

AGENDA.

Ordinary Council Meeting

28 October 2025

Notice of Meeting

Mayor and Councillors

The next Ordinary Council Meeting of the City of South Perth Council will be held on Tuesday 28 October 2025 in the City of South Perth Council Chamber, corner Sandgate Street and South Terrace, South Perth commencing at 6.00pm.



MATTHEW SCOTT
ACTING CHIEF EXECUTIVE OFFICER

24 October 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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Ordinary Council Meeting - Agenda

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.1 ELECTION OF DEPUTY MAYOR

The Deputy Mayor will be elected in accordance with the provision of section 2.15 and Schedule 2.3, Division 2 of the *Local Government Act 1995*.

1.2 SWEARING IN OF THE DEPUTY MAYOR

The Deputy Mayor will make the Deputy Mayor's Declaration, as prescribed in Form 7 of the Local Government (Constitution) Regulations 1998. Mayor Greg Milner will conduct the Declaration of Office ceremony for the Deputy Mayor.

2. DISCLAIMER

3. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

The Mayor (or Deputy Mayor acting in the position of Mayor) will present a report of the Mayoral engagements and meetings attended in the Mayor's capacity since the last Council Meeting. A summary of the report will be provided in the Minutes.

4. ATTENDANCE

4.1 APOLOGIES

4.2 APPROVED LEAVE OF ABSENCE

Nil.

5. DECLARATIONS OF INTEREST

- Mayor Greg Milner – Financial and Proximity Interest in Item 10.1.1 as 'some of the proposed listings either include, or are adjacent to, or are across the road from, properties that are owned or indirectly owned by persons who contributed to my re-election campaign in 2023.'
- Councillor Stephen Russell – Financial, Proximity and Impartiality Interest in Item 10.1.1 as 'my property is on the heritage list. Adjacent properties to my property are on the heritage list. I know of persons whose properties are on the heritage list.'
- Councillor Bronwyn Waugh – Impartiality Interest in Item 10.1.1 as 'I have been contacted by, met with, and spoken to several residents affected by this item. None of them are known to me personally. My son attends Wesley College.'

- Councillor Jacqueline Raison – Impartiality Interest in Item 10.1.1 as ‘one of my children is about to complete Year 12 at Wesley College and in recent years I have participated in Strategy Think Tanks at Wesley College with other business leaders. At no time have property or heritage matters been discussed with me. On this basis I am comfortable that I do not have any conflict of interest and can consider this agenda item impartially.’
- Councillor Kathy Lees – Impartiality Interest in Item 10.1.1 as ‘I know people who own property on the Draft Heritage List and I previously requested that a property that the Council resolved to remove from the draft list prior to advertising be considered for heritage listing. Despite this interest I believe I can consider this Item with impartiality.’
- Councillor André Brender-A-Brandis – Impartiality Interest in Item 10.1.1 as ‘I know of someone who is not a closely associated person to me, and their property is on the Draft Heritage List for adoption. The impartiality interests will not impair my decision making, which will be based on merit.’
- Councillor Hayley Prendiville – Impartiality Interest in Item 10.1.1 as ‘I have had communication with some of the home owners and those connected to sites included in this item.’
- Councillor Bronwyn Waugh – Impartiality Interest in Item 10.1.2 as ‘my son attends Wesley College. I note that Penrhos college is not a party to this transaction, however noting that it is likely to be used by Penrhos College and out of an abundance of caution I disclose that my daughter attends Penrhos College and I am a board member of Penrhos College.’
- Councillor Jacqueline Raison – Impartiality Interest in Item 10.1.2 as ‘one of my children is about to complete Year 12 at Wesley College and in recent years I have participated in Strategy Think Tanks at Wesley College with other business leaders. Our family has not been involved with the rowing program at Wesley College and at no time have rowing or boatshed matters been discussed with me by the College. On this basis I am comfortable that I do not have any conflict of interest and can consider this agenda item impartially.’
- Mayor Greg Milner – Impartiality Interest in Item 10.4.3 as ‘I know a number of the nominees.’

6. PUBLIC QUESTION TIME

6.1 RESPONSES TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil.

6.2 PUBLIC QUESTION TIME: 28 OCTOBER 2025

7. CONFIRMATION OF MINUTES AND TABLING OF NOTES OF BRIEFINGS

7.1 MINUTES

7.1.1 Ordinary Council Meeting Held: 23 September 2025

Officer Recommendation

That the Minutes of the Ordinary Council Meeting held 23 September 2025 be taken as read and confirmed as a true and correct record.

7.2 CONCEPT BRIEFINGS

7.2.1 Concept Briefings and Workshops

Officers of the City/Consultants and invited third party guests provided Council with an overview of the following matter at Concept Briefings and Workshops:

Date	Subject	Attendees
9 October 2025	Festive Lights Briefing	Councillors Bronwyn Waugh, Glenn Cridland, Jennifer Nevard, Hayley Prendiville.

Attachments

Nil .

7.2.2 Council Agenda Briefing - 22 October 2025

Officers of the City presented background information and answered questions on Items to be considered at the October Ordinary Council Meeting at the Council Agenda Briefing held 22 October 2025.

Attachments

7.2.2 (a): Briefing Notes

Officer Recommendation

That Council notes the following Council Briefings/Workshops were held:

- 7.2.1 Concept Briefings and Workshops
- 7.2.2 Council Agenda Briefing - 22 October 2025

8. PRESENTATIONS

8.1 PETITIONS

Nil.

8.2 GIFTS / AWARDS PRESENTED TO COUNCIL

Nil.

8.3 DEPUTATIONS

Deputations were heard at the Council Agenda Briefing held 22 October 2025.

9. METHOD OF DEALING WITH AGENDA BUSINESS

10. REPORTS

10.1 STRATEGIC DIRECTION 1: COMMUNITY

10.1.1 Draft Heritage List (Adoption)

File Ref: D-25-32907

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

Summary

The City of South Perth is required to establish and maintain a heritage list to identify places within the district that are of cultural heritage significance and worthy of built heritage conservation.

This report presents the draft Heritage List for the purpose of adoption.

Officer Recommendation

That Council adopts the draft Heritage List as contained in **Attachment (a)**, subject to deletion of the following place:

- Place No. 86, 39 Anstey Street, South Perth.

Background

The Heritage List is an instrument that is afforded powers under the *Planning and Development Act 2005* and therefore carries statutory weight when determining development outcomes for heritage places.

Including a place on the Heritage List gives the place recognition and statutory protection under the local planning scheme. It requires the local government to give due regard to the heritage significance of the listed place when determining a related development application.

Places on the Heritage List require development approval for all demolition, alterations or other development affecting the cultural heritage significance of the place unless identified as exempt under the deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations). Including a place on the Heritage List also means that landowners must submit development applications for proposals that would otherwise be exempt from the requirement for development approval, including internal building works, single dwellings, ancillary dwellings and outbuildings.

At its meeting held 27 February 2024, Council adopted Local Planning Policy 8.1 – Heritage Conservation and Development, which provides guidance on the assessment of proposals for development for those places included on the Heritage List.

At its meeting held 24 June 2025, Council adopted the Local Heritage Survey (LHS).

10.1.1 Draft Heritage List (Adoption)

At its meeting held 26 August 2025, Council adopted the draft Heritage List for the purpose of advertising subject to the following amendments:

- Delete Place No. 38, 99B Coode Street, South Perth (Residence).
- Delete No. 80. - Nos. 16 and 18 Hobbs Avenue, Como (Residences).
- Delete Place No. 85, No. 44 Angelo Street, South Perth (Residence).
- Include Place No. 34, Residence, No. 426 Canning Highway, Como (Blue Waters).

The draft Heritage List is included at **Attachment (a)**.

Comment

Support for Places proposed to be included on the Heritage List

The following table details submissions in support of the proposed Heritage List received during the consultation period. No further changes are recommended to the Heritage List in response to these submissions.

Place No.	Address / Place Name	Category	Submission Comment	City response
34	Blue Waters, Residence: No. 426 Canning Highway, Como	3	• Supports inclusion of Blue Waters on the Heritage List. • Concerned the change made to the Classification of Significance from 2 to 3 does not reflect the significance of the place and may weaken the application of statutory protections. • Requests the Classification of Significance for the Place is modified to Category 2	• Two submissions were received supporting inclusion of Blue Waters on the Heritage List; one from a member of the community member and one from a community interest group. • The Classification of Significance for Blue Waters was modified as part of the 2025 Local Heritage Survey (LHS) review from Category 2 to Category 3. To reconsider the Classification of Significance, a Place Specific review of the Place under the LHS is required. • Irrespective of the Classification of Significance, inclusion on the Heritage List affords statutory protection of the Place in accordance with the Regulations. As such, development approval would be required to consider how the proposal will protect the cultural heritage significance of the place/property.

			from Category 3.	No further change is recommended to the Heritage List.
80	Residences : Hobbs Avenue, Inter-war California Bungalow Group Nos. 6-14 and 7-13 Hobbs Avenue, Como	2	Two submissions both supporting the inclusion of Residences: Hobbs Avenue, Inter-war California Bungalow Group on the Heritage List.	- The owners have provided support for the inclusion of the Place on the Heritage List. - No further change is recommended to the Heritage List in response.
13	Como Primary School, No. 29 Thelma Street, Como	2	Submission supporting inclusion on the Heritage List.	- The owner of the Place, the Department of Education supports inclusion of the Place on the Heritage List. - No further change is recommended to the Heritage List in response.
41	South Perth Primary School, No. 51 Forrest Street, South Perth	2	Submission supporting inclusion on the Heritage List.	- The owner of the Place, the Department of Education supports inclusion of the Place on the Heritage List. - No further change is recommended to the Heritage List in response.

Modifications from Submissions

The following table details requests for modifications received during the consultation period. No further changes are recommended to the Heritage List in response to these submissions.

Place No.	Address / Place Name	Category	Submission Comment	City response
50	Royal Perth Golf Club (Golf Course)	2	Requests inclusion of the Golf Course on the Heritage List is deferred until completion of the current course improvements	This request is not supported as inclusion on the City's Heritage List does not mean that a place/property cannot be changed, rather a development application

	Labouchere Road, South Perth		program in 2026 to ensure any future heritage protections are applied to the site in its final state.	will be required and will need to demonstrate how the proposed development will protect the cultural heritage significance of the place/property. • The City supports inclusion of the Golf Course (not Club House) in the Heritage List as it is a place with cultural heritage significance that is worthy of built heritage conservation. • No further change is recommended to the Heritage List.
36	Wesley College No. 40 Coode Street, South Perth	1	• Objects to the inclusion of the entirety of the site within the Heritage List. • Requests the modification of the draft Heritage List to only include the southwestern portion of Wesley College as contained in the HCWA's Register of Heritage Places.	• Whilst the InHerit database record (State listing) identifies specific areas of heritage value, the 'site' as a whole, being No. 40 Coode Street, South Perth, is still included on the State Register of Heritage Places. • Being a 'heritage-protected place' under the Regulations means that: ○ Certain works are not exempt from requiring a development application under Part 7 of the Regulations; and ○ Prior to determination, development applications are required to be referred to the Heritage Council of WA for comment under Part 5 of the <i>Heritage Act 2018</i>. • Despite the whole of the site being included on the State Register and draft Heritage List, when considering development applications and how a proposal will protect the cultural heritage significance of the place, the

				primary consideration remains those place elements identified in the Place Record and its Statement of Significance. No further change is recommended to the Heritage List.
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Comment on Places not advertised for inclusion on the Heritage List

The following table details a submission received in relation to a Place not proposed for inclusion on the Heritage List received during the consultation period. No further changes are recommended to the Heritage List in response to this submission.

