

# ATTACHMENTS

## Audit, Risk and Improvement Committee Meeting

10 March 2026

# ATTACHMENTS TO AGENDA ITEMS

Audit, Risk and Improvement Committee Meeting - 10 March 2026

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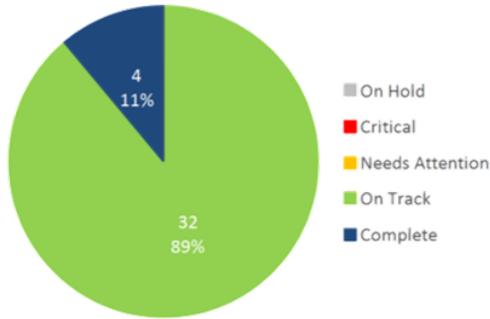
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# CORPORATE BUSINESS PLAN | COUNCIL REPORT

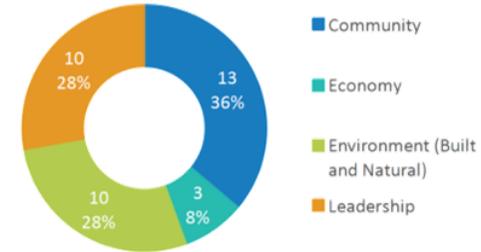
## Corporate Actions that we will deliver over 2025 / 2026 | Q2 Dashboard | Oct to Dec 2025

### STATUS SNAPSHOT

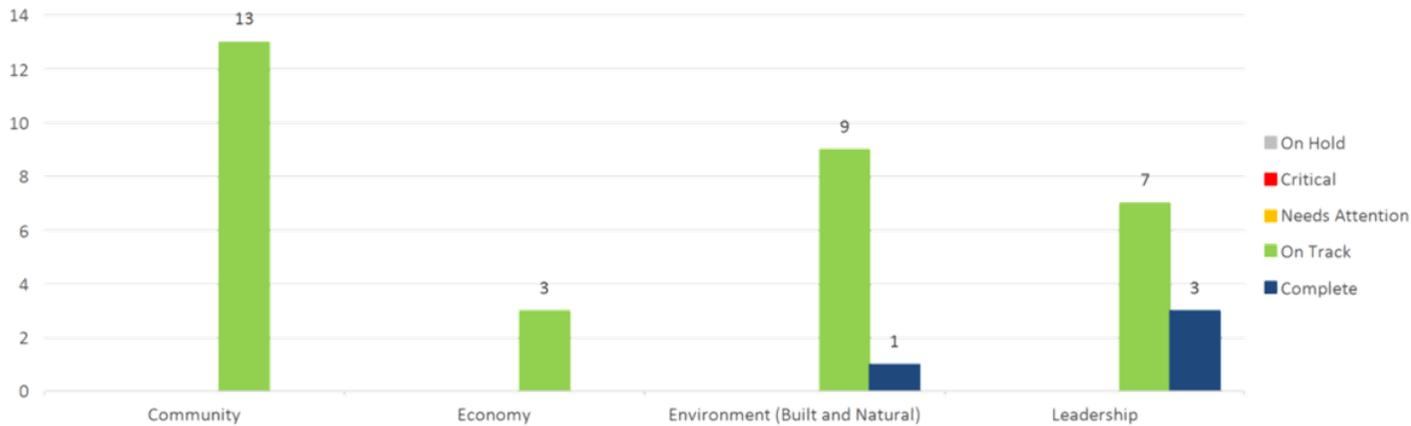


**36**  
**Corporate**  
**Project /**  
**Activities in**  
**Total**

### STRATEGIC DIRECTION SNAPSHOT



### STATUS TRACKING BY STRATEGIC DIRECTION



No.	Strategic Direction	Outcome	Strategy	Project / Activity	Timeframe	Status	% Complete	Action 25/26	Quarterly Updates
1	Community	1.1 Culture and community	1.1.2 Develop, facilitate and/or support opportunities for inclusive and cohesive social, cultural and healthy activity in the City	Access and Inclusion Plan 2022 - 2027	Ongoing	On Track	50 %	Implement, monitor and evaluate the Access and Inclusion Plan	<p><b>QTR 2   Oct to Dec 2025</b></p> <p>The City partnered with the West Australian Symphony Orchestra to deliver a concert for 70+ people with disability and their carers. The Inclusive Community Advisory Group (ICAG) met during the reporting period and conducted the election of a new Chair and Vice-Chair.</p>
2	Community	1.1 Culture and community	1.1.2 Develop, facilitate and/or support opportunities for inclusive and cohesive social, cultural and healthy activity in the City	Cultural Plan 2023 - 2028	Ongoing	On Track	83 %	Implement, monitor and evaluate the Cultural Plan and commence development of the Cultural and Social Strategy	<p><b>QTR 2   Oct to Dec 2025</b></p> <p>The City delivered</p> <ul style="list-style-type: none"> <li>- cultural arts and events programs (Emerging Artist Award, Carols at Sunset),</li> <li>- local cultural activations (Remembrance Day, Citizenship, Christmas markets, Christmas Decorations).</li> </ul> <p>20 of 24 actions in the Cultural Plan 2023-2028 completed in the financial year to date.</p>
3	Community	1.1 Culture and community	1.1.2 Develop, facilitate and/or support opportunities for inclusive and cohesive social, cultural and healthy activity in the City	Youth Plan 2021 - 2025	Ongoing	On Track	50 %	Implement the actions as detailed in the City's Youth Plan and reference as part of the Cultural and Social Strategy	<p><b>QTR 2   Oct to Dec 2025</b></p> <p>On track with delivering youth initiatives including Adulting 101 series, Social Media ban workshop.</p> <p>In this quarter the Kaya Karawara youth program series commenced.</p>
4	Community	1.2 Community infrastructure	1.2.1 Maintain, plan, develop and facilitate community infrastructure to respond to community needs and priorities	Challenger Reserve Masterplan		On Track	90 %	Develop detailed design and undertake stakeholder and community engagement to progress the Challenger Reserve Masterplan	<p><b>QTR 2   Oct to Dec 2025</b></p> <p>In relation to Challenger Reserve Masterplan, the draft masterplan and costings were presented to Council at the Ordinary Council Meeting held in December 2025. As resolved by Council, a workshop has been scheduled for Q3, on 3 February 2026 to determine parameters for:</p> <ol style="list-style-type: none"> <li>1. The essential, discretionary or excluded components which can comprise of a combination of renewal, upgrade or new assets; and</li> <li>2. Establishing the capital budget to provide the financial constraint for this project.</li> </ol>
5	Community				Ongoing	On Track	25 %		<p><b>QTR 2   Oct to Dec 2025</b></p>

No.	Strategic Direction	Outcome	Strategy	Project / Activity	Timeframe	Status	% Complete	Action 25/26	Quarterly Updates
		1.2 Community infrastructure	1.2.1 Maintain, plan, develop and facilitate community infrastructure to respond to community needs and priorities	<b>Community Recreation Facilities Plan 2019 - 2033</b>				Review the plan and implement, monitor and evaluate the Community Recreation Facilities Plan. The format of the plan will be amended to produce the Community Infrastructure Plan	The City is progressing with the development of a new Community Infrastructure Plan (to replace the current Community Recreation Facilities Plan).  The Community Infrastructure Plan will include actions for renewal, redevelopment or upgrade of local community infrastructure. The Plan will assist in determining community recreation facility project priorities into the future.
<b>6</b>	<b>Community</b>	1.2 Community infrastructure	1.2.1 Maintain, plan, develop and facilitate community infrastructure to respond to community needs and priorities	<b>Underground Power Program</b>		<b>On Track</b>	<b>6%</b>	Implementation of Underground Power Program for Kensington.	<b>QTR 2   Oct to Dec 2025</b>  The Western Power Project Status Report notes that construction commenced on 1 September 2025. The project will be completed by mid 2027.  All Engineering and Design activities and the Construction RFQ process have been completed by the City.
<b>7</b>	<b>Community</b>	1.2 Community infrastructure	1.2.2 Develop, manage, maintain and optimise the use of the City's properties, assets and facilities	<b>Capital Projects Delivery - Engineering</b>		<b>On Track</b>	<b>60%</b>	Deliver the Capital Works Program in relation to the renewal and upgrade of City assets including roads, footpaths	<b>QTR 2   Oct to Dec 2025</b>  Progress on the 2025/26 Capital Works Program remains on track, with 60% of projects completed and the balance scheduled for completion by the end of June 2026.
<b>8</b>	<b>Community</b>	1.2 Community infrastructure	1.2.2 Develop, manage, maintain and optimise the use of the City's properties, assets and facilities	<b>Capital Projects Delivery - Facilities</b>		<b>On Track</b>	<b>50%</b>	Deliver the Capital Works Program in relation to the renewal and upgrade of City facilities	<b>QTR 2   Oct to Dec 2025</b>  3 projects completed. 10 projects in progress.  All projects on track for FY with the exception of the Operations Centre sub station installation. Lead times are dependent on Western Power.
<b>9</b>	<b>Community</b>	1.2 Community infrastructure	1.2.2 Develop, manage, maintain and optimise the use of the City's properties, assets and facilities	<b>Capital Projects Delivery - Fleet</b>		<b>On Track</b>	<b>40%</b>	Deliver the Capital Works Program in relation to the renewal and upgrade of City fleet assets	<b>QTR 2   Oct to Dec 2025</b>  Motor Vehicle sources as per budget allocation.  Procurement underway for 2x streetscape trucks, 1 x large Engineering truck and 2 x Out front mowers.
<b>10</b>	<b>Community</b>					<b>On Track</b>	<b>50%</b>		<b>QTR 2   Oct to Dec 2025</b>

No.	Strategic Direction	Outcome	Strategy	Project / Activity	Timeframe	Status	% Complete	Action 25/26	Quarterly Updates
		1.2 Community infrastructure	1.2.2 Develop, manage, maintain and optimise the use of the City's properties, assets and facilities	Capital Projects Delivery - Parks				Deliver the Capital Works Program in relation to the renewal and upgrade of parks infrastructure	The Parks capital program is progressing as scheduled. Due to the nature of many of these projects being seasonally dependent, delivery may span into the 2026/2027 financial year (particularly the Hurlingham living stream and SJMP reticulation projects.)
11	Community	1.2 Community infrastructure	1.2.2 Develop, manage, maintain and optimise the use of the City's properties, assets and facilities	Capital Projects Delivery - Waste		On Track	30 %	Deliver the Capital Works Program in relation to the renewal and upgrade of City waste assets	<p><b>QTR 2   Oct to Dec 2025</b></p> <p>Procurement undertaken for 30m bin.</p> <p>Perimeter Fence tender closed and the contract will be awarded in Q3.</p> <p>CCTV final stages of planning, install on track for Q3.</p>
12	Community	1.3 Community safety and health	1.3.1 Enhance community safety in conjunction with other agencies	Community Safety and Crime Prevention Plan 2022 - 2027	Ongoing	On Track	25 %	Implement, monitor and evaluate the Community Safety and Crime Prevention Plan and review the priorities in the plan	<p><b>QTR 2   Oct to Dec 2025</b></p> <p>43 Home Safety and Security Equipment Rebates have been provided in this quarter.</p> <p>CCTV Footage to WA Police has been requested in 11 times and provided 8 times. The 3 times the footage was not released was due to not having cameras in the requested locations.</p> <p>Security Patrol trial to commence in Q3.</p> <p>Meeting held with Kensington Police in December.</p>
13	Community	1.3 Community safety and health	1.3.2 Facilitate and foster a healthy and connected community	Public Health Plan 2020 - 2025		On Track	50 %	Implement the actions as detailed in the City's Public Health Plan, review and develop revised plan in 2025/26	<p><b>QTR 2   Oct to Dec 2025</b></p> <p>Mental Health Week workshops were held – Family Yoga and Journaling for Teens. Foodbank nom! six-week course complete. Community engagement at Como SHS Mental Health Expo and Halloween Twilight Markets.</p> <p>WASO Connect Chamber Performance and Aged Care Information Session for Seniors held.</p> <p>In October, Foodbank nom! Children program and Mental Health Week activities - 'Journaling For Teens' workshop and 'Family Yoga' session.</p> <p>In November - Seniors Week event - Aged Care Information Session and WASO Connect Chamber Performance.</p> <p>Public Health Advisory Group meeting held in November.</p>
14	Economy					On Track	25 %		<b>QTR 2   Oct to Dec 2025</b>

No.	Strategic Direction	Outcome	Strategy	Project / Activity	Timeframe	Status	% Complete	Action 25/26	Quarterly Updates
		2.1 Local business and activated places	2.1.4 Ensure planning frameworks provide for a range of uses in commercial centres	Canning Bridge Precinct Structure Plan				Commence review of Canning Bridge Precinct Structure Plan.	Phase 1 of the Canning Bridge Activity Centre Plan has been completed and now requires feedback from the Department of Planning, Lands and Heritage (Department).  Phase 2 has commenced, and a review of required technical reports is complete. This review will outline all the reports required by the City to inform the changes to the Activity Centre Plan which will be undertaken in Phase 2. The technical report review requires support from the Department. Once support is received and a final list of required technical reports is obtained, the procurement process will commence.
15	Economy	2.1 Local business and activated places	2.1.4 Ensure planning frameworks provide for a range of uses in commercial centres	South Perth Precinct Structure Plan		On Track	10 %	Commence review of South Perth Precinct Structure Plan.	<b>QTR 2   Oct to Dec 2025</b>  Review of the Community Benefit Contribution Framework in the South Perth Activity Centre plan has commenced.  Review of the South Perth Activity Centre Plan will commence April 2026.
16	Economy	2.1 Local business and activated places	2.1.5 Promote City attractions and destinations	South Perth Foreshore Strategy and Management Plan 2015		On Track	50 %	Delivery stage 1 of the Hurlingham Living Stream project.	<b>QTR 2   Oct to Dec 2025</b>  Implementation of the South Perth Foreshore Strategy and Management Plan 2015 is ongoing. Hurlingham Living Stream Stage 1 is complete. Hurlingham Living Stream Stage 2 construction has commenced. The Urban Rivers Catchment program concept design is complete and detailed design and communications with public are in progress.  The design and planning of the Node 2 regional play space is in progress.
17	Environment (Built and Natural)	3.1 Connected and accessible City	3.1.1 Facilitate a safe, efficient, accessible and reliable transport network that encompasses alternative forms of transport	Joint Bike Plan 2018	Ongoing	On Track	15 %	Implement recommendations identified in the Pathways and Bike Plans	<b>QTR 2   Oct to Dec 2025</b>  The City has submitted a grant application under the WA Bicycle Network Grants Program to update the existing Bike Plan.
18					Ongoing	On Track	50 %		<b>QTR 2   Oct to Dec 2025</b>

No.	Strategic Direction	Outcome	Strategy	Project / Activity	Timeframe	Status	% Complete	Action 25/26	Quarterly Updates
	Environment (Built and Natural)	3.1 Connected and accessible City	3.1.2 Develop and implement integrated transport and infrastructure plans that consider improved parking management systems and encourage alternative forms of transport	Integrated Transport Plan 2021 - 2031				Implement and monitor the Plan.	<p>Delivery of the supporting plans associated with the Integrated Transport Plan remains on track, with the Plan being actively implemented and monitored as scheduled.</p> <p>A Traffic Congestion, Safety and Access Study for the South Perth Activity Centre Area is under development by a traffic consultant and is expected to be completed by December 2025.</p> <p>The Kwinana Freeway Offramp and Mill Point Road Intersection project is undergoing a design review for Main Roads WA (MRWA) approval, as part of the Federal Blackspot Program. The project aims to enhance road safety by reducing traffic speeds through the installation of a wombat crossing and is expected to commence in mid 2026.</p> <p>The formalised pedestrian crossing design for Anstey Street is currently at design review stage by MRWA. The project will include lighting upgrades, new pram ramps, and line marking to improve pedestrian movement and safety within the Angelo Street Neighbourhood Centre and is expected to commence in mid 2026.</p>
19	Environment (Built and Natural)	3.1 Connected and accessible City	3.1.2 Develop and implement integrated transport and infrastructure plans that consider improved parking management systems and encourage alternative forms of transport	Parking Plan		On Track	75 %	Updates and additions will be made to the Parking Plan to address current issues and opportunities	<p><b>QTR 2   Oct to Dec 2025</b></p> <p>Parking Plan 2016 has been reviewed and is on track for completion in 2025-26</p>
20	Environment (Built and Natural)	3.2 Sustainable built form	3.2.1 Develop and implement a sustainable local planning framework to meet current and future community needs	Local Heritage List		On Track	75 %	Implement and monitor the local heritage list and relevant policies	<p><b>QTR 2   Oct to Dec 2025</b></p> <p>The Local Heritage List was adopted by Council at the 28 October 2025 Ordinary Council Meeting.</p> <p>The Council decision included a request that the Chief Executive Officer undertake place specific reviews (including consideration of built form) of five properties. The City has progressed this task by appointing an independent heritage consultant to undertake the place specific reviews. The outcome of the reviews is currently being finalised.</p>
21	Environment (Built and Natural)	3.3 Enhanced environment and open spaces	3.3.2 Enhance the City's urban forest on public and private land	Urban Greening Strategy	Ongoing	Complete	100 %	Seek Council adoption of the Urban Greening Strategy	<p><b>QTR 2   Oct to Dec 2025</b></p> <p>The Urban Greening Strategy has been endorsed by Council.</p> <p>Work on the Implementation Plan has commenced and will be ongoing.</p>

No.	Strategic Direction	Outcome	Strategy	Project / Activity	Timeframe	Status	% Complete	Action 25/26	Quarterly Updates
22	Environment (Built and Natural)	3.3 Enhanced environment and open spaces	3.3.3 Improve the amenity value and sustainable uses of our streetscapes, public open spaces and foreshores	Collier Park Golf Course		On Track	35 %	Oversee the development of the Collier Park Golf Course agreement and development works and conditions	<b>QTR 2   Oct to Dec 2025</b> <ul style="list-style-type: none"> <li>- Development Approval achieved</li> <li>- Construction is due to commence in Q3.</li> <li>- Driving range netting completed.</li> <li>- Selection and appointment of padel court supplier in progress.</li> </ul>
23	Environment (Built and Natural)	3.3 Enhanced environment and open spaces	3.3.4 Enhancement of the environment, maintaining open space and effective management of the Swan and Canning River foreshores	Kwinana Freeway Foreshore Management Plan	Ongoing	On Track	50 %	Implement scheduled management plan actions	<b>QTR 2   Oct to Dec 2025</b> The City continues to work with Main Roads WA and the Department of Biosecurity, Conservation and Attractions (DBCA).
24	Environment (Built and Natural)	3.4 Resource management and climate change	3.4.1 Manage and promote sustainable water, waste, land and energy practices	Clontarf Waterford Salterpoint Foreshore Masterplan 2019	Ongoing	On Track	50 %	Implement actions in Clontarf Waterford Salter Point Foreshore Masterplan	<b>QTR 2   Oct to Dec 2025</b> Quarterly surface water quality monitoring, testing and reporting for waterways and storm water open drains has been undertaken.  Completed prescribed majority of chemical and mechanical treatment works at Canning River foreshore reserves.
25	Environment (Built and Natural)	3.4 Resource management and climate change	3.4.1 Manage and promote sustainable water, waste, land and energy practices	Integrated Drainage Catchment Management Plan 2004		On Track	90 %	Review the Integrated Drainage Catchment Management Plan and develop a new plan	<b>QTR 2   Oct to Dec 2025</b> The Integrated Drainage Catchment Management Plan (IDCMP) is almost complete.
26	Environment (Built and Natural)	3.4 Resource management and climate change	3.4.1 Manage and promote sustainable water, waste, land and energy practices	State Waste Plan	Ongoing	On Track	80 %	Review and implement the actions associated with the State Waste Plan and report on progress annually to the State Government.	<b>QTR 2   Oct to Dec 2025</b> Actions surrounding FOGO implementation have been deferred. Verge Valet was introduced 2 days per week from 1 October. Annual report submitted to Department of Water and Environmental Regulation (DWER). Awaiting any feedback from DWER.
27	Leadership	4.2 Advocacy	4.2.1 Advocate for State and Federal Government investment to improve public infrastructure and to address community issues	South Perth Foreshore River Wall	Ongoing	Complete	100 %	Advocate for external funding for river wall replacement on the South Perth foreshore.	<b>QTR 2   Oct to Dec 2025</b> Funding for the Coode Street section was secured last quarter.
28	Leadership			Annual Budget	Ongoing	On Track	25 %		<b>QTR 2   Oct to Dec 2025</b>

No.	Strategic Direction	Outcome	Strategy	Project / Activity	Timeframe	Status	% Complete	Action 25/26	Quarterly Updates
		4.3 Good governance	4.3.1 Foster effective governance with honesty and integrity and quality decision-making to deliver community priorities					Review and amend 2024/25 budget mid-year. Prepare and finalise 2025/26 budget for endorsement	The Capital Budget carry forwards from 2024/2025 was endorsed by Council at the October 2025 OCM.  Mid Year Budget review will commence in January and be completed in Q3. The review will be presented to Council prior to 31 March 2026 as per legislative requirements.  Preparation for 2025/26 budget will commence in Q3 and continue into Q4.
29	Leadership	4.3 Good governance	4.3.1 Foster effective governance with honesty and integrity and quality decision-making to deliver community priorities	Annual Financial Report	Ongoing	On Track	75 %	Prepare and finalise 2024/25 financial report for audit endorsement	<b>QTR 2   Oct to Dec 2025</b>  The Annual Financial Report received an unqualified audit opinion and was adopted by Council at the December 2025 OCM. It is included in the Annual Report and will be presented to the Annual Meeting of Electors in Q3, February 2026.  There were no recommendations from the OAG relating to finance in this audit.
30	Leadership	4.3 Good governance	4.3.1 Foster effective governance with honesty and integrity and quality decision-making to deliver community priorities	Asset Management Strategy	Ongoing	Complete	100 %	Finalise an Asset Management Strategy to specify how the City's organisational objectives are converted into asset management objectives and to outline the City's approach for sustainable management of its asset portfolio.	<b>QTR 2   Oct to Dec 2025</b>  The Asset Management Strategy was adopted by Council on the 22 July 2025.
31	Leadership	4.3 Good governance	4.3.1 Foster effective governance with honesty and integrity and quality decision-making to deliver community priorities	Corporate Business Plan	Ongoing	On Track	50 %	Review and update the CBP annually according to the IPRF guidelines. Report quarterly on progress to the ARGC and Council. Use progress for input to the Annual Report.	<b>QTR 2   Oct to Dec 2025</b>  As a result of impending changes to planning and reporting requirements resulting from the Local Government Act reform, the CBP will be the last document delivered in this format.  A new Council Plan and the new Annual Plan is required. Workshops will commence with Elected Members in Q3.
32	Leadership					On Track	20 %		<b>QTR 2   Oct to Dec 2025</b>

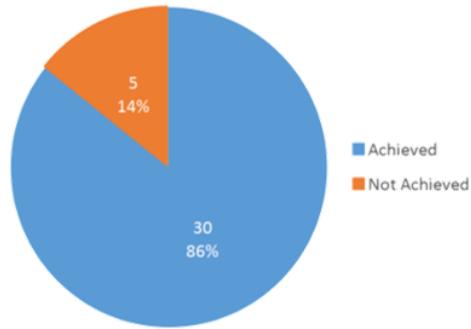
No.	Strategic Direction	Outcome	Strategy	Project / Activity	Timeframe	Status	% Complete	Action 25/26	Quarterly Updates
		4.3 Good governance	4.3.1 Foster effective governance with honesty and integrity and quality decision-making to deliver community priorities	<b>Strategic Community Plan 2021 - 2031</b>				Undertake a major review of the Strategic Community Plan	As a result of impending changes to planning and reporting requirements resulting from the Local Government Act reform, the SCP 2021-2031 will be the last document delivered in this format.  In this quarter there was detailed analysis of community survey results was undertaken. Workshops will commence with Elected Members in Q3.
33	Leadership	4.3 Good governance	4.3.1 Foster effective governance with honesty and integrity and quality decision-making to deliver community priorities	<b>Workforce Plan 2022/23 to 2025/26</b>	Ongoing	On Track	50 %	Implement the Workforce Plan's year 4 actions and develop a new Workforce Plan	<b>QTR 2   Oct to Dec 2025</b> Workforce Plan items are progressing and on track and include in this quarter:  - Digital literacy training preparation for training to commence in Q3. - A New Starter Values session was held in December 2025, - the Probations 1System module went live - the WHS ISO reaccreditation audit was completed in December 2025 with the accreditation maintained.
34	Leadership	4.3 Good governance	4.3.2 Diversify and optimise non-rate income	<b>Land Utilisation Plan 2024</b>		On Track	35 %	Implementation of the Collins Street Centre, Angelo Street Precinct and Drainage Sumps projects	<b>QTR 2   Oct to Dec 2025</b> Optimising non rate income is an ongoing project. The city is on track with budgets set for 25-26 including generating interest, revenue from fees and charges.  Part of the project, is looking at land utilisation. Works has been undertaken in relation to Drainage Sump. The City is Awaiting a hydraulic assessment to determine which drainage sumps can be assessed for optimisation.  Collins Street - Still waiting on DPLH to complete due diligence.  No further action on other City sites can be undertaken until other project /activities are determined, including leasing policies, Challenger Reserve.
35	Leadership	4.3 Good governance	4.3.3 Maintain a culture of fiscal efficiency	<b>Long Term Financial Plan (LTFP)</b>	Ongoing	Complete	100 %	Review and update the Long-Term Financial Plan, ensuring integration and alignment with the Annual Budget, the Strategic Community Plan and Corporate Business Plan.	<b>QTR 2   Oct to Dec 2025</b> Maintaining a culture of fiscal efficiency is ongoing.  Council adopted the 2025/26 - 2034/35 Long Term Financial Plan along with the 2025/26 Budget at the Ordinary Council Meeting of 24 June 2025.  Once Council has adopted the Council Plan and Annual Plan and the 2026/27 budget, the LTFP will have a desktop review. This is likely for 2026-27, Q1 /Q2.
36	Leadership				Ongoing	On Track	66 %		<b>QTR 2   Oct to Dec 2025</b>

No.	Strategic Direction	Outcome	Strategy	Project / Activity	Timeframe	Status	% Complete	Action 25/26	Quarterly Updates
		4.3 Good governance	4.3.4 Maintain a culture of continuous improvement	<b>Internal audit program</b>				Manage and ensure completion of annual Internal Audit Program. Complete internal audits in accordance with the Strategic Internal Audit Plan (SIAP). Report quarterly to ARGC on audit register progress. Complete induction process for new ARGC Committee Members.	<p>The internal audit for Customer Service, Social Media and Stakeholder Engagement has been finalised.</p> <p>The internal audit for Records Management has been finalised.</p> <p>The internal audit for Procurement and Contract Management is due to commence Q4.</p>

# CBP MEASURES OF SUCCESS | COUNCIL REPORT

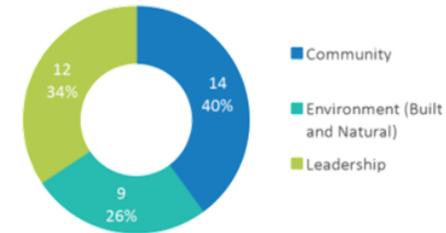
## Key Performance Indicator (KPI) Achievements over 2025 / 2026 | Q2 Dashboard | Oct to Dec 2025

### KPI ACHIEVEMENT SNAPSHOT

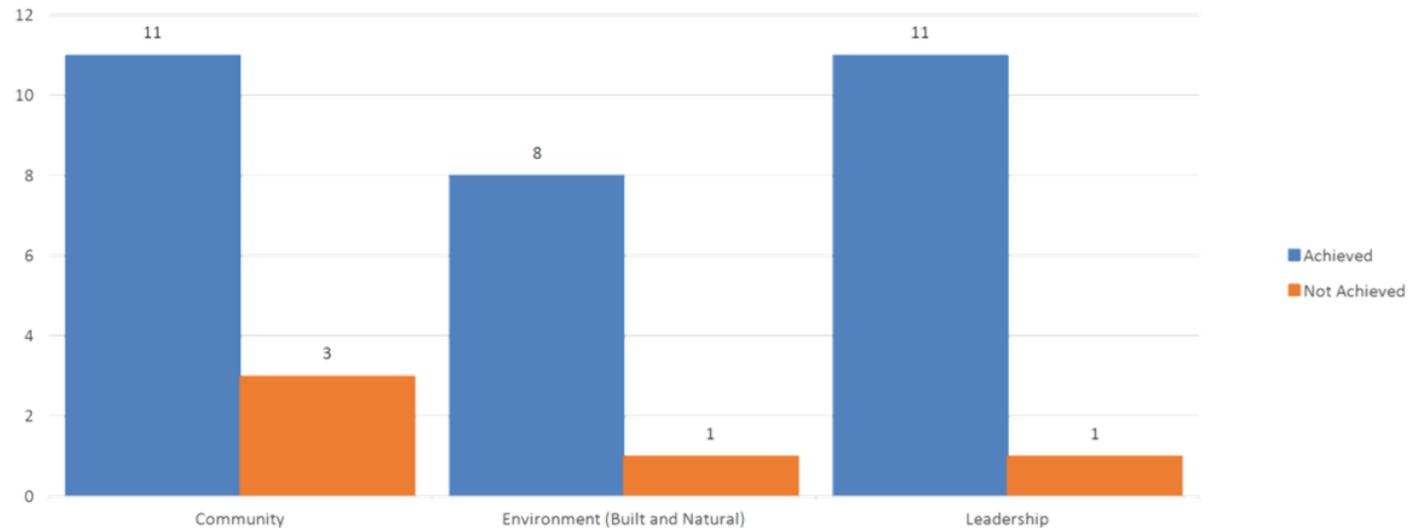


**35  
KPI  
results  
in total**

### STRATEGIC DIRECTION SNAPSHOT



### KPI ACHIEVEMENT TRACKING BY STRATEGIC DIRECTION



CBP MEASURES OF SUCCESS   2025 / 2026   QUARTER TWO REPORT										
No.	Strategic Direction	Outcome	Strategy	Operational Key Performance Indicator	KPI Description	Performance Measure	2025 / 2026 Target	Result	Result Outcome	Result Comment
1	Community	1.1 Culture and community	1.1.1 Develop, facilitate and/or support events, services and programs to respond to community needs and priorities	Annual library visits (physical and digital) per capita	Library Attendee Targets - The number of people visiting or attending the City's two Library branches (Manning and South Perth)	= 5 visits per capita annually (ALIA minimum benchmark) (235,000 visits p.a. for 25/26)	117500.00	112712.00	Not Achieved	Attendee numbers affected by hardware outages and library closures due to renovations
2	Community	1.1 Culture and community	1.1.1 Develop, facilitate and/or support events, services and programs to respond to community needs and priorities	Attendance at library-run educational and literacy programs	Attendance at library-run educational and literacy programs - Total number of participants in library programs annually (early years, digital literacy, creative workshops, etc.)	0.3 attendance per capita (ALIA minimum benchmark)	7050.00	11831.00	Achieved	
3	Community	1.1 Culture and community	1.1.1 Develop, facilitate and/or support events, services and programs to respond to community needs and priorities	Event Attendee Satisfaction	Event Attendee Satisfaction - The percentage satisfaction rate of survey respondents amongst attendees at events held by the City	Maintain satisfaction rate above 70%	70.00	94.20	Achieved	
4	Community	1.1 Culture and community	1.1.1 Develop, facilitate and/or support events, services and programs to respond to community needs and priorities	Event Attendee Targets	Event Attendee Targets - The number of people attending the City's community events and partnership events	Obtain the targeted number of 10,000 people per annum at community events delivered by the City and partnering organisations	5000.00	4819.00	Not Achieved	Estimate of attendees in Q2 is 4,369 people (4,819 people year to date). Attendance for Q2 events includes Sept Citizenship, Emerging Artist, Remembrance Day, Carols at Sunset & Christmas Markets
5	Community	1.1 Culture and community	1.1.1 Develop, facilitate and/or support events, services and programs to respond to community needs and priorities	Recreation Programs Satisfaction	Recreation Programs Satisfaction - The percentage satisfaction rate of recreation program user survey respondents reporting satisfaction with the Recreation Programs offered by the George Burnett Leisure Centre	Maintain satisfaction rate above 70%	70.00	85.00	Achieved	
6	Community	1.1 Culture and community	1.1.2 Develop, facilitate and/or support opportunities for inclusive and cohesive social, cultural and healthy activity in the City	Social impact of library-run educational and literacy programs	Social impact of library-run educational and literacy programs - The percentage of post program survey respondents reporting a positive impact on their confidence, skills, learning, or social connection	80% of participants report a positive impact	80.00	85.00	Achieved	

CBP MEASURES OF SUCCESS   2025 / 2026   QUARTER TWO REPORT										
No.	Strategic Direction	Outcome	Strategy	Operational Key Performance Indicator	KPI Description	Performance Measure	2025 / 2026 Target	Result	Result Outcome	Result Comment
7	Community	1.2 Community infrastructure	1.2.1 Maintain, plan, develop and facilitate community infrastructure to respond to community needs and priorities	Recreation Facility Condition Satisfaction	Recreation Facility Condition Satisfaction - The percentage satisfaction rate of facility user survey respondents reporting satisfaction with the condition of the facility they have booked	Maintain satisfaction rate above 70%	70.00	59.00	Not Achieved	Rating was derived from the recent MARKYT Community Scorecard that rated sport/recreation services & facilities at 59% (due to facilities unfit-for-purpose e.g. substandard indoor sports courts).
8	Community	1.2 Community infrastructure	1.2.2 Develop, manage, maintain and optimise the use of the City's properties, assets and facilities	Property / Building Maintenance	Property Maintenance - The number of maintenance requests that are assessed and/or actioned within 10 days of notification	Complete 90% of assessments and/or actions within 5 days (urgent) or within 10 days (remainder)	90.00	97.00	Achieved	
9	Community	1.2 Community infrastructure	1.2.3 Plan for and promote the development of recreation facilities to service City of South Perth needs	Recreation Facility Management Satisfaction	Recreation Facility Management Satisfaction - The percentage satisfaction rate of facility user survey respondents reporting satisfaction with the service they received during the booking process	Maintain satisfaction rate above 70%	70.00	78.00	Achieved	
10	Community	1.3 Community safety and health	1.3.1 Enhance community safety in conjunction with other agencies	CCTV Mobile Trailer Deployment	CCTV Mobile Trailer Deployment - The number of times that the CCTV trailer deployed within the local community	Minimum of 5 deployments per annum	2.50	9.00	Achieved	
11	Community	1.3 Community safety and health	1.3.1 Enhance community safety in conjunction with other agencies	Community Safety Home Equipment Rebate Program	Community Safety Home Equipment Rebate Program - Number of rebate applications that are approved per annum	Minimum of 50 rebates per annum	25.00	138.00	Achieved	
12	Community	1.3 Community safety and health	1.3.2 Facilitate and foster a healthy and connected community	Dog Attacks Investigated	Dog Attacks Investigated - Number of dog attack investigations completed within 14 days	Maintain an above 80% completion rate of dog attacks investigated within 14 days	80.00	100.00	Achieved	
13	Community	1.3 Community safety and health	1.3.2 Facilitate and foster a healthy and connected community	Responsible Pet Ownership Education Satisfaction	Responsible Pet Ownership Education Satisfaction - The percentage satisfaction of participants at education sessions delivered in relation to responsible pet ownership	80% overall satisfaction	80.00	100.00	Achieved	
14	Community	1.3 Community safety and health	1.3.2 Facilitate and foster a healthy and connected community	System Capture of Animals Presented at the Animal Care Facility	System capture of animals presented at the Animal Care Facility	100% of animals are entered into the City's system within 4 hours	100.00	100.00	Achieved	

CBP MEASURES OF SUCCESS   2025 / 2026   QUARTER TWO REPORT										
No.	Strategic Direction	Outcome	Strategy	Operational Key Performance Indicator	KPI Description	Performance Measure	2025 / 2026 Target	Result	Result Outcome	Result Comment
15	Environment (Built and Natural)	3.1 Connected and accessible City	3.1.1 Facilitate a safe, efficient, accessible and reliable transport network that encompasses alternative forms of transport	Footpath Maintenance Request Response Time	Footpath Maintenance Request Response Time - The percentage of footpath maintenance requests that are responded to within 3 days	The percentage of footpath maintenance requests that are responded to within 3 days	90.00	96.00	Achieved	
16	Environment (Built and Natural)	3.1 Connected and accessible City	3.1.1 Facilitate a safe, efficient, accessible and reliable transport network that encompasses alternative forms of transport	Jetty and Boardwalk Maintenance Request Response Time	Jetty and Boardwalk Maintenance Response - The percentage of Jetty and Boardwalk maintenance requests that are responded to within 3 days	The percentage of Jetty and Boardwalk maintenance requests that are responded to within 3 days	90.00	90.00	Achieved	
17	Environment (Built and Natural)	3.1 Connected and accessible City	3.1.1 Facilitate a safe, efficient, accessible and reliable transport network that encompasses alternative forms of transport	Parking Management	Parking Management	Complete 90% of assessments and actions in accordance with the Customer Service Charter	90.00	100.00	Achieved	
18	Environment (Built and Natural)	3.1 Connected and accessible City	3.1.1 Facilitate a safe, efficient, accessible and reliable transport network that encompasses alternative forms of transport	Parking Management - Abandoned Vehicles	Parking Management - Abandoned Vehicles - The percentage of abandoned vehicle requests that are responded to in line with the Customer Service Charter	Complete 90% of assessments and actions in accordance with the Customer Service Charter	90.00	100.00	Achieved	
19	Environment (Built and Natural)	3.1 Connected and accessible City	3.1.1 Facilitate a safe, efficient, accessible and reliable transport network that encompasses alternative forms of transport	Parking Revenue	Parking Revenue - The percentage increase in parking revenue	Increase the City's revenue from parking by 10% each year	5.00	0.00	Not Achieved	There is a drop of 19% between October - December 2024 when compared to October - December 2025
20	Environment (Built and Natural)	3.1 Connected and accessible City	3.1.1 Facilitate a safe, efficient, accessible and reliable transport network that encompasses alternative forms of transport	Traffic Management Request Response Time	Traffic Management Request Response Time - The percentage of transport network community requests that are responded to within 48 hours of reporting	Maintain response rate at 90%	90.00	100.00	Achieved	

CBP MEASURES OF SUCCESS   2025 / 2026   QUARTER TWO REPORT										
No.	Strategic Direction	Outcome	Strategy	Operational Key Performance Indicator	KPI Description	Performance Measure	2025 / 2026 Target	Result	Result Outcome	Result Comment
21	Environment (Built and Natural)	3.2 Sustainable built form	3.2.1 Develop and implement a sustainable local planning framework to meet current and future community needs	Building Permit Determination	Building Permit Determination - The number of building permits determined within 10 days for certified permits and 25 days for uncertified permits	Maintain ratio of 100% of building permits determined within statutory timeframes	100.00	100.00	Achieved	
22	Environment (Built and Natural)	3.2 Sustainable built form	3.2.1 Develop and implement a sustainable local planning framework to meet current and future community needs	Development Application Determination	Development Application Determination - The number of development (planning) applications determined within 60 days where no consultation is required and 90 days where consultation is required	Maintain a minimum of 85% of development applications determined within statutory timeframes	85.00	100.00	Achieved	
23	Environment (Built and Natural)	3.4 Resource management and climate change	3.4.1 Manage and promote sustainable water, waste, land and energy practices	Graffiti Removal Response	Graffiti Removal Response - The percentage of graffiti incidents that are responded to in line with the Customer Service Charter	Complete 90% of assessments and actions in accordance with the Customer Service Charter	90.00	100.00	Achieved	
24	Leadership	4.1 Engaged community and leadership	4.1.1 Engage, educate, inform, consult and listen to our community to understand and deliver on identified priorities	Communications & Marketing Plans	Communications & Marketing Plans	12 Communications and/or Marketing Plans are developed in relation to projects in the CBP each year	6.00	11.00	Achieved	
25	Leadership	4.1 Engaged community and leadership	4.1.1 Engage, educate, inform, consult and listen to our community to understand and deliver on identified priorities	Customer Service (VoC) Improvement Actions	Customer Service (VoC) Improvement Actions - The number of improvement actions agreed in response to the Voice of the Customer (VoC) surveys	12 improvement actions are agreed with business units in response to the results of the VoC surveys each year	6.00	15.00	Achieved	
26	Leadership	4.1 Engaged community and leadership	4.1.1 Engage, educate, inform, consult and listen to our community to understand and deliver on identified priorities	Customer Service Request Satisfaction	Customer Service Request Satisfaction - The percentage of people who respond that they are satisfied with the City's request lodgement experience	Maintain customer satisfaction rate above 80% with the City's request lodgement experience	80.00	100.00	Achieved	

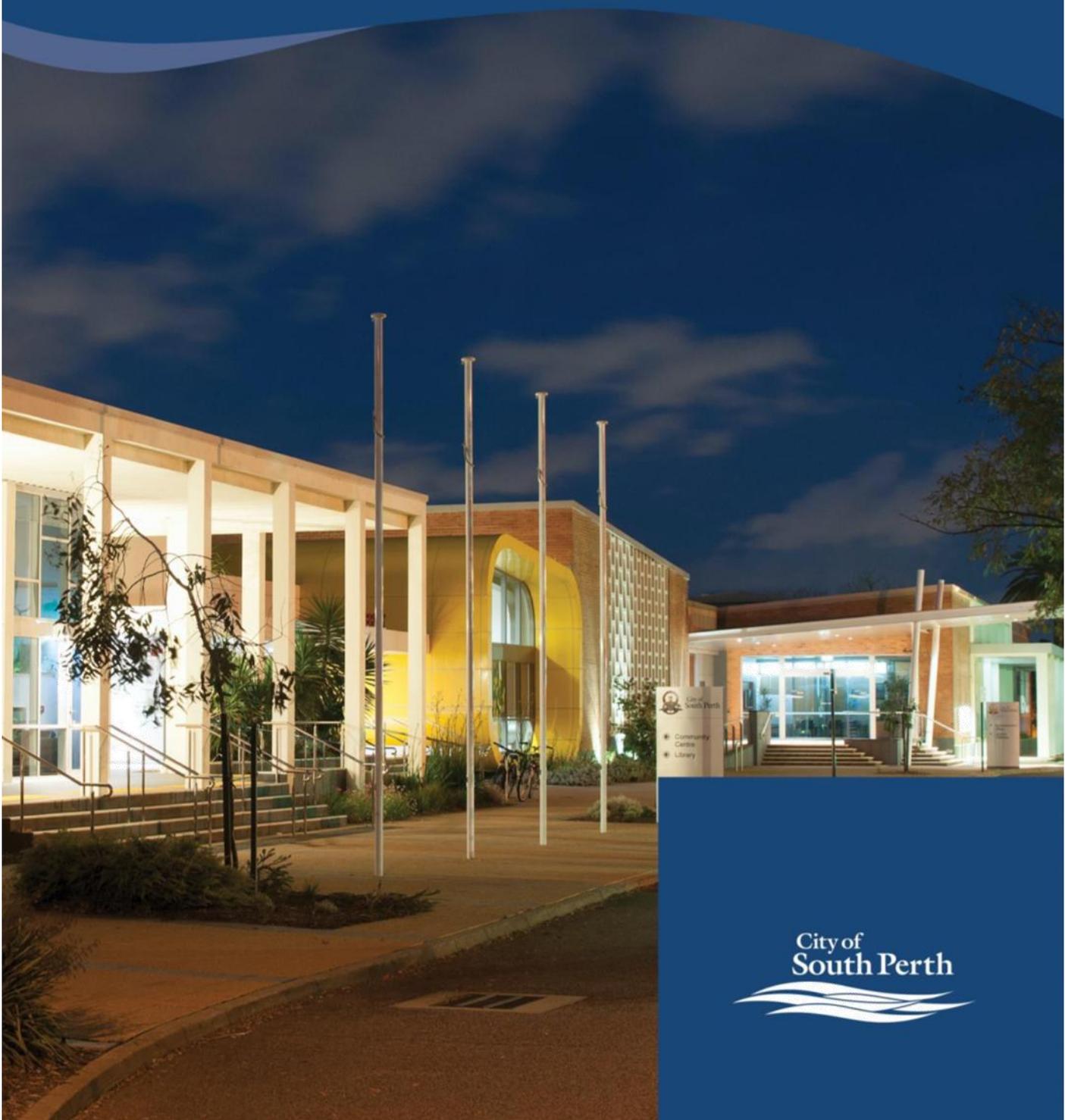
CBP MEASURES OF SUCCESS   2025 / 2026   QUARTER TWO REPORT										
No.	Strategic Direction	Outcome	Strategy	Operational Key Performance Indicator	KPI Description	Performance Measure	2025 / 2026 Target	Result	Result Outcome	Result Comment
27	Leadership	4.1 Engaged community and leadership	4.1.1 Engage, educate, inform, consult and listen to our community to understand and deliver on identified priorities	Stakeholder Engagement Participation Opportunities	Stakeholder Engagement Participation Opportunities - The number of projects in which stakeholders and the community have been provided with an opportunity to participate	The number of projects in which stakeholders and the community have been provided with an opportunity to participate	7.00	7.00	Achieved	
28	Leadership	4.3 Good governance	4.3.1 Foster effective governance with honesty and integrity and quality decision-making to deliver community priorities	Closure of Audit Recommendations	Closure of Audit Recommendations - The percentage of medium to high rated audit recommendations that have been actioned and closed out each year	Achieve closure of at least 50% of recommendations	25.00	62.50	Achieved	
29	Leadership	4.3 Good governance	4.3.1 Foster effective governance with honesty and integrity and quality decision-making to deliver community priorities	Corporate Business Plan Quarterly Reporting	Corporate Business Plan Quarterly Reporting	CBP quarterly reporting is completed each quarter - 100% compliance	100.00	100.00	Achieved	
30	Leadership	4.3 Good governance	4.3.1 Foster effective governance with honesty and integrity and quality decision-making to deliver community priorities	Council Meeting Minutes Availability	Council Meeting Minutes Availability	Achieve 100% compliance with Council meeting minute availability	100.00	100.00	Achieved	
31	Leadership	4.3 Good governance	4.3.1 Foster effective governance with honesty and integrity and quality decision-making to deliver community priorities	Meeting Agenda Availability	Meeting Agenda Availability	Achieve 100% compliance with meeting agenda availability	100.00	100.00	Achieved	
32	Leadership	4.3 Good governance	4.3.1 Foster effective governance with honesty and integrity and quality decision-making to deliver community priorities	Strategic Risks Reviewed	Strategic Risks Reviewed - All Strategic Risks are reviewed twice annually	Maintain 100% compliance with review process	100.00	100.00	Achieved	
33	Leadership	4.3 Good governance	4.3.2 Diversify and optimise non-rate income	Revenue other than Rates	Revenue other than Rates - The amount of revenue obtained from grants, fees charges and other revenue relative to the amount of revenue generated from Rates (Revenue other than rates/Total Revenue)	Maintain annual revenue other than rates greater than 25% of total annual revenue	25.00	38.30	Achieved	

CBP MEASURES OF SUCCESS   2025 / 2026   QUARTER TWO REPORT										
No.	Strategic Direction	Outcome	Strategy	Operational Key Performance Indicator	KPI Description	Performance Measure	2025 / 2026 Target	Result	Result Outcome	Result Comment
34	Leadership	4.3 Good governance	4.3.4 Maintain a culture of continuous improvement	Annual Employee Performance Review Completion	Annual Employee Performance Review Completion - The number of employees who have completed their annual performance review	Maintain completion rate of above 75%	75.00	92.00	Achieved	
35	Leadership	4.3 Good governance	4.3.4 Maintain a culture of continuous improvement	Internal Audit Completion	Internal Audit Completion - The number of internal audits completed relative to the number of audits planned in the strategic internal audit plan (SIAP). (Complete/Planned)	Maintain completion rate above 75%	75.00	66.00	Not Achieved	As per the SIAP, 3 internal audits were scheduled for the financial year. Two have been finalised

CITY OF SOUTH PERTH

# INTEGRITY FRAMEWORK

JANUARY 2020



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## PART 1: INTEGRITY IN LOCAL GOVERNMENT

### 1.1 Purpose

This Integrity Framework outlines the policies, mechanisms and responsibilities that help the City of South Perth deliver on our Strategic Community Plan 2017-2027 through high levels of honesty, objectivity, ethics and accountability.

