



City of **Perth**

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# Minutes

Ordinary Council Meeting  
10 December 2024

Michelle Reynolds  
Chief Executive Officer  
13 December 2024

**Minutes to be confirmed at the next Ordinary Council Meeting**

These minutes are hereby certified as confirmed.

Presiding member's signature \_\_\_\_\_

Date \_\_\_\_\_

## Information

This information is provided on matters which may affect members of the public. If you have any queries on procedural matters, please contact a member of the City's Governance team via [governance@cityofperth.wa.gov.au](mailto:governance@cityofperth.wa.gov.au).

## Question Time for the Public

An opportunity is available at Council meetings for members of the public to ask a question about any issue relating to the City. This time is available only for asking questions and not for making statements. Complex questions requiring research should be submitted as early as possible to allow the City time to prepare a response.

The Presiding Person may nominate a member of staff to answer the question and may also determine that any complex question requiring research be answered in writing. No debate or discussion can take place on any question or answer.

To ask a question, please complete the Public Question Time form available on the City's website [www.perth.wa.gov.au/council/council-meetings](http://www.perth.wa.gov.au/council/council-meetings).

## Disclaimer

Members of the public should note that in any discussion during a meeting regarding any item, a statement or indication of approval by any council member, committee member or officer of the City is not intended to be, and should not be taken as, notice of approval from the City. No action should be taken on any item discussed at a meeting of a Committee prior to written advice on the Committee or Council's resolution being received.

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## 1. Declaration of Opening

The Presiding Member declared the Ordinary Council Meeting for the City of Perth open at 5:00pm.

## 2. Acknowledgement of Country/Prayer

The Presiding Member gave an Acknowledgement of Country:

*I respectfully acknowledge the Traditional Owners of the land on which we meet, the Whadjuk Nyoongar people of Western Australia, and pay my respects to Elders past and present. It is a privilege to be standing on Whadjuk Nyoongar country.*

The Chief Executive Officer recited a prayer:

*Almighty God, under whose providence we hold responsibility for this City grant us wisdom to understand its present needs, foresight to anticipate its future growth, and grace to serve our fellow citizens with integrity and selfless devotion. And to Thee, be all blessing and glory forever. Amen.*

## 3. Attendance

### Members in Attendance

Lord Mayor	Basil Zempilas (Presiding Member)
Deputy Lord Mayor	Bruce Reynolds
Councillors	Clyde Bevan
	Raj Doshi
	Liam Gobbert
	David Goncalves
	Viktor Ko ( <i>arrived at 5:04 pm</i> )
	Catherine Lezer
	Steven Wellard

### Officers in Attendance

Chief Executive Officer	Michelle Reynolds
A/General Manager Community Development	Rebecca Taylor
A/General Manager Planning and Economic Development	Robert Farley
General Manager Commercial Services	Steve Holden
General Manager Corporate Services	Wendy Attenborough
Executive Director Governance and Strategy	Peta Mabbs
Alliance Manager Council Governance and Policy	Charlie Clarke
A/Alliance Manager Infrastructure and Assets	Craig Best
Audit and Risk Manager	Natasha Balderston
Council Governance and Policy Coordinator	Ebony Mackey
Council Governance and Policy Officer/Note Taker	Juna Latheef

Observers

Nil.

Public Gallery

There were approximately 6 members of the public in the gallery.

3.1 Apologies

Nil.

3.2 Leave of Absence

Nil.

3.3 Applications for Leave of Absence

5:04pm *Councillor Viktor Ko arrived to the meeting prior to Item 3.3*

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### Council Resolution (OCM-24/12-001)

**Mover:** Deputy Lord Mayor Bruce Reynolds

**Secunder:** Councillor Clyde Bevan

That Council APPROVES the following leave of absence applications:

1. Councillor Steven Wellard for the period 31 January 2025 to 16 February 2025, inclusive
2. Lord Mayor Basil Zempilas from the date writs are issued until the date that the outcome of the State Election is formally announced.
3. Cr Liam Gobbert for the period 16 December 2024 to 18 December 2024, inclusive

**CARRIED UNOPPOSED (9/0)**

**For :** Lord Mayor Basil Zempilas; Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, David Goncalves, Viktor Ko, Bruce Reynolds and Steven Wellard

**Against :** Nil

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## 4. Announcements by the Lord Mayor

### 4.1 City of Perth Committee meeting request

The Lord Mayor addressed issues concerning the City of Perth and its relationship with the State Government. He said that due to the refusal by the State Government to meet with the City of Perth Committee as requested multiple times, the Lord Mayor had once again written a letter to Premier Roger Cook.

The Lord Mayor read out the letter which outlined several points of concern.

The Lord Mayor concluded by reiterating his commitment to advocating for the City's residents and taxpayers.

## 5. Disclosures of Interests

Name	Deputy Lord Mayor Bruce Reynolds
Item number and title	Item 11.2
Nature of interest	Proximity Interest
Interest description	<i>"Own property in the policy area"</i>

Name	Councillor Catherine Lezer
Item number and title	Item 11.2
Nature of interest	Proximity Interest
Interest description	<i>"I have been given different advice regarding disclosures. It seems prudent to adhere to the most conservative of these advise. I will disclose the same interest as Cr Reynolds".</i>

Name	Councillor Catherine Lezer
Item number and title	Item 11.3
Nature of interest	Proximity Interest
Interest description	<i>"A closely associated person to me, owns property in the area contemplated in this item"</i>

Name	Councillor Catherine Lezer
Item number and title	Item 12.1
Nature of interest	Impartiality Interest
Interest description	<i>"For consistency and completeness, I am a Councillor on Heritage Council WA"</i>

Name	Councillor Viktor Ko
Item number and title	Item 11.3
Nature of interest	Impartiality Interest
Interest description	<i>"I am currently still employed by RPH, which operates the helipad".</i>

## 6. Public Participation

### 6.1 Responses to Public Questions Previously Taken on Notice

Nil.

### 6.2 Public Questions

Sandy Anghie – West Perth 6000	
Q1	If two Elected Members (EM 1 and EM 2) of the current Council have a 'close association' then under the rules that govern local government, does this mean that if at a Council Meeting or Agenda Briefing Session EM1 declares a direct or indirect financial interest or proximity interest (either of their own, or of someone closely associated to them) then EM2 is required to declare the same interest as EM1; and the two of them must then leave the room together for any such decision?
	Provided by the Alliance Manager Council Governance and Policy
A1	Close association provisions are included at section 5.62 of the Local Government Act 1995 and there are several ways in which a person can be closely associated with a relevant person.  To properly answer your question, we would need to know the details of how the close association was formed in your scenario.

David Lim – Perth 6000	
Q1	Regarding the service division Corporate Communications, with print media being one of the main sources of information for some members of the community:  (a) What budget has been allocated for print media to keep the community informed on the City's news and services?  (b) What is the City's print media strategy for communicating its Christmas and New Year hours in relation to the availability of its services and operations?  (c) With the Post Newspaper being the main source of print media for the Crawley Nedlands neighbourhood, would the City consider providing an update in the newspaper in the coming month?

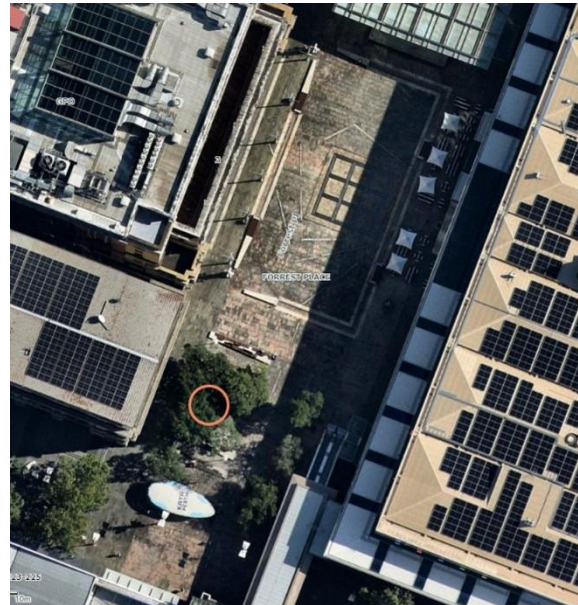
	Provided by the Chief Executive Officer
A1	<p>(a) The City has \$10,000 allocated for press advertising which is used on an “as needed” basis. Press advertising forms a small portion of the City’s communications strategy. The City uses a range of mediums to communicate and share its news including the City’s website, social media platforms and eNewsletters as well as public relations and media engagement.</p> <p>(b) The City doesn’t have a print media plan for Christmas and New Year opening hours. Rather, we promote these on the City’s website.</p> <p>(c) The City, through its media team, regularly provides story ideas and media releases to The Post newspaper.</p>
Q2	<p>Regarding the line item - Proactive Tree Borer Management</p> <p>(a) How is the City tracking financially with its program to address Polyphagous Shot Hole Borer, with subsequent Agenda items (Accounts Paid) showing totals of \$91,010.24 paid to the contractor in October and \$55,045.25 in November?</p> <p>(b) How is the City tracking sustainably with the progress of research and innovation that would help promote tree preservation as opposed to the removal of them?</p> <p>(c) How is the City tracking locally with the health of trees in the Crawley Nedlands neighbourhood?</p>
	Provided by the A/General Manager Infrastructure and Operations
A2	<p>(a) Expenditure totals \$346,266.00 or 54.9% year to date (1 July to 09 December).</p> <p>(b) The proactive nature of the City’s response is one aimed at tree preservation. To date some 2946 ground inspections and 410 aerial inspections have been undertaken, supporting the approach to remove infestations via pruning and not complete tree removal. Furthermore, applications of Bifenthrin have been successful in eradicating small PSHB infestations from mature London Plane trees and treatments to improve tree health including bio stimulants are used to increase tree vigor and vitality. A dashboard/online mapping tool has been developed to pinpoint susceptible trees and aid in the planning of proactive inspections. A trial of drone technology utilizing Normalized Difference Vegetation Index (NDVI) is planned to see if technology can further support the early identification of infestations.</p> <p>(c) PSHB pressure exists in all City neighborhoods. Limited instances of new infestations are being identified within the Crawley/Nedlands neighbourhood.</p>
	David Lim – Perth 6000
Q3	<p>With Hatch Pty Ltd, the UWA QEII Precinct Plan consultants' invoices totalling \$108,708.55 being presented and paid in November, given reports have been finalised:</p> <p>Regarding local planning policies:</p> <p>(a) What opportunities are there to review local character and heritage preservation in the Crawley Nedlands neighbourhood?</p> <p>(b) Are there any areas that would meet the requirements for further analysis and policy coverage?</p>
	Provided by the General Manager Planning and Economic Development

A3	The City of Perth undertook a Built Form Character Study of Crawley-Nedlands in 2021. This background work is available on the City’s Engage Perth website for this project under the section titled Background Reports. This work will be provided to the Department of Planning, Lands and Heritage to inform their work in preparing the Improvement Scheme for this area. In terms of future work and analysis it is recommended that this question should be directed to the Department of Planning, Lands and Heritage.
David Lim – Perth 6000	
Q4	<p>Assessing traffic impact and congestion issues - with the extension of a ferry service to Matilda Bay being considered as a means of connecting the city with the Crawley Nedlands neighbourhood:</p> <p>(a) What modelling has been done regarding the viability of extending the ferry service, as part of the overall mix of modal transport options to the area?</p> <p>(b) At what capacity is traffic infrastructure at in supporting commuter movement in the area? Would a Mid Tier Transport Plan form part of a solution in addressing congestion?</p>
Provided by the General Manager Planning and Economic Development	
A4	The proposed extension of the ferry service and matters around capacity of traffic infrastructure are both the responsibility of the State Government. It is considered that the Department of Transport and the Public Transport Authority would be best placed to answer these questions.