Place No.	Address / Place name	Category	Submission Comment	City response
85	Residence: No. 44 Angelo Street, South Perth New street address – No. 49 Forrest Street, South Perth	3	- Objects to the Category 3 Classification of Significance. - Concerned the change made to the recommended Classification of Significance as supported by the heritage consultant as part of the Local Heritage Survey Review from 2 to 3 does not reflect the significance of the place and may weaken the application of statutory protections.	- The Place is not proposed for inclusion on the Heritage List. - The Classification of Significance for the Place was modified by Council when adopting the 2025 Local Heritage Survey from Category 3 to Category 2. - To reconsider the Classification of Significance, a Place Specific review of the Place under the LHS is required. - No further change is recommended to the Heritage List.

Further Modifications

In reviewing the advice from the independent heritage consultant for the LHS, Place No. 86, 39 Anstey Street, South Perth, was recommended as a Category 3. Notwithstanding, the place was erroneously included in the LHS as a Category 2 and subsequently included in the draft Heritage List. Whilst no objection has been received from the landowner, it is recommended this place is deleted from the draft Heritage List prior to adoption. The City can undertake a place specific review to modify the place to Category 3 in the LHS to reflect the independent heritage consultant advice.

Consultation

Consultation was undertaken for a period of 25 days between 1 September 2025 and 25 September 2025 in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015 in the following manner:

- Consultation information was displayed on the City's website;
- Notified in writing each owner and occupier of the place and provided each of them with a description of the place and the reasons for the proposed entry; and
- Copies of the draft Heritage List were made publicly available at the Civic Centre and Manning and South Perth Libraries.

At the close of the consultation period, eight submissions were received. A Schedule of Submissions is contained in **Attachment (b)**.

Policy and Legislative Implications

Pursuant to Schedule 2, Part 3, Clause 8(1) of the Regulations, the local government must establish and maintain a Heritage List to identify places within the Scheme area that are of cultural heritage significance and worthy of built heritage conservation.

Financial Implications

Nil.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach 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.
Risk rating	High
Mitigation and actions	Council must establish a Heritage List to ensure compliance with the Regulations.

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

- | | |
|-------------|---|
| 10.1.1 (a): | Draft Heritage List (final adoption) |
| 10.1.1 (b): | Draft Heritage List - Schedule of Submissions |

10.1.2 Proposed Lease of Lot 500 on Deposited Plan 430041 for a Boatshed

File Ref: D-25-32908

Reporting Officer(s): Pele McDonald, A/Director Corporate Services

Summary

This report recommends that Council consider the disposal of Lot 500 on Deposited Plan 430041, South Perth (the Wesley College Boatshed site) by way of a lease to Wesley College.

Officer Recommendation

That Council:

1. Authorises the Chief Executive Officer to enter into a lease agreement with Wesley College (ABN 75 124 120 431) for Lot 500 on Deposited Plan 430041 consistent with the key terms contained in **Attachment (a)**.
2. Approves an exemption to section 3.58 of the *Local Government Act 1995* pursuant to Regulation 30 of the Local Government (Functions and General) Regulations 1996 for the lease of Lot 500 on Deposited Plan 430041 South Perth.
3. Subject to the Minister for Lands Consent, authorises the Mayor and Chief Executive Officer to:
 - a. Execute all documents necessary to effect a lease with Wesley College (ABN 75 124 120 431).
 - b. Surrender the existing lease between the City of South Perth and Wesley College (ABN 75 124 120 431) for Reserve 24112, comprising of Lot 778 on Deposited Plan 163503 and Lot 780 on Deposited Plan 91394.

Background

A lease exists between the City of South Perth (the City) and Wesley College for a Rowing Shed located on Reserve 24112 within Sir James Mitchell Park.

This lease is currently in term and a summary of the details is provided below:

Lessor	City of South Perth
Lessee	Wesley College
Land	Reserve 24112 located on South Perth Lot 778 on Deposited Plan 163503 and Lot 780 on Deposited Plan 91394.
Premises	The portion of Land shown as defined with RED marking on the Site Plan together with all buildings, fixtures and fittings therein.
Term	21 Years

Commencement Date	1 June 2016
Expiry Date	31 May 2037
Rent	\$1,000 per annum plus GST
Permitted Purpose	Approved rowing club activities



Image 1: Existing lease site plan.

On 15 October 2024, the Minister for Environment granted conditional development approval to Wesley College for a new Boatshed on the City's foreshore reserve in approximately the same location as the existing Rowing Shed.

Due to the scale of the development and setback requirements, amendments to the land tenure were required, reflective of the new Boatshed's increased size to ensure the site can continue to be appropriately leased and managed.

It is proposed that Council consider a new lease granting the additional area of land to Wesley College over newly created Lot 500 on Deposited Plan 430041, consistent with the key terms within this report.

Should Council approve a new lease with Wesley College, the City will be required to effect an early surrender of lease with Wesley College considering their current lease agreement is in term.

Comment

The existing Rowing Shed is a circa 1952-1953 single story, rendered brick shed with low-pitched metal roof, occupying an area of 450m² on Reserve 24112. Due to its age and size, it offers limited amenity.

Upon completion of the development works, the new Boatshed will enable Wesley College and Penrhos College to collocate their rowing activities onto one site at a single location thereby providing a greater number of students with an opportunity to participate in rowing and other sporting activities.

Land Tenure

Reserve 24112 comprises Lot 778 on Deposited Plan 161127 and Lot 780 on Deposited Plan 91394 and is Crown land vested to the City by way of a management order.

The management order permits the City to use the land for the designated purpose of 'Recreation Boat Shed' and grants power to lease for 21 years subject to the Minister for Lands consent.

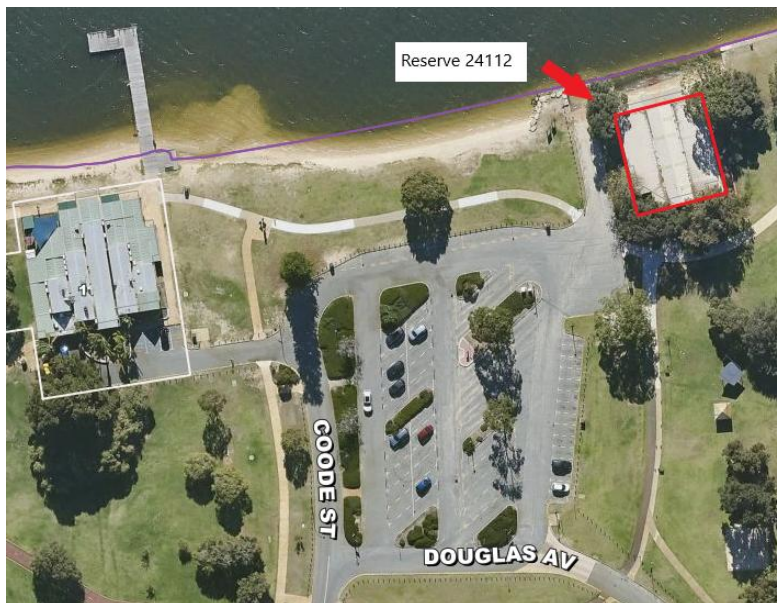


Image 2: Location of Reserve 24112 outlined in red.

Considering the total land area of Reserve 24112 is 463m² and the size of the new Boatshed is expected to cover an area of 982m² (roof cover 1,103m²), the development as it stands will extend beyond the boundary of Reserve 24112 and into the adjoining reserve (also known as Reserve 34565).

Although Reserve 34565 is also vested to the City by way of a management order, the management order conditions do not permit the land to be used and/or leased for a 'Recreation Boat Shed.' Therefore, land tenure amendments were required to accommodate the development works within one reserve boundary to ensure the new Boatshed can be appropriately managed in accordance with any management order conditions.



Image 3: Proposed works extent for new Boatshed outlined in red.

Land Tenure Amendments

On 3 December 2024 the City lodged a Crown Land Enquiry with the Department of Planning, Lands and Heritage (DPLH), requesting approval for the excision and subsequent amalgamation of Crown land to realign reserve boundaries and facilitate the creation of a new developable lot that adequately accommodates the size of the new Boatshed.

DPLH has since completed these land tenure amendments resulting in the creation of Lot 500 on Deposited Plan 430041. This newly created lot is within Reserve 24112 which remains vested to the City by way of a management order for the designated purpose of 'Recreation Boat Shed' with power to lease for 21 years subject to the Minister for Lands consent.

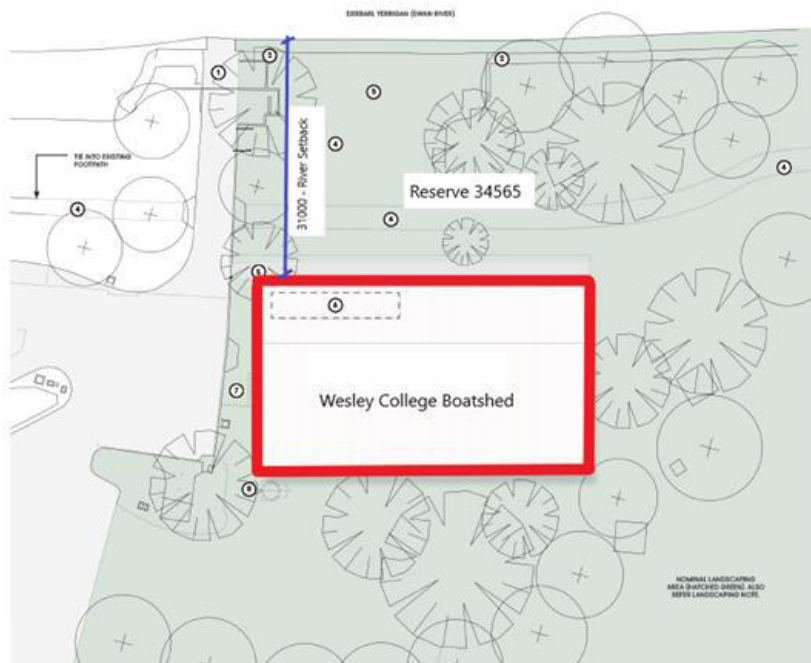


Image 4: Creation of new lot following land tenure amendments.

Strategic Alignment

Lot 500 on Deposited Plan 430041 is located within Node 2 of the City's South Perth Foreshore Strategy and Management Plan (the Plan).

The Plan was developed as a guide to balance the competing demands for use, development and management of the reserve with the need to conserve and enhance a functional healthy river and foreshore environment.

The considerations and actions under Node 2 require the Coode Street node to be developed as a better serviced family recreational space, with improved facilities; a choice of food and beverage outlets; and a diversity of activities including all ages and abilities playground, rowing, sailing, boat mooring and water play.

An analysis of the outcomes provided by the new Boatshed development has identified alignment with Node 2 Strategy N2.5 'Increased opportunities for water-based activities – rowing, sailing, boat mooring, water play' and N2.6 'Upgrade boat ramp and boating facilities'.

Lease Terms and Conditions

Whilst waiting for the land tenure amendments to be completed, the City negotiated key lease terms with Wesley College for a new lease subject to Council approval and Minister for Lands consent to facilitate the appropriate management of the new Boatshed site.

On 7 May 2025, Wesley College agreed to all the key terms noted within **Attachment (a)**.

These key terms will form the basis on which the lease document is prepared and includes a rental amount of \$3,000 per annum plus GST that has been determined in accordance with Policy P609 Management and Sale of City Property (P609).

Considering the existing 21 year lease was required to be reset due to the land tenure amendments, the proposed Term for the new lease is also 21 years.

Notwithstanding this Term falls outside the operational principles of P609 which limits a lease Term for Not-For-Profit Organisations to 5 years with a 5 year option, the proposed 21 year Term is in accordance with the Management Order conditions and also considers security of tenure and the significant capital investment linked to the development.

