

NOTES

City of
South Perth

Council Agenda Briefing

Meeting Date & Time: 6.00pm, Tuesday 22 September 2026

Meeting Location: Council Chamber

1. DECLARATION OF OPENING

The Presiding Member opened the Briefing at 6.01pm and welcomed everyone in attendance.

ITEMS FOR COUNCIL

The Presiding Member informed the meeting that Agenda Items 2, 3, 6, 7, 8.1, 8.2, 9, 11, 13 and 14 will be dealt with at the Ordinary Council Meeting to be held 29 September 2026.

4. ATTENDANCE

Presiding Member

Mayor Greg Milner

Councillors

Como Ward

Councillor Kathy Lees

Manning Ward

Councillor Blake D'Souza (Arrived at 6.02pm)

Mill Point Ward

Councillor Bronwyn David

Mill Point Ward

Councillor Gavin Denton

Moresby Ward

Councillor Stephen Russell

Officers

Acting Chief Executive Officer

Ms Anita Amprimo

Acting Director Corporate Services

Ms Donna Shaw

Acting Director Development and Community Services

Ms Fiona Mullen

Acting Director Infrastructure Services

Ms Olaya Lope

Manager Finance

Mr Abrie Lacock (Retired at 6.37pm)

Manager Governance

Mr Morgan Hindle

Governance Officer

Ms Jane Robinson

Governance Officer

Ms Rebecca de Boer

Gallery

There were approximately 4 members of the public present.

4.1 Apologies

Nil.

4.2 Approved Leave of Absence

Nil.

Councillor Blake D'Souza arrived at the meeting at 6.02pm during consideration of Item 5.

5. DECLARATIONS OF INTEREST

- Mayor Greg Milner – Proximity Interest in Item 10.3.2 as ‘a party who contributed to my Mayoral re-election campaign in 2023 either owns or has an interest in 464 Canning Highway, which is opposite the subject site.’
- Councillor Kathy Lees – Impartiality Interest in Item 10.3.2 as ‘I know one of the people who has submitted an objection to this development application, but they are not closely associated. As a result, I declare an impartiality interest and confirm that I will consider the matter on its merits and vote accordingly.’
- Councillor Kathy Lees – Impartiality Interest in Item 10.3.3 ‘as this item deals with a development application proposing tree-damaging activity, I declare an impartiality interest due to my association with the South Perth and WA Tree Canopy Advocates. I will consider the matter on its merits and vote accordingly.’
- Councillor Bronwyn David – Impartiality Interest in Item 10.3.3 as ‘before joining Council, my children attended Wesley College, and between 2018 and 2024 I served on the Wesley College Parents and Friends Association. I am also a cofounder of South Perth Tree Canopy Advocates. As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly.’
- Mayor Greg Milner – Impartiality Interest in Item 10.5.6 as ‘this Item proposes the revocation of Policy P668 Mayoral Portraits.’

8. PRESENTATIONS

8.3 Deputations

1. Ms Lena Jaetschmann of South Perth who spoke **FOR** the Officer Recommendation at Item 10.3.3.
2. Mr James Youd of Como who spoke **AGAINST** the Officer Recommendation at Item 10.5.6 and **FOR** the Notice of Motion Recommendation at Item 12.1.

10. DRAFT SEPTEMBER 2026 REPORTS

The Acting Chief Executive Officer, Ms Anita Amprimo then gave a brief summary of the September 2026 Agenda Items to be considered by Council, as follows.

10.3.1 South Perth Activity Centre Plan - Community Benefits Contribution Framework - Status Report

This report is to provide an update to Council on the review of the Community Benefits Contribution Framework contained within the South Perth Activity Centre Plan, as required by provisions within the South Perth Activity Centre Plan.

Mayor Greg Milner disclosed a Proximity Interest in Item 10.3.2.

Councillor Kathy Lees disclosed an Impartiality Interest in Item 10.3.2.

10.3.2 Proposed Change of Use from Cafe/Restaurant to Fast Food Outlet and Signage (Illuminated and Non-Illuminated) - Lot 21 (No. 459-463) Canning Highway, Como

The purpose of this report is to consider an application for development approval for a proposed Change of Use (Café/Restaurant to Fast Food Outlet) and Signage (Illuminated and Non-Illuminated) on Lot 21 (No. 459-463) Canning Highway, Como.

The item is referred to Council as Fast Food Outlet is a land use that falls outside the delegation to Officers.

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

Councillors Kathy Lees and Bronwyn David disclosed an Impartiality Interest in Item 10.3.3.