Stuart Chapman – West Perth 6005	
Q1	<p>Lord Mayor, as a result of the FOI release, we know that on 10th Jan the City wrote:</p> <p>“The City does not support amplified sound form (sic) protest groups, unless it is (sic) reasonable amplified sound is required for all participants at the rally to hear rally speakers.”</p> <p>This means that the City did not support me playing a recording of Dazelle Peters using amplified sound before she died. The City cannot dispute this because I have it in writing in that email. Could the City please answer the following: What did the City mean when it stated: The City does not support amplified sound form (sic) protest groups, unless it is (sic) reasonable amplified sound is required for all participants at the rally to hear rally speakers. What did the City actually mean by that statement?</p>
Provided by the General Manager Community Development	
A1	The City does not support the use of amplified sound where it is considered to cause disruption to the community. Any reconsideration of this position is based on assessment of full details provided either by an applicant to the City of Perth or WA Police, and on a case-by-case basis.
Q2	In the City of Perth car parks, the lowest level is reserved for female parking. What is the definition of a female according to the City of Perth?
Provided by the General Manager Commercial Services	

A2	<p>The following from the City of Perth’s current LGBTQIA+ Plan’s glossary is a statement of the City's position in relation to gender:</p> <p>“This glossary is not exhaustive and is provided merely as a guide as language is constantly evolving and as our understanding of who we are evolves. However, inclusive language is free from words, phrases or tones that reflect prejudiced, stereotyped or discriminatory views of particular people or groups. It does not deliberately or inadvertently exclude people. Inclusive language is about welcoming all people to take part in and contribute to our communities and workplaces. The City of Perth supports the right of people to identify their sexual orientation, gender identity or intersex status as they choose.”</p>
Q3	<p>How much did Council spend on legal fees for SAT matter DR 123/2024 Chapman vs the City of Perth?</p>
	<p>Provided by the Chief Executive Officer</p>
A3	<p>\$14,990.15.</p>
Q4	<p>On 20 September I received a permit from WAPOL to hold a public meeting at Forrest Place on 7 December 24.</p> <p>Is it true or false that the City informed WAPOL on 19 September that Forrest place was available for my protest</p>
	<p>Provided by the General Manager Community Development</p>
A4	<p>Correct. As previously responded to by email on 3 December, the City of Perth advised WA Police on 19 September that Forrest Place, Commonwealth Bank Site and Hay St Mall (outside Plaza arcade) was available on 7 December 2024.</p>
Q5	<p>Is it true that I was sent an email from an unnamed staff member from the City, Activity approvals section on 29 November which stated: Good afternoon, I am writing in relation to your protest at Forrest Place on 7th December 2024. Unfortunately, Forrest Place will be unavailable due to an event being scheduled in that area. However, you could still hold your protest at the Commonwealth Bank site and Hay Street Mall (outside Plaza Arcade) as scheduled for 7th December 2024. Could I please be given a yes or no Response to this question?</p>
	<p>Provided by the General Manager Community Development</p>
A5	<p>Correct</p>
Q6	<p>Was it true that Forrest Place was unavailable for my use? A true or false response would be appreciated.</p>
	<p>Provided by the General Manager Community Development</p>
A6	<p>Incorrect. As previously responded to by email on 3 December, the City of Perth advised WA Police on 19 September that Forrest Place, Commonwealth Bank Site and Hay St Mall (outside Plaza arcade) were available on 7 December 2024. You were then advised of event being held in Forrest Place on that date. To minimise the conflicting impact of both activities, the City suggested a focus of your activity at the two other permitted locations. Nonetheless, your activity was still able to be held in Forrest Place, outside the approved event footprint.</p>

Q7	<p>I refer you to the email which I received from Carl Johnson in which he wrote: “The City assessed both activations and determined the event would take precedence due to their size and requirements to use a large footprint.” Is it true that the City decided that: The City assessed both my approved permit location from WAPOL and a new music event and determined the event would take precedence over my approved permit? Could a true or false response be provided?</p>
	<p>Provided by the General Manager Community Development</p>
A7	<p>Correct, and as previously advised on 3 December 2024, Forrest Place is a shared public space managed by the City of Perth. The City is required to manage the public realm effectively to accommodate events and public meetings throughout the year. The WA Police permit issued included Forrest Place as one of three approved locations. This did not provide sole and exclusive use. The City approved the event application for a community music event following receipt of all required documentation and payment of venue hire fees.</p>
Q8	<p>Is it true or false that the City decided to make Forrest Place unavailable to me despite my permit approval without consulting me first?</p>
	<p>Provided by the General Manager Community Development</p>
A8	<p>Incorrect, and as previously advised on 3 December 2024, Forrest Place is shared public space managed by the City of Perth. The City is required to manage the public realm effectively to accommodate events and public meetings throughout the year. The WA Police permit issued included Forrest Place as one of three approved locations. This did not provide sole and exclusive use. Following confirmation of the community event, the City contacted you to advise of the event occurring on the same day as your permitted activity. The City worked with WA Police to find a suitable solution for all parties, initially seeking to focus your Public Meeting on the Hay Street and Comm Bank site areas to manage the multiple events effectively. Subsequent to that, the City also provided a portion of Forrest Place.</p>
Q9	<p>On 29 November Carl Johnson from Activity Approvals wrote to me stating: “If flexibility is not an option for protest organisers, they will be advised areas like Forrest Place are event sites, from 00:00 to 23:59, 7 days a week, 52 weeks of the year and use of the space may not be supported by the City.”</p> <p>Did the City consider me inflexible with regards to proceeding with my protest as approved by WAPOL on Saturday 7 December? (Please see the attached photo of my protest at Forrest Place on Saturday)</p>



Provided by the General Manager Community Development

A9 No

Q10 If you considered me inflexible on this occasion or if on some future occasion you consider me inflexible, are you planning to advise me that Forrest Place will always be considered an event site, 24 hours a day, 7 days a week, 52 weeks a year whether there is a planned event there or not as suggested by Carl Johnson?

Provided by the General Manager Community Development

A10 The City will continue to work to accommodate events and public meetings across City spaces, noting some sites are prioritised for events.

Q11 How will the wording differ from protest organisers that are considered flexible compared to those who are not considered flexible? Could you please provide the specific wording for each group of protest organisers, and contrast the difference in wording for those who are considered flexible versus those who are considered inflexible?

	Provided by the General Manager Community Development
A11	The City’s support for each public meeting is assessed on a case by case basis and therefore there is no specific standard wording to provide.
Q12	Forrest Place is 150m x 25 m and has an area of approximately 3750m <sup>2</sup> and the area allocated for my protest on the diagram provided by Carl Johnson (see attached photo), is about 2.5m radius and an area of 20m <sup>2</sup> . This means approximately half of one percent of Forrest Place was allocated for my protest location. Would you agree with my assessment? Please note I am a qualified engineer and Maths teacher with over 20 years' experience. If you believe my figures are inaccurate, what is your assessment of the percentage area that was allocated for my protest in Forrest Place
	Provided by the General Manager Community Development
A12	The area was identified as a suitable location and was one of three provided to WA Police. The WA Police permit does not specify the number of people in attendance for the Public Meeting, so the City provided a general area to focus your Public Meeting.
Q13	Was it true that the wording of the initial email was incorrect to say that Forrest Place was unavailable to me, and that the City decided to reconsider their position and allow me to use 0.5% of Forrest Place area and allow the music event to use 99.5% of Forrest Place? If not, how does the City view the situation?
	Provided by the General Manager Community Development
A13	As previously advised on 3 December 2024, The City notified WA Police on 19 September that three locations were available for your Public Meeting. The WA Police permit issued included Forrest Place as one of three approved locations. This did not provide sole and exclusive use. The community event paid hire fees for the use of Forrest Place. The City aims to ensure hirers of City venues can run their community events without interference from other activities. Following confirmation of the community event, the City contacted you to advise of the event occurring on the same day as your permitted activity. The City worked with WA Police to find a suitable solution for all parties, initially seeking to focus your Public Meeting on the Hay Street and Comm Bank site areas to manage the multiple events effectively. Subsequent to that, the City also provided a portion of Forrest Place.
Q14	Lord Mayor and Councillors, do you consider that the City has acted properly and impartially after I was initially told by WAPOL that I had no restrictions for the use of Forrest Place in my permit but then I was told Forrest Place was not available by the City and then later after I questioned this unavailability, the City changed its mind and allocated me a measly 0.5 % of Forrest Place?
	Provided by the General Manager Community Development
A14	As previously advised on 3 December 2024, Forrest Place is shared public space managed by the City of Perth. The City is required to manage the public realm effectively to accommodate events and public meetings throughout the year. The WA Police permit issued included Forrest Place as one of three approved locations. This did not provide sole and exclusive use. To manage multiple events in Forrest Place on 7 December, the City advised you of locations in which your public meeting could be held and worked to find a suitable solution for all parties.

Q15	Why was this decision carried out without any consultation with me given that I had previously been told that there was no restriction on my use of Forrest Place?
	Provided by the General Manager Community Development
A15	Refer to the previous response.
Q16	Furthermore, why did the City warn me that I may be considered inflexible if I did not fully accede to Council demands resulting in being advised that in future, I would be treated differently from other protest organisers and that Forrest Place would always be considered an event site whether a planned activity was proposed there or not?
	Provided by the General Manager Community Development
A16	Refer to response to Question 14.
Q17	In the latest annual report the City states that it now offers four weeks paid leave for gender affirming care for staff.  How many genders does the City now officially recognise?
	Provided by the General Manager Community Development
A17	The following from the City of Perth’s current LGBTQIA+ Plan’s glossary is a statement of the City's position in relation to gender:  “This glossary is not exhaustive and is provided merely as a guide as language is constantly evolving and as our understanding of who we are evolves. However, inclusive language is free from words, phrases or tones that reflect prejudiced, stereotyped or discriminatory views of particular people or groups. It does not deliberately or inadvertently exclude people. Inclusive language is about welcoming all people to take part in and contribute to our communities and workplaces. The City of Perth supports the right of people to identify their sexual orientation, gender identity or intersex status as they choose.”
Q18	What authoritative source does the City use to keep up to date with the latest gender classifications?
	Provided by the General Manager Community Development
A18	For surveys and the like, the City is guided by the Australian Bureau of Statistics: Standard for Sex, Gender, Variations of Sex Characteristics and Sexual Orientation Variables  (see: <a href="http://www.abs.gov.au/statistics/standards/standard-sex-gender-variations-sex-characteristics-and-sexual-orientation-variables/latest-release">www.abs.gov.au/statistics/standards/standard-sex-gender-variations-sex-characteristics-and-sexual-orientation-variables/latest-release</a> )
Q19	In the annual report the City refers to the inclusion of LGBTQIA+ history in the Boorloo Heritage Festival. What exactly does the + sign refer to in LGBTQIA+?
	Provided by the General Manager Community Development
A19	The following text is from page 1 of the City of Perth’s LGBTQIA+ Plan 2025 – 2029:  “This document uses the acronym LGBTQIA+, which refers to lesbian, gay, bisexual, transgender, queer, intersex and asexual, with the + symbol acknowledging the diversity of gender and sexuality not otherwise captured. See page 26 for a full glossary of terms”.  The City’s LGBTQIA+ Plan 2025 – 2029 provides a list of references, and we also monitor the federal and state government positions and consult with our LGBTQIA+ Advisory Group

	(community members from the LGBTQIA+ population and peak bodies in the LGBTQIA+ community) to ensure we stay current with language as it evolves (for example, see <a href="http://www.abs.gov.au/census/2026-census-topic-review/lgbtiq-expert-advisory-committee-2026-census">www.abs.gov.au/census/2026-census-topic-review/lgbtiq-expert-advisory-committee-2026-census</a> ).
Q20	How many other letters or acronyms does the + symbol refer to and what is your definitive source for your information?
	Provided by the General Manager Community Development
A20	Refer to the previous response.
Q21	<p>Over the last 12 months I have been campaigning for the City to stop making, in my opinion, false claims that persons who wish to conduct a protest in Perth must complete the online notification protest form. I have written to the council staff and the Council about this matter over six times. The original wording stated: “You will need to complete this form if you wish to hold a public assembly, such as a rally, demonstration or protest in the public realm. The City does not issue permits for these public assemblies; however, notification must be sent to the City so that we can plan for potential impacts to other activities and notify affected properties and services in the area.”</p> <p>Initially the City completely refused to alter the wording on the webpage. In response to my question whether the City would amend its notification page at the May Council meeting: General Manager Kylie Johnson stated, quote: The word “must” is stated to ensure the planned protest on City managed land is suitable and available, free of other planned activations. As such the City does not intend to change the wording.</p> <p>Since that time the word “must” has been removed and now the webpage now reads Please complete this form if you wish to hold a public assembly, such as a rally, demonstration or protest in the public realm.</p> <p>Can the City please explain why the wording has been changed and why the word “must” has now been removed from this page when previously the City refused to remove the word?</p>
	Provided by the General Manager Community Development
A21	The City regularly reviews its website content and will refresh and update as required.
Q22	Does the City now acknowledge that I was correct in all the six emails that I wrote to the City stating that the wording was incorrect and needed to be changed and would the City of Perth now like to thank me for my perseverance in challenging its position despite being told by the City that I was wrong and that they would not change the wording?
	Provided by the General Manager Community Development
A22	The City is appreciative of receiving feedback from the community which informs continuous improvement of service delivery.
Q23	Finally will the City allow me to bring in a large Photo of Dazelle Peters tomorrow to show the councillors. I was not permitted at the October meeting

	Provided by the Alliance Manager Council Governance and Policy
A23	<p>In accordance with the conditions of entry, the following is prohibited in the Council Chamber Public Gallery:</p> <ol style="list-style-type: none"> <li>eating or drinking, other than water</li> <li>The use of cameras</li> <li>Banners and posters</li> <li>The use of Electronic audio/visual recording devices (unless by prior approval of the Presiding Member or CEO)</li> <li>Heckling and or interrupting the meeting.</li> </ol> <p>Providing the photograph is not a 'poster or banner' it would not contravene the conditions of entry for the Council Chamber, and you would be able to bring it with you. (For example, an A4 sized photograph that is not mounted is not considered to be a banner or poster).</p>

## 7. Confirmation of Minutes

### Council Resolution (OCM-24/12-002)

**Mover:** Councillor Bruce Reynolds

**Seconded:** Councillor Clyde Bevan

That Council APPROVES the following leave of absence applications:

- Councillor Steven Wellard for the period 31 January 2025 to 16 February 2025, inclusive
- Lord Mayor Basil Zempilas from the date writs are issued until the date that the outcome of the State Election is formally announced.
- Councillor Liam Gobbert for the period 16 December 2024 to 18 December 2024, inclusive

**CARRIED UNOPPOSED (9/0)**

**For:** Lord Mayor Basil Zempilas; Deputy Lord Mayor Bruce Reynolds, Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, David Goncalves, Viktor Ko, Catherine Lezer and Steven Wellard

**Against:** Nil.

## 8. Questions by Members which due Notice has been Given

Nil.

## 9. Correspondence

Nil.

## 10. Petitions

Nil.

## 11. Planning and Economic Development Alliance Reports

### 11.1 Hay Street – William to Elder Streets – Revitalisation Final Concept

<b>Responsible Officer</b>	Robert Farley – Acting General Manager Planning and Economic Development
<b>Voting Requirements</b>	Simple Majority
<b>Attachments</b>	Attachment 11.1A – Hay Street Revitalisation - William to Elder - Streetscape Revitalisation - Final Concept Plan Attachment 11.1B – Hay Street - William to Elder - Streetscape Revitalisation - Cost Options Attachment 11.1C – Hay Street - William to Elder - Streetscape Revitalisation - Draft Concept Plan - Consultation Summary - Key Stakeholders

### Purpose

To present the final Concept Plan for Hay Street – William to Elder – Streetscape Revitalisation for approval.

