

Ordinary Council Meeting

Agenda

21 October 2026

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. 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 Ivy Penny 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 23 SEPTEMBER 2026

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held on 23 September 2026 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

Nil

13 ENBLOC REPORTS

14 REPORTS - COMMUNITY

Nil

15 REPORTS - ECONOMIC

Nil

16 REPORTS - NATURAL ENVIRONMENT

Nil

17 REPORTS - BUILT INFRASTRUCTURE

17.1 KWINANA CITY CENTRE PRECINCT PLAN

SUMMARY

The purpose of this report is for Council to consider a recommendation to the WAPC on the Kwinana City Centre Precinct Structure Plan following public consultation.

A report was presented to Council at its Ordinary Meeting on 24 June 2026 to adopt the Kwinana City Centre Precinct Structure Plan (KCCPSP) for the purposes of public consultation. The KCCPSP has since been advertised for comment for 42 days from 21 July to 2 September 2026.

During the consultation period, 39 submissions were received. This report details the submissions and explains how they have been considered within the KCCPSP. While all submissions have been considered, no modifications are proposed to the KCCPSP from the version last presented to Council on 24 June 2026. This largely reflects the extensive engagement process the KCCPSP has been through, particularly the extensive front-end engagement undertaken prior to drafting the plan. Key themes across the submissions relate to:

- Building height and density
- Parking
- Trees and Green Character
- Extent of the City Centre Boundary
- Social Issues

This report represents the final step before the KCCPSP is forwarded to the Western Australian Planning Commission (WAPC) for determination.

The KCCPSP is intended to replace the City Centre Master Plan (2019). A Local Planning Scheme amendment has been prepared (Local Planning Scheme No. 3 – Amendment No.7) to implement the KCCPSP. The City Centre Master Plan will continue to have effect until Amendment No.7 has been approved and gazetted. At that time the Master Plan will cease to have force and effect and the KCCPSP will become the primary statutory planning document for the Kwinana City Centre.

While the process of amending the Scheme progresses the KCCPSP can now be considered a “seriously entertained” planning document. As such it will be given appropriate weight by decision makers having regard to the objectives of the PSP and the circumstances of each application.

It is recommended that Pursuant to Schedule 2, Part 4, clause 20 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, Council resolves to support the

KCCPSP without modification. The final KCCPSP can be found in **Attachments 17.1.1 and 17.1.2**.

OFFICER RECOMMENDATION

That Council, pursuant to Clause 20(2), Schedule 2 ‘Deemed Provisions for Local Planning Schemes’, of the *Planning and Development (Local Planning Schemes) Regulations 2015*:

- 1. Notes and considers the 39 submissions received during the public consultation period of 21 July to 2 September 2026 on the Kwinana City Centre Precinct Structure Plan (KCCPSP);**
- 2. Adopts the Schedule of Submissions and the City's responses to matters raised (Attachment 17.1.4);**
- 3. Recommends that the Western Australian Planning Commission approve the Kwinana City Centre Precinct Structure Plan, without modification (as per Attachments 17.1.1 & 17.1.2);**
- 4. Forward the Kwinana City Centre Precinct Structure Plan to the Western Australian Planning Commission for determination; and**
- 5. Note that the City Centre Master Plan (2019) will have force and effect until gazettal of Amendment 7 to Local Planning Scheme No. 3.**

VOTING REQUIREMENT

Simple majority

DISCUSSION**Background**

In 2009, Council adopted the Kwinana Town Centre Master Plan and Design Guidelines, supplemented by Local Planning Scheme No. 3 (LPS3) as the statutory mechanism for assessing development applications under Clause 1.6 of LPS 3 which is a specific provision within the Scheme giving the Master Plan force and effect, separate to a Local Planning Policy.

However, the Master Plan and LPS3 addressed land use and built form differently, creating inconsistencies in interpretation and application of standards. Council subsequently resolved in 2016 to review the Master Plan. The City engaged Hames Sharley to review the Master Plan and align the vision with the City's Strategic Community Plan, update it to reflect recent development, resolve inconsistencies with LPS3, and account for changes to State policy. The revised Master Plan was adopted in 2019.

Since then, Kwinana has been reshaped by rapid population growth and generational investment, from Westport and AUKUS to the City's recent partnership with the Minderoo Foundation. Additionally, State Planning Policy 7.2 – Precinct Design (SPP 7.2) has come into effect, introducing a new framework for precinct design. These factors necessitated preparation of a Precinct Structure Plan to replace the 2019 Master Plan. The new KCCPSP will guide development of the KCC for the next 20 years and, once adopted, will supersede and replace the 2019 Master Plan.

Consistent with SPP 7.2, the KCCPSP comprises two parts: Part One (Implementation), setting out the plan's purpose, objectives and staging considerations to guide assessment of future development; and Part Two (Explanatory Section), providing detailed background investigation across six precinct design elements — Urban Ecology, Urban Structure, Public Realm, Movement, Land Use and Built Form.

LPS3 provides the statutory mechanism to apply the KCCPSP to development assessment. Amendment No. 7 to LPS3, which will align the statutory framework with the KCCPSP, is currently with the WAPC for assessment and is expected to be advertised in the coming months.

Engagement

The preparation of the KCCPSP has been influenced by a robust consultation process. The City engaged widely with the community, local businesses, landowners and government agencies over the three phases of consultation outlined in Table 1.

Phase	Purpose	Duration
Phase 1	Testing the site and context analysis	2 October and 5 November 2023
Phase 2	Testing of the draft design concept	12 February - 10 March 2024
Phase 3	Advertising of the draft KCCPSP	21 July - 2 September 2026

Table 1: Phases of consultation

Phases 1 and 2 of the engagement went beyond what planning legislation requires. Phase 3, advertising the draft Precinct Structure Plan, is a statutory requirement under the *Planning and Development (Local Planning Schemes) Regulations 2015*. However, Phases 1 and 2 were critical in understanding the context for the City Centre, its strengths and weaknesses and also testing design ideas early in the preparation of KCCPSP. The community and stakeholders helped shape the direction early and because of this the draft Plan held no surprises, and the formal consultation in Phase 3 became a check on whether the City had listened and got it right in the early consultation phases.

Elected Member Briefings took place in August 2023, February 2024, and February 2026. Engagement with Boola Maara Aboriginal Consultative Committee occurred in November 2023 and March 2024.

The engagement process is detailed in **Attachment 17.1.3 Engagement Outcomes Report**.

Advertising of the draft KCCPSP (Phase 3)

Council approved the KCCPSP for the purposes of public consultation at the Council Meeting on 24 June 2026. Following this, Phase 3 took place for 42 days from 21 July to 2 September 2026 in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Letters were sent inviting comment from approximately 1,500 residents and landowners within 800 metres of the City Centre. Relevant community groups, State Government agencies and active developers in Kwinana were also invited to comment on the KCCPSP.

To broaden the reach of the engagement beyond surrounding landowners and residents, the City also ran a social media campaign that exposed the KCCPSP to a wider audience, including users of the City Centre.

Feedback was invited through a survey on the City's engagement website, in-person activities, and written submissions. These activities are summarised below.

In-person activities

A pop-up information stand was held on 8 August 2026 at the Kwinana Marketplace, where people could view project information, speak with the project team and provide feedback. Approximately 40 community members dropped in to speak with the team.

A second pop-up information stand was held in the Darius Wells Library and Resource Centre foyer space on 18 August 2026 from 8.30 am to 11 am. Community members were again invited to drop by to view project information, speak with the project team and provide their feedback. This event was less well attended, with approximately 10 people engaging.

There was general support for the KCCPSP, with enthusiasm for improved activity and vibrancy. There was appreciation of Kwinana's green, leafy character, and people were pleased this was recognised in the Plan. Concern was raised in relation to a perceived shortage of parking in the City Centre, particularly around the Kwinana Recquatic and Darius Wells Library and Resource Centre, and the implications of further development on parking in the Centre.

Survey and Online Engagement

There was a high level of engagement through Love My Kwinana, the City's engagement website, as summarised below in Table 2. **Attachment 17.1.3** provides further detail on the engagement, and **Attachment 17.1.4** contains the full schedule of submissions received and the City's response to each.

Metric	No.
Webpage visits	2,100
Document downloads	3,440
Completed Online Submission Responses	32
Other written submissions	7

Table 2: Consultation engagement

The high number of webpage visits and document downloads, compared with the relatively low number of responses, suggests most online visitors chose not to comment or had no specific concerns with the KCCPSP. This equates to only 1.5% of visitors making a submission.

Written submissions

Written submissions were received from 6 State Government agencies and one resident. Despite repeated follow-ups, the City received no response on the KCCPSP from the owners or managers of Kwinana Marketplace, the major landowner in the commercial precinct.

Key Issues Raised in Submissions

Through the engagement process, 5 key matters were identified. Each of these matters is discussed below.

