

TOWN *of* CLAREMONT

Minutes

Ordinary Council Meeting

Tuesday 30 September 2025

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. An audio recording of this meeting will be published on the Town's website within 14 days of the meeting.

UNCONFIRMED

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

His worship the Mayor, welcomed members of the public, press, staff and Councillors and declared the meeting open at 7.01pm.

2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**PRESENT:**

Mayor Jock Barker

Deputy Mayor Cr Paul Kelly

Cr Graham Cameron

Cr Shelley Hatton

Cr Kate Main (attending electronically in accordance with Regulation 14C of the *Local Government (Administration) Regulations 1996*)

Cr Jill Goetze

Cr Sara Franklyn

Cr Ryan Brown

Cr Annette Suann

IN ATTENDANCE:

Liz Ledger (Chief Executive Officer)

Jessica Guy (Acting Director Corporate Services)

Mark Taylor (Acting Director Infrastructure)

Nicola Clark (Director Planning and Environment)

Bianca Evans (Legal and Governance Officer)

Ashleigh Dorrell (Corporate Communications Officer)

5 members of the Public, 1 member of the Press

APOLOGIES:

Nil

LEAVE OF ABSENCE:

Nil

3 DISCLOSURE OF INTERESTS

Cr Kate Main declared that she was able to maintain confidentiality during the meeting in accordance with regulation 14CA(5) of the *Local Government (Administration) Regulations 1996*.

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5 PUBLIC QUESTION TIME

Dr Heather Rogers and Nigel Rogers of Claremont

Question 1

As the traffic on Davies Road, Claremont, has increased exponentially over the years, with cars driving at dangerous speeds by not adhering to the 50km speed limit, and as there is a potential accident area at the blind bend near our driveway at 88 Davies Road, will the Council address the risks to drivers and pedestrians at both ends of Davies Road, by considering control measures like installing speed bumps and solar powered-driven speed limit signs?

Answer 1

The Town has two solar-powered speed warning signs that are used for traffic monitoring which are installed in areas of interest for up to 12 months at a time.

One of the signs is scheduled to be relocated in October and will be relocated to Davies Road.

To determine what type of longer-term traffic management solution is required, the Town will apply the traffic management scoring system, which was developed by Austroads in their Guide to Traffic Management, Part 8.

This is an evidence-based scoring system which will ensure there is an objective assessment made.

To commence the process the Town will organise the collection of traffic and speed data and review any reported accidents in the area.

The Town will then be able to select the most effective and appropriate traffic solution for Davies Road.

An assessment will then be made as to the required budget and priority of any works required against others impacting on the Town.

Question 2

Is the Council going to request that the traffic lights at Davies Road/ Alfred Road/Montgomery Avenue have a filter light, as it is extremely difficult to make a right hand turn from Davies Road into Alfred Road during morning and evening rush hours and school times, with traffic coming down from Montgomery Avenue and continuing along Davies Road, as well as timing being lengthened allowing for school children to cross at these traffic lights?

Answer 2

The Town will include this request in its review of traffic on Davies Road.

Ms Martha Cavanagh of ClaremontQuestion 1

If the Council has resolved to “note the petition and take no further action in relation to it”, why has the resolution also requested “a review of the use of verges as part of a broader review of the Parking Local Law 2016” — particularly given that the public consultation period for the Parking Local Law review closed on 13 December 2024?

Answer 2

Under section 3.16 of the *Local Government Act 1995*, the Town is required to undertake regular reviews of its local laws.

The first step of the review process is to seek public submissions about the existing local law. This is the consultation that occurred from 31 October to 13 December 2024.

The next stage is for a report of the review to be presented to Council to determine whether the local law should be repealed, amended or remain unchanged. In accordance with Council resolution 78/25, this is to include a review of use of verges.

Question 2

Could Council please clarify the rationale for this additional review step and explain how community input on verge use will be sought or considered going forward?

Answer 2

As part of the review process under the Act, should Council decide to amend the Parking Local Law 2016, public consultation on any proposed changes to the local law will be invited for a minimum period of six weeks.

Submissions received during the consultation process will be considered by Council before it amends the existing local law.

Question 3

How will the communication come out so that people know that’s been reviewed?

Answer 3

Advertisement is required to be on the Town’s website, social media, noticeboard and in a local newspaper.

Mr David Smith of ClaremontQuestion 1

Would the Town commit to a study of options for making Bayview Tce and the eastern end of St Quentins Ave a dedicated pedestrian zone?

Answer 1

Thank you for your question to Council to undertake a study of options for making Bay View Terrace and the eastern end of St Quentin Avenue a dedicated pedestrian zone. This would require a report to Council from the Administration providing detailed information on such a study, for their consideration. This can be achieved prior to the end of the year.

6 PUBLIC STATEMENT TIME

Nil

7 APPLICATIONS FOR LEAVE OF ABSENCE

COUNCIL RESOLUTION 132/25

Moved: Cr Ryan Brown
Seconded: Cr Annette Suann

That Cr Graham Cameron be granted Leave of Absence from the 28 October 2025 Ordinary Council Meeting.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

8 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

COUNCIL RESOLUTION 133/25

Moved: Deputy Mayor Cr Paul Kelly
Seconded: Cr Annette Suann

That the minutes of the Ordinary Meeting of Council held on 26 August 2025 be confirmed.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

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

17.1.1 Annual Performance Review of Chief Executive Officer

17.1.2 Chief Executive Officer Recruitment Process

17.1.3 Appointment of Acting Chief Executive Officer

11 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil

12 REPORTS OF COMMITTEES

Nil

UNCONFIRMED

13 REPORTS OF THE CEO**13.1 LEADERSHIP AND GOVERNANCE****13.1.1 COUNCIL POLICIES****File Number:** COM/00032**Author:** Jessica Guy (Manager Governance and Records)**Authoriser:** Liz Ledger (Chief Executive Officer)

Attachments:

1. LG550 Designated Senior Employees Policy [**13.1.1.1** - 1 page]
2. LG500 Effective People Management [**13.1.1.2** - 2 pages]
3. LG501 Elimination of Violence Harassment and Bullying in the Workplace [**13.1.1.3** - 2 pages]
4. LG514 Closed Circuit Television Systems and Body Worn Camera Footage [**13.1.1.4** - 2 pages]
5. LV133 Dogs in Public Places [**13.1.1.5** - 2 pages]
6. LV121 Keeping of More than Two Dogs on a Property [**13.1.1.6** - 3 pages]

PURPOSE

For Council to review and

- Adopt 1 Council policy (LG 550).
- Amend 4 Council policies (LG 500, LG 501, LG 514, LV 133) .
- revoke 1 Council policy (LV 121).

BACKGROUND

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

There is no statutory timeframe for reviewing Council policies, this is at the discretion of each local government. Council has resolved to review policies at three yearly intervals, or sooner if required due to legislative or organisational changes.

Council policies should:

- Provide the Town with clear direction to respond to issues and act in accordance with Council decisions and direction.
- Enable Council Members to adequately manage enquiries from external stakeholders relating to the role of Council in particular situations.
- Enable external stakeholders to obtain immediate direction on matters of Council policy.
- Be separate from administrative work procedures (which need to evolve to ensure continuous improvement).

DISCUSSION

The below table provides a summary of the *new* Council policy:

Policy	Comments
LG 550 Designated Senior Employee Attachment 1	As per Council resolution Moved: Deputy Mayor Cr Paul Kelly Seconded: Cr Graham Cameron That: 1. The positions of Director Governance and People, Director Infrastructure and Director Planning and Environment be designated as Senior Employees under Sec 5.37 of the Local Government Act. 2. Any restructuring of these positions requires the continuation of this designation.

The below table provides a summary of the *proposed amendments* to Council policies:

Policy	Comments
LG 500 Effective People Management Attachment 2	This policy was adopted by Council in 2012 and last reviewed in 2021. It outlines principles for the effective management of human resources within the Town. Minor additions are proposed to the policy to make reference to the Town's strategic and operational goals and requirements. It is proposed to rename the policy "People Management".
LG 501 Elimination of Violence, Harassment and Bullying in the Workplace Attachment 3	This policy was adopted by Council in 1999 and last reviewed in 2021. It outlines Council's commitment to a workplace free from violence, harassment and bullying. Minor changes are proposed to this policy to affirm Council's position in relation to the policy content.
LG 514 Closed Circuit Television Systems and Body Worn Camera Footage Attachment 4	This policy was adopted by Council in 2012 and last reviewed in 2021. The policy establishes guidelines on the installation of CCTV and provision of body worn cameras including the management of recorded footage. The policy is proposed to be renamed to "CCTV and Management of Footage". Amendments are proposed to the policy to clarify: • Council's support in relation to the management of CCTV systems and body worn cameras. • Sufficient budget will be provided in each annual budget to maintain existing CCTV systems. • That CCTV footage may be released to the WA Police for an acceptable purpose in accordance with the Town's internal procedures.

LV 133 Dogs in Public Places Attachment 5	Section 31 of the <i>Dog Act 1976</i> provides that Council may, by absolute majority, designate areas under its care, control or management to be dog exercise areas or areas where dogs are prohibited. This policy was adopted by Council in 2014 to specify such areas. The policy was last reviewed in 2021. No changes are proposed to the areas specified under this policy. Minor formatting changes are proposed as shown in the report attachment. If a new dog exercise or prohibited area is proposed, local public notice must first be given advising of Council's intention.
LV 121 Keeping of More than Two Dogs on a Property Attachment 6	This policy was adopted by Council in 2009 and last reviewed in 2018. The power to determine applications for keeping more than two dogs on a property is delegated to the CEO under delegated authority DA 2.4.3. The delegation to the CEO includes conditions that must be applied to an approved exemption. The policy refers to a report being required to Council to determine applications contrary to the delegation. As this matter is governed by a delegation to the CEO, the policy is superseded and is proposed to be revoked. This will not preclude from an application being presented to Council for approval in certain circumstances i.e. where it does not comply with the conditions of the delegation.

PAST RESOLUTIONS

Ordinary Council Meeting, 26 August 2025, Council Resolution 118/25

That:

1. *The positions of Director Governance and People, Director Infrastructure and Director Planning and Environment be designated as Senior Employees under Sec 5.37 of the Local Government Act.*
2. *Any restructuring of these positions requires the continuation of this designation.*

CARRIED

Ordinary Council Meeting, 30 November 2021, Council Resolution 160/21

That Council

1. *Adopt Policy LG514, CCTV as shown in Attachment 2.*
2. *Delete Policy PE408, Body Worn Cameras as shown in Attachment 3.*
3. *Adopt Policy LV131, Precinct Parking Management as shown in Attachment 5.*
4. *Adopt Policy LV132, Parking Permits as shown in Attachment 7.*
5. *Adopt Policy LV133, Dogs in Public Places as shown in Attachment 9.*

CARRIED

Ordinary Council Meeting, 5 October 2021, Council Resolution 128/21

That Council

1. *Adopt Policy LG544 Work Health and Safety as shown at Attachment 1.*
2. *Adopt the amendments to Policy LG500 Effective People Management as shown at Attachment 3.*
3. *Adopt the amendments to Policy LG501 Elimination of Violence, Harassment and Bullying in the workplace as shown at Attachment 5.*

CARRIED

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

That Council:

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

CARRIED

FINANCIAL AND STAFF IMPLICATIONS

Not applicable.

POLICY AND STATUTORY IMPLICATIONS

Local Government Act 1995

Dog Act 1976

COMMUNICATION AND CONSULTATION

The policies have been reviewed by the Governance Team.

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.
- Continually assess our performance and implement initiatives that drive continuous improvement.

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

Moved: Cr Annette Suann

Seconded: Cr Ryan Brown

That Council:

1. **Revokes Council policy:**
 - (a) **LV121 Keeping of More than Two Dogs on a Property.**
2. **Adopts new and amended Council policies:**
 - (a) **LG550 Designated Senior Employees;**
 - (b) **LG500 People Management;**
 - (c) **LG501 Elimination of Violence, Harassment and Bullying in the Workplace;**
 - (d) **LG514 CCTV and Management of Footage; and**
 - (e) **LV133 Dogs in Public Places.**

AMENDMENT

COUNCIL RESOLUTION 134/25

Moved: Deputy Mayor Cr Paul Kelly

Seconded: Cr Sara Franklyn

That item 4 of Council Policy LG514 be amended to:

1. **Remove 'may' and replace with 'will'; and**
2. **Remove the words 'for an acceptable purpose'.**

Reason: To make it clear that the Town will release the information to the with WA Police if required by them.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

AMENDMENT

COUNCIL RESOLUTION 135/25

Moved: Cr Sara Franklyn

Seconded: Cr Annette Suann

That Item 2(c) of Council Policy LG501 be amended to delete the words “towards” and “from Council Members”

Reason: It is clearer and self-explanatory.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

AMENDMENT

Moved: Cr Graham Cameron

Seconded: Cr Shelley Hatton

That the definition of Workplace bullying in Council Policy LG501 be amended to delete the word 'offended'.

Reason: Because workplace bullying policy should not focus on whether someone feels offended but rather focus on the behaviour and the impact and whether it is reasonable for the conduct to cause harm.

PROCEDURAL MOTION**COUNCIL RESOLUTION 136/25**

Moved: Cr Jill Goetze

Seconded: Deputy Mayor Cr Paul Kelly

That the motion to amend Council Policy LG501 be deferred to the Ordinary Council Meeting to be held on 28 October 2025.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

AMENDED OFFICER RECOMMENDATION WAS PUT**COUNCIL RESOLUTION 137/25**

That Council:

- 1. Revokes Council policy:**
 - (a) LV121 Keeping of More than Two Dogs on a Property.**
- 2. Adopts new and amended Council policies:**
 - (a) LG550 Designated Senior Employees;**
 - (b) LG500 People Management;**
 - (c) LG501 Elimination of Violence, Harassment and Bullying in the Workplace as amended;**
 - (d) LG514 CCTV and Management of Footage as amended; and**
 - (e) LV133 Dogs in Public Places.**

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

TOWN of CLAREMONT

COUNCIL POLICY LG550

DESIGNATED SENIOR EMPLOYEES

KEY FOCUS AREA LEADERSHIP AND GOVERNANCE

Purpose

The purpose of this policy is to establish those positions designated by Council as Senior Employees.

Policy

In accordance with section 5.37 of the Act, a local government may designate employees or persons belonging to a class of employees to be Senior Employees. To give effect to this provision:

a) The following positions are designated as 'Senior Employees' for the purposes of the Act:

1. Chief Executive Officer
2. Director Corporate Services
3. Director Infrastructure
4. Director Planning & Regulatory Services

b) The CEO is to inform the Council of any proposal to employ or dismiss a Senior Employee.

c) The Council may accept or reject the CEO's recommendation, but if the Council rejects a recommendation, it is to inform the CEO of the reasons for doing so.

Other employees

In accordance with section 5.41 of the Act, the CEO is responsible for the employment, management supervision, direction and dismissal of all other employees

Document Control Box			
Legislation:	Local Government Act 1995 Relevant Industrial Awards and Agreements		
Organisational:			
Version #	Decision:	OCM Date:	Resolution Number:
1.			

TOWN of CLAREMONT

COUNCIL POLICY LG500

EFFECTIVE PEOPLE MANAGEMENT

KEY FOCUS AREA LEADERSHIP AND GOVERNANCE

Purpose

The purpose of this policy is to provide the principles for the effective management of human resources within the Town of Claremont (**Town**).

Policy

Council recognises the importance of a cohesive and supportive working environment in order to achieve the Town's [strategic and operational](#) goals.

In accordance with the [Act Local Government Act 1995](#), the Chief Executive Officer [is](#):

1. ~~Is~~ authorised to establish and review the Town's organisational structure.
2. ~~Is~~ authorised to employ such persons as ~~he/she~~ they believes are necessary and determine and amend position descriptions and classifications to enable the functions of the local government ~~and the functions of the Council~~ to be performed within the approved budget limit.
3. ~~Is~~ to decide the mix of permanent, contract, casual, full time or part time employment.
4. ~~Is~~ to provide qualitative and quantitative justification for any salary variations in the budget from the previous year and proposed budget cycle.

Council is committed to providing the budget and resources to ensure ~~the following~~:

1. that the Town has sufficient employee numbers to achieve its overall strategic objectives [and meet operational requirements](#).
2. a comprehensive induction and orientation program for new employees.
3. a performance management system linked to learning and development, training, developing career paths, succession planning and recognising and rewarding employees.
4. a culture of continuous improvement and learning and development.
5. to provide a fair and consistent approach to the way employee grievances and matters of poor standards of behaviour, conduct, performance, capability and attendance are dealt with.
6. planning, leading or facilitating organisational change with appropriate consultation.
7. a workplace that does not tolerate discrimination, bullying and/or harassment.

Document Control Box

Legislation:	Fair Work Act 2009 Local Government Act 1995 Industrial Relations Act 1979		
Organisational:	Employee Code of Conduct Discrimination, Harassment and Bullying Procedure IT, Social Media and e-communications Procedure Acceptable Use of IT Procedure Performance Assessment Cycle Procedure Grievance Procedure		
Version #	Decision:	OCM Date:	Resolution Number:
1.	Adopted	6 March 2012	23/12
2.	Reviewed	10 December 2013	360/13
3.	Reviewed	9 December 2014	203/14
4.	Reviewed	13 December 2016	206/16
5.	Reviewed	18 December 2018	228/18
6.	Modified	1 June 2021	066/21
7.	Modified	5 October 2021	128/21
8.	Modified		

COUNCIL POLICY LG501

TOWN of CLAREMONT

ELIMINATION OF VIOLENCE, HARASSMENT AND BULLYING IN THE WORKPLACE

KEY FOCUS AREA LEADERSHIP AND GOVERNANCE

Purpose

The purpose of this policy is to outline Council's commitment to a workplace free from violence, harassment and bullying.

Definitions

Workplace violence is an action or incident that physically or psychologically harms another person, including situations where employees and other people are threatened, attacked or physically assaulted. For the purpose of this policy, non-physical violence, such as verbal abuse, intimidation and threatening behaviour, are also considered forms of workplace violence that affect a person's health and wellbeing.

Harassment and bullying of any sort are subtle forms of workplace violence. **Harassment** is defined as any repeated unwelcome, offensive comment or action concerning a person's race, colour, language, ethnic origin, sex, marital status, pregnancy, and disability, political or religious conviction. It is behaviour towards another employee which is intimidating or embarrassing. Sexual harassment is a form of discrimination which contravenes this policy and is unlawful under the *WA Equal Opportunity Act 1984*.

Workplace bullying is defined as repeated, unreasonable or inappropriate behaviour directed towards a worker, or group of workers, that creates a risk to health and safety. Bullying in the workplace can be identified where employees are harmed, intimidated, threatened, victimised, undermined, offended, degraded or humiliated whether alone or in front of co-workers, clients, visitors or customers.

Bullying may involve verbal abuse and physical violence and also subtle intimidation with inappropriate comments about personal appearance, constant criticisms, isolation of workers from others and unrealistic, embarrassing or degrading work demands. Bullying can also be carried out via letters, emails and mobile telephone text messages.

Policy

Every ~~employee and individual including~~ Council Members has the right to carry out their job in an environment which is safe, free from harassment, promotes job satisfaction, maximises performance and provides economic security.

~~Council The Town of Claremont~~ has a no tolerance attitude to any form of violence, harassment and bullying in the workplace including between Council Members and/or towards employees from Council Members.

Council commits to the principles in the Code of Conduct for Council Members, Committee Members and Candidates.

Council recognises and supports that the Chief Executive Officer is responsible for:

a. Preparing and overseeing a Code of Conduct for employees; and

a-b. Approving, implementing and enforcing appropriate HR policies and procedures.

Document Control Box			
Legislation:	<i>Fair Work Act 2009</i> <i>Industrial Relations Act 1979</i> <i>Sex Discrimination Act 1984</i>		
Organisational:	Discrimination, Harassment and Bullying Procedure Code of Conduct for Council Members, Committee Members and Candidates Employee Code of Conduct		
Version #	Decision:	OCM Date:	Resolution Number:
1.	Adopted	28 September 1999	786/99
2.	Modified	21 May 2002	196/02
3.	Modified	5 October 2010	210/10
4.	Modified	6 March 2012	23/12
5.	Reviewed	10 December 2013	360/13
6.	Reviewed	9 December 2014	203/14
7.	Modified	13 December 2016	206/16
8.	Reviewed	18 December 2018	228/18
9.	Reviewed	1 June 2021	066/21
10.	Modified	5 October 2021	128/21
11.	Modified		

TOWN of CLAREMONT

COUNCIL POLICY LG514

closed-circuit television and body worn camera **CCTV AND MANAGEMENT OF****FOOTAGE**

LEADERSHIP AND GOVERNANCE

Purpose

The purpose of this policy is to establish guidelines on the installation of Closed-Circuit Television (CCTV) and provision of Body Worn Cameras Footage, and the management of footage, recorded data.

PolicyCouncil supports:

1. Subject to provision in the annual budget, CCTV systems will be installed in buildings, facilities and public areas when determined by the Town as necessary to assist with community safety and or the protection of assets, ~~and subject to provision in the annual budget~~.
- 1.2. Sufficient budget will be provided in each annual budget to maintain existing CCTV systems.
- 2.3. In accordance with Premier's Circular 2021/06 – Registration of CCTV Systems, the location of all public facing cameras within the Town will be registered with Cam-Map WA, a centralised map of public facing CCTV cameras utilised by WA Police.
4. The release or viewing of recorded footage and still photographs to the WA Police is permitted. CCTV footage is mainly intended for the Town's use. Unless specifically required under law, the release or viewing of recorded footage and still photographs other than to the WA Police is expressly prohibited. CCTV footage may also be released to the Police for an acceptable purpose. The Town has an approval process in place to ensure that CCTV footage can only be viewed, retrieved, copied or released by Authorised Personnel.
- 3.5. Body Worn Cameras will being provided to all members of the community safety team when on patrol to document law enforcement activity.
- 4.6. Recorded footage, images or records will be captured, accessed and stored in accordance with the Town's approved Record Keeping Plan.

Document Control Box	
Legislation:	<i>Surveillance Devices Act 1998</i> <i>State Records Act 2000</i> <i>Freedom of Information Act 1992</i> <i>Evidence Act 1906</i> Premier's Circular 2021/06 – Registration of CCTV Systems General Retention and Disposal Authority for Local Government Information DA 2023-005
Organisational:	CCTV Operating Procedure Body Worn Camera Work Procedures CCTV and Body Camera Management Procedure Council Policy LG518 Records Management Town of Claremont Record Keeping Plan

Version #	Decision:	OCM Date:	Resolution Number:
1.	Adopted	20 November 2012	222/12
2.	Reviewed	10 December 2013	360/13
3.	Reviewed	9 December 2014	203/14
4.	Reviewed	13 December 2016	206/16
5.	Modified	18 December 2018	228/18
6.	Modified	30 November 2021	160/21
7.	Modified		

COUNCIL POLICY LV133 DOGS IN PUBLIC PLACES

KEY FOCUS AREA LIVEABILITY

Purpose

The purpose of this policy is:

1. To establish dog exercise areas and areas where dogs are prohibited within the Town of Claremont (**the Town**) as required by the *Dog Act 1976*; and
2. For Council to determine suitable and sufficient in number dog exercise areas within the Town to meet the needs of dog owners and their dogs, balanced against the needs of other users and the environment.

Definitions

Dog Exercise Areas means areas where dogs can be off lead.

Policy

Places Where Dogs are Prohibited Absolutely (Excluding Assistance Dogs)

Subject to section 66J of the *Equal Opportunity Act 1984*, Council has determined that dogs are prohibited absolutely from entering or being in any of the following places:

- A public building unless permitted by a sign;
- A theatre or picture gardens;
- All food premises and food transport vehicles;
- A public swimming pool;
- Children's playgrounds;
- Lake Claremont, which is located on or in part of the following Lots 1, 2, 5, 6, 7, 8, 58, 150 and 900 as indicated in Schedule 2;
- Claremont Golf Course including the playing and practice areas; and
- Any other place prohibited to dogs under any written law.