Connection to Services

Part of the development works involve the construction of a new dual connection sewer pump station which will service both the new Boatshed and Coode Street Public Toilets.

It has been agreed in principle by way of a Shared Sewer Infrastructure Agreement, Wesley College and the City will jointly fund the construction and ongoing maintenance of the new sewer which will remain the property of the City.

The connection to all other services will be undertaken solely by Wesley College at their own cost.

Lease Area

The new lease area will be over the whole of Lot 500 on Deposited Plan 430041 and cover a total site area of 1,232m².

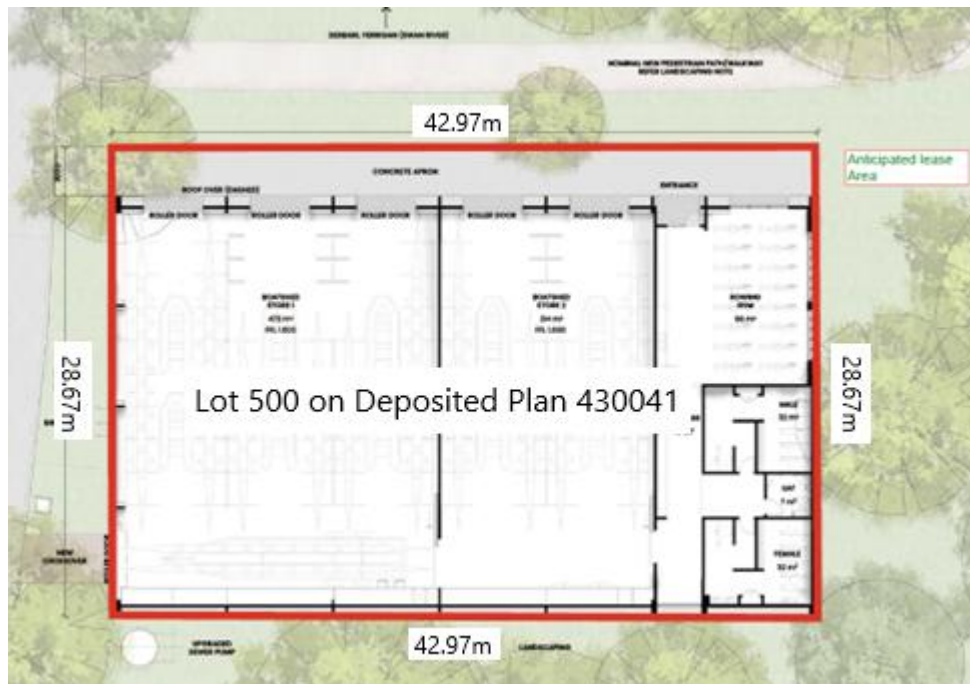


Image 5: New lease area

Conclusion

The Wesley College boat rotation programme currently includes 100 students from the Wesley College rowing program and 90 students from the Penrhos College rowing program.

It is envisaged, the new Boatshed will support the future growth of the Wesley College and Penrhos College rowing programs and upon completion permit up to 120 students and 16 teachers on site at any one time.

To facilitate colocation and enable rowing activities to continue from a centralised location under one roof, Wesley College is seeking a lease from the City.

Officers believe a new lease with Wesley College can be considered on the basis:

- The lease will provide an opportunity for students at Wesley College and Penrhos College with ongoing access to the river reserve for recreational and sporting activities.
- Increased patronage and use of the facility is likely to improve activation of the immediate area.
- The proposed use of Lot 500 on Deposited Plan 430041 for approved rowing club activities is consistent with the designated purpose of the reserve.
- Rowing activities align with the strategies of Node 2 in the South Perth Foreshore Strategy and Management Plan.
- There is no fundamental change to the underlying use of the land as a result of the new lease.
- The new building setback will provide additional access to the foreshore for the wider community.

Consultation

The City has consulted relevant internal and external stakeholders and their feedback has been incorporated within the report.

Policy and Legislative Implications

Policy P609 Management and Sale of City Property sets guidelines for leasing of City property subject to meeting specific criteria.

The City is bound by specific conditions under the Act with regard to the disposal of property. Section 3.58 of the Act enables a local government to dispose of a property to the highest bidder at a public auction, by way of a public tender process or by giving local public notice of the proposed disposition and following the public consultation process as prescribed in subsection section 3.58 (3) of the Act. In this context, disposing of a property means to 'sell, lease or otherwise dispose of, whether absolutely or not.'

Wesley College is a Body Corporate incorporated under the deemed provisions of Part VI, Section 34 (1)(e) of the *Uniting Church in Australia Act No. 139 of 1976* and eligible for an exemption to section 3.58 of the *Local Government Act 1995* pursuant to Regulation 30 of the Local Government (Functions and General) Regulations 1996.

As such, disposal (lease) of this portion of the site is not required to be advertised and it is recommended that the lease area is extended to include the addition to the outbuilding, should development approval be granted. An exemption is also sought under section 3.58 of the *Local Government Act 1995* pursuant to Regulation 30 of the Local Government (Functions and General) Regulations 1996 for the lease of Lot 500 on Deposited Plan 430041. The exemption would permit the lease to be amended without the need for advertising.

Pursuant to section 18 of the *Land Administration Act 1997*, consent of the Minister for Lands is required for Crown land that is being leased.

Financial Implications

The lease as proposed would be at no cost to the City. All documents would be prepared by a solicitor with full costs recouped from Wesley College.

The proposed lease will provide for an ongoing rental revenue stream to the City of \$3,000 per annum excluding GST.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach 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.
Risk rating	Low
Mitigation and actions	Comply with section 3.58(3) of the <i>Local Government Act 1995</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:	1.2 Community infrastructure
Strategy:	1.2.2 Develop, manage, maintain and optimise the use of the City's properties, assets and facilities

Attachments

10.1.2 (a):	Attachment A - Key Lease Terms
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10.1.3 RFT 3/2025 - Provision of Sports Lighting Upgrades at Challenger Reserve, George Burnett Park and Richardson Park

File Reference: D-25-32911

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

Summary

This report considers submissions received from the advertising of Tender 3/2025 for the provision of sports lighting upgrades at Challenger Reserve, George Burnett Park and Richardson Park.

This report will outline the assessment process used during evaluation of the tenders 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 PEAP Contractors Pty Ltd for the provision of sports lighting upgrades at Challenger Reserve, George Burnett Park and Richardson Park in accordance with Tender Number 3/2025 for the period by which the contractor has discharged all contractual obligations to the City of South Perth's satisfaction;
2. Accepts the tender price included in **Confidential Attachment (a)**;
3. Notes that tender price will be included in the Ordinary Council Meeting Minutes; and
4. Authorises the Chief Executive Officer to execute the contract with PEAP Contractors Pty Ltd for the provision of sports lighting upgrades at Challenger Reserve, George Burnett Park and Richardson Park.

Background

A Request for Tender (RFT) 3/2025 for the provision of sports lighting upgrades at Challenger Reserve, George Burnett Park and Richardson Park was advertised in The West Australian on Saturday 26 July 2025 and closed on Tuesday 26 August 2025.

Tenders were invited as a Lump Sum Contract.

The contract is for the period by which the contractor has discharged all contractual obligations to the City's satisfaction (estimated to be 30 June 2026).

Comment

At the close of the tender advertising period three submissions had been received and these are tabled below:

TABLE A – Tender Submissions

Tender Submissions	
1.	PEAP Contractors Pty Ltd
2.	FORSA AU Pty Ltd
3.	Stiles Electrical and Communication Services

The Tenders were 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

Qualitative Criteria	Weighting %
1. Demonstrated relevant experience	30%
2. Key personnel, skills & resources	30%
3. Demonstrated understanding and methodology	30%
4. Demonstrated ability to meet required timeframes	10%
Total	100%

Based on the assessment of all submissions received for Tender 3/2025 for the provision of sports lighting upgrades at Challenger Reserve, George Burnett Park and Richardson Park, it is recommended that the tender submission from PEAP Contractors Pty Ltd 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*.

Additionally, the City has undertaken consultation about the proposed sports lighting projects with the sporting clubs based at Challenger Reserve, George Burnett Park and Richardson Park.

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 sports lighting works is included in the City's 2025/26 budget. The works are externally funded from a grant received from the Australian Government's Department of Social Services.

Key Risks and Considerations

Risk Event Outcome	Reputational Damage Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
Risk rating	Low
Mitigation and actions	Existing sports lighting at Challenger Reserve, George Burnett Park and Richardson Park is old/obsolete and not fully compliant with Australian Standards. The proposed new sports lighting was designed by an electrical engineering consultant in accordance with the relevant Australian Standards. The new lighting will comprise LED technology to be more cost effective and directed onto the sports playing fields to meet the required lux (i.e. lighting levels); uniformity (consistency of the lighting across the playing surfaces); and control the obtrusive effects of the lighting (i.e. minimise glare and lighting spill). The project will deliver enhanced sports lighting at the three sites to provide greater sport and recreational opportunities for the community.

Strategic Implications

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

Strategic Direction:	Community
Aspiration:	Our diverse community is inclusive, safe, connected and engaged
Outcome:	1.2 Community infrastructure
Strategy:	1.2.1 Maintain, plan, develop and facilitate community infrastructure to respond to community needs and priorities

Attachments

10.1.3 (a):	Recommendation Report - Sports Oval Floodlighting for Challenger Reserve, George Burnett Park and Richardson Park (Confidential)
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10.1.4 RFT 4/2025 - Provision of Electrical Services

File Reference: D-25-32914

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

Summary

This report considers submissions received from the advertising of Tender 4/2025 for the Provision of Electrical Services – Panel.

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

Officer Recommendation

That Council:

1. Accepts the tenders submitted by PEAP Contractors Pty Ltd & Janissen Electrics for the Provision of Electrical Services - Panel in accordance with Tender Number 4/2025 for the period of supply up to five years inclusive;
2. Accepts the estimated tender price included in **Confidential Attachment (a)**;
3. Notes that the estimated tender price will be included in the Ordinary Council Meeting Minutes; and
4. Authorises the Chief Executive Officer to execute the contract with PEAP Contractors Pty Ltd & Janissen Electrics for 4/2025 for the Provision of Electrical Services - Panel.

Background

A Request for Tender (RFT) 4/2025 for the Provision of Electrical Services - Panel was advertised in The West Australian on 2 August 2025 and closed at 2 pm on 26 August 2025.

Tenders were invited as a Schedule of Rates.

The contract is for a period of two years. The Contract includes two options to extend the contract. Option 1 is for a further two years, and Option 2 is for a further one year, at the sole discretion of the City.

Comment

At the close of the tender advertising period, 16 submissions had been received and these are tabled below:

TABLE A – Tender Submissions

Tender Submissions	
1.	AE Hoskin Building Services
2.	Australian HVAC Services Pty Ltd
3.	AWB Building Co
4.	Boyan Electrical Services
5.	DCS WA
6.	Greenlite Electrical Contractors Pty Ltd
7.	Infinity Electrical Solar
8.	Lece Pty Ltd
9.	MMJ Electrical Pty Ltd
10.	Nilsen WA Pty Ltd
11.	Northlake Electrical Pty Ltd
12.	On Tap Services Electrical
13.	PEAP Contractors Pty Ltd
14.	Pearmans Electrical Mechanical Services
15.	Janissen Electrics
16.	West Coast Construction and Demolition

The Tenders were 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

Qualitative Criteria	Weighting %
Relevant Experience	20%
Key Personnel, Skills & Resources	20%
Demonstrated Understanding	20%
Asset Management & Quality Management System inc. Scheduling, Digital Reporting of inspections with safety information sheet	20%
Valued Resource Management	20%
Total	100%

Based on the assessment of all submissions received for Tender 4/2025 - Provision of Electrical Services - Panel, it is recommended that the tender submissions from PEAP Contractors Pty Ltd & Janissen Electrics 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* (the Act).