Building height and density

The KCCPSP proposes a maximum building height of six storeys in all precincts except the Residential precinct. Ten submissions raised concerns, that this stipulated maximum is too high.

The Kwinana City Centre is designated as a secondary activity centre under State Planning Policy 4.2 Activity Centres (SPP 4.2), a similar designation to Cockburn, Claremont and Karrinyup. SPP 4.2 states that all activity centres should be the focus of integrated and well-designed medium and high density residential and mixed-use development. Higher density development supports the

non-residential functions of the activity centre, providing opportunities to live near services and employment, establish a sense of community and increase activity outside normal business hours.

SPP 4.2 states that, as a secondary centre, Kwinana should be characterised by mid to high rise buildings in the activity centre core, supported by low to mid rise buildings at the activity centre periphery. The preferred residential dwelling type for secondary centres is medium to high rise apartments and townhouses of two or more storeys. This guidance is incorporated into the State's Precinct Design Guidelines, which informed the structure and content of the KCCPSP.

The KCCPSP recognises that, although Kwinana is identified as a secondary centre, it does not currently attract the same level of private investment or achieve the same land values as some other secondary centres. However, the Plan acknowledges the significant potential of the Kwinana City Centre, supported by major investment drivers such as AUKUS, planning for Westport and investment by the Minderoo Foundation. Additionally, approved Government funding for streetscape upgrades and the redevelopment of the Kwinana Recquatic further demonstrate the significant investment in the City Centre. The proposed building height provisions have therefore been carefully developed to reflect the centre's long-term growth potential and to align with the intent of SPP 4.2 and the Precinct Design Guidelines.

Lastly, Part One Section 2.3.3 of the KCCPSP states that greater height in the City Centre would be supported at the City's discretion. In this regard, it should be noted that the focus of the KCCPSP is on good design rather than achieving a specific height. This approach seeks to protect the amenity of adjoining properties whilst achieving good development outcomes and ultimately achieve the objectives of the Plan.

Parking

Five submissions raised concerns about current and future parking supply in KCC. The issue of insufficient car parking across the Kwinana City Centre has been raised during all three phases of engagement on KCCPSP. Concerns focus on parking around the Kwinana Recquatic and Darius Wells Library and Resource Centre.

Firstly, it should be noted that there is no overall shortage of parking across the Kwinana City Centre when considering the relevant parking standards. The KCCPSP places a strong emphasis on connectivity, and on better pedestrian links that make it easier to move across the centre, and specifically across Chisham Avenue. Parking has been carefully located and distributed with this in mind, consistent with SPP 7.2, which says parking should be well distributed across an activity centre and placed strategically to draw pedestrians past shopfronts and key public spaces.

Traffic analysis undertaken as part of the preparation of the KCCPSP shows that parking across the Kwinana City Centre rarely reaches capacity. Analysis conducted in both 2016 and 2026 confirms consistently low overall occupancy rates. Key findings include:

- 2015–2016: Maximum off-street occupancy of 57% and an average occupancy rate of 42%;
- 2025–2026: Maximum occupancy of 52% and an average occupancy rate of 42%.

In both studies, the highest parking pressure was recorded around the Darius Wells Library and Resource Centre, Kwinana Recquatic Centre and the commercial precinct. The Civic precinct recorded the lowest occupancy. While overall supply exceeds requirements, these findings highlight the primary challenge is the distribution of parking across the KCC rather than the total number of bays which is in oversupply.

Therefore, the KCCPSP seeks to create a more connected City Centre by improving pedestrian movement and encouraging people to walk between precincts, rather than drive directly to the destination. The KCCPSP also identifies opportunities to reduce the prominence of car parking

areas in favour of active and engaging built form, while continuing to ensure that sufficient parking is available within the centre.

As centres increase in activity and complexity it is less and less an expectation that parking is available immediately at a destination. Kwinana is a growing secondary centre and expectations that there will be immediate access to parking in close proximity to the desired location will also change as they have in other locations around the metropolitan area.

Trees and Green Character

The KCCPSP recognises the importance of Kwinana's natural landscapes, trees and greenery, and seeks to provide increased greening and landscaping within both public and private domains. Ten submissions outlined concerns regarding loss of trees within Kwinana City Centre.

Section 2.3.5 of the KCCPSP (Part 1) states that, for non-residential development (including mixed-use development) within the City Centre, all significant trees are to be retained. The removal of significant existing trees will only be considered in the following instances:

- (a) The removal is due to the health or viability of the tree, supported by an arboriculture report; or
- (b) The tree/s can be relocated to another portion of the site; or
- (c) It can be reasonably demonstrated, to the satisfaction of the City, that retention of the tree/s will adversely compromise the development potential of the site and the ability of a development to meet the KCCPSP objectives.

USE	MINIMUM DEEP SOIL AREA	MINIMUM REQUIREMENTS FOR TREES*
Residential Development	In accordance with the R-Codes.	
Non Residential Development (including mixed-use development)	10% of the site area. Minimum 2m dimension.	2 medium trees and 2 small trees per 1,000m ² OR 1 large tree and 2 small trees per 1,000m ² (or part thereof)

Figure 1: Deep soil and tree requirements in new development

The KCCPSP ensures that in a situation where removal of a significant tree is supported by the City, a replacement tree of similar size and canopy at maturity shall be provided. Additionally, the KCCPSP also sets out deep soil and tree requirements for all new development as shown in Figure 1.

A key objective of the KCCPSP responds directly to the concern about tree canopy loss: *to provide for increased greening and landscaping in both the public and private domains*. The Plan treats greening and landscaping as core to the identity of the City Centre and aims to enhance it, not just maintain it. Therefore, no further change to the KCCPSP is recommended in response to this issue raised in the submissions.

Extent of the City Centre Boundary

Four submissions indicated a desire for the City Centre boundary to be expanded to include more established residential areas, open space and schools. The intent of the submissions being to address traffic congestion on surrounding streets and around schools at pick-up and drop-off times.

The KCCPSP boundary is defined by Local Planning Scheme No. 3 which provides the statutory 'head of power' for its adoption and implementation. Notwithstanding, the KCCPSP boundary was defined through the extensive context analysis that took place in the early stages of this project and was informed by the well defined boundary of retail, commercial and civic uses bounded by Gilmore Avenue to the west, Meares Avenue to the east, Challenger Avenue to the south and Sulphur Road to the north. It should be noted that the current boundary of the KCCPSP was tested with the community during the Phase 2 engagement through a specific survey question. At the time, no objections were received, and the boundary has remained unchanged.

As a Secondary Activity Centre, the Kwinana City Centre should be the focus for medium and high-density housing close to essential services, employment and a diverse mix of land uses. Expanding the boundary to take in portions of surrounding suburbs such as Calista would bring in a predominantly low-density single residential area, which is inconsistent with the character and function of the City Centre. Furthermore, the selected area for the KCCPSP is consistent with State Planning Policy 4.2 and guidelines for precinct planning and appropriately centres on the commercial core and function of this secondary centre.

Nevertheless, submissions were generally supportive of higher-density housing and infill development within proximity of the City Centre. In this regard, the City's draft Local Planning Strategy (2024) includes an action to provide diverse housing within walkable catchments of the City Centre and encourages a variety of housing types that respond to the changing needs of the community. It is appropriate for housing typologies and diversity beyond the KCCPSP boundary to be considered separately to the KCCPSP as the surrounding residential areas are not the focus of plan for developing a commercial precinct.

Social Issues

Several submissions raised anti-social behaviour in the City Centre, including littering and drug use, and asked for more security cameras. These matters relate to safety and amenity, which the KCCPSP can influence through good design of buildings and infrastructure and activation of public spaces.

Increasing residential density and employment opportunities within the City Centre will support a more active, vibrant and well-used precinct throughout the day and into the evening. A greater number of people living, working and visiting the centre will increase passive surveillance, improve the sense of ownership and care for public spaces. This vibrancy will also support more diverse land uses such as shops, cafes, community facilities and services. It is generally anticipated that increased activity assists in discouraging anti-social behaviour by reducing isolated or underutilised areas and creating a safer, more welcoming public realm. The KCCPSP supports this outcome by encouraging mixed-use development, active street frontages, improved pedestrian connections and public realm upgrades that collectively contribute to a safer and more inclusive City Centre.

The KCCPSP contains provisions to ensure that any proposed development within KCC must include a Crime Prevention Through Environmental Design (CPTED) statement. This statement demonstrates how CPTED design principles have been addressed through the design in accordance with the WAPC's Safer Places by Design Guidelines (WAPC, 2023).

