

AGENDA.

Council Agenda Briefing

21 July 2026

Notice of Meeting

Mayor and Councillors

The next Council Agenda Briefing of the City of South Perth Council will be held on Tuesday 21 July 2026 in the City of South Perth Council Chamber, corner Sandgate Street and South Terrace, South Perth commencing at 6.00pm.



ANITA AMPRIMO
ACTING CHIEF EXECUTIVE OFFICER

16 July 2026

Acknowledgement of Country

Kaartdjinin Nidja Nyungar Whadjuk Boodjar Koora Nidja Djining Noonakoort kaartdijin wangkiny, maam, gnarnk and boordier Nidja Whadjuk kura kura.

We acknowledge and pay our respects to the traditional custodians of this land, the Whadjuk people of the Noongar nation and their Elders past and present.

Our Guiding Values



Disclaimer

Members of the public are cautioned against taking any action as a result of a Council decision until such time as they have seen a copy of the Minutes or been advised, in writing, by the Council's Administration with regard to any particular decision.

Contents

1.	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	5
2.	DISCLAIMER	5
3.	ANNOUNCEMENTS FROM THE PRESIDING MEMBER	5
4.	ATTENDANCE	5
4.1	APOLOGIES	5
4.2	APPROVED LEAVE OF ABSENCE	5
5.	DECLARATIONS OF INTEREST	5
6.	PUBLIC QUESTION TIME	5
7.	CONFIRMATION OF MINUTES AND TABLING OF NOTES OF BRIEFINGS	5
8.	PRESENTATIONS	5
8.1	PETITIONS	5
8.2	GIFTS / AWARDS PRESENTED TO COUNCIL	5
8.3	DEPUTATIONS	5
9.	METHOD OF DEALING WITH AGENDA BUSINESS	5
10.	DRAFT REPORTS	6
10.3	STRATEGIC DIRECTION 3: ENVIRONMENT (BUILT AND NATURAL)	6
10.3.1	Local Heritage Survey (Final Adoption)	6
10.3.2	South Perth Mill Point Road Traffic Safety Review	16
10.3.3	Bentley Technology Park Precinct Structure Plan	22
10.3.4	Proposed Amendment to Child Care Premises. Lot 21 and Lot 22 (No.15 and No.17) Bowman Street, South Perth	29
10.3.5	Proposed Change of Use to Unhosted Short-Term Rental Accommodation - Lot 47 (No. 11) Scenic Crescent, South Perth - Section 31 Reconsideration	36
10.3.6	Proposed Change of Use - Multiple Dwelling to Unhosted Short-Term Rental Accommodation - Lot 38 (No. 308/29) Melville Parade, South Perth	44
10.3.7	Proposed Change of Use from Cafe/Restaurant to Fast Food Outlet and Signage (Illuminated and Non-Illuminated) - Lot 21 (No. 459-463) Canning Highway, Como	52
10.3.8	Proposed Alterations to Residential Aged Care Facility - Lot 3650 (No. 10) Roebuck Drive, Salter Point	69

10.4 STRATEGIC DIRECTION 4: LEADERSHIP	77
10.4.1 Listing of Payments - June 2026	77
10.4.2 Monthly Financial Statements - June 2026 (Interim)	80
10.4.3 Audit, Risk and Improvement Committee	84
10.4.4 Western Australian Local Government Association South East Metropolitan Zone	87
10.4.5 City of South Perth Community Safety and Crime Prevention Advisory Group	90
10.4.6 Local Emergency Management Committee for Canning/South Perth	92
10.4.7 City of South Perth Arts Advisory Group	94
10.4.8 City of South Perth Inclusive Community Advisory Group	96
10.4.9 Metro Inner Development Assessment Panel	98
10.4.10 Urban Greening Advisory Group	101
10.4.11 City of South Perth Public Health Advisory Group	104
10.5 MATTERS REFERRED FROM COMMITTEE MEETINGS	106
10.5.1 Policy Review	106
10.5.2 Policy P649 Mayoral Vehicle	113
11. APPLICATIONS FOR LEAVE OF ABSENCE	120
12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	121
12.1 NOTICE OF MOTION - CESSATION OF THE BLESSING, PRAYERS OR OTHER RELIGIOUS IMPARTATIONS OF THE AUSTRALIAN FLAG AT CITY OF SOUTH PERTH MANAGED CITIZENSHIP CEREMONIES	121
13. QUESTIONS FROM MEMBERS	123
14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING	123
15. MEETING CLOSED TO THE PUBLIC	123
16. CLOSURE	123

Council Agenda Briefing Meeting - Agenda

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2. DISCLAIMER

3. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

4. ATTENDANCE

4.1 APOLOGIES

4.2 APPROVED LEAVE OF ABSENCE

Nil.

5. DECLARATIONS OF INTEREST

6. PUBLIC QUESTION TIME

This item will be dealt with at the Ordinary Council Meeting.

7. CONFIRMATION OF MINUTES AND TABLING OF NOTES OF BRIEFINGS

This item will be dealt with at the Ordinary Council Meeting.

8. PRESENTATIONS

8.1 PETITIONS

This item will be dealt with at the Ordinary Council Meeting.

8.2 GIFTS / AWARDS PRESENTED TO COUNCIL

This item will be dealt with at the Ordinary Council Meeting.

8.3 DEPUTATIONS

9. METHOD OF DEALING WITH AGENDA BUSINESS

This item will be dealt with at the Ordinary Council Meeting.

10. DRAFT REPORTS

10.3 STRATEGIC DIRECTION 3: ENVIRONMENT (BUILT AND NATURAL)

10.3.1 Local Heritage Survey (Final Adoption)

File Ref: D-26-10476

Reporting Officer(s): Fiona Mullen, Acting Director Development and Community Services

Summary

At its meeting held 28 April 2026, Council supported advertising of proposed changes to the Local Heritage Survey to reflect the outcomes of a place specific review of several places.

This report presents the outcome of advertising and seeks final approval for the amended Local Heritage Survey.

Officer Recommendation

That Council:

1. Adopts the Local Heritage Survey at **Attachment (a)**.
2. Supports subsequent minor administrative updates to the Local Heritage Survey that do not involve a change to the classification of a place or statement of significance.

Background

At its Ordinary Council Meeting held 28 October 2025, Council adopted a Heritage List and requested place specific reviews (including consideration of built form) be undertaken for five places in the Local Heritage Survey (LHS), ensuring where relevant, that the Statement of Significance of each place is consistent with the State Register of Heritage Places.

In November 2025, the City engaged an independent heritage consultant to undertake place specific reviews in accordance with Council's resolution. In considering the outcome of these place specific reviews at its Ordinary Council Meeting held 24 March 2026, Council resolved to request the Chief Executive Officer prepare and present to Council an updated LHS reflecting review outcomes, including the creation of new and modified place records where required.

At its meeting held 28 April 2026, Council resolved to advertise proposed modifications to seven place records within the LHS, including the creation of two new place records.

This report presents the draft LHS for final adoption following advertising. It also includes changes to the place record for the Mount Henry Bridge reflecting its recent entry on the State Register of Heritage Places.

A copy of the proposed LHS is located at **Attachment (a)** with a copy of the LHS Survey - place records with tracked changes at **Attachment (b)**.

Comment

Modifications to the Local Heritage Survey

The following is a summary of modifications proposed to the LHS in response to feedback received during the consultation period:

- Minor modifications proposed in Section 5. Heritage Places of the LHS to reflect updated place reference information including InHerit database place numbers.
- Minor corrections of typographical errors.
- Royal Perth Golf Club – Golf Course, Labouchere Road - in response to further research, additional historical information is proposed to be included in the place record to reflect the contribution of an early golf course designer, and an event involving the emergency landing of an aircraft in the 1920's.
- Wesley College, No. 40 Coode Street - further modifications to the Statement of Significance are proposed to align with the State Register entry by removing the Mildred Manning Science Building (No. 40 Coode St) and the Tranby and Cygnet Boarding House (No. 41 Swan St) from the area of cultural heritage significance, and, as per the State Register entry, noting the contribution of certain buildings to the historical development of the place. Modification to the location plan on page 2 of the place record to align with the curtilage reflected in the State Register of Heritage Places.
- St Joseph's Convent and Dennehy House (fmr.), No. 16 York Street - modification to the place record to include information relating to the World War II (WWII) code breaking contribution of Sister Julie O'Sullivan who joined the order of the Sisters of St Joseph after WWII. Further modifications to the Statement of Significance are proposed to align with the State Register entry including noting the Irene Villa, MacKillop Court, Convent, Link/Garden Room as having little significance. It is proposed to remove reference in the Statement of Significance to the swimming pool, as it has been demolished.

Consultation

Proposed modifications to the LHS were advertised for a period of 28 days between 7 May 2026 to 4 June 2026 in the following manner:

- Written notification provided to owners and occupiers of the subject places;
- Consultation information displayed on the City's website;
- Copies of documents made publicly available at the Civic Centre and Manning and South Perth Libraries.

At the close of the consultation period, 18 submissions were received. A Schedule of Submissions is contained as **Attachment (c)**.

Summary of submissions received and City responses

The following table summarises feedback received and provides the City's response. A copy of submissions addressing proposed changes to the LHS and City responses are located at **Attachment (c)**.

Address & Heritage	Feedback	City response
Place No. 36, Wesley College No. 40 Coode Street, South Perth Category 1 (Exceptional) classification of significance. On the State Register of Heritage Places (2009).	- Support for Category 1 Classification of Significance as place is on the State Register of Heritage Places. - Owner objects to application of a secondary zone of cultural heritage significance as statutory implications are unclear, and inclusion of the Mildred Manning Science Building and the Tranby and Cygnet Boarding House in the primary zone of cultural heritage significance as these were not identified in the State Register entry, and whilst they contribute to the historical development of the place and its social significance, they are not considered essential to its cultural heritage values. - Owner objects to inclusion of whole of site on LHS and future Heritage List given portion of site is identified in State Register entry as having	- Two submissions were received, one from the owner and one from a community member supporting inclusion of Wesley College on the LHS. - Further modifications to the Statement of Significance are proposed to align with the State Register entry by: - removing the Mildred Manning Science Building (40 Coode St) and the Tranby and Cygnet Boarding House (41 Swan St) from the primary zone of cultural heritage significance, - removing reference to a primary and secondary zone of significance, - as per the State Register entry, noting the contribution of certain buildings to the historical development of the place but not being essential to its cultural heritage values, and - modifying the location plan on page 2 of the place record to align with the curtilage reflected in the State Register of Heritage Places entry. - Despite the State Register curtilage for Wesley College identifying specific areas of heritage value, the whole site at No. 40 Coode Street is a 'heritage protected place' under the <i>Planning and Development (Local</i>

Address & Heritage	Feedback	City response
	cultural heritage significance.	<i>Planning Schemes) Regulations 2015</i> by virtue of its cadastral boundary. In accordance with the <i>Heritage Act 2018</i> all development that may impact on the heritage values of that place, be in inside or outside the registered curtilage, require Heritage Council of WA referral.
Place No. 39, St Columba's Church, Presbytery and Primary School No. 25 Forrest Street, South Perth Category 1 (Exceptional) classification of significance. On the State Register of Heritage Places (2006).	Support for creation of separate place record and retention of Category 1 Classification of Significance as place is on the State Register of Heritage Places.	Four submissions were received from community members supporting inclusion of the place on the LHS.
Place No. 95, St Joseph's Convent (Dennehy House fmr.) No. 16 York Street, South Perth. Category 1 (Exceptional) classification of significance. On the State Register of Heritage Places (2006).	- Support for creation of a separate place record and retention of Category 1 Classification of Significance as place is on the State Register of Heritage Places. - Community member submission has been received requesting modification to the place record to reflect use of the place as a Signals Intelligence relay station during World War II, thereby meeting the criteria for 'scientific' value of significance.	- Six submissions were received, one from the owner and five from community members supporting inclusion of the place on the LHS. - As evidence confirming the place was a Signals Intelligence relay station during World War II has not been provided, reflecting this in the place record is not recommended. Modification to the place record is recommended to include information relating to the WWII code breaking contribution of Sister Julie O'Sullivan who

Address & Heritage	Feedback	City response
	Owner has requested that the core heritage significance of the site be attributed to the southern part of site, with later development to the north of the site being associated with the continued institutional operation and having less cultural heritage significance.	joined the order of the Sisters of St Joseph after WWII. Further modifications to the Statement of Significance are proposed to align with the State Register of Heritage Places entry, including noting the Irene Villa, MacKillop Court, Convent, Link/Garden Room as having little significance. It is recommended that the swimming pool is removed from the Statement of Significance as it has been demolished.
Place No. 50, Royal Perth Golf Club (Golf Course) Labouchere Road, South Perth Category 2 (Considerable) Classification	Support for creation of separate place records for Golf Course and Clubhouse and the Category 2 Classification of Significance for the golf course.	Two submissions received both from community members supporting inclusion of the place on the LHS and creation of separate place records.
Place No. 96 - Royal Perth Golf Club (Clubhouse), Labouchere Road, South Perth Category 4 (Little) Classification	Support for creation of separate place records for Golf Course and Clubhouse, and the Category 4 Classification of Significance for the clubhouse.	One submission was received from a community member supporting inclusion of the place on the LHS and creation of separate place records.

Place No. 85, Residence: 49 Forrest Street, South Perth Category 2 (Considerable) classification of significance.	• Support for Category 2 Classification of Significance. • Owner objects to Category 2 Classification of Significance based on the house not being a rare example and the unlikely association with the architect Talbot Hobbs, proposing instead Category 3 or 4 as more appropriate. • Owner objects to elements of the interior being recognised as having cultural heritage significance on the basis it is a private house, not for public viewing, with jarrah features being common in the South Perth area.	• Four submissions were received, one from the owner and three from community members. Community member feedback supports inclusion of the place on the draft LHS. • The Category 2 Classification of Significance is consistent with two independent heritage consultants' review based on the place having considerable significance due to its historical value representing the City's interwar development, its architecture by the famed firm of JJ Talbot Hobbs, and its aesthetic value as an excellent example of the Inter-War Old English architectural style. On this basis, further changes to the Classification of Significance are not recommended. • Clause 61 of the deemed provisions <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> allows internal building work to be carried out without development approval where the work relates to a place identified in the heritage list only if the heritage list specifies that the interior is not of cultural heritage significance. As No. 49 Forrest Street is not a 'heritage protected place', certain works remain exempt from requiring a development
--	---	--

		application. Should the place be included on the Heritage List or be located in a heritage area, the City would consider development in accordance with Local Planning Policy 8.1 Heritage Conservation and Development. On this basis, further changes to the place record are not recommended.
Place No. 86, Residence: 39 Anstey Street, South Perth Category 2 (Considerable) classification of significance.	• Support for Category 2 Classification of Significance. • One community member objects to Category 2 to Category of Significance based on poor condition of place, identifying Category 3 as more appropriate, and does not recommend the place be included on the Heritage List in the future.	• Three submissions were received, one from the owner and two from community members. The owner does not object to inclusion of the place on the LHS and one community member supports the proposed Classification of Significance. • The Category 2 Classification of Significance is consistent with the independent heritage consultants' review based on aesthetic, social and historical values. An external inspection notes a high degree of external integrity with the fabric remaining in the original state, and a high degree of authenticity with the original intention of the place still undertaken. A review of comparative analysis indicates that the place is a rare example of a modest timber weatherboard residency. On this basis, further modification to the Category 2 Classification of

	Owner requests removal of historical occupant information (i.e. names, nationalities, occupations) and associated source references.	Significance is not recommended. Further modification to the place record to remove historical occupant information is recommended. This information is not considered critical to evaluation of the place's cultural heritage significance and may be removed without affecting the recommendation.
--	--	---

Other Places	Feedback	City response
Place No. 90 Residence: 2 Parker Street, South Perth Category 3 (Some/moderate) classification of significance.	Submission provides historical place information.	Not part of current LPS review.
No. 29 South Perth Esplanade, South Perth	Submission provides historical place information.	Not included on the LHS, and not part of current LHS review.

Modifications to the Mount Henry Bridge place record

The Mount Henry Bridge, owned by the State of Western Australia and managed by Main Roads Western Australia, was entered on the State Register of Heritage Places on 16 April 2026.

In undertaking a scheduled assessment of the Mount Henry Bridge, the Department of Planning, Lands and Heritage's (DPLH) consulted with key stakeholders including the City of South Perth, providing a dedicated online engagement page with proposed place entry information, background information on the State Register and feedback form.

The Mount Henry Bridge is currently included on the City's LHS as Place No. 22 with a Category 3 Classification of Significance and is not on the Heritage List.

It is proposed to align the LHS place record for the Mount Henry Bridge with the State Register entry by:

- increasing the Classification of Significance from Category 3 (some/moderate) to Category 1 (exceptional);
- modifying the Statement of Significance;
- including new supporting images and diagrams; and
- augmenting place information (physical description and historical information).

Given the Mount Henry Bridge was recently subject to a general review of the LHS in 2024/25 and received no comments, and the scheduled assessment process undertaken by DPLH involved extensive advertising, further LHS consultation to amend the LHS place record is not considered necessary.

On this basis, it is considered acceptable to modify the LHS place record for the Mount Henry Bridge.

Heritage List

Council adopted a Heritage List at the 28 October 2025 Ordinary Council Meeting. As part of a separate statutory process, should Council adopt the recommended changes, the City's Heritage List will be updated and presented to Council for further consideration.

The Heritage List is an instrument that is afforded power under the *Planning and Development Act 2005* and carries statutory weight when determining development outcomes for heritage places.

Policy and Legislative Implications

The *Heritage Act 2018* requires that a local government must prepare a survey of places in its district that in its opinion are, or may become, of cultural heritage significance.

"After preparing a local heritage survey, or reviewing and updating, a LHS, a local government must –

- (a) provide the Council with a copy of the local heritage survey; and*
- (b) make the local heritage survey available to the public."*

Modifying the LHS is consistent with the Guidelines for Local Heritage Surveys. A copy of the adopted LHS will be made available on the City's website.

Financial Implications

Nil.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
Risk rating	Low
Mitigation and actions	The City has prepared the LHS in accordance with the Guidelines for Local Heritage Surveys.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Environment (Built and Natural)
Aspiration:	Sustainable, liveable, diverse and welcoming neighbourhoods that respect and value the natural and built environment
Outcome:	3.2 Sustainable built form
Strategy:	3.2.1 Develop and implement a sustainable local planning framework to meet current and future community needs

Attachments

10.3.1 (a):	Local Heritage Survey (combined)
10.3.1 (b):	Local Heritage Survey - Place Records (with track changes)
10.3.1 (c):	Table of submissions and City responses

10.3.2 South Perth Mill Point Road Traffic Safety Review

File Ref: D-26-11073

Reporting Officer(s): Olaya Lope, Acting Director Infrastructure Services

Summary

Pursuant to Council Resolution 0424/075 (April 2024), a review of transport and access within the South Perth Activity Centre was completed and the Review has confirmed that key corridors are operating at or near capacity, with congestion influenced by the Peninsula's geographic constraints and increasing development activity.

Officer Recommendation

That Council:

1. Notes the findings and recommendations of the *"Traffic Congestion, Safety Assessment and Access Strategy"* prepared in response to Council Resolution 0424/075.
2. Endorses the strategic direction outlined in the *"Traffic Congestion, Safety Assessment and Access Strategy"* to support a transition towards a multimodal, people-focused transport network that improves accessibility, safety, connectivity and network performance.
3. Requests the Chief Executive Officer to progress further investigation for:
 - a. Intersection upgrades at Mill Point Road / Labouchere Road and Labouchere Road / Richardson Street;
 - b. Improved intersection geometry, lighting, pedestrian guidance and surface treatments at intersections identified in the Review;
 - c. Local access, safety and traffic management measures, including Safe Active Streets; and
 - d. Active transport improvements, including protected cycling routes and enhanced pedestrian infrastructure.
4. Supports ongoing advocacy for improved public transport services, including high-frequency bus services and associated priority measures.
5. Supports collaboration with Main Roads Western Australia on freeway incident management and investigation of emerging mobility initiatives.

Background

At its Ordinary Council Meeting held on 23 April 2024, Council considered a Notice of Motion from former Councillor Mary Choy regarding traffic safety on Mill Point Road. While the original motion was not carried, Council subsequently resolved a foreshadowed motion (Resolution 0424/075).

Through Resolution 0424/075, Council requested the Chief Executive Officer, subject to the allocation of funds in the 2024/25 Budget, to undertake a high-level review of the South Perth Activity Centre Plan in relation to traffic safety and traffic congestion issues within the South Perth Activity Centre area. Council also requested that, following completion of the review, a report be presented back to Council with recommendations to address traffic safety and traffic congestion issues within the South Perth Activity Centre area.

The assessment report arising from this resolution, *“Traffic Congestion, Safety Assessment and Access Strategy”* (the Review), was completed in the 2025/26 financial year. Its preparation involved consultation and coordination with multiple State Government authorities.

Comment

The Review identifies several interrelated transport challenges within the Activity Centre, primarily driven by geographic constraints and limited road capacity. Traffic demand is heavily concentrated on Mill Point Road and Labouchere Road, where key intersections are already operating at or beyond capacity and are projected to remain at Level of Service F (LoS F) under all assessed scenarios. This indicates that the network is operating beyond practical capacity, resulting in persistent congestion and delays. Notably, despite ongoing population growth and development approvals, traffic volumes between 2019 and 2025 have plateaued, demonstrating that demand is constrained by network capacity rather than continuing to increase.

