

Ordinary Council Meeting

Agenda

17 December 2025

Notice is hereby given of an Ordinary Meeting of Council to be held in the Boronia Room, John Wellard Community Centre, Wellard, commencing at 6:00pm. Doug Elkins, Acting Chief Executive Officer.

Members of the public who attend Council meetings should not act immediately on anything they hear at the meetings, without first seeking clarification of Council's position. Persons are advised to wait for written advice from the Council prior to taking action on any matter that they may have before Council. Agendas and Minutes are available on the City's website <https://www.kwinana.wa.gov.au/>

Order of Business

1 Opening and Announcement of Visitors	4
2 Welcome to Country and Acknowledgement of Country	4
3 Dedication	4
4 Attendance, Apologies, Leave(s) of Absence (Previously Approved)	5
5 Public Question Time	5
6 Receiving of Petitions, Presentations and Deputations	5
6.1 Petitions	5
6.2 Presentations	6
6.3 Deputations	6
7 Confirmation of Minutes	7
7.1 Minutes of the Ordinary Council Meeting held on 26 November 2025	7
8 Declarations of Interest (Financial, Proximity, Impartiality - both Real and Perceived) by Members and City Officers	8
9 Requests for Leave of Absence	8
10 Items Brought Forward for the Convenience of those in the Public Gallery	8
11 Any Business Left Over from Previous Meeting	8
12 Recommendations of Committees	9
12.1 Minutes of the Boola Maara Aboriginal Consultative Committee Meeting held on 8 December 2025	9
13 Enbloc Reports	11
14 Reports - Community	12
14.1 Kwinana Early Years Strategy 2026-2029	12
15 Reports - Economic	17
16 Reports - Natural Environment	18
16.1 TEN 16/25 - Tree Planting and Watering Services	18
17 Reports - Built Infrastructure	23
17.1 Minor Amendment to Local Planning Policy 9: Advertisements (Signage)	23
17.2 PROPOSED ROAD NAMES FOR 819 THOMAS ROAD DEVELOPMENT - ANKETELL	28
17.3 PROPOSED ROAD NAMES FOR ANKETELL NORTH DEVELOPMENT - ANKETELL	32
18 Reports - Civic Leadership	36
18.1 Local Law Review - Local Government Property Local Law	36
18.2 Monthly Financial Report October 2025	42
18.3 Monthly Financial Report November 2025	45
18.4 New Council Policies	48
18.5 Accounts for Payment for the Month Ended 30 November 2025	52

18.6 Appointment of Presiding Member and Deputy Presiding Member – Boola Maara Aboriginal Consultative Committee.....	55
19 Notices of Motions of which Previous Notice has been Given	57
20 Notices of Motions for Consideration at the Following Meeting if Given during the Meeting	57
21 Late and Urgent Business	57
22 Reports of Elected Members	57
23 Answers to Questions which were Taken on Notice.....	57
24 Mayoral Announcements	57
25 Confidential Items.....	57
26 Close of Meeting	57

1 OPENING AND ANNOUNCEMENT OF VISITORS

Presiding Member to declare the meeting open and welcome all in attendance.

Presiding Member to announce that the Ordinary Council Meeting is being live streamed and recorded in accordance with the City's Live streaming and Recording Council Meetings policy.

By being present at this meeting, members of the public consent to the City recording and livestreaming their image and/or voice.

2 WELCOME TO COUNTRY AND ACKNOWLEDGEMENT OF COUNTRY

Deputy Mayor Barry Winmar to present the Welcome to Country:

"Ngullak nyinniny kooralong koora ngullak noitj nidja Nyoongar boodjar. Nyoongar moort djoorapiny nyinniny nidja ngulla quopadok Nyoongar boodjar kooralong.

From the beginning of time to the end, this is Nyoongar Country. Nyoongar people have been graceful keepers of our nation for many, many years.

Djinanginy katatjin djoorapiny nidja weern Nyoongar boodjar ngalla mia mia boorda.

Look, listen, understand and embrace all the elements of Nyoongar Country that is forever our home.

Kaya wandju ngaany koort djoorpiny nidja Nyoongar boodjar daadjaling waankganinyj Nyoongar Boodjar.

Hello and welcome my heart is happy as we are gathered on country and meeting here on Nyoongar Country.

Presiding Member to read the Acknowledgement of Country:

"It gives me great pleasure to welcome you all here and before commencing the proceedings, I would like to acknowledge that we come together tonight on the traditional land of the Nyoongar people and we pay our respects to their Elders past and present."

3 DEDICATION

Councillor Erin Sergeant to read the dedication:

"May we, the Elected Members of the City of Kwinana, have the wisdom to consider all matters before us with due consideration, integrity and respect for the Council Chamber.

May the decisions made be in good faith and always in the best interest of the greater Kwinana community that we serve."

4 ATTENDANCE, APOLOGIES, LEAVE(S) OF ABSENCE (PREVIOUSLY APPROVED)

Apologies:

Mr W Jack – Chief Executive Officer

Leave(s) of Absence (previously approved):

Nil

5 PUBLIC QUESTION TIME

In accordance with the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*, any person may during Public Question Time ask any question.

In accordance with Regulation 6 of the *Local Government (Administration) Regulations 1996*, the minimum time allowed for Public Question Time is 15 minutes.

A member of the public who raises a question during Question Time is to state his or her name and address.

Members of the public must provide their questions in writing prior to the commencement of the meeting. A public question time form must contain all questions to be asked, include contact details and the form must be completed in a legible form.

Please note that in accordance with Section 3.4(5) of the *City of Kwinana Standing Orders Local Law 2019* a maximum of two questions are permitted initially. An additional question will be allowed by the Presiding Member if time permits following the conclusion of all questions by members of the public.

6 RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS

6.1 PETITIONS

A petition must –

- be addressed to the Mayor;
- be made by electors of the district;
- state the request on each page of the petition;
- contain at least five names, addresses and signatures of electors making the request;
- contain a summary of the reasons for the request;
- state the name of the person to whom, and an address at which, notice to the petitioners can be given; and
- be respectful and temperate in its language and not contain language disrespectful to Council.

The only motion which shall be considered by the Council on the presentation of any petition are –

- that the petition be received;
- that the petition be rejected; or
- that the petition be received and a report prepared for Council.

6.2 PRESENTATIONS

In accordance with Clause 3.6 of the *Standing Orders Local Law 2019* a presentation is the acceptance of a gift, grant or an award by the Council on behalf of the local government or the community.

Prior approval must be sought by the Presiding Member prior to a presentation being made at a Council meeting.

Any person or group wishing to make a presentation to the Council shall advise the CEO in writing before 12 noon on the day of the meeting. Where the CEO receives a request in terms of the preceding clause the CEO shall refer it to the presiding member of the Council committee who shall determine whether the presentation should be received.

A presentation to Council is not to exceed a period of fifteen minutes, without the agreement of Council.

6.3 DEPUTATIONS

In accordance with Clause 3.7 of the *Standing Orders Local Law 2019*, any person or group of the public may, during the Deputations segment of the Agenda with the consent of the person presiding, speak on any matter before the Council or Committee provided that the person has requested the right to do so in writing addressed to the Chief Executive Officer by noon on the day of the meeting:

- setting out the agenda item to which the deputation relates;
- whether the deputation is supporting or opposing the officer's or committee's recommendation; and
- included sufficient detail to enable a general understanding of the purpose of the deputation.

A deputation to Council is not to exceed a period of fifteen minutes, without the agreement of Council.

7 CONFIRMATION OF MINUTES

7.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 26 NOVEMBER 2025

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held on 26 November 2025 be confirmed as a true and correct record of the meeting.

8 DECLARATIONS OF INTEREST (FINANCIAL, PROXIMITY, IMPARTIALITY - BOTH REAL AND PERCEIVED) BY MEMBERS AND CITY OFFICERS

Section 5.65(1) of the *Local Government Act 1995* states:

A member who has an interest in any matter to be discussed at a council or committee meeting that will be attended by the member must disclose the nature of the interest —

in a written notice given to the CEO before the meeting; or
at the meeting immediately before the matter is discussed.

Section 5.66 of the *Local Government Act 1995* states:

If a member has disclosed an interest in a written notice given to the CEO before a meeting then —

before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
at the meeting the person presiding is to bring the notice and its contents to the attention of the persons present immediately before the matters to which the disclosure relates are discussed.

9 REQUESTS FOR LEAVE OF ABSENCE

10 ITEMS BROUGHT FORWARD FOR THE CONVENIENCE OF THOSE IN THE PUBLIC GALLERY

11 ANY BUSINESS LEFT OVER FROM PREVIOUS MEETING

12 RECOMMENDATIONS OF COMMITTEES

12.1 MINUTES OF THE BOOLA MAARA ABORIGINAL CONSULTATIVE COMMITTEE MEETING HELD ON 8 DECEMBER 2025

SUMMARY

The City of Kwinana Aboriginal Consultative Committee is established by the City of Kwinana with the primary purpose of enhancing the relationship between the City and Committee members, while focusing on the dual objectives of environmental guardianship and the wellbeing of the Aboriginal community. This committee recognises the vital role of the Aboriginal community in Kwinana and aims to ensure their perspectives and expertise are integrated into the decision-making processes of the City.

OFFICER RECOMMENDATION

That Council notes the Minutes of the Boola Maara Aboriginal Consultative Committee held on 8 December 2025.

VOTING REQUIREMENT

Simple majority

DISCUSSION

The primary purpose of the Committee is to provide Council with expertise in relevant Aboriginal cultural matters to assist its decision making of the Kwinana Community. The Committee will assist the Council in making culturally appropriate, respectful, and informed decisions pertaining to community matters, particularly those affecting the Aboriginal community and the environment.

STRATEGIC IMPLICATIONS

Outcome:	Leadership / Boordiya Katidjin (Leader of knowledge)
Objective:	Proactive leadership

N/A - There is no specific action in the CBP, yet this report will help achieve the indicated outcomes and strategic objectives.