The KCCPSP seeks to provide spaces where people can gather, community events can be held and culture can be celebrated. The City Centre's social fabric is a core strength, and the KCCPSP seeks to reinforce it by supporting investment in social infrastructure. The City's partnership with the Minderoo Foundation to improve early childhood outcomes is an early example of this investment. The KCCPSP appropriately responds to this issue raised in submissions by supporting a City Centre that is welcoming, well used and safe, where people feel they belong and have places to gather and socialise.

In addition, the WAPC's Design WA suite of documents contains significant requirements relating to the design of buildings to create safe public spaces also via the implementation of CPTED principles.

Proposed changes to the KCCPSP

As outlined above, the KCCPSP appropriately addresses each of the matters raised by submitters. Building height reflects Kwinana's designation as a Secondary Activity Centre under SPP 4.2 and its long-term growth potential, supported by major investment such as AUKUS, Westport and the Minderoo Foundation partnership. In relation to parking, the KCCPSP appropriately focuses on better distribution and pedestrian connectivity. Tree retention and landscaping requirements in the KCCPSP seek to protect the City Centre's green character. The boundary reflects the commercial, retail and civic core, and is consistent with state planning policy. Social issues are also being addressed through provisions in the KCCPSP that seek to provide mixed-use activation, passive surveillance, public realm upgrades and mandatory CPTED statements. Therefore, no proposed changes to the KCCPSP in response to the matters raised in the submissions are considered required.

Orderly and Proper Planning

Local Planning Scheme No. 3 - Amendment No. 7 has been prepared to provide the statutory framework required to implement the KCCPSP. The amendment was presented to Council at the Ordinary meeting on 24 June 2026.

Scheme Amendment No. 7 is currently with the WAPC awaiting approval to advertise. The amendment includes provisions which will formally revoke the existing Kwinana City Centre Master Plan and recognise the KCCPSP as the principal planning framework for the area. Once the amendment is approved and gazetted, the KCCPSP will have a clear statutory basis and will guide future planning and development decisions, and the City Centre Master Plan will cease to have any effect. No further resolution of Council will be required to revoke the City Centre Master Plan.

In the interim, the City Centre Master Plan will remain in effect until Scheme Amendment No. 7 is gazetted. However, because the KCCPSP has been publicly advertised, it may be regarded as a "seriously entertained" planning proposal. Accordingly, decision makers may give the KCCPSP appropriate weight when assessing development applications, having regard to the PSP's stage in the statutory process and the circumstances of each application.

Next Steps

Should Council resolve to adopt the KCCPSP, it will be forwarded to the WAPC for their consideration and approval. On approval, the KCCPSP becomes the planning framework for the future subdivision and development of the Kwinana City Centre.

Conclusion

The KCCPSP has been shaped by an engagement process that began well before drafting. Early consultation with the community, stakeholders and government agencies was followed by the more recent statutory advertising required under legislation. The 39 submissions received raised five key matters: building height, parking, tree protection, the City Centre boundary and social issues. Each has been considered and appropriately addressed through its alignment with relevant state planning policies, its technical evidence and its design provisions. No changes are proposed to the version of the KCCPSP presented to Council on 24 June 2026. It is recommended that Council supports the KCCPSP without modification and forwards it to the WAPC for consideration and approval.

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:	Finalise City Centre Precinct Structure Plan
Outcome:	Quality of Life / Ngalang moorditj wirrin (Our strong spirit)
Objective:	Enhanced public spaces
Action in CBP:	Finalise City Centre Precinct Structure Plan
Outcome:	Built Environment/ Ngalak Moort Mia Mia (Family gathering places)
Objective:	Building communities
Action in CBP:	Finalise City Centre Precinct Structure Plan
Objective:	Accessible and connected community
Outcome:	Leadership / Boordiya Katidjin (Leader of knowledge)
Objective:	Continuous improvement and efficiency
Action in CBP:	Finalise City Centre Precinct Structure Plan

SUSTAINABILITY FRAMEWORK

Sustainability Guiding Principle

- 1 - Social Inclusion
- 2 - Community Wellbeing
- 3 - Thriving Local Economy
- 6 - Resilient and Adaptable Communities
- 8 - Integrated and Transparent Decision-making

Sustainability Priority Area

- 2 - Environment and Biodiversity
- 3 - Liveability
- 4 - Engagement and Social Inclusion
- 7 - Innovation

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

The KCCPSP proposes to increase vibrancy within KCC, providing spaces for social inclusion and community wellbeing, as well as opportunities for economic growth through a more flexible planning framework.

LEGAL/POLICY IMPLICATIONS

The KCCPSP has been prepared in accordance with the following:

- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Schemes) Regulations 2015*
- State Planning Policy 4.2: Activity Centres for Perth and Peel 2023
- State Planning Policy 7.0: Design of the Built Environment 2019
- State Planning Policy 7.2: Precinct Design 2021 and Precinct Design Guidelines
- City of Kwinana Local Planning Scheme No. 2
- City of Kwinana Local Planning Scheme No. 3
- City of Kwinana Draft Local Planning Strategy
- City of Kwinana Local Commercial and Activity Centre Strategy 2024

FINANCIAL/BUDGET IMPLICATIONS

There are no financial/budget implications associated with this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications associated with this report.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

There are no environmental/public health implications associated with this report.

COMMUNITY ENGAGEMENT

The preparation of the KCCPSP has been supported and informed through a comprehensive program of community engagement as set out in **Attachment 17.1.3**.

ATTACHMENTS

1. KCCPSP - Part 1 [**17.1.1** - 35 pages]
2. KCCPSP - Part 2 [**17.1.2** - 215 pages]
3. KCCPSP Engagement Outcomes Report October 2026 [**17.1.3** - 119 pages]
4. KCCPSP Schedule of Submissions [**17.1.4** - 24 pages]

18 REPORTS - CIVIC LEADERSHIP

18.1 LOCAL EMERGENCY MANAGEMENT PLAN

SUMMARY

The purpose of this report is to seek Council endorsement for adoption of the City of Kwinana's new Local Emergency Management Plan (LEMP) pursuant to section 41 of the *Emergency Management Act 2005* (WA) (the Act).

Under the new Western Australian Local Government Association (WALGA) and Department of Fire and Emergency Services (DFES) Local Emergency Management Arrangements (LEMA) framework, LEMA are now recognised as a suite of documents rather than a single plan. The LEMP forms the strategic component of the LEMA and is the document recommended to Council for adoption. It outlines the City's emergency management vision, priorities, risk profile and governance arrangements.

The remaining documents within the LEMA suite are operational in nature and provide the detailed procedures, resources and supporting arrangements required to deliver the outcomes identified in the LEMP. In accordance with State Emergency Management Policy, these operational documents remain subject to ongoing review and continuous improvement through the Local Emergency Management Committee (LEMC) and City administration.

The review modernises and restructures the City's existing emergency management framework into a coordinated suite of strategic and operational documents. It incorporates contemporary emergency management practices, local risk assessment, community resilience findings, and disability-inclusive emergency planning. It was guided by consultation with emergency management agencies, City business units, and community representatives.

The City of Kwinana LEMC endorsed the revised LEMA suite of documents in June 2026 and recommended the LEMP for adoption by Council.

OFFICER RECOMMENDATION

That Council:

1. Pursuant to section 41 of the *Emergency Management Act 2005*, adopts the City of Kwinana Local Emergency Management Plan (LEMP), as detailed at Attachment 18.1.1, following its endorsement and recommendation by the City of Kwinana Local Emergency Management Committee;
2. Notes the City's participation in the Western Australian Local Government Association and Department of Fire and Emergency Services Local Emergency Management Arrangements Improvement Pilot Program and its contribution to the development of the emerging State-wide framework for local emergency management planning;
3. Authorises the Chief Executive Officer to implement, maintain, administratively amend and review the Local Emergency Management Arrangements in accordance with the *Emergency Management Act 2005*, the State Emergency Management Framework and any applicable State directions, policies and guidelines, provided that any material change in strategic direction is referred to Council; and

- 4. Authorises the Chief Executive Officer to submit a copy of the adopted Local Emergency Management Plan to the State Emergency Management Committee and District Emergency Management Committee and publish the document for public inspection.**

VOTING REQUIREMENT

Simple majority

DISCUSSION

The City's previous LEMA was endorsed by the State Emergency Management Committee (SEMC) in October 2021. Under section 42 of the Act, local governments are required to review their LEMA at least once every five years. A comprehensive 18-month statutory review has been undertaken to ensure the City's arrangements remain contemporary, legally compliant and aligned with emerging State emergency management reforms.

The review was initiated in late 2024 and completed in mid-2026, comprising:

- participation in the WALGA and DFES LEMA Improvement Pilot Program;
- review against legislative requirements and the State Emergency Management Framework;
- completion of a pilot Community Emergency Risk Assessment (CERA);
- Community Disaster Resilience Assessment activities;
- Disability Inclusive Emergency Planning (DIEP) consultation and engagement;
- consultation with LEMC member agencies, City business units and community representatives; and
- review of preparedness, response, recovery, governance, and resilience arrangements.