### Recommendation

That Council:

1. APPROVES the conversion of Hay Street between William and Elder Street from one-way to two-way with appropriate supporting works.
2. APPROVES Option 1, as set out in **Attachment B**, as the first stage of the revitalisation of Hay Street between William and Elder Street.
3. ENDORSES the staging of future works for the revitalisation of Hay Street between William and Elder Street, with the works identified in the Final Concept Plan, as set out in **Attachment A**, being appropriately accommodated within the City’s Long Term Financial Plan.

## Background

1. The Two-Way Street Program has been progressively implemented since the mid-2000s to improve the legibility of city streets and the movement of vehicles
2. The City has successfully converted streets to two-way operation, many of which supported major developments such as Elizabeth Quay and Perth City Link to proceed. The program has also enabled the Public Transport Authority to expand their CAT bus services.
3. Hay Street from William Street to Elder Street is the last remaining one-way street in Central Perth and sits within a residential growth area as identified in the City's Local Planning Strategy.
4. Since the street was last upgraded from 2003-2007, ad hoc changes to on-street parking, the lack of a holistic lighting treatment, a mix of materials and finishes and lack of consistent tree canopy has resulted in a cluttered and poor-quality public realm.
5. Enhancing the streetscape and converting traffic to two-way will align Hay Street (from William to Milligan) with the recent investments made by the City in the East End Revitalisation.
6. At the 30 July 2024 meeting, a draft Concept Plan was approved for the revitalisation of Hay Street (William to Elder) for the purposes of community consultation.

## Discussion

7. The Hay Street - William to Elder Streetscape Revitalisation project has a dual focus of improving the public realm to encourage investment and activation, while also improving the road network.
8. It is proposed that the implementation of the revitalisation concept plan will be staged. This will enable the progressive improvement to the public realm and managing the impact on businesses during construction. Stage 1 will focus on the conversion of the street from one-way to two-way.
9. Options on the extent and cost of works to be included in stage one has been investigated and are included in Attachment 0.0B, with Option One recommended.
10. Future project stages will encompass the following key elements:
  - a. *Addressing current challenges:* Issues such as obstructed parking bays, insufficient footpath space, poor tree health, and inconsistent street lighting.
  - b. *Design enhancements:* Emphasis is placed on expanding footpaths, increasing tree canopy coverage, enhanced lighting and improving both personal and road safety.
  - c. *Parking:* Community feedback requesting additional parking has been thoughtfully integrated into the design changes. This approach ensures that common issues such as awning damage, and visibility out of driveways with the new two-way traffic are carefully managed.
  - d. *Urban greening:* 57 existing trees to be retained and up to 74 new street trees to be planted.
11. Overall project objectives include:
  - a. Strategic alignment with other City strategies and plans.
  - b. Greater amenity to support the future growth of the West End of Central Perth.
  - c. Improved permeability and safety achieved through the conversion of the street to two-way traffic.

- d. Revitalised public realm befitting of a central city street in a capital city.

### Parking – Future Stages

12. There is a significant amount of off-street parking bays, with 1,354 spaces available along Hay Street within three multi-storey car parks. Therefore, detailed analysis of the existing on-street parking was undertaken to understand what opportunities were available to improve the streetscape and footpath widths.
13. High demand for some on-street parking locations was observed and retained where possible to support local businesses. The following changes are proposed in the future:
  - a. The existing ten (10) loading areas along the street will be adjusted to accommodate eight (8) fit-for-use bays to provide convenient locations for loading activities.
  - b. The number of short-term bays is currently 16 comprising a mix of 5-minute (12) and 15-minute bays (4). In the final Concept Plan, all these short-term bays will be converted to 10 bays with a 15-minute limit. These short-term bays are predominantly located outside the hotels and QV1.
  - c. The final Concept Plan includes 21 one-hour parking bays, mainly near Elder Street.
14. In addition to the broader streetscape revitalisation, feedback regarding coach parking has also been addressed. Due to limited kerbside space in Central Perth, exclusive coach parking is not feasible. Furthermore, where coach bays have been provided, for example in East Perth, they typically have only a 40% occupancy rate.
15. The City has the following provisions to manage coach parking in Hay Street:
  - a. *Flexible parking options*: Coaches are permitted to use pick-up/drop-off bays across Central Perth and may also double park for these purposes.
  - b. *Designated coach layover areas*: The City has designated layover areas around the city, and coach companies can contact the City for information on these locations.
  - c. *Bus stops for passenger exchange*: Coaches are permitted to drop off and pick up passengers at bus stops.
  - d. *Reserved coach bays*: The City can be contacted to reserve bays specifically for coach use or assistance in locating suitable locations to drop off/pickup and layover areas.
16. In addition to the parking data analysis, the following has been used to inform the final Concept Plan:
  - a. Pedestrian volumes, activity, and desire lines.
  - b. Street tree health assessment by a specialised consultant.
  - c. Universal access and inclusion assessment by a specialised consultant
  - d. Traffic data and modelling.
  - e. Best practice and lessons learnt from previous projects.
  - f. Alignment with the City's Design and Construction standards.
  - g. PTA and Main Roads WA feedback.
17. The following key considerations will also underpin the detailed design:
  - a. Ease of ongoing maintenance.
  - b. Crime prevention through environmental design.

- c. Relevant Australian Standards and *Disability Discrimination Act (DDA) 1995*.
- d. Traffic modelling.
- e. Road Safety Audits.
- f. PTA and Main Roads WA requests and approval requirements.

## Consultation

- 18. Community Engagement was undertaken on the Draft Concept Plan from 1 August – 16 August 2024.
- 19. The following engagement tools were used:
  - a. Letter Drop – letters were hand delivered to properties along Hay Street from William to Elder Street.
  - b. Meetings – all key stakeholders e.g., hotels, QV1, Central Park and Wesley were contacted to arrange face to face meetings.
  - c. Signboards – 13 signboards with QR codes linking to the Engage Perth website were installed along the length of the street.
- 20. A total of 277 survey responses were received at the close of the consultation period.
- 21. Key themes from the feedback on Engage Perth included:
  - a. Perceived congestion from changes to traffic movement.
  - b. Suggestions to fully pedestrianise the street (including removing all parking).
  - c. Suggestion to create a bicycle friendly street (including removing all parking).
  - d. Requests for more loading zones and pick up and drop off.
  - e. Current poor perceptions of safety.
  - f. Overall support for the project including requests for decluttering and more greening.
- 22. The City gathered feedback from key stakeholders on Hay Street, including hotels and major property owners. All stakeholders expressed support for the revitalisation project, recognising that significant public realm improvements would enhance street activation and attract business investment. However, the Holiday Inn, His Majesty's Theatre, and QV1 raised concerns about potential congestion from the two-way street conversion. Additionally, several stakeholders, including the Australian Hotels Association WA and various hotels, requested more parking and better access to loading areas—concerns that have been addressed in the final concept plan.

## Decision Implications

- 23. If Council supports the recommendation, detailed design will commence.
- 24. If Council does not support the recommendation, the project will not progress to the next stage of design.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Liveable
Related Documents (Issue Specific Strategies and Plans):	Corporate Business Plan 2022/23 - 2025/26 Local Planning Strategy Urban Greening Strategy 2023 – 2036 Transport Strategy Two Way Streets Program Urban Forest Plan 2016 Street Tree Guide Sustainability Strategy 2022-2032 Sustainability Implementation Plan Social, Health and Wellbeing Strategy 2023 – 2033 Public Lighting Framework Walking in the City Plan 2025 – 2035 Bike Plan 2025 - 2035

Legislation, Delegation of Authority and Policy	
Legislation:	Nil.
Authority of Council/CEO:	Nil.
Policy:	Nil.

## Financial Implications

25. Since the allocation of \$7 million in the LTFP for the Hay Street – William to Elder Streets project in 2021 there have been significant cost increases in Perth including:
- a. Increased actual construction costs. These cost increases have been identified from current work on Hay Street two-way conversion in East Perth at a cost of \$10 million which includes new street lighting, modifications to ~50% of the kerb lines, additional new paving where required and additional street trees.
  - b. Construction cost escalation remains above CPI because of lingering supply chain challenges and capacity to deliver in an overheated civil infrastructure market.

- c. Major construction traffic management regimes have significantly increased costs following State Government implementing the Main Roads Western Australia (MRWA) State Road Traffic Management Company Registration Scheme (Registration Scheme as of 1 July 2024. This requires all traffic management activities on state roads to be completed by registered traffic management companies which has resulted in specified increased pay rates which are now typically 30-40% greater when compared to the previous tendered rates.
26. The following project options have been developed to inform the scope of stage one of the implementation, with consideration of other priorities and internal resources. As part of a mid-year review and update of the Long-Term Financial Plan (LTFP), these options account for known revenue changes and adjusted cash flow timings. This process has enabled an assessment of the City's short-term, medium-term, and long-term sustainability for each option discussed below.
27. It is important to note that the below costings are based on 2024 figure, further stages will require a review of market costs given the likelihood of cost escalations in outer years.
28. **Option 1:** \$4 million – two-way street conversion which requires modifications to the intersections including some additional lighting and signs and line marking.
29. **Option 2:** \$11 million – includes new street lighting throughout and replacement of existing poorly performing street trees. Option 2 can be accommodated within current financial parameters by adjusting some other project timelines to reflect realistic financial and delivery capacity.
30. **Option 3:** \$14 million – Includes new kerb alignment, retention of existing paving and new paving where required, additional street trees and replacement of existing poorly performing street trees and additional way-finding signage.
- Option 3 can be accommodated within overall LTFP financial parameters by adjusting the timing of several other major discretionary projects to reflect realistic financial and delivery capacity. All projects with existing notional allocations can be accommodated over the ten-year life of the LTFP.
- Option 3 budget is the maximum amount available under the modified LTFP.
31. **Option 4:** \$20.6 million - additional \$6 million allowance for substantial renewal and high-quality enhancement of the streetscape – including granite kerbing, public art, heritage interpretation signage, feature lighting, additional street trees and planters.
- Option 4 cannot be accommodated within overall LTFP financial parameters and funding pool without removing some other project and deferring the timing of other discretionary projects that currently have notional funding.

## Further Information

	Question	Response
1.	Discussion point 10 mentions 57 existing trees which align with Attachment A page 22 (or 33 of our agenda). However, attachment A page 15 (or 26 of our agenda) mentions 96 existing trees. Can this please be clarified?	Out of 96 existing street trees on Hay Street (William to Elder), 39 are in poor condition and will be replaced. Therefore, resulting in 57 existing trees being retained.
2.	Discussion point 14 and 15. In a scenario where a coach was due to pick up passengers from a hotel, where would they layover just prior to the pick up?	The City has designated layover areas around the city which include the following: Nelson Cr/Sailani Ave and near the PCEC motorcycle parking area, and coach companies can contact the City for information on these locations.
3.	It was mentioned that Subiaco was contemplating the two-way program. Do we know when they plan on working with us to line up the two streets?	The City of Subiaco recently confirmed that, strategically, their goal is converting Hay Street to two-way traffic as well. However, they are unable to move forward with their plan until funding is secured.
4.	In terms of the planning of future projects, is there anything that might be upcoming, especially in that area?	There are no major development proposals that the City is aware of in Hay Street between William and Elder.

	Question	Response
5.	<p>What would be the impact if we go to option two, which has the very clear visual improvements of replacing the trees that are in poor health, upgrading the lighting and putting in new street furniture? You mentioned in the document that we would have to slow down some projects. So what would be the impact on doing option two?</p>	<p>The CFO is currently updating the Long-Term Financial Plan (LTFP) to account for the financial impacts of recent Council and State Government decisions.</p> <p>The updated model will support informed decision-making by the Executive Leadership Team (ELT) and will be shared with Elected Members (EMs) in January.</p> <p>Additionally, the parameters for the 2025/26 Annual Budget will be released in December 2024.</p> <p>The City will need to consider its total delivery capacity in the coming years and how the preferred option impacts other projects.</p>

## Council Resolution (OCM-24/12-003)

**Mover:** Lord Mayor Basil Zempilas

**Seconded:** Councillor Steven Wellard

That Council:

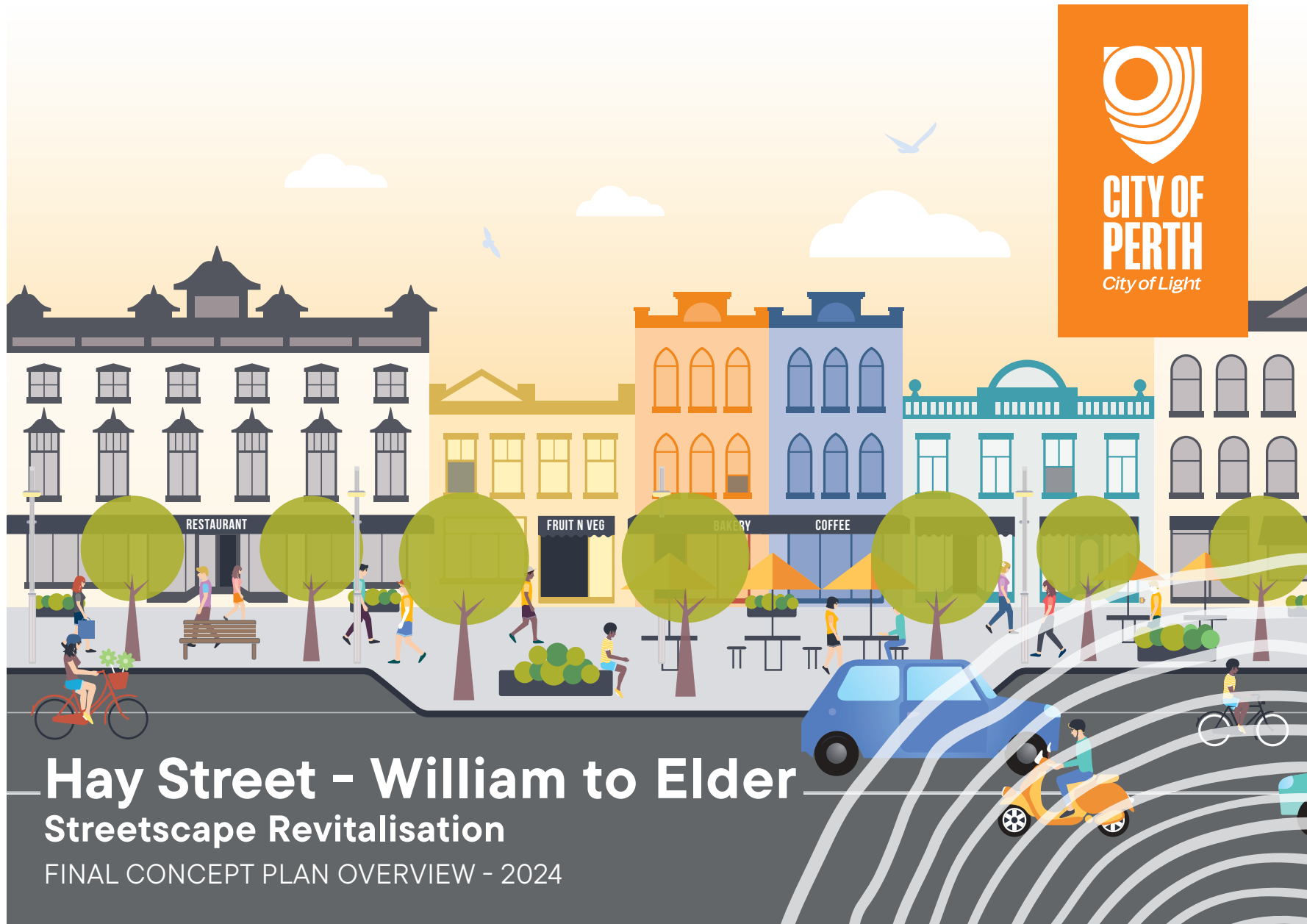
1. APPROVES the conversion of Hay Street between William and Elder Street from one-way to two-way with appropriate supporting works.
2. APPROVES Option 1, as set out in **Attachment B**, as the first stage of the revitalisation of Hay Street between William and Elder Street.
3. ENDORSES the staging of future works for the revitalisation of Hay Street between William and Elder Street, with the works identified in the Final Concept Plan, as set out in **Attachment A**, being appropriately accommodated within the City's Long Term Financial Plan.

**CARRIED EN BLOC (9/0)**

**For:** Lord Mayor Basil Zempilas; Deputy Lord Mayor Bruce Reynolds, Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, David Goncalves, Viktor Ko, Catherine Lezer and Steven Wellard

**Against:** Nil.

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## Acknowledgment of Country

The City of Perth acknowledges the traditional custodians of the land that we are situated on, the Whadjuk people of the Nyoongar nation and Aboriginal people from other lands. We celebrate the continuing traditions, living culture, and the spiritual connection to Boorloo and the Derbarl Yerrigan. We offer our respects to Elders past and present.

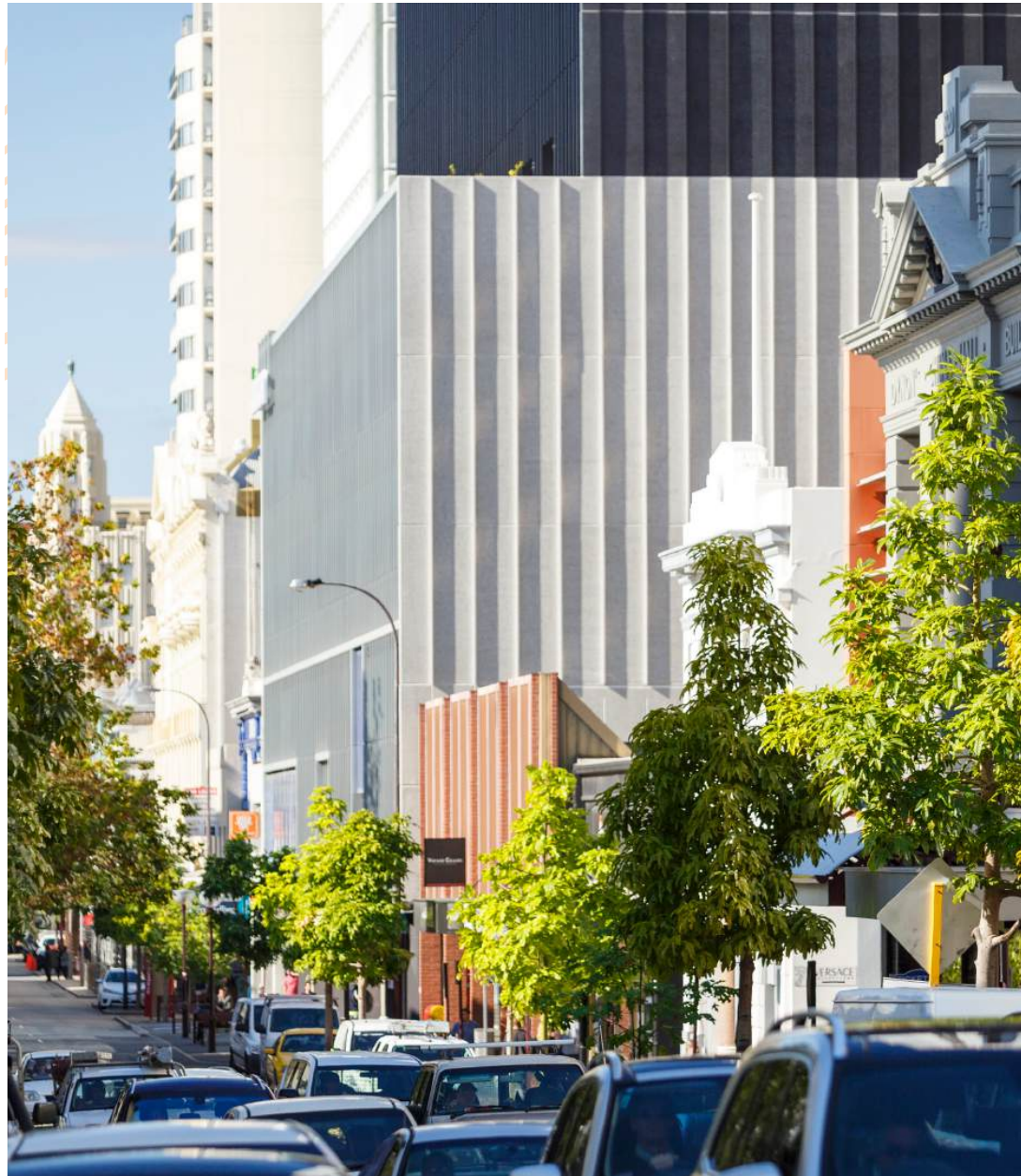
*Nyoongar Translation*

*The City of Perth kaditj kalyakool moondang-ak kaaradj midi boodjar-ak ngala nyinny, Whadjuk Noongar yoongar wer bandany Aboriginal yoongar yooarme boodjar-ool. Ngalangwoola Boorloo wer Derbal Yerrigan kalyakoort, wongin kadadjiny wer, wirn-yoodan. Ngalang kaditj Birdiya koora wer yeyi moondang-ak kaaradjiny.*

### **Disclaimer**

The information provided within this study does not claim to be comprehensive. The study is a snapshot in time. The City of Perth does not accept any responsibility or liability for any loss or other consequence which may result from any reliance on the information contained in this study.

2



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# Introduction

## Purpose of this document

The city's streets play a central role in creating its vibrancy. Streets are the city's most extensive, visible, and important public spaces. They serve as the arteries of the city, facilitating not only traffic but also fostering community interaction. Streets connect the city's fabric and help to unify its perceived image and overall experience.

Hay Street is designated as a 'City Avenue' within the city's street network hierarchy. Work completed in 2021 on Hay Street from Pier Street to Victoria Avenue, has significantly improved the pedestrian environment and permeability with the introduction of two-way traffic. The next stage of enhancement proposed for Hay Street is from William to Elder Streets; this area constitutes the physical scope of this study.

This document outlines the current conditions, key issues, and opportunities which have informed the development of a concept plan.



**“Streets often account for 80% of public open space in cities.”**

- Gehl Architects

## Strategic Context

The following high level diagram outlines the relationship between various endorsed strategies which will underpin the Hay Street Project:



## Two Way Streets Program

Following the rollout of various projects in the 1990s as part of the State Government's Perth City for People – Central Perth Access Plan, it became evident that the City's one-way street system was having a negative impact on pedestrian amenity and the local economy.

The Two-Way Street Program was developed in the early 2000s. The program ensures pedestrians and placemaking are prioritised by:

- Creating destinations, rather than fast-moving routes for vehicles passing through.
- Providing permeability, legibility, choice of routes, and ease of access for city residents and businesses.

The City of Perth's Two-Way Streets program is a key strategic move that will continue to drive the transformation of public space in the city.



Publication: Two-way Streets Program



City of Perth's Two-Way Streets Program

### Benefits of Two-Way Streets:



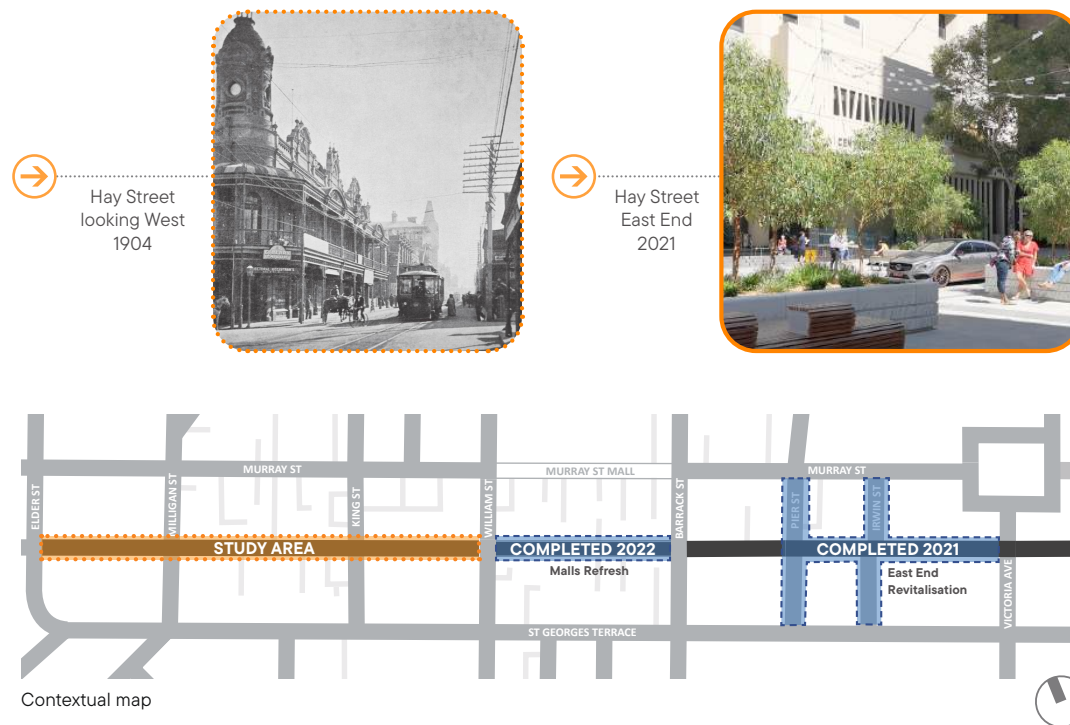
## Context and History

The land in and around Central Perth holds immense cultural significance for the traditional owners, the Whadjuk Nyoongar people. Tom Bennell, a Whadjuk/Balardong Custodian, referred to Perth as Beerit, signifying pathways, owing to its vital role in meetings, travel, and trade.

The ridge line, known as Byerbrup, stretches from Mt. Eliza (Gatagup – the place down by the hillside, serving as the primary camp for the Whadjuk Nyoongar people) to Heirisson Island (Matagarup – the place of holes, recognised as a productive fishing spot). This ridge line essentially corresponds to the approximate location of present-day Hay Street (Hocking Planning and Architecture, 2011) (Collard and Jones, 2014).

At only 16 metres wide, Hay Street was built in the 1830's as part of the township's original urban structure and is one of the few streets that extends outside City of Perth boundaries. Its narrowness was intentional as it was seen as a 'back street' to service the more important prestigious St Georges Terrace. This function persists even today.

The street was named after Robert William Hay, the Permanent Under Secretary for Colonies. The portion east of Barrack Street was once called Howick Street. The section between William and Barrack Street was made a pedestrian mall in 1972, which was one of the first in Australia.



# Hay Street Today

## Current Snapshot

Traditional fine grain development, narrow tenancies, two or three-storey historic facades, transparent shop fronts, and awnings are typical of Hay Street - William to Elder. Landmark buildings include His Majesty's Theatre, The Melbourne Hotel and QV1. Frequent pedestrian connections through laneways and arcades are provided within the street block.