SUSTAINABILITY FRAMEWORK

Sustainability Priority Area

3 - Liveability

4 - Engagement and Social Inclusion

LEGAL/POLICY IMPLICATIONS

No legal/policy implications have been identified as a result of this report or recommendation.

FINANCIAL/BUDGET IMPLICATIONS

There are no financial implications that have been identified as a result of this report or recommendation.

ASSET MANAGEMENT IMPLICATIONS

No asset management implications have been identified as a result of this report or recommendation.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

No environmental or public health implications have been identified as a result of this report or recommendation.

COMMUNITY ENGAGEMENT

There are no community engagement implications as a result of this report or recommendation.

ATTACHMENTS

1. Minutes - Boola Maara Aboriginal Consultative Committee Meeting - 8 December 2025
[12.1.1 - 22 pages]

13 ENBLOC REPORTS

14 REPORTS - COMMUNITY

14.1 KWINANA EARLY YEARS STRATEGY 2026-2029

SUMMARY

The Kwinana Early Years Strategy 2026-2029 (**Attachment 14.1.1**) sets out a bold vision for a community that wraps around children from pregnancy to age five, recognising that these early years are the most critical in shaping lifelong outcomes. It focuses not only on supporting children, but also on empowering parents and caregivers as they have the greatest influence on a child's development.

Drawing on data from the Australian Early Development Census, the Strategy highlights the importance of helping children build friendships and participate actively in school and community life. It also acknowledges that some families need extra support and provides a framework for collective action to ensure every child in Kwinana has the best start in life.

The vision of the Kwinana Early Years Strategy 2026-2029 is, that, "All children aged zero to five and their families thrive in a connected and caring community and have access to high-quality supports.

OFFICER RECOMMENDATION

That Council adopt the Kwinana Early Years Strategy 2026-2029, as at Attachment 14.1.1.

VOTING REQUIREMENT

Simple majority

DISCUSSION

In response to the significant increase in childhood vulnerability identified in Kwinana through the Australian Early Development Census (AEDC) between 2015 and 2021, the City made a strategic commitment to develop a community-informed Early Years Strategy. This work was enabled by a successful application to the Local Government AEDC Grant Program, securing \$100,000 to support the development of a coordinated, evidence-based approach.

Children aged zero to five now represent more than 8.3% of Kwinana's population, and since 2018, over 40% have been assessed as developmentally at-risk or vulnerable on one or more AEDC domains, exceeding both State and national averages. These results underscore the City's critical leadership and enabling role in shaping a responsive, place-based early years ecosystem through strengthened collaboration, advocacy and shared action.

To progress this work, the City strengthened its early years capacity and workforce. In October 2024, the City committed funds to establish a full-time Early Years Officer position, ensuring dedicated coordination and strategic oversight. Grant funding further supported the creation of a 50D Family Support Officer role (0.4 FTE for three years), enabling culturally informed engagement and direct support for families. The City also engaged Same Page Consulting to lead the co-design and development of the Strategy, ensuring it reflects community voice, lived experience and contemporary best practice.

The Strategy was developed through a robust, community-driven and evidence-informed approach. This began with a comprehensive review of Australian Early Development Census (AEDC) data, identifying ongoing developmental challenges across all five domains and local health data, identifying a low percentage of children receiving developmental health checks. Consultation across the Early Years Sector revealed common themes related to lack of transport, increased housing and food insecurity and a growing number of children needing support with speech and language development and regulating their behaviours.

Expert partners from Same Page Consulting were engaged to help design and facilitate a collaborative, place-based consultation process, focusing on shared understanding, cultural safety, and design with the local community.

Extensive community engagement gathered over 1,500 ideas from children, families, service providers, schools, Aboriginal and Multicultural groups, using surveys, pop-up conversations, and interactive activities that highlighted themes like the importance of safety, play, and belonging. Of the 152 parents and caregivers who contributed to the survey:

- 75.7% spoke only English at home
- 24.3% spoke a language other than English at home,
- 7.2% identified as Aboriginal or Torres Strait Islander
- 92.8% identified as non-Aboriginal or Torres Strait Islander

Insights were organised into three focus areas, Children Parents, Caregivers and Families and Community feedback was gained through Steering Group Meetings, Love My Kwinana and three loopback events ensured the Strategy's commitments were relevant, accessible, and culturally inclusive, culminating in an easy-read version for broader accessibility.

Building on this comprehensive, community-driven approach, the Strategy is anchored by six guiding principles that reflect the shared values and aspirations identified throughout the engagement process. These principles provide a clear foundation for decision-making, ensuring that every action and initiative under the Strategy is consistent with the needs and hopes of Kwinana's children, families, and broader community. Together, they shape a cohesive vision for a supportive and inclusive early years environment.

The Kwinana Early Years Strategy 2026–2029 is guided by six principles:

1. Child-Focused

We put children first in everything we do. We listen to what children say to help us make decisions that support them to grow and do well.

2. Connected to Place

We understand the importance of the local community. Our work is shaped by the communities of Kwinana. We listen to local people so we can build on our strengths and implement new ideas.

3. Fair and Accessible

We welcome all families. We work to make sure everyone is included, respected, and has access to services that meet their needs.

4. Inclusive and Respectful of Culture

We respect and celebrate the many cultures, languages, and identities of the community. We work to make sure everyone feels safe, included, and recognised in the spaces, services, and activities they participate in.

5. Safe

We work to ensure that all children and families feel safe at home and in the community.

6. Whole Picture Approach

Children's wellbeing is guided, shaped and nurtured by many factors. We use a 'whole picture' approach to understand how different parts of a child's world connect and affect their development. By looking at the bigger picture, we can make better decisions to support children and help them thrive.

These principles underpin the Strategy's three focus areas:

- **Children** – Children are happy, healthy, learning, nurtured and safe.
- **Parents, Caregivers and Families** – Parents, caregivers and families are connected and supported.
- **Community** – Kwinana communities are inclusive, connected and child friendly.

Under these focus areas, the Strategy identifies ten commitments that guide local action, strengthen collaboration, and ensure decisions are shaped by the voices of children, families, and the community.

The next steps focus on transitioning the Strategy into coordinated, on-the-ground action. The City is progressing the development of a detailed Early Years Action Plan, working closely with community partners, early years services and families to ensure priorities are practical, culturally responsive and reflective of local need. A structured learning and reporting cycle will guide implementation, including biannual community progress updates, annual partner forums and integration of outcomes into the City's Annual Report. The City will also prepare a simplified, easy-read public version of the Strategy to support accessibility and continue ongoing communication with stakeholders as key initiatives roll out.

STRATEGIC IMPLICATIONS

Outcome:	Quality of Life / Ngalang moorditj wirrin (Our strong spirit)
Objective:	Improved health and wellbeing
Action in CBP:	Implement Early Years Strategy

How does this proposal achieve the outcomes and strategic objectives?

The Strategy's primary focus is on improving the health and wellbeing for children 0 to 5 years. It is well evidenced that the biggest impact on a child's development is the health and wellbeing of their primary caregiver, which is why the Strategy also focuses on supporting families and community.

SUSTAINABILITY FRAMEWORK

Sustainability Guiding Principle 2 - Community Wellbeing

How does this proposal achieve the guiding principle and priority area?

The Strategy's vision is for, "All children aged zero to five and their families thrive in a connected and caring community and have access to high-quality supports." This focus on building a connected and caring community through the ten (10) Commitments demonstrates how the Strategy directly contributes to community wellbeing.

Sustainability Priority Area 4 - Engagement and Social Inclusion

How does this proposal achieve the guiding principle and priority area?

The Strategy has a strong focus on Engagement and Social Inclusion. Commitment 10, “Decisions are shaped by what children and families want and need.” and Commitment 4, “Families know what is happening and where to get support” as well as the community consultation that shaped the Strategy shows a genuine commitment to Engagement and Social Inclusion.

LEGAL/POLICY IMPLICATIONS

No legal/policy implications have been identified as a result of this report or recommendation.

FINANCIAL/BUDGET IMPLICATIONS

No immediate financial implications have been identified however; Council have considered the importance of the Early Years Space and will use already allocated funds identified in the long-term financial plan to support ongoing engagement and actions as a result of the strategy.

ASSET MANAGEMENT IMPLICATIONS

No asset management implications have been identified as a result of this report or recommendation.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

No environmental or public health implications have been identified as a result of this report or recommendation.

COMMUNITY ENGAGEMENT

The City, along with Same Page Consulting and local service providers, conducted broad community engagement through a variety of means, allowing us to hear the voices of diverse communities. Aboriginal views and ideas were gathered by the Family Support Officer through recorded discussions with Elders at Ngalla Yorga Waangkan and with caregivers and children at Moorditj Kulungar Playgroup. More broadly, children expressed their ideas through art and people who are raising children in Kwinana now, provided ideas through online surveys and conversations at pop ups and events as well as through the Early Years Steering Group. Services provided their insights through a survey and the Early Years Steering Group meetings as well as one to one conversations with the Early Years Officer.

The consultation also placed a focus on engaging with Kwinana’s multicultural community to ensure early years initiatives reflect the diversity of local families. This includes working alongside diverse groups to understand their experiences and remove barriers to ensure the Strategy is created with a whole of community approach. Through ongoing dialogue, community partnerships and culturally responsive outreach, the City aims to strengthen trust, improve access to services, and support positive early childhood outcomes for all families.

The City facilitated a comprehensive community engagement process. The community provided 1,557 ideas through the following methods;

- Feedback was sought through four weeks on the Love My Kwinana platform for easy to access to online and whole of community consultation.

