

Ordinary Council Meeting

Agenda

23 July 2025

Notice is hereby given of an Ordinary Meeting of Council to be held in Council Chambers, City of Kwinana Administration Centre commencing at 6:00pm. Wayne Jack, 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/>

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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 Sherilyn Wood 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:

Unknown at the time of issuing the Agenda.

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 25 JUNE 2025

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held on 25 June 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 RECOMMENDATIONS OF THE EXECUTIVE APPRAISAL COMMITTEE - 21 JULY 2025

Recommendation from the Executive Appraisal Committee due to be held on Monday 21 July 2025
- Report to be added here upon completion.

13 ENBLOC REPORTS

14 REPORTS - COMMUNITY

14.1 ARTS AND CULTURE STRATEGY

SUMMARY

The City of Kwinana Arts and Culture Strategy 2025–2030 has been developed through a robust and collaborative process involving community consultation, research, and alignment with Council strategic priorities. The Strategy is now drafted in three formats: a comprehensive report, a public-facing summary document, and a detailed implementation plan.

Guided by a Council resolution passed in November 2023, the Strategy aims to position arts and culture as central to the City's future identity and growth. Consultation took place between January and April 2025 and involved local creatives, young people, community groups, arts organisations, and internal staff. The findings highlighted strong community support for arts and culture and a clear desire for more accessible, visible, and connected creative opportunities. Rick Heath from Push Consulting was engaged in a collaborative approach with Officer's to develop the Strategy.

The Strategy outlines a vision and three key priority areas:

- **Create** - supporting local artists and developing new works,
- **Be Creative** - enabling inclusive participation in creative activity,
- **Experience Creativity** - ensuring the community can engage with diverse, high-quality cultural programs.

Each priority area is supported by strategic objectives and actions, which collectively aim to increase civic pride, cultural visibility, and community wellbeing.

OFFICER RECOMMENDATION

That Council adopt the City of Kwinana Arts and Culture Strategy 2025-2030, as at Attachment 14.1.1 and 14.1.2.

VOTING REQUIREMENT

Simple majority

DISCUSSION

Background

In November 2023, Council resolved to develop a comprehensive Arts and Culture Strategy to guide the City of Kwinana's investment in arts, culture, and creative industries. This resolution followed the City's assumption of management responsibility for the Koorliny Arts Centre and acknowledged the need for a strategic, city-wide approach to arts and culture, rather than a venue-specific plan.

The development of the Strategy also responds to the City's rapid population growth and shifting community demographics, which are increasing the demand for diverse, high-quality cultural experiences. With more families, young people, and culturally diverse residents choosing to call

Kwinana home, the need for a coordinated and inclusive approach to arts and cultural development has never been greater.

In addition to Koorliny Arts Centre, the Community Development team, which leads arts and culture coordination, other areas of the organisation including the Major Events Team, Library Services, Youth Services, Place Activation, and Heritage, contribute significantly to arts and cultural programming, events, and community engagement. This Strategy seeks to align and amplify those efforts under a shared vision, creating greater cohesion, visibility, and impact across the City's programming.

The purpose of the Strategy is to set a clear vision for arts and culture in Kwinana and provide a framework to deliver outcomes that are meaningful, inclusive, and aligned with community needs and aspirations. It responds to Council's priorities of creating a vibrant, connected, and proud community and leverages arts and culture as tools for civic engagement, wellbeing, and place activation. The development of the Strategy has been informed by extensive community consultation, desktop research, and alignment with the City's strategic frameworks.

Strategy Development Process

The development of the Strategy followed a structured and collaborative process, comprising five key phases:

1. Initiation and Planning (October – December 2024)

The project began with the development of a detailed project brief, establishing a whole-of-city approach to arts and culture strategy development. Rick Heath of Push Consulting was engaged to support the strategy's development in close collaboration with the City's Community Development Officer – Arts and Culture. City staff involved in arts and culture delivery contributed insights into current programs, challenges, successes, and supported initial stakeholder mapping.

2. Community Engagement and Stakeholder Consultation (January – March 2025)

A comprehensive consultation process was undertaken involving local creatives and artists, young people, community groups, Perth-based arts organisations, First Nations representatives, and elected members. This engagement included community workshops, surveys, one-on-one interviews, and creative engagement at local events.

