

TOWN *of* CLAREMONT

Agenda

ORDINARY COUNCIL MEETING

Tuesday 27 August 2024

Please be advised that an Ordinary Council Meeting will be held at **7:00 pm** on **Tuesday 27 August 2024** 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

8 PETITIONS/DEPUTATIONS/PRESENTATIONS

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

That the minutes of the Ordinary Meeting of Council held on 30 July 2024 and Special Meeting of Council held on 6 August 2024 be confirmed.

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

17.1.1 327 Stirling Highway Claremont

17.1.2 Anzac Cottage – 16 Saunders Street, Swanbourne

17.1.3 Request for Rates Payment Plan

11 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil

12 REPORTS OF COMMITTEES

12.1 CLAREMONT TOWN CENTRE ADVISORY COMMITTEE

12.1.1 MINUTES OF THE CLAREMONT TOWN CENTRE ADVISORY COMMITTEE MEETING HELD ON 6 AUGUST 2024

File Number: GOV/00048-006

Author: Georgia Kraljevich (Claremont Town Centre Destination Marketing & Events Officer)

Authoriser: Liz Ledger, Chief Executive Officer

Attachments: 1. Minutes of the Claremont Town Centre Advisory Committee Meeting held on 6 August 2024 [12.1.1.1 - 22 pages]

OFFICER RECOMMENDATION

That the Minutes of the Claremont Town Centre Advisory Committee Meeting held on 6 August 2024 be received.

TOWN *of* CLAREMONT

Minutes

Claremont Town Centre Advisory Committee Meeting

Tuesday 6 August 2024

Liz Ledger
Chief Executive Officer

DISCLAIMER

Persons present at this meeting are cautioned against taking any action as a result of any Committee recommendation until such time as those recommendations have been considered by Council.

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Chairperson welcomed the meeting attendees and declared the meeting open at 5:02 pm.

2 RECORD OF ATTENDANCE/APOLOGIES

PRESENT:

Mayor Jock Barker

Ms Lesley Thomas

Ms Kathryn Twort

Mr John Slade

IN ATTENDANCE:

Liz Ledger (CEO)

Georgia Kraljevich (Claremont Town Centre Destination Marketing & Events Officer)

Emily Mullins (Manager Tourism and Events)

APOLOGIES:

Cr Jill Goetze

Cr Annette Suann

Ms Zoe Kelsey

Mr Jonas Edner

LEAVE OF ABSENCE:

Nil

3 DISCLOSURE OF INTERESTS

Nil

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

COMMITTEE RECOMMENDATION CTCAC 24/0

Moved: Ms Lesley Thomas

Seconded: Ms Kathryn Twort

That the minutes of the Claremont Town Centre Advisory Committee Meeting held on 7 May 2024 be confirmed.

For: Mayor Jock Barker, Ms Kathryn Twort, Mr John Slade and Ms Lesley Thomas

Against: Nil

CARRIED 4/0

5 PRESENTATION

Claremont Town Centre Destination Marketing and Events Officer presented a summary of activities and discussion points to the Committee.

6 REPORTS OF THE CEO

6.1 QUARTERLY REPORT FOR THE PERIOD MAY 2024 TO JULY 2024

File Number: GOV/00048-006
Author: Georgia Kraljevich (Claremont Town Centre Destination Marketing & Events Officer)
Authoriser: Liz Ledger (Chief Executive Officer)
Attachments: 1. Attachment 1 Flourish Articles [6.1.1 - 3 pages]
 2. Attachment 2 Media Coverage [6.1.2 - 6 pages]

PURPOSE

To provide an update for activities carried out during May 2024 up to July 2024 for the Claremont Town Centre (CTC) project.

BACKGROUND

Since its inception, an annual forward plan built on a quadrant framework has been developed and executed for the CTC project. The structure is designed to:

1. Create awareness.
2. Create interest.
3. Create comfort.
4. Create partnerships.

These defined objectives have steered the design and delivery of the programs and related communications plans that contribute to the economic and social well-being of the CTC precinct.

DISCUSSION

In line with the 2023-24 Operational Plan, the following has been undertaken to assist businesses located in the town centre precinct.

Goal – Create Awareness

Marketing

At the Ordinary Council Meeting on 28 May, Council considered Committee Recommendation 006/24 and resolved to request the administration to liaise with the developer to seek agreement for the inclusion of Town Centre marketing & promotional material on the temporary construction site fencing and hoardings in the road reserve fronting 10-40 Bay View Terrace Claremont, required as part of the Construction Management Plan in order to mitigate the impact of the development on Claremont Town Centre businesses.

Given that the fencing, hoarding and signage will be located in the road reserve under the Town’s control the developer will liaise with the Town in relation to this request and approval requirements for this structure / signage. Further updates will be provided to the Committee in due course.

The CTC social media strategy continued to be implemented during this quarter. Content has been in line with the four pillars:

- Dine in the CTC
- Shop in the CTC
- See in the CTC
- Life in the CTC

The Town Centres social media audience profile remains similar to the previous reporting period. With Facebook audience comprising of 12.4% male and 87.6% female, and Instagram comprising of 77.9% Women and 22.1% men.

Additional social media statistics are outlined below in comparison to the same quarter last year.

Facebook	May 2024	June 2024	July 2024*	Facebook	May 2023	June 2023	July 2023
Followers	2537	2535	2534	Followers	2470	2474	2481
Reach	1400	1600	573	Reach	634	1476	6849
Engagement	35	16	10	Engagement	43	30	174

Instagram	May 2024	June 2024	July 2024*	Instagram	May 2023	June 2023	July 2023
Followers	2097	2103	2105	Followers	2019	2026	2054
Reach	1200	600	1500	Reach	1071	1164	2294
Engagement	76	47	41	Engagement	74	67	159

Social media followers are steadily increasing each month on Instagram, however is remaining quite stagnant on Facebook. The number of users viewing social media posts (Reach) does tend to be lower compared to this time last year. Reach does tend to peak in those months the Town is paying for promotion of Town Centre activations, for example Claremont’s Night Luxe in July 2023 and 2024. The number of likes, comments, and shares (Engagement) does tend to correlate with the number of reach received.

*It is important to note that statistics for July may be down due to this report being created before the completion of the month.

Flourish

The Winter edition of the Town of Claremont’s Flourish magazine was delivered to all Claremont homes (approx. 5000) at the beginning of June which included the following articles promoting the CTC and its local businesses:

- Out and about: This article included a review about the Town’s successful Luminous Street Festival event held in April.
- Travel with local experts: This article was a feature on Claremont Travel and Cruise Centre which included a special travel offer exclusive for Flourish readers.
- July luxury nights: This article promoted the Town’s Claremont Night Luxe Spend and Win promotion happening throughout July where shoppers on Thursday evenings who spent \$50 or more had the opportunity to upload their receipts to win some great prize packs.

Refer to Attachment 1 Flourish Articles.

Media coverage

The Claremont Town Centre received a range of media coverage over the last quarter. This includes but is not limited to:

- Moose Café and Restaurant review: April Ooi visits Swedish Café in Claremont. Featured in The West.
- Spend and Win in The Claremont Town Centre! Featured article on Perth Vibes.
- Claremont’s Night Luxe promotion through Perth is OK! Which included a Web Article, Facebook Post, Instagram Post, three Instagram story posts and an EDM Feature.
- Empire Rose returns to Claremont returns to retail with a new Claremont Boutique. Featured with Perth is OK!
- Claremont Town Centre. Featured in So Perth Western Suburbs Day Trip Itinerary.

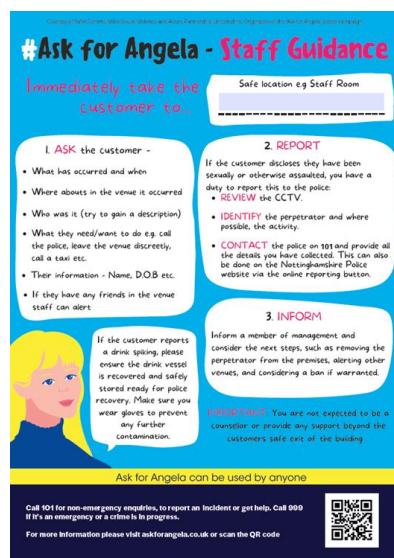
Refer to Attachment 2 Media Coverage.

Goal – Create Comfort

#AskForAngela

‘Ask For Angela’ is a campaign which began in England to help keep people safe from sexual assault, where posters are placed on bathroom stall doors inside establishments. This is something which has been implemented globally. If a patron feels unsafe, they can discretely ask the staff for ‘Angela’, a simple code word which will alert venue staff that the person requires assistance. Staff can then follow their own procedures to help the person appropriately and respectfully.

The Town of Claremont would like to look into implementing this at appropriate establishments in the Claremont Town Centre and will plan to reach out to businesses directly to come up with a process to implement this successfully. As for the success of this it needs to be implemented from a high level and into staff training.



Goal – Create Interest

Claremont’s Night Luxe

Throughout July the Town promoted Claremont’s Night Luxe. This was a campaign to encourage late-night shopping in the Town Centre. During the month of July visitors to the Town of Claremont had the chance to win over \$3000 worth of luxury prizes as apart of the promotion. To enter shoppers had to simply spend \$50 or more at a Town Centre business between 5pm-11pm on a Thursday evening during July and upload their receipts to go into the draw to win a prize pack. Activation signage was set up inside Claremont Quarter throughout the month, with three hours of bubbles for shoppers on the last Thursday evening from The Little Bar Cart.

27 Town Centre businesses donated vouchers towards the six prize packs available to be won valuing \$5340 in total. Businesses supporting the prize packs included: Claremont Quarter, Unison, Studio Pilates, Izakaya Sumi, Greenhaus Studio, Bailey Nelson, ABH Studio, Bstore, The Indian Diet, Typika, Clear Skincare Clinic, Rebecca Vallance, Teall Jewellery, Sheridan, Lygon Lane, Oscar Wylee, Tamara Yoga, Maurice Meade, Elka Collective, RM Williams, The Lane Bookshop, Coal River Pantry, Silver Sponge, StretchLab, Oroton, MJ Bale and Crust Pizza.

At the time of report creation the campaign is still underway so statistics will be reported on during the Committee Meeting.



Goal – Create Partnerships

Night-time Activation Grants

During the quarter the Town received two Night-time Activation Grant Applications. The Town approached Perth Is OK! to create a digital campaign to promote Claremont’s Night Luxe throughout July and apply for grant funding to cover these costs. The second grant for the quarter was awarded to Claremont Quarter who applied for funding for the display of Claremont’s Night Luxe signage inside the Quarter. This totalled to approximately \$19,000 of grant funding distributed during the Quarter.

In June FORM Art Gallery and Café delivered their final event as part of their Art After Dark Series, where they were awarded funding in November 2023 for a range of workshops and artist talks to be carried out from the January 15 to 21 June. This included:

- Cool Change opening night: 90 + attendees.

- Represent 2 opening night: 200 + attendees.
- Represent 2 artist talks: 50+ attendees.
- Represent 2 workshops: 15 attendees.
- Metamorphosis opening night: 250 attendees.

FORM’s event programming attracted a diverse audience including young adults through Cool Change Contemporary’s Gallery, Aboriginal artists, and collectors through Represent 2 workshops and events as well as additional artists and audiences affiliated to the states south at their June artist talk event. FORM ensured catering was purchased from local businesses and that events were timed to allow for participants to stay in Claremont for drinks and dinner afterwards.



Photo credit: FORM Art Gallery and Café

The below table summaries grants given as apart of the 2023/2024 Night-time Activation Grant program.

Business	Project	Funding distributed (ex gst)
N/A (Reallocation of Marketing costs)	2022/2023 Claremont’s Night Luxe	\$5945
La Lucca	Country Western Laneway Dinner	\$4019
FORM	Art After Dark Program	\$8420
The Thousand Interactive	The Butchers Ghost AR experience	\$3000
Green Duck Society, Valentini Exclusive Shoes, Miss Chows, Monde Design, Toyworld, Dilettante, Halo Diamonds, Moose Café, Sass & Bide, Mad Mex, Zomp Shoez, Mazzuccheli’s, L’occitane, Cue & Co, FORM	Santa’s Night Village	\$14,180
Vjzoo	Luminous Street Festival	\$4500
Volter International	Luminous Street Festival	\$20,000
Moose Cafe	Luminous Street Festival	\$6705

The Claremont Hotel	Luminous Street Festival	\$7132
Greenhaus Studio	The Art of Wellbeing	\$6111
Perth Is OK!	Claremont’s Night Luxe	\$14,475
Claremont Quarter	Claremont’s Night Luxe	\$4749
Total		\$99,236

Direct Business Liaison

Throughout the last quarter the CTC Destination Marketing and Events Officer has regularly been communicating with businesses about how they can work with the Town for current and future activations and help promote them and the Town Centre. This included many discussions in relation to Town Centres grant and marketing opportunities, as well as involvement with Claremont’s Night Luxe.

Direct Emails

Three Monthly EDM’s were sent to CTC businesses during this quarter in May, June, and July. Content in these EDM’s included: A recap of Luminous Street Festival, promotion of how the Town of Claremont can work with Town Centre businesses, Small Business Development Commission free tools for businesses, opportunity for businesses to express interest to receive the Towns Flourish Magazine, Claremont’s Night Luxe, end of financial year checklist, Night-time Activation grants and link to express interest to The Royal Agricultural Society to exhibit at the 2024 Perth Royal Show.

These emails were successfully delivered to an average of 182 CTC business emails with an average open rate of 59%, up 5% from the previous quarter meaning content may have been more engaging to the reader.

Upcoming Quarter August 2024 – October 2024

September / October School Holiday Activation

Officers will begin planning for the annual September / October School Holiday Activation in the Claremont Town Centre. The event will be a dinosaur themed trail, involving local businesses bringing some fun to the Town Centre throughout the school holidays.

CTC Campaign

Officers will plan to engage with an external Perth based marketing agency to create a digital brand awareness campaign to promote the Town Centre as a destination to visit to the wider Perth region.

Ongoing Direct Business Liaison & EDM’s

Direct liaison with Town Centre businesses will continue with the CTC Destination Marketing and Events Officer meeting with business to outline the Towns marketing channels, grant programs and opportunities to work and collaborate with the Town. Town Officers will actively reach out to businesses directly with opportunities that they believe will be beneficial.

Monthly EDM’s to CTC businesses will continue being sent out, to keep businesses informed.

Tourism Strategy

Officers will begin to investigate the development of a Town-wide Tourism Strategy which will include a strong focus on the CTC.

PAST RESOLUTIONS

Claremont Town Centre Advisory Committee Meeting 7 May 2024, Committee Recommendation 004/24

1. Receive the Claremont Town Centre Advisory Committee Quarterly Report for the period February 2024 to April 2024

FINANCIAL AND STAFF IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

POLICY AND STATUTORY IMPLICATIONS

PS203 Claremont Town Centre

COMMUNICATION AND CONSULTATION

As outlined under ‘Discussion’ in this report.

STRATEGIC COMMUNITY PLAN

Prosperity *Our businesses are thriving and integrated into the life of the Claremont community, and the town centre is known as the premier visitor destination.*

- Support new and existing local small business and entrepreneurial activity.
- Raise profile of the Claremont Town Centre as a visitor destination.

URGENCY

Not Urgent

VOTING REQUIREMENTS

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

COMMITTEE RECOMMENDATION CTCAC 24/1

Moved: Ms Lesley Thomas

Seconded: Ms Kathryn Twort

That the Claremont Town Centre Advisory Committee:

1. Receive the Claremont Town Centre Quarterly Report for the period May 2024 to July 2024

For: Mayor Jock Barker, Ms Kathryn Twort, Mr John Slade and Ms Lesley Thomas

Against: Nil

CARRIED 4/0

Attachment: Flourish Articles



Out and about

Luminous Street Festival saw the Claremont Town Centre light-up with a range of immersive and interactive activities during April.

Over two nights, some 4000 visitors enjoyed illuminated activations showcasing performers and entertainers, light projections and installations along with a silent disco, face-painting, and neon canvas art.



Attachment: Flourish Articles

Travel with the local experts

Whether it's meeting new people, embracing a new culture, or taking some time out to relax, the benefits of travel are in abundance.

When asking the local experts at Claremont Cruise & Travel Centre about travel destination preferences, the team have noticed Europe remains as a popular destination for local adventurers. Portugal and Croatia are now some of the more coveted destinations. Sailing across the Adriatic Sea is a hit with those looking to experience the stunning beaches and fresh, local cuisine.

The lure of Japan with its amazing cherry blossoms in spring or famed ski fields makes it popular all year-round, and for those looking for a trip to remember, the safari tours

of Africa are a favourite thanks to the incredible scenery and wildlife experiences on offer.

Phillip Smethurst, Director at Claremont Cruise & Travel Centre, noted that there has been a huge increase in multi-generational travel within the Claremont area.

"You've got grandparents, parents and the kids all wanting to explore the world together - whether it be a cruise, a private touring experience, a laid-back island resort stay, or even experiencing the magic of the Christmas markets in Europe," he said.



Claremont Cruise & Travel Centre are a boutique, locally owned travel agency specialising in luxury travel and cruise holidays. They boast a highly experienced team of Travel Specialists with a passion for finding great travel experiences, seeking out hidden gems and always the best value.

Claremont Cruise & Travel Centre, 17/50 Bay View Terrace, Claremont Town Centre.

Exclusive offer

Free room upgrade from Beach Villa to Ocean Villa* at the 5-star, all-inclusive Heritance Aarah Resort. Nestled within the scenic Raa Atoll group of islands in the Maldives, this premium all-inclusive resort sets the tone for the perfect getaway. Plus, guests can enjoy an array of additional welcome amenities.

The team at Claremont Cruise & Travel Centre are available now to discuss this exclusive offer and any other individualised travel needs on 08 9383 2711.

*Terms and conditions apply. Offer varies by seasonality, dates of travel and requires a minimum 5 night stay. Please call us for a personalised quote.



Attachment: Flourish Articles



July luxury nights

CLAREMONT'S NIGHT LUXE returns this July with an amazing incentive for those taking advantage of Thursday night shopping and dining.

For the month of July, anyone who spends \$50 or more in the Claremont Town Centre after 5pm on Thursday evenings can enter our spend and win campaign. Simply upload your receipt to go into the draw to win a share of \$3000 worth of luxury local business vouchers & a Claremont Quarter styling session.

Stay tuned and check our website and socials for more details.

Follow Claremont Town Centre socials!

Make sure you follow Claremont Town Centre on socials for more information coming soon.



Did you know there is a Claremont Town Centre guide on the Town's website? Simply follow the QR code and search from a range of specialty stores, boutiques and cafes right in the heart of Claremont.

Claremont Town Centre Advisory Committee Meeting Minutes

6 August 2024

Attachment: Media Coverage

The West feature

REVIEW

Moose Cafe and Restaurant review: April Ooi visits Swedish cafe in Claremont

April Ooi | The West Australian
Thu, 20 June 2024 2:00AM | [Comments](#) | [+](#)



Moose's Swedish meatballs. Credit: Iain Gillespie/The West Australian

Shopping with mum at Claremont Quarter has always been a try-not-to-complain challenge (level: impossible). Between sitting on the designated husband chair and being asked which of two identical cream jumpers is better, it's hard not to get grumbly.

After her most recent haul mum said she was craving meatballs, and before she could start the car towards Ikea I told her there was Swedish spot right across the road that would do just the trick.

Moose Cafe and Restaurant is tucked in a cosy alley. Considering the venue's clean Scandi feel, you may be surprised by their colourful plates and menu packed with nuanced flavours.

The Swedish meatballs (\$28) came with a large mound of silky mash. It was salty, buttery, and covered in fresh chives. We had seven well-seasoned balls, covered in a mild creamy gravy and a lump of lingonberry jam. I'm still thinking about the jam. It was spiced and peppery, with the perfect ratio of solid fruit chunks and jelly. Mum was just as obsessed as I was.

We also tried the Nordic bowl (\$18) which was a salad topped with sweet potato fritters, pink kraut, broccolini and smashed avocado. It was an uncharacteristically healthy choice for me. And I think my lukewarm reception had more to do with my own aversion to raw vegetables, as opposed to the dish itself.

Read more: <https://thewest.com.au/lifestyle/restaurant-reviews/moose-cafe-and-restaurant-review-april-ooi-visits-swedish-cafe-in-claremont--c-14910027>

Attachment: Media Coverage

Perth Vibes feature

Spend & Win in The Claremont Town Centre!

JUNE 26, 2024



Spend \$50 or more in the [Claremont Town Centre](#) between 5 PM to 11 PM on any Thursday evening throughout July, for your chance to win a share of \$3000 worth of luxury prizes! There's six luxury prize packs available, with one winner drawn each week in July! Along with an additional two winners at the end of the competition period. All of the luxury prize packs are supported by some of our favourite Claremont Town Centre businesses. Check out these businesses throughout July on Thursday evenings to shop till you drop and dine all night. With plenty of great places to shop at or dine in, don't miss out!



IMAGE CREDIT: CLAREMONT QUARTER

Read more: <https://perthvibes.com/spend-win-in-the-claremont-town-centre/>

Attachment: Media Coverage

Perth is Ok! Feature

Web Article

How you can win a share of over \$3K in luxury prizes in Claremont this July




All this month if you pop into the Claremont Town Centre for a spot of shopping or dining from 5-11pm on Thursday nights, you've got the chance to win a share of over \$3,000 worth of luxury prizes.


Simply spend \$50 or more anywhere in the precinct, upload your receipt by scanning the QR code across from Flannel (until July 15, David Jones after), or [upload it online](#), and you're in the running!

Read more: <https://perthisok.com/fashion/how-you-can-win-a-share-of-over-3k-in-luxury-prizes-in-claremont-this-july/>

Facebook Post

 Perth is OK
July 1 at 2:35 PM · 🌐

Head to the Claremont Town Centre for a bit of shopping or dining on Thursday nights in July and you could win one of six luxury prize packs!



PERTHISOK.COM
How you can win a share of over \$3K in luxury prizes in Claremont this July
Talk about Christmas in July! All this month if you pop into the Claremont Town Centre for a sp...

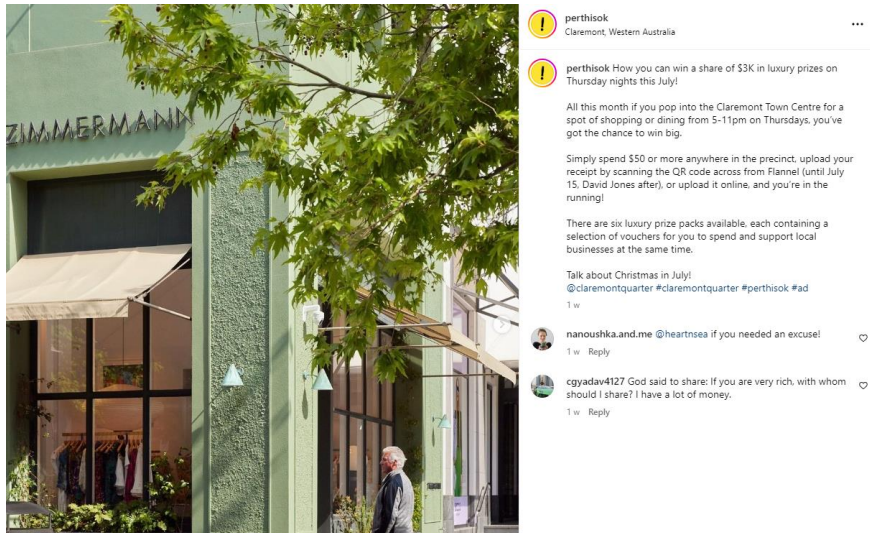
👍❤️ 75 4 comments 4 shares

Claremont Town Centre Advisory Committee Meeting Minutes

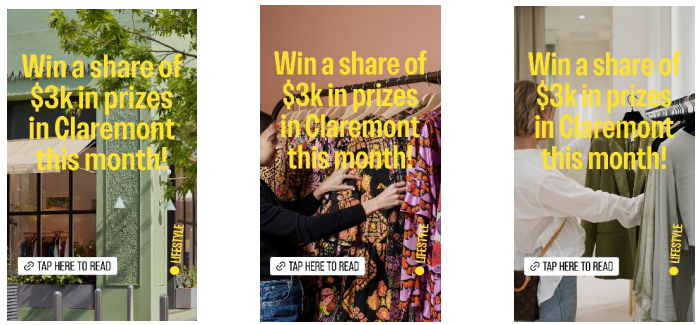
6 August 2024

Attachment: Media Coverage

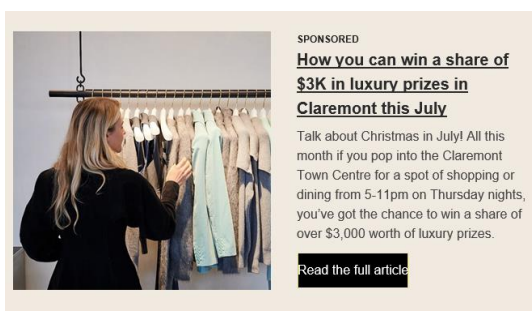
Instagram Post



Three Instagram Story Posts



EDM Feature



Attachment: Media Coverage

Perth is Ok! Feature

Empire Rose returns to retail with a new Claremont boutique



Helmed by designer Kathryn Cizeika – her signature red mane often spotted at events across Perth – Empire Rose has been a constant figure in the Perth fashion landscape for over 25 years.

Known for their technicolour, retro-inspired prints, every single garment is ethically and sustainably designed and produced from their North Fremantle studio.

COVID saw the brand move to exclusively selling online and via the studio, but Empire Rose has blasted back into the brick-and-mortar space with a brand new Claremont flagship boutique, located at 30 St Quentin Avenue.

The boutique, which opened at the start of June, stocks the entire Empire Rose collection, with bespoke made-to-measure custom sizing available (all sizes welcome) and speedy alterations, plus styling from Kathryn and her select team of pros.

Read more: <https://perthisok.com/lifestyle/empire-rose-claremont-boutique/>

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6 August 2024

Attachment: Media Coverage

So Perth Feature



The western suburbs — also known as the Golden Triangle — are known for riverfront mansions, private schools, and its proximity to the ocean. Perth's most affluent area is also home to some of the city's best restaurants, cafés, beaches, and shops, so whether you're a local or not, it's no surprise the Golden Triangle is a hot [day trip](#) destination.

Here's our guide to what to do and where to eat and drink along the way.

Latest Day Trips

Inside Look: How We Would Spend The Ultimate Perth Day Trip



A Day Trip In Perth's Glimmering Golden Triangle



10:30 am: Check out the local boutiques



Credit: Cottesloe Village & Claremont Town Centre

Read more: <https://soperth.com.au/day-trip/a-day-trip-in-perths-glimmering-golden-triangle>

7 OTHER BUSINESS

It was raised that there are no designated recycling bins for Town Centre businesses and this is something businesses would like to see.

The increase in homelessness and criminal activity around the Town Centre was discussed and the role of the Town in enforcing actions on this.

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

Nil.

9 FUTURE MEETINGS OF COMMITTEE

Claremont Town Centre Advisory Committee Meeting, Tuesday 12 November 2024 at 5.00pm.

10 DECLARATION OF CLOSURE OF MEETING

There being no further business, the presiding member declared the meeting closed at 5:50 pm.

.....
CHAIRPERSON

13 REPORTS OF THE CEO

13.1 LEADERSHIP AND GOVERNANCE

13.1.1 LONG TERM FINANCIAL PLAN 2024/2025 TO 2034/2035

File Number: COM/00035, D-22-20846

Author: Liz Ledger (Chief Executive Officer), Bree Websdale (Director Governance and People)

Authoriser: Liz Ledger (Chief Executive Officer)

Attachments: 1. Long Term Financial Plan 2024/2025 - 2033/2034 [**13.1.1.1** - 18 pages]

PURPOSE

For Council to adopt a Long Term Financial Plan for the period 2024/2025 to 2034/2035 as part of the Town’s Integrated Planning and Reporting Framework.

BACKGROUND

Long term financial planning is a key element of the Integrated Planning and Reporting Framework. It enables local governments to set priorities, based on their resourcing capabilities, for the delivery of short-, medium- and long-term community priorities.

Long term financial planning is the mechanism that enables local governments to determine their capability to sustainably deliver the assets and services required by the community. It allows the local government to set priorities, within its resourcing capabilities, to deliver short-, medium- and long-term community priorities.

The Long Term Financial Plan (**LTFP**), shown in **Attachment 1**, is a 10- year rolling plan that links with the Corporate Business Plan and will enable allocation of the necessary resources to ensure that the Town’s Strategic Community Plan ‘Claremont Ahead’ priorities are achieved.

The following figure illustrates how the LTFP informs the Integrated Planning and Reporting Framework:



By Council adopting the LTFP, it demonstrates a commitment to transparency and prudent financial management.

DISCUSSION

The LTFP provides a financial forecast for the next 10 years whilst maintaining existing service provision, identifying major capital works and projects, identifying new operating revenue and expenditure and shows reserve funds and loan funds and their movements.

The LTFP aim is to:

- ensure that the current Corporate Business Plan actions can be funded.
- assist Council to make more informed decisions and enables the administration to outline how those decisions affect the long-term financial position of the Town.

The LTFP only considers projects that are known to the Town at the time of the LTFP's development and a flexible and adaptive approach will be taken if new opportunities arise that will deliver community benefits.

