

# AGENDA.

## Council Agenda Briefing

17 June 2025

### Notice of Meeting

Mayor and Councillors

The next Council Agenda Briefing of the City of South Perth Council will be held on Tuesday 17 June 2025 in the City of South Perth Council Chamber, corner Sandgate Street and South Terrace, South Perth commencing at 6.00pm.



GARRY ADAMS  
ACTING CHIEF EXECUTIVE OFFICER

13 June 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

The City of South Perth disclaims any liability for any loss arising from any person or body relying on any statement, discussion, recommendation or decision made during this meeting.

Where an application for an approval, a licence or the like is discussed or determined during this meeting, the City warns that neither the applicant, nor any other person or body, should rely upon that discussion or determination until written notice of either an approval and the conditions which relate to it, or the refusal of the application has been issued by the City.

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# 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 Glenn Cridland for the period 15 June 2025 to 17 June 2025, inclusive.

### 4.3 PARENTAL LEAVE

- Councillor Nic Coveney for the period 4 June 2025 to 4 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 Large Scale Commercial Event Proposal on Sir James Mitchell Park - Nokturnl Food and Beverage Village in November 2025

File Ref: D-25-15734  
Author(s): Patrick Quigley, Manager Community, Culture and Recreation  
Reporting Officer(s): Donna Shaw, Director Development and Community Services

##### Summary

The City has received an Expression of Interest from a commercial organisation (Nokturnl Events Pty Ltd) to hire a portion of Sir James Mitchell Park in South Perth to facilitate a three-day 'Food and Beverage Village Festival' from 28-30 November 2025.

This item is referred to Council as City of South Perth Policy (P106) 'Use of City Reserves and Facilities' requires large scale events and activations facilitated by commercial organisations to be referred to Council for approval.

For the reasons outlined in this report, it is recommended that the Expression of Interest for the Food and Beverage Village Festival be approved subject to Nokturnl Events Pty Ltd complying with the stated event terms and conditions.

##### Officer Recommendation

That Council approves a Licence Agreement to Nokturnl Events Pty Ltd to use part of Sir James Mitchell Park in South Perth to facilitate a three-day Food and Beverage Village Festival from 28-30 November 2025 pursuant to City of South Perth Policy (P106) 'Use of City Reserves and Facilities' and subject to the following terms:

1. **Licensed Area:** Part of Crown Reserve 34565 (Sir James Mitchell Park) comprising an area of approximately 7,300m<sup>2</sup> within Lot 11835 on Deposited Plan 240379.
2. **Term:** 28-30 November 2025 plus two or three days for setup and dismantling of operation.
3. **Operating Times:** Session 1: Friday evening 5pm-11pm; Session 2: Saturday 11am-4pm; Session 3: Saturday 5pm-11pm; and Session 4: Sunday 11am-4pm.
4. **Permitted Use:** Installation and operation of a food and beverage village festival with associated infrastructure, such as: stages, lighting, audio-visual equipment, music, food and beverage vendors, shade structures, tables and chairs, toilets, bins, and perimeter fencing.

5. **Event Requirements:** Site Plan, Risk Management Plan, Noise Management Plan, Public Liability Insurance Coverage, Resident Notification Letter, Parking and Traffic Plan, Crowd Control Plan, First Aid Plan, Food and Beverage Plan (including liquor licencing), Amenities/Toilets Plan and Waste Management Plan.
6. **Special Conditions:**
  - a. Nokturnl Events Pty Ltd to liaise with South Perth StrEats to discuss potential partnering opportunities for involving food trucks in the Food and Beverage Village Festival, where possible.
7. **Fees and Charges:** The payment of the Fees and Charges (excluding GST) as contained in **Confidential Attachment (a)**.
8. **Renewal Option:** 1 x renewal option to enable Nokturnl Events Pty Ltd to facilitate a subsequent Food and Beverage Village Festival at Sir James Mitchell Park in November/December 2026.
9. **Other Approvals:** Nokturnl Events Pty Ltd will be required to source all necessary event approvals before their event, including:
  - a. Environmental Protection (Noise) Regulations 1997 – Regulation 18 application to be submitted to the City of South Perth for approval, as the proposed festival will likely be a non-conforming noise event.
  - b. Swan and Canning Rivers Management Regulations 2007 – Form 8 (Application for Commercial Activities Permit) to be submitted to the Department of Biodiversity, Conservation and Attractions, as the land requested for the festival falls within the Swan River Trust Riverpark area.
  - c. *Liquor Control Act 1988* - Liquor Consumption Licence application to be submitted to the City of South Perth and Occasional Liquor Licence application to be submitted to the Department of Local Government, Sport and Cultural Industries as the proposed festival will involve consumption and sale of liquor.

## Background

At its meeting held 25 February 2025, Council resolved to request the Chief Executive Officer to undertake an Expression of Interest for a temporary small-scale café and/ or temporary food and beverage outlets to be operated at Node 2 - Coode Street (as described in the South Perth Foreshore Strategy and Management Plan). The City invited Expressions of Interest (EOI) for a period of 30 days between 1-30 April 2025.

An EOI was submitted by a commercial organisation (Nokturnl Events Pty Ltd) to facilitate a three-day Food and Beverage Village Festival on Sir James Mitchell Park from 28-30 November 2025, the details of which are further discussed in this report.

City of South Perth Policy (P106) - Use of City Reserves and Facilities requires large scale events and activations facilitated by commercial organisations to be referred to Council for determination.



**Comment**Expression of Interest

The proposed three-day Food and Beverage Village Festival is proposed to comprise of food and beverage producers (up to 100 vendors); live music across multiple stages; and roaming performers within an enclosed/fenced event site.

The Food and Beverage Village Festival is targeted at people aged 25 years - 60+ years and the attendees will be required to pay an entrance fee of approximately \$40 - \$60/ticket (to be determined). Whilst the proponent is planning to build a temporary event site capable of hosting up to 5,000 people per session; they anticipate the event will likely only attract 2,000-2,500 people per session in the first year as the event will not yet be established (i.e. a total of 8,000-10,000 people over the four sessions).

The Food and Beverage Village Festival is proposed on Sir James Mitchell Park near the large flag-pole (see green highlighted area on Figure 1 below). It should be noted that South Perth StrEats have an existing licence agreement to facilitate a nearby food truck operation (see red highlighted area on Figure 1 below and further discussed in this report).



The proponent has requested to facilitate four event sessions, comprising:

- Session 1: Friday evening 5pm-11pm
- Session 2: Saturday 11am-4pm
- Session 3: Saturday 5pm-11pm
- Session 4: Sunday 11am-4pm.

Nokturnl Events Pty Ltd provided the following key local benefits within its EOI:

*“The Government through Tourism WA spends millions annually on premium food and wine events to promote the state. We believe that we can deliver an equally good event without the need for significant public funding.*

*The event will drive visitation to South Perth through an extensive marketing campaign around Perth. Given the hype around the ferry network upgrades, we will use this as part of our campaign to encourage the use of public transport. This will bring extra visitation to the nearby Mends Street precinct from guest coming to and leaving the event. The flow on economic benefits for these businesses I’m sure will be very much appreciated.*



*We will support other local businesses by inviting participation in the form of providing food options, art and crafts and other pop-up retail offerings. We have existing relationships with local real estate agents and other small businesses that we will offer exposure. By having a reputable company run an event of this nature, we expect to be able to gain significant press coverage that will be of great value in promoting South Perth.*

*The target demographic of the event is 25 to 60+ and will be very much aligned to the local community. The Sunday family day session will include additional family focused activities. It's an opportunity to bring the local community together for an event they can be proud of going forward while at the same time promoting South Perth as a great place to live or visit.*

*We expect to spend +- \$100k on marketing this event. This in turn will generate a multiple of this in terms of marketing value given we will be generating several articles in key publications through our existing PR relationships. The event will highlight the natural beauty of South Perth and showcase the amenity afforded to people who live and visit the location. Should we be successful, we hope to establish a long running annual festival that in turn will generate returns for the City of South Perth over many years as we have with other events like Oktoberfest that have operated within the City of Perth for 15 years running.*

*In addition to the personnel our event partners employ, event operations will generate significant temporary and casual employment, as well as volunteer opportunities for those wishing to further develop experience within the events industry."*

#### City of South Perth Policy (P106) - Use of City Reserves and Facilities

A 'large scale event' is defined as any event/activity that has the capacity to accommodate more than 2,000 people at any given time. As the Food and Beverage Village Festival is anticipated to attract approximately 5,000 people per session, it is categorised as a large scale event.

With respect to events on reserves and in facilities, the overall aim of P106 is to maximise the positive impact to the community resulting from use of local reserves and facilities such as activation of public spaces, improve social connectedness and promote participation in physical activity and events, minimise negative impacts such as damage to reserves or facilities, anti-social behaviour and conflicts between reserve/facility users and the surrounding community through excessive noise, parking issues etc.

#### Assessment

Large-scale events and activations are assessed in relation to various matters further detailed below.

#### *Alignment to Council's Strategic Plans*

The proposed Food and Beverage Village Festival is compatible with the objectives of the City's Strategic Community Plan; Cultural Plan; Economic Development Plan; and South Perth Foreshore Strategy and Management Plan.

#### *Risk Management*

Nokturnl Events Pty Ltd will be required to comply with all large scale event requirements, namely: Site Plan, Risk Management Plan, Noise Management Plan (including Regulation 18 requirements), Public Liability Insurance Coverage, Resident Notification Letter, Parking and Traffic Plan, Crowd Control Plan, First Aid Plan, Food and Beverage Plan (including liquor licencing and consumption requirements), Amenities/Toilets Plan and Waste Management Plan.

*Existing Activities/Agreements*

The City provided feedback on the EOI raising concerns with the proposed location impacting an area already licenced to South Perth StrEats, following which Nokturnl Events Pty Ltd submitted a revised location plan.

South Perth StrEats has an existing licence agreement to facilitate a nearby food truck operation. In particular, South Perth StrEats have approval for up to 10 vans to trade on Thursday to Sunday evenings (4pm to 9:30pm) for the period Thursday 13 November 2025 to Sunday 5 April 2026.

As South Perth StrEats will be trading nearby, should Council approve the event, it is recommended Nokturnl Events Pty Ltd be required to liaise with the South Perth StrEats proprietor to discuss potential partnering opportunities for involving the food trucks in the Food and Beverage Village Festival, where possible.

*Location*

Node 9 near the flagpole is listed as a space suitable for landmark events and recreational attractions.

If Council determine that the requested site for the proposed Food and Beverage Village Festival is not suitable, then it may consider approving an alternate nearby site. Previous large-scale events have successfully been facilitated within zones 6,7 & 8 on Sir James Mitchell Park.

Feedback from Nokturnl Events Pty Ltd has indicated a preference for hosting the Food and Beverage Village Festival close to the river to enhance the attendee experience; they are likely not to proceed with the event if the requested event site is not approved.

*Impact of the event on the facility itself, facility users and local residents*

Regulation 18 of the Environmental Protection (Noise) Regulations 1997 make provision for local governments to approve certain non-conforming noise events (like sporting, cultural or entertainment events) subject to conditions, such as specifying the maximum allowable noise levels; imposing noise monitoring etc.

Additionally, local governments (CEOs) are not to approve the holding of more than two approved events at a particular venue in any 12-month period unless the local government is satisfied that the majority of occupiers on whom the noise emissions will impact have no objection to the holding of the additional events.

In 2019, the City undertook community consultation to assess the type and number of non-conforming noise events that residents would support; with the respondent's indicating preference for a maximum of two such events per annum at each appropriate event site.

Non-conforming noise events are rarely held within the City of South Perth. If Council approved the Food and Beverage Village Festival as a non-conforming noise event, it would be the first such event application submitted for 2025/26.

*Compliance with legislation and policies*

Nokturnl Events Pty Ltd will be required to comply with all relevant legislation and associated regulations, such as:

- City of South Perth Public Places and Local Government Property Local Law 2011.
- Environmental Protection (Noise) Regulations 1997.
- Swan and Canning Rivers Management Regulations 2007.
- *Liquor Control Act 1988*.
- Policy P106 Use of City Reserves and Facilities.

**Consultation**

The City liaised with Nokturnl Events Pty Ltd and the Department of Biodiversity, Conservation and Attractions (DBCA) during the development of this report.

Nokturnl Events Pty Ltd were supportive of the proposed licence agreement terms and conditions.

DBCA advised that if the event is approved by Council and the City of South Perth, then Nokturnl Events Pty Ltd would also need to seek a Form 8 Commercial Activities Permit from them as the proposed event site falls within the Swan River Trust Development Control Area.

The City also notified South Perth StrEats about the proposed event as the event site is adjacent to their food truck licenced area.

**Policy and Legislative Implications**

The following are relevant to this report:

- Policy (P106) 'Use of City Reserves and Facilities'
- City of South Perth Public Places and Local Government Property Local Law 2011
- Environmental Protection (Noise) Regulations 1997
- Swan and Canning Rivers Management Regulations 2007
- *Liquor Control Act 1988*
- Department of Health Guidelines for Concerts, Events and Organised Gatherings

**Financial Implications**

The City's 2024/25 Schedule of Fees and Charges includes the fees and charges setting mechanism that is applicable to commercially facilitated large scale events and activations. These fees and charges include a licence fee, turf maintenance fee, noise monitoring fee, non-conforming noise event fee, vehicle access fee, Ranger's fee, site inspection fee, signage fee, and liquor consumption licence fee.

The licence fee for use of the land is negotiated between the parties and comprises of commercial information and is contained in **Confidential Attachment (a)**.

Additionally, each vendor associated with the event will be required to seek a vendor's permit by making an online application via the City's website and paying the nominated vendor licence fee. A reserve hire bond will also be levied; and Nokturnl Events Pty Ltd will be required to reimburse the City for any legal costs for development and execution of the Licence Agreement.

### 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>	Large scale events and activations may have positive and/or negative impacts on the community. The negative impacts are mitigated by the City entering into a licence agreement with the event organiser to comply with prescribed terms and conditions; and requiring the organiser to pay a site bond and demonstrate effective event planning, including Site Plan, Risk Management Plan, Noise Management Plan (including Regulation 18 requirements), Public Liability Insurance Coverage, Resident Notification Letter, Parking and Traffic Plan, Crowd Control Plan, First Aid Plan, Food and Beverage Plan (including liquor licencing and consumption requirements), Amenities/Toilets Plan and Waste Management Plan.

