnerable community members and coordinate responses to homelessness, potentially impacting public health, safety and wellbeing outcomes.	Medium	Low	TREAT by adopting the Plan and implementing coordinated actions with service providers and stakeholders.
Data, Information Technology and Cyber	Not applicable			
Assets	Not applicable			
Compliance Breach	Not applicable			
Reputation	Council does not adopt the Plan, resulting in reputational risks due to unclear roles, unclear approaches and inappropriate resource allocation.	Medium	Low	TREAT by adoption of the Plan and transparent reporting.
Service delivery interruption	Council does not adopt the Plan, resulting in an ad hoc and inconsistent approach to homelessness, limiting the Town's ability to coordinate initiatives, partnerships and community responses.	Medium	Low	TREAT by adopting the Plan to provide a clear framework for action, collaboration and monitoring.

Engagement

Internal engagement	
Relevant Officers and Responsible Teams	Staff were provided the opportunity to provide insights through a staff survey and review of the draft document.
Service Area Leadership Team (SALT)	Reviewed and provided feedback on the Plan.

Senior Management Team (SMT)	Reviewed and provided feedback on the Plan.
Communications	Consultation was conducted to promote the draft Plan to support community engagement and feedback for the public comment period.
Elected Members	Concept forum was conducted in April 2026 to seek input on Our Role, Guiding Principles and Recommendations for the development of the Plan. Collated feedback with adjustments recirculated to Elected Members via the Elected Member portal for additional feedback in June 2026. The draft Plan was shared for feedback via a portal post in July 2026. Public comment feedback and administration proposed direction shared with Elected Members via the Elected Member portal for any additional feedback early October 2026.

External engagement	
Stakeholders	Residents and local stakeholders
Period of engagement	19 August to 10 September 2026
Level of engagement	2. Consult
Methods of engagement	Online Survey
Advertising	Your Thoughts page, social media posts, newsletter updates as well as direct emails sector, networks, advisory groups, young leaders, and all stakeholder that completed initial engagement.
Submission summary	See attached Attachment 2 – Homelessness Action Plan Public Comment Engagement Report
Key findings	See attached Attachment 2 – Homelessness Action Plan Public Comment Engagement Report

Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	Increased community understanding of homelessness and reduced stigma through education and engagement.
CL3 – Accountability and good governance.	Stronger partnerships, coordination and evidence-based responses to homelessness.

Social	
Community Priority	Intended public value outcome or impact

S1 – Helping people feel safe.	Improved wellbeing, public health and safety outcomes for people experiencing homelessness and the wider community.
S2 - Collaborating to ensure everyone has a place to call home.	Increased access to support services, improved community understanding, reduced stigma, and strengthened coordinated responses to homelessness.
S3 – Facilitating an inclusive community that celebrates diversity.	A more inclusive community where people experiencing homelessness are treated with dignity, respect and understanding.

12.3 Working and Advisory Group Community Member Appointments

Location	Town-wide
Reporting officer	Manager Place Planning
Responsible officer	Coordinator Community Development Manager Community Manager Place Planning
Voting requirement	Simple majority
Attachments	**Reason for Confidentiality** This attachment is confidential in accordance with Section 5.23(4) of the *Local Government Act 1995*, as the business to be considered relates to the following: (b) Information relating to the personal affairs of an individual. 1. CONFIDENTIAL REDACTED - Advisory Group Assessment Scores CONFIDENTIAL [**12.3.1** - 10 pages]

Summary

The purpose of this report is for Council to appoint community members to all current Working and Advisory Groups, comprising of the Business Advisory Group, Hockey Working Group, Urban Forest Strategy Implementation Working Group, Integrated Transport Working Group, Access and Inclusion Advisory Group and Mindeera Advisory Group.

Recommendation

That Council, in accordance with Policy 101 Advisory and Working Groups:

1. Revises the number of community members for the Business Advisory Group from 'twelve' to 'up to seven'.
2. Appoints the following community representatives to the Business Advisory Group for a period of two (2) years to October 2028:
   a. Candidate 1
   b. Candidate 2
   c. Candidate 3
   d. Candidate 4
   e. Candidate 5
3. Appoints the following community representatives to the Hockey Working Group for a period of two (2) years to October 2028:
   a. Candidate 2
   b. Candidate 3
4. Revises the number of community members for the Urban Forest Strategy Implementation Working Group from 'six' to 'up to seven'.
5. Appoints the following community representatives to the Urban Forest Strategy Implementation Working Group, for a period of two (2) years to October 2028:
   a. Candidate 1
   b. Candidate 2
   c. Candidate 3
   d. Candidate 4

e. Candidate 5
f. Candidate 12
g. Candidate 13

6. Appoints the following community representatives to the Integrated Transport Working Group, for a period of two (2) years to October 2028:
   a. Candidate 1
   b. Candidate 2
   c. Candidate 3
   d. Candidate 4
   e. Candidate 5
   f. Candidate 6
   g. Candidate 7
7. Appoints the following community representatives to the Access and Inclusion Advisory Group, for a period of two (2) years to October 2028:
   a. Candidate 1
   b. Candidate 2
   c. Candidate 3
   d. Candidate 4
   e. Candidate 5
   f. Candidate 6
   g. Candidate 7
   h. Candidate 8
   i. Candidate 9
   j. Candidate 10
   k. Candidate 11
   l. Candidate 12
8. Appoints the following community representatives to the Mindeera Advisory Group, for a period of two (2) years to October 2028:
   a. Candidate 1
   b. Candidate 2
   c. Candidate 3
   d. Candidate 4
   e. Candidate 5
   f. Candidate 6
   g. Candidate 7
   h. Candidate 8
   i. Candidate 9
   j. Candidate 10
9. That Council authorises the Chief Executive Officer to appoint further community representatives to fill the remaining vacancies should further nominations be received.