- 2 x Full-day Early Years Steering Group Meetings with over 80 people attending each session, including stakeholders representing the City of Kwinana's diverse multi-cultural community.
- 1 x Engagement with the Multi-Cultural Working Group and loop-back meeting with direct feedback implemented from individual members of the group.
- 7 x Engagements at Schools, Education providers, community events and parks producing 170 ideas
- 6 x Children activities producing 200 ideas
- 50 x Child artworks and expressions
- 2 x surveys targeted at service providers and parents, producing 1,090 ideas
- 3 x Loop-back events at Medina Hall, Bertram Primary School and Honeywood Pavilion
- 5 x Audio Recording and conversations, producing 97 ideas, with
 - Aboriginal children, caregivers and parents at Moorditj Kulungar Playgroup.
 - Aboriginal Elders at Ngalla Yorga Waangkan.
 - Aboriginal elders at Medina Aboriginal Cultural Centre Elders Group
 - Medina Aboriginal Cultural Centre and the Institute of Indigenous Wellbeing and Sport

Before the Strategy was developed, the three (3) loop-back events were held to check that we heard the community correctly. The Strategy was then published on Love My Kwinana for public comment and taken to the Early Years Steering Group to review. Feedback from each of these stages was considered by the Early Years Team and the subsequent edits were shared with the Early Years Steering Group. The Boola Maara Aboriginal Consultative Committee were engaged on three separate occasions and have provided their recommendation that the strategy be endorsed by Council.

Following Council adoption, a celebration launch will be held in early 2026, providing a final loop-back to community and stakeholders who participated in the engagement.

ATTACHMENTS

1. D25/38249 Draft Kwinana Early Years Strategy 2026-2029 [**14.1.1** - 25 pages]

15 REPORTS - ECONOMIC

Nil

16 REPORTS - NATURAL ENVIRONMENT

16.1 TEN 16/25 - TREE PLANTING AND WATERING SERVICES

SUMMARY

The City of Kwinana invited Tenders from suitably experienced and resourced contractors for the provision of TEN 16 25 - Tree Planting and Watering Services.

The Request for Tender was advertised in “The Weekend West” newspaper on 30 August 2025. The Tender was also advertised on the City’s official website, the City’s public notice boards and issued through the City’s e-tendering portal Tenderlink.

The City received five (5) submissions, and these were assessed by City Officers, with their assessment outlined in **Confidential Attachment 16.1.1**. City Officers recommend that Council award the tender as per the recommendations of **Confidential Attachment 16.1.1**.

OFFICER RECOMMENDATION

That Council:

1. **Awards Contract TEN 16 25 for Tree Planting and Watering Services to Beaver Tree Services Aust Pty Ltd in accordance with the City’s General Conditions of the Contract, the Specifications and their Tender submission, including their schedule of rates, for a period of two (2) years commencing 1 February 2026 with the option to extend the contract for an additional one (1) period of twelve (12) months or part thereof at the City’s sole discretion.**
2. **Authorises the Chief Executive Officer to execute the optional extension period, subject to satisfactory performance and entirely at the Chief Executive Officer’s discretion; and**
3. **Approves contract price adjustments based on the Consumer Price Index (All Groups – Perth), to be applied at the scheduled intervals specified within the Contract conditions.**

VOTING REQUIREMENT

Simple majority

DISCUSSION

Background

The current Contract for Tree Planting and Watering expires on 31 January 2026. As this service is an ongoing requirement, the City re-tendered for these works.

This new proposed Contract provides for the supply, planting, and watering of street and reserve trees across the City of Kwinana, supporting both ongoing tree replacement needs and the delivery of planned urban forest initiatives.

The services include:

- **General tree replacements and new street tree installations** (typically small quantities per site), estimated at approximately 150–200 trees per year.
- **Urban Forest planting programs** involving larger-scale tree planting projects, anticipated to total 2,500–4,000 new trees over the next three years.
- **Watering and establishment maintenance** for newly planted trees in non-irrigated areas, generally over a two-summer period, with volumes expected to grow from 1,500–2,000 trees in the first year to approximately 3,000 by year three.
- **Supplementary works**, as required, which may include activities listed in the ‘Additional Works’ section of the request document and as detailed in the Price Schedule.

Work volumes are indicative and may vary year-to-year depending on replacement requirements, resident requests, and project priorities. The City retains discretion regarding the allocation of any works throughout the Contract term.

Advertisement

The RFT was advertised in “The Weekend West” newspaper on 30 August 2025. The Tender was also advertised on the City’s public notice boards, website and issued through the City’s e-tendering portal Tenderlink www.tenderlink.com/kwinana.

Addenda

No addenda were issued during the RFT process.

Submissions

The RFT closed at 2pm AWST, on Tuesday 30 September 2025, the following five (5) submissions were received.

No.	Company Name
1	Beaver Tree Services Aust Pty Ltd T/A Beaver Tree Services
2	Environmental Industries Pty Ltd
3	Sanpoint Pty Ltd ATF Fiore Family Trust T/A LD Total
4	Natural Areas Holdings Pty Ltd
5	Total Landscape Redevelopment Service Pty Ltd

Evaluation

An evaluation panel, consisting of City officers with relevant procurement and operational expertise, conducted the assessment in accordance with the methodology and criteria published in the Request for Tender documentation.

The evaluation process comprised two stages:

1. **Compliance Assessment**

An initial compliance review was undertaken in accordance with the Local Government (Functions and General) Regulations 1996, the Conditions of Tendering, and the City’s procurement procedures. All submissions were assessed against the mandatory commercial and technical requirements, with only compliant submissions proceeding to the qualitative and price assessment (evaluation) stage.

2. **Qualitative and Price Assessment**

Compliant submissions were then evaluated against the weighted criteria set out in the Request for Tender which related to relevant experience, key personnel and resources, demonstrated understanding and methodology, sustainability practices, and price.

The detailed evaluation scoring and recommendation are provided under confidential cover, as they contain commercially sensitive information.

STRATEGIC IMPLICATIONS

Outcome:	Environmental Stewardship / Ngalla djoorapiny ngank boodjar (Looking after mothers' beautiful country)
Objective:	Support biodiversity and natural landscape conservation
Objective:	Retain and improve our streetscapes and open spaces
Action in CBP:	Implement the Urban Forest Strategy

How does this proposal achieve the outcomes and strategic objectives?

Approval of the tender will directly support the City of Kwinana in achieving key outcomes identified in the Strategic Community Plan and associated sustainability and urban greening commitments. By securing a suitably qualified contractor to deliver urban tree planting and establishment services, the City will progress the implementation of planned programs designed to enhance the natural environment and improve community wellbeing.

Strategic Community Plan Alignment

Outcome 1: A naturally beautiful environment that is enhanced and protected

The tender facilitates the supply and planting of trees that will preserve and improve the City's streetscapes, open spaces, and natural character. This aligns with the priority to maintain and enhance environmental quality through responsible conservation and protection activities.

Outcome 3: Well-maintained infrastructure and liveable places

Trees will provide long-term environmental value and practical benefits such as asset shade, reduced heat stress on public infrastructure, and improved liveability in parks, reserves, and local centres. The contractor's maintenance responsibilities during establishment will ensure high-quality outcomes and sustainable asset performance.

Outcome 4: A unique identity that is celebrated and connected

Investment in streetscape vegetation enhances the visual appeal and perception of the City. Cooler, shaded, and more attractive spaces improve safety, walkability, and active use. These improvements contribute to public pride and community identity.

Urban Forest, Tree Canopy and Climate Objectives

The City's current urban canopy coverage is approximately 16 percent. Increased tree planting is required to progress toward established canopy targets and to deliver climate resilience outcomes. The contracted services enabled by this tender will:

- Increase canopy cover to reduce the urban heat island effect
- Improve carbon sequestration and air quality
- Support future implementation of the Urban Forest Strategy
- Enhance biodiversity and habitat continuity across the City

These actions directly support the City's Climate Change Plan and the objectives within the Long Term Financial Plan, which includes long-term investment in greening, streetscape upgrades, and natural area restoration.

Alignment with UN Sustainable Development Goals and Sustainability Framework

The proposal delivers measurable progress toward the City's sustainability commitments:

Goal 13: Climate Action

Urban canopy expansion will reduce heat exposure, enhance shade, and contribute to carbon reduction pathways that support decarbonisation goals.

Goal 15: Life on Land

Tree planting contributes to the retention and enhancement of vegetation and biodiversity values within both existing developed suburbs and new subdivision areas.

The tender supports ongoing stewardship and safeguarding of residents' environmental health and natural assets.

Sustainability and Community Value Principles

This program embeds key principles that underpin sustainable delivery and generational value:

- Environmental stewardship through expansion of living green infrastructure
- Social inclusion through equitable distribution of shade and public recreation benefits
- Community wellbeing created through improved walkability, comfort, and local amenity
- Generational value creation by establishing assets that will mature and increase in value over time

SUSTAINABILITY FRAMEWORK**Sustainability Guiding Principle**

- 2 - Community Wellbeing
- 4 - Environmental Stewardship
- 5 - Decarbonisation
- 8 - Integrated and Transparent Decision-making

Sustainability Priority Area

- 1 - Climate Action
- 2 - Environment and Biodiversity
- 3 - Liveability
- 6 - Responsible Investment and Procurement

LEGAL/POLICY IMPLICATIONS

Local Government Act 1995

Local Government (Functions and General) Regulations 1996 - Part 4 – Provision of goods and services

City of Kwinana Procurement Policy

FINANCIAL/BUDGET IMPLICATIONS

The budget implications are detailed in **Confidential Attachment 16.1.1**.

ASSET MANAGEMENT IMPLICATIONS

Trees will be recorded to ensure accurate monitoring and maintenance planning. Contractor obligations during the establishment period will reduce failure rates and safeguard the long-term productivity of these assets. The tender sustains a consistent, scalable approach to asset data collection and whole of life asset management

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

The contracted tree planting program provides quantifiable environmental and social benefits including:

- Shade provision and reduced localised temperature extremes
- Cleaner air and enhanced stormwater interception
- Attractive public places that support physical activity and mental wellbeing

These outcomes contribute to resilience and positive public health indicators.

COMMUNITY ENGAGEMENT

Engagement activities incorporated into the City's broader greening initiatives will communicate the benefits of street and park trees and encourage residents to support and participate in stewardship. Attendance at community events will promote understanding of the Urban Forest vision.

Conclusion

Awarding this tender represents a necessary and strategically aligned investment in the City's urban forest. It will deliver key environmental and community benefits, support climate and sustainability action, and advance the City's objectives for creating a greener, cooler and more resilient Kwinana.

