

TOWN *of* CLAREMONT

Agenda

ORDINARY COUNCIL MEETING

Tuesday 27 May 2025

Please be advised that an Ordinary Council Meeting will be held at **7:00 pm** on **Tuesday 27 May 2025** in **Council Chambers** at 308 Stirling Highway, Claremont.

Liz Ledger
Chief Executive Officer

DISCLAIMER

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

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

3 DISCLOSURE OF INTERESTS

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5 PUBLIC QUESTION TIME

6 PUBLIC STATEMENT TIME

7 APPLICATIONS FOR LEAVE OF ABSENCE

That Mayor Barker be granted a Leave of Absence from 24 June 2025 Ordinary Council Meeting.

8 PETITIONS/DEPUTATIONS/PRESENTATIONS

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

That the minutes of the Ordinary Council Meeting held on 29 April 2025 be confirmed, subject to a correction in item 13.1.1 Annual Car Parking Sublicence Fee - 303 Stirling Highway, Claremont:

An administration correction to Officer Recommendation to amend the wording '\$1,000 inclusive of GST' to '\$1,000 exclusive of GST'.

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

Nil

11 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil

12 REPORTS OF COMMITTEES

Nil

13 REPORTS OF THE CEO**13.1 LEADERSHIP AND GOVERNANCE****13.1.1 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 APRIL 2025****File Number:** FIM/0079-002**Author:** Omar Shahin (Accountant), Nicholas Rule (Senior Accountant)**Authoriser:** Liz Ledger (Chief Executive Officer)**Attachments:** 1. Financial Statements - 30 April 2025 [**13.1.1.1** - 9 pages]**PURPOSE**

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

BACKGROUND

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

DISCUSSION

The Financial Statements represent 2024-25 operations to 30 April 2025 and compare year to date expenditure and revenue against the corresponding adopted budget of Council.

As shown on **Attachment 1**, the YTD balance of \$8,909,782 to 30 April 2025 is compared directly with the budget YTD of \$3,820,984. This is a favourable variance of \$5,088,798.

As detailed below, the \$5,088,798. variance is comprised of the following:

Opening Surplus	No variance to budget
Rates Revenue	Unfavourable variance of \$64,244
Operating Revenue	Favourable variance \$848,326
Operating Expenditure	Favourable variance \$2,213,985
Non cash adjustments	No variance to budget
Capital Revenue	Favourable variance \$130,648
Proceed from disposal of assets	Unfavourable variance of \$111,650
Capital Expenditure	Favourable variance \$2,071,734
Net borrowing and lease payments	No variance to budget
Net reserve transfer	No variance to budget

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

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

Operating Revenue	
Rates	No variance analysis required, variance to budget is less than 20%
Operating grants, subsidies and contributions	No variance analysis required, variance to budget is less than 20%
Fees and charges	No variance analysis required, variance to budget is less than 20%
Interest earnings	Favourable variance of \$272,373. This is purely a timing variance. Previously identified as part of the mid- year budget. Variance expected to reduce as the financial year progresses.
Other Revenue	Favourable variance of \$44,001. Primarily made up of the following permanent variances: • Work care insurance premium adjustment of \$5,195 from prior year. • Insurance claim reimbursement of \$18,918 for Aquatic Centre roof repairs. This has been expended on the roof repairs. • Reimbursement of property utilities and outgoings of \$19,185 from tenants.
Profit on asset disposal	No variance to budget.
Operating Expenditure	
Employee costs	No variance analysis required, variance to budget is less than 20%
Materials and contracts	No variance analysis required, variance to budget is less than 20%
Utility charges	No variance analysis required, variance to budget is less than 20%
Depreciation and amortisation	No variance analysis required, variance to budget is less than 20%
Insurance expense	No variance analysis required, variance to budget is less than 20%
Interest expense	No variance analysis required, variance to budget is less than 20%
Other expenditure	No variance analysis required, variance to budget is less than 20%
Loss on disposal of assets	No variance to budget.

Investing activities	
Capital grants, subsidies, and contributions	Favourable permanent variance of \$130,648. • Receipt of unbudgeted funds of \$38,854 received from Main Roads Direct Grant. • Additional unbudgeted funds of \$91,794, received from Main Roads for Capital Road Rehabilitation. This relates to projects from last financial year.
Proceeds from disposal of assets	Unfavourable variance of \$111,650. This is a timing variance only related to the purchase and sale of fleet vehicles. There will be no variances expected by end of financial year
Purchase of property plant and equipment	Net favourable variance of \$754,840. The following are projects that have not been completed, with the major variances being the following: • Aquatic Centre Change Rooms: Designs are currently being undertaken. The works are likely to occur in 2025/2026. As The project is funded through reserves, there is no impact financially. Timing Variances: • Purchase of 2 replacement fleet vehicles: \$90,000. These will be purchased before 30 June. • Purchase of 1 new vehicle: \$35,000. This will be purchased before 30 June. • Aquatic Centre Chlorinator: \$342,000. These works are scheduled for June 2025. • Installation of CCTV: \$24,551. A portion of these funds are proposed to be carried forward.
Purchase and construction of infrastructure	Net favourable variance of \$1,316,894 comprising of: Permanent variances to be carried forward to FY 25/26: • Golf Course/Aquatic Centre Fencing and Netting of \$125,000 due to contractor unavailability. • Parks Development – Community Garden & Landscaping of \$200,000 Timing Variances of \$991,894 mainly attributed to the commencement date and invoicing for road, footpath, & drainage projects. All works to be completed by June 2025. There is a permanent variance of \$250,000 is expected at year end due to savings on completed jobs.
Payment of intangible assets	No variance to budget.

Financing activities	
Repayment of borrowings	No variance to budget
Proceed of borrowings	No variance to budget
Payment for principal portion of lease liability	No variance to budget
Transfer to reserve	No variance to budget
Transfer from reserve	No variance to budget

Loans

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

	Principal Balance 1 July 2024	Repayments required for 2024/25				Principal Balance 30 June 2025
Loan 1 Aquatic Centre 6.34% interest	\$467,722	Date	Principal	Interest	Total	\$407,518
		16/12/24	\$29,632.44	\$14,826.80	\$44,459.24	
		16/6/25	\$30,571.79	\$13,887.45	\$44,459.24	
	Maturity date: 14 December 2030 (no ballon payment)					
Loan 2c 333 Stirling Highway 4.17% interest	\$4,151,004	Date	Principal	Interest	Total	\$3,8122,96
		13/9/24	\$167,607.12	\$86,519.38	\$254,126.50	
		13/3/25	\$171,100.56	\$83,025.94	\$254,126.50	
	Maturity date: 13 March 2027 (balloon payment)					
Loan 3 327 Stirling Highway 4.45% interest rates	\$570,435	Date	Principal	Interest	Total	\$509,620
		27/12/24	\$30,073.01	\$12,692.21	\$42,765.22	
		26/6/25	\$30,742.13	\$12,023.09	\$42,765.22	
	Maturity date: 26 June 2032 (no ballon payment)					

PAST RESOLUTIONS

Ordinary Council Meeting 29 April 2025, Resolution 49/25.

That Council:

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

FINANCIAL AND STAFF IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

POLICY AND STATUTORY IMPLICATIONS

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

COMMUNICATION AND CONSULTATION

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

STRATEGIC COMMUNITY PLAN**Leadership and Governance**

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

- Manage our finances responsibly and improve financial sustainability.

URGENCY

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

VOTING REQUIREMENTS

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

OFFICER RECOMMENDATION

That Council notes the Statement of Financial Activity covering the period 1 July 2024 to 30 April 2025.



Town of Claremont Financial Statements

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

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Town of Claremont Statement of Financial Activity

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

	Adopted Budget	Amended Budget	Amended Budget YTD	Actuals YTD	Variance \$	Variance %
Operating Activities						
Net current assets - Opening surplus/(deficit)	1,866,881	2,636,579	2,636,579	2,636,579	(0)	0%
Revenue						
Operating grants, subsidies, and contributions	385,408	390,781	310,516	327,698	17,182	6%
Fees and charges	4,047,122	3,907,820	3,374,778	3,889,548	514,770	15%
Interest earnings	853,470	923,470	725,311	997,684	272,373	38%
Other revenue	99,042	118,287	98,509	142,510	44,001	45%
Profit on disposal of assets	0	0	0	0	0	0%
	5,385,042	5,340,358	4,509,114	5,357,440	848,326	19%
Expenses						
Employee costs	(9,239,184)	(9,332,392)	(7,816,278)	(7,102,067)	714,211	-9%
Materials and contracts	(8,421,039)	(8,719,065)	(7,197,230)	(5,894,752)	1,302,478	-18%
Utility charges	(664,429)	(699,429)	(587,594)	(492,342)	95,252	-16%
Depreciation and amortisation	(4,473,415)	(4,473,415)	(3,727,870)	(3,727,870)	0.00	0%
Insurance expenses	(398,714)	(398,714)	(290,354)	(292,849)	(2,495)	1%
Interest expenses	(237,632)	(237,632)	(210,574)	(195,512)	15,062	-7%
Other expenditure	(862,215)	(877,215)	(681,755)	(592,278)	89,477	-13%
Loss on disposal of assets	0	0	0	0	0	0%
	(24,296,628)	(24,737,862)	(20,511,655)	(18,297,671)	2,213,985	-11%
Non-cash amounts excluded from operating activities	4,473,415	4,473,415	3,727,870	3,727,870	0	0%
Amount attributable to operating activities	(12,571,290)	(12,287,510)	(9,638,092)	(6,575,782)	3,062,310	-32%
Investing Activities						
Non-operating grants, subsidies, and contributions	0	30,000	30,000	160,648	130,648	435%
Proceeds from disposal of assets	86,000	111,650	111,650	0	(111,650)	-100%
Purchase of property, plant, and equipment	(1,524,511)	(1,605,181)	(1,180,890)	(426,050)	754,840	-64%
Purchase and construction of infrastructure	(4,209,819)	(3,871,953)	(3,105,812)	(1,788,918)	1,316,894	-42%
Payments for intangible assets	(59,800)	0	0	0	0	0%
Amount attributable to investing activities	(5,708,130)	(5,335,484)	(4,145,052)	(2,054,320)	2,090,733	-50%
Financing Activities						
Repayment of borrowings	(459,727)	(459,727)	(398,413)	(398,413)	0	0%
Proceeds from borrowings	0	0	0	0	0	0%
Payments for principal portion of lease liability	(53,707)	(53,707)	(36,425)	(36,425)	0	0%
Transfers to reserves	(9,112)	(373,990)	0	0	0	0%
Transfers from reserves	713,000	728,000	0	0	0	0%
Amount attributable to financing activities	190,454	(159,424)	(434,838)	(434,838)	0	0%
Surplus/(deficit) before imposition of general rates	(18,088,966)	(17,782,418)	(14,217,982)	(9,064,940)	5,153,042	-36%
Total amount raised by general rates	18,088,966	18,038,966	18,038,966	17,974,722	(64,244)	0%
Surplus/(deficit) after imposition of general rates	0	256,548	3,820,984	8,909,782	5,088,798	133%



Town of Claremont Statement of Net Current Assets

	Balance As At 01-Jul-24	Balance As At 30-Apr-2025
Current Assets		
Cash and cash equivalents	3,787,776	4,921,959
Trade and other receivables	987,826	1,793,480
Other Financial Assets	13,871,772	18,152,353
Inventories	10,783	10,783
Other assets	127,282	127,282
Total Current Assets	18,785,440	25,005,859
Current Liabilities		
Trade and other payables	(2,672,634)	(2,943,748)
Lease Liabilities	(50,025)	(14,640)
Borrowings	(459,727)	(61,314)
Employee provisions	(1,169,741)	(706,276)
Other provisions	0	0
Other liabilities	(192,406)	(330,932)
Clearing accounts	0	0
Total Current Liabilities	(4,544,533)	(4,056,910)
Adjustments to NCA		
Less: Reserves	(12,115,121)	(12,115,121)
Add: Borrowings	459,727	61,314
Add: Lease Liabilities	51,065	14,640
Total Adjustments	(11,604,329)	(12,039,167)
Net Current Assets	2,636,579	8,909,782



Town of Claremont Statement of Financial Position

	Balance as at 01-Jul-24	Balance as at 30-Apr-2025
Assets		
Current Assets		
Cash and cash equivalents	3,787,776	4,921,959
Trade and other receivables	987,826	1,802,153
Other financial assets	13,871,772	18,152,353
Inventories	10,783	10,783
Other assets	127,282	127,282
Total Current Assets	18,785,440	25,014,531
Non Current Assets		
Trade and other receivables	345,022	335,310
Property, plant and equipment	121,694,120	120,878,147
Infrastructure	89,819,079	89,126,886
Intangibles	0	0
Right of use assets	58,603	53,867
Other financial assets	768,170	768,170
Total Non Current Assets	212,684,994	211,162,379
Total Assets	231,470,434	236,176,910
Liabilities		
Current Liabilities		
Trade and other payables	(2,672,634)	(2,943,748)
Lease Liabilities	(51,065)	(14,640)
Borrowings	(459,727)	(61,314)
Employee provisions	(1,169,741)	(706,276)
Other provisions	0	0
Other liabilities	(192,406)	(330,932)
Clearing accounts		
Total Current Liabilities	(4,545,573)	(4,056,910)
Non Current Liabilities		
Borrowings	(4,729,436)	(4,729,436)
Lease liabilities	(25,972)	(25,972)
Employee provisions	(184,904)	(184,904)
Other provisions	0	0
Other liabilities	0	0
Total Non Current Liabilities	(4,940,311)	(4,940,311)
Total Liabilities	(9,485,884)	(8,997,221)
Equity		
Retained surplus	(64,976,357)	(64,976,357)
Reserves - cash/financial asset backed	(12,115,121)	(12,115,121)
Revaluation surplus	(144,893,072)	(144,893,072)
Current year (profit)/loss	0.00	(5,195,139)
Total Equity	(221,984,550)	(227,179,689)



Town of Claremont

Statement of Comprehensive Income

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

	Adopted Budget	Amended Budget YTD	Actuals YTD
Revenue			
Rates	18,088,966	18,038,966	17,974,722
Operating grants, subsidies, and contributions	385,408	310,516	327,698
Fees and charges	4,047,122	3,374,778	3,889,548
Interest earnings	853,470	725,311	997,684
Other revenue	99,042	98,509	142,510
	<u>23,474,008</u>	<u>22,548,080</u>	<u>23,332,162</u>
Expenses			
Employee costs	(9,239,184)	(7,816,278)	(7,102,067)
Materials and contracts	(8,421,039)	(7,197,230)	(5,894,752)
Utility charges	(664,429)	(587,594)	(492,342)
Depreciation and amortisation	(4,473,415)	(3,727,870)	(3,727,870)
Insurance expenses	(398,714)	(290,354)	(292,849)
Interest expenses	(237,632)	(210,574)	(195,512)
Other expenditure	(862,215)	(681,755)	(592,278)
	<u>(24,296,628)</u>	<u>(20,511,655)</u>	<u>(18,297,671)</u>
Net Operating	<u>(822,620)</u>	<u>2,036,425</u>	<u>5,034,491</u>
Non-operating grants, subsidies, and contributions	0	30,000	160,648
Profit on disposal of assets	0	0	0
Loss on disposal of assets	0	0	0
	<u>0</u>	<u>30,000</u>	<u>160,648</u>
Net Result for the Period	<u>(822,620)</u>	<u>2,066,425</u>	<u>5,195,139</u>
Other Comprehensive Income			
Changes in asset revaluation surplus	0	0	0
Total Other Comprehensive Income	<u>0</u>	<u>0</u>	<u>0</u>
Total Comprehensive Income for the Period	<u>(822,620)</u>	<u>2,066,425</u>	<u>5,195,139</u>



Town of Claremont Borrowings & Leases

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

Adopted Budget									Actuals YTD				
Loan Description	Loan Number	Institution	Maturity Date	Interest Rate	Opening Balance	Repayments	Closing Balance	Interest	Opening Balance	Proceeds	Repayments	Closing Balance	Interest
Aquatic Centre Refurb	1	WATC	14/12/2030	3.17%	467,722	(60,204)	407,518	(28,714)	467,722	0	(29,632)	438,090	(14,827)
Claremont Community Hub	3	WATC	26/06/2032	2.23%	570,435	(60,815)	509,620	(24,715)	570,435	0	(30,073)	540,362	(12,692)
333 Stirling Hwy	2C	WATC	13/03/2027	4.17%	4,151,004	(338,708)	3,812,296	(169,545)	4,151,004	0	(338,708)	3,812,296	(169,545)
					5,189,161	(459,727)	4,729,434	(222,974)	5,189,161	0	(398,413)	4,790,748	(197,064)

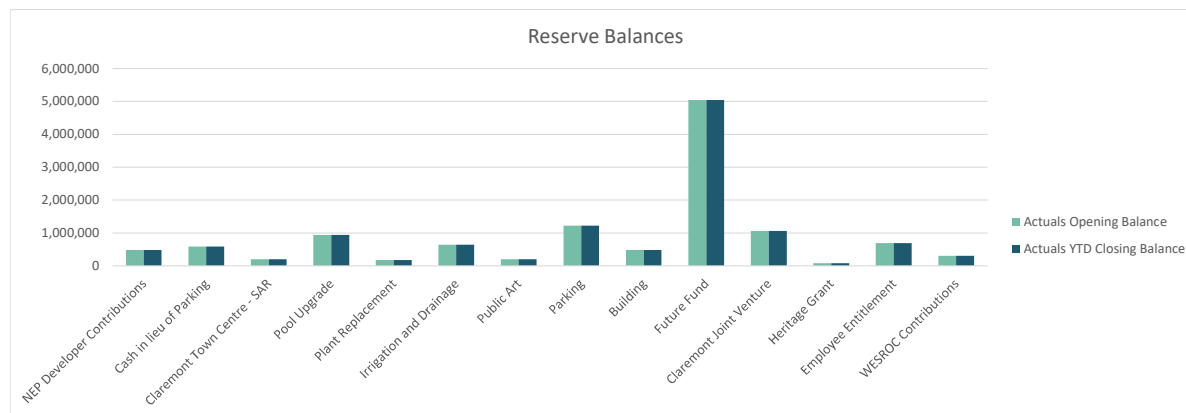
Adopted Budget									Actuals YTD				
Lease Description	Lease Number	Institution	Maturity Date	Interest Rate	Opening Balance	Repayments	Closing Balance	Interest	Opening Balance	New leases during 2024/25	Repayments	Closing Balance	Interest
Data & Software Storage	EL227	Dell	31/03/2025	2.71%	19,427	(19,427)	0	(2,726)	19,427	0	(19,427)	0	(2,726)
Printer/ Copiers	EL228	Kyocera	31/01/2026	2.05%	13,546	(7,939)	5,607	(2,477)	13,093	0	(5,770)	7,323	(2,042)
Wide Area Network	EL225	TPG	19/04/2026	3.00%	31,599	(15,112)	16,487	(8,229)	33,289	0	0	33,289	0
Coffee Machine	PE459	Gesha Coffee Co.	30/09/2024	0.71%	449	(449)	0	(6)	449	0	(449)	0	(6)
Parking Bays - Bunnings	BLD54	Charter Hall	30/06/2025	1.69%	10,779	(10,779)	0	(1,220)	10,779	0	(10,780)	(1)	(1,220)
					75,800	(53,706)	22,094	(14,658)	77,037	0	(36,425)	40,612	(5,995)



Town of Claremont Reserve Movements

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

Reserve	Amended Budget				Actuals YTD			
	Opening Balance	Transfer To	Transfer From	Closing Balance	Opening Balance	Transfer To	Transfer From	Closing Balance
NEP Developer Contributions	475,244	14,674	0	489,918	479,751	0	0	479,751
Cash in lieu of Parking	580,544	17,925	0	598,469	586,049	0	0	586,049
Claremont Town Centre - SAR	184,114	5,685	0	189,799	199,789	0	0	199,789
Pool Upgrade	796,595	24,596	(513,000)	308,191	942,310	0	0	942,310
Plant Replacement	167,647	5,176	0	172,823	178,916	0	0	178,916
Irrigation and Drainage	600,910	18,554	(50,000)	569,464	638,944	0	0	638,944
Public Art	225,892	16,087	0	241,979	199,502	0	0	199,502
Parking	1,205,890	37,234	0	1,243,124	1,217,325	0	0	1,217,325
Building	452,067	13,958	0	466,025	486,972	0	0	486,972
Future Fund	4,830,668	149,155	0	4,979,823	5,044,478	0	0	5,044,478
Claremont Joint Venture	1,043,814	32,229	0	1,076,043	1,063,508	0	0	1,063,508
Heritage Grant	75,098	2,319	(15,000)	62,417	81,014	0	0	81,014
Employee Entitlement	661,213	20,416	(150,000)	531,629	691,720	0	0	691,720
WESROC Contributions	517,576	15,982	0	533,558	304,843	0	0	304,843
Reserve Total	11,817,272	373,990	(728,000)	11,463,262	12,115,121	0	0	12,115,121

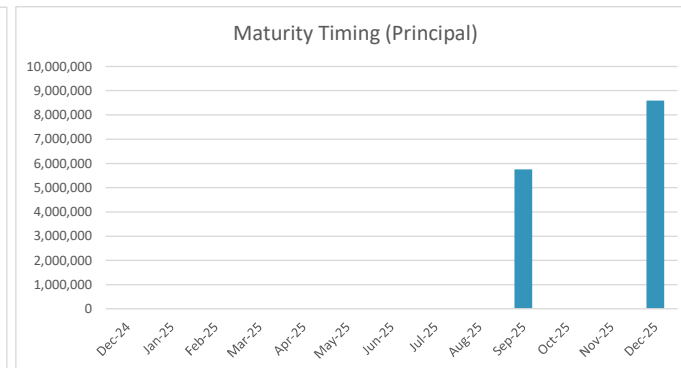
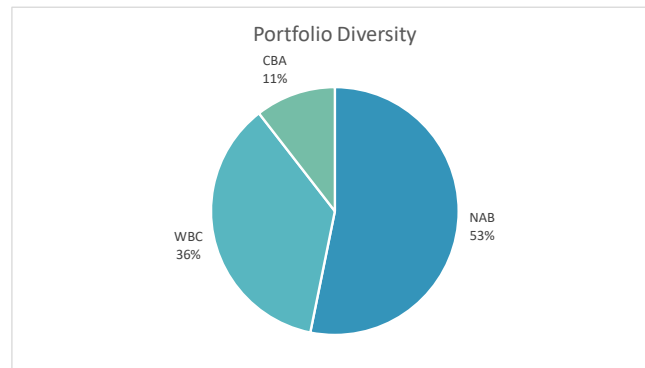