The following characteristics define the street today:

- East/west route (pedestrians)
- Narrow in scale with its own microclimate
- One-way traffic west bound
- Mixed landuse with limited evening economy
- Service function
- CAT bus route
- Heritage buildings
- Permeable city grid
- Colonnaded walkways
- Indirect and inconsistent footpaths
- Bookended by the freeway

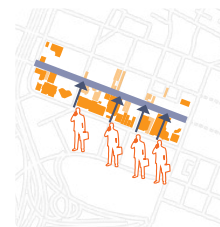
### Hay Street - William to Elder



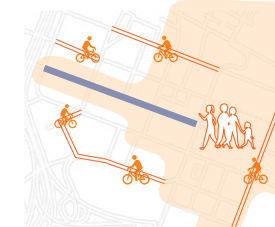
Permeable grid



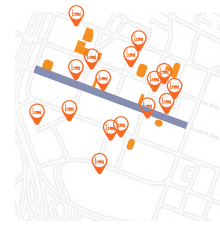
Well connected to public transport



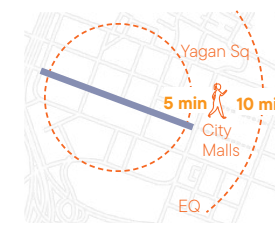
Strong relationship to the Terrace



Bike connections and Pedestrian Priority Zone\*



Hotels and apartments



Walking distance

#### Central Perth Profile

**190,000 +**  
Daily visitors

Method of travel to work - ABS 2021

16.4%	1.4%	23%

Residential population increase

5672	6451	12375
2016	2023	2036

Common dwelling type

70%  
1 and 2 bedroom apartments

29 Hotels /  
4747 hotel rooms  
in 2020

Data extracted from Local Planning Strategy 2023

\*Pedestrian Priority Zone - Perth Parking Management Act

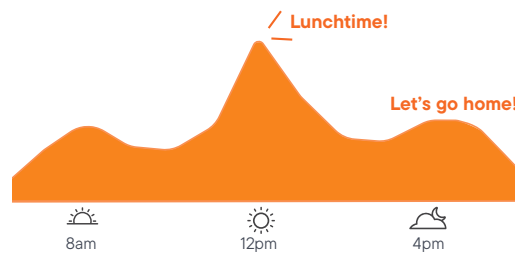
## Pedestrians

Hay Street experiences significant pedestrian activity on weekdays, with the highest concentrations observed just west of William Street.

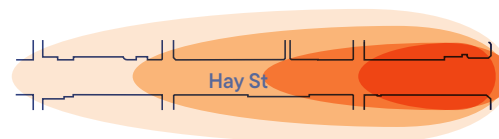
The footpaths along the street are typically narrow and convoluted, largely due to a significant portion of the street being allocated to kerbside parking and the associated clutter it brings. Colonnades delivered as part of the Hay Street Widening Policy has produced mixed results.

During weekdays, there are distinct peaks in pedestrian activity during the morning, lunchtime, and early evening highlighting that office workers in the area are the primary users of the street.

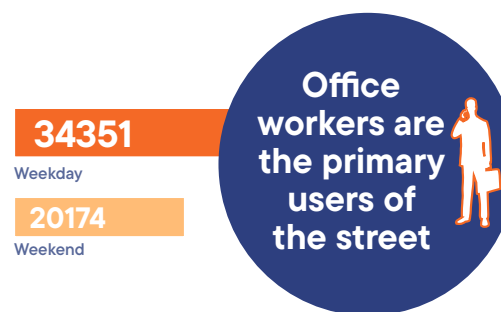
The presence of bus stops on William Street, between Murray and Hay Streets, contributes to the high pedestrian numbers at Hay Street. Pedestrian numbers notably decline sharply west of Shafto Lane, correlating with a decrease in the worker catchment area. Additionally, CAT bus services along Hay Street provide a convenient alternative to walking, further impacting pedestrian numbers.



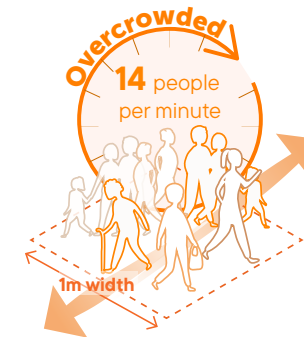
Weekday peaks: Morning, noon, early evening



Pedestrian activity declines towards the West

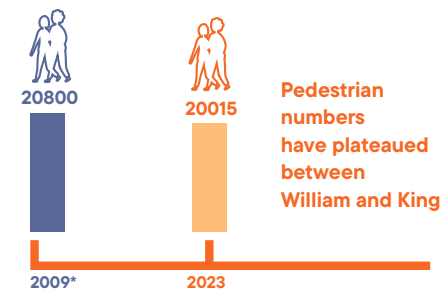


Pedestrian numbers - Hay Street - William to Elder



Hay Street experiences periods of overcrowding, with up to 14 pedestrians per minute per metre footpath width\*

\*The footpath width required to comfortably accommodate 12 pedestrians per minute per metre. Anything above this limit is considered overcrowding. - Source: Gehl Architects



\*Data extracted from Gehl Architects - Perth 2009 Public Spaces & Public Life

2009 vs 2023 Hay Street - William to King









































































## 11.2 Draft Mount Street Character Area Local Planning Policy

*Deputy Lord Mayor Bruce Reynolds disclosed a proximity Interest in Item 11.2 (as detailed at Item 5) and departed the meeting accordingly.*

*Councillor Lezer disclosed a proximity interest in Item 11.2 (as detailed at Item 5) and departed the meeting accordingly.*

<b>Responsible Officer</b>	Robert Farley –Acting General Manager Planning and Economic Development
<b>Voting Requirements</b>	Simple Majority
<b>Attachments</b>	Attachment 11.2A – Mount Street Character Area Location Plan Attachment 11.2B – Mount Street Character Area Local Planning Policy Attachment 11.2C – Built Form Concept Images - Mount Street Character Area

### Purpose

For Council to consider the preparation and advertising of the draft *Mount Street Character Area Local Planning Policy* (LPP).

---

### Recommendation

That Council, in accordance with clause 4 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Deemed Provisions), RESOLVES to prepare and advertise the draft *Mount Street Character Area Local Planning Policy* as shown in **Attachment B** to this report.

---

## Background

### Location

1. The Mount Street Character Area is located in the Central Perth neighbourhood, bound by Malcolm Street to the north, the Mitchell Freeway to the east, Mounts Bay Road to the south and Cliff Street and Bellevue Terrace to the west. The Mount Eliza escarpment is a prominent feature within the character area. A location plan is provided as **Attachment A**.

### Current Local Planning Policy

2. The City's *Mount Street Design Policy* currently applies to the Mount Street Character Area. It is intended to be replaced by the draft Mount Street Character Area LPP.

### Local Planning Strategy

3. The City's Local Planning Strategy (Strategy) sets out the strategic direction for the future planning and development of the city, to be implemented via the new local planning scheme and supporting local planning policies. The Strategy was adopted by Council on the 13 December 2022 and endorsed by the Western Australian Planning Commission (WAPC) on 30 May 2023.
4. The Strategy identifies several character areas within the city, including the Mount Street Character Area. These areas have unique built and landscape elements that create a special sense of place.
5. The Strategy includes an action to refine existing and/or introduce planning provisions to ensure that important elements of built and landscape character in Mount Street are reinforced and enhanced in new development.

### Draft Local Planning Scheme No. 3

6. On 30 April 2024, the Council resolved to seek approval from the WAPC to advertise draft Local Planning Scheme No. 3 (LPS3). Draft LPS3 will replace all existing local planning schemes within the city.
7. There are approximately 100 local planning policies that support the existing local planning schemes. These are being replaced and consolidated into a set of new contemporary local planning policies, with key policies, including the draft Mount Street Character Area LPP, intended to be advertised concurrently with the draft LPS3.
8. Under draft LPS3, the Mount Street Character Area comprises zonings of Mixed Use for lots fronting Mounts Bay Road, and Residential for the remaining area. The maximum base plot ratio ranges from 3.5:1 to 2:1, with a maximum bonus plot ratio of 1:1 for lots north of Mount Street and 0.5:1 for lots south of Mount Street and Bellevue Terrace. The plot ratios align with the built form parameters proposed in the draft Mount Street Character Area LPP.

### State Government Planning Framework

9. The State Government requires the Residential Design Codes (R-Codes) to be applied across the city to ensure a consistent approach to residential development throughout the State.
10. Local governments can prepare local planning policies for residential development that amend or replace certain development provisions of the R-Codes. Some variations to the development provisions only require local government approval, and some require the approval of the WAPC.
11. A portion of the Mount Street Character Area is affected by the State Government's Parliament House Precinct Policy (PHPP) and associated *Metropolitan Region Scheme* Clause 32 which requires development applications within the area to be referred to the WAPC for determination. The City is unable to vary the provisions of the PHPP. It is currently under review by the State Government.

12. A portion of the Mount Street Character Area is also located in a bushfire prone area due to the proximity to Kings Park and Mount Eliza escarpment. New building and development in the bushfire prone area is required to address *State Planning Policy 3.7 Bushfires* and associated guidelines which seeks to manage and/or mitigate bushfire risk. These requirements are to be addressed in conjunction with the local planning framework.

## Discussion

13. The Mount Street Character Area includes the Mount Street Character Area identified in the Strategy as well as the mixed use area fronting Mounts Bay Road. The mixed use area has been included in the proposed Character Area as it is currently subject to the Mount Street Design Policy and requires similar built form considerations due to its location abutting the Mount Eliza escarpment.
14. The following character statement describes the unique elements of the Mount Street Character Area:  
*The Mount Street Character Area is a leafy inner city residential neighbourhood set within the steep slope of the Mount Eliza escarpment, with streets shaded by mature trees with large canopies. The area predominantly features low-medium rise apartment buildings, with side setbacks creating visual gaps through to the escarpment, the Swan River, Kings Park and city. Buildings along Mount Street West and Malcolm Street respond to the topography, with landscaped street setbacks. Buildings along Mounts Bay Road have a reduced or nil street setback. Building materials largely comprise of natural stone, cement render and painted render, with older lower rise buildings comprising of face brick, natural stone and red terracotta roof tile.*
15. This character statement informs the key objectives of the policy which are:
  - a. *To encourage low-medium scale residential development, along with medium scale mixed-use development along Mounts Bay Road, within a high quality landscaped setting.*
  - b. *To preserve and protect the natural form of the Mount Eliza escarpment, ensuring development respects the visual prominence of the escarpment.*
  - c. *To ensure the quality of landscaping and street interface is reflective of the importance of the area as a key gateway to the city and Kings Park.*

## Building Heights and Setbacks

16. The Strategy identifies the Mount Street Character Area as a medium scale residential and medium scale mixed use area within a landscaped setting, with an indicative height of up to 12 storeys.
17. The draft LPP remains consistent with the height and setback parameters set out in the current Mount Street Design Policy.
18. The maximum building heights are set out in 5 sub-areas to follow the topography of the area. Building height at the top of the escarpment steps down from 24m for lots along Malcolm Street to 19m for lots on the south side of Mount Street and Bellevue Terrace. At the bottom of the escarpment towards Mounts Bay Road, building heights are to be between 20.6m to 32m (measured from the Australian Height Datum). Images of the proposed built form are provided in **Attachment C**.
19. The building heights broadly align with the indicative heights of the Strategy. The Strategy states that the indicative building heights are a guide only and will be further investigated in the context of neighbourhood and character areas through the planning scheme review.
20. The building height controls under the Parliament House Precinct Policy will continue to apply to a portion of the area and need to be considered in conjunction with the building heights of the draft LPP.

21. The draft LPP retains street setbacks of nil for mixed use lots that front Mounts Bay Road, and 4.5m for the remaining residential area. A side setback of 3 metres applies to all lots. These setbacks reinforce the established built form and landscape setting of the residential area, with the side setbacks providing visual permeability between buildings and opportunity for views towards the escarpment and the Swan River.
22. The rear setback is generally consistent with the existing requirements, requiring a setback of 3m, except for lots that abut the escarpment. The rear setback for lots at the top of the escarpment is to a line defined in a feature survey in the draft LPP, typically being the setback of current buildings. Buildings at the bottom of the escarpment are required to be consistent with the setback of the existing buildings. This is to ensure protection of the escarpment.

#### Building Design

23. The draft LPP's building design provisions seek to enhance the character of the area and create high quality residential and mixed use buildings which complement the established streetscape and do not compromise the escarpment, and views to and from the surrounding area.
24. The provisions provide guidance on materials and finishes, vehicular access and car parking, fencing, and landscaping requirements.
25. Other requirements regarding the public realm interface, and articulation and detailing of buildings will be in accordance with the General Design Local Planning Policy and the R-Codes. Broadly these requirements will ensure that new development provide interaction with the street, respond to the topography and reflect existing built form qualities of the area.

#### Car Parking

26. The R-Codes Volume 2 require that car parking areas are not located within the street setback area, are not visually prominent from the street and are designed, landscaped, or screened to mitigate visual impacts.
27. The draft LPP requires car parking areas to be incorporated in a building. Screening is not considered sufficient as the parking areas will still be visible and detract from the landscaped setting of the area.
28. This modification to the R-Codes will require the approval of the WAPC.

#### Landscaping

29. The R-Codes Volume 2 does not include a requirement for landscaping within the street setback area or for a percentage of the site to be landscaped. It only requires 10% of the site area to be provided with deep soil area and a minimum tree requirement.
30. The draft LPP requires a minimum of 75% of the required street setback to be comprised of soft landscaping. This landscaping will contribute to the already established landscaping and mature street trees within the character area.
31. The definition of 'soft landscape' in the R-Codes is any landscaped area with a minimum soil depth of 300mm that contains in-ground planting including turf. The draft LPP proposes to increase the minimum soil depth to 1 metre which will provide sufficient soil depth for the landscaped area to be planted with large shrubs and small trees.
32. These modifications to the R-Codes will require the approval of the WAPC.

## Consultation

33. The draft LPP is required to be advertised for 21 days under the *Planning and Development (Local Planning Schemes) Regulations 2015* but, given its relationship with the draft LPS3, the draft LPP will be advertised concurrently for 90 days. Commencement of advertising is dependent on the WAPC providing consent to advertise the draft LPS3.