### 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:	1.1 Culture and community
Strategy:	1.1.1 Develop, facilitate and/or support events, services and programs to respond to community needs and priorities

### Attachments

<b>10.1.1 (a):</b>	Fees and Charges – Nokturnl Events Pty Ltd Food and Beverage Festival ( <i>Confidential</i> )
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### 10.1.2 RFT 6/2025 - Operation and Management of Re-use Shop and Recycling Centre Customer Interface

File Reference: D-25-15399  
Author(s): Con Angelidis, Manager Waste, Fleet & Facilities  
Reporting Officer(s): Anita Amprimo, Director Infrastructure Services

#### Summary

This report considers the submission received from the advertising of Tender 6/2025 for the Operation and Management of Re-use Shop and Recycling Centre Customer Interface.

This report will outline the assessment process used during evaluation of the tender received and recommend approval of the tender that provides the best value for money and level of service to the City.

#### Officer Recommendation

That Council:

1. Accepts the tender submitted by WorkPower Incorporated for the Operation and Management of Re-use Shop and Recycling Centre Customer Interface in accordance with Tender Number 6/2025 for the initial period of two years inclusive, with an option to extend for a further three years at the City's sole discretion;
2. Accepts the estimated tender price included in **Confidential Attachment (a)**;
3. Notes that estimated tender price will be included in the Ordinary Council Meeting Minutes; and
4. Authorises the Chief Executive Officer to execute the contract with WorkPower Incorporated for the Operation and Management of Re-use Shop and Recycling Centre Customer Interface.

#### Background

A Request for Tender (RFT) 6/2025 for the Operation and Management of Re-use Shop and Recycling Centre Customer Interface was advertised in The West Australian and via Tenderlink on Wednesday 2 April 2025 and closed at 2:00 pm on Thursday 17 April 2025.

Tenders were invited to submit a Lump Sum Contract price.

The initial contract period is for two years. The Contract includes one option to extend the contract for an additional three years exercisable at the sole discretion of the City.

Tenders were invited from suitably experienced registered not-for-profit organisations and Western Australian Disability Enterprises (i.e. registered on [www.buyability.org.au](http://www.buyability.org.au)) and other similar community organisations.

The introduction of the Re-use Shop will provide the opportunity for residents and our community to donate pre-loved items and contribute to the circular economy. The Re-use Shop will provide meaningful employment for people living with disabilities and sell donated items at reasonable price point for those less fortunate in our community.

Engaging a single contractor to operate the Re-use Shop in conjunction with the Recycling Centre customer interface will provide the opportunity for a combined and collaborative approach to the operation of both facilities. This will deliver an improved customer service model and increased opportunities for identification of items for donation to the Re-use Shop. An additional benefit will be the increased flexibility to provide relief for absenteeism with employees who are familiar with operation of both facilities.

The City is committed to reducing waste, increasing recycling and promoting a culture of donation in our community. Combining management of the Re-use Shop and Recycling Centre customer interface is expected to reduce material going to disposal and reduce corresponding costs.

There is also an expectation that revenue from the Recycling Centre will increase over the coming years due to improved visitor numbers and increased awareness among the community of the additional services and opportunities for donation being offered in the one location.

#### Comment

At the close of the tender advertising period one submission had been received and this is tabled below:

TABLE A – Tender Submissions

<b>Tender Submission</b>
WorkPower Incorporated

The Tender was reviewed by an Evaluation Panel and assessed according to the qualitative criteria detailed in the RFT, as per Table B below.

TABLE B - Qualitative Criteria

<b>Qualitative Criteria</b>	<b>Weighting %</b>
1. Suitability of proposal to deliver the service	20%
2. Relevant organisation & staff experience in providing similar services	20%
3. Organisational resources and business systems	20%
4. Risk management	10%
5. Contribution and assistance to economically disadvantaged individuals	30%
<b>Total</b>	<b>100%</b>

Based on the assessment of the submission received for Tender 6/2025 for the Operation and Management of Re-use Shop and Recycling Centre Customer Interface, it is recommended that the tender submission from WorkPower Incorporated be accepted by Council.

More detailed information about the assessment process can be found in the Recommendation Report – **Confidential Attachment (a)**.

### Consultation

Public tenders were invited in accordance with the *Local Government Act 1995*.

### Policy and Legislative Implications

Section 3.57 of the *Local Government Act 1995* - tenders for providing goods or services:

- (1) *A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*
- (2) *Regulations may make provision about tenders.*

Regulation 11 of the Local Government (Functions and General) Regulations 1996 - when tenders have to be publicly invited:

- (1) *Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250 000 unless subregulation (2) states otherwise.*

The following Council Policies also apply:

- Policy P605 - Purchasing
- Policy P607 - Tenders and Expressions of Interest.

### Financial Implications

The full cost of the service is included in the 2025/26 operational budget. The costs for the subsequent years will be included in the operational budget for the life of the contract. This model is expected to be cost neutral.



### Key Risks and Considerations

<b>Risk Event Outcome</b>	<p><b>Business Interruption</b></p> <p>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.</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>	Engage a contractor who is suitably skilled with demonstrated experience in delivering similar scoped services.

### Strategic Implications

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

Strategic Direction:	Environment
Aspiration:	Sustainable, liveable, diverse and welcoming neighbourhoods that respect and value the natural and built environment
Outcome:	3.4 Resource management and climate change
Strategy:	3.4.1 Manage and promote sustainable water, land, and energy practices

### Attachments

10.1.2 (a): Recommendation Report (*Confidential*)

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

### 10.3.1 Draft Local Heritage Survey (Adoption)

File Ref: D-24-39657  
Author(s): Fiona Mullen, Manager Development Services  
Reporting Officer(s): Donna Shaw, Director Development and Community Services

#### Summary

The purpose of this report is for Council to consider adopting the draft Local Heritage Survey following advertising.

#### Officer Recommendation

That Council adopts the draft Local Heritage Survey subject to modifications to the following Classifications of Significance:

- Place No. 11, Residence, No. 75 Robert Street, Como;
- Place No. 20, Collier Pine Plantation (fmr), Kensington, Como, Karawara;
- Place No. 80, Inter-war California Bungalow Group;
- Place No. 82, Residences, Hovia Terrace, Kensington;
- Place No. 85, 44 Angelo Street, South Perth;
- Place No. 86, 39 Anstey Street, South Perth;
- Place No. 87, 19 Glyde Street, South Perth;
- Place No. 89, 9 Onslow Road, South Perth;
- Place No. 91, 5, 7, 9 Queens Street, South Perth; and
- Place No. 93, 15 River View Street, South Perth.

#### Background

On 6 December 2023, a workshop for Elected Members was held on the City's local heritage framework, including the draft Local Heritage Survey (LHS).

At its meeting held 28 May 2024, Council considered a report recommending the endorsement of the draft LHS and proposed Place Records for advertising. Council resolved to adjourn debate on the item to the 27 August 2024 Ordinary Council Meeting based on preliminary engagement between Elected Members and the community and requested a further workshop on the matter.

A workshop for Elected Members was held on 2 July 2024 to further explain the draft LHS, and future processes in respect to advertising and adoption.

At its meeting held 27 August 2024, Council reconsidered the draft LHS and proposed Place Records for advertising and resolved to adjourn debate on Item 10.3.1 Local Heritage Survey to the Ordinary Council Meeting held 10 December 2024.

At its meeting held 10 December 2024, Council resolved to advertise the draft LHS.

The draft LHS was advertised for a period of 28 days between 21 January 2025 and 18 February 2025.

This report presents the draft LHS following advertising for final adoption.

#### Modifications to the Local Heritage Survey

Minor modifications are proposed to the LHS as follows:

- Update and correct errors in place record information.
- Update place record images to reflect current condition.
- Inclusion of new additional images for place records where available.
- Modifying terminology for place condition in accordance with the Guidelines for Local Heritage Surveys as a statement on the physical condition of the building.
- Inclusion of proposed new places on the Table of Heritage Places in the LHS.

#### Modifications from Submissions

The following table details requests for modifications received during the consultation period. Requests to change the Category of Significance of a place were referred to an independent heritage consultant for review. A copy of the proposed LHS is located at **Attachments (a) and (b)**. The independent heritage consultant's report is located at **Attachment (c)**.

Thematic History			
Matter	Advertised Version	Requested or Proposed Change	Comment
Minor alteration to reflect the relocation of the Royal Perth Golf Club in 1908 from Grove Farm, Belmont.	Rapid growth in population led to an equal growth in community efforts. Sport and recreational facilities expanded, including the establishment of the South Perth Tennis Club (1903), the Perth Golf Club (1905) Kensington Race Course (which closed in 1913 and moved to Goodwood track at Burswood) and cricket which was played on the Zoo oval.	Rapid growth in population led to an equal growth in community efforts. Sport and recreational facilities expanded, including the establishment of the South Perth Tennis Club (1903), the Perth Golf Club (1908) (relocating from Grove Farm, Belmont), the Kensington Race Course (which closed in 1913 and moved to Goodwood track at Burswood) and cricket which was played on the Zoo oval.	Proposed change is supported, and Thematic History has been amended accordingly.

Place Records Changes			
Address	Category of Significance	Request	Consultant Justification
Place No. 11 Residence, No. 75 Robert Street, Como	Existing LHS Place since 2017/18.  Current Category 3.	One community request to reclassify from Category 3 to Category 2.	<p>The independent heritage consultant recommends the Classification of Significance be amended from Category 3 to Category 2.</p> <p>This recommendation is based on the place being a fine example of Inter-War California Bungalow style architecture in the City of South Perth, with a high degree of authenticity and integrity. The aesthetic value of the place and historical association with the settlement of Como during the Inter-War period meet the criteria for a Category 2 listing.</p>
Place No. 20 Collier Pine Plantation (fmr), various locations across parts of Kensington, Como and Karawara	Existing LHS Place since 2017/18.  Current Category 4.	One community request to reclassify from Category 4 to Category 2.	<p>The independent heritage consultant recommends the Classification of Significance be amended from Category 4 to Category 2.</p> <p>This recommendation is based on the place meeting the criteria for inclusion as Category 2 based on its rarity, historic value for association with the Collier Pine Plantation and the high level of integrity and authenticity.</p> <p>This recommendation is further discussed in this report.</p>
Place No. 80 Inter-war California Bungalow Group, Hobbs Avenue, Como	Proposed new LHS place 2024/25.  Current proposed Category 3.	Four owners, one community request to reclassify from Category 3 to Category 2.	<p>The independent heritage consultant recommends the Classification of Significance be amended from Category 3 to Category 2.</p> <p>The place is a fine example of a group of buildings sharing the same age, style and typology, with moderate integrity and high authenticity. As a result, the place is considered to be of considerable level of significance to the City of South Perth.</p>

			<p>The consultant recommends this place is included on the City's Heritage List.</p> <p>The consultant also considers that the Place meets the criteria for a small and distinct heritage area in recognition of the groups' collective demonstration of the City's history, particularly the rapid growth and development in the Inter-War period. This is further endorsed by the group being the only cohesive set of properties in a streetscape on the City's LHS.</p>
Place No. 82 Residences, Hovia Terrace, Kensington	Proposed new LHS place 2024/25.  Current proposed Category 4.	Three community requests to reclassify from Category 4 to Category 3.	<p>The independent heritage consultant recommends the Classification of Significance be amended from Category 4 to Category 2.</p> <p>This recommendation is based on the historic and aesthetic value of the group, including an assessment of moderate integrity and authenticity, aligning with the group having some to moderate significance to the locality.</p> <p>The consultant recommends this place is included on the City's Heritage List.</p> <p>The consultant considers the place warrants consideration as a heritage area in recognition of the groups' collective demonstration of the rapid development of Kensington and the surrounding South Perth area as part of the Manning Estate development in the Inter-War period.</p>
Place No. 85 Residence, No. 44 Angelo Street, South Perth	Proposed new LHS place 2024/25.  Current proposed Category 3.	Four community requests to reclassify from Category 3 to Category 2 or 1.	<p>The independent heritage consultant recommends the Classification of Significance be amended from Category 3 to Category 2.</p> <p>This recommendation is based on the place having considerable significance due to its historical value, representing the City's</p>

			<p>interwar development, its architecture by the famed firm of JJ Talbot Hobbs, and its aesthetic value as an excellent example of the Inter-War Old English architectural style.</p> <p>A Category 2 is consistent with similar heritage values on the City's LHS, including the Windsor Hotel (Place No. 66, designed by JJ Talbot Hobbs) and 69 South Perth Esplanade (Place No. 78, Inter-War Old English architectural style, now demolished).</p> <p>Given that 69 South Perth Esplanade was demolished in early 2019, this place is now a rare example of the Inter-War Old English architectural style in the locality.</p> <p>The consultant also recommends this place is included on the City's Heritage List.</p>
Place No. 86 Residence, No. 39 Anstey Street, South Perth	Proposed new LHS place 2024/25.  Current proposed Category 4.	One community request to reclassify from Category 4 to Category 2.	<p>The independent heritage consultant recommends the Classification of Significance be amended from Category 4 to Category 2.</p> <p>The consultant notes that the building appears to maintain its original form with only a modest verandah addition, giving it a high level of integrity and authenticity. They note this to be the only example of this modest vernacular from the early 20th century recognised by the City's LHS, resulting in a high level of rarity and representativeness.</p> <p>The poor condition of the place has not adversely obscured the aesthetic value of the place to warrant a lower categorisation.</p> <p>The property has also been in the same family ownership since the 1940s. These historical and aesthetic values meet the criteria</p>