Places Which are Dog Exercise Areas

For the purposes of the *Dog Act 1976*, Council has determined the following places as dog exercise areas:

- Reserve 2025 Victoria Avenue, known as Alex Prior Reserve;
- Reserve 4674 Agett and Bay Roads; known as Agett Road Reserve;
- Reserve 883 Bay View Terrace known as Claremont Park;
- Reserve 24626 known as Maclagan Park;;
- Portion of Lot 900 known as Lake Claremont parkland from the north end of Elliott Road to Alfred Road at Lake Claremont;
- Reserve 76350 Stubbs Terrace/ Mofflin Avenue known as Mofflin Park;
- Reserve 8003 known as Rowe Park;
- Reserve 24523 Foreshore, between Alex Prior Park and Jetty Road; and
- Reserve 8002, Claremont Oval (excluding when the Oval is in use by Claremont Football Club).

Excluding any carpark or ~~children~~-playground within these areas.

Document Control Box			
Legislation:	<i>Dog Act 1976</i>		
Organisational:	Nil		
Version #	Decision:	OCM Date:	Resolution Number:
1.	Adopted	5 August 2014	120/14
2.	Reviewed	9 December 2014	203/14
3.	Reviewed	15 December 2015	226/15
4.	Amended	21 June 2016	97/16
5.	Reviewed	13 December 2016	206/16
6.	Modified	18 December 201 8 ⁶	228/18 & 234/18
7.	Reviewed	3 November 2020	158/20
8.	Modified	30 November 2021	160/21
9.	Reviewed		

TOWN of CLAREMONT

COUNCIL POLICY LV121

KEEPING OF MORE THAN TWO DOGS ON A PROPERTY

KEY FOCUS AREA LIVEABILITY

Purpose

The purpose of this policy is to establish the set of standard conditions that are to be met by residents residing within the Town of Claremont who apply to Council to the keep more than two dogs at their property.

Policy

The conditions and criteria as set in this policy are derived from the powers the Town has conferred upon it under the *Dog Act 1976*. Applications from residents for the keeping of more than two dogs on a premise need to meet the following conditions:

- The applicant must pay the prescribed inspection and application fee as set by Council from time to time and such fees to be submitted with the initial application;
- The lot size must be 500 square metres or greater, (although the type / breed and number of dogs will determine Council's decision in this regard);
- The rear of the premises is to have sufficient area for the dogs to use, including an adequate grassed area;
- The owner or occupier of the premises on which the dogs are to be kept shall cause the premises or portion of the premises to be fenced or enclosed in a manner capable of confining the dogs. This shall have regard to the species, age, size and physical condition of the dogs to prevent them from passing over, under or through the fence.

If an application meets the above criteria, a report is to be prepared for consideration by the Council. The report is to include the following details:

1. Comments/Objections from neighbours – to be undertaken via letters to owners /occupiers of those properties in close proximity (and at least those contiguous with the applicant's property);
2. Any previous complaints in respect to licence history, barking, dogs wandering at large, dog attacks etc. that are relevant to the property and / or dogs in question; and
3. Comments from the applicants in regards to how they will be accommodating their responsibilities to their pet's requirements for:
 - a) Training;
 - b) Regular exercise; and
 - c) Veterinary checks / health programs.

Should Council approve the application in view of the applicant meeting the required criteria, the applicant will be advised in writing detailing the following conditions:

1. The approval only applies to those dogs listed in the application;
2. The premises must be maintained so that it complies with all the *Dog Act 1976* regulations in regards to keeping, control and containment of dogs;
3. That Ranger Services monitors this approval for any breach of the *Dog Act 1976*, or for any activities relating to the keeping of the dogs in question that may warrant the withdrawal of the approval;

4. The approval will be subject to review, should complaints be received which contravene the *Dog Act 1976*; and
5. All dogs to be licensed with the Town of Claremont.

In the event that Council rejects the application due to one or more of the above conditions not being met, the applicant will be advised, in accordance with the *Dog Act 1976*, that they have the right to appeal against Council's decision to the Minister for Local Government no later than 28 days after the day on which a notice of the decision that is appealable is served on the applicant affected by the decision.

Document Control Box			
Legislation:	<i>Dog Act 1976</i>		
Organisational:	Nil		
Version #	Decision:	OCM Date:	Resolution Number:
1.	Adopted	7 July 2009	182/09
2.	Reviewed	5 October 2010	210/10
3.	Reviewed	10 December 2013	360/13
4.	Reviewed	9 December 2014	203/14
5.	Reviewed	15 December 2015	226/15
6.	Reviewed	13 December 2016	206/16
7.	Reviewed	18 December 2018	228/18



13.1.2 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER (ITEM WITHDRAWN)

File Number: PER/00118
Author: Jessica Guy (Manager Governance and Records), Liz Ledger (Chief Executive Officer)
Authoriser: Liz Ledger (Chief Executive Officer)
Attachments: Nil

PURPOSE

For Council to consider the process for appointing an Acting Chief Executive Officer.

BACKGROUND

On 14 August 2025, the Chief Executive Officer (**CEO**), Ms Elizabeth Ledger tendered her resignation.

Ms Ledger's last working day with the Town is 31 October 2025.

Council Policy LG538 Appointment of Chief Executive Officer and Acting Chief Executive Officer provides in relation to the appointment of an Acting Chief Executive Officer:

1. Council consents to a member of the executive team being appointed as Acting Chief Executive Officer for a period of up to 30 business days.
2. Directors will be appointed to the role of Acting Chief Executive Officer at the discretion of the Chief Executive Officer, subject to performance and dependent on availability and operational requirements.
3. All appointments to the role shall be confirmed in writing by the Mayor.
4. Council may by resolution appoint a person other than an employee to act in the role of Acting Chief Executive Officer. Bar exceptional circumstances, this will be reserved for occasions where a member of the executive team is unavailable.
5. A Council resolution is required for appointment of Acting Chief Executive Officer for any periods exceeding 30 business days.

As the appointment of an Acting CEO will exceed 30 business days, Council is required to appoint an Acting CEO.

DISCUSSION

The caretaker period for the 2025 Election will end following the declaration of results of the election (18 October 2025 or shortly thereafter). During this period, Council cannot undertake a *significant act* which includes entering into a CEO employment contract (section 3.73 of the Act). Therefore, the next opportunity for Council to make this appointment would be OCM 28 October, with the timing outlined below.

Action	Date
Caretaker period ends New Council Sworn In	Wednesday 22 October
Ordinary Council Meeting	Tuesday 28 October
Current CEO's last day	Friday 31 October
New Acting CEO to commence	Monday 3 November

Given the timing of the current Chief Executive Officer's departure, and the cessation of the caretaker period being so close, the window to advise the preferred candidate, negotiate and finalise the contract, advise staff and stakeholders is challenging.

To manage this challenge, the Administration has enacted the following.

Requested Authorisation to Undertake a Significant Act

The Director General of the Department of Local Government, Industry Regulation and Safety may authorise a local government to do a significant act during the caretaker period where satisfied that it is necessary to ensure the proper operation of the local government.

The Administration wrote to the Department on 9 September 2025 requesting approval under section 3.73(6) of the Act to allow Council to appoint and enter into an employment contract with an Acting CEO during the caretaker period noting a contract needs to be offered promptly so that candidates do not accept another opportunity.

The Department has acknowledged the Town's correspondence; however, they have not provided direction at the time of writing this report. If this approval is received before the end of caretaker period, the Town will seek approval from the Mayor for a Special Council Meeting for Council to consider this item**.

The alternative option for Council's consideration is for Council to authorise the Chief Executive Officer Selection Panel to recommend to Council an Acting CEO at the October Ordinary Council Meeting on 28 October. This would enable the Selection Panel to review the list of available candidates and make an offer **subject to Council approval**.

The proposed timeline and process is set out below in Table A. Acting CEO Recruitment Timeline.

Table A

Steps	Item	Date
1	CEO Selection Panel consider and approach candidates for Acting CEO	Early October
2	Prepare a Report to Council whereby CEO Selection Panel make a recommendation to Council for an Acting CEO. Absolute majority required (section 5.36 of the Act)	OCM 28 October (**Or earlier if permitted by the Department)
3	Recommended candidate is advised. Staff are advised.	Wednesday 29 October
4	Acting CEO commences	3 November

Remuneration details are outlined in the Financial and Staff Implications section below.

PAST RESOLUTIONS

Ordinary Council Meeting 26 August 2025, Council Resolution 113/25

That Council:

1. *Notes the resignation of Ms Elizabeth Ledger as Chief Executive Officer dated 14 August 2025 with the CEO's last working day to be 14 November 2025.*
2. *Congratulates Ms Elizabeth Ledger on her appointment by the City of South Perth as their next Chief Executive Officer.*
3. *Establishes the CEO Selection Panel and adopts the Terms of Reference contained within Attachment 3.*
4. *Appoints the following Council Members to the CEO Selection Panel:*
 - a. *Mayor Jock Barker*
 - b. *Councillor Graham Cameron*
 - c. *Councillor Annette Suann*
 - d. *Councillor Sara Franklyn*
5. *Notes an independent member must be appointed to the Panel.*

6. *Authorises the Administration to:*
- a. *Seek nominations for an independent member of the CEO Selection Panel.*
 - b. *Procure quotations from external recruitment consultants.*

FINANCIAL AND STAFF IMPLICATIONS

A CEO is to be paid or provided with such remuneration as determined by the Salaries and Allowances Tribunal under the *Salaries and Allowances Act 1975*. The Tribunal has determined that the Town is in the classification band 3 with a salary range for the total reward package of a CEO of \$182,109 - \$300,370 for 2025/26.

Typical components of a total reward package include base salary and superannuation and may include association membership fees, performance incentives, cash in lieu of a motor vehicle etc. Additional benefits not included in the total reward package can include a telecommunications allowance and professional development allowance.

POLICY AND STATUTORY IMPLICATIONS

Local Government Act 1995

Section 5.39 of the *Local Government Act 1995* requires the employment of an external person as Acting CEO to be governed by a written contract.

Council Policy LG538 Appointment of Chief Executive Officer and Acting Chief Executive Officer

COMMUNICATION AND CONSULTATION

There is no requirement to advertise the position of CEO where it is proposed the position be filled by a person who will be acting in the position for a term not exceeding one-year (regulation 18A of the *Local Government (Administration) Regulations 1996*).

Communication of the appointment to staff and the community will be via social media and staff newsletter.

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.

URGENCY

Ms Ledger's employment with the Town will cease on 31 October 2025. An Acting CEO will need to be appointed from this period until the commencement of a permanent CEO.

VOTING REQUIREMENTS

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

OFFICER RECOMMENDATION

That Council authorises the CEO Selection Panel to approach suitable candidates and recommend an Acting Chief Executive Officer for appointment by Council.

The CEO having previously advised Council Members withdrew this item from consideration at the meeting.

13.1.3 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JULY 2025**File Number:** FIM/00079-002**Author:** Omar Shahin (Accountant)**Authoriser:** Liz Ledger (Chief Executive Officer)**Attachments:** 1. Financial Statements - 31 July 2025 [**13.1.3.1** - 9 pages]**PURPOSE**

For Council to note the Statement of Financial Activity (Financial Statements) for the period ended 31 July 2025.

BACKGROUND

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

DISCUSSION

The Financial Statements represent 2025-2026 operations to 31 July 2025 and compare year to date expenditure and revenue against the corresponding adopted budget of Council.

As shown on **Attachment 1**, the YTD balance of \$21,679,268 to 31 July 2025 is compared directly with the budget YTD of \$18,359,485. This is a favourable variance of \$3,319,783.

As detailed below, the \$3,319,783 variance is comprised of the following:

Opening Surplus	Favourable variance of \$2,718,274
Operating Revenue	Favourable variance of \$5,214
Operating Expenditure	Favourable variance of \$509,049
Non -cash adjustments	Unfavourable variance of \$8
Capital Revenue	No variance to budget
Proceed from disposal of assets	No variance to budget
Capital Expenditure	Favourable variance \$37,253
Net borrowing and lease payments	No variance to budget
Net reserve transfer	No variance to budget

The reported opening surplus in the Statement of Financial Activity is an estimated amount and will be subject to change upon the completion of the final audit by the Office of the Auditor General, in December 2025. The Town is working on the Annual Financial Statement for 2024/25 which is due for submission by 30 September 2025.

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

The measurement of the materiality is a percentage or value which is adopted each financial year by Council. The variances shown below have used the threshold of \$20,000 and 20%, as per the Council resolution on 09 July 2025, resolution 95/25.

Operating Revenue	
Rates	No variance analysis required, variance to budget is less than 20%
Operating grants, subsidies and contributions	No variance analysis required, variance to budget is less than 20%
Fees and charges	No variance analysis required, variance to budget is less than 20%
Interest earnings	No variance analysis required, variance to budget is less than 20%
Other revenue	No variance analysis required, variance to budget is less than 20%
Profit on asset disposal	No variance to budget
Operating expenses	
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	Favourable variance of \$42,926. Timing variance only.
Depreciation and amortisation	No variance analysis required, variance to budget is less than 20%
Insurance expenses	No variance analysis required, variance to budget is less than 20%
Interest expense	No variance analysis required, variance to budget is less than 20%
Other expenditure	No variance analysis required, variance to budget is less than 20%
Loss on asset disposal	No variance to budget
Investing Activities	
Capital grants, subsidies and contributions	No variance to budget
Proceed from disposal of assets	No variance to budget
Purchase of property, plant and equipment	No variance to budget
Purchase and construction of infrastructure	Favourable variance of \$37,253. This is a timing variance only. Weather conditions have resulted in delays to the commencement various roads and footpath works.
Payments for intangible assets	No variance to budget

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

Loans

As shown on page 6 of Attachment 1, the Town of Claremont has 3 Loans. The table below shows the opening and closing balances for 2025/2026 and the required repayments. Additionally, it sets out the maturity date for each loan.

	Principal Balance 1 July 2025	Repayments required for 2025/26				Principal Balance 30 June 2026
Loan 1 Aquatic Centre 6.34% interest	\$407,518	Date	Principal	Interest	Total	\$343,436
		15 Dec 25	\$31,540.92	\$12,918.32	\$44,459.24	
		15 Jun 25	\$32,450.76	\$11,918.48	\$44,459.24	
	Maturity date: 14 December 2030 (no ballon payment)					
Loan 2c 333 Stirling Highway 4.17% interest	\$3,812,296	Date	Principal	Interest	Total	\$3,459,322
		15 Sep 25	\$174,666.81	\$79,459.69	\$254,126.50	
		13 Mar 26	\$178,307.3	\$75,819.11	\$254,126.50	
	Maturity date: 13 March 2027 (balloon payment)					
Loan 3 327 Stirling Highway 4.45% interest rates	\$509,621	Date	Principal	Interest	Total	\$446,069
		26 Dec 25	\$31,426.14	\$11,339.08	\$42,765.22	
		26 Jun 25	\$32,125.37	\$10,639.85	\$42,765.22	
	Maturity date: 26 June 2032 (no ballon payment)					

PAST RESOLUTIONS

Ordinary Council Meeting 26 August 2025, Resolution 114/25.

That Council:

1. *Notes the Statement of Financial Activity covering the period 1 July 2024 to 30 June 2025.*
2. *Approves a budget amendment to increase the opening surplus in the 2025-26 budget by \$60,000 and increase the consultancy budget accordingly for*
 - a. *Recruitment of Chief Executive Officer*
 - b. *External Waste Audit/Review*

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*).

Council Members were advised of a correction to Attachment 13.1.3.1 as shown in blue on page 6 of the Attachment.

Items 13.1.3, 13.1.4 and 13.1.5 were carried en bloc.

COUNCIL RESOLUTION 138/25

Moved: Cr Graham Cameron

Seconded: Cr Annette Suann

That Council:

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

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0



Town of Claremont Financial Statements

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For the Period 01-Jul-2025 to 31-Jul-2025

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Town of Claremont Statement of Financial Activity

By Nature or Type
For the Period 01-Jul-2025 to 31-Jul-2025

	Adopted Budget	Amended Budget	Amended Budget YTD	Actuals YTD	Variance \$	Variance %
Operating Activities						
Net current assets - Opening surplus/(deficit)	1,786,834	1,896,834	1,786,834	4,505,108	2,718,274	152%
Revenue						
Rates revenue	18,678,635	18,678,635	18,628,635	18,626,485	(2,150)	0%
Operating grants, subsidies, and contributions	845,906	845,906	55,393	59,052	3,659	7%
Fees and charges	4,327,730	4,327,730	818,670	872,879	54,210	7%
Service charges	0	0	0	0	0	0%
Interest earnings	852,918	852,918	101,667	100,138	(1,529)	-2%
Other revenue	68,809	68,809	5,883	6,907	1,024	17%
Profit on disposal of assets	0	0	0	0	0	0%
	24,773,998	24,773,998	19,610,248	19,665,461	55,214	0%
Expenses						
Employee costs	(10,203,477)	(10,203,477)	(784,508)	(679,361)	105,148	-13%
Materials and contracts	(10,522,263)	(10,582,263)	(1,956,455)	(1,610,657)	345,797	-18%
Utility charges	(731,634)	(731,634)	(55,143)	(12,217)	42,926	-78%
Depreciation and amortisation	(4,562,885)	(4,562,885)	(380,248)	(380,240)	8	0%
Insurance expenses	(318,763)	(318,763)	(159,383)	(142,431)	16,952	-11%
Interest expenses	(216,752)	(216,752)	(126)	(130)	(4)	3%
Other expenditure	(979,898)	(979,898)	(16,101)	(17,878)	(1,777)	11%
Loss on disposal of assets	0	0	0	0	0	0%
	(27,535,672)	(27,595,672)	(3,351,964)	(2,842,915)	509,049	-15%
Non-cash amounts excluded from operating activities	4,562,885	4,562,885	380,248	380,240	(8)	0%
Amount attributable to operating activities	3,588,045	3,638,045	18,425,366	21,707,895	3,282,530	18%
Investing Activities						
Capital grants, subsidies, and contributions	736,286	736,286	0	0	0	0%
Proceeds from disposal of assets	212,300	212,300	0	0	0	0%
Purchase of property, plant, and equipment	(905,000)	(1,056,470)	0	0	0	0%
Purchase and construction of infrastructure	(4,680,045)	(4,680,045)	(57,185)	(19,932)	37,253	-65%
Payments for intangible assets	0	0	0	0	0	0%
Amount attributable to investing activities	(4,636,459)	(4,787,929)	(57,185)	(19,932)	37,253	-65%
Financing Activities						
Repayment of borrowings	(480,607)	(480,607)	0	0	0	0%
Proceeds from borrowings	0	0	0	0	0	0%
Payments for principal portion of lease liability	(17,607)	(17,607)	0	0	0	0%
Transfers to reserves	(1,281,009)	(1,281,009)	(8,696)	(8,696)	0	0%
Transfers from reserves	2,827,637	2,929,107	0	0	0	0%
Amount attributable to financing activities	1,048,414	1,149,884	(8,696)	(8,696)	0	0%
Surplus/(deficit) after imposition of general rates	0	0	18,359,485	21,679,268	3,319,783	18%



Town of Claremont Statement of Net Current Assets

	Balance As At 01-Jul-25	Balance As At 31-Jul-2025
Current Assets		
Cash and cash equivalents	18,745,952	16,272,661
Trade and other receivables	2,006,889	24,035,260
Other Financial Assets	0	0
Inventories	14,915	14,915
Other assets	165,863	165,863
Total Current Assets	20,933,620	40,488,699
Current Liabilities		
Trade and other payables	(3,026,364)	(5,261,029)
Lease Liabilities	(9,707)	(10,009)
Borrowings	(480,607)	(480,607)
Employee provisions	(511,343)	(454,754)
Other provisions	0	0
Other liabilities	0	(75,077)
Clearing accounts	(202,293)	(329,020)
Total Current Liabilities	(4,230,314)	(6,610,496)
Adjustments to NCA		
Less: Reserves	(12,689,551)	(12,689,551)
Add: Borrowings	480,607	480,607
Add: Lease Liabilities	10,747	10,009
Total Adjustments	(12,198,197)	(12,198,935)
Net Current Assets	4,505,108	21,679,268



Town of Claremont Statement of Financial Position

	Balance as at 01-Jul-25	Balance as at 31-Jul-2025
Assets		
Current Assets		
Cash and cash equivalents	18,745,952	16,272,661
Trade and other receivables	2,006,889	24,035,260
Other financial assets	0	0
Inventories	14,915	14,915
Other assets	165,863	165,863
Total Current Assets	20,933,620	40,488,699
Non Current Assets		
Trade and other receivables	312,806	307,500
Property, plant and equipment	121,232,947	121,071,403
Infrastructure	89,592,222	89,393,951
Intangibles	0	0
Right of use assets	3,053	3,053
Other financial assets	881,276	881,276
Total Non Current Assets	212,022,303	211,657,183
Total Assets	232,955,922	252,145,882
Liabilities		
Current Liabilities		
Trade and other payables	(3,026,364)	(5,261,029)
Lease Liabilities	(10,747)	(10,009)
Borrowings	(480,607)	(480,607)
Employee provisions	(511,343)	(454,754)
Other provisions	0	0
Other liabilities	0	(75,077)
Clearing accounts	(202,293)	(329,020)
Total Current Liabilities	(4,029,061)	(6,610,496)
Non Current Liabilities		
Borrowings	(4,248,828)	(4,248,828)
Lease liabilities	0	0
Employee provisions	(541,249)	(541,249)
Other provisions	0	0
Other liabilities	(25,972)	(25,972)
Total Non Current Liabilities	(4,816,049)	(4,816,049)
Total Liabilities	(9,047,403)	(11,426,545)
Equity		
Retained surplus	(65,356,094)	(66,318,343)
Reserves - cash/financial asset backed	(12,689,551)	(12,689,551)
Revaluation surplus	(144,888,896)	(144,888,896)
Current year (profit)/loss	(973,978)	(16,822,546)
Total Equity	(223,908,520)	(240,719,337)



Town of Claremont Statement of Comprehensive Income

By Nature or Type
For the Period 01-Jul-2025 to 31-Jul-2025

	Adopted Budget	Amended Budget YTD	Actuals YTD
Revenue			
Rates	18,678,635	18,628,635	18,626,485
Operating grants, subsidies, and contributions	845,906	55,393	59,052
Fees and charges	4,327,730	818,670	872,879
Service charges	0	0	0
Interest earnings	852,918	101,667	100,138
Other revenue	68,809	5,883	6,907
	<u>24,773,998</u>	<u>19,610,248</u>	<u>19,665,461</u>
Expenses			
Employee costs	(10,203,477)	(784,508)	(679,361)
Materials and contracts	(10,522,263)	(1,956,455)	(1,610,657)
Utility charges	(731,634)	(55,143)	(12,217)
Depreciation and amortisation	(4,562,885)	(380,248)	(380,240)
Insurance expenses	(318,763)	(159,383)	(142,431)
Interest expenses	(216,752)	(126)	(130)
Other expenditure	(979,898)	(16,101)	(17,878)
	<u>(27,535,672)</u>	<u>(3,351,964)</u>	<u>(2,842,915)</u>
Net Operating	<u>(2,761,674)</u>	<u>16,258,284</u>	<u>16,822,546</u>
Capital grants, subsidies, and contributions	736,286	0	0
Profit on disposal of assets	0	0	0
Loss on disposal of assets	0	0	0
	<u>736,286</u>	<u>0</u>	<u>0</u>
Net Result for the Period	<u>(2,025,388)</u>	<u>16,258,284</u>	<u>16,822,546</u>
Other Comprehensive Income			
Changes in asset revaluation surplus	0	0	0
Total Other Comprehensive Income	<u>0</u>	<u>0</u>	<u>0</u>
Total Comprehensive Income for the Period	<u>(2,025,388)</u>	<u>16,258,284</u>	<u>16,822,546</u>