As one of four pilot local governments and the only metropolitan participant, the City tested and refined the proposed LEMA framework, templates and supporting resources. The review was undertaken internally, using local operational knowledge and existing resources.

The revised LEMA was informed by an evidence-based assessment of the City's community, environment, infrastructure, and industrial profile. A Community Emergency Risk Assessment workshop facilitated by DFES in July 2025 considered local hazards, vulnerabilities, community strengths, and resilience opportunities. Crucially, the risk profile accounts for the City's unique proximity to the Kwinana Industrial Area (KIA), Major Hazard Facilities, critical freight transport corridors, coastal areas, and extensive bushfire interfaces.

Priority hazards identified for ongoing planning and mitigation include:

- bushfire and peat fire;
- severe weather events;
- industrial and hazardous materials (HAZMAT) incidents;
- transport-related major emergencies;
- public health emergencies (including pandemic or contamination events); and
- energy and utility disruptions.

The new structure separates strategic governance documents from operational plans and resources, improving accessibility, usability and maintenance while retaining the fundamental intent and responsibilities of the City's existing arrangements.

The review has produced a coordinated LEMA suite comprising:

- Strategic Elements – setting overall strategic direction; and
- Local Emergency Management Plan (**Attachment 18.1.1**).

Operational Elements – supporting response and recovery activities:

- Emergency Management Work Plan (**Attachment 18.1.2**);
- Incident Support Handbook (**Attachment 18.1.3**);
- Local Recovery Plan (**Attachment 18.1.4**);
- At-Risk Locations Emergency Management Plan (**Attachment 18.1.5**);
- Animal Welfare in Emergencies Plan (**Attachment 18.1.6**);
- Bushfire Risk Management Plan (**Attachment 18.1.7**);
- Crisis Communications Plan (**Attachment 18.1.8**); and
- Other supporting operational resource and contact directories.

The LEMC considered the revised LEMA suite of documents during the review process. Following consultation and stakeholder review, the LEMC formally endorsed the revised LEMA suite in June 2026 and recommended the LEMP for Council adoption.

STRATEGIC IMPLICATIONS

Outcome:	Leadership / Boordiya Katidjin (Leader of knowledge)
Objective:	Accountable and ethical governance
Objective:	Continuous improvement and efficiency
Objective:	Proactive leadership

How does this proposal achieve the outcomes and strategic objectives?

The LEMC considered the revised LEMA suite of documents during the review process. Following consultation and stakeholder review, the LEMC formally endorsed the revised LEMA suite in June 2026 and recommended the LEMP for Council adoption.

SUSTAINABILITY FRAMEWORK

Sustainability Guiding Principle

- 2 - Community Wellbeing
- 6 - Resilient and Adaptable Communities
- 8 - Integrated and Transparent Decision-making

Sustainability Priority Area

- 3 - Liveability
- 4 - Engagement and Social Inclusion

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

The revised LEMP and associated LEMA suite of documents supports community wellbeing and liveability by strengthening emergency preparedness and recovery planning. The review process also supports integrated and transparent decision-making through risk assessment, multi-agency consultation, community engagement and clearly documented governance arrangements.

LEGAL/POLICY IMPLICATIONS

Section 38 of the Act requires a local government to establish and maintain a LEMC for its district. The LEMC advises and assists the local government in relation to local emergency management matters, including the development, maintenance, testing and review of the local emergency management arrangements.

Section 41 of the Act requires local government to ensure that LEMA are prepared and maintained for its district. The statutory responsibility rests with the local government. The LEMC's endorsement is an important advisory and assurance step, while Council adoption provides a clear governance record that the arrangements are those of the City.

Council adoption provides a clear governance record of the City's approval of its revised LEMP and associated LEMA suite of documents following the LEMC's endorsement and recommendation.

FINANCIAL/BUDGET IMPLICATIONS

The review and development of the revised LEMP and associated LEMA suite of documents was completed within existing operational budgets. Delivery of the review internally avoided the need for external consultancy support.

Implementation, maintenance, exercising and review of the LEMP and associated LEMA suite of documents will be managed through existing emergency management planning, work programming and budget processes. Any future initiative requiring additional funding will be considered through the City's annual budget or relevant grant process.

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications have been identified as a result of this report or recommendation. The LEMP and associated LEMA suite of documents recognise critical infrastructure and community assets within the City's emergency management planning framework. Any asset works arising from future risk treatments or improvement actions will be assessed through the relevant asset management and budget processes.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

The revised LEMP and associated LEMA suite of documents support coordinated planning for environmental and public health consequences arising from emergencies, including bushfire, peat fire, severe weather, hazardous materials incidents, public health emergencies and utility disruption. No adverse environmental or public health implications have been identified as a direct result of adopting the LEMP.

COMMUNITY ENGAGEMENT

The review included consultation with LEMC member agencies, DFES, the WA Police Force, the Department of Communities, the Department of Transport and Major Infrastructure, City officers, subject matter experts and community representatives.

Community-focused inputs included the Community Emergency Risk Assessment, the Community Disaster Resilience Baseline Assessment and Disability Inclusive Emergency Planning engagement. Feedback informed evacuation, recovery, accessibility, inclusion, governance, operational contact and supporting documentation provisions.

ATTACHMENTS

1. City of Kwinana Emergency Management Plan 2026-2028 [**18.1.1** - 23 pages]
2. City of Kwinana Emergency Management Work Plan 26-27 [**18.1.2** - 10 pages]
3. City of Kwinana Incident Support Handbook 2026 (Redacted) [**18.1.3** - 29 pages]
4. City of Kwinana Local Recovery Plan 2026 [**18.1.4** - 80 pages]
5. City of Kwinana At Risk Locations Emergency Plan 2026 [**18.1.5** - 17 pages]
6. City of Kwinana Emergency Animal Welfare Plan 2026 [**18.1.6** - 24 pages]
7. City of Kwinana Bushfire Risk Management Plan 2026-2028 [**18.1.7** - 58 pages]
8. City of Kwinana Crisis Communications Framework [**18.1.8** - 29 pages]

18.2 SERVICES OVER THE CHRISTMAS AND NEW YEAR PERIOD 2026/2027

SUMMARY

In previous years, the City's Administration Building, City Operations, Retirement Village Office and Zone Youth Space closed over the Christmas and New Year period, with Council approval. There have not been any negative consequences as a result, with essential and emergency services available during these times.

This year, the Christmas period public holidays are on Friday 25 December 2026, Saturday 26 December 2026, with an additional public holiday for Boxing Day on Monday 28 December 2026, and the New Year's Day Public Holiday is Friday 1 January 2027.

The City of Kwinana staff Christmas function is scheduled to take place from 1.00pm to 5.00pm on Wednesday 2 December 2026 with offices at the City's Administration Building, City Operations, Retirement Village, Darius Wells Library and Zone Youth Space closing during this time. The Recquatic Centre will remain open with staff attending the function on a rotational basis.

OFFICER RECOMMENDATION

That Council:

1. **Approve the closure of the City's Administration Building, City Operations, Retirement Village Office and Zone Youth Space from 12pm Thursday 24 December 2026 until Friday 1 January 2027 (inclusive), to be reopened on Monday 4 January 2027;**
2. **Approve the closure of the offices at the City's Administration Building, City Operations, Retirement Village, Darius Wells Library and Zone Youth Space closing from 1.00pm to 5.00pm on Wednesday 2 December 2026; and**
3. **Note that over the Christmas and New Year period it will be the responsibility of the Chief Executive Officer to ensure staff coverage is in place in the case of an emergency.**

VOTING REQUIREMENT

Simple majority

DISCUSSION

Historically, the City retained skeleton staff during the Christmas and New Year period. Following a review of the relatively low customer access, the City has had a 'full close down' over the Christmas and New Year period since 2012. The Christmas closure is popular with staff, results in minimal impact on customers and enables staff leave to be cleared.

It is proposed that the City again close for the upcoming Christmas period. It is recommended that the City's Administration Building, City Operations, Retirement Village office and Zone Youth Space close for the Christmas and New Year period from 12pm Thursday 24 December 2026 until

Friday 1 January 2027 (inclusive). The City's Administration Building, City Operations, Retirement Village office and Zone Youth Space would reopen on Monday 4 January 2027.

The Kwinana Recquatic Centre and Kwinana Public Library will operate on reduced hours over this period and will be closed on the public holidays observed, with the exception of the additional public holiday on Monday, 28 December 2026, on which the Recquatic Centre will remain open. Details of the reduced operating hours and dates will be communicated to customers accessing these facilities.

Where applicable, staff will access paid Christmas leave during this period. This closure reflects the City's commitment to being a family-friendly workplace and serves as a demonstration of appreciation for staff efforts throughout the year.

