



TOWN OF  
VICTORIA PARK

## Ordinary Council Meeting Agenda – 15 July 2025

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**WE'RE OPEN**  
VIC PARK

Please be advised that an **Ordinary Council Meeting** will be held at **6:30 PM** on **Tuesday 15 July 2025** in the **Council Chambers**, Administration Centre at 99 Shepperton Road, Victoria Park.

**Mr Carl Askew – Chief Executive Officer**  
10 July 2025

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# 1 Declaration of opening

## Acknowledgement of Country

*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.

## 2 Announcements from the Presiding Member

### 2.1 Recording and live streaming of proceedings

In accordance with regulation 14I of the Local Government (Administration) Regulations 1996, this meeting is being audio and video recorded and live streamed on the Town's website.

Under clause 39(1) of the Meeting Procedure Local Law 2019 I do not give permission for any other person to record the proceedings of this meeting. By being present at this meeting, members of the public consent to the possibility that their image and voice may be live streamed to public. Recordings are also made available on the Town's website following the meeting.

### 2.2 Public question time and public statement time

There are guidelines that need to be adhered to in our Council meetings and during question and statement time people speaking are not to personalise any questions, or statements about Elected Members, or staff or use any possible defamatory remarks.

In accordance with clause 40 of the *Town of Victoria Park Meeting Procedures Local Law 2019*, a person addressing the Council shall extend due courtesy and respect to the Council and the processes under which it operates and shall comply with any direction by the presiding member.

A person present at or observing a meeting shall not create a disturbance at a meeting, by interrupting or interfering with the proceedings, whether by expressing approval or dissent, by conversing or by any other means.

When the presiding member speaks during public question time or public statement time any person then speaking, is to immediately stop and every person present is to preserve strict silence so that the presiding member may be heard without interruption.

### **2.3 No adverse reflection**

In accordance with clause 56 of the *Town of Victoria Park Meeting Procedures Local Law 2019*, both Elected Members and the public when speaking are not to reflect adversely on the character or actions of Elected Members or employees.

### **2.4 Town of Victoria Park Meeting Procedures Local Law 2019**

All meetings of the Council, committees and the electors are to be conducted in accordance with the Act, the Regulations and the *Town of Victoria Park Meeting Procedures Local Law 2019*.

### 3 Attendance

#### **Mayor**

Mayor Karen Vernon

#### **Banksia Ward**

Cr Claire Anderson  
Cr Peter Devereux  
Cr Peter Melrosa  
Cr Lindsay Miles

#### **Jarrah Ward**

Cr Sky Croeser  
Cr Jesse Hamer  
Deputy Mayor Bronwyn Ife  
Cr Daniel Minson

#### **Chief Executive Officer**

Mr Carl Askew

#### **Chief Operations Officer A/Chief Financial Officer Chief Community Planner**

Ms Natalie Adams  
Mr Khris Yeoh  
Mr David Doy

#### **Manager Governance and Strategy Manager Business Services**

Ms Bernadine Tucker  
Mr Trent Prior

#### **Meeting Secretary Public liaison**

Ms Winnie Tansanguanwong  
Ms Tomoko Kidahashi

### 3.1 Apologies

### 3.2 Approved leave of absence

Nil.

## **4 Declarations of interest**

### **4.1 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.

### **4.2 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.

### **4.3 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

## 5 Public question time

### 5.1 Response to previous public questions taken on notice at the Ordinary Council Meeting held on 17 June 2025

**Tim Young, Victoria Park**

*1. Since 2021, the Town of Victoria Park was listed as a Refugee Welcome Zone, a commitment to welcome and support refugees into the community, uphold their human rights, and promote cultural and religious diversity. Does the Town of Victoria Park currently maintain its designation as a refugee welcome zone?*

Yes, the Town of Victoria Park continues to maintain its designation as a Refugee Welcome Zone, reaffirming our commitment to welcoming and supporting refugees, upholding human rights, and celebrating cultural and religious diversity.

*2. and if so, what actions have been taken over the last 12 months?*

The Town continues to take proactive steps to engage with and support multicultural communities, including refugees and newly arrived migrants. Our focus remains on building grassroots connections, delivering inclusive initiatives, and strengthening both internal capability and regional collaboration.

**Key actions over the past 12 months include:**

- **Refugee Week 2025:** In partnership with Ashiana Humanitarian Network and Vic Park Community Centre, we hosted the Ashiana Bazaar, a market-style event celebrating refugee contributions, with humanitarian organisations selling goods to raise funds. The event attracted around 100 participants and fostered community connection.
- **Harmony Week 2025:** Partnered with the Events team to deliver a major multicultural celebration attended by over 500 people, promoting inclusion and cross-cultural understanding. The Vic Park Library also hosted multicultural Storytime sessions.
- **Cultural Awareness Training:** Delivered "See Me, See You" training to Town staff during Harmony Week to strengthen inclusive engagement with culturally and linguistically diverse (CALD) communities. This week, the training is also being delivered to SECCA officers, enhancing regional capability and supporting shared goals under the Refugee Welcome Zone.
- **Welcoming Week 2024:** Collaborated with the CRISP program and Vic Park Community Centre to host a welcoming event for newly arrived refugees, fostering belonging and social cohesion.
- **English Conversation Circle:** The Vic Park Library continues to offer this free weekly program, providing a supportive space for people from non-English speaking backgrounds to practice English and build social networks.

These initiatives reflect the Town's ongoing commitment to fostering a welcoming and inclusive community, and to meaningful engagement with refugee and migrant communities.



## **Herb Rowe, Carlisle**

*3. Can the Town provide an update on the pending replacement of reticulation on the verge between Star Street and Mars Street, which was removed during the Archer Street redevelopment works?*

As part of the Archer Street Protected Bike Lane Stage 1A, irrigation was installed for the garden beds within the protected bike lane to support the new landscaping.

Please note that the Town has not installed irrigation in the verge area, as verge irrigation and ongoing maintenance are the responsibility of the adjoining property owner, in line with the Town's verge policy. In this case, one of the adjoining owners is the Uniting Church. Turf verges are not generally irrigated by the Town of Victoria Park. Further information on verge care and responsibilities is available on the Town's website: [Adopt a Verge – Town of Victoria Park](#)

*4. Can the Town confirm whether 68 Star Street is Town-owned land, and if so, can it address the overgrown weeds and ongoing issue of rubbish being dumped on the site?*

Yes, 64-68 Star Street is Town owned land. 68 Star St is mowed 4 times a year, the same as the Town's sump mowing schedule.

The Town encourages residents and visitors to help keep our environment clean and litter free.

If you see illegal dumping in progress, please contact our Customer Service Team on (08) 9311 8111 immediately and our Rangers will attend.

If you come across illegally dumped items which require collection, report it via the Town's website via [Illegal Dumping » Town of Victoria Park](#)

## **5.2 Public question time**

## **6 Public statement time**

## **7 Confirmation of minutes and receipt of notes from any agenda briefing forum**

### **Recommendation**

That Council:

1. Confirms the minutes of the Ordinary Council meeting held on 17 June 2025.
2. Receives the notes of the Agenda Briefing Forum held on 1 July 2025.
3. Receives the notes of the Mindeera Advisory Group meeting held on 25 June 2025.
4. Receives the notes of the Access and Inclusion Advisory Group meeting held on 18 June 2025.

## **8 Presentation of minutes from external bodies**

### **Recommendation**

That Council:

1. Receives the minutes of the Catalina Regional Council Meeting held on 17 April 2025.
2. Receives the minutes of the WALGA South East Metropolitan Zone held on 23 April 2025.
3. Receives the minutes of the Mindarie Regional Council held on 24 April 2025.
4. Receives the minutes of the Metro Inner Development Assessment Panel Meeting held on 26 June 2025.

## **9 Presentations**

### **9.1 Petitions**

### **9.2 Presentations**

### **9.3 Deputations**

## **10 Method of dealing with agenda business**

## 11 Chief Executive Officer reports

### 11.1 Council Resolutions Status Report - June 2025

<b>Location</b>	Town-wide
<b>Reporting officer</b>	Governance Officer
<b>Responsible officer</b>	Manager Governance and Strategy
<b>Voting requirement</b>	Simple majority
<b>Attachments</b>	1. Outstanding Council Resolutions Report June 2025 [ <b>11.1.1</b> - 60 pages] 2. Completed Council Resolutions Report June 2025 [ <b>11.1.2</b> - 9 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 30 May 2025 to 26 June 2025. A status update has been included by the relevant officer/s.

### Legal and policy compliance

Not applicable.

## Financial implications

<b>Current budget impact</b>	Sufficient funds exist within the annual budget to address this recommendation.
<b>Future budget impact</b>	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.
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## Further consideration

Not applicable.

## 11.2 Audit, Risk and Improvement Committee

<b>Location</b>	Town-wide
<b>Reporting officer</b>	Manager Governance and Strategy
<b>Responsible officer</b>	Chief Executive Officer
<b>Voting requirement</b>	Simple majority
<b>Attachments</b>	Nil

### Summary

The Local Government Amendment Bill 2024 proposes changes to the *Local Government Act 1995* to provide for various reforms. One of the proposed changes will be to audit committees with an improved focus as an Audit, Risk and Improvement Committee. This report seeks Council's endorsement to change the name of the Towns Audit and Risk Committee to the Audit, Risk and Improvement Committee.

#### Recommendation

That Council endorses the Audit and Risk Committee being renamed to the Audit, Risk and Improvement Committee.

### Background

1. The Department of Local Government, Sport and Cultural Industries have been informing local governments on the proposed changes to the *Local Government Act 1995*.
2. One of the proposed changes relates to audit committees.
3. Under section 7.1A of the *Local Government Act 1995*, local governments are to establish an audit committee. The Town has an established Audit and Risk Committee.
4. Under the proposed reforms, local government audit committees are to be revised as audit, risk and improvement committees (ARICs).
5. Other proposed changes include ARICs as having an independent presiding member, and if appointed, an independent deputy presiding member.

### Discussion

6. Given the imminent implementation of these reforms, it is considered timely to amend the name of the Audit and Risk Committee now.
7. Updating the committee's name at this stage will support the recruitment of external members for the positions of presiding and deputy presiding member under the appropriate and current committee title.

### Relevant documents

Not applicable.

### Legal and policy compliance

[\*Local Government Amendment Act 2024\*](#)

## Financial implications

Current budget impact	Nil.
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 adopting a name change for the committee will be a breach of the Local Government Act 1995	Minor	Low	Treat the risk by amending the title of the Committee as required.
Reputation			Low	
Service delivery interruption			Medium	

## Engagement

Nil.

## Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL3 - Accountability and good governance.	Compliance with legislative changes enhances accountability and good governance.

**Further consideration**

Not applicable.



## 11.3 Policy 025 amendments - Independent Committee Members

<b>Location</b>	Town-wide
<b>Reporting officer</b>	Manager Governance and Strategy
<b>Responsible officer</b>	Chief Executive Officer
<b>Voting requirement</b>	Simple majority
<b>Attachments</b>	1. Policy 025 Independent Committee Members amended [ <b>11.3.1</b> - 4 pages]

### Summary

This report recommends amending Policy 025 Independent Committee Members, to align with legislative changes regarding the appointment of an independent person to Chair, and be Deputy Chair of the Towns Audit Risk and Improvement Committee.

#### Recommendation

That Council approves the changes to Policy 025 Independent Committee Members as per Attachment 1.

### Background

1. Local government reform has meant that significant changes will be made to the *Local Government Act 1995* and associated regulations.
2. One of the proposed changes will be to chairing of meetings for Audit Risk and Improvement Committees.
3. Later this year it is expected that legislation will be introduced, requiring the Chair and Deputy Chair of Audit Risk and Improvement Committees to be independent committee members. That is, they cannot be a Council member or a staff member of any local government.
4. In 2024, legislative changes meant that independent committee members were entitled to an allowance, as determined by the Salaries and Allowances Tribunal.
5. Policy 025 - Independent Committee Members, currently contains a provision that independent committee members are to be paid the maximum amount payable under the Salaries and Allowances Tribunal determinations. However, this provision has not taken into consideration that a Chair and Deputy Chair must be appointed.

### Discussion

6. Policy 025 has been amended to reflect the acknowledgement of the different roles independent members undertake on Committees. The changes reflect that the independent Chair of a Committee is entitled to 100% of the maximum amount allowable as determined by the Salaries and Allowance Tribunal and the Deputy Chair to 80% of the maximum amount allowable.

### Relevant documents

Not applicable.

# Legal and policy compliance

Local Government Amendment Act 2024

## 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			Low	
Reputation	Payment to independent committee members that is not reflective of their position on the Committee may cause reputational risks for the Town.	Minor	Low	Treat the risk by amending the policy to have different levels of payment for the external committee members commensurate with their role.
Service delivery interruption			Medium	

## Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL3 - Accountability and good governance.	Acknowledging the different roles of Chair and Deputy Chair through allowances reflects good governance practices.

**Further consideration**

## 12 Chief Community Planner reports

### 12.1 Revocation of Local Planning Policy 27 'Building Height Controls'

<b>Location</b>	Town-wide
<b>Reporting officer</b>	Planning Officer – Urban Planning
<b>Responsible officer</b>	Manager Development Services
<b>Voting requirement</b>	Simple majority
<b>Attachments</b>	1. Local- Planning- Policy-27- Building- Height- Controls [12.1.1 - 1 page]

#### Summary

This report is to consider the review of Local Planning Policy No. 27 'Building Height Controls' (LPP 27). A review of LPP27 has found that its content is either redundant or has been superseded by provisions contained in new or amended higher order planning instruments. The Town's Administration recommends that this policy be revoked by the Council.

#### Recommendation

That Council revokes Local Planning Policy No.27 - "Building Height Controls" in accordance with Schedule 2, Part 2, Clause 6 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

#### Background

1. The Vic Park Planning Program outlines the Town's plan for updating and maintaining a contemporary urban planning framework, based on the Local Planning Strategy. The program includes the development of Local Planning Scheme No.2 (LPS2), Precinct Structure Plans, Local Development Plans and Local Planning Policies (LPPs).
2. LPPs are important planning instruments, adopted by Council, that help the Town set clear expectations for development standards and provide direction to applicants on how the Town may exercise discretion in assessing development proposals.
3. The State Administrative Tribunal has determined that the age of a LPP has a direct relevance to the weight to be afforded to it. Therefore, it is important that regular reviews of LPPs are undertaken to ensure that they remain current and consistent with contemporary legislation and relevant to achieving the Town's strategic objectives.
4. The Local Planning Policy Review Sub-Program is an important component of the Vic Park Planning Program and provides strategic oversight and processes for the making, evaluation and management of the Town's LPPs.

5. In 2023, the Local Planning Policy Review Sub-Program included a high-level review of the Town's existing suite of 33 LPPs and found that approximately half have not been reviewed within the last 4 years.
6. The high-level review has identified several LPPs not reviewed for over 10 years as priorities for review.
7. Three policies identified by the review were subsequently rescinded at the Town's Ordinary Council Meeting that occurred on 20 February 2024. LPP 27, the subject of this report, remained outstanding as its revocation was contingent of the adoption of LPS2 to ensure that sufficient building height controls remained in the interim.

## Discussion

8. Under the Town's previous planning framework, Town Planning Scheme No. 1 did not prescribe building height limits for all areas of the Town, and in conjunction with other applicable planning instruments, resulted in there being no maximum building height limits for certain areas. This gap in the planning framework was addressed through the adoption of LPP 27 which contains guidance regarding the application of building height limits, where there is no building height limits applicable under the below requirements:
  - Town Planning Scheme Precinct Plan
  - Local Planning Policy
  - Residential Design Codes
9. The policy provides direction by requiring any application for planning approval to be assessed having regard to the height controls contained in an Urban Design Study prepared by Hames Sharley dated October 2000 and approved by Council on 12 December 2000, in relation to the following locations:
  - The 'Office/Residential Zone' within Precinct P2 'Burswood Precinct'.
  - Precinct P7 'Lathlain Precinct'.
  - Precinct P8 'Carlisle Precinct'.
  - Precinct P9 'Welshpool Precinct'
10. The policy has not been reviewed since its initial adoption in 2002.
11. The Policy is no longer relevant. Building height limits apply to all zoned land through either Local Planning Scheme No. 2 (LPS 2) or the R-Codes as follows :
  - For all residential development and mixed-use development, building height limits are set under Volume 1 and Volume 2 of the R-Codes unless addressed elsewhere in the planning framework.
  - Building height limits apply where prescribed by a precinct structure plan, structure plan or local development plan.
  - For non-residential development on land zoned Residential, Mixed Use, Local Centre or District Centre (not covered by a precinct structure plan, structure plan or local development plan) building height limits are set under Schedule C, ASR2 of LPS2.
  - For development on land zoned Light Industry (not covered by a precinct structure plan, structure plan or local development plan) building height limits are set under Schedule C, ASR3 of LPS2.