Town of Claremont Borrowings & Leases

For the Period 01-Jul-2025 to 31-Jul-2025

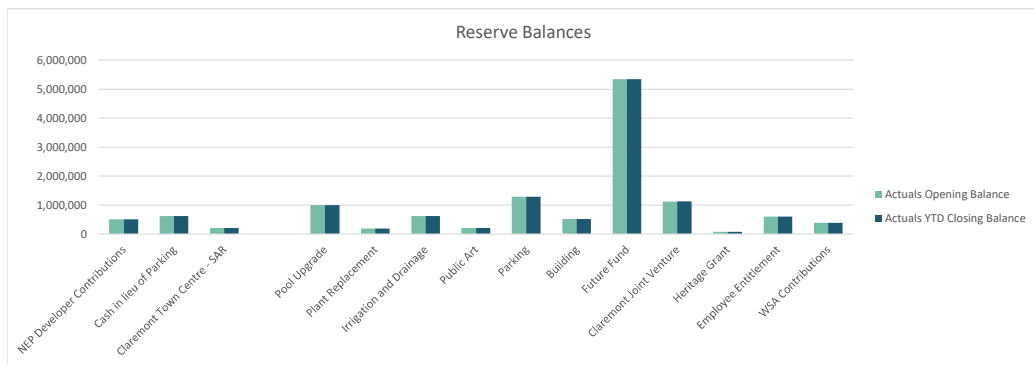
Adopted Budget									Actuals YTD				
Loan Description	Loan Number	Institution	Maturity Date	Interest Rate	Opening Balance	Repayments	Closing Balance	Interest	Opening Balance	Proceeds	Repayments	Closing Balance	Interest
Aquatic Centre Refurbishment	1	WATC	14/12/2030	6.34%	407,518	(64,082)	343,436	(24,837)	407,518	0		407,518	0
327 Stirling Highway	3	WATC	26/06/2032	4.45%	509,621	(63,552)	446,069	(21,979)	509,621	0		509,621	0
333 Stirling Highway	2C	WATC	13/03/2027	4.17%	3,812,296	(352,973)	3,459,323	(155,279)	3,812,296	0		3,812,296	0
					4,729,435	(480,607)	4,248,828	(202,095)	4,729,435	0	0	4,729,435	0
Adopted Budget									Actuals YTD				
Lease Description	Lease Number	Institution	Maturity Date	Interest Rate	Opening Balance	Repayments	Closing Balance	Interest	Opening Balance	New leases during 2025/26	Repayments	Closing Balance	Interest
Data & Software Storage	EL227	Dell	31/03/2025	2.71%			0			0		0	
Printer/ Copiers	EL228	Kyocera	31/01/2026	2.05%	5,154	(5,607)	(453)	(14,648)		0		0	(130)
Wide Area Network	EL225	TPG	19/04/2026	3.00%			0			0		0	
Coffee Machine	PE459	Gesha Coffee Co.	30/09/2024	0.71%			0	(10)		0		0	0
Parking Bays - Bunnings	BLD54	Charter Hall	30/06/2025	1.69%			0			0		0	
					5,154	(5,607)	(453)	(14,658)	0	0	0	0	(130)



Town of Claremont Reserve Movements

For the Period 01-Jul-2025 to 31-Jul-2025

Reserve	Amended Budget				Actuals YTD			
	Opening Balance	Transfer To	Transfer From	Closing Balance	Opening Balance	Transfer To	Transfer From	Closing Balance
NEP Developer Contributions	494,200	621,915	(1,116,115)	0	507,846	348	0	508,194
Cash in lieu of Parking	603,699	23,405	0	627,104	620,370	425	0	620,795
Claremont Town Centre - SAR	205,806	7,979	0	213,785	211,489	145	0	211,634
Pool Upgrade	945,690	298	(450,000)	495,988	997,494	684	0	998,178
Plant Replacement	185,000	0	(185,000)	0	189,394	130	0	189,524
Irrigation and Drainage	608,187	21,253	(60,000)	569,440	623,434	427	0	623,861
Public Art	214,623	5,995	(60,000)	160,618	211,185	145	0	211,330
Parking	1,253,988	48,616	0	1,302,604	1,288,615	883	0	1,289,498
Building	501,638	19,448	0	521,086	515,490	353	0	515,843
Future Fund	5,196,405	256,161	(300,000)	5,152,566	5,339,896	3,659	0	5,343,555
Claremont Joint Venture	1,095,538	40,147	(60,000)	1,075,685	1,125,790	771	0	1,126,561
Heritage Grant	83,454	2,654	(15,000)	71,108	76,303	52	0	76,355
Employee Entitlement	562,553	54,871	(381,522)	235,902	600,157	411	0	600,568
WSA Contributions	314,024	178,267	(200,000)	292,291	382,088	262	0	382,350
Reserve Total	12,264,805	1,281,009	(2,827,637)	10,718,177	12,689,551	8,696	0	12,698,247

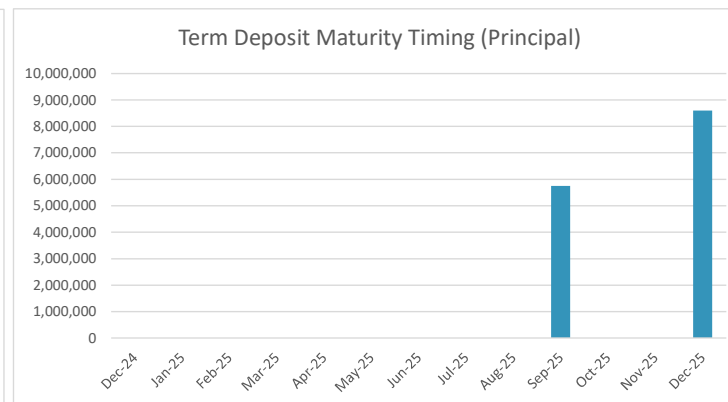
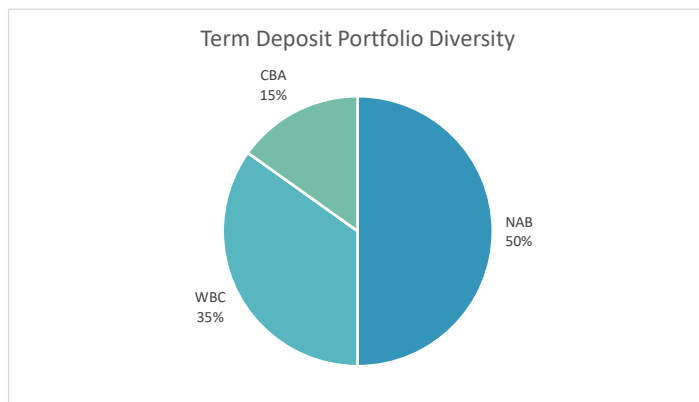




Town of Claremont Investments

For the Period 01-Jul-2025 to 31-Jul-2025

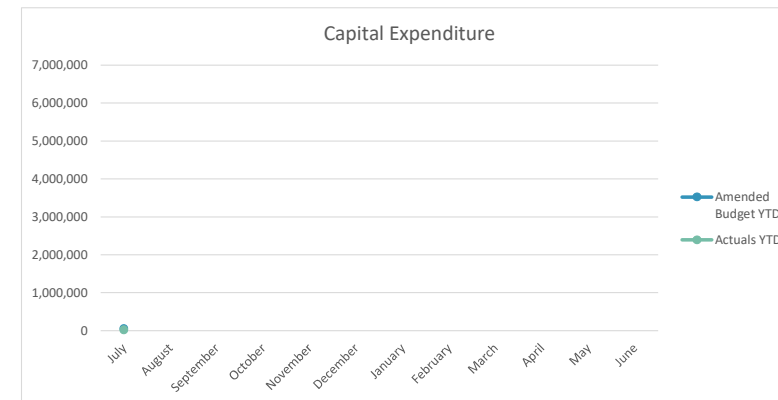
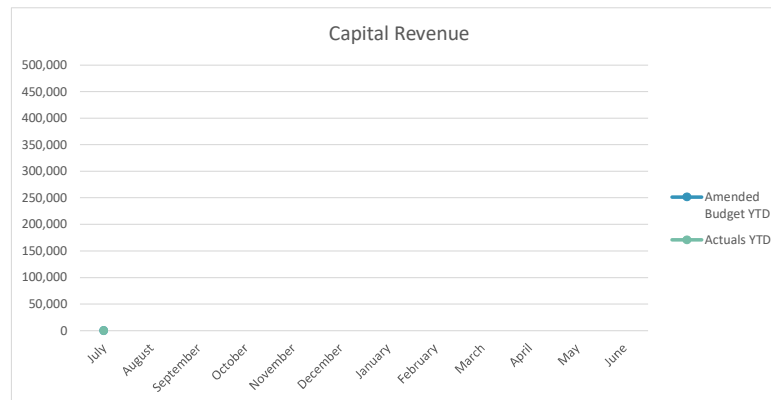
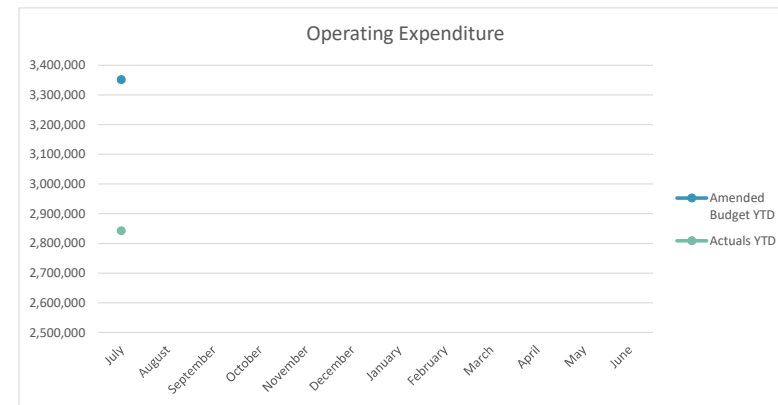
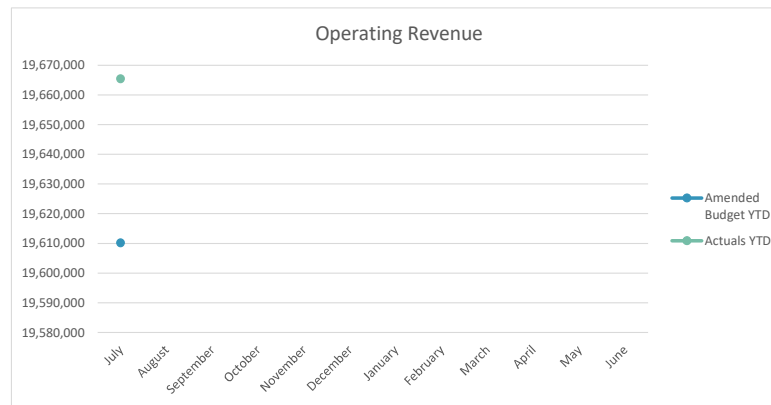
Bank	Type	Reference	Interest Rate	Investment Date	Maturity Date	Term (Days)	Invested Amount
NAB	At Call - Pooled investments		4.20%	1/07/2023			1,405,226
NAB	At Call - Damage Bonds		4.20%	1/07/2023			203,504
							1,608,731
CBA	Term Deposit	TD415	4.57%	20/09/2024	19/09/2025	365	2,171,604
WBC	Term Deposit	TD406	4.96%	17/12/2024	17/12/2025	365	1,332,647
WBC	Term Deposit	TD409	4.96%	17/12/2024	17/12/2025	365	1,165,605
NAB	Term Deposit	TD419	4.92%	13/09/2024	12/09/2025	365	3,576,800
NAB	Term Deposit	TD427	5.00%	17/12/2024	17/12/2025	365	3,000,000
WBC	Term Deposit	TD428	4.96%	19/12/2024	19/12/2025	365	2,500,000
NAB	Term Deposit	TD429	5.00%	17/12/2024	17/12/2025	365	600,000
							14,346,656
							15,955,387





Town of Claremont Graphical Representation

For the Period 01-Jul-2025 to 31-Jul-2025



13.1.4 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 2025**File Number:** FIM/00079-002**Author:** Omar Shahin (Accountant)**Authoriser:** Liz Ledger (Chief Executive Officer)**Attachments:** 1. Financial Statements - 31 August 2025 [13.1.4.1 - 9 pages]**PURPOSE**

For Council to note the Statement of Financial Activity (Financial Statements) for the period ended 31 August 2025.

BACKGROUND

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

DISCUSSION

The Financial Statements (**Attachment 1**) represent the 2025/26 operations to 31 August 2025 and compare year to date expenditure and revenue against the corresponding adopted budget of Council.

The YTD balance of \$20,578,981 to 31 August 2025 is compared directly with the budget YTD of \$16,875,431. This is a favourable variance of \$3,703,550.

As detailed below, the \$3,703,550 variance is comprised of the following:

Opening Surplus	Favourable variance of \$2,718,274
Operating Revenue	Favourable variance of \$97,455
Operating Expenditure	Favourable variance of \$819,472
Non- cash adjustments	Unfavourable variance of \$15
Capital Revenue	Unfavourable variance of \$92,108
Proceed from disposal of assets	No variance to budget
Capital Expenditure	Favourable variance of \$160,472
Net borrowing and lease payments	No variance to budget
Net reserve transfer	No variance to budget

The reported opening surplus in the Statement of Financial Activity is an estimated amount and will be subject to change upon the completion of the final audit by the Office of the Auditor General, in December 2025. The Town is working on the Annual Financial Statement for 2024/25 which is due for submission by 30 September 2025.

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

The measurement of the materiality is a percentage or value which is adopted each financial year by Council. The variances shown below have used the threshold of \$20,000 and 20%, as per the Council resolution on 9 July 2025, resolution 95/25.

Operating Revenue	
Rates	No variance analysis required, variance to budget is less than 20%
Operating grants, subsidies and contributions	No variance analysis required, variance to budget is less than 20%
Fees and charges	No variance analysis required, variance to budget is less than 20%
Interest earnings	No variance analysis required, variance to budget is less than 20%
Other revenue	Favourable variance of \$69,150, mainly due to: • Unbudgeted insurance claim reimbursement for \$43,472. • Timing variance of \$14,500 for reimbursement from tenants for utilities and insurance expenses. • Unbudgeted commission of \$3,200 from the Art Awards.
Profit on asset disposal	No variance to budget
Operating expenses	
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	Favourable variance of \$73,991. Timing variance only.
Depreciation and amortisation	No variance analysis required, variance to budget is less than 20%
Insurance expenses	No variance analysis required, variance to budget is less than 20%
Interest expense	No variance analysis required, variance to budget is less than 20%
Other expenditure	No variance analysis required, variance to budget is less than 20%
Loss on asset disposal	No variance to budget
Investing Activities	
Capital grants, subsidies and contributions	Unfavourable permanent variance of \$92,108 in relation to funding from the Main Roads Direct Grant.
Proceed from disposal of assets	No variance to budget
Purchase of property, plant and equipment	No variance to budget
Purchase and construction of infrastructure	Favourable variance of \$160,472. This is a timing variance only; poor weather conditions have resulted in delays to the commencement various footpath works.
Payments for intangible assets	No variance to budget

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

Loans

As shown on page 6 of Attachment 1, the Town of Claremont has 3 Loans. The table below shows the opening and closing balances for 2025/2026 and the required repayments. Additionally, it sets out the maturity date for each loan.

	Principal Balance 1 July 2025	Repayments required for 2025/26				Principal Balance 30 June 2026
Loan 1 Aquatic Centre 6.34% interest	\$407,518	Date	Principal	Interest	Total	\$343,436
		15 Dec 25	\$31,540.92	\$12,918.32	\$44,459.24	
		15 Jun 25	\$32,450.76	\$11,918.48	\$44,459.24	
	Maturity date: 14 December 2030 (no ballon payment)					
Loan 2c 333 Stirling Highway 4.17% interest	\$3,812,296	Date	Principal	Interest	Total	\$3,459,322
		15 Sep 25	\$174,666.81	\$79,459.69	\$254,126.50	
		13 Mar 26	\$178,307.39	\$75,819.11	\$254,126.50	
	Maturity date: 13 March 2027 (balloon payment)					
Loan 3 327 Stirling Highway 4.45% interest rates	\$509,621	Date	Principal	Interest	Total	\$446,069
		26 Dec 25	\$31,426.14	\$11,339.08	\$42,765.22	
		26 Jun 25	\$32,125.37	\$10,639.85	\$42,765.22	
	Maturity date: 26 June 2032 (no ballon payment)					

PAST RESOLUTIONS

Ordinary Council Meeting 26 August 2025, Resolution 114/25.

That Council:

1. *Notes the Statement of Financial Activity covering the period 1 July 2024 to 30 June 2025.*
2. *Approves a budget amendment to increase the opening surplus in the 2025-26 budget by \$60,000 and increase the consultancy budget accordingly for*
 - a. *Recruitment of Chief Executive Officer*
 - b. *External Waste Audit/Review*

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*).

Council Members were advised of a correction to Attachment 13.1.4.1 as shown in blue on page 6 of the Attachment.

Items 13.1.3, 13.1.4 and 13.1.5 were carried en bloc.

COUNCIL RESOLUTION 139/25

Moved: Cr Graham Cameron

Seconded: Cr Annette Suann

That Council:

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

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0



Town of Claremont Financial Statements

Table of Contents
For the Period 01-Jul-2025 to 31-Aug-2025

Statement of Financial Activity	2
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Statement of Financial Position	5
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Investment	8
Graphical Representation	9



Town of Claremont Statement of Financial Activity

By Nature or Type
For the Period 01-Jul-2025 to 31-Aug-2025

	Adopted Budget	Amended Budget	Amended Budget YTD	Actuals YTD	Variance \$	Variance %
Operating Activities						
Net current assets - Opening surplus/(deficit)	1,786,834	1,896,834	1,786,834	4,505,108	2,718,274	152%
Revenue						
Rates revenue	18,678,635	18,678,635	18,628,635	18,626,485	(2,150)	0%
Operating grants, subsidies, and contributions	845,906	845,906	110,259	115,396	5,137	5%
Fees and charges	4,327,730	4,327,730	1,172,710	1,199,269	26,560	2%
Service charges	0	0	0	0	0	0%
Interest earnings	852,918	852,918	115,334	114,092	(1,242)	-1%
Other revenue	68,809	68,809	10,251	79,401	69,150	675%
Profit on disposal of assets	0	0	0	0	0	0%
	24,773,998	24,773,998	20,037,189	20,134,643	97,455	0%
Expenses						
Employee costs	(10,203,477)	(10,203,477)	(1,683,364)	(1,392,467)	290,896	-17%
Materials and contracts	(10,522,263)	(10,582,263)	(2,612,125)	(2,173,220)	438,904	-17%
Utility charges	(731,634)	(731,634)	(121,721)	(47,730)	73,991	-61%
Depreciation and amortisation	(4,562,885)	(4,562,885)	(760,496)	(760,481)	15	0%
Insurance expenses	(318,763)	(318,763)	(159,383)	(142,431)	16,952	-11%
Interest expenses	(216,752)	(216,752)	(252)	(245)	7	-3%
Other expenditure	(979,898)	(979,898)	(143,461)	(144,754)	(1,293)	1%
Loss on disposal of assets	0	0	0	0	0	0%
	(27,535,672)	(27,595,672)	(5,480,801)	(4,661,330)	819,472	-15%
Non-cash amounts excluded from operating activities	4,562,885	4,562,885	760,496	760,481	(15)	0%
Amount attributable to operating activities	3,588,045	3,638,045	17,103,718	20,738,903	3,635,185	21%
Investing Activities						
Capital grants, subsidies, and contributions	736,286	736,286	130,000	37,892	(92,108)	-71%
Proceeds from disposal of assets	212,300	212,300	0	0	0	0%
Purchase of property, plant, and equipment	(955,000)	(1,106,470)	0	0	0	0%
Purchase and construction of infrastructure	(4,630,045)	(4,630,045)	(345,335)	(184,862)	160,472	-46%
Payments for intangible assets	0	0	0	0	0	0%
Amount attributable to investing activities	(4,636,459)	(4,787,929)	(215,335)	(146,970)	68,364	-32%
Financing Activities						
Repayment of borrowings	(480,607)	(480,607)	0	0	0	0%
Proceeds from borrowings	0	0	0	0	0	0%
Payments for principal portion of lease liability	(17,607)	(17,607)	0	0	0	0%
Transfers to reserves	(1,281,009)	(1,281,009)	(12,952)	(12,952)	0	0%
Transfers from reserves	2,827,637	2,929,107	0	0	0	0%
Amount attributable to financing activities	1,048,414	1,149,884	(12,952)	(12,952)	0	0%
Surplus/(deficit) after imposition of general rates	0	0	16,875,431	20,578,981	3,703,550	22%



Town of Claremont Statement of Net Current Assets

	Balance As At 01-Jul-25	Balance As At 31-Aug-2025
Current Assets		
Cash and cash equivalents	18,745,952	19,850,723
Trade and other receivables	2,006,889	18,622,838
Other Financial Assets	0	0
Inventories	14,915	14,915
Other assets	165,863	165,863
Total Current Assets	20,933,620	38,654,340
Current Liabilities		
Trade and other payables	(3,026,364)	(4,791,893)
Lease Liabilities	(9,707)	(9,256)
Borrowings	(480,607)	(480,607)
Employee provisions	(511,343)	(454,582)
Other provisions	0	0
Other liabilities	0	(75,077)
Clearing accounts	(202,293)	(64,256)
Total Current Liabilities	(4,230,314)	(5,875,671)
Adjustments to NCA		
Less: Reserves	(12,689,551)	(12,689,551)
Add: Borrowings	480,607	480,607
Add: Lease Liabilities	10,747	9,256
Total Adjustments	(12,198,197)	(12,199,688)
Net Current Assets	4,505,108	20,578,981



Town of Claremont Statement of Financial Position

	Balance as at 01-Jul-25	Balance as at 31-Aug-2025
Assets		
Current Assets		
Cash and cash equivalents	18,745,952	19,850,723
Trade and other receivables	2,006,889	18,622,838
Other financial assets	0	0
Inventories	14,915	14,915
Other assets	165,863	165,863
Total Current Assets	20,933,620	38,654,340
Non Current Assets		
Trade and other receivables	312,806	306,931
Property, plant and equipment	121,232,947	120,909,860
Infrastructure	89,592,222	89,340,185
Intangibles	0	0
Right of use assets	3,053	3,053
Other financial assets	881,276	881,276
Total Non Current Assets	212,022,303	211,441,304
Total Assets	232,955,922	250,095,644
Liabilities		
Current Liabilities		
Trade and other payables	(3,026,364)	(4,791,893)
Lease Liabilities	(10,747)	(9,256)
Borrowings	(480,607)	(480,607)
Employee provisions	(511,343)	(454,582)
Other provisions	0	0
Other liabilities	0	(75,077)
Clearing accounts	(202,293)	(64,256)
Total Current Liabilities	(4,029,061)	(5,875,671)
Non Current Liabilities		
Borrowings	(4,248,828)	(4,248,828)
Lease liabilities	0	0
Employee provisions	(541,249)	(541,249)
Other provisions	0	0
Other liabilities	(25,972)	(25,972)
Total Non Current Liabilities	(4,816,049)	(4,816,049)
Total Liabilities	(9,047,403)	(10,691,720)
Equity		
Retained surplus	(65,356,094)	(66,314,271)
Reserves - cash/financial asset backed	(12,689,551)	(12,689,551)
Revaluation surplus	(144,888,896)	(144,888,896)
Current year (profit)/loss	(973,978)	(15,511,206)
Total Equity	(223,908,520)	(239,403,924)



Town of Claremont

Statement of Comprehensive Income

By Nature or Type
For the Period 01-Jul-2025 to 31-Aug-2025

	Adopted Budget	Amended Budget YTD	Actuals YTD
Revenue			
Rates	18,678,635	18,628,635	18,626,485
Operating grants, subsidies, and contributions	845,906	110,259	115,396
Fees and charges	4,327,730	1,172,710	1,199,269
Service charges	0	0	0
Interest earnings	852,918	115,334	114,092
Other revenue	68,809	10,251	79,401
	<u>24,773,998</u>	<u>20,037,189</u>	<u>20,134,643</u>
Expenses			
Employee costs	(10,203,477)	(1,683,364)	(1,392,467)
Materials and contracts	(10,522,263)	(2,612,125)	(2,173,220)
Utility charges	(731,634)	(121,721)	(47,730)
Depreciation and amortisation	(4,562,885)	(760,496)	(760,481)
Insurance expenses	(318,763)	(159,383)	(142,431)
Interest expenses	(216,752)	(252)	(245)
Other expenditure	(979,898)	(143,461)	(144,754)
	<u>(27,535,672)</u>	<u>(5,480,801)</u>	<u>(4,661,330)</u>
Net Operating	<u>(2,761,674)</u>	<u>14,556,388</u>	<u>15,473,314</u>
Capital grants, subsidies, and contributions	736,286	130,000	37,892
Profit on disposal of assets	0	0	0
Loss on disposal of assets	0	0	0
	<u>736,286</u>	<u>130,000</u>	<u>37,892</u>
Net Result for the Period	<u>(2,025,388)</u>	<u>14,686,388</u>	<u>15,511,206</u>
Other Comprehensive Income			
Changes in asset revaluation surplus	0	0	0
Total Other Comprehensive Income	<u>0</u>	<u>0</u>	<u>0</u>
Total Comprehensive Income for the Period	<u>(2,025,388)</u>	<u>14,686,388</u>	<u>15,511,206</u>