Background

1. In August 2023, the Council endorsed revised Policy 101 Governance of Council Advisory and Working Groups which revised community membership to two (2) year terms, commencing in October 2024.
2. In October 2024, community members were appointed to the following working and advisory groups:
   a. Business Advisory Group,
   b. Hockey Working Group,
   c. Urban Forest Strategy Implementation Working Group,
   d. Integrated Transport Working Group,

e. Access and Inclusion Advisory Group, and
f. Mindeera Advisory Group.

Discussion

3. To align with the two (2) year term of community members, Expressions of Interest (EOI) were advertised for community representatives for three weeks from 27 August to 17 September 2026 for the above listed working and advisory groups.
4. EOI's were distributed to community members, community and sporting groups, Town Advisory Groups (including current and past members) and Not for Profit organisations.
5. In alignment with past EOI's, existing working and advisory group community members were invited to reapply by emailing their expression of interest to the relevant officer, and new community members were invited to apply via an on-line form which sought responses to criteria around skills, motivation and availability.
6. The below table identifies the number of community members and expressions of interest received for each working and advisory group.

Working or advisory group	Community Members as per Terms of Reference	EOI's from Existing Members	New EOIs received	Total EOIs
Business Advisory Group	12	4	1	5
Hockey Working Group	2	1	2	3
Urban Forest Strategy Implementation Working Group	6	2	11	13
Integrated Transport Working Group	Up to 9	3	4	7
Access and Inclusion Advisory Group	12	8	6	14
Mindeera Advisory Group	10	9	1	10

7. In line with Policy 101, nominations for each group were assessed by panels comprising three staff members.
8. Each applicant was assessed against the specific criteria previously endorsed by Council for that specific working or advisory group and given a score for each criteria.
9. The assessment results and recommendations have been put forward in confidential Attachment 1 Assessment Scores. Final recommendations are included in the Recommendation.

10. Business Advisory Group:
    a. Twelve community member positions available.
    b. Four existing community members submitted EOIs.
    c. One new EOI was received late, however considering this was the only EOI received and positions are available, this was assessed and deemed suitable to join the group.
    d. All existing community members and the one new candidate are recommended as community members.
    e. This leaves seven community member positions available.
    f. While the number of community members on the Business Advisory Group is currently twelve, these positions have often been challenging to fill, as seen in the number of EOIs received. It is therefore recommended to revise the number of community members in the Business Advisory Group from 'twelve' to 'up to seven'.
    g. Expressions of interest for the Business Advisory Group will remain open.

11. Hockey Working Group: All EOI's were assessed:
    a. Two community member positions available.
    b. The one existing community member submitted an EOI.
    c. Two new EOIs received.
    d. One EOI is not a resident or rate payer in the Town and is therefore ineligible.
    e. The one existing community member and the one new candidate are recommended as community members.
    f. This fills all community member positions.
    g. Insufficient EOIs were received to create a reserve list.
12. Urban Forest Strategy Implementation Working Group:
    a. Six community member positions available.
    b. Two existing community members submitted EOIs.
    c. Eleven new EOIs received.
    d. The two existing community members are recommended as community members.
    e. The top five ranking new candidates all scored 89 or over out of a possible score of 100, with candidate 4 and 5 both scoring 89.
    f. The Urban Forest Strategy Implementation Working Group has a relatively low number of community members. Considering the number of strong EOIs received, it is recommended to revise the number of community members from 'six' to 'up to seven'.
    g. Based on the above, the top five ranking new candidates are recommended as community members.
    h. This fills all community member positions.
    i. The next top two ranking EOIs, being candidates 6 and 7 were deemed suitable for the group, and are recommended to be appointed to a reserve list to be used should any community members withdraw before the end of their two-year term.
13. Integrated Transport Working Group:
    a. Up to nine community member positions available.
    b. Three existing community members submitted an EOI.
    c. Four new EOIs received.
    d. The three existing community members and the four new candidates are recommended as community members.
    e. This leaves two community member positions available.
    f. Expressions of interest for these positions will remain open.
14. Access and Inclusion Advisory Group:
    a. Twelve community member positions available.
    b. Eight existing community members submitted an EOI.
    c. Six new EOIs received.

d. The eight existing community members and the top four ranking new candidates are recommended as community members.
e. This fills all community member positions.
f. The remaining two new EOIs, being candidates 13 and 14 were deemed suitable for the group, and are recommended to be appointed to a reserve list to be used should any community members withdraw before the end of their two-year term

15. Mindeera Advisory Group:
    a. Ten community member positions available.
    b. Nine existing community members submitted an EOI.
    c. One new EOI received.
    d. The nine existing community members and the one new candidate are recommended as community members.
    e. This fills all community member positions.
    f. Insufficient EOIs were received to create a reserve list.
16. Working and advisory group membership therefore stands as follows:

Working or advisory group	Community Members as per Terms of Reference	No. Of Community Members recommended	Unfilled Positions
Business Advisory Group	12	5	7
Hockey Working Group	2	2	Nil
Urban Forest Strategy Implementation Working Group	6	6	Nil
Integrated Transport Working Group	Up to 9	7	2
Access and Inclusion Advisory Group	12	12	Nil
Mindeera Advisory Group	10	10	Nil

17. As noted above, community member positions remain available in the Business Advisory Group and the Integrated Transport Working Group. Expressions of interest for these positions will remain open and assessed on receipt.
18. To enable an efficient filling of these remaining positions, it is recommended that authorisation be granted to the Chief Executive Officer to appoint the remaining community members as EOI's are received and assessed against the relevant working group criteria.
19. It is noted that a review of Policy 101 Governance of Council Advisory and Working Groups is to be presented to Council concurrently with this report. The EOI process identified in this report is in line with endorsed Policy 101 at the time, being version 4. All future EOI processes will be guided by the endorsed Policy 101 at that time.

Relevant documents

Terms of Reference for the existing advisory and working groups

Legal and policy compliance

Policy 101 Governance of Council Advisory and Working Groups

Financial implications

Current budget impact	Not applicable
Future budget impact	Not applicable

Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial	N/A	High	Low	
Environmental	N/A		Medium	
Health and safety	N/A		Low	
Data, Information Technology and Cyber	N/A		Medium	
Assets	N/A		Medium	
Compliance Breach	N/A		Low	
Reputation	Unsuitable or ineffective representatives are chosen.	Medium	Low	TREAT the risk by assessing against criteria which relate to the role of the group and Terms of Reference. TREAT the risk by developing the capacity of representatives to provide advice and contribute.
Service delivery interruption	Not appointing representatives may limit the ability of the group to carry out their work and subsequently limit the organisations capacity to deliver against strategic objectives.	Low	Medium	TREAT the risk by appointing the recommended applicants and continuing to invite applications where additional community members are sought.

Engagement

Internal engagement	
Community Development	The team were asked to circulate the EOI information to their networks and existing advisory group members. Representatives from Community Development were involved in the review of EOIs and are supportive of the recommendation.
Place Planning	The team were asked to circulate the EOI information to their networks and existing working or advisor group members. Representatives from Place Planning were involved in the review of EOIs and are supportive of the recommendation.
Communications and Engagement	The Communications and Engagement team was engaged to prepare and deliver a communications and engagement campaign to promote the opportunity and drive applications.
Governance	The Governance Team were engaged to provide advice and input in relation to the application of Policy 101 to this EOI. In particular, whether changes to Policy 101 would impact this EOI.

External engagement	
Stakeholders	Information on the EOI was distributed to community members, community and sporting groups, Town Advisory Groups (including current and past members) and Not for Profit organisations.
Period of engagement	27 August to 17 September 2026 (three weeks)
Level of engagement	3. Involve
Methods of engagement	Existing group members: • direct email New applications were accepted in the following formats: • EOI application form • Online submission • Email submission • Video or audio submission • Face to face or telephone meeting with the relevant officer
Advertising	The Town called for expressions of interest by advertising on: • the Town website as a news item and as a rotator, • EVIBE • Organic social media (including Facebook and Instagram posts and stories • Paid social media • LinkedIn post • VIKI post

	• TV sliders • direct email to staff networks and contacts Existing group members were also asked to promote the opportunity through their networks.
Submission summary	

Working or advisory group	EOI's from Existing Members	New EOIs received
Business Advisory Group	4	1
Hockey Working Group	1	2
Urban Forest Strategy Implementation Working Group	2	11
Integrated Transport Working Group	3	4
Access and Inclusion Advisory Group	8	6
Mindeera Advisory Group	9	1

Key findings	Not applicable

Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	Community representation empowers the community and improves community outcomes.

Economic	
Community Priority	Intended public value outcome or impact
EC1 - Facilitating a strong local economy.	Business representation will improve business and economic development outcomes to the benefit of businesses and workers according to the Economic Development Strategy priorities.

Environment	
Community Priority	Intended public value outcome or impact
EN1 - Protecting and enhancing the natural environment.	Community representation will improve environmental outcomes and facilitate greater community participation in delivering change according to the Urban Forest Strategy priorities.
EN6 - Improving how people get around the Town.	Community representation will improve integrated transport outcomes and facilitate greater community participation in delivering change according to the Integrated Transport Strategy priorities.

Social	
Community Priority	Intended public value outcome or impact
S3 - Facilitating an inclusive community that celebrates diversity.	Working and Advisory Group represent the perspectives of a diverse community with varied accessibility and inclusion perspectives.

13 Chief Operations Officer reports

13.1 Leisurelife Lease area 1 - Lease offer from Healthy Strides

Location	East Victoria Park
Reporting officer	Manager Property and Facilities
Responsible officer	Chief Operations Officer
Voting requirement	Simple majority
Attachments	Attachment 1: Draft Key Terms – Healthy Strides Attachment 2: The Leisurelife Centre – Overall Leasing Space Attachment 3: Proposed Changes to Lease Area 1

Summary

This report recommends that Council authorise the Chief Executive Officer to negotiate and enter into a five-year lease with Healthy Strides Foundation for Lease Area 1 and the former crèche area within the Leisurelife Centre at 248 Gloucester Street, East Victoria Park.