			<p>for a Category 3 listing, which reflects the place's considerable contribution to the heritage of the City of South Perth.</p> <p>The consultant also recommends this place is included on the City's Heritage List.</p>
Place No. 87 Residence, Ridgeway, No. 19 Glyde Street, South Perth	Proposed new LHS place 2024/25.  Proposed Category 3.	<p>Owners raised concerns with LHS review process.</p> <p>One community request to reclassify from Category 3 to Category 2.</p>	<p>The independent heritage consultant recommends the Classification of Significance be amended from Category 3 to Category 2.</p> <p>This is based the values identified in the place's statement of significance, in addition to the integrity of the building and rarity of the curved-roof garage and balcony designed to maximise views of the Swan River, are consistent with a Category 2 listing. This categorisation is consistent with other properties on the LHS, namely Place No. 46, South Perth Child Centre (fmr), No. 46 Hensman Street, South Perth. This property has a similar Art Deco vernacular, and is included on the City's Heritage List with a Category 2.</p>
Place No. 89 Residence, No. 9 Onslow Road, South Perth	Proposed new LHS place 2024/25.  Proposed Category 3.	<p>Two community requests to reclassify from Category 3 to Category 2.</p>	<p>The independent heritage consultant recommends the Classification of Significance be amended from Category 3 to Category 2.</p> <p>The consultant has identified the Inter-War Old English style architecture of the place to be an increasingly rare architectural type in the City of South Perth. Following the demolition of No. 69 South Perth Esplanade, there is currently no other place in this style included on the City's LHS.</p> <p>This aesthetic value is further enhanced by the place's high level of integrity and authenticity. The representative value of the place is also significant, as it was</p>



			designed by architect J.H.O. Hargrave, one of the earliest WA born architects to achieve prominence in the state, who happened to live next door at No. 7 Onslow Street at the time of construction. This offers secondary historical insight into the life and career of the local architect and his contribution to his own community. These values meet the Criteria for a Category 2 listing and would be consistent with the other Inter-War Old English style property nominated for inclusion on the LHS.
Place No. 90 Residence, No. 2 Parker Street, South Perth	1994-2006 Municipal Heritage Inventory (Classification of Significance Category 2).  Proposed new LHS place 2024/25.  Proposed Category 2.	Owners requested removal of place from LHS.  Two community support Level 2 Category or higher.	The independent heritage consultant recommends the Classification of Significance be retained at Category 2.  The consultant recommends removal of proposed reference to Francis Walsh and Martyn P. Casey from the Statement of Significance. The consultant considers relative associations to people may be removed from the statement of significance as they are not robust enough to warrant specific value contribution to the place in their own right. Inclusion of this information in the place record form as part of the history is sufficient recognition of their contribution.
Place No. 91 Residences, Nos. 5, 7, 9 Queens Street, South Perth	Included on LHS 1994 - 1998/2000 (Significance Category 3).  Proposed new LHS place 2024/25.  Proposed Category 3.	Owners of all three dwellings request removal of place from LHS.  One community request to reclassify from Category 3 to Category 2.	The independent heritage consultant recommends the Classification of Significance be amended from Category 3 to Category 4 and removal of reference to David Mollet from the Statement of Significance. This recommendation is based on the streetscape façade being degraded from its original intent, which has reduced its aesthetic value. The consultant notes that while there are currently no other places on the LHS of brutalist

			<p>architecture, there are numerous better examples located in the City (unlisted) and that the nominated place does not appear to be a fine example of this building type, nor does it have substantial historical value.</p> <p>The consultant recommends removal of proposed association with architect Rodney David Mollett, as this association does not meet the criteria for a Category 3 listing from the Statement of Significance.</p> <p>The consultant supports a Category 4 as more appropriate to recognise the brutalist architecture of the dwellings.</p>
Place No. 93 Residence, No. 15 River View Street, South Perth	Proposed new LHS place 2024/25.	One community request to reclassify from Category 3 to Category 2.	<p>The consultant recommends the Classification of Significance be amended from Category 3 to Category 2.</p> <p>This is based on the place's Inter-War California Bungalow architecture having a high degree of integrity and authenticity, meeting the criteria for inclusion as a Category 2 place. While not the only place of this architectural style in the City of South Perth, it remains a fine example of its type.</p> <p>Later alterations are located at the rear and maintain the three-dimensional form and architectural style of the original building.</p> <p>The place has historical value as part of the interwar development of the City of South Perth as a suburb for the middle class.</p> <p>It also has historical associations with Perth personality Mrs Shirley Finn (née Shrewring), who resided at the property until her high-profile murder in 1975 at the Royal Perth Golf Course.</p>

			On balance, the aesthetic and historical significance of this place warrants a higher category of listing and meets the criteria for a Category 2. This is consistent with the categorisation of other California Bungalows on the City's LHS, such as Place No. 75, No. 20 Ridge Street, South Perth.
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#### Place No. 20, Collier Pine Plantation (fmr)

As detailed above, the independent heritage consultant recommends the Category of Significance for the Collier Pine Planation (fmr) be amended from Category 4 to Category 2.

The overall health of the pines is affected by their age (with the majority now being considered to be fully mature), increasing drying climate and pests. The management of remnant pines in the Collier Park Golf Course is currently determined on a case-by-case basis in consultation with an arborist.

Council has previously been advised that the City intends to recommend all Category 1 and 2 places be included in the Heritage List. Whilst the City recognises the historical significance and rationale of the independent heritage consultant to change the Category of Significance, given the age and ongoing management required of the trees that would otherwise require development approval prior to works commencing should the place be included on the Heritage List, the City is recommending the place be modified to Category 3 only.

Council could choose to modify the place to Category 2 and not include the place in the Heritage List, however, for consistency, it is recommended that all places of the same category be included in the Heritage List, depending on the level that Council determines when considering the list. Creation of the Heritage List is further discussed in this report.

#### Places Not Supported for Modification

The City received requests to either alter the Category of Significance for the following places, or to remove the place from the LHS. These requests were considered by an independent heritage consultant and not supported. Responses to these requests is located at **Attachment (d)** and the independent heritage consultant's review is located at **Attachment (c)**.

- Place No. 4, Residence, No. 5 Eric Street, Como.
- Place No. 5, Collier Primary School, No. 17 Hobbs Avenue, Como.
- Place No. 12, Como Baptist Church, No. 111 Robert Street, Como.
- Place No. 34, Blue Waters, Residence, No. 426 Canning Highway, Como.
- Place No. 37, Commercial Premises, No. 91 Coode Street, South Perth.
- Place No. 44, Residence, No. 43 Gladstone Ave, South Perth.
- Place No. 68, Commercial premises, No. 252 Mill Point Road, South Perth.
- Place No. 90, Residence, No. 2 Parker Street, South Perth.

New Places from Submissions

The City also received the following requests for new places/ additions:

Place	Summary of Notification	Officer Recommendation
Place No. 80 Inter-war California Bungalow Group, Hobbs Avenue, Como	Owner nominated facade and front garden of No. 14 Hobbs Avenue to strengthen the application for Category 2 listing of the Hobbs Avenue Inter-War Bungalow Group.	<p>The nomination was provided to strengthen the Hobbs Avenue Inter-War Bungalow Group application.</p> <p>Given the dwelling is already included in the proposed Hobbs Avenue Inter-War Bungalow Group, an individual place record is not recommended however, details of this place will be included in the place group in the LHS.</p> <p>The City's independent heritage consultant supports amending the Classification of Significance from Category 3 to Category 2 for the Group. Given this, it is considered the purpose of the nomination has achieved its intended outcome.</p>
Shops Nos. 79-81 Angelo Street, South Perth	New place nomination.	Given the progressed nature of the current review program, the City instead recommends this place be considered as part of a future place-specific review. This will enable a heritage assessment of the place and consultation to be undertaken.
Civic Heart Development No. 1 Mends Street, South Perth Place No. 56 Mends Street Precinct, South Perth	Describes the Civic Heart development as a typical example of out of control planning laws and greed of Councils for rates in the early 2020's leading to the destruction of a once beautiful city that was South Perth.	<p>Nomination is not considered to be made on the cultural heritage merit of the place and on this basis has not been considered as part of this review.</p> <p>No further action is recommended.</p>

### Classifications of Significance

The community raised concerns in relation to the low Classification of Significance ratings (Categories 1-4) applied to places on the LHS, and in turn, concerns classifications did not enable sufficient heritage protection. The City has been requested to raise the levels of LHS places and to ensure Category 3 places are afforded greater protection by being included for consideration on the Heritage List which affords places statutory protection.

Places on the LHS are allocated a Category of Significance 1-4 that reflects the values and qualities of rarity and representativeness identified through the assessment process. These are explained as follows:

- Category 1 - Essential to the heritage of the locality. Rare or outstanding example.
- Category 2 - Very important to the heritage of the locality.
- Category 3 - Contributes to the heritage of the locality.
- Category 4 - Has elements or values worth noting for community interest but otherwise makes little contribution.

The City has 79 places on its LHS, of which five places have been demolished since the last review in 2018. The place records for demolished places remain as a record in the LHS in a separate Appendix. A total of 15 new places have been proposed for inclusion as part of this review.

### Heritage List

The City does not have a Heritage List, nor any heritage areas. This will be created as part of a separate statutory process following completion of the LHS Review.

The Heritage List is different to the LHS. Unlike the LHS, it is a statutory document required by the *Planning and Development Act 2005* and includes places the City considers having cultural heritage significance and worthy of built heritage conservation. Places on the Heritage List require development approval that involves consideration of cultural heritage significance.

The Heritage Council advise each local government to identify an agreed approach to which levels are included on the Heritage List that suits their local area. The City has previously advised that it intends to recommend Categories 1 and 2 for inclusion on the Heritage List, with Categories 3 and 4 not recommended for inclusion. This will be a separate decision of Council.

### Tree Recognition

A recommendation was received requesting the inclusion or recognition of trees and gardens as they contribute significantly to the ambiance, cooling and health of the community.

Trees and vegetation can be nominated for the LHS if they are identified to have cultural heritage significance, regardless of age or size. An example of trees with cultural heritage significance are two pine trees located in Perth Zoo, which were planted by the Duke and Duchess of Cornwall in 1901.

In addition to this, assessment of each heritage place will take into consideration its curtilage, which is the immediate and extended area around a place that is part of, or contributes to, its cultural heritage significance. This may include the visual setting, including views to and from the place, or natural elements such as land, or water. If identified as significant, this will be included in the place record.

### Consultation

Following Council's resolution on the matter, the draft LHS was advertised for a period of 28 days between 21 January 2025 and 18 February 2025 by way of the following:

- Each owner and occupier of a place where the place record within the LHS was new or changed, was notified in writing;
- Consultation information was displayed on the City's website and social media;
- Copies of the documents were made publicly available at the Civic Centre and Manning and South Perth Libraries; and
- An information session was held Wednesday 12 February 2025 at the South Perth Library where the community were able to attend and discuss the review process with officers.

A total of 47 submissions were received pertaining to the LHS which included:

- 9 existing places;
- 9 new places proposed for inclusion;
- 2 new place nominations for inclusion;
- 1 place the comments for which were not offered on cultural heritage grounds; and
- 4 general comments pertaining to the LHS Review.

Submissions on proposed changes to the LHS and City responses, are located at **Attachment (d)**.

### Policy and Legislative Implications

#### Local Heritage Survey

The *Heritage Act 2018* requires that a local government must prepare a survey of places in its district that in its opinion are, or may become, of cultural heritage significance. The LHS must be prepared, reviewed and updated in accordance with the Guidelines for Local Heritage Surveys.

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

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

This LHS review is consistent with the Guidelines for Local Heritage Surveys which recommends a general review every five to eight years. A copy of the adopted LHS will be made available on the City's website.

### Financial Implications

The City required input from an independent qualified heritage consultant Urbis to review requests for to modify the Classification of Significance associated with places on, and proposed for inclusion on the LHS.

### 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>	High
<b>Mitigation and actions</b>	Adoption of the draft Local Heritage Survey will ensure compliance with the <i>Heritage Act 2018</i> .

### 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:	1.1 Culture and community
Strategy:	1.1.3 Celebrate, support and value heritage and culture within the City for present and future generations

### Attachments

<b>10.3.1 (a):</b>	Amended Local Heritage Survey and Thematic History
<b>10.3.1 (b):</b>	Amended Local Heritage Survey - New Place Records
<b>10.3.1 (c):</b>	Heritage Consultant Review
<b>10.3.1 (d):</b>	Schedule of Submissions and Responses



### 10.3.2 Amendments to Local Planning Policies

File Ref: D-25-8261  
Author(s): Fiona Mullen, Manager Development Services  
Reporting Officer(s): Donna Shaw, Director Development and Community Services

#### Summary

The purpose of this report is for Council to consider adopting amendments to Local Planning Policy 6.3 - Developer Contributions for Public Art and Public Art Spaces, Local Planning Policy 2.4 - Child Care Premises and Local Planning Policy 1.1 - Residential Development for the purpose of advertising.

#### Officer Recommendation

That Council:

1. Pursuant to Schedule 2, Part 2, Clause 5(1) of the Planning and Development (Local Planning Schemes) Regulations 2015, advertises the following draft amended Local Planning Policies:
  - (i) Local Planning Policy 6.3 Developer Contribution for Public Art and Public Art Spaces, contained as **Attachment (a)**;
  - (ii) Local Planning Policy 2.4 Child Care Premises, contained as **Attachment (b)**; and
  - (iii) Local Planning Policy 1.1 Residential Development, contained as **Attachment (c)**.

#### Background

Local Planning Policies (LPPs) are used to assist local governments in making planning decisions under the local planning scheme by outlining acceptable development standards and establishing clear expectations to applicants on how local governments are likely to exercise discretion. The City reviews its Local Planning Policies on an ongoing basis to ensure it has a planning framework that is contemporary, consistent with State planning frameworks, reflects the aspirations of the community on planning related matters and to support and implement Local Planning Scheme No. 7.

This report presents amendments to three LPPs as discussed in the body of this report that warrant public consultation in accordance with the advertising requirements of the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations).

#### Comment

##### Local Planning Policy 6.3 - Developer Contribution for Public Art and Public Art Spaces

Amendments to Local Planning Policy 6.3 - Developer Contribution for Public Art and Public Art Spaces (LPP 6.3) were most recently adopted by Council at its meeting held 31 October 2023 (**Attachment (d)**). A copy of LPP 6.3 incorporating new provisions is contained as **Attachment (a)**.

Further amendments proposed to the policy are discussed as follows:

*Clarify the circumstances where public art contributions will be sought*

Draft LPP 6.3 is amended to ensure contributions for public art are not sought for a single house or group dwellings, unless the group dwelling is located in an activity centre plan area. The City received feedback that the requirement to provide public art for a single house and grouped dwellings across the City was considered onerous and unlikely to result in locations where public art could be provided on site that provided a broader community benefit.

*Removing caps on public art contributions*

Draft amended LPP 6.3 seeks to remove the \$500,000 cap on public art contributions, except within the Canning Bridge Activity Centre Plan area where the associated Activity Centre plan requires the cap.

Capping contributions was included to support the development industry at a time of increasing development cost uncertainty following the global pandemic. These conditions have stabilised and as a result, the cap is recommended for removal. Increasing the amount of contributions will assist the City in delivering the Public Art Masterplan.