Town of Claremont Borrowings & Leases

For the Period 01-Jul-2025 to 31-Aug-2025

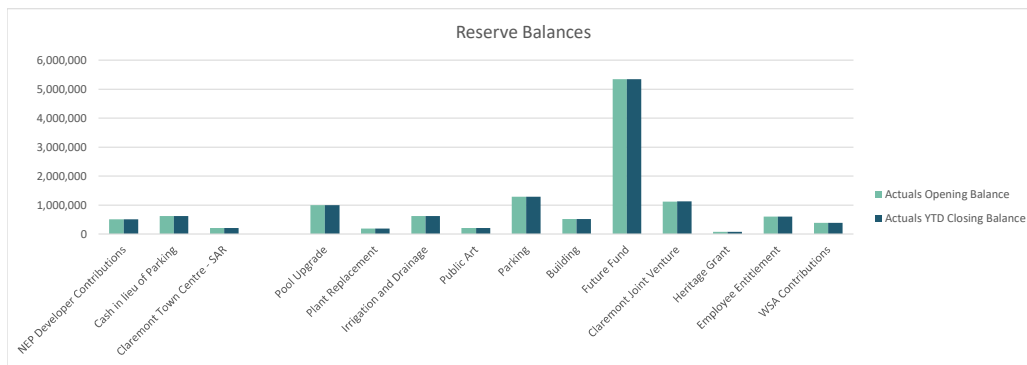
Adopted Budget									Actuals YTD				
Loan Description	Loan Number	Institution	Maturity Date	Interest Rate	Opening Balance	Repayments	Closing Balance	Interest	Opening Balance	Proceeds	Repayments	Closing Balance	Interest
Aquatic Centre Refurbishment	1	WATC	14/12/2030	6.34%	407,518	(64,082)	343,436	(24,837)	407,518	0		407,518	0
327 Stirling Highway	3	WATC	26/06/2032	4.45%	509,621	(63,552)	446,069	(21,979)	509,621	0		509,621	0
333 Stirling Highway	2C	WATC	13/03/2027	4.17%	3,812,296	(352,973)	3,459,323	(155,279)	3,812,296	0		3,812,296	0
					4,729,435	(480,607)	4,248,828	(202,095)	4,729,435	0	0	4,729,435	0
Adopted Budget									Actuals YTD				
Lease Description	Lease Number	Institution	Maturity Date	Interest Rate	Opening Balance	Repayments	Closing Balance	Interest	Opening Balance	New leases during 2025/26	Repayments	Closing Balance	Interest
Data & Software Storage	EL227	Dell	31/03/2025	2.71%			0				0	0	
Printer/ Copiers	EL228	Kyocera	31/01/2026	2.05%	5,154	(5,607)	(453)	(14,648)			0	0	(245)
Wide Area Network	EL225	TPG	19/04/2026	3.00%			0				0	0	
Coffee Machine	PE459	Gesha Coffee Co.	30/09/2024	0.71%			0	(10)			0	0	0
Parking Bays - Bunnings	BLD54	Charter Hall	30/06/2025	1.69%			0				0	0	
					5,154	(5,607)	(453)	(14,658)	0	0	0	0	(245)



Town of Claremont Reserve Movements

For the Period 01-Jul-2025 to 31-Aug-2025

Reserve	Amended Budget				Actuals YTD			
	Opening Balance	Transfer To	Transfer From	Closing Balance	Opening Balance	Transfer To	Transfer From	Closing Balance
NEP Developer Contributions	494,200	621,915	(1,116,115)	0	507,846	518	0	508,364
Cash in lieu of Parking	603,699	23,405	0	627,104	620,370	633	0	621,003
Claremont Town Centre - SAR	205,806	7,979	0	213,785	211,489	216	0	211,705
Pool Upgrade	945,690	298	(450,000)	495,988	997,494	1,018	0	998,512
Plant Replacement	185,000	0	(185,000)	0	189,394	193	0	189,587
Irrigation and Drainage	608,187	21,253	(60,000)	569,440	623,434	636	0	624,070
Public Art	214,623	5,995	(60,000)	160,618	211,185	216	0	211,401
Parking	1,253,988	48,616	0	1,302,604	1,288,615	1,315	0	1,289,930
Building	501,638	19,448	0	521,086	515,490	526	0	516,016
Future Fund	5,196,405	256,161	(300,000)	5,152,566	5,339,896	5,450	0	5,345,346
Claremont Joint Venture	1,095,538	40,147	(60,000)	1,075,685	1,125,790	1,149	0	1,126,939
Heritage Grant	83,454	2,654	(15,000)	71,108	76,303	78	0	76,381
Employee Entitlement	562,553	54,871	(381,522)	235,902	600,157	613	0	600,770
WSA Contributions	314,024	178,267	(200,000)	292,291	382,088	390	0	382,478
Reserve Total	12,264,805	1,281,009	(2,827,637)	10,718,177	12,689,551	12,952	0	12,702,503

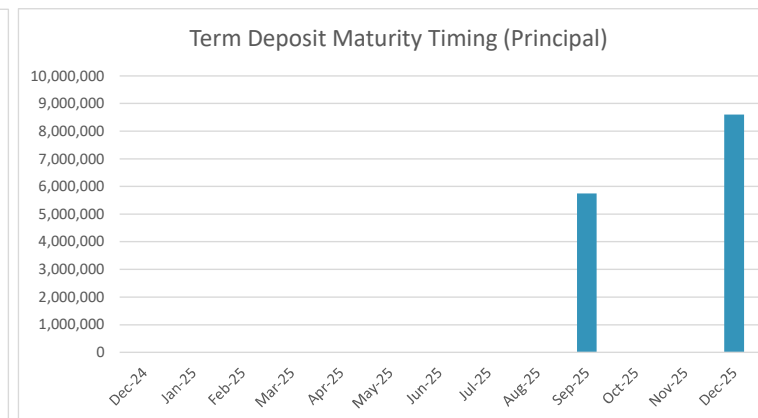
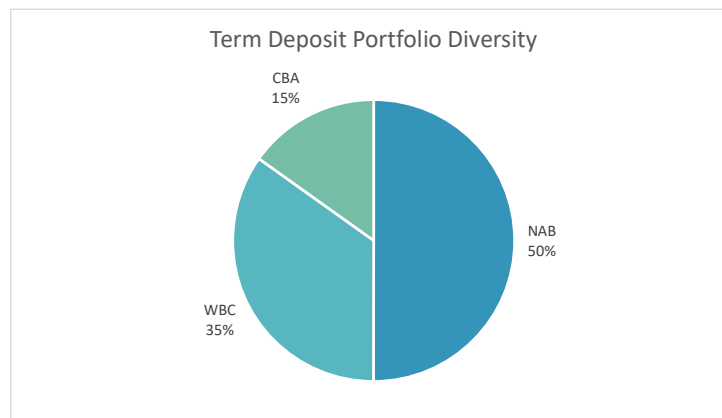




Town of Claremont Investments

For the Period 01-Jul-2025 to 31-Aug-2025

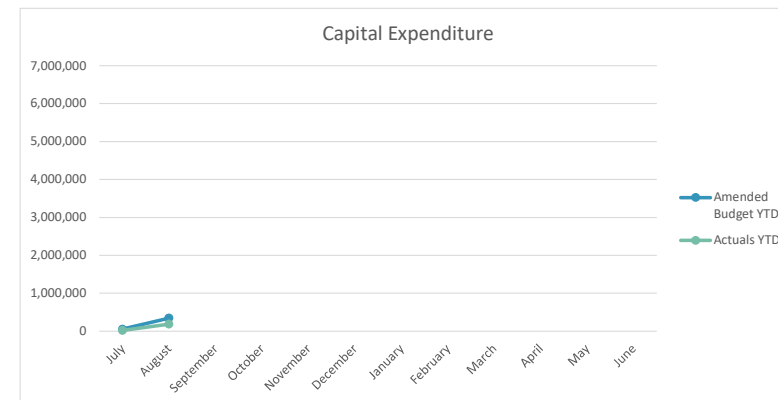
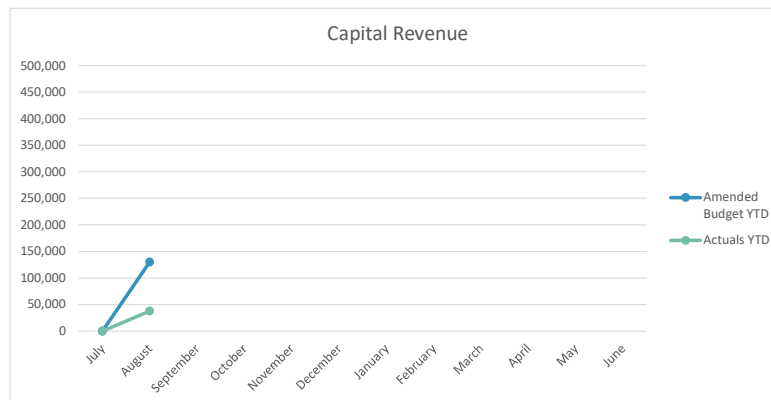
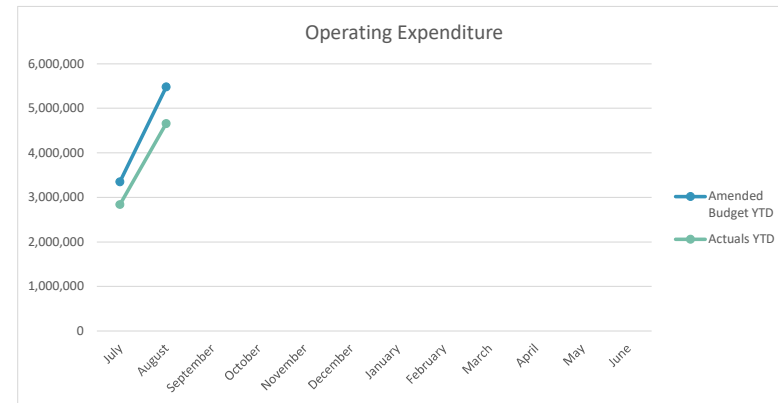
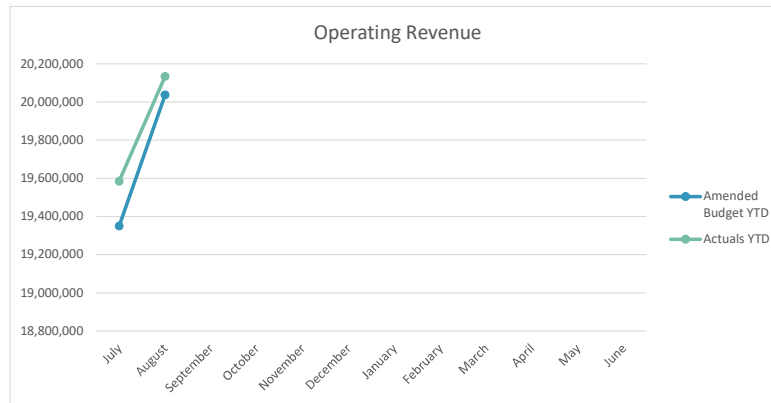
Bank	Type	Reference	Interest Rate	Investment Date	Maturity Date	Term (Days)	Invested Amount
NAB	At Call - Pooled investments		4.20%	1/07/2023			1,409,482
NAB	At Call - Damage Bonds		4.20%	1/07/2023			203,504
							1,612,987
CBA	Term Deposit	TD415	4.57%	20/09/2024	19/09/2025	365	2,171,604
WBC	Term Deposit	TD406	4.96%	17/12/2024	17/12/2025	365	1,332,647
WBC	Term Deposit	TD409	4.96%	17/12/2024	17/12/2025	365	1,165,605
NAB	Term Deposit	TD419	4.92%	13/09/2024	12/09/2025	365	3,576,800
NAB	Term Deposit	TD427	5.00%	17/12/2024	17/12/2025	365	3,000,000
WBC	Term Deposit	TD428	4.96%	19/12/2024	19/12/2025	365	2,500,000
NAB	Term Deposit	TD429	5.00%	17/12/2024	17/12/2025	365	600,000
							14,346,656
							15,959,643





Town of Claremont Graphical Representation

For the Period 01-Jul-2025 to 31-Aug-2025



13.1.5 LIST OF PAYMENTS 1 TO 31 AUGUST 2025

File Number:	FIM/00108-003, D-24-30398
Author:	Victoria Daniel (Finance Officer)
Authoriser:	Liz Ledger (Chief Executive Officer)
Attachments:	1. Payment Listing - August 2025 [13.1.5.1 - 6 pages] 2. Purchase Card - August 2025 [13.1.5.2 - 4 pages] 3. Fuel Cards - July 2025 [13.1.5.3 - 2 pages]

PURPOSE

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

BACKGROUND

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

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

DISCUSSION

Attached is the list of all accounts as paid totalling \$2,377,809.78 during the month of August 2025.

Municipal Funds electronic funds transfers (EFT)	\$2,274,083.53
Municipal Fund cheques	\$0.00
Municipal Fund direct debits	\$103,726.25
Total	\$2,377,809.78

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, 26 August 2025, Resolution 115/25

That Council notes all payments made by the Chief Executive Officer under Delegation DA 2.1.5 for July 2025 totalling \$3,351,079.28 as detailed in Attachment 1 comprising:

- *Electronic funds transfer from the Municipal funds of \$3,231,549.74*
- *Cheques issued from the Municipal funds of \$10,032.80*
- *Direct debit from the Municipal funds of \$109,496.74*

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*).

Items 13.1.3, 13.1.4 and 13.1.5 were carried en bloc.

COUNCIL RESOLUTION 140/25

Moved: Cr Graham Cameron

Seconded: Cr Annette Suann

That Council notes all payments made by the Chief Executive Officer under Delegation DA 2.1.5 for August 2025 totalling \$2,377,809.78 as detailed in Attachment 1 comprising:

- Electronic funds transfer from the Municipal funds of \$2,274,083.53.
- Cheques issued from the Municipal funds of \$0.00.
- Direct debit from the Municipal funds of \$103,726.25.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

Schedule of payment - August 2025

Date	Ref.	Name	Details	Amount
28/08/2025	EFT02104	Abaxa	Road renewal & drainage maintenance	\$ 1,435.50
14/08/2025	EFT02101	Advanced Liquid Waste (88 Family Trust)	Drainage maintenance	\$ 5,714.50
31/07/2025	EFT02099	Agent Sales & Services	Aquatic Centre chemicals	\$ 326.04
14/08/2025	EFT02101	Agent Sales & Services	Aquatic Centre chemicals	\$ 412.50
14/08/2025	EFT02101	Agent Sales & Services	Aquatic Centre chemicals	\$ 95.04
14/08/2025	EFT02101	All Fence U Rent	Temporary fence hire - Aquatic Centre	\$ 198.00
28/08/2025	EFT02104	Allan Tinley	Art award sale	\$ 256.00
14/08/2025	EFT02101	Allmark & Associates Pty Ltd	Adopt a tree program - plaques	\$ 1,430.00
28/08/2025	EFT02104	ALSCO	Cleaning - Hygiene unit services	\$ 705.88
28/08/2025	EFT02104	Annette Wiguna	Art award sale	\$ 360.00
14/08/2025	EFT02101	Arcus Refrigeration Services Pty Ltd	Refrigeration repairs	\$ 751.45
14/08/2025	EFT02101	Artists Chronicle (Lynette Patrice Dicio)	Art awards promotion materials	\$ 250.00
14/08/2025	EFT02101	Australia Post - 673027	Postage	\$ 604.12
7/08/2025	EFT02100	Australian Taxation Office	PAYG withholding	\$ 67,183.00
7/08/2025	EFT02100	Australian Taxation Office	PAYG withholding	\$ 65,233.00
14/08/2025	EFT02101	Australian Taxation Office	PAYG withholding	\$ 67,167.00
22/08/2025	EFT02103	Australian Taxation Office	PAYG withholding	\$ 66,951.00
22/08/2025	EFT02103	Australian Taxation Office	PAYG withholding	\$ 28,293.00
14/08/2025	EFT02101	Battery World Claremont/Brennan Howell Familtrust	Pool cleaner battery	\$ 269.00
7/08/2025	EFT02100	BCI Building Consultancy & Inspections (The Trustee For Colman Family Trust)	Building inspections and condition reports	\$ 9,515.00
14/08/2025	EFT02101	BCITF	BCITF levies	\$ 419.75
14/08/2025	EFT02101	Benara Nurseries	Tree stock & materials	\$ 282.70
14/08/2025	EFT02101	Benara Nurseries	Tree stock & materials	\$ 2,046.44
28/08/2025	EFT02104	Blue Force Pty Ltd	Software & device license CCTV	\$ 5,662.51
28/08/2025	EFT02104	Blue Force Pty Ltd	Alarm monitoring services	\$ 42.90
28/08/2025	EFT02104	Blue Force Pty Ltd	Alarm monitoring services	\$ 85.80
28/08/2025	EFT02104	Blue Force Pty Ltd	Alarm monitoring services	\$ 128.70
28/08/2025	EFT02104	Blue Force Pty Ltd	Alarm monitoring services	\$ 42.90
28/08/2025	EFT02104	Blue Force Pty Ltd	Alarm monitoring services	\$ 42.90
28/08/2025	EFT02104	Blue Force Pty Ltd	Alarm monitoring services	\$ 42.90
28/08/2025	EFT02104	Blue Force Pty Ltd	Alarm monitoring services	\$ 42.90
31/07/2025	EFT02099	Bob Jane T-Marts	Vehicle repairs & maintenance	\$ 55.00
14/08/2025	EFT02101	Bob Jane T-Marts	Vehicle repairs & maintenance	\$ 45.00
14/08/2025	EFT02101	Boulder Dash Entertainment Pty Ltd	Business support grant	\$ 5,000.00
14/08/2025	EFT02101	Boyan Electrical Services	Electrical repairs & maintenance	\$ 944.90
14/08/2025	EFT02101	Boyan Electrical Services	Electrical repairs & maintenance	\$ 310.09
28/08/2025	EFT02104	Boyan Electrical Services	Electrical repairs & maintenance	\$ 294.80
14/08/2025	EFT02101	Bree Websdale	Staff event	\$ 55.71
14/08/2025	EFT02101	Brightmark Group Pty Ltd	Cleaning - Various buildings & public toilets	\$ 9,899.05
22/08/2025	EFT02103	Brilliance Carpet Cleaning Perth (Deus Souza Pty Ltd)	Cleaning - Various buildings & public toilets	\$ 860.00
31/07/2025	EFT02099	Brownes Foods Operations Pty Ltd	Aquatic Centre cafe supplies	\$ 44.93
14/08/2025	EFT02101	Brownes Foods Operations Pty Ltd	Aquatic Centre cafe supplies	\$ 29.92
14/08/2025	EFT02101	Brownes Foods Operations Pty Ltd	Aquatic Centre cafe supplies	\$ 56.89
14/08/2025	EFT02101	Brownes Foods Operations Pty Ltd	Aquatic Centre cafe supplies	\$ 68.05
14/08/2025	EFT02101	Brownes Foods Operations Pty Ltd	Aquatic Centre cafe supplies	\$ 29.92
14/08/2025	EFT02101	Bunnings	Tools, equipment & materials	\$ 125.20
14/08/2025	EFT02101	Bunnings	Tools, equipment & materials	\$ 254.85
14/08/2025	EFT02101	Bunnings	Tools, equipment & materials	\$ 311.49
14/08/2025	EFT02101	Bunnings	Tools, equipment & materials	\$ 13.92
28/08/2025	EFT02104	Bunnings	Tools, equipment & materials	\$ 4.90
28/08/2025	EFT02104	Bunnings	Tools, equipment & materials	\$ 34.64
7/08/2025	EFT02100	Burgess Rawson (WA) Pty Ltd	Station masters house - Water usage	\$ 592.52
14/08/2025	EFT02101	C K Landscape Supplies Pty Ltd	Landscape supplies	\$ 130.00
22/08/2025	EFT02103	Call Associates Pty Ltd (Connect/Insight Ccs)	Call service fees	\$ 247.50
28/08/2025	EFT02104	Cameron L Grant	Prize winner for the art awards	\$ 2,500.00
22/08/2025	EFT02103	Chen Tai Chi Academy (CSL Wellness Pty Ltd)	Tai Chi Classes - Bay View Community Centre	\$ 1,125.00
14/08/2025	EFT02101	City Of Stirling	Meals on Wheels delivery service	\$ 123.82