The LTFP is based on a range of assumptions, considerations and strategies considered reasonable at the time of developing the LTFP. However, it is not a commitment or guarantee that the assumptions will prevail, or economic environment remain aligned. Generally, those include:

1. This LTFP proposed that existing service levels will be maintained for all operational areas in the short term. Overtime as community needs and priorities change, so will the resource allocations.
2. Consideration of population growth, current resources, climate change data, community profile and other relevant financial data (WALGA, WATC and LGCI) against the Town's strategic plans.
3. Alignment to The Town's workforce plan and asset management plans.
4. Modest annual rates increase, while balancing CPI increases.
5. Wage growth. The Town remains committed to ensuring employee benefits are reflective of community expectations and align with national and local economic conditions.

Of note, is the following:

1. **Additional rate revenue is anticipated from development in the Town Centre over the next 5 years. See year 5, \$250,000 (for the hotel on Bay View Terrace) and year 6, \$750,000 (for 22 St Quentin Avenue).**
2. **An amount of \$16,000,000 in income from the sale of assets is anticipated for year 2. This is subject to Council approval and the development of Claremont Park East.**
3. **Expenditure of \$500,000 for the Aquatic Centre to improve the club rooms in 2025/2026.**

PAST RESOLUTIONS

Ordinary Council Meeting 19 June 2018, Resolution 108/18

That Council adopts the Long Term Financial Plan for the period 2017-18 to 2026- 27, as per the amended Attachment 1.

FINANCIAL AND STAFF IMPLICATIONS

The adoption of a LTFP has been used to prepare the 2024/2025 Budget.

POLICY AND STATUTORY IMPLICATIONS

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

COMMUNICATION AND CONSULTATION

This LTFP includes input from the Administration and Councillors and aligns with the Town's Integrated Planning and Reporting Framework, which is subject to extensive community consultation and data collection.

The LTFP will be subject to an annual review and refinement considering prevailing economic circumstances and community changes and aspirations, as outlined in the Corporate Business Plan. The review may result in new priorities being added or planned projects being deferred or reassessed according to the priorities established each year.

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

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:

- 1. Adopts the Long Term Financial Plan for the period 2024/2025 to 2034/2035, as per Attachment 1.**

TOWN *of* CLAREMONT

2024/2025 - 2033/2034

Long Term Financial Plan



10 YEAR STRATEGIC FINANCIAL PLAN

The 10 Year Strategic Financial Plan is a high-level informing strategy that outlines the Town of Claremont's approach to delivering infrastructure and services to the community in a financially sustainable and affordable manner.

It also demonstrates the Town's commitment to managing its operations in a way that avoids unsustainable rate increases for households.



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ACKNOWLEDGEMENT OF PEOPLE AND COUNTRY

We acknowledge the traditional owners and knowledge holders of the Whadjuk Boodjar that are we are meeting on today. We recognise the strength and resilience of the Whadjuk people and respect their continuing culture.

1. Executive Summary

The Town’s 10 year Long Term Financial Plan (LTFP) is a high level informing document that had been developed by accessing, analysing and estimating a range of data and financial information.

A number of assumptions have been made in developing this document, with the overall aim of continuing to be a financially sustainable organisation, with sufficient financial capacity to deliver the services and projects which align with the community’s aspirations and expectations as set out in the Town’s Strategic Community Plan 2021-2031.

This LTFP projects modest annual rates increases, while supporting increasing employment costs evolving from minimal increases over the COVID period and reflecting the Wage Price Index of 4.7% in the year to December.

The Town is currently in negotiations with employees with an estimated 4%, 3.5% and 3% in the next 3 years.

	YEAR 1 2024-25	YEAR 2 2025-26	YEAR 3 2026-27	YEAR 4 2027-28	YEAR 5 2029-30
Rates	5.85%	4%	4%	4.5%	4.5%
Employee costs	6.5%	4%	3.5%	3%	3.5%

In 2025-26 an amount of \$16,000,000 in income from the sale of assets is projected, subject to Council approval and the development of Claremont Park East.



“The financial sustainability of a council is determined by its ability to manage expected financial requirements and financial risks and shocks over the long term without the use of disruptive revenue or expenditure measures, which is determined by:

- healthy finances in the current period and long-term outlook based on continuation of the council’s present spending and funding policies and given likely economic and demographic developments; and
- ensuring infrastructure renewals/replacement expenditure matches forward looking asset management plan expenditure needs”.

*National Financial Sustainability Study of Local Government
Australian Local Government Association*



2. Introduction

This LTFP outlines the Town’s approach to delivering infrastructure and services to the community in a sustainable way. This document covers the years 24-25 to 33-34 and aligns with the revised Corporate Business plan and associated planning framework documents.

2.1 INTEGRATED PLANNING FRAMEWORK

The Town allocates its resources and capacity through strategy and business planning instruments defined within the Integrated Planning and Reporting Framework and resourced in the Long-Term Financial Plan (Plan) and the Annual Budget (the Budget).

This Plan is a significant informing document for the Town’s integrated strategic planning and reporting framework as it provides information regarding the resourcing requirements and financial capacity of the Town to achieve its stated objectives and priorities. It guides Council as decision makers in their decision making, ensuring the longer-term impact is considered.

This Plan is consistent with all the requirements of the *Local Government Act 1995*.



2.2 STRATEGIC COMMUNITY PLAN – TOWN'S STRATEGIC GOALS



Flourishing

2.3 OUR VISION AND MISSION

OUR VISION

The Town is a progressive, respectful, sustainable local government supporting a connected, flourishing community.

OUR MISSION

We exist to deliver quality services for Claremont today and to build the foundation for the future.



2.4 OUR SERVICES

The Town provides an extensive range of services to the community, including but not limited to:

- Waste Management
- Building and Planning approvals
- Environmental health services
- Community development, seniors and youth services
- Library services
- Leisure and recreation services including an Aquatic Centre and Museum
- Cultural events
- Community safety
- Infrastructure management including roads, footpaths and street lighting

- Parks and natural areas and management of the environment

- Economic development

The Plan has been prepared based on the Town continuing to deliver and maintain these services.

2.5 LEVELS OF SERVICE

This LTFP proposed that existing service levels will be maintained for all operational areas in the short term. Overtime as community needs and priorities change, so will the resource allocations.

This will result in some services receiving more resources leading to an increase in service levels, new services will be added, some existing services will be discontinued, and others will not change dependent upon the priorities outlined within the Corporate Business Plan.



2.7 INFORMING STRATEGIES

The Town has a number of informing documents that assist in providing direction on allocating resources to the main areas of expenditure; employee costs and materials and contracts (asset management).

2.7.1 Workforce Plan

Workforce Planning is a continuous process of shaping the workforce to ensure that it can deliver organisational objectives now and in the future.

The Town's Workforce Plan anticipates a small growth in staff numbers, and these roles will be in the IT, environment, and community services space.

The Town has an Enterprise Agreement, currently under negotiation. Estimated increasing costs associated with the workforce are included in the LTFP.

The Town remains committed to ensuring employee benefits are reflective of community expectations and align with national and local economic conditions.

The Local Government Cost Index (LGCI) increased 0.8% in the December quarter and 3.5% in the last year. The LGCI is forecast to fall to 3.1% in 2024-25 and then 2.8% in both 2025-26 and 2026-27. As construction cost growth eases, employee costs are the main driver of cost growth in for local governments.

WALGA Economic Briefing March 2024



2.7.2 ASSET MANAGEMENT PLANS

Asset Management is a process for ensuring that a local government's assets and infrastructure such as roads, drains, bridges, footpaths and public buildings provide an appropriate level of service to the community.

An asset management plan defines and record all of the Town's assets, the particular actions required to provide the defined level of service and incorporates financial information and risk management processes for the cost-effective delivery of services.

The Town has developed a f Asset Management Plans as part of the Integrated Planning and Reporting Framework. This Asset Management Plan identifies all assets and the rate at which money should be spent on them in order to meet certain service levels.

This Plan provides funding towards the renewal of assets, as well as some additional works.

The Town will continue to monitor and review the plans to ensure assets are regularly renewed to ensure service provision and long term affordability align.





3. Key Assumptions

This LTFP has been created by accessing and analysing a range of data including current service provision, population growth, current resources, climate change data, community profile and other relevant financial data (WALGA, WATC and LGCI) against the Town's strategic plans.

This Plan is a dynamic tool which analyses financial trends and a range of assumptions and provides the Town with information to assess resourcing requirements to achieve its strategic objectives and assists the Town to ensure its future financial sustainability.

It is expected that there should be a high level of accuracy in the forecasts for the first 2 or 3 years, a good level of accuracy for years 4 and 5 and a reasonable level of accuracy for the remaining 5 years of the plan.

The Plan will be reviewed annually considering prevailing economic circumstances and community changes and aspirations, as outlined in the Corporate Business Plan. The review may result in new priorities being added or planned projects being deferred or reassessed according to the priorities established each year.

Readers should note that the document is generally for internal purposes and is used predominantly as a planning tool and based on many assumptions. Adoption of the 10 Year LTFP does not constitute a commitment or agreement to any of the projects' proposed.





4. Our Finances

The Town is in a financially healthy position however does rely heavily on its rates base and grants to support its service delivery. In diversifying its income base, the Town has an opportunity to build its financial strength and sustainability.

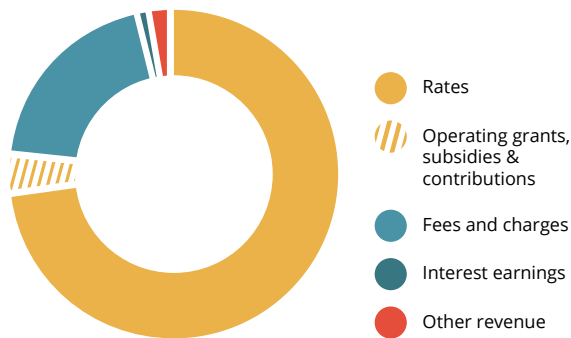
The Town carefully considers borrowing for appropriate projects and accessing reserve funds to ensure intergenerational equity. The Town also manages its debt judiciously and ensures its debt to asset ratio is within a healthy range for local government.

4.1 REVENUE

Revenue sources include:

- Rates
- Operating grants, subsidies and contributions
- Non-operating grants, subsidies and contributions
- Profit on asset disposals
- Fees and charges
- Service charges
- Interest earnings
- Other revenue

2022/23 Operating Revenue



4.1.1 Rates

The major component of the Town's income is provided through levying of rates.

The amount that is required to be raised is determined after considering the expenditure requirements and other funding sources including grants, fees and charges. Section 6.32 of the Local Government Act 1995 requires local governments to impose a general rate, either uniformly or differentially, as well as imposing a minimum payment amount.

The introduction of a differential general rate into the rating process was another initiative introduced in 2022/2023 year to ensure that every ratepayer makes a reasonable contribution to the rate burden.

Rates revenue has been calculated using the 2023/2024 Budget as the base year with increases higher in 2024/2025, and 2025/2026 to support rising costs in goods and services globally.

As a small local government with a high portion of non-rateable land (education, hospital and showgrounds), the Town consistently reviews options for revenue through alternative streams. This includes applying for state and federal grants and diversifying our investment portfolio.

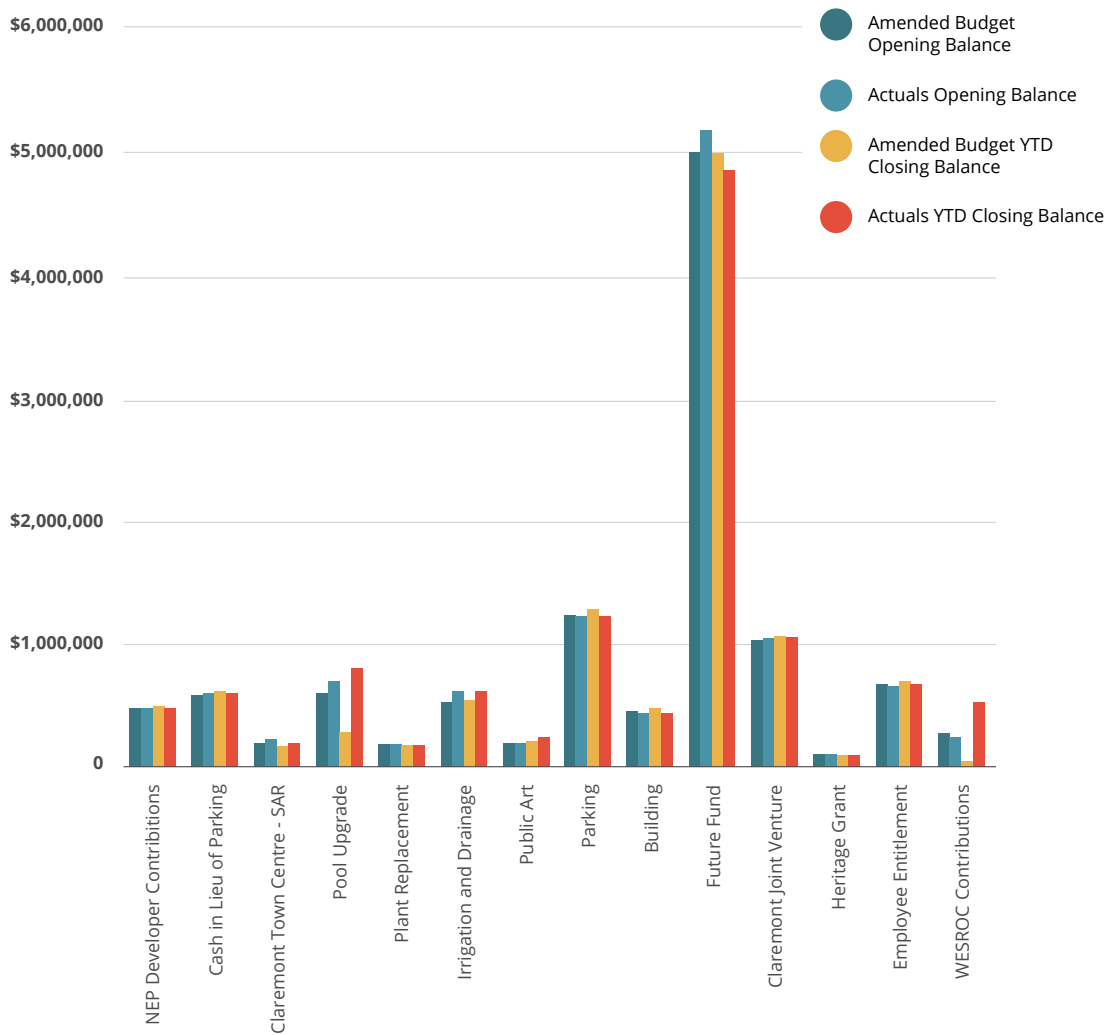
The Plan includes all normally expected Federal and State Government grants such as Roads Grants, Financial Assistance Grants.



4.1.2 Reserve Funds

The estimated total balance of all Town reserve accounts at 30 June 2024 is \$11,817,272, and broken into account details below:

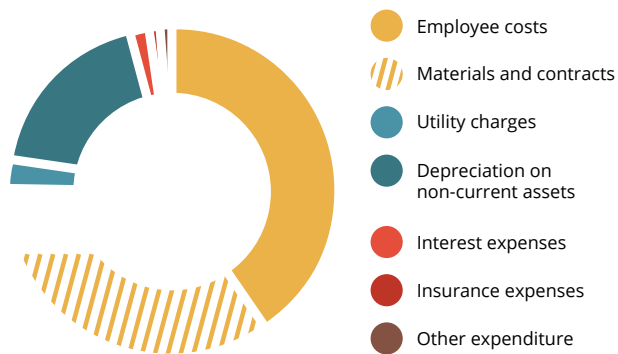
RESERVE BALANCES



5. Expenditure

As a service provider, the main expenses for the Town are employee costs, and materials and contractors. All expenses listed below.

- Employee costs
- Material and contracts
- Utility charges (electricity, gas, water etc.)
- Depreciation on non-current assets
- Loss on asset disposal
- Interest expenses
- Insurance expenses
- Other expenditure



5.1 DEBT

The following is the balance of Town loans accounts at 30 June 2024

Loan	Location	Balance
1	Aquatic Centre	\$467,722
2C	331 Stirling Highway	\$4,151,004
3	327 Stirling Highway - CCH	\$570,435

6. Long Term Financial Plan Financial Statements

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
OPERATING ACTIVITIES	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revenue from operating activities										
Rates	18,088,966	18,168,108	18,887,889	19,730,032	20,813,779	22,131,238	22,285,214	23,058,857	23,859,578	24,573,865
Operating grants, subsidies and contributions	376,137	763,660	778,933	794,512	810,402	826,610	843,142	860,005	877,205	894,749
Fees and charges	4,047,122	4,209,007	4,335,277	4,465,335	4,599,295	4,737,274	4,832,020	4,928,660	5,027,233	5,127,778
Interest revenue	853,470	1,359,074	919,846	947,442	975,865	1,005,141	1,035,295	1,066,354	1,098,345	1,131,295
Other revenue	99,042	101,023	582,083	599,545	617,532	636,058	848,779	865,755	883,070	900,731
Profit on asset disposals	0	0	30,000	30,000	0	30,000	30,000	0	30,000	30,000
	23,464,737	24,600,872	25,534,028	26,566,866	27,816,873	29,366,321	29,874,450	30,779,631	31,775,431	32,658,419
Expenditure from operating activities										
Employee costs	(9,347,544)	(9,719,875)	(10,056,018)	(10,354,977)	(10,710,765)	(11,028,002)	(11,407,065)	(11,743,656)	(12,149,451)	(12,508,085)
Materials and contracts	(8,421,039)	(8,717,829)	(9,020,606)	(9,342,184)	(9,673,502)	(10,016,611)	(10,322,226)	(10,637,200)	(10,909,027)	(11,187,830)
Utility charges	(664,429)	(692,926)	(724,661)	(749,560)	(775,332)	(802,009)	(829,623)	(858,207)	(883,058)	(908,714)
Depreciation	(4,473,415)	(4,562,883)	(4,654,141)	(4,747,224)	(4,842,168)	(4,939,012)	(5,037,792)	(5,138,548)	(5,098,889)	(5,200,867)
Finance costs	(237,632)	(343,975)	(41,109)	(33,728)	(25,929)	(17,689)	(8,982)	(4,052)	(1,280)	(1,280)
Insurance	(290,354)	(303,385)	(314,494)	(323,914)	(333,615)	(343,608)	(353,900)	(364,500)	(375,418)	(386,663)
Other expenditure	(862,215)	(891,995)	(922,809)	(950,217)	(978,442)	(998,011)	(1,017,971)	(1,038,330)	(1,059,097)	(1,080,279)
Loss on asset disposals	0	0	0	0	0	0	0	0	0	0
	(24,296,628)	(25,232,867)	(25,733,837)	(26,501,804)	(27,339,754)	(28,144,942)	(28,977,559)	(29,784,494)	(30,476,220)	(31,273,719)
Non-cash amounts excluded from operating activities	4,473,415	4,562,883	4,624,141	4,717,224	4,842,168	4,909,012	5,007,792	5,138,548	5,068,889	5,170,867
Amount attributable to operating activities	3,641,524	3,930,889	4,424,332	4,782,286	5,319,287	6,130,391	5,904,683	6,133,685	6,368,100	6,555,567
INVESTING ACTIVITIES										
Inflows from investing activities										
Capital grants, subsidies and contributions	0	500,000	791,286	500,000	200,000	200,000	200,000	200,000	200,000	200,000
Proceeds from disposal of assets	86,000	16,000,000	144,000	52,800	0	124,000	42,000	0	96,000	39,000
	86,000	16,500,000	935,286	552,800	200,000	324,000	242,000	200,000	296,000	239,000
Outflows from investing activities										
Roads	(1,647,909)	(1,867,876)	(3,362,397)	(1,963,269)	(2,022,167)	(2,082,832)	(2,145,317)	(2,209,676)	(2,275,966)	(2,344,245)
ROW - ToC Owned	0	0	0	0	0	0	0	0	0	0
Car Parks	0	0	0	0	0	0	0	0	0	0
Drainage	(509,999)	(540,599)	(567,629)	(596,010)	(619,851)	(644,645)	(663,984)	(683,904)	(697,582)	(711,533)
Footpaths	(918,554)	(938,762)	(604,000)	(622,120)	(640,784)	(660,007)	(679,807)	(700,202)	(721,208)	(742,844)
Street Infrastructure	0	0	0	0	0	0	0	0	0	0
Street Lighting	0	0	0	0	0	0	0	0	0	0

6. Long Term Financial Plan Financial Statements

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
MV's	(160,000)	0	(300,000)	(110,000)	0	(310,000)	(120,000)	0	(320,000)	(130,000)
Park Assets	(1,008,357)	(300,000)	(312,000)	(321,360)	(331,001)	(340,931)	(347,749)	(354,704)	(361,799)	(369,034)
Reticulation	0	0	0	0	0	0	0	0	0	0
Park Lighting	0	0	0	0	0	0	0	0	0	0
Buildings	(1,254,740)	(250,000)	(5,355,000)	(5,355,000)	(5,355,000)	(310,650)	(319,970)	(329,569)	0	0
Furniture & Equipment	(109,771)	(111,308)	(112,866)	(114,446)	(116,735)	(119,070)	(122,642)	(126,321)	(128,848)	(131,425)
Aquatic Centre	(55,000)	(559,400)	(98,558)	(105,457)	(111,784)	(118,492)	(124,416)	(129,393)	(133,275)	(135,940)
Public Art	(70,000)	(70,000)	(70,000)	(70,000)	(70,000)	(70,000)	(70,000)	(70,000)	(70,000)	(70,000)
Intangibles	(59,800)	(62,192)	(64,680)	(66,620)	(68,619)	(70,677)	(72,091)	(73,533)	(75,003)	(76,503)
	(5,794,130)	(4,700,137)	(10,847,129)	(9,324,282)	(9,335,940)	(4,727,303)	(4,665,976)	(4,677,301)	(4,783,680)	(4,711,525)
Amount attributable to investing activities	(5,708,130)	11,799,863	(9,911,843)	(8,771,482)	(9,135,940)	(4,403,303)	(4,423,976)	(4,477,301)	(4,487,680)	(4,472,525)
FINANCING ACTIVITIES										
Inflows from financing activities										
Proceeds from new borrowings	0	0	0	0	0	0	0	0	0	0
Transfers from reserve accounts	713,000	4,243,527	6,175,118	5,100,000	5,100,000	0	0	0	0	0
	713,000	4,243,527	6,175,118	5,100,000	5,100,000	0	0	0	0	0
Outflows from financing activities										
Repayment of borrowings	(459,727)	(3,939,930)	(134,620)	(142,001)	(149,800)	(158,040)	(122,287)	(82,756)	0	0
Payments for principal portion of lease liabilities	(53,706)	(47,094)	(32,000)	(32,000)	(32,000)	(32,000)	(32,000)	(32,000)	(32,000)	(32,000)
Transfers to reserve accounts	(9,112)	(16,686,096)	(521,425)	(899,068)	(1,133,540)	(1,532,746)	(1,332,018)	(1,531,589)	(1,853,424)	(2,043,493)
	(522,545)	(20,673,120)	(688,045)	(1,073,069)	(1,315,340)	(1,722,786)	(1,486,305)	(1,646,345)	(1,885,424)	(2,075,493)
Amount attributable to financing activities	190,455	(16,429,593)	5,487,073	4,026,931	3,784,660	(1,722,786)	(1,486,305)	(1,646,345)	(1,885,424)	(2,075,493)
MOVEMENT IN SURPLUS OR DEFICIT										
Surplus or deficit at the start of the financial year	2,576,151	700,000	1,159	720	38,456	6,463	10,765	5,168	15,207	10,203
Amount attributable to operating activities	3,641,524	3,930,889	4,424,332	4,782,286	5,319,287	6,130,391	5,904,683	6,133,685	6,368,100	6,555,567
Amount attributable to investing activities	(5,708,130)	11,799,863	(9,911,843)	(8,771,482)	(9,135,940)	(4,403,303)	(4,423,976)	(4,477,301)	(4,487,680)	(4,472,525)
Amount attributable to financing activities	190,455	(16,429,593)	5,487,073	4,026,931	3,784,660	(1,722,786)	(1,486,305)	(1,646,345)	(1,885,424)	(2,075,493)
Surplus or deficit at the end of the financial year	700,000	1,159	720	38,456	6,463	10,765	5,168	15,207	10,203	17,752

**ACKNOWLEDGEMENT
OF PEOPLE AND COUNTRY**

The Town of Claremont acknowledges the Traditional Custodians of the land and waterways of the Claremont and Swanbourne area. We respect the significance of their connection to the sacred sites, the Derbal Yerrigan and Galbamaanup wetland. We honour the ancestors of our community Elders who survived and cared for this Country.



308 Stirling Highway, Claremont WA 6010 | PO Box 54, Claremont WA 6910
(08) 9285 4300 | www.claremont.wa.gov.au | Email: toc@claremont.wa.gov.au

13.1.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 JUNE 2024

File Number: FIM/00079-002, D-24-31064
Author: Ellie Crichton (Accountant), Nicholas Rule (Senior Finance Officer)
Authoriser: Liz Ledger (Chief Executive Officer)
Attachments: 1. Financial Statements - June 2024 [13.1.2.1 - 9 pages]

PURPOSE

For Council to note the Statement of Financial Activity (Financial Statements) for the period ended 30 June 2024.

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 2023-24 operations to 30 June 2024 and compare year to date expenditure and revenue against the corresponding adopted budget of Council.

Please note that the closing position is a preliminary result for the year ended 30 June 2024 as the Financial Statements for 2023-24 financial year are still being finalised. The financial result will be subject to change and will be a reduction in the surplus as indicated below.

As shown on **Attachment 1**, the YTD closing surplus of \$3,703,867 to 30 June is compared directly with the budgeted surplus of \$0. This is a favourable variance of \$3,703,867.

As detailed below, the \$3,703,867 variance is comprised of the following, minus the difference in levied rates of \$299,840:

Opening Surplus	No variance
Operating Revenue	Favourable variance of \$970,640
Operating Expenditure	Favourable variance of \$1,414,594
Non-cash adjustments	Unfavourable variance of \$116,100
Capital Revenue (non- operating grants, subsidies and contributions)	Unfavourable variance of \$274,046
Proceeds from disposals of assets	Unfavourable variance of \$52,866
Capital Expenditure (purchase or property, plant and equipment, purchase and construction of infrastructure, payment of intangible assets)	Favourable variance of \$2,232,493
Net borrowings and lease payments	No variance
Net reserve transfers	Unfavourable variance of \$403,169

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 thresholds of \$20,000 and 20%, as per the Council resolution on 11 July 2023, resolution 086/23.

Operating Revenue	
Rates	No variance analysis required, variance to budget is less than 20%.
Operating grants, subsidies, and contributions	<p>Favourable variance of \$150,626</p> <ul style="list-style-type: none"> Primarily due to prepayment of \$206,000 for the 2024-25 Financial Assistance Grant. The ESL administration budget was overbudgeted by \$60,000.
Fees and charges	<p>Favourable variance of \$709,544 primarily due to:</p> <ul style="list-style-type: none"> Additional \$447,000 recognised in parking fines due to the change in accounting treatment for revenue received from a cash to accrual basis. Parking fines are now recognised as revenue when the fines are issued whereas previously revenue was only recognised when the fines were paid. This amount is likely to reduce after that assessment following removal of old unpaid infringements (bad debts). Additional \$242,820 received from Aquatic Centre operations (admissions, public programs, sale of goods).
Interest earnings	Favourable variance of \$197,511 primarily due to additional interest income received. Part of this interest is to be allocated to reserves as it was generated from reserve funds.
Other revenue	No variance analysis required, variance to budget is less than 20%.
Profit on disposal of assets	Unfavourable variance of \$116,100. Several town vehicles were sold in June and the profit on disposal of these vehicles is estimated to be \$121,490 which will be recognised as part of the year end process for 2023-24.

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 \$20,000 and 20%.
Insurance expenses	No variance analysis required, variance to budget is less than \$20,000 and 20%.

Interest expenses	No variance analysis required, variance to budget is less than \$20,000 and 20%.
Other expenditure	No variance analysis required, variance to budget is less than 20%.
Loss on disposal of assets	No variance analysis required, as no variance to budget.

Investing Activities

Non-operating grants, subsidies, and contributions	Unfavourable variance of \$274,046. This is primarily due to the budgeted grant amount of \$224,000 for Bay View Community Centre which will be recognised as revenue upon completion of the project in 2024-25.
Proceeds from disposal of assets	Unfavourable variance of \$52,886. It was budgeted in 23/24 for 2 vehicles to be sold and replaced. The vehicles will arrive in 2024-2025 and then the current vehicles will then be sold.
Purchase of property, plant, and equipment	<p>Favourable variance of \$1,181,111 across Buildings, Fleet, and Furniture & Equipment primarily due to:</p> <ul style="list-style-type: none"> • \$725,593 of this is carry forwards approved in the 2024-25 budget which includes Aquatic Centre Change Room (\$513,000), Aquatic Centre First Aid Room (\$119,700), Aquatic Centre Paving (\$11,400), Bayview Community Centre Refurbishment (\$70,736) and CCTV (\$15,000). • Savings on external supplier costs across Building projects - \$129,760. • Savings on internal capital overheads not required - \$142,013. • Reduction in surplus for internal capital overheads estimated at \$152,856. • Savings on fleet acquisitions over nine (9) vehicles, \$13,297. • Savings on Furniture & Equipment projects, \$2,592
Purchase and construction of infrastructure	<p>Favourable variance of \$875,537 primarily due to:</p> <ul style="list-style-type: none"> • favourable variance of \$4,907 in relation to public art. • favourable variance of \$90,949 in relation to parks budgets. This is likely to be reduced by internal capital overheads. • Provisional unfavourable variance of \$25,861 for drainage likely to reduce by internal capital overheads. • Provisional favourable variance of \$240,127 for paths likely to be reduced by internal capital overheads. • Provisional favourable variance of \$565,415 for roads likely to be reduced by internal capital overheads.
Payments for intangible assets	<p>Favourable variance of \$175,845 primarily due to:</p> <ul style="list-style-type: none"> • Carry forward of \$50,000 in the approved 2024-25 budget for the implementation of the Building and Planning modules in the Datacom Enterprise system upgrade.