Removal of the cap in the Canning Bridge Activity Centre Plan area can be considered as part of the review of the Activity Centre Plan, scheduled to commence late 2025/26.

*GST and public art contributions*

It is proposed to amend the definition of construction value ensuring it relates to the estimate cost of development as identified at the development application stage and not building permit stage. This will ensure GST is not required to be included in contribution calculations given the development application is a cost estimate of the works.

It is also proposed to clarify that GST will be included where public art is provided by the developer only, and not when cash-in-lieu of public art contributions are received by the City.

*Other proposed minor modifications*

- Amending the title to 'Public Art' to be more succinct and to include a policy number.
- Locating information on public art contributions within a new subsection to assist finding information within the document.
- Inclusion of a new definition for 'professional artist' to align with the City's Public Art Toolkit.

The proposed amendments to LPP 6.3 will provide increased guidance in respect to suitable development types for requiring public art contributions. It is recommended that Council adopt these minor modifications to LPP 6.3 for advertising.

Local Planning Policy 2.4 Child Care Premises (LPP2.4)

In April 2025 the Department of Planning, Lands and Heritage released a revised draft Position Statement – Child Care Premises, which includes changes to the 2022 draft Position Statement. The key changes to the revised draft Position Statement reflect matters raised in public submissions as follows:

- *the introduction of four size categories for child care premises (CCP): small, medium, large, and extra-large;*
- *support for new small and medium size CCP in the residential zone, with proposed new large and extra-large CCP to be located in suitable mixed-use and commercial areas, or integrated into schools and reserves;*
- *locating CCP in commercial and mixed-use zones will result in less amenity impact and may provide improved workforce convenience, with expanded hours outside what would be possible in a residential area, and proximity to public transport; and*
- *improvements to the structure and clarity of the Position Statement.*

A copy of the draft amended LPP2.4 is contained as **Attachment (b)** with changes further discussed below. A copy of adopted LPP2.4 is contained at **Attachment (e)**.

*Site characteristics*

Additional provisions are proposed to provide for new child care premises to be located on corner sites. In so doing, development is more appropriately located to lessen likely impacts to the amenity of neighbouring sites by sharing fewer adjoining boundaries and distributing access over two street fronts.

*Application*

An additional provision for development in mixed use zones is included, enabling the hours of operation to be extended to accommodate provision of child care services outside normal business hours.

*Other proposed minor modifications*

- Amending the title to include a policy number.
- Minor typographical amendments.
- Policy application - removing reference to ‘child day care centres.’
- Building design – augment an existing provision to ensure Child Care Premises orientate towards the primary street and where located on a corner site, address both the primary and secondary street.
- Fencing and landscaping – augmenting an existing provision for landscaping within the car parking area to facilitate medium tree well dimensions.
- Waste Management and Servicing – augment an existing provision to include reference to the recently adopted Local Planning Policy 3.1 - Waste Management.
- Noise - augment existing provisions to require a noise management plan, with measures to be depicted on development plans.

The proposed modifications ensure LPP 2.4 will provide increased guidance in respect to site requirements and amenity considerations for Child Care Premises.

*Scheme Amendment*

The draft Position Statement proposes Child Care Premises should be classified in the zoning table of a local planning scheme as either:

- 'D' use in commercial, mixed use and similar type zones, being a use that is not permitted in the zones unless the decision maker has granted approval which may include advertising of the proposal; or
- 'A' use in residential zones, being a use that is not permitted unless the decision maker has granted approval after advertising; or
- Incidental when located on regional and/or local planning scheme zone.

Currently Local Planning Scheme No. 7 (LPS 7) identifies Child Care Premises as:

- 'P' in Private Community Purpose, Mixed Use and Neighbourhood Centre zones.
- 'D' in Residential zones.
- 'A' in Local Centre zones.

A Scheme Amendment to modify the land use permissibility is not recommended until such time the draft Position Statement is finalised.

Local Planning Policy 1.1 Residential Development

Local Planning Policy 1.1 Residential Development (LPP 1.1) was adopted by Council at its meeting held 28 May 2024. LPP1.1 was originally written to apply only to Part B of the Residential Design Codes Volume 1 (R-Codes Vol 1). A copy of adopted LPP1.1 is contained at **Attachment (f)**. Amendments to LPP 1.1 are proposed to extend the controls to Part C of the R-Codes Vol 1 (medium density), helping ensure consistency between Part B and C.

Further, recent development applications relating to residential development in the City have informed additional provisions within the policy. A copy of the draft amended LPP1.1 is contained as **Attachment (c)**.

New provisions include:

- Format redesign – converting the original document format to a table format, placing the original R-Codes provisions in Column 1, and proposed changes in Column 2.
- Policy purpose – additional reference to medium density development.
- Policy application – additional reference to Part C of the R-Codes Vol 1, including a further explanation.
- Policy objectives – amendments to wording.
- Minor typographical and formatting amendments.
- Amendments to the following existing provisions of the policy:
  - Street setbacks, setback of carports and garages, street walls and fences, and sight lines.
- The addition of the following provisions to the policy:
  - Street surveillance and site works.
- Part C - the expansion of the policy to Part C of the R-Codes Vol 1. The provisions of the policy relating to Part B of the policy, as advised above, have been expanded to the corresponding provisions of Part C.

### 10.3.2 Amendments to Local Planning Policies

- Removal of the following provisions of the policy:
  - Appearance of retained dwellings and Local Housing Objective.
- Explanatory figures – addition of figure 2b - primary street fencing.

#### Consultation

An Elected Member workshop was held on 13 May 2025 to present and discuss the draft LPPs.

Should Council proceed to advertise amendments to the relevant Local Planning Policies, the Regulations require public advertising for a minimum of 21 days.

#### Policy and Legislative Implications

If the local government resolves to adopt a LPP for the purposes of advertising, the local government must, unless the Western Australian Planning Commission otherwise agrees, advertise the proposed policy as follows:

- “(a) publish in accordance with clause 87 the proposed policy and a notice giving details of*
- (i) the subject and nature of the proposed policy; and*
  - (ii) the objectives of the proposed policy; and*
  - (iii) how the proposed policy is made available to the public in accordance with clause 87;*
  - (iv) the manner and form in which submissions may be made; and*
  - (v) the period for making submissions and the last day of that period.”*

As such, public notice will be made available on the City’s website in accordance with the Regulations.

#### 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>	If the local government resolves to proceed with the policy, the local government must publish notice of the policy in accordance with clause 87 of the Regulations.

**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**

<b>10.3.2 (a):</b>	Local Planning Policy 6.3 Public Art (draft)
<b>10.3.2 (b):</b>	Local Planning Policy 2.4 Child Care Premises (draft)
<b>10.3.2 (c):</b>	Local Planning Policy 1.1 Residential Development (draft)
<b>10.3.2 (d):</b>	Local Planning Policy 6.3 Developer Contributions for Public Art and Public Art Spaces (current)
<b>10.3.2 (e):</b>	Local Planning Policy 2.4 Child Care Premises (current)
<b>10.3.2 (f):</b>	Local Planning Policy 1.1 Residential Development (current)

### 10.3.3 Revocation of Local Planning Policies

File Ref: D-25-4256  
Author(s): Fiona Mullen, Manager Development Services  
Reporting Officer(s): Donna Shaw, Director Development and Community Services

#### Summary

The purpose of this report is for Council to consider revoking two Local Planning Policies which are now no longer required following gazettal of Local Planning Scheme No.7 and amendments to the National Construction Code.

#### Officer Recommendation

That Council:

1. Pursuant to Schedule 2, Part 2, Clause 6 of the Planning and Development (Local Planning Schemes) Regulations 2015, revokes the following Local Planning Policies:
  - (i) Local Planning Policy 1.2 - Building Height, contained as **Attachment (a)**, and
  - (ii) Policy P350.01 - Environmentally Sustainable Building Design, contained as **Attachment (b)**.

#### Background

The City is reviewing its local planning policies (LPPs) to ensure its local planning framework is contemporary and consistent with the State planning framework.

The LPPs contained within **Attachments (a)** and **(b)** are proposed for revocation as the matters they address primarily relate to requirements previously contained in Town Planning Scheme No. 6 (TPS 6) and State Planning Policy 7.3 - Residential Design Codes (R-Codes 2021), which have now been replaced by Local Planning Scheme No.7 (LPS 7) and Residential Design Codes Volume 1 (R-Codes 2024) respectively. The details of each Policy recommended for revocation are discussed in the comment section below.

#### Comment

##### Local Planning Policy 1.2 - Building Height

Under TPS 6 building height was measured from the highest point on the site. TPS 6 also permitted buildings to project above the building height limit within a notional 25-degree roof pitch, which resulted in a number of single house and grouped dwelling developments across the City presenting to the street as three storeys.

Under LPS 7, building height is measured in accordance with the Deemed Provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 (Deemed Provisions) and R-Codes. This means building height is measured from the natural ground level across the site and is subject to a total building height limit. As a result, a lower building height is permitted generally for low density residential development.



LPP 1.2 provides for additional building height to be considered under LPS 7 where the established streetscape is characterised by buildings approved under TPS 6 with a higher building height for consistent streetscapes with respect to building heights.

Where building height exceeds what is permissible under the R-Codes 2024, an assessment against the design principles is undertaken. The relevant design principles address the amenity of adjoining properties and the streetscape, which extends to a contextual understanding of the existing building height of surrounding properties, which may have had greater height approved under former TPS 6.

Further to the R-Codes, Clause 67(2) of the Deemed Provisions outlines matters which a Local Government is to have due regard to in consideration of an application for development approval. Matters include compatibility of the development within its setting and the amenity of the locality. The Deemed Provisions address the Local Housing Objectives and provisions within LPP 1.2 and are applied in the assessment of development applications. As such, LPP 1.2 is recommended for revocation.

#### Policy P350.01 - Environmentally Sustainable Building Design

Policy P350.01 - Environmentally Sustainable Building Design (P350.01) aims to encourage high-quality environmentally sustainable design for new developments and substantial additions through additional sustainability and design requirements. Council adopted the Policy at its meeting held 26 August 2014 and it was last reviewed in March 2016.

New National Construction Code (NCC) Sustainability Energy Efficiency Provisions were introduced on 1 May 2025 which replace the requirements of P350.01.

P350.1 required all development to which the Policy applied to achieve and provide certification of at least a four-star rating under the relevant Green Star rating tool, or equivalent. The NCC now requires 7 star NatHERS (Nationwide House Energy Rating Scheme) rating to all classes of dwelling, which is greater than the Policy requirement.

The changes to the NCC extend to commercial buildings, with new standards introduced on thermal performance, energy use and renewable energy. Of the verification methods demonstrating compliance with the energy efficiency performance requirements, Green Star is an available tool to be used, along with NABERS (National Australian Built Environment Rating Systems). This presents a duplication with the requirements of P350.01.

As per Section 131 (1) of the *Planning and Development Act 2005*, if there is an inconsistency between a local planning scheme and a regulation made under the *Building Act 2011*, the regulation prevails to the extent of the inconsistency. Therefore, any Policy, such as P350.01, which proposes additional environmentally sustainable design requirements beyond the Regulations under the *Building Act 2011*, cannot be enforced. Given the implications of Section 131 (1) of the *Planning and Development Act 2005*, and the updates to the NCC, P350.01 is recommended for revocation.

#### **Consultation**

Nil.

### Policy and Legislative Implications

In accordance with the Regulations, an LPP may be revoked:

- (a) *by a subsequent local planning policy that;*
  - (i) *is prepared in accordance with this Part; and*
  - (ii) *expressly revokes the local planning policy; or.*
- (b) *by a notice of revocation:*
  - (i) *prepared by the local government; and;*
  - (ii) *published by the local government in accordance with clause 87.*

### 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 all of the City's policies on a regular basis.

### Strategic Implications

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

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

### Attachments

- 10.3.3 (a): Local Planning Policy 1.2 - Building Height
- 10.3.3 (b): Policy P350.01 - Environmentally Sustainable Building Design

### 10.3.4 Draft Local Planning Policy 7.2 - Significant Views (Advertising)

File Ref: D-25-15468  
Author(s): Donna Shaw, Director Development and Community Services  
Reporting Officer(s): Garry Adams, A/ Chief Executive Officer

#### Summary

The purpose of this report is for Council to consider adopting draft Local Planning Policy 7.2 – Significant Views for the purpose of advertising.

#### Officer Recommendation

That Council pursuant to Schedule 2, Part 2, Clause 4(1) of the Planning and Development (Local Planning Schemes) Regulations 2015, advertises draft Local Planning Policy 7.2 – Significant Views.

#### Background

P350.09 – Significant Views (P350.09) was adopted by Council at its meeting held 25 November 2008 and seeks to give balanced consideration to the reasonable expectations of both existing residents and applicants proposing new development with respect to a significant view. A copy of this policy is contained at **Attachment (a)**.

At its meeting held 10 December 2024, the City recommended P350.09 – Significant Views be revoked. Council resolved to adjourn debate on the item to the 25 March 2025 Ordinary Meeting to enable an Elected Member workshop on the matter.

At its meeting held 25 March 2025, Officers recommended P350.09 – Significant Views be revoked. Council resolved as follows:

- “1. Requests the Chief Executive Officer prepare a draft Local Planning Policy – Significant Views which considers the following:*
  - (i) A definition of what constitutes ‘views of significance’;*
  - (ii) Whether or not access to views are maintained, and to the degree they are not, whether that is appropriate;*
  - (iii) Matters to be considered in the assessment of views of significance; and*
  - (iv) Criteria for consultation.*
- 2. Requests the Chief Executive Officer present a draft Local Planning Policy – Significant Views to Council for consideration for advertising by no later than the 22 July 2025 Ordinary Meeting.”*

A copy of the draft Local Planning Policy 7.2 – Significant Views (draft LPP) is contained as **Attachment (b)**.

**Comment**Draft LPP Requirements*Definition of views of significance*

The City has defined a significant view to mean a view to one or more of the following:

- (a) Derbarl Yerrigan (the Swan River).
- (b) Djarlgarro Beelier (Canning River).
- (c) Kaarta Gar-up (Kings Park).
- (d) Boorloo (Perth City) skyline.

*Access to views*

In considering whether the impact of access to views of significance is acceptable, the draft LPP provides that the City will consider the impact against the four key factors outlined below:

- Affected view – Weight given based on the value of the view.
- Viewing point – Weight given based on the reasonableness of protecting the view.
- View impact – Weight given based on the significance of impact on views.
- Planning framework – Weight given based on the reasonableness of the proposal.

