

# AGENDA.

## Council Agenda Briefing

9 December 2025

### Notice of Meeting

Mayor and Councillors

The next Council Agenda Briefing of the City of South Perth Council will be held on Tuesday 9 December 2025 in the City of South Perth Council Chamber, corner Sandgate Street and South Terrace, South Perth commencing at 6.00pm.

### Capacity Limit

In accordance with the Certificates of Approval for room capacity under the *Health Act 1911*, attendance will be limited to 100 members of the public. 50 persons in the Council Chamber and 50 persons in the Reception Room. Once the 100 person capacity is reached, no more people will be permitted to enter the building to optimise safety for members of the public, Elected Members, and City employees attending the meeting.

Live streaming will be available for people to follow the discussions online and can be accessed via the City's website on the [Council Meetings page](#).



LIZ LEDGER  
CHIEF EXECUTIVE OFFICER

4 December 2025

# Acknowledgement of Country

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

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

## Our Guiding Values



## Disclaimer

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

# Contents

<b>1.</b>	<b>DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS</b>	<b>5</b>
<b>2.</b>	<b>DISCLAIMER</b>	<b>5</b>
<b>3.</b>	<b>ANNOUNCEMENTS FROM THE PRESIDING MEMBER</b>	<b>5</b>
<b>4.</b>	<b>ATTENDANCE</b>	<b>5</b>
<b>4.1</b>	<b>APOLOGIES</b>	<b>5</b>
<b>4.2</b>	<b>APPROVED LEAVE OF ABSENCE</b>	<b>5</b>
<b>5.</b>	<b>DECLARATIONS OF INTEREST</b>	<b>5</b>
<b>6.</b>	<b>PUBLIC QUESTION TIME</b>	<b>5</b>
<b>7.</b>	<b>CONFIRMATION OF MINUTES AND TABLING OF NOTES OF BRIEFINGS</b>	<b>5</b>
<b>8.</b>	<b>PRESENTATIONS</b>	<b>5</b>
<b>8.1</b>	<b>PETITIONS</b>	<b>5</b>
<b>8.2</b>	<b>GIFTS / AWARDS PRESENTED TO COUNCIL</b>	<b>5</b>
<b>8.3</b>	<b>DEPUTATIONS</b>	<b>5</b>
<b>9.</b>	<b>METHOD OF DEALING WITH AGENDA BUSINESS</b>	<b>5</b>
<b>10.</b>	<b>DRAFT REPORTS</b>	<b>6</b>
<b>10.1</b>	<b>STRATEGIC DIRECTION 1: COMMUNITY</b>	<b>6</b>
10.1.1	Challenger Reserve Concept Design / Masterplan Project Update	6
<b>10.3</b>	<b>STRATEGIC DIRECTION 3: ENVIRONMENT (BUILT AND NATURAL)</b>	<b>16</b>
10.3.1	South Perth Community Benefits Framework	16
10.3.2	Proposed Change of Use - Multiple Dwelling to Unhosted Short Term Rental Accommodation - Lot 10, No.2/19 Bowman Street, South Perth	19
<b>10.4</b>	<b>STRATEGIC DIRECTION 4: LEADERSHIP</b>	<b>27</b>
10.4.1	City of South Perth Cats Amendment Local Law 2025	27
10.4.2	City of South Perth Fencing Amendment Local Law 2025	33
10.4.3	Royal Perth Golf Club - Proposed Stage Three Works	39
10.4.4	South East Metropolitan Regional Road Sub-Group	43
10.4.5	Listing of Payments November 2025	45
10.4.6	Monthly Financial Statements November 2025	48

<b>10.5</b>	<b>MATTERS REFERRED FROM COMMITTEE MEETINGS</b>	<b>51</b>
10.5.1	Minutes of the Audit, Risk and Improvement Committee Meeting held on 10 November 2025	51
10.5.2	Terms of Reference - Audit, Risk and Improvement Committee	53
10.5.3	Policy Review	55
10.5.4	Annual Report 2024/25	59
<b>11.</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE</b>	<b>62</b>
<b>12.</b>	<b>MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</b>	<b>63</b>
12.1	NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - RISK ACTIVITIES OUTSTANDING FOR AN EXTENDED TIME	63
12.2	NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - GOVERNANCE AND RISK PRIORITIES WORKSHOP	68
12.3	NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - MAYORAL REPORTING	72
12.4	NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - OUTSTANDING ITEMS IN ARIC REPORTS	75
12.5	NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - RISK REGISTER	79
12.6	NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - A REVIEW OF LIBRARY OPENING HOURS AND GOVERNANCE OVERSIGHT – SOUTH PERTH AND MANNING LIBRARIES	83
12.7	NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - MAYOR CAR	90
12.8	NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - HOONING AND NITROUS OXIDE USE ON THE SOUTH PERTH FORESHORE	94
12.9	NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - COMMUNITY AND SPORTING CLUB LEASES AND GOVERNANCE OVERSIGHT	104
12.10	NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - OPEN FRIDGE, DINNERS AND MAYOR'S SECRETARIAL SUPPORT	110
12.11	NOTICE OF MOTION - COUNCILLOR ANDRÉ BRENDER-A-BRANDIS - CITY OF SOUTH PERTH'S POSITION ON THE ENTERTAINMENT AND SPORTING PRECINCT (BURSWOOD PARK)	115
12.12	NOTICE OF MOTION - COUNCILLOR KATHY LEES - RETENTION OF EXISTING TREES AS PART OF THE REDEVELOPMENT OF COMO SECONDARY COLLEGE	120
<b>13.</b>	<b>QUESTIONS FROM MEMBERS</b>	<b>124</b>
<b>14.</b>	<b>NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING</b>	<b>124</b>
<b>15.</b>	<b>MEETING CLOSED TO THE PUBLIC</b>	<b>124</b>
<b>16.</b>	<b>CLOSURE</b>	<b>124</b>

# Council Agenda Briefing Meeting - Agenda

## 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

## 2. DISCLAIMER

## 3. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

## 4. ATTENDANCE

### 4.1 APOLOGIES

### 4.2 APPROVED LEAVE OF ABSENCE

- Councillor Bronwyn Waugh for the period 25 November 2025 to 7 February 2026, inclusive.
- Councillor Jacqueline Raison for the period 1 December 2025 to 10 December 2025, inclusive.

## 5. DECLARATIONS OF INTEREST

## 6. PUBLIC QUESTION TIME

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

## 7. CONFIRMATION OF MINUTES AND TABLING OF NOTES OF BRIEFINGS

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

## 8. PRESENTATIONS

### 8.1 PETITIONS

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

### 8.2 GIFTS / AWARDS PRESENTED TO COUNCIL

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

### 8.3 DEPUTATIONS

## 9. METHOD OF DEALING WITH AGENDA BUSINESS

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

## 10. DRAFT REPORTS

### 10.1 STRATEGIC DIRECTION 1: COMMUNITY

#### 10.1.1 Challenger Reserve Concept Design / Masterplan Project Update

File Ref: D-25-18993

Reporting Officer(s): Donna Shaw, Director Development and Community Services  
Liz Ledger, Chief Executive Officer

##### Summary

This report provides the outcomes on the revised Challenger Reserve Concept Design/Masterplan, including costings, and the outcomes of the stakeholder engagement as required by the Council Decision at its meeting held 27 May 2025.

##### Officer Recommendation

That Council:

1. Notes the outcome of the community and stakeholder engagement, staging and cost estimates for the Challenger Reserve Concept Design/Masterplan.
2. Requests the Chief Executive Officer to present funding options for whole and parts of the Challenger Reserve Concept Design/Masterplan project during the 2026/27 Budgeting process.

##### Background

Challenger Reserve, which adjoins Sandon Park in Manning, is currently home to the Manning Tennis Club, Manning Bowling Club, South Perth Junior Cricket Club and the South Perth United Soccer Club. It also has a playground and cricket wicket and is also used by residents for informal recreation purposes.



A summary of works related to Challenger Reserve from 2019 to present is listed below.

2019

Installation of a synthetic cricket pitch.

2020

Following stakeholder and community engagement in early 2020, a Challenger Reserve Concept Plan was developed and included both higher priority essential and lower priority staged discretionary works. The implementation of higher priority items was recommended to occur over 20 years, which was estimated at approximately \$9.9m (as at 2022). A new multi-purpose sports facility was intended to be delivered by 2029.

2021

Various redevelopment works were completed including:

- Installation of new sports lighting for the sports playing fields.
- Resurfaced the tennis courts.
- Installation of new lighting for the courts.

2024

Council resolved in December 2024:

*To request the Chief Executive Officer to develop a full options assessment for Challenger Reserve, including the following options:*

- (i) Maintain the existing facilities for existing users.*
- (ii) Enhance the existing facilities for existing users.*
- (iii) Replace the existing facilities with comparable, or enhanced facilities broadly consistent with the current site configuration; and*
- (iv) Co-located facilities to include existing and other reasonably identifiable complementary potential users and to be designed:*
  - (a) with existing user groups that agree in principle to be part of any co-located facility, and*
  - (b) to meet the existing and future foreseeable requirements (e.g. storage space, permanent display and function areas, bar and kitchen) of the existing users and the reasonably identifiable complementary potential users.*

2025

In May, the Administration presented Council with a report outlining the options as requested by Council in December 2024. The table below outlines the estimated cost for each of those options.



Option	Estimated Cost
Option 1 - Maintain existing facilities	\$840,264
Option 2 – Enhance existing facilities	\$4,690,056
Option 3 – Replace existing facilities	\$7,761,360
Option 4 – Co-located facility	\$7,211,008

Council endorsed the Officer recommendation in May 2025, which was as follows:

*“That Council:*

1. *Notes the Challenger Reserve Options Assessment and the feedback provided by the user groups outlining their operational facility requirements.*
2. *Requests the Chief Executive Officer to prepare and undertake stakeholder consultation on a revised Challenger Reserve Concept Design/Masterplan that incorporates:*
  - (i) *Enhancement of the existing tennis facilities for the Manning Tennis Club; and*
  - (ii) *Provision of a multi-purpose building to accommodate both exclusive use and shared spaces for Manning Memorial Bowling Club, South Perth United Football Club, South Perth Junior Cricket Club and South Perth Bridge Club.*
3. *Requests the Chief Executive Officer to present a report to Council on the revised Challenger Reserve Concept Design/Masterplan, including costings, and the outcomes of the stakeholder consultation by no later than December 2025.”*

#### August 2025

In fulfilling Council’s resolution above - part 2 (i) and (ii), the Administration engaged a consultant. This report presents the revised Challenger Reserve Concept Design /Masterplan, including costings, and the outcomes of the stakeholder consultation.

#### **Comment**

The draft Challenger Reserve Concept Design /Masterplan is contained in **Attachment (a)** and **Attachment (b)**.

This concept design has been developed based on the feedback by key stakeholders that currently use the facility, that being:

- Manning Memorial Bowling Club
- Manning Tennis Club
- South Perth United Football Club
- South Perth Junior Cricket Club

The South Perth Bridge Club have also been part of the discussions, as a potential relocation to a purpose-built facility.

It is also important to note that up until 2023, the City has also been focussing on determining the feasibility of a Recreation Aquatic Centre, a project that has required resources and may possibly have resulted in a duplication of infrastructure.



The draft Challenger Reserve Concept Design/Masterplan includes the following:

- Provision of a multi-purpose building to accommodate both exclusive use and shared spaces for Manning Memorial Bowling Club, South Perth United Football Club, South Perth Junior Cricket Club and South Perth Bridge Club.
- Enhancement of the existing tennis clubhouse building and modifications to the fencing to provide for improved access within and surrounding the courts.
- All-gender change rooms, accessible to all, incorporated into the multi-purpose building.
- Function spaces on the first floor, intended for club and public use.
- A dedicated office space for a State Sporting Association or other compatible user.
- Approximately 533 car parking bays, including onsite, accessible and on-street parking.
- Landscaping, pathways and drink fountains throughout the site.
- All existing trees are proposed to be retained.
- A central courtyard area between the existing and proposed buildings, with adjacent kiosk.
- Two play spaces, being a smaller, enclosed play space intended for younger children, while the larger play space is intended for older children.
- Dog exercise area.
- The location of the existing playing fields is retained to coincide with upgrades to sports floodlighting.
- Incidental structures such as a bus garage for the Bowling Club, plant rooms, store areas, greenkeepers facilities, netting adjacent wetland areas for stray balls, cricket nets and a hit up wall.

The approach the City may take in progressing implementation of the Challenger Reserve Masterplan, should Council progress the project in future, is detailed **Attachment (e)**.

### Consultation

#### Key Stakeholder Group Consultation

Between 20-22 August 2025, the City met with five clubs, considered significant users of proposed facilities at Challenger Reserve. This included Manning Memorial Bowling Club, Manning Tennis Club, South Perth United Football Club, South Perth Junior Cricket Club and South Perth Bridge Club (previously considered in the prior Concept Plan and early engagement).

On 7 October 2025, the City presented the draft Masterplan to the user groups to seek feedback on the draft revised Masterplan.

On 5 November 2025, at the request of the South Perth Bridge Club, a further meeting was held with the Club to discuss the project.

The Administration is grateful for the collegiate and responsive nature of each of the clubs in this process.

### Community Consultation

On 8 October 2025, the City met with representatives from the Salter Point Community Group and Manning Community Association to present and discuss the draft Masterplan.

On 20 October 2025, a drop-in session was held between 6.00pm – 7.30pm at the Manning Memorial Bowling Club for the community to view and discuss the draft Masterplan, which was attended by 65 people. Feedback was gathered from this session.

The draft Masterplan was communicated for public comment between 9-27 October 2025 as follows:

- Information was displayed on the City's website through the 'Your Say South Perth' page;
- Copies of the draft Masterplan were made publicly available at the Civic Centre and Manning and South Perth Libraries; and

At the close of the submissions period:

- The website page received 330 unique views.
- 35 feedback forms were submitted.
- Four written submissions were provided; and

All feedback is contained as **Attachment (f)**, with a summary of key themes and City comments below:

Matter	Comment
<p>Traffic</p> <ul style="list-style-type: none"> <li>- Traffic mitigation for surrounding streets</li> <li>- 'Rat run' on Griffin Crescent</li> <li>- Speeding on Hope Avenue/ Salter Point Parade</li> <li>- Traffic on Challenger Reserve adjacent Retirement Village</li> </ul>	<p>Except for Elderfield Parade (local distribution road with a carrying capacity of 6,000 vehicles per day), all adjacent roads are local roads with a carrying capacity of 3,000 vehicles per day.</p> <p>The traffic anticipated by the users of the reserve based on membership numbers of the clubs is within the capacity of the existing road network to accommodate.</p> <p>Traffic movements would be reviewed after the completion of the project.</p>
<p>Parking</p> <ul style="list-style-type: none"> <li>- Number of positioning of bays</li> <li>- Tree retention in car parking areas and verges</li> <li>- Focus on private transport rather than active transport nodes</li> <li>- Access to public transport</li> <li>- EV charging bays</li> </ul>	<p>The number of bays proposed is reflective of club usage (including some future growth), as well as ensuring bays remain available for the public.</p> <p>Trees within parking bays are to be retained with sufficient areas for urban water management and tree wells. Bays in the verge are proposed to remain informal to retain trees, with the kerb modified to a mountable kerb.</p> <p>The City agrees that mode shift to active transport should be encouraged and can incorporate bicycle parking facilities in the</p>

Matter	Comment
	<p>detailed design stage, and advocate to the Public Transport Authority for increased services/ stops in closer proximity.</p> <p>No provision has been made for EV charging stations at this stage, however, car parking bays can be modified in future for this purpose subject to an investigation into power upgrades and whether there is interest from a third party to provide the infrastructure.</p>
Anti-social behaviour	The City acknowledges concerns from residents regarding noisy/ anti-social behaviour from club members; however, this matter relates to management of club members behaviours and does not relate to the draft Masterplan. This matter can be raised with the respective clubs.
<p>Trees</p> <ul style="list-style-type: none"> <li>- Tree retention</li> <li>- Plant more trees</li> </ul>	All existing trees are proposed to be retained. Additional landscaping can occur as part of the works.
<p>Dog park</p> <ul style="list-style-type: none"> <li>- Size of park</li> <li>- Appropriateness of location</li> <li>- Timing of delivery</li> </ul>	The City acknowledges comments regarding the location of the proposed dog park on land subject to inundation. The development of the dog park is scheduled as the last stage of the project in 2030. The City can undertake further consultation on the dog park component in following years to confirm an appropriate location and design.
<p>Other infrastructure/ modifications</p> <ul style="list-style-type: none"> <li>- Swimming pool</li> <li>- Outdoor gym equipment</li> <li>- Creche</li> <li>- Café</li> <li>- Meeting rooms</li> <li>- Art centre in existing Challenger Pavilion</li> <li>- Low fencing over bollards</li> <li>- Security/ CCTV</li> </ul>	<p>Whilst the City acknowledges submissions requesting consideration of a swimming pool, the draft Masterplan has primarily been designed around the needs of the existing users of the reserve.</p> <p>Function spaces available for community use and restaurant/ kiosk facilities for use of the clubs yet available to the public have been incorporated into the design. Inclusion of a commercial space for a café/ creche was not included given the reservation of the reserve for recreational purposes, and the existing provision of similar commercial uses within Manning.</p> <p>The office area on level 1 was incorporated in response to interest expressed from Bowls</p>

Matter	Comment
	<p>WA to relocate to the site, however, Council could retain this space for community use or lease to another user/ sports association.</p> <p>The City can consider fencing materials, outdoor gym equipment and installation of CCTV as part of future improvements.</p>
<p>Noise</p> <ul style="list-style-type: none"> <li>- Noise from patrons</li> <li>- Noise from functions</li> <li>- Noise-proof materials</li> </ul>	<p>Noise attention measures (e.g. material selection and insulation) can be incorporated into the building to mitigate potential noise sources.</p>
<p>Funding</p> <ul style="list-style-type: none"> <li>- Budget allocation</li> <li>- Funding sources</li> <li>- Matched funding</li> </ul>	<p>Details of cost estimates and funding are detailed in this report.</p>
<p>Manning Bowling Club Additional Design Comments</p> <ul style="list-style-type: none"> <li>- Increasing the lounge/dining area in the proposed new clubroom increased by 100m<sup>2</sup></li> <li>- Darts</li> <li>- Viewing Platform</li> </ul>	<p>This comment represents a significant variation to the design brief initially discussed with the Club. It is understood the additional area is requested to accommodate a dance floor for the existing dance group that hires the current lounge/ area from the Club. The dance group could use the Level 1 function rooms, however, it is acknowledged that this would impact the revenue to the Club. Given the design constraints on the site, it is recommended that this matter be further considered in respect to lease arrangements and distribution of income.</p> <p>It is acknowledged that space has not been provided in the concept plan for a darts wall/ area. The detailed design phase could wholly or partially enclose a wall to the lounge/ dining area of the Bowls Club portion of the building to accommodate this use.</p> <p>A viewing platform on the roof to the synthetic greens has not been included as there are considered adequate vantage points to the greens from the verandah area, and the roof space can be used to incorporate solar panels. Whilst Council could consider this option, it has not been included in the draft Masterplan or costs.</p>

Matter	Comment
- Screening to covered synthetic green	Allowance for a decorative screen wall between Green 2 and the service carpark is included in the cost plan. The final design would need to be balanced against the need for passive surveillance of the car parking area.
- Retention of part of building during construction and current 'C' Green area	The implementation strategy looked closely at this option with a view to minimising the extent and duration of disruption during construction, including preparing an overlay of facility development locations to determine if this option was possible. C Green or (Green 1 on the draft Masterplan) will be kept in play until 2 and 3 are commissioned. While Greens 2 and 3 are being constructed a demountable can be installed on Green 4. Further details are provided in the Implementation Strategy.
- 8 rink synthetics	All four greens are 40m x 40m - eight rink greens.

### Policy and Legislative Implications

Policy P609 – Management and Sale of City Property will be used to guide future leasing of City property, which will require separate decisions of Council.

### Financial Implications

The 2025/26 budget includes an allocation of \$350,000 for the project consultancy costs. The consultancy cost of preparing the draft Masterplan was \$61,765; the remaining funds (\$288,235) can be reallocated part of the mid-year budget review process.

#### *Cost Estimates for the Project*

The consultant has prepared preliminary cost estimates, as detailed in **Attachment (c)**.

The order of probable costs to deliver all elements of the draft Masterplan is as follows:

Project Items	Amount
Elemental cost for all items (at October 2025)	\$21,155,465
Project delivery costs including fees	\$8,591,331
Total project cost in October 2025	\$29,746,796
Escalation in line with the implementation plan	\$4,564,982
Total cost excluding GST	\$34,311,779
GST	\$3,431,178
Total Project Cost including GST	\$37,742,957

The professional fees to design and document the next stage of the project ready for the detailed design tender is in the order of \$2.0m. It is estimated that the project construction would occur over two financial years (budget cycles).

The consultant has prepared sequencing and timing of implementation to inform the order of probable cost forecast, which was prepared on the assumption of progression to agreements and detailed design at its 16 December 2025 Ordinary Council Meeting. Details of an Implementation Strategy is contained as **Attachment (d)**.

#### *Funding Sources*

There are no Federal or State Government funding opportunities currently available that could assist with the funding the Challenger Reserve project.

Since resolving to progress with the project, the former Community Sporting and Recreation Facilities Fund (CSRFF) to provide financial assistance to community groups and local governments to undertake sport and recreation infrastructure projects has been placed on hold. The State Government has not given an indication of if or when this funding source would become available in future.

#### **Project Assessment**

The concept design/masterplan has considered the future needs of the key stakeholder groups, which has resulted in a projected cost of \$37,742,957. This process has been extremely beneficial in providing Council with an indication of future funding needs, should it decide to proceed with either the full redevelopment or consider implementing components of this project.

It is important to note that this cost estimate is the first option for a redevelopment of the site that Council is being presented with, and that a budget workshop reviewing Council's future commitments and developing its Long-Term Financial Plan should be the next appropriate step in this project.