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 annual works is included in the 2025/26 operational and capital budgets. The costs for the subsequent years will be sought in the future City operational and capital budgets for the life of the contract.

Key Risks and Considerations

Risk Event Outcome	Business Interruption 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.
	Project Time This relates to any project exceeding the project deadline. Ranging from exceeding the deadline by up to 10% to 30% and over.
Risk rating	Medium
Mitigation and actions	Approval of the report at the October OCM.

Strategic Implications

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

Strategic Direction:	Community
Aspiration:	Our diverse community is inclusive, safe, connected and engaged
Outcome:	1.2 Community infrastructure
Strategy:	1.2.2 Develop, manage, maintain and optimise the use of the City's properties, assets and facilities

Attachments

10.1.4 (a):	RFT 4/2025 - Provision of Electrical Services - Recommendation Report (<i>Confidential</i>)
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10.3 STRATEGIC DIRECTION 3: ENVIRONMENT (BUILT AND NATURAL)

10.3.1 Proposed Home Business (Art and Tattoo Studio) - Lot 2, No. 71 Strickland Street, South Perth

Location:	Lot 2, No. 71 Strickland Street, South Perth
Ward:	Como Ward
Applicant:	Bamsar Ink Pty Ltd
Owner:	Bamdad Mobarakeh and Khoosheh Mobarakeh
File Reference:	D-25-32915
DA Lodgement Date:	7 June 2025
Reporting Officer(s):	Donna Shaw, Director Development and Community Services
Previous Reference:	Nil
Delegation:	Delegation DC690 Local Planning Scheme No. 7
Council Role:	Quasi - Judicial

Summary

The purpose of this report is to consider an application for development approval for a Home Business (Art and Tattoo Studio) on Lot 2, No. 71 Strickland Street, South Perth.

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

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

Officer Recommendation

That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7 and the Metropolitan Region Scheme, this application for development approval for a Home Business (Art and Tattoo Studio) on Lot 2, No. 71 Strickland Street, South Perth **be approved** subject to the following conditions:

1. The Home Business shall be carried out only in accordance with the terms of the application as approved herein, and any approved plan.
2. A maximum of one client per day and four clients per week are permitted to attend the Home Business, by appointment only.
3. The Home Business must only operate between the hours of 8:00am to 6:00pm Monday to Friday and not at all on Saturdays, Sundays or Public Holidays.

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

1.0 Details

Metropolitan Region Scheme - Zone/Reserve	Urban
Local Planning Scheme - Zone/Reserve	Residential R15
Activity Centre Plan	N/A
Use Class and Permissibility	Home Business – ‘A’ use
Lot Size	484m ²
Existing Land Use	Single House
Heritage	N/A
Bushfire Prone Area	No

2.0 Proposal

On 7 June 2025, the City received an application for a Home Business (Art and Tattoo Studio) on Lot 2, No. 71 Strickland Street, South Perth.

The proposal involves the following:

- Operation of an art and tattoo studio within the existing front rooms (conversion of a bedroom and laundry to a studio and preparation room - 22m²) of the Single House, specifically, body art and tattoo, design consultation for branding and digital marketing, art commissioning, animation, advertising and photography. The preparation room will retain laundry facilities for use of the dwelling.
- The applicant is the sole operator of the proposed Home Business.
- The initial application proposed the Home Business to operate by appointment only between 9:00am to 6:00pm, Monday – Sunday, with a maximum of four clients per week and sessions between 6-8 hours per client per day.
- Following the consultation period, the applicant amended the proposal to operate by appointment only between 8:00am to 6:00pm, Monday – Friday only.
- No retail sales proposed, with deliveries via post only.

The proposed development plans are contained as **Attachment (a)**.

Proposed No. Storeys	One
Proposed No. Dwellings	One

3.0 Background

Site Context

The site contains an existing Single House which is located at the rear of the site along Strickland Street. The site is surrounded by Single Houses and Grouped Dwellings as seen in **Attachment (b)**.

The subject site is zoned Residential with a density code of R15 under Local Planning Scheme No. 7 (LPS7).

4.0 Legislation and Policy

Legislation

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Planning and Development (State Planning Policies) Regulations 2024

Metropolitan Region Scheme (MRS)

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

State Government Policies

N/A

Structure Plans/Activity Centre Plans

N/A

Local Planning Policies

Local Planning Policy 6.1 – Advertising of Planning Proposals

5.0 Consultation and Referrals

Public Consultation

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

A total of 22 letters were sent to adjoining landowners and occupiers. At the close of the consultation period, six objections were received.

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

Matter	Comment
Property Values	Concerns were raised in relation to the impact of the proposal on adjoining properties and in particular property values. Impact on property values is not considered a relevant planning consideration as they are subjective.

Car Parking and Traffic	Concerns were raised in relation to the impact of parking from the proposed Home Business and the impact to the existing street given the significant amount of car parking and traffic presently being experienced. The application proposes a maximum of one client per day by appointment only, with sufficient space for parking on site. It is noted that on-street parking is permitted on Strickland Street. The increase in traffic as a result of the proposal is within the capacity of the road network to accommodate and not beyond what could reasonably be expected for a Single House.
Land Use	Concerns were raised in relation to the commercial nature of the proposal not being in keeping with a residential zone. Whilst these concerns are acknowledged, a Home Business is a land use that can be considered within the residential zone. The Home Business is proposed to operate from an existing room at the front of the Single House located at the rear of the site which will largely be unobtrusive; given a maximum of one client per day it is considered that the use will not impact adversely on the residential amenity of the area. The applicant amended the proposal in response to feedback to only operate Monday – Friday, and not at all on weekends. Each proposal for a Home Business is considered on its merits.
Noise	Concerns were raised in relation to the use and the impact of noise/music from the Home Business that may carry into the adjoining properties. The nature of the business is unlikely to generate noise beyond vehicles attending the site, consistent with a Single House. In any instance, the impact of noise is controlled as the use is internal and is required to be conducted in accordance with the Environmental (Noise) Regulations 1997. The impact of noise is not expected to exceed typical noise levels of a dwelling.

A Schedule of Submissions is contained as **Attachment (c)**.

Referrals/consultation with Government/Service Agencies

Nil.

6.0 Assessment

Local Planning Scheme No. 7 (LPS 7)

The proposal has been assessed against all relevant legislative requirements of the LPS 7 and Local Planning Policies.

These matters are outlined and discussed in further detail below.

Home business definition requirements

Requirement	Proposal
Does not involve employing more than 2 people who are not members of the occupier's household;	The applicant is a sole operator.
Will not cause injury to or adversely affect the amenity of the neighbourhood.	The Home Business is proposed to operate from the existing dwelling. The nature of the business is unlikely to generate noise beyond vehicles attending the site, consistent with a Single House, and has no odour impacts.
Does not occupy an area greater than 50m ² .	Occupies an area of 22m ² within an existing Single House.
Does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the internet.	Does not involve the retail sale of goods.
Does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood.	The proposed Home Business use is for a maximum of four clients per week, and a condition is recommended requiring a maximum of one client per day. The volume of traffic associated with the proposed Home Business is consistent with a Single House and is within the capacity of the road network to accommodate.
Does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight.	Does not involve the requirement of the provision of a large vehicle onsite.
Does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.	No servicing is required to the site than would otherwise be expected of a residential use.

Planning and Development (Local Planning Schemes) Regulations 2015

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

Clause 67 (2) Matter	Comment
(m) The compatibility of the development with its setting, including – (i) the compatibility of the development with the desired character of its setting; and (ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development.	The development is compatible with its setting and given the small-scale nature of the Home Business and location of the dwelling at the rear of the site, the proposed use will be largely unobtrusive to adjoining properties.
(n) The amenity of the locality including the following – (i) environmental impact of the development; (ii) the character of the locality; and (iii) social impacts of the development.	It is considered that the nature of the activity and the scale of the use will not adversely impact the character or amenity of the area.

7.0 Conclusion

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

Accordingly, subject to the inclusion of appropriate conditions, the application is recommended for approval.

Financial Implications

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

Key Risks and Considerations

Risk Event Outcome	Legislative Breach 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.
Risk rating	Low
Mitigation and actions	The application has been assessed in accordance with the requirements of the Planning and Development (Local Planning Schemes) Regulations 2015 and the local planning framework.

Strategic Implications

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

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

Attachments

10.3.1 (a):	Development Plans
10.3.1 (b):	Aerial Image
10.3.1 (c):	Schedule of Submissions

10.3.2 Proposed Scheme Amendment No. 2 to Local Planning Scheme No. 7 - Rezoning to Residential - Lot 1, No. 3 Third Avenue, Kensington

File Ref: D-25-32916

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

Summary

The purpose of this report is for Council to consider Scheme Amendment No. 2 to Local Planning Scheme No. 7 to rezone Lot 1, No. 3 Third Avenue, Kensington from 'Local Centre' with Additional Use of 'Recreation – private' to 'Residential' with an applicable density coding of 'R17.5'.

Officer Recommendation

That Council:

1. Resolves, pursuant to Section 75 of the *Planning and Development Act 2005*, to amend Local Planning Scheme No. 7 by:
 1. Rezone Lot 1 (No. 3) Third Avenue, Kensington from 'Local Centre' to 'Residential R17.5';
 2. In clause 19 Additional uses, delete Additional Use No. 2 - Lot 1 (No. 3) Third Avenue, Kensington Third Avenue - 'Recreation – Private' and renumber the table numbers accordingly; and
 3. Amend the scheme maps accordingly.
2. Considers the Scheme Amendment is standard under the provisions of Regulation 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:
 1. The amendment would have minimal impact on land in the scheme area that is not the subject of the amendment;
 2. The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and
 3. The amendment is not considered a complex or basic amendment.
3. In accordance with Regulations 35A of the Planning and Development (Local Planning Schemes) Regulations 2015, the approval of the South Perth Activity Centre Plan and Canning Bridge Activity Centre Plan are not affected by the standard amendment.

Applicant	Altus Planning
Landowner	3 Third Avenue Pty Ltd

Background

The subject site is currently zoned 'Local Centre' with an applicable density coding of R40, and an additional 'P' land use permissibility for a 'Recreation – private' land use under Clause 19 Table 5 – Additional use of Local Planning Scheme No.7 (LPS 7). The site was previously used for squash courts, having been approved and constructed in 1976. Whilst the current zoning and land use permissibility provides for this use, the landowner is not obligated to use the site for this purpose.

The subject lot has an area of 1,683m² and is bound by Banksia Terrace to the south-west and Third Avenue to the north-west, with access and primary frontage to Third Avenue. The site currently consists of:

- A 921m² two-storey flat roof brick building containing a reception area, bathroom facilities, nine squash courts, and an outside patio space; and
- A parking area adjoining Third Avenue, containing three large Eucalypt trees ranging from 7.0 to 10.0 metres in height.

A zoning map depicting the site within its context is shown in Figure 1 below:



Figure 1: Zoning map of subject site

CommentProposed Scheme Amendment No. 2 to Local Planning Scheme No. 7

The site is currently zoned 'Local Centre' with an applicable density coding of R40, and an additional 'P' land use permissibility for a 'Recreation – private' land use under Clause 19 Table 5 – Additional use of LPS 7. The applicant seeks to rezone the site to 'Residential' with an applicable density coding of R17.5 and remove the additional land use under Clause 19 Table 5 – Additional use as detailed below:

No.	Description of land	Additional use	Conditions
2	Lot 1 (No.3) Third Avenue, Kensington	Recreation – private	Recreation – private is a 'P' use.