Recommendation

That Council:

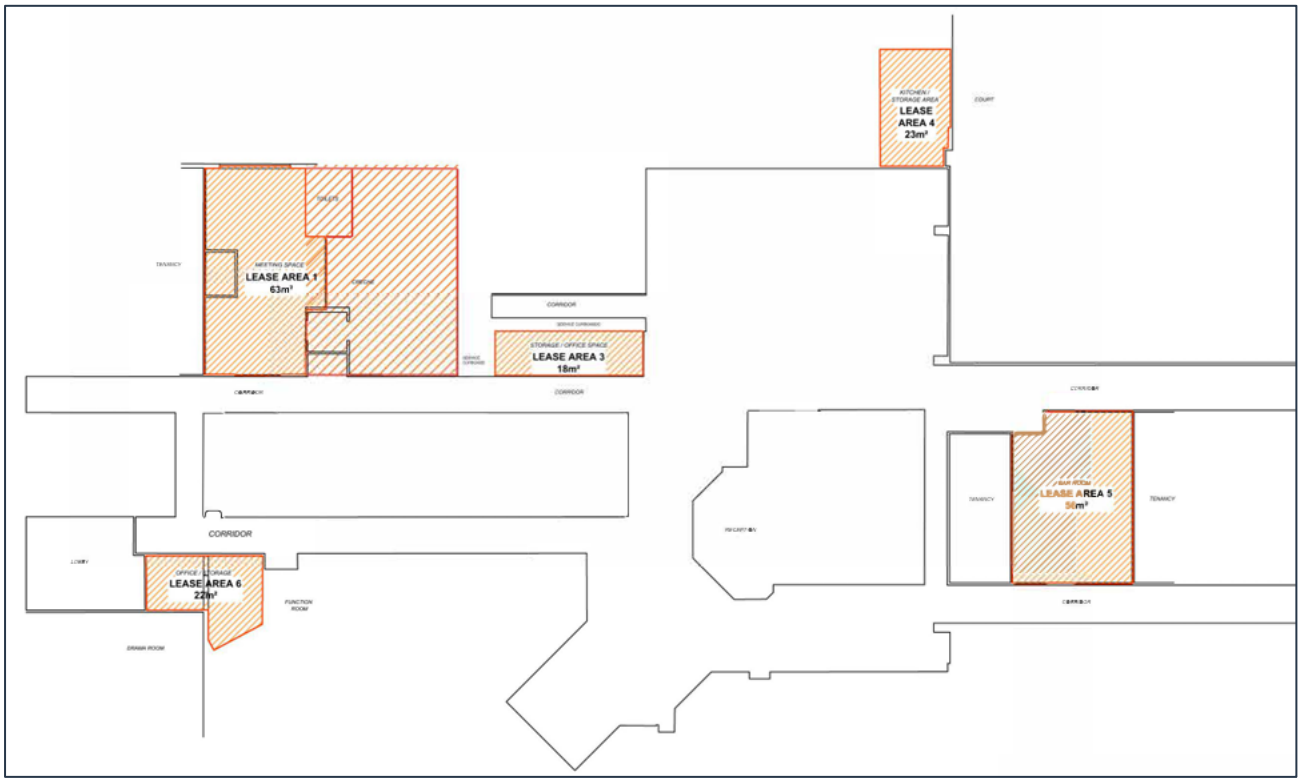
1. Authorises the Chief Executive Officer to negotiate with Healthy Strides Foundation for a lease of the space known as Lease Area 1 and the former crèche within the Leisurelife Centre, 248 Gloucester Street, East Victoria Park, consistent with the key terms outlined in Attachment 1 and in accordance with Policy 310 – Leasing and Licensing.
2. Authorises the Chief Executive Officer to execute as a deed all documents necessary to give effect to a lease arising from point 1 above, with final terms to be settled by the Town's legal representatives and incorporating any variations or amendments to key terms as considered reasonable and necessary by the Chief Executive Officer.
3. Notes that the proposed lease to Healthy Strides Foundation is exempt from section 3.58 of the Local Government Act 1995 under regulation 30(2)(b) of the Local Government (Functions and General) Regulations 1996, given its charitable objects and prohibition on member profit.

Background

1. The Leisurelife Centre at 248 Gloucester Street, East Victoria Park, provides a range of recreation and community facilities and accommodates several leases. The site is located on Lot 25 on Plan 3844, Certificate of Title Volume 728 Folio 16, and is zoned Civic and Community under Local Planning Scheme No. 2.
2. The areas known as lease area 1 and the former creche within the Centre have been under-utilised for some time. The former crèche operated from this space for many years but consistently attracted substantially lower utilisation than the Aqualife crèche. Bookings were frequently limited to one or two children, with regular instances of no bookings or no-shows. As staff were required to be rostered in advance, the service incurred staffing costs disproportionate to its level of use.
3. At the time Aqualife group fitness room was closed for renovation, classes were temporarily relocated to Leisurelife and crèche hours were extended in an effort to increase utilisation. This change did not

materially improve bookings, and public feedback seeking reinstatement of the crèche service following its closure was limited.