## Decision Implications

34. If Council supports the recommendation, the draft LPP will be advertised with draft LPS3 and the suite of key supporting policies.
35. If Council does not support the recommendation, draft LPS3 will be advertised without one of the supporting local planning policies and the Strategy will not be implemented.

## Strategic, Legislative and Policy Implications

Strategic Community Plan	
Strategic Pillar (Objective)	Liveable
Related Documents (Issue Specific Strategies and Plans):	<u>Local Planning Strategy</u> The draft Mount Street Character Area LPP is consistent with the planning direction of the Local Planning Strategy.

Legislation, Delegation of Authority and Policy	
Legislation:	Planning and Development (Local Planning Schemes) Regulations 2015 (Schedule 2 clause 4)
Authority of Council/CEO:	Under the LPS Regulations, the local government must resolve to prepare a local planning policy, which if supported, must be advertised in accordance with the Regulations.
Policy:	Nil.

## Financial Implications

36. An amount of \$59,500 has been set aside as part of the City's 2024/25 budget to advertise and undertake consultation on the new LPS3 and key supporting local planning policies.
37. This will enable community information sessions with information boards, hire of the City of Perth library auditorium, public notices, and advertisements in newspapers, as well as letters to all city ratepayers.

## Further Information

38. Nil.

## Council Resolution (OCM-24/12-004)

**Mover:** Councillor Liam Gobbert

**Seconder:** Councillor Viktor Ko

That Council, in accordance with clause 4 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Deemed Provisions), RESOLVES to prepare and advertise the draft *Mount Street Character Area Local Planning Policy* as shown in **Attachment B** to this report.

**CARRIED UNOPPOSED 7/0)**

**For :** Lord Mayor Basil Zempilas; Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, David Goncalves, Viktor Ko and Steven Wellard

**Against :** Nil

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### 11.3 Modifications to Existing Planning Policies and Design Guidelines for Claisebrook Village and New Northbridge Normalised Redevelopment Areas

5:47pm Deputy Lord Mayor Bruce Reynolds returned to the meeting, prior to Item 11.3

Councillor Catherine Lezer disclosed a Proximity Interest in Item 11.3 (as detailed at Item 5) and remained absent from the meeting.

<b>Responsible Officer</b>	Robert Farley – Acting General Manager Planning and Economic Development
<b>Voting Requirements</b>	Simple Majority
<b>Attachments</b>	Attachment 11.3A – Location Plan Attachment 11.3B – Draft Local Planning Policies

### Purpose

For Council to:

- consider modifications to two overarching planning policies and 20 related design guidelines within the normalised redevelopment areas of Claisebrook Village and New Northbridge, as part of the implementation of draft *Local Planning Scheme No. 3*.
- resolve whether to advertise the draft local planning policies for public consultation.

### Recommendation

That Council in accordance with clause 4 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Deemed Provisions), RESOLVES to advertise the draft *Local Planning Policies* as shown in **Attachment B** of this report.

## Background

### Location

1. The draft local planning policies (LPP) cover part of the Claisebrook Village and New Northbridge normalised redevelopment areas located within the Claisebrook and Northbridge Neighbourhoods. The normalised redevelopment areas refer to the areas where planning powers have been transferred back to the City from Development WA.
2. The New Northbridge areas include the area bound by Newcastle Street to the north, Aberdeen Street to the south, Beaufort Street to the east, and Fitzgerald Street to the west.
3. The Claisebrook Village areas include:
  - a. Predominantly residential areas to the east of East Parade and Plain Street, and north of Wittenoom and Nile Street.
  - b. Mixed use areas to the north of the Royal Street neighbourhood centre, between Eastbrook Terrace and the public open space.
  - c. Mixed use area bound by Royal Street to the north, Wittenoom Street to the south, Bennett Steet to the east and Clotilde Street to the west.
  - d. Mixed use area bound by Fielder Steet to the east, Brown Street to the north, Glyde Street to the west and Saunders Street to the south.
4. A location plan depicting the boundaries of each draft LPP is at **Attachment A**.

### Current Local Planning Framework

5. The development of the normalised redevelopment areas, including land use permissibility, is currently guided by *Local Planning Scheme No. 26* (LPS26), two planning policies and 40 design guidelines.
6. The overarching planning policies, *Claisebrook Village Project Area Planning Policy* and *New Northbridge Project Area Planning Policy* provide an overall character statement and broad built form requirements that are applicable over respective areas.
7. Underpinning the overarching policies, a suite of design guidelines provide more detailed built form requirements specific for individual areas, including setbacks, building heights, access requirements and building design. In most cases the design guidelines provide specific built form requirements per lot (or small group of lots) which limit the extent of development achievable.

### Local Planning Strategy

8. The City's *Local Planning Strategy* (Strategy) sets out the strategic direction for the future planning and development of the city, to be implemented via the new local planning scheme and supporting local planning policies. The Strategy was adopted by Council on the 13 December 2022 and endorsed by the Western Australian Planning Commission (WAPC) on 30 May 2023.
9. The Strategy identifies several character areas within the city, including the Claisebrook Residential and Claisebrook Cove. These areas have unique built and landscape elements that create a special sense of place.

10. The Strategy includes an action to review existing planning provisions to ensure that important elements of built and landscape character in areas such as Claisebrook Residential and Claisebrook Cove are reinforced and enhanced in new development.

### Draft Local Planning Scheme No. 3

11. On 30 April 2024, the Council resolved to seek approval from the WAPC to advertise draft Local Planning Scheme No. 3 (LPS3). Draft LPS3 will replace all existing local planning schemes within the city, including LPS26.
12. There are approximately 100 local planning policies that support the existing local planning schemes. These are being replaced and consolidated into a set of new contemporary local planning policies, with key policies, including the draft LPPs the subject of this report, intended to be advertised concurrently with the draft LPS3.
13. As part of investigations during the preparation of draft LPS3, it was determined that there is minimal change within most of the normalised redevelopment areas of Claisebrook Village and New Northbridge. As a result, the plot ratios under draft LPS3 for the areas subject to the draft LPPs is consistent with current requirements. To maintain the built form of these areas, two overarching planning policies and 22 design guidelines are identified to be retained and reviewed to align with the Residential Design Codes and address other inconsistencies. This report addresses modifications to the two overarching policies and 20 design guidelines, with the remaining two design guidelines, Plain Street (Old Perth Girls School) and Barrack Square, to be presented to Council separately at a later stage.
14. Where plot ratio has increased in the normalised redevelopment areas (e.g intensification investigation areas and neighbourhood centres), these areas are subject to new built form parameters detailed in LPPs not the subject of this report. This includes areas that are subject to the draft *Royal Street Neighbourhood Centre Character Area LPP* and draft *Brown and Kensington Streets Character Area LPP*, which were approved for advertising by Council at the Ordinary Council Meeting on 24 September 2024. These policies will also be advertised in conjunction with LPS3.

### State Government Planning Framework

15. The State Government requires the Residential Design Codes (R-Codes) to be applied across the city to ensure a consistent approach to residential development throughout the State.
16. Local governments can prepare local planning policies for residential development that amend or replace certain development provisions of the R-Codes. Some variations to the development provisions only require local government approval, and some require the approval of the WAPC.

## Discussion

17. The draft LPPs the subject of this report covers part of the normalised redevelopment areas of Claisebrook Village and New Northbridge. Through investigations during the preparation of draft LPS3 it was identified that the built form requirements for these areas are to remain unchanged.
18. To maintain the current built form requirements through draft LPS3 it is necessary to undertake modifications to the existing policies and design guidelines, to address inconsistencies and align with the R-Codes. The purpose of the modifications is ensure consistency in formatting across the LPPs that underpin draft LPS3 and not to introduce new planning provisions. The modified draft LPPs are provided at **Attachment B**.

19. The modifications have included:
- a. Renaming the two overarching policies to *Claisebrook Village Local Planning Policy* and *New Northbridge Local Planning Policy* as it is no longer relevant to refer to them as 'project areas'.
  - b. Modifying the name of the design guidelines to character area LPPs. The name of each area has been retained, for example, *Haig Park Design Guidelines* is renamed to *Haig Park Character Area Local Planning Policy*.
  - c. Adapting the format of the policies to be in a contemporary format and consistent with other LPPs being prepared as part of draft LPS3.
  - d. Minor modifications to wording of development requirements and other policy sections for consistent terminology across the LPPs where possible. The overall intent of requirements is unchanged.
  - e. Removing requirements that are no longer relevant given the areas have now been developed and have an established built form (e.g. requirements to retain a tree has been deleted as the tree was subsequently removed as part of initial development).
  - f. Removing land use permissibility and dwelling yield where they were provided in specific design guidelines. This is now set through the land use permissibility and density codes in draft LPS3.
  - g. Amending the boundary of the Belvidere Character Area and Eastbrook Terrace Character Area, as part of the area will now be subject to the draft *Brown and Kensington Character Area Local Planning Policy* and draft *Royal Street Neighbourhood Centre Character Area Local Planning Policy*.
  - h. Integration of 2 Francis Street, Northbridge (location of the Old Swan Barracks) into the *Museum Street Character Area Local Planning Policy*. It is currently subject to the *James Street Design Guidelines* which is to be rescinded as part of draft LPS3.
  - i. Alignment with the R-Codes, identifying where development provisions of the LPPs are to augment, replace or delete requirements of the R-Codes.

#### Policy Format

20. The policies and design guidelines have been modified to reflect the contemporary policy format that has been developed for LPS3. For consistency, this has required renaming and introduction of subheadings, and reordering of provisions.
21. Where provided in current design guidelines, details on the intended character of the area and objectives have been adapted to the modified LPPs. This detail has been simplified to remove repetition, be clearer in intent, and to reflect that development has now occurred.
22. LPPs that have a large number of specific lot requirements for setbacks and building heights have been presented in a table format to improve readability and interpretation.

#### Built Form Requirements

23. Existing development provisions in the planning policies and design guidelines have been transferred to each correlating draft LPP, with the format and wording of some of the requirements being modified to improve readability. The development provisions typically address:
- a. site specific building heights, building envelopes, and setbacks;
  - b. open space and outdoor living area;
  - c. vehicle and pedestrian access;
  - d. building orientation;

- e. building design and materials;
  - f. fencing and walls;
  - g. landscaping; and
  - h. utilities and servicing provisions.
24. The following have not been included in the draft LPPs:
- a. Development requirements that were applicable to the initial development of a vacant site and have subsequently been fulfilled, or cannot be met by any future redevelopment. For example, two sites were required to retain trees and these trees were subsequently removed.
  - b. Details of geotechnical site conditions being available at the City. As the area has now been developed, geotechnical conditions of lots will need to be reconsidered by a proponent as part of any further redevelopment.
25. The draft LPPs identify where these built form requirements augment, replace or delete R-Code requirements. The following will require approval from the WAPC:
- a. For single house and grouped dwellings: building height, lot boundary setbacks and size and location of private open space.
  - b. For multiple dwellings: size and location of private open space, location of car parking, landscape design and location of services and utilities.

#### Land Use and Dwelling Yield

26. Development provisions relating to land use permissibility and residential density (the number of dwellings per lot) have been removed from applicable design guidelines, as this is now addressed through draft LPS3 via the following mechanisms:
- a. The draft Scheme Map includes the zoning and residential density codes. The density code proposed in draft LPS3 reflect the existing density of the areas.
  - b. Land use permissibility is determined through the Zoning Table of draft LPS3.
  - c. Additional land uses (which are permitted in addition to those land uses ordinarily permitted within the zone) and restricted land uses (which apply instead of those permitted within the zone) have been applied to specific sites to align with the land uses identified in LPS26 or the design guidelines. For example, multiple dwellings in some areas of the Claisebrook residential areas have been restricted to those lots identified for multiple dwelling development.
27. Draft LPS3 is the appropriate statutory mechanism to set land use permissibility and residential density.
28. Under the R-Codes, site area variations could be made to increase the number of dwellings on a lot when accessible dwellings (dwellings designed for use by people with a disability), or small dwellings (dwelling size of 70m<sup>2</sup>) is proposed as part of a single house or grouped dwelling development. This means that sites that would ordinarily have one dwelling under the allocated density code could be subdivided and developed into two dwellings.
29. Nine design guidelines in the Claisebrook Residential area currently specify the maximum number of dwellings per lot – Belvidere, Victory Terrace, Jewell Lane, Haig Park, Saunders Street, North Cove, Gibraltar, The Quadrant, Constitution Hill North. These areas are typically developed for one dwelling, with some duplex and multiple dwelling sites identified. Whilst the density code allocated to these areas under draft LPS3 would generally prevent further subdivision, in order to maintain this, it would be

necessary for the draft LPPs to exclude the site area variations of the R-Codes from applying. This has been reflected in the R-Code tables of the respective LPPs.

- 30. Removing the R-Code clauses from applying to these areas requires approval from WAPC.

### Consultation

- 31. The draft LPPs are required to be advertised for 21 days under the *Planning and Development (Local Planning Schemes) Regulations 2015* but given its relationship with the draft LPS3, the draft LPPs will be advertised concurrently for 90 days. Commencement of advertising is dependent on the State Government granting approval to advertise the draft LPS3.

### Decision Implications

- 32. If Council supports the recommendation, the draft LPPs will be advertised with draft LPS3 and the suite of key supporting policies.
- 33. If Council does not support the recommendation, draft LPS3 will be advertised without 22 of the supporting local planning policies and the Strategy will not be implemented.

### Strategic, Legislative and Policy Implications

Strategic Community Plan	
Strategic Pillar (Objective)	Liveable
Related Documents (Issue Specific Strategies and Plans):	<u>Local Planning Strategy</u> The draft LPPs aligns with the Local Planning Strategy.