The Integrity Framework is underpinned by the City's values and visions for the future.

### 1.2 The City of South Perth Values



### 1.3 Our Vision for the future

A City of Active places and beautiful spaces. A connected community with easily accessible, vibrant neighbourhoods and a unique, sustainable natural environment.



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## 1.4 What is integrity?

The Integrity Strategy for WA Public Authorities 2020-2023 published by the Public Sector Commission, provides the following:

*“Integrity is a non-negotiable to assure Western Australians that public authorities act in the interest of the community each and every day through the decisions we make and the actions we take”.*

Operating with integrity means using our powers responsibly for the purpose and in the manner for which they were intended. It means acting with honesty and transparency; and making reasoned decisions without bias by following fair and objective processes.

It also means preventing and addressing improper conduct, disclosing facts without hiding or distorting them, and not allowing decisions or actions to be influenced by personal or private interests.

Earning and maintaining community trust is essential for us to deliver the services that families, individuals, businesses and industry need for them to prosper – and for the State to grow.

## 1.5 What does integrity look like?

Integrity involves developing and maintaining a professional and respectful workplace. It involves ethical leadership, active management and supervision, the right people, effective processes and confident professional reporting.

Workplace integrity is about creating a workplace that fosters the development of high professional standards, and demonstrates the values of the organisation.

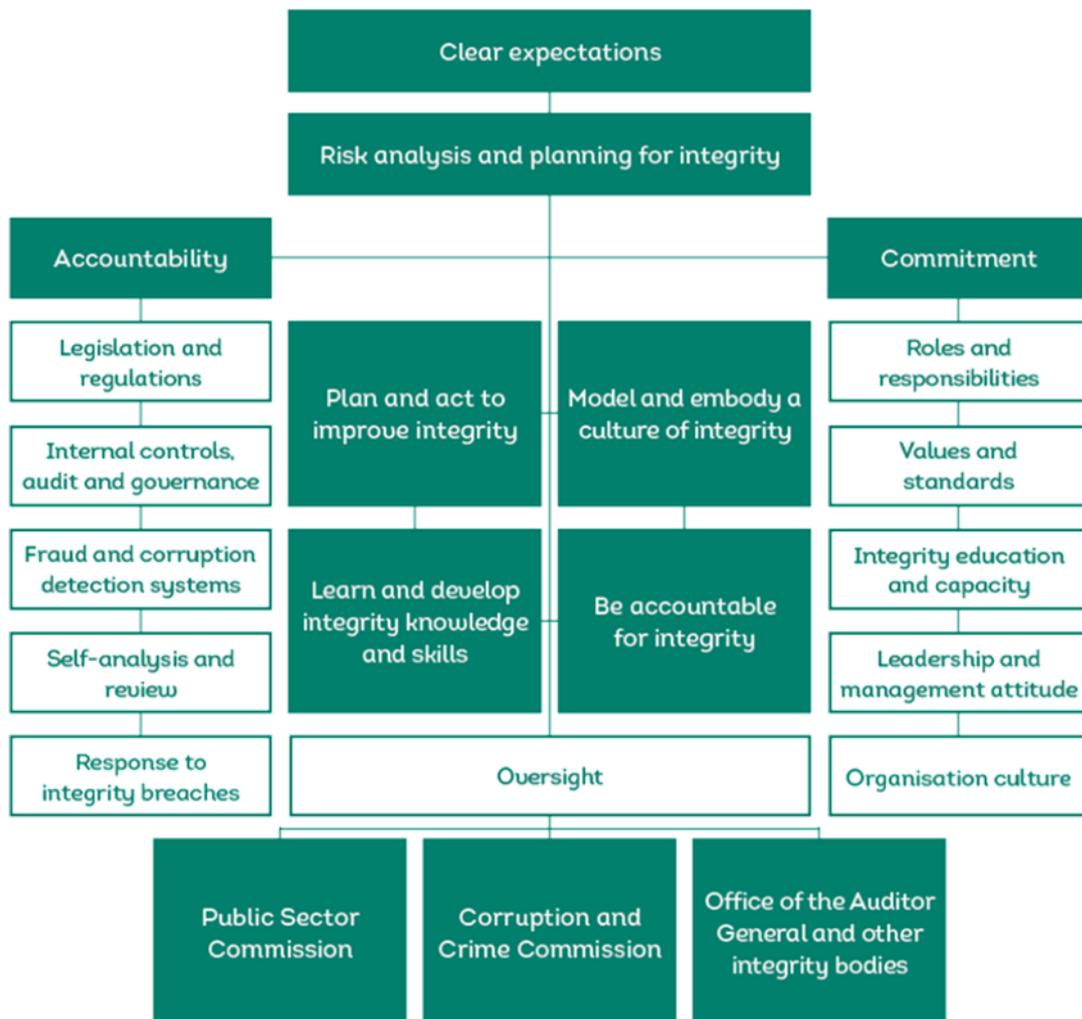
An ethical and professional workplace is the best safeguard against risks to integrity, including improper conduct, misconduct and corruption.

## 1.6 How much does integrity cost?

The delivery of publicly funded infrastructure, facilities and services for the City of South Perth occurs in a complex political and operational environment. The community rightly expects that these are delivered in a responsible and ethical manner that delivers value for money.

The City’s resources will be managed with integrity and transparency in accordance with our values and vision for the future. This Integrity Framework provides the first step in being accountable and ensuring our services are delivered in accordance with community expectations.

### 1.7 The City of South Perth Integrity Model



### 1.8 Why is integrity important to the City?

Increasing the ethical capacity of the City and managing risks appropriately assists in establishing an ethical organisational culture. The culture of the organisation is the most influential factor on the behaviour of our employees—it has the potential to make an ethical person act unethically or an unethical person behave ethically (Independent Commission Against Corruption (NSW), 1998). Although the City has a Codes of Conduct, policies and management practices, these alone will not guarantee the ethical behaviour of our people. An ethical and professional workplace is the best safeguard against risks to integrity, including improper conduct, misconduct and corruption.



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## PART 2: INTEGRITY STATEMENT

The City of South Perth Integrity Framework is modelled on the “Integrity Strategy for WA Public Authorities 2020-2023” published by the Public Sector Commission Western Australia and “A Guide to Building Workplace Integrity” published by the Office of Police Integrity Victoria. In accordance with these documents, our Integrity Framework is based on the following principles:

### 2.1 Plan and act to improve integrity

Effective governance systems and frameworks are established.

*“The attitudes, behaviours and responses of staff demonstrate a commitment to organisational values and goals. Ethical conduct prevails in the workplace, and staff take responsibility for building a professional workplace. Staff at all levels take action when needed. They act to prevent misconduct and improper behaviour, they raise integrity concerns, and they do not support destabilising attitudes and behaviours. Staff know what the organisation expects of them, and carry out their duties in accordance with these expectations. Staff feel valued and supported in the workplace”.*

#### Code of Conduct

The City of South Perth Code of Conduct is regularly reviewed and is available to all staff. Staff undergo refresher training every 12 months with a required pass mark for completion. The Code of Conduct promotes the City’s organisational values and provides expected standards of behaviour. The Code is required by regulations made under the *Local Government Act 1995* to contain certain requirements. Beyond those specified requirements, the Code also includes a number of other requirements in relation to the conduct of Council Members and Employees. They have been formulated on the basis that they express standards of conduct which are appropriate to the context of local government and the roles and functions that Council Members and Employees have and perform, and that compliance with them will make a significant contribution to the provision of good and sound local government, and to the effective and efficient performance by the City of South Perth of its functions to the betterment of the community it serves.

#### Governance Framework

The City of South Perth Governance Framework 2016 has been prepared to ensure our compliance with all relevant legislation, including the *Local Government Act 1995* and the pursuit of best practice as a democratic local government.

It is an overview of the governance program that has been put in place so that Elected Members and employees can meet their governance responsibilities. It also enables our community and stakeholders to have an understanding of governance and demonstrates how all people associated with our Council can participate.



### **Public Registers**

The City is required to maintain and publish certain registers to the City's website for public inspection in accordance with the Act. These include a Gifts Register, a Contribution to Travel Register, a Minor Breaches Register, Declarations of Interest Register and an Electoral Gifts Register.

### **Freedom of Information**

The Western Australian *Freedom of Information Act 1992* (FOI Act) gives members of the public the right to apply for access to documents held by the City of South Perth.

Under the FOI Act, the City is required to help people to make an application, to obtain access to documents at the lowest reasonable cost and ensure that personal information is accurate.

A public Information Statement, updated annually, provides details about the history, demographics, government structure, administration and statutory responsibilities of the City of South Perth, as well as facts regarding freedom of information and schedules and forms.

### **Public Interest Disclosures**

The *Public Interest Disclosures Act 2003* facilitates the disclosure of public interest information and provides protection for those making such disclosures and those who are the subject of disclosures.

This Act applies to public authorities such as the City of South Perth and provides a system for the matters disclosed to be investigated and for appropriate action to be taken.

Every public authority is required to have a Public Interest Disclosures (PID) officer to receive disclosures of public interest information. The City has two PID officers – The Manager Human Resources and the Manager Governance.

### **Authorisations**

The City has many functions and duties that are prescribed by legislation. Various legislation may assign specified powers and duties to “Authorised Persons”. The CEO authorises certain officers to undertake these specific duties via a formal authorisation certificate and identity card. An authorised person may also be referred to as an “authorised employee” and “authorised officer”. The City keeps an updated Register of these Authorisations which are regularly reviewed.

### **Delegations**

Council may delegate the exercise of some of its functions and powers to the Chief Executive Officer in accordance with provisions in the *Local Government Act 1995* (LG Act). These delegations must be approved by an absolute majority of Council.



Similarly the LG Act provides that the CEO may delegate the exercise of some of those functions and powers to employees of the City. Such a delegation may be made subject to conditions, qualifications, limitations or exceptions as the person so delegating may specify. Further, a delegation may be made to a specified person or to persons of a specified class, or may be made to the holder or holders for the time being of a specified office or class of office.

Under the LG Act, these delegations must be reviewed every 12 months.

### **Shared responsibility**

Staff receive ongoing training on their, and others, roles and responsibilities in the workplace which engenders a mutual understanding of how positions contributes to the overall functioning of the City. This is a deliberate approach to actively contribute to and support a positive and professional work environment.

All staff are encouraged to take responsibility for professional development, to raise any integrity concerns, to identify ways to improve how things are done, to actively participate in team meetings and performance management, and to develop partnerships with the community.

### **Ethical responsibilities**

Upon induction, and on regular intervals, staff receive regular briefings and/or training to ensure they understand their ethical responsibilities in the workplace. This includes their obligation to report improper conduct, misconduct and corruption, and the requirement to disclose conflicts of interest, secondary employment, the receipt of gifts and benefits, and any association with organisations who conduct business in the City, or in a district adjoining the City.

## **2.2 Model and embody a culture of integrity**

A culture of integrity exists and is reinforced and communicated by leaders.

*“Managers demonstrate integrity and professionalism, and serve as important role models in the organisation. Managers lead by example and take responsibility for building a professional and respectful workplace. They are motivated by public rather than private interests, and inspire a willingness in others to act ethically. Managers understand the strategic benefits of workplace integrity – and its relevance to the organisation’s capacity to achieve its objectives, to resist misconduct, and to retain quality people. Professional managers enjoy the trust and confidence of staff”.*

### **Lead by example**

The Executive Management Team (EMT) have taken responsibility for leading the ethical tone of the City to build a professional and respectful workplace. The EMT communicate to the Leadership Team, and other members of the City, on ethical conduct and integrity issues whilst modelling the expected standards of behaviour. This demonstrates the City’s commitment to our values and is consistent with the level of professional leadership that is expected.



### **Clear expectations**

Expectations are discussed with all new staff during their onboarding with the City. This includes their roles and responsibilities, expectations and professional standards. This is reinforced with new staff through the City's online induction program and at any probation review meeting and with existing staff during the performance review process.

### **Decision making**

Ethical leadership is characterised by transparency and accountability in the decisions that are made. Decision making is timely and based on consideration of the public value. Decisions are fair, unbiased and able to withstand public scrutiny.

### **Communicate with staff**

The City uses a number of forums to communicate regularly with staff about ethical conduct, integrity and performance. This includes regular staff or operational meetings, leadership meetings, a monthly electronic newsletter to all staff, and an 'all of staff' meeting that is held quarterly. In addition, regular communications are distributed to staff via email and a CEO Update is provided four times per year.

### **Value staff**

Staff are regularly reminded about the positive and important contribution they make to the community, and how their individual conduct helps to build and maintain community partnerships. The City provides an employee recognition program where recipients are publicly acknowledged for the contribution they make to the workplace.

## **2.3 Learn and develop integrity knowledge and skills**

Individual and authority integrity knowledge, skills and competence are grown.

*"Managers are proactive in their management of staff and monitor staff performance by making use of a range of resources available to them. Effective managers know their staff and how they carry out their duties. They support the professional development of staff, and foster a continuous learning environment. Managers do not shy away from difficult discussions about staff performance, well being or integrity concerns. They take appropriate action when needed in the interests of the staff member, their colleagues, the organisation, and the wider community."*

### **Management tools**

The City uses a number of resources to manage staff, monitor team performance, build group cohesion and set the strategic direction. For example, The City's Performance Management Framework outlines how the City systematically manages employee performance to ensure performance standards are met and outcomes support the achievement of the City's vision. This includes a Performance Management Guide, and a checklist for employees, supervisors and managers.



The City also has a focus on supporting and encouraging effective leadership and people management so that employees are positioned to realise their full potential. Therefore, the City runs a series of targeted learning and development experiences throughout the year. Providing meaningful and relevant Learning and Development opportunities to continually develop the skills and knowledge of our employees is important to the City.

### **Knowing our staff**

The City values the contribution of all employees and understands the workforce is one of our most valuable resources. Employee performance is critical to the delivery of high quality services to the community and the City's overall success and sustainability. Therefore, the City uses a robust recruitment framework to ensure that the right people are selected for the right jobs. This includes having correct policies and management practices in place, reference checks are completed, conflict of interest declarations are sought and police clearances are obtained for identified positions. Performance review processes are also undertaken every year with each employee with this process being reported on through a number of different auditing avenues.

### **Complaint Management**

The City recognises that complaints provide a valuable source of feedback on the performance of our functions and that this is of value to our customers. The City values complaints as they provide feedback on our operations which allows us to continuously improve. This includes identifying trends in behaviours, helping to identify poor performance, training deficiencies or misconduct and to help identify any weaknesses in internal controls.

### **Identifying potential issues**

As a good practice measure, the City monitors the health and wellbeing of staff and acts early when concerns are identified. Through the City's Employee Assistance Provider, employees and their immediate family members (de facto partner, spouse, and dependent children under 25 years) are entitled up to six (6) confidential counselling sessions per year. Sessions are one (1) hour in duration and may be held face to face, via telephone or via Skype.

## **2.4 Be accountable for integrity**

Prevention, detection and response to integrity matters are everyone's personal and professional responsibility.

*"Staff accept their responsibility to report misconduct. They are familiar with the reporting process and are confident that something will be done about the matter. Staff are supported in the workplace, and know they can make reports without fear of intimidation, reprisal or pressure from others not to do so. A strong internal reporting culture serves to maintain high professional standards within the organisation, and contribute to its continuous improvement. Integrity concerns are managed in the interests of the individual, the organisation, and the public".*



### **Act to prevent**

Acting with integrity means that staff must act with honesty and with moral strength and courage. The City fosters and supports an environment where staff feel comfortable to speak up and intervene when needed. This includes encouraging staff to prevent colleagues from making poor or unethical decisions, providing constructive feedback on their conduct or performance, and eliminating negative or destabilising influences in the workplace.

### **Shared responsibility**

All staff have a responsibility to ensure the ethical health and professional standards of the workplace are upheld. This includes staff having the courage to raise integrity concerns with colleagues, to report improper conduct and to support colleagues. The City supports and maintains a safe reporting environment in which staff feel confident to report any integrity concerns.

### **Enable reporting**

The City has a number of processes and procedures in place to encourage and enable reporting of integrity concerns. This includes a grievance process, Public Interest Disclosures and the ability to raise concerns with supervisors and managers. Other external avenues for staff to report integrity concerns include the Public Sector Commission, the Corruption and Crime Commission and WA Police.

### **Reinforce policies**

Staff are regularly consulted to review and update workplace policies and management practices. The City conducts an annual policy review process and invites comments from affected stakeholders prior to the policy being presented to Council for endorsement. All policies and management practices are well documented, reviewed and made available to all staff on the intranet.

### **Audits and risk assessments**

The City engages Auditors to conduct regular workplace audits to ensure that staff are complying with their obligations under organisational policies, and that procedures in relation to risk management areas are being adhered to. In addition, the Office of the Auditor General also conducts audits to ensure the City's processes are consistent with good practice. The City also has a robust risk management framework to assess risks in the workplace. The Risk Register identifies potential risks, prioritise these risks, and implement ways to minimise or prevent the risk from eventuating. Audit reports and risk matters are presented to the Audit Risk and Governance Committee prior to being adopted by Council.

## PART 3: MEASURES OF SUCCESS

To know how the City is progressing towards building and sustaining a high integrity culture across the organisation, we need to be able to measure and evaluate our processes.

### 3.1 Signs of success

The Public Sector Commission has provided the following signs of success for public authorities:

- Public authority has implemented or exceeded the requirements of the integrity framework
- Commission evaluation and benchmarking tools indicate the public authority is well positioned in regards to governance, culture, education and accountability
- Survey data shows high staff perception of integrity in the public authority
- Survey data shows staff have a good understanding of policies, procedures and ethical codes
- Training and information sessions related to integrity are well attended
- Time taken to resolve integrity matters is reasonable and results in improvements where necessary
- Evaluations of reports to integrity bodies indicates reports are timely
- Responses to integrity matters and results of reviews and audits are considered and implemented.

### 3.2 Corporate objectives

For the City's Integrity Framework to be successful, the following corporate objectives are embedded within our normal business processes:

1. Integrity matters are incorporated into all aspects of the business as a standing item.
2. Integrity risks are incorporated into the City's Risk Register and are constantly monitored and reviewed.
3. Integrity risks are presented to the Audit Risk and Governance Committee.
4. Integrity checks are conducted as a normal recruitment process.
5. Regular networking opportunities with other local governments and public organisations on integrity matters.
6. The City continues the use of formal notification processes such as newsletters, emails and meetings.
7. Integrity reporting processes are advertised and encouraged.
8. The roles and responsibilities of leadership team is to include a focus on integrity management.
9. The City is committed to learn from internal and external reports on integrity management.

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### 3.3 Corporate documents

The City will continue to review and amend our suite of corporate documents relating to integrity management. This includes:

- City of South Perth Code of Conduct
- City of South Perth Policies
- City of South Perth Management Practices
- Public Interest Disclosures
- Freedom of Information Register
- Delegations
- Authorisations
- Risk Management Register
- Complaint Register
- Gifts & Benefits Register

### 3.4 Training and development

The City is committed to ensuring our staff are afforded the correct training and development opportunities to undertake their role. Training includes:

- Integrity management
- Policies, procedures and systems
- Procurement training
- Code of Conduct
- Public Interest Disclosure
- Accountable and Ethical Decision Making (AEDM training)

### 3.5 Review and monitor

The City regularly reviews and monitors our internal processes and systems to ensure they are meeting the needs of the organisation, the community and stakeholders. The following areas are routinely monitored and reviewed:

- Consultation process
- Integrity risk register
- Delegations and authorisations
- Systems and processes through software detection applications
- Assessments of vulnerable areas such as finance and procurement
- Measuring staff conduct and attitudes
- Evaluation of integrity awareness
- Collected data is analysed and reported to EMT

## APPENDIX – Integrity Snapshot Tool

The snapshot tool supports the [Integrity Strategy](#) for WA Public Authorities 2020-23. It gives public authorities a clear view of what they have in place to support integrity, and can help them identify areas for development or more focus that should feature in their planning. The snapshot tool is not meant to be an exhaustive list of things to consider and should be used by public authorities in a manner that best suits their contexts. It is not intended to replace more detailed or specific risk management activities.

The tool can:

- help public authorities evaluate their approaches to promoting integrity and reducing misconduct risks
- identify any gaps in the current approaches to integrity by public authorities that could be actioned.

### 01 Plan and act to improve integrity

Effective governance systems and frameworks are established.

	In place	In progress	Not in place	Proposed actions and comments
<b>Assess if your authority:</b>				
has developed and implemented a Code of Conduct that sets out its standards of conduct and integrity, and incorporates code requirements into policies and procedures to reinforce conduct expectations <i>For public sector agencies, the Code of Conduct should reflect Commissioner's Instruction No. 7: Code of Ethics, and comply with Commissioner's Instruction No. 8: Codes of Conduct and Integrity Training.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
has identified its integrity risks considering its work and operating context, and records those risks (e.g. in a risk register, fraud and corruption control plan)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
enacts controls to address identified risks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
identifies and links policies that relate to risks to ensure they have consistent principles and objectives, and are clear and easy to follow (e.g. fraud and corruption, use of public resources, record keeping and use of information, conflicts of interest, gifts and benefits)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
has an organisation structure that provides clear lines of accountability and responsibility for integrity and misconduct functions (including the role of leaders and managers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
has documented delegation schedules in place that align to organisation structure and legislative obligations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
reviews delegation schedules regularly to ensure they remain current and operate with appropriate levels of authority	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**01 Plan and act to improve integrity (continued)**

	In place	In progress	Not in place	Proposed actions and comments
<b>Assess if your authority:</b>				
has a position, team or committee with documented responsibility to consider findings and recommendations from integrity audits, assessments, reviews and investigations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
assigns accountability and responsibility for monitoring and overseeing risks and controls (e.g. in authority's structure, job descriptions)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
has an internal audit committee with an independent chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
uses tools and templates provided by the Commission or other sources to support its approach to managing integrity risks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
has a process to review regularly its integrity risk profile to ensure it is responsive to emerging risks and recommendations made by integrity bodies (e.g. policy and practice review, process improvements)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
evaluates and refines any processes, systems and controls that are in place or may be introduced to inform its detection and prevention of irregularities and corrupt practice (e.g. detection software, data analytics)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
conducts regular assessments of business areas and functions that are, or may be, vulnerable to integrity risks (e.g. procurement and contracting, use of and access to confidential information, recruitment)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
connects and collaborates with other authorities to seek or share expertise and advice on integrity matters (e.g. conducting investigations, policy development and process improvements)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**02 Model and embody a culture of integrity**

A culture of integrity exists, and is reinforced and communicated by leaders.

	In place	In progress	Not in place	Proposed actions and comments
<b>Assess if your authority:</b>				
has values that include integrity integrated into all aspects of its business (e.g. in policies, processes and systems)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
promotes integrity in and outside the authority (e.g. website, publications, staff newsletters, division meetings, annual reports and everyday practices)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
has leaders who role model integrity and demonstrate zero tolerance for breaches of ethical codes and misconduct	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
has a consultation mechanism to engage with and involve staff when reviewing integrity policies, procedures and information to gain shared commitment and understanding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
has human resource policies and practices that reflect a commitment to recruiting staff who demonstrate a strong alignment to its values	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ensures recruitment materials include information on values and conduct expectations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
conducts integrity checking, including qualification and employment history checks, as a normal part of selection and recruitment practices, particularly for positions of trust (e.g. integrity officers, finance and procurement staff)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
uses staff performance processes to discuss and reinforce its values and conduct expectations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
measures staff confidence and attitudes about its integrity, including confidence in speaking up about misconduct and integrity matters (e.g. through staff perception surveys) and identifies steps to address any findings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



Model and embody a culture of integrity (continued)

	In place	In progress	Not in place	Proposed actions and comments
<b>Assess if your authority:</b>				
has staff formally acknowledge that they have read its code of conduct at appointment/induction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
encourages staff to report misconduct (e.g. in policies, codes of conduct, staff communication)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
makes information available about public interest disclosure processes and other reporting mechanisms to staff and stakeholders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
has reporting policies or codes in place that includes a statement that reprisal action is not tolerated against those who speak up about misconduct and integrity matters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

03 Learn and develop integrity knowledge and skills

Individual and authority integrity knowledge, skills and competence are grown.

	In place	In progress	Not in place	Proposed actions and comments
<b>Assess if your authority:</b>				
ensures integrity training programs are up to date (e.g. reflects its code, legislative and policy requirements)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
maintains records of staff who attend induction and integrity training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
follows up with staff where necessary to ensure learnings from integrity training are embedded	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
has a process for communicating with staff about integrity matters including updating them about changes to policies, processes and systems (e.g. through newsletters, emails, meetings)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
has a formal induction process in place for all new staff and contractors that includes a clear focus on integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
delivers Accountable and Ethical Decision Making (AEDM) training (or equivalent) and refresher training to staff that:				
• is aligned to its Code of Conduct	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• is customised to its context and business, and covers its specific integrity risks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• is up to date and reflects changes to systems and processes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• includes information on its integrity framework, policies, processes and systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• includes information on how to recognise, respond to and report misconduct	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• records attendance and completion rates which can be provided to the Commission and other integrity bodies as required	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### 03 Learn and develop integrity knowledge and skills (continued)

	In place	In progress	Not in place	Proposed actions and comments
<b>Assess if your authority:</b>				
provides specific integrity training to staff working in high risk roles (e.g. finance, procurement, integrity) in relation to fraud and corruption, accountability requirements and reporting suspected misconduct	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
evaluates staff awareness of its integrity requirements (e.g. through staff perception surveys) and acts on any knowledge deficits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
encourages, supports and provides a mechanism for staff to seek advice on integrity matters when they are unsure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
makes staff aware of the process of identifying integrity risks and contributing to the risk register	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ensures staff who respond to and investigate integrity matters are suitably skilled (e.g. have Certificate IV in Government Investigations or higher qualification and/or relevant experience)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
exercises due diligence when engaging contractors to deal with integrity matters to ensure they have the necessary qualifications, skills and/or experience (e.g. through reference and qualification checks)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
seeks opportunities for further learning about integrity matters by identifying key staff to attend events and forums provided by the Commission and other bodies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
establishes networks with other integrity practitioners	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### 04 Be accountable for integrity

Prevention, detection and response to integrity matters are everyone's personal and professional responsibilities.

	In place	In progress	Not in place	Proposed actions and comments
<b>Assess if your authority:</b>				
has a clear and documented process to assess potential misconduct that guides decision making about when to notify the Public Sector Commission and Corruption and Crime Commission of minor misconduct and serious misconduct (respectively), using their online reporting tools	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
articulates the roles and responsibilities of the leadership team in overseeing integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
has a documented and active process to review and learn from internal and external reports, including focusing on individual conduct as well as system, cultural and capability weaknesses that may have provided the opportunity for misconduct to occur	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
monitors, reviews and addresses its approach to changing and emerging risks (e.g. due to restructure, introduction of technology and legislative change) and ensures: <ul style="list-style-type: none"> <li>a new integrity risk assessment is completed</li> <li>its risk register is updated</li> <li>internal policies, processes and systems are updated to reflect the new operating context</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
collected data is analysed and reported to the leadership team (e.g. reports of integrity breaches, complaints, grievances, staff survey results, training records, conflicts of interest, gifts and benefits register)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
has integrity as a standing agenda item for its leadership team to provide a forum to interrogate data, and identify and respond to emerging trends (e.g. data about breaches of Code of Conduct or policy, allegations of misconduct, complaints received, and recommendations from self-assessments and audits)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



Public Sector  
Commission

# Embedding Integrity

Integrity Strategy for  
WA Public Authorities 2024-28

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September 2024



## From the Commissioner

**Integrity is an absolute imperative for a strong government sector that is resistant to misconduct and corruption, and maintains the trust of the community it serves.**

But it cannot be left to chance. Integrity has to be actively managed and improved especially as new technologies come to the fore, the pace of change accelerates, and different operating environments and risks emerge.

Each person who works in the Western Australian government sector is responsible for integrity – for their own actions and decisions, for being honest and respectful, and for doing the right thing even behind closed doors. More than this, each person has responsibility for taking their commitments and their work seriously, and for understanding their responsibilities and obligations as a public officer.

In essence integrity must be the common frame of reference for how we operate and deliver services for Western Australians.

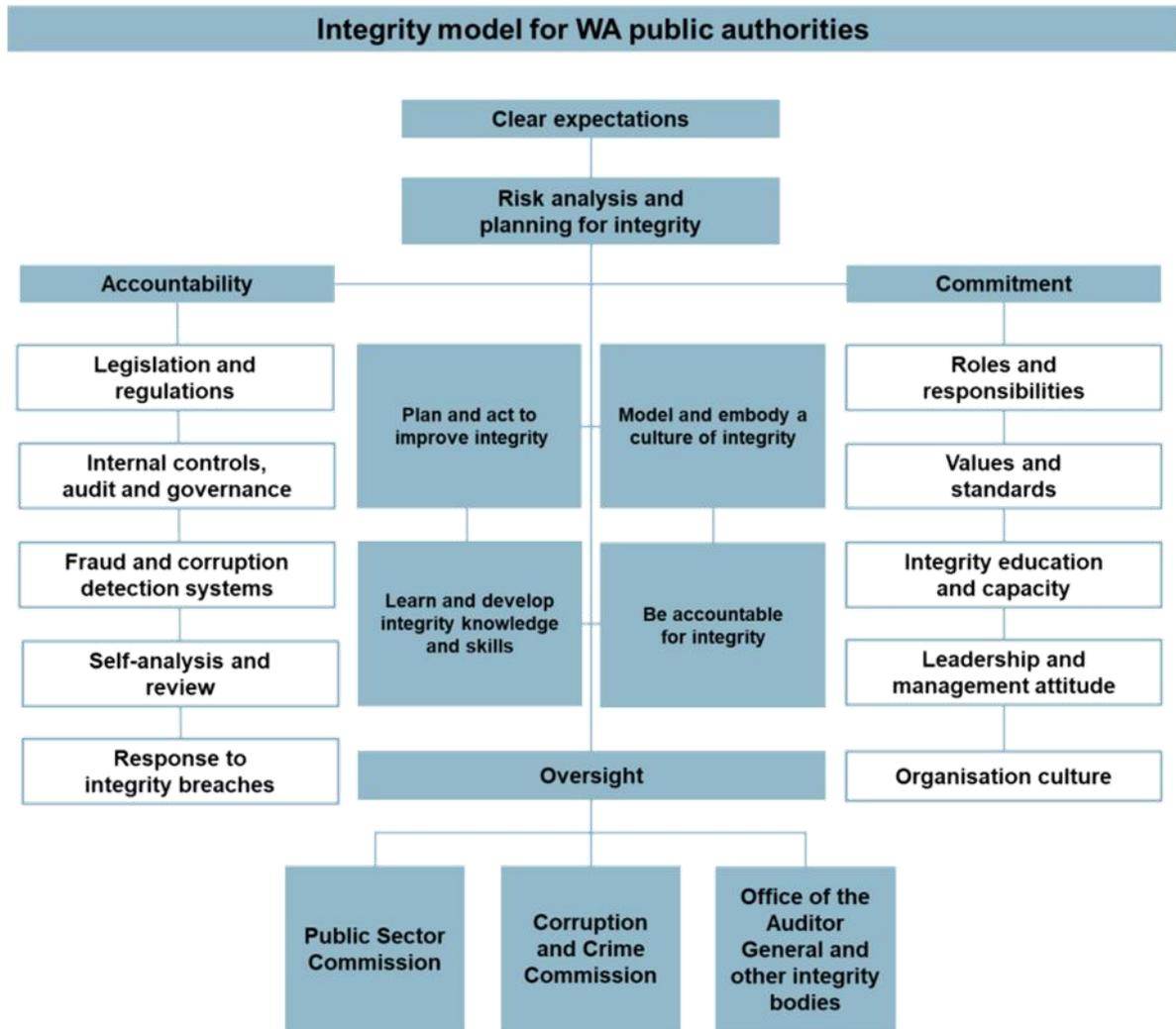
Embedding Integrity is my second integrity strategy since being appointed Public Sector Commissioner in 2018. The first strategy focused on getting the foundations in place through an integrity framework supported by a toolkit of resources.

Now we must embed integrity which means having it running through everything we do as a matter of course.

In this strategy we look at further supporting authorities to use the toolkit of resources through formal education opportunities, community of practice sessions and targeted support for identified authorities. We pick up on specific aspects of integrity that can deliver value for the government sector such as pre-employment screening, speaking up and reporting, managing discipline processes, and better use of data to monitor the integrity environment. We also continue our series of thematic reviews examining specific aspects of integrity policy and practice to drive tangible improvements.

While the Commission can – and will – play its part as a key integrity agency, the actions of authorities are paramount to embed integrity. I expect every authority head to implement this strategy to strengthen integrity across the entire government sector.

**Sharyn O'Neill PSM**  
**Public Sector Commissioner**



## A focus on improvement through action

This strategy focuses on the 4 improvement areas in the integrity model to promote integrity and prevent misconduct and corruption.

Each improvement area has actions for the Commission, public authorities and individuals.

**Actions for the Commission** reflect its leadership in helping to prevent misconduct by informing, consulting with and making recommendations to the sector; providing advice and training; and analysing systems in authorities to prevent misconduct.

**Actions for public authorities** support and build on Commission actions, recognising that each authority needs to prioritise and tailor the actions for its particular operating context, remit and risk profile.

**Actions for individuals** are for those appointed to, employed by and contracted to public authorities to contribute to integrity in their authorities.

This tiered approach across the 4 improvement areas reflects the responsibilities of all those in the government sector. Actions at any one tier or actions in only one improvement area are not enough – it is the combined effort of the 3 tiers working together across the 4 improvement areas that can have the most impact.

### Terms used

In this strategy, 'public authorities' refers to WA public sector bodies (including agencies, and government boards and committees), local governments, public universities and government trading enterprises.

'Staff' refers to employees, board and committee members, and contractors.

## 1 Plan and act to improve integrity

Effective governance systems and frameworks are established.

	<b>Actions for Commission</b>	<b>Actions for public authority</b>	<b>Actions for individual</b>
<b>1.1</b>	<p><b>Support integrity framework implementation</b> Identify authorities that do not have an integrity framework, and provide practical advice and information to support them to develop one.</p>	<p><b>Implement a framework</b> Develop and implement an <a href="#">integrity framework</a><sup>1</sup> to ensure a comprehensive and coordinated approach to integrity.</p>	<p><b>Understand and act</b> Understand and act in accordance with the authority's integrity framework by following the code of conduct, policies and procedures.</p>
<b>1.2</b>	<p><b>Drive a continuous improvement approach</b> Identify authorities that have not completed the <a href="#">Integrity Framework Maturity Self Assessment Tool</a> and provide practical advice to support them to complete it.</p>	<p><b>Continue to improve</b> Use the <a href="#">Integrity Framework Maturity Self Assessment Tool</a> to assess the maturity of the authority's approach to integrity, and use results to develop and implement improvement actions.</p>	<p><b>Contribute to improvement</b> Contribute ideas to improve your authority's integrity framework.</p>
<b>1.3</b>	<p><b>Raise awareness about misconduct risks</b> Publish insights, develop guidance and provide advice to inform authorities about misconduct risks and contemporary practices to manage them.</p>	<p><b>Take a risk based approach</b> Check that specific misconduct risks, vulnerable functions and activities are identified, controls are implemented and their effectiveness is monitored.</p>	<p><b>Identify risks and opportunities</b> Inform the authority of any gaps or weaknesses that provide opportunities for misconduct or corruption to occur.</p>
<b>1.4</b>	<p><b>Strengthen integrity pre-employment screening</b> Examine integrity pre-employment screening options and share information with authorities to strengthen their approaches.</p>	<p><b>Recruit with integrity in mind</b> Screen potential staff having regard to their roles and risks.</p>	<p><b>Implement screening requirements</b> Implement the authority's screening requirements and undertake appropriate checks.</p>

<sup>1</sup> Under [Commissioner's Instruction 40: Ethical Foundations](#), each public sector agency is required to have an integrity framework.

## 2 Model and embody a culture of integrity

A culture of integrity exists and is reinforced and communicated by leaders.