4. The Town subsequently trialled alternative uses for the former crèche space in allowing the community to book the space however uptake in this has been minimal and is considered that these bookings can be accommodated elsewhere within the facility to allow for a more robust use of the space.
5. At the Ordinary Council Meeting held on 15 November 2022, Council resolved to advertise for submissions of interest for the lease of four areas within Leisurelife. Several spaces were subsequently leased; however, the response for Lease Area 1 was limited. Potential applicants identified the extent of works required to the space, including the need to provide adequate separation from the adjoining crèche area, as a barrier to occupation.
6. The former creche was subsequently used for Spin classes while structural issues within the Centre were investigated and addressed. Following roof-related structural works, the space was repurposed for RPM classes. These arrangements enabled continued use of the space for Leisurelife programming with minimal disruption to the broader Centre.
7. The adjoining area (lease area 1) was previously leased for outside school hours care; however, the arrangement ended at the tenant's request after approximately six months. Since then, use through the Centre's general hire and bookings process has remained limited, with crèche-related activity generally confined to occasional group bookings, including a quarterly parenting course, and typical attendance of only two or three children. This history demonstrates the difficulty of sustaining childcare-related uses in this part of the Centre.
8. The area has remained underutilised and the Town has continued to consider opportunities to activate the space and generate greater value from the asset.
9. Site plan



Discussion

10. Healthy Strides Foundation submitted a proposal on 12 August 2026 to lease the premises and establish the Healthy Strides Community Hub. For the purposes of the proposed lease, Lease Area 1 and the former crèche area, as shown in Attachments 2 and 3, will be consolidated into a single leased premises. The final lease documentation and associated plans will use a consistent description of the consolidated premises and clearly delineate the full area to be occupied by Healthy Strides Foundation.

11. The Foundation commenced operations in 2018 following research undertaken at Princess Margaret Hospital between 2015 and 2017 into interventions for children with cerebral palsy. Based in East Victoria Park, Healthy Strides is registered with the Australian Charities and Not-for-profits Commission as a health promotion charity, holds deductible gift recipient status and is an approved NDIS provider for early childhood and therapeutic supports. Healthy Strides has advised that it currently supports approximately 297 participants annually.
12. Healthy Strides provides multidisciplinary, evidence-based rehabilitation and intensive therapy for children and young adults with neurological conditions and injuries. Its programs draw on physiotherapy, occupational therapy and speech pathology and focus on functional ability, independence, quality of life and participation in everyday activities. The organisation's existing local presence and experience with young people with complex support needs provide a relevant foundation for the proposed tenancy.
13. The proposed Community Hub would extend this work by providing a dedicated space for young people aged 15 to 24 with child-onset neurodisabilities, including cerebral palsy and rare diseases, and their families. The service model would include specialised mobility support, accessible activity space, group programs, peer mentoring, a Youth Transition Coordinator, health literacy, self-advocacy, family capacity-building and assistance to connect with existing community facilities, recreation opportunities, sporting clubs and employers.
14. The transition from paediatric to adult services can create gaps in support for young people with disability, particularly as they seek to maintain appropriate therapy, develop independence and participate more fully in community life. The proposed Hub is intended to address this identified transition point through practical support, mentoring and community connection rather than duplicating the clinical or recreation services already available at Leisurelife.
15. The proposal is considered a good fit for Leisurelife because it would place a community-focused disability service within an established recreation facility, while activating space that has attracted limited demand through previous leasing, childcare and casual-booking models.
16. The proposed Hub complements the inclusive recreation and disability services already operating at Leisurelife, including the services delivered by the Western Australian Disabled Sports Association (WADSA). Healthy Strides and WADSA have established relationships and different areas of focus, providing an opportunity for the services to operate alongside each other and potentially strengthen the range of inclusive programs and supports available at Leisurelife.
17. Officers consider there is an opportunity to make better use of the currently underutilised space while retaining flexibility for the future development of Leisurelife. The proposed Healthy Strides use is considered compatible with the Centre's existing activities and provides an opportunity to broaden the range of services available to young people with disability and their families.
18. The proposal aligns with the Town's Land Asset Optimisation Strategy (LAOS), which identifies the Leisurelife site as part of the Macmillan (District) Precinct Hub. The Strategy identifies opportunities to generate income through leasing underutilised areas within Leisurelife, while recommending that the property be retained in its current use until future redevelopment in accordance with precinct master planning and the Social Infrastructure Strategy.
19. The proposed lease would support these objectives by returning underutilised space to productive use, generating rental income and providing a community benefit through services for young people with neurological conditions and disabilities. The proposal also has potential to complement the precinct's broader focus on community, wellness and youth-friendly spaces.
20. Consistent with the Strategy's recognition of the site's potential for future redevelopment, the proposed five-year lease will need to preserve the Town's flexibility to implement future precinct planning outcomes. The lease will therefore include appropriate redevelopment provisions, including the Town's ability to terminate the lease for redevelopment in accordance with the agreed terms.
21. A market rental valuation has not been obtained for the premises. In assessing the proposed rental, officers have considered the rental arrangements applying to other occupied spaces within Leisurelife, the nature and condition of the premises, the works required to establish the proposed use and the

community-purpose nature of the tenancy. These considerations have informed the indicative rental assessment of approximately $30,000 per annum and the proposed commencing rent of $26,000 per annum plus GST and outgoings. The proposed rental is intended to provide an ongoing financial return to the Town while recognising the establishment requirements and intended community benefit of the proposed use.