3. Research and Environmental Analysis (March – April 2025)

A desktop review of internal City strategies and external best-practice documents was conducted, alongside SWOT and gap analyses. This ensured alignment with broader strategic objectives, local demographics, and cultural policy trends at both state and national levels.

4. Drafting of Strategy and Implementation Plan (April – May 2025)

Insights gathered were consolidated into a clear vision, supported by three strategic priority areas, objectives, and an implementation plan outlining practical short, medium, and long-term actions.

5. Review and Public Feedback (May – June 2025)

The draft Strategy was presented to the Executive Leadership Team and Elected Members and subsequently released for public comment. Feedback received through this process was incorporated into the final version.

Key Findings and Community Insights

The consultation process revealed strong community support for arts and culture in Kwinana, with several recurring themes emerging:

- **Cultural Identity and Pride** - There is a deep sense of pride in Kwinana's character and creativity, alongside a desire for this identity to be more visible and celebrated throughout the city.

- **Creative Infrastructure Gaps** - Community members identified a lack of accessible and flexible spaces for making, learning, and showcasing art, including studios, rehearsal rooms, and galleries. There was strong support for an upgrade to the Koorliny Arts Centre, especially its exterior, and for the redevelopment of the amphitheatre.
- **Support for Local Artists** - Local creatives are passionate but often under-resourced. There is a clear desire for more promotional opportunities, professional development, and ways to connect and celebrate each other's work.
- **Youth and Diversity** - Young people are enthusiastic about arts and culture but seek experiences that feel relevant, inclusive, and welcoming. The community also expressed a strong desire for greater recognition and inclusion of First Nations culture.
- **Communication and Access** - Better coordination and promotion of arts and cultural activities is needed to improve community awareness, participation, and collaboration.

Strategic Framework and Vision

The Strategy establishes a shared vision:

“Kwinana is a City proud of its roots and creative in the way it grows. Where imagination is nurtured and everyone is invited. Where culture shapes daily life, and daily life shapes the City's culture.”

This vision is supported by three Priority Areas:

Create – Invest in artistic creation and capacity building.

Be Creative – Encourage participation, learning, and personal expression.

Experience Creativity – Deliver programs and places that showcase Kwinana's culture and offer opportunities for engagement.

Each priority area is supported by specific objectives and actions to guide the City's programs, partnerships, and investment over the next five years.

Where to From Here

Following the adoption of the Strategy, the documents will be prepared by Marketing to be uploaded to the City's website. A communication plan will be developed to launch the Strategy, celebrating community input and outlining key upcoming actions. Implementation will involve integrating the Strategy into the City's business planning cycles and reviewing the staffing, budgets, and partnerships needed to support delivery across internal teams and community stakeholders. Finally, mechanisms will be established to monitor and evaluate progress against key objectives, with regular reporting aligned to community wellbeing and engagement goals.

STRATEGIC IMPLICATIONS

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

Objective: Improved health and wellbeing

Outcome: Built Environment/ Ngalak Moort Mia Mia (Family gathering places)

Objective: Building communities

Action in CBP: Implement the Arts and Culture Strategy

How does this proposal achieve the outcomes and strategic objectives?

The Arts and Culture Strategy supports improved health and wellbeing by fostering social connection, self-expression, and a strong sense of belonging through inclusive creative programs and community participation. It contributes to building connected and resilient communities by

activating public spaces, enhancing cultural infrastructure, and celebrating local identity, making Kwinana a vibrant place where people come together and feel proud of where they live.

SUSTAINABILITY FRAMEWORK

Sustainability Guiding Principle

- 1 - Social Inclusion
- 2 - Community Wellbeing

Sustainability Priority Area

- 3 - Liveability

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

The Arts and Culture Strategy promotes social inclusion and community wellbeing by ensuring diverse voices are represented, providing accessible creative opportunities, and fostering a sense of connection across the community. It enhances liveability by activating public spaces, supporting cultural infrastructure, and contributing to a vibrant, welcoming environment that reflects and celebrates Kwinana's unique identity.

LEGAL/POLICY IMPLICATIONS

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

FINANCIAL/BUDGET IMPLICATIONS

There are no immediate financial implications identified as a result of this report or recommendation. However, Council will need to consider the long-term planning, resourcing, and integration of the Strategy and its implementation as part of future budgeting and business planning cycles.