The recommendation to approve the tender is justified on the basis that it will:

- Progress the City's tree canopy targets and urban greening initiatives
- Enhance liveability, shade, and community amenity in streets and public spaces
- Protect and improve natural assets and local biodiversity
- Maintain consistent and sustainable management of the City's tree asset base

This Contract is integral to supporting endorsed strategic outcomes and ensuring long-term environmental and community benefits for current and future generations.

ATTACHMENTS

1. CONFIDENTIAL - TEN 16 25 Confidential Recommendation Report for Council (part 1) - signed [16.1.1 - 12 pages]

17 REPORTS - BUILT INFRASTRUCTURE

17.1 MINOR AMENDMENT TO LOCAL PLANNING POLICY 9: ADVERTISEMENTS (SIGNAGE)

SUMMARY

A review of Local Planning Policy No. 9 – Advertising Signage (LPP9) has been undertaken to reflect changes to legislation, improve clarity and structure, and ensure consistency with the City's Local Planning Schemes and the Planning and Development (Local Planning Schemes) Regulations 2015. The revised Local Planning Policy No.9 - Advertising Signage is included at **Attachment 17.1.1**.

LPP9 has been instrumental in guiding the City's assessment of signage proposals, ensuring consistency in decision-making and has been effective in its operation. However, in accordance with the Planning and Development Act 2015 regular review of Local Planning Policies is required.

Minor amendments to LPP9 have been prepared to clarify the City's expectations regarding signage design, location, and content particularly in relation to the types of signage in various zones. The amendments have been informed by ongoing application of the policy and analysis of its performance by City officers.

The amendments are considered minor in nature as:

- The amendments align the policy with the provisions of the City's Local Planning Scheme No. 2 (LPS2) and provide greater clarity and consistency;
- The changes reflect and formalise the City's assessment practices and administrative procedures to ensure efficient processing of applications; and
- No new development controls have been introduced; rather, the policy structure and language have been refined to improve interpretation and usability.

It is recommended that Council adopt the amended LPP9 without advertising, in accordance with the deemed minor nature of the proposed changes.

OFFICER RECOMMENDATION

That Council, in accordance with cl. 5(2), Schedule 2, *Planning and Development (Local Planning Schemes) Regulations 2015*:

- (a) **Adopts amended Local Planning Policy No. 9: Advertisements (Signage) (LPP9), as per Attachment 17.1.1; and**
- (b) **Determines that the amendments to LPP9 are minor and therefore public consultation is not required.**

VOTING REQUIREMENT

Simple majority

DISCUSSION

Background

Local Planning Policy No. 9: Advertising (Signage) (LPP9) was first adopted on 14 November 2018.

LPP9 has been instrumental in guiding the City's assessment of signage proposals, ensuring consistency in decision-making.

Proposal

The proposed amendments to LPP9 include both formatting and policy content changes. These amendments are intended to improve interpretation, simplify application processes, and clarify when development approval is or is not required. The amendments are primarily administrative and clarify existing provisions, with no new prescriptive development controls introduced.

The revised LPP9 includes the following key amendments:

1. Restructuring of Tables

One of the most significant changes is the restructuring of the original consolidated signage table into two distinct tables to clearly separate exempt signs from those requiring development approval:

- *Table 1 – Signage Exempt from Development Approval*
Lists signs that are exempt under both Clause 61 of the Deemed Provisions and Appendix VII of LPS2. Clearly identifying sign types, zones, and conditions of exemption. Zone-specific requirements are outlined, including limits in heritage areas and the Kwinana City Centre.
- *Table 2 – Signage Requiring Development Approval*
Lists common sign types that are not exempt but may be supported under the Policy.

The restructuring is a key change which improves the clarity and functionality of the Policy, enabling users to more efficiently determine whether development approval is required.

2. Policy Formatting and Structure

- The policy has been updated to reflect the City's current Local Planning Policy template, including standardised headings, section numbers, and administrative metadata.
- The policy title has been updated throughout to "*Advertisements Signage*" from "*Advertising (Signage)*" for consistency and clarity.

3. Legislative Alignment

- Legislative references have been updated to include:
 - Part 2, Division 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
 - Clause 61(1), row 10 of the Deemed Provisions, which allows signage exemptions subject to Local Planning Policies.
 - Appendix VII of Local Planning Scheme No. 2, which includes existing local signage exemptions.

4. Policy Application and Interpretation

- Clarified that the policy applies to signage on land zoned or reserved under LPS2 and LPS3.

5. Exemption Clarifications

- Introduces Clause 7.1 to outline the conditions under which signage may be exempt, referencing both Table 1 of the policy and Appendix VII of LPS2.
- Clause 7.2 identifies signage types that always require development approval, including:
 - Above-roof signs;

- Hoarding signs;
- Sea container signs; and
- Any signage within a heritage-protected place.

6. Heritage and Amenity Enhancements

- The assessment criteria for signage on heritage buildings and within heritage areas have been clarified and expanded to ensure:
 - Integration with building design;
 - Avoidance of signage dominating or obscuring architectural features;
 - Limited or no internal illumination unless appropriately subdued and compliant with Australian Standard (AS) 4282 – Control of Obtrusive Effects of Outdoor Lighting.

7. Removal of Duplicated Building Permit Requirements

- Elements of the previous policy that addressed structural or safety components now governed by the Building Act 2011 and Building Code of Australia have been removed.
- This includes removal of requirements relating to materials, structural support systems, and wind loading specifications, which are now addressed at the building permit stage.

8. Administrative Improvements

- Consistent use of terms such as “advertising signage” and “advertisements.”
- Improved layout, grammar, and explanatory notes across the policy to clarify interpretation.
- Replacement of ‘absolute’ terms and phrases, such as ‘not permitted’, with policy appropriate terms and phrases, such as ‘generally not supported’. By their very nature, policy provisions cannot be absolute, but are to guide the decision maker’s exercise of discretion against a range of matters.

The purpose of this report is to present the proposed minor amendments to Local Planning Policy 9 – Advertising Signage (LPP 9). Council is requested to consider the proposed amendments minor and as such not requiring public consultation. The minor nature of the amendments do not materially affect development approval exemptions or approval processes.

The amendments aim to improve the clarity, structure, and usability of the Policy, while ensuring alignment with current legislative provisions under the Planning and Development (Local Planning Schemes) Regulations 2015. These changes are intended to maintain the intent of the original policy while enhancing its practical application. The overall effect is to increase transparency, improve consistency in decision-making, and provide clearer guidance for applicants, planning officers, and the broader community.

STRATEGIC IMPLICATIONS

Outcome:	Environmental Stewardship / Ngalla djoorapiny ngank boodjar (Looking after mothers’ beautiful country)
Objective:	Retain and improve our streetscapes and open spaces
Action in CBP:	Review and update the City's Local Planning Policy Framework to align with the new Local Planning Scheme

How does this proposal achieve the outcomes and strategic objectives?

The amended LPP9 improves clarity and consistency in signage controls, supporting high-quality streetscapes and reducing visual clutter. It aligns with the new Local Planning Scheme and promotes signage that complements the character of public spaces.

SUSTAINABILITY FRAMEWORK**Sustainability Guiding Principle**

8 - Integrated and Transparent Decision-making

Sustainability Priority Area

4 - Engagement and Social Inclusion

How does this proposal achieve the guiding principle and priority area?

The amended Policy promotes transparent decision-making by clearly outlining signage exemptions and aligning with relevant planning legislation. It enhances community engagement and inclusion by simplifying language, improving layout, and making planning requirements easier for all stakeholders to understand. Public advertising of the draft ensures opportunities for broader community input.

LEGAL/POLICY IMPLICATIONS

LPP9 is adopted as a local planning policy under Part 2, Division 2 of Schedule 2 'Deemed Provisions', Planning and Development (Local Planning Schemes) Regulations 2015. The 'Deemed Provisions' prescribe the process for amending a local planning policy.

FINANCIAL/BUDGET IMPLICATIONS

There are no financial/budget implications related to the recommendation of this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications related to the recommendation of this report.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

There are no environmental/public health implications related to the recommendation of this report.

COMMUNITY ENGAGEMENT

Cl. 5(2) of Schedule 2 'Deemed Provisions', *Planning and Development (Local Planning Schemes) Regulations 2015* enables a local government to amend a local planning policy without advertising the amendment if, in the opinion of the local government, the amendment is a minor amendment.

It is recommended that Council consider these amendments to LPP9 as minor as:

- The amendments align the policy with the provisions of the City's Local Planning Scheme No. 2 (LPS2) and provide greater clarity and consistency;
- The changes reflect and formalise the City's assessment practices and administrative procedures to ensure efficient processing of applications; and
- No new development controls have been introduced; rather, the policy structure and language have been refined to improve interpretation and usability.

ATTACHMENTS

1. Attachment 1 Local Planning Policy 9 Advertising Signage Amended [17.1.1 - 29 pages]

2. Attachment 2 - Local Planning Policy 9 - Advertising Signage - November 2018 [**17.1.2** - 33 pages]
3. Attachment 3 Local Planning Policy 9 Advertising Signage changes showns [**17.1.3** - 34 pages]

17.2 PROPOSED ROAD NAMES FOR 819 THOMAS ROAD DEVELOPMENT - ANKETELL

SUMMARY

Harley Dykstra, the Project Management consultant for the 819 Thomas Road development in Anketell, has submitted details of the proposed road names for the new roads being constructed as part of this development. The proposed road names are outlined in the attached document.

Harley Dykstra is seeking Council's support for these road names so they can be submitted to the Geographic Names Committee (GNC) for final approval. In addition, they are requesting support for the listed alternative road names, to be used if the GNC does not approve the primary proposal.

The Geographic Names Committee has already provided preliminary validation for the proposed name through their Request Road Name portal. The chosen naming theme for this development is "Australian Lakes", which is considered appropriate for the development area.

The proposed road name layout and subdivision area are provided in **Attachment 17.2.1** and **17.2.2**.