The Review identifies a number of locations within the Activity Centre where transport safety and accessibility improvements would be beneficial, particularly at the following intersections:

- Mill Point Road / Labouchere Road
- Labouchere Road / Mends Street
- Labouchere Road / Richardson Street
- Labouchere Road / Angelo Street
- Mill Point Road / Mends Street

Road safety assessments undertaken as part of the Review identified a number of opportunities to improve safety, accessibility and functionality at key locations within the Activity Centre. These include issues relating to sight distance for turning movements, pedestrian crossing facilities, kerb ramp alignment, line marking and pavement condition. The Review notes that addressing these matters could improve the experience of all road users, particularly pedestrians, cyclists and micromobility users.

The Review also identified opportunities to enhance cycling infrastructure along South Perth Esplanade, where constrained road geometry, parking interactions and the absence of dedicated cycling facilities can affect rider comfort and network connectivity.

Public transport provision within the Activity Centre is also limited in both frequency and coverage. Bus services operate at 15–30-minute intervals during peak periods and approximately 60 minutes off-peak, resulting in a public transport mode share of 5.4% of inbound workers, compared with approximately 13% in comparable activity centres with higher service levels. While the Mends Street ferry provides a valuable connection to the Perth CBD, its effectiveness is moderated by reduced winter frequencies and a relatively limited catchment area.

While the Activity Centre benefits from an established walking and cycling network, the Review identifies opportunities to improve connectivity and accessibility. These include expanding protected cycling routes, increasing crossing opportunities on distributor roads, widening pedestrian paths and improving accessibility treatments such as tactile ground surface indicators (TGSIs) and kerb ramps. These improvements would support greater uptake of active transport and complement broader efforts to improve network performance and accessibility.

Traffic modelling undertaken as part of the Review confirms that, notwithstanding targeted intersection upgrades and operational interventions, congestion outcomes are not materially improved, with key intersections, most notably Mill Point Road / Labouchere Road, remaining in LoS F conditions under all tested scenarios. This demonstrates that congestion is structurally embedded within the network and not amenable to resolution through conventional capacity expansion or road widening, requiring a sustained transition to a multimodal transport approach. Accordingly, the Review concludes that capacity augmentation is neither feasible nor effective, and that a strategic shift is required towards a multimodal, people-focused transport framework, supported by demand management initiatives and enhanced public and active transport options.

Key Recommendations

Item	Key recommendations
1) <u>Road Network and Intersection Upgrades (High Priority)</u>	a) Remove right-turn filters and introduce fully protected signal phases at Mill Point Road / Labouchere Road b) Signalise Labouchere Road / Richardson Street to accommodate redistributed turning movements and provide safe pedestrian crossings. c) Improved intersection geometry, lighting, pedestrian guidance and surface treatments at major intersections including Mends Street and Angelo Street.
2) <u>Local Access and Street Management</u>	a) Extend medians and convert Lyall, Hardy and Richardson Streets to left-in, left-out (LIFO), where appropriate. b) Implementation of Safe Active Streets on Lyall, Mends and Richardson Streets. c) Strengthened traffic and pedestrian management during construction activities.

3) <u>Public Transport Improvements (Advocacy)</u>	Advocate for and support improvements to public transport services, including: a) High-frequency bus services (7.5–10 minute intervals) connecting to the CBD and Canning Bridge. b) Bus priority measures on Labouchere Road, including transit signal priority. c) Improved stop accessibility, real-time passenger information and ferry service enhancements.
4) <u>Active Transport Network Expansion</u>	Improve the safety and connectivity of walking and cycling infrastructure, including: a) Delivery of continuous protected cycling corridors (north–south and east–west). b) Reallocation of road space to accommodate separated cycling facilities. c) Increased pedestrian crossing frequency (100–150 m) and improved accessibility treatments.
5) <u>Freeway Incident Diversion Protocol (Advocacy)</u>	Advocate for the development of a coordinated response framework with Main Roads Western Australia to manage freeway incidents, including: a) Temporary signal adjustments, dynamic detours and ramp metering. b) Enhanced pedestrian safety measures during incident events.
6) <u>Emerging Mobility Initiatives</u>	Support integration of new transport technologies and services, including: a) EV charging infrastructure (off-street hubs). b) Micromobility parking and e-bike charging. c) Investigation of autonomous shuttle services for local connections.

7) <u>Planning, Policy and Monitoring</u>	Strengthen governance and data-driven decision-making, including: a) Treatment of future traffic modelling as stress-test scenarios. b) Ongoing monitoring of mode share, safety and corridor performance. c) Continued engagement with residents and local businesses.
---	--

Consultation

Consultation undertaken as part of the Review included coordination with relevant State Government agencies, notably Main Roads Western Australia and the Public Transport Authority, in relation to road network operations, traffic modelling, freeway interface considerations and public transport planning.

Community consultation was not undertaken as part of this review. The Review was commissioned as a technical assessment of traffic safety, congestion, access and network performance within the South Perth Activity Centre. The review was prepared by appropriately qualified transport specialists and relied on traffic modelling, safety assessments, site investigations and technical analysis to identify transport issues and potential solutions.

Policy and Legislative Implications

The recommendations are generally consistent with the objectives of State Planning Policy 4.2 – Activity Centres, particularly clause 5(e)

Financial Implications

Short-term financial implications associated with progressing further investigations and assessments can be accommodated within existing operational budgets, subject to prioritisation. However, it is anticipated that these investigations will identify a range of capital works requiring significant investment, including priority intersection upgrades, local traffic management measures and active transport infrastructure.

In particular, upgrades to the Mill Point Road / Labouchere Road intersection are likely to require substantial capital expenditure and would need to be progressed in partnership with Main Roads Western Australia. Opportunities for external funding and cost-sharing arrangements will be pursued wherever available.

Any unfunded components arising from the investigations will be subject to future consideration through the City's Long-Term Financial Plan and annual budget processes, including the resourcing required for ongoing monitoring and implementation.

Key Risks and Considerations

Risk Event Outcome	Reputational Damage Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media. Health / Injury Refers to the injurious effect upon a person as a consequence of a risk event occurring - ranging from minor (requiring no first aid treatment) through to loss of life at its most extreme. Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
Risk rating	Medium
Mitigation and actions	Mitigate the identified risks by prioritising intersection safety upgrades and speed/conflict reduction measures, active transport improvements and advocacy for high-quality public transport.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Environment (Built and Natural)
Aspiration:	Sustainable, liveable, diverse and welcoming neighbourhoods that respect and value the natural and built environment
Outcome:	3.1 Connected and accessible City
Strategy:	3.1.2 Develop and implement integrated transport and infrastructure plans that consider improved parking management systems and encourage alternative forms of transport

Attachments

Nil.

10.3.3 Bentley Technology Park Precinct Structure Plan

File Ref: D-26-11146
Reporting Officer(s): Fiona Mullen, Acting Director Development and Community Services

Summary

The purpose of this report is for Council to consider the Bentley Technology Park Precinct Structure Plan, the submissions made as part of consultation, and the recommendation report which is to be submitted to the Western Australian Planning Commission.

Officer Recommendation

That Council:

1. In accordance with Schedule 2 Part 4, Regulation 19(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, notes the submissions received in respect to Bentley Technology Park Precinct Structure Plan.
2. In accordance with Schedule 2 Part 4, Regulation 20(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, resolves to endorse the City's recommendation report for the Bentley Technology Park Precinct Structure Plan, and Schedule of Modifications contained in **Attachment (b)**.

Background

Bentley Technology Park (Tech Park) is an area of land in Kensington bound by Burvill Court, Hayman Road, George Street and Kent Street (see Figure 1 below). DevelopmentWA (DWA) own nine lots within the area and has engaged planning consultants Taylor Burrell Barnett (TBB) to prepare a precinct structure plan (PSP) for Tech Park which covers portions of land within both the City of South Perth and the Town of Victoria Park. The Department of Planning, Lands and Heritage (DPLH) requested that a single PSP be prepared to support a consolidated approach and ensure development outcomes across local governments are compatible and reflect the broader vision for Tech Park. Other landowners within the subject site include CSIRO and the Department of Biodiversity, Conservation and Attractions.

Development in the Tech Park has historically been informed by the Bentley-Curtin Specialised Activity Centre Plan (BCACP), prepared by the Western Australian Planning Commission (WAPC) in 2018. The BCACP is a high-level strategic planning document that refers to the need for more detailed planning to occur to outline built form expectations and land use. The lodged PSP seeks to address specific development expectations for the area, whilst aligning with the broader BCACP.

Structure plans (or PSPs) are a key planning instrument for the coordination of future zoning, subdivision, and development of an area of land. A structure plan contains a set of steps, measures and controls that are necessary to guide the plan's implementation through progressive subdivision and development of the land in its application area.



Figure 1 – Location and scope of Bentley Technology Park PSP

TBB previously presented a concept plan to Council at a workshop in September 2024. Since that time, TBB further developed the PSP and conducted pre-lodgement discussions with the City, Town of Victoria Park and landowners in the PSP area. The application for the Bentley Technology Park PSP was formally lodged on 20 March 2026 (refer **Attachment (a)**).

The Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations) require certain actions to be undertaken on receipt of a PSP. The local government must advertise the PSP within 28 days of accepting an application for a PSP.

The following actions have been undertaken in accordance with the Regulations:

- Assessment of the submitted PSP for compliance with the information requirements of cl. 16(1) of the Regulations.
- Determination that the lodged PSP could be accepted for assessment.
- Undertook consultation, pursuant to cl. 17(1) of the Regulations.

Upon conclusion of the public consultation period and assessment undertaken, the City is presenting the outcomes of its assessment and recommendations for Council endorsement.

Comment

The City has assessed the lodged PSP against the applicable local planning framework and relevant State Planning Policies in its assessment. Details of this assessment is outlined in the following section. The City's assessment is included in **Attachment (b)**.

WAPC Planning Manual – Guidance for Structure Plans (Planning Manual)

The WAPC published its Manual for Structure Plans in August 2023. The purposes of the Planning Manual are to outline the specific manner and form that structure plans require to be prepared in. By adhering to the manner and form requirements of the Planning Manual, a structure plan is complying with the information requirements of clause 16(1) of the Regulations.

Upon receipt of the PSP, the City undertook a manner and form assessment of the PSP against the Planning Manual and any other relevant considerations under clause 16(1) of the Regulations. The City determined that the lodged PSP met the required manner and form and was formally accepted by the City on 2 April 2026.

Local Planning Strategy

The City's Local Planning Strategy identifies the following action related to Tech Park:

“Progress planning for the Bentley/Curtin Specialised Activity Centre, including providing new dwellings within the area bound by Hayman Road, Kent Street, George Street and Baron-Hay Court (identified as ‘North West Science and Residential’ and ‘Technology Park West’ in the Bentley/Curtin Specialised Activity Centre Plan) and in Karawara forming part of the activity centre between Kent Street and Walanna Drive. Planning for this activity centre is to provide for:

- *A mix of higher density dwellings and residential accommodation in a range of built forms and typologies;*
- *A community of residential and non-residential land use that supports the vision for the specialised activity centre as being a hub of learning, employment and technology. It is estimated that achieving a gross density of 25 dwellings per gross hectare, will require approximately 755 new dwellings. The specific density of this area will be determined by the future investigations undertaken.”*

To facilitate this action, the City's Local Planning Scheme No. 7 (LPS 7) zones the Tech Park area as 'Centre', which defers land use permissibility to a structure plan or local development plan. This PSP is therefore required to inform land use permissible for future development applications, and set out built form considerations, such as height and setback requirements.

The PSP proposes a maximum height throughout the PSP area of six storeys, with maximum heights increased to 12 storeys for landmark sites, and preferred land uses setting out an expectation that the site will be developed for a range of research and development purposes, with complimentary land uses to these core functions preferred in central nodes. It is considered that the PSP will meet the outcomes of the City's Local Planning Strategy by providing appropriate guidance on future development.

State Planning Policies

State Planning Policies (SPP) form a key part of the State Planning Framework and provide the highest level of planning policy control and guidance in Western Australia. The key SPP that guides the creation and assessment of structure plans is State Planning Policy 7.2 – Precinct Design (SPP 7.2).

SPP 7.2

SPP 7.2 was adopted in February 2021 and provides guidance on the preparation and assessment of planning proposals for areas that require a high level of planning and design.

The proposed PSP has been assessed against the SPP 7.2 and its supplementary guidelines. The guidelines set out an assessment matrix which refers to six elements.

Across the six elements, there are a total of 23 objectives and 83 specific considerations that form the basis of the City's assessment.

The City has completed a comprehensive assessment against the considerations listed in the SPP 7.2 guidelines. A summary of the assessment is included in the below table.

Attachment (c) outlines the complete assessment undertaken by the City and outlines where certain considerations have not been met by the PSP, and the recommended modification required to better address the outcomes of SPP 7.2.

Element	Comment
1. Urban Ecology	Key issues raised in the assessment of Urban Ecology considerations include the potential for tree canopy loss and damage to existing sensitive habitats. Recognition of cultural heritage of the site has been referenced, however there is minimal information as to how this will be incorporated into the built form and public realm.
2. Urban Structure	The proposed urban structure in the PSP establishes the creation of two new roads. While the City is supportive of proposed Road 1, proposed Road 2 introduces an additional intersection to Kent Street, which is not supported. The proposed lot layout is limited in its response to existing natural features, and proposed areas of public open space are not located in such a way that prioritises the retention of significant green space that already exists on site.
3. Public Realm	There is limited information that outlines how the heritage significance of the precinct will be reflected in the public realm. Existing environmental features of the precinct are not well integrated into the proposed public realm. There is minimal guidance on urban greening, which should be addressed for landmark locations that benefit from greater building height.
4. Movement	Movement considerations are generally well considered by the PSP. Issues identified relate primarily to proposed Road 2, which would create an additional intersection to Kent Street, which is not supported.
5. Land Use	Land use provisions contained within the PSP are considered appropriate and align broadly with the designation of the site as a specialised activity centre for research and development purposes.
6. Built form	All built form considerations were deemed appropriate for the intended scale and use of the precinct. Further information around requirements for ventilation and the minimisation of wind impacts on the street level are required.

In summary, the assessment against the considerations of the SPP 7.2 Guidelines found that the proposed PSP broadly adheres to the intended outcomes of the precinct. Modifications in relation to strengthening of provisions around tree-retention on site and reconsideration of the proposed lot and road layout have been included in the Schedule of Modifications in **Attachment (b)**.

BCACP

The BCACP was adopted in 2018 and is a high-level strategic document prepared by the WAPC to guide future growth in the Bentley-Curtin area and harness its role as an innovation and knowledge precinct. The Specialised Activity Centre Plan sets a long-term vision for Bentley-Curtin and is intended to guide planning and development by informing local planning scheme reviews, amendments and further detailed planning.

The Tech Park site, which is contained within the BCACP, is identified as a specialised centre for 'research and development'. The BCACP includes the following key elements of the site noted for future planning controls:

1. *Reduced setbacks and increased height limits (four to eight storeys) for development adjacent to Kent Street.*
2. *Additional road and path access for improved connectivity with surrounding areas and precincts.*
3. *Biodiversity link between Kensington Bushland and Collier Park Golf Course retained.*
4. *Potential location for a future public parking facility to serve the north of Bentley-Curtin.*
5. *Development to allow for specialised uses, up to six storeys.*
6. *Existing buildings, including the Department of Biodiversity, Conservation and Attractions (Parks and Wildlife) development, continues to contribute to precinct character.*

Notwithstanding that building heights in the PSP vary from the outcomes of the BCACP, the PSP aligns broadly with its outcomes. Certain outcomes relating to the retention of a biodiversity link may be impacted by future development on site. In response, the City has recommended that provisions relating to the retention of existing trees on site are strengthened, to ensure retention of the biodiversity link.

Consultation

The proposed PSP was advertised for a period of 42 days from 21 April 2026 to 2 June 2026 in accordance with clause 18(2) of the Regulations, by way of the following:

- Letters were sent to all landowners and occupiers within a 200m radius of the site;
- A copy of the proposed Scheme Amendment was made available on the City's website and social media; and
- Hard copies of the proposed Scheme Amendment were made publicly available at the Civic Centre and Manning and South Perth Libraries.

At the close of the consultation period, 20 submissions were received, including 2 submissions in support, 5 neutral submissions, and 13 submissions raising concerns relating to the draft PSP. A list of the key matters raised in submissions is provided below, with a copy of the Schedule of Submissions contained as **Attachment (d)**.

- Loss of trees and Black Cockatoo habitat;

10.3.3 Bentley Technology Park Precinct Structure Plan

- Parking issues and increased traffic;
- Building height;
- Insufficient public transport;
- Loss of community space and green links;
- Noise pollution; and
- Maintaining the precinct's purpose

In response to the comments received as part of public consultation the City has recommended that modifications are made to the draft PSP. A copy of the complete Schedule of Modifications is contained as **Attachment (b)**.

Conclusion

Recommendation

The City has considered the draft PSP against the outcomes of the assessment undertaken against SPP 7.2, as well as stakeholder feedback both internally and from the public. Based on these considerations, the City's recommendation is that the WAPC approves the draft PSP, subject to the proposed modifications outlined in **Attachment (b)**.

Should the recommendation be endorsed by Council, the recommendation will be submitted to the WAPC for assessment and determination. The WAPC will undertake an assessment of the PSP once it receives the City's recommendation and proposed modifications. The WAPC has 120 days to make a determination under the Regulations, however, this timeframe may be extended if the WAPC requests that the Applicant makes modifications to the PSP. The WAPC will consider the City's report and recommendations in its assessment and is ultimately responsible for the approval of the PSP.

Policy and Legislative Implications

Pursuant to clause 20(1) of the Regulations, the local government must prepare a report of the proposed structure plan and provide it to the WAPC within 60 days after the public consultation period closes.

As the consultation period closed on 2 June 2026, the City's report and recommendation is due to the WAPC by 1 August 2026.

Financial Implications

Nil.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
Risk rating	Low
Mitigation and actions	Consider the PSP in accordance with <i>Planning and Development Act 2005</i> and Planning and Development (Local Planning Schemes) Regulations 2015.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Environment (Built and Natural)
Aspiration:	Sustainable, liveable, diverse and welcoming neighbourhoods that respect and value the natural and built environment
Outcome:	3.2 Sustainable built form
Strategy:	3.2.1 Develop and implement a sustainable local planning framework to meet current and future community needs

Attachments

10.3.3 (a):	Bentley Tech Park PSP
10.3.3 (b):	Schedule of Modifications
10.3.3 (c):	SPP 7.2 Assessment
10.3.3 (d):	Schedule of Submissions

10.3.4 Proposed Amendment to Child Care Premises. Lot 21 and Lot 22 (No.15 and No.17) Bowman Street, South Perth

Location: No.15 and No.17 Bowman Street, South Perth
Ward: Mill Point Ward
Applicant: Altus Planning Pty Ltd
Owner: Millpoint Capital Pty Ltd
File Reference: D-26-11968
DA Lodgement Date: 30 March 2026
Reporting Officer(s): Fiona Mullen, Acting Director Development and Community Services
Previous Reference: Item 10.3.3 of Ordinary Council Meeting held 23 July 2024
Delegation: Delegation DC690 Local Planning Scheme No.7
Council Role: Quasi-Judicial.

Summary

The purpose of this report is to consider an amendment to an application for development approval for a Child Care Premises at Lot 21 and Lot 22, (No.15 and No.17) Bowman Street, South Perth.

The item is referred to Council as a Child Care Premises land use falls outside of the delegation to Officers.

For the reasons outlined in the report, it is recommended that the application be approved subject to the addition of relevant conditions.

Officer Recommendation

That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7 and the Metropolitan Region Scheme, the application for amended development approval for a Child Care Premises and associated additions and alterations at Lots 21 and 22, (No.15 and No.17) Bowman Street, South Perth **be approved** subject to the following amended and additional conditions:

14. Prior to or in conjunction with the submission of a building permit application, a revised Waste Management Plan must be submitted to and approved in writing by the City of South Perth to address the following:

- i. Waste collection shall occur Monday to Friday between 7:00am and 5:00pm unless otherwise approved by the City of South Perth.

The approved revised Waste Management Plan shall be implemented and adhered to all times, to the satisfaction of the City of South Perth.

Additional Condition:

27. This decision constitutes development approval only and is valid for a period of two (2) years from the date of approval. If the subject development is not substantially commenced within the specified period, the approval shall lapse and be of no further effect.

Note: City Officers will include relevant advice notes in the determination notice.

1.0 Details

Metropolitan Region Scheme - Zone/Reserve	Urban
Local Planning Scheme - Zone/Reserve	Centre
Activity Centre Plan	South Perth Activity Centre Plan
Activity Centre Land Use Designation	Richardson Precinct
Use Class and Permissibility	Child care premises – ‘D’ (Discretionary)
Lot Size	No.15 Bowman Street – 597m ² No.17 Bowman Street – 597m ² 1,194m ² (total area)
Existing Land Use	Office
Heritage	N/A
Bushfire Prone Area	N/A

2.0 Proposal

On 30 March 2026, the City received an amended development application for a Child Care Premises and associated additions and alterations on Lot 21 and Lot 22 (No.15 and No.17) Bowman Street, South Perth.

The application was previously approved by Council at the Ordinary Council Meeting held 23 July 2024 subject to conditions. If a development approval is not substantially commenced within two years of the date of approval the approval lapses. The proposed amendment seeks an extension of time of an additional two years to substantially commence the development. No other changes to the development are proposed.

A Child Care Premises is a ‘D’ (discretionary) use under the City’s Local Planning Scheme No. 7 (LPS 7).

The current development approval includes:

- A Child Care Premises to accommodate up to 38 children and seven staff;
- Proposed hours of operation are between 7:00am to 6:00pm Monday to Friday;
- One parking bay for visitors and six bays for staff. All parking is located onsite;
- Waste is to be collected via kerbside collection; and
- Amalgamation of the two lots into one lot.