- Building height limits for specific lots are set under Schedule C, ASR4 through to ASR16 of LPS2.
12. The policy is no longer required as building height limits are now adequately covered elsewhere in the planning framework.
13. In view of the above, Local Planning Policy No.27 - "Building Height Controls" is no longer required and can be removed from the Town's Local Planning Framework. It is recommended that LPP27 be revoked by Council.

## Relevant documents

[State Planning Policy 7.3 - Residential Design Codes Volume 1](#)

[State Planning Policy 7.3 - Residential Design Codes Volume 2](#)

[Town of Victoria Park – Local Planning Scheme No. 2](#)

## Legal and policy compliance

14. The Planning and Development (Local Planning Schemes) Regulations 2015 at Schedule 2, Part 2, clause 6 does not require the revocation of a local planning policy to be advertised for public comment.
15. Should Council decide to revoke LPP No.27, a notice of revocation published within a local newspaper circulating within the Town is required to give effect to the revocation.

## Financial implications

<b>Current budget impact</b>	Sufficient funds exist within the annual budget to address this recommendation.
<b>Future budget impact</b>	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	The Council refuse to endorse recommendation to revoke local planning policies reducing the	Low	Low	Treat - Provide clear information to Council on the purpose of proposed revocation of the LPPs. Accept the risk and act on any further instructions from the Council.

	legibility of the Town's local planning framework.	
Service delivery interruption	Not applicable	Medium

## Engagement

Internal engagement	
Stakeholder	Comments
Place Planning	Support the policy being revoked

## Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL3 - Accountability and good governance.	The regular review of local planning policies improves the overall legibility of the planning framework.

Environment	
Community Priority	Intended public value outcome or impact
EN3 - Enhancing and enabling livability through planning, urban design and development.	The regular review of local planning policies ensures that the local planning framework remains contemporary and aligned with the Town's strategic planning, urban design and development objectives.

## Further consideration

Not applicable.

## 12.2 Adoption of Local Planning Policy 47 'Tree Retention' and Local Planning Policy 45 'Tree Planting for Non-Residential Development'. Revocation of Local Planning Policy 39 'Tree Planting and Retention'

<b>Location</b>	Town-wide
<b>Reporting officer</b>	Coordinator Strategic Planning and Economic Development
<b>Responsible officer</b>	Manager Place Planning
<b>Voting requirement</b>	Simple majority
<b>Attachments</b>	<ol style="list-style-type: none"><li>1. Draft LP P 47 - Tree Retention [<b>12.2.1</b> - 5 pages]</li><li>2. Draft revised LP P 45 - Tree Planting for Non Residential Development [<b>12.2.2</b> - 4 pages]</li><li>3. Draft revised LP P 23 - Bicycle Parking, Car Parking and Access for Non-Residential Development [<b>12.2.3</b> - 9 pages]</li><li>4. Schedule of Submissions - LP P 39 and LP P 45 [<b>12.2.4</b> - 24 pages]</li><li>5. Unwanted tree species list [<b>12.2.5</b> - 2 pages]</li></ol>

### Summary

This report is presented to Council to consider public submissions received in response to the advertising of new Local Planning Policy 47 'Tree Retention' (LPP47) and draft Local Planning Policy 45 'Tree Planting for Non-Residential Development' (LPP45).

Should Council resolve to adopt LPP47 and LPP45 they will supersede the existing LPP39 - Tree Planting and Retention which will be revoked.

### Recommendation

That Council:

1. Adopts Local Planning Policy 47 - 'Tree Retention' at Attachment 1, Local Planning Policy 45 'Tree Planting for Non-Residential Development' at Attachment 2 and revised Local Planning Policy 23 'Bicycle Parking, Car Parking and Access for Non-Residential Development' at Attachment 3 pursuant to Schedule 2, Part 2, Clause 4 (3) of the Planning and Development (Local Planning Schemes) Regulations 2015.
2. Adopts the Unwanted Tree Species List at Attachment 5 as an addendum to Local Planning Policy 47 - 'Tree Retention'.
3. Revokes Local Planning Policy 39 'Tree Planting and Retention' in accordance with Schedule 2, Part 2, Clause 6 of the Planning and Development (Local Planning Schemes) Regulations 2015.
4. Notes the submissions received at Attachment 4 and requests the CEO to advise submitters of the Council's decision.

### Background

1. At its meeting held 19 November 2024, Council resolved (Resolution 278/2024) to advertise draft Local Planning Policy 47 - 'Tree Retention' (LPP47) and draft Local Planning Policy 45 - 'Tree Planting for Non-



Residential Development’ (LPP45). The relevant Council report that provides the full background and rationale for the proposed policies is provided in the Relevant Documents part of this report.

2. Following Council’s resolution to endorse LPP47 and LPP45 for public advertising, the draft policies were advertised between 21 November and 19 December 2024 (28 days).

Discussion

Submissions

3. At the close of the advertising period, 112 submissions were received with responses identifying their support or non-support for each policy as detailed below:

LPP47 Tree Retention:

- 71% of respondents SUPPORT the draft policy
- 24% of respondents OPPOSE the draft policy
- 5% of respondents are NEUTRAL/UNSURE of their support for the draft policy

LPP45 Tree Planting for Non-Residential Development:

- 83% of respondents SUPPORT the draft policy
- 10% of respondents OPPOSE the draft policy
- 7% of respondents are NEUTRAL/UNSURE of their support for the draft policy

4. All submissions received during the advertising, as contained in Attachment 4, have been reviewed. A summary of the comments and key themes raised across submissions relating to the policies as well as the Town’s response are provided in the tables below.

LPP47 Tree Retention:

Issue	Summary of submissions	Town Response
Loss of trees on private land	Support for retaining trees on private land to achieve benefits, including: <ul style="list-style-type: none"><li>- Reduced urban heat island effect.</li><li>- Improving air quality</li><li>- Supporting biodiversity and habitat</li><li>- Improving neighbourhood amenity</li><li>- Improving public health and wellbeing</li><li>- Economic benefits</li></ul>	Note: The Town recognises the environmental, economic and social benefits associated with the retention of mature trees.
Impinging on property rights	Concerns that the regulation of trees on private land unduly impinge on the rights of individual property owners to make decisions about the use of their land.	The balance between private property rights and the public interest is a fundamental challenge of urban planning.  The Town recognises that the regulatory intervention for tree retention needs to be

		<p>balanced against the rights of individual property owners to make decisions about the use and enjoyment of their land.</p> <p>In considering whether to adopt LPP47, Council needs to consider the benefits of private property rights against the policies regulatory approach that may otherwise protect social and environmental aspects of the urban environment.</p> <p>The Town considers that the retention of mature trees results in public benefit by virtue of reduced urban heat, streetscape character, neighbourhood amenity and increased biodiversity therefore is appropriate to regulate via the local planning framework in the absence of State Government legislation.</p>
<b>Size of regulated trees</b>	Support for the proposed size of regulated trees.	<p>LPP47 has been prepared based on the WALGA's Tree Retention Model Local Planning Policy to achieve a consistent policy basis for regulating trees on private land in the absence of State legislation.</p> <p>The size of tree to be regulated was chosen to reflect larger sized trees which contribute to the Town's urban canopy. The loss of large canopy trees is considered to have the greatest impact on amenity and as such, the proposed criteria for a Regulated Tree was seen as an appropriate balance between protecting the most valuable canopy trees and impacting residents' ability to manage vegetation on their properties.</p>
	Opposition to regulating trees of any size	
	Requests to reduce the defined size of regulated trees to capture more trees or that all trees should be regulated	
<b>Matters given or not given due regard</b>	Concerns that the impact of a tree on solar installations will not be supported as justification for tree damaging activity	<p>The impact of trees on solar panels or allergies is not considered justifications for tree removal of regulated trees. LPP47 allows for 'maintenance pruning' which can assist with mitigating against these concerns.</p>
	Concerns that allergies to a tree will not be supported as justification for tree damaging activity	

<b>Tree maintenance inconvenience, cost and safety concerns</b>	<p>Concerns related to maintenance associated with retaining large trees such as:</p> <ul style="list-style-type: none"> <li>- managing leaf litter and removing minor branches</li> <li>- property damage from limb failure</li> <li>- tree roots undermining the structural integrity of buildings.</li> <li>- Increased risk of bushfire</li> </ul>	<p>Under LPP4 'maintenance pruning' is defined allowing all general maintenance that does not adversely affect the health of the tree and is exempt from requiring development approval.</p> <p>Safety risks due to potential limb failure and infrastructure and/or structural damage are also matters to be considered in the assessment process.</p> <p>The policy also exempts tree damaging activity where the works are required for public safety or form part of a bushfire management plan.</p>
	<p>Concerns that being required to engage qualified arborists or structural engineers to assess trees will add undue costs to property owner.</p> <p>Concerns that retaining large trees will increase insurance premiums</p>	<p>The policy only requires development applications be supported by an arborist report if the application for the removal of the tree is on the grounds it is either unhealthy or unsafe.</p> <p>How insurance companies choose to consider trees is not a planning matter and is outside the scope of the policy.</p>
	<p>Statements that local government should focus on retaining and planting tree canopy of public land</p>	<p>Whilst the Town will continue planting trees on public land achieving the Urban Forest Strategies goals for urban canopy cover cannot be achieved in the absence of retaining mature canopy on private land.</p>
<b>Incentives to retain trees</b>	<p>Request for more incentives to retain trees on private land:</p> <ul style="list-style-type: none"> <li>- Rate reductions</li> <li>- Split zoning or development concessions</li> <li>- Reduced development fees</li> </ul>	<p>The Town's existing policy LPP39 on tree planting and retention on private land takes an incentive-based approach offering development concessions to promote the retention of trees on private land. The incentives offered have been found to be relatively ineffective. Therefore, the Council has opted to pursue a regulatory approach in the revised LPP47.</p> <p>Rate reductions, reduced development fees or subsidies for maintenance of regulated trees is outside the scope of the WALGA Model LPP and would need to be investigated separately to this policy.</p>
	<p>Statements that the Town should be funding maintenance costs where a tree is required to be retained</p>	
<b>Disincentive to planting trees</b>	<p>Concerns that the policy will act as a disincentive to landowners</p>	<p>It is a possibility that the policy may act as a disincentive to some landowners to plant</p>

<b>and pre-emptive tree removals</b>	planting trees on private land or will undertake maintenance on tree to keep them below the size that the trees are regulated	trees or undertake maintenance so keep trees below the size that is regulated by the policy, however, the Town considers these instances are likely to be limited with minimal impact on promoting overall canopy on private land. Nonetheless it is important the Town monitors the impact of the Policy into the future.
	Concerns property owners may undertake pre-emptive tree removals in anticipation of regulation	The Town recognises that there is a possibility that trees may be pre-emptively removed by some landowners creating undue canopy loss. The Town considers these instances are likely be limited with minimal impact on promoting overall canopy on private land, however, providing clear communications explaining the rationale and requirements of the policy explanation will assist in mitigating against this risk.
<b>Impact on achieving dwelling targets and limiting development</b>	Concerns the policy may negatively impact housing supply	<p>The Town considers that the policy strikes an appropriate balance between development and tree retention. Notably, the General Requirements of the policy allow for a pragmatic approach in the assessment process with due regard to be given to:</p> <p><i>e) The location of the tree within the development site and capacity for a modified building design or subdivision to maximise tree retention;</i></p> <p><i>f) In the opinion of the Town, the redesign of the development to accommodate the regulated tree is unfeasible.</i></p>
<b>Administration and Enforcement</b>	Concerns that the policy introduces unnecessary red tape, will be costly to administer and difficult to enforce	<p>Introducing any regulation brings costs associated with administration and enforcement to ensure the effectiveness of the policy.</p> <p>The costs associated with administering LPP47 are uncertain. The Town will monitor the number of development applications and cost of compliance/prosecution actions resulting from the policy for consideration in future budgeting.</p> <p>The Town recognises that it may be difficult to enforce some aspects of the policy.</p>

<b>LPP45 – Tree planting requirements</b>		Proving whether a former tree (for the purposes of prosecution) meet the criteria within LPP47 as being a regulated tree or that the tree damaging activity did not constitute maintenance pruning may reduce its overall effectiveness.
	<p>Concerns related to maintenance obligations for businesses and landowners resulting from requirements for additional vegetation at commercial properties.</p> <p>Concerns that additional trees will reduce the number of parking spaces that can be provided.</p> <p>Concerns as to whether car parks are the best places for tree planting.</p>	<p>The Town has adopted an 'Open Option' approach in part to allow for space to be made available for purposes other than parking such as tree planting. Businesses and landowners can choose how much parking they provide whilst meeting other development requirements.</p> <p>LPP45 requires trees planted within car park areas to be planted in reticulated tree growth zones of a suitable size and depth to promote tree health.</p>

#### Modifications

5. Through the consultation process various views were shared on LPP47 and LPP45, however, comments generally related to support or non-support for the principle of regulating trees on private land rather than specific requests for modifications to the provisions of either policy.
6. LPP4 is based on the WALGA model local planning policy for tree retention, that was developed to provide a consistent policy settings and provisions for regulating trees on private land to reduce uncertainty for decision makers, proponents, and communities. It is important that LPP47 maintains a high degree of consistency with the WALGA model policy therefore no material modifications are proposed to either policy in response to submissions.
7. General administrative modifications are proposed to amend any spelling, grammar or formatting inconsistencies.

#### Unwanted Tree Species List

8. Several submissions raised concerns that certain species of trees that may be considered undesirable, such as introduced species or those that offer minimal canopy or environment benefit, will require development approval under the policy.
9. The policy includes an exemption under Clause 5.1(e) from requiring development approval where the tree is included on the State Weed Register or a local Unwanted Species List as determined by the Town.
10. The Town has drafted an Unwanted Tree Species List, as contained in Attachment 5 and listed below, to serve as an addendum to LPP47, to identify species that will be exempt from requiring development approval for tree damaging activities.

Scientific Name	Common Name	Reason
Aceraceae	Palm Tree (All species)	It offers minimal canopy cover or environmental value and often attracts pests such as the rainbow lorikeet or rats.
Plumeria	Frangipani	Low branching habit which offers minimal canopy cover or environmental value.
Schinus terebinthifolius	Broad Leaf Pepper Tree Brazilian Pepper Tree	Introduced species with weed-like attributes, spreading particularly quickly in natural environments where it can form dense thickets that shade out and smother native vegetation. This tree species can cause management issues within the Town's reserves
Robinia pseudoacacia	Robinia Mop Top Robinia Black Locust	Introduced species that is extremely susceptible to infestation and is a reproductive hosts of the Polyphagous Shot Hole Borer increasing the infestation risk to surrounding trees.

#### Inconsistency in rate of trees to be provided in car parks

11. In endorsing draft LPP45 for public advertising, Council passed a resolution (278/2024) to amend the policy's provisions relating to the rate of trees required to be planted in uncovered at-grade car parking areas. The amendment increased the requirement for the rate of trees to be provided from one (1) tree for every four (4) car bays to one (1) tree to be provided for every two (2) car bays.
12. Local Planning Policy No.23 - Bicycle Parking, Car Parking and Access for Non-Residential Development (LPP23), adopted by Council in September 2024, also contains development provisions related to the rate of trees to be planted in uncovered at-grade parking areas. LPP23 requires that "*Uncovered at-grade parking areas shall include shade trees at a minimum rate of one medium tree every four bays.*"
13. To ensure consistency between the Town's local planning policies should Council resolve to adopt LPP45, inclusive of the requirement for 1 tree for every two (2) car bays, the corresponding provisions of LPP23 should be amended accordingly as per Attachment 3 – revised LPP23 - Bicycle Parking, Car Parking and Access for Non-Residential Development.