Legislation, Delegation of Authority and Policy	
Legislation:	<i>Planning and Development (Local Planning Schemes) Regulations 2015 (Schedule 2 clause 4)</i>
Authority of Council/CEO:	Under the LPS Regulations, the local government must resolve to prepare modifications to a local planning policy, which if supported, must be advertised in accordance with the Regulations.
Policy:	Nil.

### Financial Implications

- 34. An amount of \$59,500 has been set aside as part of the City’s 2024/25 budget to advertise and undertake consultation on the new LPS3 and key supporting local planning policies.
- 35. This will enable community information sessions with information boards, hire of the City of Perth library auditorium, public notices, and advertisements in newspapers, as well as letters to all city ratepayers.

## Further Information

36. Nil.

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### Council Resolution (OCM-24/12-005)

**Mover:** Councillor Liam Gobbert

**Seconded:** Councillor Raj Doshi

That Council in accordance with clause 4 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Deemed Provisions), RESOLVES to advertise the draft *Local Planning Policies* as shown in **Attachment B** of this report.

**CARRIED UNOPPOSED (8/0)**

**For :** Lord Mayor Basil Zempilas, Deputy Lord Mayor Bruce Reynolds, Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, David Goncalves, Viktor Ko, and Steven Wellard

**Against :** Nil

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## 12. Community Development Alliance Reports

5:48pm      Councillor Catherine Lezer returned to the meeting, prior to Item 12.1

### 12.1 2025/26 Sponsorship and Grant Program

Responsible Officer	Rebecca Taylor – Acting General Manager Community Development
Voting Requirements	Simple Majority
Attachments	Attachment 12.1A – Attachment A - 2025 26 Sponsorship and Grant Programs

#### Purpose

To obtain Council endorsement for the 2025/26 Sponsorship and Grant Program and in-principle budget allocation.

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#### Recommendation

That Council ENDORSE the 2025/26 Sponsorship and Grant Program and in-principle budget allocation outlined in **Attachment A**.

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## Background

1. Each financial year, the City offer a suite of sponsorships and grants to assist in achieving outcomes that benefit residents, rate payers and visitors to Perth, supporting our aspiration to be a liveable, sustainable, and prosperous city.
2. Council Policy 2.3 Strategic Financial Planning and Budgeting, specifically clause 15, outlines a provisional allocation of 3% of eligible own source revenue (rates and parking) for grants and sponsorships annually. The purpose of this is to provide certainty and allow for appropriate planning in advance of a financial year. Sponsorship and Grant funding is also accounted for in the Long-Term Financial Plan.
3. Event Sponsorship begins accepting applications for the upcoming financial year in February and subsequent sponsorship and grant programs are released in a phased approach from that point onwards. This allows sufficient time for consideration, decision making, and the establishment of agreements prior to the period of activity.

## Discussion

4. In 2024/25 the City's sponsorship budget was \$5,370,000 cash and \$250,000 in-kind support. The total proposed budget for 2025/26 is \$5,360,000 cash and \$250,000 in-kind support budget.
5. The programs and associated budgets are determined based on the strategic priorities of the organisation as well as demonstrated demand over previous years. Program guidelines are developed each year and evolve based on the performance of the grant and stakeholder feedback, ensuring the grant is achieving the intended outcomes. This review happens annually, and all sponsorship and grant guidelines are shared with Elected Members once finalised.
6. Heritage Adaptive Reuse Grants are funded from the Heritage Incentive Reserve, comprising \$4M over three years between 2022/23 – 2024/25. This funding is separate from the annual sponsorship budget. The future of this grant will be discussed with Elected Members early in 2025 in the broader context of heritage support mechanisms.
7. The proposed 2025/26 Sponsorship and Grant Programs and in-principle budget allocation is outlined in Attachment A.
8. Progress on the City's incoming sponsorship targets will be monitored and based on results, Council will have an opportunity to further review the 2025/26 outgoing sponsorship and grants program funding levels if required.

## Consultation

9. The proposed 2025/26 Sponsorship and Grant Program was presented to Elected Members for feedback at an Elected Member Engagement Session on Monday 18 November 2024.

## Decision Implications

10. Delays in endorsing the 2025/26 Sponsorship and Grant Program will delay the City's ability to accept applications for Event Sponsorship in February.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Liveable
Related Documents (Issue Specific Strategies and Plans):	<ul style="list-style-type: none"> <li>• Strategic Community Plan 2022 – 2032 (Liveable, Sustainable and Prosperous pillars)</li> <li>• Economic Development Strategy 2022 - 2032</li> <li>• Sustainability Strategy 2022 – 2032</li> <li>• 2025 Events Strategy</li> <li>• Heritage Strategy 2020 – 2024</li> <li>• Tech Action Plan</li> <li>• LGBTQIA+ Plan 2025-2029</li> </ul>

Legislation, Delegation of Authority and Policy	
Legislation:	<p>Section 8 (1) of the City of Perth Act 2016.</p> <p>(e) to promote awareness of the facilities and events provided or facilitated by the City of Perth and encourage the community to make use of or participate in them;</p> <p>(f) to initiate and promote the continued growth and environmentally sustainable development of the City of Perth and ensure its continued role as a thriving centre of business with vibrant cultural and entertainment precincts, while enhancing and protecting its natural environment and having due regard to the flow-on impact on the Perth metropolitan area;</p> <p>(g) to nurture and support the initiatives and innovations of the diverse precincts of the City of Perth;</p>
Authority of Council/CEO:	<p>The recommendation is made to Council in line with both:</p> <ul style="list-style-type: none"> <li>• section 2.10 (a) of the Local Government Act 1995 whereby under the role of Councillors; represents the interests of electors, ratepayers and residents of the district; and</li> </ul> <p>section 2.7 which provides Council is to be responsible for the performance of the local government’s functions and oversee the allocation of the local government’s finances and resources.</p>
Policy:	Council Policy 4.3 Outgoing Sponsorship and Grants

## Financial Implications

11. 2024/25 Sponsorship and Grant Programs and in-principle budget allocation is Attachment A.

## Further Information

12. Nil.

## Council Resolution (OCM-24/12-006)

**Mover:** Councillor Catherine Lezer

**Seconded:** Councillor Liam Gobbert

That Council ENDORSE the 2025/26 Sponsorship and Grant Program and in-principle budget allocation outlined in **Attachment A**.

**.CARRIED UNOPPOSED (9/0)**

**For :** Lord Mayor Basil Zempilas; Deputy Lord Mayor Bruce Reynolds, Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, David Goncalves, Viktor Ko, Catherine Lezer and Steven Wellard

**Against :** Nil

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13. Infrastructure and Operations Alliance Reports

Nil.

14. Commercial Services Alliance Reports

Nil.

## 15. Corporate Services Reports

### 15.1 Monthly Financial Statements - October 2024

Responsible Officer	Michael Kent – Chief Financial Officer
Voting Requirements	Simple Majority
Attachments	Attachment 15.1A – Statement of Financial Activity P4 Attachment 15.1B – Notes on Significant Variances P4 Attachment 15.1C – Supplementary Notes to the SFA P4 Attachment 15.1D – Monthly Financial Statistics P4 Attachment 15.1E – Statement of Financial Position P4 Attachment 15.1F – Alliance Operating Variances P4 Attachment 15.1G – Capital Variances P4. Attachment 15.1H – Investment Report P4 Attachment 15.1I – Rates Monthly Debtors Report P4

### Purpose

This suite of reports provides Council with timely, meaningful financial insights regarding the City's operating activities, financial performance, and financial position.

### Recommendation

That Council RECEIVES the following financial reports for the period ended 30 October 2024:

- a. Statement of Financial Activity (SFA) - **Attachment 15.1A.**
- b. Notes on Significant Variances - **Attachment 15.1B.**
- c. Supplementary Notes to the Statement of Financial Activity - **Attachment 15.1C.**
- d. Monthly Financial Statistics - **Attachment 15.1D.**
- e. Statement of Financial Position - **Attachment 15.1E.**
- f. Alliance Operating Variances - **Attachment 15.1F**
- g. Capital Variances - **Attachment 15.1G**
- h. Investment Report - **Attachment 15.1H.**
- i. Rates Monthly Debtors Report - **Attachment 15.1I.**

## Background

1. Presentation of a monthly financial report to Council is both a statutory obligation and good financial management practice that:
  - a. Demonstrates the City's commitment to managing its operations in a financially responsible and sustainable manner.
  - b. Provides timely identification of variances from budget expectations for revenues and expenditures and identification of emerging opportunities or changes in economic conditions.
  - c. Ensures proper accountability to the community for the use of financial resources.
2. Preparation of a monthly Statement of Financial Activity (SFA) is the minimal statutory requirement of the *Local Government Act 1995* and regulation 34 of the *Local Government (Financial Management) Regulations 1996*. It is also a responsible financial management practice to allow Council to effectively execute their financial management responsibilities.
3. Financial information that is required to be reported directly to Council monthly includes:
  - a. Operational financial performance against budget expectations.
  - b. Explanations for identified variances from expectations.
  - c. Financial position of the City at each given month end.
4. This statutory financial information is supported by additional supplementary information including investments performance and reports on rates and general debtors.

## Understanding the Financials

5. When reading the financial information provided in this report, 'variances' (deviations from budget expectations) are classified as being either:
  - a. Favourable variance.
  - b. Unfavourable variance.
  - c. Timing variance.
6. A timing variance relates to a budgeted revenue or expense that has not occurred at the time it was expected, but which is still expected to occur within the budget year. That is, the financial transaction will still occur - but just in a different month. There should be no impact on the projected budget surplus by year end.
7. A realised favourable or unfavourable variance is different to a timing variance. It represents a genuine difference between the actual and budgeted revenue or expenditure item.
8. A realised favourable year to date variance on a revenue item is a positive outcome for the City as it increases the projected budget surplus. An unfavourable variance on a revenue item has the opposite effect, resulting a decrease to the projected budget surplus.
9. A realised favourable variance on an expenditure item may have either of two causes - one being a saving because the outcome was achieved for a lesser cost, which has the effect of increasing the projected budget surplus. The other cause may be that the proposed expenditure may not have been undertaken and is not expected to be incurred in that financial year. Whilst this may seem positive from the financial position perspective, it may not be a positive outcome for the community if the service or project is not delivered.

10. A realised unfavourable year to date variance on an expenditure item, (over-expenditure) results in a decrease to the projected budget surplus.
11. The Schedule of Significant Variances (**Attachment 15.1B**) provides commentary on whether the nature of the variance is savings related, timing related or otherwise.
12. If a realised favourable or unfavourable variance is material in value (of significant size), it will be amended through a formal budget review process.

## Discussion

13. It is a statutory requirement to present a set of Monthly Management Accounts within two months of the end of the month to which they refer.
14. The SFA by Nature & Type - **Attachment 15.1A** presents a whole of organisation perspective on the attainment of revenue and expenditure targets overall - classified by nature and type.
15. The headline data from the SFA is shown in Table 1 below.

**Table 1:**

Item Details	Annual Budget	YTD Budget	YTD Actual 24/25	Variance	F/ U
Operating Revenue	\$ 121.69 M	\$ 48.35 M	\$ 49.87 M	\$ 1.52 M	F
Rates Revenue	\$ 107.29 M	\$ 107.36 M	\$ 107.21 M	\$ 153 K	U
Cash Operating Exp	\$ 188.51 M	\$ 58.12 M	\$ 54.26 M	\$ 3.86 M	F
Non-Operating Revenue	\$ 4.83 M	\$ 456 K	\$ 499 K	\$ 43 K	F
Capital - Infrastructure	\$ 33.16 M	\$ 3.21 M	\$ 3.79 M	\$ 583 K	U
Property, Plant & Equip	\$ 59.99 M	\$ 4.48 M	\$ 4.61 M	\$ 134 K	F
Capital Contributions	\$ 17.75 M	\$ 0.00 M	\$ 0.00 M	\$ 0.00 M	-

16. Material operating revenue and expenditure variances from **Attachment 15.1A** are detailed (with explanatory comments) in the Notes on Significant Variances (**Attachment 15.1B**).
17. Each line item listed in the SFA by Nature & Type **Attachment 15.1A** can be cross referenced (using the Note reference) back to the relevant note.
18. Examining the SFA (**Attachment 15.1A**) in more detail; the aggregation of operating revenues and operating expenses reflects a year-to-date Net Cash Position from Operations of \$102.82M compared to a year-to-date budgeted surplus of \$97.59M. This is a favourable variance of \$5.23M at the end of the month.
19. Investing activities reflect a result of (\$7.91M) compared to a year-to-date budget of (\$7.23M). This is an unfavourable variance of (\$680K).
20. Construction of infrastructure to month end is \$583K ahead of budget expectations due to an accelerated start to the capital program.
21. Acquisition of non-infrastructure to month end is \$134K ahead of budget expectation.
22. Financing activities vary by \$435K from budget expectations due to transfer of reserve fund interest.

23. Adjusting for opening funds (Net Current Position), generates the Budget Deficiency before Rates. This then indicates the Amount Required to be Raised from Rates. The difference between the Rates amount, and the Deficiency before Rates, is the Closing Position.
24. The SFA for the period to 31 October shows that a rate yield of \$107.21M has been levied compared to the budget of \$107.36M - noting that heritage rates concessions will reduce that amount in future.
25. The disclosed SFA Closing Position of \$130.30M compares favourably to the projected year to date budget closing position of \$122.00M - due to the revised (higher) opening position not being amended in the budget until the November accounts are completed.
26. Key financial statistics at each month end are presented graphically in **Attachment 15.1D** as an alternative representation of the data.
27. The Net Current Position Note (**Attachment 15.1C**) at month end reflects an indicative adjusted Net Current Position value of \$130.30M compared the year to date value of \$122.00M and a year-end budget projection of \$7.26M.
28. Headline data from this month's Net Current Position report is shown in Table 2 below.