The proposed rezoning and change in density code is intended to facilitate the site being redeveloped for low-density residential development.

The applicant has provided a draft concept plan, which envisages the site being subdivided into three side-by-side lots of sizes ranging from 560m² to 562m².

The proposed Scheme Amendment report included as **Attachment (a)**.

Local Planning Context*City of South Perth Local Planning Strategy*

The City of South Perth Local Planning Strategy (the Strategy) was adopted in 2021 following endorsement by the WAPC and sets the strategic direction for planning and development in the City over the next 10 to 15 years. The Strategy provides the strategic basis for the preparation, implementation and amendments to LPS 7.

The applicant has submitted that the proposal aligns with the following three actions under Strategy 4.1 - Population and Housing of the Local Planning Strategy:

4.1.1 (m) Ensure an appropriately managed built form transition is provided between high-medium density and lower density areas to address the potential impacts of increased density of existing buildings/streetscapes.

4.1.1 (n) Prior to the implementation of any actions that result in a change to density coding's, an analysis of streetscape, character and planning considerations is undertaken in each area to determine the appropriateness of any future density code.

4.1.2 (c) Review the coding of residential properties throughout the City to resolve any coding anomalies and ensure diversity of housing choice. Maximum heights to respond to existing built form, local character or planning considerations. Implement the outcomes of this review into a new Local Planning Scheme.

The proposal is considered to balance the existing local context of lower-density housing with the opportunities for new infill development by proposing a density code of R17.5. This coding provides a modest increase in density while being broadly aligned with and sympathetic to the surrounding R15 context.

Local Planning Scheme No.7

The objective of the Residential zone is as follows zone:

- *To provide for a range of housing and a choice of residential densities to meet the needs of the community.*
- *To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.*
- *To provide for a range of non-residential uses, which are compatible with and complementary to residential development.*

Density Coding

Following an assessment of the streetscape, character and planning considerations it is considered that the proposal is appropriate for the following reasons.

- The proposed density coding of R17.5 is largely consistent with the requirements and design principles (including building heights) of the surrounding R15 context under the Residential Design Codes (R-Codes); and
- Future subdivision under the R17.5 coding as indicated in the applicant's concept plan is aligned with surrounding lot sizes, which range from 480m² to 800m².

Built Form

The R-Codes provide planning and design guidance for residential development across Western Australia.

Given that the proposed rezoning to Residential will provide opportunities for residential development and subdivision, the provisions of the R-Codes will apply for any subsequent application of this nature. The proposed R17.5 coding provides for subdivision potential of three lots, subject to approval from the Western Australian Planning Commission.

Conclusion

The proposed Scheme Amendment is considered to be consistent with the local planning strategy for the provision of housing and the density proposed will result in development that will be of a scale that is broadly consistent with the existing and future desired development within the locality.

The City therefore recommends that Council resolves to seek approval to advertise the proposed amendment, without modification.

Consultation

If the Scheme Amendment is initiated by Council as a 'Standard Amendment', it is required to be advertised in accordance with the Regulations for a minimum period of 42 days from the date of publication.

Policy and Legislative Implications

The procedures for dealing with proposals to amend LPS 7, are in accordance with the *Planning and Development Act 2005* and are set out in the Regulations. Under Regulation 35(2) a Council resolution must:

- "(a) specify whether, in the opinion of the local government, the amendment is a complex amendment, a standard amendment or a basic amendment; and
- (b) include an explanation of the reasons for the local government forming that opinion."

The proposed amendment is considered as a standard amendment as:

1. The amendment would have minimal impact on land in the scheme area that is not the subject of the amendment;
2. The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and
3. The amendment is not considered a complex or basic amendment.

Financial Implications

Nil.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach 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.
Risk rating	Low
Mitigation and actions	Consider Scheme Amendment and Resolution in accordance with <i>Planning and Development Act 2005</i> and 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

10.3.2 (a):	Applicant Scheme Amendment Report - 3 Third Avenue, Kensington
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10.4 STRATEGIC DIRECTION 4: LEADERSHIP

10.4.1 Chief Executive Officer Evaluation Committee

File Ref: D-25-32917

Reporting Officer(s): Pele McDonald, A/Director Corporate Services

Summary

This report seeks the appointment of Elected Members to the Chief Executive Officer Evaluation Committee and the appointment of the Presiding and Deputy Presiding Members.

Officer Recommendation

That Council:

1. In accordance with the provisions of the *Local Government Act 1995*, Sections 5.10 and 5.11, appoints the following Elected Members to the Chief Executive Officer Evaluation Committee for the period 28 October 2025 to 16 October 2027.
 - a. Mayor Greg Milner
 - b. _____
 - c. _____
 - d. _____
 - e. _____
 - f. _____
 - g. _____
2. In accordance with section 5.12(1) of the *Local Government Act 1995* appoints _____ as the Presiding Member of the Chief Executive Officer Evaluation Committee.
3. In accordance with section 5.12(2) of the *Local Government Act 1995* appoints _____ as the Deputy Presiding Member of the Chief Executive Evaluation Committee.

Absolute Majority Required

Background

The objective of the CEO Evaluation Committee (the Committee) is to oversee the Chief Executive Officer's performance and undertake an annual performance review.

Comment

The Committee is responsible for:

- Undertaking an annual assessment of the Chief Executive Officer's performance in accordance with the Chief Executive Officer's contract of employment;
- Developing and reviewing contractual performance criteria and performance indicators in conjunction with the Chief Executive Officer;
- Reviewing the Chief Executive Officer's remuneration package; and
- Reviewing the following year's annual performance process.

The Committee is scheduled to meet at least twice a year between May and June. The Terms of Reference state the Committee is to consist of the Mayor and up to six elected members.

The Committee does not currently have any delegation.

Consultation

Nil.

Policy and Legislative Implications

Policy P639 CEO Recruitment, Performance and Termination.

The *Local Government Act 1995*

The Local Government (Administration) Regulations 1996

Financial Implications

Nil.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach 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.
Risk rating	Low
Mitigation and actions	The CEO Recruitment, Performance and Termination Policy is adhered to and reviewed in accordance with legislation.

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):	Terms of Reference - CEO Evaluation Committee
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10.4.2 Audit, Risk and Improvement Committee

File Ref: D-25-32919

Reporting Officer(s): Pele McDonald, A/Director Corporate Services

Summary

This report seeks the appointment of Elected Members to the Audit, Risk and Improvement Committee for the period 28 October 2025 to 16 October 2027.

Officer Recommendation

That Council in accordance with section 7.1A of the *Local Government Act 1995*, appoints the following Elected Members to the Audit, Risk and Improvement Committee for the period 28 October 2025 to 16 October 2027.

- a. Mayor Greg Milner
- b. _____
- c. _____
- d. _____
- e. _____
- f. _____
- g. _____
- h. _____
- i. _____

Absolute Majority Required

Background

The Audit, Risk and Improvement Committee is established under section 7.1A of the *Local Government Act 1995*.

Comment

The Audit, Risk and Improvement Committee currently meets on a quarterly basis and the role of the Committee in accordance with Regulation 16 of the Local Government (Audit) Regulations 1996 is:

- (a) to guide and assist the local government in carrying out —
 - (i) its functions under Part 6 of the Act; and
 - (ii) its functions relating to other audits and other matters related to financial management;
- (b) to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 of the Act;

10.4.2 Audit, Risk and Improvement Committee

- (c) to review a report given to it by the CEO under regulation 17(3) (the *CEO's report*) and is to —
 - (i) report to the council the results of that review; and
 - (ii) give a copy of the CEO's report to the council;
- (d) to monitor and advise the CEO when the CEO is carrying out functions in relation to a review under —
 - (i) regulation 17(1); and
 - (ii) the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);
- (e) to support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;
- (f) to oversee the implementation of any action that the local government —
 - (i) is required to take by section 7.12A(3); and
 - (ii) has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a); and
 - (iii) has accepted should be taken following receipt of a report of a review conducted under regulation 17(1); and
 - (iv) has accepted should be taken following receipt of a report of a review conducted under the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);
- (g) to perform any other function conferred on the audit committee by these regulations or another written law.

The Committee does not currently have any delegation.

The Terms of Reference state that the Committee is to consist of the Mayor and between 3 to 8 Councillors and will be reviewed at the November Audit, Risk and Improvement Committee.

Consultation

Nil.

Policy and Legislative Implications

The *Local Government Act 1995*

Local Government (Functions and General) Regulations 1996

Financial Implications

Nil.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach 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.
Risk rating	Low
Mitigation and actions	Adherence to the Act and Regulations.

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):	Terms of Reference - Audit, Risk and Improvement Committee
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10.4.3 Appointment of Community Members to the City of South Perth Audit, Risk and Improvement Committee

File Ref: D-25-32920

Reporting Officer(s): Pele McDonald, A/Director Corporate Services

Summary

This report seeks Council's endorsement of the recommended independent members for the City of South Perth Audit, Risk and Improvement Committee.

Officer Recommendation

1. That Council endorse the two recommended Independent Members for the Audit, Risk and Improvement Committee as contained in **Confidential Attachment (a)** for the period 28 October 2025 to 16 October 2027 with payments as determined by the Salaries and Allowances Tribunal.
2. That Council appoint Candidate _____ as Presiding Member of the Audit, Risk and Improvement Committee.
3. That Council appoint Candidate _____ as Deputy Presiding Member of the Audit, Risk and Improvement Committee.

Absolute Majority Required

Background

In line with Local Government Elections, expressions of interest were called for specialist independent members for the City's Audit, Risk and Improvement Committee. On 8 August 2025 emails were sent to the current members of the Committee advising them that their current membership was due to expire, thanking them for their contribution and information on how to reapply.

As part of emerging reforms to Audit Committees, new regulations are currently under development. These include renaming the committee to the Audit, Risk and Improvement Committee (AIRC) and introducing a requirement for an independent chair to ensure a level of independence and impartial oversight. In a proactive response to these anticipated changes, Expressions of Interest were called for suitably qualified external members to serve as Presiding Member and Deputy Presiding Member.

Advertisements were published on the City's website on 19 August 2025 and the Australian Institute of Company Directors' website on 10 September 2025, with applications closing on 22 September 2025.

Comment

As at the closing date, 10 nominations were received and were assessed against the following criteria:

- Senior business and/or financial management experience;
- Understanding of reporting and compliance requirements;
- Understanding of internal and external audit; and
- Understanding of enterprise risk management.

The Executive Management Team evaluated the nominations and an averaged matrix can be found at **Confidential Attachment (a)**.

The applications of the recommended independent members for the Audit, Risk and Improvement Committee can be found at **Confidential Attachment (b)**. All other applications can be found at **Confidential Attachment (c)**.

Consultation

Nil.

Policy and Legislative Implications

The *Local Government Act 1995*

The *Local Government Amendment Act 2024*

Financial Implications

Independent member payments are determined by the Salaries and Allowances Tribunal and are included in the 2025/26 Budget.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach 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.
Risk rating	Low
Mitigation and actions	Appointments are made in accordance with the Act and Regulations.

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):	Evaluation Matrix (<i>Confidential</i>)
10.4.3 (b):	Recommended Independent Members (<i>Confidential</i>)
10.4.3 (c):	All other applications for Independent Members (<i>Confidential</i>)

10.4.4 City of South Perth Arts Advisory Group

File Ref: D-25-32921

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

Summary

This report seeks the appointment of two Elected Members to the City of South Perth Arts Advisory Group for the period 28 October 2025 to 16 October 2027.

Officer Recommendation

That Council appoints the following Elected Members to the City of South Perth Arts Advisory Group for the period 28 October 2025 to 16 October 2027:

1. _____
2. _____

Background

The City has facilitated an Arts Advisory Group for many years to provide advice about public art projects.