	<b>Actions for Commission</b>	<b>Actions for public authority</b>	<b>Actions for individual</b>
<b>2.1</b>	<b>Support speaking up</b> Explore ways and make recommendations to support reporting across the government sector and at an authority level.	<b>Strengthen reporting</b> Review reporting processes to ensure a clear tone from the top that promotes staff confidence to report, and helps leaders understand how they support staff to speak up.	<b>Contribute to cultural health</b> Speak up when you suspect misconduct, and respectfully challenge conduct not aligned to the authority's values and code of conduct.
<b>2.2</b>	<b>Target engagement</b> Develop an engagement plan and provide tailored integrity guidance and support to specific authorities.	<b>Collaborate to improve approach</b> Collaborate with the Commission, other integrity agencies and peers to ensure the authority is equipped to prevent misconduct.	<b>Contribute to prevention</b> Champion a pro-integrity message.
<b>2.3</b>	<b>Promote an integrity mindset</b> Conduct promotions and provide resources to help authorities raise staff awareness of integrity and what it means for them.	<b>Shape mindsets</b> Use Commission resources in conjunction with authority initiatives to raise staff awareness of integrity and shape attitudes towards it.	<b>Adopt an integrity mindset</b> Demonstrate integrity in all actions and decisions.

### 3 Learn and develop integrity knowledge and skills

Individual and authority integrity knowledge, skills and competence are grown.

	<b>Actions for Commission</b>	<b>Actions for public authority</b>	<b>Actions for individual</b>
<b>3.1</b>	<p><b>Increase capability</b> Deliver formal integrity education for specified authority staff to increase their capability to promote integrity and prevent misconduct.</p>	<p><b>Increase the capability of others</b> Target key staff to attend formal Commission education opportunities and provide ways for these staff to share their learnings in the authority.</p>	<p><b>Increase knowledge</b> Attend authority education opportunities to build integrity knowledge and skills.</p>
<b>3.2</b>	<p><b>Share information</b> Work with integrity practitioners, integrity agencies and experts to deliver community of practice sessions on investigation and review findings, and share lessons learned and examples of good practice.</p>	<p><b>Provide opportunities to apply learning</b> Have key staff attend community of practice sessions run by the Commission and other integrity agencies to build their integrity knowledge and networks, and give these staff opportunities to share ideas in the authority on how to improve processes and practices.</p>	<p><b>Apply learning in practice</b> Apply the knowledge and skills gained from attending community of practice sessions to improve processes and practices.</p>

## 4 Be accountable for integrity

Prevention, detection and response to integrity matters are everyone's personal and professional responsibilities.

	<b>Actions for Commission</b>	<b>Actions for public authority</b>	<b>Actions for individual</b>
<b>4.1</b>	<b>Promote good practice</b> Pilot a workshop initially for public sector staff conducting or managing discipline processes to build capacity to respond to misconduct.	<b>Skill practitioners</b> Make knowledge available in the authority to conduct or manage discipline processes and adopt a lesson learned approach to inform improvements.	<b>Apply practice</b> Apply good practice when undertaking or managing discipline processes.
<b>4.2</b>	<b>Enhance reporting</b> Trial a platform for anonymous reporting of minor misconduct to the Commission.	<b>Take action</b> Have clear processes to support staff and community reporting and guide action to be taken.	<b>Lead at all levels</b> Contribute to creating an environment where everyone knows the reporting avenues and is confident to report.
<b>4.3</b>	<b>Review performance</b> Conduct thematic reviews to identify and share areas of good practice and areas for improvement.	<b>Learn and improve</b> Use learnings from Commission reviews to evaluate systems, processes and practices, and make improvements.	<b>Improve continuously</b> Implement improvements made by the authority.
<b>4.4</b>	<b>Encourage an insights approach</b> Provide guidance about internal and external data sources and information that help authorities monitor their integrity environment and inform their approach to misconduct prevention.	<b>Use insights to inform prevention approach</b> Leverage data and information from internal and external sources to identify emerging issues and areas for improvement.	<b>Use collected data</b> Use data collected by the authority to support improvements.
<b>4.5</b>	<b>Collaborate for improvement</b> Participate with integrity practitioners, integrity agencies and others in research and projects that strengthen approaches to misconduct prevention.	<b>Apply findings</b> Use research insights to evaluate prevention methods used and make improvements.	<b>Adopt new approaches</b> Adopt changes to prevention methods.

## Measuring success

Monitoring the success of the strategy for both the Commission and authorities is important in further embedding integrity across the government sector.

The table below has signs of success for the Commission and examples of signs of success for authorities.

Commission signs of success	Public authority signs of success
<ul style="list-style-type: none"> <li>Approaches to integrity are maturing across authorities over time as demonstrated by reviews conducted and data collected by the Commission.</li> <li>Authority leaders and staff understand and value the work of the Commission and the assistance provided, as demonstrated by their positive feedback and requests for advice and collaboration.</li> <li>Surveys and collections conducted by the Commission indicate there is growing confidence by individuals to report integrity breaches.</li> <li>Authorities use the resources and tools provided by the Commission to improve integrity.</li> <li>Commission sessions are well attended and evaluations indicate knowledge has increased because of attendance.</li> <li>Commission reporting mechanisms assist the detection of misconduct in the sector.</li> </ul>	<ul style="list-style-type: none"> <li>The authority's leaders are satisfied that the levels of maturity assessed through the Integrity Framework Maturity Self Assessment Tool are appropriate to their operating context and risk profile.</li> <li>Findings from reviews and audits indicate the authority's approach to integrity is improving.</li> <li>Staff survey results show a positive perception of integrity in the authority.</li> <li>Staff survey results show staff have a good understanding of integrity requirements that apply to them and are confident to report integrity breaches.</li> <li>Stakeholder survey results indicate confidence that the authority operates with integrity.</li> <li>Training and information sessions related to integrity are well attended and evaluations indicate knowledge has increased because of attendance.</li> <li>Time taken to resolve integrity matters is reasonable and results in improvements where necessary.</li> <li>Notifications and reports to integrity bodies are timely.</li> </ul>
<p>Commission progress against these measures is reported periodically over the life of the strategy.</p>	<p>Consider other internal measures that may indicate integrity is improving in the authority.</p>



# CITY OF SOUTH PERTH INTEGRITY FRAMEWORK





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# 1. COMMITMENT TO INTEGRITY

“Integrity is an absolute imperative for a strong government sector that is resistant to misconduct and corruption, and maintains the trust of the community it serves.”

**Public Sector Commission, Integrity Strategy for WA Public Authorities 2024-2028**

The City of South Perth (the City) Integrity Framework is modelled on the Integrity Strategy for WA Public Authorities 2024 – 2028 published by the Public Sector Commission Western Australia.

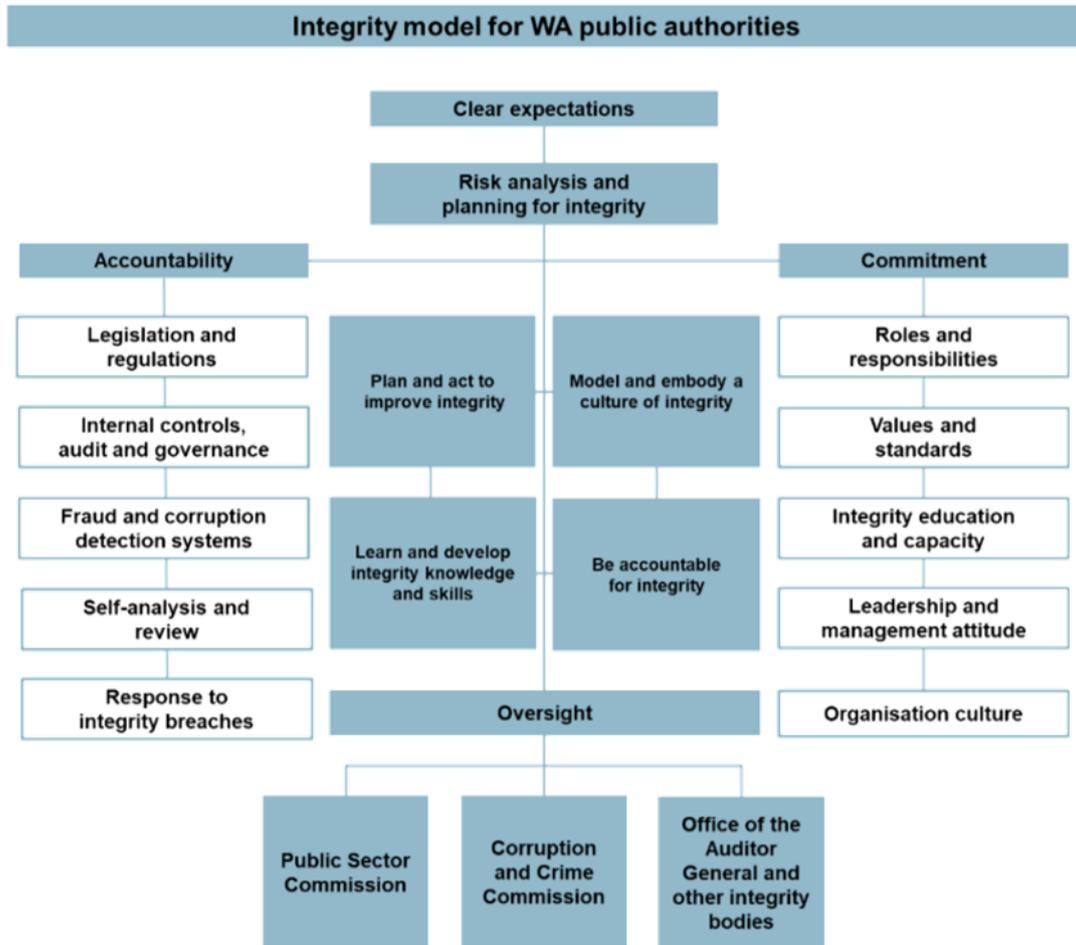
Operating with integrity means using powers responsibly for the purpose and in the manner for which they were intended. It means acting with honesty and transparency; and making reasoned decisions without bias by following fair and objective processes. It also means preventing and addressing improper conduct, disclosing facts without hiding or distorting them and not allowing decisions or actions to be influenced by personal or private interests.

This Integrity Framework outlines the policies, mechanisms and responsibilities that help the City of South Perth deliver on the Strategic Community Plan 2021-2031 through high levels of honesty, objectivity, ethics and accountability.

## **Why is integrity important to the City?**

Increasing the ethical capacity of the City and managing risks appropriately assists in establishing an ethical organisational culture. The culture of the organisation is the most influential factor on the behaviour of our employees. It has the potential to make an ethical person act unethically or an unethical person behave ethically (Independent Commission Against Corruption (NSW), 1998).

Although the City has Codes of Conduct, policies and management practices, these alone will not guarantee the ethical behaviour of people. An ethical and professional workplace is the best safeguard against risks to integrity, including improper conduct, misconduct and corruption.



## 2. PLAN AND ACT TO IMPROVE INTEGRITY

*Effective governance systems and frameworks are established.*

### 2.1 ROLES AND RESPONSIBILITIES

Each employee and Elected Member is responsible for integrity in the organisation. The table below details the specific roles and responsibilities relevant to this Framework.

ROLE	RESPONSIBILITY
<p><b>Chief Executive Officer</b></p>	<ul style="list-style-type: none"> <li>• Implement and administer the Employee Code of Conduct.</li> <li>• Drive a culture of integrity through the active demonstration of City values and by communicating the importance of meeting integrity standards.</li> <li>• Promote a culture of integrity through collaboration, employee training and other activities.</li> <li>• Exhibit leadership in preventing, detecting and responding to misconduct.</li> <li>• Administer the City’s Risk Management Framework.</li> <li>• Provide advice to Council regarding integrity and administer the Code of Conduct for Elected Members, Committee Members and Candidates.</li> <li>• Provide appropriate inductions and training for Elected Members in accordance with the Code of Conduct for Elected Members, Committee Members and Candidates.</li> <li>• Notify the Corruption and Crime Commission (major misconduct) or the Public Sector Commission (minor misconduct) of any suspected incidences of misconduct as required by the <i>Corruption, Crime and Misconduct Act 2003</i>.</li> </ul>
<p><b>Executive Management Team</b></p>	<ul style="list-style-type: none"> <li>• Drive a culture of integrity through active demonstration of the City’s values and by communicating the importance of meeting integrity standards.</li> <li>• Embody and promote a culture of integrity through collaboration, employee training and other activities.</li> <li>• Exhibit leadership in preventing, detecting and responding to misconduct.</li> <li>• Administer the City’s Risk Management Framework and undertake reviews of the City’s systems and processes for managing risk and reporting the outcome to the Audit, Risk and Improvement Committee.</li> <li>• At least one member of the Executive Management Team is appointed as the City’s Public Interest Disclosure Officer.</li> </ul>

<p><b>Governance Business Unit</b></p>	<ul style="list-style-type: none"> <li>• Assist with the development and review of the Integrity Framework.</li> <li>• Keep apprised of legislative changes and implement as required.</li> <li>• Fulfill the City’s Freedom of Information function.</li> <li>• Support inductions and training for Elected Members in accordance with the Code of Conduct for Elected Members, Committee Members and Candidates.</li> <li>• Administer Primary and Annual Returns and Related Party Disclosures for Elected Members and designated employees.</li> <li>• Facilitate employee refresher training on integrity matters.</li> <li>• Facilitate biennial election process including training, support and disclosure requirements.</li> <li>• Provide reports and advice to the Audit, Risk and Improvement Committee on risk and integrity matters.</li> </ul>
<p><b>People and Performance Business Unit</b></p>	<ul style="list-style-type: none"> <li>• Commit to follow a thorough and unbiased recruitment practice and to recruit individuals who are closely aligned with the City’s values.</li> <li>• Ensure pre-employment screening is conducted for new employees including:             <ul style="list-style-type: none"> <li>○ Current Police Clearances (required for all employees)</li> <li>○ 100 points of Identification</li> <li>○ Qualification Checks – professional qualifications and Machinery tickets/ Licenses</li> <li>○ Pre-employment medicals</li> <li>○ Reference Checks</li> <li>○ Working With Children Check (where required)</li> </ul> </li> <li>• Ongoing review of police clearances, identification and qualifications for existing employees.</li> <li>• Prepare and publish policies, management practices and procedures to ensure integrity in human resources processes.</li> <li>• Administer Annual Employee Declaration and Change in Circumstances forms for employees.</li> <li>• All employees require a National Police Clearance upon commencement of work.</li> <li>• Monitor expiry of licenses, qualifications, certificates and Working With Children Check.</li> <li>• Provide appropriate inductions and training for employees in accordance with the Employee Code of Conduct.</li> <li>• Refresher training of the Employee Code of Conduct each year, which includes a quiz to test knowledge of the subjects.</li> </ul>

<p><b>Business Unit Managers/ Coordinators</b></p>	<ul style="list-style-type: none"> <li>• Demonstrate commitment to integrity through active demonstration of the City’s values and by building an accountable workplace culture.</li> <li>• Commit to follow a thorough and unbiased recruitment practice and to recruit individuals who are closely aligned with the City’s values.</li> <li>• Ensure specific behaviours relating to integrity are addressed in the Employee Performance Review process.</li> <li>• Ensure all employees are aware of the City’s policies and procedures and understand their responsibilities.</li> </ul>
<p><b>All Employees</b></p>	<ul style="list-style-type: none"> <li>• Demonstrate an awareness and understanding of: <ul style="list-style-type: none"> <li>○ The City’s Integrity Framework;</li> <li>○ the Employee Code of Conduct;</li> <li>○ the City’s policies and procedures; and</li> <li>○ the employee’s role.</li> </ul> </li> <li>• Report any suspected instances of misconduct through the City’s misconduct reporting process.</li> <li>• Take responsibility for decisions and actions to ensure they are in the public interest.</li> <li>• Seek information from supervisor about, and advice on, situations where integrity matters arise.</li> </ul>
<p><b>Council</b></p>	<ul style="list-style-type: none"> <li>• Adopt the City’s Integrity Framework.</li> <li>• Adopt the Code of Conduct for Elected Members, Committee Members and Candidates.</li> <li>• Appoint a Complaints Officer to receive and manage Behaviour Complaints made under the Code of Conduct.</li> <li>• Receive reports from the Audit, Risk and Improvement Committee in relation to integrity risks, audit activities and other integrity controls.</li> </ul>
<p><b>Elected Members</b></p>	<ul style="list-style-type: none"> <li>• Model leadership and conduct that align with: <ul style="list-style-type: none"> <li>○ the City’s Integrity Framework;</li> <li>○ the Governance Framework,</li> <li>○ the Code of Conduct for Elected Members, Committee Members and Candidates;</li> <li>○ the <i>Local Government Act 1995</i>; and</li> <li>○ Council policies.</li> </ul> </li> </ul>
<p><b>Audit Risk, and Improvement Committee</b></p>	<ul style="list-style-type: none"> <li>• Receive reports from the Administration in relation to reviews of the Integrity Framework, integrity risks, audit activities and other integrity controls.</li> <li>• Receive and review internal and external audits.</li> </ul>

## 2.2 LEGISLATION AND REGULATIONS

The principle legislation governing the operation of the City is the *Local Government Act 1995* (Act) and its subsidiary legislation, which incorporates four fundamental aims:

- better decision-making by local governments;
- greater community participation in the decisions and affairs of local governments;
- greater accountability of local governments to their communities; and
- more efficient and effective local government.

The City is bound by various other legislation including but not limited to the *Freedom of Information Act 1992*, *Corruption, Crime and Misconduct Act 2003* and *Public Interest Disclosure Act 2003*.

## 2.3 RISK ANALYSIS AND PLANNING FOR INTEGRITY

Council Policy P695 Risk Management outlines the City's approach to risk management. Council has adopted a Risk Management Framework that sets out the City's approach to the identification, assessment, management, reporting and monitoring of risks.

The City's Risk Assessment and Acceptance Criteria are applied in accordance with Council Policy P695 Risk Management and Management Practice M695 Risk Management. As part of the quarterly reporting process, the Management Team and Executive Management Team review risks within their respective areas of responsibility and monitor the effectiveness of mitigating controls and treatments. A quarterly activity report is provided to the Audit, Risk and Improvement Committee providing an update on risk management activities.

## 2.4 INTERNAL CONTROLS, AUDIT AND GOVERNANCE

Detailed below are the core documents that form the City's governance systems and frameworks aiding integrity across the organisation.

### Codes of Conduct

The Act requires:

- Council to adopt the Model Code of Conduct for Elected Members, Committee Members and Candidates; and
- The CEO to implement an Employee Code of Conduct.

The Code of Conduct for Elected Members, Committee Members and Candidates set out integrity principles, behaviour requirements and rules of conduct applying to Elected Members.

The Employee Code of Conduct is regularly reviewed and is available to all employees as well as being published on the City's website. Employees complete annual refresher training on the Employee Code of Conduct, which includes a knowledge-based quiz with a required pass mark.

### **Governance Framework**

The City of South Perth Governance Framework has been prepared to ensure compliance with all relevant legislation, including the Act and the pursuit of best practice as a democratic local government.

The Governance Framework provides an overview of the governance program in place at the City so that Elected Members and employees can meet their governance responsibilities. It also enables the community and stakeholders to have an understanding of governance and demonstrates how all people associated with the City can participate.

### **Council Policies**

A function of Council under the Act is to determine policies guiding the City's operation and decision making. The policies span various business areas and responsibilities of the City and are reviewed annually. Council policies are published on the City's website in accordance with the Act.

Employees and Elected Members are responsible for acting in accordance with Council policies.

### **Public Registers**

The City is required to maintain and publish certain registers to the City's website. These include:

- Declarations of Interest Register
- Elected Member fees, expenses or allowances
- Register of Gifts
- Contribution to Travel Register
- Elected Members' Professional Development Register
- Primary and Annual Returns Register
- Minor Breaches Register
- Elected Member Contact with Developers and Lobbyists Register
- Parking Cash-in-lieu Register
- Elected Member Disclosure of Political Party Associations Register
- Elected Member Attendance at City Facilitated Committees/Groups Register

- Council Resolution Status Register

### **Freedom of Information**

The *Freedom of Information Act 1992* (FOI Act) gives members of the public the right to apply for access to documents held by the City of South Perth.

Under the FOI Act, the City is required to help people to make an application, to obtain access to documents at the lowest reasonable cost and ensure that personal information held by the City is accurate.

An Information Statement is made available to the public which provides details about the history, demographics, government structure, administration and statutory responsibilities of the City of South Perth, as well as information regarding freedom of information applications.

### **Public Interest Disclosures**

The *Public Interest Disclosures Act 2003* facilitates the disclosure of public interest information and provides protection for those making such disclosures and those who are the subject of disclosures. The City is committed to the aims and objectives of the Act and does not tolerate corrupt or other improper conduct.

This Act applies to public authorities such as the City of South Perth and provides a system for the matters disclosed to be investigated and for appropriate action to be taken.

Every public authority is required to have a Public Interest Disclosures (PID) officer to receive disclosures of public interest information. The City has three PID Officers being the Director Corporate Services, the Manager People and Performance and the Manager Governance.

### **Authorisations**

The City has many functions and duties that are prescribed by legislation. Various legislation may assign specified powers and duties to “Authorised Persons”. The CEO authorises certain officers to undertake these specific duties via a formal authorisation certificate and identity card. An authorised person may also be referred to as an “authorised employee” or “authorised officer”. The City keeps an updated Register of these Authorisations which are regularly reviewed.

## **Delegations**

Council may delegate the exercise of some of its functions and powers to the Chief Executive Officer in accordance with provisions of the Act and other legislation. These delegations must be approved by an absolute majority of Council.

The Act also permits the CEO to delegate or sub-delegate any powers to another employee.

Delegators may place conditions on delegations. Delegations must be made in writing, and the CEO is required to keep a register of delegations which is published on the City's website.

Delegations under the Act are to be reviewed by the delegator at least once every financial year.

## **Compliance Audit Return**

Under the *Local Government (Audit) Regulations 1996*, local governments are required to complete an internal compliance audit each calendar year in addition to external audits. The Compliance Audit Return is a statutory reporting tool that seeks to evaluate the City's compliance with targeted sections of the Act.

The Compliance Audit Return is completed by the Administration and is required to be accepted by the Audit, Risk and Improvement Committee and Council before being submitted to the Local Government Inspector.

## **Regulation 17**

The *Local Government (Audit) Regulations 1996* require the Chief Executive Officer to, every four financial years, review the appropriateness and effectiveness of the City's systems and procedures in relation to risk management, internal control and legislative compliance.

The CEO is required to report the results of the review to the Audit, Risk and Improvement Committee.

The Regulation 17 Review is carried out by an external consultant and forms part of the Strategic Internal Audit Plan. Quarterly updates are provided to the Audit, Risk and Improvement Committee in relation to progress on the recommendations.

## 3. MODEL AND EMBODY A CULTURE OF INTEGRITY

*A culture of integrity exists and is reinforced and communicated by leaders.*

### 3.1 VALUES AND STANDARDS

This Framework is underpinned by the City's values and vision.

#### Our Values



#### Our Vision

A city of active places and beautiful spaces. A connected community with easily accessible, vibrant neighbourhoods and a unique, sustainable natural environment.

### 3.2 LEADERSHIP AND MANAGEMENT ATTITUDE

The City's Executive Management Team (EMT) comprises of the Chief Executive Officer and three Directors who lead the organisations business units. Each business unit has a Manager responsible for its functions. The EMT are responsible for leading the ethical tone of the City to build a professional and respectful workplace. The EMT communicates to the Management Team, and other employees of the City, on ethical conduct and integrity issues whilst modelling the expected standards of behaviour. This demonstrates a commitment to the City's values and is consistent with the level of professional leadership that is expected.

### 3.3 ORGANISATION CULTURE

A culture of transparency is demonstrated by:

- Weekly communications from the CEO to employees
- Weekly communications from the CEO to Elected Members
- Quarterly All of Staff Meeting
- Fortnightly management meetings
- Fortnightly Executive meetings
- Monthly Leadership meetings

- Regular Elected Member briefings and workshops
- Monthly reports to Council from the CEO

### **Clear expectations**

Expectations are discussed with all new employees during their onboarding with the City. This includes their roles and responsibilities, expectations and professional standards. This is reinforced with new employees through the City's online induction program and at any probation review meeting and with existing employees during the performance review process.

### **Decision making**

Ethical leadership is characterised by transparency and accountability in the decisions that are made. Decision making is timely and based on consideration of the public value. Decisions are fair, unbiased and able to withstand public scrutiny.

### **Value employees**

Employees are regularly reminded about the positive and important contribution they make to the community, and how their individual conduct helps to build and maintain community partnerships. The City provides an employee recognition program where recipients are publicly acknowledged for the contribution they make to the workplace.

## **4. LEARN AND DEVELOP INTEGRITY KNOWLEDGE AND SKILLS**

*Individual and authority integrity knowledge, skills and competence are grown.*

### **4.1 INTEGRITY EDUCATION AND CAPACITY**

#### **Induct and train employees**

The City places importance on integrity during recruitment, commencement and throughout an employee's tenure at the City.

Job advertisements include a description of the City's vision and values, integrity expectations and application of the Employee Code of Conduct.

Upon commencement at the City, employees undertake an induction with People and Performance where they receive training and advice regarding their responsibilities including their obligation to report improper conduct, misconduct and corruption and the requirement to disclose conflicts of interest, secondary employment and the receipt of gifts. New employees

are required to acknowledge they agree to be bound by the City's Employee Code of Conduct and People and Performance procedures. Employees also receive inductions from the Finance and Records Management teams to assist in their role and ensure employees are aware of their responsibilities.

Information and training about conduct, integrity and performance are communicated to existing employees via:

- Employee inductions
- Weekly employee newsletters
- All of Staff meetings
- One on one meetings
- The City's intranet site

This includes information about employee obligations to report improper conduct, misconduct and corruption, and the requirement to disclose conflicts of interest, secondary employment, the receipt of gifts and benefits, and any association with organisations who conduct business in the City, or in a district adjoining the City.

Training and development completed by employees is recorded in a centrally maintained register. Employees participate in an Annual Performance Review where behaviours relating to integrity can be discussed and addressed.

### **Induct and train elected members**

Upon election, new Elected Members are provided with an Elected Member Guide and training on their role and responsibilities, particularly in relation to integrity matters such as conflicts of interest and disclosure of gifts.

New Elected Members are required to complete Council Member Essentials Training within 12 months of election to provide the skills and knowledge to perform their role.

A budget is available for training expenditure each year. Council Policy P669 Elected Member Continuing Professional Development confirms an annual allocation to each Elected Member to attend conferences, seminars, training development programs and courses, professional development luncheons and networking events. The Administration regularly informs Elected Members of available courses.

Training is also provided by way of regular Elected Member Briefings and Workshops. Information about conduct and integrity is communicated to Elected Members via weekly newsletters.

### **Management tools**

The City uses a number of resources to manage employees, monitor team performance, build group cohesion and set the strategic direction. For example, the City's Performance Management Framework outlines how the City systematically manages employee performance to ensure performance standards are met and outcomes support the achievement of the City's vision. This includes a Performance Management Guide and a checklist for employees, supervisors and managers.

The City also has a focus on supporting and encouraging effective leadership and people management so that employees are positioned to realise their full potential. Therefore, the City runs a series of targeted learning and development experiences throughout the year. Providing meaningful and relevant learning and development opportunities to continually develop the skills and knowledge of our employees is important to the City.

### **Knowing our employees**

The City values the contribution of all employees and understands the workforce is one of our most valuable resources. Employee performance is critical to the delivery of high-quality services to the community and the City's overall success and sustainability. Therefore, the City uses a robust recruitment framework to ensure that the right people are selected for the right jobs. This includes having correct policies and management practices in place, reference checks are completed, conflict of interest declarations are sought, and police clearances are obtained for identified positions. Performance review processes are also undertaken every year with each employee with this process being reported on through a number of different auditing avenues.

### **Complaint Management**

The City recognises that complaints provide a valuable source of feedback on the performance of the City's functions. The City values complaints as they provide feedback on operations which allows for continuous improvement. This includes identifying trends in behaviours, helping to identify poor performance, training deficiencies or misconduct and to help identify any weaknesses in internal controls.

### **Identifying potential issues**

As a good practice measure, the City monitors the health and wellbeing of employees and acts early when concerns are identified. Through the City's Employee Assistance Provider, employees and their immediate family members (de facto partner, spouse, and dependent children under 25 years) are entitled up to six confidential counselling sessions per year.

## 5. BE ACCOUNTABLE FOR INTEGRITY

*Prevention, detection and response to integrity matters are everyone's personal and professional responsibility.*

### 5.1 FRAUD AND CORRUPTION DETECTION SYSTEMS

Council Policy P694 Fraud and Corruption Control confirms the City's commitment to integrity and zero tolerance of fraud, corruption and bribery in all forms.

Fraudulent and corrupt conduct can be detected through the City's robust internal control systems and mechanisms. These include:

- Governance Framework (including Gift Register, Conflict of Interest notifications and delegations)
- Risk Management Framework
- Internal and external audits
- City of South Perth Integrity Framework
- Procurement Framework
- Audit, Risk and Improvement Committee
- Strategic Audit Plan
- Public Interest Disclosure Officer

### 5.2 RESPONSE TO INTEGRITY BREACHES

The City has a number of processes and procedures in place to encourage and enable reporting of integrity concerns. This includes a grievance process, Public Interest Disclosures and the ability to raise concerns with supervisors and managers. Other external avenues for employees to report integrity concerns include the Public Sector Commission, the Corruption and Crime Commission and WA Police.

### 5.3 SELF ANALYSIS AND REVIEW

#### Act to prevent

Acting with integrity means that employees must act with honesty and with moral strength and courage. The City fosters and supports an environment where employees feel comfortable to speak up and intervene when needed. This includes encouraging employees to prevent colleagues from making poor or unethical decisions, providing constructive feedback on their conduct or performance and eliminating negative or destabilising influences in the workplace.

### **Shared responsibility**

All employees have a responsibility to ensure the ethical health and professional standards of the workplace are upheld. This includes employees having the courage to raise integrity concerns with colleagues, to report improper conduct and to support colleagues. The City supports and maintains a safe reporting environment in which employees feel confident to report any integrity concerns.

### **Reinforce policies**

Employees are regularly consulted to review and update workplace policies and management practices. Policies are regularly reviewed with feedback invited from internal stakeholders prior presentation to Council for endorsement. All policies and management practices are well documented, reviewed and made available to employees on the intranet.

### **Audits and risk assessments**

The City engages Auditors to conduct regular workplace audits to ensure that employees are complying with their obligations under organisational policies, and that procedures in relation to risk management areas are being adhered to. In addition, the Office of the Auditor General also conducts annual financial audits to ensure the City's processes are consistent with good practice.

The City has a robust risk management framework to assess risks in the workplace. The Risk Register identifies potential risks, prioritise these risks, and implements ways to minimise or prevent the risk from eventuating. Audit reports and risk matters are presented to the Audit, Risk and Improvement Committee prior to being adopted by Council.

### **Review and monitor**

The City regularly reviews and monitors its internal processes and systems to ensure they meet the needs of the organisation, the community and stakeholders. The following areas are routinely monitored and reviewed:

- Consultation process
- Integrity risk register
- Delegations and authorisations
- Systems and processes through software detection applications
- Assessments of vulnerable areas such as finance and procurement
- Measuring employee conduct and attitudes
- Evaluation of integrity awareness

The City has self-assessed its integrity practices using the Integrity Framework Maturity Self-Assessment Tool (Annexure A) to identify measures in place to support integrity and areas for development.

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# Integrity Framework Maturity Self Assessment Tool

Helping WA public authorities assess and improve their approach to integrity

## Element 1: Clear expectations

The authority head clearly describes and communicates their integrity expectations

**Maturity levels and their indicators:** Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant.</li> <li>• Integrity is not defined or well understood by staff.</li> <li>• Integrity actions and initiatives tend to be unplanned, inconsistent and reactive.</li> <li>• Accounting for integrity only relates to meeting compliance obligations.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant.</li> <li>• What integrity means is becoming clearer to staff as the tone from the top is being communicated.</li> <li>• Integrity actions and initiatives are being planned for and coordinated but not yet integrated.</li> <li>• Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant.</li> <li>• Integrity is well communicated by leaders, understood by staff and integrated into business practices.</li> <li>• Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined.</li> <li>• Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning.</li> <li>• Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations.</li> <li>• Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks.</li> <li>• Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.</li> </ul>

### Characteristics

<ul style="list-style-type: none"> <li><input type="checkbox"/> Expectations, if documented, are only in the code of conduct.</li> <li><input type="checkbox"/> The authority head rarely communicates their expectations.</li> <li><input type="checkbox"/> Line managers check staff understanding of expectations only after an integrity breach.</li> <li><input checked="" type="checkbox"/> <b>There are limited specific expectations communicated to external stakeholders (e.g. those who do business with the authority or use its services).</b></li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <b>Expectations are in the code of conduct, being documented in integrity policies and procedures, and included in job descriptions for some positions of trust when they are updated.</b></li> <li><input checked="" type="checkbox"/> <b>The authority head occasionally reinforces their expectations (e.g. face to face, staff communications).</b></li> <li><input checked="" type="checkbox"/> <b>Line managers explain expectations at induction. Some reinforce them during employment (e.g. through staff performance processes).</b></li> <li><input type="checkbox"/> Specific expectations for external stakeholders are being developed.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> The integrity framework, code of conduct, integrity policies and procedures, and most business processes reflect the authority head's expectations.</li> <li><input type="checkbox"/> The authority head frequently reinforces their expectations and there is clear "tone from the top".</li> <li><input type="checkbox"/> Line managers consistently model and reinforce the "tone from the top". This is demonstrated in part by staff understanding expectations and being able to explain what these are when asked.</li> <li><input type="checkbox"/> Expectations are communicated to external stakeholders (e.g. through a statement of business ethics).</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> New policies and procedures are written consistently to reflect the authority head's expectations.</li> <li><input type="checkbox"/> The leadership group demonstrates the "tone from the top". It is visible and well known inside and outside the authority.</li> <li><input type="checkbox"/> Staff model and support the "tone from the top" which is assessed through staff performance processes.</li> <li><input type="checkbox"/> External stakeholders who do not meet communicated expectations are held to account (e.g. through appropriate legislative or contractual mechanisms).</li> </ul>
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## Element 2: Roles and responsibilities

Roles and responsibilities are assigned to ensure a coordinated approach to managing integrity.

**Maturity levels and their indicators:** Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant.</li> <li>• Integrity is not defined or well understood by staff.</li> <li>• Integrity actions and initiatives tend to be unplanned, inconsistent and reactive.</li> <li>• Accounting for integrity only relates to meeting compliance obligations.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant.</li> <li>• What integrity means is becoming clearer to staff as the tone from the top is being communicated.</li> <li>• Integrity actions and initiatives are being planned for and coordinated but not yet integrated.</li> <li>• Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant.</li> <li>• Integrity is well communicated by leaders, understood by staff and integrated into business practices.</li> <li>• Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined.</li> <li>• Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning.</li> <li>• Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations.</li> <li>• Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks.</li> <li>• Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.</li> </ul>

### Characteristics

- |  |   |   |   |
|--|---|---|---|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> Some roles and responsibilities are assigned. These are documented to meet compliance obligations (e.g. role of the audit committee).</li> <li><input type="checkbox"/> Some delegations are documented; these mainly relate to finance and human resources.</li> <li><input type="checkbox"/> Information and data requests from external integrity bodies are responded to in an ad hoc way.</li> <li><input type="checkbox"/> Staff think integrity is someone else's responsibility. Individual and shared responsibility is not well understood.</li> </ul> | <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <b>Roles and responsibilities are being assigned as the integrity framework is developed (e.g. to positions, teams, groups and committees) and in job descriptions when they are updated.</b></li> <li><input checked="" type="checkbox"/> <b>Delegations are being considered across functions and activities and being documented in an accessible schedule.</b></li> <li><input checked="" type="checkbox"/> <b>Responsibility has been assigned to a position or team to coordinate information and data requests and interactions with external integrity bodies.</b></li> <li><input checked="" type="checkbox"/> <b>Staff are becoming aware that integrity is everyone's responsibility. This is being communicated in the integrity framework, code of conduct, integrity policies and procedures.</b></li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Roles and responsibilities – including the authority head's accountability for integrity – are documented in the integrity framework.</li> <li><input type="checkbox"/> Relevant roles and responsibilities (e.g. between the governing board chair or mayor/shire president, chancellor and authority head and staff) are clear and documented in the integrity framework.</li> <li><input type="checkbox"/> Delegations for all legislative and high risk functions are covered (e.g. regulation, approvals, human resources, finance).</li> <li><input type="checkbox"/> Requests from external integrity bodies are planned for and scheduled so they can be responded to in a timely and fulsome way.</li> <li><input type="checkbox"/> Staff are aware that integrity is everyone's responsibility and can explain what this means when asked.</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Leaders and staff with key assigned roles and responsibilities in the integrity framework regularly discuss challenges and identify opportunities to improve the framework. These improvements feed into self-analysis and review of the framework.</li> <li><input type="checkbox"/> The delegations schedule is monitored and updated in real time.</li> <li><input type="checkbox"/> A dedicated position, team or committee is tasked with engaging with external bodies, promoting integrity, and helping to prevent misconduct and corruption, and providing specialist advice to the leadership group on trends and improvement actions.</li> <li><input type="checkbox"/> Staff are provided with a formal avenue to suggest changes to the integrity framework.</li> </ul> |
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## Element 3: Legislation and regulations

Legislation, regulations and external policy obligations are identified and accounted for.

**Maturity levels and their indicators:** Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant.</li> <li>• Integrity is not defined or well understood by staff.</li> <li>• Integrity actions and initiatives tend to be unplanned, inconsistent and reactive.</li> <li>• Accounting for integrity only relates to meeting compliance obligations.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant.</li> <li>• What integrity means is becoming clearer to staff as the tone from the top is being communicated.</li> <li>• Integrity actions and initiatives are being planned for and coordinated but not yet integrated.</li> <li>• Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant.</li> <li>• Integrity is well communicated by leaders, understood by staff and integrated into business practices.</li> <li>• Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined.</li> <li>• Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning.</li> <li>• Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations.</li> <li>• Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks.</li> <li>• Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.</li> </ul>
Characteristics			
<ul style="list-style-type: none"> <li><input type="checkbox"/> Legislative, regulatory and external policy obligations (e.g. those required by enabling legislation and those set by central bodies) are not fully identified.</li> <li><input type="checkbox"/> Compliance gaps, if any, are mostly unknown.</li> <li><input type="checkbox"/> Staff understanding of their powers, functions and obligations – and how they apply these in practice – relies on their knowledge and capability.</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <b>Legislative, regulatory and external policy obligations are being identified. An accountability map or similar is being completed.</b></li> <li><input checked="" type="checkbox"/> <b>Any compliance gaps identified are being addressed.</b></li> <li><input checked="" type="checkbox"/> <b>Staff are becoming aware of the power, functions and obligations relevant to their role (e.g. acting in line with operating procedures). Line managers are taking a more active role in this.</b></li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> All obligations are documented and accounted for (e.g. reflected in internal controls, roles and responsibilities, compliance calendars).</li> <li><input type="checkbox"/> Compliance gaps are addressed as identified.</li> <li><input type="checkbox"/> Staff understand the power, functions and obligations relevant to their role (e.g. delegations) and can explain how these apply in practice.</li> <li><input type="checkbox"/> Line managers support their staff to comply with obligations and oversight compliance. They demonstrate they have taken action on non-compliance (e.g. through staff performance and discipline processes).</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> All obligations are monitored to track changes to legislation, regulations and external policy. Changes are communicated and updates made (e.g. to internal controls).</li> <li><input type="checkbox"/> Proactive monitoring identifies compliance gaps.</li> <li><input type="checkbox"/> Passive and active monitoring is undertaken to check if staff are carrying out powers, functions and obligations as expected (e.g. discretionary powers are appropriately exercised and staff act in line with delegations).</li> </ul>

## Element 4: Risk analysis and planning for integrity

Integrity risks are identified and analysed, and plans are made to manage them.

**Maturity levels and their indicators:** Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
<ul style="list-style-type: none"> <li>Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant.</li> <li>Integrity is not defined or well understood by staff.</li> <li>Integrity actions and initiatives tend to be unplanned, inconsistent and reactive.</li> <li>Accounting for integrity only relates to meeting compliance obligations.</li> </ul>	<ul style="list-style-type: none"> <li>Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant.</li> <li>What integrity means is becoming clearer to staff as the tone from the top is being communicated.</li> <li>Integrity actions and initiatives are being planned for and coordinated but not yet integrated.</li> <li>Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.</li> </ul>	<ul style="list-style-type: none"> <li>Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant.</li> <li>Integrity is well communicated by leaders, understood by staff and integrated into business practices.</li> <li>Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined.</li> <li>Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.</li> </ul>	<ul style="list-style-type: none"> <li>Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning.</li> <li>Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations.</li> <li>Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks.</li> <li>Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.</li> </ul>

### Characteristics

<ul style="list-style-type: none"> <li><input type="checkbox"/> Integrity risks are narrowly defined. Little consideration is given to functions and activities that give rise to integrity risks. The priority is material financial risk.</li> <li><input type="checkbox"/> There is limited agreement about the value of, and approach to, managing integrity risks among the leadership group.</li> <li><input checked="" type="checkbox"/> <b>Managing integrity risks associated with functions and activities relies on the judgement of line managers. There are limited methodologies, tools and guidance to assist them, other than processes to manage financial risks.</b></li> <li><input checked="" type="checkbox"/> <b>Some but not all staff are able to explain the integrity risks associated with their work or the importance of managing them.</b></li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <b>Integrity risks, including those relating to high risk functions, activities and any outsourced programs and activities, are being identified, adequately defined, analysed and documented in risk registers.</b></li> <li><input checked="" type="checkbox"/> <b>The authority head communicates the value of managing integrity risks to the leadership group. A shared understanding of risk management is being developed.</b></li> <li><input type="checkbox"/> Risk owners are being identified and assigned for high risk functions and activities. They are provided with methodologies, tools and guidance (e.g. risk management policies and procedures) to help analyse and manage risks.</li> <li><input type="checkbox"/> Staff are becoming familiar with the integrity risks associated with their work and what they need to do to manage them (e.g. comply with policies and procedures).</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Integrity risks from internal and external sources have been identified. Risk owners are assigned for all identified risks in risk registers. Integrity risks are reflected in broader planning processes (e.g. strategic, operational, project and business continuity).</li> <li><input type="checkbox"/> Integrity risks are regularly monitored, reviewed, updated and reported on, and take account of changes impacting the risk profile.</li> <li><input type="checkbox"/> The authority head regularly reinforces the value of managing integrity risks (e.g. face to face, in staff communications).</li> <li><input type="checkbox"/> Risk owners are provided with methodologies, tools and guidance that take into account better practice outlined in <a href="#">Australian Standards 31000-2018: Risk Management Guidelines and 8001-2021: Fraud and Corruption Control</a>.</li> <li><input type="checkbox"/> Staff understand the integrity risks associated with their work and identified shared risks, and can explain how they manage these in practice.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Assessment of integrity risk considers behavioural factors (e.g. what makes individuals more vulnerable to engaging in misconduct and corruption from internal and external sources).</li> <li><input type="checkbox"/> Advanced tools are used to monitor and report on integrity risks (e.g. automated dashboards and data analytics). They help inform decisions to improve risk management.</li> <li><input type="checkbox"/> The leadership group takes a positive and proactive approach to managing all risks including shared risk (e.g. inter-authority or multi-jurisdictional projects).</li> <li><input type="checkbox"/> Risk owners champion risk management.</li> <li><input type="checkbox"/> Staff consistently identify, analyse and manage integrity risks associated with their work. Where new and emerging risks are identified, they are raised via established pathways.</li> </ul>
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## Element 5: Internal controls, audit and governance

Integrity risks are managed through sound internal controls, and audit is used to evaluate the adequacy and effectiveness of controls.