### Key Risks and Considerations

<b>Risk Event Outcome</b>	<b>Reputational Damage</b> Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
	<b>Financial Loss</b> An adverse monetary impact on the City as a consequence of a risk event occurring. A grading is assigned to different levels of potential loss relative to the significance of the impact on the City's ongoing operations and its ability to deliver expected services.
	<b>Risk rating</b> Medium
<b>Mitigation and actions</b>	<ol style="list-style-type: none"> <li>1. There may be stakeholder and community expectation that Council progress and ultimately deliver the draft Masterplan.</li> <li>2. The whole of project costs have not been anticipated in the City's Long Term Financial Plan.</li> </ol>

### Strategic Implications

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

Strategic Direction:	Community
Aspiration:	Our diverse community is inclusive, safe, connected and engaged
Outcome:	1.2 Community infrastructure
Strategy:	1.2.3 Plan for and promote the development of recreation facilities to service City of South Perth needs

### Attachments

10.1.1 (a):	Challenger Reserve Masterplan Concept Plan
10.1.1 (b):	Challenger Reserve Masterplan Report
10.1.1 (c):	Challenger Reserve Masterplan Cost Estimates
10.1.1 (d):	Challenger Reserve Implementation Strategy
10.1.1 (e):	Challenger Reserve Masterplan Future Stages
10.1.1 (f):	Challenger Reserve Masterplan Feedback



## 10.3 STRATEGIC DIRECTION 3: ENVIRONMENT (BUILT AND NATURAL)

### 10.3.1 South Perth Community Benefits Framework

File Ref: D-25-19250

Reporting Officer(s): Donna Shaw, Director Development and Community Services

#### Summary

This report is for Council to note the annual review of the South Perth Activity Centre Plan - Community Benefit Contribution Framework.

#### Officer Recommendation

That Council note the annual review of the South Perth Activity Centre Plan - Community Benefit Contribution Framework.

#### Background

The South Perth Activity Centre Plan (ACP) was endorsed by the Western Australian Planning Commission (WAPC) in December 2021. The ACP includes a Community Benefit Contribution Framework (CBCF) which, along with development requirements contained within Local Planning Scheme No.7 (LPS 7), make provision for a monetary or in-kind contribution to be made to the City to enable additional building height and/or plot ratio above prescribed primary limits to be approved.

Where a community benefit contribution is to be paid to the City in accordance with LPS 7 the amount payable shall be in accordance with whichever of the following formula that yields the greatest contribution amount:

- (a)  $(3\% \times \text{total contract sum}) \times (\text{number of storeys above the Primary standard} \div \text{total number of storeys})$ ; or
- (b)  $(3\% \times \text{total contract sum}) \times (\text{m}^2 \text{ of plot ratio area above the Primary standard} \div \text{m}^2 \text{ of total plot ratio area})$ .

LPS 7 also requires the City to publish an annual statement in accordance with the ACP, that provides information about expenditure of the community benefit contribution. As the manner and form of the statement is not prescribed, this report is considered to meet the requirements of publishing an annual statement.

As part of the monitoring and review of the ACP, an annual review of the CBCF Project List is also recommended to be undertaken to ensure that the document is current, and all listed projects are accurately valued. The review is to identify projects that have been completed and should be removed from the Project List; and projects that have been partially completed and therefore need to be updated in the Project List.

In accordance with the ACP, a more comprehensive review of the entire CBCF should occur on a five yearly basis (due 2026), and the City has previously advised that it intended to commence scoping of the review of the ACP in 2025, including the CBCF. This is further discussed in this report.

Since approval of the ACP in December 2021, one community benefit contribution has been received related to the Civic Heart development, resulting in a contribution and completion of Mends Street (South) – Local Streetscape Upgrade within the South Perth ACP Community Benefits Contribution Framework Project List, as reported in the 2024 annual review of the South Perth Activity Centre Plan - Community Benefit Contribution Framework.

### Comment

#### *Community Benefit Contributions*

No community benefit contributions have been received in 2025.

#### *Future Contributions and review*

In relation to project valuations, the purpose of the estimated project costs is to ensure that a range of costed projects are included in the CBCF Project List and to assist with prioritisation for delivery once funds are received. In considering the annual review of the South Perth ACP - CBCF at its meeting held 10 December 2024, Council resolved to note the review; no changes were made to the proposed scope of any projects in the Project List.

As part of the 2025 review, the following is noted:

- Market conditions have continued to result in construction cost escalations. As part of the evaluation process to select projects for delivery (should further community benefits contributions be received), a more detailed valuation would need to be undertaken by the City. This would align with the 'value for money' assessment undertaken in accordance with the CBCF.
- A review of the estimated project costs is therefore considered necessary. Whilst the City could revise costs based on indicative escalation costs or costs associated with recently completed similar projects, it is considered more appropriate for quantitative surveying estimates to be used to more accurately inform the project costs.
- Whilst the CBCF only requires the project list to be reviewed annually, where modifications to update the costs in the document are required, an amendment to the ACP is required.
- In accordance with the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations), the procedure for amending the ACP is the same as for the preparation, with any necessary adjustments depending on the nature and scope of the proposed amendment which would require further consultation with the Department of Planning, Lands and Heritage. The Western Australian Planning Commission determines amendments to ACPs.
- The listed projects may no longer be fit for purpose or meet current community expectations, and in light of the City separately reviewing community infrastructure, a holistic review on community infrastructure needs and whole of life costs is considered appropriate.

It is recommended that the comprehensive review of the CBCF occurs in 2026.

### Consultation

Nil.

### Policy and Legislative Implications

Planning and Development (Local Planning Schemes) Regulations 2015

The procedure for amending a structure plan is the same as for the preparation, with any necessary adjustments depending on the nature and scope of the proposed amendment.

### Financial Implications

Nil.

### Key Risks and Considerations

<b>Risk Event Outcome</b>	<b>Reputational Damage</b> Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
<b>Risk rating</b>	Low
<b>Mitigation and actions</b>	Undertake annual reviews of the South Perth Activity Centre Plan Community Benefit Contribution Framework.

### Strategic Implications

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

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

### Attachments

Nil.

### 10.3.2 Proposed Change of Use - Multiple Dwelling to Unhosted Short Term Rental Accommodation - Lot 10, No.2/19 Bowman Street, South Perth

Location: Lot 10, No.2/19 Bowman Street, South Perth  
Ward: Mill Point Ward  
Applicant: Ashlea Thompson  
Owner: Liam O'Neill  
File Reference: D-25-33786  
DA Lodgement Date: 23 September 2025  
Reporting Officer(s): Donna Shaw, Director Development and Community Services  
Previous Reference: Nil.  
Delegation: DC690 – Local Planning Scheme No.7  
Council Role: Quasi-Judicial

#### Summary

The purpose of this report is to consider an application for development approval for a Change of Use from a Multiple Dwelling to Unhosted Short Term Rental Accommodation on Lot 10, No.2/19 Bowman Street, South Perth.

The item is referred to Council given the impact of the proposal on the general amenity of the area.

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

#### Officer Recommendation

That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7 and the Metropolitan Region Scheme, the application for development approval for a Change of Use from a Multiple Dwelling to Unhosted Short Term Rental Accommodation on Lot 10, No.2/19 Bowman Street, South Perth **be approved** subject to the following conditions:

1. A maximum of six guests is permitted on site at any one time.
2. The use must be undertaken in accordance with the Management Plan dated 5 November 2025, to the satisfaction of the City of South Perth.
3. The approval is valid for a period of 12 months only from the date of determination. The landowner/applicant will be required to lodge a subsequent application for development approval to extend the term of the approval and in determining such an application, the City of South Perth will have regard to the operation of the Unhosted Short Term Rental Accommodation over the previous period. If the City is not satisfied of the previous performance, the application may not be supported.

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

## 1.0 Details

<b>Metropolitan Region Scheme - Zone/Reserve</b>	Urban
<b>Local Planning Scheme - Zone/Reserve</b>	Centre
<b>Activity Centre Plan</b>	South Perth Activity Centre Plan
<b>Activity Centre Land Use Designation</b>	Centre – in accordance with Structure Plan
<b>Use Class and Permissibility</b>	Unhosted Short Term Rental Accommodation – ‘A’ use
<b>Lot Size</b>	250m <sup>2</sup>
<b>Existing Land Use</b>	Multiple Dwelling
<b>Heritage</b>	N/A
<b>Bushfire Prone Area</b>	No

## 2.0 Proposal

On 23 September 2025, the City received an application for a Change of Use from a Multiple Dwelling to Unhosted Short Term Rental Accommodation (USTRA) which was already operating at Lot 10, No.2/19 Bowman Street, South Perth. The application was lodged in response to a compliance investigation by the City as detailed below:

- The Department of Energy, Mines, Industry Regulation and Safety (DEMERS) advised the City in March 2025 that the USTRA had exceeded the 90-day exemption period. USTRA is only exempt from the requirement to obtain development approval if the property is not used as an USTRA for no more than 90 nights in a relevant 12-month period.
- The City wrote to the landowner advising of the requirement to lodge a development application to continue to operate the USTRA on 2 April 2025. No development application was submitted to the City.
- On 20 June 2025, the City issued a section 29 Certificate under the *Short-Term Rental Accommodation Act 2024* (STRA Act) that requested that DEMERS suspend the USTRA registration.
- The matter was then referred to the Department of Local Government, Industry Regulation and Safety (LGIRS) who is the statutory authority for the administration and enforcement of the STRA Act.
- The LGIRS issued a notice of intent to suspend the USTRA registration on 5 September 2025.
- On 23 September 2025, the landowner submitted the development application and advised that the reason that they had not applied for development approval was due to delays in obtaining strata approval for the use.

**10.3.2 Proposed Change of Use - Multiple Dwelling to Unhosted Short Term Rental Accommodation - Lot 10, No.2/19 Bowman Street, South Perth**

- The City requested additional information, and the application was accepted on 30 September 2025.
- On 25 October 2025, LGIRS advised that they would not suspend the USTRA registration on this occasion as the landowner had submitted a development application to the City.

It is noted that the City can submit to the Commissioner for Consumer Protection, a further section 29 certificate pursuant to the STRA Act if any non-compliance with regard to section 29 of the STRA Act is identified, including refusal of the development application.

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

- A maximum of six guests at any one time;
- Minimum stay of two nights and maximum stay of 31 nights;
- Check-in time at 3:00pm and check-out time at 10.00am;
- Two car parking bays for guests;
- A 24/7 contact number for complaints, with complaints addressed within 60 minutes;
- Guests are met on-site at the commencement and conclusion of stay;
- Activities including parties, gatherings or functions are strictly prohibited;
- The guests are required to strictly follow all the posted rules and guidelines at all times with regard to use of communal facilities including swimming pool. Food, glassware or alcohol near the swimming pool is not permitted; and
- Confirmation from the strata manager that the proposal does not breach existing strata-by laws.

The Management Plan and Development Plans for the development are contained in **Attachment (a)**.

### **3.0 Background**

#### **Site Context**

The site contains Multiple Dwellings located on the corner of Bowman Street, Judd Street and Labouchere Road, adjacent to the Mill Point Road/Kwinana Freeway on ramp.

The existing development surrounding the subject site comprises of Multiple Dwellings and mixed use/ commercial developments.

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

## 4.0 Legislation and Policy

### Legislation

*Planning and Development Act 2005*

*Short Term Rental Accommodation Act 2024*

Planning and Development (Local Planning Schemes) Regulations 2015

Metropolitan Region Scheme (MRS)

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

### State Government Policies

N/A

### Structure Plans/Activity Centre Plans

South Perth Activity Centre Plan

### Local Planning Policies

Local Planning Policy 2.5 – Unhosted Short-Term Rental Accommodation

Local Planning Policy 6.1 – Advertising of Planning Proposals

## 5.0 Consultation and Referrals

### Public Consultation

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

A total of 154 letters were sent to adjoining landowners and occupiers. At the close of the consultation period, seven objections were received.

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

Matter	Comment
<u>By-Laws</u> The use of the premises being in breach of the strata by-laws.	The applicant has submitted a copy of the Council of Owners agenda outlining that legal advice had been obtained confirming its operations complies with the existing strata by-laws, and a letter from the Strata Management confirming there was no breach of the existing strata by-laws.
<u>Undesirable Precedent</u> The change of use will set a precedent for other short-term rental accommodation uses.	All applications are considered on their individual merits against the applicable planning framework at the time of assessment. Approval of a development application does not guarantee that approval will be granted for future development applications.
<u>Land Use</u> Introduction of USTRA in a building used for residential dwellings.	USTRA is a land use that can be considered within the 'Mill Point' character area of the South Perth Activity Centre Plan (SPACP).



<p><u>Noise/Antisocial Behaviour</u></p> <p>Concerns with regard to excessive noise and anti-social behaviour from the guests when using the apartment and the common facilities, including the swimming pool.</p>	<p>As per the Code of Conduct the guests are required to keep noise to minimum.</p> <p>A noise monitoring system has been installed in the unit to ensure compliance with noise regulations.</p> <p>As per the Management Plan the managers of the short-term rental accommodation can be contacted on a 24/7 basis. Any complaints will be addressed within 60 minutes of being reported. A register of complaints will be maintained by the Manager and available for inspection by an authorised Strata Manager/Council Officer. Details of the property managers will be provided to adjoining units.</p> <p>As per the Code of Conduct guests can access the communal facilities, including the swimming pool provided they follow the posted rules at all times. No food, glassware or alcohol permitted near the pool area.</p> <p>No parties are permitted.</p> <p>Any breach of conduct will result in the eviction of the guests.</p> <p>Guests will be vetted via the use of the accommodation platform before confirming their stay at the unit.</p>
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A Schedule of Submissions is contained as **Attachment (c)**.

Referrals/consultation with Government/Service Agencies

Nil.

## 6.0 Assessment

### Short Term Rental Accommodation Act 2024

Whilst USTRA is exempt from the requirement to obtain development approval if the property is not used as an USTRA for no more than 90 nights in a relevant 12-month period, the applicant seeks approval for an unlimited number of nights in a 12-month period and development approval is therefore required. Under the *Short-Term Rental Accommodation Act 2024*, all providers of STRA within Western Australia, both hosted and un-hosted, were required to register their properties by 1 January 2025.

This USTRA is currently registered with DEMIRS.

Planning and Development (Local Planning Schemes) Regulations 2015

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

Clause 67(2) Matter	Comment
<p>(m) The compatibility of the development with its setting, including –</p> <ul style="list-style-type: none"> <li>(i) the compatibility of the development with the desired character of its setting; and</li> <li>(ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development.</li> </ul>	<p>The proposed USTRA is compatible with the wider character and amenity of the area as the proposed use and operation is minor in scale and intensity, hosting a maximum of six guests and two vehicles which is consistent with the expected number of persons within a three-bedroom dwelling. The dwelling otherwise required one car parking bay, and two are provided for this unit (excluding visitor bays, which are not permitted to be used by the USTRA under the requirements of Local Planning Policy 2.5 - Unhosted Short-Term Rental Accommodation).</p>
<p>(n) The amenity of the locality including the following –</p> <ul style="list-style-type: none"> <li>(i) environmental impact of the development;</li> <li>(ii) the character of the locality; and</li> <li>(iii) social impacts of the development.</li> </ul>	<p>A Management Plan has been provided, outlining amenity mitigation measures including noise monitoring.</p> <p>Further, party events and/or large gatherings are strictly prohibited.</p> <p>Additionally, the use will be required to comply with the requirements of the Environmental Protection (Noise) Regulations 1997.</p> <p>The proposed development is considered satisfactory subject to compliance with the submitted Management Plan, which has been recommended as a condition.</p>
<p>(y) any submissions received on the application</p>	<p>Details of submissions received are contained within the consultation section of this report.</p>

In accordance with the Regulations, the local government may determine an application for development approval by:

- (a) Granting development approval with no conditions; or
- (b) Granting development approval with conditions; or
- (c) Refusing to grant development approval.

Local Planning Scheme No. 7 (LPS 7)

The proposal has been assessed against all relevant legislative requirements of the LPS 7, SPACP, and Local Planning Policies and is compliant – noting that the occupancy on the DEMIRS registration differs to the application as detailed below.

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

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

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

Matter	Comment
5.4 Occupancy	<p>USTRA within multiple dwelling developments shall have a maximum occupancy of six persons.</p> <p>Whilst the Management Plan provides for six guests, the registration with the DEMIRS is for seven guests.</p> <p>A condition restricting the guests to a maximum of six guests is recommended to ensure compliance with LPP 2.5.</p>

## 7.0 Conclusion

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

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

## Financial Implications

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

### Key Risks and Considerations

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

### Strategic Implications

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

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

### Attachments

10.3.2 (a):	Management Plan, Code of Conduct and Development Plans
10.3.2 (b):	Location Plan
10.3.2 (c):	Schedule of Submissions

## 10.4 STRATEGIC DIRECTION 4: LEADERSHIP

### 10.4.1 City of South Perth Cats Amendment Local Law 2025

File Ref: D-25-34013

Reporting Officer(s): Bree Websdale, Director Corporate Services

#### Summary

The purpose of this report is for Council to consider making the Cats Amendment Local Law 2025.

The **purpose** of this Local Law is to amend the existing Cats Local Law 2024 in line with the undertakings provided to the Joint Standing Committee on Delegated Legislation by Council at its meeting held 24 June 2025.

The **effect** of this local law is to ensure responsible cat ownership within the district aligns with the requirements of the *Cat Act 2011*.

#### Officer Recommendation

That Council:

1. In accordance with Section 3.12(4) of the *Local Government Act 1995*, makes the City of South Perth Cats Amendment Local Law 2025, as contained in **Attachment (a)**, and
2. Authorises the Common Seal to be attached; and
3. Authorises the Chief Executive Officer to undertake Gazettal, statutory advertising and all other actions necessary for the City of South Perth Cats Amendment Local Law 2025, to come into operation.

**Absolute Majority Required**

#### Background

In 2024, the City conducted a review of the City of South Perth Cats Local Law 2016 and identified that a number of significant changes were required. These changes included:

- limiting the number of cats a person can keep;
- providing controls for nuisance cats; and
- prohibiting cats in specified areas.

At its meeting held 25 June 2024, Council resolved as follows:

*“That Council:*

1. *In accordance with s3.12(3)(a)(b) of the Local Government Act 1995, give local public notice stating that:*
  - a) *it proposes to make a Cats Local Law 2024, and a summary of its purpose and effect;*
  - b) *copies of the proposed local law may be inspected at the City offices; and*
  - c) *submissions about the proposed local law may be made to the City within a period of not less than six weeks after the statutory public notice is given.*

2. *Provide a copy to the Minister for Local Government; Youth; Minister Assisting the Minister for Training and Workforce Development.*
3. *Note that the results of the public submission will be presented to Council for consideration.”*

At its meeting held 22 October 2024, Council resolved as follows:

*“That Council:*

1. *Notes the public submissions contained in Attachment (a);*
2. *In accordance with s3.12(4) of the Local Government Act 1995, adopts the City of South Perth Cats Local Law 2024, subject to:*
  - a. *Deletion of page numbers in the index;*
  - b. *Amendment of all instances of “shall” to “must”; and*
  - c. *Minor amendments as ‘marked up’ on Attachment (b).*
3. *In accordance with s3.12 (5) of the Local Government Act 1995, resolves that the local law be published in the Government Gazette and a copy sent to the Minister for Local Government; Youth; Minister Assisting the Minister for Training and Workforce Development;*
4. *After gazettal, in accordance with s3.12(6) of the Local Government Act 1995, resolves that local public notice be given –*
  - a. *Stating the title of the local law;*
  - b. *Summarising the purpose and effect of the local law and the day on which it comes into operation; and*
  - c. *Advising that copies of the local law may be inspected or obtained from the City’s Civic Centre and is available online on the City’s website.*
5. *Following gazettal, in accordance with the Local Laws Explanatory Memoranda Directions as issued by the Minister on 12 November 2010, resolves that a copy of the local law and a duly completed explanatory memorandum signed by the Mayor and Chief Executive Officer be sent to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation.”*

The [City of South Perth Cats Local Law 2024](#) was gazetted on 20 November 2024.

In accordance with section 3.12(7) of the *Local Government Act 1995*, a copy of the Cats Local Law 2024 was sent for scrutiny to the Joint Standing Committee on Delegated Legislation (the Committee). The Committee considered the Cats Local Law 2024 and determined that minor drafting amendments were required. The Committee issued a letter to the City on 17 June 2025 and requested that Council provide the undertakings as listed below by 8 July 2025.

At its meeting held 24 June 2025, Council resolved as follows:

*“That Council resolves to undertake to the Joint Standing Committee on Delegated Legislation that the Council will:*

1. *within six years, amend the local law as follows:*
  - a) *in the clause 1.5 definition of 'prescribed premises', replace 'Cat Regulations 2012' with 'Cat (Uniform Local Provisions) Regulations 2013.'*
  - b) *in clause 2.6(1)(a), the two prescribed conditions should be split into subclauses (1)(a) and (1)(b), respectively. The remaining subclauses should then be re-alphabetised to (1)(c) and (1)(d).*
  - c) *in clause 3.14(1)(d)(i), insert the words 'either the transferee or' after the phrase 'written evidence that.'*
  - d) *in Schedule 1, in the item relating to the 'Gentilli Boat Foreshore to Mt Henry Foreshore', replace the phrase 'Gentilli Boat Foreshore' with the phrase 'Gentilli Boat Ramp Foreshore.'*
  - e) *make all consequential amendments arising from the above amendments.*
2. *Not enforce the local law to the contrary before it is amended in accordance with undertaking 1.*
3. *Ensure that a copy of these undertakings accompanies the local law wherever it is made publicly available by the City, whether in hard copy or electronic form; and*
4. *Authorises the advertisement of the Cats Amendment Local Law 2025 in accordance with section 3.12 of the Local Government Act 1995.”*

On 2 July 2025, the undertakings were provided to the Committee and the City commenced the process of preparing the draft City of South Perth Cats Amendment Local Law 2025 for advertising and consultation.

In a letter dated 20 August 2025, as contained within **Confidential Attachment (b)**, the Committee accepted the City’s undertakings of the Cats Local Law 2024.

### Comment

The proposed amendments in this local law were identified by the Committee and must be endorsed by Council to meet the statutory requirements to facilitate enforcement of the local law.

No other changes can be made to this local law without the entire process being recommenced.

### Consultation

The draft amendment local law was advertised for a period of 43 days (being from 31 July 2025 to 12 September 2025), as per the requirements of section 3.12 of the *Local Government Act 1995*.



At the close of the submissions period, one submission was received as follows:

Feedback	Comment
The amount of the fines are heavy handed. The areas where cats are not permitted are too broad. The City sound like a bunch of cat haters.	<p>The local law which the City advertised relates to the City of South Perth Cats Amendment Local Law 2025 in which very minor changes are proposed to the City of South Perth 2024 Cats Local Law, as requested by the Joint Standing Committee on Delegated Legislation.</p> <p>This amendment local law does not include any changes to fees, or changing the areas where cats are or are not permitted.</p> <p>While the City acknowledges your concern relating to fines associated with infringements and the prescribed prohibited areas, the majority of the feedback received in relation to the 2024 City of South Perth Cats Local Law, which covered these matters were heavily in support of the fines and restrictions placed on the owners of cats.</p>

Department of Local Government, Industry Regulation and Safety

In accordance with the *Local Government Act 1995*, section 3.12 (3)(b) a copy of the proposed local law was sent to the Department of Local Government, Industry Regulation and Safety (the Department) Chief Executive Officer.

The Committee encourages local governments to accept the advice being provided by the Department prior to a local law being published in the Government Gazette.