A copy of the approved development can be found at **Attachment (a)**.

3.0 Background

Site Context

The existing development on the site is two, single storey office buildings. The site immediately abuts a variety of built form and land use typologies, noting its location within the Richardson character area of the South Perth Activity Centre (SPACP). It is noted that the subject site is located approximately 71m west of Labouchere Road, and 60m south of the Kwinana Freeway entry.

The subject site is zoned 'Centre' and is subject to the ACR 2 controls of the City of South Perth Local Planning Scheme No. 7 (LPS 7) and the South Perth Activity Centre Plan (SPACP). An aerial image and zoning map depicting the site within its context can found at **Attachment (b)**.

4.0 Legislation and Policy

Legislation

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Metropolitan Region Scheme (MRS)

City of South Perth Local Planning Scheme No. 7 (LPS 7)

State Government Policies

State Planning Policy 5.4 – Road and Rail Noise (SPP 5.4)

State Planning Policy 7.0 – Design of the Built Environment (SPP 7.0)

Structure Plans/Activity Centre Plans

South Perth Activity Centre Plan

Local Planning Policies

Local Planning Policy 2.4 – Child Care Premises

Local Planning Policy 3.1 – Waste Management

Local Planning Policy 3.2 – Tree Retention

Local Planning Policy 6.1 – Advertising of Planning Proposals

Local Planning Policy 6.3 – Public Art

5.0 Consultation and Referrals

Public Consultation

Consultation has been undertaken to the extent and in the manner required by the Deemed Provisions and Local Planning Policy 6.1 – Advertising of Planning Proposals.

A total of 194 letters were sent to adjoining landowners and occupiers. At the close of the consultation period, no submissions were received.

6.0 Assessment

The appropriate considerations for proposals to extend the period within which any development approved must be substantially commenced is articulated across numerous decisions made by the State Administrative Tribunal (SAT). The key considerations and the City's comments are provided below.

1. *Whether the planning framework has changed substantially since the development approval was granted.*

The planning framework is not considered to have substantially changed since the initial development approval, however, there have been changes to applicable Local Planning Policies, including the following:

- Local Planning Policy 2.4 – Child Care Premises – modified in August 2025.
- Local Planning Policy 3.1 – Waste Management – adopted February 2025.
- Local Planning Policy 3.2 – Tree Retention – adopted August 2025.

An assessment against the relevant policy framework is contained below.

Local Planning Policy 2.4 – Child Care Premises

Local Planning Policy 2.4 (LPP 2.4) was modified in August 2025 and included modifications to Clause 5.1 Location and site characteristics requirements.

The proposal complies with the requirements of LPP 2.4, with the exception of the following:

Matter	Comment
<u>5.1 Location and site characteristics</u> 5.1.1 Child care premises are to be located: (b) On corner sites to maximise accessibility and reduce impact on adjoining sites.	The site is not a corner site; however, the Child Care Premises has been located within the activity centre zone which benefits from close proximity to high frequency public transport, pedestrian connectivity and the freeway, maximising accessibility. The development is not considered to have undue impacts on adjoining sites.

Local Planning Policy 3.1 – Waste Management

Local Planning Policy 3.1 (LPP 3.1) was adopted in February 2025. The objective of LPP 3.1 is to ensure developments are designed to provide for best practice management, storage, separation, collection and handling of waste.

The proposal complies with the requirements of LPP 3.1, with the exception of the following:

Matter	Comment
<u>5.4 Off-Site Servicing</u> 5.4.1 Off-site collection will only be supported in the following circumstances: (a) The bin size used for collection is no larger than 240L.	The existing approved Waste Management Plan (WMP) specifies 360L bins will be collected from the kerb by a private waste contractor. It is considered that the bin size cannot be reduced in this instance, as it will result in an increase to the frequency for collection and the number of bins

	presented to the verge. There is also insufficient space within the bin store to accommodate additional bins. Provided that the bins are removed from the kerb by the applicant upon collection, the impact of larger bins within the verge is considered to be minimal in this instance.
<u>5.7 Collection frequency</u> 5.7.3 Where waste collection is provided by private contractor for non-residential development, the collection frequency shall not exceed: (b) One (1) collection per week for off-site collection. 5.7.4 Where waste collection is provided by private contractor, collection shall occur Monday to Friday between 7:00am and 5:00pm.	The existing approved WMP specifies that waste collection will occur twice weekly by a private contractor. The frequency of collections cannot be decreased due to the waste generation rates associated with a Child Care Premises. Increasing the size of the bins to 660L to reduce the collection frequency is not desirable as the larger 660L bins cannot be collected by a standard side loader waste truck. The existing WMP does not specify days and times for when collection will occur, except that collection will not occur on Wednesdays. Given this is now a requirement, it is recommended that a revised WMP be submitted to specify the collection days and times.

Local Planning Policy 3.2 – Tree Retention

Local Planning Policy 3.2 (LPP 3.2) was adopted in August 2025 and seeks to encourage and facilitate the protection of trees and to maintain and enhance tree canopy.

There are two regulated trees identified along the western lot boundary of the site as follows:

- Broad-leaved paperbark (*Melaleuca quinquenervia*) with a height of 10m
- Tuart (*Eucalyptus gomphocephala*) with a height of 9m.

Both regulated trees are proposed to be retained. The applicant submitted an arborist report with the original development application that includes details of tree protection measures during construction works demonstrating that no tree damaging activity is proposed. Condition 16 of the previous development approval specifies the following:

16. A tree protection zone (TPZ) in accordance with Australian Standard AS4970-2009 shall be implemented during demolition and construction for the trees notated on the approved plans for retention within the lot, and trees to be protected on adjacent lots, to the satisfaction of the City of South Perth.

It is therefore considered that LPP3.2 has been satisfactorily addressed.

2. *Whether the development would likely receive approval now.*

Based on the above assessment, it has been determined that the development is capable of satisfying the current planning framework and would likely receive approval if it was lodged as a new application now.

3. *Whether the holder of the development approval has actively and relatively consciously pursued the implementation of the development approval.*

The applicant has advised that the owner and intended operator of the child care premises has been actively seeking quotations and loans for the construction but has not yet been able to commence the development due to rising construction costs and higher interest rates.

In addition to the above three key considerations, in [2018] WASAT 63, two further considerations were identified:

1. *Whether the time originally limited was in all the circumstances reasonable and adequate taking into account the steps which would be necessary before the construction could actually commence.*

A two-year period in which the applicant has to substantially commence a development is applied as standard to all development applications, with the exception of DAP applications which receive four-year development approvals. Approvals are typically limited to two years to ensure development approvals are not 'warehoused' and to ensure developments remain consistent with contemporary planning frameworks. Two years is generally considered to be sufficient time to commence construction works on smaller scale developments, therefore the original two-year development approval was considered reasonable.

2. *As a factor tending against the grant of an extension, any material which suggests that the owner of land is seeking to "warehouse" a permit.*

The proponent has stated they intended to progress the development and commence works on site within the specified timeframe, however, due to recent escalation in inflation, interest rates and construction costs, additional time to substantially commence the development is sought.

7.0 Conclusion

Despite changes to the planning framework since its initial approval, the development is considered to still broadly align with the intended nature and built form of development within the Richardson character area of the South Perth Activity Centre.

The development remains consistent with the planning framework, and a two-year extension of time is supported subject to a condition requiring a revised waste management plan.

Accordingly, subject to the inclusion of appropriate conditions, the application is recommended for approval.

Financial Implications

To the extent that if the applicant were to make an application for review of the decision, the City may need to seek representation at the State Administrative Tribunal.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
Risk rating	Low
Mitigation and actions	The application has been assessed in accordance with the requirements of the Planning and Development (Local Planning Schemes) Regulations 2015 and the local planning framework.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Environment (Built and Natural)
Aspiration:	Sustainable, liveable, diverse and welcoming neighbourhoods that respect and value the natural and built environment
Outcome:	3.2 Sustainable built form
Strategy:	3.2.1 Develop and implement a sustainable local planning framework to meet current and future community needs

Attachments

10.3.4 (a):	Development Plans
10.3.4 (b):	Aerial and Zoning Maps

10.3.5 Proposed Change of Use to Unhosted Short-Term Rental Accommodation - Lot 47 (No. 11) Scenic Crescent, South Perth - Section 31 Reconsideration

Location:	Lot 47, No.11 Scenic Crescent, South Perth
Ward:	Mill Point
Applicant:	RNR Stays
Owner:	Vacation Investments Pty Ltd
File Reference:	D-26-11702
DA Lodgement Date:	7 January 2026
Reporting Officer(s):	Fiona Mullen, Acting Director Development and Community Services
Previous Reference:	Nil.
Delegation:	Delegation DC690 Local Planning Scheme No.7
Council Role:	Quasi-Judicial

Summary

The purpose of this report is for Council reconsider a previous decision made under delegated authority to refuse a development application for a proposed Unhosted Short-Term Rental Accommodation on Lot 47 (No.11) Scenic Crescent, South Perth, under section 31 of the *State Administrative Tribunal Act 2004 (WA)*.

The item is referred to Council as the proposed land use falls outside of the delegation to Officers. It proposes a non-residential 'A' use within the Residential zone, and an objection has been received during advertising.

For the reasons outlined in the report, it is recommended that the application be approved subject to conditions.

Officer Recommendation

That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7 and the Metropolitan Region Scheme, this application for development approval for a Unhosted Short-Term Rental Accommodation on Lot 47, No. 11 Scenic Crescent, South Perth **be approved** subject to the following conditions:

1. A maximum of six guests are permitted on site at any one time.
2. The Management Plan dated 2 June 2026 shall be implemented and adhered to at all times, to the satisfaction of the City of South Perth.
3. The approval is valid for a period of 12 months only from the date of the determination. The applicant will be required lodge a subsequent application to extend to the term of the approval. In determining such an application, the City of South Perth will have regard to the performance of the Unhosted Short-Term Rental Accommodation over the previous period.

Note: The City will include any relevant advice notes in the determination notice.

1.0 Details

Metropolitan Region Scheme - Zone/Reserve	Urban
Local Planning Scheme - Zone/Reserve	Residential (R40)
Activity Centre Plan	N/A
Activity Centre Land Use Designation	N/A
Use Class and Permissibility	Unhosted Short-Term Rental Accommodation – 'A' use
Lot Size	984m ²
Existing Land Use	Single House
Heritage	N/A
Bushfire Prone Area	N/A

2.0 Proposal

On 7 January 2026, the City received an application for a Change of Use from a Grouped Dwelling to Unhosted Short-Term Rental Accommodation on Lot 47, No. 11 Scenic Crescent, South Perth.

The applicant submitted a Management Plan and Code of Conduct in support of the proposal. Details on the proposal are as follows:

- A maximum of six guests at any one time;
- Check-in time is 2:00pm and check-out time by 10:00am;
- Quiet hours between 10pm and 7am;
- Two car parking bays for guests;
- Guest screening;
- Complaints handled directly by a property manager within the same day;
- A strict prohibition on parties, functions and events; and
- Noise monitoring via a monitoring system.

The Development Plans submitted as part of this application are contained in **Attachment (a)**. The applicant's letter, Management Plan and Code of Conduct is contained in **Attachment (b)**.

The application was refused under delegated authority on 19 March 2026 for the following reasons:

1. *The proposal does not comply with the City of South Perth Local Planning Policy 2.5 Unhosted Short-Term Rental Accommodation Clause 5.6 – Location Requirements as the property is not located:*
 - (a) *Within 200 metres of the Perth Zoo site;*
 - (b) *Within 400 metres of a Neighbourhood Centre zone; or*
 - (c) *Within 400 metres of a Centre zone.*
2. *The proposed development is inconsistent with Clause 67(2) of the Planning and Development (Local Planning Schemes) Regulations 2015 as the development is inconsistent with the requirements of orderly and proper planning.*

On 25 March 2026, the City received notice that the applicant had made an application for review to the State Administrative Tribunal (SAT).

Following mediation and the submission of further information, the City was invited by the SAT to reconsider the decision pursuant to section 31 of the *State Administrative Tribunal Act 2004 (WA)*. As the proposed land use falls outside of the delegation to Officers the application is present to Council for consideration.

To support the applicant's request for a reconsideration, additional justification, a revised management plan and site plan have been submitted and are contained within **Attachments (a) and (b)**.

3.0 Background

Site Context

The site is zoned 'Residential' under Local Planning Scheme No. 7 (LPS 7) and has a density coding of R40. The surrounding locality is comprised of single houses, grouped dwellings, and multiple dwellings and there are commercial uses at the eastern end of Scenic Crescent.

The site is located approximately 110m from Canning Highway which includes a high frequency transit route, 775m from a neighbourhood centre zone, and 2.2km from the South Perth Activity Centre Zone (SPACP) and Perth Zoo.

An aerial image and zoning map depicting the site within its context can found at **Attachment (c)**.

4.0 Legislation and Policy

Legislation

Planning and Development Act 2005

Short Term Rental Accommodation Act 2024

State Administrative Tribunal Act 2004

Planning and Development (Local Planning Schemes) Regulations 2015

Metropolitan Region Scheme (MRS)

City of South Perth Local Planning Scheme No. 7 (LPS 7)

Local Planning Policies

Local Planning Policy 2.5 – Unhosted Short-Term Rental Accommodation

Local Planning Policy 6.1 – Advertising of Planning Proposals

5.0 Consultation and Referrals

Public Consultation

Consultation has been undertaken to the extent and in the manner required by the Deemed Provisions and Local Planning Policy 6.1 – Advertising of Planning Proposals.

A total of 14 letters were sent to adjoining landowners and occupiers. At the close of the consultation period one submission was received, objecting to the proposal.

A summary of the key matters raised in the submission is provided in the table below, in addition to the Officer's comments:

Matter	Comment
Adverse impact on residential amenity	The proposed USTRA is compatible with the wider character and amenity of the area as the proposed use and operation is minor in scale and intensity, hosting a maximum of six guests which is consistent with the expected number of persons within a Single House. A Code of Conduct and Management Plan has been provided with guidance for the expected behaviour of guests, to minimise potential impacts to surrounding properties and the locality. The approval is time limited, impact from operation and adherence to the Management plan and Code of Conduct will form factors in determining whether to extend the use after the approval period.
Issues in relation to noise.	The manual vehicular gate is existing and is not proposed to be modified as part of this development application. Any noise associated with the use of the gate is required to comply with the <i>Environmental Protection (Noise) Regulations 1997</i>.

A Schedule of Submissions is contained as **Attachment (d)**.

6.0 Assessment

Short Term Rental Accommodation Act 2024

USTRA is exempt from the requirement to obtain development approval for up to 90 nights in any 12-month period. This application seeks approval to operate beyond the 90-night limit. Under the *Short-Term Rental Accommodation Act 2024* all providers of Short-term Rental Accommodation within Western Australia, both hosted and unhosted, are required to register their properties prior to commencing operation.

The USTRA is currently registered with Department of Local Government, Industry Regulation and Safety.

Planning and Development (Local Planning Schemes) Regulations 2015

Clause 67(2) of the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations) include matters which the local government is to have due regard to when considering an application for Development Approval. Matters relevant to the assessment of this application include:

Clause 67(2) Matter	Comment
(m) The compatibility of the development with its setting, including – (i) the compatibility of the development with the desired character of its setting; and (ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development.	The proposed USTRA is compatible with the wider character and amenity of the area as the proposed use and operation will be within an existing dwelling which is compatible with the existing streetscape. The operation is minor in scale and intensity, hosting a maximum of six guests and three vehicles which is consistent with the expected number of persons within a Single House.
n) The amenity of the locality including the following – (i) Environmental impact of the development; (ii) The character of the locality; and (iii) Social impacts of the development.	A Code of Conduct and Management Plan has been provided with guidance for the expected behaviour of guests, to avoid potential impacts to surrounding properties and the locality. Provided that the operator and guests adhere to the requirements of these prepared documents, the development is not anticipated to have any undue impact on the locality. There are no environmental impacts which have been identified. Guests are encouraged to use public transport and have access to high frequency public transport routes.
(y) Any submissions received on the application.	Details of submissions received are contained within the consultation section of this report.

Local Planning Scheme No. 7 (LPS 7)

The proposal has been assessed against all relevant legislative requirements of the LPS 7 and State and Local Planning Policies and is considered to be compliant. Items relevant to the assessment of this application have been included below:

Zone Name	Objectives	Comment
Residential	To provide for a range of housing and a choice of residential densities to meet the needs of the community.	N/A
	To facilitate and encourage high quality design, built form and streetscapes through residential areas.	The proposal does not affect the existing built form on site.
	To provide for a range of non-residential uses, which are compatible and complementary to residential development.	If managed appropriately in accordance with the Management Plan and Code of Conduct, the land use is considered compatible and complementary to residential development.

Local Planning Policy 2.5 – Unhosted Short-Term Rental Accommodation (LPP 2.5)

The objective of LPP 2.5 is to guide the location, design and operation of USTRA within the City and to ensure development is compatible within its context and the amenity of the surrounding area.

The proposal complies with the requirements of LPP 2.5 with the exception of the following:

Matter	Comment
<u>5.6 Location Requirements</u> 5.6.1 Proposals will generally not be supported unless they are: (a) Within 200 metres of the Perth Zoo site; (b) Within 400 metres of a Neighbourhood Centre zone; or Within 400 metres of a Centre zone.	The proposal is not within the specified distances of the Perth Zoo (2270m), Neighbourhood (750m) or Centre zones (2060m). The proposal is however considered to satisfy objective 4.1 of LPP 2.5 as the site is located near a visitor attraction that is of high tourism value. The site is within 161m of Sir James Mitchell Park which is recognised as a visitor attraction by Tourism Western Australia. Additional information submitted by the applicant states that the site is

	located close to South Perth's key visitor attractions including the South Perth Foreshore, Sir James Mitchell Park, and Perth Zoo in addition to the Perth CBD and Burswood Peninsula and public transport connections.
5.6.4 In locations where objections to the development is received from neighbours, any approval granted must first be a time limited approval for 12 months, to properly assess the impact on the neighbours and amenity.	One objection was received during the consultation period. For this reason, a condition is recommended to limit the approval validity to a maximum 12 months.

7.0 Conclusion

USTRA is a land use that can be considered for approval in the Residential zone. Conditions of development approval are recommended to ensure the operation of the proposed USTRA does not adversely impact the amenity of the locality.

Accordingly, subject to the inclusion of appropriate conditions, including a 12-month time limited approval condition as required by LPP 2.5, the application is recommended for approval.

Financial Implications

This determination has minimal financial implications, however, should Council reaffirm the initial decision to refuse the application, the matter may progress to a final hearing at the SAT, which will incur consultant fees for representation at the SAT.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
Risk rating	Low
Mitigation and actions	The application has been assessed in accordance with the requirements of the Planning and Development (Local Planning Schemes) Regulations 2015 and the local planning framework.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Environment (Built and Natural)
Aspiration:	Sustainable, liveable, diverse and welcoming neighbourhoods that respect and value the natural and built environment
Outcome:	3.2 Sustainable built form
Strategy:	3.2.1 Develop and implement a sustainable local planning framework to meet current and future community needs

Attachments

10.3.5 (a):	Development Plans
10.3.5 (b):	Applicant Letter, Management Plan and Code of Conduct
10.3.5 (c):	Aerial and Zoning Map
10.3.5 (d):	Schedule of Submissions

10.3.6 Proposed Change of Use - Multiple Dwelling to Unhosted Short-Term Rental Accommodation - Lot 38 (No. 308/29) Melville Parade, South Perth

Location: Lot 38 (No. 308/29) Melville Parade, South Perth
Ward: Manning Ward
Applicant: Mr Keith Baird
Owner: P Garvey Pty Ltd
File Reference: D-26-12188
DA Lodgement Date: 28 April 2026
Reporting Officer(s): Fiona Mullen, Acting Director Development and Community Services
Previous Reference: Nil.
Delegation: DC690 – Local Planning Scheme No. 7
Council Role: Quasi-Judicial

Summary

The purpose of this report is to consider an application for development approval for a Change of Use from a Multiple Dwelling to Unhosted Short-Term Rental Accommodation on Lot 38 (No. 308/29) Melville Parade, South Perth.

The item is referred to Council as land use falls outside the delegation to Officers.

For the reasons outlined in the report, it is recommended that the application be conditionally approved.

Officer Recommendation

That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7 and the Metropolitan Region Scheme, this application for development approval for a Change of Use from a Multiple Dwelling to Unhosted Short-Term Rental Accommodation on Lot 38 (No. 308/29) Melville Parade, South Perth **be approved** subject to the following conditions:

1. A maximum of four guests are permitted on site at any one time.
2. The Management Plan received on 22 June 2026 shall be implemented and adhered to at all times, to the satisfaction of the City of South Perth.
3. The approval is valid for a period of 12 months only from the date of the determination. The applicant will be required to lodge a subsequent application to extend the term of the approval and in determining such an application, the City of South Perth will have regard to the performance of the Unhosted Short-Term Rental Accommodation over the previous period.

Note: The City will include any relevant advice notes in the determination notice.

1.0 Details

Metropolitan Region Scheme - Zone/Reserve	Urban
Local Planning Scheme - Zone/Reserve	Centre
Activity Centre Plan	South Perth Activity Centre Plan
Activity Centre Land Use Designation	Multiple Dwelling
Use Class and Permissibility	'A' Use
Lot Size	72m ²
Existing Land Use	Multiple Dwelling
Heritage	N/A
Bushfire Prone Area	N/A

2.0 Proposal

On 28 April 2026, the City received and accepted an application for a Change of Use from a Multiple Dwelling to Unhosted Short-Term Rental Accommodation (USTRA) on Lot 38 (No. 308/29) Melville Parade, South Perth.