	<ul style="list-style-type: none"> • Carry forward of \$9,800 in the approved 2024-25 budget for Content Manager upgrade. • Savings on Datacom Enterprise system upgrade of \$115,845.
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Financing Activities	
Repayment of borrowings	No variance analysis required, as no variance to budget.
Proceeds from borrowings	No variance analysis required, as no variance to budget.
Payment for principal portion of lease liability	No variance analysis required, as no variance to budget.
Transfer to reserve	<p>Transfer to reserve for the financial year is yet to be processed.</p> <p>The estimated transfers to reserve of \$1,262,825 which is higher than the budget mainly due to underspend in consultancy costs for the Western Suburbs Alliance.</p>
Transfer from reserve	<p>Transfer to reserve for the financial year is yet to be processed.</p> <p>Estimated transfers from reserve of \$692,965 which is lower than budget by \$759,700. Consists of:</p> <ul style="list-style-type: none"> • Works carry forward for the Aquatic Centre First Aid Room and Changerooms to 2024-25 financial year of approximately \$450,000. • Underspend in consultancy costs for the WSA project that were to be funded from reserves

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.

Loan	Loan 1- Aquatic Centre	Loan 2C- 333 Stirling Hwy Claremont	Loan 3- 327 Stirling Highway
Opening Balance – 1 July 2024	\$467,722	\$4,151,004	\$570,435
Repayment 1- 2024	\$29,632.44 (16 December 24)	\$167,607.12 (13 September)	\$30,073 (27 December)
Repayment 2- 2025	\$30,571.56 (16 June)	\$171,100.88 (13 March)	\$30,742 (26 June)

Closing Balance – 30 June 2025	\$407,518	\$ 3,812,296	\$509,620
Maturity Date	14 December 2030	13 March 2027	26 June 2032

PAST RESOLUTIONS

Ordinary Council Meeting 25 June 2024, Resolution 89/24.

That Council:

1. *Notes the Statement of Financial Activity covering the period 1 July 2023 to 31 May 2024.*

Ordinary Council Meeting 30 July 2024, Resolution 109/24.

That Council:

5. *Set the value of \$20,000 to be used in the Statement of Financial Activity for reporting material variances for the 2024-25 fiscal year.*

For clarity the officer recommendation includes the following resolution:

“Set the value of \$20,000 and 20% to be used in the Statement of Financial Activity for reporting material variances for the 2024-2025 fiscal year”

This is to make clear that the material variance reporting threshold has been set to \$20,000 and 20%.

FINANCIAL AND STAFF IMPLICATIONS

No further financial implications until the completion of the Financial Statements for 2023-24 financial year which will identify the surplus for 2023-2024.

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:

- 1. Notes the Statement of Financial Activity covering the period 1 July 2023 to 30 June 2024.**
- 2. Resolves to *“Set the value of \$20,000 and 20% to be used in the Statement of Financial Activity for reporting material variances for the 2024-2025 fiscal year”***



Town of Claremont Financial Statements

Table of Contents
For the Period 01-Jul-2023 to 30-June-2024

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Town of Claremont Statement of Financial Activity

By Nature or Type
For the Period 01-Jul-2023 to 30-June-2024

	Adopted Budget	Amended Budget	Amended Budget YTD	Actuals YTD	Variance \$	Variance %
Operating Activities						
Net current assets - Opening surplus/(deficit)	2,359,290	2,739,868	2,739,868	2,739,868	0	0%
Revenue						
Operating grants, subsidies, and contributions	272,645	541,172	541,172	691,798	(150,626)	-28%
Fees and charges	3,884,165	3,618,612	3,618,612	4,328,156	(709,544)	-20%
Interest earnings	868,172	830,672	830,672	1,028,183	(197,511)	-24%
Other revenue	517,470	202,072	202,072	231,131	(29,059)	-14%
Profit on disposal of assets	29,919	116,100	116,100	0	116,100	100%
	5,572,371	5,308,628	5,308,628	6,279,268	(970,640)	-18%
Expenses						
Employee costs	(9,135,519)	(9,214,721)	(9,214,721)	(8,673,482)	(541,239)	6%
Salary capital cost recovery	688,371	688,371	688,371	0	688,371	100%
Materials and contracts	(7,955,391)	(8,541,097)	(8,541,097)	(7,125,313)	(1,415,784)	17%
Utility charges	(552,399)	(595,843)	(595,843)	(501,909)	(93,934)	16%
Depreciation and amortisation	(4,034,247)	(4,034,247)	(4,034,244)	(4,034,244)	0	0%
Insurance expenses	(276,366)	(278,073)	(278,073)	(278,514)	441	0%
Interest expenses	(226,940)	(152,354)	(152,354)	(137,042)	(15,312)	10%
Other expenditure	(1,296,747)	(823,439)	(823,439)	(786,303)	(37,136)	5%
Loss on disposal of assets	(10,037)	0	0	0	0	0%
	(22,799,275)	(22,951,403)	(22,951,400)	(21,536,806)	(1,414,594)	6%
Non-cash amounts excluded from operating activities	4,014,365	3,918,147	3,918,144	4,034,244	(116,100)	-3%
Amount attributable to operating activities	(10,853,249)	(10,984,760)	(10,984,760)	(8,483,427)	(2,501,333)	23%
Investing Activities						
Non-operating grants, subsidies, and contributions	462,000	620,454	620,454	346,408	274,046	44%
Proceeds from disposal of assets	148,000	226,750	226,750	173,864	52,886	23%
Purchase of property, plant, and equipment	(2,449,895)	(2,503,283)	(2,503,283)	(1,322,172)	(1,181,111)	47%
Purchase and construction of infrastructure	(3,906,592)	(4,016,523)	(4,016,523)	(3,140,986)	(875,537)	22%
Payments for intangible assets	(253,925)	(223,095)	(223,095)	(47,250)	(175,845)	79%
Amount attributable to investing activities	(6,000,412)	(5,895,697)	(5,895,697)	(3,990,136)	(1,905,561)	32%
Financing Activities						
Repayment of borrowings	(255,646)	(4,377,135)	(4,377,135)	(4,377,135)	0	0%
Proceeds from borrowings	0	4,151,004	4,151,004	4,151,004	0	0%
Payments for principal portion of lease liability	(51,990)	(36,322)	(36,322)	(36,340)	18	0%
Transfers to reserves	(807,167)	(1,049,496)	(1,049,496)	0	(1,049,496)	100%
Transfers from reserves	1,228,723	1,452,665	1,452,665	0	1,452,665	100%
Amount attributable to financing activities	113,920	140,716	140,716	(262,472)	403,188	287%
Surplus/(deficit) before imposition of general rates	(16,739,741)	(16,739,741)	(16,739,741)	(12,736,034)	(4,003,707)	24%
Total amount raised by general rates	16,739,741	16,739,741	16,739,741	16,439,901	299,840	2%
Surplus/(deficit) after imposition of general rates	0	0	0	3,703,867	(3,703,867)	



Town of Claremont Statement of Net Current Assets

	Balance As At 01-Jul-23	Balance As At 30-June-2024
Current Assets		
Cash and cash equivalents	6,479,946	1,749,494
Trade and other receivables	2,104,067	1,186,623
Other Financial Assets	9,414,766	15,848,040
Inventories	15,078	15,078
Other assets	198,627	127,282
Total Current Assets	18,212,484	18,926,517
Current Liabilities		
Trade and other payables	(2,482,159)	(2,144,204)
Lease Liabilities	(45,087)	(22,927)
Borrowings	(4,377,136)	(338,709)
Employee provisions	(1,160,897)	(1,186,480)
Other liabilities	(90,000)	(152,406)
Total Current Liabilities	(8,155,279)	(3,844,725)
Adjustments to NCA		
Less: Reserves	(11,739,560)	(11,739,560)
Add: Borrowings	4,377,136	338,709
Add: Lease Liabilities	45,087	22,927
Total Adjustments	(7,317,337)	(11,377,924)
Net Current Assets	2,739,868	3,703,867



Town of Claremont Statement of Financial Position

	Balance As At 01-Jul-23	Balance As At 30-June-2024	Balance As At 01-Jul-23	Balance As At 30-June-2024
Assets				
Current Assets				
Cash and cash equivalents	6,479,946	1,749,494	15,534,216	17,597,534
Trade and other receivables	2,104,067	1,186,623	2,393,696	1,186,623
Other financial assets	9,414,766	15,848,040	0	0
Inventories	15,078	15,078	15,078	15,078
Other assets	198,627	127,282	0	127,282
Total Current Assets	18,212,484	18,926,517	17,942,990	18,926,517
Non Current Assets				
Trade and other receivables	382,023	367,645		367,645
Property, plant and equipment	121,524,263	121,461,096	121,399,344	121,461,096
Infrastructure	89,511,578	89,949,620	47,139,344	89,949,620
Intangibles	0	47,250	0	47,250
Right of use assets	119,825	0	0	0
Other financial assets	699,860	713,779	639,141	713,779
Total Non Current Assets	212,237,549	212,539,390	169,177,828	212,539,390
Total Assets	230,450,033	231,465,907	187,120,818	231,465,907
Liabilities				
Current Liabilities				
Trade and other payables	(2,482,159)	(2,144,204)	(2,019,954)	(2,144,204)
Lease Liabilities	(45,087)	(22,927)	(51,990)	(22,927)
Borrowings	(4,377,136)	(338,709)	(255,646)	(338,709)
Employee provisions	(1,160,897)	(1,186,480)	(1,374,048)	(1,186,480)
Other liabilities	(90,000)	(152,406)	0	(152,406)
Total Current Liabilities	(8,155,279)	(3,844,725)	(3,701,639)	(3,844,725)
Non Current Liabilities				
Borrowings	(1,038,157)	(4,850,453)	(5,159,646)	(4,850,453)
Lease liabilities	(78,078)	(63,444)	(51,463)	(63,444)
Employee provisions	(267,627)	(267,627)	(127,206)	(267,627)
Total Non Current Liabilities	(1,383,862)	(5,181,524)	(5,338,315)	(5,181,524)
Total Liabilities	(9,539,141)	(9,026,250)	(9,039,953)	(9,026,250)
Equity				
Retained surplus	(64,282,435)	(64,282,430)	(64,323,921)	(64,282,430)
Reserves - cash/financial asset backed	(11,739,560)	(11,739,560)	(11,221,906)	(11,739,560)
Revaluation surplus	(144,888,897)	(144,888,896)	(102,535,038)	(144,888,896)
Current year (profit)/loss	0	(1,528,771)	0	(1,528,771)
Total Equity	(220,910,892)	(222,439,657)	(178,080,865)	(222,439,657)



Town of Claremont Statement of Comprehensive Income

By Nature or Type
For the Period 01-Jul-2023 to 30-June-2024

	Adopted Budget	Amended Budget	Amended Budget YTD	Actuals YTD
Revenue				
Rates	16,739,741	16,739,741	16,739,741	16,439,901
Operating grants, subsidies, and contributions	272,645	541,172	541,172	691,798
Fees and charges	3,884,165	3,618,612	3,618,612	4,328,156
Service charges	0	0	0	0
Interest earnings	868,172	830,672	830,672	1,028,183
Other revenue	517,470	202,072	202,072	231,131
	<u>22,282,193</u>	<u>21,932,269</u>	<u>21,932,269</u>	<u>22,719,169</u>
Expenses				
Employee costs	(9,135,519)	(9,214,721)	(9,214,721)	(8,673,482)
Materials and contracts	(7,955,391)	(8,541,097)	(8,541,097)	(7,125,313)
Utility charges	(552,399)	(595,843)	(595,843)	(501,909)
Depreciation and amortisation	(4,034,247)	(4,034,247)	(4,034,244)	(4,034,244)
Insurance expenses	(276,366)	(278,073)	(278,073)	(278,514)
Interest expenses	(226,940)	(152,354)	(152,354)	(137,042)
Other expenditure	(1,296,747)	(823,439)	(823,439)	(786,303)
	<u>(23,477,609)</u>	<u>(23,639,774)</u>	<u>(23,639,771)</u>	<u>(21,536,806)</u>
Net Operating	<u>(1,195,416)</u>	<u>(1,707,505)</u>	<u>(1,707,502)</u>	<u>1,182,363</u>
Non-operating grants, subsidies, and contributions	462,000	620,454	620,454	346,408
Profit on disposal of assets	29,919	116,100	116,100	0
Loss on disposal of assets	(10,037)	0	0	0
	<u>491,919</u>	<u>736,554</u>	<u>736,554</u>	<u>346,408</u>
Net Result for the Period	<u>(713,534)</u>	<u>(970,951)</u>	<u>(970,948)</u>	<u>1,528,771</u>
Other Comprehensive Income				
Changes in asset revaluation surplus	0	0	0	0
Total Other Comprehensive Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Comprehensive Income for the Period	<u>(713,534)</u>	<u>(970,951)</u>	<u>(970,948)</u>	<u>1,528,771</u>



Town of Claremont Borrowings & Leases

For the Period 01-Jul-2023 to 30-June-2024

					Adopted Budget				Amended Budget YTD					Actuals YTD				
Loan Description	Loan Number	Institution	Maturity Date	Interest Rate	Opening Balance	Repayments	Closing Balance	Interest	Opening Balance	Proceeds	Repayments	Closing Balance	Interest	Opening Balance	Proceeds	Repayments	Closing Balance	Interest
Aquatic Centre Refurb	1	WATC	14/12/2030	3.17%	524,283	(56,561)	467,722	(32,357)	524,283	0	(56,561)	467,722	32,357	524,283	0	(56,561)	467,722	32,357
333 Stirling Hwy	2B	WATC	30/12/2023	2.73%	4,262,377	(140,888)	4,121,489	(165,490)	4,262,377	0	(4,262,377)	0	58,181	4,262,377	0	(4,262,377)	(0)	58,181
Claremont Community Hub	3	WATC	26/06/2032	2.23%	628,632	(58,197)	570,435	(27,334)	628,632	0	(58,197)	570,435	27,334	628,632	0	(58,197)	570,435	27,334
333 Stirling Hwy	2C	WATC	13/03/2027	4.17%	0	0	0	0	0	4,151,004	0	4,151,004	0	0	4,151,004	0	4,151,004	0
					5,415,292	(255,646)	5,159,646	(225,181)	5,415,292	4,151,004	(4,377,135)	5,189,161	117,872	5,415,292	4,151,004	(4,377,135)	5,189,161	117,872

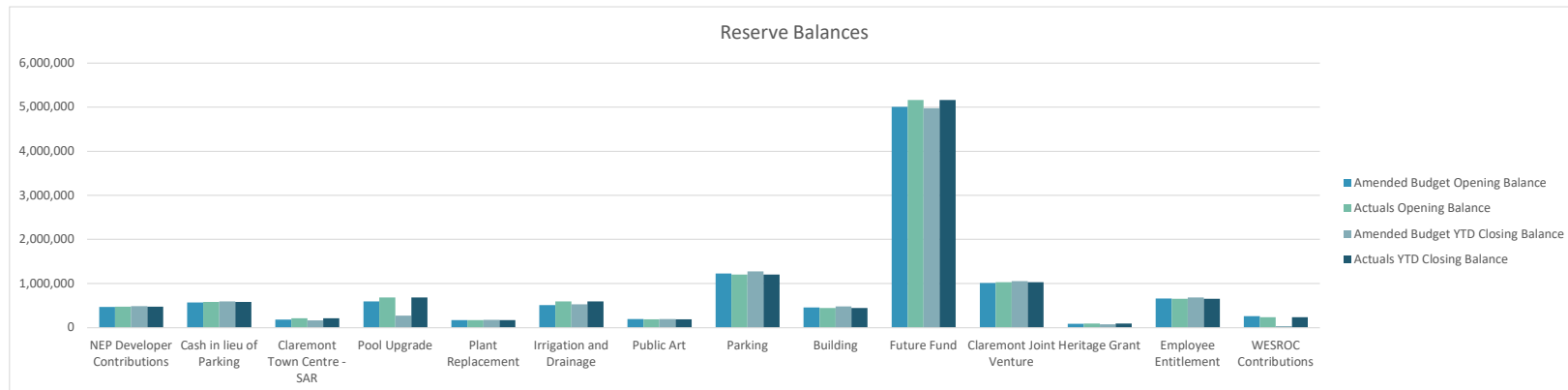
					Adopted Budget				Amended Budget					Actuals YTD				
Lease Description	Lease Number	Institution	Maturity Date	Interest Rate	Opening Balance	Repayments	Closing Balance	Interest	Opening Balance	New leases during 2023/24	Repayments	Closing Balance	Interest	Opening Balance	New leases during 2023/24	Repayments	Closing Balance	Interest
Data & Software Storage	EL227	Dell	31/03/2025	2.71%	50,438	(28,532)	21,906	(1,001)	50,438	0	(19,599)	30,839	9,939	50,438	0	(19,599)	30,839	9,939
Printer/ Copiers	EL228	Kyocera	31/01/2026	2.05%	27,190	(9,975)	17,215	(441)	27,190	0	(6,224)	20,966	4,193	27,190	0	(6,224)	20,966	4,193
Coffee Machine	PE459	Gesha Coffee Co.	30/09/2024	0.71%	2,239	(1,790)	449	(10)	2,239	0	(1,702)	537	118	2,239	0	(1,702)	537	118
Parking Bays - Bunnings	BLD54	Charter Hall	30/06/2025	1.69%	23,586	(11,693)	11,893	(307)	23,586	0	(8,816)	14,770	3,184	23,586	0	(8,816)	14,770	3,184
					103,453	(51,990)	51,463	(1,759)	103,453	0	(36,340)	67,113	17,434	103,453	0	(36,340)	67,113	17,434



Town of Claremont Reserve Movements

For the Period 01-Jul-2023 to 30-June-2024

Reserve	Adopted Budget				Amended Budget YTD				Actuals YTD			
	Opening Balance	Transfer To	Transfer From	Closing Balance	Opening Balance	Transfer To	Transfer From	Closing Balance	Opening Balance	Transfer To	Transfer From	Closing Balance
NEP Developer Contributions	467,398	18,696	0	486,094	467,398	18,696	0	486,094	475,244	0	0	475,244
Cash in lieu of Parking	572,060	22,882	0	594,942	572,060	22,882	0	594,942	580,544	0	0	580,544
Claremont Town Centre - SAR	184,790	7,392	0	192,182	184,790	7,392	(30,000)	162,182	214,115	0	0	214,115
Pool Upgrade	593,609	23,744	(555,000)	62,353	593,609	238,073	(555,000)	276,682	687,265	0	0	687,265
Plant Replacement	171,396	6,856	0	178,252	171,396	6,856	0	178,252	167,647	0	0	167,647
Irrigation and Drainage	510,380	20,415	0	530,795	510,380	20,415	0	530,795	598,680	0	0	598,680
Public Art	191,491	7,660	(30,000)	169,151	191,491	35,660	(30,000)	197,151	189,922	0	0	189,922
Parking	1,225,477	49,019	0	1,274,496	1,225,477	49,019	0	1,274,496	1,205,890	0	0	1,205,890
Building	462,612	18,504	0	481,116	462,612	18,504	0	481,116	449,814	0	0	449,814
Future Fund	5,007,545	351,852	(200,000)	5,159,397	5,007,545	351,852	(380,000)	4,979,397	5,160,143	0	0	5,160,143
Claremont Joint Venture	1,012,691	40,508	0	1,053,199	1,012,691	40,508	0	1,053,199	1,030,562	0	0	1,030,562
Heritage Grant	90,587	3,623	(4,000)	90,210	90,587	3,623	(17,942)	76,268	93,041	0	0	93,041
Employee Entitlement	660,666	26,427	0	687,093	660,666	26,427	0	687,093	653,636	0	0	653,636
WESROC Contributions	262,645	209,589	(439,723)	32,511	262,645	209,589	(439,723)	32,511	233,057	0	0	233,057
Reserve Total	11,413,347	807,167	(1,228,723)	10,991,791	11,413,347	1,049,496	(1,452,665)	11,010,178	11,739,560	0	0	11,739,560

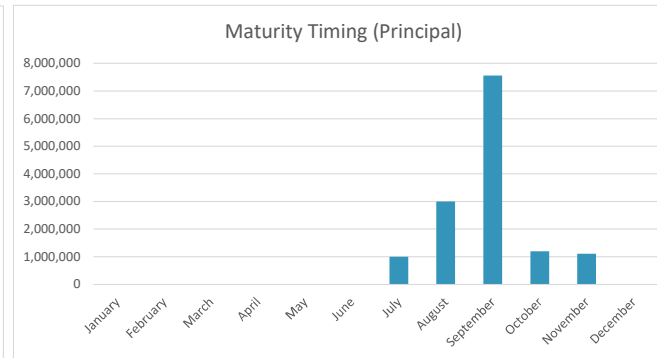
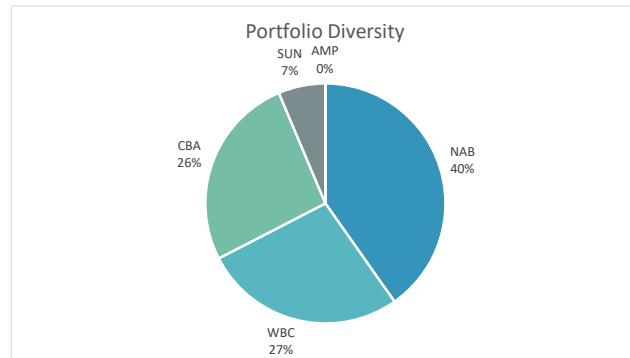




Town of Claremont Investments

For the Period 01-Jul-2023 to 30-June-2024

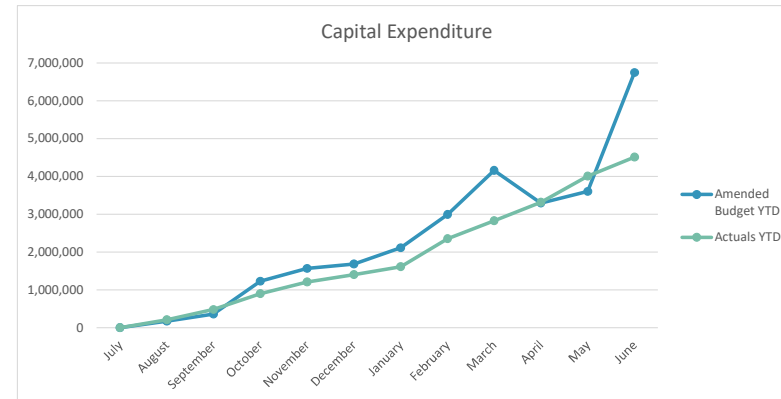
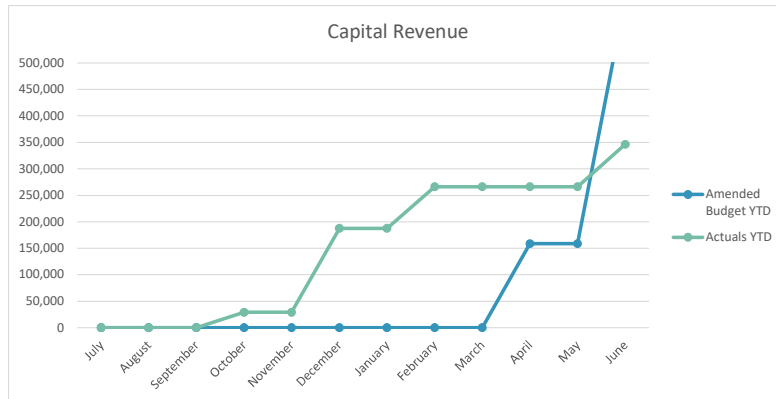
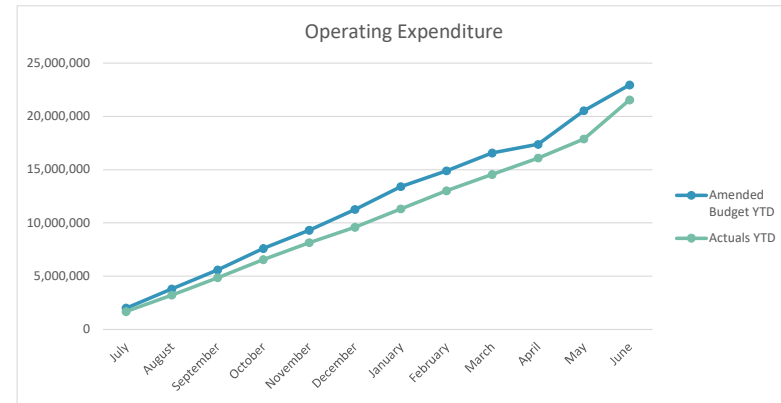
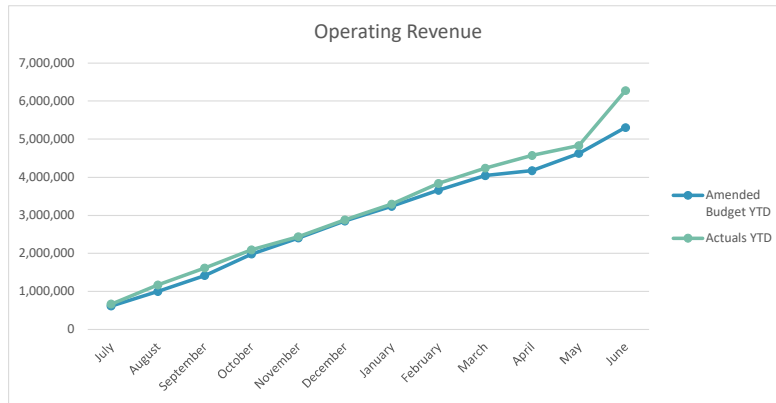
Bank	Type	Reference	Interest Rate	Investment Date	Maturity Date	Term (Days)	Invested Amount
NAB	At Call - Pooled investments		0.38%	1/07/2023			1,779,367
NAB	At Call - Damage Bonds		0.38%	1/07/2023			196,900
CBA	Term Deposit	TD415	5.29%	12/09/2023	13/09/2024	367	2,062,498
WBC	Term Deposit	TD406	5.20%	12/10/2023	11/10/2024	365	1,203,551
WBC	Term Deposit	TD409	5.40%	7/11/2023	7/11/2024	366	1,105,723
NAB	Term Deposit	TD419	5.20%	12/09/2023	11/09/2024	365	3,400,000
NAB	Term Deposit	TD421	5.10%	8/03/2024	5/08/2024	150	1,000,000
SUN	Term Deposit	TD423	4.95%	8/03/2024	8/07/2024	120	1,000,000
CBA	Term Deposit	TD425	4.74%	5/04/2024	2/09/2024	150	2,100,000
WBC	Term Deposit	TD424	5.00%	23/04/2024	22/08/2024	122	2,000,000
15,848,040							





Town of Claremont Graphical Representation

For the Period 01-Jul-2023 to 30-June-2024



13.1.3 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JULY 2024

File Number: FIM/0079-002
Author: Ellie Crichton (Accountant), Nicholas Rule (Senior Finance Officer)
Authoriser: Liz Ledger (Chief Executive Officer)
Attachments: 1. Financial Statements - July 2024 [**13.1.3.1** - 9 pages]

PURPOSE

For Council to note the Statement of Financial Activity (Financial Statements) for the period ended 31 July 2024.

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 31 July 2024 and compare year to date expenditure and revenue against the corresponding adopted budget of Council. The budget figures incorporate all budgeted 2023-24 carry forwards.

Please note that the opening position at 1 July 2024 is a preliminary result as the Financial Statement for the 2023-24 financial year are still being finalised and the financial result will be subject to change.

As shown on **Attachment 1**, the YTD balance of \$2,682,223 to 31 July is compared directly with the budget YTD of \$574,966. This is a favourable variance of \$2,107,256.

As detailed below, the \$2,107,256 variance is comprised of the following:

Opening Surplus	Favourable variance of \$1,836,986
Operating Revenue	Unfavourable variance of \$22,851
Operating Expenditure	Favourable variance of \$296,020
Non-cash adjustments	Favourable variance of \$2
Capital Revenue (non- operating grant, subsidies and contributions)	No variance to budget
Capital Expenditure (purchase or property, plant and equipment, purchase and construction of infrastructure, payment of intangible assets)	Unfavourable variance of \$2,896
Net borrowings and lease payments	No variance to budget
Net reserve transfers	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, as per the Council resolution on 30 July 2024, resolution 109/24.