The changes identified by the Department are ‘marked up’ on the copy of the Amendment Cats Local Law 2025 that were advertised at **Attachment (a)**.

The changes suggested by the Department are detailed below:

1. Clause 3 to read “This local law amends the *City of South Perth Cats Local Law 2024* as published in the *Government Gazette* on 20 November 2024.

2. Clause 5 to read:

***“5. Clause 2.6 (1) amended***

*In clause 2.6(1):*

- (a) *redesignate paragraphs “(b)” and “(c)” as “(c)” and “(d)”, respectively;*
- (b) *In paragraph (a) delete “that there must be adequate space for the exercise of the cats”; and*
- (c) *After paragraph (a) insert:*
  - (b) *that there must be adequate space for the exercise of the cats;”*

3. Clause 6 –the insertion of a quote mark between “that” and the full stop.

The amendments are minor in nature as they do not amend the rights, privileges or liabilities which the local law would otherwise have conferred.

### Policy and Legislative Implications

Section 3.12 of the *Local Government Act 1995* prescribes the process to be followed in making a local law and requires Council to consider any submissions received and allows it to make the local law as proposed or make a local law that is not significantly different from what was proposed. If the local government decides to make a local law that would be significantly different from what it first proposed, the local government is to recommence the advertising.

Should Council endorse the recommendation as proposed, there are a number of procedural requirements that must be complied with, as follows:

- Publishing the amendment local law in the Government Gazette;
- Giving local public notice of the adoption of the amendment local law and its commencement date. The amendment local law will come into operation 14 days after the day on which it is published in the Government Gazette; and
- Within 10 working days of the Gazette publication, forward the signed Explanatory Memoranda material to the Joint Standing Committee on Delegated Legislation.

### Financial Implications

The cost of publishing the local law in the Government Gazette and providing the required statutory notices of the local law's adoption can be met within the 2025/26 budget.

### Key Risks and Considerations

<b>Risk Event Outcome</b>	<b>Legislative Breach</b>  Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
<b>Risk rating</b>	Low
<b>Mitigation and actions</b>	Failure to undertake the required amendments within the six years provided in the notice from the Committee, may result in the Committee disallowing the principal Local Law.  Should Council not make the draft amendment local law, any disallowance of the Cats Local Law 2024 will result in the City having limited ability to control cats in areas of environmental significance or to manage nuisance cats.  The City has followed the statutory requirements in carrying out the undertaking.

### Strategic Implications

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

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

### Attachments

- |             |                                                                                |
|-------------|--------------------------------------------------------------------------------|
| 10.4.1 (a): | City of South Perth Cats Amendment Local Law 2025 with Consultation Amendments |
| 10.4.1 (b): | Acceptance of Undertakings ( <i>Confidential</i> )                             |

## 10.4.2 City of South Perth Fencing Amendment Local Law 2025

File Ref: D-25-34028

Reporting Officer(s): Bree Websdale, Director Corporate Services

### Summary

The purpose of this report is for Council to consider making the Fencing Amendment Local Law 2025.

The **purpose** of this local law is to amend the existing Fencing Local Law 2024 in line with the undertakings provided to the Joint Standing Committee on Delegated Legislation by Council at its meeting held 24 June 2025.

The **effect** of this local law is to establish the minimum requirements for fencing with the district.

### Officer Recommendation

That Council,

1. In accordance with Section 3.12(4) of the *Local Government Act 1995*, makes the City of South Perth Fencing Amendment Local Law 2025, as contained in **Attachment (a)**; and
2. Authorises the Common Seal to be attached; and
3. Authorises the Chief Executive Officer to undertake Gazettal, statutory advertising and all other actions necessary for the Fencing Local Law 2025, to come into operation.

**Absolute Majority Required**

### Background

The City's Local Planning Scheme No. 7 (LPS 7) came into effect on 27 March 2024 and replaces the City's previous Town Planning Scheme 6 (TPS 6). TPS 6 contained provisions for the regulation of fences within the district, however LPS 7 does not contain these provisions.

Whilst the *Dividing Fences Act 1961* largely deals with fences, it does not define what constitutes a sufficient fence. It was identified that a new local law was required to assist the City in the management and control of fences within the district.

At its meeting held 25 June 2024, Council resolved as follows:

That Council:

1. *In accordance with s3.12(3)(a)(b) of the Local Government Act 1995, give local public notice stating that:*
  - a) *it proposes to make a Fencing Local Law 2024, and a summary of its purpose and effect;*
  - b) *copies of the proposed local law may be inspected at the City offices; and*

- c) *submissions about the proposed local law may be made to the City within a period of not less than six weeks after the statutory public notice is given.*
- 2. *Provide a copy to the Minister for Local Government; Youth; Minister Assisting the Minister for Training and Workforce Development; and Minister for Finance; Commerce; Women's Interests and Leader of the Government in the Legislative Council.*
- 3. *Note that the results of the public submission will be presented to Council for consideration.*
- 4. *For the purposes of this motion, Division 4 of the proposed local law be replaced with the following text:*

***Division 4 – Home recreational sports fencing***

- 2.13 (1) *A person shall not erect a fence higher than 1800 millimetres in height around or partially around a home tennis court, basketball court, netball court, cricket practice area or similar home sporting area on a lot within 900 millimetres of a lot boundary with a residential use lot unless –*
- (a) *the person has given at least 60 days prior notice to the owner of any residential use lot immediately adjoining that part of the fence that is higher than 1800 millimetres of the person's intention to erect such fence and the design thereof and proposed fencing materials to be used, and*
  - (b) *fence is not more than 3000 millimetres in height, and*
  - (c) *the fence above 1800 millimetres in height is either constructed of*
    - (i) *chain link mesh and is poly vinyl coated or galvanised and installed in accordance with manufacturer's specifications, or*
    - (ii) *flexible retractable nylon or similar mesh,**or*
  - (d) *the fence is otherwise approved by the local government.*
- (2) *In determining any application for approval under (1) (d), the local government shall invite submissions on the proposal from the owner of any residential use lot immediately adjoining that part of the fence that is proposed to be higher than 1800 millimetres and shall consider any such submission in making its decision under clause 3.2.*

At its meeting held on 22 October 2024, Council resolved as follows:

*"That Council:*

- 1. *Notes the public submissions contained in Attachment (a);*
- 2. *In accordance with s3.12(4) of the Local Government Act 1995, adopts the City of South Perth Fencing Local Law 2024 subject to*
  - a. *Deletion of page numbers in the index;*
  - b. *Inclusion of new definition for "Barbed Wire Fence;"*
  - c. *Replace all instances of "shall" with "must";*
  - d. *Schedule 1 – Item 14 – amended from 2.13(a)(c)(i)(ii) to 2.13(1)(a)(c)(i)(ii); and*
  - e. *Minor amendments as 'marked up' on Attachment (b).*

3. *In accordance with s3.12 (5) of the Local Government Act 1995, resolves that the local law be published in the Government Gazette and a copy sent to the Minister for Local Government; Youth; Minister Assisting the Minister for Training and Workforce Development;*
4. *After Gazettal, in accordance with s3.12(6) of the Local Government Act 1995, resolves that local public notice be given –*
  - a. *Stating the title of the local law;*
  - b. *Summarising the purpose and effect of the local law and the day on which it comes into operation; and*
  - c. *Advising that copies of the local law may be inspected or obtained from the City's Civic Centre and is available online on the City's website.*
5. *Following Gazettal, in accordance with the Local Laws Explanatory Memoranda Directions as issued by the Minister on 12 November 2010, resolves that a copy of the local law and a duly completed explanatory memorandum signed by the Mayor and Chief Executive Officer be sent to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation."*

The [City of South Perth Fencing Local Law 2024](#) was gazetted on 20 November 2024.

In accordance with section 3.12(7) of the *Local Government Act 1995*, a copy of the Fencing Local Law 2024 was sent for review to the Joint Standing Committee on Delegated Legislation (the Committee). The Committee considered the Fencing Local Law 2024 and determined that minor amendments were required. The Committee requested that Council provide an undertaking that the amendments will be made within one year.

At its meeting held 24 June 2025, Council resolved as follows:

*"That Council resolves to undertake to the Joint Standing Committee on Delegated Legislation that the Council will:*

1. *Within one year, amend the local law as follows:*
  - a) *in clause 2.11(2)(a) and Schedule 1, item 9, replace 'AS/NZS3016:1994' with 'AS/NZS 3016:2002.'*
  - b) *in Schedule 1, item 11, delete the reference to '(4).'*
  - c) *in Schedule 1, item 14, replace the clause reference with '2.13(1)(c)(i) or (ii).'*
  - d) *make all consequential amendments arising from the above amendments.*
2. *Not enforce the local law to the contrary before it is amended in accordance with undertaking 1.*
3. *Ensure that a copy of these undertakings accompanies the local law wherever it is made publicly available by the City, whether in hard copy or electronic form.*
4. *Advise on its website how the public can access (free of charge) Australian/New Zealand Standards adopted by this local law; and*
5. *Authorises the advertisement of the Fencing Amendment Local Law 2025 in accordance with section 3.12 of the Local Government Act 1995."*

On 2 July 2025, the undertakings were provided to the Committee and the City commenced the process of preparing the draft City of South Perth Fencing Amendment Local Law 2025 for advertising and consultation.

In a letter dated 20 August 2025, as contained within **Confidential Attachment (b)**, the Committee accepted the City's undertakings of the Fencing Local Law 2024.

### Comment

The proposed amendments in this local law were identified by the Committee and must be endorsed by Council to meet the statutory requirements to facilitate enforcement of the local law.

No other changes can be made to this local law without the entire process being recommenced.

### Consultation

The draft amendment local law was advertised for a period of 43 days (being from 31 July 2025 to 12 September 2025) as per the requirements of section 3.12 of the *Local Government Act 1995*.

At the close of the submissions period, no submissions were received.

#### Department of Local Government, Industry Regulation and Safety

In accordance with the *Local Government Act 1995*, section 3.12 (3)(b) a copy of the proposed local law was sent to the Department of Local Government, Industry Regulation and Safety (the Department) Chief Executive Officer. The Committee encourages local governments to accept the advice being provided by the Department prior to a local law being published in the *Government Gazette*.

Following the review, the Department recommended the following minor amendments:

1. Clause 3 to read "This local law amends the *City of South Perth Fencing Local Law 2024* as published in the *Government Gazette* on 20 November 2024.
2. Clause 4 – At the end of the clause title add "**amended**"
3. Clause 5:
  - At the end of the clause title add "**amended**"
  - Paragraph (a) – Redraft to read "In Schedule 1, Item 9 delete "AS/NZS3016:1994" and replace with "AS/NZS3016:2002"".
  - Paragraph (b) – Replace "Schedule 1" with "In Schedule 1"
  - Paragraph (c) – After "clause reference of" insert "2.13(1)(a)(c)(i)(ii)"

The changes identified by the Department are 'marked up' on the copy of the Amendment Fencing Local Law that were advertised at **Attachment (a)**.

The amendments are minor in nature as they do not amend the rights, privileges or liabilities which the local law would otherwise have conferred.

### Policy and Legislative Implications

Section 3.12 of the *Local Government Act 1995* prescribes the process to be followed in making a local law and requires Council to consider any submissions received and allows it to make the local law as proposed or make a local law that is not significantly different from what was proposed. If the local government decides to make a local law that would be significantly different from what it first proposed, the local government is to recommence the advertising.



Should Council endorse the recommendation as proposed, there are a number of procedural requirements that must be complied with, as follows:

- Publishing the amendment local law in the Government Gazette;
- Giving local public notice of the adoption of the amendment local law and its commencement date. The amendment local law will come into operation 14 days after the day on which it is published in the Government Gazette; and
- Within 10 working days of the Gazettal publication, forward the signed Explanatory Memoranda material to the Joint Standing Committee on Delegated Legislation.

### Financial Implications

The cost of publishing the local law in the Government Gazette and providing the required statutory notices of the local law's adoption can be met within the 2025/26 budget.

### Key Risks and Considerations

<b>Risk Event Outcome</b>	<b>Legislative Breach</b>  Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
<b>Risk rating</b>	Low
<b>Mitigation and actions</b>	<p>Failure to undertake the required amendments within the one year provided in the notice from the Committee may result in the Committee disallowing the principal Local Law.</p> <p>Should Council not make the draft amendment local law, any disallowance of the Fencing Local Law 2024 will result in the City having limited ability to control the design and materials of fences in the district.</p> <p>The City has followed the statutory requirements in carrying out the undertaking.</p>

### Strategic Implications

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

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

### Attachments

- |             |                                                                                   |
|-------------|-----------------------------------------------------------------------------------|
| 10.4.2 (a): | City of South Perth Fencing Amendment Local Law 2025 with Consultation Amendments |
| 10.4.2 (b): | Acceptance of Undertakings ( <i>Confidential</i> )                                |

### 10.4.3 Royal Perth Golf Club - Proposed Stage Three Works

File Ref: D-25-35488  
Reporting Officer(s): Anita Amprimo, Director Infrastructure Services  
Liz Ledger, Chief Executive Officer

#### Summary

This report presents proposed stage three works on Crown Reserve 10250 by the Royal Perth Golf Club for Council to consider approving as required by the lease.

#### Officer Recommendation

That Council approves the proposed stage three works on Crown Reserve 10250, subject to the Royal Perth Golf Club planting trees and shrubs as per the Vegetation Management Plan and additional information confirmed in subsequent correspondence as contained at **Attachment (k)**.

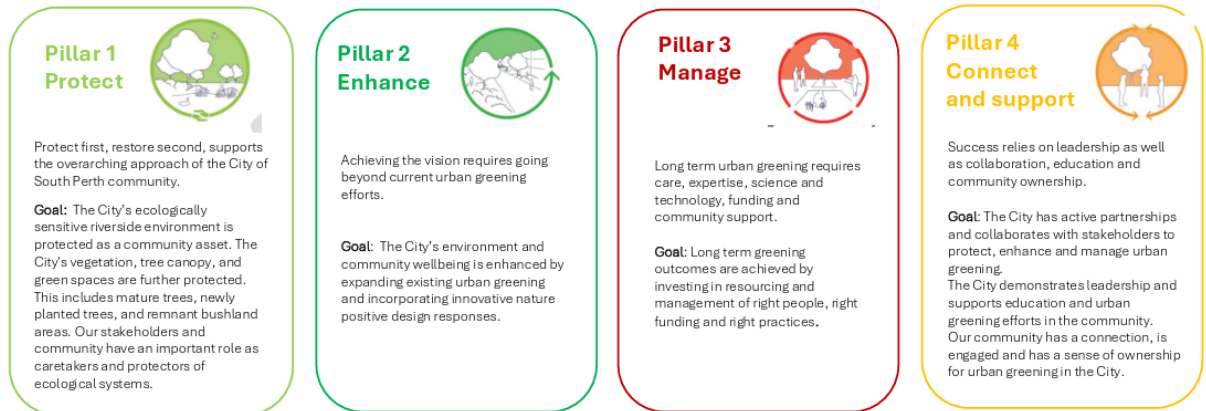
#### Background

The City has been granted a management order for the purpose of public recreation over Crown Reserve 10250 (the Royal Perth Golf Club - RPGC). The City had historically leased the Reserve to the Golf Club for the purposes of Golf Club and by a deed dated 24 July 1987, the City leased the Reserve to the Golf Club for a period ending on 31 December 2010. The Golf Club agreed to surrender the 1987 lease and the parties agreed that the City will lease the Reserve to the Golf Club for a period of 50 years, with this agreement made on 29 April 2004 (the lease).

The RPGC is Crown land reserved Parks and Recreation - restricted public access under the Metropolitan Region Scheme (MRS) and any development would typically require approval by the Western Australian Planning Commission (WAPC) under the MRS. Some minor works may not meet the threshold for 'development' as defined in the *Planning and Development Act 2005* and, therefore, do not require approval under the MRS.

At its meeting held 22 July 2025, Council adopted the Urban Greening Strategy, which provides long term guidance for creating a resilient, healthy and diverse green liveable place for all: people, fauna and flora. A guiding principle includes protecting, prioritising and enhancing ecological systems, and the vision includes that the City's vegetation, tree canopy, and green spaces are further protected.

The four pillars of the Urban Greening Strategy are shown below:



On 20 October 2025, the Club wrote to the Chief Executive Officer, formally requesting written consent to proceed with improvement works at the RPGC during 2026 (stage three works), as outlined in the letter contained as **Attachment (a)**. The request followed previous approvals under the lease for stage one and stage two works related to works of the greens and adjoining tee complexes. The Department of Planning, Lands and Heritage (DPLH) had also advised the Club that the proposed works could be considered under the *de minimis* principle (a legal principle that disregards insignificant matters) on the basis that the works were minor requiring no regional oversight.

The stage three works included the proposed relocation of the maintenance driveway to a new position approximately 100m south, opposite the Glyde Street/Labouchere Road intersection and removal of 76 trees. A Vegetation Management Plan has been prepared, which provides for the planting of 242 trees to offset the removal of trees in all three stages. A copy of the staged works, safety and design improvements and Vegetation Management Plan are contained as **Attachments (b) – (d)** respectively. Details of the requested tree removals and associated tree reports are contained as **Attachments (e) - (j)**. Further justification for the proposal from the Club is contained as **Attachment (k)** together with a commitment to further planting in 2028/29 of 8,000 trees and shrubs.

In November 2025, the City and the Club sought advice from the DPLH as to whether the stage three works would also be considered under the *de minimis* principle. The DPLH advised that although the proposed works may meet the definition of development, they are not considered significant in the context of the MRS and are unlikely to have regional implications and a development application under the MRS is not warranted. On this advice, no application for development approval is required.

### Comment

Notwithstanding, the lease requires consultation with the City before felling or removing any mature tree on the Reserve that is not a significant tree and is required to obtain the City's permission in this respect.

Clause 4.5 of the Lease provides:

#### "4.5 Trees

- 4.5.1 *The Golf Course must consult with the City before felling or removing any mature tree on the Reserve that is not a Significant Tree.*
- 4.5.2 *The Golf Club and the City must work together to identity trees on the Reserve that are Significant Trees*

#### 10.4.3 Royal Perth Golf Club - Proposed Stage Three Works

- 4.5.3 *The City will enter into its register of Significant Trees any trees on the Reserve that are Significant Trees.*
- 4.5.4 *The Golf Club covenants with the City to obtain the City's permission, in accordance with the City's Town Planning Scheme, before felling or removing any Significant Trees."*

The lease also requires the written consent of the City before making any major alterations or improvements to the Reserve.

Given Council has adopted the Urban Greening Strategy, the stage three works are presented to Council for consideration as to whether the works should be approved under the lease.

The Vegetation Management Plan has been prepared, which provides for the planting of 242 trees to offset the removal of trees across all three stages. A copy of the staged works, safety and design improvements and Vegetation Management Plan are contained as **Attachments (b) – (d)** respectively. The Golf Club has also committed, by letter, to planting a further 8,000 trees and shrubs in 2028-29 as confirmed in **Attachment (k)**.

Details of the trees planted / to be planted by 2028 are shown in the table below. The Golf Club has also committed to planting 8,150 shrubs and 10,590 native grasses and monocots during this same time period.

	Botanical Name	Common Name	Height	QTY
1	<i>Acacia saligna</i>	"Coojong" Orange Wattle	1.5 - 6m	48
2	<i>Allocasuarina fraseriana</i>	Common Sheoak	5 - 15m	28
3	<i>Banksia grandis</i>	Bull Banksia	2 - 10m	58
4	<i>Banksia menziesii</i>	Firewood Banksia	2 - 10m	33
5	<i>Corymbia calophylla</i>	Marri	<40m	41
6	<i>Eucalyptus marginata</i>	Jarrah	<40m	20
7	<i>Eucalyptus tottiana</i>	Prickly Bark	8-15m	14
8	<i>Melaleuca preissiana</i>	"Modong" Stout Paperbark	9m	0
9	<i>Melaleuca raphiophylla</i>	Swamp Paperbark	1-10m	0
Tree			total number of trees	<b>242</b>

#### Consultation

Elected Members were advised of the proposed stage three works in the 31 October 2025 Councillor Bulletin.

#### Policy and Legislative Implications

City of South Perth Urban Greening Strategy

Policy P206 Urban Forest

#### Financial Implications

Nil.

### Key Risks and Considerations

<b>Risk Event Outcome</b>	<b>Reputational Damage</b> Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
<b>Risk rating</b>	Medium
<b>Mitigation and actions</b>	Ensure appropriate advice is provided to Council to support their decision making.

### Strategic Implications

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

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

### Attachments

10.4.3 (a):	Royal Perth Golf Course - Request to Undertake Works
10.4.3 (b):	Royal Perth Golf Course - Phased Works Plan
10.4.3 (c):	Royal Perth Golf Course - Safety Improvements and Design Changes
10.4.3 (d):	Royal Perth Golf Course - Vegetation Management Plan
10.4.3 (e):	Royal Perth Golf Course - Requested Tree Removals
10.4.3 (f):	Royal Perth Golf Course - Tree Report (Green Highlight)
10.4.3 (g):	Royal Perth Golf Course - Tree Report (Yellow Highlight)
10.4.3 (h):	Royal Perth Golf Course - Tree Report (Purple Highlight)
10.4.3 (i):	Royal Perth Golf Course - Tree Report (Blue Highlight)
10.4.3 (j):	Royal Perth Golf Course - Tree Report (Orange Highlight)
10.4.3 (k):	Royal Perth Golf Course - Additional Justification Letter

#### 10.4.4 South East Metropolitan Regional Road Sub-Group

File Ref: D-25-34980

Reporting Officer(s): Anita Amprimo, Director Infrastructure Services

##### Summary

This report seeks the appointment of Elected Member representatives as the Member and the Deputy Member to the South East Metropolitan Regional Road Sub-Group for the period 16 December 2025 to 16 October 2027.

##### Officer Recommendation

That Council:

1. Appoints \_\_\_\_\_ as the Member to the South East Metropolitan Regional Road Sub-Group for the period 16 December 2025 to 16 October 2027.
2. Appoints \_\_\_\_\_ as the Deputy Member to the South East Metropolitan Road Sub-Group for the period 16 December 2025 to 16 October 2027.

##### Background

The South East Metropolitan Regional Road Sub-Group is established under the Metropolitan Regional Road Group to:

- a. assist to identify road funding priorities;
- b. provide advice to the Regional Road Group; and
- c. consider local roads issues to inform decision making by the Regional Road Group.

The City is a member of the group along with the Cities of Armadale, Belmont, Canning, Gosnells, Shire of Serpentine-Jarrahdale and Town of Victoria Park.

##### Comment

The meetings are held quarterly on a Thursday in February, May, August and November at 9am.

The meetings rotate between the Cities of Armadale, Gosnells and Shire of Serpentine-Jarrahdale and there is no remuneration for this group.

Further information can be found in the [Metropolitan Regional Road Group – Reference Information for Elected Members on a Regional Road Group](#).