OFFICER RECOMMENDATION

That Council approve the following road names, for use within 819 Thomas Road development, Anketell, as shown in the attached documents:

Proposed Name	Alternative Name
Galup Way	Blanche
Nabberu Way	Sleaford
Eacham Street	Illawarra
Indoon Way	Tarrabool
Dove Way	Mungo
	Toolibin
	Monginup
	Cooloola
	Burnside
	Dumbleyung
	Kogolup

VOTING REQUIREMENT

Simple majority

DISCUSSION

At part of subdivision, a developer is required to submit survey diagrams for approval, which are required to include officially approved road names. The road naming process must comply with the guidelines set by the GNC to ensure adherence to naming conventions and restrictions.

Alternative road names have been proposed for consideration in case any of the initially suggested names fail to receive approval from the GNC. Details about the origin of the alternative names are provided below.

The proposed road names for the 819 Thomas Road development in Anketell are as follows:

Proposed Name and Suffix	Source of Information	Background/origin/meaning/ justification
Galup Way	https://en.wikipedia.org/wiki/Galup	Galup, formerly Lake Monger is a large urban wetland on the Swan Coastal Plain in suburban Wembley, Western Australia, close to the suburbs of Glendalough, Mount Hawthorn, Leederville and West Leederville.
Nabberu Way	https://en.wikipedia.org/wiki/Lake_Nabberu	Location of this lake is in Midwest - Goldfields WA.
Indoon Way	https://www.australiascoralcoast.com/destinations/wildflower-country/lake-indoon	The Lake is located along the Eneabba-Coolimba Road. It is approximately 12km west of Eneabba and 19km east of Indian Ocean Drive.
Dove Way	https://en.wikipedia.org/wiki/Dove_Lake_(Tasmania)	Dove Lake is a corrie lake near Cradle Mountain in the central highlands region of Tasmania, Australia. It lies in the Cradle Mountain-Lake St Clair National Park. The lake is a very popular visitor attraction and is encircled by well maintained walking paths which also lead up onto Cradle Mountain. It was named by prominent local Gustav Weindorfer after an official of the Van Diemen's Land Company.

Eacham Street	https://parks.des.qld.gov.au/parks/crater-lakes/attractions/lake-eacham-day-use-area	Location of Lake is in Atherton Tableland QLD. A clear, blue lake surrounded by cool rainforest.
Blanche Way	https://www.google.com/search?q=south+australia+blanche+lake&rlz=	Location of lake is in Central SA.
Sleaford Way	https://en.wikipedia.org/wiki/Sleaford_Mere	Location of this lake is in SA.
Illawarra Way	https://www.google.com/search?q=illawarra+lake&ved	Location of Lake is in Coastal NSW.
Tarrabool Way	https://en.wikipedia.org/wiki/Tarrabool_Lake	Location of this lake is in the NT.
Mungo Way	https://en.wikipedia.org/wiki/Lake_Mungo	Location of this lake is in far west NSW. T Continues Australian Lake Theme of the immediate area
Toolibin Way	https://exploreparks.dbca.wa.gov.au/park/toolibin-nature-reserve	Location of this lake is in WA.
Monginup Way	https://en.wikipedia.org/wiki/Lake_Monginup	Location of this lake is in the Goldfields WA.
Cooloola Way	https://www.google.com/search?q=cooloola%20lake&rlz=1C1CHBF	Location of this lake is coastal QLD.
Burnside Street	https://en.wikipedia.org/wiki/Lake_Burnside	Location of this lake is in the Gibson Desert WA.
Dumbleyung Street	https://en.wikipedia.org/wiki/Dumbleyung_Lake	Location of ths lake is in Dumbleyung WA.
Kogolup Elbow	https://exploreparks.dbca.wa.gov.au/site/kogolup-and-branch-circus	Location (Jandakot) WA.

STRATEGIC IMPLICATIONS

There are no strategic implications as a result of this proposal.

LEGAL/POLICY IMPLICATIONS

The approval process is in compliance with the Geographic Names Committee Guidelines, and Council Policy – Street Naming.

FINANCIAL/BUDGET IMPLICATIONS

No financial/budget implications have been identified as a result of this report or recommendation.

ASSET MANAGEMENT IMPLICATIONS

No asset management implications have been identified as a result of this report or recommendation.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

No environmental implications have been identified as a result of this report or recommendation.

COMMUNITY ENGAGEMENT

There are no community engagement implications as a result of this report.

ATTACHMENTS

1. Proposed road name layout Lot 819 Thomas Road [**17.2.1** - 1 page]
2. 23368 Proposed Road Name Table Subdivision Area South Anketell Lots [**17.2.2** - 1 page]

17.3 PROPOSED ROAD NAMES FOR ANKETELL NORTH DEVELOPMENT - ANKETELL

SUMMARY

Land Surveys, the surveying consultant for the Anketell North development in Anketell, has submitted details of the proposed road names for the new roads being constructed as part of this development. The proposed road names are outlined in the attached document.

Land Surveys is seeking Council's support for these road names so they can be submitted to the Geographic Names Committee (GNC) for final approval. In addition, they are requesting support for the listed alternative road names, to be used if the GNC does not approve the primary proposal.

The Geographic Names Committee has already provided preliminary validation for the proposed name through their Request Road Name portal. The chosen naming theme for this development is "Australian Lakes and Lagoons", which is considered appropriate for the development area.

The proposed road name layout and road name submission letter are provided in **Attachments 17.3.1** and **17.3.2**.

OFFICER RECOMMENDATION

That Council approve the following road names for use within Anketell North development, Anketell, as shown in the attached documents:

Proposed Name	Alternative Names
Glenbrook Avenue	Beatrice
Yamma Street	Macleod
Blanche Street	
Anneen Street	
Lake Newell Lane	
Dora Lane	

VOTING REQUIREMENT

Simple majority

DISCUSSION

At part of subdivision, a developer is required to submit survey diagrams for approval, which are required to include officially approved road names. The road naming process must comply with the guidelines set by the GNC to ensure adherence to naming conventions and restrictions.

Alternative road names have been proposed for consideration in case any of the initially suggested names fail to receive approval from the GNC. Details about the origin of the alternative names are provided below.

The proposed road names for the Anketell North development in Anketell are as follows:

Proposed Name and Suffix	Source of information	Background/origin/meaning/justification
Glenbrook Avenue	Glenbrook Lagoon - Wikipedia	Glenbrook Lagoon is a heritage-listed site located in the suburb of Glenbrook in the Blue mountains 10 kilometres west of Penrith and 3.8 km from Nepean river. The lagoon is a natural flat-bottom freshwater lagoon with an average depth of 2.7 metres and a maximum depth of 4.05 metres.[4] The lagoon covers an area of 7 hectares. It relies on waterflow from the surrounding area. The lagoon is also fed by natural springs. Glenbrook Lagoon is one of only three lagoons of this kind in the Hawkesbury area water catchment.
Yamma Street	Lake Yamma Yamma - Wikipedia	Lake Yamma Yamma is an ephemeral lake on the Cooper Creek system in the arid Channel Country of south-western Queensland. It is the largest inland ephemeral lake in Queensland, covering 72,000 hectares when filled.
Blanche Street	Lake Blanche - Wikipedia	Lake Blanche is a salt lake in central South Australia that lies below sea level. It is located within the Strzelecki Creek Wetland System and is important for waterbirds when holding water in the aftermath of floods.
Anneen Street	Lake Anneen - Wikipedia	Lake Anneen, sometimes referred to as Anneen Lake or incorrectly as Nannine Lake, is a DIWA-listed salt lake system located in the Mid West region of Western Australia. The lake is situated about

		40 kilometres southwest of Meekatharra.
Lake Newell Lane	Lake Newell (Western Australia) - Wikipedia	Lake Newell is a lake located in the Gibson Desert, in the Goldfields-Esperance region of Western Australia, northeast of Lake Breaden. It covers an area of roughly 2,600 hectares (6,400 acres).[2]
Dora Lane	Lake Dora (Tasmania) - Wikipedia	Lake Dora is a 48-hectare (120-acre) lake and also short-lived mining area of the late 1890s located in the West Coast Range of Western Tasmania, Australia. It has a surface level of 756 metres
Beatrice	Source: Lake Beatrice - Wikipedia	Lake Beatrice is a 55-hectare (140-acre) natural lake on the lower eastern side of Mount Sedgwick in the West Coast Range of Western Tasmania, Australia. Lake Beatrice is higher in altitude than the nearby Lake Burbury; however, it is not visible from that level, but can be seen either from the air or the higher slopes of the eastern part of Mount Lyell or the upper levels of Mount Sedgwick.
Macleod	Lake Macleod - Wikipedia	Lake Macleod is a marine salt lake in the Gascoyne region of Western Australia, 30 kilometres (19 mi) north of the port and regional centre of Carnarvon

STRATEGIC IMPLICATIONS

There are no strategic implications as a result of this proposal.

LEGAL/POLICY IMPLICATIONS

The approval process is in compliance with the Geographic Names Committee Guidelines, and Council Policy – Street Naming.

FINANCIAL/BUDGET IMPLICATIONS

No financial/budget implications have been identified as a result of this report or recommendation.

ASSET MANAGEMENT IMPLICATIONS

No asset management implications have been identified as a result of this report or recommendation.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

No environmental implications have been identified as a result of this report or recommendation.

COMMUNITY ENGAGEMENT

There are no community engagement implications as a result of this report.

ATTACHMENTS

1. S 163528- Treeby North - Proposed road naming [**17.3.1** - 1 page]
2. Submission letter- GNC road Names- Treeby [**17.3.2** - 4 pages]

18 REPORTS - CIVIC LEADERSHIP

18.1 LOCAL LAW REVIEW - LOCAL GOVERNMENT PROPERTY LOCAL LAW

SUMMARY

In accordance with the *Local Government Act 1995* (Act), the proposed City of Kwinana ("City") Local Government Property Local Law 2026 ("Proposed Local Law"), as provided in **Attachment 18.1.1** is presented to Council for endorsement to initiate public consultation.

Section 3.12 of the Act stipulates that local governments must issue local public notice inviting submissions for a period of no less than six weeks prior to formal Council consideration of a local law for adoption. In addition, the City is required to promptly provide a copy of the law and the public notice to the Director General of the department supporting the relevant Minister, as well as to any other relevant Director General or equivalent official.