These factors are expanded in the draft LPP and are generally consistent with the findings of the State Administrative Tribunal decisions in Warden and Town of Mosman Park (WASAT 88), Ionic Projects Pty Ltd and City of Melville (WASAT 133) and Attree and City of Melville (WASAT 35) as follows:

- What is an acceptable or unacceptable impact is a matter of fact, degree and expert assessment.
- Assessment of views should consider whether water or skyline views are available and to what extent the view is already obstructed.
- Modelling should be provided to demonstrate the impact on views, including the room from which the view is seen.
- It is not a requirement to have a specialist view expert provide evidence on required aspects, rather, the qualitative assessment of views can be undertaken by planners.
- Views from habitable rooms and a standing position should be protected to a greater degree than those from bedrooms or a seated position.
- Developments which cause significant discontinuation of an existing panoramic view are likely to be unacceptable.
- 'Maintenance of access to views' does not mean that no degree of impact on views can be tolerated.

*Matters to be considered*

In determining whether it is appropriate to maintain access to views of significance, the draft LPP provides that the City will consider the relative impact of the proposed development having regard to other development which might reasonably be anticipated in the locality. Development that might reasonably be expected to occur in the locality or on the subject site would include a dwelling with a deemed-to-comply building height.

*Consultation criteria*

In respect to consultation criteria, the draft LPP provides that, if in the opinion of the City, affected properties are likely to have access to views of significance impacted by the proposed development, the affected landowners and occupiers shall be notified in writing of the proposed development for 14 days. Where no response is received within the time specified from the date of notification, the City may proceed to determine the proposal on its merits and issue a determination.

This approach is consistent with a standard development application in accordance with Local Planning Policy 6.1 – Advertising of Planning Proposals and the Residential Design Codes.

**Consultation**

An Elected Member workshop was held on 4 March 2025 and facilitated by an external planning consultant.

An Elected Member workshop was held on 13 May 2025 to present and discuss the draft LPP.

Should Council proceed with the draft Policy, the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations) require public advertising for a minimum of 21 days.

**Policy and Legislative Implications**

If the local government resolves to adopt an LPP for the purposes of advertising, the local government must, unless the WAPC otherwise agrees, advertise the proposed policy as follows:

- (a) publish in accordance with clause 87 the proposed policy and a notice giving details of*
  - (i) the subject and nature of the proposed policy; and*
  - (ii) the objectives of the proposed policy; and*
  - (iii) how the proposed policy is made available to the public in accordance with clause 87;*
  - (iv) the manner and form in which submissions may be made; and*
  - (v) the period for making submissions and the last day of that period.*

As such, public notice will be made available on the City's website in accordance with the Regulations.

**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>	If the local government resolves to proceed with the policy, the local government must publish notice of the policy in accordance with clause 87 of the Regulations.

### 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

<b>10.3.4 (a):</b>	P350.09 Significant Views
<b>10.3.4 (b):</b>	Draft Local Planning Policy 7.2 - Significant Views

### 10.3.5 Response to Notice of Motion - Community Consultation For Tree Planting/Tree Removals

File Ref: D-25-15389  
Author(s): Geoff Colgan, Manager Parks and Environment  
Reporting Officer(s): Anita Amprimo, Director Infrastructure Services

#### Summary

This report provides information in response to the Notice of Motion passed at the Ordinary Council Meeting held 23 July 2024 titled 'Community Consultation for Tree Planting/Tree Removals' and presents for Council's consideration a report as required on completion of the Urban Greening Grant.

#### Officer Recommendation

That Council notes the information in the report as the summary of the outcome of Paragraph 2 of the Notice of Motion – Community Consultation For Tree Planting/Tree Removals resolved by Council at its meeting held 23 July 2024, as required by Paragraph 4 of the same Notice of Motion.

#### Background

At its meeting held 23 July 2024, Council considered a Notice of Motion received from Councillor Blake D'Souza titled 'Community Consultation for Tree Planting/Tree Removals.' A foreshadowed Notice of Motion was considered from Councillor Nic Coveney and Council resolved as follows:

*That Council instructs the CEO to continue with tree plantings under the Urban Greening Grant, but with the following minor modifications:*

- 1. Subject to paragraph 2, no further trees be removed, including but not limited to, olive trees, but for trees identified as dead, dying, or diseased;*
- 2. If a property owner immediately adjoining the Council verge where new trees are planted provides a written complaint to the City within 14 days, the City relocate the tree to an alternate suitable location, with relocations to be capped at 10% of the program;*
- 3. Paragraphs 1 and 2 herein be forthwith advertised on the City's website and social media channels in lieu of mass-scale letter consultation and other advertisement; and*
- 4. At the conclusion of the programme, a summary of the outcome of paragraph 2 herein be presented to Council.*

The reasons for the Foreshadowed Notice of Motion Council resolved were as follows:

- 1. I commend the City for proactively seeking and carrying out the Urban Greening Grant. However, the community feedback as expressed through Manning Ward Councillor D'Souza, is that (a) removing healthy established olive trees in lieu of new unestablished trees is counter-intuitive to the purpose of the grant itself and (b) there should be more community consultation.*



2. *I commend Councillor D'Souza for his original motion which sought to halt the programme until such time as community consultation could occur. However, as identified at the Agenda briefing, (a) the planting is of a time sensitive nature, and (b) in not carrying out the programme, the City risks prejudicing the Grant itself.*
3. *There are several practical reasons why some people may not want a verge tree. For example, we are in a housing crisis, adult children are staying at home for longer, and verges provide much needed additional parking. Other reasons include maintenance, utility lines, space constraints, allergies, view obstruction, and root damage.*
4. *This motion aims to strike a balance between ensuring (a) appropriate planting occurs, (b) the grant itself is not lost, (c) some community consultation occurs, (d) minor amendments are made based on that community consultation (i.e. relocation capped at 10%), and (e) the full programme is rolled out given any unwanted trees are relocated.*

### Comment

Parts 1-3 of the Notice of Motion resolved by Council have been completed.

The City planted the 592 trees within Waterford and Karawara as per the grant criteria. To achieve this, the City amended planting priorities from residential verges to public open spaces, to complete the tree planting programme by 30 August 2024 as required as a condition of the grant.

A total of 50 written rejection requests were received by the City. There was also a significant number of rejection requests received by the City either verbally over the phone, or in person when the trees were about to be planted. Rather than plant the trees and wait to see if the City received a request to remove the tree in writing, the City sought an alternative planting location as it was deemed the most pragmatic solution. The City spent numerous hours talking with residents about the benefits of street tree planting. These conversations and the decisions made on the street, helped to keep the number of trees to be relocated to only 40. The additional officer time, contractor labour and equipment to remove then replant the trees, the loss of materials, and additional new materials for replanting, such as tree tie, fertiliser, mulch, tree watering, 12 trees that were replanted in new locations subsequently died and needed to be replaced with new trees, adding to the overall additional cost.

### Consultation

Notification of the proposed plantings were sent to residents in the vicinity of each location with details of the proposal and information how the resident could contact the City to discuss any issues. Residents who contacted the City were engaged in further discussions by City officers in order to seek a suitable resolution. Where agreement could not be reached to plant a tree in the identified area, officers sought an alternative location. Where the alternative location was in the road reserve adjacent to a residential property, further consultation was undertaken based on the new location.

### Policy and Legislative Implications

Policy P206 Urban Forest - “The City recognises and values the significance of an urban forest in terms of creating functional and aesthetic streetscapes, reserves and in the provision of natural habitat.”

Policy P210 Street Verges and Vegetation - “The City shall establish and maintain a Reserve Account under the provisions of the *Local Government Act 1995*, Section 6.11 for money collected, with the reserve account being operated in accordance with the requirements of the Local Government (Financial Management) Regulations 1996. Money collected will be used for street tree and vegetation planting and maintenance throughout the district.”

### Financial Implications

The grant amount received for this project was \$77,611.50 to cover direct costs associated with the plantings. Additionally, the internal and external costs associated with managing and responding to requests resulting from the Council Resolution was estimated at \$25,000.

### 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>	Tree planting in Public Open Spaces was undertaken instead of street verges.

### 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:	3.3 Enhanced environment and open spaces
Strategy:	3.3.2 Enhance the City’s urban forest on public and private land

### Attachments

Nil.

## 10.4 STRATEGIC DIRECTION 4: LEADERSHIP

### 10.4.1 Adoption of the Annual Budget 2025/26 and Long Term Financial Plan

File Ref: D-25-16810  
Author(s): Abrie Lacock, Manager Finance  
Reporting Officer(s): Danielle Cattalini, A/ Director Corporate Services

#### Summary

This report presents the Draft Annual Budget 2025/26, as attached, for adoption by Council. It also requests Council to adopt a 10-year long-term financial plan, which will be updated on an annual basis in line with each budget cycle.

Global trade tensions, protectionism and increasing tariffs along with wars in Ukraine and Israel are creating uncertainty for businesses and households, potentially impacting global growth. These factors fuel significant uncertainty surrounding inflation, interest rates and supply chains worldwide including Australia. As an open economy, Australia, particularly Western Australia's export sector, may be significantly affected by a slowing global economy. There is considerable uncertainty caused by the United States' approach to tariffs, targeting particular sectors and commodities, and this acts as a disincentive for business to invest. The impact of ongoing trade tensions on global economic growth could result in commodity prices falling faster than forecast, impacting State and Federal budget bottom-lines.

Despite these challenges, the City is continuing to prudently manage its finances through challenging times whilst remaining conscious of the need to provide quality services to its community and keep cost increases to a minimum.

To fund the services provided to the community, the City is recommending a Rate increase of 2.8% for the 2025/26 Draft Budget, which is in line with the Perth CPI for March 2025. Last year Council adopted a rates revenue increase of 3.4% which was also in line with the March CPI figure. This is the seventh consecutive year, where the City has kept rate rises at or below the Perth CPI figure without impacting significantly on the level of service being provided to its ratepayers.

Over the past three months, Council has had three budget workshops with City officers to discuss and understand the financial position of the City and develop a budget that achieves a break-even financial position (i.e. no significant operating loss or surplus). This budget has been aligned to the principles developed and maintained in the past three budgets which aimed at enabling the City to return to a sustainable operating surplus position over the short to medium term.

In the short to medium term, returning the City to a sustainable net operating surplus position is essential for the long-term financial sustainability of the City. It enables funds to be directed into renewing ageing community infrastructure such as roads, recreation facilities, playgrounds, drainage and other infrastructure that allow for the provision of services and amenities to residents. Continued operating deficits would see the City unable to undertake all the

required asset renewals and upgrades in the future, which in turn inhibits the City's ability to deliver services to its community.

This year's budget has total operating revenue at \$86.15m with total operating expenditure of \$86.15m thus forecasting a net operating breakeven position. The operating budget includes just over \$10m revenue and expenditure for the Kensington Project Area Underground Power scheme, the final project to see substantially the whole of the City undergrounded, a significant milestone. This also includes a significant capital works plan with expenditure of \$31.62m being earmarked for projects. The majority, 83% of these funds are directed towards renewal and replacement of ageing assets, however some new assets are also planned.

This budget proposes to increase the City's waste charge by \$35 to \$430 to cover the costs of transitioning from set-dates bulk verge collections to a pre-booked, year-round verge collection service and its waste charge remains reasonably low compared to others in the metropolitan area.

#### Officer Recommendation

1. That Council adopts the Annual Budget 2025/26 for the City of South Perth which includes the following:
  - a. a General Rate in the Dollar of .077667 cents applied to the Gross Rental Value (GRV) of all rateable property within the City for the year ending 30 June 2026;
  - b. a Minimum Rate of \$1,244 be set for the year ending 30 June 2026 notwithstanding the General Rate set out in part (a) above;
  - c. the following Waste Service Charges be applied for the year ending 30 June 2026:
    - i. a standard Waste Service Charge of \$430;
    - ii. a non-rateable property Waste Service Charge of \$595;
  - d. The Swimming Pool Inspection Fee for the year ending 30 June 2026 of \$78.00;
  - e. Dates be set for payment of rates by instalments:

#### Two instalments

First instalment	22 September 2025
Second instalment	4 December 2025

#### Four instalments

First instalment	22 September 2025
Second instalment	24 November 2025
Third instalment	28 January 2026
Fourth instalment	30 March 2026

- f. An Administration Charge of \$13.00 per instalment for payment of rates and charges by instalments be applied to the second, third and fourth instalment in accordance with Section 6.45(3) and (4) of the *Local Government Act 1995* and Regulation 67 of the Local Government (Financial Management) Regulations 1996;
- g. An Interest Rate of 5.5% be imposed on payment by instalments, to apply to the second, third and fourth instalment in accordance with Section 6.45(3) of the *Local Government Act 1995* and Regulation 68 of the Local Government (Financial Management) Regulations 1996;
- h. An Interest Rate of 11% be imposed on overdue rates in accordance with Section 6.51(1) of the *Local Government Act 1995* and Regulation 70 of the Local Government (Financial Management) Regulations 1996;
- i. An Interest Rate of 11% be imposed on unpaid UGP Service Charges in accordance with Section 6.51(1) of the *Local Government Act 1995* and Regulation 70 of the Local Government (Financial Management) Regulations 1996;
- j. An Interest Rate of 11% may be imposed on outstanding debtors in accordance with Section 6.13(1) of the *Local Government Act 1995*.
- k. The Statutory Annual Budget for the year ending 30 June 2026 comprising Section 2 of the 2025/26 Annual Budget as distributed with this Agenda and tabled at this meeting, be adopted;
- m. The Management Budget Schedules for the financial year ending 30 June 2026 as set out in Section 3 of the Annual Budget be endorsed;
- n. The Capital Expenditure Budget for the financial year ending 30 June 2026 as set out in Section 2, Note 4 of the Annual Budget be adopted;
- o. The Reserve Fund transfers for the financial year ending 30 June 2026 as set out in Section 2, Note 7 of the Annual Budget be approved;
- p. The New Borrowing facility to fund the redevelopment Collier Park Golf Course as per the Council approved Business Plan, for the financial year ending 30 June 2026 as set out in Section 2, Note 6(d) of the Annual Budget be approved;
- q. The Schedule of Fees and Charges as set out in the Fees and Charges Schedule for the year ending 30 June 2026 be adopted, including State Government Statutory Fees which are still to be determined at a later date than this Report;
- r. The effective date for all items detailed in the 2025/26 Schedule of Fees and Charges is 1 July 2025;
- s. Council adopt a definition of 'significant (material) variances' of \$10,000 or 10% (whichever is the greater) for each capital project and business unit operating revenue and expenditure line item;
- t. Levy instalment five out of five of the UGP service charges on the owners of properties within the Collier area bounded by Canning Highway, Ryrie Avenue, Blamey Place and South Terrace, as imposed by the 2021/22 Budget;