##### Consultation

Nil.

##### Policy and Legislative Implications

Nil.



## Financial Implications

Nil.

## Key Risks and Considerations

<b>Risk Event Outcome</b>	<b>Reputational Damage</b> Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
<b>Risk rating</b>	Low
<b>Mitigation and actions</b>	Appointing Elected Members (as Member and Deputy Member) to the external organisation.

## Strategic Implications

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

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

## Attachments

Nil.

#### 10.4.5 Listing of Payments November 2025

File Ref: D-25-35856

Reporting Officer(s): Abrie Lacock, A/Director Corporate Services

##### Summary

This report presents to Council a list of accounts paid under delegated authority between 1 November 2025 to 30 November 2025 for information. It also includes purchase card transactions between 1 October 2025 to 31 October 2025 in line with legislative requirements. The City made the following payments:

EFT Payments to Creditors	(447)	\$4,971,302.53
<b>Total Monthly Payments to Creditors</b>	<b>(447)</b>	<b>\$4,971,302.53</b>
EFT Payments to Non-Creditors	(71)	\$89,867.09
Cheque payments to Non-Creditors	(37)	\$33,032.15
<b>Total EFT &amp; Cheque Payments</b>	<b>(555)</b>	<b>\$5,094,201.77</b>
Credit Card Payments	(107)	\$22,767.60
Fleet Card Payments	(22)	\$1,852.18
<b>Total Payments</b>	<b>(684)</b>	<b>\$5,118,821.55</b>

##### Officer Recommendation

That Council receives the Listing of Payments for the month of November 2025 as detailed in **Attachment (a)**.

##### Background

Council has delegated to the Chief Executive Officer (CEO) the exercise of power to make payments from its Municipal and Trust Funds. In accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996, a list of accounts paid by the CEO is to be prepared each month and presented to Council at the next Ordinary Meeting of the Council after the list is prepared. The Local Government (Financial Management) Regulations 1996 have been amended. Regulation 13A have been inserted requiring payments made with purchase cards to be included in the list of accounts paid.

##### Comment

The payment listing for November 2025 is included in **Attachment (a)**.

The attached report includes a "Description" for each payment. The City's officers have used best endeavours to redact (in black) information of a private or confidential nature.

The report records payments are classified as:

- Creditor Payments  
These include payments by both cheque and EFT to regular suppliers with whom the City transacts business. The reference numbers represent a batch number of each payment.
- Non-Creditor Payments  
These are one-off payments that include both cheque and EFT that are made to individuals/suppliers who are not listed as regular suppliers. The reference numbers represent a batch number of each payment.
- Purchase Cards  
Purchase card payments are included in the listing of payments as required by the amended Regulations. The amended Regulations requires the City to prepare a list of the payments made with each card and to present it to Council. Due to the time lag between receiving the statements and the successful acquittal of transactions in the City's system this listing will always be for the month preceding the month for which creditor and non-creditor payments are being reported.

Details of payments made by direct credit to employee bank accounts, in accordance with contracts of employment, are not provided in this report for privacy reasons. The payments of bank fees, such as merchant service fees which are directly debited from the City's bank account in accordance with the agreed fee schedules under the contract for provision of banking services, are also not provided in this report.

#### **Consultation**

Nil.

#### **Policy and Legislative Implications**

Regulations 12, 13(1) and 13A of the Local Government (Financial Management) Regulations 1996. Policy P602 Authority to Make Payments from the Municipal and Trust Funds.

#### **Financial Implications**

The payment of authorised amounts is within existing budget provisions.

### Key Risks and Considerations

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

### Strategic Implications

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

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

### Attachments

10.4.5 (a):	Listing of Payments November 2025
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#### 10.4.6 Monthly Financial Statements November 2025

File Ref: D-25-35857

Reporting Officer(s): Abrie Lacock, A/Director Corporate Services

##### Summary

The monthly Financial Statements are provided within **Attachments (a)–(i)**, with high level analysis contained in the comments of this report.

##### Officer Recommendation

That Council notes the Financial Statements and report for the month ended 30 November 2025.

##### Background

Regulation 34(1) of the Local Government (Financial Management) Regulations 1996, requires each local government to present a Statement of Financial Activity reporting on income and expenditure as set out in the annual budget. Regulation 34(3) specifies that the nature or type classification must be used. In addition, regulation 34(5) requires a local government to adopt a percentage or value to report on material variances between budgeted and actual results. In addition to the above, Regulation 35 requires a local government to present a Statement of Financial Position. The 2025/26 budget adopted by Council at its meeting held 24 June 2025, determined the material variance amounts of \$10,000 or 10% for the financial year. The Financial Management Reports contains an Original and Revised Budget column for comparative purposes.

##### Comment

The Local Government (Financial Management) Regulations 1996 requires that a Statement of Financial Position and a Statement of Financial Activity are produced monthly. The Statement of Financial Activity is a financial report unique to local government drawing information from other reports to include operating revenue, expenditure, capital income, expenditure, loan funding and transfers to and from reserves.

October 2025 marks the transition from the quarterly CPI to the complete Monthly CPI as Australia's primary measure of headline inflation. National annual inflation increased for both the CPI and Trimmed mean in October. The Consumer Price Index (CPI) inflation was 3.8% in the 12 months to October 2025, up from 3.6% in the 12 months to September 2025. Trimmed mean inflation was 3.3 per cent in the 12 months to October 2025, up from 3.2% in the 12 months to September 2025. Contrary to the previous trend headline inflation continues to rise. The October 2024 to October 2025 Perth CPI is 4.3% compared to the September 2024 to September 2025 Perth CPI of 4.5%.

At its February 2025 meeting the RBA decided to cut the cash rate by 25 basis points to 4.10%, followed by a further 25 basis points cut at its 20 May 2025 meeting. The RBA did cut rates further by 25 basis points at its Monetary Policy Board Meeting on 12 August 2025, taking the cash rate to 3.60%. At its 4 November 2025 meeting the Board decided to leave the cash rate on hold at 3.60%.

The RBA Monetary Policy Board released the following statement on the 4 November 2025: “Inflation has fallen substantially since the peak in 2022, as higher interest rates have been working to bring aggregate demand and potential supply closer towards balance. More recently, however, inflation has picked up. Trimmed mean inflation was 1.0 per cent in the September quarter and 3.0 per cent over the year, up from 2.7 per cent over the year in the June quarter. This was materially higher than expected at the time of the August *Statement on Monetary Policy*. Headline inflation rose sharply to 3.2 per cent over the year in the September quarter, a large part of which was expected given the cessation of electricity rebates in a number of states. The Board’s judgement is that some of the increase in underlying inflation in the September quarter was due to temporary factors. The central forecast in the November *Statement on Monetary Policy*, which is based on a technical assumption of one more rate cut in 2026, has underlying inflation rising above 3% in coming quarters before settling at 2.6% in 2027.”

In framing the Annual Budget 2025/26, the City considered the continued economic uncertainty. The City continues to prudently manage its finances through this uncertain time whilst remaining conscious of the need to provide quality services to its community.

Income from operating activities for November year-to-date (YTD) is \$75.67m in comparison to budget of \$75.05m, favourable to budget by \$0.62m. Expenditure from operating activities for November is \$33.90m in comparison to the budget of \$34.16m, favourable to budget by \$0.26m or 0.76%. The November Net Operating Position of \$41.77m is \$0.87m favourable in comparison to budget.

Capital Revenue of \$0.78m, is \$0.53m unfavourable in comparison to budget. Capital Expenditure YTD is \$5.02m in comparison to the budget \$7.78m, favourable by \$2.76m. A variance analysis is provided within **Attachment (e)** titled Significant Variance Analysis.

Cash and Cash Equivalents amounted to \$105.67m. Consistent with previous monthly reports, the Cash and Cash Equivalents balance is contained within the Statement of Financial Position. In addition, further detail is included in a non-statutory report “All Council Funds”.

Banks have been pricing in the slower than anticipated rate cuts by the RBA, offering improved average interest rates of 4.09% for investments under 12 months. The City holds a portion of its funds in financial institutions that do not invest in fossil fuels. Investment in this market segment is contingent upon all the other investment criteria of Policy P603 Investment of Surplus Funds being met. At the end of November 2025, the City held 39.27% of its investments in institutions that do not provide fossil fuel lending. The Summary of Cash Investments illustrates the percentage invested in each of the non-fossil fuel institutions and the short-term credit rating provided by Standard & Poor’s for each of the institutions.

### Consultation

Nil.

### Policy and Legislative Implications

This report is in accordance with the requirements of the Section 6.4 of the *Local Government Act 1995* and regulation 34 of the Local Government (Financial Management) Regulations 1996.

### Financial Implications

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

### Key Risks and Considerations

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

### Strategic Implications

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

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

### Attachments

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



## 10.5 MATTERS REFERRED FROM COMMITTEE MEETINGS

### 10.5.1 Minutes of the Audit, Risk and Improvement Committee Meeting held on 10 November 2025

File Ref: D-25-35280

Reporting Officer(s): Bree Websdale, Director Corporate Services

#### Summary

That the minutes of the Audit, Risk and Improvement Committee meeting held 10 November 2025 be received.

#### Officer Recommendation

That Council:

1. Receives the unconfirmed minutes of the Audit, Risk and Improvement Committee (ARIC) meeting held on 10 November 2025 as contained in **Attachment (a)**.
2. Adopts all recommendations contained within the unconfirmed ARIC minutes, except where a specific ARIC related matter is included as a separate report on this Ordinary Council Meeting agenda, in which case the Council determination on that report shall prevail.
3. Notes that any ARIC recommendations adopted through this resolution will be actioned by the Administration in accordance with the City's established governance and reporting processes.

#### Background

An Audit, Risk and Improvement Committee meeting was held on Monday 10 November 2025.

The unconfirmed minutes from that meeting are presented to Council to receive.

The administration will adopt this practice for all future ARIC minutes.

#### Comment

The ARIC were presented with seven reports.

Several of these reports are being presented in this Agenda as stand-alone reports. These reports are presented this way as they require a resolution of Council:

- Terms of Reference - Audit, Risk and Improvement Committee.
- Policy Review.
- The 2024-2025 financial statements are contained with the Annual Report as required by the *Local Government Act 1995*.

Only reports that require consideration and a resolution of Council will be presented as stand-alone reports.

## Consultation

Nil.

## Policy and Legislative Implications

*Local Government Act 1995*

## Financial Implications

Nil.

## Key Risks and Considerations

<b>Risk Event Outcome</b>	<b>Legislative Breach</b>  Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
<b>Risk rating</b>	Low
<b>Mitigation and actions</b>	The minutes are provided in full and those requiring further consideration or decision of Council can be elevated separately.

## Strategic Implications

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

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

## Attachments

<b>10.5.1 (a):</b>	Audit, Risk and Improvement Committee Meeting Minutes - 10 November 2025
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## 10.5.2 Terms of Reference - Audit, Risk and Improvement Committee

File Ref: D-25-34630

Reporting Officer(s): Bree Websdale, Director Corporate Services

### Summary

To present the Terms of Reference for the Audit, Risk and Improvement Committee to Council for adoption.

### Officer Recommendation

That Council adopts the Terms of Reference for Audit, Risk and Improvement Committee as show in **Attachment (a)**.

### Background

Council has established an Audit, Risk and Improvement Committee under section 5.8 of the *Local Government Act 1995* (Act).

Clause 2.1 of the City of South Perth Standing Orders Local Law requires Council to endorse the Terms of Reference of a Committee upon its establishment.

The existing Terms of Reference state that they are to be reviewed in line with the election of new members following the local government election.

### Comment

The Audit, Risk and Improvement Committee Terms of Reference were last adopted by the Audit, Risk and Improvement Committee on 13 November 2023 and endorsed by Council at its meeting held 12 December 2023 in line with the local government elections.

The Terms of Reference have been reviewed and updated in accordance with the *Local Government Amendment Act 2024* in relation to:

1. the composition of the Committee. The amendments require Audit Committees to appoint an independent Presiding Member and Deputy Presiding Member to support impartial decision-making and ensure an appropriate level of independence.
2. the name of the Committee. Councils are expected to rename their audit committees to the Audit, Risk and Improvement Committee to reflect their expanded role in overseeing audit, risk management, and continuous improvement functions within local government.

### Consultation

The terms of reference as shown in **Attachment (a)** have been reviewed by the ARIC and recommended to Council for adoption.

## Policy and Legislative Implications

*Local Government Act 1995*

*Local Government Amendment Act 2024*

Local Government (Audit) Regulations 1996

The proposed amendments are in line with current legislation and the developing reforms.

## Financial Implications

Nil.

## Key Risks and Considerations

<b>Risk Event Outcome</b>	<b>Legislative Breach</b>  Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision-making bodies within the collective organisation
<b>Risk rating</b>	Low
<b>Mitigation and actions</b>	Officers have processes in place to review the Government Gazette to ensure legislative changes are not missed and have subscribed to receive updates from the Department of Local Government, Industry Regulation and Safety.

## Strategic Implications

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

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

## Attachments

10.5.2 (a): Terms of Reference

### 10.5.3 Policy Review

File Ref: D-25-35990

Reporting Officer(s): Anita Amprimo, Director Infrastructure Services

#### Summary

A number of policies are presented for Council for review and adoption.

#### Officer Recommendation

That Council adopts the following policies as shown in **Attachment (a)**:

P202	Energy Conservation
P203	Ground Water Management
P206	Urban Forest (Now Urban Greening)
P209	Shade Structures
P401	Graffiti Management
P669	Elected Member Continuing Professional Development
P692	Sustainability

**Absolute Majority Required for P669**

#### Background

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

*(1) The Council a) governs the local government's affairs; and b) is responsible for the performance of the local government's functions.*

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

- a) oversee the allocation of the local government's finances and resources; and*
- b) determine the local government's policies.*

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

Council policies should:

- Provide the City with clear direction to respond to issues and act in accordance with Council decisions and direction.
- Enable Council Members to adequately manage enquiries from external stakeholders relating to the role of Council in particular situations.
- Be separate from administrative management and operational procedures (which need to evolve to ensure continuous improvement).
- Updated if required by legislative change.

### Comment

The policies listed below and shown at **Attachment (a)** are presented with amendments as shown by track changes.

A summary explaining the amendments has been provided in the table below:

#### P202 Energy Conservation

The City no longer has a Sustainable Strategy as the components of this have been captured in the City of South Perth Strategic Community Plan. References to this strategy have been removed and amended to align with the Strategic Community Plan.

#### P203 Ground Water Management

References to development approvals have been removed from this policy as part 8 of the Planning and Development (Local Planning Schemes) Regulations 2015 provides for applications for development approval. An application for development approval must be accompanied by the plans and information specified in the Regulations, including a report on any specialist studies in respect of the development that the local government requires the applicant to undertake. In this manner, the City can require dewatering management plans, geotechnical information and hydrological studies as required depending on the location of the proposed development. The City liaises with the Department of Water, Environmental and Regulation and the Department of Biodiversity, Conservation and Attractions where relevant in relation to proposals impacting the Swan and Canning Rivers and for advice on the assessment of applications, and can undertake peer review of reports if required.

#### P206 Urban Forest (Now Urban Greening)

Following Council's endorsement of the Urban Greening Strategy at the July 2025 Ordinary Council Meeting, this policy has been amended to reflect the principles, pillars and reporting commitments of the strategy.

In response to community feedback from the Notice of Motion to remove six juvenile trees from Sir James Mitchell Park, a clause has been added in regard to requests for tree removal on City managed land.

#### P209 Shade Structures

Inclusion of the consideration that new community facilities planned within the City of South Perth are subject to a shade audit to ensure that suitable shade is incorporated into the design.

#### P401 Graffiti Management

This policy has been updated to include Community, Culture and Recreation as a relevant Business Unit.

The policy now identifies the City's commitment to address deter graffiti through initiatives with the Community Development Business Unit.

### P669 Elected Member Continuing Professional Development

In accordance with section 5.128(5)(a) of the *Local Government Act 1995*, Council must review Policy P669 Elected Member Continuing Professional Development after each Ordinary Election.

The proposed changes are to capture the compulsory Council Member Essentials course that must be completed within the first 12 months of being elected to Council.

### P692 Sustainability

The City no longer has a Sustainable Strategy as the components of this have been captured in the City of South Perth Strategic Community Plan. References to this strategy have been removed and amended to align with the Strategic Community Plan.

### Consultation

City Officers having been reviewing policies on a progressive basis during the calendar year. Each policy has been considered by the custodian business unit having the relevant technical expertise in relation to the policy content and subsequently by the Executive Management Team (EMT) representing each of the City's Directorates.

The above policies were presented to the Audit, Risk and Improvement Committee at their meeting on 10 November 2025. The Committee resolved to recommend to Council that it adopts the policies as shown in **Attachment (a)**.

### Policy and Legislative Implications

*Local Government Act 1995*

### Financial Implications

Nil.

### Key Risks and Considerations

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



### Strategic Implications

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

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

### Attachments

10.5.3 (a):	Amended Policies
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#### 10.5.4 Annual Report 2024/25

File Ref: D-25-34800

Reporting Officer(s): Bree Websdale, Director Corporate Services

##### Summary

To present the Annual Report for the year ended 30 June 2025 which includes the Annual Financial Statement and Independent Auditor's Report.

##### Officer Recommendation

That Council:

1. Adopts the City of South Perth Annual Report 2024/25 as shown at **Attachment (a)**; and
2. Authorises the Chief Executive Officer to convene the Annual Electors' General Meeting within the legislative timeframe.

**Absolute Majority Required for 1.**

##### Background

Section 5.53 of the *Local Government Act 1995* (the Act) requires a local government to prepare an Annual Report for each financial year.

Section 5.54 of the Act requires the City of South Perth to accept its Annual Report for each financial year by 31 December, or within two months of receipt of the Auditor's Report.

##### *s.5.54. Acceptance of annual reports*

- (1) *Subject to subsection (2), the annual report for a financial year is to be accepted\* by the local government no later than 31 December after that financial year.*

\* Absolute majority required.

The Office of the Auditor General (OAG) retains the responsibility for forming an audit opinion and issuing an audit report to the City. The objective of the audit is to obtain reasonable assurance about whether the annual financial statement is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes the Auditor General's opinion.

The OAG has issued the City with an unqualified audit opinion on the financial statements for the year ended 30 June 2025. The final audited Annual Financial Statements for the year ending 30 June 2025 are shown from page 38 of **Attachment(a)**.

### Comment

The Annual Report 2024/25 is included as **Attachment (a)**. It contains statutory reporting requirements as prescribed in section 5.53(2) of the Act which includes:

- Mayor's Report;
- Chief Executive Officer's Report;
- Annual Financial Statements; and
- Independent Auditor's Report.

In line with the principles of integrated planning and reporting, the Annual Report includes an overview of the projects and services delivered during the financial year.

It is recommended that Council note the City's achievements and formally adopts the Annual Report 2024/25.

### Consultation

The Audit, Risk and Improvement Committee was presented with the 2024-2025 Annual Financial Report at its meeting held 10 November 2025.

A copy of the annual financial report is required to be sent to the Department within 30 days of receiving the auditor's report.

Following the adoption of the Annual Report, section 5.27 of the Act requires that Council hold an Electors' General Meeting within 56 days to present the contents of the report, and any other general business.

#### *s.5.27 Electors' general meetings*

1. *A general meeting of the electors of a district is to be held once every financial year.*
2. *A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.*
3. *The matters to be discussed at general electors' meetings are to be those prescribed.*

Section 5.29 of the Act prescribes that the CEO is to convene an Electors' meeting by giving at least 14 days' local public notice and each Council Member at least 14 days' notice of the date, time, place and purpose of the meeting.

An Electors' meeting must be held by 10 February 2026 which is 56 days' notice of the Ordinary Council Meeting on 16 December 2025.

Local public notice regarding the availability of the Annual Report 2024/25 and the details of the Annual Elector's General Meeting will be published following the Ordinary Council Meeting on 16 December 2025.

### Policy and Legislative Implications

*Local Government Act 1995*: Part 5, Division 5 – Annual Reports and planning; Part 7 – Audit

Local Government (Financial Management) Regulations 1996: cl.s 36-51 – Financial Reports

Local Government (Audit) Regulations 1996: cl. 9 - Performance of Audit; cl. 10 – Report by Auditor

### Financial Implications

The costs associated with the Annual Report and holding the Electors' General Meeting are contained within the City's 2025/26 operating budget.

The OAG fee for the 2024/25 Annual Financial Statements audit was \$111,554.

### Key Risks and Considerations

Risk Event Outcome	<b>Legislative Breach</b>  Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
	<b>Reputational Damage</b>  Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
	Risk rating
Mitigation and actions	Low
	A Compliance Calendar is used to ensure legislative requirements are met.  Appropriate staffing resources to meet the OAG audit timetable.

### Strategic Implications

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

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

### Attachments

10.5.4 (a): Annual Report 2024/25

## 11. APPLICATIONS FOR LEAVE OF ABSENCE

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

## 12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

### 12.1 NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - RISK ACTIVITIES OUTSTANDING FOR AN EXTENDED TIME

File Ref: D-25-34559

Reporting Officer(s): Bree Websdale, Director Corporate Services

#### Summary

Councillor Tim Houweling submitted the following Notice of Motion prior to the Council Agenda Briefing held 9 December 2025.

#### Notice of Motion Recommendation (Suggested Officer Recommendation page 67)

That the CEO gives priority to implementing the following plans that in some instances have been delayed since at least November 2024 and report to Council with dates that the following matters will be addressed:

1. Business continuity management framework  
Rollout of updated business continuity plans in accordance with the requirements of the Business Continuity Management Framework.
2. Contractor Dependency  
Identify whether contractor dependency remains an operational risk and what is being done to mitigate the risk.
3. Workplace Health and Safety (WHS)  
Ensure the implementation of targets and report to ensure Work Health and Safety is a priority in all areas of work.
4. Fraud and corruption training  
Ensure fraud and corruption training is undertaken among staff.