ASSET MANAGEMENT IMPLICATIONS

There are no immediate asset management implications identified in this report. However, long-term resourcing will need to be considered, and the implementation of the Strategy will include community consultation during the revitalisation of the City Centre and any future works related to Koorliny Arts Centre.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

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

COMMUNITY ENGAGEMENT

To develop the Arts and Culture Strategy, the City undertook extensive community engagement as outlined in this report. The final Strategy documents will be made available through the City's website, online engagement portal, Love My Kwinana, and promoted via social media. Full details of the consultation process are included in Attachment 14.1.1.

The Draft Arts and Culture Strategy was also presented to the Boola Maara Aboriginal Consultative Committee on 7 July 2025, and the Committee provided the following comments:

- Presiding Member commented that this is a robust and thoughtful Strategy, giving voice to Aboriginal people, especially youth.
- It was noted that there is opportunity to engage with youth whether it be through young talent or performers who can contribute to our community. There is a gap in Aboriginal youth engagement when it would be beneficial for young people to learn from us as leaders as to what we are currently doing and building for them and their futures. It would be good to see what they can contribute. Barriers currently are shame and low confidence.
- It was suggested including students from Gilmore College be invited to the BMAAC as a way to bridge the gap between Gilmore College and youth involvement. Suggested involving Kolbe Catholic College and other local schools who have Indigenous scholarship students to raise awareness and build strong youth leadership.

ATTACHMENTS

1. City of Kwinana Arts and Culture Strategy PUBLIC Draft VJune Formatted [**14.1.1** - 26 pages]
2. City of Kwinana Arts and Culture Strategy REPORT Draft VJune [**14.1.2** - 70 pages]

15 REPORTS - ECONOMIC

Nil

16 REPORTS - NATURAL ENVIRONMENT

16.1 BLACK COCKATOO CONSERVATION ACTION PLAN

SUMMARY

The iconic black cockatoo species of Western Australia are experiencing severe population declines and face extinction within decades unless threats are addressed. With its vast green spaces providing roost sites and food resources, Kwinana is one of the most important areas for black cockatoos in the Perth-Peel region. In recognising this, the City was one of four local governments invited to participate in the Keep Carnaby's Flying Ngoolarks Forever Project conducted by Murdoch University through 2024. The resulting Black Cockatoo Conservation Action Plan, as at **Attachment 16.1.1**, provides practical actions aimed at mitigating identified local threats in supporting the conservation of black cockatoo species in the Kwinana region. Many of these actions reaffirm existing commitments made by the City in other strategies and plans, while others are cost-neutral adjustments to existing programs and operations that, while relatively simple to implement, can have significant long-term benefits for black cockatoos.

OFFICER RECOMMENDATION

That Council note the City of Kwinana Black Cockatoo Conservation Action plan, as at Attachment 16.1.1, developed as part of the Keep Carnaby's Flying Ngoolarks Forever Project conducted by Murdoch University.

VOTING REQUIREMENT

Simple majority

DISCUSSION

Background

Black cockatoos are iconic wildlife in the Western Australian landscape. All three of southwest Western Australia's endemic black cockatoo species, namely the Carnaby's cockatoo, Baudin's cockatoo and forest red-tailed black cockatoo, are experiencing severe population declines due to habitat loss and other threatening processes, and face extinction within decades unless threats are addressed.

Kwinana is one of the most important areas for black cockatoos in the Perth-Peel region, with roost sites and food resources that support large flocks of Carnaby's cockatoos and forest red-tailed black cockatoos. In 2023, in recognition of Kwinana's importance for black cockatoos, the City was one of four local governments invited to participate in the Keep Carnaby's Flying Ngoolarks Forever Project, commencing in 2024. The City of Kwinana Black Cockatoo Conservation Action Plan, as at Attachment 16.1.1, was completed by Murdoch University in late 2024 and provides guidance on key local threats and evidence-based strategies to protect black cockatoos in the region.

Purpose

The Black Cockatoo Conservation Action Plan aims to safeguard black cockatoo populations in Kwinana through practical actions aimed at habitat protection, restoration, and management, and addressing key threats such as habitat loss, water scarcity, vehicle strikes, and climate change.