**Maturity levels and their indicators:** Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant.</li> <li>• Integrity is not defined or well understood by staff.</li> <li>• Integrity actions and initiatives tend to be unplanned, inconsistent and reactive.</li> <li>• Accounting for integrity only relates to meeting compliance obligations.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant.</li> <li>• What integrity means is becoming clearer to staff as the tone from the top is being communicated.</li> <li>• Integrity actions and initiatives are being planned for and coordinated but not yet integrated.</li> <li>• Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant.</li> <li>• Integrity is well communicated by leaders, understood by staff and integrated into business practices.</li> <li>• Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined.</li> <li>• Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning.</li> <li>• Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations.</li> <li>• Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks.</li> <li>• Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.</li> </ul>
<b>Characteristics</b>			
<ul style="list-style-type: none"> <li><input type="checkbox"/> Limited or basic internal controls (e.g. policies and procedures) are directed towards managing financial risks.</li> <li><input type="checkbox"/> Accuracy and currency of policies and procedures relies on individuals updating them. There is no assigned responsibility.</li> <li><input type="checkbox"/> Audit scopes and programs focus on the adequacy of financial controls rather than broader integrity issues (e.g. use of confidential information).</li> <li><input type="checkbox"/> The relationships between those with responsibility for audit are undefined.</li> <li><input type="checkbox"/> Applying internal controls associated with functions and activities relies on the line managers explaining to staff why internal controls exist and their importance. There is no standard approach; staff knowledge varies.</li> <li><input type="checkbox"/> Staff are unaware of the need to report unmanaged risks and internal control weaknesses.</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <b>Internal controls (e.g. core and complementary integrity policies and procedures) are being developed and implemented to manage identified integrity risks.</b></li> <li><input checked="" type="checkbox"/> <b>A position or team has been assigned to develop a policy register to record what policies and procedures exist, who owns them and their currency.</b></li> <li><input checked="" type="checkbox"/> <b>Integrity risks and the adequacy of internal controls are being included in the audit scopes and programs.</b></li> <li><input type="checkbox"/> The relationship between the internal audit function, audit committee and accountable authority and any external audit body is being defined and good practices are being developed (e.g. communication of reports and recommendations from external integrity bodies).</li> <li><input checked="" type="checkbox"/> <b>Line managers are starting to understand and communicate the importance of applying internal controls consistently to manage integrity risks.</b></li> <li><input checked="" type="checkbox"/> <b>Staff rely on managers informing them of how to report internal control weaknesses.</b></li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Internal controls (e.g. preventative, detective and corrective) are proportionate to specific integrity risks.</li> <li><input type="checkbox"/> A position or team manages the policy register to ensure policy owners are undertaking scheduled reviews.</li> <li><input type="checkbox"/> Different types of audits are used to explore integrity risks (e.g. random audits, focus area, forensic, compliance and quality audits).</li> <li><input checked="" type="checkbox"/> <b>The importance of audit is well understood across the authority. Line managers readily accept and participate in audits. Recommendations for improvement from internal and external audits are assigned to ensure they are implemented.</b></li> <li><input type="checkbox"/> Line managers understand their supervision and monitoring role is an internal control. Staff understand the risks associated with their work and apply internal controls to manage these.</li> <li><input type="checkbox"/> Staff know how to report internal control weaknesses via established pathways.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Internal controls are monitored, reviewed (including pressure tested) and improved continuously. Internal controls keep pace with lessons learnt from integrity breaches, changing business processes, risks and other operating conditions and reduce vulnerabilities and unintended consequences.</li> <li><input type="checkbox"/> Risk owners raise, and internal audit records, changes to internal controls and treatment plans in risk registers. Advanced tools automatically update those who need to know of changes.</li> <li><input type="checkbox"/> Evaluation of the adequacy and effectiveness of internal controls to manage integrity risks is conducted in targeted integrity audits and integrity is included as part of most audit scopes.</li> <li><input type="checkbox"/> A combined assurance model (e.g. with activities that are coordinated and planned) is in place to ensure integrity is practiced, managed and accounted for.</li> </ul>

## Element 6: Fraud and corruption detection systems

Systems and activities are in place to detect events different to those considered standard, normal or expected.

**Maturity levels and their indicators:** Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
<ul style="list-style-type: none"> <li>Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant.</li> <li>Integrity is not defined or well understood by staff.</li> <li>Integrity actions and initiatives tend to be unplanned, inconsistent and reactive.</li> <li>Accounting for integrity only relates to meeting compliance obligations.</li> </ul>	<ul style="list-style-type: none"> <li>Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant.</li> <li>What integrity means is becoming clearer to staff as the tone from the top is being communicated.</li> <li>Integrity actions and initiatives are being planned for and coordinated but not yet integrated.</li> <li>Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.</li> </ul>	<ul style="list-style-type: none"> <li>Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant.</li> <li>Integrity is well communicated by leaders, understood by staff and integrated into business practices.</li> <li>Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined.</li> <li>Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.</li> </ul>	<ul style="list-style-type: none"> <li>Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning.</li> <li>Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations.</li> <li>Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks.</li> <li>Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.</li> </ul>

### Characteristics

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| <ul style="list-style-type: none"> <li><input type="checkbox"/> Basic detection systems and activities are in place for internal threats (e.g. some financial activities) but relies heavily on the manual effort of individuals (e.g. manual checks, excel spreadsheets).</li> <li><input type="checkbox"/> Detection systems and activities are directed towards managing internal threats. Some basic controls are in place to prevent external fraud and corruption threats (e.g. firewalls to prevent cyber-attacks).</li> <li><input type="checkbox"/> Internal data holdings are unstructured and not easily analysed.</li> <li><input type="checkbox"/> Beyond basic reporting, there is no or limited use of data for detection purposes.</li> </ul> | <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <b>Planning is underway to develop a detection strategy or plan; this is being supported by the leadership group. The plan considers internal and external threats (e.g. cyber security, third parties seeking to exploit individual officers), information and data holdings, people and capability requirements, tools for validation and reporting, and governance arrangements including data sharing and confidentiality.</b></li> <li><input type="checkbox"/> Changes are being made to how existing data is captured, providing more structure for easier analysis.</li> <li><input type="checkbox"/> Data is mainly used for reporting rather than responding to identified errors and irregularities.</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> A detection strategy or plan is in place to help control internal and external threats. It takes into account better practice outlined in <a href="#">Australian Standards 31000-2018: Risk Management Guidelines and 8001-2021: Fraud and Corruption Control</a> including speaking up and staff and contactor screening.</li> <li><input checked="" type="checkbox"/> <b>Data holdings to inform detection have been cleansed, are structured and can be analysed easily.</b></li> <li><input checked="" type="checkbox"/> <b>Fit for purpose data tests are in place and repeatable, usually with consistent results that provide useful insights. These are supported by procedures to respond to and address identified errors and irregularities, and escalate issues for investigation as appropriate.</b></li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Detection systems and activities inform the internal audit scopes and program; insights show areas for further examination.</li> <li><input type="checkbox"/> Detection systems and activities support continuous improvement to strategic and operational planning and misconduct and corruption prevention approaches.</li> <li><input type="checkbox"/> Internal and external data holdings, where they can be shared and are relevant, are leveraged to inform detection approaches.</li> <li><input type="checkbox"/> Automated processes are in place to identify and escalate red flags. Processes for prompt escalation, investigation and resolution are in place.</li> </ul> |
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## Element 7: Values and standards

Values and standards (code of conduct) are in place and describe what acceptable workplace behaviour looks like in practice.

**Maturity levels and their indicators:** Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant.</li> <li>• Integrity is not defined or well understood by staff.</li> <li>• Integrity actions and initiatives tend to be unplanned, inconsistent and reactive.</li> <li>• Accounting for integrity only relates to meeting compliance obligations.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant.</li> <li>• What integrity means is becoming clearer to staff as the tone from the top is being communicated.</li> <li>• Integrity actions and initiatives are being planned for and coordinated but not yet integrated.</li> <li>• Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant.</li> <li>• Integrity is well communicated by leaders, understood by staff and integrated into business practices.</li> <li>• Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined.</li> <li>• Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning.</li> <li>• Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations.</li> <li>• Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks.</li> <li>• Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.</li> </ul>
Characteristics			
<ul style="list-style-type: none"> <li><input type="checkbox"/> Values have been discussed by the leadership team but have not progressed beyond this.</li> <li><input type="checkbox"/> A code of conduct is in place to meet compliance obligations (e.g. legislative, external policy) but it is not widely promoted by the leadership group.</li> <li><input type="checkbox"/> Any discussions about the code of conduct relies on individual line managers.</li> <li><input type="checkbox"/> Monitoring of compliance with the code of conduct occurs ad hoc.</li> <li><input type="checkbox"/> Staff have limited awareness of the code of conduct. They are unsure where to find it, how it applies to them and their obligations under it.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Values and other direction setting statements (e.g. vision, mission and remit) are being developed and are consistent.</li> <li><input checked="" type="checkbox"/> <b>A code of conduct exists but does not fully take account of relevant legislation, regulation and policy (e.g. internal and external) obligations or integrity risks specific to the operating context.</b></li> <li><input checked="" type="checkbox"/> <b>Most leaders and line managers understand their role to promote the code of conduct, support its implementation and their role to monitor and support compliance with it.</b></li> <li><input type="checkbox"/> Strategies to monitor compliance with the code of conduct are being planned for as integrity policies and procedures are being developed.</li> <li><input checked="" type="checkbox"/> <b>Most staff are aware of the code of conduct, can explain its purpose and know where to find it.</b></li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <b>Values and codes of conduct focus on the behaviours expected to achieve objectives with integrity. Values and standards are reflected in relevant documents and processes (e.g. policies, strategic and operational plans, job advertisements and descriptions, recruitment processes).</b></li> <li><input type="checkbox"/> The code of conduct incorporates the views of key internal stakeholders and accounts for relevant obligations and identified risks. It provides guidance to support ethical decision making.</li> <li><input type="checkbox"/> Leaders and line managers consistently promote the code of conduct (e.g. during team meetings, 'integrity moments', standing item on the leadership group agenda) to support its implementation.</li> <li><input checked="" type="checkbox"/> <b>Compliance with the code of conduct is monitored (e.g. through staff performance processes, analysis of discipline processes and complaints) and reasons for non-compliance addressed.</b></li> <li><input type="checkbox"/> Staff know about the code of conduct, understand its importance and can describe how it guides their behaviour.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Values and codes of conduct are regularly promoted to all stakeholders (e.g. published on the internet, in recruitment information) and there is a process for annual acknowledgment.</li> <li><input type="checkbox"/> The code of conduct has been developed taking into account the views of the authority's key external stakeholders.</li> <li><input type="checkbox"/> Values and the code of conduct are discussed at leadership meetings. Data around non-compliance is being used by this group to inform improvements to internal controls. Discussions and information feeds into self analysis and review processes to continuously improve the integrity framework.</li> <li><input type="checkbox"/> Staff are confident holding each other to account for expectations set in the code of conduct (e.g. respectfully calling out behaviour that does not align, reporting unethical behaviour).</li> </ul>

## Element 8: Leadership and management attitude

Leaders are aware of and understand their role to model behaviours consistent with expectations, values and standards; and to take action addressing behaviour that is inconsistent with these.

**Maturity levels and their indicators:** Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant.</li> <li>• Integrity is not defined or well understood by staff.</li> <li>• Integrity actions and initiatives tend to be unplanned, inconsistent and reactive.</li> <li>• Accounting for integrity only relates to meeting compliance obligations.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant.</li> <li>• What integrity means is becoming clearer to staff as the tone from the top is being communicated.</li> <li>• Integrity actions and initiatives are being planned for and coordinated but not yet integrated.</li> <li>• Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant.</li> <li>• Integrity is well communicated by leaders, understood by staff and integrated into business practices.</li> <li>• Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined.</li> <li>• Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning.</li> <li>• Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations.</li> <li>• Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks.</li> <li>• Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.</li> </ul>

### Characteristics

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| <ul style="list-style-type: none"> <li><input type="checkbox"/> The leadership group's role to support integrity (e.g. to model, reinforce, promote, communicate and enforce) is informal; it relies on individual's views of what their role is.</li> <li><input type="checkbox"/> In the absence of any formal approach, it is left to individual leaders and line managers to interpret and model values and standards.</li> <li><input type="checkbox"/> The role of leaders to support and demonstrate integrity – and if this is reflected in recruitment practices and staff performance processes – relies on those undertaking those processes.</li> <li><input type="checkbox"/> There is little recognition that leadership roles are positions of trust. Employment screening processes (e.g. police clearances, verification of qualifications) are rarely, if ever, undertaken.</li> <li><input type="checkbox"/> Development of leaders and line managers occurs as a result of individual development discussions with those who conduct the process.</li> </ul> | <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <b>A statement is being developed (e.g. terms of reference, charter) that explains the leadership group's role to support integrity.</b></li> <li><input checked="" type="checkbox"/> <b>Some leaders and line managers can explain what integrity looks like, its importance, and their role to promote, reinforce it and take action when behaviours are inconsistent with obligations.</b></li> <li><input type="checkbox"/> The role of leaders to support and demonstrate integrity is being reflected in recruitment and performance documents and processes.</li> <li><input type="checkbox"/> There is a growing recognition that leadership roles are positions of trust. Employment screening is being implemented for these roles.</li> <li><input checked="" type="checkbox"/> <b>Development of leaders and line managers includes building their skills to deal with integrity matters effectively (e.g. having difficult conversations about conduct).</b></li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> The leadership group has a shared understanding of its role to support integrity. The group consistently demonstrates and supports this through its actions.</li> <li><input type="checkbox"/> Leaders and line managers have a shared understanding and can explain how they shape culture, what integrity looks like, its importance, and their role to promote and reinforce it (e.g. taking action when behaviours are inconsistent with obligations).</li> <li><input type="checkbox"/> Integrity forms part of the recruitment and performance processes for leadership roles. Leaders demonstrate how they support integrity through their actions and decisions (e.g. in their performance processes).</li> <li><input checked="" type="checkbox"/> <b>Leadership roles are identified positions of trust. Employment screening occurs for all new leadership roles.</b></li> <li><input type="checkbox"/> Development of leaders and line managers includes building their skills to support integrity and prevent misconduct and corruption (e.g. recognise red flags, address issues early and make proportionate decisions when issues occur).</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> The leadership group's cohesive approach to integrity is recognised externally. The authority head and leadership group are often sought to provide advice to their peers on integrity matters as a result.</li> <li><input type="checkbox"/> Leaders and line managers have a good understanding of their role to uphold the reputation of their authority and the broader sector in which they work.</li> <li><input type="checkbox"/> Performance processes assess both <u>what</u> leaders achieve and <u>how</u> they achieve it (e.g. projects delivered effectively manage internal and external risks).</li> <li><input type="checkbox"/> Development of leaders and line managers incorporates mentorships and coaching designed to grow their personal capability, insights and skills to lead with integrity.</li> </ul> |
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## Element 9: Organisation culture

Integrity is part of organisation culture. It is actively managed to ensure integrity is sustained.

**Maturity levels and their indicators:** Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant.</li> <li>• Integrity is not defined or well understood by staff.</li> <li>• Integrity actions and initiatives tend to be unplanned, inconsistent and reactive.</li> <li>• Accounting for integrity only relates to meeting compliance obligations.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant.</li> <li>• What integrity means is becoming clearer to staff as the tone from the top is being communicated.</li> <li>• Integrity actions and initiatives are being planned for and coordinated but not yet integrated.</li> <li>• Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant.</li> <li>• Integrity is well communicated by leaders, understood by staff and integrated into business practices.</li> <li>• Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined.</li> <li>• Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning.</li> <li>• Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations.</li> <li>• Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks.</li> <li>• Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.</li> </ul>

### Characteristics

<ul style="list-style-type: none"> <li><input type="checkbox"/> There are few actions and initiatives (e.g. clear expectations, values, communication about integrity, integrity education) to build and sustain integrity.</li> <li><input type="checkbox"/> There is little understanding about recruiting for integrity (e.g. values based recruitment). Staff employment screening (e.g. police clearances, previous disciplinary matters, verification of qualifications) is rarely, if ever, undertaken.</li> <li><input type="checkbox"/> Reporting pathways exist to meet compliance obligations (e.g. public interest disclosure) but are not widely promoted and confidence in them is low.</li> <li><input type="checkbox"/> Integrity communications only occur in response to a significant integrity breach.</li> <li><input type="checkbox"/> Some staff can describe 'how we do things around here', but they are unable to link this to expectations or the code of conduct.</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <b>Actions and initiatives to build and sustain integrity are being developed. This includes evaluation activities (e.g. staff surveys to test reporting confidence).</b></li> <li><input type="checkbox"/> Recruiting for integrity and the requirement for staff employment screening is being documented and promoted to recruiting managers.</li> <li><input checked="" type="checkbox"/> <b>Reporting pathways are being developed for staff and external stakeholders. These are clear and concise, include external avenues and strong statements about protection for those who speak up.</b></li> <li><input checked="" type="checkbox"/> <b>An integrity communications plan is being developed. Key integrity messages are communicated periodically (e.g. for International Anti-Corruption Day).</b></li> <li><input checked="" type="checkbox"/> <b>Most staff can describe 'how we do things around here' as it relates to their immediate work environment referencing the code of conduct, and policies and procedures relevant to their role.</b></li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Actions and initiatives to build and sustain integrity are in place. Evaluation activities are conducted regularly and improvements implemented.</li> <li><input checked="" type="checkbox"/> <b>Recruiting for integrity and staff employment screening occurs for all new staff. The type of screening is proportionate to the position and integrity risks.</b></li> <li><input type="checkbox"/> Reporting pathways are in place and well known by staff. These provide for external stakeholders to also report integrity matters and for anonymous reporting.</li> <li><input type="checkbox"/> An integrity communications plan is in place and messages are sent to staff regularly (e.g. dedicated web/intranet site, campaigns on integrity topics run throughout the year).</li> <li><input type="checkbox"/> Staff can describe 'how we do things around here' from an authority wide perspective and can link this to expectations, values, standards and the need to follow policies and procedures.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Data and information that might indicate issues with integrity are identified, monitored and action taken (e.g. business units with high reports of integrity breaches are supported to make better decisions).</li> <li><input type="checkbox"/> There is a process in place to ensure identified positions are rescreened periodically.</li> <li><input type="checkbox"/> Data and information on the use of reporting pathways are analysed to inform continuous improvement (e.g. absence of reporting from certain teams or employment groups).</li> <li><input type="checkbox"/> De-identified data from reporting is used to inform integrity communication messages.</li> <li><input type="checkbox"/> Staff can consistently describe 'how we do things around here', referencing authority and sector wide expectations, values, standards, policies and procedures.</li> </ul>
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## Element 10: Integrity education and capacity

Integrity education helps build staff capacity to act with integrity.

**Maturity levels and their indicators:** Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant.</li> <li>• Integrity is not defined or well understood by staff.</li> <li>• Integrity actions and initiatives tend to be unplanned, inconsistent and reactive.</li> <li>• Accounting for integrity only relates to meeting compliance obligations.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant.</li> <li>• What integrity means is becoming clearer to staff as the tone from the top is being communicated.</li> <li>• Integrity actions and initiatives are being planned for and coordinated but not yet integrated.</li> <li>• Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant.</li> <li>• Integrity is well communicated by leaders, understood by staff and integrated into business practices.</li> <li>• Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined.</li> <li>• Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning.</li> <li>• Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations.</li> <li>• Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks.</li> <li>• Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.</li> </ul>
<p><b>Characteristics</b></p>			
<ul style="list-style-type: none"> <li><input type="checkbox"/> Induction, if conducted, relies on the knowledge of individual line managers.</li> <li><input type="checkbox"/> Some integrity education occurs beyond induction to meet compliance obligations.</li> <li><input type="checkbox"/> Leaders and line managers rarely follow up if their staff have attended integrity education provided.</li> <li><input type="checkbox"/> Whether other actions and initiatives (e.g. staff performance processes) to educate and reinforce integrity are undertaken relies on individual line managers.</li> <li><input type="checkbox"/> Staff are unsure about who provides advice about integrity matters as it is not documented. If provided by individual line managers, the quality of advice relies on their knowledge.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> An induction program is being developed to incorporate expectations, standards, policies and procedures and guide ethical decision making.</li> <li><input checked="" type="checkbox"/> <b>Integrity education is being developed to help manage key integrity risks (e.g. conflicts of interest, information management). The integrity education and training plan includes what is provided, to whom and when, which high risk positions need additional training, and how activities are evaluated (e.g. how participation is tracked).</b></li> <li><input checked="" type="checkbox"/> <b>Most leaders and line managers are active in attending any integrity education provided, encourage their staff to do the same and follow up with staff on mandatory education requirements.</b></li> <li><input checked="" type="checkbox"/> <b>Additional actions and initiatives to educate and reinforce integrity (e.g. staff performance processes and raising integrity consciousness) are being developed or reviewed.</b></li> <li><input checked="" type="checkbox"/> <b>Staff know that line managers and certain functional area leaders (e.g. finance, human resources) provide advice about integrity matters. Quality still relies on an individual's knowledge.</b></li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <b>Induction is regularly updated to ensure it is contemporary, accounts for lessons learned from integrity breaches and reflects any changes to operating conditions (e.g. new policies, changed risks).</b></li> <li><input type="checkbox"/> An integrity education and training plan is in place and includes specific education on individual and organisational factors (red flags) for those in high risk roles. Participation in and feedback from sessions are collected and analysed to inform improvements.</li> <li><input type="checkbox"/> Leaders and line managers support and champion integrity education. They reinforce the importance of attending integrity education sessions.</li> <li><input type="checkbox"/> Staff performance processes and actions and initiatives to raise integrity consciousness reinforce key integrity messages and support good decision making.</li> <li><input type="checkbox"/> It is well documented in the code of conduct, policies and procedures who provides expert advice on integrity matters. Leaders and line managers understand their role to provide general advice and how to escalate matters as required.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Integrity education is, where relevant, also in place for external stakeholders (e.g. labour hire staff, contractors and suppliers).</li> <li><input type="checkbox"/> Individuals are followed up (e.g. randomly and periodically) to determine if and how knowledge gained during integrity education is being applied in practice in the workplace.</li> <li><input type="checkbox"/> Leaders and line managers support practitioners attending external learning opportunities. A process is in place to ensure this learning is shared with others with roles and responsibilities under the integrity framework.</li> <li><input type="checkbox"/> Those who provide advice about integrity matters meet periodically to discuss advice being sought and provided, helping ensure a consistent approach with policies and procedures and advice from external integrity bodies.</li> </ul>

## Element 11: Response to integrity breaches

Integrity breaches are responded to in a timely and proportionate way to ensure integrity is sustained.

**Maturity levels and their indicators:** Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant.</li> <li>• Integrity is not defined or well understood by staff.</li> <li>• Integrity actions and initiatives tend to be unplanned, inconsistent and reactive.</li> <li>• Accounting for integrity only relates to meeting compliance obligations.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant.</li> <li>• What integrity means is becoming clearer to staff as the tone from the top is being communicated.</li> <li>• Integrity actions and initiatives are being planned for and coordinated but not yet integrated.</li> <li>• Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant.</li> <li>• Integrity is well communicated by leaders, understood by staff and integrated into business practices.</li> <li>• Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined.</li> <li>• Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning.</li> <li>• Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations.</li> <li>• Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks.</li> <li>• Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.</li> </ul>
<b>Characteristics</b>			
<ul style="list-style-type: none"> <li><input type="checkbox"/> If procedures exist, they are in place to meet compliance obligations; they provide insufficient guidance.</li> <li><input type="checkbox"/> The quality of processes and decisions varies. Basic case information (e.g. number of processes started and completed) is used for reporting.</li> <li><input type="checkbox"/> The use of data, lessons learnt from past cases and the findings of external bodies are rarely, if ever, considered.</li> <li><input type="checkbox"/> Whether integrity breaches are responded to relies on the knowledge and skills of individual line managers.</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <b>Procedures and guidance on responding to breaches – including awareness raising resources to inform those responding to integrity breaches – are being developed to promote better quality processes and consistent decision making.</b></li> <li><input checked="" type="checkbox"/> <b>Central recording of case information is being developed to streamline reporting.</b></li> <li><input checked="" type="checkbox"/> <b>The use of data, lessons learnt from past cases and findings of external bodies are being considered as procedures are being developed.</b></li> <li><input checked="" type="checkbox"/> <b>Most line managers have an understanding of what a breach looks like and how to respond.</b></li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Procedures, guidance and awareness raising materials inform those involved in responding to integrity breaches, and support quality processes and consistent decision making.</li> <li><input type="checkbox"/> A quality assurance process is in place to check for consistent application of procedures.</li> <li><input type="checkbox"/> A central register captures detailed case information. It is used to monitor the progress of processes, analyse trends and outcomes, and for reporting.</li> <li><input type="checkbox"/> The use of data, lessons learnt from past cases and findings of external bodies are used to inform process improvements.</li> <li><input type="checkbox"/> Decision makers, line managers and staff conducting processes have the required knowledge and skills. They are confident to respond to, manage and escalate matters as needed.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Procedures, guidance and awareness raising materials are updated regularly. This reflects results of the quality assurance process, compliance changes, contemporary practice and advice from external integrity bodies.</li> <li><input type="checkbox"/> Detailed case information is captured in a central system with advanced features such as live analytics and dashboards. It provides useful intelligence to inform trend analysis and prevention strategies.</li> <li><input type="checkbox"/> Individual (e.g. motivations) and organisational (e.g. control weaknesses) factors that might have contributed to a breach are analysed to help prevent future breaches.</li> <li><input type="checkbox"/> Decision makers, line managers and staff conducting processes proactively build their own capacity where required (e.g. staying up to date with contemporary practice, industrial decisions).</li> <li><input type="checkbox"/> Those who provide information as part of a process are followed up regarding their experience of the process and any suggestions for improvement.</li> </ul>

## Element 12: Self analysis and review

Analysis and review activities of actions to support integrity are undertaken as part of continuous improvement.

**Maturity levels and their indicators:** Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant.</li> <li>• Integrity is not defined or well understood by staff.</li> <li>• Integrity actions and initiatives tend to be unplanned, inconsistent and reactive.</li> <li>• Accounting for integrity only relates to meeting compliance obligations.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant.</li> <li>• What integrity means is becoming clearer to staff as the tone from the top is being communicated.</li> <li>• Integrity actions and initiatives are being planned for and coordinated but not yet integrated.</li> <li>• Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant.</li> <li>• Integrity is well communicated by leaders, understood by staff and integrated into business practices.</li> <li>• Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined.</li> <li>• Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning.</li> <li>• Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations.</li> <li>• Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks.</li> <li>• Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.</li> </ul>

### Characteristics

<ul style="list-style-type: none"> <li><input type="checkbox"/> Analysis and review activities of actions to support integrity rarely occurs unless it relates to compliance.</li> <li><input type="checkbox"/> Little thought has been given to whether there is value in sourcing external help with analysis and review activities.</li> <li><input type="checkbox"/> Where analysis and review activities are conducted, findings and recommendations are not always implemented.</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <b>Analysis and review activities of actions to support integrity are sometimes undertaken beyond compliance. Available tools are used (e.g. snapshot tool and maturity self assessment tool).</b></li> <li><input checked="" type="checkbox"/> <b>Further consideration of requirements – including the value of sourcing external help with analysis and review – are being developed as part of the integrity framework.</b></li> <li><input checked="" type="checkbox"/> <b>Processes for coordinating the implementation of findings from self analysis and reviews, and recommendations from the reviews of external integrity bodies are being developed. This considers how monitoring and follow up occur.</b></li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Review of the integrity framework is scheduled. Analysis and review activities are aligned to or part of risk analysis and audit processes. Analysis is undertaken to recommend improvements to the framework considering changes in legislative and operating conditions (e.g. structural and legislative).</li> <li><input type="checkbox"/> External assistance to undertake a review is sourced where needed (e.g. where a greater level of expertise and objectivity is required).</li> <li><input type="checkbox"/> A position or team is assigned to coordinate implementation of findings and recommendations from self analysis and reviews, and recommendations from the reviews of external integrity bodies (related to the authority or not) of the integrity framework (and its component parts). Progress is reported to the leadership group.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Analysis and review of the integrity framework and reporting on implementation of improvement actions align with strategic and operational planning and budget cycles.</li> <li><input type="checkbox"/> Results from self analysis and review, and recommendations from the reviews of external integrity bodies (related to the authority or not) inform improvements to the integrity framework (and its component parts). Revisions (where relevant) are shared with the workforce.</li> <li><input type="checkbox"/> Benchmarking of the integrity framework and sharing of ideas occurs (where relevant and possible) with similar types of authorities to identify whether any further improvements can be made.</li> </ul>
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## Element 13: Oversight

Oversight is about providing the authority head assurance that the authority's approach to integrity is working as intended.

**Maturity levels and their indicators:** Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
<ul style="list-style-type: none"> <li>Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant.</li> <li>Integrity is not defined or well understood by staff.</li> <li>Integrity actions and initiatives tend to be unplanned, inconsistent and reactive.</li> <li>Accounting for integrity only relates to meeting compliance obligations.</li> </ul>	<ul style="list-style-type: none"> <li>Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant.</li> <li>What integrity means is becoming clearer to staff as the tone from the top is being communicated.</li> <li>Integrity actions and initiatives are being planned for and coordinated but not yet integrated.</li> <li>Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.</li> </ul>	<ul style="list-style-type: none"> <li>Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant.</li> <li>Integrity is well communicated by leaders, understood by staff and integrated into business practices.</li> <li>Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined.</li> <li>Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.</li> </ul>	<ul style="list-style-type: none"> <li>Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning.</li> <li>Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations.</li> <li>Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks.</li> <li>Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.</li> </ul>

### Characteristics

<ul style="list-style-type: none"> <li><input type="checkbox"/> The authority head relies on informal reports about how integrity is being practiced, managed and accounted for (approach to integrity).</li> <li><input type="checkbox"/> Monitoring of the approach to integrity relies on members of the leadership group ensuring it is undertaken in their respective areas, rather than any formal process.</li> <li><input type="checkbox"/> As required, the audit committee assures finance processes and reports are sent to the authority head.</li> <li><input type="checkbox"/> Any oversight activities are ad hoc and focussed internally.</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <b>The authority head is directing the development of processes and structures to obtain the information needed for oversight of the approach to integrity. This is being documented in an integrity framework.</b></li> <li><input type="checkbox"/> The leadership group understands their role to monitor the approach to integrity in their respective areas and provide data on request to support assurance and oversight.</li> <li><input checked="" type="checkbox"/> <b>As the integrity framework is being developed, the collection and provision of information (beyond that required for compliance) to the authority head for assurance, is being identified and documented.</b></li> <li><input checked="" type="checkbox"/> <b>Internally focused oversight activities are routinely performed and documented.</b></li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Processes and structures are in place to provide the authority head with information to assist their oversight of the approach to integrity (e.g. reports).</li> <li><input checked="" type="checkbox"/> <b>The leadership group are aware of their assurance and oversight obligations for their respective areas and are well prepared to provide updates at leadership group meetings.</b></li> <li><input type="checkbox"/> A committee has been established (or the role of an existing committee has been expanded) with specific responsibilities to oversight the integrity framework (and its component parts) and report to the authority head.</li> <li><input type="checkbox"/> Oversight activities associated with outsourced programs and services are being identified and documented.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> The authority head can provide assurance to external integrity bodies and other stakeholders (e.g. board, council, minister) that the approach to integrity is sound.</li> <li><input type="checkbox"/> The leadership group is well versed in assurance and oversight. Members are able to provide information and insights about the authority's approach to integrity and can discuss how this compares to other similar authorities (if benchmarking has been conducted).</li> <li><input type="checkbox"/> A committee provides the authority head with regular and fulsome reports about the integrity framework (and its component parts).</li> <li><input type="checkbox"/> Oversight extends to outsourced programs and services to ensure they are adequately controlled and reported on.</li> </ul>
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**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<b>Ordinary Council Meeting</b>	0225/004	Manager Governance	Parklet Licence (Nextdoor Restaurant) - Angelo Street Road Reserve (abutting No.79 Angelo Street, South Perth)	<b>Completed</b> 11 September 2025
25 February 2025	10.2.1	Director Corporate Services	<p>That Council authorises the Chief Executive Officer to issue a licence in accordance with Clause 8.2 (1) of the City of South Perth Public Places and Local Government Property Local Law 2011 for the proposed parklet adjacent Nextdoor Restaurant within the Angelo Street Road Reserve abutting No. 79 Angelo Street, South Perth, subject to the following conditions:</p> <ol style="list-style-type: none"> <li>1. The licence is valid for 36 months only, following which, if the license is not renewed, the parklet and associated infrastructure must be removed at the applicant's cost, and the parking bays reinstated to the satisfaction of the City of South Perth.</li> <li>2. The Licensed Area is to be shown in an agreed Licence Plan annexed to the licence.</li> <li>3. The applicant must hold a current Public Liability Insurance Policy with indemnity of not less than \$20,000,000. If requested, the Applicant is to provide a Certificate of Currency to the City of South Perth prior to the construction activity commencing.</li> <li>4. The applicant is to indemnify the City in connection with the death of or injury to any person or damage to property caused by or contributed to by the installation, operation, testing, maintenance, repair, replacement, alteration, removal or disposal of the Equipment.</li> <li>5. The applicant may not assign, sublicense, share or part with possession of the Licensed Area without the City of South Perth's prior written consent, which is to be withheld or given at the City of South Perth's sole discretion.</li> <li>6. The applicant must ensure that no damage or obstruction is caused to a manhole, inspection pit, fire hydrant, water, gas, electrical or communications infrastructure, drainage or other service, within the location of parklet.</li> <li>7. The applicant does not have exclusive or uninterrupted use of the area at all times. The parklet must be publicly available outside the applicant's</li> </ol>	The Licence was executed on 8 September 2025.

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			<p>business hours.</p> <p>8. The road and footpath pavement areas must be kept clean and free of litter at all times.</p> <p>9. All furniture shall be durable, waterproof, rustproof and weather resistant, be maintained in good condition and be designed so that corners and fastenings do not create potential hazards for patrons and pedestrians. All furniture must be removed from the public realm at the close of business each day.</p> <p>10. Pergolas shall be maintained to a high standard and securely anchored in accordance with Australian Standard AS1170.2-2002 – Structural Design Actions – Wind Actions and/or any recommendations provide by the manufacturer.</p> <p>11. Alcohol consumption shall only be permitted where the necessary approvals have been obtained from the Department of Local Government, Sport and Cultural Industries (Racing, Gaming and Liquor).</p> <p>12. Smoking is not permitted within the Licensed Area. The applicant is required to provide appropriate non-smoking signage to ensure compliance.</p> <p>13. The parklet must be accessible from the footpath via an unobstructed section with a minimum width of 1.8m.</p> <p>14. Blinds installed on the parklet are to be transparent and must only be used during the trading hours prescribed in the application, being:</p> <ul style="list-style-type: none"> <li>• Wednesday and Thursday: 3:00pm – 10:00pm</li> <li>• Friday: 12:00pm – 11:30pm</li> <li>• Saturday: 12:00pm – 11:30pm</li> <li>• Sunday: 12:00pm – 6:00pm</li> </ul> <p>At all other times the blinds must remain open.</p> <p>15. The applicant is to install signage on or adjacent the parklet stating: “Public Parklet. All seating is open to the public during Nextdoor’s non trading hours.”</p>	

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			<p>The signage is to be designed and installed to the satisfaction of the City of South Perth.</p> <p>16. The applicant is to install planter boxes and/ or vegetation on/ around the parklet, and maintain the planter boxes and/ or vegetation for the life of the parklet, to the satisfaction of the City of South Perth.</p>	
<p><b>Ordinary Council Meeting</b></p> <p>25 February 2025</p>	<p>0225/006</p> <p>10.2.2</p>	<p>Director Development and Community Services</p> <p>Director Development and Community Services</p>	<p>Response to Notice of Motion - Expression of Interest for Floating Venue Trial at Coode Street Jetty</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Notes the advice received from the Department of Biodiversity, Conservation and Attractions dated 16 December 2024 in respect to advertising an Expression of Interest for a temporary floating food and beverage venue to be moored at Coode Street jetty.</li> <li>2. Notes that the Raft is preparing a Part 5 application under the Swan and Canning Rivers Management Act 2006 to redesign the venue and relocate to Node 1: Mends Street as identified in the South Perth Foreshore Management Plan.</li> <li>3. Requests the Chief Executive Officer undertake an Expression of Interest for a temporary small-scale café and/ or temporary food and beverage outlets to be operated at Node 2 - Coode Street (as described in the South Perth Foreshore Strategy and Management Plan).</li> </ol> <p>The Expression of Interest is to include information relating to the statutory approvals process.</p>	<p><b>Completed</b></p> <p>20 March 2025</p> <p>EOI documents prepared in accordance with resolution. To be published 1 April 2025 and assessed May 2025.</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>25 February 2025</p>	<p>0225/007</p> <p>10.3.1</p>	<p>Manager Development Services</p> <p>Director Development and Community Services</p>	<p>Draft Karawara Pedestrian and Cycle Access Plan (Final Adoption)</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Adopts the draft Karawara Pedestrian and Cycle Access Plan (Plan) as contained at <b>Attachment (a)</b>, subject to Pedestrian Access Way 30 (between Beenan Close and Yallambee Place) being modified to 'Non-Essential'.</li> </ol>	<p><b>Completed</b></p> <p>11 March 2025</p> <p>Adopted by Council - forwarded to DPLH for consideration.</p>
<p><b>Ordinary Council Meeting</b></p> <p>25 February 2025</p>	<p>0225/008</p> <p>10.3.2</p>	<p>Manager Development Services</p> <p>Director Development and Community Services</p>	<p>Draft Local Planning Policy - Waste Management (Final Adoption)</p> <p>That Council, pursuant to Schedule 2, Part 2, Clause 4 (3) of the Planning and Development (Local Planning Schemes) Regulations 2015 adopts draft Local Planning Policy – Waste Management as contained within <b>Attachment (a)</b>.</p>	<p><b>Completed</b></p> <p>11 March 2025</p> <p>Adopted by Council - uploaded to the website</p>
<p><b>Ordinary Council Meeting</b></p> <p>25 February 2025</p>	<p>0225/009</p> <p>10.3.3</p>	<p>Manager Engineering Services</p> <p>Director Infrastructure Services</p>	<p>RFT 10/2024 - Provision of Supply of Plant with Skilled Operator for Minor Works Services</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Accepts the tender submitted by MMM (WA) Pty Ltd for the Provision of Supply of Plant with Skilled Operator for Minor Works Services in accordance with Tender Number 10/2024 for an initial contract term of three years with an option to renew for a further two one-year periods at the City's sole discretion;</li> <li>Accepts the estimated tender price of \$2m (excluding GST) included in <b>Confidential Attachment (a)</b>;</li> <li>Authorises the Chief Executive Officer to execute the contract with MMM (WA) Pty Ltd for the Provision of Supply of Plant with Skilled Operator for Minor Works Services.</li> </ol>	<p><b>Completed</b></p> <p>12 May 2025</p> <p>The contract has been executed with MMM (WA) Pty Ltd for the the Provision of Supply of Plant with Skilled Operator for Minor Works Services, commenced on 17 March 2025.</p>

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>25 February 2025</p>	<p>0225/010</p> <p>10.3.4</p>	<p>Manager Development Services</p> <p>Director Development and Community Services</p>	<p>Third Party Digital Advertising Signage - Lot 182, No. 272 Canning Highway, Como</p> <p>That pursuant to Clause 30(1) of the Metropolitan Region Scheme, this application for development approval for Third Party Digital Advertising Signs on Lot 182, No. 272 Canning Highway Como <b>be approved</b> subject to the following conditions:</p> <ol style="list-style-type: none"> <li>1. The development shall be carried out only in accordance with the terms of the application as approved herein.</li> <li>2. The signs shall only operate between 6:00am and 10:00pm.</li> <li>3. The illuminance of the signs shall comply with Australian Standard AS4282 – Control of the obtrusive effects of outdoor lighting. Within 30 days of installation of the signs, the applicant shall supply a report to the City of South Perth completed by a suitably qualified consultant, confirming that the illuminance of the installed signs meets the requirements of Australian Standard AS4282 – Control of the obtrusive effects of outdoor lighting, to the satisfaction of the City of South Perth.</li> <li>4. Prior to the submission of a building permit application, the landowner/applicant is required to enter into a Deed of Agreement with the Commissioner of Main Roads and the Western Australian Planning Commission to the satisfaction of the City of South Perth, binding on all successor in title, providing written acknowledgement and agreement by the landowner/applicant that the approval is granted on the basis that: <ul style="list-style-type: none"> <li>(i) No compensation will be sought by the landowner or the landowner’s successors in respect of the loss, removal or relocation of any improvements arising out of this approval that are within the portion of the land reserved for road purposes under the Metropolitan Region Scheme (including, without limitation, the large format digital signs), if and when the identified portion of the land is acquired for any works consistent with the purpose of that reservation (including, without limitation, the upgrading of Canning Highway or intersection improvements); and</li> </ul> </li> </ol>	<p><b>Completed</b></p> <p>11 March 2025</p> <p>Approved by Council - decision notice issued</p>