#### Background

Councillor Tim Houweling submitted a Notice of Motion regarding risk activities. The reasons for the Notice of Motion are as follows:

*“On 11 November 2024 these items were identified as matters of risk requiring attention. Since then at least the Business Continuity Plan has been the subject of a number of delays.*

*Business continuity, contractor dependence, work health and safety as well as Fraud and corruption training were all identified as requiring attention.*

1. *These items in particular have remained incomplete for extended periods, despite stated deadlines.*
2. *Proper oversight and direction must be given.*

*Across multiple meetings in 2024 and 2025, it has become evident that a number of matters identified for action have simply not been delivered by the dates stated in the AGRC reports—reports that are then presented to this Council. Some items have remained on the risk register for more than a year with no meaningful progress. Others have been repeatedly deferred without any clear explanation, accountability, or revised target.*

*Oversight of risk and taking action to ensure matters of risk that remain outstanding for an extended period are properly the domain of the Council.*

*Ensuring matters that have not been attended to for an extended period is Council stepping into its proper role, it is common in business and must become a concern in Local Government, that there has been considerable delay.*

*A few examples show that on 11 November 2024 (one year ago) Business Continuity Planning (BCP) was identified as a risk. City Officers were developing a process implementation plan, expected to be rolled out across the City's business units in early 2025.*

*Further at the meeting of 11 November 2024 Planned Activities such as Fraud and Corruption Training were identified.*

*Strategic Mitigation (Continuous Improvement) in relation to all Risk Management, Business Continuity and Workplace Health and Safety activities were also identified.*

*Fraud and corruption training are essential. Corruption is a matter that must be able to be identified by staff and addressed. Training of this nature is essential also for elected members, and should be continuous and recurrent within any agency.*

*The matters set out in the motion have not been completed in a year. This was reported to the Council meetings of 10 December 2024, 25 March 2025, 24 June 2025, and October 2025 having been dealt with at the Audit Governance and Risk meetings of 11 March 2025, 10 June 2025, and 9 September 2025.*

*Where Council knows of these risks and the matters continue to be delayed the risk visits on the elected members. Councillors receive reports for a purpose, they have an oversight role to play, and good governance requires Council to take a more active approach to ensuring that this matter of risk is addressed in a timely manner.*

*For that reason, the motion asks that the matter be dealt with by the CEO. This is consistent with the Governance obligations of the Council and ensures that Councillors are acting consistent with the expectations of the community.*

*The matters are integral to have in place for most businesses and requires oversight by Council.*

*I commend the motion to Council."*

## **Comment**

### **1. Business Continuity**

The Business Continuity Framework is an overarching document that provides the direction for the Business Continuity Plan; how we continue to deliver the services in the event there is business disruption.

The Business Continuity Management Framework was endorsed by the Executive Management Team on 8 August 2023 and noted by the Audit, Risk and Governance Committee (now the Audit, Risk and Improvement Committee) (ARIC) on 12 September 2023.

The Business Continuity Management Framework is currently underpinned by Business Continuity Plans (BCP).

The City is in the process of updating service area Business Continuity Plans. Due to vacancies, staff resourcing and workload there has been some delays with this project.

It is acknowledged by the Administration that there has been delays in this area. This will be a priority for the Director Corporate Services. The Director proposes to prepare a project timeline which will be communicated to Council.

## 2. Work Health and Safety

Oversight of Work Health & Safety is both strategic and operational in nature, and there is a role for Council and a role for the Administration in this area.

The item of Work, Health and Safety sits within the City's Strategic and Operational Risk Register. The City has the following relevant documents:

DOCUMENT	SUGGESTED REVIEW TIMING	OWNER
Risk Management Framework Endorsed by Council at its meeting held 25 June 2024, Council Resolution 0624/112.	Three years	Council (generally endorsed by ARIC prior to presentation to Council).
Risk Management Policy (P695) Endorsed by Council at its meeting held 27 June 2023, Council Resolution 0623/121.	Three years (or as required)	Council (generally endorsed by ARIC prior to presentation to Council).
Strategic Risk Register	Annually	Council (developed in a workshop with Council).
Operational Risk Register	Quarterly	Administration (as per sections 2.71 and 5.41 of the <i>Local Government Act 1995</i> ).

The Administration is proposing to run a risk workshop with the Council in 2026 with an independent external risk consultant to ascertain the current Council's view on strategic risks and their risk appetite.

Additionally, note the response to the Notice of Motion 'Governance and Risk Priorities Workshop.'

## 3. Contractor Dependency

The role of contractors was assessed as high risk in November 2022 due to some business units having difficulty with contractor availability. Due to this rating, it was reported to the ARIC.

The risk of contractor dependency was downgraded in November 2024 to moderate and has remained as moderate since.

Upon commencement of the new Chief Executive Officer, the Operational Risk Register will be reviewed and updated.



If this risk or any risk increases to high or extreme it will be reported to the ARIC.

#### 4. Fraud and Corruption Training

Fraud and Corruption training is applicable to both Council and Employees.

The City has a thorough training program for employees in relation to Fraud and Corruption. It includes modules on Fraud and Corruption in:

- Corporate Induction training;
- Employee Code of Conduct training upon commencement and then annually; and
- Values training.

The Public Sector Commission provided additional employee training on Thursday 27 November 2025.

#### Consultation

Nil.

#### Policy and Legislative Implications

*Local Government Act 1995*

Policy P695 Risk Management

#### Financial Implications

Nil.

#### Key Risks and Considerations

<b>Risk Event Outcome</b>	<b>Reputational Damage</b>  Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
<b>Risk rating</b>	Low
<b>Mitigation and actions</b>	The City has an adopted Business Continuity Plan.  The City has an operational risk register which is reviewed by EMT and extreme and high risks are presented to the ARIC.

### Strategic Implications

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

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

### Suggested Officer Recommendation

That Council requests the Chief Executive Officer to:

1. Give priority to the finalisation and implementation of a Business Continuity Plan.
2. In conjunction with the Executive Management Team to undertake a review of the Operational Risk Register and commits to presenting any extreme or high operational risks to the ARIC.

### Reason for Alternative Recommendation

To ensure compliance with the *Local Government Act 1995* by continuing to separate operational risk (with the Chief Executive Officer) and strategic risk (with Council).

To keep the current structure of reporting Risk to the ARIC and Council on any extreme or high operational risks.

As set out above, to remove the items (WHS, Fraud and Corruption Training) which are not outstanding.

### Attachments

Nil.

## 12.2 NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - GOVERNANCE AND RISK PRIORITIES WORKSHOP

File Ref: D-25-34561

Reporting Officer(s): Bree Websdale, Director Corporate Services

### Summary

Councillor Tim Houweling submitted the following Notice of Motion prior to the Council Agenda Briefing held 9 December 2025.

### Notice of Motion Recommendation (Suggested Officer Recommendation page 71)

That Council convene a Governance and Risk Priorities Workshop within the next three months to:

- (a) review and prioritise outstanding governance and risk matters;
- (b) consider improvements to the reporting, structure and oversight of the Risk Register;
- (c) to discuss a consistent reporting framework that ensures timely completion of governance and risk actions; and
- (d) have the Mayor report what specific and tangible actions he has undertaken to address the matters he has consistently stated to Council in his monthly reports that he has been working on.

### Background

Councillor Tim Houweling submitted a Notice of Motion to request a Governance and Risk Priorities Workshop within the next three months. The Notice of Motion refers to reports that are presented to the Audit, Risk and Improvement Committee (ARIC). The reasons for the Notice of Motion are as follows:

*Council must continue to appreciate and understand its governance and oversight role. As part of this risk identification and mitigation is essential. That in turn requires Councillors to understand and prioritise matters of risk reported to Council in the Risk Register.*

*For that reason, this motion requests a workshop beyond the CEO reporting on the priorities of the Administration in addressing matters of risk.*

*It is clear that addressing risk has not been given a significant priority, yet it is an essential governance role. Several items within ARIC reports have remained incomplete for extended periods, despite stated deadlines. Proper oversight requires that both Council and the ARIC receive consistent reporting identifying responsibilities, dates, and progress.*

*A risk register is only as strong as the accountability behind it and the understanding of Councillors of matters of risk. If Council considers a matter is serious enough to earn a place on the register, then the organisation must be serious enough to act on it.*

*It is concerning that matters of risk have regularly been effectively adjourned. It is essential for proper oversight that all of Council understand and appreciate risk.*

*It is common in business and must become common place for the elected members to review risk according to a clear set of accountability measurements that ensure risk is properly addressed. Through other motions I have raised matters that in my view have repeatedly been placed before the Council and then delayed. Council must have improved oversight over risk.*

*In late 2024 and perhaps into 2025 the Mayor repeatedly reported in monthly reports particularly at the end of 2024, without any tangible detail and without any outcomes that he was working on improving communication between Elected Members and the administration and at certain instances referred to good governance.*

*The outcome of what the Mayor has been working on and what he has been doing consistent with the express responsibility of the Mayor under the Local Government Act 1995 have not been reported.*

*Council is entitled to receive structured reporting from the Mayor on what actions he has undertaken, what outcomes have been achieved, and what the plan is going forward. This may be able to be discussed further at a workshop. This is about governance, integrity and accountability in performance of functions under the provisions of the Local Government Act. These matters ought properly to be discussed by Councillors so that Councillors understand the nature and extent of risk, priorities in addressing risk, and the issues that the Mayor had said he was addressing and what was being undertaken as well as what outcomes have been achieved.*

*Such a discussion is best undertaken in a workshop.*

*I commend the motion to Council.*

### **Comment**

The City agrees that it would be beneficial to run a risk workshop with Council in 2026 with an independent external risk consultant to ascertain the current Council's view on strategic risks and their risk appetite.

The purpose of identifying potential strategic risks before they occur is so that impacts can be minimised and opportunities realised. This will ensure that the City achieves its strategic and corporate objectives efficiently and effectively whilst following and upholding good corporate governance principles. The data from this workshop would then be utilised to create an updated and current strategic risk register and to ensure Policy P695 Risk Management is reflective of Council's risk appetite.

This workshop would be limited to strategic risk (and not operational risks) to ensure compliance with the *Local Government Act 1995* (the Act).

The City does not recommend or support the presentation of Operational Risk Register (whether to ARIC and/or Council), except where a risk is classified as 'extreme.'

The Minutes of future ARIC meetings will be included in the Council Agenda for noting and endorsing (as appropriate).

It is assumed this statement was included in error, as it relates to a separate Notice of Motion and is therefore not addressed.

*"have the Mayor report what specific and tangible actions he has undertaken to address the matters he has consistently stated to Council in his monthly reports that he has been working on."*

**Consultation**

Nil.

**Policy and Legislative Implications**

*Local Government Act 1995*

**Financial Implications**

A workshop delivered by an external risk consultant is estimated at between \$5,000-\$7,500. depending on scope and length of the workshop and the consultant's involvement in the preparation of a Strategic Risk Register.

**Key Risks and Considerations**

<b>Risk Event Outcome</b>	<b>Reputational Damage</b> Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
<b>Risk rating</b>	Low
<b>Mitigation and actions</b>	The City has an Operational Risk Register which is reviewed by the Executive Team (EMT) and extreme and high risks are presented to the ARIC.

**Strategic Implications**

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

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

**Suggested Officer Recommendation**

That Council requests the Chief Executive Officer:

1. To schedule a Strategic Risk Workshop with Council for as soon as practicable.
2. In conjunction with the Executive Team to undertake a review of the Operational Risk Register, and commits to presenting any extreme or high operational risks to the ARIC.

**Reason for Alternative Recommendation**

To ensure compliance with the Act by continuing to separate operational risk (with the CEO) and strategic risk (with Council).

To keep the current structure of reporting risk to the ARIC and Council on any extreme or high operational risks.

To remove the recommendation for a revised (or additional) formal reporting structure and framework.

**Attachments**

Nil.

### 12.3 NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - MAYORAL REPORTING

File Ref: D-25-34562

Reporting Officer(s): Bree Websdale, Director Corporate Services

#### Summary

Councillor Tim Houweling submitted the following Notice of Motion prior to the Council Agenda Briefing held 9 December 2025.

#### Notice of Motion Recommendation (Suggested Officer Recommendation page 74)

That consistent with the Mayor's statutory duty under section 2.8 and related provisions of the *Local Government Act 1995* to foster good relations between Councillors, the Mayor provide a report to the next Ordinary Council Meeting identifying:

- (a) the actions undertaken to improve relations between Councillors during 2024 and 2025;
- (b) the tangible outcomes achieved; and
- (c) the plan and timeframe for continuing this work and how he has involved other Councillors in this;

and that such reporting occur quarterly thereafter.

#### Background

Councillor Tim Houweling submitted a Notice of Motion with a request for the Mayor to provide a report to the next Ordinary Council Meeting. The reasons for the Notice of Motion are as follows:

*The statutory function of the Mayor to foster good relations between Councillors. This has been stated repeatedly in monthly reports particularly at the end of 2024, without any tangible detail and certainty without any reputable outcomes.*

*Given that this is an express responsibility of the Mayor under the Local Government Act, Council is entitled to receive structured reporting on what actions have been undertaken, what outcomes have been achieved, and what the plan is going forward, if it is sufficient to report as part of the regular reports it is also important to transparently report the actions fallen and outcomes achieved.*

*This is about governance, integrity and accountability.*

*If the matters are sufficient to have regularly been part of the Mayor's monthly reports then Council ought to understand and know how the Mayor is performing his role in this area.*

#### Comment

Section 2.8(1)(d) of the *Local Government Act 1995* (the Act) provides for the Mayor to *promote, facilitate and support positive and constructive working relationships among Council Members.*

Section 2.10(1)(d) of the Act provides for Councillors to *facilitate and maintain good working relationships with other Councillors, the Mayor and the CEO.*

The Councillor Code of Conduct requires all Elected Members to foster positive working relationships.

Whilst the Notice of Motion includes actions and outcomes from 2024 and 2025, it would be difficult to provide this retrospectively.

### Consultation

Nil.

### Policy and Legislative Implications

*Local Government Act 1995*

Councillor Code of Conduct

Policy P699 Breaches of the Councillor Code of Conduct

### Financial Implications

Nil.

### Key Risks and Considerations

<b>Risk Event Outcome</b>	<b>Reputational Damage</b>  Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
<b>Risk rating</b>	Low
<b>Mitigation and actions</b>	Councillor workshops, briefings and Council Meetings provide opportunities for Councillor interaction and communication.

### Strategic Implications

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

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



**Suggested Officer Recommendation**

That Council notes that the Mayor currently provides a report on his activities since the last Council Meeting, and further reporting on future actions undertaken in relation to section 2.8(1)(d) of the *Local Government Act 1995* be included within that.

**Reason for Alternative Recommendation**

The Mayor currently presents a report at every Ordinary Council Meeting under Item 3 reporting his activities. The Mayor could provide further reporting on actions undertaken in relation to section 2.8(1)(d) of the *Local Government Act 1995* as part of that report.

**Attachments**

Nil.

## 12.4 NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - OUTSTANDING ITEMS IN ARIC REPORTS

File Ref: D-25-34563

Reporting Officer(s): Bree Websdale, Director Corporate Services

### Summary

Councillor Tim Houweling submitted the following Notice of Motion prior to the Council Agenda Briefing held 9 December 2025.

### Notice of Motion Recommendation (Suggested Officer Recommendation page 78)

At the next Council meeting the Chief Executive Officer provide a schedule identifying all Audit, Risk and Improvement Committee (ARIC) items that have not been completed by the dates stated in ARIC reports presented to Council during the past 12 months, together with:

- (a) the reasons for the delay;
- (b) the revised date for completion; and
- (c) the responsible officer for each item.

### Background

Councillor Tim Houweling submitted a Notice of Motion regarding outstanding items presented to the Audit, Risk and Improvement Committee (ARIC) formerly the Audit, Risk and Governance Committee in the past 12 months. The reasons for the Notice of Motion are as follows:

1. *Audit and governance functions require clear accountability, timeliness, and transparency.*
2. *Several items within ARIC reports have remained incomplete for extended periods, despite stated deadlines.*
3. *Proper oversight requires that both Council and the ARIC receive consistent reporting identifying responsibilities, dates, and progress.*
4. *The Local Government Act places specific obligations on the Mayor relating to the maintenance of good working relationships among Councillors, and Council is entitled to receive updates on this governance function.*
5. *Strengthening governance processes improves community confidence, internal performance, and decision-making.*

*Across multiple meetings in 2024 and 2025, it has become evident that a number of matters identified for action have simply not been delivered by the dates stated in the ARIC reports—reports that are then presented to this Council. Some items have remained on the risk register for more than a year with no meaningful progress. Others have been repeatedly deferred without any clear explanation, accountability, or revised target.*

*A risk register is only as strong as the accountability behind it.*

*This motion seeks to provide that clarity, amend timeframes, reasonable outcomes and responsibilities.*

*It asks for our next Council meeting to include a risk register with responsible officers and due dates.*

*This is Council stepping into its proper role, it is common in business and must become a concern in local government, that is a clear set of accountability measurements that ensure risk is properly addressed.*

*Council must have clear oversight, but without accountability structures and mechanisms this is not possible.*

*It is about ensuring that the community can have confidence that we are governing at a level expected of a Director albeit we are Councillors, yet the same governance principles ought to apply.*

*I commend the motion to Council.*

### Comment

The Office of the Auditor General audit findings are presented at each ARIC meeting in a report with an accompanying audit log.

The City has recently received the findings and recommendations of the OAG based on their Information Systems Audit for 2024/25 and they were presented (on a confidential basis) to the Audit, Risk and Improvement Committee (ARIC) on 10 November 2025.

The City has no significant findings.

The proposed completion dates and responsible officer for each of these OAG finding are listed in that Confidential Attachment.

These completion dates factor in existing staff resources and budget availability in 2025/26.

These are set out below in a manner that maintains the confidentiality of the findings including the name of the City employee:

Finding	Rating	Proposed Completion Dates
1.	Moderate	30 June 2026 for Items 1-3 30 June 2027 for implementation of Item 4. Requires budget funding in 2026/27.
2.	Moderate	30 June 2026.
3.	Moderate	31 December 2025 for Item 2. 30 June 2027 for Item 1, this requires further costing and risk analysis as the proposed project is expected to be costly and has no current funding.
4.	Moderate	30 June 2026.
5.	Moderate	30 June 2026.

6.	Moderate	30 June 2026 for Items 1-3(a). 30 June 2027 for Item 3(b).
7.	Moderate	30 June 2026.
8.	Minor	30 June 2026.
9.	Moderate	30 June 2026.
10.	Moderate	30 June 2026.
11.	Moderate	30 June 2026.
12.	Minor	30 June 2026 - Item 1 and 2(a). 30 June 2027 - Item 2(b).
13.	Minor	30 June 2026.
14.	Minor	30 June 2026.
15.	Minor	30 June 2026.

These findings and their progress will be reported quarterly to the ARIC in a report with an Audit Log.

The City recommends that this process continues.

#### **Consultation**

Nil.

#### **Policy and Legislative Implications**

*Local Government Act 1995*

ARIC Terms of Reference

#### **Financial Implications**

Nil.

### Key Risks and Considerations

<b>Risk Event Outcome</b>	<b>Reputational Damage</b> Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
<b>Risk rating</b>	Low
<b>Mitigation and actions</b>	Reporting already occurs through the ARIC. No OAG findings are significant or present an immediate or high risk. The majority of the OAG findings are scheduled for resolution by 30 June 2026 which is considered appropriate.

### Strategic Implications

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

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

### Suggested Officer Recommendation

That Council notes the Minutes of the Audit, Risk and Improvement Committee on 10 November 2025 and the OAG 2024/25 Information Systems Audit Management Letter contained therein.

### Reason for Alternative Recommendation

The City has provided the completion dates and responsible officers.

The Chief Executive Officer is responsible for all employees and for ensuring reporting to the ARIC.

### Attachments

Nil.

## 12.5 NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - RISK REGISTER

File Ref: D-25-34564

Reporting Officer(s): Bree Websdale, Director Corporate Services

### Summary

Councillor Tim Houweling submitted the following Notice of Motion prior to the Council Agenda Briefing held 9 December 2025.

### Notice of Motion Recommendation (Suggested Officer Recommendation page 82)

That the Chief Executive Officer provide to the next Ordinary Council Meeting a full copy of the current Risk Register that:

- (a) identifies the responsible officer for each risk item;
- (b) specifies the due date by which each risk item is to be actioned or remedied; and
- (c) includes a report on the current status of each item measured against the stated dates.

### Background

Councillor Tim Houweling submitted a Notice of Motion regarding the City's Risk Register. The reasons for the Notice of Motion are as follows:

1. *Audit and governance functions require clear accountability, timeliness, and transparency.*
2. *Several items within ARIC reports have remained incomplete for extended periods, despite stated deadlines.*
3. *Proper oversight requires that both Council and the ARIC receive consistent reporting identifying responsibilities, dates, and progress.*
4. *The Local Government Act places specific obligations on the Mayor relating to the maintenance of good working relationships among Councillors, and Council is entitled to receive updates on this governance function.*
5. *Strengthening governance processes improves community confidence, internal performance, and decision-making.*

*Across multiple meetings in 2024 and 2025, it has become evident that a number of matters identified for action have simply not been delivered by the dates stated in the ARIC reports—reports that are then presented to this Council. Some items have remained on the Risk Register for more than a year with no meaningful progress. Others have been repeatedly deferred without any clear explanation, accountability, or revised target.*

*A Risk Register is only as strong as the accountability behind it.*

*If a matter is serious enough to earn a place on the register, then the organisation must be serious enough to act on it.*

*Without basic accountability mechanisms, Council cannot exercise proper oversight and governance becomes aspirational instead of being effected by measurable clear and definite actions.*

*This motion seeks to provide that clarity, amend timeframes, reasonable outcomes and responsibilities.*

*It asks for our next Council meeting to include a Risk Register with responsible officers and due dates. It asks for overdue ARIC items to be identified with explanations and revised timelines. It ensures that planned activity, that have strategic significance, is properly broken down so we as Councillors can see who is doing what and by when.*

*Council must have clear oversight, but without accountability structures and mechanisms this is not possible.*

*This is about governance, integrity and accountability.*

*It is about ensuring that the community can have confidence that we are governing at a level expected of a Director albeit we are Councillors, yet the same governance principles ought to apply, and the only way proper oversight in a matter such as risk can properly be administered is by ensuring accountability.*

*I commend the motion to Council.*

### **Comment**

To ensure compliance with the *Local Government Act 1995*, the City will continue to separate registers for operational risk and strategic risks.

A review of the Operational Risk Register will not lead to all risks being 'actioned or remedied.'

Risks are often not extinguished and are accepted in circumstances where adequate or effective controls are in place.

Risk does not sit with a single officer.

It is the City's current practice to report extreme and/or high risks to the Audit, Risk and Improvement Committee (ARIC) and this is recommended to continue.

### **Consultation**

Nil.

### **Policy and Legislative Implications**

*Local Government Act 1995*

### **Financial Implications**

Nil.

### Key Risks and Considerations

<b>Risk Event Outcome</b>	<b>Legislative breach</b>  Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
<b>Risk rating</b>	Low
<b>Mitigation and actions</b>	The City has an Operational Risk Register which is reviewed by the Executive Management Team and extreme and high risks are presented to the ARIC.  The City has an Audit, Risk and Improvement Committee including independent members.  The City is audited by the OAG annually.  The City undertakes a Compliance Audit Return annually.

### Strategic Implications

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

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



**Suggested Officer Recommendation**

That Council requests the Chief Executive Officer:

1. To schedule a Strategic Risk Workshop with Council as soon as practicable.
2. In conjunction with the Executive Management Team undertakes a review of the Operational Risk Register.
3. To continue the commitment to present any extreme or high operational risks to the ARIC.