#### Recommendation

14. It is recommended that Council formally adopt revised LPP47 as modified and contained in Attachment 1, LPP45 as modified and contained in Attachment 2 and LPP23 as modified in Attachment 3 as well as endorsing the Unwanted Tree Species List contained in Attachment 5.

## **Relevant documents**

[Town of Victoria Park - Local Planning Strategy](#)

[Town of Victoria Park – Urban Forest Strategy](#)

[Town of Victoria Park – Climate Emergency Plan](#)

Legal and policy compliance

Planning and Development (Local Planning Scheme) Regulations 2015

15. The adoption or amendment of a Local Planning Policy must be undertaken in accordance with deemed clauses 4 and 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, including:
- Publication of a notice in accordance with deemed clause 87;
  - Community consultation for a period of not less than 21 days after the day on which the notice is first published; and
  - Consideration of public submissions and a Council resolution to proceed with the new or amended policy with or without modifications, or not to proceed.
16. As per deemed clause 4(5) and 6(b), the adoption of a new or revised local planning policy, or the revocation of an existing policy, takes effect upon the publication of a notice in accordance with deemed clause 87.

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation
Future budget impact	<p>The future budget impacts of adopting this policy are uncertain and will be determined by various factors including:</p> <ul style="list-style-type: none"><li>▪ The rate of tree damaging activity and awareness of the introduction of the regulation of trees on private land and the subsequent volume of development applications received.</li><li>▪ The rate of non-compliance and subsequent enforcement actions (including prosecution if required).</li></ul> <p>The Administration will monitor the number of development applications, monitoring and enforcement implications of the policy for consideration in future budget requests and workforce planning.</p>

Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial	Introducing policies to regulate trees on private land may increase legal costs for prosecution actions required because of non-compliance.	High	Low	ACCEPT – monitoring the number and cost of prosecution actions resulting from the policy for consideration in future budgeting.

Environmental	The Council refuses to adopt LPP47 and/or LPP45 and is without an appropriate planning instrument to regulate trees on private property, the Town has limited ability to protect tree canopy on private property.	Medium	Medium	TREAT – by adopting LPP47 and LPP45
Environmental	Trees are removed pre-emptively by landowners resulting in an undue loss of tree canopy.	Medium	Medium	TREAT – by providing clear communications explaining the rationale and requirements of the policy including explanation that the tree removal is not always prohibited by the policy and the specific criteria for which removal of a regulated tree will be assessed.
Health and safety	Not applicable		Low	
Data, Information Technology and Cyber	Not applicable		Medium	
Assets	Not applicable		Medium	
Compliance Breach	Not applicable		Low	
Reputation	The Council refuses to adopt LPP47 and/or LPP45 and is without an appropriate planning instrument to regulate trees on private property does not meet community expectations or reflect the Town's strategic objectives for maintaining urban canopy cover	Medium	Low	TREAT – by adopting LPP47 and LPP45
Service delivery interruption	Introducing policies to regulate trees on private land will increase the number of development applications requiring assessment by the Town (as well as any prosecution action required because of non-compliance). The resourcing implications of	Medium	Medium	ACCEPT – should the proposed LPPs be adopted by Council the Administration will monitor the number of development applications and prosecution actions and the impact on service delivery for consideration in future workforce planning



this on existing service delivery is uncertain.

## Engagement

Internal engagement	
Stakeholder	Comments
Place Planning	Liaison in preparation of revised LPP47 and new LPP45 to ensure alignment with key strategies and plans – particularly the Urban Forest Strategy.
Urban Planning	Liaison in preparation of revised LPP47 and new LPP45.
Infrastructure Operations (Parks)	Liaison in preparation of revised LPP4 and new LPP45 including the preparation of the Unwanted Tree Species List

External engagement	
Stakeholder	General community – residents, landowners, businesses
Period of engagement	21 November – 19 December 2024
Level of engagement	Consult
Methods of engagement	YourThoughts engagement platform Phone calls and counter enquiries
Advertising	<p>The following activities were undertaken to promote the public advertising of LPP47 and LPP45:</p> <ul style="list-style-type: none"> <li>Public notice (Town website)</li> <li>Online advertising (YourThoughts)</li> <li>Public notice (Admin/Library) noticeboards</li> <li>Public inspection of policy (Admin/Library)</li> <li>2x newspaper advertisements during the advertising period</li> <li>Inclusion in e-newsletter items (eVibe) during the advertising period.</li> <li>3x dedicated social media posts (22 November, 13 and 18 December 2024) plus inclusion in 'Weekly Outlook' posts during the advertising period.</li> </ul>

Submission summary	<p>At the close of the advertising period, 112 submissions were received on the draft policies as detailed below:</p> <p><u>LPP47 Tree Retention:</u></p> <ul style="list-style-type: none"> <li>71% of respondents SUPPORT the draft policy</li> <li>24% of respondents OPPOSE the draft policy</li> <li>5% of respondents are NEUTRAL/UNSURE of their support for the draft policy</li> </ul> <p><u>LPP45 Tree Planting for Non-Residential Development:</u></p> <ul style="list-style-type: none"> <li>83% of respondents SUPPORT the draft policy</li> <li>10% of respondents OPPOSE the draft policy</li> <li>7% of respondents are NEUTRAL/UNSURE of their support for the draft policy</li> </ul> <p>A full list of submissions is available at Attachment 4 – Schedule of Submissions</p>
Key findings	A variety of views were shared in submissions. The key issues/themes are listed and responded to in the Discussion part of this report.

## Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	Advertising of draft revised LPP47 and LPP45 has provided the community with the opportunity to have their say on the proposed planning controls for the regulation of trees on private land within the Town.

Environment	
Community Priority	Intended public value outcome or impact
EN1 - Protecting and enhancing the natural environment.	LPP4 and LPP45 set out the objectives and requirements for the regulation of trees on private land to support the planting and retention of trees within the Town to achieve strategic goals for urban canopy cover.
EN3 - Enhancing and enabling liveability through planning, urban design and development.	LPP47 and LPP45 set out the objectives and requirements for the regulation of trees on private land to support the planting and retention of trees within the Town to achieve strategic goals for urban canopy cover.

## Further consideration

At the Agenda Briefing Forum meeting held on 1 July 2025, the following information was requested:

### Approach to adoption and revocation of policies

Q. At the Agenda Briefing Forum questions were asked as to whether the Council resolution should be worded to revoke the existing LPP39 and adopt the new policy as a separate document, rather than simply amending the current one on the basis that the current LPP39 from 2020 is significantly different from the new proposed policy.

A. The Administration support this approach and accordingly assigned a new policy number (No.47) to the proposed Local Planning Policy – Tree Retention.

This report, including the officer recommendation and relevant attachments, has been updated to reflect the newly assigned policy number.

#### Waiving of Development Application fees

Q. Provide response to request for information *'Would the Council be able to consider waiving the \$147 development application fee for the first 12 months after adopting this policy, to encourage more people to apply for approval without financial barriers?'*

A. Regulation 52 of the *Planning and Development Regulations 2009* stipulates that a local government may waive or refund, in whole or in part, payment of any fee for a planning service.

The Council could request the Administration to waive the \$147 fee that would apply to the determination of a development application related to tree damaging activity.

This could be achieved through adding the following to the Council's resolution:

'That the \$147 fee for the determination of development applications, where the application is only required for tree damaging activity, is waived until [date].'

#### Upgrading Town's tree canopy mapping system

Q. *Provide more information on the cost of upgrading the Town's canopy mapping system to align with the LPP47 criteria to support the public to identify regulated trees.*

A. The Town's canopy mapping tools, currently provided by ArborCarbon, can be calibrated to capture data to reflect the height and canopy specifications for a regulated tree.

Initial investigations with ArborCarbon suggest that the cost to undertake this calibration and add the data to the Town's current canopy mapping will be minimal and can be included within the next data capture as part of the Urban Forest program.

Sufficient funds exist within the annual budget to undertake this activity.

## 12.3 Adoption of Local Planning Policy 46 'Sustainable Development' and revocation of Local Planning Policy 36 'Climate Control (Energy Efficiency)'

<b>Location</b>	Town-wide
<b>Reporting officer</b>	Senior Planning Officer
<b>Responsible officer</b>	Manager Development Services
<b>Voting requirement</b>	Simple majority
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Attachment 1 - Draft LPP46 July 2025 [<b>12.3.1</b> - 32 pages]</li> <li>2. Attachment 2 - Schedule of submissions - LPP 46 [<b>12.3.2</b> - 100 pages]</li> <li>3. Attachment 3 - Table 1 comments and responses [<b>12.3.3</b> - 26 pages]</li> <li>4. Attachment 4 - LPP 46 Part A - Summary brochure [<b>12.3.4</b> - 1 page]</li> <li>5. Attachment 5 - Draft LPP46 as advertised [<b>12.3.5</b> - 14 pages]</li> <li>6. Attachment 6 - LPP 36 - Climate Control [<b>12.3.6</b> - 1 page]</li> </ol>

### Summary

The purpose of this report is to seek Council's adoption of draft Local Planning Policy 46 'Sustainable Development' (LPP46).

This report is presented for Council to consider the public submissions received in response to the advertising of draft LPP46. The Town's Administration recommends that minor modifications be made to the draft policy in response to public submissions and input from the Town's Design Review Panel, and that the draft revised policy at Attachment 1 be adopted by the Council.

Should Council resolve to adopt the draft LPP46 it will supersede LPP36 'Climate Control (Energy Efficiency)' which is recommended to be revoked.

### Recommendation

That Council:

1. Notes the public submissions received on draft Local Planning Policy 46 'Sustainable Development'.
2. Adopts draft modified Local Planning Policy 46 - 'Sustainable Development' at Attachment 1 pursuant to Schedule 2, Part 2, Clause 4 (3) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
3. Consents to draft modified Local Planning Policy 46 - 'Sustainable Development' at Attachment 1 taking effect on 8 January 2026 pursuant to Schedule 2, Part 2, Clause 4 (5) of the *Planning and Development (Local Planning Schemes) Regulations 2015* so as to allow sufficient time for public education and awareness.
4. Revokes Local Planning Policy 36 'Climate Control (Energy Efficiency)' in accordance with Schedule 2, Part 2, Clause 6 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
5. Notes the submissions received at Attachment 2 and requests the CEO to advise submitters of the Council's decision.

## Background

1. At its meeting held 15 October 2024, Council resolved to draft LPP46. The relevant Council report ([link here](#)) provides the full background and rationale for the proposed policy.
2. Key attributes of draft LPP46 include:
  - Part A, applicable to residential development, works using a points-based system with 21 sustainability measures for proponents to choose from. This gives proponents the flexibility to choose which sustainability measures are most appropriate to their site context and budget.
  - Part B, applicable to new non-residential buildings (including the non-residential component of a mixed-use development) with a gross floor area (GFA) of 1000m<sup>2</sup> or more, requires the buildings be designed and constructed to achieve a rating not less than 4-star Green Star ('Best practice').
  - Supplementary form(s), and an informational guide on the Part A – sustainability measures available to applicants.
3. Should Council resolve to adopt LPP46 it will supersede LPP36 'Climate Control (Energy Efficiency)', which is recommended to be revoked.

## Discussion

### Submissions

4. Following Council's resolution to endorse LPP46 for public advertising, the draft policy was advertised between 28 January and 25 February 2024 (28 days).
5. At the close of the advertising period, 48 submissions were received on the draft policy. All submissions received during the advertising of LPP46 have been reviewed. Differing levels of support or opposition have been noted amongst the submissions received as detailed below:

Overall do you...	...support draft LPP46		...support Part A of draft LPP46		...support Part B of draft LPP46	
(All submitters)	Number	%	Number	%	Number	%
Yes	17	35%	18	38%	20	57%
Yes, but have some concerns	12	25%	12	25%	3	9%
No	17	35%	17	25%	8	23%
I'm unsure	2	4%	1	2%	4	11%

The points-based system in Part A aims to strike a balance between improving sustainability outcomes for new development, without posing unreasonable barriers to applicants. Do you think the proposed policy achieves the right balance?		
(All submitters)	Number	%
Yes	18	41%
No, I think the policy should require stronger sustainability measures	4	9%
No, I think the sustainability requirements are too strong	20	45%

I'm unsure	2	5%
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6. The community consultation online poll also prompted specific areas of feedback from submitters, such as seeking comments on the proposed sustainability measure point weightings under Part A, or the categories listed.
7. A more detailed breakdown of the Part A sustainability measures, submissions received on individual items, and the Town's response (detailing how the item is being modified) to those submissions is provided in Attachment 3.
8. The community consultation online poll also sought to identify whether submitters have any qualifications or professional experience in building, development, and/or sustainability. 28 Submitters identified as having relevant qualifications and/or experience while 20 submitters did not identify as not having that background.
9. Submissions received can be sorted into those subsets and reviewed separately. The above poll question (does Part A strike a balance) revisited with this split in submitters yields the following results:

The points-based system in Part A aims to strike a balance between improving sustainability outcomes for new development, without posing unreasonable barriers to applicants. Do you think the proposed policy achieves the right balance?				
	Submitters with relevant qualifications/experience		Submitters without qualifications/experience	
	Number	%	Number	%
Yes	7	29%	11	55%
No, I think the policy should require stronger sustainability measures	2	8%	2	10%
No, I think the sustainability requirements are too strong	14	59%	6	30%
I'm unsure	1	4%	1	5%

10. It is noted that many submitters with relevant qualifications/experience express the view that the advertised proposed sustainability measures are too strong. Despite this, a 75% majority of that same submitter-cohort stated either 'yes' or 'yes but I have some concerns' in response the question of whether they support Part A of Draft LPP46.
11. Town officers are of a view that addressing the concerns raised by submitters, while not undercutting the objectives of the policy, is an appropriate step in building support and acceptance of LPP46. Key concerns raised by submitters and the approach(es) taken to address them are outlined below.

#### Submission theme - Cost

12. The top recurring concern or objection to the policy is an assertion that the policy imposes additional costs that will further burden housing affordability.
13. With respect to costs, it is noted that Part A of draft LPP46 is based on the City of Subiaco Local Planning Policy 1.3. Prior to adoption, the City of Subiaco attained indicative costings for the sustainability measures contained in their policy. The average modelled cost to comply with that policy, as of July 2023, was an additional \$8000 for each new dwelling.
14. The additional cost posed by the policy is not considered to be unreasonable, particularly given the resultant utility cost savings from energy and water efficiencies that compensate for this overtime.

15. Submissions received by the Town expressed that costs associated with implementing Part A sustainability measures could vary between approximately \$6000, \$20000 and \$100000 per dwelling. While the latter estimate is considered unreliable, reducing the cost imposed by the policy is understood as the central concern of most submitters.
16. Partly in response to concerns regarding costs of implementing Part A measures, amended LPP46 (attachment 1) features increased 'point values' relative to the draft policy as advertised. In effect, this means that fewer sustainability measures from Part A Table 1 are to be enacted for developments to achieve their respective target under the policy (100 points for a dwelling or 60 points for significant additions and/or alterations).

Summary comparison of LPP46 – (Part A) point values - advertised and now proposed			
Sustainability measure	As advertised	As now proposed	Difference
Solar photovoltaic (PV) system	15	20	+5
Solar battery storage	15	30	+15
Solar or heat pump hot water systems	15	10	-5
Lighter roof colours	15	10	-5
Double glazed windows	15 to 30	20 to 30	+5 to Nil
Rainwater tank	15	10	-5
Grey water re-use system	15	20	+5
Permeable paving to driveways	15	10	-5
Waterwise landscaping	15	20	+5
Tree retention	30 to 45	30 to 50	Nil to +5
New native tree	15	20	+5
Electric vehicle charger	15	10 to 20	-5 to +5
Ceiling fans to bedrooms	15	20	+5
Primary living space orientation	15	40	+25
<del>9 Star</del> *** 8-9 Star NatHERS rating.	45	80 to 100	+35 to +55
<del>Energy assessor inspection</del> *** Building inspection	15	20	+5
'As built' Air tightness test	15	20	+5

<del>Net zero certification/low embodied energy for construction type</del> *** Life Cycle Assessment (LCA)	15	100	+85
Gold level universal design accessible dwelling	15	20	+5
Small Dwelling	15	20	+5
No natural gas for cooking, dwelling or water heating	15	20	+5
Alternative sustainability measure	<Case by case, at the Town's discretion>		Nil

\*\*\* Sustainability measure target and description adjusted following community consultation. Those measures with a strikethrough are those that were advertised for public comments but are now modified.