The objective of the Proposed Local Law is to repeal the City's outdated *Town of Kwinana Local Government Property Local Law*, which was adopted by Council at its Ordinary Council Meeting held on 17 December 2003.

The Proposed Local Law substantially adopts the West Australian Local Government Association (WALGA) template. However, the City has incorporated additional provisions to address its specific requirements. A summary table, included in the discussion section of this report, outlines these additional provisions and amendments to ensure compliance with the City's needs and processes.

A tracked changes version showing the amendments to the existing law is provided at **Attachment 18.1.2** for reference.

OFFICER RECOMMENDATION

That Council:

1. In accordance with section 3.12(2) of the *Local Government Act 1995*, the presiding member gives notice to the meeting by reading aloud the purpose and effect of the proposed Local Government Property Local Law 2026 as follows:

Purpose

To regulate the care, control and management of all property of the local government with the of thoroughfares.

Effect

- To repeal the *Town of Kwinana Local Government Property Local Law*; and
 - To control the use of local government property. Some activities are permitted only under a permit or under a determination and some activities are restricted or prohibited. Offences are created for inappropriate behaviour in or on local government property.
2. Adopt the proposed Local Government Property Local Law 2026, as detailed at Attachment 18.1.1 for the purpose of giving notice as prescribed in accordance with section 3.12(3) of the *Local Government Act 1995*.

VOTING REQUIREMENT

Absolute majority

DISCUSSION

The City of Kwinana Council initially adopted the *Town of Kwinana Local Government Property Local Law* during its Ordinary Council Meeting on 17 December 2003. Since then, no amendments have been made to the law. Recently the City undertook a comprehensive review of the law. This review determined that best practice would be to repeal the current law and introduce a new local government property local law to ensure compliance with contemporary legislative requirements and City procedures.

Therefore, the proposed City of Kwinana Local Government Property Local Law 2026 ("Proposed Local Law") has been developed and detailed in **Attachment 18.1.1**. The Proposed Local Law establishes a comprehensive framework for the regulation, control, and management of all local government properties within the district. Its primary objective is to ensure community facilities, reserves, buildings, recreation areas, and other public assets are utilised safely and respectfully, thereby preserving their condition for the community.

The Proposed Local Law sets out clear provisions regarding public conduct, permit requirements, property usage, prohibited activities, and enforcement mechanisms. It also enhances the City's ability to address emerging issues such as the use of modern devices, drones, smoking and vaping, environmental protection, and safety considerations within public spaces.

Adoption of the Proposed Local Law will benefit both the City and the community by fostering safe and responsible use of public areas, safeguarding public assets and the environment, and establishing explicit standards for behaviour and permits. The new framework streamlines management processes, reduces nuisances, and empowers authorised officers to enforce the regulations effectively. Additionally, provisions addressing new technologies and evolving practices ensure that property management remains relevant.

The City proposes to retain a standalone thoroughfares local law, as the activities, operational considerations and risks associated with roads, footpaths, verges and public rights-of-way are materially different from those relating to other local government properties and facilities.

The following table summarises additional provisions and modifications introduced to the comply with the City's procedural and operational requirements. Additionally, **Attachment 18.1.2** outlines the Proposed Local Law with these amendments clearly indicated.

CLAUSE (of current local law)	DESCRIPTION
All	References to "Town of Kwinana" amended to "City of Kwinana". Clause numbers and letters inserted and/or amended Minor adjustment to wording to improve clarity Amendments to referencing legislation The inclusion of an 'authorised person'
c.1.2	Removed unnecessary clause stating the purpose of effect of the local law is removed. Inserted the following new clauses: 1.2 – Commencement 1.3 – Repeal 1.4 – Application

c. 1.5	Modernised definitions and terminology. Corrected Act references Removed 'Manager' Included statement c1.5(2)
c. 2.7(j)	Added the ability to declare the use of electric rideable devices as an an activities which may be pursued on specified local government property,
c. 2.8	Added prohibition on drones. Removed smoking due to the duplication in Part 2
c. 3.3	Inserts c3.3(4) refusal an application
c. 5.8	Inserts c5.8(2) subclause (1) does not apply -
c. 8.1	Inserts c8.1(b)
c. 9.3	Inserts c9.3 Refusal of entry to local government property
Schedule 1 – Prescribed Offences	Modified first and subsequent offences to increase fees
Part 2	
c. 2.1	Inserts e-cigarettes

In addition to the requirements under the *Local Government Act 1995* regarding local government adoption of local laws, an amendment to section 3.16 of the Act took effect on the 7 December 2024 requiring all local governments to review each local law (in accordance with the provisions set out in s.3.16) every 15 years.

Local laws not reviewed within the required time will be repealed, the application of these requirements to existing local laws is determined by transitional provisions set out in the Act. If a review of a local law has not been undertaken within the past 8 years, local governments have until the 7 December 2026 to complete its review.

As such it is recommended that Council adopt the Proposed Local Law as provided at **Attachment 18.1.1** and give notice of its proposed Local Law in accordance with the section 3.12 of the Act.

STRATEGIC IMPLICATIONS

There are no strategic implications as a result of this proposal.

SUSTAINABILITY FRAMEWORK

Sustainability Guiding Principle

2 - Community Wellbeing

Sustainability Priority Area

3 - Liveability

How does this proposal achieve the guiding principle and priority area?

The proposed Local Law supports the City's commitment to community wellbeing by ensuring that local laws remain relevant, up-to-date, and responsive to the evolving needs of residents. By maintaining effective and current local laws, the City helps to create a safe, inclusive, and liveable environment, directly contributing to the guiding principle of Community Wellbeing and the priority area of Liveability.

LEGAL/POLICY IMPLICATIONS

Local Government Act 1995:

3.12. Procedure for making local laws

- (1) In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.*
- (2A) Despite subsection (1), a failure to follow the procedure described in this section does not invalidate a local law if there has been substantial compliance with the procedure.*
- (2) At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.*
- (3) Subject to subsection (3A), the local government is to —*
 - (a) give local public notice stating that —*
 - (i) the local government proposes to make a local law the purpose and effect of which is summarised in the notice; and*
 - (ii) a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and*
 - (iii) submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given;*
 - and*
 - (b) as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to —*
 - (i) the Departmental CEO; and*
 - (ii) if a department of the Public Service other than the Department assists in the administration of an Act under which the local law is proposed to be made — the chief executive officer of that other department;*
 - and*
 - (c) provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.*

3.16. Periodic review of local laws

- (1) Within a period of 15 years after the day on which a local law commenced or a determination in respect of the local law was last made under subsection (4), as the case requires, a local government must carry out a review of the local law to determine whether it considers that the local law should be repealed, be amended or remain unchanged.*
- (2) The local government is to give local public notice stating that —*
 - (a) the local government proposes to review the local law; and*
 - (b) a copy of the local law may be inspected or obtained at any place specified in the notice; and*
 - (c) submissions about the local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given.*
- [(2a) deleted]*
- (3) After the last day for submissions, the local government is to consider any submissions made and cause a report of the review to be prepared and submitted to its council.*

- (4) *After the report has been submitted to its council, the local government must determine* whether it considers that the local law should be repealed, be amended or remain unchanged.*
- * Absolute majority required.*
- (5) *If no determination is made under subsection (4) within the applicable 15year period under subsection (1), the local law is repealed at the end of that period.*
- (6) *If a local law is repealed by subsection (5), the local government must, not later than 14 days after the end of the applicable 15year period —*
- (a) *give notice of the repeal to —*
- (i) *the Departmental CEO; and*
- (ii) *if a department of the Public Service other than the Department assists in the administration of an Act under which the local law was made — the chief executive officer of that other department;*
- and*
- (b) *publish notice of the repeal in the Gazette; and*
- (c) *give local public notice of the repeal.*
- (7) *If different provisions of a local law commenced on different days, the local law is taken, for the purposes of this section, to have commenced on the earliest of those days.*
- (8) *This section does not apply to a local law if all it does is amend the text of, or repeal, a local law.*

FINANCIAL/BUDGET IMPLICATIONS

Cost of advertising of the proposed local law in state-wide and local newspapers is estimated to be \$1,000.

Upon adoption by Council, a further public notice will be required at as estimated cost of \$1,000, in addition to publication in the WA Gazette at an estimated \$3,000.

ASSET MANAGEMENT IMPLICATIONS

No asset management implications have been identified as a result of this report or recommendation.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

No environmental/public health implications have been identified as a result of this report or recommendation.

COMMUNITY ENGAGEMENT

In accordance with section 3.12(3) of the *Local Government Act 1995*, the City will give the required notice of the proposed Local Law, the public consultation period will remain open for a period of no less than 6 weeks. Public consultation will commence early January 2026.

To facilitate community engagement with respect to the proposed local law, the City also intends on utilising its *Love My Kwinana* website. In addition to compiling the submissions, *Love My Kwinana* will be able to provide a platform for the community to ask questions and increase their understanding of the impacts and changes.

All submissions will be presented to a future meeting of Council for consideration prior to adoption of the Local Law (with or without amendment).

ATTACHMENTS

1. Proposed Local Government Property Local Law 2026 [**18.1.1** - 35 pages]
2. Proposed Local Government Property Local Law 2026 - Tracked Changes [**18.1.2** - 39 pages]

18.2 MONTHLY FINANCIAL REPORT OCTOBER 2025

SUMMARY

The Monthly Financial Reports has been prepared and includes the monthly financial variance between actual and budget for the period ending 31 October 2025.