The applicant has submitted a Management Plan and Code of Conduct in support of the application. Details of the proposal are as follows:

- A maximum of four guests;
- Minimum stay of two nights;
- One exclusive use car parking bay provided on site;
- Check-in between 10:00am and 9:00pm and check-out by 10:00am;
- Parties and events are prohibited;
- Quiet hours enforced between 9:00pm and 7:00am; and
- USTRA manager contact details are provided to guests and neighbours.

The combined Management Plan, Code of Conduct and Property Information for the development are contained in **Attachment (a)**.

3.0 Background

Site Context

The subject site is zoned Centre and has a density coding of R-AC0. The site is located 200m from the South Perth foreshore, 420m to Mends Street and 430m to the Old Mill.

An aerial image and zoning map depicting the site within its context are contained in **Attachment (b)**.

4.0 Legislation and Policy

Legislation

Planning and Development Act 2005

Short Term Rental Accommodation Act 2024

Metropolitan Region Scheme (MRS)

Planning and Development (Local Planning Schemes) Regulations 2015

City of South Perth Local Planning Scheme No. 7 (LPS 7)

South Perth Activity Centre Plan

Local Planning Policies

Local Planning Policy 2.5 – Unhosted Short-Term Rental Accommodation (LPP 2.5)

Local Planning Policy 6.1 – Advertising of Planning Proposals

5.0 Consultation and Referrals

Public Consultation

Consultation has been undertaken to the extent and in the manner required by the Deemed Provisions and Local Planning Policy 6.1 – Advertising of Planning Proposals.

The application was advertised for a period of 14 days between 22 May 2026 and 5 June 2026 in the following manner:

- A total of 81 letters were sent to landowners and occupiers within the multiple dwelling complex; and
- A copy of the application was made available for review on the City's website.

At the close of the consultation period, three objections were received.

A summary of the key matters raised in the submissions are provided in the table below, in addition to the Officer's comments:

Matter	Comment
Car Parking	The development provides the minimum number of car parking bays required by LPP 2.5 and the R-Codes (Volume 2), and no car parking shortfall is proposed.
Guest Behaviour	It is noted that there are other USTRA within the same building which have different owners. There is no evidence provided to suggest that previous complaints or issues relate to the subject property. The applicant has provided a Management Plan and Code of Conduct which outlines the expected behaviour and conduct of guests in accordance with LPP 2.5. The Management Plan also outlines a clear complaints management process which includes attending to urgent matters on-site within the hour. An initial 12 month approval is recommended to properly assess any issues or complaints received regarding misconduct.

Waste Management	It is noted that there are several approved USTRA within the same building which have different owners. There is no evidence provided to suggest that previous complaints regarding waste management apply to the subject property. The Management Plan provided states a guest guide will be provided to each guest including instructions of how to dispose of general rubbish and recycled goods, and that rubbish must not be left in a public area. Additionally, the Management Plans notes the Manager will be responsible for general cleaning, bin collection, laundry and general maintenance, ensuring the property is kept in a clean manner and to a high standard. This is considered to adequately address the requirements of LPP 2.5 relating to waste management.
Strata rules	Issues surrounding strata and its rules are between the landowner and the strata management/council. It is noted that despite a letter being requested, the Strata management has declined to provide a letter of support or opposition for the proposal as required by LPP 2.5. Any matters relating to guest behaviour are considered to be adequately addressed within the Management Plan and Code of Conduct, and an initial 12-month approval is recommended to allow for any complaints to be reviewed.
Too many USTRA uses within complex and area.	The proposal is located within a Centre zone and therefore can be considered for development approval in accordance with LPP 2.5 and LPS 7.

A Schedule of Submissions is contained as **Attachment (c)**.

6.0 Assessment

Short Term Rental Accommodation Act 2024

Whilst USTRA is exempt from the requirement to obtain development approval if the property is not used as USTRA for more 90 nights in a relevant 12-month period, the applicant seeks approval for an unlimited number of nights in a 12-month period and development approval is therefore required. Under the *Short-Term Rental Accommodation Act 2024*, all providers of STRA within Western Australia, both hosted and un-hosted, were required to register their properties by 1 January 2025.

The USTRA is currently registered with Department of Local Government, Industry Regulation and Safety.

Planning and Development (Local Planning Schemes) Regulations 2015

Clause 67(2) of the Regulations include matters which the local government is to have due regard to when considering an application for Development Approval. Items relevant to the assessment of this application include:

Clause 67(2) Matter	Comment
(m) The compatibility of the development with its setting, including – (i) the compatibility of the development with the desired character of its setting; and (ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development.	There is no change to the existing built form and no works are proposed, ensuring the development remains consistent with its setting.
(n) The amenity of the locality including the following – (i) environmental impact of the development; (ii) the character of the locality; and (iii) social impacts of the development.	A Management Plan has been provided outlining amenity mitigation measures including ‘quiet hours’ (9:00pm to 7:00am). Parties, and events are prohibited. Additionally, the use will be required to comply with the requirements of the Environmental Protection (Noise) Regulations 1997. The proposed development is considered satisfactory subject to compliance with the submitted Management Plan, which has been recommended as a condition.
(y) Any submissions received on the application.	Details of submissions received are contained within the consultation section of this report.

Local Planning Scheme No. 7 (LPS 7)

The proposal has been assessed against all relevant legislative requirements of the LPS 7, SPACP, and State and Local Planning Policies, and is deemed to be compliant. Items relevant to the assessment of this application have been included below.

Local Planning Policy 2.5 – Unhosted Short Term Rental Accommodation

The objective of LPP 2.5 is to guide the location, design and operation of USTRA within the City and to ensure development is compatible within its context and the amenity of the surrounding area.

The proposal complies with the requirements of LPP 2.5 with the exception of the following:

Matter	Comment
<u>5.2 Operation and Management</u> 5.2.1 All applications for USTRA, where the development is located in a strata title, then such application shall be accompanied by a letter from the Strata Manager or Strata Management Company indicating its support for the proposed use.	The City requested a letter from the Strata Manager in accordance with Clause 5.2.1 on 1 May 2026 as part of a concurrent application for a change of use to Unhosted Short-Term Rental Accommodation within the same building (106/29 Melville Parade), involving the same Applicant and Owner. In response, the Owner advised on 8 May 2026 that the Strata Management was unwilling to provide comment on either proposal (106/29 and 308/29 Melville Parade). The response from the Strata Management stating: <i>“The Council of Owners does not have the authority to issue a ‘no objection’ statement in this manner.</i> <i>Approval for the proposed works is governed by the relevant local government planning and building legislation, which takes precedence over any view of the strata company.</i> <i>Accordingly, any indication of support or objection from the Council would have no legal effect on the approval process.”</i> The proposal is therefore non-compliant with this requirement as a letter of support from the Strata Management has not been received, albeit a response has been provided by way of explanation. Notwithstanding, it should be noted that the <i>Strata Titles Act 1985</i> is separate legislation to the requirements of the planning framework and therefore cannot be considered as part of this application, however any bylaws pertaining to the Strata Scheme are required to be complied with.

5.6 Location Requirements 5.6.4 In locations where objections to the development is received from neighbours, any approval granted must first be a time limited approval for 12 months, to properly assess the impact on the neighbours and amenity.	Three objections were received during the consultation period. For this reason, a condition is recommended to limit the approval validity to a maximum of 12 months in accordance with the Policy.
---	---

7.0 Conclusion

USTRA is a land use that can be considered for approval in the Centre zone. Conditions of development approval are recommended to ensure the operation of the proposed USTRA does not adversely impact the amenity of the locality.

Accordingly, subject to the inclusion of appropriate conditions, including a 12-month time limited approval condition as required by LPP 2.5, the application is recommended for approval. Applying a 12-month time limited approval will also enable the State Management to consider any impacts, noting that a letter of support has not been provided in support of this application.

Financial Implications

To the extent that if the applicant were to make an application for review of the decision, the City may need to seek representation at the State Administrative Tribunal.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
Risk rating	Low
Mitigation and actions	The application has been assessed in accordance with the requirements of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> and the local planning framework.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Environment (Built and Natural)
Aspiration:	Sustainable, liveable, diverse and welcoming neighbourhoods that respect and value the natural and built environment
Outcome:	3.2 Sustainable built form
Strategy:	3.2.1 Develop and implement a sustainable local planning framework to meet current and future community needs

Attachments

10.3.6 (a):	Management Plan and Code of Conduct
10.3.6 (b):	Aerial and Zoning Maps
10.3.6 (c):	Schedule of Submissions

10.3.7 Proposed Change of Use from Cafe/Restaurant to Fast Food Outlet and Signage (Illuminated and Non-Illuminated) - Lot 21 (No. 459-463) Canning Highway, Como

Location:	Lot 21 (No. 459-463) Canning Highway, Como
Ward:	Como Ward
Applicant:	McCredie Group Pty Ltd
Owner:	Michael French
File Reference:	D-26-12098
DA Lodgement Date:	26 March 2026
Reporting Officer(s):	Fiona Mullen, Acting Director Development and Community Services
Previous Reference:	Nil.
Delegation:	DC690 – Local Planning Scheme No. 7
Council Role:	Quasi-Judicial

Summary

The purpose of this report is to consider an application for development approval for a proposed Change of Use (Café/Restaurant to Fast Food Outlet) and Signage (Illuminated and Non-Illuminated) on Lot 21 (No. 459-463) Canning Highway, Como.

The item is referred to Council as Fast Food Outlet is a land use that falls outside the delegation to Officers.

For the reasons outlined in the report, it is recommended that the application be approved subject to conditions.

Officer Recommendation

That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7 and the Metropolitan Region Scheme, the application for development approval for a Change of Use (Café/Restaurant to Fast Food Outlet) and Signage (Illuminated and Non-Illuminated) on Lot 21 (No.459-463) Canning Highway, Como **be approved** subject to the following conditions:

1. This decision constitutes development approval only and is valid for a period of two years from the date of determination. If the subject development is not substantially commenced within the specified period, the approval shall lapse and be of no further effect.
2. The development shall be carried out only in accordance with the terms of the application as approved herein, and any approved plans. In the event of any inconsistency, conditions of development approval prevail over the approved plans.
3. External lighting shall comply with the requirements of Australian Standard 4282 – Control of Obtrusive Effects of Outdoor Lighting to the satisfaction of the City of South Perth.
4. No storage of equipment, vehicles or materials associated with the land use is to occur outside the building(s), to the satisfaction of the City of South Perth.

5. The opening hours of the 'Fast Food Outlet' are limited to 11:00am to 1:00am Monday to Sunday, including public holidays.
6. The loading and/or unloading of vehicles is to occur on-site and in a manner that does not interfere with the parking of vehicles in the car park. All car parking bays in the car park are to be made available at all times for the parking of vehicles by visitors and employees.
7. Prior to occupation and use of the development, the applicant shall supply certification confirming the constructed design of all bicycle parking and end of trip facilities are compliant with AS2890.3—1993, Parking facilities, Part 3: Bicycle parking facilities to the satisfaction of the City of South Perth.
8. Prior to occupation or use of the development an amended Waste Management Plan addressing the following matters shall be submitted to, and approved in writing by City of South Perth:
 - a) Waste collection shall only occur between 7:00am and 5:00pm Monday to Friday unless otherwise approved by the City of South Perth.

The Waste Management Plan shall be implemented and adhered to at all times, to the satisfaction of the City of South Perth.
9. Prior to occupation or use of the development, a Parking Management Plan shall be submitted to, and approved in writing by the City of South Perth. The Parking Management Plan is to include detailed management measures for the operation of the following to ensure vehicle access is readily available and safe at all times:
 - (i) The total number of car parking bays, time restrictions on parking bays, short- and long-term bicycle parking spaces and the total number of other bays (for example, service and loading and unloading bays);
 - (ii) Access and manoeuvring arrangements for car parking bays, including where applicable (but not limited to), swept paths, tandem parking, car stackers, pickup and drop-off bays, service and loading and unloading bays;
 - (iii) Parking allocation for users of the development (for example, staff and customer bays, accessible bays and bays allocated for shared use), and duration of use of the bays;
 - (iv) Details of who will be responsible for the management, operation and maintenance of parking;
 - (v) Management of allocation of parking bays as specified in the PMP, including signage and enforcement; and
 - (v) Way-finding measures to ensure efficient use of parking facilities.

The approved Parking Management Plan shall be implemented by the owners/occupiers/strata managers of the development to the satisfaction of the City of South Perth. The approved Parking Management Plan shall be implemented and adhered to at all times, to the satisfaction of the City of South Perth.
10. Any proposed illumination of the signage must not exceed 300 cd/m² (candela per square metre) during the day and 150 cd/m² during the night.
11. The signage must not flash, pulsate or chase.

12. The signage must not contain fluorescent, reflective or retro-reflective colours or materials.

Note: The City will include any relevant advice notes in the determination notice.

1.0 Details

Metropolitan Region Scheme - Zone/Reserve	Urban
Local Planning Scheme - Zone/Reserve	Centre
Activity Centre Plan	Canning Bridge Activity Centre Plan
Activity Centre Land Use Designation	Fast Food Outlet
Use Class and Permissibility	Preferred Land Use
Lot Size	1009m ²
Existing Land Use	Café/Restaurant
Heritage	N/A
Bushfire Prone Area	N/A

2.0 Proposal

On 26 March 2026, the City received a development application for a proposed Change of Use from Café/Restaurant to Fast Food Outlet (Pizza Hut) together with associated illuminated and non-illuminated signage, at Lot 21 (No. 459-463) Canning Highway, Como (the subject site).

The City advised the applicant on 27 March 2026 that the application was incomplete and requested additional information. Further information was received on 30 March 2026, however, the application remained incomplete, and the applicant was advised accordingly on the same day. The outstanding information was subsequently provided on 31 March 2026, at which time the application was accepted for assessment.

Following the initial assessment, the City referred the application to Main Roads Western Australia (MRWA) on 1 April 2026 for comment, in accordance with Instrument of Delegation DEL 2025/04. Referral to MRWA was required as the subject site abuts the Canning Highway road reserve, which is reserved Primary Regional Road under the Metropolitan Region Scheme.

On 17 April 2026, MRWA requested further information, including the preparation of a Traffic Impact Statement (TIS). This request was forwarded to the applicant by the City. The applicant's response and supporting information were received on 12 May 2026 and subsequently forwarded to MRWA for consideration. MRWA's referral response was received by the City on 8 June 2026.

10.3.7 **Proposed Change of Use from Cafe/Restaurant to Fast Food Outlet and Signage (Illuminated and Non-Illuminated) - Lot 21 (No. 459-463) Canning Highway, Como**

Concurrently, the City undertook its assessment of the application and, on 24 April 2026, requested additional information relating to the preparation of a Waste Management Plan (WMP), parking arrangements, operational details of the proposed use, and clarification regarding the proposed illuminated signage. The requested information was received and deemed satisfactory on 21 May 2026.

The application relates to a proposed change of use from Café/Restaurant to Fast Food Outlet and installation of two signs, consisting of one illuminated roof sign and one non-illuminated wall sign.

The applicant has provided the following operational information in relation to the proposed Fast Food Outlet land use:

- Staff numbers: minimum 3 staff and maximum 7 staff on-site at any time.
- Proposed trading hours: 11:00am to 1:00am, 7 days per week (including public holidays).
- Typical demand: 70% pick-up and 30% delivery.
- Delivery vehicles: maximum 2 cars present at any one time (inclusive of company delivery and third-party delivery services).

A copy of the development plans is contained as **Attachment (a)** and the applicant's cover letter in support of the proposal is contained as **Attachment (b)**.

3.0 Background

Site Context

The tenancy subject to this application is part of an existing commercial building consisting of two separate tenancies, with the adjacent tenancy operating as a 'Liquor Store – Small' land use. The two tenancies share a bitumen carpark consisting of ten unallocated parking bays and accessed directly from Lockhart Street. The parent lot has an area of 1009m², and the net lettable area (NLA) of the subject tenancy is 134m².

The site is subject to the 'Canning Bridge Activity Centre Plan' (CBACP). The site is within the Cassey Quarter (Q3) of the CBACP area and is within the 'M10' precinct for mixed-use development up to ten storeys. 'Fast Food Outlet' is listed as a preferred land use on the ground floor within Q3, M10 of the CBACP.

The site is bound to the east by Canning Highway, to south by Henley Street and to the west by Lockhart Street.

The surrounding area is a mix of existing residential and commercial land uses, consisting of predominantly:

- Grouped Dwellings to the west of Lockhart Street;
- Multiple Dwellings, Fast Food Outlet and Café/Restaurant to the north;
- A mix of commercial uses including Shop, Recreation – Private, Consulting Rooms to the east of Canning Highway; and
- Fast Food Outlet and Café/Restaurant land uses to the south of Henley Street.

An aerial image and zoning map depicting the site within its context is contained as **Attachment (c)**.

4.0 Legislation and Policy

Legislation

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Metropolitan Region Scheme (MRS)

City of South Perth Local Planning Scheme No. 7 (LPS 7)

Structure Plans/Activity Centre Plans

Canning Bridge Activity Centre Plan (CBACP)

Local Planning Policies

Local Planning Policy 2.3 – Non-Residential Parking

Local Planning Policy 3.1 – Waste Management

Local Planning Policy 6.1 – Advertising of Planning Proposals

Local Planning Policy 6.2 – Design Review Panel

Local Planning Policy 7.1 – Advertising Signage

5.0 Consultation and Referrals

Public Consultation

Consultation has been undertaken to the extent and in the manner required by the Deemed Provisions and Local Planning Policy 6.1 – Advertising of Planning Proposals.

The application was advertised for a period of 14 days between 25 May 2026 and 8 June 2026 in the following manner:

- A total of 36 letters were sent to adjoining landowners and occupiers; and
- A copy of the application was made available for review on the City's website.

At the close of the consultation period, two submissions were received (one objection and one neutral).

A summary of the key matters raised in submissions is provided in the table below, in addition to the Officer's comments:

Matter	Assessment
Traffic impact	The Traffic Impact Statement (TIS) demonstrates that the proposed fast-food use generates: • Lower AM peak traffic compared to the existing café use (net reduction of 42 vehicles per hour). • An increase to PM peak traffic (+11 vehicles per hour), which remains within the carrying capacity of the existing car parking layout, internal site manoeuvring areas and within the carrying capacity of the adjoining road network.

	- The proposal does not result in an increase to total traffic volumes when assessed during peak travel periods and reduces vehicle movements during the AM period. The subject site is located on Lockhart Street, a cul-de-sac access road, however: - The TIS confirms the use is an existing land use and is serviced via an existing shared access arrangement. - Commercial and customer traffic is not newly introduced to the cul-de-sac network, and the traffic generated by the development is a continuation of existing commercial operations that have occurred on this site for a number of years. - The change in trip generation is consistent with carrying capacity of the adjoining road network. The proposal is therefore not anticipated to result in a material increase in traffic impacts within the local or regional road network.
Increased parking	The proposed development complies with the on-site car parking requirements of the applicable planning framework. In accordance with Element 18 – Parking of the CBACP, car parking for non-residential development in Q3 shall be provided at a rate not less than one bay per 50m² of net lettable area (NLA). This car park is located on private property and therefore the on-site carparking requirements are calculated based on the NLA of the two tenancies on the subject site. The combined NLA for both tenancies on the site is approximately 412m². Therefore, a total of 8.24 (9) on-site car parking bays is required. The subject site has 10 available parking bays. Parking demand generated by nearby land uses separate and unrelated to the subject site is not a relevant consideration of this development application.
Safety	The proposed use does not generate a high volume of motorised delivery vehicle movements, and no new drive-through component is included as part of the development. The reliance on third-party delivery platforms is typical for this type of tenancy; however, vehicle access and servicing arrangements remain unchanged from the existing approved use, with no intensification of on-site manoeuvring or car parking requirements proposed.

Waste Management	In relation to waste management, the proposal is a change of use within an existing building footprint, with no redevelopment or redesign of the site layout that would facilitate alternative waste collection arrangements. Consistent with LPP 3.1, on-site collection is maintained as the required servicing method for development. The existing built form and access configuration do not permit safe or practical forward entry and exit for waste collection vehicles. Waste servicing is therefore undertaken via a controlled reverse-in/forward-out arrangement, consistent with established practice for constrained commercial sites. The servicing outcome does not introduce a new or intensified safety risk compared to the existing land use, as the waste and servicing remains consistent. Accordingly, the waste collection and servicing arrangements are considered acceptable and consistent with LPP 3.1 and standard access safety expectations for constrained urban commercial sites.
Amenity	The surrounding area is characterised by an established mixed-use corridor along Canning Highway, including existing illuminated commercial signage and road lighting, which collectively define the prevailing night-time context. The application includes assessment of the proposed illuminated signage, including its scale, location, and context within a high-traffic arterial road environment. The proposed signage has also been reviewed by MRWA. The signage is designed to operate within standard commercial illumination parameters and is not expected to produce excessive luminance levels beyond typical expectations for a Primary Distributor Road. Local Planning Policy 7.1 – Advertising Signage (LPP 7.1) permits a maximum of one sign subject to illumination/digital content per tenancy. The proposed roof sign is the only sign proposed to be illuminated at the development site as part of this application. A condition of approval is recommended to manage the illumination levels and for external signage to comply with the requirements of AS 4282 to manage potential impact to nearby residences.

A Schedule of Submissions is contained as **Attachment (d)**.

Referrals/consultation with Government/Service Agencies

The development application was referred to Main Roads Western Australia (MRWA) for comment. MRWA advised it supports the proposal and recommended a series of conditions be imposed if development approval is granted. The City has included these conditions in the recommended conditions of development approval. The MRWA referral response, including recommended conditions and advice notes, is contained as **Attachment (e)**.