The Ranger's Team will be working normal hours and be available via the emergency, after hours line on the public holidays.

The City of Kwinana staff Christmas function is scheduled to take place on Wednesday 2 December 2026 and Council is requested to endorse the closure of offices at the City's Administration Building, City Operations, Retirement Village, Darius Wells Library and Zone Youth Space from 1.00pm to 5.00pm on this date to allow staff to attend. The City of Kwinana staff Christmas function is an opportunity for staff to come together, network and celebrate the year.

It is not anticipated that customer service will be unduly impacted by the proposed closure, as this period has historically been quiet. Advertising will occur through the local newspapers and social media to inform the community of the times and dates each of the facilities will be open/closed during this period as well as information pertaining to the waste collection days changing (if required).

See table below for details:

1 December 2026 - 4 January 2027

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1	2 Staff Christmas event. City to close from 1pm	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18		
21	22	23	24 City Admin, Operations, Retirement Village office and Zone Youth Space close 12pm	25 Christmas Day Public Holiday	26 Boxing Day Public Holiday	27
28 Additional Boxing Day Public Holiday (Recquatic will be OPEN)	29 CLOSED	30 CLOSED	31 CLOSED	1 January 2027 New Years Day Public Holiday	2	3
4 City open for business as usual	5	6	7	8	9	10

Legend

Open
Closed
Public Holiday
Closed at Midday
Closed at 1pm

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

4 - Engagement and Social Inclusion

LEGAL/POLICY IMPLICATIONS

No legal/policy implications have been identified because of this report or recommendation.

FINANCIAL/BUDGET IMPLICATIONS

Cost of advertising in local papers is allocated within the Marketing advertising budget.

ASSET MANAGEMENT IMPLICATIONS

No asset management implications have been identified because of this report or recommendation.

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

Nil

18.3 PROPOSED 2027 COUNCIL COMMITTEE MEETING DATES

SUMMARY

The *Local Government Act 1995* ('Act') requires Council to hold ordinary meetings at intervals of not more than three months. An ordinary or special meeting of Council is to be held if called by the Mayor or at least one-third of the Councillors in accordance with section 5.4(a), or if so decided by Council under section 5.4(b).

In accordance with regulation 12(2) of the *Local Government (Administration) Regulations 1996* ('Regulations'), the CEO must publish on the local government's official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held:

- a) ordinary council meetings;
- b) committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.

This report presents proposed 2027 meeting dates for Ordinary Council Meetings, the Audit, Risk and Improvement Committee, the Boola Maara Aboriginal Consultative Committee and the Executive Appraisal Committee to Council for endorsement. Due to the nature of the matters overseen by the Executive Appraisal Committee, it is anticipated that most matters considered at this meeting will be confidential and closed to members of the public where required or permitted by section 5.23 of the Act. Notification of this will be made for members of the public to take this into account before planning to attend.

The proposed schedule recommends retaining a monthly Ordinary Council Meeting cycle, having regard to attendance levels and the volume of business requiring consideration by Council. Based on the meetings held during 2026 to date, there has not been a demonstrated need to return to fortnightly meetings. Continuing with a monthly schedule will support more efficient use of staff resources, reduce associated meeting and catering costs, and contribute to the responsible use of ratepayer funds.

It is recommended that Ordinary Council Meetings revert to a 5.30pm commencement time, noting that the 12-month trial of a 6.00pm start did not result in an increase of public attendance or participation. The later commencement time has therefore not demonstrated any measurable benefit in improving community engagement. Returning to 5.30pm would support more efficient meeting arrangements, reduce the likelihood of meetings extending unnecessarily late into the evening, and provide a better balance for Elected Members, staff and members of the public, while maintaining reasonable opportunities for community participation.

While there may be concerns that a monthly meeting cycle could limit opportunities for public participation, attendance at Council Meetings has remained low. The availability of meetings via live streaming and subsequent online viewing provides the community with an alternative means of accessing Council proceedings at a time that is more convenient to them. This supports continued transparency and accessibility while allowing the City to maintain an efficient meeting schedule.

OFFICER RECOMMENDATION

That Council:

- 1. Approve the following schedule of Ordinary Council Meeting dates and locations for 2027, with a commencement time of 5:30pm:**

Ordinary Council Meeting	
Date	Location
10 February	Council Chambers
24 March	Council Chambers
21 April	Council Chambers
26 May	Council Chambers
23 June	Council Chambers
21 July	Council Chambers
25 August	Council Chambers
22 September	Council Chambers
27 October	Council Chambers
24 November	Council Chambers
15 December	Council Chambers

2. Approve the following schedule of Audit, Risk and Improvement Committee meeting dates and locations for 2027, with a commencement time of 5.30pm:

Audit, Risk and Improvement Committee Meeting	
Date	Location
8 March	Council Chambers
14 June	Council Chambers
6 September	Council Chambers
6 December	Council Chambers

3. Approve the following schedule of Boola Maara Aboriginal Consultative Committee meeting dates and locations for 2027, with a commencement time of 10.00am:

Boola Maara Aboriginal Consultative Committee Meeting	
Date	Location
1 February	Council Chambers
March	
5 April	Council Chambers
3 May	Council Chambers
14 June	Council Chambers
July	
2 August	Council Chambers
6 September	Council Chambers
4 October	Council Chambers
1 November	Council Chambers

6 December**Council Chambers**

- 4. Approve the following schedule of Executive Appraisal Committee meeting dates and locations for 2027, with a commencement time of 5:30pm:**

Executive Appraisal Committee Meeting	
Date	Location
12 April	Council Chambers
12 July	Council Chambers
16 August	Council Chambers

- 5. Direct the Chief Executive Officer to publish details of all scheduled 2027 Council and Committee meeting dates and times on the City's website.**

VOTING REQUIREMENT

Simple majority

DISCUSSION

The CEO is required to advertise the dates of ordinary meetings of Council on the local government's official website prior to the beginning of the year in which the meetings are to be held.

The City of Kwinana generally holds Ordinary Council Meetings on the fourth Wednesday of each month, with the exception of December, when the meeting will be held in the third week to allow Council business to be finalised prior to the Christmas closure. As usual, there will be a recess in January, with Council business resuming in February 2027.

Maintaining a monthly meeting schedule will support an efficient and sustainable approach to the management of Council business by streamlining administrative processes, reducing resourcing pressures, and providing additional time for the preparation and review of reports. This approach has enabled reports presented to Council to be strategically focused, well developed and subject to appropriate review. It also aligns with contemporary local government practice and supports effective governance, informed decision-making and the timely progression of Council matters.

A monthly meeting cycle will also improve communication between staff, streamline meeting logistics, and reduce confusion for Elected Members, the public and stakeholders regarding meeting cancellations and the deferral or movement of reports. Officer reports are required to be submitted three weeks prior to each meeting to allow sufficient time for a rigorous review process involving senior and Executive staff. A monthly meeting cycle reduces the overlap of report preparation and review deadlines that occurs under a fortnightly schedule, allowing officers greater capacity to develop and quality-assure reports.

The proposed 2027 meeting dates have also been developed with consideration of the April, May and June budget deadlines, reducing the likelihood of requiring Special Council Meetings for the adoption of the annual budget.

The 2026 fortnightly meeting schedule resulted in four Ordinary Council Meetings being cancelled in April, June, July and November due to there being no business to transact. This provides further support for a monthly meeting cycle that better reflects the volume and timing of business requiring consideration by Council.

This year, apart from the standard monthly financial reports and committee recommendations, monthly Council meetings had the following number of items addressed and ran for the following times:

Month	Number of Items	Length of Meeting	Attendees	Total Views
Feb	6	35 min	4	61
March	10	2 h 39 min	3	N/A
April	6	1 h 29 min	2	80
May	6	1 h 13 min	1	30
June	5	1 h 14 min	2	99
July	6	1 h 25 min	1	59
Aug	3	41 min	1	90
Sep	9	34 min	1	N/A

Agendas and Minutes for all meetings will continue to be published on the City's website and promoted via the City's social media channels.

LEGAL/POLICY IMPLICATIONS

Local Government Act 1995:

5.3. Ordinary and special council meetings

- (1A) A council deliberates, and makes its decisions, at meetings held in accordance with this Act.
- (1) A council is to hold ordinary meetings and may hold special meetings.
 - (2) Ordinary meetings are to be held not more than 3 months apart.
 - (3) If a council fails to meet as required by subsection (2) the CEO is to notify the Minister of that failure.

5.4. Calling council meetings

An ordinary or a special meeting of a council is to be held —

- (a) if called for by either —
 - (i) the mayor or president; or
 - (ii) at least $\frac{1}{3}$ of the councillors,
 in a notice to the CEO setting out the date and purpose of the proposed meeting; or
- (b) if so decided by the council.