Key Findings

- Kwinana is a critical area for black cockatoo conservation, with 15 known roosts and significant food resources.
- Habitat loss, particularly foraging trees and vegetation corridors, is the leading threat.
- The cultural significance of the cockatoos to Noongar people was highlighted through community engagement workshops.
- The Plan supports legislative and biodiversity obligations at local, state, and national levels.

Key Action Areas

- **Retention and improvement of habitat:** Protect remnant vegetation and food trees.
- **Revegetation:** Plant high-priority native species.
- **Water sources:** Install bird-safe water stations in strategic areas.
- **Community engagement:** Promote awareness and support native planting on private property.
- **Integration:** Incorporate Plan recommendations into local policies, strategies, plans, projects and operations.

It should be noted that the actions outlined in the Black Cockatoo Conservation Action Plan mostly reaffirm actions already committed to in other City strategies and plans, most notably the Local Biodiversity Strategy, Natural Areas Management Plan and Urban Forest Strategy. While other actions are cost-neutral adjustments to existing programs and operations that, while quite simple to implement, can have significant advantages to black cockatoo conservation outcomes. This is pleasing on two fronts, firstly that the City was already delivering or planning to deliver impactful initiatives and, secondly, that other worthwhile actions are relatively simple changes to current practices that have no cost implications. By implementing these recommendations, the City can enhance its effectiveness in its efforts to conserve the threatened black cockatoo species, and demonstrate leadership in sustainable urban biodiversity management.

STRATEGIC IMPLICATIONS

Outcome:	Environmental Stewardship / Ngalla djoorapiny ngank boodjar (Looking after mothers' beautiful country)
Objective:	Support biodiversity and natural landscape conservation
Action in CBP:	Implement the Local Biodiversity Strategy

How does this proposal achieve the outcomes and strategic objectives?

The integration of the actions outlined in the Black Cockatoo Conservation Action Plan into the City's operations and projects supports the conservation of the endangered black cockatoo population, thereby contributing towards local biodiversity outcomes.

SUSTAINABILITY FRAMEWORK

Sustainability Guiding Principle

4 - Environmental Stewardship

Sustainability Priority Area

2 - Environment and Biodiversity

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

The City's black cockatoos are a significant environmental and cultural asset. Undertaking the actions in this Plan to protect and manage the City's flocks of black cockatoos will help the City of Kwinana to be a truly sustainable City for black cockatoos, while simultaneously enhancing urban forest, native vegetation, urban cooling, climate mitigation and local biodiversity.

LEGAL/POLICY IMPLICATIONS

Carnaby's Black-Cockatoo (*Calyptrorhynchus latirostris*) are native to south-west Western Australia and are listed as Endangered under the Environmental Protection, and Biodiversity Conservation Act 2016.

FINANCIAL/BUDGET IMPLICATIONS

There are no direct financial implications associated with the Black Cockatoo Conservation Action Plan. Most actions reaffirm those already committed to in other strategies and plans, while others are cost-neutral adjustments to existing operations.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications associated with the Black Cockatoo Conservation Action Plan.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

The Black Cockatoo Conservation Action Plan highlights environmental threats to local black cockatoo populations and overall biodiversity, including habitat loss, fragmentation, and degradation due to urban development. The decline of key food sources, compounded by climate-related stressors, is reducing the viability of essential roosting and foraging habitats. The Black Cockatoo Conservation Action Plan presents opportunities to enhance environmental outcomes through targeted revegetation, protection of remnant bushland, and installation of bird water stations. These actions will help increase habitat resilience, support urban biodiversity, and contribute to climate mitigation efforts.

COMMUNITY ENGAGEMENT

To gather perspectives of Nyoongar people from the Perth-Peel region on the cultural significance of black cockatoos, the Keep Carnaby's Flying – Ngoolarks Forever project held cultural engagement workshops in 2022–23 with Elders and senior Noongar people from the Perth-Peel region. Workshop participants included delegates from Ngangk Yira Institute for Change Elders Council, based at Murdoch University, as well as Winjan Aboriginal Corporation and other Elders. The outcomes of this engagement are outlined in the "Cultural significance of black cockatoos" section of the Black Cockatoo Conservation Action Plan (Attachment 1), with key themes including the importance of black cockatoos, concern for their decline, and desire for solutions.

