

AGENDA.

Council Agenda Briefing

17 March 2026

Notice of Meeting

Mayor and Councillors

The next Council Agenda Briefing of the City of South Perth Council will be held on Tuesday 17 March 2026 in the City of South Perth Council Chamber, corner Sandgate Street and South Terrace, South Perth commencing at 6.00pm.



LIZ LEDGER
CHIEF EXECUTIVE OFFICER

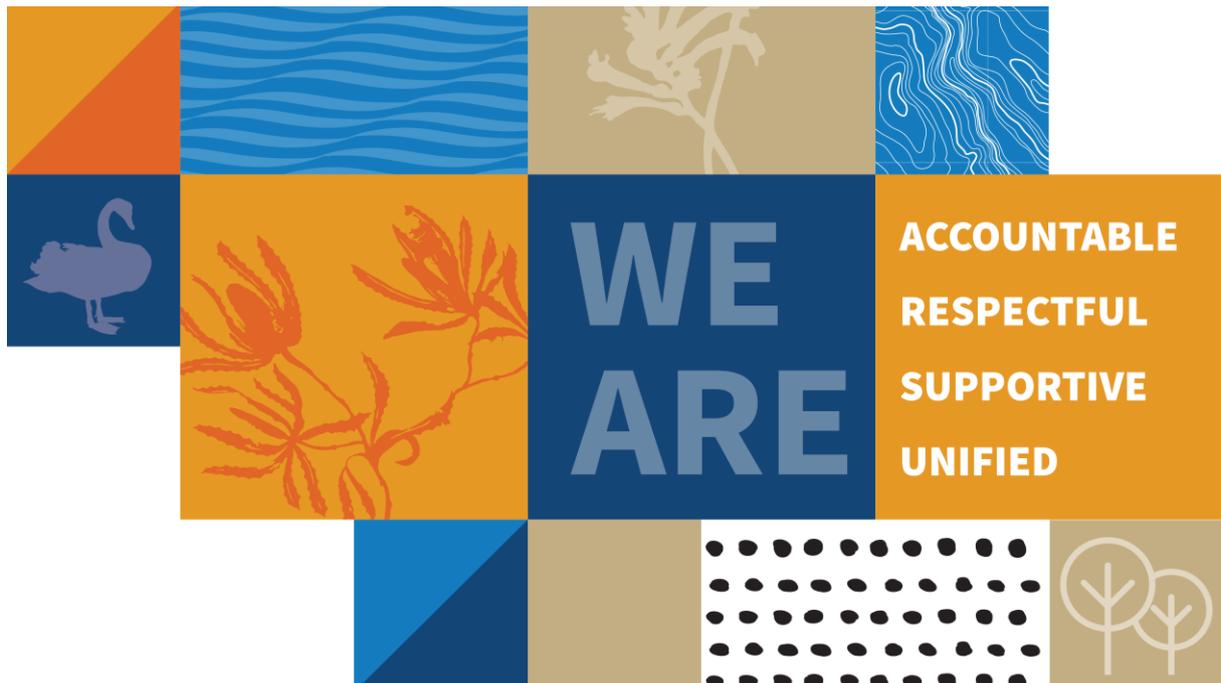
11 March 2026

Acknowledgement of Country

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

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

Our Guiding Values



Disclaimer

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

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Council Agenda Briefing Meeting - Agenda

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2. DISCLAIMER

3. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

4. ATTENDANCE

4.1 APOLOGIES

4.2 APPROVED LEAVE OF ABSENCE

Nil.

5. DECLARATIONS OF INTEREST

6. PUBLIC QUESTION TIME

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

7. CONFIRMATION OF MINUTES AND TABLING OF NOTES OF BRIEFINGS

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

8. PRESENTATIONS

8.1 PETITIONS

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

8.2 GIFTS / AWARDS PRESENTED TO COUNCIL

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

8.3 DEPUTATIONS

9. METHOD OF DEALING WITH AGENDA BUSINESS

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

10. DRAFT REPORTS

10.1 STRATEGIC DIRECTION 1: COMMUNITY

10.1.1 RFQ 14/2025 - Provision of Minor Changeroom Upgrades at Various City Sites

File Reference: D-26-5987

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

Summary

This report recommends Council accept a proposal from West to West Carpentry Services Pty Ltd (trading as West to West Group) for the Provision of Minor Changeroom Upgrades at Various City Sites.

Officer Recommendation

That Council:

1. Accepts the tender submitted by West to West Carpentry Services Pty Ltd (trading as West to West Group) for the Provision of Minor Changeroom Upgrades at George Burnett Park, Challenger Reserve, Bill Grayden Reserve, Collier Reserve and Morris Mundy Reserve, as shown in **Confidential Attachment (a)**; and
2. Authorises the Chief Executive Officer to execute a contract with West to West Carpentry Services Pty Ltd (trading as West to West Group) for the Provision of Minor Changeroom Upgrades at George Burnett Park, Challenger Reserve, Bill Grayden Reserve, Collier Reserve and Morris Mundy Reserve.

Background

Pursuant to RFT 11/2024, the City sought submissions to create a panel of three to undertake a range of planned and reactive building maintenance services, including future minor building works for the City.

This panel was established in anticipation of future changerroom upgrades at George Burnett Park, Challenger Reserve, Bill Grayden Reserve, Collier Reserve and Morris Mundy Reserve.

The scope of work at each facility varies, depending on the current arrangement and layout of the facilities, however as a general indication they are small scale improvements to increase amenity of existing change room facilities and include:

- Where there are open toilets - Provide Individual, toilet cubicles.
- Where there are urinals - Remove & Replace urinals with pans in change room toilets. Where possible, these will be replaced with a WC and a cubicle. If it isn't possible to provide a WC due to the arrangement of the facility the area where the WC was removed, will be made good.
- Where there are open showers - Provide individual lockable shower cubicles with changing seats inside each cubicle, to enhance safety and privacy for users.

10.1.1 RFQ 14/2025 - Provision of Minor Changeroom Upgrades at Various City Sites

- Mirror/vanity/shelving for personal items.
- Power points for accessories adjacent to wash basins.
- Provision of a fold away baby change table at each site (within the existing UAT Facilities).
- Where provided, umpire/referee change rooms should also be designed to be female friendly and in recognition that some sports often have a mix of female and male referees/umpires officiating a single game/event. Full height partitions to be installed in these areas.
- Make good of any surfaces that have been disturbed.

These do not trigger statutory compliance, rather they are 'like for like' replacements.

At the Ordinary Council Meeting on 10 December 2024 (resolution 1224/223), Council accepted the appointment of the following panel members:

- Hoskins Investments Pty Ltd ATF M R Hoskins Family Trust T/A AE Hoskins Building Services.
- Oban Group Pty Ltd; and
- West to West Carpentry Services Pty Ltd T/A West to West Group.

Regulation 24AJ of the *Local Government (Functions and General) Regulations 1996* allows the City to enter into contracts with panel members for the changeroom upgrades at the sporting reserves:

24AJ. Contracts with pre-qualified suppliers

- (1) *The local government may enter into a contract, or contracts, for the supply of goods or services with a pre-qualified supplier who is part of a panel of pre-qualified suppliers for the supply of those particular goods or services.*
- (2) *A contract referred to in subregulation (1) must not —*
 - (a) *be for a term exceeding 12 months; or*
 - (b) *contain an option to renew or extend its term.*

However, as regulation 24AJ has not been delegated from Council to the CEO this now requires Council approval.

A new Delegation will be presented for Council adoption in future to address this oversight.

Comment

The City sought the submission of a lump sum fee quotation to deliver the five change room upgrades from each of the three panel members. This is known as a restricted request for quote in accordance with the buying rules of Minor Building Works Panel arrangement RFT 11/2024.

The submissions were reviewed by an Evaluation Panel and assessed according to the qualitative criteria detailed in the Request For Tender, as per the table below.

Qualitative Criteria

Qualitative Criteria	Weighting %
<p>1. Demonstrated Understanding of the Requirements and Proposed Methodology:</p> <p>Respondents must demonstrate a clear understanding of the changerooms upgrade scope and provide a detailed outline of their proposed approach. Include:</p> <p>(a) Key steps and sequencing of works</p> <p>(b) Site management and minimisation of disruption</p> <p>(c) Safety and compliance measures</p>	35%
<p>2. Relevant Experience:</p> <p>Have you successfully undertaken similar upgrades?</p> <p>Respondents must provide evidence of experience in similar minor building works, particularly changerooms or sports facility upgrades.</p>	30%
<p>3. Project Timeline:</p> <p>Respondents must provide a Gantt chart or similar project timeline showing key milestones and completion by the earliest date achievable (within the first half of 2026). Include:</p> <p>(a) Estimated start and finish dates per Site</p> <p>(b) Major phases of work</p> <p>(c) Weekday works only with provision to re-instate access on weekends (where safe & reasonable)</p> <p>(d) Any dependencies or risks to schedule</p> <p>All works to be programmed for weekdays, with the Change rooms returned to a safe, clean, usable state for all weekends/ game days (all Sites). unless otherwise advised by the City.</p>	35%
Total	100%

The officer recommendation is that the submission from West to West Carpentry Services Pty Ltd (Trading as **West to West Group**) be accepted by Council.

West to West Group is a leading construction company specialising in construction, fit out, and building maintenance services.

Having regard to the evaluation criteria, pricing outcomes, and overall risk assessment, the Panel determined that the submission from West to West Group represents the best value for money outcome for the City.

Specifically, the West to West Group submission:

- Satisfies all mandatory and technical requirements;
- Exceeds the minimum qualitative threshold;
- Demonstrates an adequate understanding of the project requirements supported by an appropriate methodology;
- Presents no material compliance issues or unacceptable delivery risks; and
- Provides a lower tendered price that is closer to the approved project budget.

Accordingly, the Evaluation Panel determined that:

- West to West Group's submission is conforming and capable of delivering the required works;
- Awarding the contract to West to West Group represents a reasonable, proportionate, and economically sound decision that delivers the best value for money to the City.

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

Consultation

A site briefing was held at 10:00 am (AWST) on Thursday, 11 December 2025. All three panel members were in attendance.

Policy and Legislative Implications

All legislative and policy requirements have been adhered to.

Local Government Act 1995.

Local Government (Functions and General) Regulations 1996

The following Council Policies also apply:

- Policy P605 - Purchasing
- Policy P611 - Pre-qualified Supplier Panels

Financial Implications

In July 2024, the City of South Perth entered a deed of variation with the Australian Government's Department of Health and Aged Care to redirect the former Recreation Aquatic Facility (RAF) funding towards the provision of new or upgraded all-genders change rooms and sports lighting at local sporting reserves around the City. These works are fully covered by this funding.

The contract price is within the Pre-Tender construction estimate proposed for the works. The price basis for the contract is fixed for the duration of the contract.