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			<p>(ii) All modifications and additions to the existing building will be removed at the landowner's cost upon 120 days written notice by Main Roads Western Australia or the Western Australian Planning Commission that the reserved land is required for the upgrading of Canning Highway or intersection improvements and that the works will necessitate removal of the original building.</p> <p>5. In the event the site where the signs have been erected is needed for future road works, the landowner/applicant shall upon receipt of a notice from Main Roads, relocate or remove the signs at their own expense, to the satisfaction of the City of South Perth.</p> <p>6. The minimum dwell time for any advertisement displayed on the signs shall be set to 20 seconds at all times.</p> <p>7. Any proposed illumination of the signage devices shall be in accordance with the requirements below at all times:</p> <p>(i) During daytime, the maximum luminance level shall be 6000 cd/m<sup>2</sup>.</p> <p>(ii) During dusk/dawn, the maximum luminance level shall be 600 cd/m<sup>2</sup>.</p> <p>(iii) During night, the maximum luminance level shall be 250 cd/m<sup>2</sup>.</p> <p>8. The signage devices must not contain fluorescent, reflective, or retro-reflective colours or materials.</p> <p>9. The signage devices shall not flash, pulsate or chase during all hours.</p> <p>10. Vegetation within the Canning Highway Road Reserve shall not be removed or trimmed to improve visibility of the proposed advertising signs.</p>	

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Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>25 February 2025</p>	10.3.5	<p>Manager Development Services</p> <p>Director Development and Community Services</p>	<p>Proposed Change of Use - Single House to Unhosted Short-Term Rental Accommodation - Lot 3, No.50 Canavan Crescent, Manning</p> <p>That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7, the application for development approval for a Change of Use from a Single House to Unhosted Short-Term Rental Accommodation on Lot 3, 50 Canavan Crescent, Manning <b>be approved</b> subject to the following condition:</p> <ol style="list-style-type: none"> <li>The Management Plan shall be implemented and adhered to all times, to the satisfaction of the City of South Perth.</li> </ol> <p><b>Note:</b> The City will include any relevant advice notes in the determination notice.</p>	<p><b>Completed</b></p> <p>11 March 2025</p> <p>Item lapsed for want of a seconder, however the applicant has withdrawn DA.</p>
<p><b>Ordinary Council Meeting</b></p> <p>25 February 2025</p>	<p>0225/011</p> <p>10.3.6</p>	<p>Manager Development Services</p> <p>Director Development and Community Services</p>	<p>Proposed Change of Use - Multiple Dwelling to Unhosted Short-Term Rental Accommodation - Lot 36, No. 35/240 Mill Point Road, South Perth</p> <p>That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7, the application for development approval for a Change of Use from a Multiple Dwelling to Unhosted Short -Term Rental Accommodation Lot 36, No. 35/240 Mill Point Road, South Perth <b>be approved</b> subject to the following condition:</p> <ol style="list-style-type: none"> <li>The Management Plan shall be implemented and adhered to at all times, to the satisfaction of the City of South Perth.</li> </ol> <p><b>Note:</b> The City will include any relevant advice notes in the determination notice.</p>	<p><b>Completed</b></p> <p>11 March 2025</p> <p>Application approved, decision notice issued.</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>25 February 2025</p>	<p>0225/012</p> <p>10.3.7</p>	<p>Manager Development Services</p> <p>Director Development and Community Services</p>	<p>Proposed Change of Use - Grouped Dwelling to Unhosted Short-Term Rental Accommodation - Lot 1, No.1/27 Hovia Terrace, South Perth</p> <p>That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7, the application for development approval for a Change of Use from a Grouped Dwelling to Unhosted Short-Term Rental Accommodation on Lot 1, No.1/27 Hovia Terrace, South Perth <b>be approved</b> subject to the following condition:</p> <p>1. The Management Plan shall be implemented and adhered to all times, to the satisfaction of the City of South Perth.</p> <p><b>Note:</b> The City will include any relevant advice notes in the determination notice.</p>	<p><b>Completed</b></p> <p>11 March 2025</p> <p>Application approved, decision notice issued</p>
<p><b>Ordinary Council Meeting</b></p> <p>25 February 2025</p>	<p>10.3.8</p>	<p>Manager Development Services</p> <p>Director Development and Community Services</p>	<p>Proposed Change of Use - Grouped Dwelling to Unhosted Short-Term Rental Accommodation - Lot 4, No.4/30 Axford Street, Como</p> <p>That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7, the application for development approval for a Change of Use from a Grouped Dwelling to Unhosted Short -Term Rental Accommodation Lot 4, No. 4/30 Axford Street, Como <b>be approved</b> subject to the following condition:</p> <p>1. The Management Plan shall be implemented and adhered to at all times, to the satisfaction of the City of South Perth.</p> <p><b>Note:</b> The City will include any relevant advice notes in the determination notice.</p>	<p><b>Completed</b></p> <p>11 March 2025</p> <p>The Item lapsed for want of a seconder.</p> <p>No decision made - to be considered at the March Council meeting.</p>
<p><b>Ordinary Council Meeting</b></p> <p>25 February 2025</p>	<p>0225/014</p> <p>10.4.1</p>	<p>Manager Finance</p> <p>Director Corporate Services</p>	<p>Budget Review for the Period ended 31 January 2025</p> <p>That Council:</p> <p>1. Amends the mid-year budget review to include an amount of \$120,000 for the Anstey Street Pedestrian Crossing and \$30,000 for additional maintenance to the Karawara Pedestrian Access Ways.</p>	<p><b>Completed</b></p> <p>02 April 2025</p> <p>Council adopted the Budget Review for the period ended 31 January 2025, with amendments.</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			<ol style="list-style-type: none"> <li>2. Adopts the amended mid-year budget review and changes contained in the Statement of Financial Activity <b>Attachment (a)</b>, as well as the detailed changes contained in <b>Attachments (b), (c) and (d)</b>.</li> <li>3. Considers further allocation of \$200,000 during the 2025/26 Budget process to enhance landscaping, watering, lighting, wayfinding and other improvements to the Karawara laneways and greenways.</li> </ol>	
<b>Ordinary Council Meeting</b>  25 February 2025	0225/015  10.4.2	Manager Finance  Director Corporate Services	Listing of Payments December 2024  That Council receives the Listing of Payments for the month of December 2024 as detailed in <b>Attachment (a)</b> .	<b>Completed</b> 10 March 2025  Council received the Listings of Payments for the month of December 2024.
<b>Ordinary Council Meeting</b>  25 February 2025	0225/016  10.4.3	Manager Finance  Director Corporate Services	Monthly Financial Statements December 2024  That Council notes the Financial Statements and report for the month ended 31 December 2024.	<b>Completed</b> 10 March 2025  Council noted the Financial Statements and report for the month of December 2024.
<b>Ordinary Council Meeting</b>  25 February 2025	0225/017  10.4.4	Manager Finance  Director Corporate Services	Listing of Payments January 2025  That Council receives the Listing of Payments for the month of January 2025 as detailed in <b>Attachment (a)</b> .	<b>Completed</b> 10 March 2025  Council received the Listings of Payments for the month of January 2025.

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>25 February 2025</p>	<p>0225/018</p> <p>10.4.5</p>	<p>Manager Finance</p> <p>Director Corporate Services</p>	<p>Monthly Financial Statements January 2025</p> <p>That Council notes the Financial Statements and report for the month ended 31 January 2025.</p>	<p><b>Completed</b></p> <p>10 March 2025</p> <p>Council noted the Financial Statements and report for the month of January 2025</p>
<p><b>Ordinary Council Meeting</b></p> <p>25 February 2025</p>	<p>0225/019</p> <p>10.4.6</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>Local Government Elections</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Declare, in accordance with section 4.20(4) of the <i>Local Government Act 1995</i>, the Electoral Commissioner to be responsible for the conduct of the 2025 ordinary elections together with any other elections or polls which may be required.</li> <li>2. Decide, in accordance with section 4.61(2) of the <i>Local Government Act 1995</i> that the method of conducting the election will be as a postal election.</li> <li>3. Accept the Estimate of Costs <b>Attachment (a)</b> and Written Agreement <b>Attachment (b)</b> as provided by the Western Australian Electoral Commission.</li> </ol>	<p><b>Completed</b></p> <p>20 March 2025</p> <p>Council declared the Electoral Commissioner to be responsible for the conduct of the 2025 Ordinary Elections and that it be conducted via postal method. The Electoral Commission has been informed of this outcome.</p>
<p><b>Ordinary Council Meeting</b></p> <p>25 February 2025</p>	<p>0225/020</p> <p>10.5.1</p>	<p>Manager People and Performance</p> <p>Director Corporate Services</p>	<p>Independent Facilitator for Chief Executive Officer Evaluation Process 2024/25</p> <p>That Council defer Item 10.5.1 Independent Facilitator for Chief Executive Officer Evaluation Process 2024/25 to the Ordinary Council Meeting to be held 25 March 2025.</p>	<p><b>Completed</b></p> <p>02 April 2025</p> <p>Council deferred debate on the Item.</p>

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Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<b>Ordinary Council Meeting</b>  25 February 2025	0225/023  15.1.2	Manager Governance  Director Corporate Services	Chief Executive Officer Contract of Employment Variation Request  That Council: 1) Notes the correspondence received from the Chief Executive Officer as contained within <b>Confidential Attachment (a)</b> ; and 2) Agrees to the proposed contract variation to clause 9.4 of the Chief Executive Officer's contract of employment as contained within <b>Confidential Attachment (a)</b> .	<b>Completed</b> 20 March 2025  Council agreed to the proposed contract variation of the CEO's contract of employment.
<b>Ordinary Council Meeting</b>  25 February 2025	0225/025  15.1.1	Manager Waste, Fleet & Facilities  Director Infrastructure Services	WALGA Sustainable Energy Project Phase Two - Procurement of Contestable Electricity Supply  That Council: 1. Accepts the Synergy offer from the WALGA Sustainable Energy Project – Phase Two, as detailed in this report. 2. Exercise the option to enter into a minimum 25% Natural Energy Supply Agreement for nominated contestable sites effective 1 April 2025, for a three-year term. 3. Authorises the Chief Executive Officer to execute contract with Synergy.	<b>Completed</b> 01 April 2025  Contract executed 1 April 2025.

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Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
Ordinary Council Meeting 25 March 2025	0325/029 10.1.1	Manager Governance  Director Corporate Services	Proposed Closure and Amalgamation of Road Reserves Near the Collins Street Centre  That Council: 1. In accordance with section 58 and section 87 of the <i>Land Administration Act 1997</i> and regulation 9 of the Land Administration Regulations 1998, give public notice and invite public submissions on a proposal to request the Minister for Lands: a. Close and amalgamate a 817m <sup>2</sup> portion of dedicated road bounded by Broome Street, Collins Street, Shaftesbury Street and Douglas Avenue, South Perth with adjoining Lot 24 on Plan 576. b. Close and amalgamate a 748 m <sup>2</sup> portion of dedicated road bounded by Cliffe Street, Shaftesbury Street, Collins Street and Canning Highway, South Perth with adjoining Lot 16 on Plan 576. c. Close and amalgamate a 728 m <sup>2</sup> portion of dedicated road bounded by Collins Street, Shaftesbury Street, Canning Highway and Salisbury Avenue, South Perth with adjoining Lot 13 on Plan 576. d. Close and amalgamate a 817 m <sup>2</sup> portion of dedicated road bounded by Shaftesbury Street, Salisbury Avenue, Broome Street and Collins Street, South Perth with adjoining Lot 11 on Plan 576. 2. Requests the Chief Executive Officer provide a further report for Council to consider the closure and subsequent amalgamation of the subject road reserves and any submissions received on their closure. 3. If no submissions are received, authorise the Mayor and Chief Executive Officer to execute all necessary documentation under the City's Common Seal, to effect the road closures and amalgamations in accordance with section 58 and section 87 of the <i>Land Administration Act 1997</i> and regulation 9 of the Land Administration Regulations 1998.	<b>Completed</b> 21 August 2025  The proposed closure and amalgamation was advertised and invited public submissions in May 2025. Accordingly a further report was presented to Council in August 2025 to present the submissions received.

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<b>Ordinary Council Meeting</b>  25 March 2025	0325/030  10.1.2	Director Development and Community Services  Director Development and Community Services	Sport Spaces Investigation/Feasibility Study - Sir James Mitchell Park, South Perth (Ellam Street End)  That Council: 1. Notes the outcomes of the Geotechnical Investigation into the use and development of a portion of Sir James Mitchell Park (Ellam Street end) for sport spaces. 2. Does not progress with the Sir James Mitchell Park (Ellam Street end) Sports Spaces Feasibility Study.	<b>Completed</b> 02 April 2025  Council resolved to not progress with the Sir James Mitchell Park (Ellam Street end) Sports Spaces Feasibility Study. No further action required.
<b>Ordinary Council Meeting</b>  25 March 2025	0325/031  10.3.1	Director Development and Community Services  Director Development and Community Services	Revocation of Local Planning Policy P350.09 - Significant Views  That Council: 1. Requests the Chief Executive Officer prepare a draft Local Planning Policy – Significant Views which considers the following: (i) A definition of what constitutes ‘views of significance’; (ii) Whether or not access to views are maintained, and to the degree they are not, whether that is appropriate; (iii) Matters to be considered in the assessment of views of significance; and (iv) Criteria for consultation. 2. Requests the Chief Executive Officer present a draft Local Planning Policy – Significant Views to Council for consideration for advertising by no later than the 22 July 2025 Ordinary Meeting.	<b>Completed</b> 11 July 2025  Report for advertising presented 24 June OCM. Advertising commenced.

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>25 March 2025</p>	<p>0325/032</p> <p>10.3.2</p>	<p>Director Development and Community Services</p> <p>Director Development and Community Services</p>	<p>Scheme Amendment No. 1 to Local Planning Scheme No. 7 - Short Term Rental Accommodation (Final Adoption)</p> <p>That Council resolves, pursuant to Section 75 of the <i>Planning and Development Act 2005</i>, to support Scheme Amendment No.1 to Local Planning Scheme No. 7 – Short Term Rental Accommodation without modification by:</p> <p>1. In clause 37 ‘Terms Used’:</p> <p>A. Delete the definition for short-term accommodation.</p> <p>B. Amend the general definition for cabin to: means a building that –</p> <p>(a) is an individual unit other than a chalet; and</p> <p>(b) forms part of –</p> <p>(i) tourist and visitor accommodation; or a caravan park; and</p> <p>(c) if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period.</p> <p>C. Amend the general definition for chalet to: means a building that –</p> <p>(a) is a self-contained unit that includes cooking facilities, bathroom facilities and separate living and sleeping areas; and</p> <p>(b) forms part of –</p> <p>(i) tourist and visitor accommodation; or a caravan park; and</p> <p>(c) if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods</p>	<p><b>Completed</b></p> <p>02 April 2025</p> <p>Scheme Amendment documents updated with adoption date and referred to the Western Australian Planning Commission as required by the Planning and Development (Local Planning Schemes) Regulations 2015. Submitters advised of outcome.</p>

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			<p>exceeding a total of 3 months in any 12-month period.</p> <p>2. In clause 38 'Land Use Terms Used':</p> <p>A. Delete the definitions for:</p> <ul style="list-style-type: none"> <li>• Bed and breakfast;</li> <li>• Holiday accommodation;</li> <li>• Holiday house;</li> <li>• Motel;</li> <li>• Serviced apartment; and</li> <li>• Tourist development.</li> </ul> <p>B. Insert the definition for tourist and visitor accommodation as per Schedule 1 – Model Provisions.</p> <p>3. In clause 17 'Zoning Table' insert in alphabetical order the following land uses and permissibility:</p> <p>A. Hosted short term rental accommodation; designate as 'P' uses in all zones except the Centre zone and Refer clause 18(6) in the Centre zone.</p> <p>B. Unhosted short term rental accommodation; designate as 'A' uses in all zones except the Centre zone and Refer clause 18(6) in the Centre zone.</p> <p>C. Tourist and visitor accommodation; designate as 'A' in Residential zone, 'X' in Private Community Purposes zone, 'A' in Mixed Use zone, 'A' in Local Centre zone, 'A' in Neighbourhood Centre zone and Refer clause 18(6) in the Centre zone.</p> <p>4. In clause 17 'Zoning Table', delete all references to:</p> <p>A. Bed and breakfast;</p> <p>B. Holiday accommodation;</p> <p>C. Holiday house;</p>	

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			<p>D. Motel;</p> <p>E. Serviced apartment; and</p> <p>F. Tourist development.</p> <p>5. In Schedule C – Additional Centre Requirements – ACR2 – subject to the South Perth Activity Centre Plan ‘Table 1: Land Use Permissibility’ insert in alphabetical order the following land uses and permissibility:</p> <p>A. Hosted short term rental accommodation; designate as a ‘P’ use in all Character Areas.</p> <p>B. Unhosted short term rental accommodation; designate as ‘A’ uses in all Character Areas.</p> <p>C. Tourist and visitor accommodation; designate as ‘D’ uses in the Mends and Richardson Character Areas and ‘A’ uses in the Hillside and Mill Point Character Areas.</p> <p>6. In Schedule C – Additional Centre Requirements – ACR2 – subject to the South Perth Activity Centre Plan ‘Table 1: Land Use Permissibility’ delete reference to:</p> <p>A. Bed and breakfast;</p> <p>B. Serviced apartment; and</p> <p>C. Tourist development.</p> <p>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:</p> <p>1. The amendment would have minimal impact on land in the scheme area that is not the subject of the amendment;</p> <p>2. The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area;</p> <p>3. The amendment is not considered a complex or basic amendment; and</p> <p>4. The amendment introduces or changes permissibility for new Short</p>	

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			<p>Term Rental Accommodation uses and other scheme provisions, being Table 1: Land Use Permissibility of Schedule C – Additional Centre Requirements – ACR2 – Land subject to the South Perth Activity Centre Plan.</p> <p>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.</p>	
<p><b>Ordinary Council Meeting</b></p> <p>25 March 2025</p>	<p>0325/033</p> <p>10.3.3</p>	<p>Manager Engineering Services</p> <p>Director Infrastructure Services</p>	<p>40km/h Residential Zones Speed Limit Proposal</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Endorses the Chief Executive Officer to continue with a formal application to Main Roads WA (MRWA) to implement 40km/h speed zones on Local Access Roads;</li> <li>2. Supports inclusion of selected other higher order roads such as Local Distributor Roads in the application at 1 above, subject to evaluation of the suitability of those roads by MRWA and the City;</li> <li>3. Supports community education and communication that encourages slower speeds on local roads and increases road safety across the City;</li> <li>4. Notes that the community will be invited to provide feedback post implementation as part of the evaluation and that this feedback will be used to inform any adjustments that may result as part of that evaluation;</li> <li>5. Notes that the project is preferred to be fully funded by external grants and that partly funded grants are an alternative option.</li> </ol>	<p><b>Completed</b></p> <p>1 August 2025</p> <p>The Perth Inner City Group is progressing applications to Main Roads WA and preparing the necessary technical drawings. Project implementation is expected to occur in stages over the next two financial years. A grant application is underway for the Road Safety Trauma Trust Account to fund speed signage.</p>

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Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
Ordinary Council Meeting 25 March 2025	0325/034 10.3.4	Director Corporate Services  Director Corporate Services	Collier Park Golf Course Development - Agreements  That Council: <ol style="list-style-type: none"> <li>1. Notes that the lease has been advertised under section 3.58(3) of <i>the Local Government Act 1995</i> with no submissions received.</li> <li>2. Resolves to proceed with the grant of a lease to Clublinks Management Pty Ltd on the terms set out in the Lease (as contained in <b>Confidential Attachment (b)</b>).</li> <li>3. Authorises the Chief Executive Officer and Mayor to execute the Development Services Agreement, Course Controller Agreement and Lease Agreement on the key terms as contained in <b>Confidential Attachments (a), (b) and (c)</b> with Clublinks Management Pty Ltd once finalised and certified by the City's legal representatives.</li> <li>4. Authorises the Chief Executive Officer, if necessary, to negotiate and make minor amendments to the agreements in (3) above to finalise the agreements prior to execution.</li> <li>5. Authorises Bridge 42 to commence and undertake the tender process for the procurement of a construction contractor for the development of facilities on Collier Park Golf Course as depicted in the schematic designs as contained in <b>Confidential Attachments (d) and (e)</b>.</li> <li>6. Notes that the results of the tender process will be presented to Council for a final decision on whether Clublinks Management Pty Ltd can proceed to enter into the construction contract with the preferred construction contractor.</li> </ol>	<b>Completed</b> 22 August 2025  The Lease, Course Controller Agreement and Development Services Agreement have been executed.  A report has been presented to Council in August 2025 for Council to approve the construction contractor.

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>25 March 2025</p>	<p>0325/035</p> <p>10.3.5</p>	<p>Director Development and Community Services</p> <p>Director Development and Community Services</p>	<p>Draft Local Planning Policy - Unhosted Short-Term Rental Accommodation (Final Adoption) and Revocation of Policy 350.18 - Short-Term Accommodation</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Pursuant to Schedule 2, Part 2, Clause 4 (3) of the Planning and Development (Local Planning Schemes) Regulations 2015 adopts draft Local Planning Policy – Unhosted Short-Term Rental Accommodation as contained within <b>Attachment (a)</b>.</li> <li>Pursuant to Schedule 2, Part 2, Clause 6 of the Planning and Development (Local Planning Schemes) Regulations 2015, revokes Policy P350.18 – Short Term Accommodation contained as <b>Attachment (b)</b>.</li> </ol>	<p><b>Completed</b></p> <p>02 April 2025</p> <p>Existing Local Planning Policy revoked and removed from website. Council adopted Local Planning Policy updated on website.</p>
<p><b>Ordinary Council Meeting</b></p> <p>25 March 2025</p>	<p>0325/036</p> <p>10.3.6</p>	<p>Manager Development Services</p> <p>Director Development and Community Services</p>	<p>Proposed Change of Use - Multiple Dwelling to Unhosted Short-Term Rental Accommodation - Lot 8, No. 8/5 Clarence Street, South Perth - Section 31 Reconsideration</p> <p>That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7 the application for development approval for a Change of Use from Multiple Dwelling to Unhosted Short -Term Rental Accommodation at Lot 8, No. 8/5 Clarence Street, South Perth, be <b>approved</b> subject to the following condition:</p> <ol style="list-style-type: none"> <li>The Management Plan shall be implemented and adhered to at all times, to the satisfaction of the City of South Perth.</li> </ol> <p><b>Note:</b> The City will include any relevant advice notes in the determination notice.</p>	<p><b>Completed</b></p> <p>02 April 2025</p> <p>Development approval issued.</p>
<p><b>Ordinary Council Meeting</b></p> <p>25 March 2025</p>	<p>0325/037</p> <p>10.3.7</p>	<p>Manager Development Services</p> <p>Director Development and Community Services</p>	<p>Proposed Change of Use - Grouped Dwelling to Unhosted Short-Term Rental Accommodation - Lot 4, No.4/30 Axford Street, Como</p> <p>That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7, the application for development approval for a Change of Use from a Grouped Dwelling to Unhosted Short -Term Rental Accommodation Lot 4, No. 4/30 Axford Street, Como <b>be approved</b> subject to the following condition:</p>	<p><b>Completed</b></p> <p>02 April 2025</p> <p>Development approval issued.</p>

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Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			<p>1. The Management Plan shall be implemented and adhered to at all times, to the satisfaction of the City of South Perth.</p> <p><b>Note:</b> The City will include any relevant advice notes in the determination notice.</p>	
<p><b>Ordinary Council Meeting</b></p> <p>25 March 2025</p>	<p>0325/038</p> <p>10.3.8</p>	<p>Manager Development Services</p> <p>Director Development and Community Services</p>	<p>Proposed Change of Use - Multiple Dwelling to Use Not Listed (Carers Respite Accommodation) - Lot 34, No. 35/87 South Perth Esplanade, South Perth</p> <p>That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7, this application for development approval for a Change of Use from Multiple Dwelling to Use Not Listed (Carers Respite Accommodation) on Lot 34, No. 35/87 South Perth Esplanade, South Perth <b>be approved</b> subject to the following condition:</p> <p>1. The Management Plan shall be implemented and adhered to at all times, to the satisfaction of the City of South Perth.</p> <p><b>Note:</b> The City will include any relevant advice notes in the determination notice.</p>	<p><b>Completed</b></p> <p>02 April 2025</p> <p>Development Approval issued.</p>
<p><b>Ordinary Council Meeting</b></p> <p>25 March 2025</p>	<p>0325/039</p> <p>10.3.9</p>	<p>Manager Development Services</p> <p>Director Development and Community Services</p>	<p>Proposed Change of Use - Multiple Dwelling to Unhosted Short-Term Rental Accommodation Lot 9, No. 9/1 Weston Avenue, South Perth</p> <p>That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7, this application for development approval for a Change of Use from a Multiple Dwelling to Unhosted Short-Term Rental Accommodation on Lot 9, No. 9/1 Weston Avenue, South Perth <b>be approved</b> subject to the following condition:</p> <p>1. The Management Plan shall be implemented and adhered to at all times, to the satisfaction of the City of South Perth.</p> <p><b>Note:</b> The City will include any relevant advice notes in the determination notice.</p>	<p><b>Completed</b></p> <p>02 April 2025</p> <p>Development approval issued</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>25 March 2025</p>	<p>0325/040</p> <p>10.3.10</p>	<p>Manager Development Services</p> <p>Director Development and Community Services</p>	<p>Proposed Change of Use - Single House to Unhosted Short-Term Rental Accommodation - Lot 88, No.7 Henley Street, Como</p> <p>That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7, the application for development approval for a Change of Use from a Single House to Unhosted Short-Term Rental Accommodation on Lot 88, No.7 Henley Street, Como <b>be approved</b> subject to the following condition:</p> <p>1. The Management Plan shall be implemented and adhered to all times, to the satisfaction of the City of South Perth.</p> <p><b>Note:</b> The City will include any relevant advice notes in the determination notice.</p>	<p><b>Completed</b></p> <p>02 April 2025</p> <p>Development approval issued</p>
<p><b>Ordinary Council Meeting</b></p> <p>25 March 2025</p>	<p>0325/041</p> <p>10.3.11</p>	<p>Manager Development Services</p> <p>Director Development and Community Services</p>	<p>Proposed Change of Use - Multiple Dwelling to Unhosted Short-Term Rental Accommodation - Lot 11, No. 111/29 Melville Parade, South Perth</p> <p>That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7, the application for development approval for a Change of Use from a Multiple Dwelling to Unhosted Short-Term Rental Accommodation on Lot 11, 111/29 Melville Parade, South Perth <b>be approved</b> subject to the following condition:</p> <p>1. The Management Plan shall be implemented and adhered to at all times, to the satisfaction of the City of South Perth.</p> <p><b>Note:</b> The City will include any relevant advice notes in the determination notice.</p>	<p><b>Completed</b></p> <p>02 April 2025</p> <p>Development approval issued.</p>
<p><b>Ordinary Council Meeting</b></p> <p>25 March 2025</p>	<p>0325/042</p> <p>10.4.1</p>	<p>Manager Finance</p> <p>Director Corporate Services</p>	<p>Listing of Payments February 2025</p> <p>That Council receives the Listing of Payments for the month of February 2025 as detailed in <b>Attachment (a)</b>.</p>	<p><b>Completed</b></p> <p>02 April 2025</p> <p>Council received the Listings of Payments for the month of February 2025</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>25 March 2025</p>	<p>0325/043</p> <p>10.4.2</p>	<p>Manager Finance</p> <p>Director Corporate Services</p>	<p>Monthly Financial Statements February 2025</p> <p>That Council notes the Financial Statements and report for the month ended 28 February 2025.</p>	<p><b>Completed</b></p> <p>02 April 2025</p> <p>Council noted the Financial Statements and report for the month of February 2025.</p>
<p><b>Ordinary Council Meeting</b></p> <p>25 March 2025</p>	<p>0325/044</p> <p>10.4.3</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>Electors' General Meeting 2023/24</p> <ol style="list-style-type: none"> <li>That the minutes of the 2025 Electors' General Meeting held Tuesday 4 February 2025 and contained in <b>Attachment (a)</b> be received.</li> <li>That Council notes the decisions made at the 2025 Electors' General Meeting held Tuesday 4 February 2025 as outlined in the body of this report.</li> </ol>	<p><b>Completed</b></p> <p>30 April 2025</p> <p>Council received the minutes of the Elector's Meeting held 4 February 2025 and noted the decisions.</p>
<p><b>Ordinary Council Meeting</b></p> <p>25 March 2025</p>	<p>0325/045</p> <p>10.4.4</p>	<p>Manager People and Performance</p> <p>Director Corporate Services</p>	<p>Chief Executive Officer Selection Committee and Recruitment Process</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Establishes the Chief Executive Officer Selection Committee in accordance with Section 5.8 and Section 5.9(2)(d) of the <i>Local Government Act 1995</i>.</li> <li>Adopts the Terms of Reference for the Chief Executive Officer Selection Committee as contained within <b>Attachment (a)</b>.</li> <li>Authorises the Manager People and Performance, to source a listing of suitable people to be an independent person to join the Selection Committee in accordance with clause 8 (3) of the Local Government (Administration) Regulations 1996 from an agreed listing contained within <b>Confidential Attachment (b)</b>.</li> </ol>	<p><b>Completed</b></p> <p>02 April 2025</p> <p>Council endorsed all Officer recommendations at the March 2025 OCM.</p>

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			<p>4. Appoints Mayor Greg Milner, Deputy Mayor Bronwyn Waugh and Councillors André Brender-A-Brandis, Mary Choy, Nic Coveney, Glenn Cridland, Jennifer Nevard, Blake D'Souza and Hayley Prendiville and at least one independent person to the Chief Executive Officer Selection Committee.</p> <p>5. Authorises the Manager People and Performance to source a listing of suitable recruitment consultants for the Chief Executive Officer recruitment with the following Scope of Works:</p> <ul style="list-style-type: none"> <li>a. Deliver the scope of works, in consultation with the Council and the Chief Executive Officer Selection Committee.</li> <li>b. Ensure the Committee have prepared the CEO position description and selection criteria;</li> <li>c. Prepare and place the Job Advertisement;</li> <li>d. Prepare the Job Information/ Application Package and field applicant questions;</li> <li>e. Conduct Executive Search;</li> <li>f. Perform preliminary Applicant Assessments and Background Checks;</li> <li>g. Assist the Chief Executive Officer Selection Committee to develop interview questions and to prepare for interviews;</li> <li>h. Guide the Chief Executive Officer Selection Committee in the interview and selection process;</li> <li>i. Conduct referee checks;</li> <li>j. Prepare a contract of employment for the preferred candidate; and</li> <li>k. Prepare a report for Council on the preferred candidate and remuneration package to be offered.</li> </ul>	

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>25 March 2025</p>	<p>0325/046</p> <p>10.5.1</p>	<p>Manager People and Performance</p> <p>Director Corporate Services</p>	<p>Independent Facilitator for Chief Executive Officer Evaluation Process 2024/25</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Notes that the Chief Executive Officer has resigned from the position.</li> <li>Does not proceed with appointing an independent facilitator for the Chief Executive Officer Evaluation Process 2024/25.</li> </ol>	<p><b>Completed</b></p> <p>02 April 2025</p> <p>Council noted that the Chief Executive Officer has resigned from the position and resolved not to proceed with appointing an Independent Facilitator for the CEO Evaluation Process in 2024/25.</p>
<p><b>Ordinary Council Meeting</b></p> <p>25 March 2025</p>	<p>0325/047</p> <p>10.5.2</p>	<p>Manager Finance</p> <p>Director Corporate Services</p>	<p>Internal Audit Report - Regulation 5 Review</p> <p>That the Audit, Risk and Governance Committee recommends to Council that it:</p> <ol style="list-style-type: none"> <li>Notes the Internal Audit Report – Regulation 5 Review contained in <b>Confidential Attachment (a)</b>; and</li> <li>Accepts the three recommendations contained within Section 2 of the Internal Audit – Regulation 5 report be added to the Audit Register.</li> </ol>	<p><b>Completed</b></p> <p>12 May 2025</p> <p>Council noted the Internal Audit Report – Regulation 5 Review and the recommendations have been added to the Audit Register.</p>
<p><b>Ordinary Council Meeting</b></p> <p>25 March 2025</p>	<p>0325/048</p> <p>10.5.3</p>	<p>Director Corporate Services</p> <p>Director Corporate Services</p>	<p>Internal Audit Report - Regulation 17 Review</p> <p>That the Audit, Risk and Governance Committee recommends to Council that it:</p> <ol style="list-style-type: none"> <li>Notes the Internal Audit Report – Regulation 17 Review contained in <b>Confidential Attachment (a)</b>; and</li> <li>Accepts the five Audit findings and associated recommendations contained within Section 2 of the Internal Audit Report – Regulation 17 Review, be added to the Audit Register.</li> </ol>	<p><b>Completed</b></p> <p>12 May 2025</p> <p>Council noted the Internal Audit Report – Regulation 17 Review and the findings have been added to the Audit Register.</p>

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<b>Ordinary Council Meeting</b>  25 March 2025	0325/049  10.5.4	Manager Assets & Infrastructure Support  Director Infrastructure Services	Internal Audit Report - Project and Program Management  That the Audit, Risk and Governance Committee recommends to Council that it: <ol style="list-style-type: none"> <li>1. Notes the Internal Audit Report – Project and Program Management contained in <b>Confidential Attachment (a)</b>; and</li> <li>2. Accepts the five recommendations contained in Section 5 of the Internal Audit – Project and Program Management report be added to the Audit Register.</li> </ol>	<b>Completed</b> 12 May 2025  Council noted the Internal Audit Report – Project and Program Management and the Findings have been added to the Audit Register.
<b>Ordinary Council Meeting</b>  25 March 2025	0325/050  10.5.5	Manager Governance  Director Corporate Services	Quarterly Activity Report  That the Audit, Risk and Governance Committee recommends to Council that it: <ol style="list-style-type: none"> <li>1. Notes the details of the Quarterly Activity Report as contained in the body of the report;</li> <li>2. Notes the two Corporate Operational Risk being escalated as contained within the report; and</li> <li>3. Endorses the Strategic Risk Register as contained in <b>Confidential Attachment (a)</b>.</li> </ol>	<b>Completed</b> 12 May 2025  Council noted the quarterly activity report and two corporate operational risks being escalated. The Strategic Risk Register document has been updated.

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Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<b>Ordinary Council Meeting</b>  25 March 2025	0325/051  10.5.6	Manager Governance  Director Corporate Services	Audit Register Progress Report - 2nd Quarter Update  That the Audit, Risk and Governance Committee recommends to Council that it: <ol style="list-style-type: none"> <li>Notes the progress recorded against each item within the Audit Register in <b>Confidential Attachment (a)</b>; and</li> <li>Approves the findings marked as Complete (100%) in the Audit Register, to be registered as closed and no longer reported to the Committee.</li> </ol>	<b>Completed</b> 12 May 2025  All identified actions completed.
<b>Ordinary Council Meeting</b>  25 March 2025	0325/052  10.5.7	Manager Governance  Director Corporate Services	Annual Review of Council Delegations  That the Audit, Risk and Governance Committee recommends to Council that it: <ol style="list-style-type: none"> <li>Notes that in accordance with Section 5.46(2) of the <i>Local Government Act 1995</i>, the following Delegations to the Chief Executive Officer and/or City Officers as shown at <b>Attachment (a)</b> have been reviewed with '<b>no changes</b>' being proposed:                             <ul style="list-style-type: none"> <li>DC370 Approve or Refuse Granting of a Building Permit</li> <li>DC373 Approve or refuse an Extension of the Duration for Occupancy Permits or Building Approval Certificates</li> <li>DC374 Appoint Authorised Officers for the purposes of the Building Act 2011</li> <li>DC376 Infringement Notices under the Building Regulations 2012</li> <li>DC377 Referrals and Issuing Certificates</li> <li>DC378 Inspection and Copies of Building Records</li> <li>DC607 Tenders/E-Quotes/Common Use Agreements</li> <li>DC609 Leases</li> <li>DC612 Disposal of Surplus Property</li> <li>DC617 Granting Discounts, Concessions, Fee Waiver and Debt Write Off</li> <li>DC642 Appointment of Acting CEO</li> </ul> </li> </ol>	<b>Completed</b> 30 April 2025  The Council Delegations have been adopted and updated on the City's website under the Delegation Register.

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			DC664 Dogs - Local Government Functions DC665 Cats - Local Government Functions DC677 Bush Fires Act 1954 - Local Government Functions DC679 Administer the City's Local Laws DC684 Sealed Documents DC692 Enforcement and Legal Proceedings - Illegal Development DC703 Minor Amendments to Delegations Register and Policies  2. Notes that in accordance with Section 5. 46(2) of the <i>Local Government Act 1995</i> , the following Delegations to the Chief Executive Officer and/or City Officers as shown at <b>Attachment (b)</b> have been reviewed with ' <b>minor changes</b> ' being proposed:  DC371 Approve or Refuse Granting of a Demolition Permit DC372 Grant, or Refuse to Grant Occupancy Permits or Building Approval Certificates  DC375 Issue or Revoke Building Orders DC379 Private Pool Barrier - Alternative and Performance Solutions DC401 Graffiti Vandalism Act - Local Government Functions DC511 Partial Closure of a Thoroughfare for Repair or Maintenance DC602 Authority to Make Payments from the Municipal and Trust Funds  DC603 Investment of Surplus Funds DC618 Commence a Prosecution for an Offence DC685 Inviting Tenders or Expressions of Interest  3. Notes that in accordance with Section 5. 46(2) of the <i>Local Government Act 1995</i> , the following Delegations to the Chief Executive Officer and/or City Officers as shown at <b>Attachment (c)</b> have been reviewed with ' <b>major changes</b> ' being proposed:  DC690 Local Planning Scheme No. 7  4. Notes that in accordance with Section 5.46(2) of the <i>Local Government Act 1995</i> the following Delegation to the Chief Executive Officer as shown at <b>Attachment (d)</b> has been reviewed and that it be <b>revoked</b> :  DC678 Appointment of Authorised Officers	

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			5. Adopts the following 'new' Delegations to the Chief Executive Officer and/or City Officers as shown at <b>Attachment (e)</b> in accordance with Section 5.46(2) of the <i>Local Government Act 1995</i> :  DC704 Food Act 2008 - Determine Compensation DC705 Food Act 2008 - Debt Recovery and Prosecutions DC706 Food Businesses Registration DC707 Food Businesses List – Public Access DC708 Prohibition Orders and Certificates of Clearance DC709 Authorised Persons to Perform Specific Functions Under the <i>Local Government Act 1995 and Local Government (Miscellaneous Provisions) Act 1960</i>  DC710 Appoint Authorised Officers and Designated Officers <i>Food Act 2008</i>  DC711 Appoint Authorised Officers and Designated Officers – Food Act 2008 list of officers issuing infringements  DC712 Appoint Authorised Officers and Designated Officers – Food Act 2008 list of officers administration of infringement notices	
<b>Ordinary Council Meeting</b>	0325/053	Governance Coordinator	Policy Review	<b>Completed</b> 02 April 2025
25 March 2025	10.5.8	Director Corporate Services	That Council, in accordance with Clause 11.6 of the City of South Perth Standing Orders Local Law 2007, adjourn debate on Item 10.5.8 Policy Review to the Ordinary Council Meeting to be held 22 April 2025.	Council adjourned debate on the Item.