Town of Claremont Investments

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

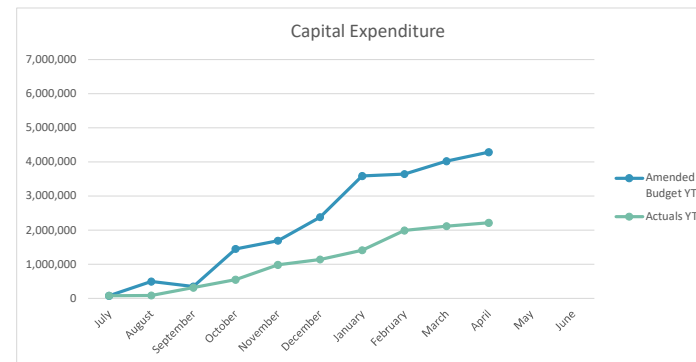
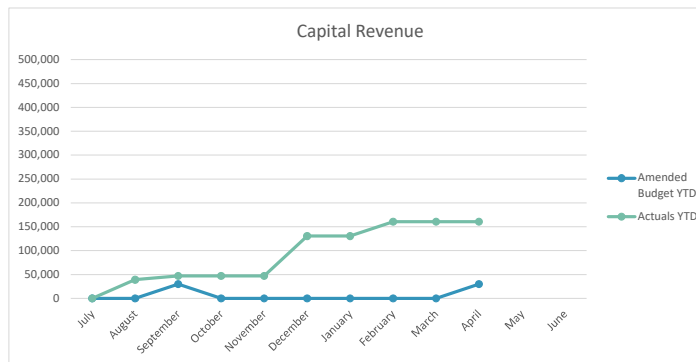
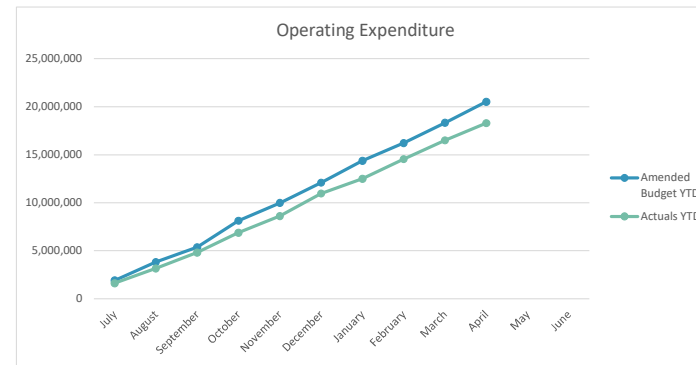
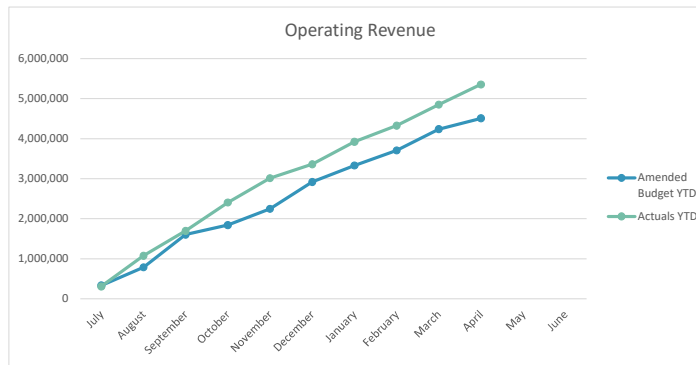
Bank	Type	Reference	Interest Rate	Investment Date	Maturity Date	Term (Days)	Invested Amount
NAB	At Call - Pooled investments		4.20%	1/07/2023			3,602,193
NAB	At Call - Damage Bonds		4.20%	1/07/2023			203,504
CBA	Term Deposit	TD415	4.57%	20/09/2024	19/09/2025	365	2,171,604
WBC	Term Deposit	TD406	4.96%	17/12/2024	17/12/2025	365	1,332,647
WBC	Term Deposit	TD409	4.96%	17/12/2024	17/12/2025	365	1,165,605
NAB	Term Deposit	TD419	4.92%	13/09/2024	12/09/2025	365	3,576,800
WBC	Term Deposit	TD426	5.21%	18/12/2024	18/03/2025	90	2,500,000
NAB	Term Deposit	TD427	5.00%	17/12/2024	17/12/2025	365	3,000,000
WBC	Term Deposit	TD428	4.96%	19/12/2024	19/12/2025	365	2,500,000
NAB	Term Deposit	TD429	5.00%	17/12/2024	17/12/2025	365	600,000
							20,652,353





Town of Claremont Graphical Representation

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



13.1.2 LIST OF PAYMENTS 1 TO 30 APRIL 2025

File Number:	FIM/00108-003, D-24-30398
Author:	Omar Shahin (Accountant)
Authoriser:	Liz Ledger (Chief Executive Officer)
Attachments:	1. Payment Listing - April 2025 [13.1.2.1 - 3 pages] 2. Purchase Card - April 2025 [13.1.2.2 - 3 pages] 3. Fuel Cards - March 2025 [13.1.2.3 - 3 pages]

PURPOSE

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

BACKGROUND

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

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

DISCUSSION

Attached is the list of all accounts as paid totalling \$1,580,419.42 during the month of April 2025.

Municipal Funds electronic funds transfers (EFT)	\$1,503,085.77
Municipal Fund cheques	\$0.00
Municipal Fund direct debits	\$77,333.65
Total	\$1,580,419.42

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

PAST RESOLUTIONS

Ordinary Council Meeting, 29 April 2025, Resolution 48/25

That Council notes all payments made by the Chief Executive Officer under Delegation DA 2.1.5 for March 2025 totalling \$3,465,914.31 as detailed in Attachment 1 comprising:

- *Electronic funds transfer from the Municipal funds of \$3,116,498.51*
- *Direct debit from the Municipal funds of \$349,415.80*

FINANCIAL AND STAFF IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

POLICY AND STATUTORY IMPLICATIONS

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

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

COMMUNICATION AND CONSULTATION

Nil

STRATEGIC COMMUNITY PLAN**Leadership and Governance**

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

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

URGENCY

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

VOTING REQUIREMENTS

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

OFFICER RECOMMENDATION

That Council notes all payments made by the Chief Executive Officer under Delegation DA 2.1.5 for April 2025 totalling \$1,580,419.42 as detailed in Attachment 1 comprising:

- **Electronic funds transfer from the Municipal funds of \$1,503,085.77**
- **Direct debit from the Municipal funds of \$77,333.65**

Schedule of payment - April 2025

Date	Ref.	Name	Details	Amount
15/04/2025	EFT02077	3D HR Legal Pty Ltd	Legal Advice	\$ 2,090.00
3/04/2025	EFT02075	Abcorp Australasia Pty Ltd	Barcodes for library resources	\$ 704.00
24/04/2025	EFT02078	Ace Security & Event Services (Australasian Events Pty Ltd)	Security - Luminous Street Festival	\$ 1,122.00
24/04/2025	EFT02078	Aero Ranger (Pixelcase Group Pty. Ltd.)	Subscription	\$ 13,563.00
3/04/2025	EFT02075	Aha Consulting (The Trustee For Unified Service Trust)	Elected Member Visioning Workshop	\$ 3,575.00
11/04/2025	EFT02076	Alan F Kruger	Bond refund	\$ 500.00
11/04/2025	EFT02076	Alexander R kingsbury	Refund of rates overpayments	\$ 2,359.93
24/04/2025	EFT02078	All The Lights (Sophie Louise Dennis)	Performer - Night-time Activation Grant	\$ 3,630.00
24/04/2025	EFT02078	Allstate Kerbing & Concrete	Various footpath kerbing	\$ 2,977.04
11/04/2025	EFT02076	ALSCO	Feminine hygiene unit services	\$ 728.96
11/04/2025	EFT02076	Anastasia L Halim	Refund of rates overpayments	\$ 3,837.51
11/04/2025	EFT02076	Angela C Carosso, Todd M Pryce	Refund of rates overpayments	\$ 2,359.93
24/04/2025	EFT02078	Asset Infrastructure Management Pty Ltd	MRRG Grant Submission Report	\$ 3,580.83
24/04/2025	EFT02078	Asset Infrastructure Management Pty Ltd	Footpath condition assessment 2024/25	\$ 10,054.00
11/04/2025	EFT02076	Australia Post - 623462 - Contractor Collect	Postage	\$ 1,460.17
11/04/2025	EFT02076	Australia Post - 673027	Postage	\$ 552.42
11/04/2025	EFT02076	Australian Taxation Office	PAYG withholding for 23 March 2025	\$ 67,641.00
15/04/2025	EFT02077	Australian Taxation Office	PAYG withholding for 6 April 2025	\$ 71,696.00
11/04/2025	EFT02076	Battery World Claremont/Brennan Howell Familtrust	Replacement battery	\$ 145.00
11/04/2025	EFT02076	BCITF	BCITF levies	\$ 191.75
15/04/2025	EFT02077	Black Label Events Pty Ltd	Furniture for Open Day of Community Centre Hub	\$ 1,199.00
24/04/2025	EFT02078	Blue Force Pty Ltd	CCTV audit and maintenance	\$ 5,775.00
11/04/2025	EFT02076	Bob Jane T-Marts	Tyre replacement and wheel alignment	\$ 809.00
15/04/2025	EFT02077	Bob Jane T-Marts	Tyre repair	\$ 45.00
15/04/2025	EFT02077	Bob Jane T-Marts	Tyre replacement	\$ 226.00
11/04/2025	EFT02076	Boyan Electrical Services	Electrical repairs & maintenance	\$ 82.50
11/04/2025	EFT02076	Boyan Electrical Services	Electrical repairs & maintenance	\$ 294.80
11/04/2025	EFT02076	Boyan Electrical Services	Electrical repairs & maintenance	\$ 358.88
11/04/2025	EFT02076	Boyan Electrical Services	Electrical repairs & maintenance	\$ 10,688.70
24/04/2025	EFT02078	Boyan Electrical Services	Electrical repairs & maintenance	\$ 906.40
24/04/2025	EFT02078	Boyan Electrical Services	Electrical repairs & maintenance	\$ 275.00
24/04/2025	EFT02078	Boyan Electrical Services	Electrical repairs & maintenance	\$ 629.20
24/04/2025	EFT02078	Bridge Removals	Return of display furniture at Museum	\$ 544.50
11/04/2025	EFT02076	Brightmark Group Pty Ltd	Cleaning Consumables - Various Buildings and public toilets	\$ 1,587.78
11/04/2025	EFT02076	Brightmark Group Pty Ltd	Cleaning - Various Buildings and public toilets	\$ 16,165.88
11/04/2025	EFT02076	Brightmark Group Pty Ltd	Cleaning - Various Buildings and public toilets	\$ 16,625.40
3/04/2025	EFT02075	Brownes Foods Operations Pty Ltd	Aquatic Centre café supplies	\$ 44.04
3/04/2025	EFT02075	Brownes Foods Operations Pty Ltd	Aquatic Centre café supplies	\$ 214.04
3/04/2025	EFT02075	Brownes Foods Operations Pty Ltd	Aquatic Centre café supplies	\$ 153.43
11/04/2025	EFT02076	Brownes Foods Operations Pty Ltd	Aquatic Centre café supplies	\$ 36.78
15/04/2025	EFT02077	Brownes Foods Operations Pty Ltd	Aquatic Centre café supplies	\$ 21.78
24/04/2025	EFT02078	Brownes Foods Operations Pty Ltd	Aquatic Centre café supplies	\$ 21.78
3/04/2025	EFT02075	Bunnings	Tools, equipment & minor building materials	\$ 80.75
3/04/2025	EFT02075	Bunnings	Tools, equipment & minor building materials	\$ 54.16
3/04/2025	EFT02075	Bunnings	Tools, equipment & minor building materials	\$ 31.20
3/04/2025	EFT02075	Bunnings	Tools, equipment & minor building materials	\$ 32.52
3/04/2025	EFT02075	Bunnings	Tools, equipment & minor building materials	\$ 11.87
11/04/2025	EFT02076	Bunnings	Tools, equipment & minor building materials	\$ 18.24
11/04/2025	EFT02076	Bunnings	Tools, equipment & minor building materials	\$ 107.07
11/04/2025	EFT02076	Bunnings	Tools, equipment & minor building materials	\$ 976.30
15/04/2025	EFT02077	Bunnings	Tools, equipment & minor building materials	\$ 39.23
15/04/2025	EFT02077	Bunnings	Tools, equipment & minor building materials	\$ 68.76
15/04/2025	EFT02077	Bunnings	Tools, equipment & minor building materials	\$ 29.08
24/04/2025	EFT02078	Bunnings	Tools, equipment & minor building materials	\$ 19.64
24/04/2025	EFT02078	Bunnings	Tools, equipment & minor building materials	\$ 136.13
24/04/2025	EFT02078	Bunnings	Tools, equipment & minor building materials	\$ 95.37
24/04/2025	EFT02078	Bunnings	Tools, equipment & minor building materials	\$ 31.81
24/04/2025	EFT02078	Bunnings	Tools, equipment & minor building materials	\$ 63.57
24/04/2025	EFT02078	Bunnings	Tools, equipment & minor building materials	\$ 96.89
24/04/2025	EFT02078	Bunnings	Tools, equipment & minor building materials	\$ 110.33
24/04/2025	EFT02078	Bunnings	Tools, equipment & minor building materials	\$ 37.06
24/04/2025	EFT02078	Bunnings	Tools, equipment & minor building materials	\$ 105.90
24/04/2025	EFT02078	Bunnings	Tools, equipment & minor building materials	\$ 76.39
24/04/2025	EFT02078	Bunnings	Tools, equipment & minor building materials	\$ 208.03
24/04/2025	EFT02078	Call Associates Pty Ltd (Connect/Insight Ccs)	Overcall fees	\$ 398.42
24/04/2025	EFT02078	Call Associates Pty Ltd (Connect/Insight Ccs)	Overcall fees	\$ 231.22
15/04/2025	EFT02077	Chen Tai Chi Academy (CSL Wellness Pty Ltd)	BVCC Class	\$ 525.00
11/04/2025	EFT02076	City Of Stirling	Meals on Wheels delivery services	\$ 259.72
3/04/2025	EFT02075	Claremont Delivery Round (Mahadev)	Library newspaper	\$ 49.60
15/04/2025	EFT02077	Claremont Delivery Round (Mahadev)	Newspaper delivery	\$ 242.70
15/04/2025	EFT02077	Claremont Delivery Round (Mahadev)	Newspaper delivery	\$ 76.65
11/04/2025	EFT02076	Claremont Lawn Tennis Club Inc.	Annual maintenance subsidy	\$ 15,099.70
11/04/2025	EFT02076	Claremont Nedlands Cricket Club Inc	Annual maintenance subsidy	\$ 10,446.34
11/04/2025	EFT02076	Claremont Pool Service	Aquatic Centra - service of pool equipment	\$ 1,420.00
3/04/2025	EFT02075	Clean City Group Pty Ltd	Outdoor cleaning and maintenance works	\$ 4,614.50
3/04/2025	EFT02075	Clean City Group Pty Ltd	Outdoor cleaning and maintenance works	\$ 440.00
15/04/2025	EFT02077	Clean City Group Pty Ltd	Outdoor cleaning and maintenance works	\$ 8,369.63
15/04/2025	EFT02077	Clean City Group Pty Ltd	Outdoor cleaning and maintenance works	\$ 4,897.75
3/04/2025	EFT02075	Clement Conveyancing Trust	Refund of rates overpayments	\$ 240.07
11/04/2025	EFT02076	Coca-Cola Europacific Partners Aust	Aquatic Centre café supplies	\$ 792.69
15/04/2025	EFT02077	Commercial Aquatics Australia	Aquatic Centre plant works & maintenance	\$ 15,543.00
15/04/2025	EFT02077	Commercial Aquatics Australia	Aquatic Centre plant works & maintenance	\$ 462.00
15/04/2025	EFT02077	Commercial Aquatics Australia	Aquatic Centre plant works & maintenance	\$ 1,072.50
15/04/2025	EFT02077	Complete Office Supplies Pty Ltd	Stationery, office & cleaning supplies	\$ 491.47
15/04/2025	EFT02077	Complete Office Supplies Pty Ltd	Stationery, office & cleaning supplies	\$ 193.02
11/04/2025	EFT02076	Compu-Stor	External records storage	\$ 398.54
3/04/2025	EFT02075	Contraflow Pty Ltd	Traffic management various roads	\$ 545.55
3/04/2025	EFT02075	Contraflow Pty Ltd	Traffic management various roads	\$ 854.96
11/04/2025	EFT02076	Contraflow Pty Ltd	Traffic management various roads	\$ 792.00
15/04/2025	EFT02077	Contraflow Pty Ltd	Traffic management various roads	\$ 792.00
24/04/2025	EFT02078	Contraflow Pty Ltd	Traffic management various roads	\$ 1,442.75
24/04/2025	EFT02078	Cosmic Cocktails & Events (Synergy 23 Pty Ltd)	Furniture- Luminous Street Festival	\$ 1,620.00
3/04/2025	EFT02075	Cottesloe Pest Control	Pest control	\$ 1,735.00
15/04/2025	EFT02077	CTI Couriers Pty Ltd	WSLG courier delivery for March 2025	\$ 454.74
15/04/2025	EFT02077	Daisy Fethers	Youth Mural Mentorship Program 2025	\$ 1,000.00

11/04/2025	EFT02076	Datacom Solutions (AU) Pty Ltd	Software support & subscriptions	\$ 1,005.15
11/04/2025	EFT02076	Datacom Solutions (AU) Pty Ltd	Software support & subscriptions	\$ 8,668.35
15/04/2025	EFT02077	Dell Australia Pty Ltd	IT Equipment	\$ 14,746.60
15/04/2025	EFT02077	Dell Australia Pty Ltd	IT Support	\$ 550.00
11/04/2025	EFT02076	DMIRS (BSL)	Building services Levy	\$ 15,003.20
15/04/2025	EFT02077	Dowsing Group Pty Ltd	Road works	\$ 8,292.28
24/04/2025	EFT02078	Emerge Associates (Emerge Environmental Services Pty Ltd)	Targeted Reptile Survey	\$ 4,452.81
11/04/2025	EFT02076	Emily Mullins	Reimbursement for a work expense	\$ 20.00
24/04/2025	EFT02078	Enchanted Characters Pty Ltd	Performer - Luminous Street Festival	\$ 3,124.00
24/04/2025	EFT02078	Energy Tec Holdings Pty Ltd	Meter readings	\$ 128.37
24/04/2025	EFT02078	Enviro Sweep	CBD & residential area sweeps	\$ 36,308.25
24/04/2025	EFT02078	Enviro Sweep	CBD & residential area sweeps	\$ 21,681.00
3/04/2025	EFT02075	Equilibrium Interactive	Website performance partnership	\$ 3,850.00
15/04/2025	EFT02077	Equilibrium Interactive	Website performance partnership	\$ 3,850.00
11/04/2025	EFT02076	Erin Russell	Performer for the Sunday Fundays at the Claremont Museum	\$ 500.00
24/04/2025	EFT02078	Evolve WA (Club Fed Pty Ltd)	Employee training	\$ 325.00
15/04/2025	EFT02077	Fliptease Pty Ltd	Performer - Luminous Street Festival	\$ 3,410.00
11/04/2025	EFT02076	Food Safety Co (Erina Jane Male)	March Food Assessments - 16 x Food Assessments - March 2025	\$ 1,707.20
15/04/2025	EFT02077	Form Building A State Of Creativity Inc	Night-time Activation Grant	\$ 2,600.00
15/04/2025	EFT02077	Frankensound (Roland Edward Skender)	Light projection - Luminous Street Festival	\$ 8,774.01
24/04/2025	EFT02078	Freedom Fairies	Performer - Luminous Street Festival	\$ 2,227.50
24/04/2025	EFT02078	Fullworks Fire Safety Australia	Aquatic Centre - Fire panel testing	\$ 99.00
24/04/2025	EFT02078	Fullworks Fire Safety Australia	Main Admin - Fire panel testing	\$ 99.00
11/04/2025	EFT02076	Fulton Hogan Industries Pty Ltd	Emergency - Pothole repair	\$ 541.75
3/04/2025	EFT02075	Gecko Contracting Turf & Landscape Maintenance (Gas Assets Pty Ltd)	Aquatic Centre Mowing for March 2025	\$ 326.70
11/04/2025	EFT02076	Gesha Coffee Co (The Trustee For Lampa Trust)	Aquatic Centre café supplies	\$ 336.00
15/04/2025	EFT02077	Gesha Coffee Co (The Trustee For Lampa Trust)	Aquatic Centre café supplies	\$ 96.00
15/04/2025	EFT02077	Gesha Coffee Co (The Trustee For Lampa Trust)	Aquatic Centre café supplies	\$ 166.83
24/04/2025	EFT02078	Gesha Coffee Co (The Trustee For Lampa Trust)	Aquatic Centre café supplies	\$ 829.60
24/04/2025	EFT02078	Go Doors Pty Ltd	Maintenance to automatic doors service for various Town's buildings	\$ 973.44
11/04/2025	EFT02076	Good Sammy Enterprises	Bayview Community Centre garden maintenance	\$ 330.00
11/04/2025	EFT02076	Good Sammy Enterprises	Bayview Community Centre garden maintenance	\$ 550.00
24/04/2025	EFT02078	Gps On Bayview (PMC Claremont Pty Ltd)	Pre-Employment Medical	\$ 145.00
3/04/2025	EFT02075	Graffiti Systems Australia	Graffiti removal for March 2025	\$ 949.41
15/04/2025	EFT02077	Grandstand Ventures Pty Ltd	Performer - Luminous Street Festival	\$ 660.00
15/04/2025	EFT02077	Grandstand Ventures Pty Ltd	Performer - Luminous Street Festival	\$ 660.00
3/04/2025	EFT02075	Haven Construction WA	Bond refund	\$ 3,000.00
15/04/2025	EFT02077	High Voltage Performers Boutique	Night-time Activation Grant	\$ 2,310.00
3/04/2025	EFT02075	Hub Residential Trust Account	Refund of rates overpayments	\$ 1,390.96
3/04/2025	EFT02075	Hugh M Speirs	Crossover Subsidy	\$ 500.00
3/04/2025	EFT02075	Imagesource	Prints - Ads/promotion	\$ 952.60
11/04/2025	EFT02076	Imagesource	Prints - Ads/promotion	\$ 1,007.60
11/04/2025	EFT02076	Imagesource	Prints - Ads/promotion	\$ 137.50
24/04/2025	EFT02078	Imagesource	Prints - Ads/promotion	\$ 639.10
24/04/2025	EFT02078	Information Proficiency (Proficiency Group Pty Ltd)	Content Manager upgrade	\$ 238.70
15/04/2025	EFT02077	Insaaf Khan	Food - Luminous Street Festival	\$ 3,696.00
15/04/2025	EFT02077	Ixom Operations Pty Ltd	Aquatic Centre chemicals	\$ 1,859.52
3/04/2025	EFT02075	J&V (Dugite Earthmoving Pty Ltd)	Various heavy machinery works	\$ 477.40
3/04/2025	EFT02075	J&V (Dugite Earthmoving Pty Ltd)	Various heavy machinery works	\$ 2,574.00
11/04/2025	EFT02076	J&V (Dugite Earthmoving Pty Ltd)	Various heavy machinery works	\$ 4,059.00
15/04/2025	EFT02077	J&V (Dugite Earthmoving Pty Ltd)	Various heavy machinery works	\$ 9,694.08
24/04/2025	EFT02078	Jack Norman William Collis	Youth Mural Mentee Fee	\$ 1,000.00
24/04/2025	EFT02078	K3studio Pty Ltd	Aquatic Centre Refurbishment – Design	\$ 4,620.00
15/04/2025	EFT02077	Kiran Kulcar	Youth funding application	\$ 200.00
11/04/2025	EFT02076	LGISWA	Various Insurance policies	\$ 300.00
11/04/2025	EFT02076	LGISWA	Various Insurance policies	\$ 300.00
24/04/2025	EFT02078	Lock, Stock & Farrell Locksmith	Building locks and security	\$ 299.00
3/04/2025	EFT02075	Maaroarchi Pty Ltd	Refund of development application	\$ 147.00
3/04/2025	EFT02075	Marcus Jae Fernhough	Supplies for museum	\$ 506.00
24/04/2025	EFT02078	Mark One Visual Promotions Pty Ltd	Luminous Street Festival	\$ 8,800.00
3/04/2025	EFT02075	Marketplace Supplies Pty Ltd	Elected Members Refreshments	\$ 240.68
3/04/2025	EFT02075	Miracle Recreation Equipment (Superior Nominees Pty Ltd)	Playground inspection for March 2025	\$ 187.00
3/04/2025	EFT02075	Miracle Recreation Equipment (Superior Nominees Pty Ltd)	Playground inspection for March 2025	\$ 770.00
11/04/2025	EFT02076	Misc Debtor	Bond refund	\$ 3,000.00
11/04/2025	EFT02076	Misc Debtor	Bond refund	\$ 520.00
15/04/2025	EFT02077	Nami Osaki	Workshop at Bay View Community Centre	\$ 600.00
24/04/2025	EFT02078	Nami Osaki	Workshop at Bay View Community Centre	\$ 600.00
11/04/2025	EFT02076	NVMS Pty Ltd	Calibration of equipment	\$ 3,414.40
3/04/2025	EFT02075	Omnicom Media Group Australia	Various advertising	\$ 665.24
3/04/2025	EFT02075	Omnicom Media Group Australia	Various advertising	\$ 1,210.00
11/04/2025	EFT02076	On Hold On Line (K.L & L.R Jones)	On hold messages	\$ 77.00
3/04/2025	EFT02075	Outdoor World Wangara	Bond refund	\$ 1,000.00
11/04/2025	EFT02076	Paul L Blackman, June C Davies	Refund of rates overpayments	\$ 707.74
11/04/2025	EFT02076	Paxon Group (The Trustee For The Paxon Trust)	Financial Management review	\$ 3,465.00
9/04/2025	PAYROLL	Pay09042025	Payroll Payment for 09 April 2025	\$ 247,607.51
23/04/2025	PAYROLL	Payroll23042025	Payroll Payment for 09 April 2025	\$ 233,635.03
24/04/2025	EFT02078	Peter Ryan Art (The Trustee For The PJ Ryan Trust)	Youth Mentorship Mentor Fee	\$ 3,767.50
3/04/2025	EFT02075	PFD Food Services Pty Ltd	Aquatic Centre café supplies	\$ 1,170.35
24/04/2025	EFT02078	PFD Food Services Pty Ltd	Aquatic Centre café supplies	\$ 495.25
3/04/2025	EFT02075	Phil Johnson Plumbing And Gas	Water fountain repairs	\$ 132.00
11/04/2025	EFT02076	Phil Johnson Plumbing And Gas	Plumbing works	\$ 290.00
24/04/2025	EFT02078	Pipeline Irrigation	Various Irrigation works	\$ 236.50
24/04/2025	EFT02078	Pipeline Irrigation	Various Irrigation works	\$ 8,938.65
24/04/2025	EFT02078	Pipeline Irrigation	Various Irrigation works	\$ 513.70
15/04/2025	EFT02077	Prescription Entertainment Pty Ltd	Performer - Luminous Street Festival	\$ 5,139.72
11/04/2025	EFT02076	Priestman & Sharp Smash Repair	Vehicle repair	\$ 300.00
11/04/2025	EFT02076	Print & Sign Co (Easy Abc Pty Ltd)	Prints - Ads/promotion	\$ 161.15
11/04/2025	EFT02076	Professional Trapping Supplies (Ournmobs Investments Pty Ltd)	Fox trap monitoring	\$ 720.00
15/04/2025	EFT02077	Qtm Pty Ltd	Traffic control	\$ 4,740.73
24/04/2025	EFT02078	Qtm Pty Ltd	Traffic control	\$ 6,046.15
11/04/2025	EFT02076	Quicksuper (Australiansuper Pty Ltd)	Superannuation for February 2025	\$ 515.15
24/04/2025	EFT02078	Quicksuper (Australiansuper Pty Ltd)	Superannuation for March 2025	\$ 100,418.32
3/04/2025	EFT02075	RAC Businesswise (RAC Motoring Pty Ltd)	Annual Roadside Assistance	\$ 1,073.42
15/04/2025	EFT02077	RAM Locksmiths (The Trustee For The Puleio Family Trust)	Purchase of padlocks for various parks	\$ 1,192.80
3/04/2025	EFT02075	Reece Australia Pty Ltd	Aquatic Centre chemicals	\$ 2,582.10
15/04/2025	EFT02077	Reece Australia Pty Ltd	Pool liquid chlorine and acid	\$ 242.66
24/04/2025	EFT02078	Roof Safety Solutions Pty Ltd	Inspection of height safety equipment for various Town's buildings	\$ 2,464.29
24/04/2025	EFT02078	Ryoga Design Studio Pty Ltd	Light installation - Luminous Street Festival	\$ 5,000.00
15/04/2025	EFT02077	Seek Ltd	Employment advertising	\$ 1,674.90
24/04/2025	EFT02078	Sharon Maree Gregory	Welcome to Country - Luminous Street Festival	\$ 1,000.00