Key Risks and Considerations

Risk Event Outcome	<p>Business Interruption</p> <p>Incorporates the impact of events which impinge upon the City's capacity to deliver expected services to the community. These interruptions can range from minor inconvenience requiring an alternative method of service delivery being employed through to forced loss of ability to provide multiple services to all or some of the community. Knowledge loss, technological failure and property damage will also contribute to this outcome.</p> <p>Project Cost</p> <p>This relates to any project exceeding the project budget. Ranging and exceeding the budget by up to 10% to 30% and over.</p>
Risk rating	Low
Mitigation and actions	<p>The contract is required to be awarded promptly to ensure the City meets grant funding milestones.</p> <p>The contract is a fixed fee which reduces risk of budget overrun.</p>

Strategic Implications

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

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

Attachments

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

10.3 STRATEGIC DIRECTION 3: ENVIRONMENT (BUILT AND NATURAL)

10.3.1 Local Heritage Survey Place Specific Review

File Ref: D-25-32996

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

Summary

At its Ordinary Meeting held 28 October 2025, Council adopted the Heritage List and requested place specific reviews (including consideration of built form) be undertaken for five places in the Local Heritage Survey, ensuring where relevant, that the Statement of Significance of each place is consistent with the State Register of Heritage Places.

The outcome of these place specific reviews is presented to Council for consideration.

Officer Recommendation

That Council:

1. Notes the outcome of the place specific reviews of the following places:
 - Place No. 86, 39 Anstey Street, South Perth.
 - Place No. 36, 40 Coode Street, South Perth (Wesley College).
 - Place No. 39, 25 Forrest Street, South Perth (St Columba's Church Group).
 - Place No. 50, Labouchere Road, South Perth (Royal Perth Golf Club (course)).
 - Place No. 85, 49 Forrest Street, South Perth (fmr. 44 Angelo Street).
2. Requests the Chief Executive Officer prepare and present to Council an updated Local Heritage Survey to reflect the outcomes of the place specific reviews, including the creation of new and modified place records where required.

Background

The *Heritage Act 2018* requires local governments to prepare a Local Heritage Survey (LHS) to identify and record places that are, or that might become, of cultural heritage significance. The LHS assists the City in making decisions that impact heritage places and supports the creation of a Heritage List or heritage areas, which provide for statutory protection of places under the local planning scheme.

In preparing the current LHS in 2024/25, where requests to change the Category of Significance of a place were received during the consultation period, an independent heritage consultant reviewed the requests. At its 24 June 2025 Ordinary Meeting, Council adopted the draft Local Heritage Survey subject to modifications to the Classifications of Significance to various places.

The Heritage List is an instrument that is afforded powers under the *Planning and Development Act 2005* and therefore carries statutory weight when determining development outcomes for heritage places. Places on the Heritage List require development approval for all demolition, alterations or other development affecting the cultural heritage significance of the place unless identified as exempt under the deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations).

In considering the draft Heritage List for adoption, at its 28 October 2025 Ordinary Meeting, Council resolved as follows:

“That Council:

1. *Adopts the draft Heritage List subject as contained in Attachment (a), to deletion of the following places:*
 - *Place No. 86, 39 Anstey Street, South Perth.*
 - *Place No. 36, 40 Coode Street, South Perth (Wesley College).*
 - *Place No. 39, 25 Forrest Street, South Perth (St Columba’s Church Group).*
 - *Place No. 50, Labouchere Road, South Perth (Royal Perth Golf Club (course)).*
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.*
 - *Place No. 36, 40 Coode Street, South Perth (Wesley College).*
 - *Place No. 39, 25 Forrest Street, South Perth (St Columba’s Church Group).*
 - *Place No. 50, Labouchere Road, South Perth (Royal Perth Golf Club (course)).*
 - *Place No. 86, 39 Anstey Street, South Perth.*
 - *Place No. 85, 44 Angelo Street, South Perth.”*

Note - Place No. 85, 44 Angelo Street has since had its street address changed to 49 Forrest Street, South Perth.

In November 2025 the City engaged an independent heritage consultant to undertake place specific reviews in accordance with the resolution of Council, the outcome of which forms the basis of this report.

Comment

Cultural Heritage Significance

The *Heritage Act 2018* refers to a ‘place’ as meaning a defined or readily identifiable area of land. This area of land may include any number of contiguous or non-contiguous parts, any number of lots, in separate titles and in different ownerships, and include as much of the land beneath the surface whether it is covered by water or not.

The following list provides a summary of things that are in, on or over this area of land:

- (a) archaeological remains;
- (b) buildings, structures, other built forms, and their surrounds;
- (c) equipment, furniture, fittings and other objects (whether fixed or not) that are historically or physically associated or connected with the land;

10.3.1 Local Heritage Survey Place Specific Review

- (d) gardens and man-made parks or sites; and
- (e) a tree or group of trees (whether planted or naturally occurring) in, or adjacent to, a man-made setting.

Place Specific Review - Methodology

The independent heritage consultant appointed by the City was requested to undertake the place specific reviews in accordance with the Department of Planning, Lands and Heritage's (DPLH) Guidelines for Local Heritage Surveys and:

- Undertake a review of the current LHS place record for each place (including built form), and where applicable, recommended amendments to ensure alignment with the State Register;
- Where permitted by the owners, undertake physical inspections of each place in accordance with the DPLH Guidelines for Establishing a Heritage List. These inspections were to include the internal parts of each relevant building to:
 - Identify the extent of cultural heritage significance; and
 - Provide an accompanying plan to reflect cultural heritage significance; and
- Make recommendations on whether any place records under review should be separated into multiple place records.

Recommended Place Record Modifications

The following table identifies where the independent heritage consultant has recommended amendments to the existing LHS place records. The independent heritage consultant's report and summary table is contained at **Attachment (a)** and **Attachment (b)** respectively.

Address	2025 LHS Review – Proposed Category of Significance	2025 LHS Review - Heritage consultant recommendation	2026 Place Specific LHS Review – Heritage consultant recommendation
Place No. 36, Wesley College No. 40 Coode Street, South Perth	Category 1	Not subject to heritage consultant review.	Category 1 Inclusion of additional buildings in place record. Consider areas of cultural heritage significance.
Place No. 39, 25 Forrest Street, South Perth (St Columba's Church Group)	Category 1	Not subject to heritage consultant review.	Category 1 – 25 Forrest Street and 16 York Street Recommended separate place records for each to reflect separate ownership, notwithstanding place is one site on the State Register.

Place No. 50, Royal Perth Golf Club (Golf Course) Labouchere Road, South Perth	Golf Course – Category 2 Clubhouse – Category 4	Not subject to heritage consultant review.	Category 2 – Golf Course Category 4 - Clubhouse Recommended separate place record for each to reflect separate land parcels.
Place No. 85, Residence: No. 49 Forrest (fmr. 44 Angelo Street), South Perth	Category 3	Classification of Significance be amended from Category 3 to Category 2.	Category 2. Include details to extend significance to elements of the interior.
Place No. 86, 39 Anstey Street, South Perth	Category 4	Classification of Significance be amended from Category 4 to Category 3. Note: The Classification of Significance was erroneously entered in as a Category 2 in the LHS.	Category 2. The place is the only remaining building developed in the 1920's along Anstey Street. It has minimal exterior changes with original colour scheme to its weatherboard and iron roof. As a result, the place has a high degree of external integrity and authenticity.

Process

Should Council seek to update the LHS to reflect the recommendations of the independent heritage consultant, the City can prepare an updated LHS, including new and amended place records for Council to consider for advertising.

Upon adoption of an amended LHS following advertising, the City can review the Heritage List to determine whether it requires updating to reflect the changes in the LHS. It is noted that there are separate consultation requirements that must occur in accordance with the Regulations, prior to any amendments to the Heritage List being adopted by Council.

Consultation

Inspections

The City sought landowner permission to undertake inspections of each place with the independent consultant, including interiors, by email and letter on 2 December 2025 as outlined in the following table.

Address / Place name	Inspection
Sisters of St Joesph's Convent	Inspection declined by landowners.
St Columba Church	Inspection held 18 December 2025 Internal inspection of Presbytery and St Columba's Catholic Primary School did not occur.

10.3.1 Local Heritage Survey Place Specific Review

Royal Perth Golf Club	Inspection held 19 January 2026
Wesley College	Inspection held 15 December 2025
Residence: 49 Forrest Street, South Perth (fmr 44 Angelo Street)	Inspection held 11 February 2026
Residence: 39 Anstey Street, South Perth	No response has been received from landowner in response to the request.

Policy and Legislative Implications

The *Heritage Act 2018* requires that a local government must prepare a survey of places in its district that in its opinion are, or may become, of cultural heritage significance.

After preparing an LHS, or reviewing and updating an LHS, a local government must:

- (a) Provide the Heritage Council of Western Australia with a copy of the LHS; and
- (b) Make the LHS available to the public.

Financial Implications

The City sought review of the place record for each of the five (5) places from an independent qualified heritage consultant.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
Risk rating	Low
Mitigation and actions	The City has an adopted LHS. Should Council resolve as such, the City can present an updated LHS for Council to consider for advertising.

Strategic Implications

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

Strategic Direction:	Community
Aspiration:	Our diverse community is inclusive, safe, connected and engaged
Outcome:	1.1 Culture and community
Strategy:	1.1.3 Celebrate, support and value heritage and culture within the City for present and future generations

Attachments

10.3.1 (a):	Independent Heritage Consultant Report
10.3.1 (b):	Independent Heritage Consultant Table of Recommendations

10.3.2 Local Planning Policy Policy P351.14 Cygnia Cove Residential Design Guidelines - Revocation

File Ref: D-26-818

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

Summary

This report proposes the revocation of Policy P351.14 Cygnia Cove Residential Design Guidelines as all lots the subject of the Policy have either been developed or subject to development approval.

Revocation of redundant local planning policies will ensure the City of South Perth's local planning framework is contemporary and fit for purpose.

Officer Recommendation

That Council, in accordance with the provisions of Schedule 2, Clause 6 of the Planning and Development (Local Planning Schemes) Regulations 2015, revokes Policy P351.14 Cygnia Cove Residential Design Guidelines as contained as **Attachment (a)**.

Background

Local Planning Policies (LPPs) are used to assist local governments in making planning decisions under the local planning scheme by outlining acceptable development standards and establishing clear expectations to applicants on how decision-makers are likely to exercise discretion.

The City consistently reviews its suite of LPPs to ensure its local planning framework is contemporary, consistent with State planning frameworks, reflects the aspirations of the community on planning related matters, and to support and implementation of Local Planning Scheme No.7.

Policy P351.14 was adopted in July 2011 to guide residential development applications within the Cygnia Cove Estate located in Waterford. A copy of Policy P351.14 is contained as **Attachment (a)**.

Council previously considered a report to revoke various LPPs, including Policy P351.14 Cygnia Cove Residential Design Guidelines, at its 25 July 2023 Ordinary Meeting. Council resolved to retain the Policy, on the basis that the area should be fully developed prior to revocation of the Policy.

Comment

Development Status

The Cygnia Cove Estate is nearing completion only two vacant lots undeveloped, both of which have received development approval for single houses. All other lots have either substantially commenced or completed construction.