6.0 AssessmentLocal Planning Scheme No. 7 (LPS 7)

The proposal has been assessed against all relevant legislative requirements of LPS 7, and is considered to satisfy the relevant zone objectives as follows:

The proposal is considered to satisfy the relevant Additional Centre Requirements as follows:

Additional Centre Requirements	Requirement	Assessment
ACR4 – Land subject to the Canning Bridge Activity Centre Plan	Where a site is coded RAC-0 and located within the Canning Bridge Activity Centre Plan area all site and development requirements shall be in accordance with the Canning Bridge Activity Centre Plan.	The proposal has been assessed against the Canning Bridge Activity Centre Plan and is in accordance with all relevant requirements.

Canning Bridge Activity Centre Plan (CBACP)

The proposal has been assessed against all relevant requirements of the CBACP, and is considered to satisfy the relevant requirements as follows:

Element 1 – Land Use	Preferred Land Uses	Assessment
	Q3 – Ground Floor Uses: M10 Zone – Restaurant, Hotel, Shop, Fast Food Outlet, Consulting Rooms, Convenience Store.	The proposed land use is a 'Fast Food Outlet' and is located at ground level. The land use is designated as a preferred and use for the Q3 quarter and consistent with the objectives of the CBACP.

Element 18 – Parking	Requirements	Assessment
	Car parking for non-residential development in Q3, Q4 and Q5 shall be not less	Car parking for the subject site is shared by two tenancies with a total NLA of approximately 412m ² and therefore requiring 8.24 (9) on-site bays.

	than one bay per 50m2 of net lettable area.	A total of 10 on-site bays are available within the subject site for use by the two tenancies.
--	---	--

Local Planning Policy 7.1 – Advertising Signage (LPP 7.1)

Details of the signs to be considered as part of this application are provided below:

LPP 7.1 provides development requirements for a range of advertising signage and specifies advertising signage that does not require development approval.

The proposed development includes one illuminated roof sign and one non-illuminated wall sign; both are proposed to be affixed to the Henley Street frontage of the tenancy.

An assessment of the signs subject to this application has been undertaken. The proposed wall sign satisfies the requirements of LPP 7.1; however, the proposed illuminated roof sign seeks discretion under LPP 7.1 as follows:

Sign Type	Requirement	Assessment
5.2 Illuminated and Digital Content	5.2.1 Advertising signage subject to illumination (e.g., backlit or spotlight) or with digital content shall not: f) Occupy an area larger than 3m², or 20% of the façade whichever is the lesser. Signage exceeding a maximum area of 3m² may be considered where the applicant has demonstrated to the satisfaction of the City, in consultation with Main Roads Western Australia, the following: i) The scale of the sign is proportionally appropriate to the building upon which is proposed to be attached; ii) The sign relates to businesses located on the lot and does not include third party content; and iii) The lot has primary frontage and the sign	The proposed illuminated signage has an area of 5.4m². The proposal is considered to satisfy the relevant requirements as: i) The sign occupies 13.6% of the façade and is proportional to the building upon which it is attached; ii) The sign will display the name and logo of the tenancy to which it relates; and iii) The lot has primary street frontage to Henley Street and is also oriented towards north-bound lanes of Canning Highway. The proposal was referred to MRWA, which indicated its support for the proposal subject to

	will orientate towards Canning Highway.	inclusion of conditions of approval.
<u>Table 2</u> 6. Roof Sign	4) Must not exceed a maximum area of 4m ² .	The roof sign has an area of 5.4m². The roof sign occupies 13.6% of the façade and is considered to be of a scale appropriate to the building to which it's attached. The sign is within the mixed-use zone of the CBACP. It is therefore considered to be compatible with its setting.

The proposal is considered to satisfy the objectives of LPP 7.1 as follows:

Objectives	Assessment
4.1 To ensure advertising signage is compatible with the desired character of the area.	The proposed signage is located within the mixed-use (M10) zone of the CBACP. The signage is directly associated with the proposed 'Fast Food Outlet' which is a preferred land use for the area and is located on a high-exposure site with visibility from Canning Highway. The signage is considered compatible with the desired character of the area as outlined within the planning framework.
4.2 To limit the proliferation of advertising signage on individual sites and across the City, and to support the rationalisation of signage on a lot.	There is a total of two signs (one roof sign and one wall sign) proposed on the subject tenancy. There is one existing (illuminated) roof sign and a number of other signs of various typologies at the adjoining tenancy. There are no opportunities for the two tenancies to share a single sign without introducing additional freestanding signage. Notwithstanding, the proposed signage is of a scale proportionate to the subject tenancy and is not proposed in numbers that are

	considered prolific for the proposed land use.
4.3 To ensure advertising signage support architectural elements of and where possible, integrated into the design of the building.	It is considered that the proposed signage has been designed at an appropriate scale for the building façade and is of a size consistent with the signage on the adjoining tenancy.
4.4 To ensure advertising signage does not adversely impact on the level of safety for the public and road users.	The proposal has been referred to MRWA, which has indicated its support subject to conditions. It is considered that if the recommended conditions are imposed, there will be no adverse impact on the level of safety for the public and road users.

Local Planning Policy 3.1 – Waste Management (LPP 3.1)

LPP 3.1 outlines waste management practices for development and the information to submitted and considered as part of the development application process.

The development proposes private on-site waste collection twice weekly, with collection via an existing loading/service zone and bin store. An assessment of the proposed waste collection arrangements has been undertaken and the following variations to the requirements of LPP 3.1 are identified, as detailed below:

Matter	Assessment
5.7.4 Where waste collection is provided by private contractor, collection shall occur Monday to Friday between 7:00am and 5:00pm.	The application specifies that waste collection shall occur two times weekly, however, does not provide a specific time for collection. It is recommended that a condition be imposed for waste collection to occur Monday to Friday between 7:00am and 5:00pm consistent with the requirements of LPP 3.1.

The proposal is considered to satisfy the objectives of LPP 3.1 as follows:

Objectives	Assessment
4.1 To ensure developments are designed to provide for best practice management, storage, separation, collection and handling of waste.	The proposed development provides appropriate and accessible storage for collection of general waste and recycling on-site. The site is capable of on-site waste collection by a private contractor as required.

4.2 To ensure waste storage and collection minimise visual, environmental and amenity impacts on the streetscape, public realm and adjoining properties.	General waste and recycling bins are proposed to be contained within a designated storage area. Bins are proposed to be returned to the storage area once emptied and therefore would not have any detrimental amenity impacts on the streetscape, public realm and adjoining properties.
4.3 To provide occupants and service providers with convenient, legible and safe access to waste management and recycling facilities.	On-site waste collection via the existing loading/service zone on Lockhart Street is considered legible, safe and convenient for occupants and services providers.

A copy of the applicant's Waste Management Plan (WMP) is contained as **Attachment (f)**.

Local Planning Policy 6.2 – Design Review Panel (LPP 6.2)

LPP 6.2 outlines the criteria for referral of planning proposals to the Design Review Panel (DRP) for review.

Matter 5.4 requires *inter alia*, that proposals for development approval which result in an intensification of the existing land use including a works component that fall within the CBACP, will be referred to the DRP for review.

Whilst the proposal includes a works component (signage) the illuminated sign occupies 13.6% of the façade, and no intensification of an existing use is proposed. Given the de minimis nature of the works proposed in the context of the overall built form, it was not considered necessary to refer the application to the DRP.

Traffic and Parking

Traffic

The submitted Traffic Impact Statement (TIS) at **Attachment (g)** indicates that the typical weekday peak periods on the surrounding road network are from 8:00am to 9:00am in the morning and 4:00pm to 5:00pm in the afternoon.

The proposed Fast Food Outlet land use proposes operational hours from 11:00am to 1am and therefore will not contribute to traffic generation during the morning peak period for the surrounding road network. Whilst the TIS identifies the typical afternoon peak periods on the surrounding road network are between 4:00pm to 5:00pm, it is considered that a Fast Food Outlet would typically experience a peak trip generation between 5:00pm and 8:00pm.

The site is also occupied by a 'Liquor Store – Small' which operates between 9:30am to 8:30pm Monday to Thursday, 9:30am to 8:30pm Friday to Saturday and 10:00am to 7:00pm Sunday. This land use is anticipated to have a similar peak period to the Fast Food Outlet (being late afternoon to early evening).

The Fast Food Outlet land use is anticipated to generate approximately 35 trips per hour during the anticipated peak operational hours of the land use (5:00pm to 8:00pm).

10.3.7 Proposed Change of Use from Cafe/Restaurant to Fast Food Outlet and Signage (Illuminated and Non-Illuminated) - Lot 21 (No. 459-463) Canning Highway, Como

Utilising typical land use vehicle trip rates provided in the WAPC Transport Impact Guidelines (2016), the estimated PM trip generation for the existing 'Liquor Store – Small' land use is calculated at a rate of 10 total trips per 100m² Gross Floor Area (GFA). Based on this tenancy's GFA of 280m², the anticipated trip generation is 28 total trips per hour during the peak operational period. Therefore, the total anticipated trip generation for the peak operational period of the subject site (being between 5:00pm and 8:00pm) is approximately 63 total trips (inbound and outbound) per hour.

Based on its assessment of additional traffic generation during the morning and afternoon peak periods for the surrounding road network, the TIS concludes that the traffic associated with the proposed development would have an insignificant impact on the surrounding road network. The City considers that, because the new trip generation associated with the proposed land use is consistent with the trip generation identified in the TIS but will occur outside the existing peak periods, there will not be additional impact to the surrounding road networks beyond its current capacity.

The Road Safety Assessment (RSA) at **Attachment (h)** was also prepared to assess the potential safety implications of the illuminated roof sign component of the proposal due to its visibility from a section of Canning Highway that is categorized as Crash Risk Category Level 4. The RSA concludes that the proposed illuminated sign will not increase the risk of a causality crash.

Both the TIS and RSA have been reviewed and are supported by the City and have also been reviewed by MRWA who have conditionally supported the proposal.

Parking

The following car parking ratios apply to the development under the CBACP:

Requirement	Applicable Parking Ratio
Non-Residential Development (in Q3) – Car Parking Bays	Shall not be less than one bay per 50m ² of net lettable area (NLA).
Non-Residential Development – Bicycle Storage/Parking	One bay per 100m ² of net lettable area (NLA).

The subject site is occupied by two separate tenancies (both non-residential). The strata plan does not provide a parking allocation; however, the City has confirmed on-site that three parking bays have been line-marked for the exclusive use of the 'Liquor Store – Small' tenancy. As there is no parking allocation on the strata plan, the on-site carparking requirements are calculated on the basis of the combined NLA of both tenancies and a shared parking arrangement. It is noted, however that there may be an informal parking agreement between the two tenancies

Tenancy 1 (Liquor Store – Small) has an approximate NLA of 280m² and the tenancy subject to this application (Tenancy 2) has an approximate NLA of 132m². The combined NLA for both tenancies is therefore 412m² and the on-site carparking requirement, calculated at a rate of 1 bay per 50m² NLA, is 8.24 (9) bays. There are 10 on-site car parking bays available which therefore satisfies the minimum non-residential carparking requirement of the CBACP.

Notwithstanding the line-marking of three bays for the exclusive use by Tenancy 1, there remains sufficient carparking availability to meet the requirements of Tenancy 2 which, if calculated separately, would require a total of 3 on-site bays in accordance with the CBACP requirements. A Parking Management Plan is recommended as a condition of approval.

One bicycle parking bay is also proposed adjacent for use by the subject tenancy and complies with the requirement.

Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations)

Clause 67(2) of the Regulations include matters which the local government is to have due regard to when considering an application for development approval. Items relevant to the assessment of this application include:

Requirement	Assessment
(a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area.	The proposal is consistent with the requirements of LPS 7 and satisfies the applicable policy objectives where relevant.
(m) The compatibility of the development within its setting including – (i) the compatibility of the development with the desired future character of its setting; and (ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development.	The development is consistent with the prevailing and future development context, which is commercial in the immediate area with nearby residential typologies consisting of Grouped Dwellings and Multiple Dwellings. The subject site is located in the CBACP area and is in area zoned for mixed-use development, with the proposed 'Fast Food Outlet' land use a preferred land use for the quarter. The scale of the proposed signage is consistent with existing signage at other tenancies within its setting in an existing commercial complex and with surrounding commercial land uses along Canning Highway. The development is not considered to have an adverse impact to development on adjoining land. The non-illuminated wall sign will have low to no visibility to nearby residences, and the illuminated signage is not oriented towards any residential land uses.
(n) The amenity of the locality including the following – (i) Environmental impacts of the development;	It is considered that the proposed development would have no detrimental impact on the amenity of the locality.

(ii) The character of the locality; (iii) Social impacts of the development.	Conditions of approval are recommended to ensure that the illuminance levels of the roof sign is managed to minimise potential for light spill to impact amenity for nearby residences. There is sufficient on-site parking available on the site to satisfy the requirements of the CBACP. Appropriate management of on-site parking to ensure that its availability for patrons of the two specific tenancies to which it relates would ensure that the proposed development does not directly result in any social impacts to the surrounding locality. Waste management occurring in accordance with the submitted WMP and collection times restricted in accordance with the recommended condition of approval, will address any environmental impacts as a result of the development. issues
(r) The suitability of the land for the development taking into account the possible risk to human health or safety.	If luminance levels of the proposed illuminated signage are managed in accordance with AS.4282, the risk of distraction to drivers, cyclists and pedestrians is considered to be negligible and unlikely to result in any detrimental risk to human health or safety. The non-illuminated sign is affixed flush to the façade of the tenancy such that it does not encroach onto the pedestrian footpath. It is considered that the non-illuminated signage component of the development will also not present any detrimental risk to human health or safety. The proposed 'Fast Food Outlet' land use is not considered to pose any detrimental risk to human health or safety.

7.0 Conclusion

The proposed development is consistent with the applicable local planning framework as discussed in this report.

The proposed signage, including the illuminated roof sign and non-illuminated wall sign, and 'Fast Food Outlet' land use are compatible with the site's setting in the mixed-use (Q3, M10) precinct of the CBACP and will not have a detrimental amenity impact to the surrounding residential and commercial land uses.

Accordingly, subject to the inclusion of appropriate conditions, the application is recommended for approval.

Financial Implications

To the extent that if the applicant were to make an application for review of the decision, the City may need to seek representation at the State Administrative Tribunal.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
Risk rating	Low
Mitigation and actions	The application has been assessed in accordance with the requirements of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> and the local planning framework.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Environment (Built and Natural)
Aspiration:	Sustainable, liveable, diverse and welcoming neighbourhoods that respect and value the natural and built environment
Outcome:	3.2 Sustainable built form
Strategy:	3.2.1 Develop and implement a sustainable local planning framework to meet current and future community needs

Attachments

10.3.7 (a):	Development Plans
10.3.7 (b):	Cover Letter
10.3.7 (c):	Aerial and Zoning Map
10.3.7 (d):	Schedule of Submissions
10.3.7 (e):	MRWA Referral Response
10.3.7 (f):	Waste Management Plan
10.3.7 (g):	Traffic Impact Statement
10.3.7 (h):	Road Safety Assessment

10.3.8 Proposed Alterations to Residential Aged Care Facility - Lot 3650 (No. 10) Roebuck Drive, Salter Point

Location: Lot 3650, No. 10 Roebuck Drive, Salter Point
Ward: Manning Ward
Applicant: Trigon Projects
Owner: BaptistCare WA Limited
File Reference: D-26-11760
DA Lodgement Date: 16 February 2026
Reporting Officer(s): Fiona Mullen, Acting Director Development and Community Services
Previous Reference: Nil.
Delegation: DC690 – Local Planning Scheme No. 7
Council Role: Quasi - Judicial

Summary

The purpose of this report is to consider an application for development approval for re-roofing and changes to the roof form of a Residential Aged Care Facility on Lot 3650 (No. 10) Roebuck Street, Salter Point.

The item is referred to Council as the works proposed fall outside the delegation to Officers.

For the reasons outlined in the report, it is recommended that the application be approved.

Officer Recommendation

That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7 and the Metropolitan Region Scheme, the application for development approval for re-roofing and changes to the roof form to a Residential Aged Care Facility on Lot 3650, (No. 10) Roebuck Street, Salter Point be **approved** subject to the following conditions:

1. The development shall be carried out in accordance with the terms of the application as approved herein, and any approved plan.
2. External fixtures, including but not limited to, air conditioning units, clothes drying facilities, satellite dishes and non-standard television aerials, but excluding solar collectors, are to be integrated into the design of the building and shall be located so that they are not visible from the street to the satisfaction of the City of South Perth.
3. All street trees in the verge adjacent to the lot will be required by the City to be protected by a tree protection zone (TPZ) to Australian Standards during the works. The City requires that mulch is provided around the base of each tree within the TPZ and watered regularly for the duration of the works.
4. All stormwater discharge from the development shall be contained and disposed of on-site unless otherwise approved by the City of South Perth.

5. Prior to or in conjunction with the submission of a building permit application, the applicant is to submit a final schedule of colours, materials and finishes to the City of South Perth. This schedule is to be approved in writing to the satisfaction of the City of South Perth. Prior to occupation or use of the development, the endorsed material and finishes schedule shall be implemented and thereafter maintained to the satisfaction of the City of South Perth.

Note: The City will include any relevant advice notes in the determination notice.

1.0 Details

Metropolitan Region Scheme - Zone/Reserve	Urban
Local Planning Scheme - Zone/Reserve	Private Community Purposes
Activity Centre Plan	N/A
Activity Centre Land Use Designation	N/A
Use Class and Permissibility	Residential Aged Care Facility- Discretionary (D) use
Lot Size	31,949m ²
Existing Land Use	Residential Aged Care Facility
Heritage	N/A
Bushfire Prone Area	Yes

2.0 Proposal

On 16 February 2026, the City received an application for re-roofing and changes to the roof form to the existing Residential Aged Care Facility on Lot 3650 (No. 10) Roebuck Street, Salter Point (the subject site).

Further information was requested prior to acceptance of the application which was received by the City on 20 February 2026, and the application was accepted on 24 February 2026.

Upon completion of the initial assessment, which included referral to the Public Transport Authority (PTA), on 1 May 2026 further information was requested from the applicant in relation to the proposed plans, clarification of the proposed increase in building height for the re-roofing and changes to the roof form. The further information was received on 5 May 2026. Specifically, the application involves:

- Re-roofing and changes to the roof form of the existing Residential Aged Care Facility building located to the west of the subject site.
- The re-roofing and roof form changes are principally to the internal section of the existing roof of the building with an additional pitched roof section of 30 degrees to the south-east corner of the building.

10.3.8 Proposed Alterations to Residential Aged Care Facility - Lot 3650 (No. 10) Roebuck Drive, Salter Point

- Proposed re-roofing and changes to the roof form located on the south-east of the building has a maximum height of 14.53m above ground level (0.6m above the existing roof height).
- The white Colorbond colour of the existing roofing will be maintained.
- The proposed re-roofing works and changes to the roof form are intended to address ongoing water ingress and associated water damage affecting the existing building, which have arisen as a result of the current roof design.

A copy of the development plans is contained as **Attachment (a)** and the applicant's justification in support of the proposal is contained as **Attachment (b)**.

The applicant has provided 3D images within the proposed plans demonstrating the existing and proposed roof design and its appearance from Roebuck Drive to the south of the subject site, on approach from east along Roebuck Drive, looking north-east from the junction of Roebuck Drive and Edgewater Road. A copy of the 3D images and perspectives is contained as **Attachment (e)**.

3.0 Background

Site Context

The subject site has frontages to four streets, Roebuck Drive to the south, Mt Henry Road to the east and Crowley Vista and Hogg Avenue to the north. The existing site comprises three separate buildings mainly to the western end of the site and along the eastern end of the site. The prevailing development surrounding the subject site comprises predominately single and two storey single houses.

The existing development located on the subject site comprises a Residential Aged Care Facility. The existing Residential Aged Care Facility has a height of between two to four storeys across the existing buildings.

The subject site is zoned 'Private Community Purposes' and is subject to Clause 32 Additional site and development requirements within Table 7 Additional requirements that apply to land in Scheme area, under Local Planning Scheme No. 7 (LPS 7).

An aerial image and zoning map depicting the site within its context is contained as **Attachment (c)**.

4.0 Legislation and Policy

Legislation

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Metropolitan Region Scheme (MRS)

City of South Perth Local Planning Scheme No. 7 (LPS 7)

Local Planning Policies

Local Planning Policy 6.1 – Advertising of Planning Proposals

Local Planning Policy 2.2 – Non-Residential and Mixed-Use Development

5.0 Consultation and Referrals

Public Consultation

Consultation has been undertaken to the extent and in the manner required by the Deemed Provisions and Local Planning Policy 6.1 – Advertising of Planning Proposals.

The application was advertised for a period of 14 days between 15 May 2026 and 2 June 2026 in the following manner:

- A total of 32 letters were sent to the adjoining landowners and occupiers; and
- A copy of the application was made available for review on the City's website.

At the close of the consultation period, no submissions were received for the proposed development.

Referrals/consultation with Government/Service Agencies

The development application was referred to the PTA for comment who raised no objection or concerns with the development proposal. A copy of the referral comments provided by the PTA is contained as **Attachment (d)**.

6.0 Assessment

Local Planning Scheme No. 7 (LPS 7)

The proposal has been assessed against all relevant legislative requirements of LPS 7.