15/04/2025	EFT02077	Skyline Landscape Services Group	Mulching various sites	\$ 1,418.68
24/04/2025	EFT02078	St John Ambulance Western Australia Ltd	First aid post - Luminous Street Festival	\$ 1,056.00
24/04/2025	EFT02078	Steve's Sand Sifting For Playground Services (The Trustee For Story Family T	Sand management	\$ 430.00
11/04/2025	EFT02076	Stihl Shop Osborne Park	Equipment service	\$ 252.00
3/04/2025	EFT02075	Sunny Signs Company Pty Ltd	Various street signs	\$ 90.20
11/04/2025	EFT02076	Supplied Air And Refrigeration Pty Ltd	Air conditioner repairs	\$ 220.00
24/04/2025	EFT02078	Sustainable Outdoors	Weed control/parks works	\$ 12,522.13
24/04/2025	EFT02078	Sustainable Outdoors	Weed control/parks works	\$ 38,500.00
3/04/2025	EFT02075	Swan Valley Cuddly Animal Farm	Our Farm experience - Day on the Bay 2025	\$ 100.00
11/04/2025	EFT02076	Telstra	Mobile/data/communication expenses	\$ 6,188.92
11/04/2025	EFT02076	Telstra	Mobile/data/communication expenses	\$ 236.98
11/04/2025	EFT02076	Telstra	Mobile/data/communication expenses	\$ 985.74
11/04/2025	EFT02076	The Cookie Barrel (Chez Andre)	Aquatic Centre café supplies	\$ 88.00
11/04/2025	EFT02076	The Lane Bookshop	Library book acquisitions	\$ 263.99
15/04/2025	EFT02077	The Lane Bookshop	Library book acquisitions	\$ 91.77
15/04/2025	EFT02077	The Lane Bookshop	Library book acquisitions	\$ 57.78
24/04/2025	EFT02078	The Lane Bookshop	Library book acquisitions	\$ 19.54
24/04/2025	EFT02078	The Lane Bookshop	Library book acquisitions	\$ 38.23
24/04/2025	EFT02078	The Trustee For The Dzodzoz Family Trust	Street tree watering	\$ 6,336.00
3/04/2025	EFT02075	Totally Workwear Myaree (The Trustee For Omac Unit Trust)	Work Boots	\$ 211.51
11/04/2025	EFT02076	Travelwest Publications WA Pty Ltd	Promotion for Luminous Street Festival	\$ 330.00
11/04/2025	EFT02076	Tudor House (Wa) Pty Ltd	Flag for ANZAC Day	\$ 145.00
15/04/2025	EFT02077	Turfworks WA Pty Ltd	Mow parks & various verges	\$ 4,684.76
15/04/2025	EFT02077	Turfworks WA Pty Ltd	Mow parks & various verges	\$ 4,011.93
11/04/2025	EFT02076	Veolia Recycling & Recovery (Perth)	Commercial waste collection	\$ 1,124.64
24/04/2025	EFT02078	Veolia Recycling & Recovery (Perth)	Commercial waste collection	\$ 91,635.03
15/04/2025	EFT02077	Vocus Pty Ltd	Internet & telephone service	\$ 415.35
15/04/2025	EFT02077	Vocus Pty Ltd	Internet & telephone service	\$ 16.50
3/04/2025	EFT02075	Vorgee Pty Ltd	Aquatic Centre shop stock	\$ 2,783.00
11/04/2025	EFT02076	Vorgee Pty Ltd	Aquatic Centre shop stock	\$ 190.30
24/04/2025	EFT02078	Vorgee Pty Ltd	Aquatic Centre shop stock	\$ 1,200.10
24/04/2025	EFT02078	Vorgee Pty Ltd	Aquatic Centre shop stock	\$ 198.00
24/04/2025	EFT02078	WA Distributors	Aquatic Centre Café supplies	\$ 151.75
15/04/2025	EFT02077	Way Funky Company Pty Ltd	Aquatic Centre shop stock	\$ 1,379.18
15/04/2025	EFT02077	Wesfarmers Kleenheat Gas Pty Ltd	Gas charges for Aquatic Centre	\$ 437.60
3/04/2025	EFT02075	West Coast Turf (The Trustee For The JPD Trust)	Drainage works	\$ 770.00
3/04/2025	EFT02075	West Coast Turf (The Trustee For The JPD Trust)	Drainage works	\$ 10,395.00
11/04/2025	EFT02076	Westbooks	Library Acquisitions	\$ 333.47
11/04/2025	EFT02076	Westbooks	Library Acquisitions	\$ 514.41
11/04/2025	EFT02076	Westbooks	Library Acquisitions	\$ 16.78
11/04/2025	EFT02076	Westbooks	Library Acquisitions	\$ 302.84
11/04/2025	EFT02076	Westbooks	Library Acquisitions	\$ 96.42
11/04/2025	EFT02076	Westbooks	Library Acquisitions	\$ 18.31
15/04/2025	EFT02077	Western Environmental Approvals Pty Ltd	WSA Project for Greenhouse Gas Reduction Policy	\$ 8,473.85
15/04/2025	EFT02077	Western Metropolitan Regional Council	Domestic waste collection	\$ 119,034.28
15/04/2025	EFT02077	WINC	Stationery supplies	\$ 65.47
15/04/2025	EFT02077	WINC	Stationery supplies	\$ 1,097.11
24/04/2025	EFT02078	WINC	Stationery supplies	\$ 32.32
24/04/2025	EFT02078	WINC	Stationery supplies	\$ 103.53
11/04/2025	EFT02076	Woodlands Distributors Pty Ltd	Dog poo bags	\$ 2,845.92
15/04/2025	EFT02077	Yungatha Pty Ltd	CCTV signs	\$ 105.60
3/04/2025	EFT02075	Yvonne Mary Loveland	WSA Executive Officer Consultancy March 2025	\$ 8,333.34
3/04/2025	EFT02075	Zipform Pty Ltd	Printing of instalment reminder	\$ 2,121.41
Total EFT				\$ 1,503,085.77
Total Number of EFT Transfers				248

DIRECT DEBITS MONTH YEAR - MUNICIPAL FUND

Date	Ref.	Name	Details	Amount
		Business Fleet Card	Fuel card expenses - March 2025	\$ 5,461.29
		Dell	Computer equipment lease payments	\$ 8,122.88
		Kyocera	Photocopier lease payments	\$ 954.82
		NAB	Various bank fees	\$ 3,460.59
		Water Corporation	Various water charges	\$ 1,402.31
		Synergy	Various electricity and street lighting	\$ 57,931.76
Total Direct Debits				\$ 77,333.65

TOTAL MUNICIPAL PAYMENTS FOR THE MONTH OF MONTH YEAR

\$ 1,580,419.42

TOTAL ALL PAYMENTS FOR THE MONTH OF APRIL

\$ 1,580,419.42

National Australia Bank**Statement Period 29 Mar 2025 to 29 Apr 2025****Manager Communications and Customer Relations**

Posting Date	Tran Date	Supplier	Narrative	Amount
31/03/2025	28/03/2025	Linktree* Linktree	Communications subscription	\$ 14.00
1/04/2025	26/03/2025	Coles Online	Staff Fruit and Milk	\$ 112.69
3/04/2025	1/04/2025	Advantage Pharmacy	Stationery	\$ 14.99
3/04/2025	1/04/2025	Intuit Mailchimp	Mailchimp subscription	\$ 162.19
8/04/2025	2/04/2025	Coles Online	Staff Fruit and Milk	\$ 111.26
9/04/2025	9/04/2025	Uniqode.Com	QR codes	\$ 101.95
10/04/2025	9/04/2025	Facebk *5sk3kk8m22	Facebook advertising	\$ 3.30
11/04/2025	10/04/2025	Facebk *e5k66lqm22	Facebook advertising	\$ 3.30
11/04/2025	11/04/2025	Facebk *nqthglum22	Facebook advertising	\$ 3.30
14/04/2025	11/04/2025	Facebk *smef8llm22	Facebook advertising	\$ 3.30
14/04/2025	12/04/2025	Facebk *nhmpekym22	Facebook advertising	\$ 3.30
14/04/2025	12/04/2025	Facebk *dkklallm22	Facebook advertising	\$ 3.30
14/04/2025	13/04/2025	Facebk *w7engkym22	Facebook advertising	\$ 3.30
14/04/2025	14/04/2025	Facebk *lhwsllcm22	Facebook advertising	\$ 3.30
15/04/2025	14/04/2025	Coles Online	Miscellaneous	\$ 81.32
16/04/2025	8/04/2025	Coles Online	Staff Fruit and Milk	\$ 98.40
17/04/2025	16/04/2025	Artoble Ptd Ltd	Promotional items	\$ 40.00
22/04/2025	16/04/2025	Coles Online	Staff Fruit and Milk	\$ 63.23
22/04/2025	20/04/2025	Hotjar	Communications subscription	\$ 172.80
22/04/2025	20/04/2025	Facebk *xvdx6puqv2	Facebook advertising	\$ 196.98
28/04/2025	24/04/2025	Vistaprint Australia Pty	Labels for library	\$ 154.99
29/04/2025	23/04/2025	Coles Online	Staff Fruit and Milk	\$ 120.34
29/04/2025	27/04/2025	Intuit Mailchimp	Mailchimp subscription	\$ 208.23
Total AUD				\$ 1,679.77

Director Corporate Services

Posting Date	Tran Date	Supplier	Narrative	Amount
1/04/2025	31/03/2025	Sp Trugrade Medical	PPE - Sharps Containers	\$ 133.65
22/04/2025	17/04/2025	Wholesale Apparel Workw	Warden Caps	\$ 218.00
22/04/2025	17/04/2025	Ezypay*fire And Safety Au	Floor Warden Training	\$ 220.00
28/04/2025	24/04/2025	Bunnings	New Starter Welcome Pack	\$ 24.96
Total AUD				\$ 596.61

Administration Officer - Infrastructure

Posting Date	Tran Date	Supplier	Narrative	Amount
31/03/2025	27/03/2025	Super Cheap Auto	New wiper blades	\$ 93.98
31/03/2025	27/03/2025	Super Cheap Auto	New wiper blades	\$ 93.98
Total AUD				\$ 187.96

Manager Community Safety

Posting Date	Tran Date	Supplier	Narrative	Amount
31/03/2025	27/03/2025	Wiz Phy Claremont	PPE - Staff Electrolytes	\$ 94.28
31/03/2025	30/03/2025	Claremont Car Wash	Carwash	\$ 3.25
1/04/2025	30/03/2025	Claremont Carwash Pty	Carwash	\$ 30.00
7/04/2025	5/04/2025	Claremont Carwash Pty	Carwash	\$ 30.00
24/04/2025	22/04/2025	Dept Of Justice-Ctg Pa	E-courts prosecution judgment	\$ 189.00
Total AUD				\$ 346.53

Chief Executive Officer

Posting Date	Tran Date	Supplier	Narrative	Amount
28/04/2025	24/04/2025	Koko Black Claremont	Meeting with MLC	\$ 11.90
Total AUD				\$ 11.90

Manager Tourism & Events

Posting Date	Tran Date	Supplier	Narrative	Amount
31/03/2025	26/03/2025	Bunnings 483000	Luminous Street Festival event supplies	\$ 16.59
31/03/2025	30/03/2025	Facebk *t9etvw4fj2	Luminous Street advertising	\$ 47.30
1/04/2025	31/03/2025	Facebk *n2clumqe2	Luminous Street advertising	\$ 7.18
1/04/2025	1/04/2025	Facebk *mmuqgpyej2	Luminous Street advertising	\$ 3.74
8/04/2025	3/04/2025	Amazon Marketplace Au	BVCC School Holiday Program supplies	\$ 93.26
8/04/2025	7/04/2025	Officeworks	Youth Photo Competition supplies	\$ 31.72
9/04/2025	8/04/2025	Coles Online	BVCC School holiday program supplies	\$ 144.05
14/04/2025	10/04/2025	Bunnings 483000	BVCC School holiday program supplies	\$ 82.80
15/04/2025	14/04/2025	Reddy Express 6902	BVCC school holiday program supplies	\$ 4.95
16/04/2025	7/04/2025	Coles Online	BVCC school holiday program supplies	\$ 54.54
17/04/2025	14/04/2025	Bunnings 483000	BVCC School Holiday Program supplies	\$ 10.20
22/04/2025	16/04/2025	Bunnings 483000	BVCC School Holiday Program Supplies	\$ 13.17
28/04/2025	24/04/2025	Coles 0299	ANZAC Day - breakfast supplies	\$ 44.40
Total AUD				\$ 553.90

Manager Governance and Records

Posting Date	Tran Date	Supplier	Narrative	Amount
7/04/2025	4/04/2025	Sq *gourmet Republik Clar	Elected Member forum - Catering	\$ 25.00
7/04/2025	4/04/2025	Daimonji Pty Ltd	Elected Member forum - Catering	\$ 39.28
9/04/2025	7/04/2025	Elite Butchery	Elected Member forum - Catering	\$ 29.72
29/04/2025	28/04/2025	Daimonji Pty Ltd	Elected Member forum - Catering	\$ 39.28
29/04/2025	28/04/2025	Coles 0299	Elected Member forum - Catering	\$ 42.70
29/04/2025	28/04/2025	Sq *gourmet Republik Clar	Elected Member forum - Catering	\$ 60.60
Total AUD				\$ 236.58

Manager Environmental Health

Posting Date	Tran Date	Supplier	Narrative	Amount
31/03/2025	27/03/2025	Boc Gas And Gear	Dry ice for mosquito trapping	\$ 10.34
14/04/2025	11/04/2025	Garrards H&h Osborne	Rodent baits	\$ 521.33
Total AUD				\$ 531.67

Museum Curator

Posting Date	Tran Date	Supplier	Narrative	Amount
3/04/2025	2/04/2025	Coles 0392	HIACC - April	\$ 198.66
7/04/2025	4/04/2025	Coles 0299	Sunday Funday catering	\$ 13.80
8/04/2025	7/04/2025	National Film And Soun	Film footage for exhibition	\$ 175.00
9/04/2025	8/04/2025	Coles 0299	Education programs supplies	\$ 40.05
14/04/2025	11/04/2025	National Film And Soun	Film Refund	-\$ 175.00
16/04/2025	14/04/2025	Anc*ancestry.Com.Au	Ancestry subscription	\$ 139.99
17/04/2025	16/04/2025	Coles 0299	Conservation supplies	\$ 14.00
17/04/2025	16/04/2025	Taylor Rd Iga	Cleaning supplies	\$ 14.40
22/04/2025	17/04/2025	Sq *moose	Claremont Meanders	\$ 26.49
Total AUD				\$ 447.39

Manager ICT

Posting Date	Tran Date	Supplier	Narrative	Amount
4/04/2025	3/04/2025	Codetwo	Additional licenses for CodeTwo Email Signatures	\$ 53.28
7/04/2025	4/04/2025	Avtech Software Inc	Server Room Monitoring Software - Room Alert	\$ 243.10
11/04/2025	9/04/2025	Microsoft#g086198963	Microsoft Cloud Services	\$ 626.69
22/04/2025	15/04/2025	Bunnings 483000	Tools for IT hardware repair and installation	\$ 9.98
Total AUD				\$ 933.05

Manager Aquatic Centre

Posting Date	Tran Date	Supplier	Narrative	Amount
31/03/2025	29/03/2025	Foodies Market Clare	Milk for pool café.	\$ 19.95
2/04/2025	1/04/2025	Rlsswa	Lifeguard requalification	\$ 175.00
3/04/2025	1/04/2025	Amznprimeau Membership	Reimbursement from incorrect payment.	-\$ 9.99
14/04/2025	11/04/2025	Foodies Market Clare	Milk for pool café.	\$ 23.94
16/04/2025	15/04/2025	Foodies Market Clare	Milk for pool café.	\$ 7.98
17/04/2025	16/04/2025	Acma	Radio license fee.	\$ 55.00
28/04/2025	24/04/2025	Foodies Market Clare	Milk for pool café.	\$ 15.96
Total AUD				\$ 287.84

Director Planning and Environment

Posting Date	Tran Date	Supplier	Narrative	Amount
31/03/2025	28/03/2025	Officeworks 0602	Stationery for Planning & Building teams	\$ 227.05
Total AUD				\$ 227.05

Administration Officer - Planning

Posting Date	Tran Date	Supplier	Narrative	Amount
1/04/2025	31/03/2025	Lgplannersassociation	LGPA Conference	\$ 300.00
Total AUD				\$ 300.00

BVCC Library Coordinator

Posting Date	Tran Date	Supplier	Narrative	Amount
31/03/2025	28/03/2025	Coles 0299	Stationary gifts for Kids Readings Passports	\$ 89.60
3/04/2025	2/04/2025	Wanewsditi	West Australian newspaper subscription	\$ 172.80
7/04/2025	3/04/2025	News Pty Limited	The Australian Newspaper Subscription	\$ 88.00
14/04/2025	11/04/2025	Sp Jb Hi-Fi Online	DVDs purchased for the library	\$ 189.83
Total AUD				\$ 540.23

Executive Assistant

Posting Date	Tran Date	Supplier	Narrative	Amount
4/04/2025	3/04/2025	Coles 0299	Catering WSA CEO's meeting	\$ 12.00
9/04/2025	8/04/2025	Coles 0299	April Staff Meeting Catering	\$ 83.10
10/04/2025	8/04/2025	Mosman Fresh Iga	Monthly Staff Meeting Catering April	\$ 7.00
10/04/2025	8/04/2025	Waivpay Pty Ltd	5x Claremont Quarter Gift Cards ToC Star	\$ 264.75
17/04/2025	16/04/2025	Coles 0299	Staff Meeting Catering	\$ 44.50
17/04/2025	16/04/2025	Ultimocntng* Online	Citizenship Ceremony Catering	\$ 385.95
23/04/2025	22/04/2025	Officeworks 0604	Certificate Frames x10 Citizenship	\$ 22.50
24/04/2025	23/04/2025	Coles 0299	Citizenship Ceremony Catering	\$ 30.00
24/04/2025	23/04/2025	Coles 0299	Citizenship Ceremony Catering	\$ 32.90
24/04/2025	23/04/2025	Koko Black Claremont	Gifts for Conferees	\$ 65.80
Total AUD				\$ 948.50
Total purchase card for the month				\$ 7,828.98

Note:

Payment for the purchases above was deducted from the Municipal account on 1 May 2025 and will be included in the May 2025 payment listing report that will be presented at the 24 June 2025 OCM.