The local Kwinana community place great importance on environmental sustainability. The biennially conducted MARKYT Community and Wellbeing Scorecard assesses resident's priorities and performance satisfaction levels across all service areas provided by the City. In the 2024 survey, the categories of "Conservation and environment" and "Streetscapes, verges and trees" ranked as the fifth and second highest priorities to the Kwinana community, respectively. This

demonstrates the community's high expectations of the City with respect to the themes and actions addressed by the Black Cockatoo Conservation Action Plan.

ATTACHMENTS

1. Murdoch University Black Cockatoo Conservation Management Project (2024) City of Kwinana Black Cocka [**16.1.1** - 64 pages]

17 REPORTS - BUILT INFRASTRUCTURE

Nil

18 REPORTS - CIVIC LEADERSHIP

18.1 ELECTED MEMBER MANDATORY TRAINING REPORT AS AT 30 JUNE 2025

SUMMARY

Section 5.127 of the *Local Government Act 1995* and the City's Elected Members Training and Development Policy, require a report be prepared for Council on mandatory training completed by Elected Members within the financial year. The report must be published on the City's website within one month after the end of the financial year to which the report relates.

Councillors are required to complete all five modules of the Council Member Essentials course within 12 months of their election unless they receive an exemption on the basis of having completed the module within the previous five years.

Councillor David Acker, Councillor Ivy Penny and Councillor Erin Sergeant were elected in the City's 2023 Local Government Election and enrolled in the Council Member Essentials course in November 2023. These Councillors have now completed all requisite training modules required of them with competency.

The Elected Member Training Report 2024/25 is provided at Attachment 18.1.1 for noting by Council.

OFFICER RECOMMENDATION

That Council:

1. **Notes the mandatory Elected Member Training Report 2024/25, as at Attachment 18.1.1**
2. **Notes that a copy of the Elected Member Training Report 2024/25 is to be published on the City's website by the Chief Executive Officer within one month of the end of the financial year to which the report relates.**

VOTING REQUIREMENT

Simple majority

DISCUSSION

City of Kwinana Elected Members Acker, Penny, and Sergeant have completed all modules of the Council Members Essential course within 12 months of the day elected, in accordance with *Local Government Act 1995* requirements.

Mayor Peter Feasey and Councillor Sherilyn Wood completed the Council Member Essentials course in 2020. Deputy Mayor Barry Winmar, Councillor Michael Brown, Councillor Susan Kearney and Councillor Matthew Rowse completed it in 2022. These course completions are within the previous five years as per the *Local Government (Administration) Regulations 1996, Section 36*.

STRATEGIC IMPLICATIONS

Outcome:	Leadership / Boordiya Katidjin (Leader of knowledge)
Objective:	Proactive leadership
Action in CBP:	Implement the City's Elected Members' training and development program

LEGAL/POLICY IMPLICATIONS

Local Government Act 1995:

5.126. Training for council members

- (1) *Each council member must complete training in accordance with regulations.*
- (2) *Regulations may —*
 - (a) *prescribe a course of training; and*
 - (b) *prescribe the period within which training must be completed; and*
 - (c) *prescribe circumstances in which a council member is exempt from the requirement in subsection (1); and*
 - (d) *provide that contravention of subsection (1) is an offence and prescribe a fine not exceeding \$5 000 for the offence.*

5.127. Report on training

- (1) *A local government must prepare a report for each financial year on the training completed by council members in the financial year.*
- (2) *The CEO must publish the report on the local government's official website within 1 month after the end of the financial year to which the report relates.*

Local Government (Administration) Regulations 1996:

35. Training for council members (Act s. 5.126(1))

- (1) *A council member completes training for the purposes of section 5.126(1) if the council member passes the course of training specified in subregulation (2) within the period specified in subregulation (3).*
- (2) *The course of training is the course titled Council Member Essentials that —*
 - (a) *consists of the following modules —*
 - (i) *Understanding Local Government;*
 - (ii) *Serving on Council;*
 - (iii) *Meeting Procedures;*
 - (iv) *Conflicts of Interest;*
 - (v) *Understanding Financial Reports and Budgets; and*
 - (b) *is provided by any of the following bodies —*
 - (i) *North Metropolitan TAFE;*
 - (ii) *South Metropolitan TAFE;*
 - (iii) *WALGA.*
- (3) *The period within which the course of training must be passed is the period of 12 months beginning on the day on which the council member is elected.*

FINANCIAL/BUDGET IMPLICATIONS

The cost to the City for all three newly elected Members to complete the Council Member Essentials Course was \$5,640.00 (excluding GST).