Comment

The objectives of the Arts Advisory Group are to advise and make recommendations on:

- (i) The acquisition and decommissioning of artworks for the City's Art Collection;
- (ii) Review and provide recommendations on developer contributions for public art; and
- (iii) Provide advice related to the development and implementation of the Cultural and Social Strategy.

Two Elected Members are sought for the Arts Advisory Group. The Arts Advisory Group generally meets 4-6 times per year on the first Thursday, and meetings will commence at 4.00pm in the Civic Reception Room. No additional fees or allowances are paid to the Arts Advisory Group representatives.

Elected Member attendance at the City's Arts Advisory Group meetings will be recorded quarterly on a public register.

More information about the Arts Advisory Group is outlined in the Terms of Reference, which is shown as **Attachment (a)**.

Consultation

Nil.

Policy and Legislative Implications

City of South Perth Policy P112 'Community Advisory Groups' provides guidance on the facilitation of this advisory group.

Financial Implications

The operational cost of the advisory group is estimated at \$350 per annum (e.g. catering for meetings etc) and these expenses are accounted for in the City's 2025/26 Budget.

Key Risks and Considerations

Risk Event Outcome	Reputational Damage Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
Risk rating	Low
Mitigation and actions	The City's advisory groups are subject to Terms of Reference outlining its operational requirements, including actions to mitigate relevant risks associated with the facilitation of the groups.

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:	4.1 Engaged community
Strategy:	4.1.1 Engage, educate, inform, consult and listen to our community to understand and deliver on identified priorities

Attachments

10.4.4 (a): Terms of Reference - Arts Advisory Group

10.4.5 City of South Perth Community Safety and Crime Prevention Advisory Group

File Ref: D-25-32924

Reporting Officer(s): Pele McDonald, A/Director Corporate Services

Summary

This report seeks the appointment of two Elected Members to the City of South Perth Community Safety and Crime Prevention Advisory Group for the period 28 October 2025 to 16 October 2027.

Officer Recommendation

That Council appoints the following Elected Members to the City of South Perth Community Safety and Crime Prevention Advisory Group:

1. _____
2. _____

Background

The City has facilitated a Community Safety and Crime Prevention Advisory Group for many years.

Comment

The objectives of the Community Safety and Crime Prevention Advisory Group are to advise and make recommendations on:

- (i) Building and strengthening the capacity and resilience of the local community through community safety initiatives;
- (ii) The needs of the local community in relation to community safety and crime prevention matters; and
- (iii) The review and development of the Community Safety and Crime Prevention Plan.

Two elected members are sought for the Community Safety and Crime Prevention Advisory Group. The group meets quarterly per calendar year on the second Wednesday of February, May, August and November with the first meeting after elections scheduled to be held Wednesday 12 November 2025 at 12 noon until 1.30pm in the Civic Reception Room.

No additional fees or allowances are paid to the Community Safety and Crime Prevention Group representatives.

Elected Members attendance at the City's Community Safety and Crime Prevention Advisory Group meetings will be recorded quarterly on a public register.

More information about the Community Safety and Crime Prevention Advisory Group is outlined in the Terms of Reference which is shown at **Attachment (a)**.

Consultation

Nil.

Policy and Legislative Implications

City of South Perth Policy P112 'Community Advisory Groups' provides guidance on the facilitation of this advisory group.

Financial Implications

This operational cost of the advisory group is estimated at \$1,000 per annum (e.g. catering for meetings etc) and these expenses are accounted for in the City's 2025/26 Budget.

Key Risks and Considerations

Risk Event Outcome	Reputational Damage Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
Risk rating	Low
Mitigation and actions	The City's advisory groups operate in accordance with established Terms of Reference, which define their operational requirements and outline measures to mitigate relevant risks associated with their facilitation.

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:	4.1 Engaged community
Strategy:	4.1.1 Engage, educate, inform, consult and listen to our community to understand and deliver on identified priorities

Attachments

10.4.5 (a):	Terms of Reference - Community Safety and Crime Prevention Advisory Group
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10.4.6 City of South Perth Inclusive Community Advisory Group

File Ref: D-25-32925

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

Summary

This report seeks the appointment of an Elected Member to the City of South Perth Inclusive Community Advisory Group for the period 28 October 2025 to 16 October 2027.

Officer Recommendation

That Council appoint _____ to the Inclusive Community Advisory Group for the period 28 October 2025 to 16 October 2027.

Background

The City has facilitated an Inclusive Community Advisory Group (ICAG) for many years to provide advice about optimising access and inclusion within the local community, including through the City's Access and Inclusion Plan.

Comment

The ICAG meets quarterly per calendar year on the third Wednesday (12pm-1.30pm) in the months of February, May, August and November. One Elected Member representative is sought for the ICAG. No additional fees or allowances are paid to ICAG representatives.

Elected Member attendance at the City's ICAG meetings will be recorded quarterly on a public register.

More information about the ICAG is outlined in the Terms of Reference, which is shown as **Attachment (a)**.

Consultation

Nil.

Policy and Legislative Implications

City of South Perth Policy P112 'Community Advisory Groups' provides guidance on the facilitation of this advisory group.

Financial Implications

The operational cost of the advisory group is estimated at \$350 per annum (e.g. catering for meetings etc) and these expenses are accounted for in the City's 2025/26 Budget.

Key Risks and Considerations

Risk Event Outcome	Reputational Damage Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
Risk rating	Low
Mitigation and actions	The City's advisory groups are subject to Terms of Reference outlining its operational requirements, including actions to mitigate relevant risks associated with the facilitation of the groups.

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:	4.1 Engaged community
Strategy:	4.1.1 Engage, educate, inform, consult and listen to our community to understand and deliver on identified priorities

Attachments

10.4.6 (a):	Terms of Reference - Inclusive Community Advisory Group
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10.4.7 Local Emergency Management Committee for Canning/South Perth

File Ref: D-25-32926

Reporting Officer(s): Pele McDonald, A/Director Corporate Services

Summary

This report seeks the appointment of two Elected Members to the Local Emergency Management Committee for Canning/South Perth for the period 28 October 2025 to 16 October 2027.

Officer Recommendation

1. That in accordance with the provisions of the *Emergency Management Act 2005*, Section 38 Council appoints _____ as the City's Delegate to the Local Emergency Management Committee for Canning / South Perth for the period 28 October 2025 to 16 October 2027.
2. That in accordance with the provisions of the *Emergency Management Act 2005*, Section 38 Council appoints _____ as the City's Deputy Delegate to the Local Emergency Management Committee for Canning / South Perth for the period 28 October 2025 to 16 October 2027.

Background

Under section 38 of the *Emergency Management Act 2005*, a local government is required to establish a Local Emergency Management Committee (LEMC) for the local government's district. However, local governments may also unite for the purposes of emergency management and establish a LEMC for their combined districts.

The City of Canning and City of South Perth share the management of the LEMC for its districts, which is co-chaired by two local government delegates and includes representation from organisations and agencies that play a key role in emergency management, namely: Police, Fire & Emergency Services, Department of Communities, State Emergency Services and others.

Comment

The LEMC meets quarterly generally on the second Tuesday of the months of February, May, August and November. The meeting locations are rotated between the City of Canning and City of South Perth offices. The City of South Perth host the February and August meetings and the City of Canning host the May and November meetings. The next meeting after the Council elections is scheduled to be held Tuesday 11 November 2025 at the City of Canning from 8.45am to 11.00am.

No additional fees or allowances are paid to LEMC representatives.

Elected Member attendance at the LEMC meetings will be recorded quarterly on a public register.

More information about the LEMC is outlined in the Terms of Reference, which is shown as **Attachment (a)**.

Consultation

Nil.

Policy and Legislative Implications

Emergency Management Act 2005

Emergency Management Regulations 2006

Financial Implications

The operational cost of the Committee is estimated at \$500 per annum (e.g. catering for meetings etc) and these expenses are accounted for in the City's 2025/26 Budget.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach 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.
Risk rating	Low
Mitigation and actions	Officers are well aware of their obligations under the <i>Emergency Management Act 2005</i> and the Terms of Reference for the LEMC.

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:	4.1 Engaged community
Strategy:	4.1.1 Engage, educate, inform, consult and listen to our community to understand and deliver on identified priorities

Attachments

10.4.7 (a): Terms of Reference - Local Emergency Management Committee

10.4.8 City of South Perth Public Health Advisory Group

File Ref: D-25-32927

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

Summary

This report seeks the appointment of an Elected Member to the City of South Perth Public Health Advisory Group for the period 28 October 2025 to 16 October 2027.

Officer Recommendation

That Council appoints _____ to the City of South Perth Public Health Advisory Group for the period 28 October 2025 to 16 October 2027.

Background

The City established its Public Health Advisory Group in 2021 to provide advice on local public health matters.

Comment

The objectives of the Public Health Advisory Group are to advise and make recommendations on:

- (i) The implementation of the City's Public Health Plan and other public health matters as requested by the City.
- (ii) Current and emerging public health issues, including analysis of public health information and data;
- (iii) Public health initiatives to support implementation of the City's Public Health Plan and to optimise the health and wellbeing of the local community; and
- (iv) To develop and promote collaboration between the City, primary health networks, Curtin University and health care professionals and providers.

The Public Health Advisory Group meets quarterly on the third Monday (12:30pm-2:30pm) in the months of February, May, August, and November.

One Elected Member representative is sought for the Public Health Advisory Group. No additional fees or allowances are paid to the Public Health Advisory Group representatives.

Elected Member attendance at the City's Public Health Advisory Group will be recorded quarterly on a public register.

More information about the Public Health Advisory Group is outlined in the Terms of Reference, which is shown as **Attachment (a)**.

Consultation

Nil.

Policy and Legislative Implications

City of South Perth Policy P112 'Community Advisory Groups' provides guidance on the facilitation of this advisory group.

Financial Implications

The operational cost of the advisory group is estimated at \$350 per annum (e.g. catering for meetings etc) and these expenses are accounted for in the City's 2025/26 Budget.

Key Risks and Considerations

Risk Event Outcome	Reputational Damage Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
Risk rating	Low
Mitigation and actions	The City's advisory groups are subject to Terms of Reference outlining its operational requirements, including actions to mitigate relevant risks associated with the facilitation of the groups.

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:	4.1 Engaged community
Strategy:	4.1.1 Engage, educate, inform, consult and listen to our community to understand and deliver on identified priorities

Attachments

10.4.8 (a):	Terms of Reference - Public Health Advisory Group
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10.4.9 Western Australian Local Government Association South East Metropolitan Zone

File Ref: D-25-32928

Reporting Officer(s): Pele McDonald, A/Director Corporate Services

Summary

This report seeks the appointment of Elected Members as Delegates and Deputy Delegates to the Western Australian Local Government Association South East Metropolitan Zone for the period 28 October 2025 to 16 October 2027. It also seeks to appoint the Chief Executive Officer as an additional Deputy Delegate.

Officer Recommendation

1. That Council appoints the following members as Delegates to the Western Australian Local Government Association South East Metropolitan Zone for the period 28 October 2025 to 16 October 2027.
 - a. _____
 - b. _____
2. That Council appoints the following members as Deputy Delegates to the Western Australian Local Government Association South East Metropolitan Zone for the period 28 October 2025 to 16 October 2027.
 - a. _____
 - b. _____
3. That Council appoints the Chief Executive Officer as an additional Deputy Delegate to the Western Australian Local Government Association South East Metropolitan Zone for the period 28 October 2025 to 16 October 2027.

Background

The governance structure of WALGA is designed to ensure it is representative of all 139 Member Local Governments.