Restrictive Covenant

A Restrictive Covenant applies to all lots within the Cygnia Cove Estate which formalises an agreement between the developer, Richard Noble and previous landowners, the Christian Brothers, with prospective developers within the estate. The Restrictive Covenant is set to expire in 2030, and effectively establishes design criteria (materials, colours, height limits, sustainable design, rainwater tanks etc.) to the satisfaction of the developer, prior to submission of a development application.

Landowners must design dwellings in accordance with the requirements of the Restrictive Covenant. A copy of the Restrictive Covenant is contained as **Attachment (b)**.

Revocation

Policy P351.14 is suitable for revocation for the following reasons:

- It includes general information on the Cygnia Cove Estate which is not required in discretionary decision making;
- Policy P351.14 currently outlines the requirement to obtain developer endorsement prior to lodging an application for development approval. This requirement is inconsistent with the ability to lodge a development application in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations) and is not suitable for an LPP;
- Further, the design requirements of the restrictive covenant are duplicated in the Policy;
- Policy P351.14 includes a sustainable living section and various energy efficiency requirements, which references out of date Building Code of Australia requirements. As these are covered by separate legislation, they are not suitable for consideration in a planning instrument and are otherwise assessed at the building permit stage in any instance;
- Policy P351.14 includes 'EnviroDevelopment' certification requirements, energy, water use, community and garden design provisions which are enforceable through an external certification body. As the City cannot enforce the requirements of an external certification body, these requirements should be removed. Furthermore, these matters are otherwise addressed via the Restrictive Covenant and or/ conditions of development approval where there is a planning purpose; and
- The Policy also includes various matters related to public safety and amenity as well as built form and materials, which are now otherwise addressed via the Residential Design Codes and Clause 67 of the Regulations. Given the majority of the Cygnia Cove Estate is fully developed, and the Residential Design Codes and Regulations can guide remaining development, P351.14 is no longer required and is recommended for revocation.

Consultation

In accordance with the Regulations, consultation on the revocation of an LPP is not required. Notwithstanding, the City has previously notified Richard Noble regarding the proposed revocation of P351.14 with no objection provided.

Policy and Legislative Implications

Planning and Development (Local Planning Schemes) Regulations 2015

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

'(a) by a subsequent local planning policy that;

(i) is prepared in accordance with this Part; and

(ii) expressly revokes the local planning policy; or

(b) by a notice of revocation:

(i) prepared by the local government; and;

(ii) published by the local government in accordance with clause 87.'

Financial Implications

Nil.

Key Risks and Considerations

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

Strategic Implications

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

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

Attachments

10.3.2 (a):	Policy P351.14 Cygnia Cove Residential Design Guidelines
10.3.2 (b):	Cygnia Cove Estate - Restrictive Covenant - Document Covenant Plan O770684

10.3.3 RFT 13/2025 - Provision of Survey Services

File Reference: D-26-4674

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

Summary

This report recommends Council to accept a proposal from BCE Surveying Pty Ltd for the Provision of Survey Services.

Officer Recommendation

That Council:

1. Accepts the tender submitted by BCE Surveying Pty Ltd for the Provision of Surveying Services in accordance with Tender Number 13/2025 for the initial period of 3 years inclusive, with two options to extend the contract for an additional one year at the City's sole discretion.
2. Authorises the Chief Executive Officer to execute the contract with BCE Surveying Pty Ltd for the Provision of Surveying.

Background

The City invited suitably qualified individuals, companies and organisations to submit tenders for RFT 13/2025 - Provision of Survey Services within the City of South Perth. This will replace the existing agreement, which expired in December 2025.

The services will include full feature surveys, cadastral surveys, and GPS data collection to support the design and capture of engineering, drainage, and other nominated assets.

The survey service requirements include:

- Full feature surveys
- Cadastral surveys
- GPS data collection for engineering, drainage and other nominated assets
- New road survey
- New stormwater drainage survey
- Existing stormwater drainage survey
- New pathway survey.

Comment

At the close of the tender advertising period a total of five tender submissions were received from the following organisations, tabled in alphabetical order below:

TABLE A – Tender Submissions

Tender Submissions	
1.	BCE Surveying Pty Ltd
2.	HR Surveyors
3.	JJ Ryan Consulting Pty Ltd
4.	McMullen Nollan Group Pty Ltd
5.	Veris Australia Pty Ltd

The Tenders were reviewed by an Evaluation Panel and assessed according to the qualitative criteria detailed in the Request For Tender, as per Table B below.

TABLE B - Qualitative Criteria

Qualitative Criteria	Weighting
1. Demonstrated relevant experience in similar projects	40%
2. Key Personnel, Skills & Resources	20%
3. Demonstrated understanding of the requirements and technical specifications	40%
Total	100%

Based on the assessment of all submissions received for Tender 13/2025 for the Provision of Surveying Services, it is recommended that the tender submission from BCE Surveying Pty Ltd be accepted by Council.

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

Consultation

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

A Request for Tender (RFT) 13/2025 for the Provision of Surveying Services was advertised in The West Australian on 22 October 2025 and closed at 2.00 pm on 6 November 2025.

Tenders were invited as a Schedule of Rates / Lump Sum Contract.

The contract is for the period three years. The Contract includes two options to extend the contract, each being for an additional 12 months exercisable at the sole discretion of the City.

Policy and Legislative Implications

All legislative and policy requirements have been adhered to.

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

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

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

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

The following Council Policies also apply:

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

Financial Implications

The full cost of the annual works is included in the 2025/26 budget.

The supply costs for the subsequent years will be sought in the future City operational budgets for the life of the contract.

Key Risks and Considerations

Risk Event Outcome	<p>Project Cost</p> <p>This relates to any project exceeding the project budget. Ranging and exceeding the budget by up to 10% to 30% and over.</p> <p>Project Time</p> <p>This relates to any project exceeding the project deadline. Ranging from exceeding the deadline by up to 10% to 30% and over.</p> <p>Business Interruption</p> <p>Incorporates the impact of events which impinge upon the City's capacity to deliver expected services to the community. These interruptions can range from minor inconvenience requiring an alternative method of service delivery being employed through to forced loss of ability to provide multiple services to all or some of the community. Knowledge loss, technological failure and property damage will also contribute to this outcome.</p>
Risk rating	Low
Mitigation and actions	Approval of the tender report at the March 2026 Ordinary Council Meeting will enable timely contract award and reduce the risk of non-compliance with engineering standards. It will also ensure all design, procurement, and construction activities are aligned with agreed project objectives.

Strategic Implications

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

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

Attachments

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

10.4 STRATEGIC DIRECTION 4: LEADERSHIP

Item 10.4.1 Delegation DC690 Local Planning Scheme No.7 was deferred to the March Ordinary Council Meeting at the Ordinary Council Meeting held 24 February 2026 and reconvened on 4 March 2026.

10.4.1 Delegation DC690 Local Planning Scheme No.7

File Ref: D-25-35148

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

Summary

This report presents amendments to Council Delegation DC690 Local Planning Scheme No.7 which are intended to ensure functions in the Planning and Development (Local Planning Schemes) Regulations 2015 are prescribed in delegation for Council oversight.

This report was deferred to this meeting by Council at the February Ordinary Council Meeting (Resolution 0226/026).

Officer Recommendation

That Council adopt amended Council Delegation DC690 Local Planning Scheme No.7 as contained in **Attachment (b)**.

Absolute Majority Required

Background

The *Local Government Act 1995* (the Act) recognises the importance of the demarcation between the administration and the Council, with Council deciding what should be done for the community as a whole, and the administration implementing those decisions.

Essential to good governance is a set of clearly defined, understood and accepted rules for governing the local government. If the rules are properly understood and adhered to, the scope for ignoring or breaching them is reduced.

Separation of the administration and Council is critical, ensuring that good governance is applied to the functioning of both the Council and the administration. Delegations play an integral role in this separation of functions, as it clearly delineates responsibility for determining applications.

Delegated authority refers to the giving or assigning authority to someone to carry out specific activities. Section 5.42 of the Act provides for Council to delegate to the Chief Executive Officer (CEO) the exercise of any of its powers or the discharge of any of its duties under the Act, other than a small number of functions which may not be delegated.

There are several related Acts which authorise the CEO and designated officers to perform specific enforcement functions including those under the *Planning and Development Act 2005* (PD Act). As it relates to planning, the activities typically permitted under delegated authority enable the administration to carry out day to day statutory planning functions, such as determining development applications.

Whilst Council has a strategic oversight role, where there is ineffective delegation, this may result in:

- Additional costs associated with administrative resources (e.g. preparing reports to Council).
- Slower decision making and associated holding costs for applicants.
- Risk of not meeting statutory timeframes for determinations prescribed in the Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations).
- Agendas predominantly comprising of individual development applications, as opposed to items related to the strategic vision and aspirations of the local government; and
- Risk that decisions made by Council may not adhere to the requirements of quasi-judicial decision making, which is a requirement in planning decision making.

Notwithstanding, a balance of delegation is required to ensure that Council fulfills its oversight role under Act and therefore it is recommended that Council retains decision making powers for specific types of planning proposals which are deemed to be of significance to the community.

Delegations related to planning functions pertaining to the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations) are currently contained under Delegation DC690 - Local Planning Scheme 7 (LPS 7) (DC690) contained as **Attachment (a)**, which were amended by Council at its meeting held 26 March 2024 and further reviewed as part of the Annual Review of Council Delegations at its meeting held 25 March 2025.

The administration is seeking to further amend DC690 as contained in **Attachment (b)**, as discussed in this report.

Comment

Delegation DC690 - Local Planning Scheme 7

DC690 currently provides for the exercise of any of the administration’s powers or the discharge of any of the administration’s duties under the Regulations, ‘other than this power of delegation’. The conditions of delegation only relate to matters pertaining to development applications, and the administration seeks to expand the delegations to explicitly prescribe other functions under the Regulations to ensure Council has oversight as to functions being exercised. The administration also seeks to update existing conditions of delegation for clarity and to ensure consistency in application.