- u. Levy instalment five out of five of the UGP service charges on the owners of properties within the Manning area bounded by Manning Road, Kwinana Freeway, Hope Avenue and Challenger Avenue, as imposed by the 2021/22 Budget;
- v. Levy instalment four out of five, of the UGP service charges on the owners of properties within the South Perth/Hurlingham area bounded by Canning Highway, Douglas Avenue, Ellam Street and the Swan River Foreshore, as imposed by the 2022/23 Budget;
- w. Underground Power (UGP) service charges be imposed on the owners of properties within the Kensington Project Area generally bounded by Canning Highway, Douglas Avenue, the Town of Victoria Park boundary, Rathay Street, Anketell Street, George Street, Baron-Hay Court, and South Terrace, including Waterford Triangle generally bounded by Manning Road, Mckay Street and Conlon Street and Collier Reserve, Thelma Street inclusive of certain remnant border properties not previously included in any other Underground Power project for the year ending 30 June 2026:
  - i. Network charge of \$2,000 for Residential and Commercial properties per unit or dwelling with a GRV of \$20,000 or less, levied in 4 equal annual instalments, the first instalment of \$500 to be levied in the 2025/26 Financial Year;
  - ii. Network charge of \$3,600 for Residential and Commercial properties per unit or dwelling with a GRV between \$20,001 and \$30,000, levied in 4 equal annual instalments, the first instalment of \$900 to be levied in the 2025/26 Financial Year;
  - iii. Network charge of \$5,400 for Residential and Commercial properties per unit or dwelling with a GRV between \$30,001 and \$50,000, levied in 4 equal annual instalments, the first instalment of \$1,350 to be levied in the 2025/26 Financial Year;
  - iv. Network charge of \$5,400 plus 20 cents in the \$ per \$ of GRV greater than \$50,000 for Residential and Commercial properties per unit or dwelling with a GRV greater than \$50,000, levied in 4 equal annual instalments, the first instalment of \$1,350 plus 5 cents in the \$ per \$ of GRV greater than \$50,000 to be levied in the 2025/26 Financial Year;
  - v. Network charge of \$16,200 for other larger properties that are not held or used as Residential or Commercial, levied in 4 equal annual instalments, the first instalment of \$4,050 to be levied in the 2025/26 Financial Year;
  - vi. In respect of a property having multiple units or dwellings on a single title, the specified network charge would be imposed in respect of each unit or dwelling calculated by reference to the amount of the GRV of the property divided by the number of units or dwellings on the property;
  - vi. Connection fee of between \$0 - \$1,500 dependant on existing type of connection and number of units or dwellings connected, applicable to properties as described in i-vi above, levied in 4 equal annual instalments, the first instalment of \$0 - \$375 to be levied in the 2025/26 Financial Year;



2. That Council adopts the increase to Elected Member fees and allowances of 3.5% as recommended by the Salaries and Allowances Tribunal “Local Government Chief Executive Officers and Elected Members Determination No 1 of 2025” and authorises the Chief Executive Officer to update Schedule 1 of Policy P667 Elected Members Entitlements accordingly.
3. That Council note that in accordance with the Local Government Regulations Amendment Regulations (No. 2) 2025 from 19 October 2025 payment of superannuation to council members is compulsory.
4. That Council adopts the City of South Perth Long Term Financial Plan 2025 to 2035 as shown at **Attachment (b)**.

**Absolute Majority Required**

### Background

The preparation of the Annual Budget is both a statutory requirement of the *Local Government Act 1995* and an essential financial management practice. The Annual Budget is guided by the 10-year Strategic Community Plan (SCP), which involves significant community engagement every four years when undertaking a major review. The revised City of South Perth SCP 2021-2031 was adopted by Council in December 2021. A minor review of the plan was adopted by Council in March 2024. The SCP guides the development of a Corporate Business Plan (CBP) that describes the services, projects and measures for the next four years working to achieve the strategic vision. The long-term financial plan, asset management plans and workforce plan inform the SCP, CBP and Annual Budget, with outcomes contained in the Annual Report. The Annual Budget has been prepared in accordance with the requirements of Part 3 of the Local Government (Financial Management) Regulations 1996.

Including this year, Council will have adopted budgets with rate rises totalling 16.7% over the past seven years, well below the Perth March CPI of 23.8% for the same period. Council has worked with administration to limit expenditure growth and thus work towards achieving a net operating breakeven position (i.e. no significant operating loss or surplus) as opposed to an operating loss. This has been achievable primarily through identifying operational efficiencies. In the short to medium term returning the City to a sustainable net operating surplus position is essential for the long-term financial sustainability of the City.

### Comment

The City of South Perth recognised some years ago that its financial position needed to improve in order for it to remain financially sustainable into the future. Whilst a plan was put in place to improve the financial position at each budget and each half yearly budget review from 2017/18. Global trade tensions, protectionism and increasing tariffs along with wars in the Ukraine and Israel are creating uncertainty for businesses and households, potentially impacting global growth. These factors fuel significant uncertainty surrounding inflation, interest rates and supply chains worldwide including Australia and have continued to create economic uncertainty presenting significant hurdles in achieving these improvements.

As an open economy, Australia, particularly Western Australia’s export sector, may be significantly affected by a slowing global economy. There is considerable uncertainty caused by the United States’ approach to tariffs, targeting particular sectors and commodities, and this acts as a disincentive for business to invest.



The impact of ongoing trade tensions on global economic growth could result in commodity prices falling faster than forecast, impacting State and Federal budget bottom-lines and impacting future City budgets which may continue to frustrate the City's efforts in improving its financial position.

Rates revenue is the City's main avenue for funding its operations and whilst strategies have been implemented to increase alternate revenue streams, these will take some years to achieve the desired level of income to reduce reliance on rates. However, the City is now deriving greater revenue from paid parking which predominantly comes from non-residents of the City and revenue from bus shelter advertising will increase in the 2025/26 financial year. Over the last few years net revenue from golf course operations has increased, however the City recognised the need to ensure its golf offering remains contemporary and complete to ensure future revenue growth. Consequently, Council approved the redevelopment of building facilities at Collier Park Golf Course which will result in reduced revenue from golf over the short term, 2025/26 will be the 1<sup>st</sup> year golf revenue will be impacted by the redevelopment. These alternative revenue sources need to continue to improve into the future in order to ensure a viable long-term future without significant increases in rates (beyond CPI).

In order for Council to fully understand the complexity of the City's finances, the City has undertaken a series of three budget workshops with Council, together with additional workshops specific to the long-term financial plan. Independent financial analysis and modelling of the City's forecast financial position was used to complement the work already done by the City's finance officers.

The financial management principles and strategies that were developed and applied in the previous years have been applied to this budget and the long-term financial plan. If adhered to, these financial management principles and strategies will see the City's financial position continue to improve over time with its reliance on rate revenue reduced and its ability to fund asset renewals into the future greatly improve.

The work done with Council highlights that ensuring that the City has as strong financial position in the future is achievable, however it not only requires controls over expenditure (as has been the focus for a number of years) but also requires increases in income. Achieving this requires cooperation from officers, a commitment from Council and understanding by the community.

Overall the 2025/26 Annual Budget includes the following:

- Operating Revenue of \$86.15m (inclusive of Underground Power).
- Operating Expenditure of \$86.15m (inclusive of Underground Power).
- Capital Grants (Revenue) of \$3.39m.
- Capital Expenditure of \$31.62m.

The operating budget includes just over \$10m revenue and expenditure for the Kensington Project Area Underground Power scheme, the final project to see substantially the whole of the City undergrounded, a significant milestone.

### **Rates**

Rates are calculated by using the Gross Rental Value (GRV), provided by Landgate (a State Government agency), multiplied by the rate in the dollar adopted by Council. GRV is an estimation of the likely annual rental return on a property; for example a property with a \$26,000 GRV is equivalent to earning \$500 per week (\$500 x 52 weeks).

Therefore, the Rates calculation (GRV x Rate in \$ = Rates) in this scenario is:

\$26,000 (GRV) x \$0. 077667 (rate in the dollar) = \$2,019.

Every three years, the State Government (Landgate) provides a GRV for every property and the City is required to use these valuations. This year is a not a revaluation year and therefore the GRV for each property within the City has remained unchanged.

As per the City's long term financial management principles, the Minimum Rate (the lowest rate paid by any one ratepayer) is recommended to increase in line with the Perth March CPI by 2.8% to **\$1,244** (\$1,210 in 2024/25). The Minimum Rate applies to approximately 2,852 properties.

As with all budgets, there are a range of expenses that increase each year. In order to deliver a 2.8% rate increase, the City had to tightly manage City operating expenditure budgets.

In benchmarking against other metropolitan Local Government Authorities (LGA), the City continues to be competitive with its peers in relation to the rate in the dollar. Those LGAs with a lower rate in the dollar tend to have a large industrial and/or commercial rate base. In comparison, the City of South Perth commercial properties rate revenue represents only 11.33% of the total Rates.

### **Waste Service Charge**

The standard waste service charge for domestic rubbish for the Annual Budget 2025/26 will increase to \$430 and \$595 for non-rateable properties, just the fourth increase in seven years. Whilst this charge remains reasonably low compared to others in the metropolitan area the increases, slightly higher than CPI over the seven-year period, is required to cover the additional costs that will be incurred to cover the costs of transitioning from set-date bulk verge collections to a pre-booked, year-round verge collection service.

The waste service charge includes weekly rubbish pick-up, fortnightly recycling collection and three pre-booked verge-side rubbish collections per year. The single 660 litre bin standard waste service charge increase to \$1,290 for a rateable property, non-rateable property single 660 litre bin standard waste service charge increase to \$1,785. The 1100 litre waste service for rateable commercial properties will increase to \$2,150. Non-rateable properties will pay \$2,975 for 1100 litre bin services (pre-existing services only).

The pre-booked verge side service will provide residents with the option to book collections, one hard waste and two green waste per financial year when convenient to them, up to eight weeks in advance. Residents will be requested to place collectable waste items on their verge up to a maximum of three days prior to booked collection dates. This approach will reduce 'fly dumping', 'rubbish picking', and improve the general presentation, safety and amenity of verges.

Residential ratepayers will also receive six waste vouchers instead of three, four green waste and two general waste passes to the Recycling Centre.

### **Emergency Services Levy (ESL)**

The State Government ESL charge will again appear on all local government rate notices in 2025/26. This charge will be calculated based on the GRVs supplied to the City by the Valuer General and using a rate in the dollar determined by the Fire & Emergency Services Authority.

The State Government will release its budget on 19 June 2025, when it will announce the ESL increase.

### **Underground Power (UGP)**

In 1996, the State Government established the State Underground Power Program (SUPP). At the commencement of the SUPP program, Council resolved to progress a 'whole of city' approach to underground power. The City successfully participated in five of the six SUPP rounds, and delivered projects for Como, South Perth, Como East, Salter Point, Manning, and Collier. Following the conclusion of the SUPP project, Western Power expanded its focus to include a broader range of project types. This led to the South Perth Hurlingham Retrospective Underground Project (RUP) taking the City one step closer to the vision of having the whole City undergrounded.

The City's final major project, predominantly located in Kensington also includes remnant properties in South Perth, Como, Collier Reserve and Waterford Triangle and will be delivered in partnership with Western Power as a Network Renewal Underground Program (NRUPP) project. Following completion of the areas contained in the Kensington project area, all residential properties within the City will be connected to underground power and the ambition to provide underground power to the whole of City, established by Council in 1996 will have been substantially achieved.

The City will levy the fifth instalment (out of five) for the Collier and Manning Underground Power service charge adopted in 2021/22 Budget on the rates notice for the 2025/26 financial year. For South Perth/Hurlingham, the City will levy the fourth instalment out of five for Underground Power service charge adopted in the 2022/23 Budget on the rates notice for the 2025/26 financial year.

Whilst UGP is a State Government asset, Council recognises the benefits to the community, being more than just securing supply during severe weather events. UGP has enabled an improved amenity through greater number and size of street trees, significantly reducing summer heat and positively contributing to the vision, "A City of active places and beautiful places."

### **Employee Information**

Staffing in the budget reflects an appropriate mix of resources across the organisation to deliver services in accordance with the City's Strategic Community Plan.

Employee costs constitute approximately 36% (excluding Underground Power) of the City's annual expenditure. This is a cost that has been managed closely over the past few years with the number of full time equivalent (FTE) positions held increasing marginally.

The total payroll budget has mainly increased to make allowances for a 5.0% pay increase as per the City's Enterprise Agreement (EA), negotiated in 2024. This increase will be slightly higher than CPI however it should be noted that in the preceding three years EA increases were well below CPI. The legislated 0.5% increase in Superannuation Guarantee from 11.5% to 12% is included as well. Employee costs also include the allocation of workers compensation insurance approximating \$425,000.

### **Fees and Charges Schedule**

The attached Fees and Charges Schedule includes the waiver of registration fees for sterilised dogs and cats, with a one year waiver for unsterilised dogs to enable sterilisation and subsequent free lifetime registration. It is intended that this will encourage owners to register their animals with the City.

The Fees and Charges Schedule reflects an assessment of the costs of providing services to our community whilst recognising community service obligations. As appropriate, the fee schedule recognises fees determined on a variety of fee bases:

- Full cost recovery;
- Benchmarked / reference pricing;
- Statutory fees; and
- Partial recovery, based on community service obligations.

The majority of fees and charges are proposed to rise by a percentage approximating the March CPI figure of 2.8%, however, many of them are statutory fees whereby the amount the City is able to charge does not always align with the cost of providing the service. In these instances, whilst the City is charging the maximum fee allowable, it is still not recouping the full cost of service. Other fees and charges have been increased incrementally in order to get closer to full cost recovery.