**Reason for Alternative Recommendation**

In relation to (1), to ensure compliance with the *Local Government Act* by continuing to separate operational risk and strategic risk.

In relation to (2), given the current change in the Executive, it is appropriate that the Director Corporate Services and Chief Executive Officer be given time to comprehend the business and evaluate the current Operational Risk Register together with the other Directors.

**Attachments**

Nil.

## 12.6 NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - A REVIEW OF LIBRARY OPENING HOURS AND GOVERNANCE OVERSIGHT – SOUTH PERTH AND MANNING LIBRARIES

File Ref: D-25-34569

Reporting Officer(s): Donna Shaw, Director Development and Community Services

### Summary

Councillor Tim Houweling submitted the following Notice of Motion prior to the Council Agenda Briefing held 9 December 2025.

### Notice of Motion Recommendation (Suggested Officer Recommendation page 89)

That Council NOTES that:

1. A community survey regarding library usage, including opening hours, was conducted in late 2022 with broad community participation (approximately 500 respondents);
2. The survey results formed the basis for the adjustment to library opening hours implemented in May 2024, which was publicly communicated via the Councillor Bulletin of 17 May 2024 and integrated into the 2024/25 budget;
3. A further change to library opening hours was recently announced through the Councillor Bulletin dated 24 October 2025, stating that from 3 November 2025 the libraries will open earlier (9.00 a.m.), following “a review of staff availability and a request from a resident”; and
4. Council RECOGNISES that such operational changes carry budgetary implications and affect previously adopted service levels endorsed by Council as part of the 2024–2025 budget.

Council REQUESTS the Chief Executive Officer prepare a comprehensive report to be presented to the next available Council meeting addressing:

- (a) The empirical and survey data underpinning the May 2024 decision on library hours;
- (b) Whether any new surveys, consultations, or evidence informed the subsequent change announced in October 2025;
- (c) The budgetary impact and staffing implications of the earlier opening time;
- (d) Whether the change was authorised within existing delegated authority or should properly have been brought before Council for consideration; and
- (e) The process by which changes to operational hours of significant community facilities are risk-assessed and reported to Council.

## Background

Councillor Tim Houweling submitted a Notice of Motion regarding a review of the library opening hours and governance oversight. The reasons for the Notice of Motion are as follows:

1. *PURPOSE:*

- 1.1 *To provide Council with detailed information on the decision-making, community consultation, budgetary impact, and governance process relating to changes in library opening hours since 2022.*
- 1.2 *This report aims to ensure that service-level adjustments are made in accordance with the principles of good governance, transparency, fiscal accountability, and the statutory role of Council as the oversight body under section 2.7 of the Local Government Act 1995 (WA).*

Background:

*Community Consultation and Empirical Evidence*

*November–December 2022 – The City undertook a comprehensive library usage survey to assess opening hours, resources, programs, and the needs of library patrons. The consultation was widely promoted through community channels, including Waterford Plaza, Farmers Market on Manning, and the Manning Hub Laneway.*

*Approximately 500 residents participated. The survey sought to determine barriers to usage, preferred hours, and satisfaction levels, and was designed to inform long-term operational planning and budget forecasting for the City's library services.*

*May 2024 – Following the 2022 consultation, Council was informed via Councillor Bulletin that library hours at South Perth and Manning Libraries would be reduced to align with observed usage data.*

*Empirical evidence indicated low patronage, an average of eight people per hour during later weekday and weekend periods, and that the changes would achieve service consistency across both branches.*

*The bulletin stated that the decision would have minimal community impact and would derive measurable cost savings for the City. These operational changes were integrated into the 2024–2025 budget and publicly communicated to residents through the City's media and website.*

*October 2025 – On 24 October 2025, Elected Members were advised via Councillor Bulletin that from 3 November 2025, libraries would open earlier, at 9:00 a.m., following “a review of staff availability and a request from a resident.”*

*No new consultation or survey results were referenced in the bulletin, nor was any reference made to a Council resolution or amendment to the budget previously approved by Council.*

*The City has also noted its intent to investigate “Smart Library Access”, a form of self-service library entry similar to 24/7 gyms, to increase flexibility and access for members. This initiative remains under officer review.*

2. *DISCUSSION*

- 2.1 *Prior evidence-based processes had resulted in a reduction in the library hours in May 2024, the partial change to the opening hours does not appear to have been a decision that has been made with a similar level of review, or whether it constitutes a governance and risk management gap.*

3. *EVIDENCE BASE AND DECISION-MAKING INTEGRITY*

- 3.1 *The 2022 and 2024 decisions were grounded in empirical, statistically valid community data and subject to broad consultation. These decisions were documented, budgeted, and publicly justified.*
- 3.2 *By contrast, the 2025 change appears to have been made in response to an individual request, with no supporting evidence of wider community demand or a new data set.*
- 3.3 *There are good reasons to seek the basis when it appears to be a change that has been made on the basis of one resident and impacts on the budget.*
- 3.4 *Good governance decision making must be evidence based.*
- 3.5 *Good governance requires that decisions affecting public services be based on verifiable data and subject to proper oversight, and this motion is requesting such oversight.*
- 3.6 *The City of Canning Inquiry (2014–2017) explicitly found that local governments must ensure operational decisions are made transparently, with clear evidentiary basis, and not on ad hoc administrative discretion.*

4. *CONSISTENCY WITH ADOPTED SERVICE LEVELS AND BUDGET*

- 4.1 *The May 2024 adjustments were incorporated into the adopted budget as part of operational savings and efficiency measures.*
- 4.2 *Any alteration to opening hours potentially affects staffing costs, rostering, and overtime, and therefore constitutes a budgetary variation under section 6.8 of the Local Government Act 1995 (WA).*
- 4.3 *A change with such implications should be reported to Council for endorsement, to ensure compliance with statutory budgetary control processes and the City's Financial Management Regulations 1996 (WA).*
- 4.4 *It would be inconsistent with prudent governance for administration to alter service levels or operating hours that were established through budget adoption, without a Council decision or accompanying financial assessment.*

5. *GOVERNANCE, OVERSIGHT, AND DELEGATION*

- 5.1 *Council's statutory role under section 2.7 of the Local Government Act is to govern the local government's affairs and to be responsible for the performance of its functions.*
- 5.2 *While day-to-day operations are delegated to the Chief Executive Officer under section 5.41, significant service-level adjustments, particularly where community consultation and financial implications exist, fall within Council's oversight function.*
- 5.3 *The City of Perth Inquiry (2020) stressed that effective governance requires councils to:*

- (a) *Receive full information before operational decisions with public impact are made;*
  - (b) *Measure decisions against strategic plans and community consultation outcomes; and*
  - (c) *Ensure transparent reporting of administrative changes with budgetary consequences.*
- 5.4 *Failure to apply these governance checks risks undermining the integrity of both the consultative process and the principle of evidence-based service planning.*
- 6. **COMMUNITY ENGAGEMENT AND POLICY CONSISTENCY**
- 6.1 *The City's Community Engagement Policy P103 outlines the commitment to transparent, inclusive decision-making.*
- 6.2 *If opening hours were changed without any new broad consultation, it would conflict with the spirit of this policy and diminish public confidence in the reliability of community surveys.*
- 6.3 *Where the City has already undertaken significant consultation and the results formed the foundation of a Council-endorsed decision, reversal or amendment should only occur through equivalent or greater engagement and formal resolution.*
- 7. **PROCEDURAL INTEGRITY AND OVERSIGHT GAPS**
- 7.1 *The 2025 decision demonstrates a potential governance inconsistency:*
  - (a) *The 2024 decision was evidence-based, documented, and budgeted.*
  - (b) *The 2025 change was informal, reactive, and made without councillor input.*
  - (c) *The absence of a report to Council or the Audit and Risk Committee creates a governance risk, as it deprives elected members of their oversight function and fails to capture measurable accountability outcomes.*
- 8. **FINANCIAL IMPLICATIONS:**
- 8.1 *The financial implications should be reviewed and reported, including:*
  - (a) *Staffing and Overtime Costs: Quantify any additional staff hours or costs arising from earlier opening.*
  - (b) *Budget Impact: Identify whether the earlier start time creates an unfunded expense within the current 2024–2025 budget.*
  - (c) *Efficiency Comparison: Reconcile the current costs against the 2024 efficiency savings attributed to reduced hours, and determine whether those savings have been eroded.*
  - (d) *Future Budget Considerations: Any recurrent cost increase should be reported for inclusion in the 2025–2026 draft budget and accompanied by justification supported by data.*
- 9. **RISK AND GOVERNANCE IMPLICATIONS:**
- 9.1 *Transparency and Accountability: Changing opening hours contrary to surveyed community evidence risks reputational damage and undermines community confidence in Council's consultative processes.*
- 9.2 *Precedent Risk: It sets a precedent for policy reversals based on anecdotal or individual input, contrary to the principle of collective evidence-based governance.*

12.6 Notice of Motion - Councillor Tim Houweling - A Review of Library Opening Hours and Governance Oversight – South Perth and Manning Libraries

- 9.3 *Legal and Financial Compliance: Changes that alter budgeted service levels without Council approval may contravene the Local Government (Financial Management) Regulations 1996 (WA), which require Council authorisation for any unbudgeted expenditure.*
- 9.4 *Governance Oversight: The City of Canning Inquiry found that Councillors must maintain “line-of-sight accountability” for decisions affecting operational budgets and public services. The City of Perth Inquiry similarly noted that “failure to insist upon measurable evidence and budget alignment before altering community service levels constitutes a governance deficiency.”*
- 9.5 *Audit and Risk Committee Role: The change should be referred to the Audit and Risk Committee for review under the Corporate Risk Register, assessing whether internal controls governing service adjustments are adequate.*

**Comment**

Survey Information

The 2022 Library Usage Survey opened on 15 November 2022 and closed 12 December 2022.

The 2024 Library Usage Survey opened on 21 March 2024 and closed on 29 April 2024.

A copy of the 2022 and 2024 surveys is contained as **Attachment (a)** and **Attachment (b)** respectively.

No new surveys have been undertaken in 2025.

Budgetary Impact and Staffing Implications

As of 3 November 2025, both Manning and South Perth Libraries are open Monday to Friday 9.00am to 5.30pm, Saturday 10.00am to 2.00pm and closed on Sunday. There is also 24/7 access to a range of online library resources on the City’s website, and the after-hours chutes are available at both libraries for returning borrowed items at any time.

The 3 November 2025 change to open both libraries half an hour earlier had no budget implications as employees were already undertaking operational tasks in the libraries prior to public access at 9.30am. This change occurred following a review of employee availability (i.e. liaising with employees to determine if there was capacity to service members of the public and complete ‘back of house’ administrative tasks) and a request from a resident, who had noticed that members of the public were awaiting to enter South Perth library prior to the 9.30am opening time. Anecdotally, parents had also advised library employees that they sought to enter the library prior to the 9.30am commencement of the early years program (e.g. toddler time) to coincide with dropping older children at school.

Operational Matters

In accordance with section 5.41(2)(b) of the *Local Government Act 1995*, it is the role of the Chief Executive Officer to manage the provision of services and facilities that the Council has determined the local government is to provide in the district.

A separate delegation is not required in this respect.

Should Council seek to modify library opening hours that have budget implications, the matter will be considered by Council, either as part of the annual budget or a separate decision of Council.

## Consultation

### Councillor Bulletin

Prior to the change in opening hours, the Administration advised Council via the 24 October 2025 Councillor Bulletin that following a review of staff availability and a request from a resident, from 3 November 2025, the libraries will open at 9.00am. It also advised that it is currently investigating 'Smart Library Access', which is effectively self-service and services offered at Manning Library, to be further discussed at a workshop. No comments/questions were received in respect to this item.

### Elected Member Workshop

Library opening hours were discussed at an Elected Member Workshop held on 25 November 2025.

## Policy and Legislative Implications

### *Local Government Act 1995*

Section 5.41(2)(b) of the *Local Government Act 1995*.

## Financial Implications

Nil. Should Council seek to extend operating hours or programs in the library in future, the City can determine likely costs for Council to consider as part of the annual budget.

## Key Risks and Considerations

<b>Risk Event Outcome</b>	<b>Reputational Damage</b>  Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
	<b>Business Interruption</b>  Incorporates the impact of events which impinge upon the City's capacity to deliver expected services to the community. These interruptions can range from minor inconvenience requiring an alternative method of service delivery being employed through to forced loss of ability to provide multiple services to all or some of the community. Knowledge loss, technological failure and property damage will also contribute to this outcome.
	<b>Risk rating</b> Low
<b>Mitigation and actions</b>	The CEO, as the local government's chief executive officer, is responsible for managing the local government's administration and operations.



### Strategic Implications

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

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

### Suggested Officer Recommendation

That Council notes the information provided in response to this Notice of Motion.

### Reason for Alternative Recommendation

The 3 November 2025 change to open both libraries half an hour earlier (from 9am instead of 9.30am) had no budget implications as employees were already undertaking operational tasks in the libraries prior to public access at 9.30am.

Modifying the library hours in this manner is operational in nature and part of the Chief Executive Officer's responsibility to manage the facilities.

### Attachments

12.6 (a):	2022 Library Survey Results
12.6 (b):	2024 Library Survey Results



## 12.7 NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - MAYOR CAR

File Ref: D-25-34571

Reporting Officer(s): Anita Amprimo, Director Infrastructure Services

### Summary

Councillor Tim Houweling submitted the following Notice of Motion prior to the Council Agenda Briefing held 9 December 2025.

### Notice of Motion Recommendation (Suggested Officer Recommendation page 93)

1. That Council resolves that from 1 July 2026 the Mayor will no longer be provided with a car at the cost to ratepayers.
2. This motion passed at this time enables transitional arrangements for the discontinuance of the Mayoral vehicle, effective from the commencement of the next financial year (1 July 2026), to provide time for the sale of the current vehicle and for the Mayor to acquire a private vehicle.

### Background

Councillor Tim Houweling submitted a Notice of Motion regarding the Mayoral vehicle. The reasons for the Notice of Motion are as follows:

#### 1. PURPOSE

*To identify immediate opportunities for cost reduction and improved financial accountability within the City of South Perth, and to align Council practices with modern standards of good governance and fiscal prudence.*

#### BACKGROUND

- (a) *Mayoral Vehicle and Support Costs: The Mayor currently has the exclusive use of a City-owned motor vehicle. Only a small minority of local governments in Western Australia now maintain such an arrangement. Larger municipalities such as the City of Wanneroo, and City of Rockingham despite greater geographic area and travel requirements, do not provide a dedicated Mayoral vehicle.*
- (b) *The City of South Perth's compact size and proximity to the CBD mean that attendance at functions and community events can readily be achieved through mileage reimbursement or personal transport, consistent with the approach adopted by peer Councils.*

#### GOVERNANCE AND FISCAL RESPONSIBILITY

*Under section 2.7 of the Local Government Act 1995 (WA), the Council is responsible for the performance of the local government's functions and for ensuring appropriate governance systems are in place.*

*A review of metropolitan and regional local governments demonstrates that:*

- (a) Only a limited number of councils continue to provide a fully maintained vehicle to the Mayor (e.g., City of Melville, City of Bunbury, City of South Perth).*
- (b) Most comparable Councils, including Wanneroo, Stirling, and Rockingham, do not provide a vehicle; instead, Mayors claim travel reimbursements at the rate set by the Salaries and Allowances Tribunal.*
- (c) These Councils have determined that mileage reimbursement offers greater transparency, lower administrative overhead, and reduced capital expenditure.*
- (d) For the City of South Perth, where most events are within a 10km radius, the provision of a dedicated vehicle is neither necessary nor cost-effective.*

*The City ought to come into line with other local governments and reduce costs.*

*By passing this motion at this time it will provide opportunity for appropriate transitional arrangements to be put in place, the existing motor vehicle sold and savings to be reflected in the budget.”*

Expense Category	Current Annual Cost (Est.)	Potential Savings
Mayoral Vehicle (depreciation, maintenance, FBT)	\$10,000 - \$15,000	Up to \$15,000
Cost of running, petrol and on costs	\$5000	Moderate (offset by expense claim say \$2500)
<b>Total Potential Annual Savings</b>		<b>\$17,5000</b>

**Note:** The above table has been provided in the Notice of Motion by Councillor Tim Houweling.

### Comment

Policy P649 Mayoral Vehicle provides that the position of Mayor shall, for the purposes of carrying out the functions of the Mayoral office be entitled to receive the provision of a fully maintained local government vehicle.

Council approved the provision of a Mayor Vehicle as part of the 2025/26 budget.

### Consultation

Nil.

### Policy and Legislative Implications

*Local Government Act 1995*

Local Government (Administration) Regulations 1996

Local Government CEO and Elected Council Members Determination

Policy P648 Motor Vehicles

Policy P649 Mayoral Vehicle

### Financial Implications

The Mayor has a Toyota RAV4 Cruiser, purchased in August 2024 for \$45,192.

Comparable vehicles within the City's fleet typically sell for \$2,000–\$5,000 below purchase price at five years of age.

The cost of the Mayor vehicle for the period 5 July 2024- 30 June 2025 was \$2,022.55 inclusive of fuel, servicing registration and insurance costs as shown below.

For the period 5 July 2024-30 June 2025, the Mayor retained a log book that recorded:

- Personal - 7957kms.
- Business - 3028 kms.
- Unclear - 34kms.

The Mayor as per Policy P649 reimburses the City for any private use component.

### Key Risks and Considerations

The risk associated with removal of the vehicle is:

<b>Risk Event Outcome</b>	<b>Legislative Breach</b>  Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
<b>Risk rating</b>	Low
<b>Mitigation and actions</b>	There is a Policy for the Mayoral Vehicle.

### Strategic Implications

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

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

**Suggested Officer Recommendation**

That Council review Policy P649 Mayoral Vehicle as part of the 2026 Policy review process.

**Reason for Alternative Recommendation**

It is recommended that Council review Policy P649 Mayoral Vehicle, as the appropriate mechanism to affect any change to Council's position on the provision of a Mayoral Vehicle.

**Attachments**

Nil.

## 12.8 NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - HOONING AND NITROUS OXIDE USE ON THE SOUTH PERTH FORESHORE

File Ref: D-25-34575

Reporting Officer(s): Anita Amprimo, Director Infrastructure Services

### Summary

Councillor Tim Houweling submitted the following Notice of Motion prior to the Council Agenda Briefing held 9 December 2025.

### Notice of Motion Recommendation (Suggested Officer Recommendation page 103)

That Council:

1. Requests the Chief Executive Officer to identify and provide advice on:
  - (a) the most suitable locations and design for raised pedestrian crossings at the junction of Mends Street and South Perth Esplanade to improve safety for ferry users, visitors, and foreshore pedestrians;
  - (b) the process and requirements for reducing speed limits on: Mends Street, Harper Street, Frasers Lane, Ferry Court, and the section of South Perth Esplanade between Frasers Lane and the Sir James Mitchell Park car park to 20 km/h, and
  - (c) all other roads on the Peninsula east of the Mill Point Road / Labouchere Road intersection to 30 km/h.
  - (d) The lawfulness, feasibility and process for developing a local law to prohibit or restrict cyclists from using South Perth Esplanade if justified on public-safety grounds.
  - (e) Enquire with the Minister for Police and Mr Geoff Baker MLA regarding the status and implementation timeline of the \$22.5m election commitment for CCTV cameras along the South Perth Esplanade and foreshore, including noise-activated and speed-activated technologies.
  - (f) The cost traffic calming devices and other engineering measures be installed to discourage high-speed driving and reduce noise disturbance in the area.
2. Request the Chief Executive Officer to report to Council on the cost and feasibility of increasing street lighting on both sides of South Perth Esplanade for inclusion in the 2025/26 budget:
  - (a) Increasing the number and distribution of rubbish bins along the foreshore from the Narrows Bridge to McCallum Park:
  - (b) Converting Mill Point Close to one-way “out only” at its junction with Mill Point Road, preventing left-turn freeway exit traffic entering Mill Point Close;

- (c) converting the adjoining service roads to one-way westbound from the service road entrance to Mill Point Road;
  - (d) Landscaping and beautification of both median strips from Queen Street to Mill Point Close;
  - (e) Installing non-mountable kerbing and “no parking” verge signage along the length of South Perth Esplanade and service roads (except where necessary for resident driveways); and
  - (f) Installing “no parking – access only” signage on the service roads.
3. Forthwith close the Sir James Mitchell Park car park located at the Esplanade roundabout (adjacent to the western end of SPE) between 10.00pm and 6.00am, consistent with the existing Miller’s Pool.
4. Requests the CEO to use the City’s mobile CCTV facility to the South Perth Esplanade as an interim measure, and provide any images, data, or footage of hooning or antisocial behaviour to WA Police for investigation and enforcement.
- (a) Advocates to the WA Police Force for increased policing of the Peninsula, particularly between 10.00pm and 2.00am, to address: Hooning and modified vehicles;
  - (b) Public nuisance and loud disturbance;
  - (c) Nitrous oxide misuse;
  - (d) Urination, antisocial gatherings, and disorderly behaviour.
5. Requests that the Minister for Police be advised of the issue and that the WA Police Force be invited to participate in a joint enforcement operation with the City of South Perth to:
- (a) issue move-on notices to individuals using or possessing nitrous oxide canisters in public spaces;
  - (b) inspect and issue defect notices (yellow stickers) or work orders for vehicles and motorbikes in breach of the Vehicle Standards Codes; and
  - (c) investigate and, where appropriate, prosecute offences under the Environmental Protection (Noise) Regulations 1997 (WA).
6. Requests that the City have Rangers undertake ongoing monitoring and compliance patrols of the foreshore and report back to Council within three months on the impact of these measures.