Fuel Card Report

Statement March 2025

Date	Registration Number	Location	Fuel Type	Total Cost
13/03/2025	1FCI319	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
31/03/2025	1HGN250	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 7.24
31/03/2025	1HGN250	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 2.20
25/03/2025	1HGN250	Ampol Foodary Mosman Park	Diesel	\$ 115.70
4/03/2025	1HGN250	Ampol Foodary Mosman Park	Diesel	\$ 76.88
2/03/2025	1HGN250	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
31/03/2025	1HGN251	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 3.62
31/03/2025	1HGN251	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 2.20
28/03/2025	1HGN251	Ampol Foodary Subiaco	Premium Diesel	\$ 88.18
10/03/2025	1HGN251	Shell Reddy Express Claremont	Diesel	\$ 138.63
2/03/2025	1HGN251	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
31/03/2025	1HHM122	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 3.30
25/03/2025	1HHM122	Shell Reddy Express Scarborough	Unleaded	\$ 67.15
15/03/2025	1HHM122	Shell Reddy Express Edgewater	Unleaded	\$ 69.80
5/03/2025	1HHM122	Shell Reddy Express Scarborough	Unleaded	\$ 83.21
2/03/2025	1HHM122	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
31/03/2025	1HNA376	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 3.62
31/03/2025	1HNA376	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 1.10
11/03/2025	1HNA376	Ampol Foodary Nedlands	Unleaded	\$ 52.34
11/03/2025	1HNA376	Ampol Foodary Nedlands	Diesel	\$ 198.71
2/03/2025	1HNA376	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
31/03/2025	1HNU587	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 3.62
31/03/2025	1HNU587	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 2.20
20/03/2025	1HNU587	Shell Reddy Express Brentwood	Diesel	\$ 118.71
4/03/2025	1HNU587	Ampol Foodary Nedlands	Diesel	\$ 129.47
2/03/2025	1HNU587	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
31/03/2025	1HPN643	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 2.20
18/03/2025	1HPN643	Shell Reddy Express Claremont	Diesel	\$ 121.09
4/03/2025	1HPN643	Shell Reddy Express Claremont	Diesel	\$ 125.70
2/03/2025	1HPN643	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
31/03/2025	1HPN644	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 14.48
31/03/2025	1HPN644	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 4.40
25/03/2025	1HPN644	EG Fuelco Banksia Grove 99234	Diesel	\$ 113.25
18/03/2025	1HPN644	EG Fuelco Banksia Grove 99234	Diesel	\$ 108.05
11/03/2025	1HPN644	BP ROSEGARDEN	Diesel	\$ 99.52
11/03/2025	1HPN644	BP ROSEGARDEN	BP Surcharge	\$ 2.38
4/03/2025	1HPN644	BP ROSEGARDEN	Diesel	\$ 106.72
4/03/2025	1HPN644	BP ROSEGARDEN	BP Surcharge	\$ 2.56
2/03/2025	1HPN644	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
31/03/2025	1HVV050	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 7.24
31/03/2025	1HVV050	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 3.30
21/03/2025	1HVV050	Shell Reddy Express Claremont	Unleaded	\$ 112.67
11/03/2025	1HVV050	BP ROSEGARDEN	Unleaded	\$ 55.92
11/03/2025	1HVV050	BP ROSEGARDEN	BP Surcharge	\$ 1.34
4/03/2025	1HVV050	BP ROSEGARDEN	Unleaded	\$ 66.04
4/03/2025	1HVV050	BP ROSEGARDEN	BP Surcharge	\$ 1.58
2/03/2025	1HVV050	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
31/03/2025	1HVV051	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 3.30
25/03/2025	1HVV051	Shell Reddy Express Claremont	Unleaded	\$ 106.65
13/03/2025	1HVV051	Shell Reddy Express Claremont	Unleaded	\$ 134.78
4/03/2025	1HVV051	Shell Reddy Express Claremont	Unleaded	\$ 118.55
2/03/2025	1HVV051	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
31/03/2025	1HVV052	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 4.40
27/03/2025	1HVV052	Shell Reddy Express Claremont	Unleaded	\$ 138.50
20/03/2025	1HVV052	Shell Reddy Express Claremont	Unleaded	\$ 131.04
13/03/2025	1HVV052	Shell Reddy Express Palmyra	Unleaded	\$ 140.15
4/03/2025	1HVV052	Shell Reddy Express Claremont	Unleaded	\$ 115.23
2/03/2025	1HVV052	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
31/03/2025	1HVV053	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 3.62

31/03/2025	1HVV053	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 1.10
22/03/2025	1HVV053	BP EXPRESS WEMBLEY	Unleaded	\$ 108.93
22/03/2025	1HVV053	BP EXPRESS WEMBLEY	BP Surcharge	\$ 2.61
2/03/2025	1HVV053	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
31/03/2025	1IAU153	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 2.20
28/03/2025	1IAU153	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
27/03/2025	1IAU153	Shell Reddy Express Claremont	Unleaded	\$ 77.68
4/03/2025	1IAU153	Shell Reddy Express Claremont	Unleaded	\$ 68.51
31/03/2025	1IAU171	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 3.62
31/03/2025	1IAU171	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 1.10
28/03/2025	1IAU171	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
16/03/2025	1IAU171	Ampol Foodary Willetton	Unleaded	\$ 93.01
31/03/2025	1IFF051	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 5.50
28/03/2025	1IFF051	Shell Reddy Express Claremont	Unleaded	\$ 79.99
23/03/2025	1IFF051	Shell Reddy Express Claremont	Unleaded	\$ 75.57
19/03/2025	1IFF051	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
17/03/2025	1IFF051	Shell Reddy Express Claremont	Unleaded	\$ 71.14
10/03/2025	1IFF051	Shell Reddy Express Claremont	Unleaded	\$ 59.11
1/03/2025	1IFF051	Shell Reddy Express Claremont	Unleaded	\$ 96.70
31/03/2025	1IFF052	Ampol Foodary Nedlands	Unleaded	\$ 100.52
31/03/2025	1IFF052	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 10.86
31/03/2025	1IFF052	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 3.30
21/03/2025	1IFF052	BP AUSTRALIND	Unleaded	\$ 100.45
21/03/2025	1IFF052	BP AUSTRALIND	BP Surcharge	\$ 2.41
19/03/2025	1IFF052	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
10/03/2025	1IFF052	Ampol Foodary Nedlands	Unleaded	\$ 110.21
31/03/2025	1IFF053	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 7.24
31/03/2025	1IFF053	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 2.20
23/03/2025	1IFF053	BP BALDIVIS TRAVEL CENTRE SOUTHBOUND	Unleaded	\$ 79.21
23/03/2025	1IFF053	BP BALDIVIS TRAVEL CENTRE SOUTHBOUND	BP Surcharge	\$ 1.90
19/03/2025	1IFF053	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
10/03/2025	1IFF053	EG Fuelco Floreat 94216	Unleaded	\$ 54.79
31/03/2025	1IFF054	Caltex Como	Unleaded	\$ 88.98
31/03/2025	1IFF054	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 7.24
31/03/2025	1IFF054	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 2.20
19/03/2025	1IFF054	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
8/03/2025	1IFF054	Caltex Como	Unleaded	\$ 93.08
31/03/2025	1IFF055	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 3.62
31/03/2025	1IFF055	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 2.20
25/03/2025	1IFF055	BP KARDINYA	Unleaded	\$ 75.45
25/03/2025	1IFF055	BP KARDINYA	BP Surcharge	\$ 1.81
19/03/2025	1IFF055	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
11/03/2025	1IFF055	Shell Reddy Express Claremont	Unleaded	\$ 69.46
31/03/2025	1IFF056	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 3.62
31/03/2025	1IFF056	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 2.20
19/03/2025	1IFF056	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
18/03/2025	1IFF056	Shell Reddy Express Claremont	Unleaded	\$ 54.74
7/03/2025	1IFF056	VIBE KALAMUNDA	Unleaded	\$ 73.31
31/03/2025	1IFF057	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 3.62
31/03/2025	1IFF057	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 4.40
25/03/2025	1IFF057	Ampol Foodary Subiaco	Unleaded	\$ 61.00
19/03/2025	1IFF057	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
18/03/2025	1IFF057	Shell Reddy Express Bayswater (WA)	Unleaded	\$ 56.91
11/03/2025	1IFF057	Shell Reddy Express Bayswater (WA)	Unleaded	\$ 51.90
4/03/2025	1IFF057	Shell Reddy Express Bayswater (WA)	Unleaded	\$ 80.43
6/03/2025	1IMQ894	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
31/03/2025	Director	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 3.62
21/03/2025	Director	Shell Reddy Express Claremont	Premium unleaded	\$ 81.77
5/03/2025	Director	Ampol Foodary Doubleview	Premium unleaded	\$ 95.90
31/03/2025	Director	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 2.20
2/03/2025	Director	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
31/03/2025	Director	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 7.24

31/03/2025	Director	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 2.20
23/03/2025	Director	BP SORRENTO	Unleaded	\$ 72.11
23/03/2025	Director	BP SORRENTO	BP Surcharge	\$ 1.73
12/03/2025	Director	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
9/03/2025	Director	BP SORRENTO	Unleaded	\$ 59.77
9/03/2025	Director	BP SORRENTO	BP Surcharge	\$ 1.43
2/03/2025	Director	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 6.59
Rebate				
Total purchase card for the month				\$ 5,461.29

13.2 LIVEABILITY**13.2.1 LOT 84 (93) SHENTON ROAD, SWANBOURNE - PROPOSED ALTERATIONS TO EXISTING SHOP**

File Number:	01pea/24/3510
Author:	Tianqi Xiao (Planner)
Authoriser:	Liz Ledger (Chief Executive Officer)
Proposed Meeting Date:	27 May 2025
DA No.:	DA24.144
60/90 Days Due Date:	21 June 2025
Property Owner:	Sean Alex Beasley & Diana Alejandra Beasley
Applicant:	Davina Bester
Lot No.:	84
Area of Lot:	207m²
Zoning:	R20
Attachments:	1. Location & Submission Map [13.2.1.1 - 1 page] 2. CONFIDENTIAL REDACTED - Plans [13.2.1.2 - 3 pages] 3. Submission Table [13.2.1.3 - 40 pages] 4. CONFIDENTIAL REDACTED - Collated Submissions [13.2.1.4 - 25 pages] 5. Applicant Response to Submission [13.2.1.5 - 6 pages] 6. Noise Management Plan [13.2.1.6 - 2 pages]

Enabling Legislation:	<i>Planning and Development Act 2005 (PD Act)</i> <i>Planning and Development (Local Planning Schemes) Regulations 2015 (LPS Regs)</i> <i>Local Planning Scheme No. 3 (LPS3)</i>
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PURPOSE

To seek Council's determination on an application that proposes alterations to existing 'Shop (Intermediate)' due to neighbour objections.

BACKGROUND

The Town has received an Application for Development Approval for alterations to existing Shop (Intermediate), which is a non-conforming use.

The development proposes to maintain the existing internal seating area whilst making minor external alterations, including an additional 26 seats in a new rear alfresco area.

Four neighbours were consulted, and nine submissions were received.

The Submissions raised several concerns which include the land use, scale of works, parking and traffic, amenity and noise impacts, plan discrepancies, and boundary treatments.

The plans have been amended to address discrepancies and concerns raised during the consultation period. Justification and a Noise Management Plan have been provided to the Town in response to neighbour's submission.

The following table outlines key dates regarding this proposal:

Date	Item/Outcome
09 January 2025	Application for Development Approval received by Council.
22 January 2025	Application undergoes internal DCU assessment.
18 February 2025	Additional information requested from applicant.
19 February 2025	Additional information received from applicant.
21 February 2025	Heritage comments received.
06 March 2025	Advertising commenced.
21 March 2025	Advertising closed.
26 March 2025	Submission forwarded to applicant for review.
04 April 2025	Justification and amended plan received from applicant.
17 April 2025	Meeting with Applicant.
22 April 2025	Updated Justification and amended plan received from applicant.
01 May 2025	Information requested from applicant.
05 May 2025	Additional Information and updated plan received from applicant.

DISCUSSION

Description

The Application proposes alteration to existing commercial premises at 93 Shenton Road, Swanbourne. The existing premises had been operating as a 'Shop (Intermediate)' historically. The subject site at 93 Shenton Road was constructed prior to 1915. The property had been operating as a 'Shop (Intermediate)' under various names since the early 2000s, including the Choux Cafe and later by Whisked the Right Wei.

Land use

The subject site is zoned Residential R20 under the Town's *Local Planning Scheme No. 3* (LPS3) and is classified as a 'Shop (Intermediate)' use, which is an 'X' (prohibited) use in Table 1 – Land Use Table. Where a previously approved use is identified as an 'X' use it shall be considered in accordance with clause 24 – Non-Confirming Uses of LPS3.

In this regard, clause 24 permits a previously approved use to continue operating where that use would no longer be capable of approval due to being prohibited. The existing premises operates under the non-conforming use rights as a 'Shop (Intermediate)', having been established on the site since at least 2003.

The proposal, trading as 'Side Piece Deli', seeks to continue the existing non-conforming 'Shop (Intermediate)' use and includes external modifications, including a new outdoor seating area located at the rear of the building, designed to accommodate up to 26 patrons.

Submissions received during the consultation period suggest the land use should be classified as a 'Restaurant'. The definition of a 'Shop' under the provision of LPS3 is as follows:

"Shop" means a building or part of a building in which goods are kept exposed for sale by retail, and includes a lunch bar, newsagency, a branch of a building society or bank in which the services provided involve continuing contact with the public, or a building or part of a building involving continuing contact with the public are provided.

The word does not include:

- (a) premises used for the sale of petrol, boats, motor or other vehicles (not including a bicycle);
or
- (b) a Showroom.

The use involves the preparation and sale of food on-site for both dine-in and takeaway purposes, with no evening trading proposed. The nature of the operation aligns more closely with the functions of a lunch bar within the broader definition of 'Shop' under LPS3. Further, the definition of 'Shop (Intermediate)' is a 'Shop' with a gross leasable area (GLA) of between 80sqm and 400sqm. The GLA of the premises is 99.94 sqm.

Proposed Works

The Application proposes external modifications, with no changes to the internal layout of the premises. External modifications include the construction of a new outdoor seating area at the rear of the subject site, comprising 26 additional outdoor seats, a garden bed, a concrete slab to support the seating area and a new timber batten planted screen over the existing garden bed.

The proposal also includes a pergola structure with six timber beams and a new screen located adjacent to the existing western boundary fence.

The proposed works have been considered against the relevant objectives of the Residential Zone:

1. The retention of the Zone as an area of largely residential character with only limited non-residential exceptions;
3. the continuation of the domestic scale and architectural character of the area of the proposed development
5. The preservation of all buildings referred to in Clause 78.

The Residential Zone objectives seek to maintain residential character while allowing for certain non-residential uses that are compatible with the amenity of local area. The subject site has operated as a 'Shop (Intermediate)' use and forms part of a localised mixed-use node, with three long-standing non-residential tenancies located within the residential setting. The continuation of the existing use, along with the proposed addition of outdoor seating, does not change the nature of the land use and does not significantly alter the existing residential character of the locality.

The proposed modifications are minor in scale and will not result in substantial changes to the built form or overall presentation of the site. The proposed outdoor seating area is located at the rear, screened from the public realm and will not detract from the streetscape. The proposal maintains the domestic scale and architectural character of the locality.

Local Planning Policy 124 – Heritage

The property is included on the Town's Heritage List, which describes the interior of the building as being of no cultural heritage significance. The proposed works are predominantly located towards the rear of the site, and the Town's Heritage Officer has confirmed that the works do not have any significant heritage impact.

Parking and Traffic

The subject site is classified as 'Shop (Intermediate)' under LPS3, which has a car parking requirement of one bay per 16.67sqm of GLA. In accordance with LPS3 definitions, outdoor areas are not included for the purposes of calculating GLA. Based on the existing GLA of 104.19sqm, seven (6.25) car parking bays are required. The subject site does not have any car parking bays available on site and there is currently an approved shortfall of seven bays.

The proposed works would result in a slightly reduced GLA of 99.94sqm, which requires six car parking bays. For the purposes of the proposed outdoor alfresco area, LPS3 does not include specific parking requirements for outdoor seating. Therefore, no additional car parking is required, and the shortfall is effectively reduced by one bay.

The operator has confirmed that the busiest trading hours are between 9:00am and 12:00pm, with peak trading days on weekends. In contrast, school drop off typically occur earlier in the mornings, while school pick up occurs after the afternoon peak. The operating hours will be as follow:

Monday to Friday: 6:00am – 4:00pm

Saturday and Sunday: 6:30am – 4:00pm

Accordingly, the shop's peak activity is expected to occur outside of weekday school traffic peaks and when school related demand on parking is reduced.

The site is located near Scotch College and in proximity to other high-turnover uses, including a veterinary clinic and dental clinic. The surrounding streets experience increased traffic volumes during weekday school peak periods.

A The proposed Shop is expected to attract predominantly short-stay patrons, many of whom are likely to be local residents or parents of children attending nearby schools. The existing on-street parking provision, which includes a mix of half an hour, two-hour and unrestricted on-street parking, is considered sufficient to support the proposed activity level and appropriate for the nature of the use.

During consultation, several submissions raised concerns about parking demand from the additional seating. Whilst the additional seating may result in increased parking demand, the peak operating times of the premises are outside of the peak school and commuter traffic. As discussed above, the existing parking is considered appropriate in this instance.

Submissions raised concerns that the plans could be perceived to indicate ownership of various parking bays not located on the subject site. In particular, the on-street bays at the front of the property were incorrectly marked. The applicant has clarified that the labelling on the plans was not intended to imply ownership but rather to indicate that the existing parking arrangement remains unchanged and that there is existing parking capacity in the surrounding area. An amended plan has since been provided, showing the full strata details of the adjoining lots, correct labelling of on-street bays, and an updated on-street parking layout.

Noise and Amenity Impact

The local planning framework does not specify operating times for 'Shop (Intermediate)' uses and previous approvals did not include conditions limiting hours of operation for the subject site. In this regard, the Town has considered the proposed alfresco dining area against LPS Regs clause 67(2)(n) relating to the amenity of the locality.

The development proposes additional alfresco seating to the rear of the building. As outlined above, the proposed operating hours of the premises are:

Monday to Friday: 6:00am – 4:00pm

Saturday and Sunday: 6:30am – 4:00pm

The applicant submitted a Noise Management Plan (attachment 6) in support of the application. Mitigation measures outlined in the Noise Management Plan include the following:

- (1) Noise management: Background music will be kept at a low volume, with speakers directed away from residential properties and restricted in use before 7:00am Monday to Saturday and before 9:00am on Sundays and public holidays.
- (2) Customer management: Patrons will be requested to keep noise to a minimum through clear signage, with staff actively monitoring outdoor areas.
- (3) Operational management: Waste services will occur between 7:00am and 6:00pm, with staff minimising noise during early morning setup and closing, and mechanical systems such as exhaust fans and ventilation operating only after 7:00 am Monday to Saturday and after 9:00 am on Sundays and public holidays.
- (4) Deliveries will occur after 7:00am from Shenton Road.
- (5) The courtyard will not be accessible to customers until 7:00 am Monday to Saturday, and not until 9:00 am on Sundays & Public Holidays

The Town's Environmental Health officers have reviewed the plan and confirmed that compliance with the *Environmental Protection (Noise) Regulations* is achievable.

In relation to broader amenity concerns, that the seating area remains within the property boundary and does not involve any building structures or works that would impact privacy or visual amenity. Existing boundary fencing will remain in place. In terms of local character, the proposed outdoor seating area is reasonable in scale and located to the rear of the premises, with its use limited to daytime trading hours.

Given the limited hours of use and proximity to an already active street and school zone, the proposal is considered compatible with the local residential character.

FINANCIAL AND STAFF IMPLICATIONS

There may be financial and staff implications for the Town if the matter proceeds to a State Administrative Tribunal review.

PAST RESOLUTIONS

Two associated applications have been approved under delegated authority for this property. One application is for signage, and the other is for internal renovations, façade and fence repainting, and the installation of a Universal Accessible Toilet at the rear. Approval has been granted for both applications and do not form part of this application.

There are no past Council Resolutions relevant to this application.

COMMUNICATION/CONSULTATION

The Application was advertised in accordance with the RDC and Clause 64(1)(iii) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (LPS Regs). The application was advertised due to potential noise and amenity impacts on neighbouring properties.

Four neighbouring properties were consulted, and nine submissions were received as set out below. Full copies of all submissions and applicant's response are attached.

POLICY AND STATUTORY IMPLICATIONS

In accordance with the Regulations, the Local Government may determine an application for development approval by:

- a) granting development approval with no conditions; or
- b) granting development approval with conditions; or
- c) refusing to grant development approval.

STRATEGIC COMMUNITY PLAN**Leadership and Governance**

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

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

URGENCY

The application is required to be determined within the statutory timeframes.

CONCLUSION

Based on the above, it is recommended that approval be granted subject to the conditions in the officer's recommendation.

VOTING REQUIREMENTS

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

OFFICER RECOMMENDATION

Council determination

That Council grant Development Approval for proposed alterations to existing 'Shop (Intermediate)' at Lot 84 (93) Shenton Road, Swanbourne subject to the following conditions and advice notes:

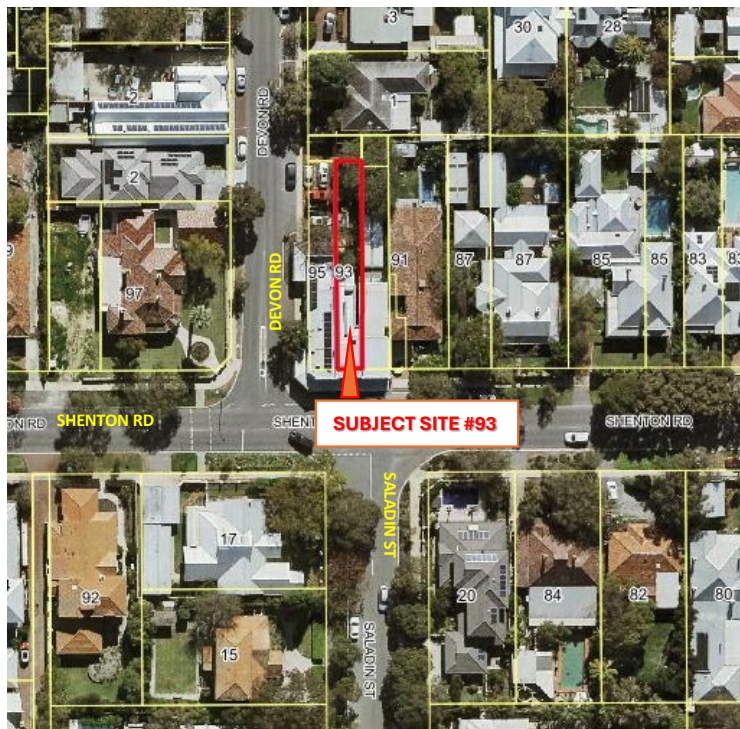
1. All development shall occur in accordance with the approved drawings (Development Application DA24.144), as amended by these conditions.
2. A Construction and Site Management Plan detailing access to the site, the delivery and storage of materials and the parking of tradespersons is to be approved by the Town of Claremont prior to the issue of a Building Permit and implemented for the duration of construction.
3. All storm water is to be retained on the site. Details are to be provided on the application for Building Permit to the satisfaction of the Town of Claremont.
4. The rear laneway is to remain free of any obstructions and impediments to access during construction. This includes storage of materials, vehicles, or truck attendance, unless otherwise approved by the Town of Claremont.
5. A maximum of 26 outdoor seats are approved. Any additional seating or patron capacity will require Development Approval from the Town of Claremont.
6. The submitted Noise Management Plan is to be implemented for the duration of the operation to the satisfaction of the Town of Claremont.
7. The operating hours of the 'Shop (Intermediate)' are restricted to:
 - Monday to Friday: 6:00am to 4:00pm;
 - Saturday and Sunday: 6:30am to 4:00pm;

With the courtyard only accessible to customers after 7:00am Monday to Saturday, and after 9:00am on Sundays and public holidays.

Advice Notes:

- Note 1:** If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval will lapse and be of no further effect.
- Note 2:** Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.
- Note 3:** If an applicant or owner is aggrieved by this determination there is right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 Days of the determination.
- Note 4:** This is a Development Approval only and a Building Permit must be obtained from the Local Government prior to the commencement of any building works. Permits for non-residential development must be certified prior to submission.
- Note 5:** This property is included on the Town of Claremont's Heritage List and/or the Heritage Council of Western Australia's Register of Heritage Places. Any future alteration to the building or development on the land requires Development Approval and the application may be referred to the Heritage Council.
- Note 6:** This development approval is issued pursuant to the Town of Claremont's *Local Planning Scheme No. 3* and does not obviate the need to obtain any necessary approvals required pursuant to the *Strata Titles Act 1985*.
- Note 7:** As part of the application for a Building Permit, the plans shall be required to comply with the Australian Standards for Disabled Access AS1428.
- Note 8:** In relation to Condition 2, the applicant/owner is advised that no goods or supplies are to block footpaths or verges during construction unless approved by the Town of Claremont.
- Note 9:** The use of skip bins outside the property boundaries will only be permitted where approved in a Work Zone Permit.
- Note 10:** The applicant/owner is advised of the following requirements from the Town's Health Services. Should any advice be unclear, please contact the Town's Health Services on 9285 4300:
- a. All plant and machinery (such as air conditioners and pool pumps) must be suitably located and/or sound proofed to comply with the requirements of the *Environmental Protection (Noise) Regulations 1997*.
 - b. Under the *Environmental Protection (Noise) Regulations 1997*, no construction work is to be permitted or suffered to be carried out:
 - i. Before 7.00am or after 7.00pm Monday to Saturday inclusive; or
 - ii. On a Sunday or on a public holiday.