ASSET MANAGEMENT IMPLICATIONS

Nil

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

Nil

COMMUNITY ENGAGEMENT

Nil

ATTACHMENTS

1. Mandatory Elected Member Training Report as at 30 June 2025 [**18.1.1** - 1 page]

18.2 MONTHLY FINANCIAL REPORT MAY 2025

SUMMARY

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

OFFICER RECOMMENDATION

That Council:

1. **Accepts the Monthly Statements of Financial Activity for the period ended 31 May 2025, as detailed at Attachment 18.2.1; and**
2. **Accepts the explanations for material variances for the period ended 31 May 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 May 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 May 2025, the municipal surplus is \$26,360,360, exceeding the budgeted amount by \$14,350,746. This increase in surplus is primarily due to timing of income and expenditure including reserve transfer which will be addressed as part of end of year process.

Revenue Summary for May 2025

Year-to-date income for the period ending May 2025 is \$79,376,082, compared to the current budgeted income of \$77,456,530, resulting in a favourable variance of \$1,919,553. This income includes revenue from capital grants, subsidies, and contributions.

Expenditure Summary for May 2025

The total expenditure for May 2025 was 88,169,108, which is \$257,038 less than the current budget of \$88,426,146. This amount includes both operating and capital expenses, detailed as follows:

- Operating expenses: \$80,068,782

- Capital acquisitions: \$8,100,327

For detailed information on significant variances on operating and capital expenditure against the current budget, refer to Note 1 and Note 6 in the Monthly Financial Report attached as **Attachment 18.2.1**.

Rates Receivables

The outstanding rate balance for May stands at 8.58%, representing an increase from 4.37% at this point last year. The transition to One Council has introduced certain process and workload challenges. The team is actively addressing these issues and working with Technology One in resolving these issues.

Investment Summary

The City currently has \$ 97,496,060 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 May 2025, 20.81% 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 A.

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 May 2025 [**18.2.1** - 29 pages]

18.3 QUARTERLY PERFORMANCE REPORT - STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN - QUARTER 4, APRIL TO JUNE 2025

SUMMARY

Council has endorsed a 'Plan for the Future' made up of the City's *Strategic Community Plan* (SCP) and a *Corporate Business Plan* (CBP). These plans set out outcomes, strategic objectives and actions that have been developed to achieve the community's vision for the City.

Each quarter, Council are provided a report detailing the City's progress against the adopted actions within the SCP and CBP. The report for the fourth quarter of the 2024/2025 financial year is provided at **Attachment 18.3.1** for Councils information and noting.

OFFICER RECOMMENDATION

That Council note the Quarterly Performance Report (Q4, April to June 2025) detailed in Attachment 18.3.1.