Clause 16 (2) Zones – The objectives of the Private Community Purposes zone are as follows:

Zone Name	Objective	Assessment
Private Community Purposes	(a) To provide sites for privately owned and operated recreation, institutions and places of worship.	The existing site is utilised for an aged care facility and no changes to the existing land use are proposed as part of this application.
	(b) To integrate private recreation areas with public recreation areas wherever possible.	N/A
	(c) To separate potentially noisy engine sports from incompatible uses.	N/A
	(d) To provide for a range of privately owned community facilities and uses that are incidental and ancillary to the provision of those facilities, which are compatible with surrounding development.	The existing site is utilised for an aged care facility which is unchanged by the current development proposal.

	(e) To ensure that the standard of development is in keeping with surrounding development and protects the amenity of the area.	The proposed re-roofing and changes to the roof form of the building is consistent with the prevailing development context and is not anticipated to have a negative impact on the amenity of the area.
--	---	---

It is noted that the proposed re-roofing works and changes to the existing roof form will not alter the approved use of the premises as an Aged Care Facility and are consistent with the objectives of the Private Community Purposes zone.

Clause 32 (1) Table 7 – Additional requirements that apply to land in Scheme area item 4 of LPS 7 states:

- (1) In the absence of an approved Local Development Plan, all non-residential development shall be designed in accordance with the following requirements:
 - (a) Building height – Maximum 2 storeys
 - (b) Primary street setback – Minimum 7.5 metres
 - (c) Side Setbacks – Minimum 4.5 metres

The proposed works the subject of this development application exceed the two storey (10.0m) height limit, with the existing building having an existing maximum height of three to four storeys. The proposed increase in building height is to roof sections of the building with an existing maximum height of 13.88m to a proposed maximum height of 14.53m when calculated to the south-eastern side of the building.

As a result, the application requires an assessment of merit under Clause 34 Variations to site and development requirements of LPS 7. An assessment of the building height seeking discretion is provided below:

Clause 34 Variations to Site and Development Requirements

Clause 34 of LPS 7 sets out the assessment criteria which must be considered to vary site and development requirements contained within the Scheme. An assessment of the relevant Clause 34 provisions of LPS 7 is contained within the table below:

Requirement	Assessment
(4) If the local government is of the opinion that the non-compliance with an additional site and development requirement will mean that the development is likely to adversely affect any owners or occupiers in the general locality or in an area adjoining the site of the development, the local government must – (a) consult the affected owners or occupiers by following one or	- The proposal seeks a variation to the maximum building height requirement under Clause 32 of LPS 7 through a minor increase of 0.6m to the existing maximum height of a portion of the existing roof along the south-east corner of the site. - Given the proposed increase in height and the potential for impacts on adjoining landowners, the application was advertised in accordance with the Deemed Provisions and Local

more of the provisions for advertising applications for development approval under clause 64(4) of the deemed provisions; and (b) have regard to any expressed views prior to making its determination to grant development approval under this clause.	Planning Policy 6.1 – Advertising of Planning Proposals. • Consultation was undertaken for a period of 14 days, including notification to 32 adjoining landowners and occupiers and publication of the proposal on the City's website. • No submissions or objections were received during the advertising period. • Having regard to the outcome of the consultation process and the extent of the proposed works, it is considered that the proposal will not adversely affect owners or occupiers in the locality.
(5) The local government may only approve an application for development approval under this clause if the local government is satisfied that – (a) approval of the proposed development would be appropriate having regard to the matters that the local government is to have regard to in considering an application for development approval as set out in clause 67(2) of the deemed provisions; and (b) the non-compliance with the additional site and development requirement will not have a significant adverse effect on the occupiers or users of the development, the inhabitants of the locality or the likely future development of the locality.	• The proposed variation relates solely to re-roofing and changes to the roof form of an existing Residential Aged Care Facility, with no change to the approved land use. • The proposal is consistent with the objectives of the Private Community Purposes zone. • The increase in building height is limited to a maximum of approximately 0.6 metres above the existing roof height and is confined to a small section of the building. • The proposal is not considered to result in any significant adverse impacts in terms of visual amenity, overshadowing, privacy, outlook or the future development potential of surrounding properties. • Having regard to the scale, location and nature of the proposed works, the variation to the prescribed building height requirement is considered appropriate and will not have a significant adverse effect on occupiers of the development, neighbouring landowners, the locality or its future development. An assessment against the relevant provisions of Clause 67(1) of the deemed

	provisions is contained within the table below.
--	---

Planning and Development (Local Planning Schemes) Regulations 2015

Clause 67(2) of deemed provisions include matters which the local government is to have due regard to when considering an application for Development Approval. Items relevant to the assessment of this application include:

Clause 67 (2) Matter	Comment
(a) The aims and provisions of this Scheme (including any planning codes that are read, with or without modifications, into this Scheme) and any other local planning scheme operating within the Scheme area.	The proposal is consistent with the requirements of LPS 7 and satisfies the objectives of the Private Community Purposes Zone.
(m) The compatibility of the development within its setting, including – (i) the compatibility of the development with the desired future character of its setting; and (ii) The relationship of the development to development on adjoining land or on other land in the locality including but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development.	The development is consistent with the prevailing and future development context with subject site continuing the Residential Aged Care facility land use. The development is not considered to have an adverse impact on adjoining properties of the streetscape given the predominate nature of the works is to the roofing to the western building of the site and the increase in overall height is minor.
(n) The amenity of the locality including the following – (i) environmental impacts of the development; (ii) the character of the locality (iii) social impacts of the development.	The development is consistent with the prevailing and desired future development context.

7.0 Conclusion

The proposed re-roofing works and changes to the roof form are considered appropriate having regard to the existing development on the site. The works will improve the functionality and longevity of the building by addressing existing water ingress issues, while maintaining consistency with the established scale, character and operation of the site.

The proposal is consistent with the objectives of the Private Community Purposes zone and satisfies the relevant provisions of Local Planning Scheme No. 7.

Accordingly, the application is recommended for approval, subject to the imposition of appropriate conditions.

Financial Implications

To the extent that if the applicant were to make an application for review of the decision, the City may need to seek representation at the State Administrative Tribunal.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its Officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
Risk rating	Low
Mitigation and actions	The proposal has been assessed in accordance with the requirements of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> and the local planning framework.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Environment (Built and Natural)
Aspiration:	Sustainable, liveable, diverse and welcoming neighbourhoods that respect and value the natural and built environment
Outcome:	3.2 Sustainable built form
Strategy:	3.2.1 Develop and implement a sustainable local planning framework to meet current and future community needs

Attachments

10.3.8 (a):	Development Plans
10.3.8 (b):	Applicant Justification
10.3.8 (c):	3D Images and Perspectives
10.3.8 (d):	Schedule of Submissions
10.3.8 (e):	Aerial and Zoning Map

10.4 STRATEGIC DIRECTION 4: LEADERSHIP

10.4.1 Listing of Payments - June 2026

File Ref: D-26-13126

Reporting Officer(s): Donna Shaw, Acting Director Corporate Services

Summary

This report presents to Council:

- the list of accounts paid under delegated authority between 1 June 2026 to 30 June 2026.
- purchase card (credit and fleet cards) transactions included in the total monthly balance settled between 1 June 2026 and 30 June 2026.

Officer Recommendation

That Council receives the Listing of Payments for the month of June 2026 as detailed in **Attachment (a)** and notes all payments made by the Chief Executive Officer under Delegation DC602.

Background

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

In accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid by the CEO is to be prepared each month and presented to Council at the next Ordinary Meeting of the Council after the list is prepared.

Regulation 13A of the *Local Government (Financial Management) Regulations 1996* requires payments made with purchase cards to be included in the list of accounts paid.

Comment

The payment listing for June 2026 is included in **Attachment (a)** and shows the following payments:

EFT Payments to Creditors	522	\$11,640,254.91
EFT Payments to Non-Creditors	35	\$92,565.34
Cheque payments to Non-Creditors	6	\$5,148.68
<i>Total EFT & Cheque Payments</i>	563	\$11,737,968.93
Credit Card Payments	44	\$11,757.90
Fleet Card Payments	40	\$4,089.27
Total Payments	647	\$11,753,816.10

The attached reports include a "Description" for each payment.

The report records payments are classified as:

- Creditor Payments

These include payments by both cheque and EFT to regular suppliers with whom the City transacts business. The reference numbers represent a batch number of each payment.

- Non-Creditor Payments

These are one-off payments that include both cheque and EFT that are made to individuals/suppliers who are not listed as regular suppliers. The reference numbers represent a batch number of each payment.

- Purchase Cards

Purchase card payments are included in the listing of payments as required by the Regulations. The Regulations requires the City to prepare a list of the payments made with each card and to present it to Council.

Timing of Purchase Card Reporting

Due to the timing of statement receipt and transaction acquittal in the City's system, this listing generally relates to transactions from the preceding month. The total value of those transactions is settled in the month being reported.

The City's officers have redacted (in black) information of a private or confidential nature.

Details of payments made by direct credit to employees are not provided in this report.

The payments of bank fees, such as merchant service fees which are directly debited from the City's bank account in accordance with the agreed fee schedules under the contract for provision of banking services, are also not provided in this report.

Consultation

Nil.

Policy and Legislative Implications

Local Government (Financial Management) Regulations 1996 - Regulations 12, 13(1) and 13A

Policy P602 Authority to Make Payments from the Municipal and Trust Funds.

Financial Implications

The payment of authorised amounts is within existing budget provisions.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
Risk rating	Low
Mitigation and actions	Adopting the officer recommendation ensures the Monthly Financial reporting timelines do not exceed statutory requirements.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Leadership
Aspiration:	A local government that is receptive and proactive in meeting the needs of our community
Outcome:	4.3 Good governance
Strategy:	4.3.1 Foster effective governance with honesty and integrity and quality decision making to deliver community priorities

Attachments

10.4.1 (a):	Payment Listing June 2026
-------------	---------------------------

10.4.2 Monthly Financial Statements - June 2026 (Interim)

File Ref: D-26-13264

Reporting Officer(s): Donna Shaw, Acting Director Corporate Services

Summary

To present to Council the Financial Statements for June 2026 (interim).

Officer Recommendation

That Council notes the Financial Statements (interim) and report for this financial year to 30 June 2026, as shown in **Attachments (a)–(i)**.

Background

The *Local Government (Financial Management) Regulations 1996* require a Statement of Financial Activity and Statement of Financial Position to be prepared monthly. These statements must report on material variances between the adopted budget and actual revenue and expenditure.

At the Ordinary Council Meeting of 24 June 2025, as part of adoption of the 2025/26 budget, Council determined the material variance reporting threshold as \$10,000 or 10%.

Comment

The following CPI and interest rate update is provided as background:

- National Consumer Price Index (CPI) dropped, however the trimmed mean inflation continues to edge upwards. The Perth and national CPI inflation was 4.0% for the 12 months to May 2026, compared to 4.2% nationally and 3.9% for Perth in the 12 months to April 2026.
- At its 16 June 2026 meeting the Board (RBA) decided to leave the cash rate target unchanged at 4.35%.
- The RBA Monetary Policy Board released the following statement on the 16 June 2026: *"Inflation picked up materially in the second half of 2025, and information since the beginning of this year confirms that some of the increase reflected greater capacity pressures. The latest data show that headline and underlying inflation are still too high. Oil prices have eased in recent weeks, although energy and most related commodity prices remain higher than they were prior to the conflict in the Middle East. There are signs that some firms experiencing cost pressures are increasing the prices of their goods and services and others are looking to do so. Short-term measures of inflation expectations have eased but remain higher than earlier in the year."*
- Banks have been offering improved average interest rates of 4.96% for investments under 12 months.

Financial Statements

The Financial Statements represent the interim results of the 2025/26 operations to 30 June 2026 and compare year to date expenditure and revenue against the corresponding adopted budget of Council.

Category	Variance
Interim revenue from operating activities	Favourable variance of \$1,883,106. (\$88,352,573 in comparison to budget of \$86,469,467)
Interim expenditure from operating activities	Favourable variance of \$3,061,134 (\$83,181,314 in comparison to the budget of \$86,242,448)
<i>Interim net operating position</i> (See Attachment (c))	Favourable variance of \$5,171,259 (\$4,944,239 in comparison to budget of \$227,020)
Interim capital revenue	Unfavourable variance of \$4,895,187 (\$4,750,274 in comparison to budget of \$9,645,461)
Interim capital expenditure (See Attachment (e))	Favourable by \$13,446,269. (\$21,127,654 in comparison to the budget \$34,573,924)

A variance analysis is provided within **Attachment (f) Significant Variance Analysis** for those variances of \$10,000 or 10%. It should be noted yearend figures are subject to the finalisation of accruals and other financial yearend adjustments. Some of the current year capital projects will be the subject of further carry forward adjustments as the City proceeds with the financial yearend finalisation process.

Attachment (h) is a *Summary of Cash Investments, Investments and Cash* and shows where cash is invested, what % it equates to and the short-term credit rating provided by Standard & Poor's for each of the institutions.

Municipal	\$22,850,193
Reserves	\$56,625,082
Total	\$79,475,276
Total invested (various institutions)	\$77,429,742
Interest earned YTD (as at 30 June 2026)	\$4,028,770

As at 30 June 2026, the City held 30.19% of its investments in institutions that do not provide fossil fuel lending.

Consultation

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

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

Policy and Legislative Implications

Section 6.4 of the *Local Government Act 1995*

Regulation 34 and 35 of the *Local Government (Financial Management) Regulations 1996* and AASB 1031 Materiality.

Policy P603 Investment of Surplus Funds

Financial Implications

The preparation of the monthly financial reports occurs from the resources provided in the annual budget.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
Risk rating	Low
Mitigation and actions	Adopting the officer recommendation ensures the Monthly Financial reporting timelines do not exceed statutory requirements.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Leadership
Aspiration:	A local government that is receptive and proactive in meeting the needs of our community
Outcome:	4.3 Good governance
Strategy:	4.3.1 Foster effective governance with honesty and integrity and quality decision making to deliver community priorities

Attachments

10.4.2 (a):	Statement of Financial Position
10.4.2 (b):	Statement of Change in Equity
10.4.2 (c):	Statement of Financial Activity
10.4.2 (d):	Operating Revenue and Expenditure
10.4.2 (e):	Capital Revenue and Expenditure
10.4.2 (f):	Significant Variance Analysis
10.4.2 (g):	Statement of Council Funds
10.4.2 (h):	Summary of Cash Investments
10.4.2 (i):	Statement of Major Debtor Categories

10.4.3 Audit, Risk and Improvement Committee

File Ref: D-26-13127
Reporting Officer(s): Donna Shaw, Acting Director Corporate Services
Anita Amprimo, Acting Chief Executive Officer

Summary

This report seeks the appointment of Elected Members to the Audit, Risk and Improvement Committee for the period 28 July 2026 to 16 October 2027.

Officer Recommendation

That Council in accordance with section 7.1A of the *Local Government Act 1995*, appoints the following Elected Members to the Audit, Risk and Improvement Committee for the period 28 July 2026 to 16 October 2027.

- a. _____
- b. _____

Absolute Majority Required

Background

The Audit, Risk and Improvement Committee is established under section 7.1A of the *Local Government Act 1995*.

Comment

The Audit, Risk and Improvement Committee currently meets on a quarterly basis and the role of the Committee in accordance with Regulation 16 of the *Local Government (Audit) Regulations 1996* is:

- (a) to guide and assist the local government in carrying out —
 - (i) its functions under Part 6 of the Act; and
 - (ii) its functions relating to other audits and other matters related to financial management;
- (b) to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 of the Act;
- (c) to review a report given to it by the CEO under regulation 17(3) (the **CEO's report**) and is to —
 - (i) report to the council the results of that review; and
 - (ii) give a copy of the CEO's report to the council;
- (d) to monitor and advise the CEO when the CEO is carrying out functions in relation to a review under —
 - (i) regulation 17(1); and

10.4.3 Audit, Risk and Improvement Committee

- (ii) the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);
- (e) to support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;
- (f) to oversee the implementation of any action that the local government —
 - (i) is required to take by section 7.12A(3); and
 - (ii) has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a); and
 - (iii) has accepted should be taken following receipt of a report of a review conducted under regulation 17(1); and
 - (iv) has accepted should be taken following receipt of a report of a review conducted under the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);
- (g) to perform any other function conferred on the audit committee by these regulations or another written law.

The Committee does not currently have any delegation.

The Terms of Reference state that the Committee is to consist of the Mayor and between 3 to 8 Elected Members.

Mayor Greg Milner, Councillors André Brender-A-Brandis, and Stephen Russell are on the Committee, as well as two Independent Members (Presiding Member and Deputy Presiding Member).

Whilst no further Elected Members are required, it is open to Council to appoint additional Elected Members.

Consultation

Nil.

Policy and Legislative Implications

The *Local Government Act 1995*

Local Government (Functions and General) Regulations 1996

Financial Implications

Nil.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
Risk rating	Low
Mitigation and actions	Adherence to the Act and Regulations.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Leadership
Aspiration:	A local government that is receptive and proactive in meeting the needs of our community
Outcome:	4.3 Good governance
Strategy:	4.3.1 Foster effective governance with honesty and integrity and quality decision making to deliver community priorities

Attachments

10.4.3 (a):	Terms of Reference - Audit, Risk and Improvement Committee
--------------------	--

10.4.4 Western Australian Local Government Association South East Metropolitan Zone

File Ref: D-26-13033

Reporting Officer(s): Donna Shaw, Acting Director Corporate Services

Summary

This report seeks the appointment of two Elected Members as a Delegate and a Deputy Delegate to the Western Australian Local Government Association South East Metropolitan Zone for the period 28 July 2026 to 16 October 2027.

Officer Recommendation

1. That Council appoints the following member as Delegate to the Western Australian Local Government Association South East Metropolitan Zone for the period 28 July 2026 to 16 October 2027.
 - a. _____
2. That Council appoints the following member as Deputy Delegate to the Western Australian Local Government Association South East Metropolitan Zone for the period 28 July 2026 to 16 October 2027.
 - a. _____

Background

The governance structure of WALGA is designed to ensure it is representative of all 139 Member Local Governments.

The City is part of the WALGA South East Metropolitan Zone (SEMZ) and is comprised of representatives of the following Local Governments:

- City of Armadale
- City of Canning
- City of Gosnells
- City of South Perth
- Town of Victoria Park

Mayor Greg Milner is a current Delegate to the Western Australian Local Government Association South East Metropolitan Zone, and Councillor Kathy Lees is a current Deputy Delegate. Council previously appointed two Members as Delegates and two as Deputy Delegates.

Comment

Zones are autonomous groupings of geographically aligned Local Governments. The key functions of Zones are to elect one or more representative to State Council, consider the State Council Agenda and provide direction and feedback to State Council. Zones can also act independently in considering and advocating on regional issues.

State Council is the decision-making, representative body of WALGA, responsible for sector-wide policy making and strategic planning.

The relationship between State Council and Zones is critical as it underpins WALGA's advocacy on behalf of Local Government at the State and Federal Government levels. Zones have an integral role in shaping the political and strategic direction of WALGA.

Delegates are appointed to represent their Local Government on the Zone and make decisions at a regional level. Individual Zones determine how many Delegates represent each member Local Government and are responsible for electing a Zone Chair and Deputy Chair.

When a Delegate is appointed to a Zone, they become eligible to nominate for State Council. As this is an election year, November Zone meetings will hold elections for State Council representatives and Zone Chair.

There are no sitting fees or reimbursements paid to Zone Delegates. State Councillors are entitled to travel reimbursement related to meeting attendance and are paid an annual sitting fee.

The time commitment for a Zone Delegate varies from Zone to Zone. Zones meet five times per year (in February, April, June, August and November). Meetings run for approximately 90 minutes. Agendas are distributed a week before Zone meetings.

The SEMZ currently meet on the third Wednesday of the month (in February, April, June, August and November) at 6:00pm. Hosting of SEMZ meetings is rotated between each member Local Government to provide an opportunity to showcase their area.

Each member Local Government on the SEMZ is entitled to appoint two voting Delegates and as many Deputy Delegates as they see fit. It is recommended that the Chief Executive Officer be appointed as an additional Deputy Delegate where it may be beneficial, to ensure that representation from each member Local Government can always be achieved at Zone meetings.

At the November Zone meeting, an election will be held for the positions of State Councillor (two positions) and Deputy State Councillor (two positions).

The next meeting of the SEMZ is on Wednesday 19 August at 6:00pm hosted by the City of South Perth.

For more information about the role of a Zone Delegate and State Councillor please refer to the [2025 Elected Member Prospectus](#).

Consultation

Nil.

Policy and Legislative Implications

The delegates would be required to adhere to WALGA's policies and procedures.

Financial Implications

Nil.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
Risk rating	Low
Mitigation and actions	The delegates would be subject to WALGAs policies and procedures.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Leadership
Aspiration:	A local government that is receptive and proactive in meeting the needs of our community
Outcome:	4.3 Good governance
Strategy:	4.3.1 Foster effective governance with honesty and integrity and quality decision making to deliver community priorities

Attachments

Nil.

10.4.5 City of South Perth Community Safety and Crime Prevention Advisory Group

File Ref: D-26-13029

Reporting Officer(s): Donna Shaw, Acting Director Corporate Services

Summary

This report seeks the appointment of one Elected Member to the City of South Perth Community Safety and Crime Prevention Advisory Group for the period 28 July 2026 to 16 October 2027.

Officer Recommendation

That Council appoints the following Elected Member to the City of South Perth Community Safety and Crime Prevention Advisory Group:

1. _____

Background

The City has facilitated a Community Safety and Crime Prevention Advisory Group for many years.

Current members of the Community Safety and Crime Prevention Advisory Group are Mayor Greg Milner, Councillors Kathy Lees and André Brender-A-Brandis.

Comment

The objectives of the Community Safety and Crime Prevention Advisory Group are to advise and make recommendations on:

- (i) Building and strengthening the capacity and resilience of the local community through community safety initiatives;
- (ii) The needs of the local community in relation to community safety and crime prevention matters; and
- (iii) The review and development of the Community Safety and Crime Prevention Plan.