5.5. Convening council meetings

- (1) The CEO is to convene an ordinary meeting by giving each council member at least 72 hours' notice of the date, time and place of the meeting and an agenda for the meeting.
- (2) The CEO is to convene a special meeting by giving each council member notice, before the meeting, of the date, time, place and purpose of the meeting.

*Local Government (Administration) Regulations 1996:***12. Publication of meeting details (Act s. 5.25(1)(g))**

- (1) In this regulation —
meeting details, for a meeting, means the date and time when, and the place where, the meeting is to be held.
- (2) The CEO must publish on the local government's official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held —
 - (a) ordinary council meetings;
 - (b) committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.
- (3) Any change to the meeting details for a meeting referred to in subregulation (2) must be published on the local government's official website as soon as practicable after the change is made.
- (4) If a local government decides that a special meeting of the council is to be open to members of the public, the CEO must publish the meeting details for the meeting and the purpose of the meeting on the local government's official website as soon as practicable after the decision is made.

Due to the nature of the matters overseen by the Executive Appraisal Committee, it is anticipated that most reports considered will be confidential and the meeting will be closed to the public. Notification of this will be made on the City's website for members of the public to take this into account before planning to attend.

FINANCIAL/BUDGET IMPLICATIONS

There are no financial implications. Proposed monthly meetings will continue to save ratepayer money on catering and staffing costs.

ASSET MANAGEMENT IMPLICATIONS

Nil

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

Nil

COMMUNITY ENGAGEMENT

As is usual practice, all 2027 Council and Committee Meeting dates will be advertised initially by public notice, posted on the City's website and social media channels. There will be monthly social media posts regarding upcoming meetings, dates, times and agenda items as well as the outcomes of previous Council meetings. This approach ensures the community remain well informed.

ATTACHMENTS

1. 2027 City of Kwinana Meeting Dates [18.3.1 - 2 pages]
2. 2027 Ordinary Council and Committee Meeting Deadlines - City of Kwinana [18.3.2 - 4 pages]

18.4 ENDORSEMENT OF PROPOSED BOOLA MAARA ABORIGINAL CONSULTATIVE COMMITTEE MEMBERS

SUMMARY

The City of Kwinana Aboriginal Consultative Committee (BMACC) 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.

The 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. It has been established to support and advise Council in making decision and providing a cultural lens over matters relating to communities and peoples of an Aboriginal and Torres Strait Islander background.

In September 2026 the City sought expressions of interest for a vacant position on the Committee and an application was received by community member, Doreen Nelson. Doreen brings more than 30 years' experience serving on committees and currently sits on the Rockingham Council Aboriginal Advisory Group and the Moorditj Koort Elders Group, demonstrating her commitment to community leadership and advocacy.

Doreen has met all membership requirements and demonstrates a strong understanding of the needs and issues affecting Aboriginal communities. She has expressed a genuine commitment to reconciliation and a desire to contribute to positive change for her community.

In October 2026, the City received an application from Kay Walley following the close of the Expression of Interest period. As the Boola Maara Aboriginal Community Committee (BMACC) Terms of Reference allow for members to be appointed at any time, the application was assessed on its merits. Kay is an Aboriginal person with lifelong connections to Kwinana, extensive experience working alongside community over the past 30 years, and current advisory experience through her role on the Cancer Council Aboriginal Advisory Committee. Her strong local knowledge, commitment to positive outcomes for Aboriginal people, and demonstrated ability to build relationships across diverse groups would make her a valuable addition to the Committee. Based on this, it is recommended that Kay Walley be appointed to the BMACC.

Based on both Doreen and Kay's extensive community involvement, leadership experience, and ongoing contribution to Aboriginal community initiatives, the City is happy to recommend both Doreen Nelson and Kay Walley as committee members.

OFFICER RECOMMENDATION

That Council endorse the appointment of Mrs. Doreen Nelson and Ms Kay Walley as a Boola Maara Aboriginal Advisory Committee Member, to be reappointed during the 2027 Local Government Election cycle.

VOTING REQUIREMENT

Absolute majority

DISCUSSION

The Boola Maara Aboriginal Consultative Committee (BMACC) membership Expression of Interest (EOI) process, which closed on 6 September 2026.

The EOI was open for a six-week period and promoted through:

- The BMACC project page on Love My Kwinana
- Email distribution to current BMACC members and Elected Members
- A City-developed promotional flyer shared through community networks and word of mouth

At the close of the EOI period, one application was received from Doreen Nelson and in October 2026 a late application was received for Kay Walley.

Based on the information provided in her application, Doreen has been assessed as meeting all membership requirements. Doreen identifies as an Aboriginal person, resides in Kwinana, and demonstrates a strong understanding of the needs and issues affecting Aboriginal communities. She has expressed a genuine commitment to reconciliation and a desire to contribute to positive change for her community.

Doreen brings more than 30 years' experience serving on committees and has completed governance training. She currently sits on the Rockingham Council Aboriginal Advisory Group and the Moorditj Koort Elders Group, demonstrating her ongoing commitment to community leadership and advocacy. Based on her extensive community involvement, leadership experience, and ongoing contribution to Aboriginal community initiatives, I am satisfied that Doreen meets the membership criterion relating to recognition as an Elder and/or Community Leader.

Kay Walley is an Aboriginal community member with deep and longstanding connections to Kwinana, having been raised in the area and continuing to live locally, with her family also maintaining strong ties to the community. She brings more than 30 years of experience working alongside community and has developed extensive cultural knowledge and local insight through this involvement. Kay also currently serves on the Cancer Council Aboriginal Advisory Committee, providing relevant experience in an advisory and governance capacity.

Through her application, Kay demonstrated a strong commitment to achieving positive outcomes for Aboriginal people in Kwinana and identified relationship-building, respectful communication and community connection as key strengths. Her local knowledge, cultural perspective, advisory experience and passion for supporting the Aboriginal community would complement the existing membership of the Committee and strengthen its ability to provide informed advice to the City.

Given Doreen and Kay's demonstrated alignment with the membership criteria, extensive community experience, and commitment to supporting positive outcomes for Aboriginal people in Kwinana, I recommend that both community members be appointed to the current vacant positions on the Boola Maara Aboriginal Consultative Committee and commence with the Committee from the next scheduled meeting on 2 November 2026.

STRATEGIC IMPLICATIONS

Outcome:	Leadership / Boordiya Katidjin (Leader of knowledge)
Objective:	Accountable and ethical governance
Objective:	Proactive leadership
Action in CBP:	Facilitate the Boola Maara Aboriginal Consultative Committee Meetings

SUSTAINABILITY FRAMEWORK**Sustainability Guiding Principle**

2 - Community Wellbeing

Sustainability Priority Area

7 - Innovation

LEGAL/POLICY IMPLICATIONS**5.10. Appointment of committee members**

- (1) A committee is to have as its members —
- (a) persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and
- (b) persons who are appointed to be members of the committee under subsection (4) or (5).

* *Absolute majority required.*

- (2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.
- (3) Section 52 of the *Interpretation Act 1984* applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the council.
- (4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of the mayor or president's wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.
- (5) If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of the CEO's wish —
- (a) to be a member of the committee; or
- (b) that a representative of the CEO be a member of the committee,

the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

[Section 5.10 amended: No. 16 of 2019 s. 18; No. 47 of 2024 s. 160.]

5.11A. Deputy committee members

- (1) The local government may appoint* a person to be a deputy of a member of a committee and may terminate such an appointment* at any time.

* *Absolute majority required.*

- (2) A person who is appointed as a deputy of a member of a committee is to be —

- (a) if the member of the committee is a council member — a council member; or
 - (b) if the member of the committee is an employee — an employee; or
 - (c) if the member of the committee is not a council member or an employee — a person who is not a council member or an employee; or
 - (d) if the member of the committee is a person appointed under section 5.10(5) — a person nominated by the CEO.
- (3) A deputy of a member of a committee may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause.
- (4) A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member.

[Section 5.11A inserted: No. 17 of 2009 s. 20.]

5.11. Committee membership, tenure of

- (1) Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —
- (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be; or
 - (b) the person resigns from membership of the committee; or
 - (c) the committee is disbanded; or
 - (d) the next ordinary elections day,
- whichever happens first.
- (2) Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —
- (a) the term of the person's appointment as a committee member expires; or
 - (b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant; or
 - (c) the committee is disbanded; or
 - (d) the next ordinary elections day, whichever happens first.