LOT 84 (93) SHENTON ROAD, SWANBOURNE



Location – Lot 84 (93) Shenton Road, Swanbourne



Consultation Area – Lot 84 (93) Shenton Road, Swanbourne

OBJ indicates a submission of OBJECTION was received

NR indicates NO RESPONSE to consultation letter was received

Submissions Received		
Address:	91 Shenton Road, Swanbourne	
Submission	Applicant Comment	Officer Comment
I would like to point out a few things. 1. The map shows the boundary fence between 91 & 93 between the two actual shops. The height of this fibro fence is 1800. I can not see into 93 from my side. The proposal states the fence will remain with a solid batten screen adjacent to the existing boundary fence. Full height junction with existing roof above. This could almost double the height of the fence and will block out any light for my 2 back rooms. Being an old building, the roof line and gutter is very high up.	The boundary is largely proposed to remain as existing on the boundaries. However, a new timber batten screen is proposed for part of the length along the boundary with 91 Shenton Road, and has been included as a measure of managing amenity between uses. Please refer to enclosed Fence Sections. An elevation plan is provided.	The applicant has provided updated elevation and floor plans that show the location and details of the proposed structure. As indicated on the amended plans, the proposal involves an open-framed pergola with beams attached to the existing building. The pergola is located adjacent to the existing boundary fence. Under the RDC, a pergola is specifically excluded from the definition of a "building" and, as such is not assessed for height or setbacks under the RDC.
I have lived with diners for the past 43 years in the backyard of 93 without a problem, but I am concerned that any increase in previously approved numbers could massively increase the parking problems if diners "settle in". Alcohol has never been available for general eating on this site.		The proposal seeks to continue the use of the site as 'Shop (Intermediate)', the serving of alcohol is managed under separate legislation and is not part of this application.
There was one other point I did not notice when examining the plans.	The Development Application plans indicate where existing parking spaces are located near to the application site and make it clear that these are not affected by the proposals (i.e. retained). The labelling of the spaces in the application does	The proposed works result in a reduced GLA of 99.94sqm, lowering the car parking requirement from seven to six bays, with no additional parking required for the outdoor alfresco area under LPS3, thereby reducing the

This is because it relates to the Dentist, it appears they are claiming 4 parking bays at the back of the Dentist shop. I would have thought this is on the Dentist property which I have always believed runs up to the right of way at the back of all 3 properties. Another example of how the parking could be affected.	not infer ownership of any of the spaces, whether they are within private or public ownership, nor infers that the café has priority use of these spaces. The plans simply indicate where existing spaces are located and demonstrates that there is existing parking capacity around the application site.	existing shortfall by one bay. Therefore, no additional parking is required as per cl.30 of LPS3. The applicant has also clarified that the labelling on the plans was not intended to imply ownership, but rather to illustrate that the existing parking arrangement remains unchanged and that there is parking capacity within the surrounding street network.
Address:	89 Shenton Road, Swanbourne (First Submission)	
Submission	Applicant Comment	Officer Comment
Increased vehicle traffic and parking will make an already intolerable situation worse. - additional seating and opening hours suggested will bring extra traffic and attempted parking during busy school times and busy morning peak hour.	The increase in traffic from the proposal will be negligible, given the minor increase in seating outside, and will not impact the safety of children making their way to school. The traffic associated with this use is negligible in the context of the regional traffic volumes that occur in the locality at peak times.	As confirmed by the operator, the Shop's busiest trading hours occur between 9:00am and 12:00pm, primarily on weekends, which fall outside school drop-off and pick-up times; therefore the additional seating is not expected to generate a significant increase in traffic or parking demand beyond existing conditions.
- no parking is provided by the café for current customers or staff as implied incorrectly in the proposal. The phrase "retained parking" is at best a poor use of terminology and at worst an attempt to pull the wool over Council's eyes in regard to the fact that no parking has ever been provided by the café.	The development application indicates there are multiple on-street car parking spaces in close proximity to the application site. The minor increase in seating in the café, which is an existing use previously in operation, will not result in a material increase in parking stress in the local area. Given the number of existing cafes in the area, it is also expected that many patrons of the café	The applicant has clarified that the labelling on the plans was not intended to imply ownership, but rather to illustrate that the existing parking arrangement remains unchanged and that there is parking capacity within the surrounding street network.

	could be local residents, who will use sustainable means of travel to get to the site, including walking, scooters or cycling.	
No additional parking requirement has been indicated for increased outdoor seating area. The parking areas indicated at the rear of the dentist at 95 is always fully occupied by dental staff. Other street parking is for everyone and none is dedicated to the Café.	The Development Application plans indicate where existing parking spaces are located near to the application site and make it clear that these are not affected by the proposals (i.e. retained). The labelling of the spaces in the application does not infer ownership of any of the spaces, whether they are within private or public ownership, nor infers that the café has priority use of these spaces. The plans simply indicate where existing spaces are located and demonstrates that there is existing parking capacity around the application site.	The proposed works result in a reduced GLA of 99.94sqm, lowering the car parking requirement from seven to six bays, with no additional parking required for the outdoor alfresco area under LPS3, thereby reducing the existing shortfall by one bay. Therefore, no additional parking is required as per cl.30 of LPS3.
Noise impact from rear outdoor seating. No positioning of adjoining properties (91, 89 and 87 Shenton and 1 Devon Road) has been shown. - the proposed outdoor area is 5m from the living/dining/kitchen/alfresco area of 89 Shenton road, which is a private residence.	The proposal seeks minor alterations to the existing building and provides a limited number of external seats for patrons of the café. It is highly unlikely that significant noise levels will be caused by the proposals; it is likely that the majority of patrons using the outside seating will be there for a short period, or working quietly. Additionally, the opening hours are restricted to 6am-4pm, meaning any minor noise generated by the use will be predominately limited to the day period. The operator is very aware of the regulations that govern noise levels, and are experienced in managing the café operations to ensure that it	The applicant submitted a Noise Management Plan outlining restricted use of the courtyard and exhaust system after 7:00am on weekdays and Saturdays, and after 9:00am on Sundays and public holidays. The Town's Environmental Health officers have reviewed the plan and confirmed it is capable of complying with the <i>Environmental Protection (Noise) Regulations 1997</i>. A condition is recommended to be imposed requiring adherence to the approved hours of operation, restrictions on the use of the outdoor area and compliance with Noise Management Plan.

	complies with the regulations has does not impact on amenity. Please refer to enclosed <i>Noise Management Plan</i>.	
Increased parking/traffic problems The traffic congestion at the intersection of Saladin, Devon and Shenton Road should be considered in relation to the increased seating requested by the applicant. Devon Road to Saladin is used as a “rat run” with the stop sign at Devon Road regularly ignored. One only needs to visit the current “Daisies” location of the applicant to view the parking problems in that area (corner of Marmion and Grant). Shenton Road is busy with bus and school traffic in two directions, leaving no allowance for double parking which we have observed many times in past café iterations as clients leave their cars running whilst they “duck in” for a take-away coffee. The alternative to double parking is the tendency to park across our driveway and across the footpath and on the kerb at 89 Shenton. This also happens to 87 Shenton Road, 85 Shenton Road and 20 Saladin Street. Increased seating will add substantially to the parking issues in the street which affects many residents. 26 extra seated facilities will add to the parking/traffic chaos.	The development application indicates there are multiple on-street car parking spaces in close proximity to the application site. The minor increase in seating in the café, which is an existing use previously in operation, will not result in a material increase in parking stress in the local area. Given the number of existing cafes in the area, it is also expected that many patrons of the café could be local residents, who will use sustainable means of travel to get to the site, including walking, scooters or cycling. Under LPS3 the car parking requirement for a shop (lunch bar) is: <i>One for each 16.67 sqm of gross leasable area</i> There is no additional GLA proposed under the scope of this application and therefore no new parking bays required.	At specific times of the day the subject area experiences increased traffic associated with school drop off and general commuter traffic. However, the proposed shop’s busiest period is between 9:00am and 12:00pm, which falls outside of school peak times, and is not expected to result in a significant increase in traffic or parking demand. The Town considers the existing combination of timed and unrestricted on-street parking to be adequate for the proposed use and will continue to monitor the situation if any issues arise. Please also refer to the Officer’s report for further discussion.
Noise impact from rear outdoor seating	The proposal seeks minor alterations to the existing building and provides a limited number	The applicant submitted a Noise Management Plan outlining restricted use of the courtyard

No indication has been shown of the nearby private areas of surrounding residential properties which will be impacted by noise from patrons from 7 am to 4pm seven days a week. The kitchen/dining/living/alfresco area of 89 Shenton Road is only five metres from the proposed outdoor seating. This will mean that breakfast and lunch for us will be accompanied by 26 people dining, not to mention our enjoyment of our garden and pool will be destroyed 63 hrs per week. The noise will intrude into our kitchen dining living unless we keep the doors shut which is not acceptable.	of external seats for patrons of the café. It is highly unlikely that significant noise levels will be caused by the proposals; it is likely that the majority of patrons using the outside seating will be there for a short period, or working quietly. Additionally, the opening hours are restricted to 6am-4pm, meaning any minor noise generated by the use will be predominately limited to the day period. The operator is very aware of the regulations that govern noise levels, and are experienced in managing the café operations to ensure that it complies with the regulations has does not impact on amenity. Please refer to enclosed <i>Noise Management Plan</i>.	and mechanical ventilation after 7:00am on weekdays and Saturdays, and after 9:00am on Sundays and public holidays, with waste collection limited to between 7:00am and 6:00pm. The Town's Environmental Health officers have reviewed the plan and confirmed it is capable of complying with the <i>Environmental Protection (Noise) Regulations 1997</i>. A condition is recommended to be imposed requiring adherence to the approved hours of operation, restrictions on the use of the outdoor area and compliance with Noise Management Plan.
History of the Café site During our 10 years near the café we have endured increasing loss of enjoyment of our property with each successive café iteration making changes and going unchecked by Council. When we first lived in Swanbourne many years ago the Café location was a helpful little local shop selling deli goods. People walked to the little shop. There were no parking issues or clusters of people in the rear yard. It provided a great service when there were not as many convenience stores in the neighbourhood.		As discussed in the above section.

Over the years the use of 93 has changed into various bakeries and then cafes, but during that time the local conveniences have also increased. There are four cafes in the nearby Claremont Crescent/Railway Rd Swanbourne commercial strip, (one block south) one of which is run by the applicant. The café at 93 is not providing a necessary service and is located in a residential area. During the time the uses of No. 93 have changed from quiet shop to busy cafe, traffic at the intersection of Devon, Shenton and Saladin has become so dangerous we recently have had to spend in excess of \$50,000 reworking our parking space with a car turntable to avoid being rear-ended by cars or busses. There is also now a substantial number of school boys on scooters zooming along the footpath, necessitating a forward exit from our property for safety. Increased Café seating and therefore parking will make these problems worse. With the ongoing changes in use at 93, other problems have occurred. The 10 years ago version turned an internal room into a freezer room by placing un baffled generators on the roof which run 24/7. At the same time baking commenced at 3 am with noise from staff radios, dough mixing and other machines and a profusion of cooking odours. Recently a commercial extractor has been added which		
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fills our house and surrounding properties with a noise akin to that of an airplane taking off. The agreement to not run this extractor prior to 7 am is often negated by staff leaving the offending appliance on overnight. We regularly have had cars parking in and across our driveway and on our tiny kerb as people run in for a takeaway pickup. We have often found café clients sitting in our front garden on our car so they can accompany their coffee with a cigarette. We have observed dangerous driving where users of Shenton Road have tried to go around double parked cars only to front up to a bus coming in the other direction. Milk truck deliveries have been heard and observed anywhere from 4 am to 6 am. Our rear access is continually blocked by café patrons desperate for a parking spot or by café staff who are not provided with parking accommodation. Now we are facing our entire living enjoyment being destroyed by having 26 people only 5m from our kitchen/dining and outside area with no respite given the application is for 7 days a week occupation. At 7 am this is likely to be men in Lycra returning from their peloton beach ride as Shenton Rd is a popular route to and from the beach.		
Monitoring of rear outside occupancy and parking	The proposed alterations are a reasonable and proportionate proposal for a small café in this	The applicant has proposed a maximum of 26 seats in the outdoor seating area, and this

How does council propose to monitor the “26” seating places? We would suggest a visit to the applicant’s current café (aforementioned) to see the spread of the Daisies’ Tribe on verges and across footpaths. What is to stop 50 people from cramming into the outdoor area, or taking their takeaways and sitting on our verges? Will the rangers be on hand to control the parking chaos? How many times a day will it be permissible for us to call the rangers to move offenders on? We have often had to go inside the café to ask people to move their cars from our driveway so that we can leave our property, only to be met by the response “I’ll only be a few minutes, I’m waiting for my coffee”. Will the ranger get here in time to help us in this situation? Will the rangers be able to keep tabs on the use of the restricted parking in this residential area so that parking spots for deliveries and visitors to the private residences are available?	location. The proposed outdoor seating provides diversity for the use of the patrons so they chose to be indoors or outdoors depending on the prevailing weather conditions – and does not necessarily increase the number of patrons. This would support the viable operation of a small business and would be a positive benefit to the local community. Enforcement of parking overstay is not a planning issue and is something for the Council to consider outside of the planning process.	limit will be enforced through a recommended condition of approval. Any breach of this condition may be subject to investigation and enforcement under the Town’s compliance framework. If the application is approved as recommended, the conditions of approval, along with the submitted Noise Management Plan will assist in ensuring the orderly and proper operation of the Shop. The Town’s Community Safety Officers are responsible for enforcing parking restrictions, including illegal parking across driveways or within signed areas. Parking behaviour in the locality will continue to be monitored, and any arising issues may be reviewed by the Town’s Community Safety team.
In Conclusion If the 26 extra people change over once per hour, that is 234 changeovers of parking on our busy street per day. That is 1638 times per week. Between 7 am and 9 am that is 52 times someone will try to park near the café whilst Shenton Road is chockers with school traffic and busses. Likewise, between 2.30pm and	The increase in traffic from the proposal will be negligible, given the minor increase in seating outside, and will not impact the safety of children making their way to school. The traffic associated with this use is negligible in the context of the regional traffic volumes that occur in the locality at peak times.	The additional 26 outdoor seats will provide more capacity for patrons on site but will not necessarily generate a proportional increase in vehicle numbers. As discussed previously, the proposed shop’s busiest period is between 9:00am and

4pm that is 39 change overs during school pickup time. Perhaps Council could insist that the proposed outdoor seating area applied for becomes, instead, parking spaces for staff. Otherwise, where will they park in an area which is restricted hours parking. On the basis of the points discussed herein: NO parking provided by café for customers or staff Loss of amenity of surrounding private residences Increased traffic chaos on Shenton Road we, as rate payers, ask that Council denies the application.		12:00pm, which falls outside of school peak times, and is not expected to result in a significant increase in traffic or parking demand. The Town considers the existing combination of timed and unrestricted on-street parking to be adequate for the proposed use and will continue to monitor the situation if any issues arise.
CAFÉ PARKING NOTES The only information provided to us is a copy of the "Assessment Plans 09.09.25" (AP) related to the 93 SHENTON ROAD CAFÉ REFURBISHMENT (Café), but this alone has raised significant issues with regards to parking.		Noted.
1. FUNDAMENTAL AP ERRORS The AP identifies the Café as occupying Lot 84. The adjacent property to the east is identified as Lot 87 with an area of 767 sq metres, having the "Line of Awning Above" shown on	The plans have been updated to correct the plans to now show the full strata details of the adjoining lot.	The applicant has clarified that the labelling on the plans was not intended to imply ownership but rather to indicate that the existing parking arrangement remains

the eastern boundary of Lot 87. The AP shows 4 parking spaces on the street in The adjacent property to the Café is 91 Shenton Rd, being Lot 2 on Survey Strata Plan 9571. The Line of Awning finishes at the eastern boundary of Lot 2, which is 5.45 metres wide. There are two potential parking spaces in front of the Café and Lot 2, depending on the Council requirements for a sufficient length. The next property to the east is 89 Shenton Rd, being Lot 1 on Survey Strata Plan 9571, being 11.37 metres wide with a “no parking” section for a driveway onto Shenton Rd, which is not shown on the AP. The balance of the road frontage could provide a parking space for 1 car in front of 89 Shenton Rd, but this has no connection to the Café, other than being in the locality. No 87 Shenton Rd is the next property to the east, and it also has a driveway onto Shenton Rd. There is one potential parking spot on the east side of that block suitable for a small vehicle, which may not meet the Council’s requirements. There have been difficulties in the past when delivery vans have parked in this spot. It is hard to imagine that a professional planning firm could make such basic mistakes. It leads us to consider that there has been a deliberate attempt to mislead so as to increase	An updated mark-up has been prepared which shows the correct number of spaces around the site. As per the above response, the plans do not infer that the spaces are within the café ownership, but simply identifies where spaces are located in the immediate vicinity. Please refer to enclosed Street Parking Plan.	unchanged and that there is existing parking capacity in the surrounding area. An amended plan has since been provided, showing the full strata details of the adjoining lots, correct labelling of on-street bays, and an updated on-street parking layout.
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the potential number of available parking spaces which have been “Retained”, as discussed below.		
PARKING AVAILABILITY The AP states that: A. The Café has “Retained” 4 Bays of “Visitor” Parking shown on the AP as being adjacent to Devon Rd, and backing onto the Swanbourne Dental facility at 93 Shenton Rd. The reference to “Visitor” parking implies that these bays are available for and intended for use by for customers of the Café. In fact, these bays are all covered by signage stating that they are available only for use by patients of Swanbourne Dental. We believe that the Council is obliged to check the status of these bays with Swanbourne Dental, and if they are in fact owned or controlled by Swanbourne Dental, this seems to invalidate the Café’s Application from the outset. B. The Café has claimed Retained “Existing Street Parking” in Shenton Rd (5 Bays – incorrect as noted above), and Devon Road (1 Bay). This can be read as implying that the Café created or has some priority rights to these parking Bays, or that the Café Redevelopment has acted properly in maintaining these Bays. This is ridiculous, because the Café has no control or influence whatsoever in that regard.	The Development Application plans indicate where existing parking spaces are located near to the application site and make it clear that these are not affected by the proposals (i.e. retained). The labelling of the spaces in the application does not infer ownership of any of the spaces, whether they are within private or public ownership, nor infers that the café has priority use of these spaces. The plans simply indicate where existing spaces are located and demonstrates that there is existing parking capacity around the application site. An updated mark-up has been prepared which shows the correct number of spaces around the site. As per the above response, the plans do not infer that the spaces are within the café ownership, but simply identifies where spaces are located in the immediate vicinity. Please refer to enclosed <i>Street Parking Plan</i>.	The applicant has clarified that the labelling on the plans was not intended to imply ownership but rather to indicate that the existing parking arrangement remains unchanged and that there is existing parking capacity in the surrounding area. An amended plan has since been provided, showing the full strata details of the adjoining lots, correct labelling of on-street bays, and an updated on-street parking layout.

C. There are separate statements on the AP saying firstly that ALL EXISTING PARKING RETAINED with NO CHANGES, implying that the Café has rights to these Bays. There is a separate statement that there are 10 SURROUNDING PUBLIC CAR BAYS WHICH HAVE BEEN RETAINED. The only possible purpose of these statements is to mislead and provide an invalid basis for approval. D. The Café plans to significantly increase the number of customers who will not be “pick up and run”, but will want to stay and create demand for parking. If this is to be considered at all by the Council, they should insist on the Café providing increased and dedicated parking facilities to reflect the increased demand, and avoid community impact. Photos showing traffic flow, along with marked-up plans indicating the distance from the subject site to 89 Shenton Road, have been provided.		
Address:	89 Shenton Road, Swanbourne (Second Submission)	
Submission	Applicant Comment	Officer Comment
We act for Client, the registered proprietors and occupants of a Single House at 89 Shenton Road, Swanbourne. We have been requested by our Client to prepare and lodge a submission to the Town of Claremont (Town) in relation to the Development Application		The subject site is zoned Residential R20 and operates under long-standing non-conforming use rights as a ‘Shop (Intermediate)’. The proposal does not involve any change of use. The proposed alfresco does not result in an increased car parking requirement for the

(DA) at 93 Shenton Road, Swanbourne, henceforth known as the 'subject site.' To summarise our Client is strongly opposed to and does not support the proposal to: • Increase the seating capacity of the existing 'Restaurant' use from six (6) persons to 26 patrons outside and approximately another 26 patrons inside; and • Create a new external (rear most) outdoor alfresco dining area. Our Client requests that the proposal is modified to limit seating capacity to the existing approved six (6) patrons or additional parking spaces are provided which are commensurate with requirements of LPS3. We provide the following information in support of the request. A location plan has been provided to show the position of the subject dwelling in relation to 89 Shenton Road, Swanbourne.		additional 26 outdoor seats. The use remains consistent with the definition of a 'Shop' under LPS3.
INACCURACIES IN SUBMISSION As a preliminary matter, we draw attention to the misleading (whether intentional or otherwise) nature of the plans submitted by the proponent for approval.	The Development Application plans indicate where existing parking spaces are located near to the application site and make it clear that these are not affected by the proposals (i.e. retained). The labelling of the spaces in the application does not infer ownership of any of the spaces, whether	Car parking requirements for a 'Shop (Intermediate)' are calculated on the gross leasable area rather than number of seating spaces.

1. The proposal does not detail the amount of internal seating spaces sought, only the 26 external seating spaces are noted on the plans. 2. The proposal has no onsite car parking, however it purports to include car bays on privately held land (dentist site at No. 95) and other on-street car bays as forming part of this application.	they are within private or public ownership, nor infers that the café has priority use of these spaces. The plans simply indicate where existing spaces are located and demonstrates that there is existing parking capacity around the application site. An updated mark-up has been prepared which shows the correct number of spaces around the site. As per the above response, the plans do not infer that the spaces are within the café ownership, but simply identifies where spaces are located in the immediate vicinity. Please refer to enclosed <i>Street Parking Plan</i>.	The applicant has clarified that the labelling on the plans was not intended to imply ownership but rather to indicate that the existing parking arrangement remains unchanged and that there is existing parking capacity in the surrounding area. An amended plan has since been provided, showing the full strata details of the adjoining lots, correct labelling of on-street bays, and an updated on-street parking layout
BACKGROUND The existing premise had been operated as a 'Shop (Small)' land use until such time between 2000 and 2007 that the tenancy changed to 'Choux Cafe and Patisserie' operated by French pastry chef Emmanuel Mollois. The premise briefly operated at 'Whisked The Right Wei'. A photo has been provided showing the historical appearance of the subject site's façade. A Shop (small) is defined by LPS3 as 'means a Shop the gross leasable area of which does not exceed 80m2 .' We have measured the GLA of the historic shop as 80m2 GLA. We	The building is currently being used as a café ('shop (lunch bar)') significant period of time. The use is therefore established and highly valued by the community. NO additional NLA is being added to the use.	"Shop" means a building or part of a building in which goods are kept exposed for sale by retail, and includes a lunch bar, newsagency, a branch of a building society or bank in which the services provided involve continuing contact with the public, or a building or part of a building involving continuing contact with the public are provided. The word does not include: (a) premises used for the sale of petrol, boats, motor or other vehicles (not including a bicycle); or (b) a Showroom. The proposed use involves the preparation and sale of food on-site for both dine-in and takeaway purposes, with no evening trading

submit that 'Choux Cafe and Patisserie' would have continued to operate under the 'Shop (Small)' land use under the pretence that a Bakery (a.k.a.) a Pâtisserie would meet that land use definition provided that the 'Café' operation was incidental to the 'Shop (small)' land use. By all accounts, it appears that the café function was incidental to its operation as a Pâtisserie. The subsequent tenant, 'Whisked the Right Wei' similarly appears at its other venue to operate using the same model, being a Pâtisserie/café.		proposed. The nature of the operation aligns more closely with the definition of a lunch bar within the broader definition of a 'Shop' under LPS3. Given that the existing shop has a gross leasable area exceeding 80 sqm, the use continues to meet the criteria for classification as a 'Shop (Intermediate)'.
CAR PARKING SHORTFALL The historic use of the premise as a Shop (Small) before the widespread adoption of the motor vehicle means that it would have been approved and continued to be approved as a 'Shop (small)' taking into account the existing shortfall (nil) of car parking bays on a site otherwise required to satisfy the demand generated by the shop. A Shop (small) land use requires one car bay for every 16.7m² of gross leasable area (GLA). The premises has a GLA of 80m². Approved under LPS3 today it would require 4.8 car bays. Under LPS3 a 'Restaurant' land use requires one car bay for: A. each 12.5m² of gross leasable area; or	Under LPS3 the car parking requirement for a shop (lunch bar) is: <i>One for each 16.67 sqm of gross leasable area.</i> There is no additional GLA proposed under the scope of this application and therefore no new parking bays required.	The proposed works result in a reduced GLA of 99.94sqm, lowering the car parking requirement from seven to six bays, with no additional parking required for the outdoor alfresco area under LPS3, thereby reducing the existing shortfall by one bay. Therefore, no additional parking is required as per cl.30 of LPS3.