17. The above summarised changes are considered to strike a balance between (a) making the proposal less onerous; but also (b) not making the policy too easy to comply with (and thus reducing its impact).
18. The changes are also considered to (generally) more accurately reflect either the cost or benefit of each sustainability measure.
19. A more detailed breakdown of the above-listed sustainability measures, submissions received on individual items, and the Town's response (detailing how the item is being modified) to those submissions is provided in Attachment 3.
20. This attachment (Table 1 – Comments and responses) also includes feedback provided by the Town's Design Review Panel.

#### Submission theme – Regulatory burden

21. Another concern, often expressed in tandem with the matter of costs, was that the policy would add an additional layer of process that would burden developers.
22. Town officers accept that upon adoption, additional time and effort may be required for an applicant to familiarise themselves with the policy. Quickly thereafter, however, it is anticipated that developers will establish a 'go to' set of items they employ for most developments proposed at the Town of Victoria Park to address LPP46.
23. An example of the above would be (a) *Solar Passive Orientation* (40), (b) *Solar PV* (20) (c) *Ceiling fans* (20) and (d) *Building Inspection* (20), totalling to 100 points.
24. Landowners who are sustainability minded could spend a large amount of time investigating and evaluating all possible combinations from the LPP46 Part A 'menu'. The pick and mix approach will hopefully cultivate a sense of 'ownership' and 'buy in' from landowners, as they are empowered to make choices in the process.
25. In contrast, developers (with a different set of priorities) would likely be able to navigate the requirements of LPP46 with very minimal time burden – assuming it's not their first time encountering the policy.
26. Ultimately, a successful Sustainable Development Policy will require some level of change in developer behaviour(s). Affecting such a change in behaviour will inevitably impose some level of inconvenience during that transition. Thereafter (following an adjustment period), the regulatory burden posed by the policy is expected to be minimal.
27. Town officers will endeavour to minimise applicant inconvenience. Deferred implementation of the policy until January 2026 is recommended to assist the Town in facilitating improved applicant support and education.



## Submission theme – Validity of Policy

28. The WA branch of the Housing Industry Association (HIA) provided a submission opposing the proposed policy. This submission, dated 25 February 2025, is included in the final pages of attachment 2 (Schedule of Submissions).
29. The HIA submission asserts that aspects of LPP46 are inconsistent with the National Construction Code 2022 (NCC) and that therefore LPP46 is caught by section 131(1) of the *Planning and Development Act (PD Act)* which deals with inconsistencies between local planning schemes and regulations made under the Building Act.
30. The Town has sought legal advice on the issues raised in this submission. Legal advice subsequently received does not agree with the HIA assertions.
31. The legal advice received by the Town found that there is no inconsistency between LPP46 and regulations made under the Building Act. The rationale for this was, in essence, that the achievement of any LPP46 item would not inhibit or prevent the achievement of a National Construction Code requirement.

## **Relevant documents**

[Climate-Change-Emergency-Plan](#)

[Strategic Community Plan](#)

[Local Planning Strategy](#)

## **Legal and policy compliance**

[Planning and Development \(Local Planning Schemes\) Regulations 2015](#)

32. In accordance with the Regulations, after the expiry of the period within which submissions may be made, the local government must -
  - (b) *review the policy in the light of any submissions made; and,*
  - (b) *resolve to -*
    - (iii) *proceed with the policy without modification; or*
    - (iii) *proceed with the policy with modification; or not proceed with the policy.*
33. As per deemed clauses 4(5) and 6(b), the adoption of a new or revised local planning policy, or the revocation of an existing local planning policy, takes effect upon publication of a notice in accordance with deemed clause 87.

[Draft - WA Planning Manual - Local Planning Policies](#)

34. The State Government's 2019 Action Plan for Planning Reform outlines that the Planning and Development Regulations will be amended to require Local Planning Policies be prepared in a standard manner and form.
35. In the interim, the Department of Planning Lands and Heritage have prepared a draft document for the preparation of Local Planning Policies. The document will be amended at a later stage to reflect any new regulatory provisions for local planning policies once these are finalised. This document will form part of the 'WA Planning Manual'
36. Town officers have given regard to the draft 'manner and form' template in the preparation of this policy.

## Financial implications

<b>Current budget impact</b>	Sufficient funds exist within the annual budget to address this recommendation including potential communication education initiatives. However, it should be noted that application of the policy measures will result in additional Officer time to assess applications, and cumulatively may result in the need for additional resourcing to maintain or improve existing application processing times.
<b>Future budget impact</b>	Nil.

## Risk management considerations

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial	Not applicable		Low	
Environmental	The Council refuses to adopt LPP46, and without an appropriate statutory planning instrument, the Town has limited ability to require sustainable design features as part of development applications above and beyond the NCC.	Low	Medium	Accept
Health and safety	Not applicable.		Low	
Data, Information Technology and Cyber	Not applicable.		Medium	
Assets	Not applicable.		Medium	
Compliance Breach	Not applicable.		Low	
Reputation	The Council refuses to adopt LPP46, and without an appropriate statutory planning instrument,	Low	Low	Accept

	<p>does not meet agreed actions in the Town's Climate Emergency Plan.</p> <p>Perception that the Town is adding more red tape and cost at the time of a housing affordability crisis.</p>	Mitigate through communication and education
Service delivery interruption	Not applicable	Medium

## Engagement

Internal engagement	
Stakeholder	Comments
Elected Members	<p>Elected Member Workshop held on the 28 May 2024, points of discussions included:</p> <ul style="list-style-type: none"> <li>• 'Preference for a 'Pick and Mix' approach over a 'Mandate' approach:</li> <li>• Amendments to sustainability measures (eg deletion of 5kw requirement for solar PV, and triple glazing as a higher point option)</li> <li>• Addition of sustainability measures not listed at that time (eg permeable driveways and solar passive orientation)</li> <li>• General strong support for policy direction</li> </ul>
Design Review Panel	Support for preparation of draft LPP46. Specific feedback is detailed in attachment 3.
Urban Planning	Support for preparation of draft LPP46
Place Planning	Support for preparation of draft LPP46
Building Services	Feedback/advice sought in relation to practical means by which to improve sustainability of dwellings. Support for preparation of draft LPP46. Support noted especially with respect to building inspections (Part A – Item #16)
Enivronmental Health	Feedback/advice sought in relation to matters that could pose potential health concerns – such as greywater reuse. No issues were raised. Links to supporting resources and standards discussed. Support for preparation of draft LPP46
Street Improvement	Feedback/advice sought regarding permeable paver driveways and stormwater infiltration. Advice subsequently incorporated this advice into draft policy. Support for preparation of draft LPP46

External engagement	
Stakeholder	General community - residents, landowners, businesses
Period of engagement	28 days. 1 July – 29 July 2024
Level of engagement	2. Consult
Methods of engagement	YourThoughts engagement platform Phone calls and counter enquiries
Advertising	<p>The following activities were undertaken to promote the public advertising of LPP23:</p> <ul style="list-style-type: none"> <li>Public notice (Town website and noticeboards)</li> <li>Online advertising (YourThoughts)</li> <li>Public inspection of policy (Admin/Library)</li> <li>2x newspaper advertisements</li> <li>Features in Town e-newsletter and Business e-newsletter</li> <li>Social media advertising throughout the advertising period</li> <li>Targeted email to identified industry stakeholders</li> </ul>
Submission Summary	<p>A total of 48 submissions were received:</p> <ul style="list-style-type: none"> <li>(Yes) Support – 17 (35%)</li> <li>(Yes, but I have concerns) Conditional support – 12 (25%)</li> <li>(No) Oppose – 17 (35%)</li> <li>(I'm unsure) Unsure – 2 (4%)</li> </ul>
Key Findings	<p>Refer to schedule of submissions at attachment 2.</p> <p>A variety of views were shared in submissions.</p> <p>The key issues/themes are listed and responded to in the discussion part of this report.</p>

## Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	LPP46, as amended, reflects genuine community and stakeholder engagement. Implementation of the policy is consistent with feedback received both through this policy consultation and consultation on previous plans and strategies (eg Climate Emergency Plan)

Environment	
Community Priority	Intended public value outcome or impact
EN3 - Enhancing and enabling liveability through planning, urban design and development.	LPP46 set objectives and requirements for new development to support sustainable design and built environment outcomes within the Town to achieve strategic goals for sustainability.

## Further consideration

## 12.4 Endorsement to Proceed to Stage 3 of the 40kmh Safer Speeds Project

<b>Location</b>	Town-wide
<b>Reporting officer</b>	Place Leader - Transport
<b>Responsible officer</b>	Manager Place Planning
<b>Voting requirement</b>	Simple majority
<b>Attachments</b>	<ol style="list-style-type: none"><li>1. Attachment 1 40 kmh Safer Speeds Community Survey analysis V 2 [<b>12.4.1</b> - 8 pages]</li><li>2. Attachment 2 PICG Safer Speed Safer Streets 40 kmh project Fact Sheet [<b>12.4.2</b> - 2 pages]</li><li>3. Attachment 3 H Ab D_ Neighbourhood Streets The Padbury Experiment [<b>12.4.3</b> - 12 pages]</li><li>4. CONFIDENTIAL REDACTED - Attachment 4 Community Survey raw data Qualitative Qns 7 9 [<b>12.4.4</b> - 142 pages]</li></ol>

### Summary

The 40km/h Safer Speeds Project (the Project) aims to improve road safety by reducing speeds on local roads and residential urban streets. The Perth Inner City Group (PICG) is taking an area-wide approach to coordinate implementation, reduce costs, and deliver increased liveability across the Perth inner-city, which includes the Town of Victoria Park (the Town).

The purpose of this report is to present a summary of the community information campaign that was undertaken, and to seek endorsement to proceed to Stage 3 of implementation of the 40km/h Safer Speeds Project in partnership with the PICG.

### Recommendation

That Council:

1. Notes the summary report on the Town's community information campaign.
2. Endorses staff to proceed to Stage 3 of implementation of the 40km/h Safer Speeds Project.

### Background

1. The PICG is advocating for a united approach to reduce the maximum speed on local roads from 50km/h to 40km/h as part of the 40km/h Safer Speeds Project (the Project).
2. The overall purpose of this project is to implement international best practice across our neighbourhoods to drive behaviour change, as successfully evidenced throughout Europe, Scandinavia and parts of America. This, as opposed to local government responding with ad-hoc costly traffic calming interventions (infrastructure) street by street.
3. The Town's Integrated Transport Strategy (ITS) supports road safety for all users, noting the need for slower speeds within residential inner-city areas to 40 km/h, with further reductions to 30km/h within key activity centre areas where there is a concentration of pedestrian activity.
4. The Project follows the successful implementation of a safer speeds trial and subsequent area-wide speed reduction on local roads within the City of Vincent.

- 5. Reducing the speed on local roads from 50km/h (the default built up area speed) to a posted 40km/h speed limit will reduce traffic speed and, should a crash occur between a car and a person walking or riding, the person will have a better chance of surviving, and not being seriously injured.
- 6. A 20% reduction in speed limits results in a 200% increase in the likelihood of surviving a collision.
- 7. Key stages of the Project to date have included:
  - a. Stage 1 (April to Dec 2024): project planning, commencement of funding applications for signage, communications assets developed, and preliminary stages of design.
    - i. A Concept Forum was held with Elected Members on the Project (Oct 2024) including the progress to date and lessons learnt from the City of Vincent.
  - b. Stage 2 (Aug 2024 to July 2025): Council briefings, community information campaign delivery and analysis.
- 8. In May 2025, Council endorsed a community information campaign for the Town in partnership with the PICG [Ref: CR 100/2025], which included a local community survey to invite feedback on the project.

Discussion

- 8. The community survey was open for four weeks (13 May to 10 June 2025). The intent of the community survey was to provide an opportunity for residents, ratepayers, and commuters in the Town to inform this project, adjust project scope, and identify local issues of concern.
- 9. Overall, 436 respondents completed the survey with most popular transport mode identified as car, then walking. The majority of respondents identified as Vic Park residents.
- 10. In general, responses showed support for improving safety of local streets, especially for those who choose to walk and ride. Responses called for additional physical measures in conjunction with speed signs.
- 11. Some respondents who supported speed reductions indicated a preference for priority locations. Interestingly some who did not support speed reductions were able to identify other road safety concerns including congestion, hooning, and drivers who did not give way or comply with road rules.
- 12. There was strong support for speed reductions around schools, parks, and shopping areas where more people are walking.
- 13. A summary of survey comments and key themes raised are provided in the table below and at Attachment 1.

Community Engagement key themes

Theme	Summary of submissions	Town Response
Concern on effectiveness of speed reductions	Doubt that the speed change can or will be enforced.	Town traffic speed data has been mapped to the local road network. This indicates that within the local road network a large proportion of roads already experience 85th percentile speeds at or below 48km/h, indicating that reducing the posted speed to 40km/h would have small, incidental reduction to operating traffic speeds short term on those roads.

		<p>Evidence from the City of Vincent suggests longer term speed reduction can be expected, as 85th percentile speeds (within 3 years) dropped by an average of 1km/h. This reduction is similar to that seen with the introduction of 50km/h limit in 2001.</p> <p>Enforcement of speed limits will remain a WA Police responsibility.</p>
<b>Calls for local evidence of need for action on vehicle speeds</b>	<p>Calls for local evidence to support the need for a speed change (i.e. How many reported incidents in the last year, how many people have died in Vic Park/my suburb over the last decade from motor accidents.</p>	<p>Most recent data for the last 5 years showed 1,052 casualty crashes* within the PICG area in the last five years (2019 to 2023).</p> <p>Of these, the Town contributed 216 medical episodes (Total PICG = 769), and 102 hospital attendances (Total PICG = 276). There were 2 people from the Town who lost their lives (Total PICG = 7).</p> <p>Evaluation from the City of Vincent demonstrated a greater reduction of crashes on trial roads with speed reductions than control roads that were not subject to the new limits.</p> <p>Research carried out on behalf of the Road Safety Commission (2019) demonstrates that local speed management schemes are an effective and cost-efficient mechanism to prevent fatalities and injuries occurring due to traffic crashes.</p> <p>* Casualty crashes are those crashes that resulted in either someone requiring medical treatment at the scene of the crash, someone required to go to hospital, or someone who has died.</p>
<b>Calls for other road safety measures over speed changes</b>	<p>Support for other road safety measures over speed changes, i.e. cycle lanes, traffic calming, speed bumps.</p>	<p>Noted. Project intent is to monitor changes in vehicle speeds before/ after implementation of signage changes to identify 'hotspots' or areas of poor driver compliance that require targeted road calming treatments. These sites would inform the Town's ITP, to be considered as projects through the Skinny Streets, Bike Network and Intersection and Vehicle Safety Sub-Programs.</p>



<b>Concern about congestion and travel times</b>	Greater concern for traffic congestion and increased driving times than vehicle speeds.	Case studies, including The Padbury Experiment (see Attachment 3), considered opposition that the introduction of lower speed limits on local neighbourhood streets would impact travel times was not justified, as there were minimal travel time reductions when travelling at a safer speed.  Ref: Attachment 3: <a href="#">Neighbourhood Streets – The Padbury Experiment</a>
<b>Locations and road users</b>	Support for 40km/h speed reductions on streets with higher volumes of children and elderly, rather than high vehicle volume roads that cause excessive delays on commute times.	Noted. Speed reductions are intended for local roads rather than higher order distributor roads.  Community concern reflects a noteworthy paradoxical phenomenon apparent from examining community reactions to speed management initiatives; that there is agreement with speed management initiatives where one lives (eg. 'On my street'), where children go to school, high volumes of pedestrians. But at the same time disagreement with speed control in other areas (eg. Reduced speed limits on roads used for commuting)
<b>Further reductions to 30km/h limit</b>	The level of support was similar for 40km/h speed reduction as for 30km/h	The Town does have an endorsed position to support speed reductions in activity centres to 30km/h and residential areas to 40km/h in line with the State Road Safety Strategy. However, area-wide reductions to 30km/h are not within the scope of this project.