FINANCIAL/BUDGET IMPLICATIONS

Aboriginal and/or Torres Strait Islander representatives will be paid a consultation fee as follows:

Hours	Rate
Up to 2.5 hours inclusive of 1 hour reading	\$150
Half Day 2.5 hours to 4 hours	\$250
Full Day 4 hours to 8 hours	\$500

ASSET MANAGEMENT IMPLICATIONS

Nil

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

Nil

COMMUNITY ENGAGEMENT

Nil required

ATTACHMENTS

Nil

18.5 BUDGET REVIEW SEPTEMBER 2026

SUMMARY

This report presents the initial budget review for the 2026/2027 financial year. It finalises 2025/2026 carry-forwards, updates the opening surplus, incorporates Kwinana Golf Course budget amendments, including related fees and charges, and includes other minor adjustments to the adopted budget.

OFFICER RECOMMENDATION

That Council:

- a. **Adopts the Budget Review Report 2026/2027 at Attachment 18.5.1 and adopts the budget adjustments to the 2026/2027 Budget;**
- b. **Notes a net increase in Operating Activities of \$688,925 as per Attachment 18.5.1 – Statement of Financial Activity by Nature or Type;**
- c. **Notes a net increase in Investing Activities of \$1,664,967 as per Attachment 18.5.1– Statement of Financial Activity by Nature or Type;**
- d. **Notes a net decrease in Financing activities of \$4,207,138 as per Attachment 18.5.1 – Statement of Financial Activity by Nature or Type; and**
- e. **Approves the inclusion of the Kwinana Golf Course fees and charges in the City's current Schedule of Fees and Charges, as outlined in Attachment 18.5.2, effective from 1 February 2027, and directs that local public notice be given in accordance with section 6.19 of the Local Government Act 1995.**

VOTING REQUIREMENT

Absolute majority

DISCUSSION

Amendments made since the original budget was adopted are reflected in **Attachment 18.5.1** as the Current Budget. This review finalises the 2025/2026 capital and operating project carry-forwards, updates the estimated opening surplus, and incorporates the Kwinana Golf Course into the City's operations from 1 February 2027. These changes are shown as the Updated Budget Estimates in **Attachment 18.5.1**. Further adjustments may be made during the year to respond to changing circumstances and maintain fiscal control.

As the 2025/2026 financial statements near completion, estimates for carry-forwards and the opening surplus can now be updated. The statements remain subject to audit at the end of October 2026, and any further adjustments required will be addressed through the mid-year budget review. Although this review is not required under the Local Government Act or Financial Management Regulations, it is considered good governance practice.

Opening Surplus Position

When the budget for 2026/27 was adopted, the opening surplus was estimated to be \$7,063,261. However, this balance has been revised based on the actual financial statements for 2025/2026 and is now \$12,248,311, representing an increase of \$5,185,050. This increase can be attributed to the following factors:

- Further carried forward of capital and operating projects totalling \$1,619,634 have been included in this review
- Additional income of \$1,081,528 from fees not budgeted in 2025-26
- Additional interest income of \$215,381
- Additional interim rates of \$113,000
- Capital savings of \$772,918 from completed projects.
- Materials and contracts savings of \$777,795
- Financial Assistance Grant (FAG) additional grant income of \$179,372 received
- Other revenue increased by \$251,519
- Utility expenses of \$90,994 less than expected
- Additional proceeds of \$82,909 from asset disposal

Budget Variations

Outlined below is a summary of the major variances to the Revised Budget, as shown in Note 2, Explanation of Material Variances, in **Attachment 18.5.1**.

Operating Activities – Revenue

Operating Activities revenue increased by \$3,777,959, mainly due to the following variances:

- Rates increased by \$460,009, mainly due to increases of \$132,873 in improved residential rates revenue and \$237,147 in improved commercial and industrial rates revenue, partly offset by a \$72,771 decrease in vacant land rates revenue. Ex gratia income for the Dampier to Bunbury Gas Pipeline corridor increased by \$165,000, based on actual payments received in the previous financial year.
- Operating grants, subsidies and contributions increased by \$407,144 due to new funding from various sources (refer to Note 5 in Attachment 18.7.1).
- Fees and Charges increased by \$1,254,590, mainly due to \$1,162,104 in new Kwinana Golf Course income budget lines and a \$96,031 increase in waste services charges.
- Interest earnings increased by \$1,440,857, mainly due to higher interest rates and additional interest from grants received in advance.
- Other Revenue increased by \$75,359, mainly due to reimbursements and income from private works.
- Profit on Disposal of Assets increased by \$140,000 due to revised vehicle disposal schedule

Operating Activities – Expenditure

Operating expenditure has increased by \$2,949,034 and is comprised of the following variances.

Employee Costs increased by \$497,082 mainly due to \$454,010 for salary by incorporating the Kwinana Golf Course into the City's operations from 1 February 2027.

Materials and Contract increased by \$2,339,383 due to the following variations:

- \$916,733 Urban Forest Project reclassified to operating from capital (\$348,026 carried forward from 2025-26)
- \$359,956 consultant services carried forward from executive management for Kwinana Golf Course business case study
- \$109,000 consultant services of feasibility study carried forward from Arts Centre Management
- \$77,231 contractor – miscellaneous and \$108,681 contracts – other from youth and community services
- \$166,667 materials for stock from city operation

- \$84,130 of contracts (cleaning, electrical & plumbing) from facility maintenance
- \$424,765 from golf course expenditure

Other Expenditure has increased by \$114,544 mainly from \$109,056 Kwinana Golf Course expenses.

Investing Activities

Total investing activities increased by \$1,664,967 and is contributed by the below major adjustments.

Capital grants, subsidies and contributions (refer note 6- **Attachment 18.5.1**) increased by \$165,572; mainly due carried forward adjustments and include:

- \$250,000 from R2R-Pace Road, Medina
- \$75,139 from Blackspot - Runnymede Gate for traffic calming
- \$111,047 from Medina Off Road Vehicle Area
- \$169,981 from solar and energy storage additional federal funding
- \$76,554 for Anketell Road (50% DCA 4 / 50% DCA 5)
- \$155,002 to complete Djilba Pavilion (Wellard West Community oval)
- Offset by \$692,544 in actual 2025/2026 expenditure for Loop Trail Stage 1A.

Proceeds from asset disposal increased by \$1,625,000, reflecting the potential sale of Lot 904 Chisham Avenue, Kwinana freehold land.

Property, plant and equipment increased by \$431,893 (refer note 3- **Attachment 18.5.1**) for the following reasons:

- \$155,002 to complete Djilba Pavilion (Wellard West Community oval) that is funded from Developer Contribution Funds (DCA12)
- \$110,985 to Djandoo Mia (Thomas Oval Changeroom Extension/Upgrade)
- \$56,440 Darius Wells Submeter Renewal
- \$222,285 Solar & Energy Storage City Facilities
- \$65,092 Streetscape Strategy
- \$745,106 R2R-Pace Road, Medina
- \$117,971 for Medina Off Road Vehicle area
- A wide range of minor capital projects (mainly carried forward) totalling \$690,452
- Offset by:
 - (\$464,705) admin building refurb due to actual spending in 2025-26 of \$1,113,000 more than expected, offset by \$648,000 additional budget required for latent conditions not anticipated.
 - (\$567,556) Urban Forest Program transferred to operating budget
 - (\$692,544) 2025-26 actual spending in Loop Trail Stage 1A

Financing Activities

The major variance attributable to financing activities relates to increase in Transfer from Reserve of \$3,321,506 and increase in Transfer to Reserves of \$7,522,757 (refer to note 4 - **Attachment 18.5.1**).

Transfer from Reserves includes the following adjustments:

- \$387,997 for asset management reserve to fund multiple carry forward projects
- \$72,632 for strategic property reserve for carried forward for the Medina Road Board House demolition and design costs
- \$2,751,768 for restricted grants & contribution reserve expecting various unfinished operating and capital projects to be completed in this financial year
- \$52,304 for renewable energy reserve from carried forward Solar & Energy Storage City Facilities
- \$61,873 for various IT hardware renewal and upgrade

Transfer to Reserves increased by \$7,522,757 for the following reasons:

- \$1,625,000 for expected freehold land sale
- \$94,692 of Kwinana Golf Club net budgeted surplus
- \$706,490 for additional reserve interest revenue
- \$260,000 from surplus to strategic initiative reserve
- \$500,000 transferred from surplus to the Kwinana Golf Course reserve for urgent asset renewal works.
- \$160,000 transferred from surplus to the IT reserve to fund various IT initiatives.
- \$3,100,000 transferred from surplus to the Recquatic reserve to support major renewal/upgrade works planned over the next two years.
- \$1,000,000 from surplus to asset management reserve, specifically for the City Centre Precinct plan
- \$50,000 from new funding received for the Public Art reserve, applied in accordance with development application requirements.

Kwinana Golf Course – Fees, Charges and Budget

The Kwinana Golf Club has operated the Kwinana Golf Course facility for many years under various lease arrangements with the City, and previously the Town of Kwinana. Following benchmarking with other local governments, the City determined that returning the golf course to City operation would benefit both the City and the facility. In April 2026, Council approved the Chief Executive Officer issuing written notice to the Kwinana Golf Club to terminate the lease in accordance with its lease provisions.