The following table outlines the proposed new delegations within DC690 related to other functions in the Regulations:

Matter	Function
<p>Development Applications</p>	<p>The authority to undertake all functions and processes outlined in Schedule 2, Part 7, Part 8 and Part 9 of the Deemed Provisions.</p> <p>These matters relate to functions such as providing written planning advice as to whether a proposal complies with the ‘deemed-to-comply’ requirements of the Residential Design Codes, accepting an application for development approval, requesting further information from an applicant, advertising a proposal, including</p>

	consultation with other authorities and consideration and determination of an application by the local government.
Discretion to Modify Development Standards	The authority to modify development standards under clause 34 of LPS 7 unless in the opinion of the Delegated Officer, an application generates significant concern and may negatively impact on the amenity of the locality, the application will be referred to the Council for determination. This clause in LPS 7 requires consideration of planning matters within the Regulations and orderly and proper planning.
Structure Plans	<p>The determination under Clause 17(1) of the Deemed Provisions as to whether a structure plan complies with the requirements of Clause 16(1), or if further information is required before the structure plan can be accepted for assessment and advertising.</p> <p>The advertising of a structure plan under Clause 18(2) of the Deemed Provisions.</p> <p>The provision of advice and assistance to the Western Australian Planning Commission under Clause 23 of the Deemed Provisions.</p> <p>The approval of further details of a structure plan under clause 24(1A) of the Deemed Provisions.</p> <p>The determination that advertising of an amendment to a structure plan is not required, where it is minor in nature, under Clause 29(3) of the Deemed Provisions.</p> <p>The preparation of a report and recommendation on an amendment to a structure plan, under Clause 20 of the Deemed Provisions, where it is determined that the amendment is minor in nature and advertising is not required.</p>
Local Development Plans	<p>The determination not to advertise a Local Development Plan under Clause 50(3) of the Deemed Provisions.</p> <p>The determination to require modifications to a Local Development Plan under Clause 52(1)(b) of the Deemed Provisions.</p> <p>The determination to amend an approved Local Development Plan under Clause 59(1) of the Deemed Provisions.</p> <p>The determination to require further details of any development included in the Local Development Plan under Clause 53(1) and Clause 53(2) of the Deemed Provisions.</p> <p>The determination to extend the period of approval of a Local Development Plan, if there are no changes to the terms/content of the plan or the conditions attached to the approval.</p>

Local Planning Policies	The determination to amend a local planning policy without advertising the amendment if, in the opinion of the local government, the amendment is a minor amendment under Clause 5(2) of the Deemed Provisions.
Heritage	<p>The determination under Clause 11 of the Deemed Provisions to require a Heritage Assessment to be carried out prior to the approval of any development proposed in a heritage area or a place on a heritage list.</p> <p>The determination under Clause 12 (1-3) of the Deemed Provisions to vary site or development requirements, subject to undertaking public consultation to preserve the heritage values of a heritage area or a place on a heritage list or on the Register of Heritage Places.</p> <p>The determination under Clause 13 (1-6) of the Deemed Provisions to issue a heritage conservation notice for a place on a heritage list that is not being properly maintained and to give a person who is the owner or occupier of the heritage place a written notice requiring specified repairs to the heritage place, or extend or revoke a notice.</p>

Conditions on Delegation DC690 - Local Planning Scheme 7

Council has to ability to impose conditions of delegation, which otherwise limit the exercise of delegation. For example, whilst the administration may be delegated the power to determine development applications, certain types of land uses could only be determined by Council rather than the administration under delegated authority. This again ensures Council can fulfill its oversight role under the Act and ensure certain applications which may be contentious or of interest of the community can be determined by Council. The administration is recommending two conditions of delegation related to land use and application type, and advertising as detailed below:

Land Use and Application Type

The granting of Development Approval does not extend to the following land uses and application types:

- (a) Child Care Premises.
- (b) Fast Food Outlet.
- (c) Hotel.
- (d) New Residential Aged Care Facilities.
- (e) Nightclub.
- (f) Place of Worship.
- (g) Residential Building.
- (h) Tavern.
- (i) Telecommunications Infrastructure that is not classified as a low-impact facility under the *Telecommunications Act 1997*.

10.4.1 Delegation DC690 Local Planning Scheme No.7

- (j) Non-residential 'A' uses within the Residential zone, where objections are received during advertising.
- (k) Use not listed.
- (l) Change to a Non-Conforming Use.
- (m) Residential development comprising five (5) or more dwellings.
- (n) Applications which require an assessment of significant obstruction of views in accordance with Local Planning Policy 5.1 – Salter Point Escarpment or Local Planning Policy 7.2 – Significant Views.
- (o) Applications which involve tree damaging activity to a regulated tree in accordance with Local Planning Policy 3.2 – Tree Retention.
- (p) Applications for Heritage Listed properties or within a Heritage Area except where, in the opinion of the delegated officer, the proposal is minor in nature and will not detract from the heritage significance of the place.
- (q) Applications on or involving City owned or managed land by a private entity which propose significant works or a change of land use.
- (r) Applications for illuminated and/ or digital content signage opposite (directly or diagonally) to or adjoining a residential zone.
- (s) Applications previously considered by Council, unless, in the opinion of the Delegated Officer, the application is of a minor nature and in the opinion of the Delegated Officer, the proposal is consistent with the objectives and intent of Local Planning Scheme No.7 and any Local Planning Policy, as well as the principles of orderly and proper planning.
- (t) Development where the requirements of the Local Planning Scheme, State Planning Policies and/or Local Planning Policies have not been complied with except where, in the opinion of the delegated officer:
 - (i) the proposal is consistent with the objectives of the Local Planning Scheme and relevant Policy;
 - (ii) the proposal would not have a detrimental impact on the streetscape or any other property; or
 - (iii) the variation is minor in nature; or
 - (iv) the variation can be overcome by imposing a condition(s) on any development approval granted.

Advertising

Where advertising of the application is required, the granting of Development Approval may only occur where:

- (a) Consent, no objection or no response is received from those consulted; or
- (b) Any objection received can be overcome by imposing a condition(s) on any a development approval granted, or modifying the design of the development; or
- (c) The objection does not relate to valid planning and development considerations associated with the proposal.

Consultation

An Elected Member workshop was held on 3 February 2026 to present and discuss draft delegations.

Policy and Legislative Implications

Local Government Act 1995

Section 5.42 of the Act provides for Council to delegate to the CEO the exercise of any of its powers or the discharge of any of its duties under the Act, other than a small number of functions which may not be delegated.

Planning and Development (Local Planning Schemes) Regulations 2015

In accordance with Schedule 2, Part 10, cl.82. of the Regulations, the local government may, by resolution, delegate to a committee or to the local government CEO the exercise of any of the local government's powers or the discharge of any of the local government's duties under this Scheme other than this power of delegation.

A resolution must be by absolute majority of the Council of the local government.

Financial Implications

Nil.

Key Risks and Considerations

Risk Event Outcome	<p>Business Interruption</p> <p>Incorporates the impact of events which impinge upon the Administration 's capacity to deliver expected services to the community. These interruptions can range from minor inconvenience requiring an alternative method of service delivery being employed through to forced loss of ability to provide multiple services to all or some of the community. Knowledge loss, technological failure and property damage will also contribute to this outcome.</p> <p>Legislative Breach</p> <p>Refers to failure to comply with statutory obligations in the manner in which the Administration, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.</p>
Risk rating	Low
Mitigation and actions	<p>The administration seeks to ensure planning applications are assessed within statutory timeframes prescribed by the Regulations, including presenting reports to Council where no delegation on the matter is provided.</p> <p>Review of delegations occurs annually.</p>

Strategic Implications

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

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

Attachments

- 10.4.1 (a):** Current Council Delegation DC690 - Local Planning Scheme No.7
- 10.4.1 (b):** Draft Delegation DC690 - Local Planning Scheme No.7

10.4.2 Budget Review for the Period up to 31 January 2026

File Ref: D-26-310
Reporting Officer(s): Bree Websdale, Director Corporate Services
Liz Ledger, Chief Executive Officer

Summary

To present to Council the outcome of the City's mid-year budget review for the period from 1 July 2025 to 31 January 2026 as required by the *Local Government (Financial Management) Regulations 1996 (the Regulations)*.

Officer Recommendation

That Council:

1. Adopts the 2025-2026 Mid-Year Budget Review with the amendments contained in the Statement of Financial Activity in **Attachment (a)**, as well as the detailed changes contained in **Attachments (b), (c), (d) and (e)**
2. Authorises the establishment of two Reserve accounts as follows:
 - a. Community Safety with the purpose "*to provide funds for community safety and crime prevention initiatives including assets and infrastructure within the district.*"
 - b. Environmental Sustainability with the purpose "*to provide funds for the protection of the natural environment including urban greening, natural resource management and protection.*"
3. Recognises the additional \$4,913,058 surplus from 2024-2025 and authorise the transfer of the following amounts:
 - (a) \$1,000,000 to the **new** Community Safety Reserve fund.
 - (b) \$1,000,000 into the **new** Environmental Sustainability Reserve fund.
 - (c) \$1,000,000 to the Parking Facilities Reserve fund.
 - (d) \$1,913,058 into the Community Facilities Reserve fund.

Absolute Majority required

Background

Under the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*, a local government is required to review their Adopted Budget and consider its financial performance from 1 July.

In accordance with the Regulations, the City has undertaken a review of its performance from 1 July 2025 to 31 January 2026 as against:

1. Budget as adopted by Council at the 24 June 2025 Ordinary Council Meeting.

10.4.2 Budget Review for the Period up to 31 January 2026

2. The carry forward capital expenditure adopted by Council at the 28 October 2025 Ordinary Council Meeting.

A detailed examination of all operating revenue and expenditure accounts along with capital revenue and expenditure has been undertaken to identify any amendments and to recommend budget amendments for Council's consideration.

Comment

The Statement of Financial Activity at **Attachment (a)**, compares the Budget (column titled *Current Budget*) with the year-to-date (YTD) performance as at 31 January 2026 and illustrates the proposed amendments to budget (Column titled *Mid Year Revised Budget*).

Operating Activities

The outcome of the review is that the Budgeted Net Operating surplus (before adjustment for non-cash items) is forecast to improve from \$2,446 to \$227,020.

Revenue from Operating Activities

Operating Revenue is forecast to increase by a net amount of \$312,358. The table below provides the proposed adjustments in relation to Operating Revenue.

- (↓) This represents less revenue (or anticipated).
- (↑) This represents additional revenue (or anticipated).

Only significant or notable adjustments have been referred to in the comment column. See **Attachment (b)** for all movements.

Expenditure from Operating Activities

Operating expenditure is forecast to increase by a nett amount of \$87,785. The table below provides the proposed adjustments in relation to Operating Expenditure.

- (↑) This represents savings or anticipated savings.
- (↓) This represents a request for additional funds.

Description	Adjustment (\$)		Comment
Rates Revenue	68,181	↑	On track slight increase in interim rates, no significant adjustments required
Grants, subsidies and contributions Revenue	36,400	↑	Increased Financial Assistance Grant - 55,000 Off set by minor adjustments to other grants- 18,600
Fees and Charges	35,285	↑	<p>Increased revenue</p> <ul style="list-style-type: none"> - Hall Hire - 20,000 - Parking fines- 50,000 - Rates administrative and recovery fees – 21,000 - Rubbish service charges 64,000 - Health licences- 5,000 - Ground hire- 50,000 - Recycling Centre income- 10,000 - Collier Park- Increased fees including Green Fees, Range Balls- 258,000 <p>Decreased revenue</p> <ul style="list-style-type: none"> - Bus shelter advertising- 55,000 - Development Application fees- 50,000 - Building fees- 30,000 - Parking meter revenue- 315,000 - Impound fees- 7,000 -
Service Charges	11,251	↑	Underground Power, additional properties
Interest Revenue	219,541	↑	Nett increased interest revenue, due to higher balances and better than expected interest rates
Other revenue	(58,300)	↓	Due to lower nursery sales
Sub Total	312,358	↑	Overall increase, in revenue

Only significant or notable adjustments have been referred to in the comment column. See **Attachment (b)** for all movements.