14. Evaluation from the Vincent experience showed community sentiment increased further towards support post implementation. By capturing community sentiment prior, the Town will have baseline data to track sentiment change during and post-implementation.
15. Results from the community survey have been considered alongside social media engagement, recent trial, and ongoing experience from the City of Vincent, and evidence on prior implementation of project strategies in Australian local governments.
16. Staff have confidence the Project offers significant benefit to community safety, satisfactory community support, with strong community response at this early stage.
17. Objections provided through community information campaign would also be raised with the Perth Inner City Group to build increased understanding and resolution.

18. Based on the above community information campaign, information gathering, and research studies, staff recommend proceeding to Stage 3 implementation of the 40km/h Safer Speeds Project. This would include:
- a. Preparation of Evaluation framework, data collection on community information campaign and local road data;
  - b. Confirmation of PICG funding application to the Road Safety Commission;
  - c. Implementation of Communications Plan and PICG branding;
  - d. Signage design and approval application with MRWA; and
  - e. Staging of signage changes.
19. Benefits of working together with the PICG include:
- a. Support for an evidence-informed approach;
  - b. Consistency and improved legibility on the ground for community living within Perth Inner City and those who travel through our neighbourhoods;
  - c. Reduced costs for MRWA application and amount of signage;
  - d. Staff efficiencies in coordinating community consultation; and
  - e. Demonstration of leadership through the PICG.

Relevant documents

[Policy 103 Communication and engagement](#)

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	<p>A joint funding application to the Road Trauma Trust Account (Road Safety Commission) was submitted (May 2024) to provide funding to this project. Cost savings of area-wide implementation are estimated to be up to 20%.</p> <p>The project would proceed on the predication that the Road Safety Commission contribute to the cost of signage for each of the PICG local governments, however a public commitment has not yet been made.</p> <p>If funding is not provided by the Road Safety Commission, further advocacy to the Commission, and or alternate funding sources would be explored with Council. This could include the need for Council to consider self-funding the changes in the event the application for funding from the Road Safety Commission is unsuccessful.</p>

## Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial	Not progressing to Stage 3 in partnership with PICG Councils would increase costs to the Town to progress the project independently, having a financial impact.	Low	Low	TREAT risk by implementing Stage 3 in collaboration and alignment with timing of other PICG member Councils.
Environmental	Not applicable		Medium	
Health and safety	Failure to progress the Project to Stage 3 will delay safety benefits being realised for community members.		Low	TREAT by progressing to Stage 3 in collaboration with other PICG member Councils.
Data, Information Technology and Cyber	Not applicable		Medium	
Assets	Not applicable		Medium	
Compliance Breach	Not applicable		Low	
Reputation	Failure to progress the project may result in negative public perceptions of the Council's commitment to achieving the Town's strategic objectives for road safety.		Low	TREAT by progressing the Project to Stage 3 and provide clear communications explaining the rationale and implications of the decision.
Service delivery interruption	Not progressing to Stage 3 in line with other PICG Councils may impact on the service delivery of other projects under the Integrated Transport Program.		Medium	TREAT by undertaking a community information campaign in collaboration with other PICG member Councils.

## Engagement

Internal engagement	
Stakeholder	Comments
Communications	Advice provided to the PICG on community information campaign approach for the Project, with Communications Plan implemented.
Street Improvement	Input into project planning and the preliminary stages of design as part of Stage 2 of the Project.
Place Planning	Input into project planning and the preliminary stages of design as part of Stage 2 of the Project.

External engagement	
Stakeholders	Business owners, residents, ratepayers, visitors to the Town.
Period of engagement	1 month from 13 May to 10 June 2025.
Level of engagement	Engage
Methods of engagement	<ul style="list-style-type: none"> <li>Community Survey with information on Your Thoughts page <a href="#">FAQs   Safer Speed Safer Street - 40km/h on local streets   Your Thoughts</a></li> <li>'Helpful resources' shared on this page included PICG Project Overview, City of Vincent Slower Speed Zone evaluation report, Map of proposed roads with signage locations, PICG Go 40 Fact sheet (see Attachment 2).</li> </ul>
Advertising	<ul style="list-style-type: none"> <li>Newspaper advertisement (PerthNow Southern Paper, 29 May 2025)</li> <li>EVibe newsletter, Town of Victoria Park (June 2025)</li> <li>Information posted on Town Public noticeboards</li> <li>Webpage <a href="#">40km/h on local streets » Works and Projects » Town of Victoria Park</a>,</li> <li>Regular social media posts across Facebook (FB), Instagram and LinkedIn, with a boosted Facebook post.</li> </ul>
Submission summary	<p>439 responses received.</p> <p>Please refer to Attachment 1 for community survey analysis</p>
Key findings	<p>A variety of views were shared in submissions. The key issues/themes are listed and responded to in the Discussion part of this report.</p> <p>Please refer to Attachment 1 for community survey analysis</p>

## Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	Undertaking a community information campaign for the 40kmh Safer Speeds Project provides the community information say on the proposed speed limit reduction for local roads.

Environment	
Community Priority	Intended public value outcome or impact
EN6 - Improving how people get around the Town.	Progressing the 40kmh Safer Speeds Project to lower speed limits on local roads will contribute to achieving the objectives of the Town's Integrated Transport Strategy through improving road safety for all users, encouraging mode shift and working with partners and community to achieve transport outcomes.

Social	
Community Priority	Intended public value outcome or impact
S1 - Helping people feel safe.	Progressing the 40kmh Safer Speeds Project to lower speed limits on local roads can contribute to Town-wide road safety improvements and increase safety benefits for the local community.

## Further consideration

At the Agenda Briefing Forum meeting held on 1 July 2025, the following information was requested

20. Provide elected members with redacted survey responses, both supportive and non-supportive, on the project as a confidential attachment.

*Response:* qualitative survey responses have now been provided for questions 7 to 9 (see Attachment 4).

21. Provide further information on whether a direct question regarding support for the 40 km/h speed limit on local roads was asked.

*Response:* A direct question asking whether respondents supported or did not support Town-wide speed reductions was not included in the community survey. This is because the Town already has an endorsed position to lower speed limits as per Action 23 of the ITS which is:

*Action 23: Continue to advocate with the Inner-City Group for the Transport Portfolio's support for legislative change and policy support for the wider roll out of lower speed limits throughout the Town and neighbouring communities. The Town will support this initiative to reduce speeds in activity centres to 30km/h and residential areas to 40km/h.*

Given this existing endorsement, Administration recommended a 'community information campaign' be undertaken at the March 2025 OCM to outline the project, its rationale and the benefits (in detail), and a supporting survey.

The purpose of the community survey was not to assess support or not support (we are proceeding as per the approved position in the ITS) but to inform the local community of the Town's position and rationale for lowering local speeds as a member of the Perth Inner City Group 40kmh Safer Speeds Project team. The

survey collected valuable feedback on community perceptions and attitudes towards road safety in the Town, particularly for vulnerable road users. There was rich qualitative feedback collected on streets in the Town, including where respondents were supportive of that street for a speed reduction.

Administration has assessed the community survey responses, together with comparative survey responses from the City of Vincent and other LGA's reducing speeds on their local roads. These inputs have been considered by Town staff and have informed the recommendation that the Town should proceed to Stage 3 of the Project.

## 22. 12.5 Endorsement for Advertising: Draft Arts and Culture Strategy 2026 - 2030

<b>Location</b>	Town-wide
<b>Reporting officer</b>	Coordinator Events Arts and Funding
<b>Responsible officer</b>	Manager Community
<b>Voting requirement</b>	Simple majority
<b>Attachments</b>	1. Draft To VP Arts and Culture Strategy 2026-2030 [ <b>12.5.1</b> - 22 pages] 2. CONFIDENTIAL REDACTED - Arts and Culture Strategy 2026-2030 Engagement Summary Report [ <b>12.5.2</b> - 20 pages] 3. Arts and Culture Plan 2020-2025 Impact Report [ <b>12.5.3</b> - 2 pages]

### Summary

The Draft Town of Victoria Park Arts and Culture Strategy 2026-2030 is ready to be advertised for public comment. Council is requested to endorse release of the Draft Arts and Culture Strategy 2026-2030 for public comment for a period of 21 days to ensure that community and stakeholder feedback is incorporated prior to its finalisation.

#### Recommendation

That Council:

1. Endorses the advertising of the Draft Arts and Culture Strategy 2026-2030 as per Attachment 1 for a 21-day public comment period.
2. Requests the Chief Executive Officer to report the outcomes of the public comment period and present an updated Arts and Culture Strategy 2026 – 2030 to Council for consideration at a future Ordinary Council Meeting.

### Background

1. The Town of Victoria Park Arts and Culture Plan 2020-2025 was the first of its kind for the Town. A social impact statement of achievements of the Arts and Culture Plan 2020-2025 is available in [Attachment 3](#). This statement outlines the success of the previous plan and closes out the Arts and Culture Plan 2020-2025.
2. The Draft Arts and Culture Strategy 2026-2030 (the Strategy) will build on the outcomes and learnings of the Town's Arts and Culture Plan 2020-2025, as well as incorporate key focus areas from the Town's recent Public Art Strategy 2018-2023.
3. The Strategy has been developed to position the Town of Victoria Park as a pro-active and innovative leader in local government arts and cultural development.
4. It was developed through research, better practice review, and early stakeholder engagement with local artists and creative community members, internal staff, advisory groups, and targeted creative stakeholders within the Town.
5. The Strategy is now presented to the Council for approval to proceed to broader public consultation.

## Discussion

- 6. The Strategy was developed in alignment to the national Revive Culture Policy and Western Australia’s new Creative WA strategy, presenting a unified cultural vision that places creativity at the heart of inclusive, vibrant and sustainable communities.
- 7. Community engagement supported the development of the Strategy. The details of the engagement completed is outlined in the attached Engagement Summery Report.
- 8. The Strategy identifies three key outcomes and focus areas for art and culture in the Town. They include:
  - Our community has increased capacity to be creative:  
Focus: Building creative capacity across the community by supporting learning opportunities, resource access, and broad participation in the arts.
  - Our community has an increased sense of identity and belonging:  
Focus: Public places and spaces are visibly more vibrant, inclusive, and representative of the community’s diverse cultures and stories, with increased community access and participation.
  - Our community has increased opportunities to engage with the arts:  
Focus: The Town’s community of cultural practitioners and groups are welcoming and inclusive, offering extensive programming through collaborative efforts and recognised as a hub for creating and contributing to arts and culture.
- 9. Public release of the Strategy will allow the Town to validate its strategic direction with the broader community, including local artists, creative groups and internal stakeholders.
- 10. Feedback collected will be analysed and incorporated into the final Arts and Culture Strategy 2026-2030, to be presented to Council for adoption in due course.
- 11. Moreover, feedback has been sought from the Service Area Leadership Team (SALT), Senior Management Team (SMT), and Council on the draft Strategy. The feedback received will be incorporated into the final strategy, alongside public comment.

## Relevant documents

[Arts and Culture Plan 2020-2025](#)

## Legal and policy compliance

Section 1.3(2)(e) of the *Local Government Act 1995* requires local governments to actively involve and engage with their communities in planning processes.

## 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	No significant risk identified.	Low	Low	ACCEPT risk: within existing budget.
Environmental	Not applicable.	Not applicable.	Not applicable.	
Health and safety	Not applicable	Not applicable.	Not applicable.	
Data, Information Technology and Cyber	Not applicable.	Not applicable.	Not applicable.	
Assets	Not applicable.	Not applicable.	Not applicable.	
Compliance Breach	Lack of engagement with local creatives could contradict the Town values of inclusive community planning.	Medium	Low	TREAT risk by conducting broad and accessible consultation.
Reputation	Releasing a strategy without community input could damage trust in the Town's engagement.	Medium	Low	TREAT risk by seeking public comment before final adoption.
Service delivery interruption	Not applicable.	Not applicable.	Not applicable.	

## Engagement

Internal engagement	
Relevant Officers and Responsible Teams	Staff participated in early consultation via a Staff Visioning Session, and reviewed, provided input and supported the Draft Strategy via email and meetings.
Service Area Leadership Team (SALT)	Reviewed and supported the Draft Strategy.
Senior Management Team (SMT)	Reviewed and supported the Draft Strategy.
Elected Members	The community engagement survey for the Strategy was sent to elected members in March 2025. The Draft Strategy was sent for feedback in June 2025.

External engagement	
Stakeholders	Local artists, community groups, local creative stakeholders.
Period of engagement	25 February – 7 April 2025
Level of engagement	Consult and Involve
Methods of engagement	Community and creative industry workshops x 2 Online survey and ideas wall through the "Your Thoughts" platform Pop-up engagement at Arts and Culture Festival Event on 29 March 2025 Arts and Culture visioning exercise with high school students. Briefings with Mindeera Advisory Group, and emails to the Access and Inclusion, Young Leaders inviting to complete survey. One-on-one engagement with key stakeholders from Vic Park Centre for the Arts, local Artist Run Initiatives and local artists.
Advertising	Social media Community newsletters Direct emails to art and culture networks Online "Your Thoughts" platform
Submission summary	See attached Attachment 2 - Arts and Culture Strategy Engagement Summary Report.
Key findings	See attached Attachment 2 - Arts and Culture Strategy Engagement Summary Report.

## Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	The Strategy builds on the foundations of the current Arts and Culture plan to enhance community engagement and networking. Endorsing the public comment period for the Strategy demonstrates the Council's commitment to transparent and inclusive community engagement.

Social	
Community Priority	Intended public value outcome or impact
S4 - Improving access to arts, history, culture and education.	By endorsing the Strategy for public comment, the Town will obtain direct community feedback to support the improvement in access to arts and culture initiatives, supporting inclusive practices that align to current community needs.

## Further consideration

Not applicable.

## 12.6 Endorsement for Advertising: Library Services Strategy 2025-2030

<b>Location</b>	Library
<b>Reporting officer</b>	Library Services Manager
<b>Responsible officer</b>	Manager Community
<b>Voting requirement</b>	Simple majority
<b>Attachments</b>	1. Attachment 1 - DRAFT Library Services Strategy 2025-2030 [ <b>12.6.1</b> - 25 pages] 2. Attachment 2 - Library Community Engagement February 2025 [ <b>12.6.2</b> - 16 pages]

### Summary

The purpose of this report is to outline the new Library Services Strategy 2025-2030 (the Strategy), which builds on the foundation of the previous Literacy and Lifelong Learning Strategy 2021-2025. It aims to expand and modernise the Town's library services to better meet the evolving needs of the community. Council is requested to endorse the release of the Strategy for a period of 21 days to ensure that community and stakeholder feedback is incorporated prior to finalisation.

### Recommendation

That Council:

1. Approves the advertising of the Draft Library Services Strategy 2025–2030 as per Attachment 1 for a 21-day public comment period.
2. Requests the Chief Executive Officer to report the outcomes of the public comment period and present an updated Strategy to Council for consideration at a future Ordinary Council Meeting.

### Background

1. The Strategy builds on the Town's 2021 Literacy and Lifelong Learning Strategy, expanding its focus to support broader, more inclusive library services.
2. The Strategy outlines the Town's commitment to supporting current library users and attracting new membership so that the Town's residents and users feel empowered and connected through learning.
3. The Strategy was developed through industry research and best practice from international, national, and state levels and through consultation with library staff, and with the community through focus groups, surveys, and feedback.
4. The Strategy is now presented to Council for approval to proceed to broader public consultation.

### Discussion

5. In 2021, the Town developed a Literacy and Lifelong Learning Strategy 2021-2025 to address the evolving role of libraries and explore new opportunities for community enrichment.