The City is part of the WALGA South East Metropolitan Zone (SEMZ) and is comprised of representatives of the following Local Governments:

- City of Armadale
- City of Canning
- City of Gosnells
- City of South Perth
- Town of Victoria Park

Comment

Zones are autonomous groupings of geographically aligned Local Governments. The key functions of Zones are to elect one or more representative to State Council, consider the State Council Agenda and provide direction and feedback to State Council. Zones can also act independently in considering and advocating on regional issues.

State Council is the decision-making, representative body of WALGA, responsible for sector-wide policy making and strategic planning.

The relationship between State Council and Zones is critical as it underpins WALGA's advocacy on behalf of Local Government at the State and Federal Government levels. Zones have an integral role in shaping the political and strategic direction of WALGA.

Delegates are appointed to represent their Local Government on the Zone and make decisions at a regional level. Individual Zones determine how many Delegates represent each member Local Government and are responsible for electing a Zone Chair and Deputy Chair.

When a Delegate is appointed to a Zone, they become eligible to nominate for State Council. As this is an election year, November Zone meetings will hold elections for State Council representatives and Zone Chair.

There are no sitting fees or reimbursements paid to Zone Delegates. State Councillors are entitled to travel reimbursement related to meeting attendance, and are paid an annual sitting fee.

The time commitment for a Zone Delegate varies from Zone to Zone. Zones meet five times per year (in February, April, June, August and November). Meetings run for approximately 90 minutes. Agendas are distributed a week before Zone meetings.

The SEMZ currently meet on the third Wednesday of the month (in February, April, June, August and November) at 6:00pm. Hosting of SEMZ meetings is rotated between each member Local Government to provide an opportunity to showcase their area.

Each member Local Government on the SEMZ is entitled to appoint two voting Delegates and as many Deputy Delegates as they see fit. It is recommended that the Chief Executive Officer be appointed as an additional Deputy Delegate where it may be beneficial, to ensure that representation from each member Local Government can always be achieved at Zone meetings.

At the November Zone meeting, an election will be held for the positions of State Councillor (two positions) and Deputy State Councillor (two positions).

The next meeting of the SEMZ is on Wednesday, 19 November at 6:00pm hosted by the City of Victoria Park.

For more information about the role of a Zone Delegate and State Councillor please refer to the [2025 Elected Member Prospectus](#)

Consultation

Nil.

Policy and Legislative Implications

The delegates would be required to adhere to WALGA's policies and procedures.

Financial Implications

Nil.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach 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.
Risk rating	Low
Mitigation and actions	The delegates would be subject to WALGAs policies and procedures.

Strategic Implications

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

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

Attachments

Nil.

10.4.10 Metro Inner Development Assessment Panel

File Ref: D-25-32918

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

Summary

This report seeks the appointment of Elected Members to the Metro Inner Development Assessment Panel for the period 27 January 2026 to 26 January 2028.

Officer Recommendation

1. That Council nominates Councillor _____ as a member of the Metro Inner Development Assessment Panel for the period 27 January 2026 to 26 January 2028.
2. That Council nominates Councillor _____ as a member of the Metro Inner Development Assessment Panel for the period 27 January 2026 to 26 January 2028.
3. That Council nominates Councillor _____ and Councillor _____ as alternate members of the Metro Inner Development Assessment Panel for the period 27 January 2026 to 26 January 2028.
4. That the Minister for Planning and Lands be advised of the nomination of the City of South Perth's Development Assessment Panel member and alternate members for the period 27 January 2026 to 26 January 2028.

Background

Development Assessment Panels were introduced into the Western Australian planning system in July 2011 and are decision-making panels that are intended to enhance the planning expertise in decision-making by improving the balance between technical advice and local knowledge.

The City of South Perth is part of the Metro Inner Development Assessment Panel (DAP). DAP members will be required when a DAP meeting is held and will sit on the DAP with three specialist members, with one of the specialist members being the presiding member.

The City of South Perth is required to nominate four members for appointment by the Minister for Planning and Lands, being two members and two alternative members.

Comment

The role as a local government DAP Member is independent of the role of a Local Government Elected Member and is covered by different legislation. Members are not bound by any previous decision or resolution of the local government. All DAP Members are required to exercise independent judgment in relation to any DAP application before them and consider the application on its planning merits.

Before an Elected Member can sit on a DAP meeting, the Elected Member must complete the DAP member training run by the DAP Secretariat, or if the training has previously been completed, the DAP Executive Director will consider time since it was completed and/or since the Elected Member last participated on a DAP meeting to determine whether refresher training is required before participating on another DAP meeting. As of January 2026, the DAP Secretariat will be holding regular training sessions that will be extended to those who have not received training and are expected to be required on an upcoming DAP meeting.

Once the Minister for Planning and Lands registers the local government DAP members, the DAP Secretariat will contact those who are within a local government district where there is a current DAP application that will require a DAP meeting within the next 3-4 months.

The sitting fees are as per schedule 2 of the Planning and Development (Development Assessment Panels) Regulations 2011. For a local government DAP Member, as at 1 March 2024 they are currently as follows:

- Per meeting to determine DAP applications (Form 1) - \$425
- Per meeting to determine DAP applications to amend or cancel determination (Form 2) - \$100
- Attendance at a State Administrative Tribunal proceeding - \$425
- DAP Member training - \$400
- DAP member re-training - \$200

Consultation

Nil.

Policy and Legislative Implications

Pursuant to Regulation 25 of the Planning and Development (Development Assessment Panels) Regulations 2011, nominations for four Elected Members to sit as DAP members for the City of South Perth. The nominations must include two members who will be the primary local government DAP Members for the district and two alternate members whom the DAP Executive Director can invite if either of the primary members are unavailable.

Financial Implications

Nil.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach 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.
Risk rating	Low
Mitigation and actions	Nominations to be presented in accordance with the DAP Regulations.

Strategic Implications

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

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

Attachments

Nil.

10.4.11 Listing of Payments September 2025

File Ref: D-25-32929

Reporting Officer(s): Pele McDonald, A/Director Corporate Services

Summary

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

EFT Payments to Creditors	(400)	\$4,427,937.94
Cheque payments to Creditors	(1)	\$13.10
Total Monthly Payments to Creditors	(401)	\$4,427,951.04
EFT Payments to Non-Creditors	(39)	\$60,515.34
Cheque payments to Non-Creditors	(4)	\$4,874.00
Total EFT & Cheque Payments	(444)	\$4,493,340.38
Credit Card Payments	(81)	\$21,059.86
Fleet Card Payments	(28)	\$2,185.65
Total Payments	(554)	\$4,516,585.89

Officer Recommendation

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

Risk Event Outcome	Legislative Breach 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.
Risk rating	Low
Mitigation and actions	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

10.4.11 (a):	Listing of Payments September 2025
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10.4.12 Monthly Financial Statements September 2025 and Carry Forward Budget Adjustments

File Ref: D-25-32930

Reporting Officer(s): Pele McDonald, 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. The detail of the carry forward budget adjustments are provided within **Attachments (j)–(k)**, commentary and a high level analysis are contained in this report.

Officer Recommendation

That Council:

1. Notes the Financial Statements and report for the month ended 30 September 2025.
2. Adopts the carry forward budget adjustments and changes contained in the Statement of Financial Activity at **Attachment (j)**, as well as the detailed adjustments contained in the Carry Forward Budget Adjustments 30 September 2025 at **Attachment (k)**.

Absolute Majority Required for 2.

Background

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

Comment

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

Monetary policy measures taken by the Reserve Bank of Australia (RBA) appears to be achieving its objective of lowering inflation in Australia. The June 2024 quarter to June 2025 quarter Perth CPI of 2.7% were within target. The national CPI figure of 2.1% for the 12 months to June 2025 were well within the target range, however the monthly national CPI rose 2.8% for July 2024 to July 2025 and 3.0% in the 12 months to August.

At its February 2025 meeting the RBA decided to cut the cash rate by 25 basis points to 4.10%, followed by a further 25 basis points cut at its 20 May 2025 meeting. The RBA did cut rates further by 25 basis points at its Monetary Policy Board Meeting on 12 August 2025, taking the cash rate to 3.60%. At its 30 September 2025 meeting the Board decided to leave the cash rate on hold at 3.60%.

The economic outlook remains uncertain, the RBA Monetary Policy Board released the following statement on the 30 September 2025: "There are uncertainties about the outlook for domestic economic activity and inflation stemming from both domestic and international developments. On the domestic side, stronger-than-expected data on growth and inflation may indicate that households have become more comfortable consuming as real incomes and wealth rise. If this continues, it may make it easier for businesses to pass on cost increases and lead to more demand for labour. Alternatively, the recent growth in consumption might not persist, particularly if households become more concerned about overseas developments."

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

Actual income from operating activities for September year-to-date (YTD) is \$72.11m in comparison to budget of \$71.82m, favourable to budget by \$0.29m. Actual expenditure from operating activities for September is \$20.00m in comparison to the budget of \$20.57m, favourable to budget by \$0.57m or 2.77%. The September Net Operating Position of \$52.11m is \$0.86m favourable in comparison to budget.

Capital Revenue of \$0.24m, is \$0.03m favourable in comparison to budget. Actual Capital Expenditure YTD is \$2.35m in comparison to the budget \$3.13m, favourable by \$0.78m. A variance analysis is provided within **Attachment (e)** titled Significant Variance Analysis.

Cash and Cash Equivalents amounted to \$108.37m. 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 3.95% 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 September 2025, the City held 33.83% of its investments in institutions that do not provide fossil fuel lending. The Summary of Cash Investments illustrates the percentage invested in each of the non-fossil fuel institutions and the short-term credit rating provided by Standard & Poor's for each of the institutions.

Carry forward budget adjustments

As described during the Budget deliberations, the estimation of Capital projects that may carry forward from one year to the next is challenging. As it is dependent on many factors including the weather, materials and labour shortages and estimating the completion of work by 30 June by a contractor. As in previous years, there were several Capital projects that require Budget adjustments to recognise carry forward projects.

Like last year - to allow the required carry forward capital budget items to be clearly identified, the budget for the 2025/26 financial year purposefully excluded the carry forward estimates. Three months have passed since budget adoption and there is significantly more clarity regarding carry forward requirements.

Attachment (j) the Statement of Financial Activity Revised Budget in the Revised Budget column illustrates the impact of the carry forward adjustments. Detailed adjustments are contained in **Attachment (k)** Carry Forward Budget Adjustments 30 September 2025. It details the required funding source and capital adjustments to affect the carry forward adjustments to the adopted 2025/26 budget.

In summary, for these carry forward adjustments capital grant subsidies and contributions income recognition increase by \$5.65m and capital expenditure increase by \$7.94m. Carry forward transfers from the Reserves to Municipal Fund increase by \$5.75m and movement in cash backed grant obligations \$5.31m. The nett impact of the carry forward adjustments is that the \$0 balanced budget position, increases to a deficit position of -\$1.86m. It is anticipated that once the financial year end is finalised and the midyear budget review completed that the nett result will be a budget surplus.

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

Risk Event Outcome	Legislative Breach 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.
Risk rating	Low
Mitigation and actions	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

10.4.12 (a):	Statement of Financial Position
10.4.12 (b):	Statement of Change in Equity
10.4.12 (c):	Statement of Financial Activity
10.4.12 (d):	Operating Revenue and Expenditure
10.4.12 (e):	Significant Variance Analysis
10.4.12 (f):	Capital Revenue and Expenditure
10.4.12 (g):	Statement of Council Funds
10.4.12 (h):	Summary of Cash Investments
10.4.12 (i):	Statement of Major Debtor Categories
10.4.12 (j):	Statement of Financial Activity Revised Budget
10.4.12 (k):	Carry Forward Budget Adjustments 30 September 2025

10.5 MATTERS REFERRED FROM COMMITTEE MEETINGS

10.5.1 Quarterly Activity Report

File Ref: D-25-32931

Reporting Officer(s): Pele McDonald, A/Director Corporate Services

Summary

This report outlines recent activities undertaken by the City of South Perth relating to Risk Management, Business Continuity and Workplace Health and Safety and an overview of the activities planned.