## Background

Councillor Tim Houweling submitted a Notice of Motion regarding hooning, excessive vehicle noise and nitrous oxide use on the South Perth Foreshore. The reasons for the Notice of Motion are as follows:

### 1. BACKGROUND

*The South Perth Esplanade and the broader Peninsula precinct continue to experience significant impacts from hooning, antisocial behaviour, vehicle congregation, nitrous oxide misuse, and late-night disturbances. Complaints from residents have increased over recent months, particularly during warmer weather and periods of high foreshore activity.*

*This has been an issue on the South Perth foreshore for an extended period. I have personally witnessed and reported instances of motorbikes operating without baffles, cars fitted with re-welded straight exhaust systems that bypass mufflers, and vehicles using foreshore roads as informal racetracks.*

*The closure of Millers Pool previously mitigated the issue for a short time. However, with the arrival of warmer months and increased outdoor activity, the problem has re-emerged with greater intensity. Noise and antisocial behaviour now extend well into the early hours of the morning, often until 3:00 or 4:00 a.m.*

*Residents report, and I have observed, the increasing prevalence of nitrous oxide (N<sub>2</sub>O) use, particularly among young people congregating in vehicles. These individuals inhale the gas from balloons, often sourced from small blue metal canisters discarded along the Esplanade. This activity, colloquially known as “nanging,” gives a short-term euphoric high. Nitrous oxide is not detected by conventional drug testing and therefore presents both a road safety and a policing challenge.*

*The problem has escalated since vehicle gatherings moved from the Millers Pool car park to areas directly in front of residential properties, creating informal late-night “parties” characterised by loud music, engine revving, and nitrous oxide use.*

*The foreshore remains one of South Perth’s most valued community assets, but persistent hooning and antisocial behaviour have made it intolerable for residents. Without coordinated enforcement, engineering controls, and occasional road closures, the situation will continue to deteriorate.*

*Through the measures outlined above, the City can restore peace, ensure compliance with environmental and vehicle standards, and safeguard residents’ right to a good night’s sleep.*

*Anti-social behaviour includes:*

- *Excessive noise from modified exhausts and high-speed driving;*
- *Repeated late-night gatherings characterised by loud music and disruptive behaviour;*
- *The misuse of nitrous oxide canisters (“nangs”), often discarded in large quantities;*
- *Public safety risks to pedestrians, cyclists, and motorists; and*
- *Damage to amenity in one of the City’s most visited and valued locations.*

*The foreshore and Peninsula are unique community assets. They attract significant pedestrian activity, ferry patronage, family recreation, and tourism. Without appropriate intervention, continued antisocial behaviour threatens both public safety and residential amenity.*

*The following proposals seek to address the issues through a combination of engineering controls, safety improvements, policing advocacy, and urban-design enhancements.*

## **2. RAISED PEDESTRIAN CROSSINGS AT MENDS STREET / SOUTH PERTH ESPLANADE**

*The junction at Mends Street and South Perth Esplanade is one of the highest pedestrian-movement zones in the City. It serves:*

- *Ferry users arriving from Elizabeth Quay;*
- *Residents accessing the foreshore;*
- *Tourists visiting the Mends Street precinct; and*
- *High volumes of pedestrians crossing between the jetty, the Zoo, cafés, and parklands.*

*Vehicle speeds and turning movements in this area create inherent conflict points. A raised pedestrian crossing both slows vehicles and establishes visual priority for pedestrians. It is an established road-safety measure endorsed by Austroads and used widely in activity centres.*

*This improvement directly aligns with the City's strategic goal to enhance walkability, safety, and public amenity.*

## **3. REDUCTION OF SPEED LIMITS**

### **20 km/h Zones – High-Pedestrian Foreshore Interface**

*Mends Street, Harper Street, Frasers Lane, Ferry Court, and the foreshore portion of South Perth Esplanade function as shared-use or pedestrian-priority environments. Many of these roads are narrow, carry mixed traffic, and are adjacent to high-use recreational space.*

*Reducing the speed limit to 20 km/h is a targeted way to reduce hooning capacity, improve safety, and diminish vehicle-generated noise in the areas most affected.*

### **30 km/h Zones – Remainder of the Peninsula**

*Lower urban speed limits are internationally recognised as a cost-effective method of preventing crashes and discouraging unnecessary through-traffic. A 30 km/h zone across the Peninsula east of Labouchere Road will:*

- *Reduce cut-through driving from freeway exits;*
- *Support residential amenity;*
- *Reduce the likelihood of serious injury in the event of a collision; and*
- *Lower the acoustic impact of accelerating and revving vehicles.*

*Such changes require Main Roads WA approval and supporting traffic-engineering justification. The report seeks identification of process requirements.*

## **4. CLOSURE OF SIR JAMES MITCHELL PARK CAR PARK (10PM – 6AM)**

*The late-night congregation of vehicles is one of the strongest predictors of hooning, drug misuse, and noise disturbances. Since the closure of Miller's Pool car park at night, activity has migrated to other locations — particularly the Sir James Mitchell Park car park at the western end of the Esplanade.*



*Night-time closure is a simple, lawful, and effective measure that:*

- *Removes a physical congregation point;*
- *Prevents stationary vehicle gatherings that lead to “meet-ups”;*
- *Supports Police in deterring antisocial behaviour; and*
- *Mirrors a successful intervention already undertaken by the City.*

*This measure is commonly used in other local governments for beachfront and riverside reserves.*

#### 5. INCREASED STREET LIGHTING

*Insufficient lighting contributes to antisocial behaviour by creating areas where misconduct is less visible. Enhanced illumination along South Perth Esplanade will:*

- *Improve passive surveillance;*
- *Increase pedestrian safety;*
- *Deter noncompliant vehicle activity;*
- *Assist CCTV effectiveness; and*
- *Support Police operations.*

*Modern LED lighting, including upward-directed or shielded luminaires, can achieve these goals without compromising river views.*

#### 6. ADDITIONAL RUBBISH BINS ALONG THE FORESHORE

*Nitrous oxide canisters, food packaging, and alcohol containers are frequently discarded after late-night gatherings. Insufficient bin capacity contributes to littering. Increasing bin numbers between the Narrows Bridge and McCallum Park will:*

- *Reduce environmental impact;*
- *Cut staff clean-up time;*
- *Address resident complaints regarding foreshore cleanliness; and*
- *Remove the “mess left behind” that further attracts congregation.*

#### 7. ONE-WAY CONVERSION OF MILL POINT CLOSE AND SERVICE ROADS

*The current traffic configuration allows freeway exit traffic to divert onto Mill Point Close and use Peninsula streets as a shortcut or alternative route. This increases:*

- *Vehicle speeds;*
- *Noise;*
- *Saturation of local streets;*
- *Hooning opportunities.*

*Making Mill Point Close one-way out only, and converting the adjoining service roads to one-way westbound, will:*

- *Prevent freeway traffic from feeding into residential areas;*
- *Simplify traffic movements;*
- *Reduce conflict points; and*
- *Create a calmer residential street network.*

*Traffic management changes of this nature can be highly effective in discouraging hooning by removing straight-line acceleration paths.*

#### **8. EXPLORATION OF A LOCAL LAW RESTRICTING CYCLISTS ON SOUTH PERTH ESPLANADE**

*The Esplanade is unusually narrow in sections and functions as a de facto pedestrian promenade. High cycling speeds, combined with vehicle traffic and poor sightlines, present a documented safety risk.*

*The request is not to implement a ban, but to investigate:*

- *The City's legislative power under the Local Government Act 1995;*
- *Any limitations under the Road Traffic Code 2000;*
- *Whether the Esplanade could lawfully be classified as pedestrian-priority infrastructure;*
- *Whether alternative cycling routes exist (e.g., Mill Point Road or the river path);*
- *Whether public-safety evidence supports such a restriction.*

*The objective is to ensure that any future decision is legally robust and evidence-based.*

#### **9. BEAUTIFICATION, KERBING AND VERGE MANAGEMENT (BUDGET 2025/2026)**

##### **Landscaping of Median Strips**

*The medians between Queen Street and Mill Point Close have high visual prominence but require enhancement. Landscaping will:*

- *Improve the aesthetic of the Peninsula;*
- *Increase civic pride;*
- *Reduce the perception of neglected spaces; and*
- *Deter vehicle encroachment.*

##### **Non-Mountable Kerbing & Verge Protection**

*Hooning behaviour often involves vehicles mounting verges or using them for informal parking. Non-mountable kerbing:*

- *Prevents verge damage;*
- *Protects irrigation and landscaping;*
- *Prevents informal gatherings on the roadside;*
- *Creates a clear delineation between traffic areas and pedestrian spaces.*

*Installing "no parking" signage (with exceptions for driveways) is necessary to support enforcement.*

##### **"Access Only" Controls on Service Roads**

*These service roads are increasingly being used by non-residents to bypass traffic or perform U-turns. Access-only signage reinforces that these are residential amenities rather than traffic routes.*

#### **10. ACTIVATION OF THE \$22.5M ELECTION COMMITMENT – CCTV**

*During the previous State election campaign, the Government publicly committed \$22.5m for the installation of CCTV along the Esplanade and foreshore, comprising:*

12.8 Notice of Motion - Councillor Tim Houweling - Hooning and Nitrous Oxide Use on the South Perth Foreshore

- *Noise-activated cameras;*
- *Speed-activated cameras;*
- *Fixed and mobile CCTV infrastructure;*
- *Integration with the real-time police network.*

*This commitment aligns precisely with the issues currently affecting residents. The City is entitled to request:*

- *Status of project funding;*
- *Delivery timelines;*
- *Whether South Perth is prioritised;*
- *Technical specifications relevant to hooning detection.*

*Advocacy is critical to ensure delivery of this committed infrastructure.*

**11. DEPLOYMENT OF THE CITY'S MOBILE CCTV UNIT**

*Pending State installation of permanent cameras, the City's mobile CCTV facility can immediately:*

- *Record hooning incidents;*
- *Capture number plates and vehicle modifications;*
- *Provide evidence to Police;*
- *Improve safety through deterrence.*

*Mobile CCTV has proven effective in other anti-hooning hot spots in the metropolitan area.*

**12. ADVOCACY TO WA POLICE FOR INCREASED NIGHT-TIME ENFORCEMENT**

*Hooning and antisocial behaviour occur largely between 10:00 p.m. and 2:00 a.m. Police presence during these hours is the single most effective deterrent.*

*The City's advocacy seeks:*

- *Increased patrols;*
- *Targeting of modified vehicles;*
- *Enforcement of noise regulations;*
- *Action on nitrous oxide misuse;*
- *Issuing of move-on notices;*
- *Enforcement of public-nuisance offences.*

*Strong alignment exists with Police priorities relating to youth antisocial behaviour, road safety, and night-time activity management.*

**13. CONCLUSION**

*The combined measures in this motion represent a coordinated, lawful, and practical approach to addressing hooning, antisocial behaviour, public safety risks, and amenity degradation across the South Perth Peninsula. They draw from well-established engineering, policing, and urban-design principles, and directly respond to escalating resident concern.*

*The proposals also complement the City's broader strategic goals by improving safety, reducing noise, strengthening public amenity, and advocating for the delivery of funding commitments made by the State Government.*

### **Comment**

The Notice of Motion as currently worded seeks to implement a course of action that has not been fully investigated and presented to Council for review and analysis, has significant associated unbudgeted costs and requires approval of other third parties.

In relation to the Items that request either road closures (or substantial changes to existing roads) or speed limits reductions, it is recommended to consult the community if support is provided by statutory stakeholders.

In relation to Item 2, the request includes to ascertain the "cost and feasibility of increasing street lighting on both sides of South Perth Esplanade." This is a very broad request as currently written.

Item 3 requests the closure of the Sir James Mitchell Park car park between 10.00pm and 6.00am, consistent with the existing Miller's Pool, that may impact on visitors' ability to access the foreshore for leisure activities during summer prior to 6.00am. This also has financial implications as no staff work at 10pm at night and infrastructure would need to be installed. It is also unclear exactly which car park is being referred to in the Notice of Motion Recommendation.

In relation to Item 4, the mobile CCTV is currently used throughout the City of South Perth.

### **Consultation**

The community (both residential and businesses) have not been formally consulted by the City. The proposed measures could have a negative impact on some members of the community, consultation is recommended.

### **Policy and Legislative Implications**

*Local Government Act 1995*

*Main Roads Act 1930*

### **Financial Implications**

In relation to Items 1 and 2, which requests costings and design of raised pedestrian crossings and traffic calming devices or other engineering and infrastructure measures, these items have not been budgeted for in 2025/26.

In relation to Item 3, there is no allocation within the 2025/26 budget. Closure of the Miller's Pool car park costs approximately \$30,000 with further ongoing operational costs associated with opening and closing the gates. No cost estimates have been prepared for closing "Sir James Mitchell Park car park located at the Esplanade roundabout."

In relation to Item 5 and 6 which requests that:

- The WA Police Force is to be invited to participate in a joint enforcement operation with the City of South Perth; and
- The City's administration to undertake ongoing monitoring and compliance patrols of the foreshore.

This is not recommended as the role of rangers is distinct and is separate to the role of police and should remain this way.

Further, there is no budget provision in the 2025/26 staffing budget for ranger assistance beyond 7pm (weekdays) and 5pm (weekends).

Other financial implications of this Notice of Motion cannot be ascertained without further investigation.

### Key Risks and Considerations

<b>Risk Event Outcome</b>	<p><b>Legislative Breach</b></p> <p>Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.</p> <p><b>Reputational Damage</b></p> <p>Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.</p>
<b>Risk rating</b>	Medium
<b>Mitigation and actions</b>	<p>Rangers adhere to their job descriptions.</p> <p>Legislative requirements are checked and approvals gained before action is taken (in relation to road closures, substantial changes to existing roads) or speed limits reductions).</p> <p>Consultation with affected parties occurs prior to decision making.</p>

### Strategic Implications

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

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

**Suggested Officer Recommendation**

That Council requests the Chief Executive Officer to:

1. Present, as soon as practicable, a report to Council that provides information on the questions raised in the Motion.
2. Request a meeting with the WA Police Force to discuss the issues in the vicinity of Mill Point Road and the South Perth Esplanade and to advocate on behalf of the City of South Perth.

**Reason for Alternative Recommendation**

The Notice of Motion as currently worded seeks to implement some actions that have not been fully investigated, costed, and presented to Council for review and analysis. Further that have financial implications and are currently unbudgeted for.

It is recommended that it would be more appropriate for the information sought within the Notice of Motion be investigated first and presented to Council ahead of 2026/27 budget adoption.

**Attachments**

- 12.8 (a):** Appendix - Image Received from Councillor Tim Houweling - Aerial Photo with Closure of Roads

## 12.9 NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - COMMUNITY AND SPORTING CLUB LEASES AND GOVERNANCE OVERSIGHT

File Ref: D-25-34556

Reporting Officer(s): Bree Websdale, Director Corporate Services

### Summary

Councillor Tim Houweling submitted the following Notice of Motion prior to the Council Agenda Briefing held 9 December 2025.

### Notice of Motion Recommendation (Suggested Officer Recommendation page 109)

That Council:

1. NOTES the decision of the Executive Team meeting of 21 October 2025 to continue holding over community group and sporting club leases pending completion of the City's Policy Review, Cost Recovery Analysis and Lease Audit Framework;
2. RECOGNISES that the failure to maintain current and enforceable lease arrangements constitutes a governance and risk management deficiency; and
3. DIRECTS the Chief Executive Officer to prepare and present to Council, by no later than the 30 January 2026 Ordinary Council Meeting, a report setting out:
  - (a) all community, sporting and recreational facilities currently occupied under expired or holding-over lease arrangements;
  - (b) the legal, financial and insurance risks associated with each such arrangement; and
  - (c) a proposed timeline and process to regularise all expired leases.
4. DIRECTS the Chief Executive Officer to establish a discrete category within the City's Corporate Risk Register titled "Lease Management and Tenure Compliance," identifying risks associated with:
  - (a) expired or holding-over leases;
  - (b) uninsured tenancies; and
  - (c) inconsistent or non-transparent lease valuations.
5. Council requires the CEO to forthwith, and in any event prior to the next meeting, to satisfy herself that the continued holding-over of community and sporting club leases do not present an unacceptable risk and that:
  - (a) the tenant maintains current public liability insurance and meets maintenance obligations; and
  - (b) a report is provided to Council outlining steps taken toward execution of a new or renewed lease.



## Background

Councillor Tim Houweling submitted a Notice of Motion regarding Community and Sporting Club leases. The reasons for the Notice of Motion are as follows:

1. *COMMUNITY AND SPORTING CLUB LEASES – GOVERNANCE AND RISK OVERSIGHT*
  - 1.1 *A decision was made at the Executive Team meeting on Tuesday 21 October 2025 to continue holding over community group and sporting club leases.*
  - 1.2 *While the intention is to allow the City to finalise its Policy Review, Cost-Recovery Analysis and Lease Audit Framework, it is critical to recognise that continuing lease “hold-overs” carry significant governance and legal risk. These risks are not abstract. They were the subject of express findings in the City of Canning Inquiry (2014–2017), where the Inquiry identified that the City had failed to allocate appropriate lease arrangements (most notably for the local bowling club) and that those failures reflected systemic deficiencies in risk management, councillor oversight, and accountability for asset management.*
2. *FINDINGS OF THE CANNING INQUIRY RELEVANT TO LEASES*
  - 2.1 *The City’s failure to ensure current and enforceable lease agreements with community and sporting groups exposed the City to legal and financial risks and created uncertainty for community users.*
  - 2.2 *There was a lack of documented policy guiding the renewal, expiry, or renegotiation of leases, resulting in inconsistent and inequitable treatment of community organisations.*
  - 2.3 *Councillors had not exercised sufficient oversight of leasing decisions or ensured that officers implemented timely reviews of lease expiries.*
  - 2.4 *In particular, the absence of proper leasing frameworks was considered a failure of governance, contrary to principles of prudent asset and risk management under the Local Government Act 1995 (WA).*
  - 2.5 *The Inquiry’s report stated (in summary) that “leasing of public assets requires formalised processes, transparent valuation, and clear lines of accountability between administration and council. Failure to maintain valid leases constitutes a failure of corporate governance and exposes the City to unnecessary legal and financial risk.”*
3. *APPLICATION TO THE CURRENT SITUATION*
  - 3.1 *Against that background, the current proposal to continue holding over existing community and sporting club leases while a policy review and cost recovery analysis are underway, without measurable milestones or risk mitigation, cannot be regarded as best-practice governance.*
  - 3.2 *A leasehold interest is a legal interest in land. Allowing those interests to remain in limbo under periodic “hold-over” conditions:*
    - (a) *weakens the City’s enforceability of terms such as insurance, maintenance and indemnity obligations;*
    - (b) *creates uncertainty for clubs who may invest or undertake works without clear tenure; and*
    - (c) *signals to auditors and the community that governance outcomes are not being measured or managed.*



- 3.3 *From a risk management standpoint, this approach repeats the very governance weaknesses identified in the Canning Inquiry, namely, the absence of timely attention to expiring leases and the lack of councillor oversight of asset-based contractual risk.*
4. **GOVERNANCE AND RISK MANAGEMENT PRINCIPLES**
- 4.1 *Sound governance requires that:*
- (a) *Leases be current, documented and enforceable, with renewal processes commenced at least 12 months before expiry.*
  - (b) *Council oversight be exercised through the Audit and Risk Committee to monitor lease currency as a measurable governance outcome.*
  - (c) *Risk indicators be reported; such as the percentage of leases current versus expired, or the number of assets occupied without formal agreements.*
  - (d) *Policy review timelines be fixed and reported to Council, with interim measures (short-term extensions or licences) formally authorised by Council resolution.*
- 4.2 *The continuation of lease “hold-overs” while awaiting an undefined policy framework is therefore inconsistent with the governance reforms envisaged by both the City of Canning Inquiry and the City of Perth Inquiry. Both inquiries emphasised that councillors have a fiduciary duty to ensure that legal and financial risks are actively managed, not deferred.*
5. **CONCLUSION**
- 5.1 *The City’s current lease management approach to allow leases and licences to be on holding over is inappropriate.*
- 5.2 *Failure to address lease renewals in a structured and timely manner, particularly for major community assets such as the Manning Tennis Club and South Perth Football Club, exposes the City to the same governance criticism levelled at the City of Canning: that oversight was absent, processes were delayed, and risk was unmanaged.*
- 5.3 *Accordingly, the Council should require that:*
- (a) *a Risk Register entry be created for lease expiries;*
  - (b) *a timeline and progress report on all expiring community leases be tabled at the next Audit and Risk Committee; and*
  - (c) *the forthcoming policy review include performance measures for lease management, consistent with the recommendations of the Canning Inquiry.”*

#### **Comment**

Council resolved (0825/175) at its meeting held 26 August 2025:

*“That Council:*

1. *Notes that the City is undertaking a review of Policy P609 Management and Sale of City Property, a Cost Recovery Analysis and a Lease Analysis.*
2. *Requests the Chief Executive Officer to prepare information to inform a workshop on Policy P609 Management and Sale of City Property with Council that:*

**Notice of Motion - Councillor Tim Houweling - Community and Sporting Club Leases and Governance Oversight**

- a. *Identifies the City's current standard terms and conditions for leases, licence agreements and partnership agreements with third parties, including but not limited to community groups, not-for-profits, and commercial tenants;*
- b. *Outlines the process by which variations or amendments to these standard lease terms are currently approved; and*
- c. *Recommends a governance mechanism to ensure that:*
  - i. *Any material departure from the City's standard lease terms, or any amendments that significantly alter a tenant's ongoing rights under an existing agreement, obligations, or tenure, are reported to Council for transparency; and*
  - ii. *A clear and fair framework is established to guide future lease, licence and partnership negotiations and amendments, particularly where they relate to community or public benefit users."*

The City placed the following three community and sporting leases negotiations on hold to allow a workshop to occur first as per resolution 0825/175:

Tenant	Description	Location	Expiry Date
Old Mill Theatre	NFP Community Group	Lot 429 Mends Street, South Perth	31 May 2025
Como Croquet Club	Sporting Club	Lot 46 and Portion of Lot 47 Eric Street, Como and Lot 38 and Portion of Lot 37 Comer Street, Como	30 June 2025
Manning Tennis Club	Sporting Club	Portion of Lot 300 Challenger Avenue, Manning	31 May 2025

A holding over arrangement is maintaining the status quo of the current lease. All obligations under the lease continue during a holding over arrangement including the requirement of the tenant to hold and maintain insurance and seek permission from the City to undertake works.

The City does not consider that these holding over arrangements present an unacceptable risk. The identifiable risk in this scenario is reputational risk to the City.

Council has delegated to the Chief Executive Officer the power to enter into lease agreements in limited circumstances, as per Delegation DC609 Leases. All other leases are to be authorised by Council.

### Consultation

Lease negotiations were underway with the above tenants prior to resolution 0825/175 and following this resolution negotiations have been placed on hold.

**Policy and Legislative Implications**

Policy P609 Management and Sale of City Property

Delegation DC609 Leases

*Local Government Act 1995***Financial Implications**

Nil.

**Key Risks and Considerations**

<b>Risk Event Outcome</b>	<p><b>Legislative Breach</b></p> <p>Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.</p> <p><b>Reputational Damage</b></p> <p>Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.</p>
<b>Risk rating</b>	Low
<b>Mitigation and actions</b>	<p>The City has Council approved policies; P609 Management and Sale of City Property and P106 Use of City Reserves and Facilities, which set the principles and approval requirements to be followed.</p> <p>The lease conditions continue to apply during a holding over.</p>

**Strategic Implications**

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

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

**Suggested Officer Recommendation**

That Council notes the prior resolution 0825/175.

**Reason for Alternative Recommendation**

The Suggested Officer Recommendation removes the requirement to present the information by 30 January 2026 and proposes that it be presented at a workshop to Council in early 2026. Noting workshops and Council Meetings are not traditionally scheduled in January.

Additionally, to remove the directions to the Chief Executive Officer in relation to the Operational Risk Register. The Operational Risk Register as discussed in response to another Notice of Motion is within the remit of the CEO.