B. every four seats provided (other than in an alfresco dining area (means an area of footpath or street or other public place), whichever is greater. Based on the proposed GLA of 94m², 7.52 car bays would be required, however, based on 26 rear area seats and an undisclosed number of seats in the front of house area (we assume another 26 seats based on a comparable floor area), the proposal would generate a requirement of 13 car bays. The proposal seeks approval for a net additional shortfall of 8.2 car bays. The shortfall in parking will contribute to an unreasonable erosion of our client's existing amenity.		
EXISTING PARKING AND TRAFFIC ISSUES Our client has occupied their home for 10+ years. Their driveway/entry/crossover is separated from the subject site by a distance of only 5.32m, and during their time living here, they have experienced increasingly worse parking behaviour by patrons visiting the series of shops blocking, or partially impeding their driveway and street access. This is exacerbated by vehicle grid lock during school drop off periods at Scotch College. Our Client progressively worsening vehicle access became so problematic late last year	The development application indicates there are multiple on-street car parking spaces in close proximity to the application site. The minor increase in seating in the café, which is an existing use previously in operation, will not result in a material increase in parking stress in the local area. Given the number of existing cafes in the area, it is also expected that many patrons of the café could be local residents, who will use sustainable means of travel to get to the site, including walking, scooters or cycling.	At specific times of the day the subject area experiences increased traffic associated with school drop off and general commuter traffic. However, the shop's busiest period is between 9:00am and 12:00pm, which falls outside of school peak times, and is not expected to result in a significant increase in traffic or parking demand. The Town considers the existing combination of timed and unrestricted on-street parking to be adequate for the proposed use and will continue to monitor the situation if any issues arise.

that they only just resolved to install a motor vehicle turn table to ensure they can enter the street in forward gear. This came at a cost of \$50,000. Other measures include dual parabolic reflective domes. These errant parking behaviours described have been documented with the Town's enforcement officers and would be corroborated by the Town's record of complaints (assuming such a record is maintained). Two photos have been provided which show the street view.		Please also refer to the Officer's report for further discussion.
PLANNING FRAMEWORK The subject site and our client's site are both zoned Residential R20. A Restaurant land use is an 'SA' land use and requires the highest level of discretion to be exercised by the Town in granting Development Approval (either works and or a change of use). A previous land use conflict experienced in the Town has lead to a specific provision being included in the Town of Claremont's Local Planning Scheme No. 3 (LPS3) addressing this specific land use conflict combination (refer below). LPS3 Division II Residential Zone	Under LPS3 the car parking requirement for a shop (lunch bar) is: <i>One for each 16.67 sqm of gross leasable area.</i> There is no additional GLA proposed under the scope of this application and therefore no new parking bays required.	The subject site is zoned Residential R20 and operates under long-standing non-conforming use rights as a 'Shop (Intermediate)'. The proposal does not involve any change of use, and the addition of 26 outdoor seats is a minor extension to the existing operation. The use remains consistent with the definition of a 'Shop' under LPS3, with no evening trading proposed. The proposed works result in a reduced GLA of 99.94sqm, lowering the car parking requirement from seven to six bays, with no additional parking required for the outdoor alfresco area under LPS3, thereby reducing the existing shortfall by one bay. Therefore, no

CI 57. RESTAURANT: (1) Where part of a building is used for the purpose of a Restaurant that part may abut upon the street alignment. (2) All areas used for servicing the Restaurant shall be completely screened from public view. (3) In granting approval of an application for planning approval for the use of land for the purpose of a Restaurant the Council may (in addition to any other conditions the Council is required or permitted to impose): (a) specify the days and hours on and during which the Restaurant may be open to the public; (b) specify the location of the car parking spaces to be provided on the land. (4) A person shall not use land for the purpose of a Restaurant in such a way as to cause any nuisance or offence to the occupiers of property in the vicinity of the Restaurant. [our emphasis] The last clause (4) carries considerable heft and raises a high bar which an applicant must overcome in order to establish or expand a restaurant in a Residential R20 zoned area. Merely on the basis that there is an ongoing documented parking nuisance immediately outside the proposal, which would only be contributed to further by an additional 20-46 seat capacity restaurant with extended trading hours, would disqualify from meeting LPS3 Clause 57(4).		additional parking is required as per cl.30 of LPS3.
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ADDITIONAL AMENITY CONSIDERATIONS ACOUSTIC IMPACT The proposed commercial alfresco area is only 5.32m from my client's OLA and is intended to be occupied by 26 persons. The Lombard Effect (involuntary raising of voices) is experienced when, as background noise increases, people unconsciously raise their voices to maintain intelligibility. This feedback loop leads to progressively louder speech whereby as more people talk, background noise rises, forcing everyone to speak louder to be heard. This self-reinforcing effect can lead to an overall increase of 5–10 dB in crowded settings. Sound propagation and reflection further increases the noise levels generated as smaller, enclosed spaces (or hard reflective surfaces) only amplify noise by bouncing sound waves back into the area. In the proposed environment 26 people in a 40m2 area, group effects can push levels to 80–85 dB whilst peak moments (laughter, excitement) may briefly exceed 90 dB. In terms of evaluating the detrimental impact potentially generated by the proposal. The WASAT recently found (Future Design Holdings Pty Ltd and City of Kalamunda [2022] WASAT 114) that noise emanating from a source such	The proposal seeks minor alterations to the existing building and provides a limited number of external seats for patrons of the café. It is highly unlikely that significant noise levels will be caused by the proposals; it is likely that the majority of patrons using the outside seating will be there for a short period, or working quietly. Additionally, the opening hours are restricted to 6am-4pm, meaning any minor noise generated by the use will be predominately limited to the day period. The operator is very aware of the regulations that govern noise levels, and are experienced in managing the café operations to ensure that it complies with the regulations has does not impact on amenity. Please refer to enclosed <i>Noise Management Plan</i>.	The applicant submitted a Noise Management Plan outlining restricted use of the courtyard and mechanical ventilation after 7:00am on weekdays and Saturdays, and after 9:00am on Sundays and public holidays, with waste collection limited to between 7:00am and 6:00pm. The Town's Environmental Health officers have reviewed the plan and confirmed it is capable of complying with the <i>Environmental Protection (Noise) Regulations 1997</i>. A condition is recommended to be imposed requiring adherence to the approved hours of operation, restrictions on the use of the outdoor area and compliance with Noise Management Plan. Breach of this condition may be subject to investigation and enforcement under the Town's compliance framework. Should the application be approved, the conditions and the submitted Noise Management Plan will assist in maintaining orderly and proper operation of the Shop.
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as a restaurant can remain an issue in a town planning sense, even if the assigned levels as per the Environmental Protection (Noise) Regulations 1997 (WA) (Noise Regulations) are not actually exceeded. Merely for the fact that the noise from the use of the land as a Restaurant could be at least audible for periods of time will impact the amenity for those that live in the locality. Said in another way, the Town ought to raise the threshold for acoustic emissions generated from the proposal to a far higher standard than say, a Restaurant proposed on Bayview Terrace. The Noise Regulations do not make this distinction. We delve into the acoustic issue on the assumption that the Town will request the applicant to prepare an acoustic impact assessment unless the Town is minded to advise the applicant to not proceed on the basis of the significant parking shortfall. With respect to acoustic impact, we submit that the proposal will contribute to an unreasonable erosion of our client's existing amenity.		
EXHAUST AND ODOUR DISCHARGE Being only 5.32m from our client's home and operable bedroom windows (less than the width of two car bays), the increase in land	This is unrelated to the current proposal.	As discussed in the above section, exhaust fans and mechanical ventilation system will only be used after 7:00 am Monday to

use intensity proposed via a change of use from Shop (small) to Restaurant, requires the consideration of the commercial kitchen's exhaust and odour discharges. In our experience, in such close proximity to homes and in an instance of proposing a discretionary land use on Residential zoned land, the applicant ought to have provided specific details on methods to mitigate against the transmission of odours generated by a commercial kitchen intended to service ~52 seated guests and additional potential takeaway customers. Details in the applicant submission package should have addressed: Proposed or existing ventilation and extraction systems with appropriate high-efficiency exhaust filtration; Discharge stack height; Restrictions on kitchen operating hours even when the premise is closed for patrons; and Setbacks and positioning of exhaust outlets away from sensitive receptors and details of noise levels generated. With respect to odour emission impact, we submit that the proposal will contribute to an unreasonable erosion of our client's existing amenity.	The kitchen is existing and unchanged as part of this application.	Saturday, and not until 9:00 am on Sundays and public holidays, which is consistent with <i>Environmental Protection (Noise) Regulations 1997</i>.
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SUMMARY In <i>Gugliotti v City of Preston</i> (1988) 1 AATR 97, the former Victorian Tribunal stated (cited with approval in <i>Telstra Corporation</i>, above, at [65]): It has long been held by various divisions of this Tribunal that the mere perception of loss of amenity by objectors is insufficient reason to deny a [planning] permit. There must be a real and genuine prospect that the apprehensions expressed in objections are more likely than not to eventuate. Our submission has articulated and sufficiently demonstrated the concerns expressed are reasonable, valid and are far more likely than not to eventuate. We appreciate the opportunity to comment on the proposed development at 93 Shenton Road, Swanbourne and trust that the submission will be given proper, genuine, and realistic consideration. We request the City provide updates as to the status of the Development Application and a copy of the plans and supporting information once the applicant has accurately prepared their submission, specifically in relation to, operating hours, parking supply, and patron numbers. Our client has provided Hemsley Planning with instructions to make		Noted. The updated plan, response to submissions, and Noise Management Plan have been provided to the Town.
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representations to elected members with a view to having the matter brought before the Council for determination should the applicant, in our opinion, have failed to prepare a design which successfully addresses the design principles.			
Address:	95 Shenton Road, Swanbourne		
Submission	Applicant Comment	Officer Comment	
To whom it may concern, We are the owners of the property at 95, Shenton Road, Swanbourne, WA ,6010. We received your letter regarding the alteration to the existing cafe at 93, Shenton Rd, Swanbourne. We are happy for the alterations to go ahead as long as 1) Our property, boundary and services are not damaged during construction and if done should be fully rectified. 2) Access to our property is not compromised during and after renovations without prior consent from us. 3) No damage caused by builders to our car park, fence ,staff and patient parking and if done will be fully rectified. 4) Try and deter the cafe patrons from parking in our private Dental Clinic carpark as that has always been a	The NCC covers dilapidation to adjoining properties associated with construction works, and this will be enforced as part of the building permit process. Management of the parking will be incorporated as part of the proposal to ensure that customers are award of this obligations for parking legally.	The Town is aware that the car parking spaces shown are located within the lot boundary of 95 Shenton Road, Swanbourne, and that the subject proposal has no entitlement to use these spaces. The applicant has clarified that the labelling on the plans was not intended to imply ownership, but to illustrate that the existing parking arrangement remains unchanged and that there is parking capacity within the surrounding street network.	

problem in the past which causes interruptions to running of our business. 5) Ensure renovation staff and supply staff to 93, Shenton Road do not park in our carpark at any time without prior consent.		
To whom it may concern, Following on from writing the below email dated 16/03/2025, speaking to an officer at the town of Claremont once on the phone and then again in person (who reassured us that the dental clinic carpark is not included in the submission), it has come to our attention that in the submission, they have included our private carpark owned by us and used for our Dental clinic business as <i>'Existing Visitor Parking retained (4Bays)'</i>. I have attached an image of the submission plan which showcases this. This land and carpark belongs to Connaughton Holdings Pty Ltd and is used by us as staff and patient parking for The Swanbourne Dental Centre only and not for any other persons. I reject this carpark being referred to as <i>'Existing Visitor parking retained'</i>. This causes ambiguity and may cause future issues as to who owns this land and parking bays and	The Development Application plans indicate where existing parking spaces are located near to the application site and make it clear that these are not affected by the proposals (i.e. retained). The labelling of the spaces in the application does not infer ownership of any of the spaces, whether they are within private or public ownership, nor infers that the café has priority use of these spaces. The plans simply indicate where existing spaces are located and demonstrates that there is existing parking capacity around the application site.	The applicant has clarified that the labelling on the plans was not intended to imply ownership, but to illustrate that the existing parking arrangement remains unchanged and that there is parking capacity within the surrounding street network.

suggests this carpark can be used by the patrons of the cafe or any other public member. As such I would like it removed from the submission plans. Till such time, I reject these submissions.			
Address:	2 Devon Road, Swanbourne		
Submission	Applicant Comment	Officer Comment	
Dear Town of Claremont Planning Team, Thank you for the opportunity to provide feedback regarding the proposed alterations at 93 Shenton Road, Swanbourne. We are the practice owners of Swanbourne Veterinary Centre at 2 Devon Road, Swanbourne. We wish to express our significant concerns regarding the ongoing and worsening parking issues in the area, particularly in light of the proposed addition of an outdoor seating area. Parking availability is already extremely limited, and increased demand from additional café patrons will only exacerbate the challenges faced by local businesses, residents, and visitors.	The development application indicates there are multiple on-street car parking spaces in close proximity to the application site. The minor increase in seating in the café, which is an existing use previously in operation, will not result in a material increase in parking stress in the local area. Given the number of existing cafes in the area, it is also expected that many patrons of the café could be local residents, who will use sustainable means of travel to get to the site, including walking, scooters or cycling.	Noted. The proposed works result in a reduced GLA of 99.94sqm, lowering the car parking requirement from seven to six bays, with no additional parking required for the outdoor alfresco area under LPS3, thereby reducing the existing shortfall by one bay. Therefore, no additional parking is required as per cl.30 of LPS3.	
As a veterinary clinic, we regularly see pet owners struggling to find a place to park, which can be distressing - especially in emergency situations or when handling sick,		Noted. At specific times of the day the subject area experiences increased traffic associated with school drop off and general commuter traffic.	

injured, or anxious animals. Our practice frequently accommodates pets requiring urgent medical attention, and easy access to parking is critical for their safety and well-being. The lack of available parking not only impacts our clients but also creates safety risks, with some owners having to park further away and walk with their pets or carry their pets through traffic or unfamiliar surroundings.		However, the proposed shop's busiest period is between 9:00am and 12:00pm, which falls outside of school peak times, and is not expected to result in a significant increase in traffic or parking demand. The Town considers the existing combination of timed and unrestricted on-street parking to be adequate for the proposed use and will continue to monitor the situation if any issues arise. Please also refer to the Officer's report for further discussion.
We urge the Town of Claremont to review the overall parking situation in the area and consider measures to address the growing demand that will be seen with the new outdoor seating area. This could include increasing parking availability or implementing restrictions to ensure equitable access for all businesses and their clients. When Choux Cafe and Whisked by Wei Cafe were previously in operation, the three car bays outside our practice were frequently occupied by cafe patrons, often for extended periods, making it difficult for our clients to access parking.		The proposed shop's busiest period is between 9:00am and 12:00pm, which falls outside of school peak times, and is not expected to result in a significant increase in traffic or parking demand. The Town considers the existing combination of timed and unrestricted on-street parking to be adequate for the proposed use and will continue to monitor the situation if any issues arise. Nonetheless, parking behaviour in the area will continue to be monitored by the Town's Community Safety team, and any issues that arise can be reviewed by the Town's Community Safety team.

We strongly request that the three car bays directly outside Swanbourne Veterinary Centre be designated for veterinary use only. These bays are crucial for ensuring pet owners can safely access our services without unnecessary delays or added stress. We appreciate your consideration of this pressing issue and would welcome the opportunity to discuss potential solutions.		The three mentioned bays are public street parking and cannot be allocated for the exclusive use of a specific tenancy.
Address:	87 Shenton Road, Swanbourne (First Submission)	
Submission	Applicant Comment	Officer Comment
Dear Planning and Development I have been made aware of the application for Development Approval for 93 Shenton Road, Swanbourne – Alterations to Existing Café (DA 21 144). I object to the application and approval of the proposal on the following grounds: 1. The application is for development of a cafe in a residential zoned area 2. The extensive scope of the alterations to the premises and garden area, and time and scale intensity of the proposed operations compared to previous cafés on the site are such that the application represents: a. A change of use	The proposed alterations are a reasonable and proportionate proposal for a small café in this location. The proposed outdoor seating provides diversity for the use of the patrons so they chose to be indoors or outdoors depending on the prevailing weather conditions – and does not necessarily increase the number of patrons. This would support the viable operation of a small business and would be a positive benefit to the local community.	The subject site is zoned Residential R20 and operates under long-standing non-conforming use rights as a ‘Shop (Intermediate)’. The proposal does not involve any change of use, and the addition of 26 outdoor seats is a minor extension to the existing operation. The use remains consistent with the definition of a ‘Shop’ under LPS3. Please also refer to the Officer’s report for further discussion.

b. A use that is incompatible with residential zoning c. A use that requires Council to explicitly reconsider the question of permitted use 3. It appears that council is focussed on proposed alterations to the structures and gardens and the impact on immediate neighbours. In fact, the impacts are much greater, including but not limited to change of use, parking and neighbourhood amenity.		
4. I have been made aware and have confirmed a number of material errors in the application that are quite misleading. Council therefore should not rely on the facts presented, particularly in relation to parking.	The Development Application plans indicate where existing parking spaces are located near to the application site and make it clear that these are not affected by the proposals (i.e. retained). The labelling of the spaces in the application does not infer ownership of any of the spaces, whether they are within private or public ownership, nor infers that the café has priority use of these spaces. The plans simply indicate where existing spaces are located and demonstrates that there is existing parking capacity around the application site.	The applicant has clarified that the labelling on the plans was not intended to imply ownership, but rather to illustrate that the existing parking arrangement remains unchanged and that there is parking capacity within the surrounding street network.
5. Consultation with neighbours has been restricted to immediate neighbours, presumably because of a council perception of potential noise from café patrons in the rear garden.	This is an issue for the Council rather than the applicant. However, the applicant believes the consultation process was appropriate given the minor scale of the project.	The consultation process has been undertaken in accordance with Clause 64, Part 8 of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.

Given the much greater impacts of the development on the wider neighbourhood, Council has erred in its consultation processes. In light of the above, I request that: 1. The application be rejected and the applicant requested to resubmit an accurate application. 2. Following receipt of any revised application, Council undertake adequate consultation with wider neighbours, including nearby businesses.		The updated plan, response to submissions, and Noise Management Plan have been provided to the Town.
Address:	87 Shenton Road, Swanbourne (First Submission)	
Submission	Applicant Comment	Officer Comment
I write to formally express my objections to the proposed development for 93 Shenton Road, Swanbourne – Alterations to Existing Café (DA 21 144). As a neighbour living approximately 20 metres from the development site, I have significant concerns regarding both the development itself and its potential impact on the well-being and amenity of the surrounding area, including my own home and those of other residents. I have outlined these concerns in detail in this objection letter.		Noted.
Errors in Development Approval DA 21 144 – building locations and parking availability	The plans have been updated to correct the plans to now show the full strata details of the adjoining lot.	The applicant has clarified that the labelling on the plans was not intended to imply ownership, but rather to illustrate that the

There are significant errors in the development approval plans accompanying DA 21 144 in regard to the location of surrounding properties and available parking spaces. The property adjacent to the café at 93 Shenton Road is not “Lot 87” as shown on the plan submitted to Town of Claremont. The property adjacent to the café is 91 Shenton Road (Lot 2 on Plan 9571), currently trading as John Burridge Military Antiques. There are two existing parking spaces in front of numbers 93 and 91 Shenton Road but they are both timed spaces (Half Hour: 8am – 6pm Mon to Sat). The next property to the east is 89 Shenton Road (Lot 1 on Survey Strata Plan 9571), a residential property with a driveway on to Shenton Road. Neither this driveway, (marked as a “No Stopping” zone), nor the residence is shown on DA 21 144. There is one parking space available outside number 89. This space is also a timed space (Half Hour: 8am – 6pm Mon to Sat) and is not a parking space “retained” by the café as indicated in DA 21 14. Our property, number 87 Shenton Road (Lot 10 on Plan 1270) with a land area of 1064M², is located further to the east. DA 21 144 places 87 Shenton Road as Lot 87, comprising 767M²; an inaccurate representation. Number 87 also has a driveway to Shenton Road but neither		existing parking arrangement remains unchanged and that there is parking capacity within the surrounding street network. The updated plan has been provided to the Town.
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this driveway nor the residence is shown on DA 21 144. There is one parking space existing in front of 87 Shenton Road but it is also a timed space (Half Hour: 8am – 6pm Mon to Sat). Once again, this is not a parking space “retained” by the café as indicated in DA 21 14.		
The assertion that the café has five “retained” parking spaces fronting Shenton Road is inaccurate and misleading. There are in fact four available timed spaces and none of them are “retained” for the café. They are merely in the same locality as the café and the café has no control over them. DA 21 144 also claims “EXISTING VISITOR PARKING RETAINED (4 BAYS)” on Devon Road backing onto the premises trading as <i>Swanbourne Dental Centre</i>. These bays are owned by <i>Swanbourne Dental Centre</i> and like all the other parking spaces in the area, are merely in the same locality as the café and the café has no control over them. On the AREA SCHEDULE attached to DA 21 144, it states “ALL EXISTING SURROUNDING PARKING RETAINED. NO PROPOSED CHANGES TO EXISTING PARKING BAY NUMBERS – EXISTING/RETAINED TOTAL (10 BAYS). There are not ten bays available and this statement implies that the café has rights to these	The Development Application plans indicate where existing parking spaces are located near to the application site and make it clear that these are not affected by the proposals (i.e. retained). The labelling of the spaces in the application does not infer ownership of any of the spaces, whether they are within private or public ownership, nor infers that the café has priority use of these spaces. The plans simply indicate where existing spaces are located and demonstrates that there is existing parking capacity around the application site. An updated mark-up has been prepared which shows the correct number of spaces around the site. As per the above response, the plans do not infer that the spaces are within the café ownership, but simply identifies where spaces are located in the immediate vicinity. Please refer to enclosed <i>Street Parking Plan</i>.	The applicant has clarified that the labelling on the plans was not intended to imply ownership, but rather to illustrate that the existing parking arrangement remains unchanged and that there is parking capacity within the surrounding street network. The updated plan has been provided to the Town.

parking spaces. As explained above, this is inaccurate and misleading.		
Conclusions By planning to increase the seating capacity of the premises, the café obviously intends to focus its business model on customers who will stay for an extended time and therefore create increased demand for parking. I attach a parking diagram that demonstrates the potential disruption to the surrounding area.	The development application indicates there are multiple on-street car parking spaces in close proximity to the application site. The minor increase in seating in the café, which is an existing use previously in operation, will not result in a material increase in parking stress in the local area. Given the number of existing cafes in the area, it is also expected that many patrons of the café could be local residents, who will use sustainable means of travel to get to the site, including walking, scooters or cycling.	The proposed works result in a reduced GLA of 99.94sqm, lowering the car parking requirement from seven to six bays, with no additional parking required for the outdoor alfresco area under LPS3, thereby reducing the existing shortfall by one bay. Therefore, no additional parking is required as per cl.30 of LPS3.
The café also is planning to trade seven days a week from 7am to 4pm. The extra days and extra hours above the opening hours for cafes previously operating on the site represent a 50% increase in opening hours. This means that every day, local residents and existing businesses will be adversely affected by prolonged noise and additional vehicle and pedestrian traffic.	As per the above comments, the impact on parking, traffic, and noise will be negligible and the additional opening hours will not lead to further disruption to neighbouring properties. Regardless, the operations must comply with the EPA Noise Regs which are enforced by law.	The proposed operating hours of the Shop are consistent with the requirements of the <i>Environmental Protection (Noise) Regulations 1997</i> . It is recommended a condition be imposed requiring adherence to the approved hours of operation and restrictions on the use of the outdoor area. Any breach of this condition may be subject to investigation and enforcement under the Town's compliance framework.
As Town of Claremont is aware, Shenton Road already carries a high volume of traffic in its function as an east-west corridor through	The increase in traffic from the proposal will be negligible, given the minor increase in seating outside, and will not impact the safety of children	At specific times of the day the subject area experiences increased traffic associated with school drop off and general commuter traffic.