31/07/2025	EFT02099	Civica Pty Ltd	IT software renewal & support	\$ 2,398.00
14/08/2025	EFT02101	Claremont Concert Band	Community grant	\$ 1,642.23
7/08/2025	EFT02100	Claremont Football Club Inc	Turf maintenance contribution	\$ 56,980.00
14/08/2025	EFT02101	Claremont Nedlands Cricket Club Inc	Grounds maintenance subsidy	\$ 11,550.00
7/08/2025	EFT02100	Clean City Group Pty Ltd	Outdoor cleaning & maintenance works	\$ 5,211.25
7/08/2025	EFT02100	Clean City Group Pty Ltd	Outdoor cleaning & maintenance works	\$ 1,278.75
22/08/2025	EFT02103	Clean City Group Pty Ltd	Outdoor cleaning & maintenance works	\$ 6,074.75
28/08/2025	EFT02104	Clean City Group Pty Ltd	Outdoor cleaning & maintenance works	\$ 5,530.25
7/08/2025	EFT02100	Coast Homes (WA) Pty Ltd	Fee refund	\$ 103.86
31/07/2025	EFT02099	Coca-Cola Europacific Partners Aust	Aquatic Centre supplies	\$ 268.26
14/08/2025	EFT02101	Commercial Aquatics Australia	Aquatic Centre maintenance	\$ 198.00
31/07/2025	EFT02099	Complete Office Supplies Pty Ltd	Stationery, office & cleaning supplies	\$ 359.88
31/07/2025	EFT02099	Complete Office Supplies Pty Ltd	Stationery, office & cleaning supplies	\$ 371.25
7/08/2025	EFT02100	Complete Office Supplies Pty Ltd	Stationery, office & cleaning supplies	\$ 236.50
7/08/2025	EFT02100	Complete Office Supplies Pty Ltd	Stationery, office & cleaning supplies	\$ 110.80
28/08/2025	EFT02104	Compu-Stor	External records storage	\$ 412.46
28/08/2025	EFT02104	Compu-Stor	External records storage	\$ 6,482.38
14/08/2025	EFT02101	Contraflow Pty Ltd	Traffic management various roads	\$ 814.84
14/08/2025	EFT02101	Contraflow Pty Ltd	Traffic management various roads	\$ 2,746.56
14/08/2025	EFT02101	Contraflow Pty Ltd	Traffic management various roads	\$ 558.45
14/08/2025	EFT02101	Contraflow Pty Ltd	Traffic management various roads	\$ 558.45
22/08/2025	EFT02103	Contraflow Pty Ltd	Traffic management various roads	\$ 1,194.60
22/08/2025	EFT02103	Contraflow Pty Ltd	Traffic management various roads	\$ 3,560.12
31/07/2025	EFT02099	Cornerstone Renovations	Building repairs and maintenance	\$ 479.60
28/08/2025	EFT02104	Coster Mkoki	Art award sale	\$ 6,000.00
14/08/2025	EFT02101	CTI Couriers Pty Ltd	Courier services	\$ 514.10
31/07/2025	EFT02099	Danmar Homes Pty Ltd	Bond refund	\$ 3,000.00
14/08/2025	EFT02101	Datacom Solutions (AU) Pty Ltd	Staff training session	\$ 1,100.00
14/08/2025	EFT02101	Datacom Solutions (AU) Pty Ltd	Software support & subscriptions	\$ 8,876.38
14/08/2025	EFT02101	Datacom Solutions (AU) Pty Ltd	Software support & subscriptions	\$ 2,098.42
28/08/2025	EFT02104	David Charles Airey	Market rent valuation - Station master house	\$ 550.00
22/08/2025	EFT02103	Department Of Transport	Vehicle searches	\$ 1,280.10
22/08/2025	EFT02103	Diamond Hire (Craig Family Trust & The Roberts Trust)	Aquatic centre repairs	\$ 90.00
28/08/2025	EFT02104	Diana Parish	Art award sale	\$ 224.00
28/08/2025	EFT02104	Dilettante International Pty Ltd	Night-time activation grant	\$ 3,902.71
31/07/2025	EFT02099	Djurandi Dreaming (C.L Martin & J.R Martin)	NAIDOC Week storytelling - Claremont Museum	\$ 605.00
14/08/2025	EFT02101	DMIRS (BSL)	Building services levy	\$ 5,921.61
22/08/2025	EFT02103	Dowsing Group Pty Ltd	Footpath repairs	\$ 39,217.20
28/08/2025	EFT02104	Dowsing Group Pty Ltd	Ramp installation	\$ 3,107.50
28/08/2025	EFT02104	Dowsing Group Pty Ltd	Footpath upgrade & concrete works	\$ 26,215.20
14/08/2025	EFT02101	DS Group (Ds Agencies Pty Ltd)	Framed bin enclosure	\$ 6,836.50
14/08/2025	EFT02101	Eaton Consult Pty Ltd (Green Duck Society)	Business support grant	\$ 3,450.00
28/08/2025	EFT02104	Element Advisory Pty Ltd	NEP design guidelines amendments	\$ 2,750.00
28/08/2025	EFT02104	Element Advisory Pty Ltd	NEP design guidelines amendments	\$ 3,300.00
31/07/2025	EFT02099	Ellenby Pty Ltd	Tree planting stock	\$ 108.90
31/07/2025	EFT02099	Ellenby Pty Ltd	Tree planting stock	\$ 1,078.00
14/08/2025	EFT02101	Energy Tec Holdings Pty Ltd	Meter reading	\$ 128.37
14/08/2025	EFT02101	Energy Tec Holdings Pty Ltd	Meter reading	\$ 132.38
14/08/2025	EFT02101	Enviro Sweep	CBD & residential area sweeps	\$ 21,866.63
14/08/2025	EFT02101	Equilibrium Interactive	Website performance partnership	\$ 3,850.00
28/08/2025	EFT02104	Equilibrium Interactive	Website performance partnership	\$ 3,850.00
14/08/2025	EFT02101	Ferjus Pty Ltd (Liberty Liquors)	Refreshments - Art awards opening night	\$ 268.12
28/08/2025	EFT02104	Fiona Boston	Bond refund	\$ 2,728.00
31/07/2025	EFT02099	FISKI PTY LTD	Aquatic centre shop supplies	\$ 1,620.00
14/08/2025	EFT02101	Fluidra Group Australia Pty Ltd	Pool cleaner repair	\$ 561.00
14/08/2025	EFT02101	Food Safety Co (Erina Jane Male)	Food premises risk assessments	\$ 1,988.80
28/08/2025	EFT02104	Food Safety Co (Erina Jane Male)	Food premises risk assessments	\$ 1,864.50
14/08/2025	EFT02101	Fullworks Fire Safety Australia	Fire equipment servicing	\$ 99.00
14/08/2025	EFT02101	Fullworks Fire Safety Australia	Fire equipment servicing	\$ 99.00
14/08/2025	EFT02101	G B Geotechnics (Australia) Pty Limited	Subsoil Investigation for Waste Survey at Claremont Foreshore	\$ 19,882.50
14/08/2025	EFT02101	Gecko Contracting Turf & Landscape Maintenance (Gas Assets Pty Ltd)	Mowing - Aquatic Centre	\$ 653.40

31/07/2025	EFT02099	Gennet	Software subscription	\$ 1,022.56
28/08/2025	EFT02104	Gennet	Software subscription	\$ 1,022.56
14/08/2025	EFT02101	Gesha Coffee Co (The Trustee For Lanpa Trust)	Aquatic Centre cafe supplies	\$ 915.57
7/08/2025	EFT02100	Gfg Temp Assist (Glen Flood Group)	Recruitment services	\$ 2,653.20
14/08/2025	EFT02101	Gfg Temp Assist (Glen Flood Group)	Recruitment services	\$ 2,911.15
22/08/2025	EFT02103	Good Sammy Enterprises	Garden maintenance services	\$ 275.00
22/08/2025	EFT02103	Good Sammy Enterprises	Garden maintenance services	\$ 275.00
22/08/2025	EFT02103	Good Sammy Enterprises	Garden maintenance services	\$ 275.00
28/08/2025	EFT02104	Good Sammy Enterprises	Garden maintenance services	\$ 330.00
28/08/2025	EFT02104	Good Sammy Enterprises	Garden maintenance services	\$ 330.00
28/08/2025	EFT02104	Good Sammy Enterprises	Garden maintenance services	\$ 247.50
28/08/2025	EFT02104	Good Sammy Enterprises	Garden maintenance services	\$ 247.50
28/08/2025	EFT02104	Good Sammy Enterprises	Garden maintenance services	\$ 330.00
14/08/2025	EFT02101	Graffiti Systems Australia	Graffiti removal	\$ 587.73
22/08/2025	EFT02103	Great Aussie Patios	Bond refund	\$ 500.00
31/07/2025	EFT02099	Gymcare (Goldpin Corporation Pty Ltd)	Corporate gym service	\$ 256.36
22/08/2025	EFT02103	Hannah Etherington	Bond refund	\$ 3,000.00
31/07/2025	EFT02099	Imagesource	Prints - Ads/promotion	\$ 248.60
14/08/2025	EFT02101	Imagesource	Prints - Ads/promotion	\$ 925.10
14/08/2025	EFT02101	Imagesource	Prints - Ads/promotion	\$ 237.60
22/08/2025	EFT02103	Imagesource	Prints - Ads/promotion	\$ 154.00
28/08/2025	EFT02104	Imagesource	Prints - Ads/promotion	\$ 544.50
28/08/2025	EFT02104	Imagesource	Prints - Ads/promotion	\$ 864.60
14/08/2025	EFT02101	Indah Rosaline Mcpherson	Zumba classes - Bay View Community Centre	\$ 1,000.00
22/08/2025	EFT02103	Information Proficiency (Proficiency Group Pty Ltd)	Software upgrade	\$ 1,193.50
22/08/2025	EFT02103	Information Proficiency (Proficiency Group Pty Ltd)	Software upgrade	\$ 716.10
28/08/2025	EFT02104	Irdi Legal	Lease agreement	\$ 1,455.52
14/08/2025	EFT02101	J&V (Dugite Earthmoving Pty Ltd)	Sweeping removal	\$ 4,402.20
14/08/2025	EFT02101	J&V (Dugite Earthmoving Pty Ltd)	Sweeping removal	\$ 1,467.40
14/08/2025	EFT02101	JB Hi-Fi Commercial Division	Audio visual equipment	\$ 140.10
14/08/2025	EFT02101	JB Hi-Fi Commercial Division	Audio visual equipment	\$ 1,063.99
22/08/2025	EFT02103	Jennifer Cochrane	Prize winner for the art awards	\$ 2,000.00
14/08/2025	EFT02101	John Hughes	Vehicle repairs & maintenance	\$ 354.56
22/08/2025	EFT02103	Julia Softley	Art workshop	\$ 900.00
22/08/2025	EFT02103	Julia Softley	Art workshop	\$ 1,897.50
28/08/2025	EFT02104	Julianne Marie Bulleid	Art award sale	\$ 1,800.00
22/08/2025	EFT02103	Jurovich Surveying Pty Ltd	Consulting services - Title subdivision	\$ 4,244.00
14/08/2025	EFT02101	Katherine Meredith Clark	Konga Classes - Bay View Community Centre	\$ 950.00
14/08/2025	EFT02101	Kennedys (Australasia) Partnership	Legal advice	\$ 7,656.00
31/07/2025	EFT02099	Kevrek (Australia)	Machinery repairs & maintenance	\$ 286.00
22/08/2025	EFT02103	Kim Sheryl Maple	Prize winner for the art awards	\$ 5,000.00
28/08/2025	EFT02104	Kim Sheryl Maple	Art award sale	\$ 2,320.00
14/08/2025	EFT02101	LD Total (Fiore Family Trust)	Garden & landscape maintenance services	\$ 12,232.00
14/08/2025	EFT02101	LD Total (Fiore Family Trust)	Garden & landscape maintenance services	\$ 23,050.50
31/07/2025	EFT02099	LGISWA	Telus Health EAP Services	\$ 3,136.10
14/08/2025	EFT02102	LGISWA	Insurance annual membership contribution	\$ 226,957.89
28/08/2025	EFT02104	LGRCEU (Local Government Racing And Cemeteries Employee Union)	Union fees	\$ 12.00
7/08/2025	EFT02100	LIWA Aquatics	Staff Conference	\$ 1,291.95
22/08/2025	EFT02103	Local Government Professionals WA	Western suburbs alliance professionals career campaign	\$ 3,300.00
28/08/2025	EFT02104	Lucy Couanis	Prize winner for art awards	\$ 500.00
14/08/2025	EFT02101	M.D.R. Mobile Diesel Repairs	Aquatic Centre repairs & maintenance	\$ 550.00
14/08/2025	EFT02101	Marie H Mallet	Brick pavers	\$ 105.00
22/08/2025	EFT02103	Marketplace Supplies Pty Ltd	Councillor refreshments	\$ 794.72
14/08/2025	EFT02101	Mcleods Lawyers Pty Ltd	Legal fees	\$ 871.42
28/08/2025	EFT02104	Michelle Marie Dujmovic	Art award sale	\$ 680.00
14/08/2025	EFT02101	Mighty Fantasy Pty Ltd	Business support grant	\$ 5,500.00
28/08/2025	EFT02104	Narelle Zaknich	Reimbursement for Aquatic Operations	\$ 389.55
22/08/2025	EFT02103	Natalie Jayne Interiors Pty. Ltd.	Business support grant	\$ 4,850.00
22/08/2025	EFT02103	Nicola Ray	Bond refund	\$ 1,000.00
1/08/2025	EFT	Norquest Brands Private Limited	Community materials - reusable canvas bags	\$ 4,602.76
14/08/2025	EFT02101	Objective Corporation Limited	Annual subscription	\$ 6,930.00

28/08/2025	EFT02104	Office Fitout Professionals Pty Ltd	Bond refund	\$ 500.00
14/08/2025	EFT02101	Omnicom Media Group Australia	Various advertising	\$ 523.46
14/08/2025	EFT02101	Omnicom Media Group Australia	Various advertising	\$ 511.52
14/08/2025	EFT02101	Omnicom Media Group Australia	Various advertising	\$ 455.39
14/08/2025	EFT02101	Omnicom Media Group Australia	Various advertising	\$ 437.81
14/08/2025	EFT02101	Omnicom Media Group Australia	Various advertising	\$ 385.03
22/08/2025	EFT02103	Onemusic (Apra)	Councils music urban licence	\$ 2,244.01
22/08/2025	EFT02103	Orikan Australia Pty Ltd	Annual software support & maintenance	\$ 5,967.65
22/08/2025	EFT02103	Outdoor World Wangara	Bond refund	\$ 1,000.00
6/08/2025	Payroll	Payroll 06082025	Payroll payment for 06 August 2025	\$ 59,035.62
13/08/2025	Payroll	Payroll 13082025	Payroll payment for 13 August 2025	\$ 236,495.93
15/08/2025	Payroll	Payroll 15082025	Payroll payment for 15 August 2025	\$ 31.18
27/08/2025	Payroll	Payroll 27082025	Payroll payment for 27 August 2025	\$ 231,570.03
31/07/2025	EFT02099	Peter Telford	Meeting attendance fee	\$ 450.00
7/08/2025	EFT02100	Phil Johnson Plumbing And Gas	Plumbing works	\$ 121.00
14/08/2025	EFT02101	Pipeline Irrigation	Various Irrigation works	\$ 877.80
14/08/2025	EFT02101	Pipeline Irrigation	Various Irrigation works	\$ 1,672.00
14/08/2025	EFT02101	Pipeline Irrigation	Various Irrigation works	\$ 14,197.30
14/08/2025	EFT02101	Pipeline Irrigation	Various Irrigation works	\$ 4,369.20
28/08/2025	EFT02104	Pipeline Irrigation	Various Irrigation works	\$ 3,322.00
28/08/2025	EFT02104	Pipeline Irrigation	Various Irrigation works	\$ 3,073.40
28/08/2025	EFT02104	Pipeline Irrigation	Various Irrigation works	\$ 9,881.30
14/08/2025	EFT02101	Power Audio Visual Perth (GWT Power Music Pty Ltd)	Art award audio hire	\$ 1,024.93
28/08/2025	EFT02104	Pressed Earth Juices Pty Ltd	Business support grant	\$ 3,900.00
28/08/2025	EFT02104	Print & Sign Co (Easy Abc Pty Ltd)	Art award signage	\$ 1,510.30
31/07/2025	EFT02099	Proarb WA Pty Ltd	Tree works & maintenance	\$ 10,630.40
31/07/2025	EFT02099	Proarb WA Pty Ltd	Tree works & maintenance	\$ 8,138.90
22/08/2025	EFT02103	Proarb WA Pty Ltd	Tree works & maintenance	\$ 7,806.70
31/07/2025	EFT02099	Protec Asphalt	Road resurfacing works	\$ 15,413.55
7/08/2025	EFT02100	Protec Asphalt	Road resurfacing works	\$ 451.00
14/08/2025	EFT02101	Protec Asphalt	Road resurfacing works	\$ 1,320.00
28/08/2025	EFT02104	Qtm Pty Ltd	Traffic management various roads	\$ 1,724.25
28/08/2025	EFT02104	Qtm Pty Ltd	Traffic management various roads	\$ 6,425.11
28/08/2025	EFT02104	Qtm Pty Ltd	Traffic management various roads	\$ 783.42
28/08/2025	EFT02104	Qtm Pty Ltd	Traffic management various roads	\$ 8,628.40
7/08/2025	EFT02100	Quicksuper (Australiansuper Pty Ltd)	Superannuation payment for 02 June 2025	\$ 50,659.60
7/08/2025	EFT02100	Quicksuper (Australiansuper Pty Ltd)	Superannuation payment for 16 July 2025	\$ 51,660.43
14/08/2025	EFT02101	Quicksuper (Australiansuper Pty Ltd)	Superannuation payment for 27 July 2025	\$ 51,907.17
22/08/2025	EFT02103	Quicksuper (Australiansuper Pty Ltd)	Superannuation payment for May 2025	\$ 27.83
22/08/2025	EFT02103	Quicksuper (Australiansuper Pty Ltd)	Superannuation payment for 13 August 2025	\$ 51,475.39
22/08/2025	EFT02103	Quicksuper (Australiansuper Pty Ltd)	Superannuation payment for 06 August & 13 August 2025	\$ 3,374.71
31/07/2025	EFT02099	RAM Locksmiths (The Trustee For The Puleio Family Trust)	Locksmith service	\$ 437.20
22/08/2025	EFT02103	Reda & Co Pty Ltd	Business support grant	\$ 1,728.00
22/08/2025	EFT02103	RSM Australia (Birdanco Trust)	Grant audit	\$ 3,300.00
28/08/2025	EFT02104	Rumma Designs (Kim Maree Christian)	Art awards sale	\$ 144.00
14/08/2025	EFT02101	Safety Tactile Pave Pty Ltd	Footpath repairs	\$ 9,703.66
14/08/2025	EFT02101	Safety Tactile Pave Pty Ltd	Footpath repairs	\$ 869.83
22/08/2025	EFT02103	Safety Tactile Pave Pty Ltd	Footpath repairs	\$ 2,799.41
22/08/2025	EFT02103	Safety Tactile Pave Pty Ltd	Footpath repairs	\$ 4,913.66
22/08/2025	EFT02103	Safety Tactile Pave Pty Ltd	Footpath repairs	\$ 4,449.37
14/08/2025	EFT02101	Scott Printers Pty Ltd	Art award booklets	\$ 999.90
14/08/2025	EFT02101	Seek Ltd	Employment advertisement	\$ 865.51
14/08/2025	EFT02101	Shire Of Gingin	Long service leave payment	\$ 6,783.85
14/08/2025	EFT02101	Shire Of Peppermint Grove	Infant health contribution	\$ 1,853.38
31/07/2025	EFT02099	Stihl Shop Osborne Park	Park maintenance tools & supplies	\$ 518.00
14/08/2025	EFT02101	Stihl Shop Osborne Park	Park maintenance tools & supplies	\$ 99.00
22/08/2025	EFT02103	Stratagreen	Park maintenance tools & supplies	\$ 57.17
14/08/2025	EFT02101	Sustainable Outdoors	Weed Control - Bushland & parkland works	\$ 7,114.22
14/08/2025	EFT02101	TDC Holdings Pty Ltd	Business support grant	\$ 5,000.00
28/08/2025	EFT02104	Tessa De Sancha	Art award sale	\$ 160.00
31/07/2025	EFT02099	The Cookie Barrel (Chez Andre)	Aquatic Centre cafe supplies	\$ 66.00

14/08/2025	EFT02101	The Cookie Barrel (Chez Andre)	Aquatic Centre cafe supplies	\$ 198.00
14/08/2025	EFT02101	The Lane Bookshop	Library resources	\$ 59.48
14/08/2025	EFT02101	The Lane Bookshop	Library resources	\$ 89.22
22/08/2025	EFT02103	The Lane Bookshop	Library resources	\$ 56.08
22/08/2025	EFT02103	The Lane Bookshop	Library resources	\$ 29.74
31/07/2025	EFT02099	The Lap Collective Pty Ltd	Aquatic Centre shop supplies	\$ 1,248.00
22/08/2025	EFT02103	The Paper Company Of Australia	Paper supplies	\$ 407.39
14/08/2025	EFT02101	The Poster Girls (Loenie Helen Thompson)	Distribution of art award flyer	\$ 379.50
28/08/2025	EFT02104	The Trustee For The Smart Trust (Toyworld Local)	Business support grant	\$ 5,170.00
31/07/2025	EFT02099	Thinkproject Australia Pty Ltd (Ramm Software Pty Ltd)	Enterprise annual license - Support and maintenance fee	\$ 9,904.68
28/08/2025	EFT02104	Tina Coppola	Art award sale	\$ 1,000.00
28/08/2025	EFT02104	Town Of East Fremantle	Long service leave payment	\$ 500.08
31/07/2025	EFT02099	TPG Network Pty Ltd	Internet service	\$ 2,194.50
28/08/2025	EFT02104	TPG Network Pty Ltd	Internet service	\$ 2,194.50
28/08/2025	EFT02104	Travis Dunlop	Youth grant	\$ 200.00
14/08/2025	EFT02101	Turfworks WA Pty Ltd	Mowing services - Parks & various verges	\$ 4,011.93
22/08/2025	EFT02103	Turfworks WA Pty Ltd	Mowing services - Parks & various verges	\$ 4,684.76
28/08/2025	EFT02104	Turfworks WA Pty Ltd	Mowing services - Parks & various verges	\$ 4,684.76
28/08/2025	EFT02104	Turfworks WA Pty Ltd	Weed control - Parks & various verges	\$ 1,782.00
14/08/2025	EFT02101	Ubright Health Organization Inc.	Community funding - donations, contributions & subsidies	\$ 1,800.00
7/08/2025	EFT02100	Ultimo Catering & Events	Catering - Art awards opening night	\$ 2,116.00
22/08/2025	EFT02103	Unique Residence Pty Ltd	Bond refund	\$ 3,000.00
14/08/2025	EFT02101	Veolia Recycling & Recovery (Perth)	Veolia skip bin service	\$ 662.31
14/08/2025	EFT02101	Veolia Recycling & Recovery (Perth)	Waste collection	\$ 106,360.71
8/08/2025	EFT	Veolia Recycling & Recovery (Perth)	Waste collection	\$ 1,124.64
8/08/2025	EFT	Veolia Recycling & Recovery (Perth)	Waste collection	\$ 1,124.64
8/08/2025	EFT	Veolia Recycling & Recovery (Perth)	Waste collection	\$ 27,750.72
31/07/2025	EFT02099	Visual Workwear (Portelet)	Personal Protective Equipment	\$ 346.00
22/08/2025	EFT02103	Visual Workwear (Portelet)	Personal Protective Equipment	\$ 98.00
14/08/2025	EFT02101	Vocus Pty Ltd	Internet & telephone service	\$ 16.50
14/08/2025	EFT02101	Vocus Pty Ltd	Internet & telephone service	\$ 428.55
14/08/2025	EFT02101	Vocus Pty Ltd	Internet & telephone service	\$ 16.50
31/07/2025	EFT02099	Vorgee Pty Ltd	Aquatic Centre shop supplies	\$ 3,790.60
14/08/2025	EFT02101	Vorgee Pty Ltd	Aquatic Centre shop supplies	\$ 650.10
31/07/2025	EFT02099	WA Distributors	Aquatic Centre cafe supplies	\$ 156.80
14/08/2025	EFT02101	WA Distributors	Aquatic Centre cafe supplies	\$ 532.00
31/07/2025	EFT02099	WALGA	Staff Training	\$ 16.50
14/08/2025	EFT02101	WALGA	WALGA Subscription	\$ 18,893.33
14/08/2025	EFT02101	Waterlogic Australia Pty Ltd	Water station filter	\$ 1,349.82
31/07/2025	EFT02099	Way Funky Company Pty Ltd	Aquatic Centre shop supplies	\$ 7,764.58
14/08/2025	EFT02101	Wesfarmers Kleenheat Gas Pty Ltd	Utility charges	\$ 967.85
7/08/2025	EFT02100	West Australian Symphony Orchestra Pty Ltd	Event performance - Carols in the Park deposit	\$ 7,590.00
28/08/2025	EFT02104	West Australian Symphony Orchestra Pty Ltd	Event Performance - Night on Bay View deposit	\$ 13,860.00
22/08/2025	EFT02103	Westbooks	Library resources	\$ 113.80
22/08/2025	EFT02103	Westbooks	Library resources	\$ 24.02
22/08/2025	EFT02103	Westbooks	Library resources	\$ 370.36
22/08/2025	EFT02103	Western Environmental Approvals Pty Ltd	Development of greenhouse gas reduction strategy	\$ 18,280.07
14/08/2025	EFT02101	Western Metropolitan Regional Council	Service delivery charge for 2024/2025	\$ 47,613.71
28/08/2025	EFT02104	Western Metropolitan Regional Council	Waste collection	\$ 37,048.85
31/07/2025	EFT02099	Weston Road Systems	Road resurfacing & line marking	\$ 1,540.00
22/08/2025	EFT02103	Woodlands Distributors Pty Ltd	Compostable dog waste bags	\$ 2,845.92
14/08/2025	EFT02101	Work Clobber	Personal Protective Equipment	\$ 65.00
7/08/2025	EFT02100	Yvonne Mary Loveland	Western Suburbs alliance - consulting services	\$ 8,333.34
28/08/2025	EFT02104	Yvonne Mary Loveland	Western Suburbs alliance - consulting services	\$ 8,333.34
31/07/2025	EFT02099	Zipform Pty Ltd	Update to e-rates portal	\$ 2,640.00
22/08/2025	EFT02103	Zipform Pty Ltd	Printing - Rates Notice 2025/2026	\$ 9,627.09
14/08/2025	EFT02101	Zoo Products (The Trustee For Hugh Brown Family Trust)	Business support grants	\$ 350.00
Total EFT				\$ 2,274,083.53
Total Number of EFT Transfers				297

DIRECT DEBITS MONTH YEAR - MUNICIPAL FUND

Date	Ref.	Name	Details	Amount
		Alinta	Gas charges	\$ -
		Fines Enforcement Registry	Unpaid infringement pursuit	\$ 19,647.00
		WATC Loan Repayments	Loan repayments	\$ -
		Business Fleet Card	Fuel card expenses - June 2025	\$ 363.85
		Shell Fuel Card	Fuel card expenses - June 2025	\$ 4,068.71
		Dell	Computer equipment lease payments	\$ -
		Kyocera	Photocopier lease payments	\$ 954.82
		NAB	Various bank fees	\$ 7,424.46
		NAB Purchase Card	Purchase card expenses	\$ -
		Water Corporation	Various water charges	\$ 301.59
		Telstra	Various telephone and data expenses	\$ 22,746.90
		Synergy	Various electricity and street lighting	\$ 48,218.92
		WATC Guarantee Fees	Loan Guarantee fees	\$ -
			Total Direct Debits	\$ 103,726.25