Operating Revenue	
Rates	No variance analysis required, no variance to budget.
Operating grants, subsidies, and contributions	No variance analysis required, variance to budget is less than \$20,000.
Fees and charges	No variance analysis required, variance to budget is less than \$20,000 and 20%.
Interest earnings	No variance analysis required, variance to budget is less than \$20,000 and 20%.
Other revenue	No variance analysis required, variance to budget is less than \$20,000.
Profit on disposal of assets	No variance analysis required, no variance to budget.

Operating Expenditure	
Employee costs	No variance analysis required, variance to budget is less than \$20,000 and 20%.
Materials and contracts	Favourable variance of \$350,326 primarily due to timing delays in commencing operational works and programs across the organisation with budget adoption in July.
Utility charges	Favourable variance of \$32,413 primarily due to timing of the utility bills cycle.
Depreciation and amortisation	No variance analysis required, variance to budget is less than \$20,000 and 20%.
Insurance expenses	Unfavourable variance of \$56,437 primarily due to timing of LGIS insurance scheme membership invoice - received in July.
Interest expenses	No variance analysis required, variance to budget is less than \$20,000.
Other expenditure	No variance analysis required, variance to budget is less than \$20,000.
Loss on disposal of assets	No variance analysis required, no variance to budget.
Investing Activities	
Non-operating grants, subsidies, and contributions	No variance analysis required, no variance to budget.
Proceeds from disposal of assets	No variance analysis required, no variance to budget.

Purchase of property, plant, and equipment	No variance analysis required, variance to budget is less than \$20,000 and 20%.
Purchase and construction of infrastructure	No variance analysis required, variance to budget is less than \$20,000 and 20%.
Payments for intangible assets	No variance analysis required, no variance to budget.

Financing Activities	
Repayment of borrowings	No variance analysis required, no variance to budget.
Proceeds from borrowings	No variance analysis required, no variance to budget.
Payment for principal portion of lease liability	No variance analysis required, no variance to budget.
Transfer to reserve	No variance analysis required, no variance to budget.
Transfer from reserve	No variance analysis required, 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.

Loan	Loan 1- Aquatic Centre	Loan 2C- 333 Stirling Hwy Claremont	Loan 3- 327 Stirling Highway
Opening Balance – 1 July 204	\$467,722	\$4,151,004	\$570,435
Repayment 1- 2024	\$29,632.44 (16 December 24)	\$167,607.12 (13 September)	\$30,073 (27 December)
Repayment 2- 2025	\$30,571.56 (16 June)	\$171,100.88 (13 March)	\$30,742 (26 June)
Closing Balance – 30 June 2025	\$407,518	\$ 3,812,296	\$509,620
Maturity Date	14 December 2030 (no balloon payment)	13 March 2027 (no balloon payment)	26 June 2032 (no balloon payment)

PAST RESOLUTIONS

Ordinary Council Meeting 25 June 2024, Resolution 89/24.

That Council:

1. *Notes the Statement of Financial Activity covering the period 1 July 2023 to 31 May 2024.*

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:

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



Town of Claremont Financial Statements

Table of Contents
For the Period 01-Jul-2024 to 31-July-2024

Statement of Financial Activity	2
Statement of Net Current Assets	3
Statement of Comprehensive Income	4
Statement of Financial Position	5
Borrowings and Leases	6
Reserves	7
Investment	8
Graphical Representation	9



Town of Claremont Statement of Financial Activity

By Nature or Type
For the Period 01-Jul-2024 to 31-July-2024

	Adopted Budget	Adopted Budget YTD	Actuals YTD	Variance \$	Variance %
Operating Activities					
Net current assets - Opening surplus/(deficit)	1,866,881	1,866,881	3,703,867	(1,836,986)	-98%
Revenue					
Operating grants, subsidies, and contributions	385,408	13,000	1,048	11,952	92%
Fees and charges	4,047,122	290,618	277,037	13,581	5%
Interest earnings	853,470	28,394	25,934	2,460	9%
Other revenue	99,042	2,290	7,432	(5,142)	-225%
Profit on disposal of assets	0	0	0	0	0%
	<u>5,385,042</u>	<u>334,302</u>	<u>311,451</u>	<u>22,851</u>	<u>7%</u>
Expenses					
Employee costs	(9,239,184)	(754,265)	(768,776)	14,510	-2%
Materials and contracts	(8,421,039)	(652,328)	(302,002)	(350,326)	54%
Utility charges	(664,429)	(54,579)	(22,166)	(32,413)	59%
Depreciation and amortisation	(4,473,415)	(372,787)	(372,785)	(2)	0%
Insurance expenses	(398,714)	(33,226)	(89,663)	56,437	-170%
Interest expenses	(237,632)	(1,805)	(4)	(1,801)	100%
Other expenditure	(862,215)	(45,872)	(63,447)	17,575	-38%
Loss on disposal of assets	0	0	0	0	0%
	<u>(24,296,628)</u>	<u>(1,914,862)</u>	<u>(1,618,843)</u>	<u>(296,020)</u>	<u>15%</u>
Non-cash amounts excluded from operating activities	4,473,415	372,787	372,785	2	0%
Amount attributable to operating activities	<u>(12,571,290)</u>	<u>659,108</u>	<u>2,769,260</u>	<u>(2,110,153)</u>	<u>-320%</u>
Investing Activities					
Non-operating grants, subsidies, and contributions	0	0	0	0	0%
Proceeds from disposal of assets	86,000	0	0	0	0%
Purchase of property, plant, and equipment	(1,524,511)	(73,215)	(66,551)	(6,664)	9%
Purchase and construction of infrastructure	(4,209,819)	0	(9,560)	9,560	0%
Payments for intangible assets	(59,800)	0	0	0	0%
Amount attributable to investing activities	<u>(5,708,130)</u>	<u>(73,215)</u>	<u>(76,111)</u>	<u>2,896</u>	<u>-4%</u>
Financing Activities					
Repayment of borrowings	(459,727)	0	(0)	0	0%
Proceeds from borrowings	0	0	0	0	0%
Payments for principal portion of lease liability	(53,707)	(10,926)	(10,926)	0	0%
Transfers to reserves	(9,112)	0	0	0	0%
Transfers from reserves	713,000	0	0	0	0%
Amount attributable to financing activities	<u>190,454</u>	<u>(10,926)</u>	<u>(10,926)</u>	<u>0</u>	<u>0%</u>
Surplus/(deficit) before imposition of general rates	<u>(18,088,966)</u>	<u>574,966</u>	<u>2,682,223</u>	<u>(2,107,256)</u>	<u>-367%</u>
Total amount raised by general rates	<u>18,088,966</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
Surplus/(deficit) after imposition of general rates	<u>0</u>	<u>574,966</u>	<u>2,682,223</u>	<u>(2,107,256)</u>	<u>-367%</u>



Town of Claremont Statement of Net Current Assets

	Balance As At 01-Jul-24	Balance As At 31-July-2024
Current Assets		
Cash and cash equivalents	1,749,494	430,894
Trade and other receivables	1,186,623	1,043,258
Other Financial Assets	15,848,040	15,848,040
Inventories	15,078	15,078
Other assets	127,282	127,282
Total Current Assets	18,926,517	17,464,551
Current Liabilities		
Trade and other payables	(2,144,204)	(1,773,044)
Lease Liabilities	(22,927)	(14,293)
Borrowings	(338,709)	(338,709)
Employee provisions	(1,186,480)	(1,117,319)
Other liabilities	(152,406)	(152,406)
Total Current Liabilities	(3,844,725)	(3,395,770)
Adjustments to NCA		
Less: Reserves	(11,739,560)	(11,739,560)
Add: Borrowings	338,709	338,709
Add: Lease Liabilities	22,927	14,293
Total Adjustments	(11,377,924)	(11,386,559)
Net Current Assets	3,703,867	2,682,223



Town of Claremont Statement of Financial Position

	Balance As At 01-Jul-24	Balance As At 31-July-2024
Assets		
Current Assets		
Cash and cash equivalents	1,749,494	430,894
Trade and other receivables	1,186,623	1,043,258
Other financial assets	15,848,040	15,848,040
Inventories	15,078	15,078
Other assets	127,282	127,282
Total Current Assets	18,926,517	17,464,551
Non Current Assets		
Trade and other receivables	367,645	365,891
Property, plant and equipment	121,461,096	121,404,627
Infrastructure	89,949,620	89,709,415
Intangibles	47,250	47,250
Right of use assets	0	0
Other financial assets	713,779	713,779
Total Non Current Assets	212,539,390	212,240,962
Total Assets	231,465,907	229,705,513
Liabilities		
Current Liabilities		
Trade and other payables	(2,144,204)	(1,773,044)
Lease Liabilities	(22,927)	(14,293)
Borrowings	(338,709)	(338,709)
Employee provisions	(1,186,480)	(1,117,319)
Other liabilities	(152,406)	(152,406)
Total Current Liabilities	(3,844,725)	(3,395,770)
Non Current Liabilities		
Borrowings	(4,850,453)	(4,850,453)
Lease liabilities	(63,444)	(63,444)
Employee provisions	(267,627)	(267,627)
Total Non Current Liabilities	(5,181,524)	(5,181,524)
Total Liabilities	(9,026,250)	(8,577,295)
Equity		
Retained surplus	(64,282,430)	(64,282,430)
Reserves - cash/financial asset backed	(11,739,560)	(11,739,560)
Revaluation surplus	(144,888,896)	(144,888,896)
Current year (profit)/loss	(1,528,771)	(221,379)
Total Equity	(222,439,657)	(221,132,265)



Town of Claremont Statement of Comprehensive Income

By Nature or Type
For the Period 01-Jul-2024 to 31-July-2024

	Adopted Budget	Amended Budget	Amended Budget YTD	Actuals YTD
Revenue				
Rates	18,088,966	18,088,966	0	0
Operating grants, subsidies, and contributions	385,408	385,408	13,000	1,048
Fees and charges	4,047,122	4,047,122	290,618	277,037
Interest earnings	853,470	853,470	28,394	25,934
Other revenue	99,042	99,042	2,290	7,432
	23,474,008	23,474,008	334,302	311,451
Expenses				
Employee costs	(9,239,184)	(9,239,184)	(754,265)	(768,776)
Materials and contracts	(8,421,039)	(8,421,039)	(652,328)	(302,002)
Utility charges	(664,429)	(664,429)	(54,579)	(22,166)
Depreciation and amortisation	(4,473,415)	(4,473,415)	(372,787)	(372,785)
Insurance expenses	(398,714)	(398,714)	(33,226)	(89,663)
Interest expenses	(237,632)	(237,632)	(1,805)	(4)
Other expenditure	(862,215)	(862,215)	(45,872)	(63,447)
	(24,296,628)	(24,296,628)	(1,914,862)	(1,618,843)
Net Operating	(822,620)	(822,620)	(1,580,560)	(1,307,392)
Non-operating grants, subsidies, and contributions	0	0	0	0
Profit on disposal of assets	0	0	0	0
Loss on disposal of assets	0	0	0	0
	0	0	0	0
Net Result for the Period	(822,620)	(822,620)	(1,580,560)	(1,307,392)
Other Comprehensive Income				
Changes in asset revaluation surplus	0	0	0	0
Total Other Comprehensive Income	0	0	0	0
Total Comprehensive Income for the Period	(822,620)	(822,620)	(1,580,560)	(1,307,392)



Town of Claremont Borrowings & Leases

For the Period 01-Jul-2024 to 31-July-2024

Loan Description	Loan Number	Institution	Maturity Date	Interest Rate	Adopted Budget				Actuals YTD				
					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	0	467,722	0
Claremont Community Hub	3	WATC	26/06/2032	2.23%	570,435	(60,815)	509,620	(24,715)	570,435	0	0	570,435	0
333 Stirling Hwy	2C	WATC	13/03/2027	4.17%	4,151,004	(338,708)	3,812,296	(169,545)	4,151,004	0	0	4,151,004	0
					5,189,161	(459,727)	4,729,434	(222,974)	5,189,161	0	(0)	5,189,161	0

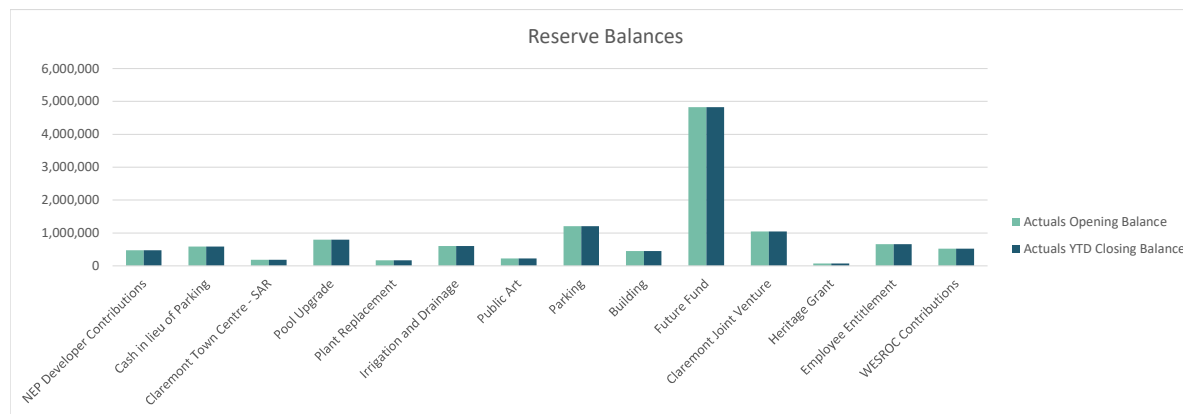
Lease Description	Lease Number	Institution	Maturity Date	Interest Rate	Adopted Budget				Actuals YTD				
					Opening Balance	Repayments	Closing Balance	Interest	Opening Balance	New leases during 2023/24	Repayments	Closing Balance	Interest
Data & Software Storage	EL227	Dell	31/03/2025	2.71%	19,427	(19,427)	0	(2,726)	30,839	0	0	30,839	(526)
Printer/ Copiers	EL228	Kyocera	31/01/2026	2.05%	13,546	(7,939)	5,607	(2,477)	20,966	0	0	20,966	(278)
Wide Area Network	TPG	TPG	19/04/2026	3.00%	31,599	(15,112)	16,487	(8,229)	0	0	0	0	(887)
Coffee Machine	PE459	Gesha Coffee Co.	30/09/2024	0.71%	449	(449)	0	(6)	539	0	(147)	392	(3)
Parking Bays - Bunnings	BLD54	Charter Hall	30/06/2025	1.69%	10,779	(10,779)	0	(1,220)	14,770	0	(10,779)	3,991	(1,220)
					75,800	(53,706)	22,094	(14,658)	67,114	0	(10,926)	56,188	(2,915)



Town of Claremont Reserve Movements

For the Period 01-Jul-2024 to 31-July-2024

Reserve	Adopted Budget				Actuals YTD			
	Opening Balance	Transfer To	Transfer From	Closing Balance	Opening Balance	Transfer To	Transfer From	Closing Balance
NEP Developer Contributions	475,244	0	0	475,244	475,244	0	0	475,244
Cash in lieu of Parking	580,544	0	0	580,544	580,544	0	0	580,544
Claremont Town Centre - SAR	184,114	0	0	184,114	184,114	0	0	184,114
Pool Upgrade	796,595	0	(513,000)	283,595	796,595	0	0	796,595
Plant Replacement	167,647	0	0	167,647	167,647	0	0	167,647
Irrigation and Drainage	600,910	0	(50,000)	550,910	600,910	0	0	600,910
Public Art	225,892	9,112	0	235,004	225,892	0	0	225,892
Parking	1,205,890	0	0	1,205,890	1,205,890	0	0	1,205,890
Building	452,067	0	0	452,067	452,067	0	0	452,067
Future Fund	4,830,668	0	0	4,830,668	4,830,668	0	0	4,830,668
Claremont Joint Venture	1,043,814	0	0	1,043,814	1,043,814	0	0	1,043,814
Heritage Grant	75,098	0	0	75,098	75,098	0	0	75,098
Employee Entitlement	661,213	0	(150,000)	511,213	661,213	0	0	661,213
WESROC Contributions	517,576	0	0	517,576	517,576	0	0	517,576
Reserve Total	11,817,272	9,112	(713,000)	11,113,384	11,817,272	0	0	11,817,272

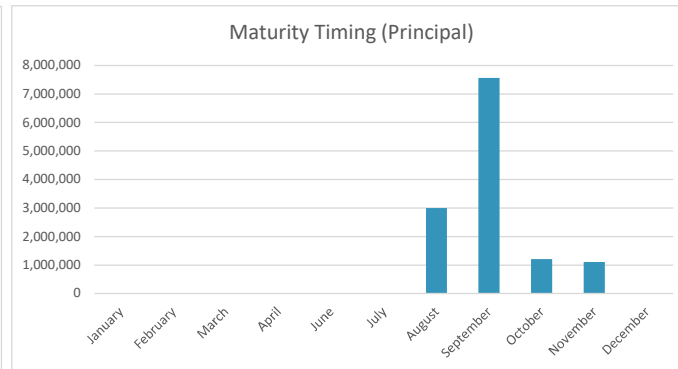
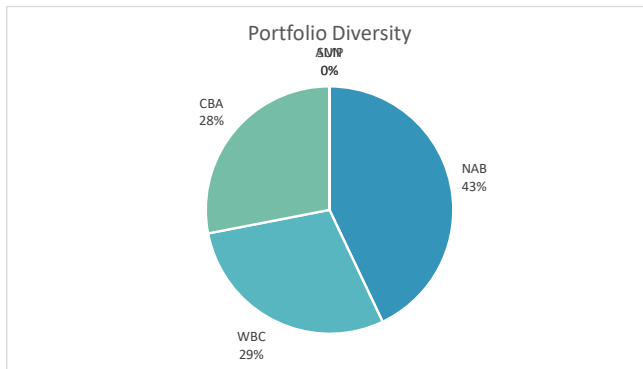




Town of Claremont Investments

For the Period 01-Jul-2024 to 31-July-2024

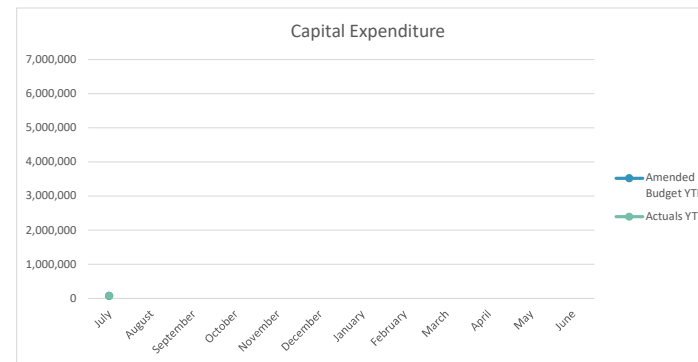
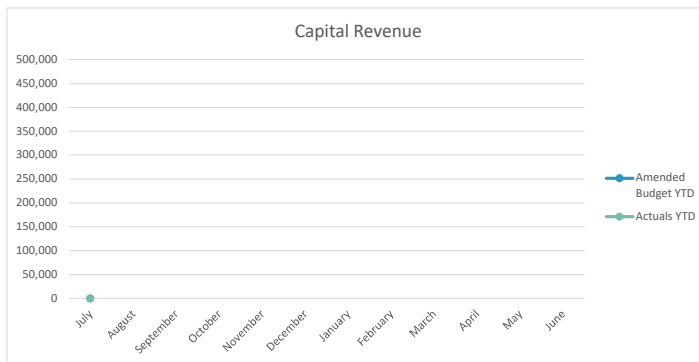
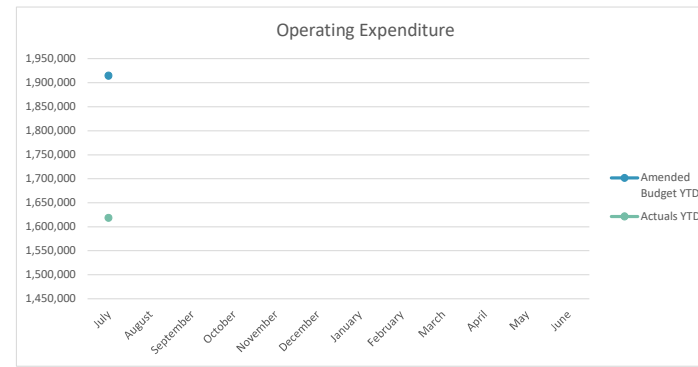
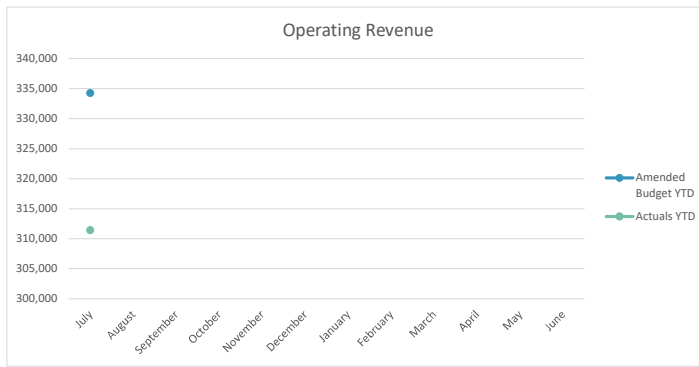
Bank	Type	Reference	Interest Rate	Investment Date	Maturity Date	Term (Days)	Invested Amount
NAB	At Call - Pooled investments		0.38%	1/07/2023			1,779,367
NAB	At Call - Damage Bonds		0.38%	1/07/2023			196,900
CBA	Term Deposit	TD415	5.29%	12/09/2023	13/09/2024	367	2,062,498
WBC	Term Deposit	TD406	5.20%	12/10/2023	11/10/2024	365	1,203,551
WBC	Term Deposit	TD409	5.40%	7/11/2023	7/11/2024	366	1,105,723
NAB	Term Deposit	TD419	5.20%	12/09/2023	11/09/2024	365	3,400,000
NAB	Term Deposit	TD421	5.10%	8/03/2024	5/08/2024	150	1,000,000
CBA	Term Deposit	TD425	4.74%	5/04/2024	2/09/2024	150	2,100,000
WBC	Term Deposit	TD424	5.00%	23/04/2024	22/08/2024	122	2,000,000
							14,848,040





Town of Claremont Graphical Representation

For the Period 01-Jul-2024 to 31-Jul-2024



13.1.4 LIST OF PAYMENTS 1 TO 31 JULY 2024

File Number: FIM/00108-003, D-24-30398
Author: Peter Barker (Senior Finance Officer)
Authoriser: Liz Ledger (Chief Executive Officer)
Attachments:

1. List of Payments - July 2024 [**13.1.4.1** - 3 pages]
2. Purchase Card - July 2024 [**13.1.4.2** - 4 pages]
3. Fuel Cards - June 2024 [**13.1.4.3** - 3 pages]

PURPOSE

For Council to note those payments made by the Chief Executive Officer under delegated authority during July 2024.

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 those 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 \$2,143,047.39 during the month of July 2024.

The attached schedule covers:

· Municipal Funds electronic funds transfers (EFT)	\$ 2,032,583.51
· Municipal Fund direct debits	\$ 110,463.88
· Municipal Fund vouchers	\$ -
· Trust Fund electronic funds transfer (EFT)	\$ -
· Trust Fund vouchers (none)	\$ -

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, 30 July 2024, Resolution 110/24

That Council notes all payments made by the Chief Executive Officer under Delegation DA 2.1.5 for June 2024 totalling \$4,216,406.86, as detailed in Attachment 1 comprising:

\$ 4,104,401.73	Municipal Funds electronic funds transfers (EFT)
\$ 112,005.13	Municipal Funds direct debits
\$ -	Municipal Fund vouchers
\$ -	Trust Fund EFT
\$ -	Trust Fund vouchers (none)

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 July 2024 totalling \$2,143,047,39 as detailed in Attachment 1 comprising:

\$ 2,032,583.51	<i>Municipal Funds electronic funds transfers (EFT)</i>
\$ 110,463.88	<i>Municipal Funds direct debits</i>
\$ -	<i>Municipal Fund vouchers</i>
\$ -	<i>Trust Fund EFT</i>
\$ -	<i>Trust Fund vouchers (none)</i>

SCHEDULE OF PAYMENTS
July 2024

Date	Ref.	Name	Details	Amount
25/07/2024	EFT02033	Alexander Colquhoun & Son Pty Ltd	Green waste bags	\$ 2,640.00
4/07/2024	EFT02030	All Fence U Rent	Removal & erection of fence for Aquatic Centre 25m pool	\$ 3,615.04
25/07/2024	EFT02033	All Fence U Rent	Removal & erection of fence for Aquatic Centre 25m pool	\$ 1,001.00
18/07/2024	EFT02032	Allmark & Associates Pty Ltd	Adopt the Tree program plaques	\$ 825.00
18/07/2024	EFT02032	Allpipe Technologies (Veolia Water Operations Pty Ltd)	Drainage cleaning and maintenance works	\$ 709.50
11/07/2024	EFT02031	Allstate Kerbing & Concrete	Various footpath kerbing	\$ 1,460.55
11/07/2024	EFT02031	ALSCO	Feminine hygiene unit services	\$ 499.86
25/07/2024	EFT02033	Ann-Marie Anderson-Mayes	Library event instructor	\$ 360.00
4/07/2024	EFT02030	Australia Post - 623462 - Contractor Collect	Postage	\$ 459.02
4/07/2024	EFT02030	Australia Post - 673027	Postage	\$ 281.78
11/07/2024	EFT02031	Australian Taxation Office	PAYG withholding PPE 30/6	\$ 57,960.00
25/07/2024	EFT02033	Australian Taxation Office	PAYG withholding PPE 14/07	\$ 60,562.00
11/07/2024	EFT02031	Axon Public Safety Australia	Community safety body cameras & software	\$ 11,701.80
11/07/2024	EFT02031	Baileys Fertilisers	Various tree works	\$ 1,943.92
11/07/2024	EFT02031	BCITF	BCITF levies	\$ 11,389.29
4/07/2024	EFT02030	Benara Nurseries	Various plant & tree works	\$ 4,248.64
11/07/2024	EFT02031	Benara Nurseries	Various plant & tree works	\$ 524.65
4/07/2024	EFT02030	Boyan Electrical Services	Electrical repairs & maintenance	\$ 1,938.48
11/07/2024	EFT02031	Boyan Electrical Services	Electrical repairs & maintenance	\$ 623.70
11/07/2024	EFT02031	Brownes Foods Operations Pty Ltd	Aquatic Centre café supplies	\$ 169.45
18/07/2024	EFT02032	Brownes Foods Operations Pty Ltd	Aquatic Centre café supplies	\$ 21.78
25/07/2024	EFT02033	Brownes Foods Operations Pty Ltd	Aquatic Centre café supplies	\$ 21.78
4/07/2024	EFT02030	Bunnings	Tools, equipment & minor building materials	\$ 123.01
11/07/2024	EFT02031	Bunnings	Tools, equipment & minor building materials	\$ 617.80
18/07/2024	EFT02032	Bunnings	Tools, equipment & minor building materials	\$ 99.43
25/07/2024	EFT02033	Burgess Rawson (The Trustee For Burgess Rawson WA Unit Trust)	Market rental review of Council property	\$ 1,650.00
25/07/2024	EFT02033	Carrington's Traffic Services (Carrington's (WA) Pty Ltd)	Traffic management various roads	\$ 6,301.97
25/07/2024	EFT02033	Chadson Engineering	Pool chemicals	\$ 374.00
18/07/2024	EFT02032	Charter Hall The Trustee For DCSF Claremont Trust	Bayview Centre Car park annual rent	\$ 13,200.00
25/07/2024	EFT02033	Christopher Forte BA24001	Damage bond refund	\$ 1,000.00
18/07/2024	EFT02032	City Of Stirling	Meals on Wheels delivery services	\$ 386.56
11/07/2024	EFT02031	City Toyota	Vehicle purchase	\$ 400.50
25/07/2024	EFT02033	Civica Pty Ltd	IT software renewal/support	\$ 2,398.00
25/07/2024	EFT02033	Claremont Delivery Round (Mahadev)	Library newspaper delivery	\$ 471.15
4/07/2024	EFT02030	Claremont Lawn Tennis Club Inc.	Court maintenance subsidy	\$ 18,266.61
25/07/2024	EFT02033	Claremont Nedlands Cricket Club Inc	Grounds maintenance subsidy June 2024	\$ 10,083.33
18/07/2024	EFT02032	Coca-Cola Europacific Partners Aust	Aquatic Centre café supplies	\$ 536.46
11/07/2024	EFT02031	Commercial Aquatics Australia	Aquatic Centre plant works & maintenance	\$ 5,467.00
11/07/2024	EFT02031	Compu-Stor	External records storage	\$ 490.13
11/07/2024	EFT02031	Contraflow Pty Ltd	Traffic management various roads	\$ 970.90
18/07/2024	EFT02032	Contraflow Pty Ltd	Consultancy - Local Government TMP	\$ 1,100.00
25/07/2024	EFT02033	Contraflow Pty Ltd	Traffic management various roads	\$ 223.58
11/07/2024	EFT02031	Councilwise Pty Ltd	PropertyWise monthly software license	\$ 3,174.60
18/07/2024	EFT02032	Councilwise Pty Ltd	PropertyWise monthly software license	\$ 13,334.20
11/07/2024	EFT02031	Datacom Solutions (AU) Pty Ltd	Software support & subscriptions	\$ 12,826.63
18/07/2024	EFT02032	Department Of Justice	Refund for infringement dishonoured payment	\$ 45.00
11/07/2024	EFT02031	DMIRS (BSL)	Building services Levy	\$ 8,087.52
11/07/2024	EFT02031	Dowsing Group Pty Ltd	Various footpath works	\$ 15,478.69
18/07/2024	EFT02032	Dowsing Group Pty Ltd	25m pool paving at Aquatic Centre	\$ 64,753.66
11/07/2024	EFT02031	DS Group (Ds Agencies Pty Ltd)	Replacement street furniture	\$ 13,211.00
4/07/2024	EFT02030	DU Electrical	Reticulation electrical repairs & maintenance	\$ 14,404.61
11/07/2024	EFT02031	Element Advisory Pty Ltd	NEP Design Guidelines Modifications & Amendments	\$ 7,700.00
25/07/2024	EFT02033	Ellenby Pty Ltd	Replacement trees for Lake Claremont surrounds	\$ 11,151.04
25/07/2024	EFT02033	Energy Tec Holdings Pty Ltd	Meter readings	\$ 110.33
18/07/2024	EFT02032	Equilibrium Interactive	Website performance partnership	\$ 3,850.00
4/07/2024	EFT02030	Fullworks Fire Safety Australia (Oliver Family Trust)	Fire panel testing - various buildings	\$ 297.00
11/07/2024	EFT02031	Gecko Contracting Turf & Landscape Maintenance (Gas Assets Pty Ltd)	Aquatic Centre mowing - June 2024	\$ 653.40
18/07/2024	EFT02032	Gesha Coffee Co (The Trustee For Lanpa Trust)	Aquatic Centre café supplies	\$ 166.83
4/07/2024	EFT02030	Good Sammy Enterprises	Bayview Community Centre garden maintenance	\$ 550.00
25/07/2024	EFT02033	GPS On Bayview	Pre-employment medical checks	\$ 145.00
18/07/2024	EFT02032	Graffiti Systems Australia (Robthor)	Graffiti removal for June 2024	\$ 602.80
18/07/2024	EFT02032	Gutter-Vac Perth (Mccracken Family Trust)	Gutter cleaning for various buildings	\$ 4,757.50
11/07/2024	EFT02031	Harbour Software Pty. Ltd.	Reporting software implementation and subscription	\$ 13,475.00
11/07/2024	EFT02031	Hays Specialist Recruitment (Australia) Pty Limited	Temp Officer	\$ 1,624.30
25/07/2024	EFT02033	Hays Specialist Recruitment (Australia) Pty Limited	Temp Officer	\$ 4,983.66
4/07/2024	EFT02030	Highcliff Holdings Pty Ltd BA21163	Damage bond refund	\$ 3,000.00
4/07/2024	EFT02030	Imagesource	Prints - Ads/promotion	\$ 266.20
4/07/2024	EFT02030	Ixom Operations Pty Ltd	Aquatic Centre chemicals	\$ 1,859.52
11/07/2024	EFT02031	Ixom Operations Pty Ltd	Aquatic Centre chemicals	\$ 204.60
11/07/2024	EFT02031	J&V (Dugite Earthmoving Pty Ltd)	Various heavy machinery works	\$ 20,031.00
18/07/2024	EFT02032	J&V (Dugite Earthmoving Pty Ltd)	Various heavy machinery works	\$ 3,973.07
25/07/2024	EFT02033	J&V (Dugite Earthmoving Pty Ltd)	Various heavy machinery works	\$ 1,467.40
4/07/2024	EFT02030	Jennifer Emerton	Refund for Infringement paid twice	\$ 106.10