OFFICER RECOMMENDATION

That Council:

1. **Accepts the Monthly Statements of Financial Activity for the period ended 31 October 2025, as detailed at Attachment 18.2.1; and**
2. **Accepts the explanations for material variances for the period ended 31 October 2025, as detailed at Attachment 18.2.1.**

VOTING REQUIREMENT

Simple majority

DISCUSSION

The purpose of this report is to provide a monthly financial report in accordance with Section 6.4 of the *Local Government Act 1995*. This report is a summary of the financial activities of the City at the reporting date 31 October 2025 and includes the following key reporting data:

- Statement of Financial Activity by Nature or Type
- Statement of Financial Position
- Net Current Funding Position
- Outstanding debtors (Rates and Sundry Debtors)
- Capital Acquisitions
- Borrowings
- Cash Reserves
- Operating and Non-Operating Grants and Contribution

Closing Surplus Position

As of October 2025, the municipal surplus is \$53,326,245, while the budgeted position is \$34,400,613. The opening surplus for 2024/2025 has been finalised and will be updated following completion of the annual financial statements audit in November 2025. This update is expected to decrease the variance between the actual and budgeted closing surplus figures. The variance is also affected by the timing of expenditure items.

Revenue Summary for October 2025

Year-to-date income for the period ending October 2025 is \$72,199,976 compared to the current budgeted income of \$69,455,904 resulting in a favourable variance of \$2,744,071. This is mainly due to revenue from capital grants, subsidies, and contributions being received earlier than anticipated and actual fees and charges were higher than anticipated.

Expenditure Summary for October 2025

The total expenditure for October 2025 was \$25,477,064 which is \$6,649,461 less than the current budget of \$32,126,525. This amount includes both operating and capital expenses, detailed as follows:

- Operating expenses: \$21,164,955
- Capital acquisitions: \$8,663,819

For detailed information on significant variances on operating and capital expenditure against the current budget, refer to Note 1 and Note 5 in the Monthly Financial Report attached as **Attachment 18.2.1**.

Rates Receivables

The outstanding rate balance for October stands at 39.32%, representing a decrease from 44.8% in the previous year. Active follow-up and ongoing review of outstanding rate balances are being conducted.

Investment Summary

The City currently has \$116,575,881 in its investment portfolio, managed in accordance with the City's Investment Policy. A primary objective is to ensure these funds are invested in sustainable and ethical instruments that align with the City's Sustainability Framework initiatives. As of October 2025, 15.91% of the total portfolio is allocated to fossil fuel-free investments. For further information on the City's investment portfolio, please refer to Note 3 in the Monthly Financial Report attachment.

STRATEGIC IMPLICATIONS

There are no strategic implications as a result of this proposal.

SUSTAINABILITY FRAMEWORK**Sustainability Guiding Principle**

3 - Thriving Local Economy

Sustainability Priority Area

3 - Liveability

LEGAL/POLICY IMPLICATIONS

Section 6.4 of the *Local Government Act 1995* requires a Local Government to prepare an annual financial statement for the preceding year and other financial reports as are prescribed.

Regulation 34 (1) of the *Local Government (Financial Management) Regulations 1996* as amended requires the Local Government to prepare monthly financial statements and report on actual performance against what was set out in the annual budget.

FINANCIAL/BUDGET IMPLICATIONS

Any material variances that have an impact on the outcome of the budgeted closing surplus position are detailed at **Attachment 18.2.1**.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications associated with this report.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

No environmental or public health implications have been identified as a result of this report or recommendation.

COMMUNITY ENGAGEMENT

There are no community engagement implications as a result of this report.

ATTACHMENTS

1. Monthly Financial Report October 2025 [**18.2.1** - 29 pages]

18.3 MONTHLY FINANCIAL REPORT NOVEMBER 2025

SUMMARY

The Monthly Financial Reports has been prepared and includes the monthly financial variance between actual and budget for the period ending 30 November 2025.

OFFICER RECOMMENDATION

That Council:

1. **Accepts the Monthly Statements of Financial Activity for the period ended 30 November 2025, as detailed at Attachment 18.3.1; and**
2. **Accepts the explanations for material variances for the period ended 30 November 2025, as detailed at Attachment 18.3.1.**

VOTING REQUIREMENT

Simple majority

DISCUSSION

The purpose of this report is to provide a monthly financial report in accordance with Section 6.4 of the *Local Government Act 1995*. This report is a summary of the financial activities of the City at the reporting date 30 November 2025 and includes the following key reporting data:

- Statement of Financial Activity by Nature or Type
- Statement of Financial Position
- Net Current Funding Position
- Outstanding debtors (Rates and Sundry Debtors)
- Capital Acquisitions
- Borrowings
- Cash Reserves
- Operating and Non-Operating Grants and Contribution

Closing Surplus Position

As of November 2025, the municipal surplus is \$47,160,572, while the budgeted position is \$32,899,643. The opening surplus for 2024/2025 has been finalised and updated as per audited financial statements. Variance is also affected by the timing of expenditure items.

Revenue Summary for November 2025

Year-to-date income for the period ending November 2025 is \$73,979,161 compared to the current budgeted income of \$72,589,452 resulting in a favourable variance of \$1,389,079. This is mainly due to additional fees and charges received and revenue from capital grants, subsidies, and contributions being received earlier than anticipated.

Expenditure Summary for November 2025

The total expenditure for November 2025 was \$32,849,630 which is \$2,613,926 less than the current budget of \$35,463,555. This amount includes both operating and capital expenses, detailed as follows:

- Operating expenses: \$26,601,605
- Capital acquisitions: \$6,248,026

For detailed information on significant variances on operating and capital expenditure against the current budget, refer to Note 1 and Note 5 in the Monthly Financial Report attached as

Attachment 18.3.1.

Rates Receivables

The outstanding rate balance for November stands at 32.58%, representing a decrease from 34.36% in the previous year. Active follow-up and ongoing review of outstanding rate balances are being conducted.

Investment Summary

The City currently has \$118,051,231 in its investment portfolio, managed in accordance with the City's Investment Policy. A primary objective is to ensure these funds are invested in sustainable and ethical instruments that align with the City's Sustainability Framework initiatives. As of November 2025, 15.71% of the total portfolio is allocated to fossil fuel-free investments. For further information on the City's investment portfolio, please refer to Note 3 in the Monthly Financial Report attachment.

STRATEGIC IMPLICATIONS

There are no strategic implications as a result of this proposal.

SUSTAINABILITY FRAMEWORK**Sustainability Guiding Principle**

3 - Thriving Local Economy

Sustainability Priority Area

3 - Liveability

LEGAL/POLICY IMPLICATIONS

Section 6.4 of the *Local Government Act 1995* requires a Local Government to prepare an annual financial statement for the preceding year and other financial reports as are prescribed.

Regulation 34 (1) of the *Local Government (Financial Management) Regulations 1996* as amended requires the Local Government to prepare monthly financial statements and report on actual performance against what was set out in the annual budget.

FINANCIAL/BUDGET IMPLICATIONS

Any material variances that have an impact on the outcome of the budgeted closing surplus position are detailed at **Attachment 18.3.1.**

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications associated with this report.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

No environmental or public health implications have been identified as a result of this report or recommendation.

COMMUNITY ENGAGEMENT

There are no community engagement implications as a result of this report.

ATTACHMENTS

1. Monthly Financial Report November 2025 [**18.3.1** - 29 pages]

18.4 NEW COUNCIL POLICIES

SUMMARY

Council policies are high-level statements articulating the intent of the City's strategic objectives as well as guiding the City's operations. These policies serve as essential frameworks, outlining principles and expectations that direct how the City manages its responsibilities, interacts with the community, and aligns its services with long-term vision and values. Appropriate policies help strengthen the City's governance by ensuring a clear, shared understanding of priorities, and also support consistency in decision-making and outcomes across different departments and leadership terms.

New policies are developed to ensure the City remains responsive, accountable, aligned with emerging community needs, organisational priorities and good governance. A new policy may be required when gaps are identified in existing governance frameworks, when new legislation or regulatory requirements arise, or when evolving risks and operational challenges highlight the need for clearer direction and strengthened compliance.

The two new Council policies have been developed to address recommendations found in the Royal Commission into Institutional Response to Child Sexual Abuse. Both new policies have been developed based on templates prepared by the WA Government and are now recommended for adoption by Council:

- Child Safe Awareness (**Attachment 18.4.1**)
- Reportable Conduct Scheme (**Attachment 18.4.2**)

OFFICER RECOMMENDATION

That Council adopt the following new policies:

- **Child Safe Awareness (Attachment 18.4.1)**
- **Reportable Conduct Scheme (Attachment 18.4.2)**

VOTING REQUIREMENT

Simple majority

DISCUSSION

Although both policies concern child safeguarding, each serves a distinct purpose. Adopting both clarifies the difference between preventative measures and reporting requirements and helps meet legislative standards.

CHILD SAFE AWARENESS POLICY

The Child Safe Awareness Policy outlines the City of Kwinana's commitment to maintaining a child safe organisation, guided by the 10 National Principles for Child Safety and Recommendation 6.12 of the Royal Commission into Institutional Responses to Child Sexual Abuse. The Policy

recognises that the safety and wellbeing of children is a shared responsibility and embeds a zero-tolerance approach to abuse by ensuring all individuals working on behalf of the City understand their obligations to prevent, identify and respond to potential harm. This includes aligning organisational processes, policies and behaviours with contemporary child-safety standards and promoting environments where children feel heard, valued and respected.

The Policy also establishes a framework for ongoing improvement, requiring the City to continuously embed child safe practices across all operations, strengthen staff and volunteer capability through education and training, and ensure risks to children are consistently identified, managed and reviewed. The Child Safe Awareness Policy reaffirms the City's commitment to upholding and advancing the safety, rights and wellbeing of children and young people in Kwinana. This commitment is supported by operational practices and guidelines that translate policy intent into practical action, enhancing child safety across every area of the City's services and activities.

REPORTABLE CONDUCT SCHEME POLICY

The Reportable Conduct Scheme Policy ensures the City of Kwinana meets its statutory obligations under the Parliamentary Commissioner Amendment (Reportable Conduct) Act 2022, introduced following the Royal Commission into Institutional Responses to Child Sexual Abuse. The Policy outlines the Chief Executive Officer's requirement to notify the Ombudsman of all reportable allegations or convictions of child abuse involving any City employee, elected member, volunteer or contractor. It also ensures allegations are referred to the Western Australia Police Force where appropriate, investigated promptly, and managed in a manner that prioritises the safety and wellbeing of children.