Description	Adjustment (\$)		Comment
Employee Expenses	(353,684)	↓	Increased take up by employees of the City's Superannuation co-contribution scheme. Underbudgeting of employee allowances. Workers Compensation premium increase. Reallocation of funds to provide monitoring and patrols on the South Perth foreshore and Peninsula (December 2025 Ordinary Council Resolution).
Materials and Contracts	718,457	↑	Savings identified. Reallocation of funds monitoring and patrols on the South Perth foreshore and Peninsula, December 2025 Ordinary Council Resolution. Include the adjustment of an additional \$30,000 expenditure, to cover replacement planting July 2025 Ordinary Council Resolution.
Utility Charges	79,800	↑	Reduced based on year to date spend.
Insurance Expenses	8,488	↓	Although a conservative budget was adopted. The final insurance premiums (other than workers compensation) were slightly higher than budget.
Depreciation and Amortisation	(522,289)	↓	This is a result of the Parks Infrastructure assets being revalued to a higher value at the end of the 2024/25 Financial Year, the higher value resulted in a higher depreciation charge.
Other expenses	(1,581)	↓	Minor increase.
Interest expenses	-	-	On track, no adjustments required
Sub Total	(87,785)	↓	Overall increase, funds requested

Investing Activities

The outcome of the review is a nett reduction in expenditure (capital) in this financial year by \$6,662,445. The main driver of this is a revised construction schedule at the Collier Park Golf Course relating the construction of Pro-Shop, Clubhouse and Driving Range as explained below.

10.4.2 Budget Review for the Period up to 31 January 2026

This capital expenditure item has been reduced by \$6,000,000 (from \$12,500,000 to \$6,500,000) for this financial year as most of this expenditure will be incurred in the next financial year (2026/27).

It also impacts the movements in proceeds from new borrowings (the loan timing) which are detailed in **Attachment (c)**.

The table below provides the proposed adjustments in relation to investing activities.

(↑) This represents additional revenue, or savings.

(↓) This represents a request for additional funds.

Only significant or notable adjustments have been referred to in the comment column. See **Attachment (a)** for all movements.

Capital Grants, subsidies and contributions		
Description	Movement	Comment
Additional funding	↑	Public Art Contributions - 81,747 CCTV grant funding – 81,248 Roads -143,701 Adjustment to reflect SP Tennis Club additional contribution (Pergola Project)- 30,634.
Sub Total	337,330	Increased revenue

Proceeds from the disposal of assets		
Description	Movement	Comment
Savings in Fleet	↑	Better than anticipated proceeds on sale and additional vehicles disposed, due to renewal program modification.
Sub Total	182,963	Increased proceeds

Payments for purchase of property, plant & equipment		
Description	Movement	Comment
Projects under budget	↑	South Perth Tennis Club - Design Retrofit UAT- 84,000 Clydesdale Park Operations Depot Safety Alterations- 5,120 Collier Park plant and fleet- 100,000
Projects requiring	↓	City funding required to contribute to grant funding of 75,000 to purchase additional mobile CCTV trailer- 25,000

Payments for purchase of property, plant & equipment		
Description	Movement	Comment
additional budget		ANPR camera on Mill Point Road, additional static camera to be purchased- 8,000 Relocation of the Fibre Network at CPGC- 57,063 Asbestos Replacement Program- 25,000 Civic Centre meeting room 45,000 and IT area upgrades- 39,000 Roof Access Improvements-55,000 Industrial pressure washer- 8,148
Projects proposed to be deferred until 2026/2027	↑	Mends St Public Toilets design- 77,500 Collier Park Golf Course Pro-shop, Clubhouse and Driving Range – 6,000,000 (capital expenditure)
New projects	↓	30 Saunders Street - Land Acquisition- 37,664 Replacement of projection IT equipment in City facilities- 20,000 Election commitment four additional CCTV cameras mainly grant funded- 100,000
South Perth Tennis Club Pergola Project	↓	1/3 grant funding from Council, as per Council Resolution 0825/155 (post budget adoption)- 45951
Sub Total	5,988,905	Reduction in payments for purchase of property, plant & equipment

Payments for construction of infrastructure		
Description	Movement	Comment
Capital projects completed under budget	↓	Road Rehabilitation Crawshaw Corner Lay Street to Pether Road- 200,000 Douglas Ave - Mill Point to Shaftesbury- 21,100 Elderfield St – Trumper to Kilkenny- 9,800 Manning Rd (B) - EB - Kent to Gillon, MRRG- 79,700 Second Ave - First Ave to Landsdowne Rd- 40,000 Redmond St - Boardwalk Replacement design and approvals- 20,000.
Projects requiring additional budget	↑	Traffic/Black Spot - Mill Point Rd and Esplanade Ramp- 69,202 Outfall Upgrade - Hurlingham Lake- 20,000 Outfall Upgrade - Lake Douglas- 20,000 Labouchere Rd - NB - Hardy to Charles-22,100 Jackson Rd - Wandarra Cl to Cul De Sac- 45,000 Collier Park Golf Course Safety Netting- 200,000.

Capital projects proposed to be deferred until 2026/2027	↓	Irrigation Asset Replacement Program - 201,063 Unwin Cres - Redmond St to Sulman Ave-147,000 Elderfield/ Sandon Park Boardwalk replacement-166,950
New projects	↑	St Columba Church. Works to rectify non-compliant parking arrangements -50,000 Manning Senior Citizen car park-40,000 Como Beach Riverwall and Footpath repairs - 150,000 Como Beach Reserve Drainage Repairs-70,000 Redmond Street works (including GPT) to prevent further erosion of the embankment- 120,000 Esplanade Verge Island Bollards- 35,000
Sub Total	153,248	Payments for construction of infrastructure

Financing Activities

The table below provides the proposed adjustments in relation to financing activities.

Only significant or notable adjustments have been referred to in the comment column. See **Attachment (c)** for all movements.

Description	Adjustment (\$)	Comment
Transfers from cash backed reserves to municipal	16,082	Additional \$93,582 transfer from reserves for items at the Collier Park Golf Course and return of \$77,500 to reserves for Mends Street public toilet (due to the project being postponed as detailed above)
Transfers to reserves from municipal	466,819	Interest Transfer to reserves are forecast to increase by a nett amount of \$385,878 mainly because of improved interest earnings on reserve balances. \$80,941 in contributions received will also be transferred to the Public Art Reserve.
Proceeds from new borrowings	5,000,000	Timing of Collier Park Loan, the overall amount to be drawn down this financial year reduces (from \$12,500,000 to \$7,500,000). The difference between the draw down figure of \$7,500,000 and capital expenditure of \$6,500,000 is the amount spent on the project in prior financial years (\$1,000,000). Detailed adjustments are contained in Attachment (c).
Sub Total	5,450,737	Payments for construction of infrastructure

Consultation

There has been extensive consultation with each business unit and the leadership team as part of the mid-year review process.

The results of this Budget Review are forwarded to the Department of Local Government after adoption by Council.

Given the importance around community safety and the environment, the recommended new reserve funds would be well received by the community and communicated through the appropriate channels.

Policy and Legislative Implications

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Regulation 33A relates to the mid-year review process and provides:

- (1) *Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*
- (2a) *The review of an annual budget for a financial year must –*
 - (a) *consider the local government’s financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
 - (b) *consider the local government’s financial position as at the date of the review; and*
 - (c) *review the outcomes for the end of that financial year that are forecast in the budget.*
- (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
- (3) *A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*
- (4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

Section 6.11 of the Act and Regulation 17 in relation to reserve accounts.

Financial Implications

Financial Ratios

The State Government has designed a new Local Government Financial Index (LGFI) with four ratios **Attachment (d)**, it replaced the previous Financial Health Indicator (FHI) informed by the seven financial ratios as attached in **Attachment (e)**. A two-year trial of the LGFI has been endorsed by the Minister for Local Government; the trial is halfway through.

Based on current projections, the FHI score which has been replaced with the Local Government Financial Index (LGFI) will exceed the former benchmark of 70 and is forecast at 83 by yearend. A benchmark of 70 also applies to the new Local Government Financial Index (LGFI), the LGFI is forecast to be 90 by financial year end. The attachment includes the new ratios. **Attachment (d)** and retains the old ratios **Attachment (e)** for ease of comparison.

Adjustment to Opening Position – allocation of additional surplus from 2024/2025

As shown on **Attachment (a)** (*Surplus or deficit at the start of the financial year*), the opening surplus for 2025/26 has been adjusted from \$7,609,147 to \$14,383,969.

This figure has been adjusted following the OAG audit and finalisation of the financial year to reflect the actual surplus at the end of 2024/25.

This is an additional \$6,774,822 in surplus for the year end of 2024/25. However, it is necessary to adjust this to account for the \$1,861,764, which was the carry forward Capital expenditure approved by Council at the 28 October 2025 Ordinary Council Meeting.

The nett result is an additional \$4,913,058 that can be allocated by Council. Note none of the proposals below have been included in the attachments.

Two key areas of community interest and impact (as revealed in the City's 2025 Community Perceptions Survey) are:

- Community Safety, and
- Environmental Sustainability.

It is therefore recommended to set up reserve accounts for the future proofing of these key areas.

Community Safety

Reserve fund purpose:

To provide funds for community safety and crime prevention initiatives including assets and infrastructure within the district.

Suggested initiatives:

- Supporting safety patrols (equipment).
- Addressing activities associated with anti-social behaviour.
- Purchase and installation costs for closed circuit television and Automatic Number Plate recognition technology.
- Purchase and installation of lighting.
- Other infrastructure that supports the crime prevention through environmental design concepts in public spaces.

Environmental Sustainability

Reserve Fund purpose:

To provide funds for the protection of the natural environment including urban greening, natural resource management and protection”.

Suggested initiatives:

- Urban Forest, trees and nursery.
- Solar panels and associated infrastructure.
- Bioswales.
- Green roof / walls.
- Flood preventative infrastructure.
- Non-motorised transport / EV infrastructure.

10.4.2 Budget Review for the Period up to 31 January 2026

It is recommended to transfer \$1,000,000 into each of these reserves (total of \$2,00,000).

The remaining funds (\$2,913,058) are proposed to be transferred as follows:

1. \$1,913,058 into the Community Facilities reserve fund. This reserve was established to accumulate funds *including those from major strategic land sales for significant discretionary community facility projects in future years, alleviating the impacts of intergenerational equity in funding major facilities.*
2. \$1,000,000 into the Parking Facilities reserve fund. The purpose of this fund is *to provide parking facilities and associated infrastructure within the district as needs arise.* This reserve fund has an anticipated balance of \$13,208 as at 30 June 2026.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
Risk rating	Low
Mitigation and actions	The present this review to Council prior to 31 March 2026.