SCHEDULE OF PAYMENTS
July 2024

4/07/2024	EFT02030	John Hughes	Servicing of fleet vehicle	\$	1,462.69
4/07/2024	EFT02030	Kalyakoori (Dylan John Collard)	Naidoc Week - Noongar Language Class	\$	1,100.00
11/07/2024	EFT02031	Kyocera	Photocopier Costs	\$	296.87
11/07/2024	EFT02031	Lena Nursery (J & E Zito & D & S Zito Trading Trust)	Plants for planting programs	\$	561.01
18/07/2024	EFT02032	LGISWA	Various insurance policies	\$	217,825.30
25/07/2024	EFT02033	Local Health Authorities Analytical Committee (LHAAC)	Analytical Services Sampling Scheme 2024/2025	\$	2,863.96
11/07/2024	EFT02031	Lucinda's Everlastings (Kfarms Trust)	Wildflower seeds for planting programs	\$	320.00
4/07/2024	EFT02030	Macniven Pty Ltd	OCM catering 25/6	\$	664.95
18/07/2024	EFT02032	Marketplace Supplies Pty Ltd	Refreshments	\$	600.12
4/07/2024	EFT02030	Megan Ognenis BA23173	Damage bond refund	\$	1,000.00
4/07/2024	EFT02030	Megan Ognenis BA24006	Damage bond refund	\$	500.00
4/07/2024	EFT02030	Miracle Recreation Equipment (Superior Nominees)	Various playground inspections	\$	3,571.70
25/07/2024	EFT02033	Moore Australia (Wa) Pty Ltd	Staff training	\$	2,816.00
18/07/2024	EFT02032	Muchea Tree Farm (Natalie Dale Vallance)	Plant stock for planting projects	\$	195.00
25/07/2024	EFT02033	Nexus Home Improvements Pty Ltd BA22155	Damage bond refund	\$	3,000.00
4/07/2024	EFT02030	NJP Electrical Services (The Independent Systems Trust)	Installation of solar BBQ for park	\$	2,415.05
4/07/2024	EFT02030	Omnicom Media Group Australia	Various advertising	\$	573.64
11/07/2024	EFT02031	Omnicom Media Group Australia	Various advertising	\$	650.06
11/07/2024	EFT02031	On Hold On Line (K.L. & L.R Jones)	On hold messages	\$	77.00
11/07/2024	EFT02031	One Shade Sails Pty Ltd	Shade sails for park playgrounds	\$	34,316.92
18/07/2024	EFT02032	Outdoor World Wangara BA24049	Damage bond refund	\$	500.00
17/07/2024	PAYROLL	Pay14072024	PPE 14/07	\$	258,834.12
31/07/2024	PAYROLL	Pay28072024	PPE 28/07	\$	227,337.45
3/07/2024	PAYROLL	Pay30062024	PPE 30/06	\$	212,152.67
17/07/2024	PAYROLL	Pay30062024	PPE 30/06 Adjustment	\$	1,900.68
11/07/2024	EFT02031	Persolkelly Australia Pty Ltd	Rates Temp Officer	\$	2,319.48
11/07/2024	EFT02031	PFDFood Services Pty Ltd	Aquatic Centre café supplies	\$	434.80
4/07/2024	EFT02030	Phil Johnson Plumbing And Gas	Plumbing works	\$	2,103.00
11/07/2024	EFT02031	Phil Johnson Plumbing And Gas	Plumbing works	\$	710.00
18/07/2024	EFT02032	Phil Johnson Plumbing And Gas	Plumbing works	\$	121.00
4/07/2024	EFT02030	Pipeline Irrigation	Various Irrigation works	\$	12,222.10
25/07/2024	EFT02033	Port Printing Works (Wagenaar Family Trust)	Letterhead stationery	\$	1,413.50
25/07/2024	EFT02033	Post Newspapers Pty Ltd	Various advertising	\$	1,377.81
4/07/2024	EFT02030	Premier Envelopes Australia Pty Ltd	Stationery	\$	469.33
18/07/2024	EFT02032	Print & Sign Co (Easy Abc Pty Ltd)	Prints - Ads/promotion	\$	176.00
25/07/2024	EFT02033	Priority 1 Fire And Safety Pty Ltd	Rental of breathing apparatus for Aquatic Centre	\$	385.00
4/07/2024	EFT02030	Proarb WA (R Hawkins & CN Jones)	Various tree works	\$	16,258.00
11/07/2024	EFT02031	Proarb WA (R Hawkins & CN Jones)	Various tree works	\$	26,548.50
25/07/2024	EFT02033	Proarb WA (R Hawkins & CN Jones)	Various tree works	\$	2,541.00
11/07/2024	EFT02031	Protec Asphalt	Various road works	\$	5,500.00
25/07/2024	EFT02033	Protec Asphalt	Various road works	\$	440.00
4/07/2024	EFT02030	Quantum Building Services	Various building & fence repairs	\$	11,103.57
25/07/2024	EFT02033	Quicksuper (Australiansuper Pty Ltd)	Superannuation for June 2024	\$	90,286.82
4/07/2024	EFT02030	Riskwest	Risk Management Services - Strategic Risks	\$	13,046.00
18/07/2024	EFT02032	RSM Australia (Birdanco Trust)	Grant audit 2023/24	\$	4,455.00
11/07/2024	EFT02031	Safety Tactile Pave/Affirmative (STP Family Trust)	Footpath & paving works	\$	3,968.14
18/07/2024	EFT02032	Safety Tactile Pave/Affirmative (STP Family Trust)	Footpath & paving works	\$	1,542.71
18/07/2024	EFT02032	Salt Residential WA Pty Ltd BA23153	Damage bond refund	\$	3,000.00
4/07/2024	EFT02030	Schlager Group Pty Ltd	Museum limestone wall repair	\$	12,355.20
4/07/2024	EFT02030	Skyline Landscape Services Group	Landscape maintenance various sites June 2024	\$	26,166.90
11/07/2024	EFT02031	Skyline Landscape Services Group	Vegetation removal on Bayview Terrace	\$	4,504.50
18/07/2024	EFT02032	Soltex Pty Ltd BA24046	Damage bond refund	\$	500.00
18/07/2024	EFT02032	Soltex Pty Ltd BA24063	Damage bond refund	\$	500.00
25/07/2024	EFT02033	Speedo Australia Pty Ltd	Aquatic Centre shop stock	\$	6,771.05
25/07/2024	EFT02033	Sportsworld Of WA	Aquatic Centre shop stock	\$	972.40
4/07/2024	EFT02030	St John Ambulance Western Australia Ltd	Servicing and restocking First Aid stations	\$	893.78
4/07/2024	EFT02030	Stihl Shop Osborne Park (Lizo Pty Ltd)	Gardening equipment & maintenance	\$	366.00
4/07/2024	EFT02030	Stratagreen	Various tree & plant materials	\$	3,356.53
18/07/2024	EFT02032	Sustainable Outdoors	Weed control/parks works	\$	28,762.74
4/07/2024	EFT02030	Tangibility Pty Ltd	Promotional items for Bay View Community Centre	\$	2,893.00
11/07/2024	EFT02031	Telstra	Mobile/data/communication expenses	\$	14,958.47
11/07/2024	EFT02031	Termi Home & Commercial (Smartbuild Perth Pty Ltd)	Pest control various buildings	\$	330.00
18/07/2024	EFT02032	The Furniture Man (Bruno Nascimento)	Bayview Community Centre furniture removal	\$	352.00
4/07/2024	EFT02030	The Lane Bookshop	Library book acquisitions	\$	998.36
11/07/2024	EFT02031	The Trustee For Major Motors Unit Trust	Servicing of fleet vehicle	\$	2,623.32
18/07/2024	EFT02032	The Trustee For Mcdermott Family Trust	Station Master House deck repairs	\$	418.00
18/07/2024	EFT02032	TPG Network Pty Ltd	Internet service	\$	2,084.50
4/07/2024	EFT02030	Turfworks WA Pty Ltd	Mow parks & various verges	\$	4,497.88
18/07/2024	EFT02032	Turfworks WA Pty Ltd	Mow parks & various verges	\$	3,854.62
11/07/2024	EFT02031	Veolia Recycling & Recovery (Perth)	Commercial waste collection	\$	1,050.72
18/07/2024	EFT02032	Veolia Recycling & Recovery (Perth)	Commercial waste collection	\$	84,512.44
11/07/2024	EFT02031	Vocus Pty Ltd	Internet & telephone service	\$	471.93
18/07/2024	EFT02032	WALGA	Employee training course	\$	1,430.00
25/07/2024	EFT02033	WALGA	WALGA Subscription and employee training	\$	18,789.52

SCHEDULE OF PAYMENTS
July 2024

11/07/2024	EFT02031	Welcome To Country Ltd	Event provider for NAIDOC week	\$	689.70
11/07/2024	EFT02031	Western Metropolitan Regional Council	Domestic waste collection	\$	20,633.11
18/07/2024	EFT02032	Western Metropolitan Regional Council	Domestic waste collection	\$	119,034.28
25/07/2024	EFT02033	Western Metropolitan Regional Council	Domestic waste collection	\$	33,003.78
11/07/2024	EFT02031	Western Suburbs Building & Landscape Supplies	Sand for park maintenance	\$	27.00
11/07/2024	EFT02031	Weston Road Systems	Line marking various locations	\$	880.00
11/07/2024	EFT02031	WINC	Stationery supplies	\$	315.28
4/07/2024	EFT02030	Woodlands Distributors And Agencies Pty Ltd	Dog waste bags	\$	2,845.92
4/07/2024	EFT02030	Work Clobber	Staff uniform and safety clothing	\$	375.30
18/07/2024	EFT02032	Ying Jie Shi BA23142	Damage bond refund	\$	1,000.00
Total EFT					\$ 2,032,583.51
Total Number of EFT Transfers					157

CHEQUES ISSUED JULY 2024 - MUNICIPAL FUND

Date	Ref.	Name	Details	Amount
Total Cheques				\$ -
Total Number of Cheques				\$ -

DIRECT DEBITS JULY 2024 - MUNICIPAL FUND

Date	Ref.	Name	Details	Amount
		Alinta	Gas charges	\$ 71.70
		Business Fleet Card	Fuel card expenses	\$ 4,931.60
		Dell	Computer equipment lease payments	\$ 8,122.88
		Kyocera	Photocopier lease payments	\$ 954.82
		NAB	Various bank fees	\$ 1,556.21
		Nab Purchase Card	Purchase Card expenses	\$ 25,895.70
		Water Corporation	Various water charges	\$ 11,028.21
		Synergy	Various electricity and street lighting	\$ 45,161.15
		WATC Guarantee Fees	Loan Guarantee fees	\$ 12,741.61
Total Direct Debits				\$ 110,463.88

TOTAL MUNICIPAL PAYMENTS FOR THE MONTH OF JULY 2024

\$ 2,143,047.39

ELECTRONIC FUNDS TRANSFERS JULY 2024 - TRUST FUND

Date	Ref.	Name	Details	Amount
Total EFT				\$ -
Total Number of EFT Transfers				\$ -

CHEQUES ISSUED JULY 2024 - TRUST FUND

Date	Ref.	Name	Details	Amount
Total Cheques				\$ -
Total number of Cheques				\$ -

TOTAL TRUST PAYMENTS FOR THE MONTH OF JULY 2024

\$ -

TOTAL ALL PAYMENTS FOR THE MONTH OF JULY 2024

\$ 2,143,047.39

Statement Period 29 Jun 2024 to 29 Jul 2024

Manager CCH and Library

Posting Date	Tran Date	Supplier	Transaction Descript**	Amount
1-Jul-24	28-Jun-24	Coles 0299	Mahjong set for new beginners group	\$ 10.65
1-Jul-24	28-Jun-24	Games World Claremont	New Mahjong set - Beginners group	\$ 95.99
2-Jul-24	1-Jul-24	Mailchimp *misc	Events - Children Mailchimp newsletter	\$ 90.22
3-Jul-24	1-Jul-24	Spotlight Pty Ltd	Materials for children's events	\$ 160.00
3-Jul-24	1-Jul-24	Ezi*alia	ALAIA Membership 2024/25	\$ 775.00
3-Jul-24	2-Jul-24	Nextmedia Pty Ltd	Magazine subscriptions	\$ 139.00
3-Jul-24	2-Jul-24	Isubscribe Pty Ltd	Magazine subscriptions	\$ 140.00
4-Jul-24	3-Jul-24	Cti Logistics Ltd/Daro	Transport between WSLG libraries	\$ 470.13
5-Jul-24	4-Jul-24	Sq *crocca - Pizzeria Rom	Event - Italian Conversations session catering	\$ 103.00
8-Jul-24	5-Jul-24	Wa Genealogical Soc	Family History WA - Membership	\$ 100.00
15-Jul-24	12-Jul-24	The Monthly 1yr	Magazine subscription	\$ 127.00
Total AUD				\$ 2,210.99

Manager Communications and Customer Relations

Posting Date	Tran Date	Supplier	Transaction Descript**	Amount
1-Jul-24	27-Jun-24	Intuit Mailchimp	Mailchimp subscription	\$ 139.40
1-Jul-24	28-Jun-24	Linktree* Linktree	Linktree subscription	\$ 14.00
3-Jul-24	2-Jul-24	Woolworths Online	Staff Fruit and Milk	\$ 115.70
10-Jul-24	9-Jul-24	Woolworths Online	Staff Fruit and Milk	\$ 115.39
15-Jul-24	11-Jul-24	The Gallery G C	Claremont's Night Luxe	\$ 41.94
17-Jul-24	16-Jul-24	Woolworths Online	Staff Fruit and Milk	\$ 120.94
19-Jul-24	18-Jul-24	Jb Hi-Fi Online	Prize for promotional campaign	\$ 1,013.99
22-Jul-24	20-Jul-24	Facebk *w842a7qqv2	Claremont's Night Luxe promotion	\$ 4.89
22-Jul-24	20-Jul-24	Facebk *pjjut7crv2	Claremont's Night Luxe promotion	\$ 103.78
22-Jul-24	20-Jul-24	Hotjar	Website analytics monthly subscription	\$ 164.68
23-Jul-24	23-Jul-24	Shutterstock Ireland Limi	Stock images	\$ 49.00
25-Jul-24	24-Jul-24	Wanewsditi	Media subscription	\$ 28.00
Total AUD				\$ 1,911.71

Director Governance and People

Posting Date	Tran Date	Supplier	Transaction Descript**	Amount
1-Jul-24	26-Jun-24	Coles Online	Staff Social Event Catering	\$ 354.20
11-Jul-24	9-Jul-24	Microsoft G052592885	Software Subscription - Microsoft Azure	\$ 265.29
12-Jul-24	10-Jul-24	Zoom2uau	Courier for Employee Items	\$ 39.00
15-Jul-24	10-Jul-24	Bunnings 483000	New Starter Welcome Pack	\$ 16.23
19-Jul-24	18-Jul-24	Sq *sourdough Bakehouse	Women in Management Refreshments	\$ 35.35
24-Jul-24	23-Jul-24	Ultimoctng* Online	EM Forum Catering 29 July 2024	\$ 203.95
29-Jul-24	26-Jul-24	Bunnings 483000	New Starter - Welcome Plant	\$ 13.96
Total AUD				\$ 927.98

Director Planning & Development

Posting Date	Tran Date	Supplier	Transaction Descript**	Amount
18-Jul-24	16-Jul-24	Cpp His Majestys	Parking fee for meeting	\$ 5.55
Total AUD				\$ 5.55

Administration Officer - Infrastructure

Posting Date	Tran Date	Supplier	Transaction Descript**	Amount
1-Jul-24	27-Jun-24	Bp Rosegarden 6161	Refreshments for EOFY Quiz night	\$ 18.00
3-Jul-24	2-Jul-24	Smartdraw Software Llc	Refund for software subscription	-\$ 196.29
12-Jul-24	11-Jul-24	Trybooking*dieback Workin	Dieback Info group conference registration	\$ 297.75
Total AUD				\$ 119.46

Manager Tourism & Events

Posting Date	Tran Date	Supplier	Transaction Descript**	Amount
2-Jul-24	1-Jul-24	Sq *xtreme Bounce Party H	Celebrate Lake Claremont Trackless train deposit	\$ 75.00
Total AUD				\$ 75.00

Manager Environmental Health

Posting Date	Tran Date	Supplier	Transaction Descript**	Amount
23-Jul-24	22-Jul-24	Chadson Engineering	Purchase of Water Testing Reagents	\$ 48.40
Total AUD				\$ 48.40

Curator Museum

Posting Date	Tran Date	Supplier	Transaction Descript**	Amount
1-Jul-24	27-Jun-24	Spotlight Pty Ltd	Table cover refund	-\$ 140.00
1-Jul-24	27-Jun-24	Spotlight Pty Ltd	Table covers for crafts and cooking	\$ 167.00
3-Jul-24	2-Jul-24	Coles 0299	Boatshed tour catering	\$ 9.40
4-Jul-24	3-Jul-24	Coles 0299	HIACC - July	\$ 158.45
5-Jul-24	3-Jul-24	Spotlight Pty Ltd	Table cover and craft supplies	\$ 99.00
11-Jul-24	9-Jul-24	Educational Art Suppli	Sunday Funday craft	\$ 47.25
12-Jul-24	10-Jul-24	Spotlight Pty Ltd	Collection management supplies - refund	-\$ 99.00
15-Jul-24	12-Jul-24	Officeworks 0602	Magnetic numbers for images which was refunded	\$ 16.48
15-Jul-24	12-Jul-24	Spotlight Innaloo	Ed craft supplies	\$ 115.00
19-Jul-24	18-Jul-24	Officeworks 0602	Numbers for object photos	\$ 85.40
26-Jul-24	25-Jul-24	Typika Claremont	Claremont Meanders coffee	\$ 84.52
Total AUD				\$ 543.50

Administration Officer - Planning and Building

Posting Date	Tran Date	Supplier	Transaction Descript**	Amount
8-Jul-24	4-Jul-24	Post Claremont Post Sh	Express Post Envelopes	\$ 319.27
26-Jul-24	24-Jul-24	Post Claremont Post Sh	Express Post Envelopes	\$ 431.44
Total AUD				\$ 750.71

Community Safety Administration Officer

Posting Date	Tran Date	Supplier	Transaction Descript**	Amount
8-Jul-24	6-Jul-24	Claremont Carwash Pty	Fleet vehicle car wash	\$ 28.00
16-Jul-24	14-Jul-24	Claremont Carwash Pty	Fleet vehicle car wash	\$ 32.00
23-Jul-24	21-Jul-24	Claremont Carwash Pty	Fleet vehicle car wash	\$ 32.00
29-Jul-24	27-Jul-24	Claremont Carwash Pty	Fleet vehicle car wash	\$ 32.00
Total AUD				\$ 124.00

Manager Governance & Records

Posting Date	Tran Date	Supplier	Transaction Descript**	Amount
3-Jul-24	1-Jul-24	Tickets*moray Agn	Staff training course	\$ 214.50
Total AUD				\$ 214.50

Assistant Centre Manager

Posting Date	Tran Date	Supplier	Transaction Descript**	Amount
15-Jul-24	12-Jul-24	Foodies Market Clare	Milk for pool café.	\$ 15.96
22-Jul-24	18-Jul-24	Health Department Of W	Chlorine permit licence fee.	\$ 85.00
22-Jul-24	19-Jul-24	Foodies Market Clare	Milk for pool café.	\$ 15.96
Total AUD				\$ 116.92

Executive Assistant

Posting Date	Tran Date	Supplier	Transaction Descript**	Amount
5-Jul-24	4-Jul-24	Empire Homewares	Get well gift	\$ 27.95
8-Jul-24	4-Jul-24	The Gallery G C	Get well gift	\$ 9.99
8-Jul-24	4-Jul-24	Dawsons Garden World	Get well gift	\$ 61.90
10-Jul-24	9-Jul-24	Coles 0392	Monthly Staff Meeting Catering	\$ 92.24
18-Jul-24	16-Jul-24	Subway Claremont	Catering - Quarterly Corporate Business Planning	\$ 22.20
18-Jul-24	17-Jul-24	Food Hall	Catering - Quarterly Corporate Business Planning	\$ 116.00
22-Jul-24	18-Jul-24	Stand In Room Pty L	Women in Management Meeting Refreshments	\$ 38.55
22-Jul-24	19-Jul-24	Officeworks 0604	Citizenship - Certificate Frames	\$ 31.50
23-Jul-24	22-Jul-24	Koko Black Australia Pty	Citizenship Ceremony - Gifts for Conferees	\$ 80.70
24-Jul-24	23-Jul-24	Woolworths Online	Staff fruit & milk order	\$ 118.65
25-Jul-24	22-Jul-24	Bunnings 483000	Citizenship Ceremony - Gifts for Conferees	\$ 33.00
25-Jul-24	24-Jul-24	Woolworths Online	Staff fruit & milk order	\$ 1.91
25-Jul-24	24-Jul-24	Coles 0299	Citizenship Ceremony - Catering	\$ 64.70
Total AUD				\$ 699.29
				\$7,748.01

**Town of Claremont - Fuel Card Report
June 2024**

Date	Company	Fleet Vehicle Registration	Location	Fuel Type	Total Cost
2/06/2024	Business Fuel Cards	1HHM122	Card Fee		2.19
2/06/2024	Business Fuel Cards	1HGN251	Card Fee		2.19
2/06/2024	Business Fuel Cards	1HNA376	Card Fee		2.19
24/06/2024	Business Fuel Cards	1HNA376	AMPOL NEDLANDS	Diesel	132.49
24/06/2024	Business Fuel Cards	1HNA376	AMPOL NEDLANDS	Unleaded	49.20
2/06/2024	Business Fuel Cards	1HKK055	Card Fee		2.19
30/05/2024	Business Fuel Cards	1HKK055	COLES EXPRESS CLAREMONT	Unleaded	34.94
5/06/2024	Business Fuel Cards	1HKK055	COLES EXPRESS CLAREMONT	Unleaded	47.50
8/06/2024	Business Fuel Cards	1HKK055	COLES EXPRESS CLAREMONT	Unleaded	37.71
10/06/2024	Business Fuel Cards	1HKK055	COLES EXPRESS CLAREMONT	Unleaded	29.24
12/06/2024	Business Fuel Cards	1HKK055	COLES EXPRESS CLAREMONT	Unleaded	45.00
15/06/2024	Business Fuel Cards	1HKK055	COLES EXPRESS CLAREMONT	Unleaded	45.99
23/06/2024	Business Fuel Cards	1HKK055	COLES EXPRESS CLAREMONT	Unleaded	47.00
26/06/2024	Business Fuel Cards	1HKK055	COLES EXPRESS CLAREMONT	Unleaded	60.91
2/06/2024	Business Fuel Cards	1HNU587	Card Fee		2.19
17/06/2024	Business Fuel Cards	1HNU587	COLES EXPRESS BRENTWOOD	Diesel	118.08
2/06/2024	Business Fuel Cards	1GPM 470	Card Fee		2.19
2/06/2024	Business Fuel Cards	1GPM 470	AMPOL KARRINYUP		83.47
13/06/2024	Business Fuel Cards	1GPM 470	COLES EXPRESS SCARBOROUGH		77.47
20/06/2024	Business Fuel Cards	1GPM 470	COLES EXPRESS CLAREMONT		85.29
2/06/2024	Business Fuel Cards	1GVR803	Card Fee		2.19
4/06/2024	Business Fuel Cards	1GVR803	COLES EXPRESS MOSMAN PARK	Unleaded	48.00
11/06/2024	Business Fuel Cards	1GVR803	COLES EXPRESS MOSMAN PARK	Unleaded	50.96
25/06/2024	Business Fuel Cards	1GVR803	COLES EXPRESS MOSMAN PARK	Unleaded	91.84
2/06/2024	Business Fuel Cards	1HVW052	Card Fee		2.19
10/06/2024	Business Fuel Cards	1HVW052	COLES EXPRESS CLAREMONT	Unleaded	119.86
18/06/2024	Business Fuel Cards	1HVW052	COLES EXPRESS CLAREMONT	Unleaded	117.47
27/06/2024	Business Fuel Cards	1HVW052	COLES EXPRESS CLAREMONT	Unleaded	145.20
2/06/2024	Business Fuel Cards	1HVW050	Card Fee		2.19
7/06/2024	Business Fuel Cards	1HVW050	COLES EXPRESS CLAREMONT	Unleaded	119.96
14/06/2024	Business Fuel Cards	1HVW050	COLES EXPRESS CLAREMONT	Unleaded	54.83
21/06/2024	Business Fuel Cards	1HVW050	COLES EXPRESS CLAREMONT	Unleaded	69.23
28/06/2024	Business Fuel Cards	1HVW050	COLES EXPRESS CLAREMONT	Unleaded	80.95
2/06/2024	Business Fuel Cards	1HDD407	Card Fee		2.19
2/06/2024	Business Fuel Cards	1HVW051	Card Fee		2.19
2/06/2024	Business Fuel Cards	1HEC846	Card Fee		2.19
2/06/2024	Business Fuel Cards	1HWY703	Card Fee		2.19
16/06/2024	Business Fuel Cards	1HWY703	PUMA GWELUP	Unleaded	82.15