6. As the previous Literacy and Lifelong Learning Strategy comes to a close, social impact reports (which are linked below) highlight the Town's library as a vital force in improving literacy, civic engagement, wellbeing, and community connection. By expanding access to both local and broader knowledge, the library has played a key role in strengthening lifelong learning and advancing literacy at all levels.
7. Building on this foundation, the Strategy shifts the focus to a broader, more inclusive approach to library services.
8. Informed by community feedback, staff insights, current library trends, and wider societal changes, the Strategy aims to enhance inclusive practices, strengthen community connections, and expand learning opportunities across multiple platforms.
9. Through consultation, better practice reflections and industry research, three key outcomes were identified as focus areas:
  - (a) Inclusion: library services reflect the aspirations and priorities of all people in our community and offer something for everyone
  - (b) Connection: the library connects people to our unique cultural identity, information, ideas, opportunities and the community.
  - (c) Learning: the library provides access to learning opportunities for people of all ages, abilities and backgrounds.
10. Public release of the Plan will allow the Town to validate its strategic direction with the broader community, including our library users and non-users.
11. Feedback from the public and Elected Members will be collected will be analysed and incorporated into the final version of the Strategy, to be presented to Council for adoption at a future Ordinary Council Meeting.

## Relevant documents

[Literacy-and-lifelong-learning-strategy-2021-2025](#)

[Social-impact-statements-literacy-and-lifelong-learning-\(20232024-financial-year\)](#)

[Social-impact-statements-early-literacy-scorecard-\(20232024-financial-year\)](#)

[Social-impact-statements-adult-literacy-scorecard-\(20232024-financial-year\)](#)

## Legal and policy compliance

Section 1.3(2)(e) of the *Local Government Act 1995* requires local governments to actively involve and engage with their communities in planning processes.

## Financial implications

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

## Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial	Without strategic direction, future investment in library services may be misaligned or inefficient.	Medium	Low	TREAT risk by Adopting the strategy to guide responsible budgeting for library initiatives.
Environmental	Not applicable.	Not applicable.	Not applicable.	
Health and safety	Not applicable.	Not applicable.	Not applicable.	
Data, Information Technology and Cyber	Not applicable.	Not applicable.	Not applicable.	
Assets	Lack of a strategy could result in poor asset planning and underutilisation of library infrastructure.	Medium	Medium	TREAT risk by aligning asset planning with long-term strategic goals.
Compliance Breach	Lack of engagement could contradict the Town values of inclusive community planning.	Medium	Low	TREAT risk by conducting broad and accessible consultation.
Reputation	Perceived lack of transparency or community involvement may harm trust in Council decision-making.	Medium	Low	TREAT risk by adopting the strategy and inviting public feedback to maintain community confidence.
Service delivery interruption	Without clear strategic direction, library services may stagnate or fail to meet evolving community needs.	Medium	Medium	TREAT risk by adopting the strategy to guide service innovation and improvement.

## Engagement

Internal engagement	
Relevant Officers	Participated in early consultation
Service Area Leadership Team (SALT)	Reviewed and supported the Draft Plan.
Senior Management Team (SMT)	Reviewed and supported the Draft Plan.
Internal teams responsible for deliverables	Reviewed, provided input, and supported the Draft Plan.
Elected Members	Draft Library Services Strategy 2025-2030 submitted via portal post for review and comment with feedback to be provided by 18 June 2025.

External engagement	
Stakeholders	Library members, community members, advisory group members, focus group members, non-users
Period of engagement	October 2024 - February 2025
Level of engagement	Consult and involve
Methods of engagement	Focus groups, conversational consultation, survey, written feedback, informal feedback shared with library staff
Advertising	Social media engagement Newsletter engagement Outreach via shopping centres In house advertising
Submission summary	See Attachment 3 – Library Community Engagement February 2025
Key findings	See Attachment 3 – Library Community Engagement February 2025

## Strategic alignment

Social	
Community Priority	Intended public value outcome or impact
S4 - Improving access to arts, history, culture and education.	Access to community-focused library services that strengthen the community's connection to its local history and culture, while creating equitable opportunities for belonging, learning, and access to information.

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	The Strategy builds on the foundations of the current Literacy and Lifelong Learning Strategy to enhance community engagement and networking. Endorsing the public comment period for the Strategy demonstrates the Council's commitment to transparent and inclusive community engagement.

## Further consideration

Not applicable.

## 12.7 Endorsement of the Youth Action Plan 2025-2028

<b>Location</b>	Town-wide
<b>Reporting officer</b>	Community Development Officer (Youth and Diversity)
<b>Responsible officer</b>	Manager Community
<b>Voting requirement</b>	Simple majority
<b>Attachments</b>	<ol style="list-style-type: none"><li>1. Attachment 1 - DRAFT Youth Action Plan 2025-2028 [<b>12.7.1</b> - 20 pages]</li><li>2. Attachment 2 - Youth Plan 2025-2028 Background Document [<b>12.7.2</b> - 85 pages]</li><li>3. Attachment 3 - Youth Action Plan 2021-2023 Impact Report [<b>12.7.3</b> - 3 pages]</li><li>4. Attachment 4 - Youth Action Plan 2021-2023 Detailed Action Report [<b>12.7.4</b> - 4 pages]</li></ol>

### Summary

The Youth Action Plan 2025–2028 has been finalised following a 21-day public comment period and extensive engagement with young people, families, schools, services, and internal stakeholders. Council is requested to endorse the final Youth Action Plan 2025–2028 as outlined in Attachment 1.

#### Recommendation

That Council endorses the *Youth Action Plan 2025–2028*, as per Attachment 1.

### Background

1. The Youth Action Plan 2025–2028 (the Plan) is the Town's third youth-specific strategic plan, building on the achievements and learnings from the [Youth Action Plan 2021–2024](#) and the [Interim Youth Action Plan 2024–2025](#).
2. The Plan outlines the Town's ongoing commitment to supporting young people aged 12–25 years to feel safe, connected, informed, and empowered to thrive in the community.
3. Development of the Plan was informed by evidence-based research, best practice frameworks, and extensive engagement with young people, families, youth services, schools, and the Vic Park Young Leaders group.
4. The final Plan identifies three key focus areas aligned to youth priorities:
  - Communication
  - Civic and community participation
  - Spaces and activities
5. Following Council's approval to release the draft Plan for public comment in May 2025, the Town undertook a 21-day consultation process to gather community feedback. Five submissions were received and reviewed. While the feedback provided valuable insights, no changes to the Plan document were required; some suggestions have been noted for future workstreams.

## Discussion

6. The public consultation broadly supported the strategic direction and approach of the Plan. A few suggestions were not incorporated because they were either inconsistent with the youth consultation findings or beyond the Plan's scope.
7. Below is a summary of feedback and the Town's responses:

Feedback Received	Action Taken / Rationale
Request for a two-page version of the Plan for easier understanding	Noted. A clear and accessible summary will be created to complement the full Plan. The full Plan text remains unchanged to maintain strategic integrity.
Concern over the inclusion of the Child Safe Organisation Plan within the Youth Action Plan	Raised that child safety is primarily a State Government responsibility. However, safety is a key concern for young people and all organisations, including the Town, should be working to align with the National Principles for Child Safe Organisations. Inclusion reflects the Town's commitment to safety.
Opposition to initiatives such as safe stickers and lighting improvements	Feedback suggested these initiatives may be ineffective if implemented alone. These actions form part of broader safety improvements that were strongly endorsed during youth consultations and are complementary to other strategies.
Opposition to recognising the Vic Park Young Leaders (VPYL) group as an official advisory body to Council	Concerns about potential cost and administrative burden were raised. Strengthening VPYL's advisory role responds directly to young people's desire for meaningful influence while avoiding formal governance structures that could increase bureaucracy.
Opposition to developing a Youth Engagement Framework	This was seen as resource heavy. However, the Framework addresses a clearly identified need for consistent and effective youth engagement across the Town's programs and services. Further, the Framework would be developed using existing resources.
Support for establishing a "Council Day" specifically for youth	This suggestion aligns with Goal 2.1 of the Plan regarding civic education and participation, which were strong themes in youth consultations.
Concern about the Plan's ability to reach young people after they finish high school	Noted. Implementation will include tailored outreach strategies and digital engagement to connect with young people beyond the school environment.
Suggestion for ongoing youth consultation mechanisms beyond this Plan	Ongoing consultation through the VPYL and annual Plan reviews is embedded within the Plan's implementation approach to ensure continuous engagement.
Suggestion to prioritise cost of living pressures and mental health support for young people	These are recognised as significant issues for young people. While direct service delivery is limited, the Town will advocate and seek partnerships to address these concerns where possible.



8. The final Plan remains unchanged from the public draft, as it reflects the priorities of young people, key stakeholders, and internal contributors. Supporting tools such as summaries, promotional content, and youth-friendly visuals will be developed alongside implementation.

## Relevant documents

- Attachment 1 - Youth Action Plan 2025–2028
- Attachment 2 - Youth Plan 2025–28 Background Document
- Attachment 3 - Youth Action Plan 2021-2023 Impact Report
- Attachment 4 - Youth Action Plan 2021-2023 Detailed Action Report
- [Youth Action Plan 2021–2024](#)
- [Interim Youth Action Plan 2024–2025](#)

## Legal and policy compliance

Not applicable.

## Financial implications

<b>Current budget impact</b>	Sufficient funds exist within the annual budget to address this recommendation.
<b>Future budget impact</b>	Future actions will be considered through standard annual budget deliberation processes. Actions will be adapted on an annual basis dependent upon endorsed budget, available resources (financial, human, volunteer), and identified priorities for that period.

## Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk mitigation
Financial	The cost of implementing the YAP will be unaffordable, resulting in budget impacts to Council.	Low	Low	TREAT risk: Actions plans will be created on an annual basis dependent upon endorsed budget, resource capacity, and Town priorities.
Environmental	Not applicable.	Not applicable.	Not applicable.	
Health and safety	Not applicable.	Not applicable.	Not applicable.	
Data, Information, Technology and Cyber	Not applicable.	Not applicable.	Not applicable.	
Assets	Not applicable.	Not applicable.	Not applicable.	

Compliance Breach	Not endorsing a final Plan may delay strategic youth engagement commitments	Medium	Low	TREAT risk by endorsing a well-consulted Plan.
Reputation	Failure to endorse may damage trust in Council's decision-making	Medium	Low	TREAT risk through endorsement of Plan and transparent reporting
Service delivery interruption	Delay in endorsement could disrupt youth programming continuity	Low	Medium	TREAT risk by aligning endorsement with planning and budget timelines

## Engagement

Internal engagement	
Relevant Officers	Participated in early consultation
Service Area Leadership Team (SALT)	Reviewed and supported the Draft Plan.
Senior Management Team (SMT)	Reviewed and supported the Draft Plan.
Internal teams responsible for deliverables	Reviewed, provided input, and supported the Draft Plan.

External engagement	
Stakeholders	Young people aged 12–25 years Parents and carers Youth services High schools Youth Affairs Council of Western Australia Elected Members
Period of engagement	October 2024–March 2025
Level of engagement	Consult and Involve
Methods of engagement	Youth surveys Parent/carers surveys Co-design sessions Stakeholder workshops One-on-one service provider interviews

	Elected Member portal post asking for feedback on draft plan [none received]
Advertising	Social media Youth sector networks School networks Posters and flyers
Submission summary	See 'Attachment 2 - Youth Plan 2025-28 Background Document'
Key findings	See 'Attachment 2 - Youth Plan 2025-28 Background Document'

## Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	The delivery of the Youth Action Plan 2025–2028 strengthens the Town's commitment to open, ongoing, and inclusive engagement with young people. It ensures that youth voices are heard, valued, and reflected in service planning, governance, and program delivery.

Social	
Community Priority	Intended public value outcome or impact
S1 - Helping people feel safe.	The Plan includes strategies to support safer spaces, improved visibility, and proactive promotion of youth-friendly environments. It aligns with the Town's focus on creating a community where young people feel secure and welcome.
S3 - Facilitating an inclusive community that celebrates diversity.	The Plan supports inclusion by responding to the strengths and needs of LGBTQIA+ young people, those from culturally diverse backgrounds, and young people with disability. It builds confidence and capacity to engage meaningfully with all young people.
S4 - Improving access to arts, history, culture and education.	Actions within the Plan foster access to creative programs, civic education, and learning opportunities that enhance youth development and participation across the Town.

## Further consideration

Not applicable.

## 13 Chief Operations Officer reports

### 13.1 TVP/25/09 Maintenance of Bores, Pumps and Associated Works

<b>Location</b>	Town-wide
<b>Reporting officer</b>	Manager Infrastructure Operations
<b>Responsible officer</b>	Manager Infrastructure Operations
<b>Voting requirement</b>	Simple majority
<b>Attachments</b>	1. CONFIDENTIAL REDACTED - Evaluation Report Signed [13.1.1 - 9 pages]

#### Summary

To seek Council approval to appoint a preferred contractor to carry out the Maintenance of Bores, Pumps and Associated Works as the tender value exceeds \$500,000. It is estimated the value of the contract will cost in the order of \$950,000 over 5 years (3 years with 2 possible 12-month extensions)

#### Recommendation

That Council awards the contract associated with TVP/25/09 Maintenance of Bores, Pumps and Associated Works, to Hydroquip Pumps & Irrigation Pty Ltd, (ABN 51 479 005 062) for maintaining our pump and bore infrastructure , with the terms and conditions as outlined in the contract, as their offer has been evaluated as the most advantageous to the Town.

#### Background

1. The Town has extensive pump and bore infrastructure for watering our Public Open Space areas. (POS)
2. Maintenance carried out is a mixture of scheduled and emergency works
3. Works required include -
4. scheduled servicing maintenance and repairs of pumps, motors and bores.
5. Emergency repairs and/or replacement of bores, motors or pumps
6. Irrigation works, certified irrigation designs, electrical troubleshooting, fabrication and repairs to irrigation cubicles and pump controls.
7. Suppliers were requested to provide a schedule of rates to carry out a variety of works relating to pumps, bores and associated reticulation and electrical infrastructure.
8. TVP/25/09 Maintenance of Bores, Pumps and Associated Works was published through Tenderlink and advertised in the West Australian on Wednesday 14 May 2025, closing at 2pm on Wednesday 4 June 2026.
9. The Town received 1 (one) submission.
10. An evaluation of the tender submissions against the prescribed criteria has been completed and it is recommended that Council accepts the submission by Hydroquip Pumps & Irrigation Pty Ltd and enters into a contract for the Maintenance of Bores, Pumps and Associated Works with the terms and

conditions as outlined in the contract as a schedule of rates. The cost is estimated at \$950,000 over 5 years. (3 years with 2 possible 12-month extensions).

## Discussion

11. The assessment of the submissions was formally undertaken by a panel that included:
  - Reserves and Capital Works Supervisor
  - Irrigation Officer
  - Coordinator Parking and Rangers
12. The Town received 1 submission. The submission, it was compliant.
13. The evaluation of the submissions against the quantitative and qualitative criteria resulted in Hydroquip Pumps & Irrigation Pty Ltd being recommended as the successful tenderer.