Strategic Implications

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

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

Attachments

- 10.4.2 (a): Statement of Financial Activity
- 10.4.2 (b): Operating Income and Expenditure
- 10.4.2 (c): Investing and financing activities
- 10.4.2 (d): LGFI- Financial Ratio
- 10.4.2 (e): FHI- Financial Ratio

10.4.3 Design Review Panel - Appointment of Members

File Ref: D-26-4532

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

Summary

The purpose of this report is for Council to consider appointing members to the City of South Perth Design Review Panel for a two-year period.

Officer Recommendation

That Council appoints the following candidates to the City of South Perth Design Review Panel for a term of two years:

- (a) Applicant A as chairperson
- (b) Applicant B as member
- (c) Applicant C as member
- (d) Applicant D as member
- (e) Applicant E as member
- (f) Applicant F as member
- (g) Applicant G as member
- (h) Applicant H as member
- (i) Applicant I as member
- (j) Applicant J as member

As contained within **Confidential Attachment (a)**.

Background

The City's Design Review Panel (DRP) is responsible for reviewing planning proposals and providing independent expert design advice to applicants and the City. The DRP does not make any decisions on applications, nor does it liaise directly with applicants and other interested parties outside of the meetings.

The Western Australian Planning Commission's Local Government Design Review Manual provides practical, best-practice guidance for Local Government Design Review Panels and aims to support consistent, high-quality design outcomes across jurisdictions, aligned with State Planning Policy 7.0 - Design of the Built Environment.

Policy – Design Review Panel P303 was adopted by Council in 2013 and was last reviewed and adopted by Council at its 31 October 2023 Ordinary Meeting (now Local Planning Policy 6.2 – Design Review Panel (LPP 6.2)). The Policy aligns with the recommendations in the Local Government Design Review Manual, including creation of a Terms of Reference and remuneration for members.

10.4.3 Design Review Panel - Appointment of Members

In accordance with the Policy, the term of appointment of any member is to be a maximum of two years, with Council previously appointing members at its 26 March 2024 Ordinary Council Meeting.

On 16 January 2026, the City sought expressions of interest (EOI) from suitably qualified and experienced professionals to form the DRP for a two-year term as a member or as the Chairperson.

This report presents the findings of the EOI, with a recommendation to vary a provision of LPP 6.2 to appoint additional members to the DRP.

Comment

DRP Member Appointment Process

The criteria used to determine the shortlisting of nominations and recommendation for appointment is in accordance with the Terms of Reference contained in LPP 6.2 as follows:

The DRP should include members with expertise in one or more of the following disciplines:

- Architecture (essential)
- Landscape architecture (essential)
- Urban Design (essential)
- Heritage
- Sustainability and environmental design
- Services engineering
- Accessibility
- Transport Planning
- Planning
- Public Art
- Civil and/or structural engineering

Details of the candidates, their ability to meet the criteria and whether they were nominating for appointment as Chair or panel member is included in **Confidential Attachment (a)**.

Panel Membership

In accordance with LPP 6.2, the DRP is to comprise of up to six members, chosen by a selection panel and endorsed by Council for appointment by the Chief Executive Officer.

Given the quality of nominations received during the EOI, it is recommended that this provision is varied to enable appointment of 10 members to the DRP.

Each individual panel typically comprises up to four members reviewing an application, with members selected based on the respective discipline of the panel members depending on the nature of the proposal (e.g. a member with heritage experience for proposals involving heritage listed places). It also increases the likelihood of a DRP panel member with the relevant experience being available to attend scheduled meetings.

Consultation

Nil.

Policy and Legislative Implications

Local Planning Scheme No.7

The City's Local Planning Scheme No.7 (LPS 7) contains supplemental provisions to the deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 under Schedule A as follows:

60A The local Government may appoint a Design Review Panel for the purpose of considering and advising the Local Government with respect to applications and/or planning documents.

60B The Local Government shall prepare and adopt a policy that details the operation of the Design Review Panel and specifies the matters on which the Design Review Panel will be consulted.

60C When considering applications and/or planning documents on which a recommendation has been made by the Design Review Panel, the decision-maker shall have due regard for that recommendation.

LPS7 also specifies that developments within the South Perth Activity Centre are to be reviewed by the City's Design Review Panel in relation to heritage places and where developments are required to achieve 'design excellence'.

Local Planning Policy 6.2 – Design Review Panel

In accordance with LPP 6.2, the method of sourcing eligible persons for membership of the DRP group is at the discretion of the Chief Executive Officer, and may include, among other methods, call for Expressions of Interest from suitably qualified persons or consultation with the relevant professional bodies.

Financial Implications

Fees associated with DRPs are not prescribed in the Planning and Development Regulations 2009 and as such, each local government determines fees for use of the DRP as well as remuneration for DRP members as part of the Annual Budget.

The City currently charges applicants \$1,000 per item reviewed by the panel, per meeting. A fee of \$396 is charged for a Design Review Panel Chair (sole review), per item.

The City currently remunerates the DRP Chairperson and DRP members at rates of \$283 and \$249 respectively.

A review of both the remuneration for DRP members and applicant's fees will be undertaken as part of the 2026/27 Annual Budget preparation.

The City's DRP has also been used by the City of Mandurah and Shire of Murray on a semi-regular basis. The City provides access to the shared use of its DRP to those local governments as they do not have a DRP, subject to the payment of the required fees. Fees for other local governments seeking use of the City's DRP will also be considered as part of the 2026/27 Annual Budget.

Key Risks and Considerations

Risk Event Outcome	<p>Business Interruption</p> <p>Incorporates the impact of events which impinge upon the City's capacity to deliver expected services to the community. These interruptions can range from minor inconvenience requiring an alternative method of service delivery being employed through to forced loss of ability to provide multiple services to all or some of the community. Knowledge loss, technological failure and property damage will also contribute to this outcome.</p> <p>Legislative Breach</p> <p>Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.</p>
Risk rating	Low
Mitigation and actions	Local Planning Policy 6.2 – Design Review Panel details the operation of the Design Review Panel and specifies the matters on which the Design Review Panel will be consulted. Appointment of members will provide for the continued operation of the panel.

Strategic Implications

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

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

Attachments

10.4.3 (a): Design Review Panel Assessment Matrix (*Confidential*)

10.4.4 Annual General Meeting of Electors 2024/25

File Ref: D-26-5833
Reporting Officer(s): Bree Websdale, Director Corporate Services
Liz Ledger, Chief Executive Officer

Summary

This report is to present to Council the minutes of the Annual General Meeting of Electors held Monday 9 February 2026.

Officer Recommendation

That Council

1. Receives the minutes of the 2026 Annual General Meeting of Electors held Monday 9 February 2026 and contained in **Attachment (a)**.
2. Notes the decision made at the Annual General Meeting of Electors held Monday 9 February 2026, as outlined in the body of this report.

Background

The Annual General Meeting of Electors was held Monday 9 February 2026 in the City of South Perth Council Chamber. There were approximately 13 members of the public present.

Comment

Whilst there is no requirement to confirm Electors' meeting minutes, section 5.33 of the *Local Government Act 1995*, requires Council to consider any decisions that results from the meeting.

There was one motion moved as follows:

Motion 1

“Moved: Mr Warwick Boardman of Salter Point.

Seconded: Mr Aidan Carlsson of Karawara.

That the Annual Report for the year 2024/2025, incorporating the 2024/2025 Annual Financial Statements and the 2024/2025 Auditors report, be received.

The Motion was put and declared CARRIED.”

Consultation

Notice of the General Meeting of Electors meeting was given as follows:

- On 15 January 2026 an advertisement was posted on the City's website and on City noticeboards.
- On 29 January 2026, an advertisement was placed in the Southern Gazette and in the City's mySnapshot.

Policy and Legislative Implications

Local Government 1995

Financial Implications

Advertising costs of approximately \$500 were incurred.

Key Risks and Considerations

Risk Event Outcome	<p>Legislative Breach</p> <p>Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.</p>
Risk rating	Low
Mitigation and actions	A General Meeting of Electors meeting was advertised and held as required by the <i>Local Government 1995</i> .

Strategic Implications

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

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

Attachments

- 10.4.4 (a): Minutes

10.4.5 Listing of Payments - February 2026

File Ref: D-26-6004

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

Summary

This report presents to Council:

- the list of accounts paid under delegated authority between 1 February 2026 to 28 February 2026.
- purchase card transactions between 1 January 2026 to 31 January 2026.

Officer Recommendation

That Council receives the Listing of Payments for the month of February 2026 as detailed in **Attachment (a)** and notes all payments made by the Chief Executive Officer under Delegation DC602.

Background

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

In accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid by the CEO is to be prepared each month and presented to Council at the next Ordinary Meeting of the Council after the list is prepared.

Regulation 13A of the *Local Government (Financial Management) Regulations 1996* requires payments made with purchase cards to be included in the list of accounts paid.

Comment

The payment listing for February 2026 is included in **Attachment (a)** and shows the following payments:

EFT Payments to Creditors	397	\$6,508,996.37
Cheque payments to creditors	1	\$50.80
EFT Payments to Non-Creditors	26	\$46,778.10
Cheque payments to Non-Creditors	23	\$23,573.83
<i>Total EFT & Cheque Payments</i>	447	\$6,579,399.10
Credit Card Payments	53	\$12,539.29
Fleet Card Payments	34	\$2,238.83
Total Payments	534	\$6,594,177.22

The attached reports include a "Description" for each payment.

10.4.5 Listing of Payments - February 2026

The report records payments are classified as:

- Creditor Payments

These include payments by both cheque and EFT to regular suppliers with whom the City transacts business. The reference numbers represent a batch number of each payment.

- Non-Creditor Payments

These are one-off payments that include both cheque and EFT that are made to individuals/suppliers who are not listed as regular suppliers. The reference numbers represent a batch number of each payment.

- Purchase Cards

Purchase card payments are included in the listing of payments as required by the amended Regulations. The amended Regulations requires the City to prepare a list of the payments made with each card and to present it to Council.

Due to the time lag between receiving the statements and the successful acquittal of transactions in the City's system this listing will always be for the month preceding the month for which creditor and non-creditor payments are being reported.

The City's officers have redacted (in black) information of a private or confidential nature.

Details of payments made by direct credit to employees are not provided in this report.

The payments of bank fees, such as merchant service fees which are directly debited from the City's bank account in accordance with the agreed fee schedules under the contract for provision of banking services, are also not provided in this report.

Consultation

Nil.

Policy and Legislative Implications

Local Government (Financial Management) Regulations 1996 - Regulations 12, 13(1) and 13A

Policy P602 Authority to Make Payments from the Municipal and Trust Funds.

Financial Implications

The payment of authorised amounts is within existing budget provisions.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
Risk rating	Low
Mitigation and actions	Adopting the officer recommendation ensures the Monthly Financial reporting timelines do not exceed statutory requirements.

Strategic Implications

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

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

Attachments

10.4.5 (a): Listing of Payments February 2026

10.4.6 Monthly Financial Statements - February 2026

File Ref: D-26-6003
Reporting Officer(s): Bree Websdale, Director Corporate Services

Summary

To present to Council the Financial Statements for February 2026.