The group meets quarterly per calendar year on the second Wednesday of February, May, August and November with the first meeting after elections scheduled to be held Wednesday 12 August 2026 at 12 noon until 1.30pm in the Civic Reception Room.

No additional fees or allowances are paid to the Community Safety and Crime Prevention Group representatives.

A minimum of two Elected Members are required for membership. Given three Elected Members are members, no further members are required however there is no maximum number of Elected Members and therefore additional Elected Members can nominate.

It is open to Council to not appoint additional Elected Members or reconsider membership until after the 24 September 2026 extraordinary election.

Elected Members attendance at the City's Community Safety and Crime Prevention Advisory Group meetings will be recorded quarterly on a public register.

More information about the Community Safety and Crime Prevention Advisory Group is outlined in the Terms of Reference which is shown at **Attachment (a)**.

Consultation

Nil.

Policy and Legislative Implications

City of South Perth Policy P112 'Community Advisory Groups' provides guidance on the facilitation of this advisory group.

Financial Implications

This operational cost of the advisory group is estimated at \$1,000 per annum (e.g. catering for meetings etc) and these expenses are accounted for in the City's 2026/27 Budget.

Key Risks and Considerations

Risk Event Outcome	Reputational Damage Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
Risk rating	Low
Mitigation and actions	The City's advisory groups operate in accordance with established Terms of Reference, which define their operational requirements and outline measures to mitigate relevant risks associated with their facilitation.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Leadership
Aspiration:	A local government that is receptive and proactive in meeting the needs of our community
Outcome:	4.1 Engaged community
Strategy:	4.1.1 Engage, educate, inform, consult and listen to our community to understand and deliver on identified priorities

Attachments

10.4.5 (a): Terms of Reference

10.4.6 Local Emergency Management Committee for Canning/South Perth

File Ref: D-26-13031

Reporting Officer(s): Donna Shaw, Acting Director Corporate Services

Summary

This report seeks the appointment of one Elected Member to the Local Emergency Management Committee for Canning/South Perth for the period 28 July 2026 to 16 October 2027.

Officer Recommendation

1. That in accordance with the provisions of *the Emergency Management Act 2005*, Section 38 Council appoints _____ as the City's Deputy Delegate to the Local Emergency Management Committee for Canning / South Perth for the period 28 July 2026 to 16 October 2027.

Background

Under section 38 of *the Emergency Management Act 2005*, a local government is required to establish a Local Emergency Management Committee (LEMC) for the local government's district. However, local governments may also unite for the purposes of emergency management and establish a LEMC for their combined districts.

The City of Canning and City of South Perth share the management of the LEMC for its districts, which is co-chaired by two local government delegates and includes representation from organisations and agencies that play a key role in emergency management, namely: Police, Fire & Emergency Services, Department of Communities, State Emergency Services and others.

Comment

The LEMC meets quarterly generally on the second Tuesday of the months of February, May, August and November. The meeting locations are rotated between the City of Canning and City of South Perth offices. The City of South Perth host the February and August meetings and the City of Canning host the May and November meetings. The next meeting after the Council elections is scheduled to be held Tuesday 11 November 2025 at the City of Canning from 8.45am to 11.00am. Mayor Greg Milner is the current Delegate to the Local Emergency Management Committee for Canning / South Perth.

No additional fees or allowances are paid to LEMC representatives.

Elected Member attendance at the LEMC meetings will be recorded quarterly on a public register.

It is open to Council to leave the position vacant until after the 24 September 2026 extraordinary election.

More information about the LEMC is outlined in the Terms of Reference, which is shown as **Attachment (a)**.

Consultation

Nil.

Policy and Legislative Implications

Emergency Management Act 2005

Emergency Management Regulations 2006

Financial Implications

The operational cost of the Committee is estimated at \$500 per annum (e.g. catering for meetings etc) and these expenses are accounted for in the City's 2026/27 Budget.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
Risk rating	Low
Mitigation and actions	Officers are well aware of their obligations under the <i>Emergency Management Act 2005</i> and the Terms of Reference for the LEMC.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Leadership
Aspiration:	A local government that is receptive and proactive in meeting the needs of our community
Outcome:	4.1 Engaged community
Strategy:	4.1.1 Engage, educate, inform, consult and listen to our community to understand and deliver on identified priorities

Attachments

10.4.6 (a): Terms of Reference

10.4.7 City of South Perth Arts Advisory Group

File Ref: D-26-13028

Reporting Officer(s): Donna Shaw, Acting Director Corporate Services

Summary

This report seeks the appointment of one Elected Member to the City of South Perth Arts Advisory Group for the period 28 July 2026 to 16 October 2027.

Officer Recommendation

That Council appoints the following Elected Member to the City of South Perth Arts Advisory Group for the period 28 July 2026 to 16 October 2027:

1. _____

Background

The City has facilitated an Arts Advisory Group for many years to provide advice regarding public art projects.

Councillor André Brender-A-Brandis is a current member of the Arts Advisory Group.

Comment

The objectives of the Arts Advisory Group are to advise and make recommendations on:

- (i) The acquisition and decommissioning of artworks for the City's Art Collection;
- (ii) The review and provision of recommendations in relation to developer contributions for public art; and
- (iii) The provision of advice related to the development and implementation of the Cultural and Social Strategy.

The Arts Advisory Group generally meets 4-6 times per year on the first Thursday of each month, and meetings will commence at 4.00pm in the Civic Reception Room. No additional fees or allowances are paid to the Arts Advisory Group representatives.

Two Elected Members are required for membership. Given one Elected Member is a member, one Elected Member is required.

Elected Member attendance at the City's Arts Advisory Group meetings will be recorded quarterly on a public register.

More information about the Arts Advisory Group is outlined in the Terms of Reference, which is shown as **Attachment (a)**.

Consultation

Nil.

Policy and Legislative Implications

City of South Perth Policy P112 'Community Advisory Groups' provides guidance on the facilitation of this advisory group.

Financial Implications

The operational cost of the advisory group is estimated at \$350 per annum (e.g. catering for meetings etc) and these expenses are accounted for in the City's 2026/27 Budget.

Key Risks and Considerations

Risk Event Outcome	Reputational Damage Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
Risk rating	Low
Mitigation and actions	The City's advisory groups are subject to Terms of Reference outlining its operational requirements, including actions to mitigate relevant risks associated with the facilitation of the groups.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Leadership
Aspiration:	A local government that is receptive and proactive in meeting the needs of our community
Outcome:	4.1 Engaged community
Strategy:	4.1.1 Engage, educate, inform, consult and listen to our community to understand and deliver on identified priorities

Attachments

10.4.7 (a):	Terms of Reference - Arts Advisory Group
-------------	--

10.4.8 City of South Perth Inclusive Community Advisory Group

File Ref: D-26-13030

Reporting Officer(s): Donna Shaw, Acting Director Corporate Services

Summary

This report seeks the appointment of an Elected Member to the City of South Perth Inclusive Community Advisory Group for the period 28 July 2026 to 16 October 2027.

Officer Recommendation

That Council appoint _____ to the Inclusive Community Advisory Group for the period 28 July 2026 to 16 October 2027.

Background

The City has facilitated an Inclusive Community Advisory Group (ICAG) for many years to provide advice about optimising access and inclusion within the local community, including through the City's Access and Inclusion Plan.

There are currently no Elected Members on the ICAG.

Comment

The ICAG meets quarterly per calendar year on the third Wednesday (12pm-1.30pm) in the months of February, May, August and November. No additional fees or allowances are paid to ICAG representatives.

Elected Member attendance at the City's ICAG meetings will be recorded quarterly on a public register.

A minimum of one Elected Member is required.

More information about the ICAG is outlined in the Terms of Reference, which is shown as **Attachment (a)**.

Consultation

Nil.

Policy and Legislative Implications

City of South Perth Policy P112 'Community Advisory Groups' provides guidance on the facilitation of this advisory group.

Financial Implications

The operational cost of the advisory group is estimated at \$350 per annum (e.g. catering for meetings etc) and these expenses are accounted for in the City's 2026/27 Budget.

Key Risks and Considerations

Risk Event Outcome	Reputational Damage Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
Risk rating	Low
Mitigation and actions	The City's advisory groups are subject to Terms of Reference outlining its operational requirements, including actions to mitigate relevant risks associated with the facilitation of the groups.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Leadership
Aspiration:	A local government that is receptive and proactive in meeting the needs of our community
Outcome:	4.1 Engaged community
Strategy:	4.1.1 Engage, educate, inform, consult and listen to our community to understand and deliver on identified priorities

Attachments

10.4.8 (a):	Terms of Reference - Inclusive Community Advisory Group
--------------------	---

10.4.9 Metro Inner Development Assessment Panel

File Ref: D-26-13045

Reporting Officer(s): Donna Shaw, Acting Director Corporate Services

Summary

This report seeks the appointment of Elected Members to the Metro Inner Development Assessment Panel for the period 28 July 2026 to 26 January 2028.

Officer Recommendation

1. That Council nominates Councillor _____ as a member of the Metro Inner Development Assessment Panel for the period 28 July 2026 to 26 January 2028.
2. That Council nominates Councillor _____ and Councillor _____ as alternate members of the Metro Inner Development Assessment Panel for the period 28 July 2026 to 26 January 2028.
3. That the Minister for Planning and Lands be advised of the nomination of the City of South Perth's Development Assessment Panel member and alternate members for the period 28 July 2026 to 26 January 2028.

Background

Development Assessment Panels were introduced into the Western Australian planning system in July 2011 and are decision-making panels that are intended to enhance the planning expertise in decision-making by improving the balance between technical advice and local knowledge.

The City of South Perth is part of the Metro Inner Development Assessment Panel (DAP). DAP members will be required when a DAP meeting is held and will sit on the DAP with three specialist members, with one of the specialist members being the presiding member.

The City of South Perth is required to nominate four members for appointment by the Minister for Planning and Lands, being two members and two alternative members.

Councillor Kathy Lees is a current member of the Metro Inner Development Assessment Panel.

Comment

The role as a local government DAP Member is independent of the role of a Local Government Elected Member and is covered by different legislation. Members are not bound by any previous decision or resolution of the local government. All DAP Members are required to exercise independent judgment in relation to any DAP application before them and consider the application on its planning merits.

Before an Elected Member can sit on a DAP meeting, the Elected Member must complete the DAP member training run by the DAP Secretariat, or if the training has previously been completed, the DAP Executive Director will consider time since it was completed and/or

since the Elected Member last participated on a DAP meeting to determine whether refresher training is required before participating on another DAP meeting. As of January 2026, the DAP Secretariat will be holding regular training sessions that will be extended to those who have not received training and are expected to be required on an upcoming DAP meeting.

Once the Minister for Planning and Lands registers the local government DAP members, the DAP Secretariat will contact those who are within a local government district where there is a current DAP application that will require a DAP meeting within the next 3-4 months.

The sitting fees are as per schedule 2 of the Planning and Development (Development Assessment Panels) Regulations 2011. For a local government DAP Member, as at 1 March 2024 they are currently as follows:

- Per meeting to determine DAP applications (Form 1) - \$425
- Per meeting to determine DAP applications to amend or cancel determination (Form 2) - \$100
- Attendance at a State Administrative Tribunal proceeding - \$425
- DAP Member training - \$400
- DAP member re-training - \$200

It is open to Council to leave the positions vacant until after the 24 September 2026 extraordinary election, however this may result in no local government DAP Member in attendance at a DAP meeting should the current member be unavailable.

Consultation

Nil.

Policy and Legislative Implications

Pursuant to Regulation 25 of the Planning and Development (Development Assessment Panels) Regulations 2011, nominations for four Elected Members to sit as DAP members for the City of South Perth. The nominations must include two members who will be the primary local government DAP Members for the district and two alternate members whom the DAP Executive Director can invite if either of the primary members are unavailable.

Financial Implications

Nil.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
Risk rating	Low
Mitigation and actions	Nominations to be presented in accordance with the DAP Regulations.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Leadership
Aspiration:	A local government that is receptive and proactive in meeting the needs of our community
Outcome:	4.3 Good governance
Strategy:	4.3.1 Foster effective governance with honesty and integrity and quality decision making to deliver community priorities

Attachments

Nil.

10.4.10 Urban Greening Advisory Group

File Ref: D-26-13111

Reporting Officer(s): Anita Amprimo, Acting Chief Executive Officer

Summary

This report seeks the appointment of Elected Members to the Urban Greening Advisory Group.

Officer Recommendation

That Council appoint _____ to the Urban Greening Advisory Group for the period 28 July 2026 to 16 October 2027.

Background

The City of South Perth's Urban Greening Strategy (Strategy) was adopted by Council at the 22 July 2025 Ordinary Council Meeting.

The Strategy provides long-term guidance for creating a resilient, healthy and diverse green liveable place for people, fauna and flora. The Strategy considers a wide range of greening initiatives, including green corridors, urban parks and foreshores, community education and incentive programs, policy and advocacy efforts, and sustainable funding mechanisms.

The Strategy is guided by four pillars. Each pillar includes goals and objectives to guide action to achieve the City's urban greening vision.

Council Policy P112 Community Advisory Groups provides for the establishment and operation of Community Advisory Groups. The purpose of a Community Advisory Group is to provide advice to Council and City staff in regard to particular areas of interest as determined by Council. Community Advisory Groups perform a purely advisory function and do not have any power to make decisions.

The Urban Greening Advisory Group advises and makes recommendations on the achievement of the goals and objectives of the Strategy.

Community Advisory Groups are not Committees established under section 5.8 of the *Local Government Act 1995*. An advisory group has no delegated powers or authority of Council.

Council appointed Councillors Kathy Lees and André Brender-A-Brandis to the Urban Greening Advisory Group at its meeting held 24 February 2026 (reconvened on 4 March 2026). It is open for Council to appoint more representatives.

Comment

Terms of Reference for the Urban Greening Advisory Group are provided at **Attachment (a)**.
The Terms of Reference:

- Objective: to advise and make recommendations on the achievement of the goals and objectives of the City of South Perth Urban Greening Strategy.
- Membership:
 - A minimum of one City of South Perth Elected Member
 - A minimum of one and maximum of five Community Members who are electors of the District
 - City Officers as determined by the Chief Executive Officer
- The term of membership is two years aligned with local government ordinary elections.
- The Advisory Group shall meet quarterly per calendar year.

Consultation

Nil.

Policy and Legislative Implications

Council Policy P112 Community Advisory Groups
Urban Greening Strategy

Financial Implications

Nil.

Key Risks and Considerations

Risk Event Outcome	Environmental Damage Includes any detrimental impact upon the natural environment within the City. This includes pollutant spillages and leakages, failure to maintain or enhance the natural environment within the City or its connections with its natural or municipal neighbours.
Risk rating	Low
Mitigation and actions	Urban Greening Strategy

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Leadership
Aspiration:	A local government that is receptive and proactive in meeting the needs of our community
Outcome:	4.1 Engaged community
Strategy:	4.1.1 Engage, educate, inform, consult and listen to our community to understand and deliver on identified priorities

Attachments

10.4.10 (a):	Terms of Reference - Urban Greening Advisory Group
--------------	--

10.4.11 City of South Perth Public Health Advisory Group

File Ref: D-26-13130

Reporting Officer(s): Donna Shaw, Acting Director Corporate Services

Summary

This report seeks the appointment of an Elected Member to the City of South Perth Public Health Advisory Group for the period 28 July 2026 to 16 October 2027.

Officer Recommendation

That Council appoints _____ to the City of South Perth Public Health Advisory Group for the period 28 October 2025 to 16 October 2027.

Background

The City established its Public Health Advisory Group in 2021 to provide advice on local public health matters.

Councillor Kathy Lees is the current member of the Public Health Advisory Group.

Comment

The objectives of the Public Health Advisory Group are to advise and make recommendations on:

- (i) The implementation of the City's Public Health Plan and other public health matters as requested by the City.
- (ii) Current and emerging public health issues, including analysis of public health information and data;
- (iii) Public health initiatives to support implementation of the City's Public Health Plan and to optimise the health and wellbeing of the local community; and
- (iv) To develop and promote collaboration between the City, primary health networks, Curtin University and health care professionals and providers.

The Public Health Advisory Group meets quarterly on the third Monday (12:30pm-2:30pm) in the months of February, May, August, and November.

No additional fees or allowances are paid to the Public Health Advisory Group representatives.

Elected Member attendance at the City's Public Health Advisory Group will be recorded quarterly on a public register.

A minimum of one Elected Member is required for membership. Given one Elected Member is a member, no further members are required however there is no maximum number of Elected Members and therefore additional Elected Members can nominate.

It is open to Council to not appoint additional Elected Members or reconsider membership until after the 24 September 2026 extraordinary election.

More information about the Public Health Advisory Group is outlined in the Terms of Reference, which is shown as **Attachment (a)**.

Consultation

Nil.

Policy and Legislative Implications

City of South Perth Policy P112 'Community Advisory Groups' provides guidance on the facilitation of this advisory group.

Financial Implications

The operational cost of the advisory group is estimated at \$350 per annum (e.g. catering for meetings etc) and these expenses are accounted for in the City's 2026/27 Budget.

Key Risks and Considerations

Risk Event Outcome	Reputational Damage Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
Risk rating	Low
Mitigation and actions	The City's advisory groups are subject to Terms of Reference outlining its operational requirements, including actions to mitigate relevant risks associated with the facilitation of the groups.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Leadership
Aspiration:	A local government that is receptive and proactive in meeting the needs of our community
Outcome:	4.1 Engaged community
Strategy:	4.1.1 Engage, educate, inform, consult and listen to our community to understand and deliver on identified priorities

Attachments

10.4.11 (a): Terms of Reference - Public Health Advisory Group

10.5 MATTERS REFERRED FROM COMMITTEE MEETINGS

10.5.1 Policy Review

File Ref: D-26-12944

Reporting Officer(s): Donna Shaw, Acting Director Corporate Services

Summary

A number of policies were presented for consideration by the Audit, Risk and Improvement Committee for review and referred to Council for adoption.

Officer Recommendation

That Council:

1. Adopts the following revised policies as shown in **Attachment (a)**:
 - a. P605 Purchasing
 - b. P630 Workplace Health and Safety
 - c. P639 CEO Recruitment, Performance and Termination
 - d. P648 Motor Vehicles
 - e. P699 Breaches of the Councillor Code of Conduct
 - f. P700 Developers and Lobbyists
2. Adopts new Council Policy P704 Execution of Documents as shown in **Attachment (b)**.
3. Adopts new Council Policy P302 Development Fee Refunds as shown as **Attachment (c)**.

Absolute Majority Required for P639.

Background

Section 2.7 of the *Local Government Act 1995* (Act) provides:

(1) The Council

a) governs the local government's affairs; and

b) is responsible for the performance of the local government's functions.

(2) Without limiting subsection (1), the Council is to —

a) oversee the allocation of the local government's finances and resources; and

b) determine the local government's policies.

Council is responsible for determining the strategic direction of the City. This is assisted by the adoption of Council policies reflecting this direction and guiding the City's decision-making processes.

Council policies should:

- Not duplicate legislation. If a policy conflicts with legislation, the legislation prevails.
- Be clear and concise.

10.5.1 Policy Review

- Not be overly prescriptive but rather provide guiding principles.
- Provide the City with clear direction to respond to issues and act in accordance with Council decisions and direction.
- Enable Council Members to adequately manage enquiries from external stakeholders relating to the role of Council in particular situations.
- Be separate from administrative management and operational procedures (which need to evolve to ensure continuous improvement).

The Terms of Reference of the Audit, Risk and Improvement Committee (ARIC) include responsibility for reviewing the City's policies and making a recommendation to Council for adoption.

Comment

Policies are reviewed on a progressive basis during the calendar year separated by Directorate. The policy review timeline for 2026 has been scheduled as follows:

<u>Directorate</u>	<u>Meeting Cycle</u>
Corporate Services Directorate Development and Community Services Directorate	15 September ARIC Meeting
Infrastructure Services Directorate	9 November ARIC Meeting

Certain policies have been identified by the Administration for priority consideration by the ARIC and Council outside of the above review cycle.

The policies listed below and shown at **Attachment (a)** are recommended for review with amendments shown by track changes in each policy.

P605 Purchasing

Regulation 11A of the *Local Government (Functions and General) Regulations 1996* requires the City to adopt a purchasing policy in respect of purchases valued under \$250,000.00. Council Policy P605 – Purchasing (P605) was adopted in 2002 and last reviewed in October 2024.

This policy is a reference point for staff for all purchasing activities, and it is essential that it is easy to read and understand.

P605 has been reviewed and it is recommended to simplify and make clear what exemptions are available. Some exemptions were only listed, and others were in full paragraphs. No exemptions have been removed. The following exemptions are proposed to be added:

- Purchase of stock that is to be on sold (for example refreshments).
- Newspaper advertising (or online equivalent).
- Memberships, subscriptions and/or training courses that are of a unique nature.
- Annual services/software maintenance/support fees.
- Provision of utility services.

10.5.1 Policy Review

- Purchases for maintenance of equipment from Original Equipment Manufacturer (OEMs) and where warranty provisions may be void.
- This exemption replicates the Act: *“Purchases of urgent or unique nature or where exceptional circumstances arise and it is considered in the best interest of the City, an exemption may be granted by the CEO in writing.”*

Council Policy P607 – Tenders and Expressions of Interest and Delegation DC607 - Tenders /E-Quotes/Common Use Agreements apply in respect of tenders for goods and services valued over \$250,000.00.

P630 Work Health and Safety

P630 was adopted in July 2021 and last reviewed in November 2024.