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Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>25 March 2025</p>	<p>0325/054</p> <p>10.5.9</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>Compliance Audit Return</p> <p>That the Audit, Risk and Governance Committee recommends to Council that it:</p> <ol style="list-style-type: none"> <li>Adopts the Department of Local Government, Sport and Cultural Industries Compliance Audit Return for the period 1 January 2024 to 31 December 2024 as contained in <b>Attachment (a)</b>;</li> <li>Authorises the certification to be jointly completed by the Mayor and Chief Executive Officer in accordance with Regulation 15 of the Local Government (Audit) Regulations 1996; and</li> <li>Instructs the Chief Executive Officer to provide the Compliance Audit Return and Council's Resolution to the Department of Local Government, Sport and Cultural Industries by 31 March 2025.</li> </ol>	<p><b>Completed</b></p> <p>23 April 2025</p> <p>Compliance Audit Return signed by the Mayor + CEO and submitted to the Department of Local Government, Sport and Cultural Industries by 31 March 2025.</p>
<p><b>Ordinary Council Meeting</b></p> <p>25 March 2025</p>	<p>0325/057</p> <p>15.1.1</p>	<p>Chief Executive Officer</p> <p>Acting Chief Executive Officer</p>	<p>Councillor Code of Conduct</p> <p>That Council defer Item 15.1.1 Councillor Code of Conduct to the Ordinary Council Meeting to be held 27 May 2025.</p>	<p><b>Completed</b></p> <p>02 April 2025</p> <p>Council deferred debate on the Item.</p>
<p><b>Ordinary Council Meeting</b></p> <p>25 March 2025</p>	<p>0325/058</p> <p>15.1.2</p>	<p>Manager People and Performance</p> <p>A/Director Corporate Services</p>	<p>Appointment of Acting Chief Executive Officer</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Appoint Director Corporate Services Garry Adams as Acting Chief Executive Officer from Thursday 3 April 2025 until such time as a new Chief Executive Officer is appointed and commences with the City of South Perth.</li> <li>Approves the base salary remuneration as contained within <b>Confidential Attachment (b)</b> on a pro rata basis for the Acting Chief Executive Officer for the period Thursday 3 April 2025 until such time as a new Chief Executive</li> </ol>	<p><b>Completed</b></p> <p>02 April 2025</p> <p>Council appointed Director Corporate Services to Acting Chief Executive Officer from Thursday 3 April 2025 until such time as a new Chief, Executive Officer is appointed and commences with the City of</p>

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			Officer is appointed and commences with the City of South Perth.	South Perth.
<p><b>Ordinary Council Meeting</b></p> <p>22 April 2025</p>	<p>0425/064</p> <p>10.1.1</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>Proposed Lease of 57 Angelo Street, South Perth</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Approves the Chief Executive Officer to publish a local public notice in accordance with section 3.58 (3) of the <i>Local Government Act 1995</i> inviting written submissions on the proposed lease for 57 Angelo Street, South Perth (Lot 747 on Deposited Plan 161127) with MI Real Estate Pty Ltd (ABN 58 117 526 155) consistent with the key terms contained in <b>Attachment (a)</b> subject to the following amendments: <ul style="list-style-type: none"> <li>Under the heading Land reword as follows '<i>Part Lot 747 on Deposited Plan 161127 comprised in certificate of title volume 1905 folio 63</i>'</li> <li>Under the heading Lease Area reword as follows '<i>Subject site 427sqm comprising of 182sqm tenancy plus 7 open car bays. Zoning – Neighbourhood Centre (R-AC3)</i></li> <li>Under the heading Rent reword as follows '<i>\$73,300 per annum</i>'</li> </ul> </li> <li>Subject to no submissions being received authorise the Mayor and Chief Executive Officer to execute all documents necessary to effect a lease with MI Real Estate Pty Ltd (ABN 58 117 526 155).</li> <li>Notes that if any submissions are received as a result of the public notice in Recommendation 1 above, the Chief Executive Officer will provide submissions to Council for consideration.</li> <li>Approve the excision and conversion of seven car parking bays along the southern boundary of Lot 747 on Deposited Plan 161127 to 2P public car parking bays 8am – 6pm Monday to Sunday.</li> </ol>	<p><b>Completed</b></p> <p>11 September 2025</p> <p>The Lease was executed on 8 September 2025.</p>

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Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>22 April 2025</p>	<p>0425/065</p> <p>10.3.1</p>	<p>Manager Waste, Fleet &amp; Facilities</p> <p>Director Infrastructure Services</p>	<p>Provision of Pre-Booked Bulk Verge Waste Collection Service</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Accepts the submission by the Western Metropolitan Regional Council for the Provision of Pre-Booked Bulk Verge Waste Collection Service for an initial 24 month contract term with the option to extend for a further 36 months;</li> <li>2. Accepts the estimated price of \$1,248,000, included in <b>Confidential Attachment (b)</b>;</li> <li>3. Authorises the Chief Executive Officer to execute the Agreement with the Western Metropolitan Regional Council for the Provision of Pre-Booked Bulk Verge Waste Collection Service, as contained in <b>Confidential Attachment (a)</b>.</li> </ol>	<p><b>Completed</b></p> <p>30 May 2025</p> <p>Contract executed 22/5/2025</p>
<p><b>Ordinary Council Meeting</b></p> <p>22 April 2025</p>	<p>0425/066</p> <p>10.3.2</p>	<p>Manager Engineering Services</p> <p>Director Infrastructure Services</p>	<p>RFT 03/2024 - Supply, Installation and Maintenance of Bus Shelters with Advertising Space</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Accepts the tender submitted by 'yStop' for the Supply, Installation and Maintenance of Bus Shelters with Advertising Space in accordance with Tender Number 03/2024 for the initial period of 10 years inclusive, with two options to extend the contract for an additional five years;</li> <li>2. Accepts the proposed licence fee offer for Category 1 restrictions of \$300,000 p.a, included in <b>Confidential Attachment (a)</b>;</li> <li>3. Authorises the Chief Executive Officer to execute the contract with 'yStop' for the Supply, Installation and Maintenance of Bus Shelters with Advertising Space.</li> </ol>	<p><b>Completed</b></p> <p>26 May 2025</p> <p>The City and 'yStop' were unable to form a contract and in accordance with Regulation 18(6) of the Local Government (Functions and General) Regulations 1996, Council can accept the most advantageous tender from the other (remaining) tenderers. This will be presented to the 27 May 2025 Ordinary Council Meeting for a decision.</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>22 April 2025</p>	<p>0425/068</p> <p>10.3.3</p>	<p>Manager Parks and Environment</p> <p>Director Infrastructure Services</p>	<p>eQuote 03/2025 - Irrigation Mainline Replacement Sir James Mitchell Park</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Accepts the eQuote submitted by Hydroquip Pumps and Irrigation Pty Ltd for the Irrigation Mainline Replacement Sir James Mitchell Park, in accordance with eQuote 03/2025 for the period 1 May 2025 to 30 October 2025, inclusive;</li> <li>Accepts the eQuote price of \$1,011,988 (excluding GST), included in <b>Confidential Attachment (a)</b>;</li> <li>Authorises the Chief Executive Officer to execute the contract with Hydroquip Pumps and Irrigation Pty Ltd for the Irrigation Mainline Replacement Sir James Mitchell Park.</li> </ol>	<p><b>Completed</b></p> <p>12 May 2025</p> <p>Contract executed with Hydroquip Pumps and Irrigation Pty Ltd for the Irrigation Mainline Replacement Sir James Mitchell Park, commenced on 1 May 2025.</p>
<p><b>Ordinary Council Meeting</b></p> <p>22 April 2025</p>	<p>0425/069</p> <p>10.3.4</p>	<p>Manager Development Services</p> <p>Director Development and Community Services</p>	<p>Proposed Change of Use - Multiple Dwelling to Unhosted Short-Term Rental Accommodation - Lot 1, No. 1/5 Clarence Street, South Perth</p> <p>That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7, the application for development approval for a Change of Use from a Multiple Dwelling to Unhosted Short -Term Rental Accommodation Lot 1, No. 1/5 Clarence Street, South Perth <b>be approved</b> subject to the following condition:</p> <ol style="list-style-type: none"> <li>The Management Plan shall be implemented and adhered to at all times, to the satisfaction of the City of South Perth.</li> <li>The approval is valid for a period of 12 months only from the date of the determination. The applicant will be required lodge a subsequent application to extend to the term of the approval and in determining such an application, the City of South Perth will have regard to the performance of the Unhosted Short-Term Rental Accommodation over the previous period.</li> </ol> <p><b>Note:</b> The City will include any relevant advice notes in the determination notice.</p>	<p><b>Completed</b></p> <p>28 April 2025</p> <p>Decision notice issued.</p>

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
Ordinary Council Meeting 22 April 2025	0425/070 10.3.5	Manager Development Services  Director Development and Community Services	Proposed Grouped Dwelling - Lot 4, No.7 Salter Point Parade, Salter Point  That Council, pursuant to Clause 68(2) of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015, and the provisions of the City of South Perth Local Planning Scheme No. 7, <b>refuse</b> the application for development approval for a Grouped Dwelling on Lot 4, No.7 Salter Point Parade, Salter Point, for the following reasons:  1. The proposed development exceeds the maximum 3.5m height limit set for the site by Schedule B – Additional Site Requirements - ASR12 – Salter Point Escarpment, Salter Point of the City of South Perth Local Planning Scheme No. 7 (LPS7).  2. The proposed development is inconsistent with Design Principle 5.1.6 P6 of the Residential Design Codes as the building height proposed adversely impacts access to views of significance.  3. The proposed development exceeds the projection envelope in accordance with Local Planning Policy 5.1 – Salter Point Escarpment.  4. The proposed development is inconsistent with Clause 67 of the Planning and Development (Local Planning Schemes) Regulations 2015 as:  (i) The proposal is inconsistent with orderly and proper planning;  (ii) The building height is incompatible with the desired character of its setting and the development on land in the locality in relation to the effect of height; and  (iii) The proposal is inconsistent with the amenity of the locality.	<b>Completed</b> 28 April 2025  Decision notice issued.

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>22 April 2025</p>	<p>0425/071</p> <p>10.4.1</p>	<p>Manager Finance</p> <p>Director Corporate Services</p>	<p>Listing of Payments March 2025</p> <p>That Council receives the Listing of Payments for the month of March 2025 as detailed in <b>Attachment (a)</b>.</p>	<p><b>Completed</b></p> <p>24 April 2025</p> <p>Council received the Listings of Payments for the month of March 2025.</p>
<p><b>Ordinary Council Meeting</b></p> <p>22 April 2025</p>	<p>0425/072</p> <p>10.4.2</p>	<p>Manager Finance</p> <p>Director Corporate Services</p>	<p>Monthly Financial Statements March 2025</p> <p>That Council notes the Financial Statements and report for the month ended 28 March 2025.</p>	<p><b>Completed</b></p> <p>24 April 2025</p> <p>Council noted the Financial Statements and report for the month of March 2025.</p>
<p><b>Ordinary Council Meeting</b></p> <p>22 April 2025</p>	<p>0425/073</p> <p>10.4.3</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>City of South Perth Dogs Local Law 2025</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Notes the public submissions contained in <b>Attachment (a)</b>.</li> <li>2. In accordance with section 3.12(4) of the <i>Local Government Act 1995</i>, adopts the City of South Perth Dogs Local Law 2025, subject to: <ol style="list-style-type: none"> <li>a. Clause 4.9 Breach of license has been amended to represent consistency with Section 27(2) of the <i>Dog Act 1976</i>, thereby showing a flat penalty of \$5,000 for both dangerous and non-dangerous dogs, in relation to a breach of licence.</li> <li>b. Clause 3.1 Confinement of dangerous dogs has been amended to remove the \$4,000 penalty for failure to confine a dangerous and detailed that the confinement of a dangerous dog is dealt with in the <i>Dog Act 1976</i> and Dog Regulations 2013.</li> <li>c. Minor amendments as 'marked up' on <b>Attachment (b)</b>.</li> </ol> </li> </ol>	<p><b>Completed</b></p> <p>21 August 2025</p> <p>The Dogs Local Law 2025 was adopted by Council and was published in the Government Gazette on 13 June 2025, repealing the Dogs Local Law 2016.</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			<p>3. In accordance with section 3.12(5) of the <i>Local Government Act 1995</i>, resolves that the local law be published in the Government Gazette and a copy sent to the Director General of the Department of Local Government, Sport and Cultural Industries.</p> <p>4. After gazettal, in accordance with section 3.12(6) of the <i>Local Government Act 1995</i>, resolves that local public notice be given –</p> <ul style="list-style-type: none"> <li>a. Stating the title of the local law</li> <li>b. Summarising the purpose and effect of the local law and the day on which it comes into operation; and</li> <li>c. Advising that copies of the local law may be inspected or obtained from the City's Civic Centre and is available online on the City's website.</li> </ul>	
<p><b>Ordinary Council Meeting</b></p> <p>22 April 2025</p>	<p>0425/074</p> <p>10.4.4</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>Chief Executive Officer Selection Committee - Appointment of Presiding Member and Deputy Presiding Member</p> <p>That Council:</p> <ul style="list-style-type: none"> <li>1. In accordance with section 5.12 (1) of the <i>Local Government Act 1995</i>, appoints Councillor Bronwyn Waugh as the Presiding Member of the Chief Executive Officer Selection Committee.</li> <li>2. In accordance with section 5.12 (2) of the <i>Local Government Act 1995</i>, appoints Councillor Mary Choy as the Deputy Presiding Member of the Chief Executive Officer Selection Committee</li> </ul>	<p><b>Completed</b></p> <p>3 June 2025</p> <p>Council appointed Councillor Bronwyn Waugh as Presiding Member of the Chief Executive Officer Selection Committee, and Councillor Mary Choy as the Deputy Presiding Member, effective from the next meeting of the Committee. At its meeting held 27 May 2025, Council appointed Councillor Jennifer Nevard as the Deputy Presiding Member due to Councillor Mary Choy's resignation.</p>

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>22 April 2025</p>	<p>0425/075</p> <p>10.4.5</p>	<p>Manager Governance</p> <p>A/ Chief Executive Officer</p>	<p>Perth Airports Municipalities Group Inc.</p> <p>That Council support the recommendation as contained within <b>Confidential Attachment (a)</b>.</p>	<p><b>Completed</b></p> <p>22 May 2025</p> <p>Council supported the recommendation in the Confidential Attachment.</p>
<p><b>Ordinary Council Meeting</b></p> <p>22 April 2025</p>	<p>0425/077</p> <p>10.5.1</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>Policy Review</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Adopts P672 Agenda Briefings and Concept Forums with amendments as shown in <b>Attachment (a)</b>.</li> <li>Adopts P210 Street Verges and Vegetation with amendments as shown in <b>Attachment (a)</b> and replacing the 'Policy Scope' as follows: <i>"This Policy applies to street trees and verge treatments within the road reserve."</i></li> </ol>	<p><b>Completed</b></p> <p>01 May 2025</p> <p>The Policies have been uploaded to the City's website.</p>
<p><b>Ordinary Council Meeting</b></p> <p>22 April 2025</p>	<p>0425/078</p> <p>10.5.2</p>	<p>Manager People and Performance</p> <p>A/ Chief Executive Officer</p>	<p>Appointment of Recruitment Consultant</p> <p>That the CEO Selection Committee recommends to Council that it:</p> <ol style="list-style-type: none"> <li>Endorse the position description as contained in <b>Attachment (a)</b>; and</li> <li>Select Consultant C as contained in <b>Confidential Attachment (c)</b> as the preferred recruitment consultant for the CEO Selection process.</li> </ol>	<p><b>Completed</b></p> <p>29 April 2025</p> <p>Council endorsed recommendation.</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>27 May 2025</p>	<p>0525/083</p> <p>10.1.1</p>	<p>Director Development and Community Services</p> <p>Director Development and Community Services</p>	<p>Major Community Recreation Infrastructure Project - Challenger Reserve Masterplan</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Notes the Challenger Reserve Options Assessment and the feedback provided by the user groups outlining their operational facility requirements.</li> <li>2. Requests the Chief Executive Officer to prepare and undertake stakeholder consultation on a revised Challenger Reserve Concept Design/Masterplan that incorporates:                             <ol style="list-style-type: none"> <li>(i) Enhancement of the existing tennis facilities for the Manning Tennis Club; and</li> <li>(ii) Provision of a multi-purpose building to accommodate both exclusive use and shared spaces for Manning Memorial Bowling Club, South Perth United Football Club, South Perth Junior Cricket Club and South Perth Bridge Club.</li> </ol> </li> <li>3. Requests the Chief Executive Officer to present a report to Council on the revised Challenger Reserve Concept Design/Masterplan, including costings, and the outcomes of the stakeholder consultation by no later than December 2025.</li> </ol>	<p><b>Completed</b></p> <p>5 December 2025</p> <p>Consultation undertaken and report presented to December 2025 meetings as required by Resolution.</p>
<p><b>Ordinary Council Meeting</b></p> <p>27 May 2025</p>	<p>0525/084</p> <p>10.3.1</p>	<p>Manager Engineering Services</p> <p>Director Infrastructure Services</p>	<p>Network Renewal Underground Program (NRUPP) Project - Kensington</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Authorises the Chief Executive Officer to sign the Western Power “Network Renewal Underground Program Pilot Tranche 2 (NRUPP T2) Co-Funding Agreement – N0573981 South Perth Kensington” for the delivery of underground power to Kensington, South Perth, Collier Reserve and Waterford Triangle project areas, as contained in <b>Confidential Attachment (a)</b>; and</li> </ol>	<p><b>Completed</b></p> <p>01 August 2025</p> <p>The South Perth Kensington Co-Funding Agreement (Ref: N0573981) was formally executed on 23 June 2025. A public consultation session, in collaboration with Western Power, was subsequently</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			2. Notes that options relating to the underground power charge, including repayment options, and funding will be considered by Council as part of the development of the 2025/26 Annual Budget.	held on 23/07/2025 at the John McGrath Pavilion.
<b>Ordinary Council Meeting</b>	0525/086	Manager Development Services	Proposed Change of Use - Single House to Unhosted Short-Term Rental Accommodation - Lot 7, No.185 Mill Point Road, South Perth	<b>Completed</b> 06 June 2025
27 May 2025	10.3.2	Director Development and Community Services	That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7, the application for development approval for a Change of Use from Single House to Unhosted Short-Term Rental Accommodation at Lot 7, No. 185 Mill Point Road, South Perth be approved subject to the following conditions:  1. The Management Plan shall be implemented and adhered to at all times, to the satisfaction of the City of South Perth.  2. The approval is valid for a period of 12 months only from the date of the determination. The applicant will be required to lodge a subsequent application to extend the term of the approval and in determining such an application, the City of South Perth will have regard to the performance of the Unhosted Short-Term Rental Accommodation over the previous period.	Development Approval issued.
<b>Ordinary Council Meeting</b>	0525/087	Manager Parks and Environment	RFT 14/2024 - Supply and Application of Fertilisers, Herbicides, Pesticides and Soil Ameliorants - Panel Arrangement	<b>Completed</b> 03 June 2025
27 May 2025	10.3.3	Director Infrastructure Services	That Council:  1. Accepts the tenders submitted by Baileys Fertilisers, Greenway Turf Solutions, and Living Turf to form a panel for the Supply and Application of Fertilisers, Herbicides, Pesticides and Soil Ameliorants in accordance with Tender Number 14/2024 for the period of three years with an option to renew for a further 24 months at the City's sole discretion;  2. Accepts the estimated tender price of \$2,205,000 (excluding GST) included in <b>Confidential Attachment (a)</b> ;  3. Authorises the Chief Executive Officer to execute the contract with Baileys	Procurement are executing the contract with the panel members.

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			Fertilisers, Greenway Turf Solutions, and Living Turf for the Supply and Application of Fertilisers, Herbicides, Pesticides and Soil Ameliorants.	
<b>Ordinary Council Meeting</b>  27 May 2025	0525/088  10.3.4	Manager Engineering Services  Director Infrastructure Services	RFT 03/2024 - Supply, Installation and Maintenance of Bus Shelters with Advertising Space  That Council: 1. Accepts the tender submitted by 'oOh!media Street Furniture Pty Ltd' for the Supply, Installation and Maintenance of Bus Shelters with Advertising Space in accordance with Tender Number 03/2024 for the initial period of 10 years inclusive, with two options to extend the contract for an additional five years; 2. Accepts the proposed licence fee offer for Category 1 restrictions of \$115,000 p.a, included in <b>Confidential Attachment (a)</b> ; 3. Authorises the Chief Executive Officer to execute the contract with 'oOh!media Street Furniture Pty Ltd' for the Supply, Installation and Maintenance of Bus Shelters with Advertising Space.	<b>Completed</b>  01 August 2025  The Letter of Award was issued to oOh!Media Street Furniture Pty Limited on 24/07/2025.
<b>Ordinary Council Meeting</b>  27 May 2025	0525/089  10.4.1	A/Director Corporate Services  A/Director Corporate Services	Listing of Payments April 2025  That Council receives the Listing of Payments for the month of April 2025 as detailed in <b>Attachment (a)</b> .	<b>Completed</b>  03 June 2025  Council received the Listings of Payments for the month of April 2025.
<b>Ordinary Council Meeting</b>  27 May 2025	0525/090  10.4.2	A/Director Corporate Services  A/Director Corporate Services	Monthly Financial Statements April 2025  That Council notes the Financial Statements and report for the month ended 30 April 2025.	<b>Completed</b>  03 June 2025  Council noted the Financial Statements and report for the month of April 2025.

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>27 May 2025</p>	<p>0525/091</p> <p>10.4.3</p>	<p>Manager Governance</p> <p>A/Director Corporate Services</p>	<p>Audit, Risk and Governance Committee - Appointment of Presiding Member and Deputy Presiding Member</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>In accordance with section 5.12 (1) of the <i>Local Government Act 1995</i>, appoints Mayor Greg Milner as the Presiding Member of the Audit, Risk and Governance Committee.</li> <li>In accordance with section 5.12 (2) of the <i>Local Government Act 1995</i>, appoints Councillor Bronwyn Waugh as the Deputy Presiding Member of the Audit, Risk and Governance Committee.</li> </ol>	<p><b>Completed</b></p> <p>03 June 2025</p> <p>Council appointed Mayor Greg Milner as the Presiding Member of the Audit, Risk and Governance Committee, with Councillor Bronwyn Waugh appointed as the Deputy Presiding Member.</p>
<p><b>Ordinary Council Meeting</b></p> <p>27 May 2025</p>	<p>0525/092</p> <p>10.4.4</p>	<p>Manager Governance</p> <p>A/Director Corporate Services</p>	<p>Chief Executive Officer Selection Committee - Appointment of Deputy Presiding Member</p> <p>That Council in accordance with section 5.12 (2) of the <i>Local Government Act 1995</i>, appoint Councillor Jennifer Nevard as the Deputy Presiding Member of the Chief Executive Officer Selection Committee.</p>	<p><b>Completed</b></p> <p>03 June 2025</p> <p>Council appointed Councillor Jennifer Nevard as the Deputy Presiding Member of the CEO Selection Committee.</p>
<p><b>Ordinary Council Meeting</b></p> <p>27 May 2025</p>	<p>0525/096</p> <p>15.1.1</p>	<p>A/Director Corporate Services</p> <p>A/Director Corporate Services</p>	<p>Councillor Code of Conduct</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Does not endorse the findings of the Independent Investigator's report as contained in <b>Confidential Attachment (a)</b> and therefore determines no breach has occurred.</li> <li>With regard to the complaint takes no further action.</li> </ol>	<p><b>Completed</b></p> <p>22 August 2025</p> <p>No further action required.</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
Ordinary Council Meeting	0625/101	Manager Community, Culture and Recreation	Large Scale Commercial Event Proposal on Sir James Mitchell Park - Nokturnl Food and Beverage Village in November 2025	<b>Completed</b> 10 July 2025
24 June 2025	10.1.1	Director Development and Community Services	<p>That Council approves a Licence Agreement to Nokturnl Events Pty Ltd to use part of Sir James Mitchell Park in South Perth to facilitate a three-day Food and Beverage Village Festival from 28-30 November 2025 pursuant to City of South Perth Policy (P106) 'Use of City Reserves and Facilities' and subject to the following terms:</p> <ol style="list-style-type: none"> <li>1. <b>Licensed Area:</b> Part of Crown Reserve 34565 (Sir James Mitchell Park) comprising an area of approximately 7,300m<sup>2</sup> within Lot 11835 on Deposited Plan 240379.</li> <li>2. <b>Term:</b> 28-30 November 2025 plus two or three days for setup and dismantling of operation.</li> <li>3. <b>Operating Times:</b> Session 1: Friday evening 5pm-11pm; Session 2: Saturday 11am-4pm; Session 3: Saturday 5pm-11pm; and Session 4: Sunday 11am-4pm.</li> <li>4. <b>Permitted Use:</b> Installation and operation of a food and beverage village festival with associated infrastructure, such as: stages, lighting, audio-visual equipment, music, food and beverage vendors, shade structures, tables and chairs, toilets, bins, and perimeter fencing.</li> <li>5. <b>Event Requirements:</b> Site Plan, Risk Management Plan, Noise Management Plan, Public Liability Insurance Coverage, Resident Notification Letter, Parking and Traffic Plan, Crowd Control Plan, First Aid Plan, Food and Beverage Plan (including liquor licencing), Amenities/Toilets Plan and Waste Management Plan.</li> <li>6. <b>Special Conditions:</b> <ol style="list-style-type: none"> <li>a. Nokturnl Events Pty Ltd to liaise with South Perth StrEats to discuss potential partnering opportunities for involving food trucks in the Food and Beverage Village Festival, where possible.</li> </ol> </li> <li>7. <b>Fees and Charges:</b> The payment of the Fees and Charges (excluding GST) as contained in <b>Confidential Attachment (a)</b>.</li> </ol>	City is developing the licence agreement to outline the terms and conditions associated with the Food and Beverage Festival event on Sir James Mitchell Park

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			<p>8. <b>Renewal Option:</b> 1 x renewal option to enable Nokturnl Events Pty Ltd to facilitate a subsequent Food and Beverage Village Festival at Sir James Mitchell Park in November/December 2026.</p> <p>9. <b>Other Approvals:</b> Nokturnl Events Pty Ltd will be required to source all necessary event approvals before their event, including:</p> <ul style="list-style-type: none"> <li>a. Environmental Protection (Noise) Regulations 1997 – Regulation 18 application to be submitted to the City of South Perth for approval, as the proposed festival will likely be a non-conforming noise event.</li> <li>b. Swan and Canning Rivers Management Regulations 2007 – Form 8 (Application for Commercial Activities Permit) to be submitted to the Department of Biodiversity, Conservation and Attractions, as the land requested for the festival falls within the Swan River Trust Riverpark area.</li> <li>c. <i>Liquor Control Act 1988</i> - Liquor Consumption Licence application to be submitted to the City of South Perth and Occasional Liquor Licence application to be submitted to the Department of Local Government, Sport and Cultural Industries as the proposed festival will involve consumption and sale of liquor.</li> </ul>	
<p><b>Ordinary Council Meeting</b></p> <p>24 June 2025</p>	<p>0625/102</p> <p>10.1.2</p>	<p>Manager Waste, Fleet &amp; Facilities</p> <p>Director Infrastructure Services</p>	<p>RFT 6/2025 - Operation and Management of Re-use Shop and Recycling Centre Customer Interface</p> <p>That Council:</p> <ul style="list-style-type: none"> <li>1. Accepts the tender submitted by WorkPower Incorporated for the Operation and Management of Re-use Shop and Recycling Centre Customer Interface in accordance with Tender Number 6/2025 for the initial period of two years inclusive, with an option to extend for a further three years at the City's sole discretion;</li> <li>2. Accepts the estimated tender price of \$180,000 per annum (excluding GST) included in <b>Confidential Attachment (a)</b>;</li> <li>3. Authorises the Chief Executive Officer to execute the contract with</li> </ul>	<p><b>Completed</b></p> <p>15 July 2025</p> <p>Contract executed by CEO on 7 July 2025</p>

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			WorkPower Incorporated for the Operation and Management of Re-use Shop and Recycling Centre Customer Interface.	
<b>Ordinary Council Meeting</b>  24 June 2025	0625/105  10.3.1	Manager Development Services  Director Development and Community Services	Draft Local Heritage Survey (Adoption)  That Council adopts the draft Local Heritage Survey subject to modifications to the following Classifications of Significance: <ul style="list-style-type: none"> <li>• Place No. 11, Residence, No. 75 Robert Street, Como;</li> <li>• Place No. 20, Collier Pine Plantation (fmr), Kensington, Como, Karawara;</li> <li>• Place No. 80, Inter-war California Bungalow Group;</li> <li>• Place No. 85, 44 Angelo Street, South Perth;</li> <li>• Place No. 86, 39 Anstey Street, South Perth;</li> <li>• Place No. 89, 9 Onslow Road, South Perth;</li> <li>• Place No. 93, 15 River View Street, South Perth;</li> <li>• Place No. 34, Residence, No.426 Canning Highway, Como (L2 to L3);</li> <li>• Place No. 37, Commercial Premises, No. 91 Coode Street, South Perth (L2 to L3);</li> <li>• Place No. 90, Residence, 2 Parker Street, South Perth (L2 to L3);</li> <li>• Place No. 91, 5, 7, 9 Queens Street, South Perth (L3 to L4); and</li> <li>• Place No. 87, 19 Glyde Street, South Perth (L2 to L3); and</li> <li>• Place No. 82, Residences, Hovia Terrace, Kensington (L2 to L3).</li> </ul>	<b>Completed</b> 10 July 2025  LHS adopted - advice provided to submitters.

2025 Status Report on Council Resolutions				
<p><b>Ordinary Council Meeting</b></p> <p>24 June 2025</p>	<p>0625/106</p> <p>10.3.2</p>	<p>Manager Development Services</p> <p>Director Development and Community Services</p>	<p>Amendments to Local Planning Policies</p> <p>That Council:</p> <p>1. Pursuant to Schedule 2, Part 2, Clause 5(1) of the Planning and Development (Local Planning Schemes) Regulations 2015, advertises the following draft amended Local Planning Policies:</p> <p>(i) Local Planning Policy 6.3 Developer Contribution for Public Art and Public Art Spaces, contained as <b>Attachment (a)</b>;</p> <p>(ii) Local Planning Policy 2.4 Child Care Premises, contained as <b>Attachment (b)</b>; and</p> <p>(iii) Local Planning Policy 1.1 Residential Development, contained as <b>Attachment (c)</b>.</p>	<p><b>Completed</b></p> <p>10 July 2025</p> <p>Amended LPP's commenced advertising.</p>
<p><b>Ordinary Council Meeting</b></p> <p>24 June 2025</p>	<p>0625/107</p> <p>10.3.3</p>	<p>Manager Development Services</p> <p>Director Development and Community Services</p>	<p>Revocation of Local Planning Policies</p> <p>That Council:</p> <p>1. Pursuant to Schedule 2, Part 2, Clause 6 of the Planning and Development (Local Planning Schemes) Regulations 2015, revokes the following Local Planning Policies:</p> <p>(i) Local Planning Policy 1.2 - Building Height, contained as <b>Attachment (a)</b>, and</p> <p>(ii) Policy P350.01 - Environmentally Sustainable Building Design, contained as <b>Attachment (b)</b>.</p>	<p><b>Completed</b></p> <p>10 July 2025</p> <p>Revoked LPP removed from website</p>
<p><b>Ordinary Council Meeting</b></p> <p>24 June 2025</p>	<p>0625/108</p> <p>10.3.4</p>	<p>Director Development and Community Services</p> <p>Director Development and Community Services</p>	<p>Draft Local Planning Policy 7.2 - Significant Views (Advertising)</p> <p>That Council pursuant to Schedule 2, Part 2, Clause 4(1) of the Planning and Development (Local Planning Schemes) Regulations 2015, advertises draft Local Planning Policy 7.2 – Significant Views.</p>	<p><b>Completed</b></p> <p>11 July 2025</p> <p>Advertising of Local Planning Policy undertaken.</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>24 June 2025</p>	<p>0625/109</p> <p>10.3.5</p>	<p>Manager Parks and Environment</p> <p>Director Infrastructure Services</p>	<p>Response to Notice of Motion - Community Consultation For Tree Planting/Tree Removals</p> <p>That Council notes the information in the report as the summary of the outcome of Paragraph 2 of the Notice of Motion – Community Consultation For Tree Planting/Tree Removals resolved by Council at its meeting held 23 July 2024, as required by Paragraph 4 of the same Notice of Motion.</p>	<p><b>Completed</b></p> <p>10 July 2025</p> <p>Council noted the information in the report as the response to the Notice of Motion resolved at its meeting held 23 July 2024.</p>
<p><b>Ordinary Council Meeting</b></p> <p>24 June 2025</p>	<p>0625/110</p> <p>10.3.6</p>	<p>Director Infrastructure Services</p> <p>Director Infrastructure Services</p>	<p>Provision of e-Scooter Services</p> <p>That Council requests the Chief Executive Officer to put on hold the tender process for an e-scooter share system trial to operate within the City of South Perth, until the outcome of the Parliamentary inquiry into the safety of e-rideables is known.</p>	<p><b>In Progress</b></p> <p>22 August 2025</p> <p>Tender process is on hold.</p>
<p><b>Ordinary Council Meeting</b></p> <p>24 June 2025</p>	<p>0625/112</p> <p>10.4.1</p>	<p>A/Director Corporate Services</p> <p>A/Director Corporate Services</p>	<p>Adoption of the Annual Budget 2025/26 and Long Term Financial Plan</p> <p>1. That Council adopts the Annual Budget 2025/26 for the City of South Perth which includes the following:</p> <ul style="list-style-type: none"> <li>a. a General Rate in the Dollar of .077667 cents applied to the Gross Rental Value (GRV) of all rateable property within the City for the year ending 30 June 2026;</li> <li>b. a Minimum Rate of \$1,244 be set for the year ending 30 June 2026 notwithstanding the General Rate set out in part (a) above;</li> <li>c. the following Waste Service Charges be applied for the year ending 30 June 2026: <ul style="list-style-type: none"> <li>i. a standard Waste Service Charge of \$430;</li> <li>ii. a non-rateable property Waste Service Charge of \$595;</li> </ul> </li> </ul>	<p><b>Completed</b></p> <p>01 August 2025</p> <p>Council adopted the Annual Budget 2025/26 and endorsed the Long Term Financial Plan. Policy P667 Elected Member Entitlements has been updated on the City's website.</p>

**2025 Status Report on Council Resolutions**

			<p>d. The Swimming Pool Inspection Fee for the year ending 30 June 2026 of \$78.00;</p> <p>e. Dates be set for payment of rates by instalments:</p> <p><b>Two instalments</b></p> <p>First instalment                      22 September 2025</p> <p>Second instalment                      4 December 2025</p> <p><b>Four instalments</b></p> <p>First instalment                      22 September 2025</p> <p>Second instalment                      24 November 2025</p> <p>Third instalment                      28 January 2026</p> <p>Fourth instalment                      30 March 2026</p> <p>f. An Administration Charge of \$13.00 per instalment for payment of rates and charges by instalments be applied to the second, third and fourth instalment in accordance with Section 6.45(3) and (4) of the <i>Local Government Act 1995</i> and Regulation 67 of the Local Government (Financial Management) Regulations 1996;</p> <p>g. An Interest Rate of 5.5% be imposed on payment by instalments, to apply to the second, third and fourth instalment in accordance with Section 6.45(3) of the <i>Local Government Act 1995</i> and Regulation 68 of the Local Government (Financial Management) Regulations 1996;</p> <p>h. An Interest Rate of 11% be imposed on overdue rates in accordance with Section 6.51(1) of the <i>Local Government Act 1995</i> and Regulation 70 of the Local Government (Financial Management) Regulations 1996;</p> <p>i. An Interest Rate of 11% be imposed on unpaid UGP Service Charges in accordance with Section 6.51(1) of the <i>Local Government Act 1995</i> and Regulation 70 of the Local Government (Financial Management) Regulations 1996;</p> <p>j. An Interest Rate of 11% may be imposed on outstanding debtors in accordance with Section 6.13(1) of the <i>Local Government Act 1995</i>.</p> <p>k. The Statutory Annual Budget for the year ending 30 June 2026 comprising Section 2 of the 2025/26 Annual Budget as distributed with this Agenda and</p>	
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**2025 Status Report on Council Resolutions**

			<p>tabled at this meeting, be adopted;</p> <p>l. The Management Budget Schedules for the financial year ending 30 June 2026 as set out in Section 3 of the Annual Budget be endorsed;</p> <p>m. The Capital Expenditure Budget for the financial year ending 30 June 2026 as set out in Section 2, Note 4 of the Annual Budget be adopted;</p> <p>n. The Reserve Fund transfers for the financial year ending 30 June 2026 as set out in Section 2, Note 7 of the Annual Budget be approved;</p> <p>o. The New Borrowing facility to fund the redevelopment Collier Park Golf Course as per the Council approved Business Plan, for the financial year ending 30 June 2026 as set out in Section 2, Note 6(d) of the Annual Budget be approved;</p> <p>p. The Schedule of Fees and Charges as set out in the Fees and Charges Schedule for the year ending 30 June 2026 be adopted, including State Government Statutory Fees which are still to be determined at a later date than this Report;</p> <p>q. The effective date for all items detailed in the 2025/26 Schedule of Fees and Charges is 1 July 2025;</p> <p>r. Council adopt a definition of ‘significant (material) variances’ of \$10,000 or 10% (whichever is the greater) for each capital project and business unit operating revenue and expenditure line item and that separate reporting of the Collier Park Golf Course Mini Golf Facility in the monthly Financial Report Operating Revenue and Expenditure cease;</p> <p>s. Levy instalment five out of five of the UGP service charges on the owners of properties within the Collier area bounded by Canning Highway, Ryrie Avenue, Blamey Place and South Terrace, as imposed by the 2021/22 Budget;</p> <p>t. Levy instalment five out of five of the UGP service charges on the owners of properties within the Manning area bounded by Manning Road, Kwinana Freeway, Hope Avenue and Challenger Avenue, as imposed by the 2021/22 Budget;</p> <p>u. Levy instalment four out of five, of the UGP service charges on the owners of properties within the South Perth/Hurlingham area bounded by Canning Highway, Douglas Avenue, Ellam Street and the Swan River Foreshore, as imposed by the 2022/23 Budget;</p> <p>v. Underground Power (UGP) service charges be imposed on the owners of</p>	
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**2025 Status Report on Council Resolutions**

			<p>properties within the Kensington Project Area generally bounded by Canning Highway, Douglas Avenue, the Town of Victoria Park boundary, Rathay Street, Anketell Street, George Street, Baron-Hay Court, and South Terrace, including Waterford Triangle generally bounded by Manning Road, McKay Street and Conlon Street and Collier Reserve, Thelma Street inclusive of certain remnant border properties not previously included in any other Underground Power project for the year ending 30 June 2026:</p> <ul style="list-style-type: none"> <li>i. Network charge of \$2,000 for Residential and Commercial properties per unit or dwelling with a GRV of \$20,000 or less, levied in 4 equal annual instalments, the first instalment of \$500 to be levied in the 2025/26 Financial Year;</li> <li>ii. Network charge of \$3,600 for Residential and Commercial properties per unit or dwelling with a GRV between \$20,001 and \$30,000, levied in 4 equal annual instalments, the first instalment of \$900 to be levied in the 2025/26 Financial Year;</li> <li>iii. Network charge of \$5,400 for Residential and Commercial properties per unit or dwelling with a GRV between \$30,001 and \$50,000, levied in 4 equal annual instalments, the first instalment of \$1,350 to be levied in the 2025/26 Financial Year;</li> <li>iv. Network charge of \$5,400 plus 20 cents in the \$ per \$ of GRV greater than \$50,000 for Residential and Commercial properties per unit or dwelling with a GRV greater than \$50,000, levied in 4 equal annual instalments, the first instalment of \$1,350 plus 5 cents in the \$ per \$ of GRV greater than \$50,000 to be levied in the 2025/26 Financial Year;</li> <li>v. Network charge of \$16,200 for other larger properties that are not held or used as Residential or Commercial, levied in 4 equal annual instalments, the first instalment of \$4,050 to be levied in the 2025/26 Financial Year;</li> <li>vi. In respect of a property having multiple units or dwellings on a single title, the specified network charge would be imposed in respect of each unit or dwelling calculated by reference to the amount of the GRV of the property divided by the number of units or dwellings on the property;</li> <li>vi. Connection fee of between \$0 - \$1,500 dependant on existing type of connection and number of units or dwellings connected, applicable to properties as described in i-vi above, levied in 4 equal annual</li> </ul>	
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2025 Status Report on Council Resolutions				
			<p>instalments, the first instalment of \$0 - \$375 to be levied in the 2025/26 Financial Year;</p> <p>2. That Council adopts the increase to Elected Member fees and allowances of 3.5% as recommended by the Salaries and Allowances Tribunal "Local Government Chief Executive Officers and Elected Members Determination No 1 of 2025" and authorises the Chief Executive Officer to update Schedule 1 of Policy P667 Elected Members Entitlements accordingly.</p> <p>3. That Council note that in accordance with the Local Government Regulations Amendment Regulations (No. 2) 2025 from 19 October 2025 payment of superannuation to council members is compulsory.</p> <p>4. That Council adopts the City of South Perth Long Term Financial Plan 2025 to 2035 as shown at <b>Attachment (b)</b>.</p>	
<b>Ordinary Council Meeting</b>	0625/113	A/Director Corporate Services	Listing of Payments May 2025	<b>Completed</b> 10 July 2025
24 June 2025	10.4.2	A/Director Corporate Services	That Council receives the Listing of Payments for the month of May 2025 as detailed in <b>Attachment (a)</b> .	Council received the Listings of Payments for the month of May 2025.
<b>Ordinary Council Meeting</b>	0625/114	A/Director Corporate Services	Monthly Financial Statements May 2025	<b>Completed</b> 10 July 2025
24 June 2025	10.4.3	A/Director Corporate Services	That Council notes the Financial Statements and report for the month ended 31 May 2025.	Council noted the Financial Statements and report for the month of May 2025.

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<b>Ordinary Council Meeting</b>  24 June 2025	0625/115  10.5.1	Governance Coordinator  A/Director Corporate Services	Audit Register Progress Report - 3rd Quarter Update  That the Audit, Risk and Governance Committee recommends to Council that it: <ol style="list-style-type: none"> <li>Notes the progress recorded against each item within the Audit Register in <b>Confidential Attachment (a)</b>; and</li> <li>Approves the findings marked as Complete (100%) in the Audit Register, to be registered as closed and no longer reported to the Committee.</li> </ol>	<b>Completed</b> 4 September 2025  Those findings that could be closed have been marked at 100%.
<b>Ordinary Council Meeting</b>  24 June 2025	0625/116  10.5.2	Manager People and Performance  A/Director Corporate Services	Corporate Business Plan 2025/26 to 2028/29  That the Audit, Risk and Governance Committee recommends to Council that it adopts the Corporate Business Plan 2025/26 – 2028/29 as contained within <b>Attachment (a)</b> .	<b>Completed</b> 10 July 2025  Council adopted the Corporate Business Plan 2025/26 – 2028/29.
<b>Ordinary Council Meeting</b>  24 June 2025	0625/117  10.5.3	Manager Governance  A/Director Corporate Services	Policy Review  That Council: <ol style="list-style-type: none"> <li>Adopts the following revised policies with amendments as shown in <b>Attachment (a)</b>:                             <ul style="list-style-type: none"> <li>P625 Equal Opportunity</li> <li>P665 Use of Council Facilities and Mayoral Regalia</li> <li>P667 Elected Member Entitlements</li> <li>P674 Management of Corporate Records</li> <li>P702 Council Caretaker Policy</li> </ul> </li> <li>Revokes the following policy as shown in <b>Attachment (b)</b>:                             <ul style="list-style-type: none"> <li>P403 Charity Clothing Bins on City Managed Land</li> </ul> </li> </ol>	<b>Completed</b> 16 July 2025  The amended Policies were updated online on 16 July 2025. A workshop for P624 Media Communications will be scheduled in due course.