22. Consistent with other leases within Leisurelife, the lessee will be responsible for applicable property outgoings, maintenance and operational responsibilities in accordance with the lease and Policy 310 – Leasing and Licensing.
23. Healthy Strides has requested an initial rent-free period of up to six months to complete its fit-out, undertake co-design and establish the service. Officers consider this time-limited concession reasonable given the current condition of the premises and the works required before the Hub can become operational. Rent would commence earlier if operations begin before the end of the six-month period.
24. The proposed rent-free period represents a time-limited rental concession to support the establishment of the Hub. Based on the proposed commencing rent of $26,000 per annum, a six-month rent-free period would represent approximately $13,000 in foregone rental income, excluding GST and any outgoings payable during that period. The actual concession would depend on when operations commence, as rent would become payable at that earlier date if the Hub opens prior to the end of the six-month period. This concession is intended to support the initial establishment of the service and is not an ongoing rental subsidy.
25. Prior to execution of the lease, the Town and Healthy Strides will confirm the scope of essential building and safety works and the proposed fit-out requirements. Healthy Strides will be responsible for funding and undertaking all works required to prepare the premises for its proposed use, subject to the Town's prior written approval and any applicable statutory approvals. The lease will clearly establish Healthy Strides' obligations in relation to the approved works, ongoing maintenance, compliance, insurance, protection of the Town's asset and reinstatement requirements. No works are to commence until the necessary approvals have been obtained.
26. There are future aspirations to introduce additional wellness programs within the space; however, these remain at an early planning stage with no firm plans or commitments. The Leisurelife Modernisation Plan currently being prepared by the Town will consider the facility’s future use and potential wellness programming opportunities. Any future programs will be considered separately through that process and are not dependent on the proposed Healthy Strides lease.
27. A five-year lease term is proposed to provide Healthy Strides with a reasonable period to establish and operate the Community Hub, while providing the Town with an opportunity to review the ongoing suitability of the arrangement over time. The proposed term balances the need for operational certainty for the lessee with the Town's responsibility to retain appropriate oversight of its property portfolio and consider future requirements for the Leisurelife Centre.
28. The intended outcomes of the proposed lease include improved utilisation of the premises, the delivery of targeted supports for young people with disability and their families, and stronger connections between participants and existing community infrastructure. These outcomes will be supported through the permitted use and reporting requirements established under the lease, together with the Town's ongoing lease management processes. This will provide an opportunity to monitor the use of the premises and the continued alignment of the tenancy with the agreed community purpose.
29. Officers consider the proposed lease provides an appropriate balance between activating an underutilised Town asset, generating an ongoing financial return and supporting a community-purpose use that complements the existing recreation, disability and community services provided from the Leisurelife Centre.

Relevant documents

Policy 310 – Leasing and Licensing

Land Asset Optimisation Strategy

Legal and policy compliance

Section 3.58 of the Local Government Act 1995 ordinarily applies to the disposal of local government property. The proposed lease is exempt under regulation 30(2)(b) of the Local Government (Functions and General) Regulations 1996 because Healthy Strides Foundation has charitable objects and its constitution prohibits the distribution of profits to members. The exemption removes the requirement to follow the public notice process in section 3.58; it does not remove the need for Council approval, appropriate due diligence or compliance with the Town's leasing policy.

Policy 310 – Leasing and Licensing applies to the negotiation and documentation of the proposed lease. The final agreement will establish the permitted use, rent and review mechanism, outgoings, approved works, maintenance, insurance, compliance, reporting, default and reinstatement requirements.

Financial implications

Current budget impact	Sufficient funds are available within the current budget to accommodate the recommendation.
Future budget impact	Following the establishment period, the Town will receive commencing annual rent of $26,000 plus GST and applicable outgoings. Rent will increase annually in accordance with CPI for the balance of the five-year term. The lease will allocate ongoing maintenance and operational costs between the parties.

Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial	The proposed lease terms, including the initial rent-free period, may result in rental income below the market return achievable from the premises. There is also a risk of financial loss if the lessee is unable to meet its lease obligations.	Low	Low	TREAT risk by establishing clear lease terms, annual CPI increases, payment of applicable outgoings by the lessee and appropriate security, insurance and default provisions. The proposed six-month rent-free period is capped and subject to a sunset provision.
Environmental	Not applicable.			
Health and safety	The premises require works and fit-out before being suitable for operation as a community hub for young people with disability. Inadequate completion or management of required works could result in injury to participants, staff or contractors.	Medium	Low	TREAT risk by identifying and addressing essential building and safety works prior to occupation, requiring Town approval of fit-out works, undertaking appropriate inspections and ensuring the lease places responsibility for operational safety, maintenance and compliance on the lessee.