### **Collier Park Golf Course**

The City owns Collier Park Golf Course (CPGC), which is operated under management by Clublinks Management. CPGC is one of the best public golf courses in Australia and as such there is a high demand for tee times particularly at peak times. Approximately 80% of golf course patronage comes from outside of the City of South Perth. In the 2023/24 financial year, the City implemented a new flexible charging regime, whereby the operator will determine the charges in a set range of \$10 and \$50 depending on the demand for tee times, this range remained unchanged for the previous financial year. For the 2025/26 financial year a minor increase at the top of the range is proposed setting the range at \$10 and \$55. This initiative continues to result in an increased yield per player and an increased revenue return for the City. A similar charging regime is applied to the mini golf course with the range unchanged between \$6 and \$55 for the 2025/26.

Pricing levels will continue to be transparent through the booking process so that customers know the exact price charged for different tee times and the operator will publish the seasonal pricing range on the Collier Park website as a guide.

During the 2023/24 financial year Clublinks was the successful tenderer for the right to operate the Collier Park Golf Course for 21 years. This involves a Course Controller Agreement, a Lease Agreement and a Development Agreement which will see them contribute up to \$8.5m in capital to the redevelopment of the golf course facilities which are focussed on the buildings and driving range. The proposed development does not alter any of the nine hole playing courses.

These agreements have been developed, a Major Land Transaction Business Plan and lease was advertised during the 2024/25 financial year, ministerial approval was obtained for the lease as well. The development requires a capital contribution from the City and will ensure the long-term financial future of the golf course and provide a long-term revenue stream for the City. This budget includes the provision to borrow the required funds from WA Treasury Corporation.

The capital expenditure amounts included in the budget relate primarily to final design works, commencement of construction of the proposed buildings and the netting for the driving range which would enable the driving range revenue stream to continue whilst the building construction works take place. The construction works are all subject to the construction tender being approved by Council.

### Crime Prevention

Both the operating and capital budgets includes additional funds allocated for crime prevention. The allocation of funds for the City's popular Home Safety and Security Equipment Rebate Program have been doubled. The capital budget includes specific provisions for lighting upgrades at Sir James Mitchell Park (\$300k), safety lighting across South Perth (\$50k), an additional CCTV trailer (\$75k), CCTV storage expansion (\$30k) and an Automatic Number Plate Recognition (ANPR) camera on Mill Point Road (\$30k). The City will receive grant funding for the safety lighting (\$50k), CCTV trailer (\$75k) and ANPR camera from the State Government as part of Geoff Baker's (the MLA for South Perth) election commitments.

### Capital Program – Highlights for 2025/26

This year, the City has a planned capital budget of \$31.62m that is well in excess of what is usually delivered. The majority of this expenditure (83%) is again focussed on renewal of existing assets. Infrastructure assets such roads, drainage, parks and reserves account for 36% whilst City buildings (including buildings at the Collier Park Golf Course) account for 53%.

Projects included within the budget includes \$300k for Moresby Street Centre Activation, \$200k for Karawara Laneways improvements, \$1.1m for the replacement of aged irrigation infrastructure at Sir James Mitchell Park, \$1.0m for Coode Street Foreshore Riverbank Restoration and \$463k for the Hurlingham Living Stream project.

A number of playgrounds, pathways, roads and public toilets are also set to undergo renovations and renewals during the year. This includes a new public toilet at Neil McDougall Park with an accessible changing places public toilet facility.

### Long Term Financial Plan and Sustainability Implications

Sufficient ongoing net operating surplus results are essential for the long- term financial sustainability of the City. They enable funds to be directed into renewing ageing community infrastructure such as roads, pathways, drainage, parks, playgrounds, other infrastructure and facilities that allow for the provision of services and amenities to residents. Continued operating deficits would have seen the City unable to undertake all the required asset renewals and upgrades into the future, which in turn would inhibit the City's future ability to deliver services to our community, thus creating generational inequity.

The draft Long Term Financial Plan (LTFP) is based on Council Policy P601 Strategic Financial Management Preparation of a Long Term Financial Plan. It links the organisational and financial capacity with strategic direction informed by the Strategic Community Plan. The LTFP has been developed and balanced as a baseline for future budgets. It ensures the City's long term financial sustainability, which is conditional and based on adherence to the principles below:

- Rate rises are in line with CPI but not greater than 5% and not less than 2% in any one year.
- Materials and contracts expenditure increases by no more than CPI minus 1% in any one year (this includes cost optimisation initiatives).
- Additional revenue streams are developed to reduce rates as a proportion of income.
- Fees and charges increase by at least CPI annually.

#### 10.4.1 Adoption of the Annual Budget 2025/26 and Long Term Financial Plan

Overall, the draft LTFP confirms the City's commitment to long term financial sustainability, a positive net operating result, funded asset renewals, a funded Strategic Community Plan and Corporate Business Plan and a Local Government Financial Indicator (LGFI) score above the benchmark of 70. The Department of Local Government, Sport and Cultural Industries (DLGSCI) has published the long awaited new Local Government Financial Index (LGFI) on their MyCouncil website. LGFI replaces the FHI (Financial Health Indicator) previously used. The benchmark however remains a score of 70. The 2025/26 Budget (LGFI score 86) and draft LTFP forecast years to 2033/34 provides for a LGFI score exceeding the benchmark of 70.

#### **Consultation**

In order for Council to fully understand the complexity of the City's finances, the City has undertaken a series of three budget workshops with Council, together with additional workshop specific to the LTFP.

Independent financial analysis and modelling of the City's forecast financial position was used to complement the work already done by the City's finance officers. The independent financial analyst with significant experience in local government finances, prepared an analysis of the City's financial position and assisted with financial modelling over the next ten years that informs the draft LTFP.

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

*Local Government Act 1995*

Financial Management Regulations 1996

#### **Financial Implications**

The financial implications of adopting the 2024/25 Budget are as disclosed in **Attachment (a)** of this report.



### Key Risks and Considerations

<b>Risk Event Outcome</b>	<p><b>Financial Loss</b></p> <p>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.</p> <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>
<b>Risk rating</b>	High
<b>Mitigation and actions</b>	<p>Three budget workshops held with Council to ensure the City's financial position and all aspects of the budget are fully understood.</p> <p>Additional workshops with independent financial analysis of the City's forecast financial position over the next ten years leading the formulation of the LTFP containing guiding financial principals and strategies.</p> <p>Implementation of cost saving measures and future revenue generating measures to improve the City's financial position.</p> <p>Budget ready to be adopted prior to statutory deadline.</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

10.4.1 (a):	Draft Annual Budget 2025/26
10.4.1 (b):	Draft Long Term Financial Plan 2024/25 to 2033/34



## 10.4.2 Listing of Payments May 2025

File Ref: D-25-17241  
Author(s): Abrie Lacock, Manager Finance  
Reporting Officer(s): Danielle Cattalini, A/ Director Corporate Services

### Summary

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

EFT Payments to Creditors	(546)	\$5,155,712.68
Cheque Payments to Creditors	(1)	\$73.95
<b>Total Monthly Payments to Creditors</b>	<b>(547)</b>	<b>\$5,155,786.63</b>
EFT Payments to Non-Creditors	(63)	\$60,850.24
Cheque Payments to Non-Creditors	(8)	\$7,978.99
<b>Total EFT &amp; Cheque Payments</b>	<b>(618)</b>	<b>\$5,224,615.86</b>
Credit Card Payments	(74)	\$19,766.85
Fleet Card Payments	(44)	\$2,878.86
<b>Total Payments</b>	<b>(736)</b>	<b>\$5,244,382.71</b>

### Officer Recommendation

That Council receives the Listing of Payments for the month of May 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 May 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

10.4.2 (a):	Listing of Payments May 2025
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### 10.4.3 Monthly Financial Statements May 2025

File Ref: D-25-17237  
Author(s): Abrie Lacock, Manager Finance  
Reporting Officer(s): Danielle Cattalini, 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 31 May 2025.

#### Background

Regulations 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 2024/25 budget adopted by Council at its meeting held 25 June 2024, 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.

Monetary policy measures taken by the Reserve Bank of Australia (RBA) appears to be achieving its objective of lowering inflation in Australia. The March 2024 quarter to March 2025 quarter Perth CPI of 2.8%, as well as the national CPI for the same period of 2.4%. The monthly national CPI figure of 2.4% for April 2024 to April 2025 remaining in the target range of between 2% and 3%.

To curb the high inflation the RBA have raised interest rates. At its February 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 taking the cash rate to 3.85%.

Michele Bullock (Governor) of the RBA also made the following statement at a media conference on the 20 May 2025: “Now, since our last meeting global economic and policy uncertainty has increased substantially following tariff announcements by the US administration, the response of its trading partners and subsequent changes to the policies, including various bilateral agreements and deals. It’s been a complete rollercoaster I’d have to say. How the tariffs are going to affect the global economy are going to depend on a few things: where tariffs will settle following negotiations between the United States and its major trading partners, how the other trading partners respond, the extent to which global supply chains are disrupted by the increased barriers to trade, the degree to which trade can be diverted and the impact of uncertainty on business investment and household spending.”

Council adopted the mid-year budget review at its meeting held 25 February 2025, reflecting a forecasted operating surplus of \$1.81m as opposed to the original budgeted operating surplus of \$0.55m. The year-to-date budget versus actual expenditure have been updated to reflect the revised budget. Budget phasing has also been revised as part of the review this is demonstrated by the lower year-to-date (YTD) variances between revised budget and actual results. The City continues to prudently manage its finances whilst remaining conscious of the need to provide quality services to our community.

Actual income from operating activities for May year-to-date (YTD) is \$73.68m in comparison to budget of \$72.19m, favourable to budget by \$1.49m or 2.07%. Actual expenditure from operating activities for May is \$62.92m in comparison to the budget of \$64.09m, favourable to budget by \$1.16m or 1.82%. The May Net Operating Position of \$10.76m is \$2.66m favourable in comparison to budget.

Actual Capital Revenue is \$2.18m, lower than the budget of \$4.16m, a variance of \$1.98m. Actual Capital Expenditure YTD is \$11.05m in comparison to the budget of \$14.71m, \$3.66m lower than budget. A variance analysis is provided within **Attachment (e)** titled Significant Variance Analysis.

Cash and Cash Equivalents amounted to \$80.66m. 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 anticipated rate cut by the RBA, offering average interest rates of 4.14% 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 May 2025, the City held 50.78% 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 & Poors 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

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

## 10.5 MATTERS REFERRED FROM COMMITTEE MEETINGS

### 10.5.1 Audit Register Progress Report - 3rd Quarter Update

File Ref: D-25-17085  
Author(s): Toni Fry, Manager Governance  
Reporting Officer(s): Danielle Cattalini, A/ Director Corporate Services

#### Summary

This report provides an update on the progress of actions included in the Audit Register. The Audit Register includes all open audit findings that have previously been accepted by the Audit, Risk and Governance Committee and Council.

#### Officer Recommendation AND COMMITTEE RECOMMENDATION

**Moved:** Ms Shona Zulsdorf  
**Seconded:** Mr Warwick Gately

That the Audit, Risk and Governance Committee recommends to Council that it:

1. Notes the progress recorded against each item within the Audit Register in **Confidential Attachment (a)**; and
2. Approves the findings marked as Complete (100%) in the Audit Register, to be registered as closed and no longer reported to the Committee.

**CARRIED (5/0)**

**For:** Mayor Greg Milner, Councillors André Brender-A-Brandis and Glenn Cridland, Mr Warwick Gately and Ms Shona Zulsdorf.

**Against:** Nil.

#### Background

The confidential Audit Register as contained in **Confidential Attachment (a)** lists internal and external audit findings and describes the progress of implementing improvements and the percentage completion. This report is prepared for noting the progress and completion of findings since the last meeting.

#### Comment

The Audit Register contained in **Confidential Attachment (a)** presents audit outcomes by 'Finding' numbers. Any given Finding may have more than one 'Recommendation' and associated 'Agreed Management Action.'

Only when all Agreed Management Actions related to a Finding are marked as 100% complete, will the report be presented to the Audit, Risk and Governance Committee (ARGC), with a recommendation that the Finding be closed.



The Audit Register has been formatted to ensure clarity as detailed below:

1. Where a Finding has more than one Agreed Management Action, it is represented with double lines around that entire Finding.
2. Updates in relation to each Finding are displayed in chronological order i.e. latest update appears at the bottom of each Finding.
3. Each Finding that is to be closed (i.e. 100% complete for all Agreed Management Actions) is represented by a purple 'Closed Tally' column on the right and numbered.
4. All Findings that are being recommended for closure by the ARGC are filtered to the end of the register.

The ARGC is requested to recommend that Council note the progress and officer comments. In addition, it is recommended all Findings marked as complete (100%) in the Audit Register be registered as closed. All closed items will not form part of the Audit Register report for future meetings.

It is requested that the ARGC notes the Audit Register in **Confidential Attachment (a)**.

### **Consultation**

Nil.

### **Policy and Legislative Implications**

The Internal Audit function is considered a business improvement process that will assist in compliance with Regulation 5 of the Local Government (Financial Management) Regulation 1996 (CEO's duties as to financial management) and Regulation 17 of the Local Government (Audit) Regulations 1996 (CEO to review certain systems and procedures).

### **Financial Implications**

The Internal Audit function has a budget of \$60,000 for the 2024/25 financial year, and it is anticipated that a budget of a similar amount is to be adopted for future years. Officers' effort to undertake the improvements and report on progress has not been estimated.

### 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>	Medium
<b>Mitigation and actions</b>	Quarterly reporting of progress on the Audit Register to the ARGC and Council. In the report, Officer comments on actions taken and progressive completion of Actions are noted. Actions which are 100% complete are closed out and reported to the ARGC. There is no future reporting on closed out actions.

### Strategic Implications

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

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

### Attachments

10.5.1 (a): Audit Register (*Confidential*)

## 10.5.2 Corporate Business Plan 2025/26 to 2028/29

File Ref: D-25-17088  
Author(s): Pele McDonald, Manager People and Performance  
Reporting Officer(s): Danielle Cattalini, A/ Director Corporate Services

### Summary

This report presents the draft Corporate Business Plan 2025/26 – 2028/29 for consideration by Council.

### Officer Recommendation AND COMMITTEE RECOMMENDATION

**Moved:** Ms Shona Zulsdorf  
**Seconded:** Mr Warwick Gately

That the Audit, Risk and Governance Committee recommends to Council that it adopts the Corporate Business Plan 2025/26 – 2028/29 as contained within **Attachment (a)**.

**Absolute Majority Required**

**CARRIED (5/0)**

**For:** Mayor Greg Milner, Councillors André Brender-A-Brandis and Glenn Cridland, Mr Warwick Gately and Ms Shona Zulsdorf.