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			3. Refers P624 Media Communications to a workshop to allow further collaboration with Elected Members to improve inclusivity and clarity regarding authorised spokespersons.	
<p><b>Ordinary Council Meeting</b></p> <p>24 June 2025</p>	<p>0625/120</p> <p>15.1.1</p>	<p>Manager Governance</p> <p>A/Director Corporate Services</p>	<p>City of South Perth Fencing Local Law 2024</p> <p>That Council resolves to undertake to the Joint Standing Committee on Delegated Legislation that the Council will:</p> <ol style="list-style-type: none"> <li>1. Within one year, amend the local law as follows:                             <ol style="list-style-type: none"> <li>a) in clause 2.11(2)(a) and Schedule 1, item 9, replace 'AS/NZS3016:1994' with 'AS/NZS 3016:2002.'</li> <li>b) in Schedule 1, item 11, delete the reference to '(4).'</li> <li>c) in Schedule 1, item 14, replace the clause reference with '2.13(1)(c)(i) or (ii).'</li> <li>d) make all consequential amendments arising from the above amendments.</li> </ol> </li> <li>2. Not enforce the local law to the contrary before it is amended in accordance with undertaking 1.</li> <li>3. Ensure that a copy of these undertakings accompanies the local law wherever it is made publicly available by the City, whether in hard copy or electronic form.</li> <li>4. Advise on its website how the public can access (free of charge) Australian/New Zealand Standards adopted by this local law; and</li> <li>5. Authorises the advertisement of the Fencing Amendment Local Law 2025 in accordance with section 3.12 of the <i>Local Government Act 1995</i>.</li> </ol>	<p><b>Completed</b></p> <p>4 September 2025</p> <p>The undertakings were sent to the Legislative Council Committee Office of Western Australia on 3 July 2025.</p> <p>Acceptance of our undertaking received 20 August 2025.</p>

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
Ordinary Council Meeting 24 June 2025	0625/121 15.1.2	Manager Governance  A/Director Corporate Services	City of South Perth Cats Local Law 2024  That Council resolves to undertake to the Joint Standing Committee on Delegated Legislation that the Council will:  1. within six years, amend the local law as follows:  a) in the clause 1.5 definition of 'prescribed premises', replace 'Cat Regulations 2012' with 'Cat (Uniform Local Provisions) Regulations 2013.'  b) in clause 2.6(1)(a), the two prescribed conditions should be split into subclauses (1)(a) and (1)(b), respectively. The remaining subclauses should then be re-alphabetised to (1)(c) and (1)(d).  c) in clause 3.14(1)(d)(i), insert the words 'either the transferee or' after the phrase 'written evidence that.'  d) in Schedule 1, in the item relating to the 'Gentilli Boat Foreshore to Mt Henry Foreshore', replace the phrase 'Gentilli Boat Foreshore' with the phrase "Gentilli Boat Ramp Foreshore.'  e) make all consequential amendments arising from the above amendments.  2. Not enforce the local law to the contrary before it is amended in accordance with undertaking 1.  3. Ensure that a copy of these undertakings accompanies the local law wherever it is made publicly available by the City, whether in hard copy or electronic form; and  4. Authorises the advertisement of the Cats Amendment Local Law 2025 in accordance with section 3.12 of the <i>Local Government Act 1995</i> .	<b>Completed</b> 26 August 2025  The Cats Amendment Local Law 2024 is currently out for public feedback with submissions closing 12 September 2025.

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>24 June 2025</p>	<p>0625/122</p> <p>15.1.3</p>	<p>Manager People and Performance</p> <p>A/Director Corporate Services</p>	<p>Appointment of Acting Chief Executive Officer</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Appoint Mr William Matthew Scott as Temporary (Acting) Chief Executive Officer from Tuesday 1 July 2025 until such time as a new Chief Executive Officer is appointed and commences with the City of South Perth.</li> <li>2. Approves the total reward package and letter of engagement as contained within <b>Confidential Attachment (b)</b> on a pro rata basis for the Temporary (Acting) Chief Executive Officer for the period Tuesday 1 July 2025 until such time as a new Chief Executive Officer is appointed and commences with the City of South Perth.</li> </ol>	<p><b>Completed</b></p> <p>10 July 2025</p> <p>Council appointed Mr William Matthew Scott as Temporary (Acting) Chief Executive Officer from Tuesday 1 July 2025 until such time as a new Chief Executive Officer is appointed and commences with the City of South Perth.</p>
<p><b>Ordinary Council Meeting</b></p> <p>22 July 2025</p>	<p>0725/128</p> <p>10.1.1</p>	<p>Manager Waste, Fleet &amp; Facilities</p> <p>Director Infrastructure Services</p>	<p>RFT 1/2025 - Provision of Coode St New Public Toilets &amp; Changing Places Building</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Accepts the tender submitted by LKS Constructions (WA) Pty Ltd for the Provision of Coode St New Public Toilets &amp; Changing Places Building in accordance with Tender Number 1/2025 for the period by which the contractor has discharged all contractual obligations at the satisfaction of the Principal;</li> <li>2. Accepts the tender price of \$951,360 (excluding GST) included in <b>Confidential Attachment (a)</b>;</li> <li>3. Authorises the Chief Executive Officer to execute the contract with LKS Constructions (WA) Pty Ltd for the Provision of Coode St New Public Toilets &amp; Changing Places Building;</li> <li>4. Adopts an amendment to the 2025/26 Annual Budget to include the 2024/25 Annual Budget carry forward adjustment consisting of \$720,350 expenditure, \$126,800 grant funded capital revenue and \$593,550 reserve funding from</li> </ol>	<p><b>Completed</b></p> <p>22 August 2025</p> <p>Contract executed with LKS Constructions (WA) Pty Ltd and the budget was adjusted.</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			<p>the Community Facilities Reserve for the Coode Street Public Toilet project; and</p> <p>5. Adopts an amendment to the 2025/26 Annual Budget to include additional expenditure of \$430,000, additional contribution revenue of \$135,800 and additional reserve funding from the Community Facilities Reserve of \$294,200 for the Coode Street Public Toilet project.</p>	
<p><b>Ordinary Council Meeting</b></p> <p>22 July 2025</p>	<p>0725/130</p> <p>10.3.1</p>	<p>Manager Parks and Environment</p> <p>Director Infrastructure Services</p>	<p>Urban Greening Strategy</p> <p>That Council adopts the Urban Greening Strategy, as contained in <b>Attachment (e)</b>.</p>	<p><b>Completed</b></p> <p>11 September 2025</p> <p>Council adopted the Urban Greening Strategy.</p>
<p><b>Ordinary Council Meeting</b></p> <p>22 July 2025</p>	<p>0725/131</p> <p>10.3.2</p>	<p>Manager Engineering Services</p> <p>Director Infrastructure Services</p>	<p>eQuote 07/2025 - Provision of Traffic Management Services</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Accepts the eQuote submitted by the Trustee for TMSW Unit Trust for the Provision of Traffic Management Services in accordance with eQuote 07/2025 for an initial contract term for two years with three options available to extend the Contract, each option being of one year duration, exercisable at the City's sole discretion;</li> <li>Accepts the estimated eQuote price of \$1,300,000 (excluding GST) included in <b>Confidential Attachment (a)</b>; and</li> <li>Authorises the Chief Executive Officer to execute the contract with The Trustee for TMSW Unit Trust for Provision of Traffic Management Services.</li> </ol>	<p><b>Completed</b></p> <p>01 August 2025</p> <p>The Letter Of Award for eQuote 7/2025 for the Provision of Traffic Management Services for the CoSP was issued to TMSW Pty Ltd ATFT TMSW Unit Trust T/As Traffic Force on 28/07/2025.</p>

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>22 July 2025</p>	<p>0725/132</p> <p>10.4.1</p>	<p>A/Director Corporate Services</p> <p>A/Director Corporate Services</p>	<p>Listing of Payments June 2025</p> <p>That Council receives the Listing of Payments for the month of June 2025 as detailed in <b>Attachment (a)</b>.</p>	<p><b>Completed</b></p> <p>01 August 2025</p> <p>Council received the Listings of Payments for the month of June 2025.</p>
<p><b>Ordinary Council Meeting</b></p> <p>22 July 2025</p>	<p>0725/133</p> <p>10.4.2</p>	<p>A/Director Corporate Services</p> <p>A/Director Corporate Services</p>	<p>Monthly Financial Statements June 2025 (Interim)</p> <p>That Council notes the Financial Statements and report for the month ended 30 June 2025.</p>	<p><b>Completed</b></p> <p>01 August 2025</p> <p>Council noted the Interim Financial Statements and report for the month of June 2025.</p>
<p><b>Ordinary Council Meeting</b></p> <p>22 July 2025</p>	<p>0725/134</p> <p>10.4.3</p>	<p>Manager Assets &amp; Infrastructure Support</p> <p>Director Infrastructure Services</p>	<p>Asset Management Strategy</p> <p>That Council, adopts the draft Asset Management Strategy 2025–2035 as contained within <b>Attachment (a)</b>, subject to the following on page 13 of the Strategy under the heading “supply and access”, sub-heading “strategic priorities” (page 49 of 96 of the Attachments – Part 2):</p> <ol style="list-style-type: none"> <li>1. amend dot point two to include the words “and investment in” between the words “investigating” and “the provision”; and</li> <li>2. amend dot point four to include the words “including a regional playground” between the words “spaces” and “that.”</li> </ol>	<p><b>Completed</b></p> <p>01 August 2025</p> <p>The Asset Management Strategy has been updated to reflect the amendments as per Council’s decision at the 22.07.25 OCM.</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>22 July 2025</p>	<p>0725/140</p> <p>12.1</p>	<p>Director Infrastructure Services</p> <p>Director Infrastructure Services</p>	<p>Notice of Motion - Councillor Nic Coveney - Removal of the Six Trees Planted on the South Side of Lake Douglas During Winter 2024</p> <p>That Council requests the CEO to:</p> <ol style="list-style-type: none"> <li>1. Remove the six juvenile trees planted on the south side of Lake Douglas during winter 2024;</li> <li>2. Investigate the appropriate location within the vicinity of Lake Douglas to plant approximately 135m<sup>2</sup> of low-level planting, not higher than two metres at maturity, as a comparative replacement for the removed trees canopy cover at maturity at paragraph 1;</li> <li>3. Include the adjustment of an additional \$30,000 expenditure within the operational budget in the mid-year budget review, to cover the costs associated with removal of the trees and preparation and planting of the low-level replacement planting; and</li> <li>4. No earlier than 1 January 2026, host a Councillor workshop to develop a policy on planting trees on public land.</li> </ol>	<p><b>In Progress</b></p> <p>11 September 2025</p> <p>Item 1 – complete.</p> <p>Item 2 – in progress.</p> <p>Item 3 – will be addressed at mid-year review.</p> <p>Item 4 – will be scheduled for 2026.</p>
<p><b>Ordinary Council Meeting</b></p> <p>22 July 2025</p>	<p>0725/141</p> <p>12.2</p>	<p>Director Infrastructure Services</p> <p>Director Infrastructure Services</p>	<p>Notice of Motion - Councillor Nic Coveney - Transport Advocacy</p> <p>That consideration of this item be deferred to the month following the month our new CEO steps into their role so that our newly appointed CEO would take carriage of the matter moving forward, should Council approve the item at that time.</p>	<p><b>Completed</b></p> <p>13 February 2026</p> <p>Council deferred debate on the Notice of Motion from former Councillor Nic Coveney to be considered at the Ordinary Council Meeting to be held 24 March 2026.</p>

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
Special Council Meeting  12 August 2025	0825/143  8.1.1	Manager People and Performance  A/Director Corporate Services	Chief Executive Officer Recruitment  That the CEO Selection Committee recommends to Council that: <ol style="list-style-type: none"> <li>1. <b>Candidate B</b> be endorsed as the preferred candidate for the position of Chief Executive Officer at the City of South Perth;</li> <li>2. The remuneration package <b>Option A</b> as contained in <b>Confidential Attachment (d)</b> is offered to the preferred candidate;</li> <li>3. The preferred candidate is suitably qualified for the position (subject to pre-employment medical, completed reference checking and other probity checks);</li> <li>4. The CEO Key Performance Indicators as contained in the proposed employment contract at <b>Confidential Attachment (c)</b> are satisfactory;</li> <li>5. The provisions of the proposed employment contract as contained in <b>Confidential Attachment (c)</b> are satisfactory;</li> <li>6. The Mayor be authorised: <ol style="list-style-type: none"> <li>(a) to conduct any negotiations with the preferred candidate in relation to the proposed employment contract; and</li> <li>(b) if satisfied, to agree to any minor amendments to the proposed employment contract that are consistent with the advertised remuneration and benefits; and</li> </ol> </li> <li>7. If the proposed employment contract with any minor amendments is accepted by the preferred candidate, Council authorises the Mayor to: <ol style="list-style-type: none"> <li>(a) affix the City's common seal to the final version of the proposed employment contract; and</li> <li>(b) sign the contract on behalf of the City.</li> </ol> </li> </ol>	<b>Completed</b>  21 August 2025  Council resolved to endorse the preferred candidate for the Chief Executive Officer. The appointment of Liz Ledger was confirmed via media release on 14 August 2025 and will commence on 1 December 2025.

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>26 August 2025</p>	<p>0825/152</p> <p>10.1.1</p>	<p>Director Development and Community Services</p> <p>Director Development and Community Services</p>	<p>Draft Heritage List (Advertising)</p> <p>That Council adopts the draft Heritage List as contained in <b>Attachment (a)</b> for the purpose of advertising subject to the following amendments:</p> <ul style="list-style-type: none"> <li>• Delete Place No. 38, 99B Coode Street, South Perth (Residence).</li> <li>• Delete No. 80. 16 and 18 Hobbs Avenue, Como (Residences).</li> <li>• Delete Place No. 85, No. 44 Angelo Street, South Perth (Residence).</li> <li>• Include Place No. 34, Residence, No. 426 Canning Highway, Como (Blue Waters).</li> </ul>	<p><b>Completed</b></p> <p>03 September 2025</p> <p>Advertising of draft Heritage List in accordance with resolution commenced. Consultation closes 25 September 2025.</p>
<p><b>Ordinary Council Meeting</b></p> <p>26 August 2025</p>	<p>0825/153</p> <p>10.1.2</p>	<p>Coordinator Land and Property</p> <p>Director Corporate Services</p>	<p>Proposed Closure and Amalgamation of Road Reserves Near the Collins Street Centre - Submissions</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Authorises a request being made to the Minister for Lands and the Mayor and Chief Executive Officer to execute all necessary documentation under the City's Common Seal, to effect the following road closures and amalgamations in accordance with section 58 and section 87 of the <i>Land Administration Act 1997</i> and regulation 9 of the Land Administration Regulations 1998: <ol style="list-style-type: none"> <li>a. Close and amalgamate a 817m<sup>2</sup> portion of dedicated road bounded by Broome Street, Collins Street, Shaftesbury Street and Douglas Avenue, South Perth with adjoining Lot 24 on Plan 576.</li> <li>b. Close and amalgamate a 748m<sup>2</sup> portion of dedicated road bounded by Cliffe Street, Shaftesbury Street, Collins Street and Canning Highway, South Perth with adjoining Lot 16 on Plan 576.</li> <li>c. Close and amalgamate a 728m<sup>2</sup> portion of dedicated road bounded by Collins Street, Shaftesbury Street, Canning Highway and Salisbury</li> </ol> </li> </ol>	<p><b>In Progress</b></p> <p>DPLH is still undertaking their due diligence for the road closure request and will need to appoint a Valuer to determine the value of the UCL for acquisition by the City and subsequent amalgamation with the Collins St Centre site.</p>

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			Avenue, South Perth with adjoining Lot 13 on Plan 576.  d. Close and amalgamate a 817m <sup>2</sup> portion of dedicated road bounded by Shaftesbury Street, Salisbury Avenue, Broome Street and Collins Street, South Perth with adjoining Lot 11 on Plan 576.									
Ordinary Council Meeting  26 August 2025	0825/154  10.1.3	Manager Community, Culture and Recreation  Director Development and Community Services	Endorsement of the City's Updated Local Emergency Management Arrangements (LEMA) Plan and Local Recovery Plan  That Council endorses the City of South Perth Local Emergency Management Arrangements (LEMA) Plan as shown at <b>Attachment (a)</b> and the City of South Perth Local Recovery Plan as shown at <b>Attachment (b)</b> .	<b>Completed</b>  04 September 2025  Email received from Department of Fire & Emergency Services on 1 September 2025 noting that the City's Local Emergency Management Arrangements (LEMA) were endorsed by the Council. DFES then presented the City's LEMA to the East Metropolitan District Emergency Management Committee for noting.								
Ordinary Council Meeting  26 August 2025	0825/155  10.1.4	Manager Community, Culture and Recreation  Director Development and Community Services	Department of Creative Industries, Tourism and Sport - Community Sport and Recreation Facilities Fund (CSRFF) Small Grants Program 2025/26  1. That Council approves the submission of three funding applications to the Department of Creative Industries, Tourism and Sport via its Community Sport and Recreation Facilities Fund (CSRFF) together with comments from the Officer report and the following rankings and ratings:	<b>Completed</b>  04 September 2025  The City has noted Council's approval to submit funding applications to the Department of Creative Industries, Tourism and Sport via its Community Sport and Recreation Facilities Fund (CSRFF) for								
			<table border="1"> <thead> <tr> <th>Applicant</th> <th>Project</th> <th>Ranking</th> <th>Rating</th> </tr> </thead> <tbody> <tr> <td>Manning</td> <td>Manning Bowling Club Synthetic</td> <td>1</td> <td>A</td> </tr> </tbody> </table>	Applicant	Project	Ranking	Rating	Manning	Manning Bowling Club Synthetic	1	A	
Applicant	Project	Ranking	Rating									
Manning	Manning Bowling Club Synthetic	1	A									

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			Bowling Club	Bowling Green Conversion Project		three community recreation facility projects. The funding round is currently deferred by the Department, however, the funding applications will be submitted once the rounds are advertised.	
			South Perth Cricket Club	South Perth Cricket Club Practice Wicket Net Replacement Project	2		A
			South Perth Lawn Tennis Club	South Perth Lawn Tennis Club Patio Extension Project	3		B
			<p>2. That subject to the CSRFF applications for the above projects being successful with the Department of Creative Industries, Tourism and Sport, a provisional amount of up to \$123,059 (ex GST) is considered in the 2025/26 Budget (mid-year review), as the City's financial contributions to the projects, as follows:</p> <p>(a) Manning Bowling Club Synthetic Bowling Green Conversion Project - \$83,772 (ex GST);</p> <p>(b) South Perth Cricket Club Practice Wicket Net Replacement Project - \$30,198 (ex GST); and</p> <p>(c) South Perth Lawn Tennis Club Patio Extension Project - \$15,317 (ex GST).</p>				
<p><b>Ordinary Council Meeting</b></p> <p>26 August 2025</p>	<p>0825/156</p> <p>10.1.5</p>	<p>Director Development and Community Services</p> <p>Director Development and Community Services</p>	<p>Amendment to Large Scale Commercial Event Proposal on Sir James Mitchell Park - Nokturnl Food and Beverage Village in November 2025</p> <p>That Council approves a Licence Agreement to Nokturnl Events Pty Ltd to use part of Sir James Mitchell Park in South Perth to facilitate a three-day Food and Beverage Village Festival from 28-30 November 2025 pursuant to City of South Perth Policy (P106) 'Use of City Reserves and Facilities' and subject to the following terms:</p> <p>1. <b>Licensed Area:</b> Part of Crown Reserve 34565 (Sir James Mitchell Park) comprising an area of approximately 11,650m<sup>2</sup> within Lot 11835 on Deposited Plan 240379, as contained in <b>Attachment (a)</b>.</p> <p>2. <b>Term:</b> 28-30 November 2025 plus two or three days for setup and dismantling</p>			<p><b>Completed</b></p> <p>03 September 2025</p> <p>Council approval for event granted. Licence Agreement to be prepared and executed in accordance with terms and conditions of Council resolution.</p>	

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			<p>of operation.</p> <p>3. <b>Operating Times:</b> Session 1: Friday evening 5pm-11pm; Session 2: Saturday 11am-4pm; Session 3: Saturday 5pm-11pm; and Session 4: Sunday 11am-4pm.</p> <p>4. <b>Permitted Use:</b> Installation and operation of a food and beverage village festival with associated infrastructure, such as: stages, lighting, audiovisual equipment, music, food and beverage vendors, shade structures, tables and chairs, toilets, bins, and perimeter fencing.</p> <p>5. <b>Event Requirements:</b> Site Plan, Risk Management Plan, Noise Management Plan, Public Liability Insurance Coverage, Resident Notification Letter, Parking and Traffic Plan, Crowd Control Plan, First Aid Plan, Food and Beverage Plan (including liquor licencing), Amenities/Toilets Plan and Waste Management Plan.</p> <p>6. <b>Special Conditions:</b></p> <p>a. Nokturnl Events Pty Ltd to liaise with South Perth StrEats to discuss potential partnering opportunities for involving food trucks in the Food and Beverage Village Festival, where possible.</p> <p>b. The licence area is not to encroach on any surrounding cycle paths, public infrastructure or the adjacent licence area allocated to South Perth StrEats.</p> <p>7. <b>Fees and Charges:</b> The payment of the Fees and Charges (excluding GST) as contained in <b>Confidential Attachment (b)</b>.</p> <p>8. <b>Renewal Option:</b> 1 x renewal option to enable Nokturnl Events Pty Ltd to facilitate a subsequent Food and Beverage Village Festival at Sir James Mitchell Park in November/December 2026.</p> <p>9. <b>Other Approvals:</b> Nokturnl Events Pty Ltd will be required to source all necessary event approvals before their event, including:</p> <p>a. Environmental Protection (Noise) Regulations 1997 – Regulation 18 application to be submitted to the City of South Perth for approval, as the proposed festival will likely be a non-conforming noise event.</p> <p>b. Swan and Canning Rivers Management Regulations 2007 – Form 8</p>	

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			<p>(Application for Commercial Activities Permit) to be submitted to the Department of Biodiversity, Conservation and Attractions, as the land requested for the festival falls within the Swan River Trust Riverpark area.</p> <p>c. <i>Liquor Control Act 1988</i> - Liquor Consumption Licence application to be submitted to the City of South Perth and Occasional Liquor Licence application to be submitted to the Department of Local Government, Sport and Cultural Industries as the proposed festival will involve consumption and sale of liquor.</p>	
<p><b>Ordinary Council Meeting</b></p> <p>26 August 2025</p>	<p>0825/157</p> <p>10.3.1</p>	<p>Director Development and Community Services</p> <p>Director Development and Community Services</p>	<p>Draft Local Planning Policy 7.2 - Significant Views (Adoption)</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Pursuant to Schedule 2, Part 2, Clause 4 (3) of the Planning and Development (Local Planning Schemes) Regulations 2015 adopts draft Local Planning Policy 7.2 – Significant Views as contained within <b>Attachment (a)</b>.</li> <li>Pursuant to Schedule 2, Part 2, Clause 6 of the Planning and Development (Local Planning Schemes) Regulations 2015, revokes Policy P350.09 – Significant Views as contained as <b>Attachment (b)</b>.</li> </ol>	<p><b>Completed</b></p> <p>03 September 2025</p> <p>Policy P350.09 revoked. Website updated to provide Local Planning Policy 7.2 - Significant Views.</p>
<p><b>Ordinary Council Meeting</b></p> <p>26 August 2025</p>	<p>0825/160</p> <p>10.3.2</p>	<p>Director Development and Community Services</p> <p>Director Development and Community Services</p>	<p>Draft Local Planning Policy - Trees</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Pursuant to Schedule 2, Part 2, Clause 4(3) of the Planning and Development (Local Planning Schemes) Regulations 2015, adopts the Local Planning Policy – Tree Retention – as presented to Council at its 23 July 2024 Ordinary Meeting.</li> <li>Requests the Chief Executive Officer present a report on the effectiveness of adopted Local Planning Policy – Tree Retention (if adopted), by no later than</li> </ol>	<p><b>In Progress</b></p> <p>Part 2 requires report by no later than August 2026.</p>

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			the 25 August 2026 Ordinary Council Meeting.	
<b>Ordinary Council Meeting</b>  26 August 2025	0825/161  10.3.3	Manager Development Services  Director Development and Community Services	Amendments to Local Planning Policies (Adoption)  That Council: 1. Pursuant to Schedule 2, Part 2, Clause 5(1) of the Planning and Development (Local Planning Schemes) Regulations 2015, adopt the following draft amended Local Planning Policies: (i) Local Planning Policy 6.3 Developer Contribution for Public Art and Public Art Spaces, contained as <b>Attachment (a)</b> ; (ii) Local Planning Policy 2.4 Child Care Premises, contained as <b>Attachment (b)</b> ; and (iii) Local Planning Policy 1.1 Residential Development, contained as <b>Attachment (c)</b> .	<b>Completed</b> 03 September 2025  All LPP"s have been updated on the website.
<b>Ordinary Council Meeting</b>  26 August 2025	0825/162  10.3.4	Manager Development Services  Director Development and Community Services	Amendment to Development Application (Additions and Alterations to Four Grouped Dwellings) Lot 22, No. 16 Swan Street, South Perth  That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7 and the Metropolitan Region Scheme, the application for development approval for additions and alterations to four Grouped Dwellings on Lot 22, No. 16 Swan Street, South Perth <b>be approved</b> subject to the following conditions:  The development shall be in accordance with the approved plans save that, in the event of an inconsistency between the approved plans and a requirement of the conditions set out below, the requirement of the conditions shall prevail.  1. Prior to the or in conjunction with the submission of a building permit, amended plans addressing the following matters shall be submitted to, and approved in writing by the City of South Perth: (i) The first-floor terrace to the living/dining room of Unit 1 (located on	<b>Completed</b> 03 September 2025  Decision notice issued.

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			<p>the northern boundary) must include screening for a minimum length of 2.4m from the eastern lot boundary. The screening shall be in accordance with the Residential Design Codes by either:</p> <ul style="list-style-type: none"> <li>(a) fixed and obscured glass to a height of 1.6m above finished floor level; or</li> <li>(b) fixed screening devices to a height of 1.6m above finished floor level that are at least 75% obscure, with horizontal or vertical gaps not more than 50mm and made of a durable material.</li> </ul> <p>(ii) The Unit 2 planter box located on the terrace is to be increased to a minimum width of 1.0m and include planting to the satisfaction of the City of South Perth.</p> <p>The planter box and screening device are to be installed prior to occupation or use of the development and remain in place for the lifetime of the development to the satisfaction of the City of South Perth.</p> <p>2. Prior to occupation or use of the development, external fixtures, such as air-conditioning infrastructure, shall be integrated into the design of the building and screened so as to not be visually obtrusive when viewed from the street and to protect the visual amenity of residents in neighbouring properties, to the satisfaction of the City of South Perth.</p> <p>3. All stormwater discharge from the development shall be contained and disposed of on-site unless otherwise approved by the City of South Perth.</p> <p><b>Note:</b> The City will include any relevant advice notes in the determination notice.</p>	
<p><b>Ordinary Council Meeting</b></p> <p>26 August 2025</p>	<p>0825/163</p> <p>10.3.5</p>	<p>Manager Finance</p> <p>Director Corporate Services</p>	<p>Collier Park Golf Course Development Appointment of the Construction Contractor</p> <p>That Council:</p> <ul style="list-style-type: none"> <li>1. Grants approval for Clublinks Management Pty Ltd to engage the recommended contractor Badge Constructions, as contained in <b>Confidential Attachment (a)</b> as the construction contractor for the Collier Park Golf Course</li> </ul>	<p><b>Completed</b></p> <p>3 March 2026</p> <p>Council approved Clublinks Management Pty Ltd to engage Badge Constructions as the</p>

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			Development in accordance with the executed Development Services Agreement, subject to the value engineering process and confirmation of the total development costs at or below \$19.8m.	construction Contractor for the Collier Park Golf Course Redevelopment.
<p><b>Ordinary Council Meeting</b></p> <p>26 August 2025</p>	10.4.1	<p>Director Infrastructure Services</p> <p>Director Infrastructure Services</p>	<p>Revocation - Councillor Jennifer Nevard - Removal of Six Trees Planted on the South Side of Lake Douglas During Winter 2024</p> <p>That the motion resolved at the Ordinary Council Meeting held 22 July 2025 concerning the Removal of Six Trees Planted on the South Side of Lake Douglas During Winter 2024 which reads:</p> <p><b>"COUNCIL DECISION 0725/140</b></p> <p><b>Moved:</b> Councillor Nic Coveney <b>Seconded:</b> Councillor Bronwyn Waugh</p> <p><i>That Council requests the CEO to:</i></p> <ol style="list-style-type: none"> <li>1. <i>Remove the six juvenile trees planted on the south side of Lake Douglas during winter 2024;</i></li> <li>2. <i>Investigate the appropriate location within the vicinity of Lake Douglas to plant approximately 135m2 of low-level planting, not higher than two metres at maturity, as a comparative replacement for the removed trees canopy cover at maturity at paragraph 1;</i></li> <li>3. <i>Include the adjustment of an additional \$30,000 expenditure within the operational budget in the mid-year budget review, to cover the costs associated with removal of the trees and preparation and planting of the low-level replacement planting; and</i></li> <li>4. <i>No earlier than 1 January 2026, host a Councillor workshop to develop a policy on planting trees on public land.</i></li> </ol> <p><b>Reasons for Change</b></p> <ol style="list-style-type: none"> <li>1. <i>The reason for my amendment regarding location, is there may be more suitable spots around the Lake for this sort of low-level flora. It allows, if</i></li> </ol>	<p><b>Completed</b></p> <p>03 September 2025</p> <p>The revocation motion was lost.</p>

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			<p><i>more suitable, for new plantings to be spread across different areas proximate to the Lake.</i></p> <p>2. <i>The reason for my amendment regarding enforcing a height limit, is to ensure we aren't moving trees, in part to preserve a view, only to replace them with shrubs which may not do the same thing. We were told last week is this type of low-level planting will likely only be up to one metre anyway.</i></p> <p>3. <i>The reason for my amendment regarding a workshop/policy, is to ensure the City follows a consistent planting and consultation process, and Council follows a consistent decision-making process when dealing with objections.</i></p> <p>4. <i>Following consultation with the administration, I understand they are agreeable to the amendments as currently worded.</i></p> <p style="text-align: right;"><b>CARRIED (4/3)</b></p> <p><b>For:</b> Councillors Nic Coveney, Blake D'Souza, Hayley Prendiville and Bronwyn Waugh.</p> <p><b>Against:</b> Mayor Greg Milner, Councillors André Brender-A-Brandis and Jennifer Nevard.</p> <p>be revoked and replaced with:</p> <p>That Council requests the CEO to arrange a workshop for Elected Members to Develop A Policy To Provide a Consistent Decision-making Path for Addressing Requests for Tree Removal from Public Land prior to any decision being made on any tree removal on public land until that time.</p> <p style="text-align: right;"><b>Absolute Majority required</b></p>	
<p><b>Ordinary Council Meeting</b></p> <p>26 August 2025</p>	<p>0825/166</p> <p>10.4.2</p>	<p>Manager Finance</p> <p>Director Corporate Services</p>	<p>Listing of Payments July 2025</p> <p>That Council receives the Listing of Payments for the month of July 2025 as detailed in <b>Attachment (a)</b>.</p>	<p><b>Completed</b></p> <p>03 September 2025</p> <p>Council received the Listings of Payments for the month of July 2025.</p>

**2025 Status Report on Council Resolutions**

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<p><b>Ordinary Council Meeting</b></p> <p>26 August 2025</p>	<p>0825/167</p> <p>10.4.3</p>	<p>Manager Finance</p> <p>Director Corporate Services</p>	<p>Monthly Financial Statements July 2025</p> <p>That Council notes the Financial Statements and report for the month ended 31 July 2025.</p>	<p><b>Completed</b></p> <p>03 September 2025</p> <p>Council noted the Financial Statements and report for the month of July 2025.</p>
<p><b>Ordinary Council Meeting</b></p> <p>26 August 2025</p>	<p>0825/169</p> <p>10.4.4</p>	<p>Manager Customer, Communications and Engagement</p> <p>Director Corporate Services</p>	<p>Advocacy Strategy and Advocacy Priorities 2025/26</p> <p>That Council adopts:</p> <ol style="list-style-type: none"> <li>1. The City of South Perth Advocacy Strategy as contained at <b>Attachment (a)</b>; and</li> <li>2. The Annual Advocacy Priorities 2025/26 as contained at <b>Attachment (b)</b> subject to replacing 'Urban greening' with 'Urban greening in particular along Canning Highway.'</li> </ol>	<p><b>Completed</b></p> <p>15 January 2026</p> <p>Council endorsed the City of South Perth Advocacy Strategy and the Annual Advocacy Priorities 2025/26. These documents are also available on the website.</p>
<p><b>Ordinary Council Meeting</b></p> <p>26 August 2025</p>	<p>0825/170</p> <p>10.4.5</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>Proposed Council Meeting Schedule 2026</p> <p>That Council endorses the Council meeting dates, times and places proposed for 2026 as detailed in Table (1) within this report.</p>	<p><b>Completed</b></p> <p>03 September 2025</p> <p>Council endorsed the Council Meeting Schedule for 2026 and the website has been updated. A notice will be available on the noticeboards prior to the end of the year.</p>

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Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>26 August 2025</p>	<p>0825/171</p> <p>10.4.6</p>	<p>Manager Finance</p> <p>Director Corporate Services</p>	<p>2025 Western Australian Local Government Association Annual General Meeting</p> <p>1. That Council approves the following Elected Members to be registered as voting delegates on behalf of the City of South Perth at the 2025 Western Australian Local Government Association Annual General Meeting to be held on Tuesday 23 September 2025:</p> <p>a. Councillor Jennifer Nevard    b. Councillor Bronwyn Waugh</p>	<p><b>Completed</b></p> <p>25 November 2025</p> <p>Councillors Jennifer Nevard and Bronwyn Waugh were registered as the voting delegates on behalf of the City of South Perth at the 2025 Western Australian Local Government Association Annual General Meeting held on Tuesday 23 September 2025.</p>
<p><b>Ordinary Council Meeting</b></p> <p>26 August 2025</p>	<p>0825/173</p> <p>12.1</p>	<p>Director Development and Community Services</p> <p>Director Development and Community Services</p>	<p>Notice of Motion - Councillor Bronwyn Waugh - Development of a Volunteer Code of Conduct</p> <p>That Council requests the Chief Executive Officer to prepare a draft Volunteer Code of Conduct, for Council consideration, which:</p> <ol style="list-style-type: none"> <li>1. Is specifically tailored to individuals who engage in voluntary work on behalf of, or in collaboration with, the City of South Perth;</li> <li>2. Clearly separates the expectations, obligations, and responsibilities of volunteers from those applicable to City employees under the existing Employee Code of Conduct;</li> <li>3. Provides clear guidance on standards of behaviour, confidentiality, public representation, conflict of interest, and respectful engagement with staff, Councillors, and the community; and</li> <li>4. Is developed in consultation with relevant staff and volunteer representatives to ensure it is practical, accessible, and supports a positive volunteer culture.</li> </ol>	<p><b>Completed</b></p> <p>10 November 2025</p> <p>Draft Volunteer Code of Conduct prepared and to be presented at the November agenda briefing and Ordinary Council Meeting.</p>

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<p><b>Ordinary Council Meeting</b></p> <p>26 August 2025</p>	<p>0825/175</p> <p>12.2</p>	<p>Manager Finance</p> <p>Director Corporate Services</p>	<p>Notice of Motion - Councillor Bronwyn Waugh - Oversight of Non-Standard or Changes to Lease/Partnership Terms</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Notes that the City is undertaking a review of Policy P609 Management and Sale of City Property, a Cost Recovery Analysis and a Lease Analysis.</li> <li>2. Requests the Chief Executive Officer to prepare information to inform a workshop on Policy P609 Management and Sale of City Property with Council that:               <ol style="list-style-type: none"> <li>a. Identifies the City’s current standard terms and conditions for leases, licence agreements and partnership agreements with third parties, including but not limited to community groups, not-for-profits, and commercial tenants;</li> <li>b. Outlines the process by which variations or amendments to these standard lease terms are currently approved; and</li> <li>c. Recommends a governance mechanism to ensure that:                   <ol style="list-style-type: none"> <li>i. Any material departure from the City’s standard lease terms, or any amendments that significantly alter a tenant’s ongoing rights under an existing agreement, obligations, or tenure, are reported to Council for transparency; and</li> <li>ii. A clear and fair framework is established to guide future lease, licence and partnership negotiations and amendments, particularly where they relate to community or public benefit users.</li> </ol> </li> </ol> </li> </ol>	<p><b>In Progress</b></p> <p>A workshop is scheduled to be held on 9 March 2026.</p>

**2025 Status Report on Council Resolutions**

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<p><b>Ordinary Council Meeting</b></p> <p>23 September 2025</p>	<p>0925/185</p> <p>10.3.1</p>	<p>Manager Development Services</p> <p>Director Development and Community Services</p>	<p>Proposed Grouped Dwelling - Lot 4, No. 7 Salter Point Parade, Salter Point - Section 31 Reconsideration</p> <p>That pursuant to the provisions of the City of South Perth Local Planning Scheme No.7, and the Metropolitan Region Scheme, the application for development approval for a Grouped Dwelling on Lot 4, No.7 Salter Point Parade, Salter Point, <b>be approved</b> subject to the following conditions:</p> <ol style="list-style-type: none"> <li>1. The development shall be carried out only in accordance with the terms of the application as approved herein, and any approved plan.</li> <li>2. All works to be carried out under this development approval, including footings, are required to be contained within the boundaries of the subject lot.</li> <li>3. All external fixtures such as solar collectors and air-conditioning units are required to be integrated into the design so as to sit flush/flat along or below the roof line, to the satisfaction of the City of South Perth.</li> <li>4. Prior to or in conjunction with the submission of a building permit application, or demolition permit application, whichever is earlier, a Construction Management Plan must be submitted to, and approved in writing by, the City of South Perth. The Construction Management Plan must address the following issues, where applicable:               <ol style="list-style-type: none"> <li>(i) public safety and amenity;</li> <li>(ii) site plan and security;</li> <li>(iii) contact details of essential site personnel, construction period and operating hours;</li> <li>(iv) community information, consultation and complaints management plan;</li> <li>(v) noise, vibration, air and dust management;</li> <li>(vi) traffic, access and parking management;</li> <li>(vii) waste management and materials re-use;</li> </ol> </li> </ol>	<p><b>Completed</b></p> <p>16 October 2025</p> <p>Decision issued and SAT matter concluded.</p>

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			<ul style="list-style-type: none"> <li>(viii) earthworks, excavation, land retention/piling methods and associated matters;</li> <li>(ix) stormwater and sediment control;</li> <li>(x) street tree management and protection;</li> <li>(xi) removal of onsite effluent disposal system and stormwater management system; and</li> <li>(xii) asbestos removal.</li> </ul> <p>The Construction Management Plan must be implemented and adhered to all times, to the satisfaction of the City of South Perth.</p> <p>5. Prior to or in conjunction with the submission of a building permit application, the applicant must be in receipt of an approved 'Stormwater Drainage Application' that confirms the design is to the satisfaction of the City of South Perth. All stormwater discharge from the development shall be contained and disposed of on-site unless otherwise approved by the City of South Perth.</p> <p>6. The boundary wall shall be constructed and finished in a clean material to the same standard as the rest of the development to the satisfaction of the City of South Perth.</p> <p>7. Prior to occupation or use of the development, the existing and/or proposed driveway shall be constructed with brick paving or concrete and suitably drained to the satisfaction of the City of South Perth.</p> <p>8. All vehicle crossings being upgraded, designed, and constructed to the satisfaction of the City of South Perth.</p> <p>9. Landscaping areas shall be installed in accordance with the approved plans and maintained for the lifetime of the development, to the satisfaction of the City of South Perth.</p> <p>10. The xanthorrhoea and banksia trees in the verge adjacent to the lot will be required by the City to be protected by a tree protection zone (TPZ) to Australian Standards during the works. The City requires that mulch is provided around the base of each tree within the TPZ and watered regularly</p>	

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			for the duration of the works. <b>Note:</b> The City will include any relevant advice notes in the determination notice.	
<b>Ordinary Council Meeting</b>  23 September 2025	0925/186  10.4.1	Manager Finance  Director Corporate Services	Listing of Payments August 2025  That Council receives the Listing of Payments for the month of August 2025 as detailed in <b>Attachment (a)</b> .	<b>Completed</b>  16 October 2025  Council received the Listings of Payments for the month of August 2025.
<b>Ordinary Council Meeting</b>  23 September 2025	0925/187  10.4.2	Manager Finance  Director Corporate Services	Monthly Financial Statements August 2025  That Council notes the Financial Statements and report for the month ended 31 August 2025.	<b>Completed</b>  16 October 2025  Council noted the Financial Statements and report for the month of August 2025.
<b>Ordinary Council Meeting</b>  23 September 2025	0925/188  10.4.3	Manager Finance  Director Corporate Services	Electors' Special Meeting - 25 August 2025  1. That the minutes of the Electors' Special Meeting held Monday 25 August 2025 and contained in <b>Attachment (a)</b> be received.  2. That Council notes the decision made at the Electors' Special Meeting held Monday 25 August 2025 as outlined in the body of this report.	<b>Completed</b>  16 October 2025  Council received the Minutes and noted the decision made at the Electors' Special Meeting.