Officer Recommendation

That Council notes the Financial Statements and report for this financial year to 28 February 2026, as shown in **Attachments (a)–(i)**.

Background

The *Local Government (Financial Management) Regulations 1996* require a Statement of Financial Activity and Statement of Financial Position to be prepared monthly. These statements must report on material variances between the adopted budget and actual revenue and expenditure.

At the Ordinary Council Meeting of 24 June 2025, as part of adoption of the 2025/2026 budget, Council determined the material variance reporting threshold as \$10,000 or 10%.

Comment

The following CPI and interest rate update is provided as background:

- The national Consumer Price Index (CPI) inflation was 3.8% for the 12 months to January 2026, compared to 3.8% in the 12 months to December 2025. Perth was even higher for the 12 months to January 2026 at 4.9%.
- Headline inflation remains higher than the target rate.
- At its 3 February 2026 meeting the Board (RBA) increased the cash rate by 25 basis points to 3.85%.
- The RBA Monetary Policy Board released the following statement on the 9 December 2025: *“While inflation has fallen substantially since its peak in 2022, it picked up materially in the second half of 2025. The Board has been closely monitoring the economy and judges that some of the increase in inflation reflects greater capacity pressures. As a result, the Board considers that inflation is likely to remain above target for some time.”*
- Banks have been offering improved average interest rates of 4.50% for investments under 12 months.

Financial Statements

The Financial Statements represent the 2025/2026 operations to 28 February 2026 and compare year to date expenditure and revenue against the corresponding adopted budget of Council.

Category	Variance
Revenue from operating activities	Favourable variance of \$1,217,686. (\$80,483,378 in comparison to budget of \$79,265,692)
Expenditure from operating activities	Favourable variance of \$299,968 (\$53,743,706 in comparison to the budget of \$54,043,674)
<i>Net Operating Position</i> (See Attachment (c))	Favourable variance of \$1,517,655 (\$26,739,672 in comparison to budget of \$25,222,017)
Capital Revenue	Unfavourable variance of \$1,671,243 (\$1,981,240 in comparison to budget of \$3,652,484)
Capital Expenditure (See Attachment (e))	Favourable by \$9,486,978 (\$9,623,384 in comparison to the budget \$19,110,361)

A variance analysis is provided within **Attachment (f) Significant Variance Analysis** for those variances of \$10,000 or 10%.

Attachment (h) is a *Summary of Cash Investments, Investments and Cash* and shows where cash is invested, what % it equates to and the short-term credit rating provided by Standard & Poor's for each of the institutions.

Municipal	\$37,835,666
Reserves	\$55,749,985
<i>Total</i>	<i>\$93,585,651</i>
Total invested (various institutions)	\$92,031,383
Interest earned YTD (as at 28 February 2026)	\$2,720,329

As at 28 February 2026, the City held 27.65% of its investments in institutions that do not provide fossil fuel lending.

Consultation

The City is required to prepare and submit a report to Council for the Statement of Financial Activity for each month, reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d) of the *Local Government (Financial Management) Regulations 1996*.

Statements of Financial Activity must be submitted within two months after the end of the month to which the statement relates in accordance with regulation 36(4) of the *Local Government (Financial Management) Regulations 1996*.

Policy and Legislative Implications

Section 6.4 of the *Local Government Act 1995*

Regulation 34 and 35 of the *Local Government (Financial Management) Regulations 1996* and AASB 1031 Materiality.

Policy P603 Investment of Surplus Funds

Financial Implications

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

Key Risks and Considerations

Risk Event Outcome	<p>Legislative Breach</p> <p>Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.</p>
Risk rating	Low
Mitigation and actions	Adopting the officer recommendation ensures the Monthly Financial reporting timelines do not exceed statutory requirements.

Strategic Implications

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

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

Attachments

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

11. APPLICATIONS FOR LEAVE OF ABSENCE

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



12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Item 12.1 Notice of Motion - Transport Advocacy was deferred to the Ordinary Council Meeting to be held the month following the commencement of a new CEO at the Ordinary Council Meeting held 22 July 2025.

12.1 NOTICE OF MOTION - TRANSPORT ADVOCACY

File Ref: D-25-24764

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

Summary

Councillor Nic Coveney submitted a Notice of Motion prior to the Council Agenda Briefing held 15 July 2025. On 22 July 2025, The Notice of Motion was deferred to an Ordinary Council Meeting to the month following the commencement of a new CEO.

Notice of Motion Recommendation

That Council:

1. Recognises managing additional travel demand associated with land use change and population growth will be a challenge for the City of South Perth.
2. Requests the CEO write to the Minister for Transport, Rita Saffioti MLA, the Shadow Minister for Transport, Steve Martin MLC, and to the State Member for South Perth, Geoff Baker MLA, to:
 - (a) provide the State Government with information relating to additional travel demand associated with land use change and population growth in the City of South Perth; and
 - (b) signal Council's support for:
 - i. the construction of a South Perth train station along Kwinana Freeway at the end of Richardson Street;
 - ii. the Mends Street Jetty to form part of the expanded ferry route; and
 - iii. investigation into the Como Jetty and Coode Street Jetty as potential sites for ferry stops.
 - (c) query whether the State Government intends to investigate and/or construct the train station and ferry stops described herein, and if so, when.

Background

Councillor Nic Coveney submitted a Notice of Motion regarding advocacy for transportation. The reasons for the Notice of Motion are as follows:

1. *71% of our residents are employed outside the City of South Perth, with the largest number employed within the City of Perth. 65% of residents commute to work by car.*
2. *It is not uncommon during peak hour in the mornings and afternoons for traffic to be banked up for 2km on Mill Point Road and Labouchere Road towards the South Perth freeway exit/entry. This is unacceptable for residents.*
3. *By 2041, the City of South Perth's population is forecast to rise from about 48,000 to about 66,000 (i.e. more than one third), and visitor numbers to the Perth Zoo and the South Perth Foreshore around events of significance are already booming.*
4. *Congestion on roads of significance in the City of South Perth are anticipated to be at 200% capacity within a few years. The State Government must urgently provide the infrastructure to support increasing demand.*
5. *The Perth-Mandurah rail line includes land reserved near the end of Richardson Street to construct a future South Perth station. The future development of a train station has been incorporated into strategic planning for the area since the rail line was constructed in 2007.*
6. *The State Government's Perth and Peel @ 3.5 million land use planning and infrastructure frameworks was developed to provide certainty to the state government agencies, local government and the development sector. According to the consolidated framework land use plan as at August 2023, a South Perth train station along Kwinana Freeway at Richardson Park was meant to be part of stage 1 of Metronet (see **Annexure A**).*
7. *For reasons unclear to me, that has not progressed, with other stations which require significantly greater capital expenditure (i.e. additional tracks etc) taking precedent.*
8. *The City's Integrated Transport Plan 2021-2031 ("ITP") has been designed to align with and support the transport related strategies identified in the City's Strategic Community Plan. The ITP identifies the City's position on State Government transport infrastructure and provides advocacy actions for regional improvements, namely a South Perth train station and ferry services.*
9. *The highest priority of the ITP is to "advocate for immediate elevation of a fully accessible South Perth train station delivery into the next stage of Metronet delivery". Another high priority of the ITP is to "advocate for an increase to the frequency of the Mends Street ferry service" [Note: the ITP was released prior to the State Government's announcement of Metronet on Swan].*
10. *In December 2023, I raised advocacy of the South Perth train station and expanded ferry routes with the former CEO. He was supportive of advocating for both but suggested delaying advocacy for the station until after the State Government election and the State Government finishing other Metronet projects.*
11. *The State election has now occurred, many Metronet projects have recently been completed, and the State Government announced earlier this year that it is looking at possible ferry stops.*

12.1 Notice of Motion - Transport Advocacy

12. *In relation to the latter, Transperth currently operates ferries between Elizabeth Quay and Mends Street Jetty. While exact locations for the new ferry stops are still being investigated, stage one will include new stops in Applecross and UWA.*
13. *The State Government is also assessing a number of other potential sites including Point Fraser, Burswood Park, Optus Stadium and Claisebrook Cove, which are being considered as part of stage two of the project. Other stops that are being considered as part of future expansions include Belmont, Belmont Park, Rivervale and Maylands (see **Annexure B**).*
14. *Como Jetty and Coode Street Jetty ought to be considered as potential sites for ferry stops. In relation to the merits of a ferry stop at Como Jetty – it is nearby to the Preston Street activity centre; not-significant high rise development is planned around the area; it is located in between the Applecross and UWA stops; and a jetty already exists.*
15. *In relation to the merits of a ferry stop at Coode Street Jetty – it is nearby to the Angelo Street activity centre and Wesley College; it is located between the Mends Street and Optus Stadium stops; a jetty already exists (and the ferry previously operated from here); and there is not insignificant activation of the Coode Street Foreshore (i.e. StrEATS six months of the year, annual fireworks displays, and strategic plans for a regional playground).*
16. *The time is right to act on advocacy of the South Perth train station and expanded ferry routes is now.*
17. *Council has from time to time passed these sorts of motions. At the July 2024 Ordinary Council Meeting, Council unanimously resolved to write a letter about indoor sports courts, and at the October 2024 Ordinary Council Meeting, Council unanimously resolved to write a letter about cleaning up parts of Canning Highway.*

The Annexures are combined within **Attachment (a)**.

Comment

The City advocates on behalf of its residents and other stakeholders to seek to influence decision makers on strategic issues of importance to the community. These issues cover a broad range of topics such as infrastructure provision, policy setting and funding.

Items for advocacy are linked to long term strategic direction set through the Council adopted Strategic Community Plan and is consistent with the City's strategic documents.

Update since the Ordinary Council Meeting held 26 August 2025

Council endorsed the City of South Perth Advocacy Strategy and its Advocacy Priorities 2025/26 at its meeting held 26 August 2025. The South Perth train station is one of the key Advocacy Priorities in 2025/26 endorsed at this meeting.

Consultation

Stakeholder consultation was undertaken for the City's strategic documents that relate to advocacy for the South Perth train station.

If supported by Council, this motion will involve writing to the State Government.

Policy and Legislative Implications

Nil.

Financial Implications

Nil.

Key Risks and Considerations

Risk Event Outcome	Reputational Damage Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
Risk rating	Low
Mitigation and actions	If Council supports the Notice of Motion, the City will ensure that the letters are drafted appropriately.

Strategic Implications

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

Strategic Direction: Leadership
 Aspiration: A local government that is receptive and proactive in meeting the needs of our community
 Outcome: 4.2 Advocacy
 Strategy: 4.2.1 Advocate for State and Federal Government investment to improve public infrastructure and to address community issues

Attachments

12.1 (a): Annexure A and B

12.2 NOTICE OF MOTION - AMENDMENT OF STANDING ORDERS

File Ref: D-26-965

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

Summary

Councillor Tim Houweling submitted the following Notice of Motion prior to the Council Agenda Briefing held 17 February 2026.