29/06/2024	Business Fuel Cards	1HWY703	PUMA GWELUP	Unleaded	80.92
2/06/2024	Business Fuel Cards	1HGN250	Card Fee		2.19
13/06/2024	Business Fuel Cards	1HGN250	AMPOL NEDLANDS	Diesel	137.18
2/06/2024	Business Fuel Cards	1DJJ817 & 1DFS961	Card Fee		2.19
4/06/2024	Business Fuel Cards	1DJJ817 & 1DFS961	BP ROSEGARDEN	Unleaded	107.50
4/06/2024	Business Fuel Cards	1DJJ817 & 1DFS961	BP ROSEGARDEN	Unleaded	79.41
11/06/2024	Business Fuel Cards	1DJJ817 & 1DFS961	COLES EXPRESS MOSMAN PARK	Unleaded	55.41
18/06/2024	Business Fuel Cards	1DJJ817 & 1DFS961	BP ROSEGARDEN	Unleaded	58.69
18/06/2024	Business Fuel Cards	1DJJ817 & 1DFS961	BP ROSEGARDEN	Unleaded	86.48
25/06/2024	Business Fuel Cards	1DJJ817 & 1DFS961	BP ROSEGARDEN	Unleaded	77.07
2/06/2024	Business Fuel Cards	1HPN643	Card Fee		2.19
14/06/2024	Business Fuel Cards	1HPN643	COLES EXPRESS CLAREMONT	Diesel	124.68
2/06/2024	Business Fuel Cards	1HKK056	Card Fee		2.19
5/06/2024	Business Fuel Cards	1HKK056	COLES EXPRESS CLAREMONT	Unleaded	49.70
26/06/2024	Business Fuel Cards	1HKK056	COLES EXPRESS CLAREMONT	Unleaded	55.81
27/06/2024	Business Fuel Cards	1HKK056	COLES EXPRESS CLAREMONT	Unleaded	99.52
2/06/2024	Business Fuel Cards	1HPN644	Card Fee		2.19
6/06/2024	Business Fuel Cards	1HPN644	COLES EXPRESS BANKSIA GROVE	Diesel	119.05
17/06/2024	Business Fuel Cards	1HPN644	COLES EXPRESS BANKSIA GROVE	Diesel	10.05
17/06/2024	Business Fuel Cards	1HPN644	BP ROSEGARDEN	Diesel	123.97
25/06/2024	Business Fuel Cards	1HPN644	COLES EXPRESS BANKSIA GROVE	Diesel	95.61
2/06/2024	Business Fuel Cards	1HVW053	Card Fee		2.19
10/06/2024	Business Fuel Cards	1HVW053	BP ROSEGARDEN	Unleaded	137.06
18/06/2024	Business Fuel Cards	1HVW053	BP ROSEGARDEN	Unleaded	113.82
25/06/2024	Business Fuel Cards	1HVW053	COLES EXPRESS MOSMAN PARK	Unleaded	96.99
19/06/2024	Business Fuel Cards	1IFF055	Card Fee		2.19
27/06/2024	Business Fuel Cards	1IFF055	COLES EXPRESS CLAREMONT	Unleaded	84.37
19/06/2024	Business Fuel Cards	1IFF054	Card Fee		2.19
28/06/2024	Business Fuel Cards	1IFF054	AMPOL NEDLANDS	Unleaded	99.76
19/06/2024	Business Fuel Cards	1IFF052	Card Fee		2.19
5/06/2024	Business Fuel Cards	1IFF052	AMPOL NEDLANDS	Unleaded	117.90
24/06/2024	Business Fuel Cards	1IFF052	AMPOL NEDLANDS	Unleaded	100.42
10/06/2024	Business Fuel Cards	1IFF051	AMPOL NEDLANDS	Unleaded	89.89
19/06/2024	Business Fuel Cards	1IFF051	Card Fee		2.19
19/06/2024	Business Fuel Cards	1IFF053	Card Fee		2.19
1/06/2024	Business Fuel Cards	1IFF053	EG FUELCO SOUTH LAKE	Unleaded	99.71
13/06/2024	Business Fuel Cards	1IFF053	EG FUELCO SOUTH LAKE	Unleaded	87.26
19/06/2024	Business Fuel Cards	1IFF053	AMPOL SOUTH LAKE	Unleaded	116.33
30/06/2024	Business Fuel Cards	1IFF053	AMPOL O'CONNOR	Unleaded	98.16
19/06/2024	Business Fuel Cards	1IFF057	Card Fee		2.19
2/06/2024	Business Fuel Cards	1IFF057	VIBE BASSENDEAN	Unleaded	49.10
11/06/2024	Business Fuel Cards	1IFF057	COLES EXPRESS BAYSWATER	Unleaded	31.22

18/06/2024	Business Fuel Cards	1IFF057	COLES EXPRESS BAYSWATER	Unleaded	69.15
19/06/2024	Business Fuel Cards	1IFF058	COLES EXPRESS BAYSWATER	Unleaded	63.62
29/06/2024	Business Fuel Cards	1IFF057	COLES EXPRESS BAYSWATER	Unleaded	72.75
19/06/2024	Business Fuel Cards	1IFF056	Card Fee		2.19
27/06/2024	Business Fuel Cards	1IFF056	AMPOL SUBIACO	Unleaded	102.57
29/06/2024	Business Fuel Cards	1IAU153	Card Fee		2.19
29/06/2024	Business Fuel Cards	1HXR601	Card Fee		2.19
29/06/2024	Business Fuel Cards	1IAU171	Card Fee		2.19
21/06/2024	Business Fuel Cards	1IAU171	COLES EXPRESS CLAREMONT	Unleaded	100.23
		REBATE	COLES EXPRESS		-85.96
		REBATE	OTHER FUEL		-12.05
Business Fuel Cards Total					4,931.60

13.2 LIVEABILITY**13.2.1 LOT 2 (43) COLLEGE ROAD, CLAREMONT - PROPOSED GROUPED DWELLING**

File Number:	01PEA/23/1062
Author:	Tianqi Xiao (Planner)
Authoriser:	Liz Ledger (Chief Executive Officer)
Proposed Meeting Date:	27 August 2024
DA No.:	DA2023.00097
60/90 Days Due Date:	14 August 2024
Property Owner:	Gaurav Chitnis; Shanwla Soobeen
Applicant:	Coast Homes WA PTY LTD
Lot No.:	2
Area of Lot:	482m²
Zoning:	R20
Attachments:	<ol style="list-style-type: none"> 1. CONFIDENTIAL REDACTED - Location & Submission Map [13.2.1.1 - 1 page] 2. Photographs [13.2.1.2 - 1 page] 3. CONFIDENTIAL REDACTED - Plans [13.2.1.3 - 10 pages] 4. CONFIDENTIAL REDACTED - Submission [13.2.1.4 - 2 pages] 5. CONFIDENTIAL REDACTED - Applicant Response to Submission [13.2.1.5 - 4 pages]

Enabling Legislation:	<p><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> <i>Residential Design Codes (RDC)</i></p>
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SUMMARY

- Application for Development Approval received for a two storey grouped dwelling at 43 College Road, Claremont.
- Proposal does not meet the 'Deemed to Comply' (DTC) requirements of the Residential Design Codes (RDC) relating to the secondary street setback, lot boundary setback, front fence and site works.
- Five neighbours were consulted, and one submission was received.
- Submissions raised concerns relating to potential overshadowing and building bulk impact from the reduced setback, noise impact from air conditioning units and passive surveillance impact from the solid front fence.

- The Applicant subsequently amended the plan to address the solid front fence variation. The remaining variations involve the lot boundary setback, secondary street setback and site works. However, the neighbour’s objection only pertains to the reduced setback on the first floor.
- Application is recommended for approval, subject to relevant conditions.

PURPOSE

The application proposes a two storey dwelling on the subject site. The application requires Council’s determination due to neighbour objections.

BACKGROUND

The following table outlines key dates regarding this proposal:

Date	Item/Outcome
05 December 2023	Application for Development Approval received.
13 December 2023	Application undergoes internal DCU assessment.
21 December 2023	Applicant advised of critical issue after initial DCU assessment.
25 January 2024	Justification and amended plan received from applicant.
02 February 2024	Applicant advised of critical issue remaining.
05 March 2024	Meeting with applicant.
21 March 2024	Amended draft plan received from applicant
26 March 2024	Response to applicant regarding amended draft plan.
26 April 2024	Full set of amended plans received from applicant.
14 May 2024	Applicant advised of non-compliance following assessment of amended plans.
21 May 2024	Amended plans and further justification received from applicant.
29 May 2024	Advertising commenced.
14 June 2024	Advertising closed
16 June 2024	Submission forwarded to applicant for review.
20 June 2024	Justification received from applicant
25 June 2024	Justification sent to neighbour
23 July 2024	Further clarification and discussion to neighbour.
31 July 2024	Report prepared for Council.
6 August 2024	Officer undertook site inspection of neighbour’s property.

PAST RESOLUTIONS

There are no past Council Resolutions relevant to this application.

Heritage

The property is not included on the Town's Heritage List.

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).

Five neighbours were consulted, and one objection was received. A summary of the submission is provided as follow:

Submissions Received		
Address:	41 College Road, Claremont	
Submission	Applicant Comment	Officer Comment
<p>Overshadowing:</p> <p>We oppose this proposal as it will over-shadow our property. The overshadow formula on the plans is calculated on a 1012 m2 block when our block is 518 m2, therefore the overshadow is closer to 25%, not 12.2%.</p>	<p>As your property is building strata the block size was not readily available. The overshadowing would be 23.8% based on your block size of 518sqm. Councils requirement is that overshadowing does not exceed 25%, therefore, the proposed plan meets this requirement.</p> <p>During the design process, we did carefully consider the overshadowing of your property and therefore we kept the upper floor well forward on the block and did not build above the Alfresco. The upper floor ends about 7.9m from the rear of the property and we did a low-pitched roof on the Alfresco, with the low side of the roof on your boundary side, to minimise the overshadowing.</p>	<p>In accordance with the RDC, calculating overshadowing for Built Strata properties is based on the overall lot size rather than the individual dwellings' exclusive area. As such, the overshadowing to the neighbouring property is compliant with the DTC.</p> <p>Despite this, it is noted the Applicant has provided justification, explaining how the position of the dwelling and the type of roof structure has been carefully designed to minimize the overshadowing impact on the neighbour. This information was passed to the neighbour.</p>
<p>Setback:</p> <p>The rear 2 bedrooms could be moved further across to go over the proposed metal deck on the other side of the property, thereby moving that part of the building to the 2.3m setback as deemed under the building code.</p> <p>The other side of 43 College Rd is bordered by a laneway so there is no impact moving the rear bedrooms that way. The builder is trying to maximise the northern aspect of the property at 43 College Rd at the expense of our northern exposure. We would like the plans to be changed as we do not feel that this is satisfactory.</p>	<p>During the design phase we did careful consider the position of these rooms in terms of the overall design/layout, function, plumbing, air conditioning requirements, structural requirements and in relation to your outdoor areas. This is why the upper floor ends 7.9m from the rear boundary and is setback 1.5m from the side boundary in lieu of 1.2m.</p> <p>The red line on the below image indicates the approximate position of the end of the upper floor in relation to your property and this was taken into consideration when designing the home: (Refer to the aerial plan with markings provided by the applicant).</p>	<p>Please refer to Officer's comment in the Discussion section of the report.</p>

	<p>The below commentary provided by our external town planner shows how our home is positioned alongside your home and how Bedroom 4 could be built closer to the side boundary, if the Study and Ensuite were recessed in slightly more, then Bed 4 would need to only be setback 1.2m, in lieu of the 1.5m setback we have provided for this room(Refer to the screenshot of the justification provided by the applicant).</p>	
<p>Location of air conditioning units:</p> <p>The air conditioning units planned in the same southwestern corner could be installed on the other side in the laneway, thereby not impacting on us. This is a noise issue as these units are planned to be next to our living spaces. Again, there is a laneway to act as a buffer between 43 and 45 College Rd.</p>	<p>There are a number of factors that determine where the air conditioners can be placed and unfortunately having the garage off the common driveway has compromised the positions that the units can go on the laneway side of the home. The air conditioners will be on the ground and they are well away from your home (see image above). We are also looking at having 2 smaller air conditioner units, instead of one larger air conditioner, as the larger air conditioners make more noise. We will pass your feedback onto our air conditioning contractors to see what alternatives are available.</p>	<p>There is no planning requirement regarding the location of the air conditioning units, as such noise from the air conditioner are not a planning consideration. However, the installation of the air conditioner should comply with the requirements of the <i>Environmental Protection (Noise) Regulations 1997</i>. A relevant advice note is included.</p>
<p>Front fence:</p> <p>We oppose to the proposed front fence variation as it goes against 'passive security'. The proposed front fence could be solid to 1.2m and then have slats above that.</p>	<p>We have taken your feedback into account and we will adjust the wall, so it is solid up to 1.2m high and will be visibly permeable between 1.2m and 1.6m high, so it will be compliant with the Residential Design Codes.</p>	<p>The applicant has amended the plans to reduce the solid height of the front fence wall. The front fence is now fully compliant with the RDC and LPP requirements.</p>

A full copy of the submission and applicant’s response are attached to this report.

DISCUSSION

Description

The application proposes a two storey grouped dwelling at 43 College Road, Claremont. The subject lot is zoned Residential R20 with an overall site area of 482m². The subject site is located at the front of the two lot subdivision lot, with the common property access leg on the northeastern side.

Compliance

The development proposes variations to the provisions of the RDC. The RDC provides for two pathways to approval of residential development. If a Design Element of a development does not meet the ‘Deemed to Comply’ (DTC) requirements of the RDC, the Design Element may be legitimately considered under the discretion provided for in the specified ‘Design Principles’ (DP) of the RDC. It is noted that any decision of Council taking into account discretionary matters may be subject to an application for review by the State Administrative Tribunal (SAT).

The development complies with the LPS3, RDC and LPP provisions other than the following:

1. Clause 5.1.2 of RDC – Secondary Street Setback: The proposed northeastern side of the living room is setback 1m in lieu of 1.5m.
2. Clause 5.1.3 of RDC – Lot Boundary Setback: The proposed ensuite 4 and study on southwestern side of the first floor have a setback of 1.8m in lieu of 2.3m.
3. Clause 5.3.7 of RDC – Site Work: The proposed filling on the northeastern side of the lot will have a nil setback instead of the required 1m from the lot boundary.

Clause 5.1.2 of RDC – Secondary Street Setback

The dwelling is proposed on the front lot and shares a common property driveway with the rear lot. The section of wall with the reduced setback will be largely screened by the front part of the dwelling, ensuring it does not adversely impact the established streetscape. Landscaping will be provided on the external side of the living room and along the driveway, positively contributing to reducing the visual bulk impact when viewed from the common driveway. Proposed landscaping will ensure this part of the dwelling will soften the appearance of the wall and not detract from the character along the driveway.

The proposed dwelling features a garage with access from the common property driveway, which complies with cl. 36 of LPS3 and positively contributes to the streetscape. The reduced setback does not interfere with the designated parking areas or access points, ensuring functionality and compliance with site planning requirements.

Additionally, no major openings are proposed to the living room facing the driveway, thereby providing adequate privacy for both the subject site and for users of the driveway. The living room incorporates a skillion roof with the lower side near the boundary, which minimizes the impact of building bulk. The proposed setback will not impact any easements or service corridors, ensuring safety and accessibility for maintenance and emergency services for both the proposed lot and the rear.

No submission was received in relation to the proposed secondary street setback. As discussed above, the proposed secondary street setback is considered to satisfactorily address the DTC.

Clause 5.1.3 of RDC – Lot Boundary Setback

The application proposes a variation to the lot boundary setback for the 'Study' and 'Ens 4', with the remaining wall lengths for this elevation being compliant with the DTC. This portion of wall is setback 1.8m in lieu of 2.3m and measures 5.02m in length. The portion of the proposed first floor with a reduced setback generally aligns with the shed structure and open space of the neighbouring dwelling to the southwest. It is considered that the reduced setback does not result in building bulk to sensitive areas of the neighbouring dwelling, such as the primary outdoor living area which is located further north. Additionally, the neighbouring property to the southwest has a higher natural ground level than the subject site, reducing the perceived height and further limiting the impact of building bulk. The level difference of the proposed dwelling helps mitigate any adverse impacts on access to adequate sunlight and airflow for the adjoining property. With the neighbour's window positioned approximately 4.5m from the lot boundary, the section with the reduced setback will have a limited visual impact when viewed from internal habitable areas.

The proposed dwelling ensures adequate sunlight and ventilation to the building and open spaces on the subject site and adjoining properties. The proposed dwelling features open spaces at both the rear and front of the property, and all major openings that provide sun and ventilation are located to avoid overlooking neighbouring properties. The neighbouring site has an outdoor living area and a swimming pool at the rear, which are not directly impacted by the proposed reduced setback. The proposed dwelling is set back approximately 7.9m from the rear boundary, leaving the majority of the neighbour's pool and open space unaffected by the perceived impact on building bulk, airflow and sunlight access.

The proposed dwelling and neighbouring dwelling have similar north/south orientations which minimizes the potential impact of the reduced setback on the neighbour's access to northern sunlight. Furthermore, the

proposed section with the reduced setback features highlight windows, which minimize the extent of overlooking and the resultant loss of privacy for adjoining properties.

In their submission, the neighbour outlined concerns regarding the location of proposed bed 3 and 4. As noted above, the proposed dwelling complies with other setback requirements on this side, ensuring that the overall building footprint remains balanced relative to neighbouring properties. Being located toward the rear of the site, the proposed lot boundary setback variation is completely obscured from view from the street. Considering the above, the proposed reduced setback of 0.5m is considered to be consistent with the applicable DTC criteria.

Clause 5.3.7 of RDC – Site Work

The proposed retaining wall considers and responds to the natural features of the site. Located on the northeastern side of the lot (abutting the driveway), the wall will have a maximum height of 0.66m from the natural ground level. Given the slight slope down from the rear to the front of the lot, the proposed excavation and retaining wall will create a functional area along the dwelling that can be effectively used as a courtyard and a drying area. The slightly raised natural ground level will also create a separation from the driveway.

Vegetation will be planted along the retaining wall to ensure it does not detrimentally affect adjoining properties. Positioned towards the rear of the site, the retaining wall is not visible from the primary street, ensuring it does not have any adverse impact on the streetscape.

No submission was received in relation to the proposed site works. As discussed above, the proposed secondary street setback is considered to satisfactorily address the DTC.

FINANCIAL AND STAFF IMPLICATIONS

There may be cost implication relative to a SAT review if Council refuses the application or applies conditions which the applicant does not support.

POLICY AND STATUTORY IMPLICATIONS

There may be policy and statutory implications relative to a SAT review.

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 set out 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

THAT Council grant Development Approval for a proposed Grouped Dwelling at Lot 2 (43) College Road, Claremont subject to the following conditions and advice notes:

1. **All development shall occur in accordance with the approved drawings (Development Application DA2023.00097) as amended by these conditions.**

2. Prior to making application for a Building Permit, the owner/applicant is to liaise with the adjoining neighbour to obtain written agreement on the construction finish and colour of the boundary wall/retaining wall. Where written agreement cannot be reached, the construction finish and colour of the boundary wall/retaining wall is to be to the satisfaction of the Town of Claremont. Details are to be provided with the application for a Building Permit.
3. Prior to the issue of a Building Permit, a Construction Management Plan is to be prepared and submitted to the specification and satisfaction of the Town of Claremont addressing:
 - (i) access to the site;
 - (ii) protection of street trees;
 - (iii) delivery and storage of materials; and
 - (iv) the parking of tradespersons.

The approved Construction Management Plan is to be thereafter implemented for the duration of construction to the satisfaction of the Town of Claremont.

4. Prior to occupation or use of the development, the redundant crossover(s) are to be removed, and the verge, kerb and footpath reinstated to the satisfaction of the Town of Claremont.
5. All stormwater discharge shall be contained and disposed of on site and vehicle access designed in such a manner as to prevent storm water entering the property or discharging externally from the property, to the satisfaction of the Town of Claremont.
6. The external materials and colour finishes of the development are to be to a standard such that it complies with the requirements of Clauses 76 and 77 of the Town of Claremont Local Planning Scheme No. 3, to the satisfaction of the Town of Claremont.
7. Prior to application for a Building Permit, a plan is to be submitted and approved by the Town of Claremont identifying Tree Protection Zone(s) around the tree(s) to be retained on the College Road verge fronting the development site in accordance with AS4970-2009. The fixed barrier is to remain in place for the duration of construction to the satisfaction of the Town of Claremont

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:** Where new or modified crossovers are proposed as part of this development, applicants are required to submit a Crossover Application Form with or prior to application for a Building Permit. Refer to the Town of Claremont website (Infrastructure) for standards and specifications, and to download the Crossover Application Form.
- Note 6:** 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 7:** The use of skip bins outside the property boundaries will only be permitted where approved in a Work Zone Permit.
- Note 8:** The applicant/owner is advised to liaise with the adjoining landowners where trees, vegetation, dividing fences or other structures may be affected due to work on or near the property boundaries.
- 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 2 (43) College Road, Claremont

13.2.2 DEDICATION OF LAND AS ROAD - KYLE WAY

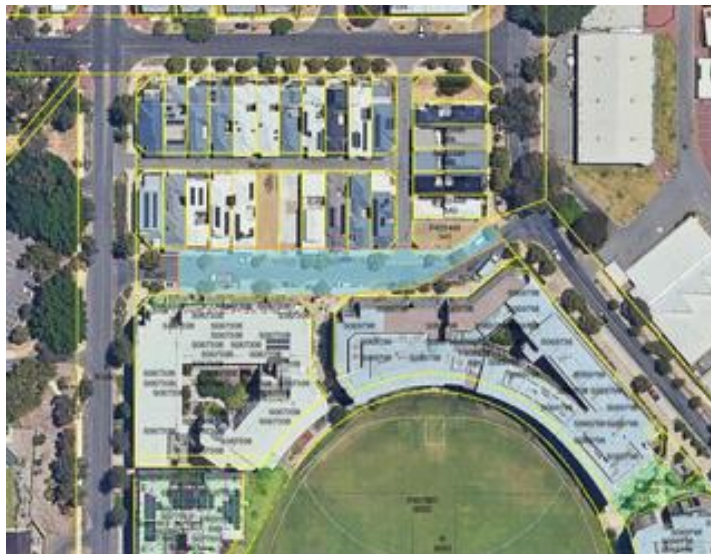
File Number:	COP/02/00002
Author:	Jessica Guy (Manager Governance and Records), Marty Symmons (Director Infrastructure)
Authoriser:	Liz Ledger (Chief Executive Officer)
Attachments:	<ol style="list-style-type: none">1. Management Order M498630 Reserve 51625 [13.2.2.1 - 2 pages]2. Certificate of Title Lot 559 on Deposited Plan 75718 [13.2.2.2 - 2 pages]3. Deposited Plan 75718 [13.2.2.3 - 2 pages]

PURPOSE

The purpose of this report is to consider a request to dedicate Kyle Way (Lot 559 on Deposited Plan 75718) as a road under the care, control and management of the Town of Claremont pursuant to the *Land Administration Act 1997*.

BACKGROUND

The Claremont on the Park development project lead by Development WA oversaw the subdivision and development of the areas around the Claremont Oval. Kyle Way was constructed on the former Claremont PCYC site as shown in blue in the below image.



Kyle Way has been reserved as Crown Reserve 51625 and designated for road purposes only. Management Order M498630 was granted on 22 November 2013 to the Western Australian Land Authority (Development WA) over the reserve (**Attachment 1**). The Certificate of Title for the reserve shows the Primary Interest Holder as the Western Australian Land Authority (**Attachment 2**). A copy of Deposited Plan 78718 showing the road area (Lot 559) is provided at **Attachment 3**.

Once subdivision and road construction works were completed in 2019, a Planning Control Area (PCA) was placed over the entire North Eastern Precinct (NEP). The PCA was maintained by the State Government for a five-year period, after which time they have relinquished control over the area and are seeking to finalise any outstanding land management matters.

A request has been received from Development WA seeking to have the Management Order revoked and the road dedicated under the care, control and management of the Town.

DISCUSSION

The Town may request the Minister for Lands, through the Department of Planning, Lands and Heritage to dedicate land as public road under section 56 of the *Land Administration Act 1997 (the Act)* as detailed in the Policy and Statutory Implications section below.

In order to progress this matter, the following steps are to be undertaken:

1. Preparation of a deposited plan showing the road reserve to be dedicated. The road is included as Lot 559 on Deposited Plan 75718.
2. The Town consulting with relevant stakeholders and parties with an interest in the land. Although public consultation occurred as part of the NEP development, the proposal may still be required to be advertised as detailed in the Communication and Consultation section below.
3. If consultation is required, Council reviewing any submissions received.
4. Council resolving to approve the road dedication including making an undertaking to the Minister indemnifying them against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.
5. The Town writing to the Minister for Lands requesting they:
 - a. Revoke the current management order for Crown Reserve 51625 pursuant to section 50 of the Act;
 - b. Cancel Crown Reserve 51625 pursuant to section 51 of the Act; and
 - c. Dedicate the land as public road pursuant to section 56 of the Act.

The Minister may grant, refuse or redirect Council to reconsider the request.

As the development has concluded and the site is fully constructed inclusive of lighting, drainage, landscaping, footpaths, and road carriageway to the satisfaction of the Town, the Administration proposes the request be progressed.

It is recommended that Council support the proposal as Kyle Way meets the definition of a road under the *Land Administration Act 1997* and it is therefore appropriate that it is managed by the Town.

PAST RESOLUTIONS

Ordinary Council Meeting 16 April 2013, Council Resolution 63/13

1. *Pursuant to Clause 75O(3) of Town Planning Scheme No 3, resolve to vary the Claremont North East Precinct Structure Plan in respect of the Federation of WA Police and community Youth Centres land at the intersection of Graylands Road and Lapsley Road to provide for the 29 lot Town House subdivision and refer the proposal to the Western Australian Planning Commission for endorsement.*
2. *Pursuant to Clauses 75P and 82 of Town Planning Scheme No 3, resolve to support the proposed Detailed Area Plans for proposed Lots 500, 501, and 550-564 for public advertising as a Draft Planning Policy in accordance with Clause 75(4) and (5) and also Clause 82 of Town Planning Scheme No 3 subject to the following modifications being first addressed in the proposed Development Area Plans:*
 - a) *The development requirements for Lots 500 and 550-552 being modified to be consistent with Lots 522-526 and that Lot 553 be modified to be consistent with the current proposal for Lot 500. This is to include a reduction of height for lots 550-553 down from the proposed minimum 2 storeys and maximum 4 storeys; and*
 - b) *The development requirements for Lots 501 and 564-562 being modified to be consistent with the requirements for Lots 519-515 and that Lot 561 be modified to be consistent with the current proposal for Lot 501.*
3. *Council note the changes made to the Detailed Area Plan for Lots 521-526 to address council's resolution of 18 December 2013(12).*

Ordinary Council Meeting 1 October 2013, Council Resolution 279/13

That Council:

1. *Approve the Detailed Area Plan for proposed Lots 500, 501, 515-526 and 550-564 along Lapsley Road, Graylands Road and a new subdivisional road created in the north of the North East Precinct (currently Lot 6156 Lapsley Road, Claremont) without modification under clause 75P of Town Planning Scheme No. 3.*
2. *Advise the applicant and Western Australian Planning Commission of 1 above.*

FINANCIAL AND STAFF IMPLICATIONS

The Department of Planning, Lands & Heritage (**DPLH**) is responsible for administering the dedication of roads once the relevant statutory requirements have been met. The Administration has requested that Development WA pay the costs associated with the dedication. If this is not agreed, the Town will be required to pay the costs. Costs will include drafting of documentation, survey costs and registration of documents. If this is done by a third party, these are estimated at \$5,000.

POLICY AND STATUTORY IMPLICATIONS

Section 56 of the *Land Administration Act 1997* provides:

(1) If in the district of a local government —

(a) land is reserved or acquired for use by the public, or is used by the public, as a road under the care, control and management of the local government —

and that land is described in a plan of survey, sketch plan or document, the local government may request the Minister to dedicate that land as a road.

(2) If a local government resolves to make a request under subsection (1), it must —

(a) in accordance with the regulations prepare and deliver the request to the Minister; and

(b) provide the Minister with sufficient information in a plan of survey, sketch plan or document to describe the dimensions of the proposed road.

(3) On receiving a request under subsection (2), the Minister must consider the request and may then —

(a) subject to subsection (5), by order grant the request; or

(b) direct the relevant local government to reconsider the request, having regard to any matters the Minister specifies in that direction; or

(c) refuse the request.

(4) On the Minister granting a request under subsection (3), the relevant local government is liable to indemnify the Minister against any claim for compensation (not being a claim for compensation in respect of land referred to in subsection (6)) in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.

(5) To be dedicated under subsection (3)(a), land must immediately before the time of dedication be —

(a) Crown land or, in the case of a private road, alienated land; and

(b) designated in the relevant plan of survey, sketch plan or document as having the purpose of a road.

Regulation 8 of the *Land Administration Regulations 1998* provides a request to the Minister to dedicate land as road must include the following information:

- confirmation of Council's resolution;
- copies of any submissions received relating to the proposal and the Town's comments on those submissions;

- written confirmation that the Town has complied with section 56(2) of the Act; and
- any other information relevant to the Minister’s consideration of the request.

COMMUNICATION AND CONSULTATION

If consultation is required it should be undertaken for 21 days via the following methods:

1. Letters sent to owners or properties adjoining the land;
2. Letters sent to relevant utility providers.

Notice could also be given in a local newspaper, on the Town’s website, noticeboards and social media.

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.

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

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

URGENCY

Not urgent however it is desirable that this matter be progressed.

VOTING REQUIREMENTS

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

OFFICER RECOMMENDATION

That Council resolves to commence the process to request the Minister for Lands to dedicate Reserve 51625 as a road pursuant to section 56 of the *Land Administration Act 1997*.