The Policy further embeds the principles of procedural justice, confidentiality and protections for individuals who report concerns, supporting a transparent, fair and accountable investigation process. It acknowledges that reportable conduct may relate to both current and historical allegations, whether or not the conduct occurred in the workplace, ensuring all potential risks are identified and addressed. A comprehensive investigation process has been developed for operational use, outlining clear procedures and applying age-appropriate and trauma-informed approaches to ensure allegations are managed consistently and sensitively. These processes align with the City's Human Resources Grievance Management Policy and relevant guidance from the Ombudsman and Western Australia Police Force, reinforcing the City's commitment to safeguarding children and young people.

Both the Child Safe Awareness Policy and the Reportable Conduct Scheme Policy are supported by ongoing governance measures to ensure transparency, accountability and continuous improvement. An Annual Child Safety Compliance Report will be presented to the Audit, Risk and Improvement Committee, providing updates on the implementation of child safe initiatives, outcomes of any investigations conducted under the Scheme, and progress against the City's broader child safety commitments. This annual reporting requirement strengthens oversight and ensures the city maintains a proactive, integrated and compliant approach to child safety.

STRATEGIC IMPLICATIONS

Outcome: Leadership / Boordiya Katidjin (Leader of knowledge)
Objective: Accountable and ethical governance

N/A - There is no specific action in the CBP, yet this report will help achieve the indicated outcomes and strategic objectives.

How does this proposal achieve the outcomes and strategic objectives?

Although there is no specific action to the City's SCP or CBP the review, adoption of Council Policies should reflect the City desired achievements of the outcomes and objective of the visionary leadership of the City.

SUSTAINABILITY FRAMEWORK

Sustainability Guiding Principle

2 - Community Wellbeing

Sustainability Priority Area

3 - Liveability

How does this proposal achieve the guiding principle and priority area?

Through these policies, the City of Kwinana demonstrates visionary leadership dedicated to acting for its community, modelling accountable and ethical governance, and strengthening trust with the community. The City's approach to policy development ensures that sustainability principles are embedded in its operations, promoting a healthier, more resilient, and sustainable community.

LEGAL/POLICY IMPLICATIONS

Local Government Act 1995

2.7. Role of council

(2) Without limiting subsection (1), the council is to —

- (a) oversee the allocation of the local government's finances and resources; and*
- (b) determine the local government's policies.*

The Reportable Conduct Scheme Policy complies with the City of Kwinana's requirements under the *Western Australian Reportable Conduct Scheme (the Scheme)* that has been established under the *Parliamentary Commissioner Amendment (Reportable Conduct) Act 2022 (the Act)*.

FINANCIAL/BUDGET IMPLICATIONS

There are no financial implications that have been identified as a result of this report or recommendation.

ASSET MANAGEMENT IMPLICATIONS

No asset management implications have been identified as a result of this report or recommendation.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

No environmental or public health implications have been identified as a result of this report or recommendation.

COMMUNITY ENGAGEMENT

There are no community engagement implications as a result of this report or recommendation.

ATTACHMENTS

1. Child Safe Awareness Policy [**18.4.1** - 5 pages]
2. City of Kwinana Reportable Conduct Scheme Policy [**18.4.2** - 5 pages]

18.5 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 30 NOVEMBER 2025

SUMMARY

The purpose of this report is to present to Council a list of accounts paid under delegated authority for the month ended 30 November 2025 as required by the *Local Government (Financial Management) Regulations 1996*.

OFFICER RECOMMENDATION

That Council:

1. **Accepts the list of accounts, totalling \$8,527,422.22 paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 30 November 2025, as detailed at Attachment 18.5.1**
2. **Accepts the detailed transaction listing of credit card expenditure paid for the period ended 30 November 2025, as detailed at Attachment 18.5.2**

VOTING REQUIREMENT

Simple majority

DISCUSSION

Council has delegated, to the Chief Executive Officer, the exercise of its power to make payments from the City's Municipal and Trust funds. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996* a list of accounts paid is to be provided to Council, where such delegation is made.

The following table summarises the payments for the period by payment type, with full details of the accounts paid contained within **Attachment 18.5.1**.

Payment Type	Amount (\$)
Automatic Payment Deductions *	\$ 59,986.02
Cheque	\$ 398.05
EFT Payments	\$ 6,751,682.70
Payroll Payments	\$ 1,715,355.45
Total Attachment 22.7.1	\$ 8,527,422.22

*Automatic Payment deductions include a payment of **\$28,229.50** for credit card payments. A detailed transaction listing of credit card expenditure paid for the period ended 30 November 2025, is included at **Attachment 18.5.2**.

A detailed listing of November 2025 payments, including short descriptions for each payment, is provided in **Attachment 18.5.1**.

STRATEGIC IMPLICATIONS

Outcome: Quality of Life / Ngalang moorditj wirrin (Our strong spirit)

Objective: Thriving local economy

SUSTAINABILITY FRAMEWORK

Sustainability Guiding Principle

3 - Thriving Local Economy

Sustainability Priority Area

3 - Liveability

LEGAL/POLICY IMPLICATIONS

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* states:

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

1. *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
 - a. *the payee's name; and*
 - b. *the amount of the payment; and*
 - c. *the date of the payment; and*
 - d. *sufficient information to identify the transaction.*
2. *A list of accounts for approval to be paid is to be prepared each month showing*
 - a. *for each account which requires council authorisation in that month —*
 - i. *the payee's name; and*
 - ii. *the amount of the payment; and*
 - iii. *sufficient information to identify the transaction, and*
 - b. *the date of the meeting of the council to which the list is to be presented.*
3. *A list prepared under sub-regulation (1) or (2) is to be —*
 - a. *presented to the council at the next ordinary meeting of the council after the list is prepared; and*
 - b. *recorded in the minutes of that meeting.*

FINANCIAL/BUDGET IMPLICATIONS

All expenditure included in the list of payments is in accordance with City's annual budget. Any expenditure in relation to Perth South West Metropolitan Alliance (PSWMA) are made by the City and reimbursed by the Alliance.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications that have been identified as a result of this report.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

There are no implications on any determinants of health as a result of this report.

COMMUNITY ENGAGEMENT

There are no community engagement implications as a result of this report.

ATTACHMENTS

1. AP Payment Listing Summary Nov 25 [**18.5.1** - 9 pages]
2. Credit Card Transactions Report Nov 25 [**18.5.2** - 6 pages]

18.6 APPOINTMENT OF PRESIDING MEMBER AND DEPUTY PRESIDING MEMBER – BOOLA MAARA ABORIGINAL CONSULTATIVE COMMITTEE

SUMMARY

Recent amendments to the *Local Government Act 1995* now require Councils to appoint the Presiding Member and Deputy Presiding Member of committees by absolute majority. Previously, these positions were elected by the Committee via secret ballot at the first meeting following a Local Government Election; however, from 1 July 2025 this responsibility transfers to Council.

At the Boola Maara Aboriginal Consultative Committee meeting held on 3 November 2025, the Committee considered the appointment of its Presiding Member and Deputy Presiding Member. One nomination was received for each position.

OFFICER RECOMMENDATION

That Council, in accordance with sections 5.12(1) and 5.12(2) of the *Local Government Act 1995*, appoint Deputy Mayor Barry Winmar as Presiding Member and Paul Garlett as Deputy Presiding Member of the Boola Maara Aboriginal Consultative Committee, for a term concluding at the next Local Government Election.

VOTING REQUIREMENT

Absolute majority

DISCUSSION

Deputy Mayor Barry Winmar and Committee Member Paul Garlett have served as the Presiding Member and Deputy Presiding Member of the Boola Maara Aboriginal Consultative Committee since it became a formal committee of Council in July 2024. Both were initially elected to their roles via secret ballot in accordance with the legislative requirements in place at that time. Following amendments introduced through the Local Government Reform process, and subsequent advice from the Department of Local Government, Sport and Cultural Industries (as it was then known), Council formally appointed both members at its Ordinary Council Meeting held on 5 March 2025 to ensure compliance with the updated provisions.

Following the Local Government Election held in October 2025 and to maintain alignment with the current legislative requirements, Council is now requested to appoint Deputy Mayor Barry Winmar as Presiding Member and Paul Garlett as Deputy Presiding Member of the Boola Maara Aboriginal Consultative Committee, for a term concluding at the next Local Government Election.

STRATEGIC IMPLICATIONS

There are no strategic implications as a result of this proposal.

SUSTAINABILITY FRAMEWORK**Sustainability Guiding Principle**

2 - Community Wellbeing

Sustainability Priority Area

3 - Liveability

LEGAL/POLICY IMPLICATIONS

Amendments to the *Local Government Act 1995*, effective from 1 July 2025, require that the Presiding Member and Deputy Presiding Member of Council-established committees be appointed by Council through an absolute majority decision. This replaces the previous process whereby committees elected their own office bearers at their first meeting following a Local Government Election.

The recommendation presented in this report ensures compliance with sections **5.12(1)** and **5.12(2)** of the Act. Failure to appoint these positions in accordance with the amended provisions may result in non-compliance with statutory requirements and could impact the validity of committee proceedings.

There are no additional policy implications identified. However, minor administrative updates may be required to internal governance documents, including relevant committee terms of reference, to ensure alignment with current legislative requirements.

FINANCIAL/BUDGET IMPLICATIONS

No financial/budget implications have been identified as a result of this report or recommendation.

ASSET MANAGEMENT IMPLICATIONS

No asset management/public health implications have been identified as a result of this report or recommendation.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

No environmental/public health implications have been identified as a result of this report or recommendation.

COMMUNITY ENGAGEMENT

There are no community engagement implications as a result of this report or recommendation.

ATTACHMENTS

Nil

19 NOTICES OF MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

20 NOTICES OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING IF GIVEN DURING THE MEETING

21 LATE AND URGENT BUSINESS

22 REPORTS OF ELECTED MEMBERS

23 ANSWERS TO QUESTIONS WHICH WERE TAKEN ON NOTICE

24 MAYORAL ANNOUNCEMENTS

25 CONFIDENTIAL ITEMS

Nil

26 CLOSE OF MEETING