The new CEO will review the Operational Risk Register after commencement.

The Administration does not agree with items (1) and (2) of the reasons for the Notice of Motion.

**Attachments**

Nil.

## 12.10 NOTICE OF MOTION - COUNCILLOR TIM HOUWELING - OPEN FRIDGE, DINNERS AND MAYOR'S SECRETARIAL SUPPORT

File Ref: D-25-35288

Reporting Officer(s): Bree Websdale, Director Corporate Services

### Summary

Councillor Tim Houweling submitted the following Notice of Motion prior to the Council Agenda Briefing held 9 December 2025.

### Notice of Motion Recommendation (Suggested Officer Recommendation page 114)

That Council:

1. No longer provide Elected Members and staff dinner except after Agenda Briefings and Council Meetings;
2. Cease the open fridge policy and replace it with a modest provision of refreshments limited to water, tea, and coffee for meetings of Council or Committees; and
3. Request the CEO to undertake a cost review of any secretarial or administrative support provided to the Mayor and report to the Council the past use of secretarial and administrative support, and ensure such support is transparently costed and allocated in the forthcoming budget.

### Background

Councillor Tim Houweling submitted a Notice of Motion regarding Council food and beverage; as well as support provided to the Mayor. The reasons for the Notice of Motion are as follows:

1. *PURPOSE*
  - 1.1 *To identify immediate opportunities for cost reduction and improved financial accountability within the City of South Perth, and to align Council practices with modern standards of good governance and fiscal prudence.*
  - 1.2 *The report addresses expenses associated with hospitality, and mayoral support recommending practical reforms to bring Council operations in line with community expectations.*
  - 1.3 *Dinners and open bar policies for all meetings are no longer in line with expectations, save and except for Agenda Briefing meetings and Council meetings to encourage collegiality.*
2. *BACKGROUND*
  - 2.1 *Since joining Council, I have seen a very tight reign on all expenditure. Yet internal amenities such as an open fridge and dinners are un-necessary and out of step with Corporate Culture.*

2.2 *The City must act and taken leadership in the following areas:*

- (a) *Hospitality and Refreshments: A refrigerator within the Councillor lounge provides open access to beverages for Elected Members, and perhaps staff. This open-fridge policy constitutes a discretionary expenditure inconsistent with fiscal restraint.*
- (b) *Post-Meeting Dinners: Dinners are currently provided following most Council and Committee meetings, irrespective of duration. While refreshments during extended meetings may be justified, the provision of post-meeting dinners for anything other than Agenda Briefings or Council Meetings, represents unnecessary expenditure.*
- (c) *The Mayor receives secretarial support and the costs are allocated to the CEO office. This ought to be reviewed. The costs are not separately identified and able to be costed.*

3. *DISCUSSION*

3.1 *Governance and Fiscal Responsibility*

- (a) *Under section 2.7 of the Local Government Act 1995 (WA), the Council is responsible for the performance of the local government's functions and for ensuring appropriate governance systems are in place.*
- (b) *This includes oversight of expenditure on elected member entitlements and hospitality.*
- (c) *Best practice governance, reflected in the City of Canning Inquiry and the City of Perth Inquiry (2020), requires that expenditure on civic amenities be:*
  - (i) *Transparent and capable of justification to ratepayers;*
  - (ii) *Consistent with adopted policies and budgets; and*
  - (iii) *Regularly reviewed to ensure alignment with financial sustainability objectives.*
- (d) *Facilities such as an open fridge is open to misuse. I am not saying this has or is occurring, but there are lessons to be learnt from the City of Perth Inquiry; in my view it is simply unnecessary, perhaps even stronger, in my view it is no longer appropriate to provide such amenities to elected members.*
- (e) *Where expenditure is discretionary or provides personal benefit, in my view the standard of justification must be higher. It is inconsistent with prudent governance to maintain hospitality when Council is concurrently seeking savings across community programs and service delivery.*
- (f) *It is recognised that a collegiate meal after an Agenda Briefing or Council Meeting that ordinarily proceeds beyond 7.30pm assists with promoting collegiality. It is recognised that a meal is perhaps the only occasion on which Councillors together discuss matters between themselves and is the only means by which they can interact to work better with each other, accordingly a meal after an Agenda Briefing or Council meeting serves a purpose.*
- (g) *With high standards of reporting benefits received by elected members it is incongruent to be provided an open fridge and dinners even if a meeting lasts for 45 minutes.*

3.2 *Hospitality and Symbolic Leadership*

- (a) *Council leadership in financial stewardship begins with setting the right example.*
- (b) *When the City is pursuing operational savings and rationalising community grants, it is inconsistent to maintain amenities such as post-meeting dinners or unlimited beverages at City expense.*
- (c) *Public confidence in Council is strengthened when elected members demonstrate modesty and restraint in the use of ratepayer funds. Symbolically, the reduction or removal of these benefits signals a commitment to "governing in the public interest rather than personal comfort."*

3.3 *Transparency and Reporting*

- (a) *To ensure accountability, it is appropriate that the Chief Executive Officer be requested to provide a full report quantifying the cost of administrative support allocated to the Mayor's office as distinct from the CEO's office.*
- (b) *Such reporting will enable Council to make informed decisions as part of the 2025–2026 budget process, ensuring that any cost reductions are captured and publicly reported.*

**Comment**

In relation to Item (1) of the resolution:

1. *No longer provide Elected Members and staff dinner except after Agenda Briefings and Council Meetings, and:*

Council has provided a budget allocation in 2025/26 for provision of dinner post meetings. The current practice of the administration is to provide dinner for meetings including Agenda Briefings, Workshops, Council and Committee meetings, that commence at 6pm and are expected to run for two or more hours, until at least 8pm.

Council will determine the budget allocation in 2026/27 for refreshments.

In relation to Item (2) of the resolution:

2. *Cease the open fridge policy and replace it with a modest provision of refreshments limited to water, tea, and coffee for meetings of Council or Committees.*

Elected Members, committee members and staff present at these meetings (Agenda Briefing, Workshop, Council and Committee) can select a refreshment for during the meeting, this includes water, juice, cool drink, tea and coffee. No Alcohol is available during meetings.

In relation to Item (3) of the resolution:

3. *Request the CEO to undertake a cost review of any secretarial or administrative support provided to the Mayor and report to the Council the past use of secretarial and administrative support, and ensure such support is transparently costed and allocated in the forthcoming budget.*

The time and cost of administrative support provided to the Mayor in the past can only be estimated. The Executive Assistant has not been required in the past to capture time spent assisting the Mayor.

In order to provide a report to Council, the Executive Assistant would need to start recording all time spent assisting the Mayor.



## Consultation

Nil.

## Policy and Legislative Implications

*Local Government Act 1995*

## Financial Implications

The Administration is adhering to the budget allocation in 2025/26 for refreshments.

## Key Risks and Considerations

<b>Risk Event Outcome</b>	<b>Reputational Damage</b> Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
<b>Risk rating</b>	Low
<b>Mitigation and actions</b>	The Administration is adhering to the 2025/26 budget allocations. The fridge is locked and not accessible to all staff.

## Strategic Implications

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

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



**Suggested Officer Recommendation**

That Council notes this Notice of Motion and takes no further action at this stage.

**Reason for Alternative Recommendation**

The Administration recommends that the current practice of providing dinners for meetings that commence at 6pm and are expected to run for two or more hours continues for 2025/26.

The provision of refreshments in 2026/27 can be discussed and determined as part of the budget process.

**Attachments**

Nil.

## 12.11 NOTICE OF MOTION - COUNCILLOR ANDRÉ BRENDER-A-BRANDIS - CITY OF SOUTH PERTH'S POSITION ON THE ENTERTAINMENT AND SPORTING PRECINCT (BURSWOOD PARK)

File Ref: D-25-35300

Reporting Officer(s): Donna Shaw, Director Development and Community Services

### Summary

Councillor André Brender-A-Brandis submitted the following Notice of Motion prior to the Council Agenda Briefing held 9 December 2025.

### Notice of Motion Recommendation

That Council requests the Chief Executive Officer write to the Premier of Western Australia, Hon Roger Cook MLA and the Member for South Perth, Mr Geoff Baker, MLA advising the Council does not support the construction of a motorsport (Motorplex) street circuit for major supercar events at Perth Park (Burswood Park), for the following reasons:

- (a) It will have negative impacts on the natural environment, including the wetlands, the loss of public open space, tree canopy and wildlife habitat, increased carbon emissions, noise and smoke pollution;
- (b) It will have significant negative impacts on the surrounding residential communities including the City of South Perth, with increased flowthrough traffic, noise, odour and light pollution, traffic congestion and loss of amenity; and
- (c) It is not included in the Burswood Park Board's 20 Year Vision for the future entertainment precinct at Burswood Park, prepared with community consultation. This proposal is an inappropriate land use and inconsistent with the current natural environment and landscape of the Swan River.

### Background

Councillor André Brender-A-Brandis submitted a Notice of Motion regarding the Entertainment and Sporting Precinct, located at Burswood Park in the Town of Victoria Park. The reasons for the Notice of Motion are as follows:

- i. The influx of spectators to a motorsport street circuit would have a detrimental direct impact on residents of the City of South Perth, through increased noise, odour and light pollution, traffic congestion and loss of amenity with the adjacent facility proposed in Burswood, Town of Victoria Park.*
- ii. A Motorplex would reverse the significant work achieved creating open green space, extended tree canopies and widespread native gardens. This development would have negative impacts on the natural environment, including the wetlands and wildlife habitat. The proposal contrasts with the Burswood Park attractions including a heritage sculpture trail, public art, picnic spaces, play areas, gardens and flora, birdlife and flora, lakes, river journeys interpretation node, Matagarup Mini*

*Golf and exercise through a permanent fitness station with opportunities for walkers, joggers and cyclists to enjoy the serenity.*

- iii. *A Noise Modelling Report – Perth Entertainment and Sporting Precinct Burswood Park, Perth prepared by Lloyd George Acoustics, engaged by Main Roads Western Australia (Main Roads WA) to undertake an assessment of noise levels associated with the project located within Burswood Park undertook noise modelling that estimated average noise levels for residents within proximity of between 78 – 85 dB LAeq(1-hour) and maximum noise levels between 84 – 91 dB L<sub>A</sub>max during a Supercars Australia race event. Acceptable noise levels mandated under the Environmental Protection (Noise) Regulations 1997 for noise sensitive premises assigns a maximum level (dB) of 65 dB, unless the motor sport venue has an approved noise management plan.*
- iv. *On 12 January 2025, Premier Roger Cook announced an election commitment to build a \$217.5 million motorsport street circuit and entertainment precinct at Burswood Park if re-elected at the WA election in March. This announcement was without any targeted public engagement or consultation with the residential communities surrounding Burswood Park, including the City of South Perth, City of Perth or the Town of Victoria Park. A commitment had been made without consideration of and specific consultation with the districts most impacted by this decision.*
- v. *At the commencement of this year, this project was costed at \$217.5m, and ten months later this project costing remains unchanged, despite construction index prices increasing during the year. I am concerned about the accuracy of the revised costing of this project. ACIL Allen makes disclaimers in their Business Case Summary Report on Perth Park (November 2025), stating they:*
  - a) *Have relied upon the information provided by the addressee and has not sought to verify the accuracy of the information supplied, and*
  - b) *They do not warrant the accuracy of any forecast or projection in the report.*

*These disclaimers, in addition to an unrevised forecast after about one year raises significant concerns as to the project cost accuracy given 2025 construction CPI price escalation and potentially increased financial burden to taxpayers.*
- vi. *\$217.5m funding could be better applied to essential State services, including; education, recreation, crime and safety prevention, social housing, health services or main roads and traffic congestion.*
- vii. *The Motorplex project aims to create a motorsports street circuit, a 12,000-capacity outdoor music amphitheatre, and a function centre, set to host major events such as V8 Supercars, Formula E and MotoGP. None of this project forms part of the Burswood Park Board's 20 Year Vision for the future of Burswood Park. Wanneroo Raceway and Perth Motorplex at Kwinana provide an existing and more appropriate location for this facility and would mitigate the duplication of resources and the impairment of the current amenity.*
- viii. *Antisocial behaviour has been raised as an issue in the Mill Point Ward, characterised as hooning. Residents have complained about the disturbance emanating from noisy gas sniffers parked on the median strip directly below bedrooms, with car engines running and being revved, music blaring and skid marks as they leave. Motorplex spectators being car enthusiasts may exacerbate the existing issues currently being experienced in South Perth.*

**12.11 Notice of Motion - Councillor André Brender-A-Brandis - City of South Perth's Position on the Entertainment and Sporting Precinct (Burswood Park)**

- ix. This Notice of Motion provides an important opportunity to make our community and the public aware of Council's position, on the lack of specific and targeted consultation, and the need for proper community consultation with directly affected districts before any further commitment is made by the future WA Government to build a Motorplex at Burswood Park.*
- x. The Town of Victoria Park expressed concern about a lack of community consultation and voted in opposition to the Motorplex on 18 February this year. At the 30 September OCM the City of Perth Council unanimously opposed the Motorplex construction.*
- xi. ACIL Allen Overall Results state, the results of the sensitivity analysis found that the economics of the project are most sensitive to changes in the visitation numbers for major events such as the Supercars event. Table 1 provides an example of new events for WA to be hosted at Perth Park, including Major events comprising of 1 Supercars event per annum. Given the high sensitivity to a Supercar event, I expect many more than one of these events will be undertaken annually to achieve greater financial benefits, to the detriment of the residents of the adjacent districts.*

**Comment**

In January 2025, the Cook Government announced an election commitment to build a \$217.5m multi-purpose precinct at Burswood Park (within the Town of Victoria Park), with flexible elements including a multi-use track and infrastructure capable of hosting an annual motorsport event, as well as other events such as cycling criteriums, music events and community events (to be named Perth Park).

Perth Park will utilise approximately 28 hectares, bordered by Camfield Drive, Marley Loop, Victoria Park Drive, the existing canals and Crown Casino Perth. The total area for uses that are not green space, is approximately 3.8ha of the 28ha proposed site (~13.5%).

On 18 February 2025, the Town of Victoria Park resolved that it does not support the construction of a motorsport street circuit (motorplex) at Burswood Park.

On 15 May 2025, the State Government launched stakeholder and community consultation. The objectives of the consultation were to invite input on how the precinct could be used, inform planning and design, understand key issues and opportunities and raise project awareness.

On 8 August 2025, the project team from Main Roads WA provided an overview of the project to the City, advised that a web page for updates had been developed, and that they had liaised with the South Perth Rouleurs (cycle club) regarding cycling infrastructure at the facility. The State Government has not requested comment on the project from the City.

On 23 September 2025, the City of Perth resolved to not support the construction of the Perth Entertainment and Sporting Precinct at Burswood Park in its current design.

The Burswood Park Board's 20 Year Vision for the future of Burswood Park released in 2024, does not include provision for a motorsport event, which the City understands to be an election commitment and position of the current State Government in the lead up to the 2025 State Election.

The proposed development as proposed may have impact on the environment, remnant wetlands, the amenity for residents, and may increase vehicular traffic along Canning Highway during event periods.

**12.11 Notice of Motion - Councillor André Brender-A-Brandis - City of South Perth's Position on the Entertainment and Sporting Precinct (Burswood Park)**

The project is currently in its phase two consultation stage, and the State Government is seeking community feedback. Construction will begin once the project has obtained the required approvals and the State Government has made the final investment decision. Construction is anticipated to begin in 2026.

**Consultation**

There has been no consultation with the community to ascertain their views on Burswood Park.

On 15 August 2025, Elected Members were advised via the Councillor Bulletin that the project was in the precinct planning and design stage, and provided details of a project web page which was launched to keep stakeholders informed of the design process and progress. Elected Members had previously been made aware of coverage of the proposal via the media report.

**Policy and Legislative Implications**

Council endorsed the Advocacy Strategy at its meeting held 26 August 2025. The Advocacy Strategy provides for the creation of strong relationships, partnerships and alliances with relevant government parties.

The Strategy does not endorse advocacy for projects outside the City, unless they have a direct impact on our community. Council may seek to consider the impact this Notice of Motion may have on the City's relationship with the State Government for future advocacy efforts.

**Financial Implications**

Nil.

**Key Risks and Considerations**

<b>Risk Event Outcome</b>	<b>Reputational Damage</b> Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
<b>Risk rating</b>	Low
<b>Mitigation and actions</b>	This may impact on the Council's relationship with the State Government.

### Strategic Implications

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

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

### Attachments

Nil.

## 12.12 NOTICE OF MOTION - COUNCILLOR KATHY LEES - RETENTION OF EXISTING TREES AS PART OF THE REDEVELOPMENT OF COMO SECONDARY COLLEGE

File Ref: D-25-35603

Reporting Officer(s): Donna Shaw, Director Development and Community Services

### Summary

Councillor Kathy Lees submitted the following Notice of Motion prior to the Council Agenda Briefing held 9 December 2025.

### Notice of Motion Recommendation

That Council requests the Chief Executive Officer write to the Minister for Education, the Hon. Sabine Winton; the Minister for Housing and Works, the Hon. John Carey; the Minister for Environment, the Hon. Matthew Swinbourn; with copies to the Member for South Perth, Mr Geoff Baker MLA; and the Principal of the Como Secondary College, Mr Alen Kursar to:

1. Highlight the significant value of the many existing large trees located on the Como Secondary College site to the character and liveability of the locality and as habitat for our native fauna, particularly the endangered Carnaby's Cockatoo; and
2. Request the retention and protection of as many existing large trees as possible as part of the redevelopment of the Como Secondary College, recognising their vital importance to the community and the environment.

### Background

Councillor Kathy Lees submitted a Notice of Motion regarding a request to retain the existing trees at Como Secondary College. The reasons for the Notice of Motion are as follows:

- *The State Government has committed \$30m to the redevelopment of the Como Secondary College with \$650,000 allocated in the last 2024-25 State Budget for planning towards future upgrades.*
- *Como Secondary College is reserved under the Metropolitan Region Scheme for Public Purposes – High School. As upgrades to the College are considered public works, they are exempt from requiring development approval. Consequently, the State Government is under no obligation to refer the proposed upgrades to the City for comment prior to finalising plans.*
- *There is no question that there is an urgent need for upgrades to the Como Secondary College to address long neglected infrastructure and modernise learning spaces for its 800+ students, and I support them proceeding as a priority. But the project will have a significant impact on the surrounding locality, environment and community and it is important that the City and the Council have input into the design of the upgrades. It is important that they are well designed and environmentally sustainable to meet the needs of the students and protect and enhance the amenity of the locality long into the future.*



- *Of particular importance is the retention of as much of the tree canopy on the site as possible. The College site has an area of nearly 14 hectares and is occupied a substantial number of large mature trees. Not surprisingly a number of community members have expressed the need for tree retention to be prioritised as part of the future upgrades.*
- *The multiple environmental, social and economic benefits that trees provide is well documented and we know that the majority of our community care deeply for our trees and the leafy character of our neighbourhoods.*
- *As many will be aware, Perth has the lowest canopy cover of any Australian capital city and in the City of South Perth our canopy cover has flatlined at 16% for more than a decade.*
- *It is hoped that the State Government will shortly release its Urban Greening Strategy and as part of this it is hoped that they will propose measures to better protect trees on state land. However this remains uncertain.*
- *In July 2025 the Council adopted the Urban Greening Strategy 2025 to 2050 which seeks to protect and retain existing trees on City land wherever possible and to collaborate with stakeholders to protect, enhance and manage urban greening.*
- *In August 2025 the Council also adopted the Local Planning Policy 3.2 - Tree Retention which seeks to prioritise the retention and protection of large trees on private land. It seeks to promote and facilitate tree preservation at the earliest possible stage in the planning and development process, balancing with the desired built form and land use outcomes.*
- *It is reasonable for the community to expect the State Government to held to the same standards as the community and for the Council to advocate strongly for the retention of as many large trees as possible on this significant site.*
- *The site is part of the former Collier Pine Plantation and therefore many of the large trees on the site are pine trees. However, several other large tree species are now present, having been planted since the College was built in the 1960's.*
- *As it stands now the site together with the Collier Park Golf Course account for a large proportion of Como's, and indeed our municipality's, urban canopy. According to the State Government Urban Tree Canopy Dashboard in 2024 the College site had 30-40% canopy cover or more than 4.8 hectares, with 4.1 hectares being provided by large trees, 8m or more in height. This extensive canopy makes a major contribution to the health and wellbeing of our municipality, and a notable erosion of it would be unacceptable.*
- *The pine trees have heritage significance as remnants of the former Collier Pine Plantation. They form part of Place 20 on the City's Local Heritage Survey due to their aesthetic and historic value. While they are a Category 3 place on the Survey it is worth noting that an independent heritage consultant recommended a Category 2 Classification.*
- *The pines form part of a crucial roosting area and food source in the Perth metropolitan area for the endangered Carnaby's Cockatoos. It is important that their retention is prioritised consistent with Federal and State legislation.*
- *Conclusion*  
*It is assumed that we can all agree that the planned upgrades to the Como Secondary College upgrades are long overdue. But given the importance of the*



**Notice of Motion - Councillor Kathy Lees - Retention of Existing Trees as Part of the Redevelopment of Como Secondary College**

*College, its 14 hectare site and its 4.8 hectares of urban canopy, the Council has a responsibility to advocate for the best possible outcomes for our community and our environment.*

*The Council must seek to ensure that the upgrades are designed to a high standard, are sustainable and neighbourly, and protect as much of the existing tree canopy as possible.*

**Comment**

On 19 June 2025, the State Government announced \$133.9m to progress planning for 17 major school upgrades, including Como Secondary College.

Como Secondary College is located at 20 Bruce Street, Como and is reserved for Public purposes – high school under the Metropolitan Region Scheme. Exemptions for development approval for public works are available for public authorities undertaking a public work on reserved land. Section 6 of the *Planning and Development Act 2005* (Act) provides that nothing in the Act interferes with a public authority to undertake, construct or provide any public work. Educational facilities are considered public works and as such, development approval is not required.

As development approval is not required, the relevant public authority (Department of Education/ Department of Finance (Building Management and Works) will not be required to formally refer the proposal to the City for comment.

**Consultation**

Nil.

**Policy and Legislative Implications**

Nil.

**Financial Implications**

Nil.

**Key Risks and Considerations**

<b>Risk Event Outcome</b>	<b>Reputational Damage</b> Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
<b>Risk rating</b>	Low
<b>Mitigation and actions</b>	Whilst the City has no statutory planning role in the determination of any future redevelopment of the site, removal of mature trees may result in community interest and media profile. Writing to the relevant authorities will ensure Council's position is conveyed.

**Strategic Implications**

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

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

**Attachments**

Nil.

**13. QUESTIONS FROM MEMBERS**

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

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

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

**15. MEETING CLOSED TO THE PUBLIC**

Nil.

**16. CLOSURE**