TOTAL ALL PAYMENTS FOR THE MONTH OF AUGUST 2025

\$ 2,377,809.78

National Australia Bank**Statement Period 30 July 2025 to 28 August 2025****Director Corporate Services**

Posting Date	Tran Date	Supplier	Narrative	Amount
31/07/2025	30/07/2025	Coles 0299	Refreshments for Staff Function	\$ 96.50
6/08/2025	5/08/2025	Kmart	Aquatic Centre Equipment	\$ 26.00
8/08/2025	7/08/2025	Governance Institute	Staff Training and Development	\$ 730.00
22/08/2025	20/08/2025	Post Claremont Post Sh	Postage	\$ 19.65
22/08/2025	20/08/2025	Leadership Western Au	Staff Training and Development	\$ 165.00
25/08/2025	20/08/2025	Local Government Mana	Staff Training and Development	\$ 560.00
Total AUD				\$ 1,597.15

Director Infrastructure

Posting Date	Tran Date	Supplier	Narrative	Amount
4/08/2025	1/08/2025	Vacuum Spares	Vacuum bag for internal cleaner	\$ 100.75
Total AUD				\$ 100.75

Director Planning and Environment

Posting Date	Tran Date	Supplier	Narrative	Amount
6/08/2025	5/08/2025	Standards Australia	Protection of trees on building sites	\$ 149.01
25/08/2025	22/08/2025	Reddy Express 6902	Fuel for gator	\$ 32.07
Total AUD				\$ 181.08

Manager Communications and Customer Relations

Posting Date	Tran Date	Supplier	Narrative	Amount
30/07/2025	28/07/2025	Linktree* Linktree	Communications subscription	\$ 14.00
31/07/2025	30/07/2025	Shutterstock Ireland Limi	Communications material	\$ 49.00
4/08/2025	1/08/2025	Intuit Mailchimp	Communications subscription	\$ 158.37
5/08/2025	29/07/2025	Coles Online	Staff fruit and milk	\$ 120.30
11/08/2025	8/08/2025	Facebk *8q8r2xgdw2	Promotion	\$ 40.00
12/08/2025	5/08/2025	Coles Online	Staff fruit and milk	\$ 107.57
12/08/2025	11/08/2025	Facebk *zqyq8xycw2	Promotion	\$ 40.00
18/08/2025	15/08/2025	Facebk *snyv6y4dw2	Promotion	\$ 40.00
19/08/2025	12/08/2025	Coles Online	Staff fruit and milk	\$ 117.35
20/08/2025	19/08/2025	Facebk *rjlmrycdw2	Promotion	\$ 2.70
20/08/2025	19/08/2025	Facebk *gc7whxucw2	Promotion	\$ 19.03
20/08/2025	19/08/2025	Shutterstock Ireland Limi	Communications material	\$ 22.00
20/08/2025	20/08/2025	Contentsquare.Com	Communications subscription	\$ 155.08
25/08/2025	21/08/2025	Vistaprint Australia Pty	Communications material	\$ 94.98
25/08/2025	21/08/2025	Wix.Com 1194679637	Promotions - Spring into Claremont	\$ 252.01
26/08/2025	20/08/2025	Coles Online	Staff fruit and milk	\$ 125.09
Total AUD				\$ 1,357.48

Manager Tourism and Events

Posting Date	Tran Date	Supplier	Narrative	Amount
7/08/2025	6/08/2025	Officeworks 0604	Art Awards - Certificate frames	\$ 13.50
8/08/2025	7/08/2025	Coles 0299	Art Awards - Judging catering	\$ 10.70
8/08/2025	7/08/2025	Sq *the Baking Corner Cla	Art Awards - Judging catering	\$ 14.72
8/08/2025	7/08/2025	The Academy Artisan	Art Awards - Judging catering	\$ 37.56
11/08/2025	7/08/2025	Jacks Wholefoods &	Art Awards - Catering	\$ 8.99
11/08/2025	8/08/2025	Jacks Wholefoods &	Art Awards - Venue flowers	\$ 25.98
14/08/2025	14/08/2025	Grammarly Co*htu6pjn	Grammarly subscription	\$ 223.27
Total AUD				\$ 334.72

Manager Environmental Health

Posting Date	Tran Date	Supplier	Narrative	Amount
21/08/2025	18/08/2025	Bunnings 483000	Ultraviolet Torch	\$ 24.99
Total AUD				\$ 24.99

Manager Governance and Records

Posting Date	Tran Date	Supplier	Narrative	Amount
31/07/2025	29/07/2025	Chelsea Pizza Co	Council Meeting Catering	\$ 510.84
20/08/2025	18/08/2025	Subway Claremont	Elected Member Forum Catering	\$ 56.00
20/08/2025	19/08/2025	Blitzfield Enterprises Pt	Council Meeting Catering	\$ 213.00
25/08/2025	23/08/2025	Kmart 1229	Council Meeting Catering Supplies	\$ 30.50
26/08/2025	25/08/2025	Daimonji Bar/9 Bay View T	Elected Member Forum Catering	\$ 24.16
28/08/2025	26/08/2025	Taylor Rd Iga	Council Meeting Catering	\$ 89.99
Total AUD				\$ 924.49

Manager ICT

Posting Date	Tran Date	Supplier	Narrative	Amount
4/08/2025	31/07/2025	Dnh*godaddy#3836710624	Domain renewal	\$ 23.95
7/08/2025	5/08/2025	Secure Parking 800940	Parking - Training Course	\$ 23.23
7/08/2025	7/08/2025	Hightail	Software - Health	\$ 281.51
11/08/2025	9/08/2025	Microsoft#g105981199	Microsoft cloud services	\$ 405.94
22/08/2025	22/08/2025	Hudu.Com Subscription	IT Configuration Management Software	\$ 1,531.07
26/08/2025	26/08/2025	Twilio Sendgrid	Email API - Phoenix Software	\$ 3.51
Total AUD				\$ 2,269.21

Manager Aquatic Centre

Posting Date	Tran Date	Supplier	Narrative	Amount
30/07/2025	29/07/2025	Foodies Market Clare	Milk for pool cafe	\$ 18.05
31/07/2025	29/07/2025	Advantage Pharmacy	First aid equipment	\$ 227.98
6/08/2025	4/08/2025	Amazon Marketplace Au	Membership toggles	\$ 91.60
13/08/2025	12/08/2025	Foodies Market Clare	Milk for pool cafe	\$ 23.94
18/08/2025	15/08/2025	Foodies Market Clare	Milk for pool cafe	\$ 15.96
18/08/2025	17/08/2025	Coles 0299	Milk for pool cafe	\$ 17.80
21/08/2025	20/08/2025	Foodies Market Clare	Milk for pool cafe	\$ 7.98
Total AUD				\$ 403.31

Manager Planning

Posting Date	Tran Date	Supplier	Narrative	Amount
8/08/2025	7/08/2025	Walga Events	Professional development - WALGA Seminar fees	\$ 270.00
25/08/2025	21/08/2025	Post Claremont Post Sh	Express Post Envelopes for DA Consultation	\$ 351.00
Total AUD				\$ 621.00

Manager Community Development

Posting Date	Tran Date	Supplier	Narrative	Amount
11/08/2025	8/08/2025	Spotlight Pty Ltd	School holiday materials	\$ 123.50
11/08/2025	8/08/2025	Sp Zartart.Com.Au	School holiday materials	\$ 128.81
11/08/2025	8/08/2025	Kmart	School holiday materials	\$ 507.00
11/08/2025	9/08/2025	Kmart	School holiday materials - Refund	-\$ 5.00
11/08/2025	9/08/2025	Kmart	School holiday materials - Refund	-\$ 35.00
11/08/2025	9/08/2025	Kmart	School holiday materials - Refund	-\$ 64.00
12/08/2025	8/08/2025	Coles Online	School holiday materials	\$ 80.50
15/08/2025	13/08/2025	Officeworks	School holiday materials	\$ 147.13
15/08/2025	14/08/2025	Temu.Com	School holiday materials	\$ 278.56
18/08/2025	15/08/2025	Spotlight Pty Ltd	Library appliance - Kettle	\$ 52.00
18/08/2025	15/08/2025	Jb Hi Fi Claremont	Library resources	\$ 173.84
19/08/2025	18/08/2025	Ikea Pty Limited	Library storage	\$ 39.99
20/08/2025	19/08/2025	Sp Zartart.Com.Au	School holiday materials	\$ 179.40
21/08/2025	20/08/2025	Target 5429	School holiday materials	\$ 44.50
25/08/2025	21/08/2025	News Pty Limited	Newspaper Subscription	\$ 88.00
25/08/2025	22/08/2025	W A Library Supplies	Library Resources	\$ 94.90
28/08/2025	27/08/2025	Target 5069	School holiday materials	\$ 35.15
Total AUD				\$ 1,869.28

Executive Assistant

Posting Date	Tran Date	Supplier	Narrative	Amount
6/08/2025	5/08/2025	Standin Room Pty. Lt	Women in Management Meeting Catering	\$ 49.18
20/08/2025	19/08/2025	World Of Empire Pty	Gift WSA	\$ 54.95
20/08/2025	19/08/2025	Coles 0299	Staff Team Building	\$ 87.00

21/08/2025	19/08/2025	The Gallery G C	Gift WSA	\$	46.95
21/08/2025	19/08/2025	Dawsons Garden World	Gift WSA	\$	61.45
21/08/2025	19/08/2025	Koko Black Claremont	Gift WSA	\$	64.90
25/08/2025	21/08/2025	Business News Pty Lt	Subscription	\$	1,419.00
26/08/2025	25/08/2025	Coles 0392	Staff Meeting catering	\$	69.75
27/08/2025	26/08/2025	Coles 0299	Staff Meeting catering	\$	10.80
28/08/2025	27/08/2025	Hannah E Flowers	Condolence flowers	\$	135.00
28/08/2025	27/08/2025	Sp Trugrade Medical	PPE – Sharps Containers	\$	158.40
Total AUD				\$	2,157.38

Museum

Posting Date	Tran Date	Supplier	Narrative	Amount
31/07/2025	29/07/2025	Clark Rubber Franchisi	Display item	\$ 29.89
31/07/2025	29/07/2025	Spotlight Pty Ltd	Display item	\$ 54.00
7/08/2025	6/08/2025	Coles 7544	HIACC August	\$ 278.42
11/08/2025	7/08/2025	Bunnings 483000	Display equipment	\$ 113.92
13/08/2025	11/08/2025	Taylor Rd Iga	Education program supplies	\$ 24.04
15/08/2025	14/08/2025	Shopfittingsstore	Baby mannequin	\$ 146.11
22/08/2025	19/08/2025	Bunnings 483000	Hanging equipment	\$ 77.60
27/08/2025	25/08/2025	Taylor Rd Iga	Education program supplies	\$ 21.10
27/08/2025	26/08/2025	Coles 0299	Walking trail catering	\$ 47.95
Total AUD				\$ 793.03

Total Purchase Card for August 2025	\$ 12,633.87
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Payment for the purchase card was direct debited on 1 September 2025

Fuel Card Report

Statement July 2025 - Business Fuel Card

Date	Registration Num	Location	Fuel Type	Total Cost
31/07/2025	1FCI319	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 1.64
31/07/2025	1FCI319	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 3.62
13/07/2025	1FCI319	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 7.69
8/07/2025	1FCI319	BP BALCATT	Premium unleaded	\$ 45.51
2/07/2025	1HNA376	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 7.69
31/07/2025	Director	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 1.64
23/07/2025	Director	Shell Coles Express Osborne Park	Premium unleaded	\$ 101.42
2/07/2025	Director	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 7.69
2/07/2025	Director	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 7.69
31/07/2025	Director	Business Fuel Cards Pty Ltd	Transaction Fees	\$ 3.28
31/07/2025	Director	Business Fuel Cards Pty Ltd	Network Service Fee exc Shell	\$ 7.24
17/07/2025	Director	UNITED SWANBOURNE AUTO	Merchants Surcharge	\$ 1.80
17/07/2025	Director	UNITED SWANBOURNE AUTO	Unleaded	\$ 82.09
12/07/2025	Director	Business Fuel Cards Pty Ltd	Periodic Fee/Stamp Duty	\$ 7.69
4/07/2025	Director	BP SORRENTO	Unleaded	\$ 75.36
4/07/2025	Director	BP SORRENTO	BP Surcharge	\$ 1.80
Total purchase card for the month				\$ 363.85

Fuel Card Report

Statement July 2025 to 14 August 2025 - Shell Fuel Card

Date	Registration Number	Location	Fuel Type	Total Cost
14/08/2025	1HNU587	COLES EXPRESS CLAREMONT	DIESEL	\$ 94.24
5/08/2025	1HNU587	COLES EXPRESS CLAREMONT	DIESEL	\$ 102.29
28/07/2025	1HNU587	COLES EXPRESS CLAREMONT	DIESEL	\$ 103.61
16/07/2025	1HNU587	COLES EXPRESS CLAREMONT	DIESEL	\$ 102.85
8/08/2025	1HPN643	COLES EXPRESS CLAREMONT	DIESEL	\$ 112.93
24/07/2025	1HPN643	COLES EXPRESS CLAREMONT	DIESEL	\$ 111.44
17/07/2025	1HPN644	COLES EXPRESS CLAREMONT	DIESEL	\$ 114.47
12/08/2025	1HVV050	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 65.63
5/08/2025	1HVV050	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 88.85
29/07/2025	1HVV050	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 77.84
22/07/2025	1HVV050	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 47.50
18/07/2025	1HVV050	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 109.89
14/08/2025	1HVV051	COLES EXPRESS WEST PERTH	UNLEADED PETROL	\$ 88.75
25/07/2025	1HVV051	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 91.36
14/08/2025	1HVV052	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 121.04
7/08/2025	1HVV052	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 115.43
30/07/2025	1HVV052	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 118.50
21/07/2025	1HVV052	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 118.51
12/08/2025	1HVV053	COLES EXPRESS BICTON	UNLEADED PETROL	\$ 98.37
28/07/2025	1HVV053	COLES EXPRESS PALMYRA	UNLEADED PETROL	\$ 100.62
12/08/2025	1IAU153	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 66.26
29/07/2025	1IAU153	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 63.13
4/08/2025	1IAU171	COLES EXPRESS WILLETTON	UNLEADED PETROL	\$ 66.63
13/08/2025	1IFF051	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 70.43
4/08/2025	1IFF051	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 52.84
28/07/2025	1IFF051	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 53.11
25/07/2025	1IFF051	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 55.43
17/07/2025	1IFF051	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 79.52
10/08/2025	1IFF052	SHELL KOJONUP	UNLEADED PETROL	\$ 72.83
8/08/2025	1IFF052	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 65.68
21/07/2025	1IFF052	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 106.62
11/08/2025	1IFF053	COLES EXPRESS BIBRA LAKE	UNLEADED PETROL	\$ 81.68
8/08/2025	1IFF053	COLES EXPRESS BIBRA LAKE	UNLEADED PETROL	\$ 59.53
31/07/2025	1IFF053	COLES EXPRESS PALMYRA	UNLEADED PETROL	\$ 76.51
22/07/2025	1IFF053	COLES EXPRESS MANDURAH	UNLEADED PETROL	\$ 80.65
19/07/2025	1IFF053	COLES EXPRESS BRIGHTON (WA)	UNLEADED PETROL	\$ 24.72
27/07/2025	1IFF054	COLES EXPRESS MYAREE	UNLEADED PETROL	\$ 80.86
28/07/2025	1IFF055	COLES EXPRESS MOUNT PLEASANT	UNLEADED PETROL	\$ 58.05
5/08/2025	1IFF056	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 64.18
29/07/2025	1IFF056	COLES EXPRESS CLAREMONT	UNLEADED PETROL	\$ 74.72
12/08/2025	1IFF057	COLES EXPRESS BAYSWATER WA	UNLEADED PETROL	\$ 67.53
5/08/2025	1IFF057	COLES EXPRESS BAYSWATER WA	UNLEADED PETROL	\$ 68.56
29/07/2025	1IFF057	COLES EXPRESS BAYSWATER WA	UNLEADED PETROL	\$ 67.59
22/07/2025	1IFF057	COLES EXPRESS BAYSWATER WA	UNLEADED PETROL	\$ 53.95
8/08/2025	1IMQ894	COLES EXPRESS CLARKSON - OCEAN KEYS	UNLEADED PETROL	\$ 71.23
24/07/2025	1IMQ894	COLES EXPRESS SCARBOROUGH	UNLEADED PETROL	\$ 64.72
7/08/2025	1IOH741	COLES EXPRESS CLAREMONT	DIESEL	\$ 129.14
23/07/2025	1IOH741	COLES EXPRESS CLAREMONT	DIESEL	\$ 126.75
29/07/2025	1IP2000	COLES EXPRESS MOSMAN PARK	UNLEADED PETROL	\$ 81.74
Total purchase card for the month				\$ 4,068.71

13.2 LIVEABILITY**13.2.1 LOT 2 (63A) BAY VIEW TERRACE, CLAREMONT - RECONSIDERATION OF DECISION**

File Number: 01SAT/25/0492

Author: Tianqi Xiao (Planner)

Authoriser: Liz Ledger (Chief Executive Officer)

Proposed Meeting Date: 30 September 2025

DA No.: 01SAT/25/0492

Reconsideration Due Date: 7 November 2025

Property Owner: Henrik Broeng Jacobsen & Michelle Leanne Jacobsen

Applicant: Henrik Jacobsen

Lot No.: 2

Area of Lot: 413m²

Zoning: R25

Attachments:

1. Location Map [13.2.1.1 - 1 page]
2. CONFIDENTIAL REDACTED - Plans [13.2.1.2 - 5 pages]

Planning and Development Act 2005 (PD Act)

State Administrative Tribunal Act 2004

Enabling Legislation: ***State Administrative Tribunal Regulations 2004***

Planning and Development (Local Planning Schemes) Regulations 2015 (LPS Regs)

Local Planning Scheme No. 3 (LPS3)

SUMMARY

- Application has been lodged for a review of decision with the State Administrative Tribunal (SAT).
- Proposal does not meet the 'Deemed to Comply' (DTC) requirements of the Residential Design Codes (RDC) relating to
 - Secondary street setback
 - Lot boundary setback
 - Boundary wall height
 - Open space
 - Solar access for adjoining site
- Application is recommended for approval, subject to relevant conditions.

PURPOSE

A development application for additions and alterations at Lot 2 (63a) Bay View Terrace, Claremont was refused by Council at its Ordinary Meeting of 25 March 2025.

The applicant subsequently lodged an application for review with the SAT under section 237 of the *Planning and Development Act 2005*.

Following mediation, the SAT made orders on 3 June 2025 directing the applicant to provide additional information and requiring the Town to reconsider the application upon receipt of that information. The Town must complete its reconsideration by 7 November 2025.

BACKGROUND

The following table outlines key dates regarding this proposal:

Date	Item/Outcome
25 March 2025	Application DA24.080 refused by Council
3 April 2025	Application for review lodged with the SAT
9 May 2025	Direction hearing held
3 June 2025	Mediation session held
8 July 2025	Meeting with applicant
1 August 2025	First set of amended plans received from applicant
7 August 2025	Amended order issued extending date for reconsideration
12 August 2025	Preliminary comments provided to applicant
13 August 2025	Meeting with applicant
20 August 2025	Amended plan received from applicant
22 August 2025	Report prepared for Council

PAST RESOLUTIONS

There is one past Council Resolutions relevant to this application.

Ordinary Council Meeting 25 March 2025, Council Resolution 39/25:

At its meeting held on 25 March 2025 Council resolved to refuse the application for the following reasons:

- Clause 67(2) of Planning and Development (Local Planning Schemes) Regulations 2015 – The proposed development adversely impacts the adjoining neighbour due to its excessive bulk and scale.*
- Clause 77 – Protection of Townscape under Local Planning Scheme No. 3 – The scale of the proposed development will adversely impact the established character of the area and diminish the amenity of the neighbouring property.*
- Clause 5.1.3 – Lot Boundary Setback under Residential Design Codes Volume 1 – The proposed development does not satisfy the design principle, as it will negatively impact the southern neighbour's access to sunlight and result in excessive bulk.*
- Clause 5.4.2 – Solar Access for Adjoining Sites under Residential Design Codes Volume 1 – The proposed development does not satisfy the design principle, as it will cast overshadowing onto the southern neighbour's primary outdoor living area.*

Heritage

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

COMMUNICATION/CONSULTATION

The previous application (DA24.080) was advertised to five properties, with one submission received relating to the following two aspects:

- Loss of sunlight and ventilation to the outdoor living area, reducing its overall usability and affecting adjoining indoor spaces.
- Increased perception of visual bulk from the outdoor living area, diminishing outlook and overall amenity.

The amended plans submitted for reconsideration was not advertised, as the proposal seeks to reduce the existing variations that were already advertised to the neighbour as part of the original application DA24.080, and no new or greater variations are proposed.

DISCUSSION

Description

The application proposes additions and alterations to the existing grouped dwelling at 63A Bay View Terrace, Claremont. The subject lot is zoned Residential R25 and has a site area of 413 sqm. It is located at the rear of the parent lot, with vehicle access from the ROW on the western side.

Compliance

The development proposes variations to the provisions of the RDC and LPS3. 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.

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

1. Clause 5.1.2 Street Setback of RDC: The proposed garage is setback 0.5m in lieu of 1.5m.
2. Clause 5.1.3 Lot Boundary Setback of RDC: The proposed southern side of the upper floor is setback 1.09m from the office to the WIR in lieu of 1.5m and is setback 2.0m along the living and sitting rooms in lieu of 2.1 m
3. Clause 5.1.3 Lot Boundary Setback of RDC: The northern side of the garage has a maximum wall height of 4.6m in lieu of 3.5m.
4. Clause 5.1.4 Open Space of the RDC: The site provides 46.4% open space in lieu of 50%.
5. Clause 5.4.2 Solar access for adjoining site of RDC: The proposed development will overshadow 17.6% of the adjoining site, in lieu of 11.94%.

Residential Design Codes

Secondary Street Setback

The proposed garage is set back 0.5m from the boundary facing the ROW, in lieu of the required 1.5m setback. While the Town encourages the securing of land for the widening of ROW as per Planning Bulletin 33 - Rights-of-way or laneways in established areas (Bulletin 33), and there is a demonstrated need for such widening, the connection between this requirement and the current application for additions cannot be established. This is because the existing dwelling has been using the ROW as its main vehicular access and the house is being retained.

The proposed works involve additions rather than a complete redevelopment, and the vehicle access arrangements for the property remain largely unchanged from the existing setup. As such, the need and nexus for an easement condition cannot be established in this case.

Due to the angled nature of the boundary, the setback gradually increases towards the northern side, mitigating the visual impact of the reduced setback. The upper storey addition is set back further from the ROW boundary, ensuring that the proposal does not detract from the character of the streetscape. While most garages along this laneway are set back further from the boundary, the northern neighbour's garage is positioned adjacent to the proposed garage. Therefore, the proposed garage, which only partially encroaches into the street setback area, will still be consistent with the established streetscape.

A front fence extending to the garage replacing the existing front fence will enclose the outdoor living, which is retained as part of this application. This ensures adequate privacy for the adjacent open space, maintaining a sense of separation and privacy for both the proposed development and neighbouring properties.

The proposed garage, despite a reduced setback, maintains adequate clearances for manoeuvring and functional use of the ROW. The angled boundary and gradual increase in setback towards the northern side further enhance usability, ensuring the ROW remains functional.

This variation was supported in the previous application and remains unchanged in the current proposal. As such, the reduced secondary street setback meets the DP requirements and is supported.

Lot Boundary Setback

The subject dwelling is located on a rear lot with frontage only to the ROW, with the southern neighbour comprising a single property that extends from Bay View Terrace through to the rear ROW. In the previous application, the design incorporated a 19m long wall with a reduced setback of 1.1 m. That proposal was not supported due to concerns regarding potential adverse impacts on the adjoining property, particularly in terms of loss of sunlight and ventilation to the neighbour's major outdoor living area and the potential for excessive visual building bulk along the boundary.