The Kwinana Golf Club will continue to operate as a sporting club. However, following termination of the lease, the Club will no longer be responsible for managing the golf course facility. From 1 February 2027, the City will assume responsibility for the operation and management of the golf course. However, this date may change as the transition depends on approval of the liquor licence in the City's name.

As part of this transition, the City's adopted Schedule of Fees and Charges for 2026/2027, adopted on 15 July 2026, must be amended to include the Club's fees and charges, as well as the Golf Course operating budget. The current operating budget of the Golf course for 5 months resulted in a surplus of \$94,692 which has been transferred to the Kwinana Golf Course Reserve.

The current membership subscription period runs from 1 April 2026 to 30 March 2027. Membership fees for the period from April to June 2027 will be applied on a pro-rata basis to align the Golf Course financial with the City's 2026/2027 financial year.

Section 6.16 of the *Local Government Act 1995* allows a local government to impose or amend fees and charges during a financial year by absolute majority. As the Kwinana Golf Course fees and charges are proposed to be introduced after adoption of the annual budget, section 6.19 requires the City to give local public notice of its intention to impose the fees and charges and the date from which they will apply.

STRATEGIC IMPLICATIONS

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

SUSTAINABILITY FRAMEWORK

Sustainability Guiding Principle
3 - Thriving Local Economy

Sustainability Priority Area**3 - Liveability****LEGAL/POLICY IMPLICATIONS**Local Government Act 1995**6.16. Imposition of fees and charges**

(1) A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

** Absolute majority required.*

(2) A fee or charge may be imposed for the following —

- (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
- (b) supplying a service or carrying out work at the request of a person;
- (c) subject to section 5.94, providing information from local government records;
- (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
- (e) supplying goods;
- (f) such other service as may be prescribed.

(3) Fees and charges are to be imposed when adopting the annual budget but may be —

- (a) imposed* during a financial year; and
- (b) amended* from time to time during a financial year.

** Absolute majority required.*

6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of:

- (a) its intention to do so; and
- (b) the date from which it is proposed the fees or charges will be imposed.

FINANCIAL/BUDGET IMPLICATIONS

After considering all adjustments in this budget review, including changes to the opening surplus, the result is a net surplus of \$3,037.

ASSET MANAGEMENT IMPLICATIONS

The additional allocation of funds towards the renewal of assets is as per the City's asset management strategy.

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

There are no environmental implications associated with this report.

COMMUNITY ENGAGEMENT

Local public notice will be given to include the Kwinana Golf Course fees in the City's Schedule of Fees and Charges, in accordance with the 6.19 of the *Local Government Act 1995*.

ATTACHMENTS

1. 2026-27 Oct Budget Review [**18.5.1** - 20 pages]
2. 2026-27 Fees & Charges Kwinana Golf Course [**18.5.2** - 1 page]

18.6 MONTHLY FINANCIAL REPORT AUGUST 2026

SUMMARY

The Monthly Financial Report has been prepared for the period ending 31 August 2026 and provides Council with a comparison between actual and budgeted financial performance.

OFFICER RECOMMENDATION

That Council:

- 1. Accepts the Monthly Statements of Financial Activity for the period ended 31 August 2026, as detailed at Attachment 18.6.1; and**
- 2. Accepts the explanations for material variances for the period ended 31 August 2026, as detailed at Attachment 18.6.1.**

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 August 2026 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

Financial Snapshot – 31 August 2026

Key Measure	Actual	Budget	Variance/Position
Municipal surplus	\$77.63m	\$60.69m	\$16.94m favourable
Year-to-date income	\$72.36m	\$71.76m	\$0.60m favourable
August expenditure	\$10.92m	\$16.06m	\$5.14m below budget
Investment portfolio	\$126.63m	–	21.76% fossil fuel-free
Rates outstanding	69.90%	–	71.88% at same time last year

The variances reported at 31 August are predominantly timing related and do not, at this stage, indicate a material deterioration in the City's overall budget position.

Closing Surplus Position

As at 31 August 2026, the municipal surplus is \$77,634,437 compared with a budgeted position of \$60,693,683. The variance is mainly attributable to timing differences in income and expenditure, including reserve transfers, and adjustments to be processed as part of the end-of-year process. The opening financial position will be updated and reported to Council following completion of the year-end audit in November 2026.

Revenue Summary for August 2026

Year-to-date income for the period ending August 2026 is \$72,364,689 (including proceeds from capital grants, subsidies and contributions) compared to the current budgeted income of \$71,764,584 resulting in a favourable variance of \$600,105. This is mainly due to increase in fees and charges, interest revenue and rates income.

Expenditure Summary for August 2026

The total expenditure for August 2026 was \$10,915,944, which is \$5,143,693 less than the current budget of \$16,059,636. The \$10,915,944 total comprises operating and capital expenditure, as detailed below:

- Operating expenses: \$8,501,673
- Capital acquisitions: \$2,414,271

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 18.6.1.**Rates Receivables**

The outstanding rates balance for August, as reported in Note 4 of the Monthly Financial Report, is 69.90%, a slight decrease from 71.88 % in the previous year. Rates notices were issued on 30 July 2026, with payment due on 4 September 2026. The outstanding percentage is expected to reduce further as more payments are received closer to the due date.

Investment Summary

The City currently has \$126,627,009 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 August 2026, 21.76% 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.

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 18.6.1**.

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 August 2026 [**18.6.1** - 29 pages]

18.7 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 30 SEPTEMBER 2026**SUMMARY**

This report presents the list of accounts paid under delegated authority for the month ended 30 September 2026, as required by the *Local Government (Financial Management) Regulations 1996*.

OFFICER RECOMMENDATION**That Council:**

1. **Accepts the list of accounts paid under delegated authority, totalling \$9,692,493.99 in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 for the period ended 30 September 2026, as detailed at Attachment 18.7.1; and**
2. **Accepts the detailed transaction listing of credit card expenditure, totalling \$45,400.66 for the period ended 02 September 2026, as detailed at Attachment 18.7.2**

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. This regulatory safeguard supports statutory oversight, municipal transparency and financial accountability across local government operations.

The payment summary below provides Council with a consolidated view of payment types for the reporting period, while the attachments provide the detailed transaction-level information required under the Financial Management Regulations:

Payment Type	Amount (\$)
Automatic Payment Deductions *	\$ 261,788.45
Cheque	\$ 0.00
EFT Payments	\$ 6,756,408.91
Payroll Payments	\$ 2,674,296.63
Total Attachment 18.7.1	\$ 9,692,493.99

*Automatic Payment deductions include a payment of **\$45,400.66** for credit card payments. A detailed transaction listing of credit card expenditure paid for the period ended 02 September 2026, is included at **Attachment 18.7.2**.

A detailed listing of September 2026 payments, including a description for each payment, is provided at **Attachment 18.7.1**.

STRATEGIC IMPLICATIONS

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

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, the CEO's duties include:

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.*

13A. Payments by employees via purchasing cards

(1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —

- (a) the payee's name;*
- (b) the amount of the payment;*
- (c) the date of the payment;*
- (d) sufficient information to identify the payment.*

(2) A list prepared under subregulation must 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.*

All expenditure in the payment list is consistent with the City's annual budget. Any expenditure related to the Perth South West Metropolitan Alliance (PSWMA) is paid by the City and reimbursed by the Alliance.

ASSET MANAGEMENT IMPLICATIONS

Nil

ENVIRONMENTAL/PUBLIC HEALTH IMPLICATIONS

Various payments identified in this report have environmental and public health implications.

COMMUNITY ENGAGEMENT

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

ATTACHMENTS

1. AP Payment Listing Summary 26 [**18.7.1** - 7 pages]
2. Credit Card Transactions Sept 26 [**18.7.2** - 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

23.1 MR. ADAM O'FAEL – WELLARD

Question:

Why is the Kwinana City Council granting approval to mobile food van businesses to operate (cooking food in commercial quantities) from residential driveways without consideration or consultation with neighbours?

Response – Director City Development and Sustainability

Home Occupation is a class of land use that is exempt from needing Development Approval provided the activity falls within the definition set out in Local Planning Scheme No. 2. A home occupation can be established at a residential premises without notifying the City or needing any form of consultation with neighbours.

A Food Business Registration is issued under the Food Act and Regulations on food production and sale from mobile food vans. This is separate from determining whether the use (Home Occupation etc) is allowed to occur. Whether an activity is allowed at a certain location is a function of the Planning and Development Act.

The City notes the concerns raised by Mr O'Fael and will consider the matter further in relation to the extent of compliance with the Planning and Development Act 2005.

24 MAYORAL ANNOUNCEMENTS

25 CONFIDENTIAL ITEMS

Nil

26 CLOSE OF MEETING