**Against:** Nil.

### Background

In accordance with the *Local Government Act 1995* (the Act) and the Local Government (Administration) Regulations 1996 (the Regulations), the City of South Perth (the City) has developed an Integrated Planning and Reporting Framework (IPRF). The objective of this framework is to guide the City's planning and reporting processes to ensure alignment to, and delivery of the community's expectations.

Section 5.56(1) of the Act states that a local government is to "*plan for the future of the district*", and section 5.56(2) states that the plans are to be made "*in accordance with any regulations made about planning for the future.*" Division 3, 19C and 19DA of the regulations require a local government to prepare two documents to address section 5.56(1):

- a. A 10-year strategic community plan that identifies the vision, aspirations and objectives of the community in the district (Regulation 19C).
- b. A four-year corporate business plan that sets out how the local government will respond to the vision, aspirations and objectives identified in the strategic community.

A major review of the City of South Perth's Strategic Community Plan (SCP), which included extensive community engagement was undertaken in 2021/22 and adopted by Council at its meeting held 14 December 2021. A minor review of the SCP was undertaken in early 2024 and a revised SCP was adopted by Council at its meeting held 23 April 2024.

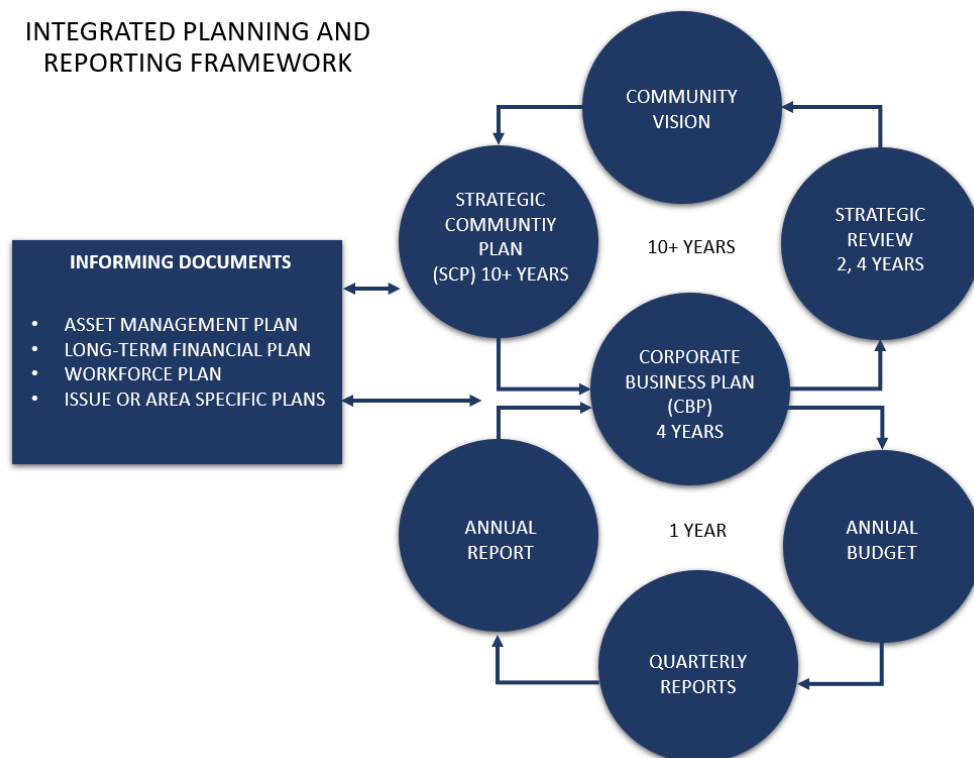
The Corporate Business Plan (CBP) 2024/25 – 2027/28 was adopted by Council at its meeting held 25 June 2024. In accordance with Regulation 19DA(4), the CBP is required to be reviewed annually.

### Comment

The IPRF is the overarching framework that encompasses both the SCP and CBP and the informing documents such as the Long-Term Financial Plan (LTFP), Asset Management Plan and Workforce Plan.

The CBP is the internal business planning tool that translates the SCP into operational requirements for the next four working years. The CBP provides key integration with the other elements of the IPRF including the Annual Budget and the various informing / resourcing plans.

The diagram below shows how all the elements of the IPRF connect together to deliver and report on Council priorities which are informed by the community vision and aspirations.



Reforms to the Act are proposing changes to the requirements for a SCP and CBP. Planning for future services and facilities is instead proposed through the development of a Council Plan. The City intends to commence a major strategic review and development of a Council Plan in 2025/26.

### Annual Review

The annual review and reset of the CBP drives the annual budgeting process and ensures alignment of operational requirements with the SCP and other informing plans. As such the CBP is planned for endorsement in June each year.

The revised CBP as provided in **Attachment (a)**, depicts the services, projects and measures of success for the next four years (2025/26 to 2028/29) which have been guided by a comprehensive Business Unit planning process. This Business Unit planning process, whilst not a statutory requirement, is important in supporting the implementation of the CBP and enables prioritisation of workforce, asset, and financial resources for the year.

### Quarterly Reporting

Upon approval of the CBP, the City will commence the quarterly reporting process providing a quarterly update of the actions and KPIs identified in the CBP for delivery in 2025/26 at Quarter 1, which will be presented to the Audit, Risk and Governance Committee meeting in November 2025.

### **Consultation**

This year's review of the CBP was conducted between February and June 2025 and included consultation with the City's Leadership Team.

### **Policy and Legislative Implications**

*Local Government Act 1995*

Local Government (Administration) Regulations 1996

### **Financial Implications**

The CBP 2025/26 – 2028/29 will help guide the City's financial planning for the next four years and integrates with the City's Long Term Financial Plan and 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>	Medium
<b>Mitigation and actions</b>	Undertake a yearly review of the Corporate Business Plan

### **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): Draft Corporate Business Plan 2025/26 to 2028/29

### 10.5.3 Policy Review

File Ref: D-25-17089  
Author(s): Toni Fry, Manager Governance  
Reporting Officer(s): Danielle Cattalini, A/ Director Corporate Services

#### Summary

The Terms of Reference of the Audit, Risk and Governance Committee include responsibility for reviewing the City's policies. A number of policies are now presented for the consideration of the Committee and referral to Council for adoption.

#### Officer Recommendation AND COMMITTEE RECOMMENDATION

**Moved:** Ms Shona Zulsdorf  
**Seconded:** Mr Warwick Gately

That the Audit, Risk and Governance Committee recommends to Council that it:

1. Adopts the following revised policies with amendments as shown in **Attachment (a):**

P624	Media Communications
P625	Equal Opportunity
P665	Use of Council Facilities and Mayoral Regalia
P667	Elected Member Entitlements
P674	Management of Corporate Records
P702	Council Caretaker Policy

2. Revokes the following policy as shown in **Attachment (b):**

P403	Charity Clothing Bins on City Managed Land
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**CARRIED (5/0)**

**For:** Mayor Greg Milner, Councillors André Brender-A-Brandis and Glenn Cridland, Mr Warwick Gately and Ms Shona Zulsdorf.

**Against:** Nil.

#### Background

In line with contemporary organisational models, the policy framework aligns policies to the City's Strategic Directions as contained in the Community Strategic Plan 2021-2031.

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 review centres on the continuing relevance of the policy and the need to update it in light of any change in the legislative or operating environment. The review may identify a need to revise the policy, revoke the policy or that no change is needed.

Any new policy or policies recommended for revocation or amendment are presented. During this review, there were no new policies drafted for consideration.

### Comment

#### Policies to be amended

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

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

#### P624 Media Communications

The City's policy on media communications has been amended to provide clear and concise guidance on the roles and responsibilities of City employees and Elected Members when communicating with the media.

The Mayor is vested with the responsibility of acting as the principal spokesperson of the City under section 2.8(1)(b) of the *Local Government Act 1995* (the Act) whilst the Councillors have the responsibility for facilitating communication between the community and the Council under section 2.10(1)(c) of the Act. References to the Mayor have been removed under the section titled 'Councillors' with the intent of clearly defining the difference in the roles and responsibilities of the Mayor and Councillors. As the responsibilities of the Mayor are already captured within 'Speaking to the media', a new section containing information specific to the Mayor has not been inserted.

Changes to the policy that relate to City Officers include removing the requirement to respond to media enquiries, unless the subject matter is confidential or discussing the matter would be in contravention of other legislation. This conditional requirement has been removed as responding to media requests is at the discretion of the City.

#### P625 Equal Opportunity

To ensure compliance and consistency with the relevant legislation, the policy statement of 'P625 Equal Employment Opportunity' has been amended to reflect the terminology applied to the objectives within section 3 of the *Equal Opportunity Act 1984*. The name of the policy has been amended to 'Equal Opportunity.'

#### P665 Use of Council Facilities and Mayoral Regalia

Historically, the City has provided Elected Members with an Elected Members' Resource Facility to assist in performing the responsibilities associated with their role. The Elected Members' Resource Facility was contained within the Council Lounge and included items such as computer monitors and a printer. Elected Members are now provided with City issued laptops to carry out their duties.

As the Elected Members' Resource Facility is now obsolete, references to this have been removed from the policy.

In addition to removing references to the Elected Members' Resource Facility, the ability to use the Council Lounge for City Officers meetings has been included.



#### P667 Elected Member Entitlements

Over the past two years, several amendments to the *Local Government Act 1995* have been enacted concerning Elected Member entitlements. These changes must now be formally incorporated into the scope of this policy to ensure transparency and compliance with current legislative standards.

The introduction of the *Local Government Amendment Act 2024* introduced the requirement for class 1 and 2 local governments to begin making superannuation contributions on behalf of their Elected Members by 19 October 2025. This requirement has been updated within the policy to reflect the requirement for Elected Members to nominate an account or retirement benefit scheme in accordance with the *Superannuation Guarantee (Administration) Act 1992 (Commonwealth)*.

As Elected Members are paid their remuneration in advance, if an Elected Member resigns from their position or is suspended, they will be required to repay any overpaid superannuation contributions to the City. The amount to be repaid will be in accordance with regulations 32B and 34AE(2) of the Local Government (Administration) Regulations 1996.

Following the introduction of to the *Local Government Amendment Act 2023*, the *Local Government Act 1995* has been amended to include parental leave under section 2.25(5B).

Elected Members are now entitled to parental leave for a period of up to six months beginning on the day on which the council member, or their spouse or de facto partner, gives birth, adopts or becomes a guardian or foster parent. This policy has been updated to capture the notice requirements for this entitlement and the conditions upon which it can be accepted.

#### P674 Management of Corporate Records

The City's record management requirements are guided by various legislation; the City's Record Keeping Plan and guides provided by State Agencies to ensure that records created are accurate, reliable and complete. This policy has been updated to reflect current practices established within the City to meet the legislative requirements.

The level of access that individual employees are provided with is based on the requirement of their position as determined by Business Unit Managers and/or the Chief Executive Officer. Prior to this amendment, it was the Records Coordinator that was vested with the responsibility of determining access under this policy.

The disposal of corporate records will only be completed by the Records Coordinator following approval from the Business Unit Manager and/or the CEO in accordance with the relevant guides identified within the policy. This provides an additional level of approval when determining access to corporate records.

The responsibility for creating full and accurate records has been expanded to require all records created in the course of City business to be captured at the point of creation, regardless of format, with required metadata in the relevant business systems. This change aligns the policy with the requirements of the State Record Principles and Standards 2016.

The City provides training in relation to recordkeeping for all new employees as part of the onboarding process. Should staff identify that further training is required, this can be available upon request. Elected Member responsibility for record keeping will be communicated as part of the Elected Member Induction Program.

#### P702 Council Caretaker Policy

This policy was originally based on the template provided to Local Governments by WALGA and was modified to meet the specific requirements of the City. Amendments to the Act in 2023 formally introduced a caretaker period under section 1.4A, which applies to all ordinary local government elections from 2025 onwards.

The caretaker period begins from the close of nominations 44 days prior to the election and ends the day after the returning officer declares the results of the election. Section 3.73 of the Act restricts a local government from undertaking anything defined as a 'significant act' unless the decision to do the significant act was prior to the commencement of the caretaker period, authorised by the Department CEO or if the undertaking of a significant act is to comply with any of the below provisions:

- (a) *a written law;*
- (b) *an order of a court or tribunal;*
- (c) *a contractual obligation of the local government under a contract entered into by the local government before the caretaker period.*

A significant act includes any of the following responsibilities:

- (a) *making a local law (including making a local law to amend or repeal a local law);*
- (b) *entering into, or renewing or terminating, the contract of employment of the CEO or of a senior employee;*
- (c) *entering into a major land transaction;*
- (d) *entering into a land transaction that is preparatory to entry into a major land transaction;*
- (e) *commencing a major trading undertaking;*
- (f) *entering into a contract, or other agreement or arrangement, in prescribed circumstances;*
- (g) *inviting tenders in prescribed circumstances;*
- (h) *deciding to do anything referred to in paragraphs (a) to (g);*
- (i) *an act done under a written law or otherwise that is a prescribed act.*

Rather than the CEO of the local government having the vested responsibility of determining an extraordinary circumstance in which a significant act can be undertaken, the City is now required to obtain approval from the Department CEO.

The amendments to the policy reflect the legislative changes identified within the Act and subsequent regulations.

**Policy to be revoked**

The policy below and at **Attachment (b)** is recommended for revocation for the reasons detailed below:

**P403 Charity Clothing Bins on City Managed Land**

In November 2024, the City began the redevelopment of the City of South Perth Recycling Centre to establish a 'Re-Use Shop' for the resale of pre-loved items to reduce the amount of waste collected in landfill.

The community need for donating and accessing recycled clothing will be adequately met with the establishment of the Re-Use Shop and the facility will be operated by an external contractor on behalf of the City. At this stage, the Re-Use Shop is on schedule to open on 1 July 2025.

The City has limited locations where the establishment of charity clothing bins would be suitable due to ongoing supervision requirements and amenity considerations. As it currently stands, the City of South Perth Recycle Centre is the only location that may be suitable for applicants. As the Re-Use Shop will render the need for charity bins at the facility obsolete, it is proposed that this policy be revoked.

**Consultation**

Nil.

**Policy and Legislative Implications**

The reviewed and new policies are consistent with the *Local Government Act 1995*, relevant legislation and guidelines and other City documents.

**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
10.5.3 (b):	Policy for Revocation - P403

**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**

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**