Data, Information Technology and Cyber	Not applicable.			
Assets	Fit-out works, increased use of the premises and ongoing occupation may result in damage or deterioration to the Town-owned asset.	Medium	Medium	TREAT risk through pre-lease condition assessment, approval of fit-out works, clearly defined maintenance responsibilities, insurance requirements and reinstatement provisions where applicable.
Compliance Breach	Failure by either party to comply with applicable legislation, building requirements, accessibility requirements, lease conditions or Town policies could result in regulatory action, financial penalties or other liability.	Low	Low	TREAT risk by requiring all works and operations to comply with relevant legislation, approvals and Town requirements, with responsibilities clearly established in the lease. The lease will be prepared in accordance with Policy 310 – Leasing and Licensing.
Reputation	Failure of the proposed Hub to operate as intended, or community concern regarding the lease terms or use of a Town-owned facility, could adversely affect the Town's reputation.	Low	Low	TREAT risk through clear lease conditions, defined permitted use, appropriate due diligence and ongoing lease management. The proposed use provides a clear community-purpose benefit and is complementary to existing activities at Leisurelife.

Engagement

Internal engagement	
Stakeholder	Comments
Business Services	Leisure Facility staff were consulted regarding the history and use of the former crèche space, including historical booking levels, staffing implications and feedback following closure of the crèche service. The Leisure Facilities team supports the proposal. The space has not been required for an ongoing crèche service in recent years, and the team has not identified a current operational need to reactivate it for that purpose.
Place Planning	Place Planning supports the officer recommendation, as the proposed lease would activate an underutilised space while remaining consistent with Leisurelife's overall purpose.
Community	The Community team supports the proposal, noting that the Town already works constructively with Healthy Strides through initiatives including the Community Benefits Strategy and Library Services.

	The team also supports a time-limited rent-free establishment period to assist with fit-out and service development costs, as this is expected to maximise the potential community benefit and enable the activation of an underutilised Town space.
Finance	Finance supports the officer's recommendation, as the proposed lease will increase future income by activating an underutilised area.

Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL1 – Effectively managing resources and performance.	The proposal activates an under-utilised Town asset for a defined community purpose while generating ongoing rental income and supporting more effective utilisation of the Town's property portfolio.
CL3 - Accountability and good governance.	The proposed lease establishes clear commercial terms and responsibilities and will be documented in accordance with Policy 310 – Leasing and Licensing, supporting transparent and accountable management of the Town's property assets.

Economic	
Community Priority	Intended public value outcome or impact
EC2 - Connecting businesses and people to our local activity centres through place planning and activation.	The proposal activates an underutilised area within the Leisurelife Centre with a community-purpose use that complements existing recreation and disability services and supports greater participation in local community infrastructure.

Environment	
Community Priority	Intended public value outcome or impact
EN4 - Providing facilities that are well-built and well-maintained.	The proposed arrangement provides for the premises to be returned to productive use including fit-out, maintenance and ongoing management of the space.

14 Chief Financial Officer reports

14.1 Financial Statement for the period of September 2026

Location	Town-wide
Reporting officer	Manager Finance
Responsible officer	Chief Financial Officer
Voting requirement	Simple majority
Attachments	1. Financial Statement September 2026 [**14.1.1** - 25 pages]

Summary

To present to Council the Statement of Financial Activity for the period ending 30 September 2026, detailing revenue and expenditure performance as outlined in the attached report and noting the presence of material variances for the period.

The variances identified in the Monthly Financial Report for the period predominantly relate to the timing and phasing of budgets, as well as the timing differences in revenue recognition and expenditure across the financial year.

Recommendation
That Council receives the financial statements for the period ending 30 September 2026, as included in Attachment 14.1.1, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996.

Background

1. Regulation 34 of the Local Government (Financial Management) Regulations 1996 states that each month, officers are required to prepare monthly financial reports covering prescribed information and present these to Council for acceptance. Number all paragraphs from here on, not including tables.
2. As part of the monthly financial reports, material variances are reported. Thresholds are set by Council and are as follows:
   Revenue
   Operating revenue and non-operating revenue – material variances are identified where, for the period being reported, the actual varies to the budget of ±10%, where the variance is also greater than $50,000; an explanatory comment has been provided.
   Expense
   Operating expense, capital expense and non-operating expense – material variances are identified where, for the period being reported, the actual varies to the budget of ±10%, where the variance is also greater than $50,000; an explanatory comment has been provided.
3. For the purposes of explaining each material variance, a three-part approach has been applied. The parts are:
   Period variation
   Relates specifically to the value of the variance between the budget and actual figures for the period of the report.
   Primary reason(s)

Explains the primary reason(s) for the period variance. Minor contributing factors are not reported.

End-of-year budget impact

Forecasts the likely financial impact on the end-of-year financial position. It is important to note that figures in this part are 'indicative only' at the time of reporting and may subsequently change prior to the end of the financial year.

Discussion

4. The Financial Statement for the period ending 30 September 2026 complies with the requirements of Regulation 34 (Financial activity statement report) of the Local Government (Financial Management) Regulations 1996.

   It is therefore requested that Council receive the financial statement, as included in the attachment, for the period ending 30 September 2026.

Relevant documents

Not applicable.

Legal and policy compliance

Regulation 34 of the Local Government (Financial Management) Regulations 1996

Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial	Misstatement or significant error in financial statements	Medium	Low	Mitigate by performing daily and monthly reconciliations, supported by periodic internal and external audits.
Financial	Fraud or illegal transaction	High	Low	Mitigate by maintaining strong internal controls, ensuring segregation of duties, and undertaking regular internal and external audits.
Environmental	Not applicable.			
Health and safety	Not applicable.			
Data, Information Technology and Cyber	Not applicable.			
Assets	Not applicable.			
Compliance Breach	Council not accepting financial statements will lead to non-compliance	Medium	Low	Mitigate by providing clear reasoning and detailed explanations to support Council's decision making.
Reputation	Not applicable.			