VOTING REQUIREMENT

Simple majority

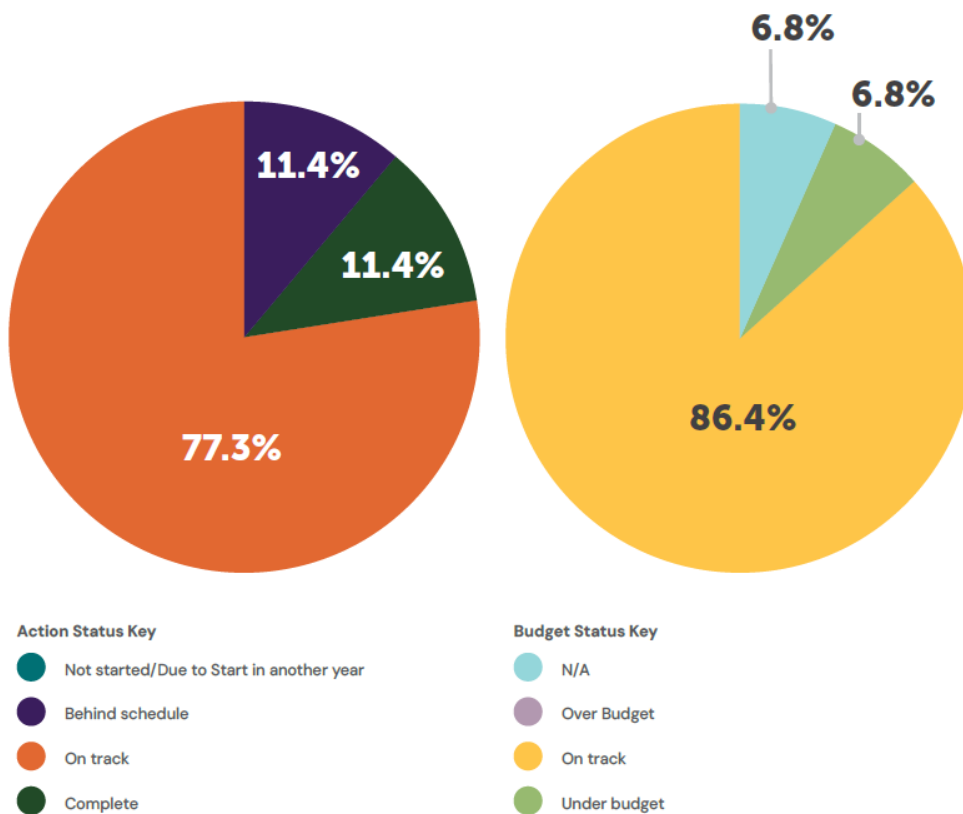
DISCUSSION

The *Integrated Planning and Reporting - Framework and Guidelines 2016* (Department of Local Government and Communities) recommend implementing quarterly reporting to inform Council of the City's performance against community outcomes, enabling the City to respond to changing priorities. A Quarterly Strategic Community Plan and Corporate Business Plan Performance Report is provided to Council each quarter.

Highlights for the quarter include the adoption of the Strategic Community Plan and Corporate Business Plan, following their major review, commissioning of the Kwinana Energy Recovery plant and the commencement of the City's 20 year supply contract term, and the inaugural Big Day In expo was held at Koorliny Arts Centre, providing Kwinana senior school students with an opportunity to discover potential careers in technology. Further, both Thomas Oval Changeroom and Wellard West Community Facility projects are under construction, the City's Seniors Directory was finalised and the Communications Strategy has been completed and approved by the Executive Leadership Team.

The majority of actions in the report are being progressed and are on track. However, some actions have been delayed, in this instance an explanation of the delay has been provided. A summary of the quarter's actions overall progress is provided below:

Progress updates summary



STRATEGIC IMPLICATIONS

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

SUSTAINABILITY FRAMEWORK

Sustainability Guiding Principle

2 - Community Wellbeing

8 - Integrated and Transparent Decision-making

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. Quarterly Performance Report - April - June 2025 [**18.3.1** - 40 pages]

18.4 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 30 JUNE 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 June 2025 as required by the *Local Government (Financial Management) Regulations 1996*.

OFFICER RECOMMENDATION

That Council:

1. **Accepts the list of accounts, totalling \$11,554,398.61 paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 30 June 2025, as detailed at Attachment 18.4.1.**
2. **Accepts the detailed transaction listing of credit card expenditure paid for the period ended 30 June 2025, as detailed at Attachment 18.4.2.**

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 18.4.1.

Payment Type	Amount (\$)
Automatic Payment Deductions *	\$ 1,266,734.67
Cheque	\$ 241.85
EFT Payments	\$ 8,639,671.15
Payroll Payments	\$ 1,647,750.94
Total Attachment 18.4.1	\$ 11,554,398.61

*Automatic Payment deductions include a payment of **\$32,098.96** for credit card payments. A detailed transaction listing of credit card expenditure paid for the period ended 30 June 2025, is included at Attachment 18.4.2.

A detailed listing of June 2025 payments, including short descriptions for each payment, is provided in Attachment 18.4.1.

STRATEGIC IMPLICATIONS

Outcome: Quality of Life / Ngalang moorditj wirrin (Our strong spirit)
Objective: Thriving local economy

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 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.**
- (3) *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 —*
- (b) *the payee's name; and*
 - (b) *the amount of the payment; and*
 - (b) *the date of the payment; and*
 - (b) *sufficient information to identify the transaction.*
- (3) *A list of accounts for approval to be paid is to be prepared each month showing*
- (b) *for each account which requires council authorisation in that month —*
 - (iii) *the payee's name; and*
 - (iii) *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 —*
- (b) *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.

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 - June 2025 [**18.4.1** - 9 pages]
2. Credit Card Transactions Report - June 2025 [**18.4.2** - 6 pages]

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