It is being recommended that this policy be amended to ensure it captures Council’s commitment to a healthy and safe working environment for all Workers (employees, contractors, consultants and volunteers and Council members) in order to achieve the City’s strategic objectives.

P630 and the proposed amendments have been drafted to ensure the City remains compliant with and maintains its ISO 45001 Workplace Health and Safety accreditation.

P639 CEO Recruitment, Performance and Termination

Reforms to the Act in 2021 required Council to:

- Adopt standards to be observed by the City that incorporate the model standards as contained within Schedule 2 of the Regulations (section 5.39B).
- Adopt a policy addressing the temporary employment or appointment of a CEO for a term not exceeding 1 year (section 5.39C).

In April 2021, Council adopted Policy P639 which establishes the minimum standards and guidelines for the recruitment and selection, performance review and termination processes for the position of CEO. Council subsequently adopted Model Standards consistent with Schedule 2 of the Regulations in August 2022.

Policy P639 currently provides for the appointment of an Acting CEO where the CEO becomes incapacitated or ceases employment with the City. Arrangements for Acting CEO appointments during periods of annual leave are addressed under Delegation DC642 – Appointment of Acting CEO however DC642 does not cover other types of leave and a delegation is not considered the appropriate instrument for these arrangements. It is therefore proposed that Delegation DC642 be revoked (refer Item 6.5) and its provisions incorporated into Policy P639 as required by section 5.39C of the Act.

The proposed amendments to Policy P639 include:

- Updating references throughout the policy to ensure consistent references to the Model Standards.
- Including reference to the requirement under the Regulations for Council to certify, as soon as practicable, that CEO recruitment and termination processes have been conducted in accordance with the Model Standards.
- Incorporating provisions from Delegation DC642 to provide that Council consents to the appointment of a Director as Acting CEO during periods of CEO

leave (including annual, personal and long service leave etc.) for periods not exceeding 20 working days, with any longer appointment requiring a Council resolution.

P648 Motor Vehicle

P648 was adopted in 2009 and last reviewed in December 2024. The policy outlines the principles for acquisition of the City's light vehicle fleet.

The policy is proposed to be amended to emphasise the City's preference to purchase hybrid or electric powered vehicles where possible and commitment to vehicles with a minimum 5-star ANCAP safety rating whilst focusing on operational suitability and fiscal responsibility.

P699 Breaches of the Councillor Code of Conduct

This policy was adopted in April 2021 and establishes the framework for assessing complaints of alleged breaches of Division 3 of the Council Member, Committee Member and Candidate Code of Conduct (**Code**). Annexed to the policy is a Code of Conduct Breach Form.

Following Council's review of the Code in February 2026 in response to legislative reforms, Policy P699 has been reviewed to ensure consistency with the amended Code.

The proposed amendments include:

- Updating terminology to refer to parties as the "Complainant" and "Respondent" for improved readability.
- Aligning policy language with the revised Code.
- Incorporating legislative changes including:
 - The requirement that complaints involving a Council Member who has been found to have committed more than two behavioural breaches after 1 January 2026 be referred to the Local Government Inspector.
 - Clarification that, in accordance with s 5.105(4) of the Act, a Council Member who is party to a complaint must not participate in the discussion or decision-making procedure in relation to that complaint.
- Introducing a provision that complaints will ordinarily be dealt with in the order they are received.
- Requiring the external body engaged to assess the complaint to provide the Complainant with an opportunity to discuss the complaint, in addition to the existing requirement to provide the Respondent with an opportunity to respond.
- Updating the Code of Conduct Breach Form to include additional information requirements including the office held by the Respondent, the specific provisions of the Code alleged to have been breached and a designated email address for lodgement of complaints.

P700 Developers and Lobbyists

P700 was adopted in March 2022. The policy provides guidance to Elected Members on associations and interactions with developers and lobbyists, requiring prescribed contact to be disclosed and the CEO to maintain a register of disclosures of such interactions.

Policy P700 has been reviewed with the following changes proposed:

- Policy statement expanded to reflect the intention of the policy.
- Extension of the definition of Planning or Development Proposal to include a proposed Structure Plan, Local Development Plan or amendment to the City's Heritage List or the Metropolitan Region Scheme.
- Refinement of the provisions surrounding meeting with developers.

The policy listed below and shown at **Attachment (b)** is recommended for adoption by Council.

P704 Execution of Documents

Council Delegation DC684 - Sealed Documents currently provides the Chief Executive Officer with authority under section 9.49A(2) of the *Local Government Act 1995* (the Act) to affix the Common Seal of the City to any document that needs the City's Common Seal to be legally effective. This delegation is not considered appropriate as section 9.49A(3) of the Act requires the affixing of the common seal to be authorised by the local government, rather than delegated.

Where a document is required to be executed under common seal, authorisation is typically provided through a resolution of Council. However, there are instances where documents are required to be executed without Council resolution by way of delegated authority or in the ordinary course of business.

To address this, a new Council Policy is proposed to govern the execution of documents by the City. The policy has been developed in accordance with the Act and outlines the types of documents the City may be required to execute, categorised as follows:

- Category 1 Documents - documents that require affixing of the Common Seal. Separated into two subcategories:
 - A. Documents requiring Council resolution i.e. Local Laws, Local Planning Schemes, land transaction documents; and
 - B. Documents that do not require a specific Council resolution i.e. Extensions of lease under the provisions of the original lease, loan documents where Council has resolved to raise the loan.
- Category 2 Documents - documents that require execution as a result of a Council resolution or a decision made under delegated authority or a legislative provision. This includes contracts for tenders, documents required in the management of land as landowner or under management order, documents prepared for registration at Landgate other than Category 1 Documents.
- Category 3 Documents - documents that are created in the normal course of business to enable employees to perform their duties consistent with City policies and Management Practices.

The policy articulates that Officers may only execute a document on behalf of the City where authorised to do so under delegated authority, statutory authority or operational authorisation.

Delegation DC684 - Sealed Documents is proposed to be revoked accordingly through the annual review of Council delegations.

The policy listed below and shown at **Attachment (c)** is recommended for adoption by Council.

P302 Development Fee Refunds

Whilst Council Delegation DC617 - Granting Discounts, Concessions, Fee Waiver and Debt Write-Off provides the Chief Executive Officer with authority to waive or grant a concession in relation to any amount of money and write off an amount of money which is owed to the City, it is considered appropriate to adopt a policy that informs the circumstances / principles to be applied when determining a refund.

To address this, a new Council Policy is proposed to set out these circumstances, which has been proposed to apply for applications for development approval for regulated tree(s) and heritage protected places.

It is noted that a condition on DC617 is that it is limited to individual or cumulative sums below \$2,000. Applications for tree damaging activity to a regulated tree incur a fee of \$147. Applications for works to a heritage protected place are based on the estimated cost of development.

Consultation

Some of the policies were discussed at the Council Policy Workshop held on 9 March 2026.

Each policy has been considered by the custodian business unit having the relevant technical expertise in relation to the policy content and subsequently by the Executive Management Team (EMT) representing each of the City's Directorates.

The Policies have been reviewed by the Audit, Risk and Improvement Committee and recommended to Council for adoption.

Policy and Legislative Implications

Local Government Act 1995

Financial Implications

Nil.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
Risk rating	Low
Mitigation and actions	Review of all City policies on an annual basis.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Leadership
Aspiration:	A local government that is receptive and proactive in meeting the needs of our community
Outcome:	4.3 Good governance
Strategy:	4.3.1 Foster effective governance with honesty and integrity and quality decision making to deliver community priorities

Attachments

10.5.1 (a):	Amended Policies - Tracked Changes
10.5.1 (b):	P704 Execution of Documents
10.5.1 (c):	P302 - Development Fee Refunds

10.5.2 Policy P649 Mayoral Vehicle

File Ref: D-26-12945

Reporting Officer(s): Donna Shaw, Acting Director Corporate Services

Summary

Policy P649 was presented for consideration by the Audit, Risk and Improvement Committee for review and is referred to Council for adoption.

Officer Recommendation

That Council:

1. Adopts Policy P649 Mayoral Vehicle as shown in **Attachment (a)**.

Background

Section 2.7 of the *Local Government Act 1995* (Act) provides:

(1) The Council

a) governs the local government's affairs; and

b) is responsible for the performance of the local government's functions.

(2) Without limiting subsection (1), the Council is to —

a) oversee the allocation of the local government's finances and resources; and

b) determine the local government's policies.

Council is responsible for determining the strategic direction of the City. This is assisted by the adoption of Council policies reflecting this direction and guiding the City's decision-making processes.

Council policies should:

- Not duplicate legislation. If a policy conflicts with legislation, the legislation prevails.
- Be clear and concise.
- Not be overly prescriptive but rather provide guiding principles.
- Provide the City with clear direction to respond to issues and act in accordance with Council decisions and direction.
- Enable Council Members to adequately manage enquiries from external stakeholders relating to the role of Council in particular situations.
- Be separate from administrative management and operational procedures (which need to evolve to ensure continuous improvement).

The Terms of Reference of the Audit, Risk and Improvement Committee (ARIC) include responsibility for reviewing the City's policies and making a recommendation to Council for adoption.

Comment

Policies are reviewed on a progressive basis during the calendar year separated by Directorate. The policy review timeline for 2026 has been scheduled as follows:

<u>Directorate</u>	<u>Meeting Cycle</u>
Corporate Services Directorate Development and Community Services Directorate	15 September ARIC Meeting
Infrastructure Services Directorate	9 November ARIC Meeting

Certain policies have been identified by the Administration for priority consideration by the ARIC and Council outside of the above review cycle.

The policies listed below and shown at **Attachment (a)** are recommended for review with amendments shown by track changes in each policy.

P649 Mayoral Vehicle

Part 5, Division 8 of the Act provides for fees, reimbursements and allowances to elected members in relation to the performance of their duties.

Section 5.98(2) of the Act provides for the reimbursement of certain expenses incurred by Elected Members. Council Policy P667 - Elected Member Entitlements provides for the reimbursement of travel expenses where elected members use their private motor vehicle in the performance of their official duties.

Regulation 34AD(1) of the *Local Government (Administration) Regulations 1996* also permits the provision of a motor vehicle owned by the local government for use by the Mayor as an alternative means of meeting expenses for which an elected member may otherwise be reimbursed. Regulation 34AD(2) provides the local government and the council member must sign an agreement setting out the responsibilities of the council member in relation to the use of the vehicle.

The reimbursement of expenses or provision of a Mayoral vehicle is separate from the payment of allowances, including the Mayoral allowance and meeting attendance fees, as these entitlements are authorised under separate provisions of the Act.

Policy P649 – Mayoral Vehicle was adopted in May 2011 and last reviewed in March 2018. In accordance with P649, the City provides the Mayor with a vehicle for use in connection with the performance of the Mayoral duties. The policy provides:

- The Mayor shall, for the purposes of carrying out the functions of the Mayoral office be entitled to receive a fully maintained local government vehicle to the equivalent standard of that provided to the Chief Executive Officer.
- The Mayoral vehicle:
 - *Is provided in lieu of travel/mileage claims otherwise claimable by the Mayor for use of their personal vehicle;*
 - *Can be used for private purposes (and not for any commercial purpose) on the basis that the cost of that private use is fully reimbursed by the Mayor to the City;*

- *Will not occur at the reduction of the fees, allowances and reimbursement otherwise ordinarily payable to the Mayor's position as approved by Council accordance with the relevant provisions of the Act.*
- Calculation of the private use component to be reimbursed to the City by the Mayor is determined as follows:
 - *A logbook is to be kept of both official and private use of the vehicle;*
 - *On the basis that the predominant use of the vehicle will be for official purposes, only those vehicle costs of a 'variable' nature directly affected by the additional private use will be used for determining the payment for private use to be made by the Mayor. This includes fuel, vehicle servicing costs (and then only the additional servicing costs occasioned by the private use) and depreciation where it can be shown that the additional private use has negatively impacted on the trade value of the vehicle; and*
 - *At the conclusion of a log book period, the City will reimburse the Mayor for the private usage component via an equivalent increase in the Mayoral allowance (providing that the aggregate of the base allowance and the reimbursement amount remains less than the statutory maximum for the Mayoral allowance).*

Review of P667 is considered prudent as the policy is inconsistent with the legislation in that it provides for reimbursement to the Mayor for private use of the vehicle through an equivalent increase in the Mayoral allowance. In practice, this provision lacks clarity and as outlined above, reimbursements and allowances are separate matters. Pursuant to Policy P667, Council has determined the Mayoral allowance to be paid at the maximum amount within the range determined by the Salaries and Allowances Tribunal.

Mayor Vehicles – Metropolitan Local Governments

A review of the provision of Mayoral vehicles at other metropolitan local governments has been undertaken and is provided at **Attachment (b)** for reference. In summary:

- 8 of 15 Band 1 metropolitan local government's relevant policies provide for a Mayoral vehicle.
- Of the 8 Band 2 metropolitan local governments:
 - 6 do not publicly mention the provision of a Mayoral vehicle.
 - The City of Vincent provides an electric bicycle for all official duties connected to the office of Mayor.
 - The Town of Cambridge Council may resolve after each ordinary election to provide a suitable vehicle for the office of Mayor.
- No Band 3 or 4 metropolitan local governments provide a Mayoral vehicle.

Mayor Vehicle Options

The Mayor has a Toyota RAV4 Cruiser, purchased in August 2024 for \$45,192. Comparable vehicles within the City's fleet typically sell for \$2,000–\$5,000 below purchase price at five years of age.

For the purposes of calculating the costs associated with each option, the Administration has utilised the approximate 2024/25 vehicle costs and kilometres travelled for the full financial year being:

- 3,000 approx. business kilometres travelled (27%);
- 8,000 approx. private kilometres travelled (73%);
- Total vehicle costs for the period including fuel, servicing, registration and insurance of approximately \$2,200; and
- Reimbursement payable of approximately \$1,600, representing 73% of the total vehicle costs for the period.

The current reimbursement rate prescribed by section 30.6 of the *Local Government Officers' (Western Australia) Award 2021* is 67.72 cents per kilometre for travel within the metropolitan area using a vehicle with an engine displacement between 1600cc to 2000cc.

The Administration has outlined four options in the below table in relation to the Mayoral vehicle.

No.	Option	Details	Comment	Cost Implications
1.	Mayoral Vehicle – Private Use Reimbursed (Actual cost)	A Mayoral vehicle is provided with private use reimbursed proportionate to the running costs for the vehicle and the percentage of private kilometres travelled.	The calculation of the reimbursement for the private use is by way of a logbook in accordance with the of the Australian Taxation Office logbook method.	As outlined above, the estimated annual reimbursement to the City for this option is approximately \$1,600 subject to the number of kilometres travelled. Under this option, the City would continue to meet the operating costs of the vehicle, with reimbursement by the Mayor for private use calculated proportionately based on actual vehicle running costs.
2.	Mayoral Vehicle – Private Use Reimbursed	A Mayoral vehicle is provided with private use reimbursed to the City at the rate	This option retains the current arrangement while updating the reimbursement	Based on the above figures, and assuming all travel is within the metropolitan

	(Award Rate)	specified in section 30.6 of the <i>Local Government Officers' (Western Australia) Award 2021</i> .	calculation methodology to align with the rate specified in the Salaries and Allowances Tribunal determination.	area, the estimated annual reimbursement payable to the City is \$5,417.60, subject to the number of private kilometres travelled. Under this option, the City would continue to meet the operating costs of the vehicle, with reimbursement by the Mayor for private use calculated in accordance with the Award rate.
3.	Mayoral Vehicle – Official Use Only	A Mayoral vehicle is provided for official use only. No private use is permitted.	This option would remove the ability for private use of the Mayoral vehicle. The policy would require amendment on this basis.	Under this option, the City would bear the full cost of the Mayoral vehicle, including all operating and associated expenses. No reimbursement would be payable by the Mayor for private use, as private use would not be permitted.
4.	No Mayoral Vehicle	No Mayoral vehicle is provided. The Mayor is reimbursed for authorised travel expenses in accordance with	This option would be straightforward to administer and is consistent with the legislative framework and Salaries and Allowances	Assuming all travel is within the metropolitan area, the estimated annual cost to the City for reimbursement

		Council Policy P667 Elected Member Entitlements.	Tribunal determination.	of authorised travel is \$2,031.60, subject to the number of kilometres travelled. No additional vehicle-related costs would be incurred by the City.
--	--	--	-------------------------	--

Option 1 is recommended. Accordingly, the policy has been amended, as shown in the attachment, to:

- Simplify the structure of the policy to improve readability.
- Provide for the calculation of the reimbursement for private use in accordance with the Australian Tax Office Logbook method.
- Provide that the City will invoice the Mayor for reimbursement of private use once per financial year retrospectively.
- Confirm that the provision of a Mayoral vehicle:
 - is in lieu of travel/mileage claims otherwise claimable by the Mayor for the use of their personal vehicle; and
 - does not affect the fees and allowances approved by Council under sections 5.98, 5.98A, 5.99 and 5.99A of the Act.
- Provide that details of the arrangement for the provision, use and responsibilities of the motor vehicle are to be stipulated in an agreement between the City and the Mayor in accordance with regulation 34AD(2) of the *Local Government (Administration) Regulations 1996*.

It is recommended that this policy be reviewed again ahead of the next Mayoral election.

Consultation

The policy was discussed at the Council Policy Workshop held on 9 March 2026.

Each policy has been considered by the custodian business unit having the relevant technical expertise in relation to the policy content and subsequently by the Executive Management Team (EMT) representing each of the City's Directorates.

The Policy has been reviewed by the Audit, Risk and Improvement Committee and recommended to Council for adoption.

Policy and Legislative Implications

Local Government Act 1995

Financial Implications

Nil.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
Risk rating	Low
Mitigation and actions	Review of all City policies on an annual basis.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council's [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Leadership
Aspiration:	A local government that is receptive and proactive in meeting the needs of our community
Outcome:	4.3 Good governance
Strategy:	4.3.1 Foster effective governance with honesty and integrity and quality decision making to deliver community priorities

Attachments

10.5.2 (a):	Amended Policy P649 - Tracked Changes
10.5.2 (b):	Comparison Table – Metropolitan Local Government Mayoral Vehicles

11. APPLICATIONS FOR LEAVE OF ABSENCE

This item will be dealt with at the Ordinary Council Meeting.

12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

12.1 NOTICE OF MOTION - CESSATION OF THE BLESSING, PRAYERS OR OTHER RELIGIOUS IMPARTATIONS OF THE AUSTRALIAN FLAG AT CITY OF SOUTH PERTH MANAGED CITIZENSHIP CEREMONIES

File Ref: D-26-13125

Reporting Officer(s): Fiona Mullen, Acting Director Development and Community Services

Summary

Councillor Stephen Russell submitted the following Notice of Motion prior to the Council Agenda Briefing held 21 July 2026.

Notice of Motion Recommendation

That Council requests the Chief Executive Officer to:

1. Cease the blessings, prayers or any other religious impartations, of the Australian Flag at all City of South Perth managed citizenship ceremonies; and
2. Advise religious-based organisations that have previously performed blessings, prayers or other religious impartations of the Australian Flag at citizenship ceremonies, to be advised of this resolution and thank them for their service.

Background

Councillor Stephen Russell submitted a Notice of Motion regarding City of South Perth managed Citizenship Ceremonies. The reasons for the Notice of Motion are as follows:

Blessings, prayers or other religious impartations of the Australian flag at Australian citizenship ceremonies;

1. *Has no legal or City policy basis for it to be mandatory.*
2. *Does not fit the principle that citizenship ceremonies are government events intended to be inclusive of people from all religions and of no religion.*
3. *The flag represents and symbolises all Australians regardless of their belief or faith. Blessings or other religious impartations of the flag attaches a religious inference to it and therefore associating the nation with a particular faith performing the impartation. This contradicts what the Australian flag represents.*

Comment

The City's current practice of partnering with a local Christian Church to bless the Australian flag at the Australia Day citizenship ceremony is not legally or officially required.

Additionally, the City's annual citizenship ceremony held in January (Australia Day) and the citizenship ceremony held in September (National Citizenship Day) incorporates one other religious element, being musical performances by a choir from a local Baha'i Faith group.

12.1 Notice of Motion - Cessation of the Blessing, Prayers or Other Religious Impartations of the Australian Flag at City of South Perth Managed Citizenship Ceremonies

The Department of Immigration and Citizenship has developed an Australian Citizenship Ceremonies Code to outline the protocols and procedures for citizenship ceremonies. The Code does not mention ‘blessings’ as a requirement at citizenship ceremonies.

Additionally, the Department of the Prime Minister and Cabinet has established Australian National Flag protocols when flying or using the Australian flag, including as part of flag-raising ceremonies. These protocols do not mention ‘religious or ceremonial blessing’ of the flag as a requirement before it is erected.

Consultation

Nil.

Policy and Legislative Implications

Nil.

Financial Implications

Nil.

Key Risks and Considerations

Risk Event Outcome	Reputational Damage Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
Risk rating	Low
Mitigation and actions	If Council resolves to cease blessings, prayers and other religious inferences at the City’s citizenship ceremonies, the City can advise both current organisations of this resolution and thank them for their past service.

Strategic Implications

This matter relates to the following Strategic Direction identified within Council’s [Strategic Community Plan 2021-2031](#):

Strategic Direction:	Leadership
Aspiration:	A local government that is receptive and proactive in meeting the needs of our community
Outcome:	4.3 Good governance
Strategy:	4.3.4 Maintain a culture of continuous improvement

Attachments

Nil.

13. QUESTIONS FROM MEMBERS

This item will be dealt with at the Ordinary Council Meeting.

14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

This item will be dealt with at the Ordinary Council Meeting.

15. MEETING CLOSED TO THE PUBLIC

Nil.

16. CLOSURE