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Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/195</p> <p>10.1.1</p>	<p>Director Development and Community Services</p> <p>Director Development and Community Services</p>	<p>Draft Heritage List (Adoption)</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Adopts the draft Heritage List as contained in <b>Attachment (a)</b>, subject to deletion of the following places: <ul style="list-style-type: none"> <li>• Place No. 86, 39 Anstey Street, South Perth.</li> <li>• Place No. 36, 40 Coode Street, South Perth (Wesley College).</li> <li>• Place No. 39, 25 Forrest Street, South Perth (St Columba’s Church Group).</li> <li>• Place No. 50, Labouchere Road, South Perth (Royal Perth Golf Club (course)).</li> </ul> </li> <li>2. Requests the Chief Executive Officer undertake place specific reviews (including consideration of built form) of the following places in the Local Heritage Survey and where relevant, ensuring the Statement of Significance is consistent with the State Register of Heritage Places. <ul style="list-style-type: none"> <li>• Place No. 86, 39 Anstey Street, South Perth.</li> <li>• Place No. 36, 40 Coode Street, South Perth (Wesley College).</li> <li>• Place No. 39, 25 Forrest Street, South Perth (St Columba’s Church Group).</li> <li>• Place No. 50, Labouchere Road, South Perth (Royal Perth Golf Club (course)).</li> <li>• Place No.85, 44 Angelo Street, South Perth.</li> </ul> </li> </ol>	<p><b>In Progress</b></p> <p>Heritage List updated. Appointing consultant for place specific reviews of Local Heritage Survey. To be presented to Council early 2026.</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/196</p> <p>10.1.2</p>	<p>Coordinator Land and Property</p> <p>Director Corporate Services</p>	<p>Proposed Lease of Lot 500 on Deposited Plan 430041 for a Boatshed</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>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 <b>Attachment (a)</b>.</li> <li>2. Approves an exemption to section 3.58 of the <i>Local Government Act 1995</i> 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.</li> <li>3. Subject to the Minister for Lands Consent, authorises the Mayor and Chief Executive Officer to:               <ol style="list-style-type: none"> <li>a. Execute all documents necessary to effect a lease with Wesley College (ABN 75 124 120 431).</li> <li>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.</li> </ol> </li> </ol>	<p><b>Completed</b></p> <p>3 March 2026</p> <p>The Lease agreement of Lot 500 on Deposited Plan 430041 South Perth has been executed.</p>
<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/197</p> <p>10.1.3</p>	<p>Manager Community, Culture and Recreation</p> <p>Director Development and Community Services</p>	<p>RFT 3/2025 - Provision of Sports Lighting Upgrades at Challenger Reserve, George Burnett Park and Richardson Park</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>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;</li> <li>2. Accepts the tender price of \$1,860,276.86 (excluding GST), included in</li> </ol>	<p><b>Completed</b></p> <p>05 November 2025</p> <p>The letter of award and contract has now been issued to PEAP Contractors Pty Ltd to complete the sports lighting works at Challenger Reserve, George Burnett Park and Richardson Park.</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			<p><b>Confidential Attachment (a);</b></p> <p>3. 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.</p>	
<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/198</p> <p>10.1.4</p>	<p>Manager Waste, Fleet &amp; Facilities</p> <p>Director Infrastructure Services</p>	<p>RFT 4/2025 - Provision of Electrical Services</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Accepts the tenders submitted by PEAP Contractors Pty Ltd &amp; 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;</li> <li>Accepts the estimated tender price of \$7.5m, included in <b>Confidential Attachment (a);</b></li> <li>Authorises the Chief Executive Officer to execute the contract with PEAP Contractors Pty Ltd &amp; Janissen Electrics for 4/2025 for the Provision of Electrical Services - Panel.</li> </ol>	<p><b>Completed</b></p> <p>11 November 2025</p> <p>Tender awarded 28 Oct 2025 to Peap Contractors and Janissen Electrics for a term of up to 5 years. Tender start date 1 Jan 2026.</p>
<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/200</p> <p>10.3.1</p>	<p>Manager Development Services</p> <p>Director Development and Community Services</p>	<p>Proposed Home Business (Art and Tattoo Studio) - Lot 2, No. 71 Strickland Street, South Perth</p> <p>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 <b>be approved</b> subject to the following conditions:</p> <ol style="list-style-type: none"> <li>The Home Business shall be carried out only in accordance with the terms of the application as approved herein, and any approved plan.</li> <li>A maximum of one client per day and four clients per week are permitted to attend the Home Business, by appointment only.</li> <li>The Home Business must only operate between the hours of 8:00am to</li> </ol>	<p><b>Completed</b></p> <p>05 November 2025</p> <p>Decision issued.</p>

2025 Status Report on Council Resolutions				
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			6:00pm Monday to Friday and not at all on Saturdays, Sundays or Public Holidays. <b>Note:</b> The City will include any relevant advice notes in the determination notice.	
<b>Ordinary Council Meeting</b>  28 October 2025	1025/201  10.3.2	Manager Development Services  Director Development and Community Services	Proposed Scheme Amendment No. 2 to Local Planning Scheme No. 7 - Rezoning to Residential - Lot 1, No. 3 Third Avenue, Kensington  That Council: 1. Resolves, pursuant to Section 75 of the <i>Planning and Development Act 2005</i> , 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.	<b>Completed</b>  05 November 2025  Process to progress Scheme Amendment initiated.

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Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/202</p> <p>10.4.1</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>Chief Executive Officer Evaluation Committee</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. In accordance with the provisions of the <i>Local Government Act 1995</i>, 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.               <ol style="list-style-type: none"> <li>a. Mayor Greg Milner</li> <li>b. Councillor Kathy Lees</li> <li>c. Councillor Hayley Prendiville</li> <li>d. Councillor Bronwyn Waugh</li> <li>e. Councillor Blake D'Souza</li> <li>f. Councillor André Brender-A-Brandis</li> <li>g. Councillor Tim Houweling</li> <li>h. Councillor Jacqueline Raison</li> <li>i. Councillor Stephen Russell</li> </ol> </li> <li>2. Amends the membership section of the Terms of Reference for the Chief Executive Officer Evaluation Committee from 'up to 6 Elected Members' to 'up to 8 Elected Members.'</li> <li>3. In accordance with section 5.12(1) of the <i>Local Government Act 1995</i> appoints Mayor Greg Milner as the Presiding Member of the Chief Executive Officer Evaluation Committee.</li> <li>4. In accordance with section 5.12(2) of the <i>Local Government Act 1995</i> appoints Councillor André Brender-A-Brandis as the Deputy Presiding Member of the Chief Executive Evaluation Committee.</li> </ol>	<p><b>Completed</b></p> <p>04 November 2025</p> <p>Council resolved the appointments of Elected Members to the Chief Executive Officer Evaluation Committee.</p>

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Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/203</p> <p>10.4.2</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>Audit, Risk and Improvement Committee</p> <p>That Council in accordance with section 7.1A of the <i>Local Government Act 1995</i>, appoints the following Elected Members to the Audit, Risk and Improvement Committee for the period 28 October 2025 to 16 October 2027.</p> <ul style="list-style-type: none"> <li>a. Mayor Greg Milner</li> <li>b. Councillor Bronwyn Waugh</li> <li>c. Councillor André Brender-A-Brandis</li> <li>d. Councillor Jacqueline Raison</li> <li>e. Councillor Tim Houweling</li> <li>f. Councillor Stephen Russell</li> </ul>	<p><b>Completed</b></p> <p>04 November 2025</p> <p>Council resolved the appointments of Elected Members to the Audit, Risk and Improvement Committee.</p>
<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/204</p> <p>10.4.3</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>Appointment of Community Members to the City of South Perth Audit, Risk and Improvement Committee</p> <ol style="list-style-type: none"> <li>1. That Council endorse Candidate C and Candidate G as the two Independent Members for the Audit, Risk and Improvement Committee in <b>Confidential Attachment (a)</b> for the period 28 October 2025 to 16 October 2027 with payments as determined by the Salaries and Allowances Tribunal.</li> <li>2. That Council appoint Candidate G as Presiding Member of the Audit, Risk and Improvement Committee.</li> <li>3. That Council appoint Candidate C as Deputy Presiding Member of the Audit, Risk and Improvement Committee.</li> </ol>	<p><b>Completed</b></p> <p>04 November 2025</p> <p>Independent Members appointed to the Audit, Risk and Improvement Committee as Presiding and Deputy Presiding Members.</p>

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<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/205</p> <p>10.4.4</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>City of South Perth Arts Advisory Group</p> <p>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:</p> <ol style="list-style-type: none"> <li>1. Councillor André Brender-A-Brandis</li> <li>2. Councillor Hayley Prendiville</li> </ol>	<p><b>Completed</b></p> <p>04 November 2025</p> <p>Council appointed two Elected Members to the Arts Advisory Group.</p>
<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/206</p> <p>10.4.5</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>City of South Perth Community Safety and Crime Prevention Advisory Group</p> <p>That Council appoints the following Elected Members to the City of South Perth Community Safety and Crime Prevention Advisory Group:</p> <ol style="list-style-type: none"> <li>1. Councillor Kathy Lees</li> <li>2. Councillor André Brender-A-Brandis</li> <li>3. Mayor Greg Milner</li> <li>4. Councillor Tim Houweling (Deputy)</li> </ol>	<p><b>Completed</b></p> <p>25 November 2025</p> <p>Council appointed the Elected Members to the City of South Perth Community Safety and Crime Prevention Advisory Group.</p>
<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/207</p> <p>10.4.6</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>City of South Perth Inclusive Community Advisory Group</p> <p>That Council appoint Councillor Tim Houweling to the Inclusive Community Advisory Group for the period 28 October 2025 to 16 October 2027.</p>	<p><b>Completed</b></p> <p>25 November 2025</p> <p>Council appointed Councillor Tim Houweling to the Inclusive Community Advisory Group.</p>

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<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/208</p> <p>10.4.7</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>Local Emergency Management Committee for Canning/South Perth</p> <p>1. That in accordance with the provisions of the <i>Emergency Management Act 2005</i>, Section 38 Council appoints Mayor Greg Milner 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.</p> <p>2. That in accordance with the provisions of the <i>Emergency Management Act 2005</i>, Section 38 Council appoints Councillor Jacqueline Raison 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.</p>	<p><b>Completed</b></p> <p>04 November 2025</p> <p>Council appointed the Delegate and the Deputy Delegate to the Local Emergency Management Committee for Canning/South Perth.</p>
<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/209</p> <p>10.4.8</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>City of South Perth Public Health Advisory Group</p> <p>That Council appoints Councillor Kathy Lees to the City of South Perth Public Health Advisory Group for the period 28 October 2025 to 16 October 2027.</p>	<p><b>Completed</b></p> <p>04 November 2025</p> <p>Council appointed Councillor Kathy Lees to the City of South Perth Public Health Advisory Group.</p>
<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/210</p> <p>10.4.9</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>Western Australian Local Government Association South East Metropolitan Zone</p> <p>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.</p> <p>a. Mayor Greg Milner</p> <p>b. Councillor Jacqueline Raison</p> <p>2. That Council appoints the following members as Deputy Delegates to the Western Australian Local Government Association South East Metropolitan</p>	<p><b>Completed</b></p> <p>04 November 2025</p> <p>Council appointed the Delegates and Deputy Delegates to the WALGA South East Metropolitan Zone.</p>

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			<p>Zone for the period 28 October 2025 to 16 October 2027.</p> <p>a. Councillor Kathy Lees</p> <p>b. Councillor Bronwyn Waugh</p> <p>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.</p>	
<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/211</p> <p>10.4.10</p>	<p>Director Development and Community Services</p> <p>Director Development and Community Services</p>	<p>Metro Inner Development Assessment Panel</p> <p>1. That Council nominates Councillor Bronwyn Waugh as a member of the Metro Inner Development Assessment Panel for the period 27 January 2026 to 26 January 2028.</p> <p>2. That Council nominates Councillor Kathy Lees as a member of the Metro Inner Development Assessment Panel for the period 27 January 2026 to 26 January 2028.</p> <p>3. That Council nominates Councillor Tim Houweling as the alternate member of the Metro Inner Development Assessment Panel for the period 27 January 2026 to 26 January 2028.</p> <p>4. That the Minister for Planning and Lands be advised of the nomination of the City of South Perth's Development Assessment Panel members and alternate member for the period 27 January 2026 to 26 January 2028.</p>	<p><b>Completed</b></p> <p>10 November 2025</p> <p>Nominations provided to the Development Assessment Panel secretariat for Minister for Planning consideration.</p>
<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/212</p> <p>10.4.11</p>	<p>Manager Finance</p> <p>Director Corporate Services</p>	<p>Listing of Payments September 2025</p> <p>That Council receives the Listing of Payments for the month of September 2025 as detailed in <b>Attachment (a)</b>.</p>	<p><b>Completed</b></p> <p>04 November 2025</p> <p>Council received the Listings of Payments for the month of September 2025.</p>

**2025 Status Report on Council Resolutions**

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<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/213</p> <p>10.4.12</p>	<p>Manager Finance</p> <p>Director Corporate Services</p>	<p>Monthly Financial Statements September 2025 and Carry Forward Budget Adjustments</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Notes the Financial Statements and report for the month ended 30 September 2025.</li> <li>Adopts the carry forward budget adjustments and changes contained in the Statement of Financial Activity at <b>Attachment (j)</b>, as well as the detailed adjustments contained in the Carry Forward Budget Adjustments 30 September 2025 at <b>Attachment (k)</b>.</li> </ol>	<p><b>Completed</b></p> <p>04 November 2025</p> <p>Council noted the Financial Statements and report for the month of September 2025 and adopted the carry forward budget adjustments.</p>
<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/214</p> <p>10.5.1</p>	<p>Manager Finance</p> <p>Director Corporate Services</p>	<p>Quarterly Activity Report</p> <p>That the Audit, Risk and Governance Committee recommends to Council that it:</p> <ol style="list-style-type: none"> <li>Notes the details of the Quarterly Activity Report as contained in the body of the report;</li> <li>Notes the two Corporate Operational Risks reassessed from High to Moderate risk rating as contained within the report; and</li> <li>Endorses the Strategic Risk Register as contained in <b>Confidential Attachment (a)</b>.</li> </ol>	<p><b>Completed</b></p> <p>22 January 2026</p> <p>Council noted the quarterly activity report and two corporate operational risks being reassessed. The Strategic Risk Register document has been updated.</p>

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<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/215</p> <p>10.5.2</p>	<p>Manager Finance</p> <p>Director Corporate Services</p>	<p>Audit Register Progress Report - 4th Quarter Update</p> <p>That the Audit, Risk and Governance Committee recommends to Council that it:</p> <ol style="list-style-type: none"> <li>Notes the progress recorded against each item within the Audit Register in <b>Confidential Attachment (a)</b>; and</li> <li>Approves the findings marked as Complete (100%) in the Audit Register, to be registered as closed and no longer reported to the Committee.</li> </ol>	<p><b>Completed</b></p> <p>22 January 2026</p> <p>The Audit Register has been updated following the Ordinary Council Meeting held 28 October 2025.</p>								
<p><b>Ordinary Council Meeting</b></p> <p>28 October 2025</p>	<p>1025/216</p> <p>10.5.3</p>	<p>Governance Coordinator</p> <p>Director Corporate Services</p>	<p>Policy Review</p> <p>That the Audit, Risk and Governance Committee recommends to Council that it:</p> <ol style="list-style-type: none"> <li>Adopts the following revised policies with amendments as shown in <b>Attachment (a)</b>:</li> </ol> <table border="1"> <tr> <td>P101</td> <td>Public Art and Art Collections</td> </tr> <tr> <td>P624</td> <td>Media Communications</td> </tr> <tr> <td>P677</td> <td>State Administrative Tribunal</td> </tr> <tr> <td>P688</td> <td>Asset Management</td> </tr> </table>	P101	Public Art and Art Collections	P624	Media Communications	P677	State Administrative Tribunal	P688	Asset Management	<p><b>Completed</b></p> <p>25 November 2025</p> <p>The Policies have been uploaded to the City's website.</p>
P101	Public Art and Art Collections											
P624	Media Communications											
P677	State Administrative Tribunal											
P688	Asset Management											
<p><b>Ordinary Council Meeting</b></p> <p>18 November 2025</p>	<p>1125/221</p> <p>10.1.1</p>	<p>Manager Community, Culture and Recreation</p> <p>Director Development and Community Services</p>	<p>City of South Perth - 2026 Auspire Community Citizen of the Year Awards - Nominations, Assessment and Recommendations</p> <p>That Council approves the award recipients for the City of South Perth - Auspire Community Citizen of the Year Awards for 2026, as shown in <b>Confidential Attachment (a)</b> in the following categories:</p> <ol style="list-style-type: none"> <li>Community Citizen of the Year Award – Adult Category</li> <li>Community Citizen of the Year Award - Youth Category</li> <li>Community Citizen of the Year Award – Seniors Category</li> </ol>	<p><b>Completed</b></p> <p>25 November 2025</p> <p>The City has sent correspondence to Auspire to advise the 'Community Citizens of the Year' award recipients for 2026. Additionally, the recipients are being invited to the award ceremony on 26</p>								

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Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			4. Active Citizenship Award - Group or Event Category	January 2026 (Australia Day).
<b>Ordinary Council Meeting</b>  18 November 2025	1125/222  10.3.1	Director Development and Community Services  Director Development and Community Services	Payment in Lieu of Parking Plan - Revisions to Reasonable Estimate of Costs  That Council, in accordance with Schedule 2, Part 9A, Clause 77M(2) of the Planning and Development (Local Planning Schemes) Regulations 2015, approve the draft amended Payment in Lieu of Parking Plan, as contained in <b>Attachment (a)</b> .	<b>Completed</b>  25 November 2025  Reasonable Cost Estimates in Payment in Lieu of Parking Plan updated in accordance with Council resolution. Revised Plan plan provided on website.
<b>Ordinary Council Meeting</b>  18 November 2025	1125/223  10.4.1	Manager Finance  Director Corporate Services	Listing of Payments October 2025  That Council receives the Listing of Payments for the month of October 2025 as detailed in <b>Attachment (a)</b> .	<b>Completed</b>  25 November 2025  Council received the Listings of Payments for the month of October 2025.
<b>Ordinary Council Meeting</b>  18 November 2025	1125/224  10.4.2	Manager Finance  Director Corporate Services	Monthly Financial Statements October 2025  That Council notes the Financial Statements and report for the month ended 31 October 2025.	<b>Completed</b>  25 November 2025  Council noted the Financial Statements and report for the month of October 2025.

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>18 November 2025</p>	10.4.3	<p>Director Development and Community Services</p> <p>Director Development and Community Services</p>	<p>Response to Notice of Motion - Councillor Bronwyn Waugh - Development of a Volunteer Code of Conduct</p> <p>That Council notes the Volunteer Code of Conduct contained as <b>Attachment (a)</b>.</p>	<p><b>Completed</b></p> <p>25 November 2025</p> <p>Item lost.</p>
<p><b>Ordinary Council Meeting</b></p> <p>16 December 2025</p>	<p>1225/233</p> <p>10.1.1</p>	<p>Director Development and Community Services</p> <p>Director Development and Community Services</p>	<p>Challenger Reserve Concept Design / Masterplan Project Update</p> <p>That Council:</p> <ul style="list-style-type: none"> <li>i. Notes the outcome of the community and stakeholder engagement, staging and cost estimates for the Challenger Reserve Concept Design/Masterplan.</li> <li>ii. Requests the Chief Executive Officer to undertake a Councillor workshop to determine parameters for: <ul style="list-style-type: none"> <li>a. The essential, discretionary or excluded components which can comprise of a combination of renewal, upgrade or new assets; and</li> <li>b. Establish the capital budget to provide the financial constraint for this project.</li> </ul> </li> <li>iii. Requests the Chief Executive Officer to engage with the consultant to provide alternative concepts with cost estimates as part of a scoping review, based on the outcomes of the workshop. Residual unspent project budget available from the Design/Masterplan is to be applied for the engagement with the project consultant.</li> <li>iv. Requests the Chief Executive Officer to undertake a Councillor workshop to present the results of the consultants work with alternative concepts and cost estimates for consideration as soon as practical.</li> <li>v. Notes, Capital expenditure proposed for the Challenger Reserve Masterplan, will be considered as part of the Annual Budget workshop process.</li> </ul>	<p><b>In Progress</b></p> <p>Workshop was held on 3 February 2026 - stakeholder engagement thereafter.</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
Ordinary Council Meeting  16 December 2025	1225/234	Director Development and Community Services	South Perth Community Benefits Framework	<b>Completed</b> 09 January 2026  Council noted South Perth Community Benefits Framework
	10.3.1	Director Development and Community Services	That Council note the annual review of the South Perth Activity Centre Plan - Community Benefit Contribution Framework.	
Ordinary Council Meeting  16 December 2025	1225/235	Director Development and Community Services	Proposed Change of Use - Multiple Dwelling to Unhosted Short Term Rental Accommodation - Lot 10, No.2/19 Bowman Street, South Perth	<b>Completed</b> 09 January 2026  Determination issued in accordance with Council resolution.
	10.3.2	Director Development and Community Services	That pursuant to the provisions of the City of South Perth Local Planning Scheme No. 7 and the Metropolitan Region Scheme, the application for development approval for a Change of Use from a Multiple Dwelling to Unhosted Short Term Rental Accommodation on Lot 10, No.2/19 Bowman Street, South Perth <b>be approved</b> subject to the following conditions: <ol style="list-style-type: none"> <li>1. A maximum of six guests is permitted on site at any one time.</li> <li>2. The use must be undertaken in accordance with the Management Plan dated 5 November 2025, to the satisfaction of the City of South Perth.</li> <li>3. The approval is valid for a period of 12 months only from the date of determination. The landowner/applicant will be required to lodge a subsequent application for development approval to extend the term of the approval and in determining such an application, the City of South Perth will have regard to the operation of the Unhosted Short Term Rental Accommodation over the previous period. If the City is not satisfied of the previous performance, the application may not be supported.</li> </ol> <b>Note:</b> The City will include any relevant advice notes in the determination notice.	

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>16 December 2025</p>	<p>1225/236</p> <p>10.4.1</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>City of South Perth Cats Amendment Local Law 2025</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. In accordance with Section 3.12(4) of the <i>Local Government Act 1995</i>, makes the City of South Perth Cats Amendment Local Law 2025, as contained in <b>Attachment (a)</b>, and</li> <li>2. Authorises the Common Seal to be attached; and</li> <li>3. Authorises the Chief Executive Officer to undertake Gazettal, statutory advertising and all other actions necessary for the City of South Perth Cats Amendment Local Law 2025, to come into operation.</li> </ol>	<p><b>Completed</b></p> <p>10 February 2026</p> <p>The Local Law will be published in the Government Gazette on Friday 13 February 2026.</p> <p>Following that the explanatory memorandum will be sent to the Joint Standing Committee on Delegated Legislation before 27 February 2026.</p>
<p><b>Ordinary Council Meeting</b></p> <p>16 December 2025</p>	<p>1225/237</p> <p>10.4.2</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>City of South Perth Fencing Amendment Local Law 2025</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. In accordance with Section 3.12(4) of the <i>Local Government Act 1995</i>, makes the City of South Perth Fencing Amendment Local Law 2025, as contained in <b>Attachment (a)</b>; and</li> <li>2. Authorises the Common Seal to be attached; and</li> <li>3. Authorises the Chief Executive Officer to undertake Gazettal, statutory advertising and all other actions necessary for the Fencing Local Law 2025, to come into operation.</li> </ol>	<p><b>Completed</b></p> <p>10 February 2026</p> <p>The Local Law will be published in the Government Gazette on Friday 13 February 2026.</p> <p>Following that the explanatory memorandum will be sent to the Joint Standing Committee on Delegated Legislation before 27 February 2026.</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>16 December 2025</p>	10.4.3	<p>- Director Development and Community Services</p> <p>Director Development and Community Services</p>	<p>Royal Perth Golf Club - Proposed Stage Three Works</p> <p>That Council approves the proposed stage three works on Crown Reserve 10250, subject to the Royal Perth Golf Club planting trees and shrubs as per the Vegetation Management Plan and additional information confirmed in subsequent correspondence as contained at <b>Attachment (k)</b>.</p>	<p><b>Completed</b></p> <p>23 December 2025</p> <p>Item 10.4.3 Royal Perth Golf Club - Proposed Stage Three Works was withdrawn, prior to the meeting by the Chief Executive Officer.</p>
<p><b>Ordinary Council Meeting</b></p> <p>16 December 2025</p>	1225/238 10.4.4	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>South East Metropolitan Regional Road Sub-Group</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Appoints Councillor Jacqueline Raison as the Member to the South East Metropolitan Regional Road Sub-Group for the period 16 December 2025 to 16 October 2027.</li> <li>2. Appoints Councillor Stephen Russell as the Deputy Member to the South East Metropolitan Road Sub-Group for the period 16 December 2025 to 16 October 2027.</li> </ol>	<p><b>Completed</b></p> <p>22 January 2026</p> <p>Council appointed Councillors Jacqueline Raison (Member) and Stephen Russell (Deputy Member) to the South East Metropolitan Road Sub-Group.</p>
<p><b>Ordinary Council Meeting</b></p> <p>16 December 2025</p>	1225/239 10.4.5	<p>Manager Finance</p> <p>Director Corporate Services</p>	<p>Listing of Payments November 2025</p> <p>That Council receives the Listing of Payments for the month of November 2025 as detailed in <b>Attachment (a)</b>.</p>	<p><b>Completed</b></p> <p>23 December 2025</p> <p>Council received the Listings of Payments for the month of November 2025.</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<b>Ordinary Council Meeting</b>  16 December 2025	1225/240  10.4.6	Manager Finance  Director Corporate Services	Monthly Financial Statements November 2025  That Council notes the Financial Statements and report for the month ended 30 November 2025.	<b>Completed</b> 23 December 2025  Council noted the Financial Statements and report for the month of November 2025.
<b>Ordinary Council Meeting</b>  16 December 2025	1225/241  10.5.1	Manager Governance  Director Corporate Services	Minutes of the Audit, Risk and Improvement Committee Meeting held on 10 November 2025  That Council: <ol style="list-style-type: none"> <li>1. Receives the unconfirmed minutes of the Audit, Risk and Improvement Committee (ARIC) meeting held on 10 November 2025 as contained in <b>Attachment (a)</b>.</li> <li>2. Adopts all recommendations contained within the unconfirmed ARIC minutes, except where a specific ARIC related matter is included as a separate report on this Ordinary Council Meeting agenda, in which case the Council determination on that report shall prevail.</li> <li>3. Notes that any ARIC recommendations adopted through this resolution will be actioned by the Administration in accordance with the City's established governance and reporting processes.</li> </ol>	<b>Completed</b> 23 December 2025  Council received the unconfirmed minutes of the Audit, Risk and Improvement Committee Meeting held 10 November 2025.
<b>Ordinary Council Meeting</b>  16 December 2025	1225/242  10.5.2	Manager Governance  Director Corporate Services	Terms of Reference - Audit, Risk and Improvement Committee  That Council adopts the Terms of Reference for Audit, Risk and Improvement Committee as show in <b>Attachment (a)</b> .	<b>Completed</b> 22 January 2026  Council adopted the Terms of Reference for Audit, Risk and Improvement Committee at its meeting held 16 December 2025.

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>16 December 2025</p>	<p>1225/243</p> <p>10.5.3</p>	<p>Manager Governance</p> <p>Director Corporate Services</p>	<p>Policy Review</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1) Adopts the following policies as shown in <b>Attachment (a)</b>:                             <ol style="list-style-type: none"> <li>a) P401 Graffiti Management</li> <li>b) P669 Elected Member Continuing Professional Development</li> </ol> </li> <li>2) Requests the Chief Executive Officer to arrange a Council workshop as soon as practical to review the following policies:                             <ol style="list-style-type: none"> <li>a) P202 Energy Conservation</li> <li>b) P203 Ground Water Management</li> <li>c) P206 Urban Forest (Now Urban Greening)</li> <li>d) P209 Shade Structures</li> <li>e) P692 Sustainability</li> </ol> </li> <li>3) Requests the Chief Executive Officer to advise how the administration consults with Aboriginal people on the changes proposed in the policies, in accordance with the <i>Local Government Act 1995</i>.</li> </ol>	<p><b>Completed</b></p> <p>5 February 2026</p> <p>The adopted policies have been uploaded to the website and a Council workshop has been scheduled for 3 March 2026 as per recommendation 2 of the Council resolution.</p>
<p><b>Ordinary Council Meeting</b></p> <p>16 December 2025</p>	<p>1225/244</p> <p>10.5.4</p>	<p>Manager Finance</p> <p>Director Corporate Services</p>	<p>Annual Report 2024/25</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Adopts the City of South Perth Annual Report 2024/25 as shown at <b>Attachment (a)</b>; and</li> <li>2. Authorises the Chief Executive Officer to convene the Annual Electors' General Meeting within the legislative timeframe.</li> </ol>	<p><b>Completed</b></p> <p>23 January 2026</p> <p>Council adopted the Annual Report 2024/2025 and the Elector's General Meeting will be held on 9 February 2026.</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>16 December 2025</p>	12.1	<p>Director Corporate Services</p> <p>Director Corporate Services</p>	<p>Notice of Motion - Councillor Tim Houweling - Risk Activities Outstanding For An Extended Time</p> <p>That the CEO gives priority to implementing the following plans that in some instances have been delayed since at least November 2024 and report to Council with dates that the following matters will be addressed:</p> <ol style="list-style-type: none"> <li>1. <u>Business continuity management framework</u> Rollout of updated business continuity plans in accordance with the requirements of the Business Continuity Management Framework.</li> <li>2. <u>Contractor Dependency</u> Identify whether contractor dependency remains an operational risk and what is being done to mitigate the risk.</li> <li>3. <u>Workplace Health and Safety (WHS)</u> Ensure the implementation of targets and report to ensure Work Health and Safety is a priority in all areas of work.</li> <li>4. <u>Fraud and corruption training</u> Ensure fraud and corruption training is undertaken among staff.</li> </ol>	<p><b>Completed</b></p> <p>23 December 2025</p> <p>Councillor Tim Houweling withdrew the Notice of Motion at the Ordinary Council Meeting held 16 December 2025.</p>
<p><b>Ordinary Council Meeting</b></p> <p>16 December 2025</p>	12.2	<p>Director Corporate Services</p> <p>Director Corporate Services</p>	<p>Notice of Motion - Councillor Tim Houweling - Governance and Risk Priorities Workshop</p> <p>That Council convene a Governance and Risk Priorities Workshop within the next three months to:</p> <ol style="list-style-type: none"> <li>(a) review and prioritise outstanding governance and risk matters;</li> <li>(b) consider improvements to the reporting, structure and oversight of the Risk Register;</li> <li>(c) to discuss a consistent reporting framework that ensures timely completion of governance and risk actions; and</li> </ol>	<p><b>Completed</b></p> <p>23 December 2025</p> <p>Councillor Tim Houweling withdrew the Notice of Motion at the Ordinary Council Meeting held 16 December 2025.</p>

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Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			(d) have the Mayor report what specific and tangible actions he has undertaken to address the matters he has consistently stated to Council in his monthly reports that he has been working on.	
<b>Ordinary Council Meeting</b>  16 December 2025	1225/247  12.3	Director Corporate Services  Director Corporate Services	Notice of Motion - Councillor Tim Houweling - Mayoral Reporting  That Council, in accordance with Clause 11.6 of the City of South Perth Standing Orders Local Law 2007, adjourn debate on Item 12.3 Notice of Motion - Councillor Tim Houweling - Mayoral Reporting to the Ordinary Council Meeting to be held 24 February 2026.	<b>Completed</b>  23 December 2025  Council adjourned debate on Item 12.3 to the Ordinary Council meeting to be held 24 February 2026.
<b>Ordinary Council Meeting</b>  16 December 2025	12.4	Director Corporate Services  Director Corporate Services	Notice of Motion - Councillor Tim Houweling - Outstanding Items in ARIC Reports  At the next Council meeting the Chief Executive Officer provide a schedule identifying all Audit, Risk and Improvement Committee (ARIC) items that have not been completed by the dates stated in ARIC reports presented to Council during the past 12 months, together with:  (a) the reasons for the delay; (b) the revised date for completion; and (c) the responsible officer for each item.	<b>Completed</b>  23 December 2025  Councillor Tim Houweling withdrew the Notice of Motion at the Ordinary Council Meeting held 16 December 2025.

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
<p><b>Ordinary Council Meeting</b></p> <p>16 December 2025</p>	12.5	<p>Director Corporate Services</p> <p>Director Corporate Services</p>	<p>Notice of Motion - Councillor Tim Houweling - Risk Register</p> <p>That the Chief Executive Officer provide to the next Ordinary Council Meeting a full copy of the current Risk Register that:</p> <ul style="list-style-type: none"> <li>(a) identifies the responsible officer for each risk item;</li> <li>(b) specifies the due date by which each risk item is to be actioned or remedied; and</li> <li>(c) includes a report on the current status of each item measured against the stated dates.</li> </ul>	<p><b>Completed</b></p> <p>23 December 2025</p> <p>Councillor Tim Houweling withdrew the Notice of Motion at the Ordinary Council Meeting held 16 December 2025.</p>
<p><b>Ordinary Council Meeting</b></p> <p>16 December 2025</p>	12.6	<p>Director Development and Community Services</p> <p>Director Development and Community Services</p>	<p>Notice of Motion - Councillor Tim Houweling - A Review of Library Opening Hours and Governance Oversight – South Perth and Manning Libraries</p> <p>That Council NOTES that:</p> <ol style="list-style-type: none"> <li>1. A community survey regarding library usage, including opening hours, was conducted in late 2022 with broad community participation (approximately 500 respondents);</li> <li>2. The survey results formed the basis for the adjustment to library opening hours implemented in May 2024, which was publicly communicated via the Councillor Bulletin of 17 May 2024 and integrated into the 2024/25 budget;</li> <li>3. A further change to library opening hours was recently announced through the Councillor Bulletin dated 24 October 2025, stating that from 3 November 2025 the libraries will open earlier (9.00 a.m.), following “a review of staff availability and a request from a resident”; and</li> <li>4. Council RECOGNISES that such operational changes carry budgetary implications and affect previously adopted service levels endorsed by Council as part of the 2024–2025 budget.</li> </ol>	<p><b>Completed</b></p> <p>23 December 2025</p> <p>Councillor Tim Houweling withdrew the Notice of Motion at the Ordinary Council Meeting held 16 December 2025.</p>

**2025 Status Report on Council Resolutions**

Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
			<p>Council REQUESTS the Chief Executive Officer prepare a comprehensive report to be presented to the next available Council meeting addressing:</p> <ul style="list-style-type: none"> <li>(a) The empirical and survey data underpinning the May 2024 decision on library hours;</li> <li>(b) Whether any new surveys, consultations, or evidence informed the subsequent change announced in October 2025;</li> <li>(c) The budgetary impact and staffing implications of the earlier opening time;</li> <li>(d) Whether the change was authorised within existing delegated authority or should properly have been brought before Council for consideration; and</li> <li>(e) The process by which changes to operational hours of significant community facilities are risk-assessed and reported to Council.</li> </ul>	
<p><b>Ordinary Council Meeting</b></p> <p>16 December 2025</p>	<p>12.7</p>	<p>Director Infrastructure Services</p> <p>Director Infrastructure Services</p>	<p>Notice of Motion - Councillor Tim Houweling - Mayor Car</p> <ol style="list-style-type: none"> <li>1. That Council resolves that from 1 July 2026 the Mayor will no longer be provided with a car at the cost to ratepayers.</li> <li>2. This motion passed at this time enables transitional arrangements for the discontinuance of the Mayoral vehicle, effective from the commencement of the next financial year (1 July 2026), to provide time for the sale of the current vehicle and for the Mayor to acquire a private vehicle.</li> </ol>	<p><b>Completed</b></p> <p>23 December 2025</p> <p>The Notice of Motion and the Alternative Motion considered at the Ordinary Council Meeting held on 16 December 2025 lost.</p>

2025 Status Report on Council Resolutions				
Meeting Type / Meeting Date	Resolution No./ Item No.	Report Author / Responsible Officer	Title of Report / Council Resolution	Current Status
Ordinary Council Meeting  16 December 2025	1225/250  12.8	Director Infrastructure Services  Director Infrastructure Services	<p>Notice of Motion - Councillor Tim Houweling - Hooning and Nitrous Oxide Use on the South Perth Foreshore</p> <p>That Council, recognises the negative impact this issue is having on residents living near the land on/ adjacent Sir James Mitchell Park on South Perth Esplanade and the South Perth Peninsula, and</p> <ol style="list-style-type: none"> <li>1. Endorses the CEO to identify up to \$60,000 unspent funds (prior to the Mid-Year Budget Review) in the 2025/26 Budget and reallocate to:               <ol style="list-style-type: none"> <li>i. Support employee costs for Ranger and Environmental Health Services to provide monitoring and patrols, to be undertaken as soon as possible.</li> <li>ii. Install bollards or similar infrastructure around the perimeter of the green islands on the west end of the Peninsula to prevent parking.</li> <li>iii. Install “no stopping road or verge” signs on the western side of South Perth Esplanade between Queens Street and Mill Point Close.</li> </ol> </li> <li>2. Requests the Chief Executive Officer to review and present as part of the 2026/27 budget process, opportunities and costs associated with the following:               <ol style="list-style-type: none"> <li>i. Modification to the local road network in respect to traffic calming and management.</li> <li>ii. Additional rubbish bins and waste collection along the South Perth foreshore from the Narrows Bridge to Ellam Street.</li> <li>iii. Landscaping and beautification of the verge on the western side of South Perth Esplanade from Queen Street to Mill Point Close; and</li> <li>iv. Having monitored the impact of 1(iii) above, recommendations on any further restrictions.</li> <li>v. Additional CCTV cameras and the fibre cabling required.</li> </ol> </li> <li>3. Requests the Chief Executive Officer to write to the Hon. Reece Whitby MLA, Minister for Police, requesting police assistance and enforcement for anti-</li> </ol>	<p><b>In Progress</b></p> <ol style="list-style-type: none"> <li>1. In Progress - Parts (i) and (iii) have been completed on 18 December 2025. Part 1 (ii) has been ordered and awaiting materials and contractor availability.</li> <li>2. In Progress – full details of the current status can be found in item 10.3.2 of the Agenda for the Ordinary Council Meeting of 24 February 2026.</li> <li>3. Completed – A letter was sent to the Minister for Police Mr Reece Whitby MLA on 22 January 2026 to request police assistance and enforcement in accordance with paragraph 3 of the resolution.</li> </ol>

2025 Status Report on Council Resolutions				
			social behaviour, nitrous oxide misuse, hooning and modified vehicles.	
			4. Notes the City of South Perth is procuring an additional mobile CCTV camera, anticipated to be deployed in early mid-2026, with images, data and footage provided to the WA Police for investigation and enforcement.	
<b>Ordinary Council Meeting</b>		Director Corporate Services	Notice of Motion - Councillor Tim Houweling - Community and Sporting Club Leases and Governance Oversight	<b>Completed</b> 23 December 2025
16 December 2025	12.9	Director Corporate Services	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. NOTES the decision of the Executive Team meeting of 21 October 2025 to continue holding over community group and sporting club leases pending completion of the City's Policy Review, Cost Recovery Analysis and Lease Audit Framework;</li> <li>2. RECOGNISES that the failure to maintain current and enforceable lease arrangements constitutes a governance and risk management deficiency; and</li> <li>3. DIRECTS the Chief Executive Officer to prepare and present to Council, by no later than the 30 January 2026 Ordinary Council Meeting, a report setting out:               <ol style="list-style-type: none"> <li>(a) all community, sporting and recreational facilities currently occupied under expired or holding-over lease arrangements;</li> <li>(b) the legal, financial and insurance risks associated with each such arrangement; and</li> <li>(c) a proposed timeline and process to regularise all expired leases.</li> </ol> </li> <li>4. DIRECTS the Chief Executive Officer to establish a discrete category within the City's Corporate Risk Register titled "Lease Management and Tenure Compliance," identifying risks associated with:               <ol style="list-style-type: none"> <li>(a) expired or holding-over leases;</li> <li>(b) uninsured tenancies; and</li> <li>(c) inconsistent or non-transparent lease valuations.</li> </ol> </li> <li>5. Council requires the CEO to forthwith, and in any event prior to the next meeting, to satisfy herself that the continued holding-over of community and sporting club leases do not present an unacceptable risk and that:</li> </ol>	In accordance with Clause 10.15 of the Standing Orders Local Law, Council, granted leave to withdraw the Notice of Motion at the request of the mover and approved by the seconder.

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			<p>(a) the tenant maintains current public liability insurance and meets maintenance obligations; and</p> <p>(b) a report is provided to Council outlining steps taken toward execution of a new or renewed lease.</p>	
<p><b>Ordinary Council Meeting</b></p> <p>16 December 2025</p>	12.10	<p>Director Corporate Services</p> <p>Director Corporate Services</p>	<p>Notice of Motion - Councillor Tim Houweling - Open Fridge, Dinners and Mayor's Secretarial Support</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. No longer provide Elected Members and staff dinner except after Agenda Briefings and Council Meetings;</li> <li>2. Cease the open fridge policy and replace it with a modest provision of refreshments limited to water, tea, and coffee for meetings of Council or Committees; and</li> <li>3. Request the CEO to undertake a cost review of any secretarial or administrative support provided to the Mayor and report to the Council the past use of secretarial and administrative support, and ensure such support is transparently costed and allocated in the forthcoming budget.</li> </ol>	<p><b>Completed</b></p> <p>23 December 2025</p> <p>Councillor Tim Houweling withdrew the Notice of Motion at the Ordinary Council Meeting held 16 December 2025.</p>
<p><b>Ordinary Council Meeting</b></p> <p>16 December 2025</p>	1225/253 12.11	<p>Director Development and Community Services</p> <p>Director Development and Community Services</p>	<p>Notice of Motion - Councillor André Brender-A-Brandis - City of South Perth's Position on the Entertainment and Sporting Precinct (Burswood Park)</p> <p>That Council requests the Chief Executive Officer write to the Premier of Western Australia, Hon Roger Cook MLA and the Member for South Perth, Mr Geoff Baker, MLA advising the Council does not support the construction of a motorsport (Motorplex) street circuit for major supercar events at Perth Park (Burswood Park), for the following reasons:</p> <ol style="list-style-type: none"> <li>(a) It will have negative impacts on the natural environment, including the wetlands, the loss of public open space, tree canopy and wildlife habitat, increased carbon emissions, noise and smoke pollution;</li> <li>(b) It will have significant negative impacts on the surrounding residential communities including the City of South Perth, with increased flowthrough traffic, noise, odour and light pollution, traffic congestion and loss of amenity; and</li> </ol>	<p><b>Completed</b></p> <p>12 January 2026</p> <p>Letter prepared and provided to Office of CEO to be sent in accordance with resolution.</p>

2025 Status Report on Council Resolutions				
			(c) It is not included in the Burswood Park Board's 20 Year Vision for the future entertainment precinct at Burswood Park, prepared with community consultation. This proposal is an inappropriate land use and inconsistent with the current natural environment and landscape of the Swan River.	
<b>Ordinary Council Meeting</b>	1225/255	Director Development and Community Services	Notice of Motion - Councillor Kathy Lees - Retention of Existing Trees as Part of the Redevelopment of Como Secondary College	<b>Completed</b> 12 January 2026
16 December 2025	12.12	Director Development and Community Services	<p>That Council requests the Chief Executive Officer write to the Minister for Education, the Hon. Sabine Winton; the Minister for Housing and Works, the Hon. John Carey; the Minister for Environment, the Hon. Matthew Swinbourn; with copies to the Member for South Perth, Mr Geoff Baker MLA; and the Principal of the Como Secondary College, Mr Alen Kursar to:</p> <ol style="list-style-type: none"> <li>1. Highlight the significant value of the many existing large trees located on the Como Secondary College site to the character and liveability of the locality and as habitat for our native fauna, particularly the endangered Carnaby's Cockatoo; and</li> <li>2. Request the retention and protection of as many existing large trees as possible as part of the redevelopment of the Como Secondary College, recognising their vital importance to the community and the environment.</li> </ol>	Letter prepared and provided to Office of CEO to be sent in accordance with resolution.