Claremont and Swanbourne. The section of Shenton Road between Stirling Road and Devon Road is an area of increasingly high-volume traffic flow, parking demand and pedestrian movement (from Scotch College and the existing businesses). Further adding to this load will severely impact the amenity of the surrounding area.	making their way to school. The traffic associated with this use is negligible in the context of the regional traffic volumes that occur in the locality at peak times.	However, the proposed shop's busiest period is between 9:00am and 12:00pm, which falls outside of school peak times, and is not expected to result in a significant increase in traffic or parking demand. The Town considers the existing combination of timed and unrestricted on-street parking to be adequate for the proposed use. The parking behaviour in the area will continue to be monitored by the Town's Community Safety team, and any issues that arise can be reviewed by the Town's Community Safety team. Please also refer to the Officer's report for further discussion.
The existing parking restrictions applied to the section of Shenton Road are historically loosely observed. It is not uncommon for driveways to be occluded by thoughtless parking. Obviously, signage is only effective when it is adequately enforced. Targeted compliance checks by Town of Claremont Rangers are "hit and miss" at best.	Enforcement of parking overstay is not a planning issue and is something for the Council to consider outside of the planning process.	As discussed in the previous section.
The private Swanbourne Dental Centre parking bays and street bays support customers attending the dentist. The current street bays are used by customers to John Burridge Military Antiques, and from observation, by clients of Swanbourne Veterinary Centre. Each		Noted.

of these businesses has a long history in their current location and provide unique services to the Swanbourne and Claremont communities. On the other hand, the proposed café is one of many in an already crowded market of cafes in Swanbourne and Claremont and is incongruent with this residential zone's intended purpose. Finally, it is hard to imagine that "Milieu. Creative" who constructed the plans for DA 21 144 could submit a professional plan that is so littered with errors. The Town of Claremont may be deceived as a result. We are not completely opposed to development and progress and have tolerated and patronised the previous café operations on the site. However, the new, more capital-intensive operation, with greater capacity than previously and extended trading hours will compromise neighbourhood amenity. The proposed café development, as it stands, promotes a level of commercial activity that is incongruent with the residential zoning of this precinct and should not be endorsed. I appreciate your attention to this matter and trust that the Town of Claremont Planning Department will carefully consider the substantial negative impacts this development would create for local residents. I urge the Town to reject this amendment in order to		
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safeguard the peace and overall quality of life for the immediate community.			
Address:	85 Shenton Road, Swanbourne		
Submission	Applicant Comment	Officer Comment	
I live at 85 Shenton Road and are writing to express my objection to the application for increased seating at the cafe at 93 Shenton Road.		Noted.	
My concern is the safety of children making their way to school (including my son) and the safety of children in general in this hazardous section of the street. I have video and photos, which I was preparing to send to the council, in a request to have the existing parking along Shenton Road removed. This was before I knew of this application. When cars are parked along the street, it adds to an immensely dangerous precinct. There are busses, school busses and cars all travelling in high numbers along the street, with cars speeding up as they turn into Shenton Road, from Saladin and Devon Road, to try and squeeze into small gaps of cars (and busses) travelling along Shenton Road. It is so dangerous already. Then, when there are (further) cars parked along Shenton Road, all of the traffic has to	The development application indicates there are multiple on-street car parking spaces in close proximity to the application site. The minor increase in seating in the café, which is an existing use previously in operation, will not result in a material increase in parking stress in the local area. Given the number of existing cafes in the area, it is also expected that many patrons of the café could be local residents, who will use sustainable means of travel to get to the site, including walking, scooters or cycling. The increase in traffic from the proposal will be negligible, given the minor increase in seating outside, and will not impact the safety of children making their way to school. The traffic associated with this use is negligible in the context of the regional traffic volumes that occur in the locality at peak times.	At specific times of the day the subject area experiences increased traffic associated with school drop off and general commuter traffic. The site is located near Scotch College and in proximity to other high-turnover uses, including a veterinary clinic and dental surgery. The surrounding streets experience increased traffic volumes during weekday school peak periods. While previous complaints have been received by the Town's Community Safety team relating to illegal parking in the area, these have not identified significant safety risks. Over the past six months, no formal complaints have been received regarding child safety or unsafe vehicle movements. Nonetheless, parking behaviour in the area will continue to be monitored by the Town's Community Safety team, and any issues that arise can be reviewed by the Town's Community Safety team.	

squeeze into a thinner section of road - in an environment that is already so chaotic. But what is worse, is that there are kids going to Scotch (and the bus stops at Scotch for other schools) on foot, on bikes and on scooters - and it is a frightening environment that has little order as everyone is rushing along the road. Every week, I see situations unfolding jeopardising the safety of the children (and people driving) and actually think there needs to be something done to reduce the traffic and parked cars - and definitely not something to add to the traffic and the hazard of more parked cars. This would be just disastrous and I believe the council would be (with the approval of more seating at the cafe) contravening the greatest responsibility it has to both its rate paying residents and the community in general - which is creating and maintaining a safe and harmonious environment. The traffic on the road is so dangerous already, the cafe is within 70 metres of a school zone, and to think that the council might make a decision that will absolutely make the likelihood of accidents and harm to children and residents increase - is everything opposite to what a council is entrusted to do.		
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I hope that the application is refused and that the council then make decisions to address an already dangerous section of the road.		
Address:	20 Saladin Street, Swanbourne	
Submission	Applicant Comment	Officer Comment
We are the owners and residents of 20 Saladin Swanbourne. We are on the corner of Shenton Rd and directly adjacent to the proposed 'Side Piece Café'. When the application was made and nearby residents were advised, the Council only saw fit to inform the residents that were directly affected by changes to the rear of the property. Clearly, anyone at the front of the proposed café is also effected by the extra traffic and I would like to be considered to have my objections taken into consideration. I do not support this application for an extension of the number of seated patrons this premise can accommodate.		The consultation process has been undertaken in accordance with Clause 64, Part 8 of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.
The main reason for this is – the lack of parking and the inability and/or unwillingness by the Town of Claremont to enforce the local parking standards. The application would suggest the café has parking allowances. It does not. In the approximate 6 months that 93 Shenton Rd has	The development application indicates there are multiple on-street car parking spaces in close proximity to the application site. The minor increase in seating in the café, which is an existing use previously in operation, will not result in a material increase in parking stress in the local area.	The proposed works result in a reduced GLA of 99.94sqm, lowering the car parking requirement from seven to six bays, with no additional parking required for the outdoor alfresco area under LPS3, thereby reducing the existing shortfall by one bay. Therefore, no additional parking is required as per cl.30 of LPS3.

been operating as a commercial kitchen/distribution centre for it's other local operations, there has been a consistent and ongoing number of vehicles overstaying the Saladin St 2 hour parking restrictions. It is quite obvious these vehicles belong to Daises staff – a number of the cars have Daises stickers on the rear windscreens. The staff wear Daises uniforms.	Given the number of existing cafes in the area, it is also expected that many patrons of the café could be local residents, who will use sustainable means of travel to get to the site, including walking, scooters or cycling.	
In recent years, staff from Choux were also consistently overstaying the local parking restrictions. Despite my requests for the parking laws to be enforced, I have been told by ToC Rangers that they have been told the northern end of Saladin St is a 'No Go Zone' and a 'Hotspot'. This means that if a Ranger did chalk the tyres of a vehicle, it would be clearly visible from the café and they would simply move their cars to another location. The application states the hours of operation are intended to be 7am-4pm 7 days a week. The other cafes by this company operate from either 6am or 6.30am. Who will enforce the opening hours of operation, what penalties exist to prevent this from happening?	As per the above comments, the impact on parking, traffic, and noise will be negligible and the additional opening hours will not lead to further disruption to neighbouring properties. Regardless, the operations must comply with the EPA Noise Regs which are enforced by law.	As advised by the Town's Community Safety Officer, while previous complaints have been received regarding illegal parking in the area, they have not identified any significant safety risks. Parking behaviour will continue to be monitored by the Town's Rangers, and any emerging issues can be reviewed by the Town's Community Safety team. The proposed operation hours of the Shop are: Monday to Friday: 6:00 am – 4:00 pm Saturday and Sunday: 6:30 am – 4:00 pm The courtyard will not be accessible to customers until 7:00 am Monday to Saturday, and not until 9:00 am on Sundays and public holidays. It is recommended a condition be imposed requiring adherence to the approved hours of operation and restrictions on the use of the

		outdoor area. Any breach of this condition may be subject to investigation and enforcement under the Town's compliance framework.
Another modern issue with café operations that should be taken into account when looking at the impact of patron numbers is the increased popularity of ordering apps. Daises promote 'Download the SKIP App to jump the queue'. This effectively is promoting a drive through ordering option – without drive through capabilities. Instead of parking a car and going inside to order, patrons will sit in their cars, motors running, radios/phone calls on loud speakers until the order is ready. During the popularity of Choux Café, we have had on a regular basis cars parked on the verge, then people double parking across them on the road. Cars parked overshooting the yellow lines to indicate a driveway, cars parked across the footpath and cars parked, attended or unattended, in our driveway itself. This is nearly impossible to enforce unless a ranger is on patrol in the moment. By allowing such an increase in numbers at this venue, allowing for the increased takeaway capacity, given there is no allocated parking at all (noting there is also no capacity for cyclists to park) and the increase in staff numbers to cater for the increase in patron	It is not expected that the popularity of ordering apps will lead to a material increase in parking in the local area. It is not expected that the popularity of ordering apps will lead to a material increase in parking or impact on amenity in the local area. It is equally likely that the ability of patrons to order in advance will reduce the amount of time that patrons will need to spend in the café for collections, thereby reducing parking demand.	The concerns raised regarding mobile app ordering and informal vehicle waiting are acknowledged. While the use of ordering apps may influence patron behaviour, such technologies are increasingly common across many business types and are not exclusive to this proposal. Parking behaviour in the area will continue to be monitored by the Town's Rangers, and any issues that arise can be reviewed by the Town's Community Safety team. The proposed works result in a reduced GLA of 99.94sqm, lowering the car parking requirement from seven to six bays, with no additional parking required for the outdoor alfresco area under LPS3, thereby reducing the existing shortfall by one bay. Therefore, no additional parking is required as per cl.30 of LPS3. As discussed in the main report, the proposal remains consistent with the relevant planning framework and Residential zone objectives, and amenity impacts can be managed through conditions of approval.

numbers – this application should be rejected by the Town of Claremont. The historical zoning of 93 Shenton Rd was never intended for such a high turn over of patrons, let alone the high turn over of parked vehicles. The area is well serviced by 9 commercial eat in/takeaway/prepared meal outlets on Claremont Cres and Railway Rd that is 300-400 metres away from 93 Shenton Rd. These outlets have parking, loading zones for deliveries and accord allowances. We would appreciate to be informed of any updates to this planning submission. We can be contacted by any means listed below.		
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4 April 2025

Chief Executive Officer
Town of Claremont
308 Stirling Highway
Claremont WA 6010

via email: txiao@claremont.wa.gov.au

ATTENTION: TIANQI XIAO – PLANNER

Dear Tianqi,

REF: DA24.144 - 93 SHENTON ROAD, SWANBOURNE - RESPONSE TO SUBMISSIONS

On behalf of the applicant, Davina Bester (Milieu Creative), we write to you in response to your correspondence dated 26 March 2025 regarding the Development Application for the proposed 'Shop (Lunch Bar)' alterations at 93 Shenton Road, Swanbourne (ref: DA24.144).

This letter sets out our response to the various matters raised in the submissions made during the development application consultation period. A total of 9 submissions were provided, of which 8 are objections to the development application, and 1 is no objection subject to conditions.

We have reviewed all of the submissions and summarised them into general themes and provided a response from the applicant against each issue (refer **Attachment 1**). In summary, the proposals comprise minor alterations to an existing approved use, allowing the business to operate viably, and would have a negligible impact on the surrounding area, including on parking, traffic, and the amenity of neighbouring occupiers. There are no material reasons for the development to be refused and the Council should therefore approve the Development Application subject to any relevant and reasonable conditions.

Kind regards,



Response Letter to Submissions - 93 Shenton Road - 4April2025

ATTACHMENT 1 – APPLICANT RESPONSE TO SUBMISSIONS

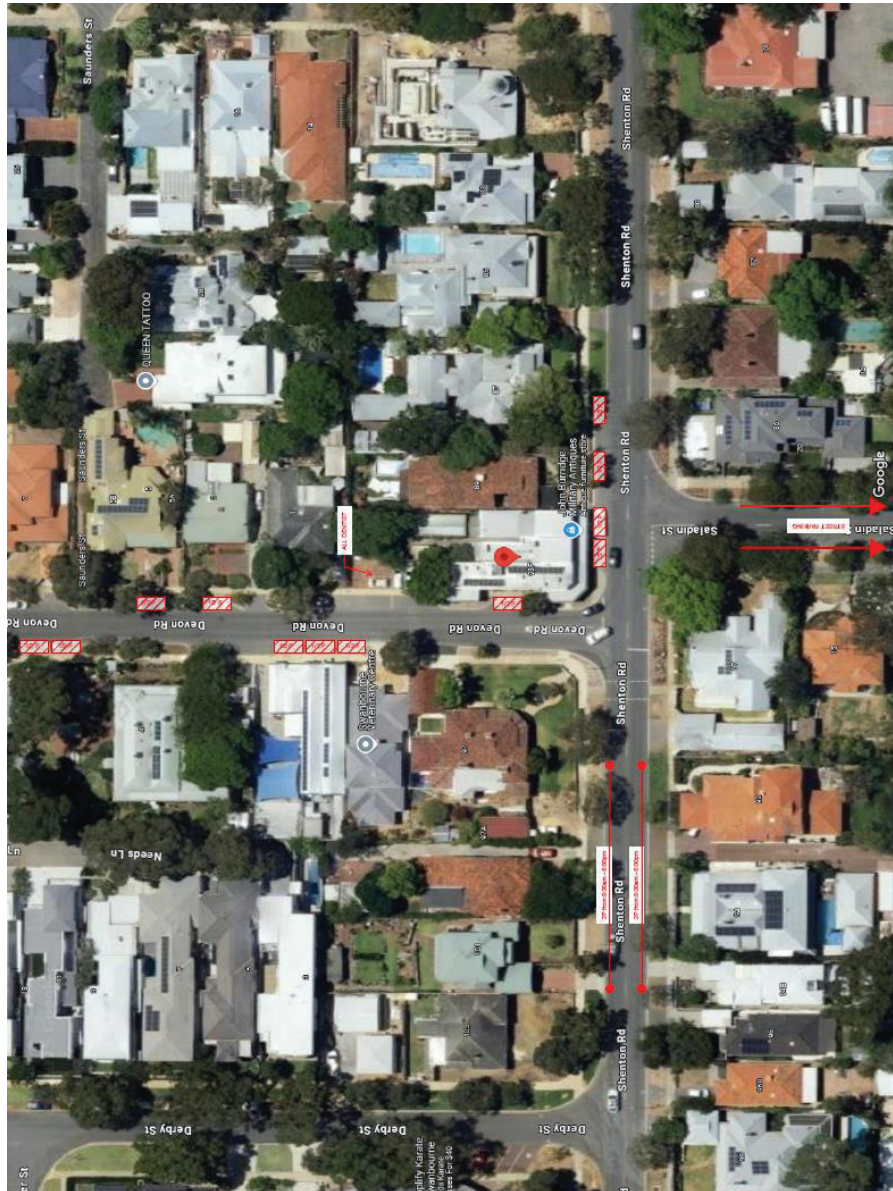
Comments Received	Applicant Response
<u>Land Use</u>	
The cafe is located in a Residential zoned area. The scope of the alterations and scale intensity of the proposed operations means the application is incompatible with residential zoning.	The building is currently being used as a café (('shop (lunch bar)') significant period of time. The use is therefore established and highly valued by the community. NO additional NLA is being added to the use.
<u>Parking</u>	
There are existing parking issues in the local area that the proposal will exacerbate. Parking in the area is limited. The extra seating and opening hours will lead to additional attempted parking and no additional parking for the outdoor seating is provided as part of the application.	The development application indicates there are multiple on-street car parking spaces in close proximity to the application site. The minor increase in seating in the café, which is an existing use previously in operation, will not result in a material increase in parking stress in the local area. Given the number of existing cafes in the area, it is also expected that many patrons of the café could be local residents, who will use sustainable means of travel to get to the site, including walking, scooters or cycling.
Under LPS3 a 'Restaurant' land use requires one car bay for each 12.5sqm of gross leasable area; or every four seats. Based on the 94sqm or 26 seats, the proposal would generate a requirement of 13 car bays.	Under LPS3 the car parking requirement for a shop (lunch bar) is: <i>One for each 16.67 sq.m of gross leasable area.</i> There is no additional GLA proposed under the scope of this application and therefore no new parking bays required.
The ownership of the existing parking spaces identified on the plans are not within the café's ownership, i.e. the café is not retaining the spaces fronting onto Shenton Road, nor is it retaining the spaces on Devon Road. Some of the identified spaces are private and the Café has no right to the public parking bays.	The Development Application plans indicate where existing parking spaces are located near to the application site and make it clear that these are not affected by the proposals (i.e. retained). The labelling of the spaces in the application does not infer ownership of any of the spaces, whether they are within private or public ownership, nor infers that the café has priority use of these spaces. The plans simply indicate where existing spaces are located and demonstrates that there is existing parking capacity around the application site.
The existing parking restrictions are loosely observed. Monitoring of the parking restrictions by rangers should be increased.	Enforcement of parking overstay is not a planning issue and is something for the Council to consider outside of the planning process.

Comments Received	Applicant Response
The increase in popularity of ordering via apps will lead to patrons sitting in their cars, with engines running and radios (or phone calls) playing through speakers, leading to a further noise issue.	It is not expected that the popularity of ordering apps will lead to a material increase in parking in the local area.
The increase in popularity of ordering via apps will lead to patrons sitting in their cars, with engines running and radios (or phone calls) playing through speakers, leading to a further noise issue.	It is not expected that the popularity of ordering apps will lead to a material increase in parking or impact on amenity in the local area. It is equally likely that the ability of patrons to order in advance will reduce the amount of time that patrons will need to spend in the café for collections, thereby reducing parking demand.
<u>Traffic</u>	
Concern regarding the safety of children making their way to school, given the existing numbers of busses and cars using the street which is dangerous. The proposal is likely to worsen the situation and add to the traffic hazard.	The increase in traffic from the proposal will be negligible, given the minor increase in seating outside, and will not impact the safety of children making their way to school. The traffic associated with this use is negligible in the context of the regional traffic volumes that occur in the locality at peak times.
<u>Acoustic Impact and Neighbourhood Amenity</u>	
The proposed outdoor seating is in close proximity to residential properties and the noise impact from the seating could cause issues for local residents. One response suggests that the proposed environment including 26 people could push noise levels to 80-90 dB during peak moments and that the authority should request an acoustic impact assessment from the applicant.	The proposal seeks minor alterations to the existing building and provides a limited number of external seats for patrons of the café. It is highly unlikely that significant noise levels will be caused by the proposals; it is likely that the majority of patrons using the outside seating will be there for a short period, or working quietly. Additionally, the opening hours are restricted to 6am-4pm, meaning any minor noise generated by the use will be predominately limited to the day period. The operator is very aware of the regulations that govern noise levels, and are experienced in managing the café operations to ensure that it complies with the regulations has does not impact on amenity. Please refer to enclosed <i>Noise Management Plan</i>.
A commercial extractor has recently been installed which causes noise for adjacent properties.	This is unrelated to the current proposal.

Comments Received	Applicant Response
The development application should have included information relating to proposed or existing ventilation and extraction systems; discharge stack height; restrictions on kitchen operating hours when the premise is closed for patrons; and setbacks and positioning of exhaust outlets away from sensitive receptors.	The kitchen is existing and unchanged as part of this application.
The boundary fence is shown between the shops which is 1800 high. The proposal states that the fence will remain with a solid batten screen adjacent to the existing boundary fence, which could double the height of the fence and block out light from the back rooms.	The boundary is largely proposed to remain as existing on the boundaries. However, a new timber batten screen is proposed for part of the length along the boundary with 91 Shenton Road, and has been included as a measure of managing amenity between uses. Please refer to enclosed <i>Fence Sections</i>.
One submission confirms no objection to the proposal, provided that: • Adjacent property will not be damaged during construction and access to neighbouring property is not compromised. • No damage is caused to car park fence or parking (or any damage is fully rectified). • The operator will deter café patrons from using the dental clinic car park which has previously been a problem.	The NCC covers dilapidation to adjoining properties associated with construction works, and this will be enforced as part of the building permit process. Management of the parking will be incorporated as part of the proposal to ensure that customers are aware of this obligations for parking legally.
<u>Opening Hours</u>	
Additional opening hours will lead to more disruption during the day for neighbouring properties.	As per the above comments, the impact on parking, traffic, and noise will be negligible and the additional opening hours will not lead to further disruption to neighbouring properties. Regardless, the operations must comply with the EPA Noise Regs which are enforced by law.
<u>Proposed Scale</u>	
The extensive scope of alterations and scale intensity of the proposed operations compared to previous cafes equal a change of use, a use incompatible with residential zoning, and	The proposed alterations are a reasonable and proportionate proposal for a small café in this location. The proposed outdoor seating provides diversity for the use of the patrons so they chose to be indoors or outdoors depending on the prevailing weather conditions – and does not

Comments Received	Applicant Response
a use that requires the Council to reconsider the question of permitted uses.	necessarily increase the number of patrons. This would support the viable operation of a small business and would be a positive benefit to the local community.
The seating area is too large for the size of the cafe. One comment requests that the seating capacity is limited to 6 patrons.	The application for outdoor seating is a reasonable and proportionate proposal for a small café in this location.
<u>Development Application Discrepancies</u>	
The plans refer to the incorrect addresses of neighbouring properties.	The plans have been updated to correct the plans to now show the full strata details of the adjoining lot.
The plans incorrectly reference the number of spaces in the local area. The spaces labelled are not within the café ownership.	An updated mark-up has been prepared which shows the correct number of spaces around the site. As per the above response, the plans do not infer that the spaces are within the café ownership, but simply identifies where spaces are located in the immediate vicinity. Please refer to enclosed <i>Street Parking Plan</i> .
<u>Consultation/Advertisement</u>	
Council Consultation has been restricted to immediate neighbours – due to potential noise- rather than the wider area which would be appropriate due to parking issues	This is an issue for the Council rather than the applicant. However, the applicant believes the consultation process was appropriate given the minor scale of the project.

PARKING PLAN MARK-UP





Noise Management Plan

Side Piece Deli

Address: 93 Shenton Road, Swanbourne, WA

ABN: 71 604 619 794

Prepared by: Sam Kaye

Date: 6th May 2025

1. Objective

This Noise Management Plan (NMP) aims to outline the strategies and procedures implemented at Side Piece Deli to minimise the impact of noise on the surrounding community and ensure compliance with local environmental health regulations.