Officer Recommendation AND COMMITTEE RECOMMENDATION

Moved: Ms Shona Zulsdorf

Seconded: Councillor André Brender-A-Brandis

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

1. Notes the details of the Quarterly Activity Report as contained in the body of the report;
2. Notes the two Corporate Operational Risks reassessed from High to Moderate risk rating as contained within the report; and
3. Endorses the Strategic Risk Register as contained in **Confidential Attachment (a)**.

CARRIED (5/0)

For: Councillors André Brender-A-Brandis, Glenn Cridland and Jennifer Nevard, Mr Warwick Gately and Ms Shona Zulsdorf.

Against: Nil.

Background

The Council is responsible for the strategic direction of the City. The City's Audit, Risk and Governance Committee (ARGC) is a Committee of Council in accordance with the *Local Government Act 1995* (the Act) and is responsible for providing guidance, assistance, and oversight to the Council, in relation to matters which include the City's compliance with Regulation 17 of the Local Government (Audit) Regulations 1996 (the audit regulations).

The responsibility of the Chief Executive Officer (CEO) in relation to Regulation 17 of the audit regulations includes reviewing the appropriateness and effectiveness of the City's systems and procedures in relation to:

- a) risk management;
- b) internal control; and
- c) legislative compliance.

This activity report will provide an update on the City's Risk Management, Business Continuity and Workplace Health and Safety activities undertaken for the previous quarter and identifies proposed activities for the upcoming quarter.

Information contained in this report will assist the ARGC in fulfilling their responsibilities as they relate to Regulation 17 of the audit regulations.

Comment

1) Strategic Risk Register

The Strategic Risk Register (register) has been developed in consultation with the City's Elected Members and external members of the ARGC. The register was last noted by the ARGC at its meeting held 10 June 2025.

The register, as contained in **Confidential Attachment (a)**, was reviewed by the Internal Risk Management Committee (IRMC) on the 18 August 2025 and the Executive Management Team (EMT) on 26 August 2025. The Executive Management Team has made changes to the risk assessment for Item 5: Capital Investments, as detailed below. Minor amendments to text within the attached confidential register have been made and are shown in red text. Changes include:

i. Item 5 Capital Investment

Event: Failure to deliver major City Projects

Outcome: Financial Loss/Reputational Damage/Service Interruption

The Executive Management Team concluded that the risk event "*Failure to deliver major City projects*" did not warrant a consequence rating of 4 and a likelihood rating of 3. While it is acknowledged that individual projects may experience delays or challenges during their lifecycle, it was considered unlikely that such issues would result in the City failing to deliver a major project in its entirety.

Based on the evaluation, the consequence rating was reduced from 4 to 3 and the likelihood rating from 3 to 2, resulting in the overall risk rating being downgraded from High to Moderate.

2) Operational Risk Register

In accordance with the requirements of the Risk Management Framework 2024 all Corporate Operational risks with a residual risk rating of High or Extreme are presented to the ARGC for review and noting.

Following a review by the Executive Management Team, changes were made to Corp 1.2 Physical Security of City Officers and Assets, and Corp 5.0 Dependency on contractors to deliver key projects/services, as detailed below. As a result of these changes, there are no High or Extreme Operational Risks for the reporting period.

The two risks detailed below were previously assessed as having a high-risk rating. Both risks have been reassessed, and their ratings have been revised accordingly.

i. **Corp Risk 1.2 Physical security of City Officers and Assets**

Event: Security policies, processes and procedures are insufficient to prevent, prepare for, respond to, and recover from a security related event.

Outcome: Health/Injury

Due to hostile incidents which have occurred at City facilities, the residual likelihood of this risk event occurring remains, assessed at 3 (Possible). However, considering the outcomes of previous incidents and the effectiveness of current controls, it was determined that a consequence rating of 4 *“health or injury impacts resulting in lost time greater than 30 days”* - was not deemed justified.

Based on the evaluation, the consequence rating was reduced from 4 to 3, resulting in the overall risk rating being downgraded from High to Moderate.

ii. **Corp Risk 5.0 Dependency on contractors to deliver key project/services**

Event: Availability of suitable contractors, contractor failure, management of contractors.

Outcome: Service Interruption

Initially rated as high in November 2022 due to contractor availability issues, this risk was reduced to moderate in November 2024 when contractor availability improved. However, following a review by the Internal Risk Management Committee on 4 February 2025, the risk rating was increased back to high due to renewed difficulties in contractor availability.

Following the review by the Executive Management Team, the likelihood of the risk was maintained at 3 (Possible). However, it was determined that a consequence rating of 4 *“reflecting service interruptions affecting performance for less than a month and financial losses between \$1,000,001 and \$10,000,000”* - was not deemed justified.

Based on the evaluation, the consequence rating was reduced from 4 to 3, resulting in the overall risk rating being downgraded from High to Moderate.

3) **Business Continuity**

The City remains on track to review and complete all Business Continuity Plans (BCP) by the end of the 2025/26 financial year. Although the development of the organisation-wide BCP has been delayed due to resource constraints within Business Units, the review of submitted plans is progressing, and work on the organisation-wide BCP is scheduled to commence shortly.

4) ISO 45001 Work Health and Safety

During the last quarter, the following key Work Health and Safety (WHS) activities and initiatives were undertaken/achieved:

- The bi-annual EMT WHS Safety Management System Review Meeting took place in August 2025, with EMT endorsing the WHS Annual Targets & Objectives for 2025/26.
- An Operations Centre Site Safety Induction has been developed and implemented for all employees, contractors to complete prior to entering the site.
- A review of all WHS management practices has occurred.

5) Planned Activities

The following activities are planned (subject to the availability of organisational officers) for the remainder of the 2025/26 financial year:

System/Procedure	Activity	Expected Outcome
Risk Management	Operational risks to be reviewed on a quarterly basis.	The City's Corporate Operational Risk register to be as current as reasonably practicable.
Risk Management	Development of further fraud and corruption training.	Increased knowledge within the City's business units in order to further protect resources and information and safeguard the integrity and reputation of the City.
Business Continuity	Rollout of updated business continuity plans in accordance with the requirements of the Business Continuity Management Framework.	The City's Business Continuity Plans to be as current as reasonably practicable.
Risk Management	Management Practice M695 Risk Management.	Sound risk management practices and procedures to be further integrated into the City's strategic and operational planning process and day to day business practices.
Risk Management	Provide training program for identified officers.	Provide support and guidance to officers ensuring they have familiarity with the City's risk management practices.

Workplace Health and Safety	Continue to implement the annual Targets & Objectives.	Targets are on track to be achieved for 2025/26.
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Consultation

Nil.

Policy and Legislative Implications

- Reg 17 (1) (a) (b) and (c) of the Local Government (Audit) Regulations 1996
 - 17. CEO to review certain systems and procedures
 - (1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to –
 - (a) risk management;
 - (b) internal control; and
 - (c) Legislative compliance.
- *Work Health and Safety Act 2020*

Financial Implications

Nil.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach 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.
Risk rating	Low
Mitigation and actions	Continuous review and improvement in relation to all Risk Management, Business Continuity and Workplace Health and Safety activities.

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:	4.3.4 Maintain a culture of continuous improvement

Attachments

10.5.1 (a):	Strategic Risk Register (<i>Confidential</i>)
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10.5.2 Audit Register Progress Report - 4th Quarter Update

File Ref: D-25-32933

Reporting Officer(s): Pele McDonald, 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: Councillor André Brender-A-Brandis

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: Councillors André Brender-A-Brandis, Glenn Cridland and Jennifer Nevard, 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 notes 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 approximately \$60,000 for the 2025/26 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

Risk Event Outcome	Legislative Breach 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.
Risk rating	Medium
Mitigation and actions	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

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

10.5.3 Policy Review

File Ref: D-25-32935

Reporting Officer(s): Donna Shaw, Director Development and Community 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: Councillor André Brender-A-Brandis

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):**

P101	Public Art and Art Collections
P624	Media Communications
P677	State Administrative Tribunal
P688	Asset Management

CARRIED (5/0)

For: Councillors André Brender-A-Brandis, Glenn Cridland and Jennifer Nevard, 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 will be presented to the Audit, Risk and Governance Committee and subsequently to Council for adoption. During this review, there were no new policies drafted for consideration and no policies put forward for revocation.

Comment

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:

P101 Public Art and Art Collections

The management of public art collections for the City has been updated to reflect the terms of reference for the City of South Perth Arts Advisory Group and the changes to Local Planning Policy 6.3 – Public Art. This amendment fosters the ongoing review and evaluation of the City's collection to align with strategic direction.

P624 Media Communications

Following the Council decision at its meeting held 24 June 2025 (Item 10.5.3 – Policy Review), this policy was referred to a workshop for further consideration. This workshop was held on 5 August 2025 and the policy has been amended to reflect the changes and feedback provided by Elected Members during that session.

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.

Notable changes to this policy include:

- The responsibility for the Mayor to advise the City if they are unavailable to perform their function as a spokesperson for the City in writing;
- The invitation for the Deputy Mayor or relevant Ward Councillor to be invited and/or speak on behalf of the City if the Mayor is unable to do so;
- Requirement for personal communications to comply with the relevant codes of conduct; and
- Clearly outlining the Elected Member requirements when making statements on City matters.

These changes promote inclusivity and accountability for the Elected Members in relation to media communications.

P677 State Administrative Tribunal

This policy has been updated to clearly outline the confidentiality requirements of matters referred to the State Administrative Tribunal.

P688 Asset Management

Council adopted the City's Asset Management Strategy 2025-2035 (the Strategy) at its meeting held 22 July 2025. Following adoption of the Strategy, the City has amended this policy to reflect the revised principles contained within the Strategy. The revised principles promote sustainable and transparent practices in an effort to provide the community with well maintained and reliable assets.

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

Risk Event Outcome	Legislative Breach 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.
Risk rating	Low
Mitigation and actions	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

11. APPLICATIONS FOR LEAVE OF ABSENCE

12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

13. QUESTIONS FROM MEMBERS

13.1 RESPONSE TO PREVIOUS QUESTIONS FROM MEMBERS TAKEN ON NOTICE

Responses to questions from members taken on notice at the September 2025 Ordinary Council Meeting can be found in the Appendix of this Agenda.

13.2 QUESTIONS FROM MEMBERS: 28 OCTOBER 2025

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

15. MEETING CLOSED TO THE PUBLIC

Nil.

16. CLOSURE

APPENDIX

13.1 QUESTIONS FROM MEMBERS taken on notice OCM 23 September 2025

Councillor Glenn Cridland	Response provided by: Pele McDonald – A/ Director Corporate Services
<i>[Preamble]</i> <i>First one relates to some issues I'd asked at the last few meetings about our sporting and community clubs and in relation to them still waiting to finalise their long-term leases for occupation or licenses for long-term occupation of their locations.</i>	
1. I was wondering how many sporting and community clubs or groups are waiting to renew their long-term leases and are on month-to-month agreements? How long is the longest that a group has been waiting on a month-to-month basis?	There are currently four community group/sporting club leases holding over. These include: 1. Manning Tennis Club 2. Como Croquet Club 3. Old Mill Theatre 4. South Perth Soccer Club The longest period that a group/club has been waiting on a month-to-month basis is approximately five months. Officers are working closely with the community groups/sporting clubs to negotiate the terms and conditions of the new leases in accordance with Policy P609 Management and Sale of City Property prior to submitting to Council for approval.