## Compliance criteria

14. The compliance criteria used in the assessment was:
  - a) Compliance with the Conditions of Submission
  - b) Compliance with the General Conditions of Contract, Special Conditions, and this Request
  - c) References
  - d) Acknowledgement of Addenda (if any)
  - e) Complete Pricing Schedule
  - f) Corporate Information
  - g) Financial Position
  - h) Conflict of Interest
  - i) Insurance
  - j) Complete Respondents Offer
  - k) Disclosure and Compliance Criteria

## Selection criteria

Environmental Sustainability	Weighting
<p>Respondents should provide evidence of sustainability in the delivery of the project / goods or services, and in the general day-to-day operation of their organisation.</p> <p>Does your organisation have an Environmental Management System (EMS) or adopt any environmental/sustainability practices? If yes, please provide details.</p> <p>Does your organisation practice waste minimisation e.g., reduce packaging, or packaging with recycled materials or using compostable packaging? Please provide details including % of reused/recycled materials used.</p> <p>Has your organisation ever received a warning or convicted of an environmental breach in Australia or overseas? If so, please provide details and outcome of the matter.</p> <p>Please provide examples relating to the key environmental impacts considered over the life cycle of the goods/service.</p>	5%

<p>Some examples for consideration are:</p> <ul style="list-style-type: none"> <li>• Design for energy efficiency for energy using products.</li> <li>• Reduced use of water (e.g. water saving/ efficiency)</li> <li>• Design for recyclability</li> <li>• Carbon Neutrality</li> <li>• Substitution of environmentally harmful or scarce materials.</li> <li>• Noise levels of plant and equipment when in use.</li> <li>• Improved soil quality by reducing or eliminating releases to land (e.g. chemical fertilisers).</li> </ul>	
<p><b>Specified Personnel</b></p> <p>The Tenderer must:</p> <p>I. Identify any proposed Specified Personnel together with a brief curriculum vitae for each of them;</p> <p>II. Detail the availability of the proposed Specified Personnel for the Customer Contract during the Term; and</p> <p>III. Describe the skills and industry experience of all proposed Specified Personnel, especially how their experience relates to the requirements set out in Schedule 2 - Specification / Statement of Requirements</p>	<p>Weighting</p> <p>5%</p>
<p><b>Demonstrated Skills and Experience of the Organisation to Undertake Projects of a Similar Nature</b></p> <p>The Tenderer must provide information regarding:</p> <p>I. The skills and experience of the key Specified Personnel who will be involved with this contract. A brief curriculum vitae should be provided outlining their similar experience to the requirements as set out in Schedule 2 - Specification / Statement of Requirements;</p> <p>II. Roles of the Specified Personnel and their availability during the term of the contract; and</p> <p>III. The organisational capacity to perform the Customer Contract including relevant skills and experience within the organisation (other than the specified personnel) in performing similar requirements.</p> <p>IV. Tenderers must provide contact details of referees for contracts of a similar nature have been successfully completed by the proposed Specified Personnel. These referees may be contacted to verify claims of relevant experience</p>	<p>Weighting</p> <p>20%</p>
<p><b>Organisational Capacity</b></p> <p>I. The Tenderer must demonstrate that it has the organisational capacity to perform the Customer Contract.</p> <p>II. The Tenderer must provide a comprehensive timeframe for the delivery of the proposed Goods and / or Services, identifying key dates and milestones and outlining how any timing</p>	<p>Weighting</p> <p>20%</p>

<p>requirements specified in Schedule 2 - Specification / Statement of Requirements, will be met.</p> <p><b>Demonstrated experience</b></p> <p>I. The Tenderer must provide details of contracts for similar Goods and / or Services provided for other clients. The Respondent must provide:</p> <p>(A) A detailed description of the Goods and / or Services provided;</p> <p>(B) Similarities between the previous contracts and this Request;</p> <p>(C) When the previous contracts were performed; and</p> <p>(D) The outcome of the previous contracts.</p> <p>II. The Tenderer must also provide a minimum of [2] referees in respect of the contracts detailed above. Referee details must include:</p> <p>(A) The referee's name and position;</p> <p>(B) Company name;</p> <p>(C) The contact telephone number; and</p> <p>(D) The contract or project title.</p>	<p>Weighting</p> <p>20%</p>
<p><b>Price</b></p>	<p>Weighting</p> <p>30%</p>

## Legal and policy compliance

[Section 3.57 of the Local Government Act 1995](#)

[Part 4 Division 2 of the Local Government \(Functions and General\) Regulations 1996](#)

[Policy 301 - Procurement](#)

## Financial implications

<p><b>Current budget impact</b></p>	<p>As the value of the contract exceeds \$500,000, the acceptance of the offer/tender and subsequent award of any such contract is to be determined by Council.</p> <p>Sufficient funds exist within the annual Parks Maintenance budget to address this recommendation.</p>
<p><b>Future budget impact</b></p>	<p>Funds to cover the ongoing pump, bore and associated works will need to be included in future Parks Maintenance budgets.</p>

## Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial	Failure to provide good value for money for pump and bore servicing.	Medium	Medium	TREAT risk by carrying out appropriate tender process
Environmental	Failure to maintain watering infrastructure resulting in plant or turf deaths.	Medium	Medium	TREAT risk by appointing a suitably qualified and resourced contractor
Health and safety	Potential accidents or injuries occurring when using drilling rigs or working in enclosed spaces.	High	Low	TREAT risk by appointing suitably experienced and qualified contractor with appropriate tickets and qualifications for the works.
Data, Information Technology and Cyber	Not applicable.		Medium	
Assets	Not applicable.		Medium	
Compliance Breach	Failure to comply with purchasing requirements.	Low	Low	TREAT risk by carrying out appropriate tender process.
Reputation	Negative public perception due to drying Public Open Space areas.	Medium	Low	TREAT risk by appointing a suitably resourced contractor to carry out emergency pump and bore works.
Service delivery interruption	Contractor fails to keep up with works.	Medium	Medium	TREAT risk by programming servicing of pump/bores in winter where possible and have a suitably resourced contractor to deal with emergency works.

## Engagement

Internal engagement	
Stakeholder	Comments
Procurement	Provided advice and acted as a probity advisor throughout the process.
Parks	Provide data on the Towns watering assets, specifications and feedback on the tender documents



## Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL1 – Effectively managing resources and performance.	Going through a public tender process allows for open submissions and transparency of process.

Environment	
Community Priority	Intended public value outcome or impact
EN1 - Protecting and enhancing the natural environment.	Maintaining the Town's watering assets ensures healthy trees, grass and garden areas in our Public Open Space, for recreation which helps to improve the fitness and mental health of the community.

## Further consideration

Not applicable.

## 13.2 TVP/25/11 FOGO Processing

<b>Location</b>	Town-wide
<b>Manager</b>	Manager Projects
<b>Responsible officer</b>	Chief Operations Officer
<b>Voting requirement</b>	Simple majority
<b>Attachments</b>	1. CONFIDENTIAL REDACTED - TV P-25-11 Evaluation Report [ <b>13.2.1</b> - 16 pages]

### Summary

To seek Council's approval to award the contract for Food Organic Garden Organic (FOGO) Waste Processing under Tender TVP/25/11.

#### Recommendation

That Council awards the contract associated with TVP/25/11 FOGO Waste Processing, to Supplier C, to receive waste delivered from the collection of FOGO bins, with the terms and conditions as outlined in the contract, as their offer has been evaluated as the most advantageous to the Town.

### Background

1. At the Ordinary Council Meeting (OCM) held on 20 May 2025 the council resolved by council resolution (103/2025):

*That Council:*

- *Notes the Administration's observations regarding the current state of the Food Organics and Garden Organics (FOGO) industry since Council's resolution on 15 December 2020 to roll out FOGO;*
  - *Endorses Option 2 to commence the roll out and implementation of FOGO from August 2025;*
  - *Authorises the CEO to negotiate a short-term contract with a suitable FOGO processing provider on the most advantageous terms for the Town until Mindarie Regional Council is able to process FOGO material, and to bring a report back to Council for approval if the value of the short-term contract exceeds the CEO's delegation;*
  - *Requests the CEO to commence a waste education campaign by 1 June 2025 for the implementation of FOGO as per point 2 above.*
2. Tender TVP/25/11 FOGO Waste Processing was issued as tender request TVP/25/11 under the WALGA Preferred Supplier Panel PSP007 on 27 May 2025, with a closing date of 18 June 2025.
  3. Suppliers were requested to detail their submission based on processing 3000 tonnes of FOGO waste. The town invited submissions from suitably experienced Respondents that have suitable receipt facilities, decontamination processes and the capability and capacity to process the Town's FOGO material into material compatible with Australian Standard AS4454-2012 as a final product.

## Discussion

4. The Town received three (3) submissions. Of these submissions, one (1) was not compliant due to the current inability to accept the Town's FOGO waste.
5. The assessment of the submissions was formally undertaken by a panel that included:
  - Chief Financial Officer (voting member)
  - Depot Technical Officer (voting member)
  - Senior Project Officer (voting member)
  - Coordinator Procurement and Contracts (non-voting member)
  - Administration Officer Building Services (non-voting member)
6. The evaluation of submissions against the qualitative and quantitative criteria resulted in Tenderer C achieving the second highest overall score, with 35% for qualitative and a combined qualitative and quantitative score of 81%. Tenderer A received the highest combined score which was 82%.
7. The evaluation of the tender submissions against the prescribed criteria has been completed and it is recommended that Council accepts the submission made by Supplier C and enters a contract for FOGO waste processing.
8. The following compliance criteria were included in the tender:
  - (a) Acknowledgement of addenda (if any)
9. A minimum of three references were provided
10. Respondent to prove financial position
  - (a) Submission of relevant corporate information
  - (b) Respondent to prove financial ability to deliver project scope.

## Evaluation process

Relevant Experience	Weighting
<p>I. The Respondent must provide details of contracts for similar Services provided for other clients. The Respondent must provide:</p> <p>(A) A detailed description of the Services provided; (B) Similarities between the previous contracts and this Request; (C) When the previous contracts were performed; and (D) The outcome of the previous contracts.</p> <p>II. The Respondent must also provide a minimum of [2] referees in respect of the contracts detailed above. Referee details must include:</p> <p>(A) The referee's name and position; (B) Company name; (C) The contact telephone number; and (D) The contract or project title.</p>	20%

<p><b>Organisational Capacity</b></p> <p>I. Respondents must provide an approach or methodology that includes the phases, tasks, and timelines. They should also include details on the process of the service delivery, how waste material will be handled and methods to minimise FOGO waste going to landfill.</p> <p>II. Respondents are expected to outline the management structure, including the roles and responsibilities of both the Respondent and the Town. This should include estimated resources, key personnel and their individual experience and responsibilities.</p> <p>III. Respondents should describe their process for working with and integrating with third-party providers of waste collection services and the Town's systems. Additionally, they should address how they will manage any disagreements or issues that may arise with these third parties.</p>	<p>Weighting</p> <p>20%</p>
<p><b>Economic Sustainability</b></p> <p>Respondents should provide evidence of sustainability in the delivery of the Services, and in the general day-to-day operation of their organisation. Respondents should also demonstrate the benefits and contribution to the Town of Victoria Park local economy and community.</p>	<p>Weighting</p> <p>5%</p>
<p><b>Environmental Sustainability</b></p> <p>Respondents should provide evidence of sustainability in the delivery of the Services, and in the general day-to-day operation of their organisation.</p>	<p>Weighting</p> <p>5%</p>
<p><b>Price</b></p> <p>I. Price to be offered as a schedule of rates. Include in the rates all:</p> <ul style="list-style-type: none"> <li>(A) Items, tasks, and requirements detailed in the Specifications;</li> <li>(B) Any other costs; and</li> <li>(C) Disbursements to provide the required service and appropriate level of the Goods and Services Tax.</li> </ul> <p>II. The offered price must represent the best value for money.</p>	<p>Weighting</p> <p>50%</p>

## Legal and policy compliance

[Section 3.57 of the Local Government Act 1995](#)

[Part 4 Division 2 of the Local Government \(Functions and General\) Regulations 1996](#)

[Policy 301 - Procurement](#)

## Financial implications

<b>Current budget impact</b>	<p>As the value of the contract may exceed \$500,000, the acceptance of the offer/tender and subsequent award of any such contract is to be determined by Council.</p> <p>Sufficient funds exist within the annual budget to address this recommendation.</p>
<b>Future budget impact</b>	<p>Sufficient funds exist within the annual budget to address this recommendation.</p>

## Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial	Total waste processing budget is expended due to high levels of FOGO contamination	High	Low	TREAT risk by adopting an Education Plan and Communication Plan on FOGO to commence prior to FOGO rollout, maintained during roll out and modified post roll out to target specific non-compliance based on bin audit findings.
Environmental	Continued reliance on general waste processing with FOGO inclusions increases methane and carbon monoxide gases along with a higher cost per tonne to process	Medium	Medium	TREAT risk by maintaining the current FOGO roll out schedule to introduce FOGO bins to all residents by end of 2025
Health and safety	Not applicable			
Data, Information Technology and Cyber	Bin assets ID's will be collected and allocated to each property	Low	Medium	TREAT risk through asset ID collection
Assets	Increase in Town's asset base by 10,200 240l bins	Low	Medium	TREAT risk by ensuring ongoing waste maintenance budget is adequately funded to maintain the additional bins
Compliance Breach	Nationally, a 3-bin system is being encouraged to have been rolled out by end of 2025	Low	Low	As the national push to mandate the 3-bin system roll out by 2025 has shifted to an encouragement, there is now no risk of compliance breach

Reputation	If a FOGO processor is not appointed, the FOGO waste will be processed as general waste as the current GO processor cannot accept FOGO at this time	Medium	Low	TREAT risk by ensuring the FOGO processor recommendation is supported
Service delivery interruption	If a FOGO processor is not appointed there will be a service delivery interruption	Low	Medium	TREAT risk by ensuring the FOGO processor recommendation is supported

## Engagement

Internal engagement	
Stakeholder	Comments
Procurement	Provided advice and acted as a probity advisor throughout the process.
Waste Operations	Provided advice on processing and collection coordination throughout the process.
Waste Education	Provided advice on waste education plan to reduce contamination rates throughout the process.
Communications	Provide advice on effective communication strategies throughout the process.

## Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL1 – Effectively managing resources and performance.	Maximising returns on waste resources.

Environment	
Community Priority	Intended public value outcome or impact
EN2 - Facilitating the reduction of waste.	Reducing the total volume of general waste generated by the town.

## Further consideration

Not applicable.

## 14 Chief Financial Officer reports

### 14.1 Statement of Accounts- May 2025

<b>Location</b>	Town-wide
<b>Reporting officer</b>	Coordinator Finance
<b>Responsible officer</b>	Chief Financial Officer
<b>Voting requirement</b>	Simple majority
<b>Attachments</b>	1. Payment Summary May 2025 [ <b>14.1.1</b> - 8 pages] 2. Credit Card Transactions May 2025 [ <b>14.1.2</b> - 2 pages] 3. Fuel and Store Card Transactions May 2025 [ <b>14.1.3</b> - 1 page]

### 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 1 to 31 May 2025.
2. To present the list of payments made by authorised employees using purchasing cards for the period 1 to 31 May 2025.

The information required for Council to receive the payments made is included in the attachment for the period 1 to 31 May 2025.

### Recommendation

That Council for the period 1 to 31 May 2025, as included in the attachment:

1. Receives the list of accounts paid (cheques and EFT payments).
2. Receives the direct lodgement of payroll payments to the personal bank accounts of employees.
3. Receives the list of payments made using credit cards.
4. Receives the list of payments made using fuel and store cards.

### 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 was 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	Reference	Amounts
<b>Municipal Account</b>		
Automatic Cheques Drawn	608914-608919	\$ 4,400
Creditors – EFT Payments (incl. Fuel and Store Cards)		\$ 6,872,397
- Fuel and Store Cards (\$15,080.32)	May 2025	
Payroll		\$ 1,394,097.33
Bank Fees		\$ 6,926.91
Corporate MasterCard	May 2025	\$ 13,893.57
<b>Total</b>		<b>\$ 8,291,714.81</b>

## 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 payments, as included in the attachments, for the period 1 to 31 May 2025.

## 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

<b>Current budget impact</b>	Sufficient funds exist within the annual budget to address this recommendation
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**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.		Medium	
Health and safety	Not applicable.		Low	
Data, information technology and cyber	Not applicable.		Medium	
Assets	Not applicable.		Medium	
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.		Low	
Service delivery interruption	Not applicable.		Medium	

**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.

**Further consideration**

Not applicable.

## 14.2 Financial Statements- May 2025

<b>Location</b>	Town-wide
<b>Reporting officer</b>	Coordinator Finance
<b>Responsible officer</b>	Chief Financial Officer
<b>Voting requirement</b>	Simple majority
<b>Attachments</b>	1. Financial Statements May 2025 [ <b>14.2.1</b> - 26 pages]

### Summary

To present the Monthly Financial Report for the period ending 31 May 2025, as included in the attachment, to Council.

#### Recommendation

That Council receives the Monthly Financial Report for the period ended 31 May 2025, as included in the attachment, pursuant to Regulation 34 and 35 of the Local Government (Financial Management) Regulations 1996.

### Background

1. Regulation 34 and 35 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.
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 by an amount of (+) or (-) \$50,000 or 10% and, in these instances, 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 by an amount of (+) or (-) \$50,000 or 10% and in these instances, 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 Monthly Financial Report for the period ending 31 May 2025 complies with the requirements of Regulation 34 and 35 (Financial activity statement report) of the Local Government (Financial Management) Regulations 1996.