DUPLICATE

FORM LAA-1023

SECTION 46

WESTERN AUSTRALIA
LAND ADMINISTRATION ACT 1997 as amended
TRANSFER OF LAND ACT 1893 as amended

MANAGEMENT ORDER (XE)

RESERVE DESCRIPTION (NOTE 1)

51625

EXTENT

Whole

VOLUME

~~0000~~
3020

FOLIO

~~000~~
759



MANAGEMENT BODY (NOTE 2)

Western Australian Land Authority (ABN 34 868 192 835) of Locked Bag 5, Perth Business Centre, Perth

CONDITIONS (NOTE 3)

(i) To be used for the designated purpose of "Road Purposes" only.

THE MINISTER FOR LANDS (IN THE NAME OF AND ON BEHALF OF THE STATE OF WESTERN AUSTRALIA) ORDERS THAT THE CARE, CONTROL AND MANAGEMENT OF THE ABOVE RESERVE BE PLACED WITH THE MANAGEMENT BODY DESCRIBED ABOVE FOR THE PURPOSE FOR WHICH THE LAND COMPRISING THE RESERVE IS RESERVED UNDER SECTION 41 OF THE LAND ADMINISTRATION ACT 1997, AND FOR PURPOSES ANCILLARY OR BENEFICIAL TO THAT PURPOSE SUBJECT TO THE CONDITIONS ABOVE

Dated this 22nd day of November in the year 2013

ATTESTATION (NOTE 4)

Jay Colton A/ PROJECT OFFICER
JAY COLTON STATE LANDS - METROPOLITAN
STATE LAND SERVICES

DUPLICATE

INSTRUCTIONS

- 1. If insufficient space in any section, Additional Sheet Form B1 should be used with appropriate headings. The boxed sections should only contain the words "See Annexure".
- 2. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by parties.
- 3. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialled by the person signing this document and their witnesses.

NOTES

- 1. RESERVE DESCRIPTION
Reserve number and details to be stated. The Volume and Folio numbers to be stated.
- 2. MANAGEMENT BODY
State the full name and address of management body.
- 3. CONDITIONS
Detail the conditions specified by the Minister to be observed by the management body in its care control and management of the Reserve.
- 4. ATTESTATION
This document is to be executed by the Minister for Lands or a person to whom the power to grant a management order under section 46 of the Land Administration Act 1997 has been duly delegated under section 9(1) of the Act (if applicable).

EXAMINED

M498630 XE Duplicate
 18 Dec 2013 11:16:51 Perth


MANAGEMENT ORDER (XE)

LODGED BY Department of Lands
 ADDRESS DoL - Metro - Box 98C
 PHONE No.
 FAX No.
 REFERENCE No. Anna-Lisa De Chiera FILE 07146-1901
 PH 6552 4797 FAX 6552 4417
 ISSUING BOX No.

PREPARED BY Department of Lands
 ADDRESS DoL - Metro - Box 98C
 PHONE No.
 FAX No.

INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER THAN LODGING PARTY

[Empty box for instructions]

TITLES, LEASES, DECLARATIONS ETC LODGED HEREWITH

- 1. _____ Received Items
- 2. _____ Nos.
- 3. _____
- 4. _____ Receiving Clerk
- 5. _____
- 6. _____



Registered pursuant to the provisions of the TRANSFER OF LAND ACT 1893 as amended on the day and time shown above and particulars entered in the Register.






TITLE NUMBER	
Volume	Folio
LR3020	759

**RECORD OF CERTIFICATE
OF
CROWN LAND TITLE**
UNDER THE TRANSFER OF LAND ACT 1893
AND THE LAND ADMINISTRATION ACT 1997

The undermentioned land is Crown land in the name of the STATE OF WESTERN AUSTRALIA, subject to the interests and Status Orders shown in the first schedule which are in turn subject to the limitations, interests, encumbrances and notifications shown in the second schedule.

BGRoberts
REGISTRAR OF TITLES



LAND DESCRIPTION:

LOT 559 ON DEPOSITED PLAN 75718

**STATUS ORDER AND PRIMARY INTEREST HOLDER:
(FIRST SCHEDULE)**

STATUS ORDER/INTEREST: RESERVE UNDER MANAGEMENT ORDER

PRIMARY INTEREST HOLDER: WESTERN AUSTRALIAN LAND AUTHORITY OF LOCKED BAG 5, PERTH
BUSINESS CENTRE, PERTH

(XE M498630) REGISTERED 18/12/2013

**LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)**

1. M498625 NOTIFICATION CONTAINS FACTORS AFFECTING THE WITHIN LAND. LODGED 18/12/2013.
2. M498629 RESERVE 51625 FOR THE PURPOSE OF ROAD PURPOSES REGISTERED 18/12/2013.
M498630 MANAGEMENT ORDER. CONTAINS CONDITIONS TO BE OBSERVED. REGISTERED
18/12/2013.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF CROWN LAND TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP75718
PREVIOUS TITLE: 1313-677
PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.
LOCAL GOVERNMENT AUTHORITY: TOWN OF CLAREMONT
RESPONSIBLE AGENCY: WESTERN AUSTRALIAN LAND AUTHORITY

END OF PAGE 1 - CONTINUED OVER

ORIGINAL CERTIFICATE OF CROWN LAND TITLE

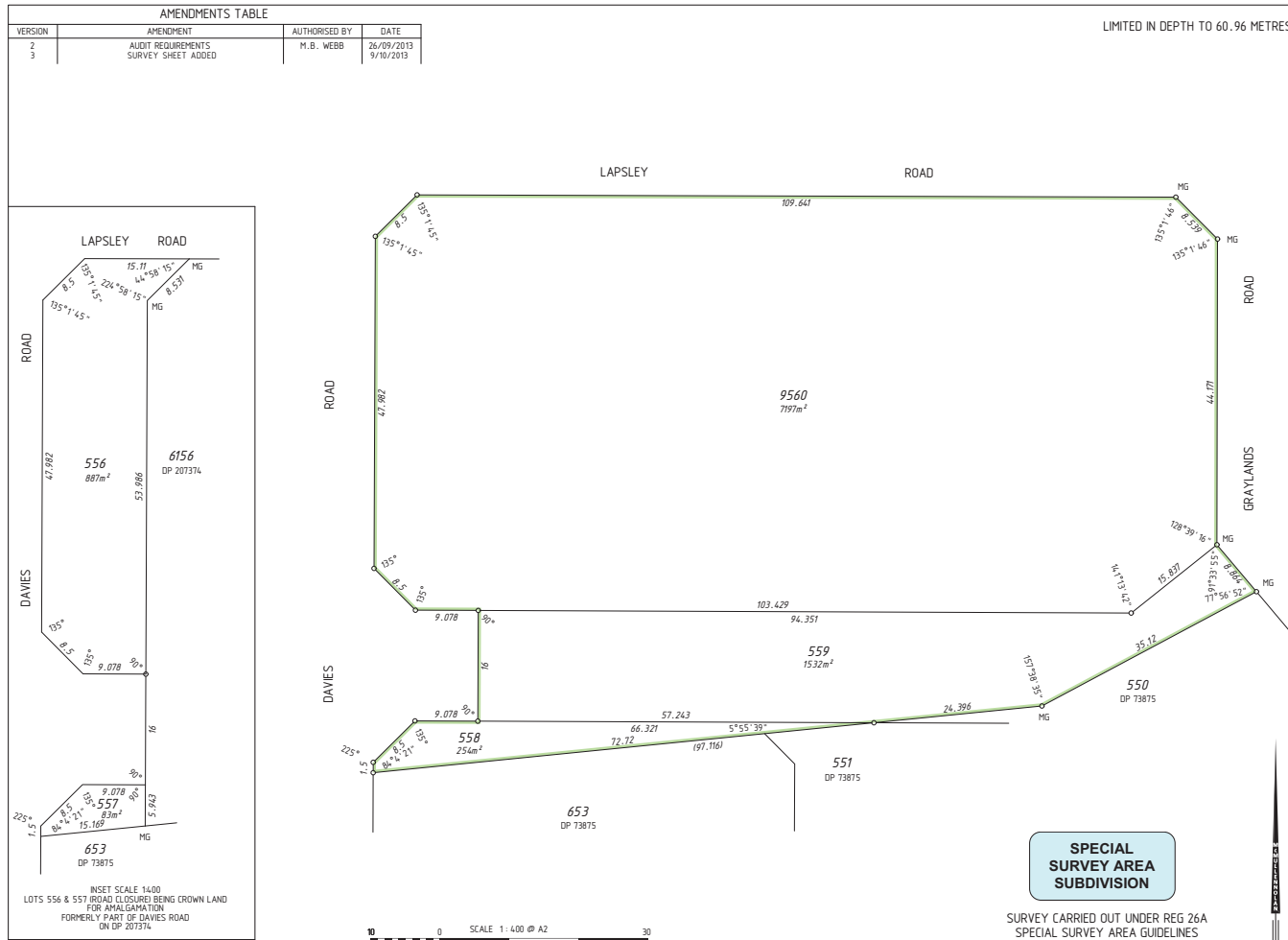
REGISTER NUMBER: 559/DP75718

VOLUME/FOLIO: LR3020-759

PAGE 2

NOTE 1: M498627 CORRESPONDENCE FILE 07146-1901-01RO

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/08/2024 10:03 AM Request number: 67021893



SPECIAL SURVEY AREA SUBDIVISION

SURVEY CARRIED OUT UNDER REG 26A SPECIAL SURVEY AREA GUIDELINES SEE SHEET 2 FOR SURVEY INFORMATION

ALL BOUNDARY / CORNER SURVEY MARKS SHOWN ON THIS SHEET ARE INDICATIVE ONLY. USE ONLY THE SURVEY SHEET/S WHEN DETERMINING THE TRUE FINAL POSITION AND TYPE OF ALL SURVEY MARKS PLACED PERTAINING TO THIS PLAN.

AMENDMENTS TABLE			
VERSION	AMENDMENT	AUTHORISED BY	DATE
2	AUDIT REQUIREMENTS	M.B. WEBB	26/09/2013
3	SURVEY SHEET ADDED		9/10/2013

INSET SCALE 1:400
LOTS 556 & 557 (ROAD CLOSURE) BEING CROWN LAND
FORMERLY PART OF DAVIES ROAD
ON DP 207374

HELD BY LANDGATE IN DIGITAL FORM ONLY.

INTERESTS AND NOTIFICATIONS

SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN	LAND BURDENED	BENEFIT TO	COMMENTS
	NOTIFICATION	SEC 70A OF THE TLA	DOC M498625	ALL LOTS		INoise AND LIGHT

FORMER TENURE TABLE			
LOT	FORMER TENURE	ON PLAN / DIAGRAM	TITLE
558	LOT 557 PT LOT 6156	THIS PLAN (SEE INSERT) DP 207374	1313/677
559	PT LOT 6156 LOT 556	THIS PLAN (SEE INSERT) DP 207374	1313/677
9560	PT LOT 6156	THIS PLAN (SEE INSERT) DP 207374	1313/677

TYPE		FREEHOLD
PURPOSE		SUBDIVISION
PLAN OF		LOTS 558, 559 AND 9560
DISTRICT	SWAN	S.S.A.
TOWNSITE	YES	YES
R.D.L. FILE No.	07146-1901 V5	FORMER TENURE
LOCALITY	CLAREMONT	SEE FORMER TENURE TABLE
LOCAL AUTHORITY	TOWN OF CLAREMONT	
FIELD BOOK	118652	ON INDEX
		SEE SHWPLAN
SURVEYOR'S CERTIFICATE - Reg 54		
I, Matthew B. Webb, hereby certify that this plan is accurate and a correct representation of the land surveyed and/or the calculations from measurements. I declare if inoperative, undertaken for the purposes of this plan and that it complies with the relevant written laws in relation to which it is lodged.		
Matthew B Webb		2013.10.02 14:35:18 +0800
Licensed Surveyor		Date
PO Box 9326, Surfers, W.A. 6064 Telephone: (08) 9482 2200 Facsimile: (08) 9482 1500 Email: info@mc-mullennolan.com.au PNG Ref: 966776p-020g - DP15718.CSD		
SCALE: 1:400 at A2	ALL DISTANCES ARE IN METRES	
LOGGED	TYPE OF VALIDATION	
DATE: 2-Sep-13	FILE ADT.	EDITED CORRECT: 9-10-2013
FEES PAID: \$610.00	LEGAL EXPENDITURE: RL	I.S.E.
ASSIGN NO: 13446413	INDEX PLAN: TRIM	P.F.S.C. 9-10-2013
APPROVED BY WESTERN AUSTRALIAN PLANNING COMMISSION FILE: 14,5976 DATE: 22-Nov-2013		
IN ORDER FOR DEALINGS		
SUBJECT TO Road Closure		
Sec 87 LAA Amalgamation		
Sec 70A of the TLA		
Freehold Application for New Titles		
26-11-2013		
FOR INSPECTOR OF PLANS & SURVEYS / AUTHORIZED LAND OFFICER		
APPROVED REG26A (4)		
18-12-2013		
INSPECTOR OF PLANS & SURVEYS / AUTHORIZED LAND OFFICER		
Western Australian Land Information Authority		
DEPOSITED PLAN		
75718		
SHEET 01 OF 02 SHEETS		
VERSION 3		

13.3 ENVIRONMENTAL SUSTAINABILITY

13.3.1 EN302 ROAD VERGE POLICY REVIEW

File Number:	GOV/00199
Authors:	Cloe Dolan (Manager Parks and Environment), Marty Symmons (Director Infrastructure), Liz Ledger (Chief Executive Officer)
Authoriser:	Liz Ledger (Chief Executive Officer)
Attachments:	<ol style="list-style-type: none"> 1. Town of Claremont Verge Landscaping Guidelines [13.3.1.1 - 7 pages] 2. EN302 Road Verges - Current [13.3.1.2 - 3 pages] 3. EN302 Road Verges - Tracked [13.3.1.3 - 3 pages] 4. EN302 Road Verges - Final [13.3.1.4 - 3 pages]

PURPOSE

To endorse a review of Council Policy EN302 Road Verges which includes a consideration of a percentage of sustainable artificial turf as a permitted verge treatment.

BACKGROUND

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

- (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) *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) *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 means “any material which will create a hard surface, and which appears on a list of acceptable materials maintained by the local government.” This is included within Council Policy EN302 Road Verges (the Policy).

The Policy was last updated in 2018 and has now been reviewed for reindorsement by Council. The Verge Landscaping Guidelines were last updated by the Administration in 2023. The Policy being presented to Council has removed any items that are dealt with in the Guidelines or are administrative in nature. Recently it has come to the attention of administration that there have been two installations of artificial turf along Shenton Road, contrary to the requirements of the existing Policy. One resident has requested the artificial turf be retrospectively approved.

DISCUSSION

The Town values aesthetically pleasing, sustainable and environmentally sensitive verge treatments across its streetscapes. Verges have typically been landscaped with street trees, grass lawns and irrigation systems to keep them watered and healthy.

As the Town increases in density, school numbers and attractions, so does the need for parking. With the residents' permission, verges are supporting this increase in demand for parking.

In accordance with the Local Law, Policy EN302 permits and provides guidelines for hardstands on verges which residents can use for regular verge parking. These guidelines have been developed to permit such paving on a verge where otherwise residents do not have recourse to any adjacent on-road parking. The guidelines specify the proportion of verge which can be paved and under what circumstance. It also provides information on permeable paving and drainage requirements.

Currently artificial turf is not permitted in the Policy with clause 12 specifically addressing this type of treatment:

12. Artificial Turf is not considered a sustainable or environmentally sensitive landscape treatment by Council.

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

Non sustainable artificial turf is still not a preferred product, however as a solution to supporting other uses for verges (parking) and an option in addition to hardstand, as well as offering resident's aesthetically pleasing, manageable options, Council could consider sustainable artificial turf products which are new on the market (post 2018 since the last review of this Policy).

It is recommended that should this be permitted by Council, similar constraints to the installation of hardstands are applied to this verge treatment, inclusive of:

- The proportion of the verge which can be covered.
- Offset distances or alternate watering systems for verge trees.
- Permits granted for set terms at which time the material must be either renewed at the owner's cost or removed.

Should Council elect to allow for the use of sustainable artificial turf on verges, the below can be incorporated into the Policy and the Verge Landscaping Guidelines.

Draft Policy clause for insertion by Council decision:

Although not a preferred verge treatment, sustainable artificial turf may be permitted in some circumstances with the approval of the CEO in accordance with the Town's Verge Landscaping Guidelines.

Draft guidelines for insertion:

Sustainable Artificial Turf

Sustainable Artificial Turf, also referred to as Synthetic Grass, is not a preferred material and is therefore only approved for installation under certain conditions, and by approval of the CEO.

Approval may be provided in the following circumstance and conditions:

- a) Preferred alternative verge treatments are considered unlikely to thrive at the location due to existing site constraints (e.g. in full shade all day, very narrow space, difficult to connect to private irrigation, regularly walked across if adjacent to a school or other high-footfall location.)*
- b) Total area covered is to be no greater than 30% of the lot frontage, exclusive of crossover area and other approved hardstand areas, to allow for the planting of street trees and some stormwater permeability.*
- c) Sustainable Artificial Turf is not to be installed up to the base of trees, with a minimum 1m offset distance provided, or an otherwise approved provision of water to the base of the tree (e.g. subsoil irrigation or bubblers, etc.)*
- d) When the Town or utility providers are conducting road works which requires removal and excavation, although care will be taken to remove and reinstate the turf without causing damage,*

if damage does occur those authorities are not liable for the provision of replacement or the cost of renewal.

- e) *Upon request of the Town, when Artificial Turf is past its useful life or damaged and looking degraded, the property owner is to remove and may either renew or convert to an alternative permitted verge treatment at their full cost.*

PAST RESOLUTIONS

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

- 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.*

FINANCIAL AND STAFF IMPLICATIONS

NIL

POLICY AND STATUTORY IMPLICATIONS

Local Government Act 1995 s.2.7 Role of Council

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

COMMUNICATION AND CONSULTATION

NIL

STRATEGIC COMMUNITY PLAN

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

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

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

The Policy guides the actions of staff and ratepayers providing for safe, aesthetically pleasing, sustainable and environmentally sensitive streetscapes.

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

TOWN *of* CLAREMONT

Verge Landscaping Guidelines



Please complete and submit the enclosed Verge Landscape Application Form with a sketch to toc@claremont.wa.gov.au, by post to PO Box 54, Claremont WA 6910 or in person to the Administration Office at 308 Stirling Highway, Claremont.



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

2. Creating a Waterwise Verge Garden

- a) Residents are encouraged to install **waterwise verge gardens using local native plants** and irrigation to increase biodiversity, street amenity and reduce water use.
- b) For steps on how to create a waterwise verge garden, including design suggestions, follow the Water Corporations' **Creating a waterwise verge** advice on their website and the below guidelines specific to the Town's verges.

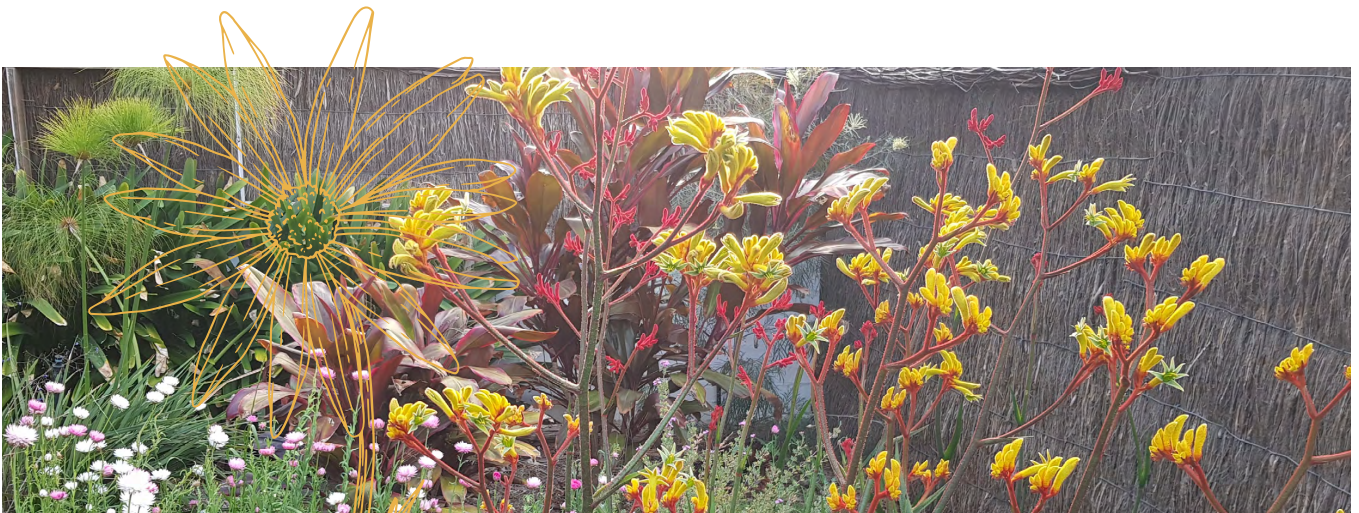


3. Verge Preparation and Design

- a) When designing a verge, keep in mind to **leave space for services such as bin collection, bulk verge pickups, mail deliveries and pedestrians.**
- b) It is important to contact Before You Dig Australia (www.byda.com.au) to locate any services within the verge to determine if it is safe to carry out work. Any damage or disruption to services by a resident will be reinstated at the resident's full cost.
- c) If removing lawn, levelling verge ground and improving soil, refer to Water Corporation's '[How to Create a Waterwise Verge](#)' brochure for details.
- d) Waterwise verge gardens using local waterwise plants should not need soil conditioner prior to planting, but soil wetting agents may be used to assist holding more water in the soil for establishing plants.

4. Plant Selection

- a) **The Town suggests using waterwise plants that grow to no more than 0.5 metres high for verge gardens.** Groundcovers and small shrubs are most suitable for verges, but also need to be kept clear of footpaths, including flower stems to ensure pedestrians have clear and safe access to streetscapes. Residents can find out what plants are waterwise and suitable for verges in Claremont on Water Corporation's website ([Waterwise plants](#)) or referring to the Town's '[Wildflowers and other local plants for your garden](#)' brochure.
- b) It is recommended that course mulch is used between 5-10cm thick on a verge to reduce weeds, reduce evapotranspiration and hold moisture for plants to use.



5. Irrigation

Waterwise verge gardens that don't require permanent irrigation are preferred as they use less water.

The Town encourages the use of drip irrigation for waterwise verge landscaping or no reticulation at all if the verge is mulched or plants are fully established. This reduces water use within the Town.

If reticulation is installed, then it is encouraged within the following conditions;

- a) Owners and/or occupiers are responsible for the installation, maintenance, operation and related costs of reticulation in street verges and its operation must comply with **watering roster requirements** set by the Water Corporation.
- b) Such reticulation is to be installed centrally in the verge, not parallel or adjacent to paths, crossovers or kerbs and no wiring or solenoids are to be installed in road reserve and verge areas. Water from reticulation is to not cross over onto footpaths, carriageways, or crossovers to reduce the loss of water.
- c) Choose an appropriate reticulation for the verge treatment such as drip irrigation or pop-up sprinklers. Micro sprays are not recommended – more information under **irrigation for verges**
- d) The Town will take due care and will, at its cost, reinstate reticulation equipment it damages during works carried out by or authorised for the local government, provided the installation is in line with the criteria in point b) above.

6. Street trees

Owners and/or occupiers are not permitted to plant or remove street trees within the verge without the permission of the Town.

The Town has a **Street Tree Masterplan** which nominates species to be planted in each street and a Tree Canopy policy which outlines the circumstances under which street trees can be removed by the Town.

To request a street tree for your waterwise verge, please complete an **Application for New Verge Tree** form and return to the Town.



7. Paving Verges for Parking

Paving of street verges will be permitted only to provide a location for bin or verge services, where on-street parking is not permitted, or rendered impossible because of the traffic function of the street and alternative nearby parking is not available.

Where paving of street verges is permitted, the following conditions apply:

- a) Plain, light or grey porous paving to be used in the appropriate material.
- b) All verge treatments containing paving materials are required to include at least one street tree (spacing of 8 metres to maintain the avenue effect) unless there are serious mitigating circumstances as determined by the Town.
- c) Paving materials may not be installed closer than 2 metres from a street tree or interfere with a street tree in any way.
- d) Road kerbing shall not be interfered with without prior approval from the Town in accordance with the [Activities on Thoroughfares and Public Places Local Law](#).
- e) 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 remainder of the verge in accordance with these guidelines.
- f) The [Town's crossing paving specifications](#) apply to verge paving construction and can be found on the Town's website.
- g) All requests are to be submitted using the enclosed Verge Landscaping Application.

8. Verge Maintenance

The Owner and/or occupiers are responsible for maintenance of verges including mowing lawn, pruning plants (not street trees), topping up mulch and weeding. The verge must always be kept in a tidy and safe condition. Vegetation planted on corner verges must not impede a driver's vision into traffic.

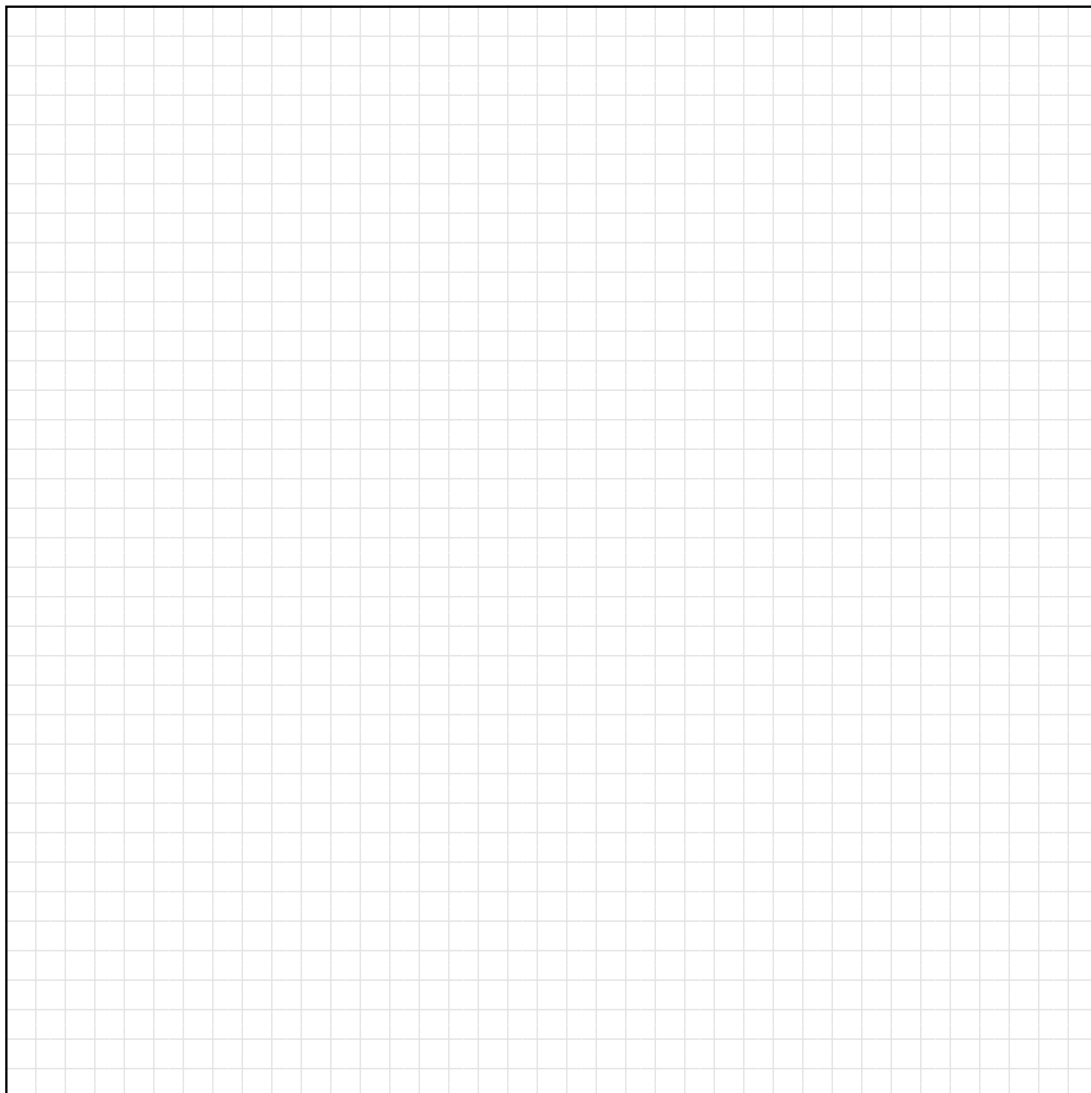


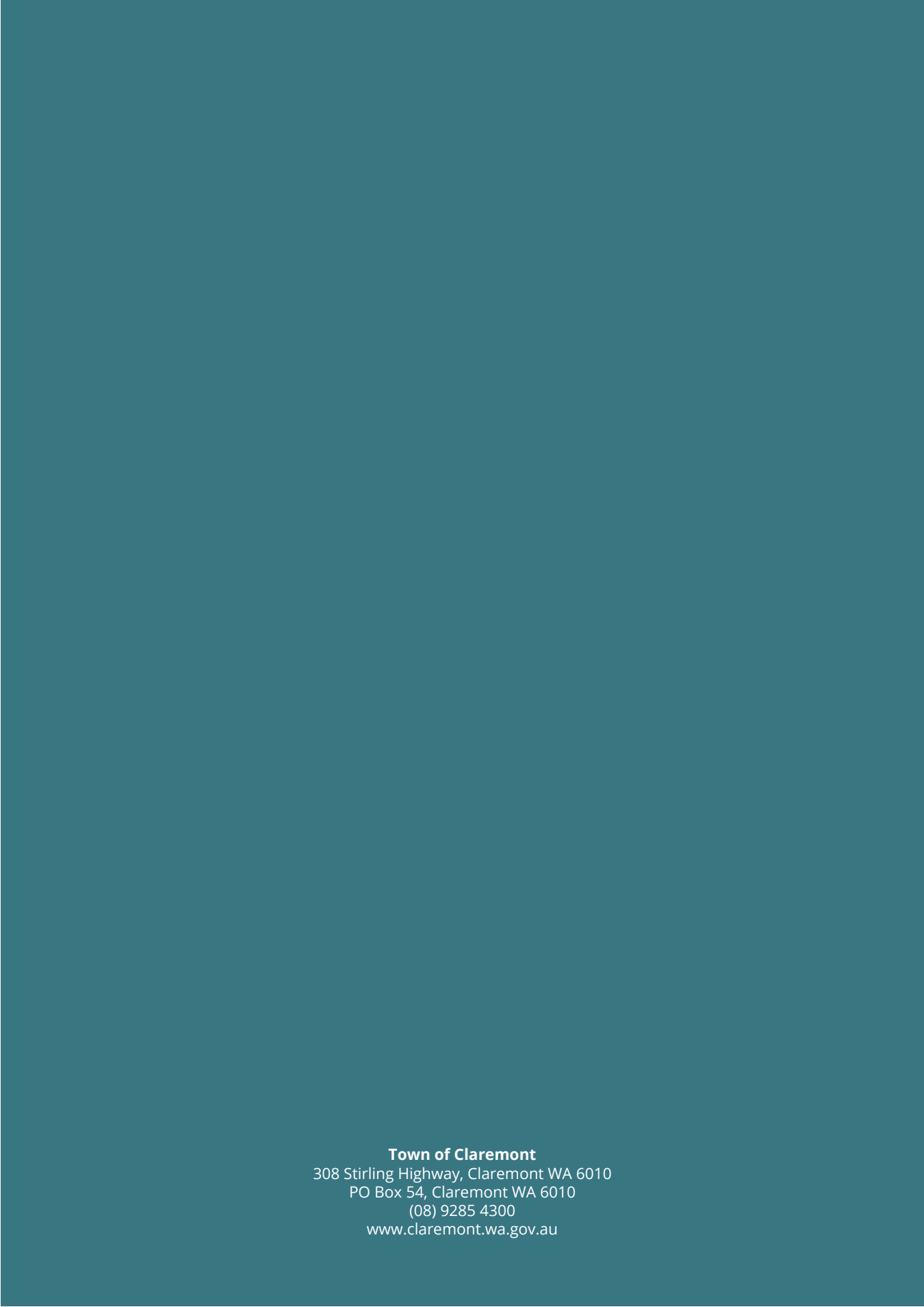
Verge Landscape Application Form

Name:		Date:	
Address:		Phone:	
Email:		Mobile:	

Please include on the below sketch:

1. Street Name
2. North orientation
3. New planting proposals
4. Any existing trees or landmarks
5. Photo if desired





Town of Claremont
308 Stirling Highway, Claremont WA 6010
PO Box 54, Claremont WA 6010
(08) 9285 4300
www.claremont.wa.gov.au

COUNCIL POLICY EN302**ROAD VERGES**

KEY FOCUS AREA ENVIRONMENTAL SUSTAINABILITY

Purpose

The purpose of this policy is to provide guidance regarding permissible verge treatments and the obligation of owners and occupiers for their care and maintenance and for the safety and convenience of the public.