The amended design responds more appropriately to the neighbouring site context. The adjoining property contains three outdoor living areas: one at the front, a central courtyard, and a rear outdoor living area. Of these outdoor living areas only the rear abuts the subject site and has an interface with the proposed upper floor. To address this, the amended proposal increases the setback of the sitting and living on the first floor from 1.1m to 2m.

This change substantially improves the relationship between two dwellings. The increased setback provides greater separation between buildings, allowing for improved air circulation and natural ventilation while also managing the impacts of overshadowing to sensitive areas. Due to the lot orientation, the increased setback from previous design enhances access to north-western afternoon sunlight within the neighbour's rear outdoor living area.

The refused application did not provide for any articulation along the southern elevation, the revised design introduces articulation by setting back a portion of the upper floor further, with the larger setback aligning with the neighbour's major outdoor living space. This amendment reduces the perceived scale of the upper floor and lessens the potential for visual dominance when viewed from the neighbour's outdoor living area.

Although a reduced setback of 1.09m remains from the office to the WIR in lieu of 1.5m, this portion of the wall directly adjoins the neighbour's dwelling, which contains no north-facing openings or outdoor living areas. As such, it does not unduly compromise sunlight or ventilation and does not create a direct bulk impact when viewed from within habitable rooms.

No major openings are proposed along the southern side of the upper floor. On this basis, it is considered that the development will not result in any unreasonable overlooking or loss of privacy to the adjoining property.

As such, the amended design demonstrates a more balanced approach to the adjoining context and the reduced setback variation can be supported.

Boundary wall

The application proposes a variation to the boundary wall height on the northern side of the garage. This portion of the wall is divided into two sections, one on the western side of the garage facing the ROW, which complies with RDC, and the remaining section with a height of 4.6m in lieu of 3.5m permitted.

The increased height of the boundary wall is intended to enhance privacy for the occupants of the subject site while also enabling the effective use of the rooftop area as a green space.

The northern neighbour consists of four grouped dwellings, with open space and garages located to the east, at the rear of the lot. This portion of the boundary wall directly abuts the neighbour's garage, which is also built up to the boundary. As the main outdoor living area of the neighbouring property is situated further north, the impact of building bulk on habitable spaces and primary outdoor living areas is considered minimal. Furthermore, the proposed boundary wall does not directly face the main living areas of the northern neighbouring grouped dwellings. As a result, adequate northern sunlight and ventilation will continue to be provided to the internal habitable spaces of the neighbouring properties.

As the primary outdoor living area of the subject site is located on the southern side of the garage, the proposed boundary wall does not result in additional shading to this area than what is already caused by the garage itself. In fact, the boundary wall enhances the outdoor living area by making more effective use of the front setback area of the lot.

The proposed boundary wall does not contain any major openings, ensuring that the extent of overlooking and any resultant loss of privacy is minimal. To reduce the potential for overlooking of the northern neighbour, this application also includes a privacy screen connecting the boundary wall to the dwelling. This addition further reduces the potential of overlooking from upper floor sitting room.

This variation was supported in the previous application and remains unchanged in the current proposal. As such, the proposed boundary wall height is considered to satisfactorily address the DP requirements and is supported.

Open Space

As discussed above, the subject lot is located towards the rear of the parent lot and is mostly screened by the front dwelling's gable roof when viewed from Bay View Terrace. As a result, the existing streetscape character as viewed from Bay View Terrace will not be impacted.

From the secondary street (ROW), the area presents a different streetscape, with all dwellings in the immediate locality having garages facing the ROW. Additionally, some developments further south along the ROW feature similar two-storey structures positioned towards the rear. Given this context, the proposed development, despite the reduced open space, will have limited impact on the secondary streetscape.

The proposal incorporates large windows and a balcony with privacy screening, which maximizes northern sunlight for the dwelling. Vegetation is proposed along the northern side of the lot, complemented by rooftop greenery, all of which contribute to an attractive setting for the building. Additionally, the outdoor living area complies with RDC requirements, ensuring it is functional and will provide effective use for occupants.

This variation was supported in the previous application and remains unchanged in the current proposal. As such, the proposed open space meets the DP requirements and is supported.

Overshadowing

The overshadowing requirement for the proposed development is calculated based on DTC provisions C2.1 and C2.2 of the RDC. The adjoining property is zoned R25, where the overshadowing limit is 25% of the site area. As the subject site shares a southern boundary, the overshadowing limit is reduced proportionally as a percentage of the shared boundary. In this case, the subject lot abuts 47.79% of the common boundary. Therefore, the overshadowing percentage requirement for this development is 11.94%.

In the refused application, the development resulted in overshadowing of 20.89% of the adjoining property. This was not supported as the extent of the shadow falling across the neighbour's major outdoor living area was considered to adversely impact the neighbours access to sunlight and amenity.

The current proposals been amended to reduce overshadowing to 17.6%. While this remains above the DTC requirement, it represents an overall reduction of 3.29% compared with the previous design. More significantly, within the neighbour's outdoor living area (excluding the overshadowing from the dividing fence), the extent of overshadowing has been reduced by 34.66% compared with the refused application. This reduction addresses the key concern of the previous proposal by lessening the direct impact on the most sensitive area of the neighbouring property.

The subdivision pattern of the subject site, with its front and rear lot arrangement, makes full compliance with DTC overshadowing provisions difficult to achieve. While not included in overshadowing calculations, the existing dividing fence already casts a substantial degree of shadow across the adjoining property, including the outdoor living area. With the amended design, the additional overshadowing has been reduced. The increased lot boundary setback allows sunlight to penetrate further into the outdoor living area later in the afternoon. The greater setback allows sunlight to penetrate beneath the patio cover and thereby improving the overall level of access to natural light.

Most of the overshadowing is confined to the rear part of the southern neighbour's property, affecting the garage and part of the rear outdoor living area. As this section of the dwelling contains no significant north-facing major openings, the impact on internal habitable spaces will be minimal. In addition, no solar collectors are located on the adjoining property, ensuring there is no impact on access to solar energy.

On this basis, the extent of overshadowing is considered to result in improved amenity impacts than the previous design. When viewed together with the increased setback provided in this proposal, the variation is considered reasonable and can be supported.

FINANCIAL AND STAFF IMPLICATIONS

There may be cost implications associated with continued SAT proceedings if Council again refuses the application or imposes conditions that are not supported by the applicant.

POLICY AND STATUTORY IMPLICATIONS

In accordance with the LPS Regs, Council may:

- a) Grant development approval without conditions; or
- b) Grant development approval with conditions; or
- c) Refuse development approval.

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.

URGENCY

The Tribunal orders require the Town to reconsider the application by 7 November 2025.

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

Moved: Cr Graham Cameron

Seconded: Deputy Mayor Cr Paul Kelly

Council *determination*

That Council grant Development Approval for proposed additions and alterations at Lot 2 (63a) Bay View Terrace, Claremont subject to the following conditions and advice notes:

1. All development shall occur in accordance with the approved drawings (DR38/2025), as amended by these conditions.
2. All stormwater discharge shall be contained and disposed of on site to the specification and 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 a 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: A Demolition Permit may be required from the Town's Building Services prior to commencement of any demolition works. The Town accepts certified and uncertified Demolition Permits.

Note 6: The use of skip bins outside the property boundaries will only be permitted where approved in a Work Zone Permit.

Note 7: The Right-of-Way is to remain free of any obstructions and impediments to access during construction. This includes storage of materials, vehicles, or truck attendance, unless otherwise approved by the Town of Claremont.

Note 8: A Construction and Site Management Plan detailing access to the site, the delivery and storage of materials and the parking of tradespersons is to be implemented during construction and presented to the Town upon request.

Note 9: 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 11: 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*, noise from construction work is limited to 7.00am to 7.00pm Monday to Saturday inclusive.

For: Cr Jill Goetze

Against: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

LOST 1/8

ALTERNATE MOTION

COUNCIL RESOLUTION 141/25

Moved: Mayor Jock Barker

Seconded: Deputy Mayor Cr Paul Kelly

That Council refuse the granting of Development Approval proposed additions and alterations at Lot 2 (63a) Bay View Terrace, Claremont for the following reasons:

1. The application has been incorrectly categorised as additions and alterations to an existing grouped dwelling, and would be more appropriately classed as two multiple dwellings;
2. The bulk and scale of the development is excessive; and
3. Unreasonable overshadowing of the abutting property to the south.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

LOT 2 (63A) BAY VIEW TERRACE, CLAREMONT



Location - 63A Bay View Terrace, Claremont

13.2.2 HERITAGE MAINTENANCE GRANT - 73 SHENTON ROAD

File Number:	3495
Author:	Eddie Marcus (Heritage Officer)
Authoriser:	Liz Ledger (Chief Executive Officer)
Proposed Meeting Date:	29 July 2025
DA No.:	N/A
60/90 Days Due Date:	N/A
Property Owner:	Ean M Alexander
Applicant:	Ean M Alexander
Lot No.:	21
Area of Lot:	916m²
Zoning:	R20
Attachments:	1. 73 Shenton Road- Images [13.2.2.1 - 5 pages] 2. Heritage Application - 73 Shenton Road - Redacted [13.2.2.2 - 2 pages] 3. CONFIDENTIAL REDACTED - Revised quotation for 73 Shenton Road [13.2.2.3 - 1 page]

Enabling Legislation:	<i>Planning and Development (Local Planning Schemes) Regulations 2015 (LPS Regs)</i> Local Planning Policy 124 – Heritage (LPP124) Council Policy LV130 – Mike Balfe Heritage Maintenance Grants (LV130)
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SUMMARY

An application for a Mike Balfe Heritage Maintenance Grant (Heritage Maintenance Grant) has been received to undertake repair and replacement of original stain glass to a heritage listed dwelling at 73 Shenton Road, Swanbourne. The grant amount requested is \$3,926.50. As the property has heritage significance and the works will contribute to the restoration of the dwelling, it is recommended that the requested grant amount be issued.

PURPOSE

To request Council approval to issue a Heritage Maintenance Grant to the value of \$3,926.50 to undertake maintenance and repair works to a heritage listed dwelling located at 73 Shenton Road, Swanbourne.

BACKGROUND

The following table outlines key dates regarding this proposal:

Date	Item/Outcome
7 July 2025	Application received
15 July 2025	Report written
29 July 2025	Council resolution to approve grant
22 August 2025	Reapplication for grant.
16 September 2025	Report written

PAST RESOLUTIONS

Council Resolved on 29 July 2025 to approve a grant for \$2,325.12 to undertake:

- *Repair of original stain glass and replacement of non-original stain glass on the front entrance door.*
- *Repair, as necessary, wooden frame around glass.*

Heritage

The property is included on the Town's Heritage List. It is described as:

Single-storey Zincalume hipped and gabled roof with original chimney. Painted brick walls. Truncated entry with side and top light leadlight glazed panels to door. Gable to front façade. Broken back roof over verandah, supported by timber posts and decorative timber frieze. High wall to boundary. Aerial photos show large rear addition.

The Statement of Significance is:

Good representative example of a Federation Bungalow residence, contributing to the streetscape.
The interior of the building is not of cultural heritage significance.

DISCUSSION

As noted above, a grant was previously approved for the applicant on 29 July 2025 for \$2,325.12 for this work. Subsequently, the professional engaged to undertake the project identified additional works which were necessary. In particular, the original stain glass cannot be repaired in situ, but must be removed, repaired offsite, and reinstalled. As a consequence, the quotation for the work has increased to \$7,853.05.

In a new application, the applicant asks that the approved grant be increased to \$3,926.50.

The residence at 73 Shenton Road, Swanbourne, is a 1901 Federation Bungalow and included on the Town's Heritage List (Significance Level 3).

The application now seeks a new grant amount of \$3,926.50 to undertake:

- Removal, repair and reinstallation of original stain glass and replacement of non-original stain glass on the front entrance door.
- Repair, as necessary, wooden frame around glass.

The applicant seeks to replace Sidelights which are in a 1920s-30s Art Deco style with Sidelights consistent with the Federation Era age of the dwelling. It is not suggested (in fact, it is highly unlikely) that the Sidelights were installed in the 1920s-30s, but are probably a late 20th century introduction, and likely to be replicas. However, definitive proof of this would be difficult to reasonably obtain.

The images attached to the application demonstrate the inconsistency between the Transom and Sidelights, and, for reference, examples of original glass from the 1900s and from the 1920s.

Council may match the resident's financial contribution towards eligible heritage maintenance works (up to a maximum value of \$5,000) for a place included Town's Heritage List. Council Policy LV130: Mike Balfe Heritage Maintenance Grants specifies that works eligible for grants include:

... restoration works, ... [and] repair and/or replacement of walls and windows ...

As noted above, the presence of the Transom and Sidelights are included in the description of the place entered in the Town's Local Heritage Survey (LHS), and so are an identified heritage feature of the place.

It is good heritage practice to retain original and/or extant fabric whenever possible. LPP124 does not specify requirements for restoration of fabric to a more original appearance, but if change is required, it is good heritage practice that the new fabric should:

- closely match the original in terms of material, construction, colour, and appearance
- consider the cultural significance of the place and its historical context
- and the work should be documented, including the reasons for replacement and the materials used, to ensure transparency and facilitate future conservation efforts
- and the work should be carried out by skilled and experienced contractors using appropriate techniques and materials.

These criteria are met by this application. In addition, it should be noted that Council has previously approved a Heritage Grant for a similar project at 16 Reserve Street, Claremont, on 26 March 2024.

An assessment of the application against Local Planning Policy 124 – Heritage and Council Policy LV130 – Mike Balfe Heritage Maintenance Grants demonstrates that eligibility and general policy requirements have been met, namely:

- The eligible proposed works are compliant with LPP124 and LV130. It should be noted that since the works can be considered restoration and maintenance, no Development Application is required.
- The place has 'Moderate Significance' within the Town's heritage stock and so has demonstrated heritage value.
- The windows are not original to the place, so replacement can be considered restoration.
- There was no demonstration of immediate need, but the proposed works are not inconsistent with good heritage practice.
- The dwelling has not received any planning concessions relative to density or consideration of deemed provision cl.12 of the Planning and Development (Local Planning Schemes) Regulations 2015.
- Two quotations breaking down the elements of this project were submitted along with the application, along with accompanying photographs.
- The project is achievable, and the quotations demonstrate the costs are in line with those expected for such a project
- The proposed works will allow for a presentation to the street of an entrance more consistent with the age of the dwelling than the Sidelights currently there
- The project can be completed within the required timeframe (24 months)

FINANCIAL AND STAFF IMPLICATIONS

As of 15 July 2025, the Heritage Grant Reserve fund held approximately \$69,212. Approval of this application will reduce the reserve funds available for the Mike Balfe Heritage Maintenance Grant by \$3,926.50.

POLICY AND STATUTORY IMPLICATIONS

The application is consistent with Local Planning Policy 124 – Heritage and Council Policy LV130 – Mike Balfe Heritage Maintenance Grants

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.*

- Balance the Town's historical character with complementary, well-designed development.

URGENCY

Nil

CONCLUSION

Based on the above, it is recommended that Council approves the application from the owner of 73 Shenton Road, Swanbourne to increase the approved Heritage Maintenance Grant to \$3,926.50.

VOTING REQUIREMENTS

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

COUNCIL RESOLUTION 142/25

Moved: Deputy Mayor Cr Paul Kelly

Seconded: Cr Graham Cameron

That Council approves the application from the owner of 73 Shenton Road, Swanbourne to increase the Mike Balfe Heritage Grant approved by Council on 29 July 2025 from \$2,325.12 to \$3,926.50.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

73 Shenton Road, Swanbourne – Images

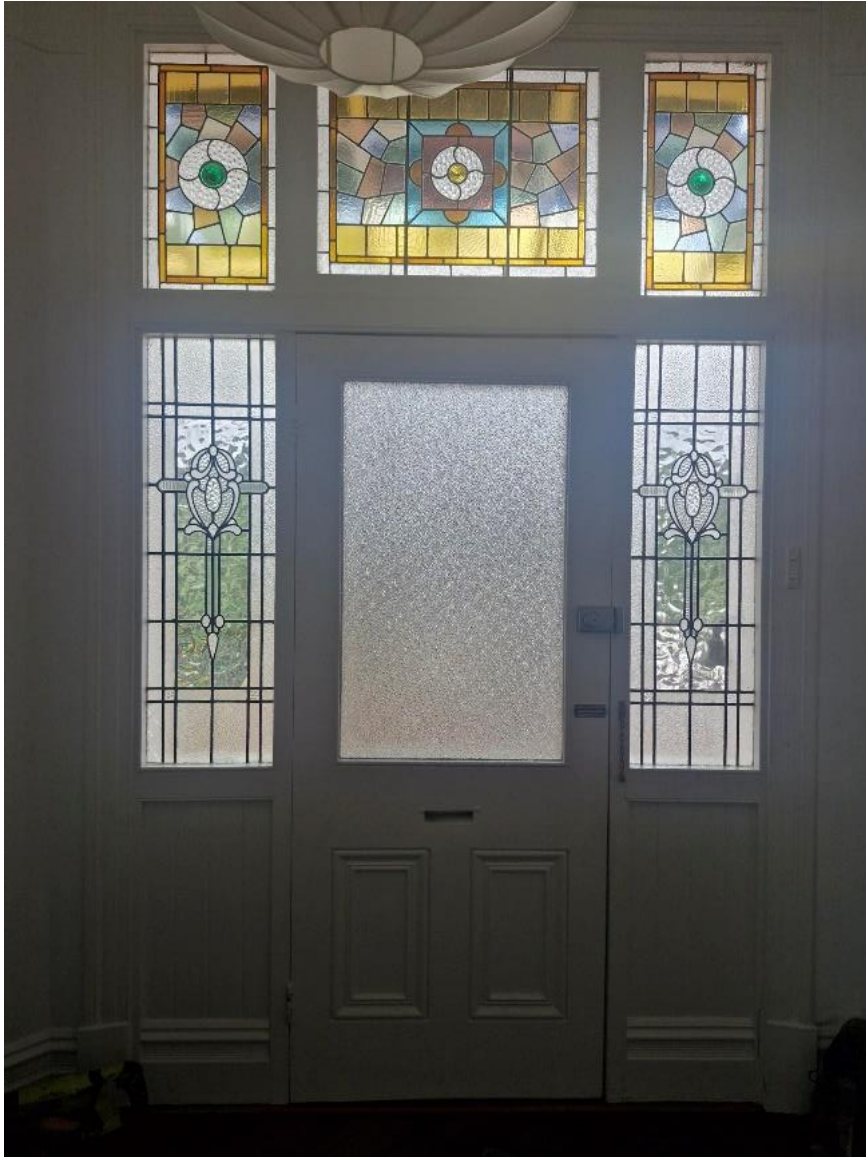


Image 1: 73 Shenton Road, current Door (July 2025)

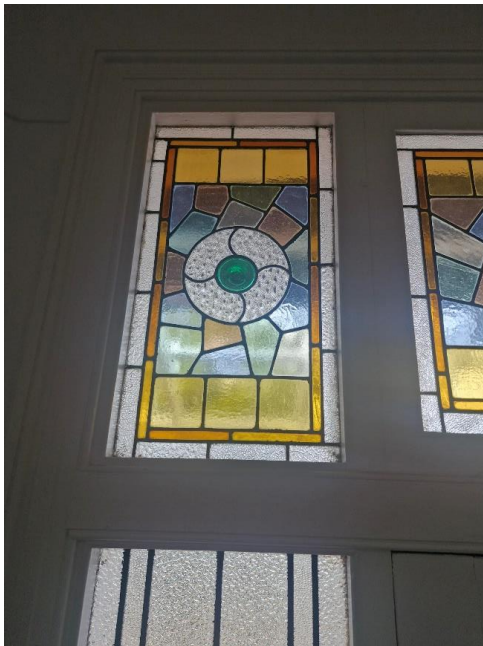


Image 2: 73 Shenton Road, current Transom (July 2025)

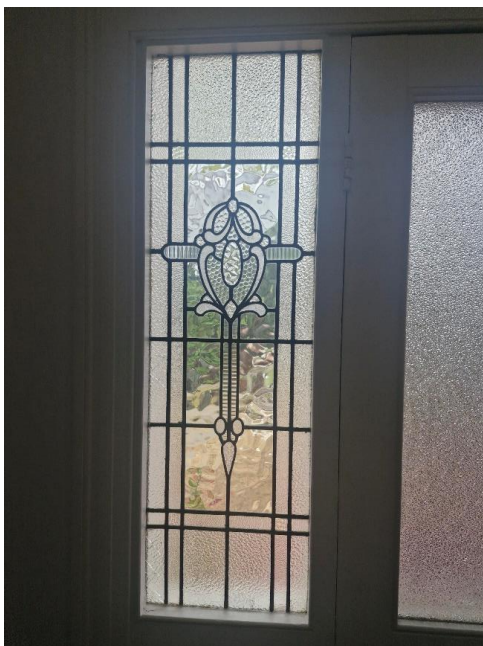


Image 3: 73 Shenton Road, current Sidelight (July 2025)



Image 4: 73 Shenton Road, current Glazing (July 2025)

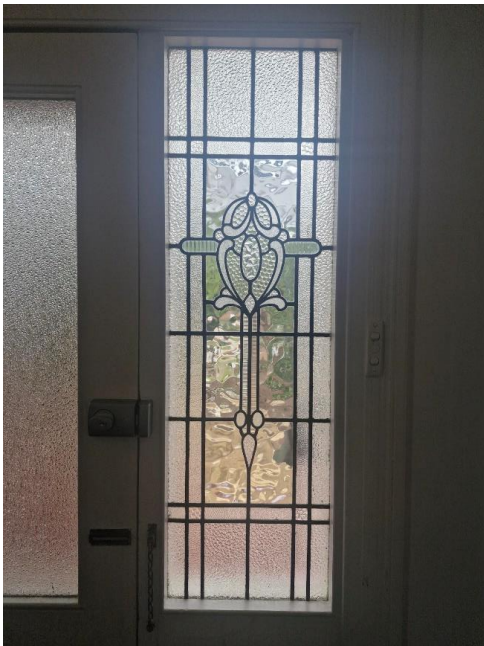


Image 5: 73 Shenton Road, current Sidelight (July 2025)

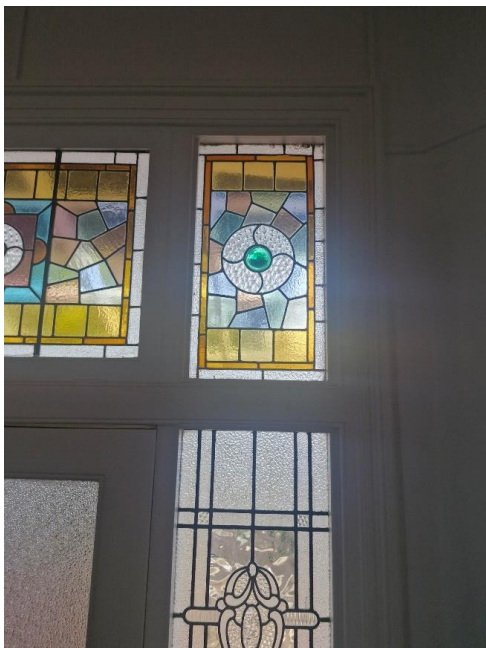


Image 6: 73 Shenton Road, current Transom & Sidelight (July 2025)

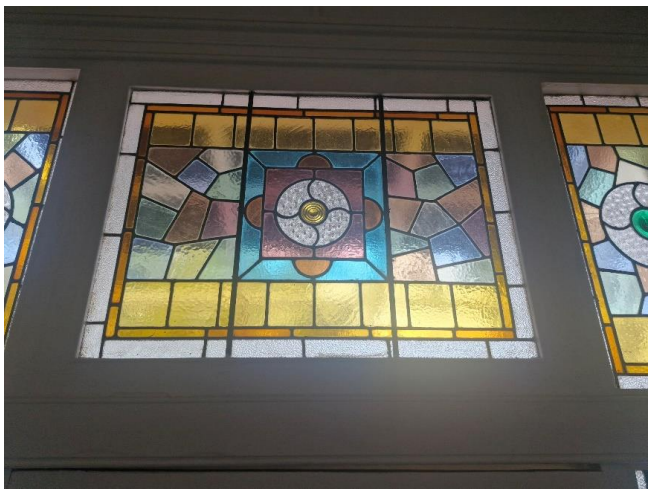


Image 7: 73 Shenton Road, current Transom (July 2025)



Image 8: 1900s Federation Glazing (example from Inner Western Sydney)



Image 9: 1920s Art Deco Glazing (example from Inner Western Sydney)

308 Stirling Highway
PO Box 54
CLAREMONT WA 6910
Ph: 9285 4300
www.claremont.wa.gov.au
toc@claremont.wa.gov.au

MIKE BALFE HERITAGE MAINTENANCE GRANT APPLICATION FORM



PROPERTY DETAILS

Address: 73 Shenton Rd
SWANBOURNE WA

Postcode: 6010

OWNER DETAILS

Name: Ean Alexander

Address: 73 Shenton Rd
SWANBOURNE

Postcode: 6010

Phone: [REDACTED]

Email: [REDACTED]

Contact person for correspondence:

As the landowner or their authorised representative, to the best of my knowledge information detailed in this report is true and correct.