Notice of Motion Recommendation (Suggested Officer Recommendation page 63)

That Council:

1. Resolves that Standing Orders for deputations at Council and Committee meetings be amended to ensure that persons making a deputation:
 - (a) may do so only on a matter listed on the agenda for that meeting;
 - (b) must demonstrate they are directly affected by that matter;
 - (c) where representing a group or association, must:
 - i. identify the association they represent;
 - ii. demonstrate that the objects of the association include representation on that issue;
 - iii. confirm the person has been authorised/delegated by the association to speak for its members on that issue; and
 - iv. disclose the number of members the association has at the time of the deputation.

Background

Councillor Tim Houweling submitted a Notice of Motion regarding a request to amend the Standing Orders Local Law 2007. The reasons for the Notice of Motion are as follows:

1. *Firstly this motion is largely consistent with the approach of other local governments.*
2. *Second, Council presently receives a large number of deputations by a broad range of persons in respect of all manner of matters, without sufficient regard to whether those persons are directly affected or legitimately authorised by a group that they claim to be speaking on behalf of.*
3. *Informal groups without constitution or foundation make deputations without having members of that group authorising them to speak for the group. Some lay claim to acting with the imprimatur of the community as a whole, while having at times fewer than 10 active members and restricting membership. This dilutes accountability.*

4. *A number of groups claim to represent similar issues joining together in making deputations on matters well beyond the interests of the group that they claim to represent. Some are not demonstrably representative of the interests they purport to advance, but instead make claim to speak for a group without any delegation, in reality such persons are making their own deputation, on a matter of their own interest.*
5. *Other groups are not aligned without any clear objects or constitution setting out the basis for their formation or purpose giving the impression of representing large constituencies where that is often not the case.*
6. *At times persons speaking beyond their area of interest as a group, a person may be asked to speak on a matter, giving the impression the section of the community that they represent are concerned about a particular matter, whereas it is simply a matter that they have been asked to make a deputation about an issue.*
7. *It is important that persons making deputations relate to matters that legitimately are before Council and that Council hears from persons who have a clear, direct connection to the matter on which they are speaking.*
8. *Further, persons speaking for a group should identify that they are expressly authorised to speak for the group on a matter of interest to the group, that is before the Council.*
9. *Where an association delegates a person to speak on behalf of members, it is appropriate that the deputation identify:*
 - (a) *the association and its objects;*
 - (b) *how it relates to the matter before Council, and*
 - (c) *that the person is properly authorised to speak on behalf of those members.*
10. *If Council does not ensure that properly delegated persons come before Council to speak on matters for which they have standing, then the integrity of deputations break down, this risks deputations being seen as “presentations” by a person on a matter that they, or someone has suggested to them, is of interest.*
11. *Council can work to ensure the integrity of the process by ensuring deputations are made by persons who are specifically affected by a matter before Council.*

Comment

Clause 6.12A of the City of South Perth Standing Orders Local Law 2007 states as follows:

6.12A Deputations

- (1) *Subject to clause 6.12, unless otherwise determined by the Presiding Member, deputations are only permitted to be heard at agenda briefings.*
- (2) *A person or a group of people not exceeding five persons, may apply in writing to be received by the Council to present a deputation to Council on an item on the agenda for an ordinary council meeting, by completing and submitting, at least 24 hours before the scheduled agenda briefing, a conforming ‘Request for a Deputation to Address Council’ form.*
- (3) *The Presiding Member may approve or deny a request to present a deputation.*
- (4) *Unless otherwise determined by the Presiding Member:*

12.2 Notice of Motion - Amendment of Standing Orders

- (a) *if a request to present a deputation by a group of people is accepted by the Presiding Member, only two of the members of the group may deliver the deputation; and*
 - (b) *a deputation must not exceed 10 minutes.*
- (5) *The Presiding Member, in his or her absolute discretion, will determine the order in which deputations are to be heard.*

Although not addressing all aspects of the NOM, the Mayor as the Presiding Member can already exercise the following powers under Clause 6.12:

- To refuse a request for a deputation.
- To limit deputations to items on the agenda.
- To limit the number of deputations made.

Additionally, as the Presiding Member:

- To ensure order during the presentation of deputations.

The Administration consider the current Standing Orders need considerable amendments to modernise and remove areas of uncertainty.

Standardised meeting procedures

The *Local Government Amendment Act 2023* provides for the implementation of standardising meeting procedures across all local governments.

A uniform set of regulations are being developed to ensure that all council meetings operate in the same way, including in relation to the involvement of the public to participate in meetings.

From February 2024 to June 2024, the Department sought feedback through targeted consultation with the sector to help develop regulations and support materials. As part of this consultation, feedback was sought in relation to whether:

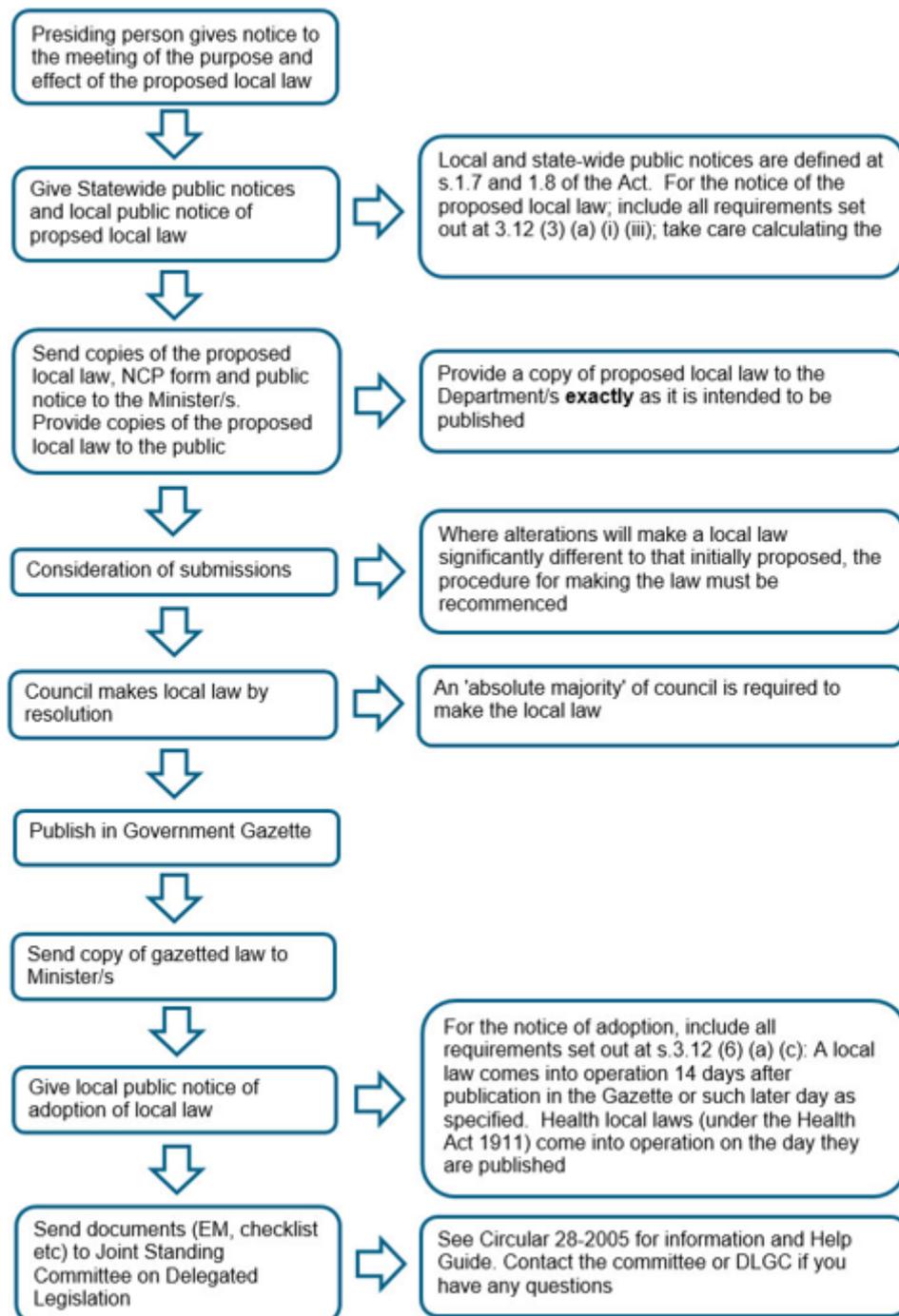
- The regulations should require deputations to relate to an item on the agenda for the relevant meeting.
- 48 hours is sufficient notice for a local government to administer an application to present at a meeting.
- five minutes is a suitable time limit for public presentations.

The Department has not advised the timetable for the implementation of the standardised meeting procedures. Should the City determine, not to wait for those procedures, the process for amending a local law is set out below.

Making a local law

Section 3.12 of the *Local Government Act 1995* sets out the procedure and sequence that is to be followed when making or amending a local law. Based on previous experience this process can take up to 12 months.

Officers would need to take considerable time to review the current local law as a whole as improvements could be made throughout the document. Once the review is undertaken the flow chart below steps out the process that is to be followed.



Consultation

The City's appointed monitor's terms of reference include:

- 1.1 *To monitor the City of South Perth's governance, relationship and decision-making processes and practices, with specific regard to the following matters:*
 - d. *the Council's decision-making processes at ordinary and special meetings, the efficacy of the City's committees and the adequacy of the City's Standing Orders Local Law 2007 in relation to Council Member participation in deliberation and decision-making at meetings;*

- 1.3 To provide a Final Report to the Local Government Inspector by Wednesday 29 April 2026 with respect to the conduct of the Monitoring Assignment as set out in Part 1 of the Terms of Appointment.

Policy and Legislative Implications

Local Government Act 1995

Financial Implications

Making a local law costs approximately \$3,000 in advertising and gazettal costs and involves officer time.

Key Risks and Considerations

Risk Event Outcome	Legislative Breach Refers to failure to comply with statutory obligations in the manner in which the City, its officers and Elected Members conduct its business and make its decisions and determinations. This embraces the full gamut of legal, ethical and social obligations and responsibilities across all service areas and decision making bodies within the collective organisation.
	Reputational Damage Deals with adverse impact upon the professional reputation and integrity of the City and its representatives whether those persons be appointed or elected to represent the City. The outcome can range from a letter of complaint through to a sustained and co-ordinated representation against the City and or sustained adverse comment in the media.
	Risk rating Low
Mitigation and actions	Consistent adherence to the Standing Orders Clear communication on the requirements in Standing Orders to people making statements and deputations

Strategic Implications

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

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

Suggested Officer Recommendation

That Council requests the CEO commence the process to review the City of South Perth Standing Orders Local Law 2007.

Reason for Alternative Recommendation

As set out in the body of the report.

It is unknown when the standardised meeting procedures will be available and the City's Standing Orders are outdated and need review.

Attachments

Nil.

13. QUESTIONS FROM MEMBERS

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

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

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

15. MEETING CLOSED TO THE PUBLIC

Nil.

16. CLOSURE