10.3.3 Proposed Additions and Alterations to an Educational Establishment, including Tree Damaging Activity to a Regulated Tree - Lot 504 (No. 40) Coode Street, South Perth

This Item was the subject of one Deputation.

The purpose of this report is to consider an application for development approval for proposed Additions and Alterations to an Educational Establishment, including Tree Damaging Activity to a Regulated Tree, on Lot 504 (No. 40) Coode Street, South Perth.

The item is referred to Council as the proposed development is an application which proposes tree damaging activity to a regulated tree in accordance with 7.2 (c) of Local Planning Policy 3.2 – Tree Retention and the works are located on a heritage-protected place.

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

10.3.4 RFT000006 Provision of Tree Maintenance Services - Panel Arrangement

This report recommends that Council accept a proposal from Beaver Tree Services Aust Pty Ltd and Genus Environment Pty Ltd for the Provision of Tree Maintenance Services – General and Powerline Pruning (Panel).

10.4.1 Listing of Payments - August 2026

This report presents to Council:

- The list of accounts paid under delegated authority between 1 August 2026 to 31 August 2026; and
- Purchase card (credit and fleet cards) transactions included in the total monthly balance settled between 1 August 2026 and 31 August 2026.

10.4.2 Monthly Financial Statements - August 2026 and Carry Forward Budget Adjustments

To present to Council the Financial Statements for August 2026 and carry forward budget adjustments.

10.4.3 Additional Waste Service Charge Reversal - Lot 2 (No.69) Ranelagh Crescent, South Perth

This report seeks Council authorisation to allow credit for additional waste service charges applied to Lot 2 (No.69) Ranelagh Crescent, South Perth.

10.4.4 Response to Notice of Motion - Review of the City's Foreshore Strategy and Management Plan

This report provides the response to a Notice of Motion from former Councillor Jacqueline Raison titled 'Review of the City's Foreshore Strategy and Management Plan.'

10.5.1 Minutes of the Audit, Risk and Improvement Committee Meeting held on 15 September 2026

This report recommends Council receive the minutes of the Audit, Risk and Improvement Committee meeting held 15 September 2026.

10.5.2 Terms of Reference - Audit, Risk and Improvement Committee

The Terms of Reference for the Audit, Risk and Improvement Committee were presented for consideration by the Committee and referred to Council for adoption.

10.5.3 Risk Management, Business Continuity and Work Health and Safety - Quarter Four Activity Report

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

10.5.4 Strategic Internal Audit Plan Update

This report presents an update on the progress and proposed amendments to the City of South Perth Strategic Internal Audit Plan 2025-2027.

10.5.5 Delegation DC617 Granting Discounts, Concessions, Fee Waiver and Debt Write-Off

This report presents amendments to Council Delegation DC617 Granting Discounts, Concessions, Fee Waiver and Debt Write-Off. Enabling the Chief Executive Officer to grant concessions, waive fees and write off eligible debts within approved limits and conditions. It supports efficient financial management while maintaining appropriate record keeping.

Mayor Greg Milner disclosed an Impartiality Interest in Item 10.5.6.

10.5.6 Policy Review

This Item was the subject of one Deputation.

A number of policies were presented for consideration by the Audit, Risk and Improvement Committee for review and referred to Council for adoption.

10.5.7 Policy P609 - Management and Sale of City Property

P609 - Management and Sale of City Property is presented separately in recognition of the significant changes proposed and the strategic implications arising from those changes.

10.5.8 Compliance Audit Return

This report provides the City's response to the Local Government Inspector 2025 Compliance Audit Return.

12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

12.1 Notice Of Motion - Unhosted Short Term Rental Accommodation Policy

This Item was the subject of one Deputation.

15. MEETING CLOSED TO THE PUBLIC

Nil.

16. CLOSURE

At 6.54pm the Presiding Member closed the Council Agenda Briefing and thanked everyone for their attendance.

COUNCIL AGENDA BRIEFING

Responses to questions taken on notice

Meeting Date & Time: 6.00pm, Tuesday 22 September 2026

Meeting Location Council Chamber

REPORTS:

ITEM 10.3.3 Proposed Additions and Alterations to an Educational Establishment, including Tree Damaging Activity to a Regulated Tree - Lot 504 (No. 40) Coode Street, South Perth

Councillor Stephen Russell had a question taken on notice at the Agenda Briefing as follows:

- The lot - I think is numbered 891, it is immediately north and adjacent to the proposed development - is classed as Land Act Type 2 Unallocated Crown Land Type 3V. I don't know anything what that means. Can the City provide details of what that means... Who owns the land and because of ownership or land classification, does this have any restrictions or limitations for this application?*

Response provided:

Lot 891 on Deposited Plan 181820 is comprised on Certificate of Title Volume LR3128 Folio 658. The subject land is currently Unallocated Crown Land (UCL) owned by the State of Western Australia. Historically, the land was known as Reserve 34112 vested to the City of South Perth by way of a management order for the designated purpose of 'Pedestrian Access Way'. The management order was revoked on 13 November 2003 and the reserve subsequently closed. The Revocation of Management Order document (attached) confirms the reserve was cancelled to enable Wesley College to secure the subject reserve and to control access into the reserve area accordingly due to safety issues. There are no limitations or restrictions for this application, and the City has delegated authority in respect to development approval, through DEL 2025/04 Powers of Local Governments Metropolitan Region Scheme.

ITEM 10.3.4 RFT000006 Provision of Tree Maintenance Services - Panel Arrangement

Councillor Stephen Russell had a question taken on notice at the Agenda Briefing as follows:

- I note that we have a policy P611 which is pre-qualified supplier panels. I know that it is not referenced in the officer's report. I just would have thought that this was the most appropriate policy to be working off. I am just wondering why this policy is not made reference to and I just want the City to confirm that the sort of the advertising, or the operation of the panel will be in accordance to this policy?*

Response provided:

The recommendation report for RFT000006 Provision of Tree Maintenance Services – Panel Arrangement, the report did not specifically reference Policy P611 because the policy forms part of the City's procurement framework, with its requirements applied throughout the establishment, evaluation and ongoing management of supplier panels.

The panel was established in accordance with Policy P611 – Pre-Qualified Supplier Panels and Part 4, Division 3 of the *Local Government (Functions and General) Regulations 1996*. These regulations set out how local governments must establish and manage supplier panels to ensure the process is fair, transparent and properly documented. They also cover how suppliers are selected, how work is allocated, how suppliers are communicated with, and how procurement records are maintained.

ITEM 10.4.2 Monthly Financial Statements - August 2026 and Carry Forward Budget Adjustments

Councillor Stephen Russell had a question taken on notice at the Agenda Briefing as follows:

1. *These questions relate to the carry forward. I know this is minor, but there seems to be sort of like a discrepancy between the agenda report values and what's in attachment (j). It is only minor that it's only \$750. For example, for the additional infrastructure expenditure, the report says it's \$1,322,473 - whereas Attachment (j) is \$1,321,716. That discrepancy seems to be carried through. Which numbers are we actually approving - is it Attachment (j) or in the officer's report?*

Response provided:

The figures Council are considering for approval are those contained in the attachments, in accordance with the Office Recommendation: "That Council: Adopts the carry forward budget adjustments with the amendments contained in the Statement of Financial Activity in Attachment (j), as well as the detailed changes contained in Attachment (k)." The minor discrepancy in the report has been corrected.

ITEM 10.5.6 Policy Review

Councillor Stephen Russell had questions taken on notice at the Agenda Briefing as follows:

1. *This question goes to Policy P667. I note that there is a mileage reimbursement for a vehicle, which is an internal combustion engine but there's nothing for EV vehicles. Is there not a mechanism for reimbursement for an EV?*

Response provided:

In accordance with part 8: expenses to be reimbursed of the Salaries and Allowances Tribunal for Local Government Chief Executive Officers and Elected Council Members determination, for elected council members with electric vehicles, the 1600cc motor vehicle allowance rate should be applied (\$0.55.85 cents per kilometre in accordance with Section 30.6 of the Local Government Officers' (Western Australia) Award 2021).

2. *Is a supplied laptop an ICT asset under the Salaries and Allowance Tribunal, or communications equipment like a phone? It's not part of the allowance because there's a difference between an expense and allowance, isn't there?*

Response provided:

Part 9: annual allowances in lieu of reimbursement of expenses of the determination of the Salaries and Allowances Tribunal for Local Government Chief Executive Officers and Elected Council Members addresses this matter. With respect to ICT expenses, the annual allowance is provided to cover expenses incurred by an elected council member if they purchase ICT equipment and for related expenses. If ICT equipment is supplied to elected council members by a local government, the allowance is to be reduced by the cost of the supplied ICT equipment.

Part 8 of the determination addresses expenses to be reimbursed. The extent to which an elected council member can be reimbursed for rental charges in relation to one telephone and one facsimile machine is the actual expense incurred by the elected council member.

3. *If I was to look at that Schedule in P667 that looks as though it is the determination for last financial year and not for the latest determination?*

Response provided:

Revisions to the Policy were drafted prior to the latest Salaries and Allowances Tribunal decision. The City has updated the figures to reflect the determination that came into effect on 1 July 2026 for Council's consideration.