Signature: [REDACTED]

Date: 22/8/2025

PROJECT DESCRIPTION

- ① Repair and replacement of original stained glass on the front door and surrounding panels of entrance area
- ② Replication of original stained glass, installation into original side panels and door
- ③ Repair of original door, and reinstatement of glass, and ~~and~~ reset of door back to original position

Total project cost (inc GST)

\$ 7,853.05

Grant amount requested

\$ 3,926.50

Applicant's contribution

\$ 3,926.55

Any other income for project sought or received*

\$ -

*Details and supporting documentation must be included with this form

PROJECT BUDGET

Detail all expected costs of your project. Note that further information may be requested.

Item	Cost (Inc GST)
3 x matched stained glass windows in 2x side panels and 1x main door panel, design and glass selectors to match as close as possible to existing	\$ 4,056.25
Removal of existing glass, and reinstallation on site	\$ 594.00
Repair of door, to hinges, and installation	\$ 400.00
3 x original top lite stained glass windows, fully restored, acid dipped, and high pressure washed, resealed, recemented, polished, including repair of any cracked segments	\$ 2,802.80
Continue on separate sheet if necessary	

EXPECTED PROJECT COMMENCEMENT AND COMPLETION DATES

Start: September / October 2025 End: November 2025

The Heritage Grant Funding Agreement requires the completion of the project no later than 12 months after the approval date.

CHECKLIST

The property is a rateable heritage listed dwelling located within the Town of Claremont	✓
Applicant makes a financial contribution at least equal to the grant funding amount	✓
Applicant has no outstanding debts to the Town	✓
Grant funding is not for reimbursement of works already underway or completed	✓
Application Form completed	✓
Two quotes from qualified professionals for each component of project provided	✓
Photographs in support of application provided, where relevant	✓
Copies of any relevant approvals and permits	NA

Send completed Application Form to

Heritage Officer
Planning and Development
Town of Claremont
PO Box 54
CLAREMONT WA 6910

More information

(08) 9285 4300
toc@claremont.wa.gov.au

13.3 ENVIRONMENTAL SUSTAINABILITY

13.3.1 REVIEW OF PARKS & ENVIRONMENT POLICIES

File Number: PRK/00162-010

Author: Cloe Dolan (Manager Parks and Environment), Nicola Clark (Director Planning and Environment)

Authoriser: Liz Ledger (Chief Executive Officer)

Attachments:

1. LV136 Tree Canopy - Proposed Changes (Tracked) [**13.3.1.1** - 2 pages]
2. LV136 Tree Canopy - Clean [**13.3.1.2** - 2 pages]
3. EN309 Shade Over Public Playgrounds - For Revocation [**13.3.1.3** - 1 page]

PURPOSE

For Council to consider approving a review of the Town's environmental sustainability policies, including:

- An updated Council Policy LV136 Tree Canopy (refer **Attachments 1 and 2**) that strengthens the Town's position on protecting valuable tree canopy assets in response to emerging environmental threats, such as the Polyphagous Shot Hole Borer (PSHB).
- The implementation of a moratorium on voluntary Queensland Box tree removals, reflecting a strategic shift toward retaining mature, valuable canopy trees.
- The revocation of Council Policy EN309 Shade Over Public Playgrounds (refer **Attachment 3**) to support integrated management of tree canopy and shade across the Town.

BACKGROUND

Council Policy LV136 Tree Canopy ('Tree Canopy Policy') was last updated in June 2022 and has served as the foundational document guiding the Town's urban forest management practices. However, significant changes in the urban forest landscape since that time have necessitated a comprehensive review. Two key factors motivating this review are:

- **Ongoing threat of PSHB:** The detection of PSHB in Perth's metropolitan area in August 2021 fundamentally altered tree management approaches for local governments in Western Australia. On 18 June 2025, the National Management Group declared eradication no longer technically feasible and shifted to an 18-month management phase, concentrating on containment and risk reduction.
- **Advances in urban forest management:** Australian local governments have progressively updated canopy management strategies in recent years. Research shows that maintaining 30-40% canopy cover is critical for urban cooling and environmental resilience. The Town and broader Perth metropolitan area remain well below this benchmark.

The review has also questioned the ongoing suitability of the Town's position on voluntary Queensland Box tree removals. Queensland Box trees (*Lophostemon confertus*) are native evergreen street trees widely used in Perth valued for their dense foliage, disease resistance, and urban tolerance – however, their size and root systems require careful management. Council resolutions in 2018 and 2020 permitted voluntary removal of Queensland Box trees on verges under certain conditions, including annual removal limits. Given persistent pest threats and the critical ecological value of mature trees, this review has reconsidered these established practices.

Additionally, Council Policy EN309 Shade Over Public Playgrounds was last reviewed in December 2018 and, while remaining a formal policy, is currently not actively applied by the Town. This is largely due to the Town's broader established commitment to providing natural shade through tree planting programs and capital investment in shade structures such as shade sails.

DISCUSSION

This review proposes amendments to the Tree Canopy Policy (refer **Attachments 1 and 2**) that reinforce the Town's urban forestry commitments, including:

- Application of the Street Tree Master Plan, Tree Management Guidelines, and Australian Standards in all tree planting, care, and removal activities.
- Strong protections for mature, heritage, and significant trees as vital environmental and community assets.
- Clear criteria limiting tree removal to dead, diseased, or immediate safety risk cases as assessed by qualified arborists.
- Enhanced communication and community engagement strategies to support canopy preservation.
- Provision for establishing quantifiable canopy cover targets with regular monitoring against progress.
- Enforcement mechanisms, including bonds and penalties, to ensure adherence to tree protection requirements.

Queensland Box Tree Removals

Previous Council resolutions in 2018 and 2020 allowed voluntary removal of Queensland Box trees on verges under certain conditions, including replacement planting and yearly removal caps to protect canopy cover. Given changed circumstances and emerging PSHB threats, this review recommends a moratorium on these removals to better prioritise retention of mature, resilient trees. The moratorium approach is recommended because:

- Queensland Box trees are valuable canopy assets generally more resistant to PSHB than preferred host species.
- Retention of mature trees provides immediate climate resilience benefits unattainable by new planting in the short-term.
- The existing removal limits of 20 trees per year still represent a significant loss of established canopy cover.
- Contemporary research prioritises tree retention over replacement to sustain urban forest resilience.

The proposed moratorium would include:

- Immediate suspension of property owner-initiated Queensland Box removal applications, except where safety risks are demonstrated or PSHB infestation is confirmed.
- Continuation of emergency removal procedures for urgent safety situations.

Shade Over Playgrounds Policy (EN309)

The review also recommends revocation of Council Policy EN309 Shade Over Public Playgrounds, consolidating shade and canopy management into one Tree Canopy Policy to streamline and strengthen environmental amenity strategies.

These policy changes align with the Strategic Community Plan's environmental sustainability objectives, positioning the Town of Claremont as a leader in responsible environmental management with diligent tree canopy protection.

PAST RESOLUTIONS

Ordinary Council Meeting 6 October 2020, Council Resolution 147/20

AMENDED PRIMARY MOTION WAS PUT

1. *That Council, following review of its resolution of November 2018, resolves that applications from property owners for the removal of Queensland Box Trees on the verge outside of their properties will only be approved if, in the opinion of the Chief Executive Officer;*
 - a. *The subject tree is required to be removed to accommodate development, or the construction of a driveway or crossover that cannot otherwise be accommodated, or*
 - b. *The subject tree is required to be removed due to adverse impacts to adjacent property.*

Any tree removal approved in accordance with clauses a) and b) of this resolution are subject to the following criteria;

 - I. *Removed trees are to be replaced (at a specified location) with a designated tree according to the Street Tree Master Plan or species as stipulated by the Town of Claremont.*
 - II. *Removal and installation of the replacement tree is to be at the cost of the applicant and set at \$3,400 per tree.*
 - III. *All works associated with the removal, replacement, installation, care and maintenance of the tree is to be undertaken by the Town of Claremont or its appointed contractors.*
2. *All other applications for the remove of Box Trees will be considered, only if;*
 - a. *The removal of the subject tree does not, in the opinion of the Chief Executive Officer after considering submission from adjoining neighbours, result in significant detrimental impact to the amenity of the location or street from which it is proposed to be removed.*
 - b. *The subject tree does not comprise any more than 10% of the total trees or canopy cover in the street in which it is located.*
 - c. *Removed trees are to be replaced with a designated tree according to the Street Tree Master Plan or species as stipulated by the Town of Claremont.*
 - d. *Removal and installation of replacement tree is to be at the cost of the applicant and set at \$3,400 per tree.*
 - e. *All work associated with the removal, replacement, installation, care and maintenance of the tree is to be undertaken by the Town of Claremont or its appointed contractors.*
 - f. *No more than 10% of all the trees in any one street, may be considered for removal during any 12-month period with no more than 20 Box Trees per year able to be removed across the district during this same 12-month period.*

CARRIED

Ordinary Council Meeting 20 November 2018, Council Resolution 209/18

ALTERNATIVE MOTION

That applications from the property owners for the removal of box trees in the verge outside their properties may be approved subject to:

1. *Removed trees are to be replaced with a designated tree according to the Street Tree Master Plan.*
2. *Removal and installation of replacement tree to be at the cost of the applicant and set at \$3,400 per tree.*
3. *Council's Fees and Charges Schedule to be amended to reflect the charge, and the charged to be reviewed each financial year.*
4. *All the works to be undertaken by the Town.*
5. *No more than 10% of all the trees in any one street, be proactively replaced during any 12-month period and a maximum of 85 box trees per year can be removed.*
6. *To be reviewed after a two-year trial period.*

CARRIED BY ABSOLUTE MAJORITY

FINANCIAL AND STAFF IMPLICATIONS

The proposed moratorium on voluntary Queensland Box tree removals can be implemented through administrative decision-making using existing staff resources and does not require additional budget allocation.

Suspension of the \$3,535 tree removal/replacement fee for voluntary applications will have minimal budget impact, due to the Town receiving minimal applications in recent years.

POLICY AND STATUTORY IMPLICATIONS

This policy review aligns with the Department of Primary Industries and Regional Development's PSHB quarantine and management guidelines, WALGA urban forest best practices, and applicable Local Planning Scheme No. 4 provisions.

COMMUNICATION AND CONSULTATION

The moratorium on voluntary Queensland Box removals can be implemented immediately through administration, with communication to affected stakeholders managed through existing Council communication channels, such as the Town's website.

Consequential updates as a result of the review will be progressed by the Administration to the Street and Reserve Tree Management Guidelines, Town of Claremont Street Tree Brochure and Tree Pruning Information Sheet and published on the Town's website.

STRATEGIC COMMUNITY PLAN

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

- Take a leadership in the community in environmental sustainability.

URGENCY

Increased public concern about PSHB necessitates prompt Council action to preserve canopy assets, uphold community confidence, and demonstrate environmental leadership.

VOTING REQUIREMENTS

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

OFFICER RECOMMENDATION

Moved: Cr Ryan Brown

Seconded: Deputy Mayor Cr Paul Kelly

That Council:

1. Approves the updated Council Policy LV136 Tree Canopy as detailed in Attachment 1;
2. Implements a moratorium on voluntary Queensland Box tree removals; and
3. Revokes Council Policy EN309 Shade Over Public Playgrounds.

AMENDMENT**COUNCIL RESOLUTION 143/25****Moved:** Cr Jill Goetze**Seconded:** Cr Graham Cameron

1. That Council Policy LV136 be amended to include under the paragraph titled Policy, an additional dot point under “The Town of Claremont commits to”:
 - *Providing built structures such as shade sails to outdoor public infrastructure to support urban cooling if natural canopy cannot be provided.*

Reason: This inclusion should maintain the requirement for shade structures and be connected to the Tree Canopy Policy.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0**AMENDED OFFICER RECOMMENDATION WAS PUT****COUNCIL RESOLUTION 144/25****That Council:**

1. Approves the updated Council Policy LV136 Tree Canopy as detailed in Attachment 1 as amended;
2. Implements a moratorium on voluntary Queensland Box tree removals; and
3. Revokes Council Policy EN309 Shade Over Public Playgrounds.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

TOWN of CLAREMONT

COUNCIL POLICY LV136

TREE CANOPY

KEY FOCUS AREA LIVEABILITY

Purpose

The purpose of this policy is to preserve, maintain and enhance ~~ensure that~~ the Town's tree canopy is preserved, maintained, and enhanced to support a healthy urban environment, community wellbeing and ecological resilience. ~~and in recognition of contrasting changes such as urban infill and climate change.~~

Scope

This Policy applies to all trees owned or managed by the Town of Claremont within road reserves, parks, reserves and public open spaces.

Policy

The Town of Claremont commits to: ~~is known for its green leafy streets, parks and residential areas, and Council recognises the importance of trees as a valuable community asset for environmental and aesthetic contributions such as visual amenity, shade and heat reduction, and habitat for native fauna.~~

As such, Council supports the provision of the following:

- Protecting and increasing tree canopy cover through strategic planting, care, replacement and preservation. ~~Resources to adequately maintain, preserve and increase the Town's tree canopy.~~
- Providing adequate resourcing and skilled personnel to maintain the Town's urban forest and deliver on canopy objectives.
- Using a consistent and strategic approach guided by the Street Tree Master Plan which plans for the planting, retention, and maintenance of and Tree Management Guidelines for all Town tree-related activities.
- Ensuring the protection and preservation of mature, heritage, and significant trees as valuable community assets.
- ~~Clear guidelines and direction to ensure a consistent approach towards the provision of trees in the Town.~~
- Guidance Requiring to developers and planners to adhere to ~~regarding~~ tree protection measures and providing guidance to minimise impacts from and preservation at development sites.
- Enforcing Clear parameters to residents and the wider community regarding ~~around~~ tree planting, pruning and removal in accordance with relevant legislation and Australian Standards. ~~the circumstances under which a tree will be planted, pruned, or removed.~~
- Recognises Removing the need to remove trees only when assessed as ~~when~~ dead, diseased or posing immediate safety risks by deemed unsafe by ~~a qualified arborist employed~~ engaged ~~by the Town.~~
- Engaging and educating the community on the importance of tree canopy, encouraging participation in tree planting and care.

- Setting measurable targets to increase canopy cover and regularly monitoring and reporting on progress.
- Applying effective enforcement mechanisms, including bonds and infringements, to ensure compliance and protect Town trees.
- ~~Recognises the value and importance of heritage and significant trees.~~
- ~~A Street Tree Master Plan which plans for the planting, retention, and maintenance of Town trees.~~
- ~~Tree management and planting will be in accordance with the strategies identified within the relevant Legislation and Organisational documents as listed below.~~

Document Control Box			
Legislation:	Australian Standards for Protection of Trees on Development Sites (AS/4970-2009) Australian Standards for Pruning of Amenity Trees (AS/4373-2007) <i>Local Government Act 1995</i> <i>Local Government Regulations 1996</i>		
Organisational:	Street and Reserve Tree Management Guidelines 2025 2 Street Tree Master Plan 2025 Street Tree Information Sheet Lake Claremont Management Plan 2024-2029 Australian Standards for Protection of Trees on Development Sites (AS 4970-2025) Australian Standards for Pruning of Amenity Trees (AS 4373-2007) Queensland Box Tree Council Motion and Resolution 2018 Street Tree Removal Application Form		
Version #	Decision:	OCM Date:	Resolution Number:
1.	Adopted	26 July 2022	091/22
<u>2.</u>	<u>xx</u>	<u>30 September 2025</u>	<u>xx</u>

COUNCIL POLICY LV136

TREE CANOPY

KEY FOCUS AREA LIVEABILITY

Purpose

The purpose of this policy is to preserve, maintain and enhance the Town's tree canopy to support a healthy urban environment, community wellbeing and ecological resilience.

This Policy applies to all trees owned or managed by the Town of Claremont within road reserves, parks, reserves and public open spaces.

Policy

The Town of Claremont commits to:

- Protecting and increasing tree canopy cover through strategic planting, care, replacement and preservation.
- Providing adequate resourcing and skilled personnel to maintain the Town's urban forest and deliver on canopy objectives.
- Using a consistent and strategic approach guided by the Street Tree Master Plan and Tree Management Guidelines for all Town tree-related activities.
- Ensuring the protection and preservation of mature, heritage, and significant trees as valuable community assets.
- Requiring developers and planners to adhere to tree protection measures and providing guidance to minimise impacts from development.
- Enforcing clear parameters around tree planting, pruning and removal in accordance with relevant legislation and Australian Standards.
- Removing trees only when assessed as dead, diseased or posing immediate safety risks by a qualified arborist engaged by the Town.
- Engaging and educating the community on the importance of tree canopy, encouraging participation in tree planting and care.
- Setting measurable targets to increase canopy cover and regularly monitoring and reporting on progress.
- Applying effective enforcement mechanisms, including bonds and infringements, to ensure compliance and protect Town trees.

Document Control Box	
Legislation:	Local Government Act 1995 Local Government Regulations 1996
Organisational:	Street and Reserve Tree Management Guidelines 2025 Street Tree Master Plan Lake Claremont Management Plan 2024-2029 Australian Standards for Protection of Trees on Development Sites (AS 4970-2025) Australian Standards for Pruning of Amenity Trees (AS 4373-2007)

Version #	Decision:	OCM Date:	Resolution Number:
1.	Adopted	26 July 2022	091/22
2.	xx	30 September 2025	xx

TOWN of CLAREMONT

COUNCIL POLICY EN309

SHADE OVER PUBLIC PLAYGROUNDS

KEY FOCUS AREA ENVIRONMENTAL SUSTAINABILITY

Purpose

To provide a framework for the provision of shade over public playgrounds.

Policy

Council recognizes the importance of shade over public playgrounds in the interests of extending usability, enhancing user comfort and safety and protecting the equipment against UV degradation. Council therefore supports the following:

- The planting of deciduous, wide canopy trees around playgrounds to provide natural shade in the first instance (in line with Council's Tree Preservation Policy EN306 and Street Tree Policy EN305)
- The use of shade structures (e.g. shade sails) as permanent installations where natural shade is not a practical option.
- The possible use of shade structures (e.g. shade sails) as interim measures until trees have grown sufficiently.

This policy is to guide the development of a "Playground Shade Provision Plan" that prioritizes playgrounds and their need for shade and determines the type of shade required.

This policy is in line with Goal 1: Liveability, Objective 1.3: Develop the public realm as gathering spaces for participation and enjoyment.

Document Control Box			
Legislation:	<i>Local Government Act 1995</i>		
Organisational:	Cancer Council's Shade Handbook Shade Provision Plan – to be developed Prioritization of playgrounds for their need for shade Playgrounds are to be assessed as to whether they need natural shade or built shade		
Version #	Decision:	OCM Date:	Resolution Number:
1.	Adopted	18 February 2014	26/14
2.	Reviewed	9 December 2014	203/14
3.	Reviewed	13 December 2016	206/16
4.	Reviewed	18 December 2018	228/18

14 ANNOUNCEMENTS BY THE PRESIDING PERSON

Mayor Barker thanked all Council Members, the CEO and Administration for their contributions to the Town. He together with all Council Members wished Councillors Hatton, Goetze, Franklyn and Kelly well for the upcoming election.

Mayor Barker together with Crs Cameron, Franklyn and Suann attended a CEO Selection Panel meeting. The Mayor also attended a Chief Executive Officer Performance Review Working Group Meeting together with Crs Hatton and Goetze.

Mayor Barker, Cr Kelly and Cr Cameron attended an Audit, Risk and Improvement Committee Meeting.

Crs Kelly and Main shared they attended the WALGA Local Government Convention 2025.

Cr Kelly shared he also attended the WALGA Regional State Council Meeting in Norseman, WALGA Annual General Meeting and a Western Metropolitan Regional Council Meeting.

Crs Goetze and Hatton attended History in a Coffee Cup and the Claremont Football Club Women's Club Champion Awards Evening.

Cr Goetze shared she attended Friends of Lake Claremont Nights Chats together with Crs Franklyn and Kelly.

Cr Goetze attended a Freshwater Bay Primary School Board meeting. She also attended a Claremont Town Centre Committee Meeting with Cr Suann.

Cr Suann and Cr Hatton attended a Foreshore Advisory Committee Meeting.

Cr Hatton attended the Perth Royal Show. She also attended a Lake Claremont Advisory Committee Meeting with Cr Franklyn.

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

Nil

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

COUNCIL RESOLUTION 145/25

Moved: Cr Shelley Hatton

Seconded: Cr Sara Franklyn

That Council considers the confidential report(s) listed above in a meeting closed to the public in accordance with section 5.23(2) of the *Local Government Act 1995*.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

The doors were closed at 7.59pm.

COUNCIL RESOLUTION 149/25

Moved: Cr Shelley Hatton

Seconded: Cr Sara Franklyn

That the meeting be reopened to members of the public and press.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

The doors were opened at 8.14pm.

Mayor Barker read aloud the resolutions made behind closed doors.

Items 17.1.2 and 17.1.3 were moved ahead of Item 17.1.1 for consideration.

17.1 LEADERSHIP AND GOVERNANCE

17.1.2 CHIEF EXECUTIVE OFFICER RECRUITMENT PROCESS

REASON(S) FOR CONFIDENTIALITY

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

(a) a matter affecting an employee or employees

COUNCIL RESOLUTION 146/25

Moved: Cr Annette Suann

Seconded: Deputy Mayor Cr Paul Kelly

That Council:

1. Select Consultant A as the recruitment consultant for the CEO Recruitment Process; and
2. Appoint Candidate C as the Independent Member to the CEO Selection Panel.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

17.1.3 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

REASON(S) FOR CONFIDENTIALITY

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

(a) a matter affecting an employee or employees

COUNCIL RESOLUTION 147/25

Moved: Cr Graham Cameron

Seconded: Cr Annette Suann

That Council:

Appoints Candidate B as Acting Chief Executive Officer of the Town of Claremont from 10 November 2025 for a period not exceeding 6 months or until the commencement of a new Chief Executive Officer.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED 9/0

All members of staff left the meeting at 8.04pm

17.1.1 ANNUAL PERFORMANCE REVIEW OF THE CHIEF EXECUTIVE OFFICER

REASON(S) FOR CONFIDENTIALITY

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

(a) a matter affecting an employee or employees

COUNCIL RESOLUTION 148/25

Moved: Cr Jill Goetze

Seconded: Cr Shelley Hatton

That Council:

1. Acknowledges that the CEO has met the 2024-2025 Key Performance Indicators.
2. Endorses the increased remuneration package for the CEO from 1 July 2025 as set out in the report.

For: Mayor Jock Barker, Deputy Mayor Cr Paul Kelly, Cr Graham Cameron, Cr Shelley Hatton, Cr Kate Main, Cr Jill Goetze, Cr Sara Franklyn, Cr Ryan Brown and Cr Annette Suann

Against: Nil

CARRIED BY ABSOLUTE MAJORITY 9/0

18 FUTURE MEETINGS OF COUNCIL

Ordinary Council Meeting, Tuesday 28 October 2025 at 7.00pm.

19 DECLARATION OF CLOSURE OF MEETING

There being no further business, the presiding member declared the meeting closed at 8.15 pm.

.....
CHAIRPERSON

UNCONFIRMED