It is therefore recommended that the Monthly Financial Report for the period ending 31 May 2025, be received.

## 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	Treat risk by ensuring daily and monthly reconciliations are completed. Internal and external audits.
Financial	Fraud or illegal transaction	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.		Medium	
Health and safety	Not applicable.		Low	
Data information technology and cyber	Not applicable.		Medium	
Assets	Not applicable.		Medium	
Compliance Breach	Council not accepting financial statements will	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.

	lead to non-compliance			
Reputation	Not applicable.		Medium	
Service delivery interruption	Not applicable.		Medium	

## Financial implications

<b>Current budget impact</b>	Commentary around the current budget impact is outlined in the Statement of Financial Activity, forming part of the attached financial activity statement report.
<b>Future budget impact</b>	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	
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 <i>Local Government (Financial Management) Regulations 1996</i> .

## Further consideration

Not applicable.

## 14.3 Hubert Street Parking and Restriction Project

<b>Location</b>	East Victoria Park
<b>Reporting officer</b>	Coordinator Parking and Rangers
<b>Responsible officer</b>	Manager Business Services
<b>Voting requirement</b>	Simple majority
<b>Attachments</b>	1. Hubert St Plan 1 [ <b>14.3.1</b> - 1 page] 2. Hubert St Plan 2 [ <b>14.3.2</b> - 1 page] 3. Hubert St Plan 3 [ <b>14.3.3</b> - 1 page] 4. Hubert St Plan 4 [ <b>14.3.4</b> - 1 page] 5. Hubert Street Feedback - Community Consultation [ <b>14.3.5</b> - 7 pages]

### Summary

In November 2024, the Town received an email on behalf of residents who live on a section of Hubert Street between Miller and Mint Street. The email detailed safety and driveway obstruction concerns and requested a proposed solution to address the concerns.

#### Recommendation

That Council endorses the implementation of staggered no stopping restrictions and staggered unrestricted on-street parking on Hubert Street, between Miller and Mint Street as per the attached Hubert Street Plan 1, 2, 3 and 4.

### Background

1. On 27 November 2024, Parking and Rangers received an email on behalf of 6 residents who live on a section of Hubert Street between Miller and Mint streets. The email detailed safety and driveway obstruction concerns and requested a proposed solution to address the concerns. The email also outlined the residents' intention to raise the concerns during question time at Ordinary Council Meeting (OCM) 10 December 2024.
2. A resident attended OCM on the 10 December 2024 to raise the concerns regarding Hubert Street. The Strategic Projects Manager advised that parking changes would require a full street analysis and community consultation to assess impacts and feedback. The matter was currently with the Street Improvement Business Unit who were conducting a desktop assessment of Hubert Street between Miller and Mint Street.
3. The desktop assessment and plans for the proposed solution were completed on 10 December 2024. The plans detailed a solution that included.
  - a. Staggered on-street parking and staggered no stopping restrictions. The design aims to ensure that one side of the road remains clear for safe traffic flow, accommodating two-way traffic at all times while the other side is available for on-street parking.
  - b. 2.0m wide parking shoulders to guide drivers to park within the designated space, maintaining a minimum lane width of 5.4m-5.5m for two-way traffic.
  - c. No Stopping line markings will be installed at driveways where on-street parking is permitted to prevent driveway obstructions.

4. On 20 December 2024, an email was sent to the 6 residents of Hubert Street with the proposed traffic calming measures for Hubert Street. The email outlined the required process, including the need to appoint a project team and complete community consultation.
5. On 14 February 2025, A follow-up email was sent to the 6 residents of Hubert Street confirming the project team had been appointed and that community consultation would commence in March, which would then be followed with a council report in either May or June 2025.
6. On 12 March 2025, the Street Improvement Business Unit confirmed that the plan devised from the desktop assessment was the best way to mitigate resident concerns in the Town's estimation. Therefore, the team decided the plan would be provided standalone to residents for their general feedback.
7. On 17 March 2025, an email was sent to the 6 residents of Hubert Street, plus 87 letters posted to the properties on Hubert Street between Miller and Mint Street informing them the community consultation had started and would be closing on 7 April 2025.
8. On 7 April 2025, a petition was received by the Town with 40 Signatures (31 verified and 9 unverified) requesting the Town abandon the proposal and seek alternatives in consultation with the residents.
9. An email was sent to the 6 residents of Hubert Street on 8 April 2025 confirming the consultation period had now closed and the responses from the community consultation would be collated and taken into consideration to guide the Town's recommendation for the project.
10. There were 35 responses to the community consultation, 31 from Your Thoughts and 4 by email.

## Discussion

11. There were 64 responses in total, 35 responses from Your Thoughts and 29 from the petition. Those who complete a Your Thoughts/email response and signed the petition have not been captured twice.
12. The responses showed 17.2% (11 out of 64) were supportive of the proposed plan, whereas 82.8% (53 out of 64) did not support the proposed plan.
13. Technical staff from the Street Improvement Business Unit reviewed the community consultation and petition responses, conducted further analysis of the background information, and provided the following determination.
  - a. Hubert Street is classified as an Access Road under the Main Roads WA Metropolitan Functional Road Hierarchy and is subject to the default 50 km/h speed limit. A traffic survey conducted by the Town of Victoria Park in June 2022 recorded approximately 930 vehicles per day travelling along Hubert Street between Miller Street and Mint Street. The 85th percentile speed was 52.38 km/h.
14. Based on these findings, technical staff from the Street Improvement Business Unit recommend proceeding with the proposed staggered parking plan. Main reasons include the following;
  - Improve safety for drivers exiting driveways by providing additional manoeuvrability space on the roadway.
  - Hubert Street runs parallel with Albany Highway with many vehicles circulating for parking opportunities. Limiting parking spaces will reduce congestion and motorists continually searching for available space.
  - Ease of access for commercial vehicles using Hubert Street.
  - Mid-block crash data along Hubert Street between Miller Street and Mint Street (excluding intersections) indicates a total of 4 crashes over a 5-year period from 1 January 2020 – 31 December 2024. Three (3) crashes involved parked vehicles, one (1) conflict relating to a driveway crash.

15. Restricting parking to one side of the street in a staggered pattern is considered more effective than maintaining parking on both sides, which currently causes the street to function as a de facto one-way road. Although this change may lead to a slight increase in through traffic, the overall safety and access benefits, particularly when paired with appropriate traffic calming measures, outweigh these concerns.
16. The current arrangement, with vehicles parked on both sides of the street, narrows the carriageway to a single lane. This frequently results in conflicts between vehicles travelling in opposite directions, causing confusion, congestion and an increased risk of sideswipe crashes, vehicle reversals and unsafe manoeuvres. These risks are especially concerning for vulnerable road users, such as pedestrians and cyclists. Emergency vehicle access may also be impeded.
17. Restricting parking to one side of the road would allow for a consistent and clear two-way traffic flow. This change would improve safety for all road users by providing better visibility for drivers exiting driveways and reducing the risk of head-on and side swipe collisions. Pedestrian safety would also be enhanced, with more predictable crossing points and improved visibility.
18. The current proposal also includes designated parking bays with 2.0 m-wide shoulders to help drivers park within marked areas, while maintaining a minimum traffic lane width of 5.4–5.5 m to support safe two-way vehicle movement.
19. Further, installation of white stencil “No Stopping” markings at driveways on the parking-permitted side of the street will ensure these access points remain unobstructed.
20. The concerns raised by residents in their petition indicates that speeding would be increased if staggered parking was introduced. As a result of the proposed staggered arrangement the carriageway width is narrowed down to 5.4m for two-way traffic which is already constrained. Furthermore, staggered sectional lengths are broken down to less than 250m long parking segments to reduce overall speeds. If the proposal is implemented speed data will be collected post implementation to test resident concerns and further calming measures could be considered for future budgeting purposes.
21. In addition, the Town is currently upgrading the Hubert Street and Mint Street intersection into a raised plateau, which will serve as a key speed-reducing treatment at a critical location, further supporting the initiative to manage speeds and enhance safety along the corridor.
22. It is also important to note that the Town is in the final stage of obtaining 100% design approval from Main Roads WA for the proposed upgrade of the signalised intersection at Shepperton Road and Miller Street. This upgrade is expected to address existing traffic flow and safety concerns at that intersection.
23. In summary, the proposal to implement one-sided parking along with speed management treatments offers a balanced solution. It preserves parking availability for residents and visitors of the residents, ensures safe and reliable two-way traffic and maintains the residential character of Hubert Street.
24. If Council decide to retain the current road layout, technical staff from the Street Improvement Business Unit recommend at a minimum the installation of white stencil markings at all driveways. This would help prevent parked vehicles from obstructing driveway access and maintain functional access for property owners.

## **Relevant documents**

Not applicable.

## **Legal and policy compliance**

Not applicable.



## Financial implications

<b>Current budget impact</b>	Sufficient funds exist within the annual budget to address this recommendation.
<b>Future budget impact</b>	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	Harm or injury may occur through motor vehicle accidents.	Low	Low	Treat risk by implementing the plan as recommended by the technical staff from the Street Improvement Business Unit.
Data, Information Technology and Cyber	Not applicable		Medium	
Assets	Not applicable		Medium	
Compliance Breach	Not applicable		Low	
Reputation	Negative media exposure that may impact the Towns reputation or image.	High	Low	Accept as the Street Improvement Business Unit confirmed that the plan devised from the desktop assessment was the best way to mitigate resident concerns.
Service delivery interruption	Not applicable		Medium	

## Engagement

Internal engagement	
Stakeholder	Comments
Communications	Engaged to lead the community consultation.

Operations	Engaged as the technical experts to completed a desktop assessment and to create the plan to address the issues raised by the community.
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External engagement	
Stakeholders	Residents
Period of engagement	17 March – 8 April 2025
Level of engagement	2. Consult
Methods of engagement	Written submissions via Your Thoughts and email.
Advertising	Letters sent to residents in the impacted section of Hubert Street
Submission summary	<p>31 Your Thought responses, 4 email responses and 1 petition. The petition included 40 signatures, 11 of the petitioners also provided a Your Thoughts submission or a response by email. There was a total of 64 unique responses.</p> <p>11 out of 64 responses were supportive of the proposed plan and 53 did not support the current plan.</p>
Key findings	The proposed plan is not supported by the residents. However, the residents in this section of Hubert Street are supportive of change to address safety and driveway obstruction concerns.

## Strategic alignment

Environment	
Community Priority	Intended public value outcome or impact
EN6 - Improving how people get around the Town.	Improving residents' access to their properties by minimising driveway obstructions.

Social	
Community Priority	Intended public value outcome or impact
S1 - Helping people feel safe.	Improving the safety for residents when accessing this section of Hubert Street and when entering/exiting their driveway.

## Further consideration

At the Agenda Briefing Forum meeting held on 1 July 2025, the following information was requested

25. Provide more information regarding the community consultation questions, feedback and full results This request is due to the need to ascertain why over 80% of people oppose the proposed restrictions, aside from the reference to expected increased speeding.

Reasons residents opposed the proposed plan aside from increased speed and traffic.

- Residents disagreed with the sides of the road where parking was proposed.
- The reduced parking availability for visitors and residents.
- Unhappy with parking spaces removed directly outside their homes.
- The new restrictions won't stop visitors to Boston Brewing Parking on Hubert Street.
- Wanted white line delineation road markings installed similar to Merton Street instead.
- No traffic calming proposed.
- Poor visibility for exiting driveways on sides of the street where parking is permitted.

Full results have been provided in attachment 14.3.5.

It is important to note that the community consultation was an informing process that sought only general feedback on the proposed solution. The proposed solution has been developed with the goal of maintaining safe and efficient traffic flow. The proposed solution in the Town's technical opinion is the best option and is why only one solution was proposed.

26. Provide the response to the request for information 'Did community consultation include support for any part of the proposed plan, for example, updated line marking to prevent parking obstructions over driveways?'

Overall, the community consultation supported implementing changes to Hubert Street to address access and safety concerns. Other suggestions submitted by residents during the consultation period to address the concerns included the below:

- Swap the sides of the proposed parking and no parking restrictions.
- Install traffic calming and speed humps instead.
- Address the congestion of Miller Street caused by the Miller Street and Shepperton Road traffic lights.
- A Permit system for this section of Hubert Street.
- Introduce timed restrictions 8am – 6pm.
- Convert 4 Miller Street into a public car park.
- Install 'local traffic only' signs.

27. Confirm how many of the 64 community consultation responses were from residents of Hubert Street versus those from outside the street.

All responses from the petition and community consultation via your thoughts survey and email were from residents of Hubert Street addresses between 2 – 51 Hubert Street. No responses were received from residents outside of Hubert Street.

28. Investigate whether Town staff considered the alternative suggestions raised by the petitioners, such as removing parking only at the Miller Street end of Hubert Street, peak-period parking restrictions, raised intersections, or partial closures. If these suggestions were considered, explain why they are not referenced in the officer's report.

Road alterations have not been considered as "first preference" mitigation measures, nor peak period parking restrictions. The issue of traffic flow being impacted and manoeuvrability for residents entering/exiting out of narrow driveways when vehicles are parked on either side of Hubert Street will still be prevalent given the carriageway width. There are already restrictions (in the form of yellow lines and no

stopping signs) in place at the northern end of Hubert Street intersecting with Miller Street that cover more than the legal requirement under the Road Traffic Code 2000. Restricting this further can be considered.

29. Provide response to request for information 'Did the administration conduct any modelling to predict where the vehicles currently parked on Hubert Street, considering its proximity to Albany Highway and residents, would relocate if parking were prohibited on one side of the street?'

No modelling was undertaken by the administration.

## **15 Committee Reports**

## **16 Applications for leave of absence**

## **17 Motion of which previous notice has been given**

## **18 Questions from members without notice**

### **18.1 Questions taken on notice from members without notice at Ordinary Council Meeting held on 17 June 2025**

#### **Cr Peter Devereux**

*1. Can the Town provide an update on the current plans for the intersection of Planet and Mercury Streets, particularly regarding how traffic concerns and accident risks raised by the community are being addressed?*

While the location does not currently meet the formal warrants required for Black Spot funding, the Town is seeking funding assistance through Main Roads' Urban Road Safety Programme to support a final, permanent treatment solution. Given the level of ongoing queries and correspondence regarding this intersection, the Town also intends to seek quotations for an independent Road Safety Audit in the upcoming financial year to provide further guidance on any necessary corrective actions. It is anticipated that this final treatment will be implemented within the next 12-18 months, subject to funding, approvals, and consultant's availability.

In the meantime, the Town proposes to install two repurposed speed cushions, sourced from another location. These cushions aim to reduce vehicle speeds further from the intersection, thereby increasing drivers' observation time and supporting safer decision-making. Please note that Main Roads consent is not required for the installation of this interim treatment. However, any future modifications involving regulatory controls will be referred to Main Roads for appropriate review and approval.

### **18.2 Questions taken on notice from members without notice at Agenda Briefing Forum held on 1 July 2025**

#### **Cr Peter Melrosa**

*1. Can the Town provide information whether the significant tree nomination registers are being actioned?*

There is no current management practice or council policy for significant trees. The administration of assessing nominations is ad hoc basis, sometimes this takes longer if arboricultural assessment is required.

#### **Mayor Karen Vernon**

*3. Can the Town provide more information regarding a progress report on the Elizabeth Bailie Park upgrade?*

Following the response provided at the Agenda Briefing Forum on 1 July, a more detailed response is outlined below.

Elizabeth Bailie project is under construction since March 2025 with no recorded incident on site. The work is tracking on schedule and it's expected to be completed by 2026.

As of today 4<sup>th</sup> July, 35% of works is completed: Paths being installed, underground electrical services completed, and Amphitheatre footings poured. Concrete and building work are underway. Delay by Western Power for installation of the transformer is noted as a risk

### **18.3 Questions from members without notice**

## **19 New business of an urgent nature introduced by decision of the meeting**

## **20 Public question time**

## **21 Public statement time**

## **22 Meeting closed to the public**

### **22.1 Matters for which the meeting may be closed**

#### **22.1.1 External Advice – Policy 026 Complaints relating to Council Members, Committee Members and Candidates**

### **22.2 Public reading of resolutions which may be made public**

## **23 Closure**