Service delivery interruption	Not applicable.			

Financial implications

Current budget impact	Commentary around the current budget impact is outlined in the Statement of Financial Activity, forming part of the attached financial activity statement report.
Future budget impact	Commentary around the future budget impact is outlined in the Statement of Financial Activity, forming part of the attached financial activity statement report.

Engagement

Internal engagement	
Service Area Leaders	All Service Area Leaders have reviewed the monthly management reports and provided commentary on any identified material variance relevant to their service area.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL6 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	To make available timely and relevant information on the financial position and performance of the Town so that Council and public can make informed decisions for the future.
CL10 - Legislative responsibilities are resourced and managed appropriately, diligently and equitably.	Ensure the Town meets its legislative responsibility in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	To make available timely and relevant information on the financial position and performance of the Town so that Council and public can make informed decisions for the future.
CL3 - Accountability and good governance.	Ensure the Town meets its legislative responsibility in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

14.2 Statement of Accounts for the period ending September 2026

Location	Town-wide
Reporting officer	Manager Finance
Responsible officer	Chief Financial Officer
Voting requirement	Simple majority
Attachments	1. Accounts Paid September 2026 [**14.2.1** - 8 pages] 2. Fuel and Store Card Transactions September 2026 [**14.2.2** - 1 page] 3. Credit Card Transactions September 2026 [**14.2.3** - 2 pages]

Summary

Council is required to receive payments made from the municipal fund, payments by employees via purchasing cards each month and fuel and store card transactions under Section 13 and 13A of the Local Government (Financial Management) Regulations 1996.

1. To present the list of accounts paid by the Chief Executive Officer (CEO) under delegated authority for the period ending 30 September 2026.
2. To present the list of payments made by authorised employees using corporate credit cards for the period ending 30 September 2026.

Recommendation

That Council

1. Receives the list of accounts paid September 2026 as Attachment 14.2.1.
2. Receives the list of corporate credit card transactions September 2026 as Attachment 14.2.2.
3. Receives the list of fuel and store card transactions September 2026 as Attachment 14.2.3

Background

1. Council has delegated the Chief Executive Officer the authority to make payments from the municipal and trust funds in accordance with the Local Government (Financial Management) Regulations 1996.
2. Under Regulation 13(1) and 13A of the Local Government (Financial Management) Regulations 1996, where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or authorised an employee to use a credit, debit or other purchasing card, each payment is to be noted on a list compiled for each month showing:
   a) The payee's name
   b) The amount of the payment
   c) The date of the payment
   d) Sufficient information to identify the transaction
3. That payment list should then be presented at the next ordinary meeting of the Council, following the preparation of the list, and recorded in the minutes of the meeting at which it is presented.
4. The payment list and the associated report were previously presented to the Audit and Risk Committee. Given this Committee's scope has changed to focus more on the audit function, the payment listings will be forwarded to the Elected Members ahead of time. Any questions received prior to the finalisation of

the report will be included along with the responses within the Schedule of Accounts report for that month.

5. The list of accounts paid in accordance with Regulation 13 and 13A of the Local Government (Financial Management) Regulations 1996 is contained within the attachment and is summarised below.

Fund	Amounts
Municipal Account	
Creditors and Payroll (including EFT & Cheque payments and direct debits)	$5,479,520.74
Fuel and Store Cards	$20,432.43
Corporate Credit Cards	$14,364.11
Trust Account	Nil

Discussion

6. All accounts paid have been duly incurred and authorised for payment as per approved purchasing and payment procedures.

   It is therefore requested that Council receive the statement of accounts, as included in the attachments, for the period ending 30 September 2026.

Relevant documents

Not applicable.

Legal and policy compliance

Section 6.10(d) of the Local Government Act 1995

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

Procurement Policy

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation
Future budget impact	Not applicable.

Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk mitigation
Financial	Misstatement or significant error in Schedule of accounts.	Medium	Low	Treat risk by ensuring daily and monthly reconciliations are completed. Internal and external audits.

Financial	Fraud or illegal transactions	High	Low	Treat risk by ensuring stringent internal controls, and segregation of duties to maintain control and conduct internal and external audits.
Environmental	Not applicable.			
Health and safety	Not applicable.			
Data, information technology and cyber	Not applicable.			
Assets	Not applicable.			
Compliance breach	Not accepting schedule of accounts will lead to non-compliance.	Medium	Low	Treat risk by providing reasoning and detailed explanations to Council to enable informed decision making. Also provide the Payment summary listing prior to preparation of this report for comments.
Reputation	Not applicable.			
Service delivery interruption	Not applicable.			

Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL2 – Communication and engagement with the community	The monthly payment summary listing of all payments made by the Town during the reporting month from its municipal fund and trust fund provides transparency into the financial operations of the Town.
CL3 – Accountability and good governance.	The presentation of the payment listing to Council is a requirement of Regulation 13 & 13A of Local Government (Financial Management) Regulation 1996.

15 Committee reports

16 Motion of which previous notice has been given

17 Public participation time

18 Questions from members without notice on general matters

19 Confidential matters

20 Closure