Policy

The Policy recognises that verges are required principally to contain:

1. Utility services and associated equipment (communication; electricity; water; gas; sewer; storm water drainage; street lighting.)
2. Footpaths, cycle paths, shared paths
3. Street trees
4. Road furniture, (street name signs; regulatory and advisory traffic signs; traffic signals; bus stops, bus shelters and bus bays; parking spaces; vehicle and pedestrian movement control devices; seating; litter receptacles)

Council's Activities on Thoroughfares and Public Places Local Law includes provisions governing the power to carry out public works on verges, details of what are permissible verge treatments and the obligations of owners and occupiers for their care and maintenance and for the safety and convenience of the public.

Reticulation of verges is encouraged within the following conditions:

1. Owners and/or occupiers are responsible for the installation, maintenance, operation and related costs of reticulation in street verges and its operation must comply with watering roster requirements set by the Water Corporation.
2. Such reticulation is to be installed centrally in the verge, not parallel or adjacent to paths, crossovers or kerbs and no wiring or solenoids are to be installed in road reserve and verge areas.
3. The local government will take due care and may, at its cost, reinstate reticulation equipment it damages during works carried out by or authorised for the local government provided the installation is in line with the criteria in point 2 above.

Paving of street verges will be permitted only where on-street parking is not permitted or rendered impossible because of the traffic function of the street and alternative nearby parking is not available.

Where paving of street verges is permitted, the following conditions apply:

1. Plain dark colours to be used in the appropriate material.
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) unless there are serious mitigating circumstances as determined by the Town.

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. All requests to be submitted in writing, with plans and specifications
10. Permissible materials are porous paving, to the satisfaction of the Manager Engineering Design.
11. Council promotes sustainable and environmentally sensitive landscaping and encourages ratepayers to do likewise.- See guidelines on verges at
12. Artificial Turf is not considered a sustainable or environmentally sensitive landscape treatment by Council.

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

Verge Maintenance Guides for Council Staff

1. Verges in the Claremont Business District (Stirling Highway, Stirling Road, Guger Street and Leura Avenue inclusive), the Swanbourne Shopping Centre (Claremont Crescent) and the Ashton Avenue Shopping Centre will be inspected and spot maintained daily and receive general maintenance once a week or as required.
2. Verges in District Distributor (A) and (B) as well as Local Distributor: Roads will be inspected from a vehicle fortnightly for litter collection and the reporting of other observed needs for attention. These roads are as follows: Stirling Road, Shenton Road, Alfred Road, Claremont Crescent, Guger Street, Queenslea Drive, Victoria Avenue, Bay View Terrace (Victoria Avenue to Stirling Highway), Chancellor Street, Ashton Avenue, Judge Avenue, Princess Road, Bay Road, Agett Road (Bay Road to Goldsworthy Road), Goldsworthy Road, Richardson Avenue, Bindaring Parade, Osborne Parade, Melville Street, Loch Street (Stirling Highway to Railway Parade), Graylands Road (Shenton Road to Lapsley Road), Lapsley Road (Graylands Road to Davies Road), Davies Road (Lapsley Road to Alfred Road), Barnfield Road, Devon Road and Narla Road.
3. Verges in Barnfield Road, Claremont Crescent and Guger Street reserves adjacent to the railway reserve will be litter picked approximately fortnightly.
4. Verges in Stirling Highway will be walked and litter removed approximately each month, footpath condition inspected / recorded every second month.
5. Residential, commercial or industrial verges will be slashed/maintained upon warranted complaint or an observed need. These types of verges will be particularly inspected for maintenance needs:

- a. In the Showground area in the fortnight before the Royal Show;
- b. In the period before Christmas;
- c. Towards the end of winter.

Council will encourage residents to show pride in their neighbourhood through caring for the verge treatments by:

1. Publishing Town Talk articles on best methods
2. Recognising and reporting superior verge treatments
3. Fostering Tidy Towns/Keep Australia Beautiful/Clean Up Australia campaigns
4. Providing administrative and technical support to encourage self-help improvement to verges.

Document Control Box			
Legislation:	Nil		
Organisational:	Nil		
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

TOWN of CLAREMONT

**COUNCIL POLICY EN302
ROAD VERGES**

KEY FOCUS AREA ENVIRONMENTAL SUSTAINABILITY

Purpose

The purpose of this policy is to provide guidance to owners and occupiers regarding permissible verge treatments, ~~and the obligation of owners and occupiers for their care and maintenance and for the safety and convenience of the public.~~

Policy

The Policy recognises that verges are required principally to contain:

1. Utility services and associated equipment (communication; electricity; water; gas; sewer; storm water drainage; street lighting.)
2. Footpaths, cycle paths, shared paths
3. Street trees
4. Road furniture, (street name signs; regulatory and advisory traffic signs; traffic signals; bus stops, bus shelters and bus bays; parking spaces; vehicle and pedestrian movement control devices; seating; litter receptacles)

The Town also recognises that verges can be biodiversity corridors, public space, and improving streetscape amenity, while being designed to use minimal water in line with the Water Corporation's Waterwise guidelines.

Council's Activities on Thoroughfares and Public Places Local Law and the Town's Verge Landscaping Guidelines includes provisions governing the power to carry out public works on verges, details of what are permissible verge treatments and the obligations of owners and occupiers for their care and maintenance and for the safety and convenience of the public.

Before commencing any planting or paving on a verge, a Verge Treatment Application Form (found within the Town's Verge Landscaping Guidelines) must be submitted to the Town. Applications do not need to be completed for the installation of only turf or mulch.

~~When completing an application form, it is important for residents and contractors to contact 'Before You Dig Australia' (www.byda.com.au) to locate any services within the verge, including depths of services to determine if it is safe to carry out work. Any damage or disruption to services by a resident will be reinstated at the resident's full cost.~~

Reticulation of verges is encouraged within the following conditions:

- ~~1. Owners and/or occupiers are responsible for the installation, maintenance, operation and related costs of reticulation in street verges and its operation must comply with watering roster requirements set by the Water Corporation.~~
- ~~2. Such reticulation is to be installed centrally in the verge, not parallel or adjacent to paths, crossovers or kerbs and no wiring or solenoids are to be installed in road reserve and verge areas.~~
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Acceptable Materials

Paving of street verges will be permitted only where on-street parking is not permitted or rendered impossible because of the traffic function of the street and alternative nearby parking is not available.

Where paving of street verges is permitted, the following conditions apply:

1. Plain dark colours to be used in the appropriate material.
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) unless there are serious mitigating circumstances as determined by the Town.
4. Street trees to be carefully protected from root damage using the Australian Standards for protection of trees on development sites [AS4970-2009](#), 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. All requests to be submitted in writing, with plans and specifications.
10. Permissible materials are porous paving, to the satisfaction of the [Town Manager Engineering Design](#).
- ~~11. Council promotes sustainable and environmentally sensitive landscaping and encourages ratepayers to do likewise. See guidelines on verges at~~
- ~~11. Although not a preferred verge treatment, sustainable artificial turf may be permitted in some circumstances with the approval of the CEO in accordance with the Town's Verge Landscaping Guidelines.~~

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

Verge Maintenance ~~Undertaken by the Town~~ ~~Guides for Obligations~~ – Council Staff

1. Verges ~~landscaping~~ in the Claremont Business District (Stirling Highway, Stirling Road, Guger Street and Leura Avenue inclusive), the Swanbourne Shopping Centre (Claremont Crescent) and the Ashton Avenue Shopping Centre will be inspected, and spot maintained ~~daily~~ ~~monthly~~ and receive general maintenance ~~once a week~~ or as required.
2. Verges in District Distributor (A) and (B) as well as Local Distributor: Roads will be inspected from a vehicle fortnightly for litter collection and the reporting of other observed needs for attention. These roads are as follows: Stirling Road, Shenton Road, Alfred Road, Claremont Crescent, Guger Street,

Queenslea Drive, Victoria Avenue, Bay View Terrace (Victoria Avenue to Stirling Highway), Chancellor Street, Ashton Avenue, Judge Avenue, Princess Road, Bay Road, Agett Road (Bay Road to Goldsworthy Road), Goldsworthy Road, Richardson Avenue, Bindaring Parade, Osborne Parade, Melville Street, Loch Street (Stirling Highway to Railway Parade), Graylands Road (Shenton Road to Lapsley Road), Lapsley Road (Graylands Road to Davies Road), Davies Road (Lapsley Road to Alfred Road), Barnfield Road, Devon Road and Narla Road.

3. Verges in Barnfield Road, Claremont Crescent and Guger Street reserves adjacent to the railway reserve will be litter picked approximately fortnightly.
4. Verges in Stirling Highway will be ~~walked and~~ litter ~~picked removed~~ approximately ~~each once a month,~~ ~~footpath condition inspected / recorded every second month.~~
5. Residential, commercial, or industrial verges will be slashed/maintained upon warranted complaint or an observed need. These types of verges will be particularly inspected for maintenance needs:
 - a. In the Showground area in the fortnight before the Royal Show;
 - b. In the period before Christmas;
 - c. Towards the end of winter.

Support for Residents

~~Council~~ ~~The Town~~ will encourage residents to show pride in their neighbourhood through caring for the verge treatments by:

1. Publishing ~~Town Talk~~ articles on best methods.
2. Recognising and reporting superior verge treatments.
3. Fostering ~~Tidy Towns/Keep Australia Beautiful/Clean Up Australia~~ ~~verge improvement~~ campaigns.
4. Providing administrative and technical support to encourage self-help improvement to verges.

4.5. Provision of the Native Plant Subsidy Scheme.

Document Control Box			
Legislation:	Town of Claremont's Activities on Thoroughfares and Public Places Local Law N# Australian Standard- Protection of Trees on Development Sites AS4970-2009		
Organisational:	N# Town of Claremont Verge Landscaping Guidelines LV136 Tree Canopy Policy		
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		

COUNCIL POLICY EN302**ROAD VERGES**

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The Town also recognises that verges can be biodiversity corridors, public space, and improving streetscape amenity, while being designed to use minimal water in line with the Water Corporation's Waterwise guidelines.

Council's Activities on Thoroughfares and Public Places Local Law and the Town's Verge Landscaping Guidelines include provisions governing the power to carry out public works on verges, details of what are permissible verge treatments and the obligations of owners and occupiers for their care and maintenance and for the safety and convenience of the public.

Before commencing any planting or paving on a verge, a Verge Treatment Application Form (found within the Town's Verge Landscaping Guidelines) must be submitted to the Town. Applications do not need to be completed for the installation of only turf or mulch.

Acceptable Materials

Paving of street verges will be permitted only where on-street parking is not permitted or rendered impossible because of the traffic function of the street and alternative nearby parking is not available.

Where paving of street verges is permitted, the following conditions apply:

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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) unless there are serious mitigating circumstances as determined by the Town.
4. Street trees to be carefully protected from root damage using the Australian Standards for protection of trees on development sites AS4970-2009, 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.
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 - 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. All requests to be submitted in writing, with plans and specifications.
10. Permissible materials are porous paving, to the satisfaction of the Town.
11. Although not a preferred verge treatment, sustainable artificial turf may be permitted in some circumstances with the approval of the CEO in accordance with the Town's Verge Landscaping Guidelines.

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

Verge Maintenance Undertaken by the Town

1. Verge landscaping in the Claremont Business District (Stirling Highway, Stirling Road, Guger Street and Leura Avenue inclusive), the Swanbourne Shopping Centre (Claremont Crescent) and the Ashton Avenue Shopping Centre will be inspected, and spot maintained monthly and receive general maintenance as required.
2. Verges in District Distributor (A) and (B) as well as Local Distributor: Roads will be inspected from a vehicle fortnightly for litter collection and the reporting of other observed needs for attention. These roads are as follows: Stirling Road, Shenton Road, Alfred Road, Claremont Crescent, Guger Street, Queenslea Drive, Victoria Avenue, Bay View Terrace (Victoria Avenue to Stirling Highway), Chancellor Street, Ashton Avenue, Judge Avenue, Princess Road, Bay Road, Agett Road (Bay Road to Goldsworthy Road), Goldsworthy Road, Richardson Avenue, Bindaring Parade, Osborne Parade, Melville Street, Loch Street (Stirling Highway to Railway Parade), Graylands Road (Shenton Road to Lapsley Road), Lapsley Road (Graylands Road to Davies Road), Davies Road (Lapsley Road to Alfred Road), Barnfield Road, Devon Road and Narla Road.
3. Verges in Barnfield Road, Claremont Crescent and Guger Street reserves adjacent to the railway reserve will be litter picked approximately fortnightly.
4. Verges in Stirling Highway will be litter picked approximately once a month.
5. Residential, commercial, or industrial verges will be slashed/maintained upon warranted complaint or an observed need. These types of verges will be particularly inspected for maintenance needs:
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Support for Residents

The Town will encourage residents to show pride in their neighbourhood through caring for the verge treatments by:

1. Publishing articles on best methods.
2. Recognising and reporting superior verge treatments.
3. Fostering verge improvement campaigns.
4. Providing administrative and technical support to encourage self-help improvement to verges.
5. Provision of the Native Plant Subsidy Scheme.

Document Control Box			
Legislation:	Town of Claremont’s Activities on Thoroughfares and Public Places Local Law Australian Standard- Protection of Trees on Development Sites AS4970-2009		
Organisational:	Town of Claremont Verge Landscaping Guidelines LV136 Tree Canopy Policy		
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1.	Adopted	21 June 2005	232/05
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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		

13.3.2 PETITION - LAKE CLAREMONT PATHWAY CLOSURE

File Number: GOV/00053
Author: Cloe Dolan (Manager Parks and Environment), Liz Ledger (Chief Executive Officer)
Authoriser: Liz Ledger (Chief Executive Officer)
Attachments: 1. CONFIDENTIAL REDACTED - Petition [13.3.2.1 - 6 pages]

PURPOSE

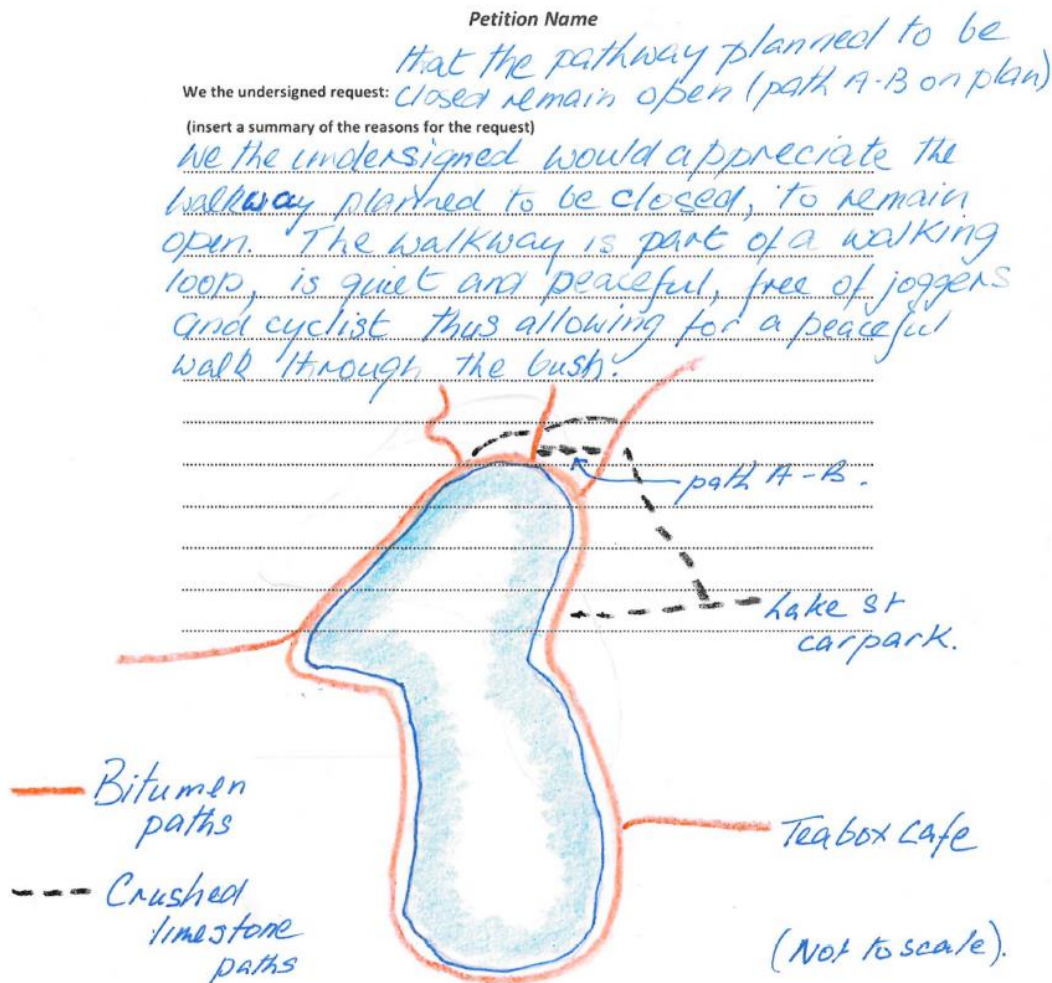
For Council to receive a report regarding the Petition in relation to the closure of a limestone trail (the path) at Lake Claremont.

BACKGROUND

A petition was received by Council at the Ordinary Council Meeting on 30 July 2024. The petition was submitted by Dr Graham Potter and requested:

That the pathway planned to be closed remain open (path A to B on the plan).

We the undersigned would appreciate the walkway planned to be closed to remain open. The walkway is part of a walking loop, is quiet and peaceful, free of joggers and cyclists, thus allowing for a peaceful walk through the bush.



Clause 6.10 of the Town of Claremont Meeting Procedures Local Law 2018 provides a petition must be signed by electors of the district, meaning a person who is eligible to be enrolled to vote at elections for the district. The petition received 165 signatures, 83 of which being from people with a Town of Claremont address.

At the 16 November 2023 Lake Claremont Advisory Committee (the committee) meeting, as part of Item 7.1. Lake Claremont Progress Report: Park Infrastructure, Limestone path remediation, discussion occurred around the amount of maintenance required to limestone trails, the number of limestone trails around the lake, and the committee’s desire to expand areas of revegetation to provide additional habitat for fauna such as turtles and quenda. All path routes are fenced to prevent access to bush areas by dogs off lead.

There was a consensus that a single limestone trail could be removed to achieve objectives with little loss of accessibility or amenity at the north of the lake, due to two such trails aligned very closely to each other running in parallel north of the main Principal Shared Path (PSP) that circles the lake.

Aerial showing locations of paths:



The Town subsequently undertook a review of any technical requirements for the path to remain considering factors inclusive of the need for fire breaks, volumes of use by pedestrians, costs of maintenance, and the opportunity for revegetation to create habitat in the area. Nearby similar paths were also assessed as alternative walking routes.

The information collected was reviewed at the following committee meeting, 15 February 2024. Advice provided to the committee informed that there was no technical requirement to retain the path as either a fire break or as access for operational works. Pedestrian use was also discussed and considered low with an alternative east-west PSP and limestone trail both in proximity. Therefore, the committee moved a Motion recommending closing the limestone path.

At the following Ordinary Council Meeting, 27 February 2024, Council moved a Resolution noting the committee recommendation to close the limestone trail. Following this Council Resolution, the Administration planned to close the trail.

In June 2024, the removal of some of the trail surface and fence commenced. Following this, a petition was received by Council requesting the path remain for the use of walkers who enjoy it as part of a loop route, walking east along one limestone trail and west along the other.

Reasons provided for this were that this section of trails offered a quiet and peaceful alternative to walking on the adjacent asphalt PSP, which is more heavily used by a wider range of users such as joggers and cyclists.

DISCUSSION

The receipt of the petition has given cause to review the process used to close this part of the path network. This has required examining the social use of the path, not just the financial and environmental aspects that this infrastructure provides.

In addition to the reasoning provided by the petition, the Administration accessed the trail cameras that are used at night to observe feral animal access to the adjacent bush areas. These were left turned on through the day for a period of one week to collect data on trail usage. Data collected is as follows within Table 1.

Table 1:

Day	Date	User Numbers (grouped)	Dogs off-lead
Monday	5 August 2024	9	3
Tuesday	6 August 2024	17	3
Wednesday	7 August 2024	13	9
Thursday	8 August 2024	14	3
Friday	9 August 2024	29	9
Saturday	10 August 2024	17	3
Sunday	11 August 2024	24	6

In summary:

- One hundred twenty-three trail users, individual or small groups, were observed using the trail over a seven-day period, an average of 17-18 each day
- Three groups are observed walking the trail most days and sometimes twice a day
- Eight groups are observed using the trail twice during the week
- All other groups appear only once during the week
- Three groups were observed riding the trail on bikes
- Three groups were observed jogging/walking briskly
- Most groups had a dog in attendance
- Thirty-six dogs were observed off-lead




Patronage data collected appears to align with the number of signatories to the petition, even if some signatories may not be frequent users of the trail themselves.

Considering the social, environmental, and financial implications of closing this portion of track, the following options are being presented:

- keep the original path,
- continue to close the path, and
- compromise with a new smaller path and larger vegetation area.

To assist with decision making, these three areas have been rated against each other under the criteria of social, environment and financial impacts, and given a score out of 5 (5 being the best outcome for that area).

Option	Social	Environmental	Financial
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			(refer to Financial section of report)
<p>1. Continue with removal of the limestone trail (Plan A)</p> 	0	5	5
<p>2. Retain the original limestone trail (Plan B)</p> 	5	0	3
<p>3. Create a smaller path with an increase in the vegetation area (Plan C)</p> 	5	3	3

- Retaining the loop route is a highly desirable social outcome.
- Maintenance of limestone trails require more maintenance than asphalt, so a reduction in the trail width is considered a good outcome.
- Revegetation of the areas made available by reducing the trail width provides some additional habitat for native fauna.

PAST RESOLUTIONS

Ordinary Council Meeting 30 July 2024, Council Resolution 106/24

That the petition regarding Closure of a Pathway at Lake Claremont is formally received by Council and a report prepared.

Lake Claremont Advisory Committee Meeting 15 February 2024, Committee Recommendation 003/24

That the Committee recommends to Council to consider closing the lower limestone Alfred Road track denoted in red in Attachment 2.

Reason: As it is superfluous. It will save on maintenance, increase vegetation opportunities, and better serve the wider habitat for wildlife.

Ordinary Council Meeting 27 February 2024, Council Resolution 022/24

1. The Minutes of the Lake Claremont Advisory Committee Meeting held on 15 February 2024 be received; and

2. Council notes the Committee recommendation to Council to consider closing the lower limestone Alfred Road track denoted in red in Attachment 2 to Item 6.1 of the Minutes.

FINANCIAL AND STAFF IMPLICATIONS

Over the past 20 years, many other limestone trails have been either removed or upgraded to asphalt, with the remaining local path network mostly meeting the standards required for universal access. Only eight limestone trails remain. Limestone tracks are more expensive to retain than asphalt.

For example, the approximate annual cost of maintaining this section of track is \$5,000, compared to the same sqm of red asphalt which is around \$2,000.

In line with the options presented in this report, officers have provided estimated costs for each option (noting that \$2,000* has already been expended on the part closure works).

Option	Details	Budget
Continue with removal of the limestone trail	Exiting work completed - Skimming limestone surface and fence removal.	\$2,000*
	Install fencing	\$2,000
Retain the original limestone trail	Reinstall track and new fencing	\$10,000
Create a smaller path that allows for an increase in the vegetation area	Reinstall new smaller track and fencing	\$10,000

These costs can be accommodated in the current 24-25 budget.

POLICY AND STATUTORY IMPLICATIONS

n/a

COMMUNICATION AND CONSULTATION

Since the initial decision by the LCAC was proposed, the Town has received feedback from the community via this petition. No community consultation was undertaken with users at this time. Only a financial and environmental analysis.

The petition was signed by 165 individuals, which is considered a medium to large response rate on this item. Of those 165, just over 50% are Town of Claremont residents.

At its 15 August meeting, the LCAC members reaffirmed their advice to Council to close the limestone path. The outcome of Council's decision will be provided to the submitter of the petition, and the LCAC members.

STRATEGIC COMMUNITY PLAN

People *We live in an accessible and safe community that welcomes diversity, enjoys being active and has a strong sense of belonging.*

- Effectively manage and enhance the Town's community facilities in response to a growing community.
- Facilitate opportunities for social participation, health, learning and inclusion through programmed activities and events.

URGENCY

Works are to be booked in with contractors prior to June 2025.

VOTING REQUIREMENTS

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

OFFICER RECOMMENDATION

That Council support option 3 as presented in this report; to create a smaller path in the area denoted on Plan C that also allows for an increased vegetation area.

14 ANNOUNCEMENTS BY THE PRESIDING PERSON

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

Nil

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

17.1.1 327 STIRLING HIGHWAY CLAREMONT

REASON(S) FOR CONFIDENTIALITY

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

(f)(ii) a matter that if disclosed, could be reasonably expected to – endanger the security of the local government’s property

17.1.2 ANZAC COTTAGE - 16 SAUNDERS STREET, SWANBOURNE

REASON(S) FOR CONFIDENTIALITY

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

(d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting

17.1.3 REQUEST FOR RATES PAYMENT PLAN

REASON(S) FOR CONFIDENTIALITY

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

(e)(iii) a matter that if disclosed, would reveal information about the business, professional, commercial, or financial affairs of a person, where the information is held by, or is about, a person other than the local government

18 FUTURE MEETINGS OF COUNCIL

Ordinary Council Meeting, Tuesday 24 September 2024 at 7.00pm.

19 DECLARATION OF CLOSURE OF MEETING