2. Business Overview

Side Piece Deli is a daytime café in Swanbourne. It offers dine-in and takeaway food and drinks, casual seating, and a relaxed, community-focused atmosphere.

Operating Hours:

- Monday to Friday: 6:00 am – 4:00 pm
- Saturday & Sunday: 6:30 am – 4:00 pm

3. Potential Noise Sources

- Background music played inside and/or outside the venue
- Customer conversations in seated outdoor areas (courtyard)
- Food preparation equipment (e.g., blenders, grinders)
- Exhaust fans and mechanical ventilation
- Waste collection and supplier deliveries
- Staff activity during setup and pack-down

4. Noise Control Measures

a. Music Management

- Background music will be kept at a low volume and used only to enhance ambience, not to entertain or project sound beyond the café.
- Outside speakers will be volume-limited and used only to play soft background music.
- Speakers will be positioned to face inward and away from residential properties.
- No amplified music or live performances will occur without prior approval from the local authority.
- No music will be played in the courtyard before 7:00 am Monday to Saturday, and not until 9:00 am on Sundays & Public Holidays

b. Customer Management

- Clear signage will request patrons to keep noise to a minimum, particularly in the early morning.
- Staff will monitor outdoor areas to ensure customer noise does not disturb neighbours.



- The courtyard will not be accessible to customers until 7:00 am Monday to Saturday, and not until 9:00 am on Sundays & Public Holidays

c. Operational Procedures

- Waste collection and deliveries will occur between 7:00 am and 6:00 pm.
- Staff will minimise noise during early morning setup and closing.
- Exhaust fans and mechanical ventilation systems will only be used after 7:00 am Monday to Saturday, and not until 9:00 am on Sundays & Public Holidays

d. Infrastructure and Design

- Materials and layout will be chosen to absorb sound and reduce transmission.
- Planters and fencing in the outdoor seating area will help buffer sound.

5. Complaint Management

Side Piece Deli is committed to open communication and prompt response to any concerns from neighbours or the community.

- Contact: Sam Kaye – hello@sidepiecedeli.net.au

All complaints will be recorded, with details of the date, time, nature of the complaint, and actions taken.

- Operations will be reviewed if repeated concerns arise.

6. Review and Monitoring

- The Noise Management Plan will be reviewed annually or with significant operational changes.
- The venue will remain responsive to community and council feedback and adjust practices accordingly.

Kind Regards,

Side Piece Deli

93 Shenton Road Swanbourne



13.4 ENVIRONMENTAL SUSTAINABILITY

13.4.1 VERGE TREATMENT- REQUEST FOR APPROVAL

File Number: PRK/00170-005

Author: Cloe Dolan (Manager Parks and Environment), Bree Websdale (Director Corporate Services)

Authoriser: Liz Ledger (Chief Executive Officer)

Attachments:

1. EN302 Road Verges [**13.4.1.1** - 2 pages]
2. CONFIDENTIAL REDACTED - Request for appeal for the verge treatment [**13.4.1.2** - 1 page]

PURPOSE

For Council to consider a retrospective application for approval of a verge treatment that is not permitted within Council Policy EN302 Road Verges.

BACKGROUND

The Town's *Activities on Thoroughfares and Public Places Local Law 2003* (the **Local Law**) provides that only permissible verge treatments may be installed on verges. The list of permissible verge treatments includes:

- (a) *the planting and maintenance of a lawn;*
- (b) *the planting and maintenance of a garden provided that –*
 - (i) *clear sight visibility is maintained at all times for a person using the abutting thoroughfare in the vicinity of an intersection or bend in the thoroughfare; and*
 - (ii) *(ii) where there is no footpath, a pedestrian has safe and clear access of a minimum width of 2m along that part of the verge immediately adjacent to the kerb;*
- (c) *the installation of an acceptable material; or*
- (d) *(d) the installation over no more than one third of the area of the verge (excluding any vehicle crossing) of an acceptable material in accordance with paragraph (c), and the planting and maintenance of either a lawn or a garden on the balance of the verge in accordance with paragraph (a) or (b);*
- (e) *not to shed excessive stormwater run-off (less than 50% impervious material).*

An acceptable material (as referred to in (c) above) means “any material which will create a hard surface, and which appears on a list of acceptable materials maintained by the local government”.

Policy EN302 Road Verges (the **Policy**), **Attachment 1**, states its purpose is to “supplement the Town's Activities on Thoroughfares and Public Places Local Law by providing guidance on the “permissible verge treatments”.

The Policy was last reviewed in September 2024 and provides “*Artificial Turf is not considered a sustainable or environmentally sensitive landscape treatment by Council and is therefore not permitted*”.

This is repeated in the Verge Landscaping Guidelines, which provides:

1. Verge Treatments

Please refer to the tables below to determine what are permissible verge treatments within the Town of Claremont and the obligations of owners and occupiers for their care and maintenance of verges for the safety and convenience of the public.

Permissible	Non-Permissible Examples
Lawn (drought tolerant varieties preferred)	Artificial turf
Garden (local and waterwise plants up to 0.5 metres in height, not within 2 metres of an intersection)	Hazardous, prickly, or poisonous plants
Acceptable Materials (Coarse Mulch)	Rocks, stone, gravel, logs or pot plants
Porous Paving (light coloured and maximum of one third of verge area)	Concrete, loose gravel or non-porous hardstand
Waterwise Reticulation/ Irrigation	Furniture and play equipment
Street Trees (installed by Town only)	Fences, walls or raised garden beds

DISCUSSION

This request for retrospective approval is presented to Council as the administration does not have the authority to override the Policy.

The residents of 24 Brown Street, Claremont have sought retrospective approval from Council for artificial lawn on the verge. The residents have said that when they installed the artificial lawn, they were unaware that it was not permitted in the Town of Claremont.

A copy of their request is shown in **Attachment 2**.

The verge at 24 Brown Street is 30 square metres and is shown below.



In summary the residents have said in support of their application:

- They received advice that it was not possible to reticulate the verge because of the footpath.
- They have replaced what was dry dead grass on the verge which was aesthetically displeasing.
- They initially placed mulch on the verge but that was not practical as the verge is subject to heavy foot traffic due to the neighbouring physiotherapy business.

- They received advice that pavers would be very difficult to install because of the large red gum tree on the verge with very thick and irregular roots.

Whilst it is possible to reticulate verges that have footpaths, it requires a sleeve for the pipe under the footpath from the private property to the verge. It is recommended to place sprinklers and tubing more centrally away from paths and crossovers to prevent trampling and vehicle damage.

With regards to the installation of pavers, the verge guidelines only permit one third of the verge to be paved.

Artificial Lawn

The Policy was presented to Council at the 27 August 2024 Ordinary Council Meeting with the proposal that artificial turf be included as an acceptable material.

As that proposal was not adopted by Council, Policy EN302 was re-presented for Council endorsement at the 24 September 2024 Ordinary Council Meeting without the inclusion of artificial turf verge treatments.

Although not a preferred verge treatment, sustainable artificial turf is recommended in some circumstances.

The officer recommendation is therefore to approve this retrospective application for installation of artificial lawn at 24 Brown Street Claremont considering the specific circumstances of that verge and property. The specific circumstances are:

- Preferred alternative verge treatments are considered unlikely to thrive at the location due to existing site constraints.
- In this case it is a high foot traffic area due to the commercial neighbour.
- It would have been difficult to pave and only 1/3 would have been approved to be paved under the guidelines.
- Mulch was trialled but was subject to complaints from visitors of the physiotherapy business.

The administration would require the artificial lawn to be altered to ensure it is not installed up to the base of trees, with a minimum 1m offset distance provided.

PAST RESOLUTIONS

Ordinary Council Meeting 24 September 2024, Council Resolution 143/24

That Council endorses the review of Policy EN302 Road Verges as shown in Attachment 2 as amended.

CARRIED

Ordinary Council Meeting 27 August 2024, Council Resolution

That Council endorses the review of Policy EN302 Road Verges which includes the option of installing sustainable artificial turf as a verge treatment within the guidelines.

LOST

FINANCIAL AND STAFF IMPLICATIONS

Nil

POLICY AND STATUTORY IMPLICATIONS

Local Government Act 1995

Town of Claremont Activities on Thoroughfares and Public Places Local Law 2003

Council Policy EN302 Road Verges

Verge Landscaping Guidelines

COMMUNICATION AND CONSULTATION

The residents requesting the approval have written to the Mayor and Councillor Brown as shown in **Attachment 3**.

STRATEGIC COMMUNITY PLAN

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

- Demonstrate a high standard of governance, accountability, management and strategic planning.
- People We live in an accessible and safe community that welcomes diversity, enjoys being active and has a strong sense of belonging.
- Provide opportunities for local community groups that supports their ongoing sustainability.

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

- Take a leadership in the community in environmental sustainability.
- Aim for best practice in water usage and waste minimalisation in line with community expectations.

URGENCY

Not urgent

VOTING REQUIREMENTS

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

OFFICER RECOMMENDATION

That Council approve the retrospective application for installation of artificial lawn at 24 Brown Street Claremont contrary to Policy EN 302 in light of the specific circumstances of that Verge.

COUNCIL POLICY EN302**ROAD VERGES****KEY FOCUS AREA** ENVIRONMENTAL SUSTAINABILITY**Purpose**

The purpose of this policy is to supplement the Town's Activities on Thoroughfares and Public Places Local Law by providing guidance on the "permissible verge treatments".

Policy

All requests must be submitted in writing with plans and specifications.

Council supports the paving of Town owned verges where on-street parking is not permitted or readily available.

Where paving is permitted, the following conditions apply:

1. Permissible materials are porous paving, to the satisfaction of the Chief Executive Officer
2. Drainage to be collected and disposed of in soakage pits (1m3 for each 90m2 paving).
3. All verge treatments containing hardstand materials are required to include at least one street tree (Spacing of 8 to 10 meters to maintain the avenue effect).
4. Street trees to be carefully protected from root damage using the Australian Standards for protection of trees on development sites, and tree bubblers connected to private irrigation to be provided.
5. Hardstand materials may not be installed closer than 2 metres from a street tree or interfere with a street tree in any way.
6. Standard road kerbing to remain.
7. Installation over no more than one third of the area of the verge (excluding any vehicle crossing) of an acceptable material, and the planting and maintenance of either a lawn or a garden on the balance of the verge in accordance with the following:
 - a. clear sight visibility is maintained at all times for a person using the abutting thoroughfare in the vicinity of an intersection or bend in the thoroughfare; and
 - b. where there is no footpath, a pedestrian has safe and clear access of a minimum width of 2m along that part of the verge immediately adjacent to the kerb.
8. Council's crossing paving specification to apply to verge paving construction
9. Artificial Turf is not considered a sustainable or environmentally sensitive landscape treatment by Council and is therefore not permitted

If a landowner installs unapproved surfaces on the verge they may be instructed to reinstate it to an approved surface. The landowner would be responsible for the cost of reinstatement.

Document Control Box			
Legislation:	Nil		
Organisational:	Activities on Thoroughfares and Public Places Local Law 2003		
Version #	Decision:	OCM Date:	Resolution Number:
1.	Adopted	21 June 2005	232/05
2.	Reviewed	7 July 2009	182/09
3.	Reviewed	4 September 2012	169/12
4.	Reviewed	10 December 2013	360/13
5.	Reviewed	9 December 2014	203/14
6.	Reviewed	13 December 2016	206/16
7.	Reviewed	18 December 2018	228/18
8.	Reviewed	24 September 2024	143/24

13.4.2 POLICY EN307 - USE OF RESERVES**File Number:** COM/00032**Author:** Bree Websdale (Director Corporate Services), Bianca Evans (Legal and Governance Officer), Cloe Dolan (Manager Parks and Environment)**Authoriser:** Liz Ledger (Chief Executive Officer)

Attachments:

1. Council Policy EN307 Use of Reserves - Tracked Changes [**13.4.2.1** - 2 pages]
2. Council Policy EN307 Use of Parks and Reserves - Clean [**13.4.2.2** - 2 pages]
3. Council Policy EN303 Use and Management of Foreshore Reserves [**13.4.2.3** - 1 page]

PURPOSE

For Council to consider endorsing amendments to Council Policy EN307 Use of Reserves; and to revoke Council Policy EN303 Use and Management of Foreshore Reserves.

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 Town. This is assisted by the adoption of Council policies reflecting this direction and guiding the Town's decision-making processes. Council policies should:

- Provide the Town 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 work procedures (which need to evolve to ensure continuous improvement).

DISCUSSION

The amendments to Policy EN307 (the Policy) are shown by tracked changes in **Attachments 1** and as a final version in **Attachment 2**.

A summary of the proposed amendments is set out below:

- The Policy is intended to cover all parks and reserves including Lake Claremont and the Foreshore. This ensures consistency. Policy EN303 is therefore no longer required and is proposed to be revoked.
- To simplify the process the Policy removes the requirement for residents and ratepayers to apply to use parks and reserves for personal gatherings for less than 30 people. Currently, administrative times is spent processing applications for small gatherings such as children's birthday parties for residents and ratepayers.
- The Policy removes the ability to erect barriers, fencing and other structures in Town parks and reserves that could cause damage. When these structures are permitted it requires the Town to receive a bond, then inspect the park or reserve after the event to ensure no damage, again using administrative time.

- The Policy bans the use of confetti, streamers and balloons in Town parks and reserves for environmental reasons. Balloons and confetti, particularly those made of plastic, pose significant environmental risks and contribute to plastic pollution. Balloons can be ingested by animals. Confetti, if not biodegradable, can also end up in the ocean as litter, contributing to microplastic pollution and harming wildlife.
- The Policy does not permit animals other than dogs. This supports that the park and reserves are public spaces and are not the most appropriate location for parties with petting zoos or horse riding.
- The Policy retains that alcohol is not permitted.
- The Policy retains a structure for use of parks and reserves by businesses and/or commercial purposes. Business and individuals may apply to use Town parks and reserves for purposes including animal training and recreation and fitness classes, subject to the following:
 - Payment in advance of the relevant fee, set by Council in the Schedule of Fees and Charges.
 - A formal application is required which includes evidence of registration and a Public Liability Insurance Certificate of Currency.

By way of background the Town currently has the following activities in parks and reserves:

- Dog training - approximately 20 participants one session per week.
- Kids grasshopper soccer – approximately 25 participants one session per week.
- Personal training - 2 sessions per week 5 participants.

PAST RESOLUTIONS

Ordinary Council Meeting 18 December 2018, Council Resolution 228/18

That Council:

1. *Endorse the proposed changes to the Town Policy Manual, as presented in Attachment 1 and Attachment 2.*
2. *Adopt the updated Town of Claremont Policy Manual, as presented in Attachment 3.*

CARRIED

FINANCIAL AND STAFF IMPLICATIONS

If the amended policy is adopted, administrative time will be reduced on processing applications and administering bonds.

POLICY AND STATUTORY IMPLICATIONS

Local Government Act 1995

COMMUNICATION AND CONSULTATION

Nil

STRATEGIC COMMUNITY PLAN

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

- Take a leadership in the community in environmental sustainability.

URGENCY

Nil

VOTING REQUIREMENTS

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

OFFICER RECOMMENDATION

That Council:

- 1. Revoke Council Policy EN303 Use and Management of Foreshore Reserves; and**
- 2. Adopts the amended Council Policy EN307 Use of Parks and Reserves as shown in Attachment 2.**

TOWN of CLAREMONT

COUNCIL POLICY EN307

USE OF PARKS AND RESERVES

KEY FOCUS AREA ENVIRONMENTAL SUSTAINABILITY

Purpose

To provide guidance for the use of the Town of Claremont's parks and reserves including the Foreshore and Lake Claremont.

~~for functions, events, and access.~~

Policy

Council has determined the following guidelines for the use of parks and reserves

Residents and Ratepayers

~~Residents and Ratepayers may use Town parks and reserves. The Town is committed to providing its residents with well-maintained parks and reserves for appropriate passive recreational pursuits and gatherings at no charge and without further approval, subject to the following conditions:~~

- ~~There is no guarantee of No exclusive use of the reserve. Parks and reserves are allocated on a first come first served basis.~~
- ~~All gatherings must be private and not attract a fee.~~
- ~~The mMaximum number of people at any single event must not to exceed 30. persons~~
- ~~No alcohol is permitted.~~
- ~~to be consumed on the reserve~~
- ~~No barriers, fencing, erected to exclude the public from any part of the reserve~~
- ~~No tents, marquees, bouncy castles, large sporting equipment or other structures are permitted.~~
- ~~No power will be made available.~~
- ~~without written approval (structures requiring stakes being driven into the ground will not be approved, sandbags must be used)~~
- ~~No entertainment, PA systems and/or lighting are permitted.~~
- ~~Confetti, streamers and balloons are not permitted.~~
- ~~No animals other than dogs are permitted. at any public reserve~~
- ~~Noise to be kept to a reasonable level, particularly after dusk.~~
- ~~All rubbish must be collected and disposed of. The area used must be left clean and tidy.~~
- ~~No active events such as bouncy castles, bubble soccer, laser tag or other similar activities are permitted. will only be approved in writing for locations including Claremont Park, Rowe Park and Lake Claremont Parkland.~~

Business and Commercial Use

~~Only local residents will be permitted to apply for events outside of general use and any use outside of the above will only be approved through written approval from the Town.~~

Personal and Dog Trainers

Businesses and Individuals may apply to use Town parks and reserves for purpose including animal training and recreation and fitness classes subject to the following conditions:

The Town will make available selected reserves for use by registered Personal/Animal Trainers. To ensure Personal/Animal Trainers operate in a manner acceptable to the Town all operators will be required to:

- A Make formal application is required which includes:
 - Provide evidence of registration with Fitness Australia as an Exercise Professional (Personal Trainer specialisation or Business Member) or a qualified Certificate 3 in Dog behaviour and training for all puppy school or group dog trainers
- Pay all fees and charges (if applicable) as approved by Council
 - Provide a Public Liability Insurance Certificate of Currency as to the value required by the Town.
- Payment in advance of the relevant fee to the Town as per the Schedule of Fees and Charges.
- Comply with all Conditions of Use issued by the Town

Access to Adjacent Lots through parks and reserves

The Town at its discretion may approve vehicle access through its parks and reserves to adjacent private lots subject to the following conditions: for construction or maintenance purposes. To ensure this access does not disadvantage other residents or park users nor incur a cost to the Town all applicants will be required to:

- Make formal application to the Town;
- Pay all fees and charges (if applicable) as approved by Council; and
- Payment in advance of the relevant fee as per the Schedule of Fees and Charges.
- Provide a Public Liability Insurance Certificate of Currency (if applicable) to the value required by the Town.
- Comply with all Conditions of Use issued by the Town.

Document Control Box			
Legislation:	Nil		
Organisational:	Claremont Ahead 2023 Strategic Community Plan		
Version #	Decision:	OCM Date:	Resolution Number:
1.	Adopted	6 February 2007	03/07
2.	Reviewed	5 October 2010	210/10
3.	Reviewed	15 October 2013	290/13
4.	Reviewed	10 December 2013	360/13
5.	Reviewed	20 May 2014	76/14
6.	Reviewed	9 December 2014	203/14
7.	Reviewed	13 December 2016	206/16
8.	Reviewed	18 December 2018	228/18
9.	Reviewed	May 2025	



TOWN of CLAREMONT

COUNCIL POLICY EN307
USE OF PARKS AND RESERVES
KEY FOCUS AREA ENVIRONMENTAL SUSTAINABILITY

Purpose

To provide guidance for the use of the Town of Claremont's parks and reserves including the Foreshore and Lake Claremont.

Policy

Council has determined the following guidelines for the use of parks and reserves

Residents and Ratepayers

Residents and Ratepayers may use Town parks and reserves for gatherings at no charge and without further approval, subject to the following conditions:

- There is no guarantee of exclusive use. Parks and reserves are allocated on a first come first served basis.
- All gatherings must be private and not attract a fee.
- The maximum number of people at any single event must not to exceed 30.
- No alcohol is permitted.

No barriers, fencing, tents, marquees, bouncy castles, large sporting equipment or other structures are permitted.

- No power will be made available.
- No entertainment, PA systems and/or lighting are permitted.
- Confetti, streamers and balloons are not permitted.
- No animals other than dogs are permitted.
- Noise to be kept to a reasonable level, particularly after dusk.
- All rubbish must be collected and disposed of. The area used must be left clean and tidy.
- No active events such as bouncy castles, bubble soccer, laser tag or other similar activities are permitted.

Business and Commercial Use

Businesses and Individuals may apply to use Town parks and reserves for purpose including animal training and recreation and fitness classes subject to the following conditions:

- A formal application is required which includes:
 - Provide evidence of registration
 - Provide a Public Liability Insurance Certificate of Currency as required by the Town.
- Payment in advance of the relevant fee as per the Schedule of Fees and Charges.
- Comply with all Conditions of Use issued by the Town

Access through parks and reserves

The Town at its discretion may approve vehicle access through its parks and reserves to adjacent private lots subject to the following conditions: Make formal application to the Town;

- Payment in advance of the relevant fee as per the Schedule of Fees and Charges.
- Provide a Public Liability Insurance Certificate of Currency (if applicable) to the value required by the Town.
- Comply with all Conditions of Use issued by the Town.

Document Control Box			
Legislation:	Nil		
Organisational:	Claremont Ahead 2023 Strategic Community Plan		
Version #	Decision:	OCM Date:	Resolution Number:
1.	Adopted	6 February 2007	03/07
2.	Reviewed	5 October 2010	210/10
3.	Reviewed	15 October 2013	290/13
4.	Reviewed	10 December 2013	360/13
5.	Reviewed	20 May 2014	76/14
6.	Reviewed	9 December 2014	203/14
7.	Reviewed	13 December 2016	206/16
8.	Reviewed	18 December 2018	228/18
9.	Reviewed	May 2025	

TOWN of CLAREMONT

COUNCIL POLICY EN303

USE AND MANAGEMENT OF FORESHORE RESERVES

KEY FOCUS AREA ENVIRONMENTAL SUSTAINABILITY

Purpose

The purpose of this policy is to outline the guiding principles that the Town of Claremont has in relation to the use and management of the Swan River Foreshore.

Policy

The Town of Claremont recognises the environmental, historical, social and recreational importance that the Swan River foreshore reserve provides to the community, and as such has developed a set of guiding principles to support and direct the use and management of this unique facility:

1. The Swan River foreshore shall continue to be reserved for parks and recreation, with the aim of;
 - a) Enhancing the identity and character of the foreshore;
 - b) Enhancing the environment;
 - c) Protecting and encouraging wildlife;
 - d) Enhancing the amenity for residents and visitors to the foreshore; and
 - e) Enhancing recreational opportunities for residents and visitors.
2. The Swan River foreshore shall be subject to a Management Plan which consolidates and develops the reserve as a significant area of recreational and environmental importance.
3. The Management Plan shall be developed in consultation with relevant stakeholders, and be complementary to existing plans of the Swan River Trust, adjoining municipalities and other relevant government / non-government agencies.

Document Control Box			
Legislation:	Nil		
Organisational:	Nil		
Version #	Decision:	OCM Date:	Resolution Number:
1.	Adopted	N/A	N/A
2.	Reviewed	28 September 1999	N/A
3.	Reviewed	5 October 2010	210/10
4.	Reviewed	10 December 2013	360/13
5.	Reviewed	9 December 2014	203/14
6.	Reviewed	13 December 2016	206/16
7.	Reviewed	18 December 2018	228/18

- 14 ANNOUNCEMENTS BY THE PRESIDING PERSON**
- 15 ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
- 16 NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PRESIDING PERSON OR BY DECISION OF MEETING**

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

17.1 LEADERSHIP AND GOVERNANCE

17.1.1 CEO PERFORMANCE REVIEW WORKING GROUP

REASON(S) FOR CONFIDENTIALITY

Section 5.23(2) of the *Local Government Act 1995*:

(a) a matter affecting an employee or employees

18 FUTURE MEETINGS OF COUNCIL

Ordinary Council Meeting, Tuesday 24 JUNE 2025 at 7.00pm.

19 DECLARATION OF CLOSURE OF MEETING