**Table 2:**

Item Details	June 24 Actual	June 25 Annual Budget	Oct 24 Actual
Current Assets	\$ 243.55 M	\$ 205.70 M	\$ 344.75 M
Current Liabilities	(\$ 40.94 M)	(\$ 42.93 M)	(\$ 47.25 M)
Unadjusted Net Assets	\$ 202.57 M	\$ 162.76 M	\$ 297.50 M
Less Restricted Items & Adjustments	(\$ 175.05 M)	(\$ 155.51 M)	(\$ 167.20 M)
Adjusted Net Current Position	\$ 27.51 M	\$ 7.26 M	\$ 130.30 M

29. The Net Current Position at year end is impacted by the factors noted at paragraph 25 above.
30. A Statement of Financial Position as at month end (showing 2023/24 Actual balances, the Revised 2024/25 Budget and the 2024/25 Year to Date Actual balances) is presented as **Attachment 15.1E**.
31. In line with recent local government financial management reporting changes, **Attachments 15.1A to Attachment 15.1C** form the portion of monthly management accounts that is a statutory obligation.
32. The remaining **Attachments 15.1D through to 15.1I** are supplementary information provided to give Council additional transparency of the City's financial management performance.
33. **Attachment 15.1H** - Investment Report for October 2025 presents detail of the City's cash investment portfolio in terms of performance, percentage exposure of total portfolio by credit risk, counterparty exposure and maturity profile.
34. The report indicates the City has adequate cash flow to meet its financial obligations as and when they will fall due; and it has achieved compliance with the various Investment Policy limits.
35. **Attachment 15.1I** - Rates Debtors provides a monthly update and analysis of rates collections by differential property rating category and overall. The 2024/25 rates notices were issued on 26 July with a due date for the first instalment of 4 September.

## Consultation

36. Nil.

## Decision Implications

37. Council's acknowledgement of receiving the Statement of Financial Activity and supporting documents will meet its statutory obligation in respect of overseeing the City's financial resources.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	A Well-Governed City
Related Documents (Issue Specific Strategies and Plans):	Nil.

Legislation, Delegation of Authority and Policy	
Legislation:	<p>Section 6.4(1) and (2) of the <a href="#">Local Government Act 1995</a>            Regulation 34(1) of the <a href="#">Local Government (Financial Management) Regulations 1996</a></p> <p>This section of the Act and the related regulation prescribe the requirement to prepare and present to Council a Monthly Financial Report including a Statement of Financial Activity (SFA).            That Statement of Financial Activity (SFA) should contain:</p> <ul style="list-style-type: none"> <li>• Annual Budget estimates, and approved revisions to these for comparison purposes.</li> <li>• Actual amounts of income and expenditure to the end of the month of the SFA.</li> <li>• Material variances between the comparable amounts and commentary on reasons for these variances.</li> </ul> <p>The Monthly Financial Report should also contain:</p> <ul style="list-style-type: none"> <li>• A Statement of Financial Position at the end of the month.</li> <li>• An explanation of the composition of the Net Current Position at the end of the month to which the SFA relates.</li> </ul> <p>Any other information which the local government deems relevant.</p>
Authority of Council/CEO:	The above legislation prescribes that this report be presented to Council on a monthly basis.
Policy:	CP 2.1 Management of Investments.

## Financial Implications

38. There are no direct financial implications of receiving this report as it reflects a historical accounting of financial transactions. When material variances are noted, appropriate remedial action will be initiated by the administration in a timely and prudent manner.

## Further Information

39. Questions and Responses forming part of the Agenda Briefing Session on 3 December 2024 are as follows:

	Question	Response
1.	<p>15.1 Attachment on page 543 - Rates and Charges Outstanding.</p> <p>Q. Do we think this is impact of cost of living pressures. Or something else?</p>	<p>The Finance team identified the slower than usual rates collections immediately after the first instalment due date in September. Analysis was undertaken and it was noted that the owners of a small number of large office properties that typically paid rates in full in prior years, had opted for to pay by instalments this year. This is evidenced by Office collections to Oct 24 being \$41.0M versus \$45.6M in 23/24.</p> <p>This is suggestive of these property owners managing cashflows more tightly this year rather than any risk of non-payment.</p> <p>It is worth noting that other property classes are relatively close to previous collection patterns - and residential collections are ahead of previous years.</p> <p>The City's cash flow forecasts have been proactively re-modelled to manage this situation.</p>
2.	<p>Attachment B page 495 -Note 3a. Is this meaning because people can manage their parking payments via easypark, and therefore stop the parking the minute they leave the parking lot, the City is collecting less in parking fees? Or something else?</p>	<p>Currently, this is considered to be related to the ability to pay for the exact period of use of the parking bay using the app rather than pre-paying for a full 'block of time' under the cash / card scenario.</p> <p>It should be noted that for the remainder of the year, parking revenues will decrease due to the forfeiture of 60% of the parking bays in Queens Gardens from 30 Nov 24 resulting in a revenue loss (not profit loss) of approximately \$1.5M.</p>

	Question	Response
3.	<p>Attachment I page 543 - Rates and Charges Outstanding. More rates outstanding this month than same month last year. Can I please have some comments on this, and whether this is a broader trend over many ratepayers or a narrow issue with few ratepayers?</p>	<p>The Finance team identified the slower than usual rates collections immediately after the first instalment due date in September. Analysis was undertaken and it was noted that the owners of a small number of large office properties that typically paid rates in full in prior years, had opted for to pay by instalments this year. This is evidenced by Office collections to Oct 24 being \$41.0M versus \$45.6M in 23/24. This is suggestive of these property owners managing their cashflows more tightly this year rather than any risk of non-payment. It is worth noting that other property classes are relatively close to previous collection patterns - and residential collections are ahead of previous years. The City's cash flow forecasts have been proactively re-modelled to manage this situation.</p>
4.	<p>Would it be possible to determine the total loss of revenue that we have experienced through this arrangement?</p>	<p>Since the 2019/20 year, the WACA has been levied \$1.17M in rates – but this has been reduced through the benefit of receiving a mix of Ministerial Exemptions and Minister directed Rates Concessions from Council totalling \$989K in rates exemptions / concessions. The amount payable was \$188K of which \$130K is still disputed and outstanding. In the 6 years prior to that the WACA has been levied \$913K in rates – and this was reduced through the benefit of receiving Ministerial Rates Exemptions totalling the full \$913K. The net amount paid was nil.</p>

## Council Resolution (OCM-24/12-007)

**Mover:** Lord Mayor Basil Zempilas

**Seconded:** Councillor Steven Wellard

That Council RECEIVES the following financial reports for the period ended 30 October 2024:

- a. Statement of Financial Activity (SFA) - **Attachment 15.1A.**
- b. Notes on Significant Variances - **Attachment 15.1B.**
- c. Supplementary Notes to the Statement of Financial Activity - **Attachment 15.1C.**
- d. Monthly Financial Statistics - **Attachment 15.1D.**
- e. Statement of Financial Position - **Attachment 15.1E.**
- f. Alliance Operating Variances - **Attachment 15.1F**
- g. Capital Variances - **Attachment 15.1G**
- h. Investment Report - **Attachment 15.1H.**
- i. Rates Monthly Debtors Report - **Attachment 15.1I.**

**CARRIED EN BLOC (9/0)**

**For:** Lord Mayor Basil Zempilas; Deputy Lord Mayor Bruce Reynolds, Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, David Goncalves, Viktor Ko, Catherine Lezer and Steven Wellard

**Against:** Nil.

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15.2 Schedule of Accounts Paid - October 2024

Responsible Officer	Michael Kent – Chief Financial Officer
Voting Requirements	Simple Majority
Attachments	Attachment 15.2A – Schedule of Accounts Paid - October 2024

Purpose

For Council to note details of payments made under delegated authority for the month of October 2024.

Recommendation

That Council:

1. RECEIVES the Schedule of Accounts Paid for the period ended 31 October 2024 as attached as **Appendix 15.2A**.
2. RECORDS in the Ordinary Council Meeting minutes the summary of accounts paid being:

<b>Total Accounts Paid</b>	
Municipal Fund	\$19,835,976.05
Trust Fund	\$0
<b>Total - All Funds</b>	<b>\$19,835,976.05</b>

## Background

1. In accordance with Regulation 13(2) and 13(3) of the *Local Government (Financial Management) Regulations 1996*, where this power has been delegated, a list of payments for each month is to be compiled and presented to the Council. The Chief Executive Officer is delegated this authority under Delegation 2.14.
2. This authority has then been subdelegated by the Chief Executive Officer.
3. The listing of payments with full disclosure of all required information, is presented as an attachment to this report.
4. The listing of payments was made available to the Elected Members via the Council Hub, ahead of the agenda distribution, to provide additional time for review.
5. This summary report then facilitates the acknowledgement of the listing having been received.

## Discussion

6. The Schedule of Accounts Paid (**Attachment 15.2A**) contains the following payments made under Delegated Authority 2.14 - Payments from the Municipal & Trust Fund:

Schedule of Accounts Paid – October 2024		
<b>Municipal Fund</b>		
EFT & Cheque Payments	Direct Creditor Payments	15,753,453.58
<b>Sub Total - EFT &amp; Cheques</b>		<b>15,753,453.58</b>
Direct Debits	Bank Charges and Merchant Fees	30,247.99
<b>Sub Total - Direct Debits</b>		<b>30,247.99</b>
Payroll	04/10/2024	2,099,230.89
	18/10/2024	1,934,356.08
<b>Sub Total - Payroll</b>		<b>4,033,586.97</b>
Corporate Cards		18,687.51
<b>Sub Total - Cards</b>		<b>18,687.51</b>
<b>Total per Attachment 15.2A</b>		<b>19,835,976.05</b>
<b>Total Payments from Municipal Fund</b>		<b>19,835,976.05</b>
Investments in Term Deposits		0
<b>Trust Fund</b>		
Trust EFT & Cheques		0
<b>Total - Trust Funds</b>		<b>0</b>

## Consultation

Nil.

## Decision Implications

7. Council’s acknowledgement of receiving the Schedule of Accounts Paid will meet its statutory obligation under Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Prosperous
Related Documents (Issue Specific Strategies and Plans):	Annual Budget

Legislation, Delegation of Authority and Policy	
Legislation:	<p>Section 6.10 of the <i>Local Government Act 1995</i>.                      Regulation 13(1) of the <i>Local Government (Financial Management) Regulations 1996</i>.</p> <p>This section of the Act and the related regulation prescribes the requirement to prepare a list of all payments made for each month and to present them to Council. The Schedule of Accounts Paid (the ‘list’) should contain, for each payment:</p> <ul style="list-style-type: none"> <li>• Payee Name.</li> <li>• Amount of the Payment.</li> <li>• Date of the Payment.</li> <li>• Sufficient information to identify the transaction.</li> </ul>
Authority of Council/CEO:	In accordance with Regulation 13(2) and 13(3) of the <i>Local Government (Financial Management) Regulations 1996</i> , where this power has been delegated, a list of payments for each month is to be compiled and presented to the Council.
Policy:	Nil.

## Financial Implications

8. There are no direct financial implications of receiving this report as it reflects a historical accounting of financial transactions that were provided for in the adopted budget (as amended).

## Further Information

9. Nil.

## Council Resolution (OCM-24/12-008)

**Mover:** Lord Mayor Basil Zempilas

**Seconded:** Councillor Steven Wellard

That Council:

1. RECEIVES the Schedule of Accounts Paid for the period ended 31 October 2024 as attached as **Appendix 15.2A**.
2. RECORDS in the Ordinary Council Meeting minutes the summary of accounts paid being:

Total Accounts Paid	
Municipal Fund	\$19,835,976.05
Trust Fund	\$0
<b>Total - All Funds</b>	<b>\$19,835,976.05</b>

**CARRIED EN BLOC (9/0)**

**For:** Lord Mayor Basil Zempilas; Deputy Lord Mayor Bruce Reynolds, Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, David Goncalves, Viktor Ko, Catherine Lezer and Steven Wellard

**Against:** Nil.

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15.3 Review of Council Policy 2.13 Payments under Section 5.50 of the Local Government Act 1995 (Additional payments upon termination of employment)

Responsible Officer	Wendy Attenborough – General Manager Corporate Services
Voting Requirements	Simple Majority
Attachments	Attachment 15.3A – CP 2.13 Payments under Section 5.50 of the Local Government Act 1995

### Purpose

To consider the review of Council Policy 2.13 Payments under section 5.50 of the *Local Government Act 1995*.

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### Recommendation

That Council ADOPTS reviewed Council Policy 2.13 Payments under section 5.50 of the *Local Government Act 1995* as at Attachment A (payments upon termination of employment).

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## Background

1. Council at its meeting held 27 July 2021 considered a major review of Council Policy 2.13 Payments under section 5.50 of the *Local Government Act 1995* (the Act) following three relevant recommendations being made in the City of Perth Inquiry. That review ensured that the Policy was consistent with legislation and addressed the recommendations of the Inquiry.

## Discussion

2. As implied in the Policy's title, the Policy is a requirement under section 5.50 of the Act, which prescribes:
  - (1) *A local government is to prepare a policy in relation to employees whose employment with the local government is finishing, setting out —*
    - (a) *the circumstances in which the local government will pay an employee an amount in addition to any amount to which the employee is entitled under a contract of employment or award relating to the employee; and*
    - (b) *the manner of assessment of the additional amount.*
3. Regulation 19A(1) of the *Local Government (Administration) Regulation 1996* further prescribes:
  - (1) *The value of a payment or payments made under section 5.50(1) and (2) to an employee whose employment with a local government finishes after 1 January 2010 is not to exceed in total —*
    - (a) *the value of the person's final annual remuneration, if the person —*
      - (i) *accepts voluntary severance by resigning as an employee; and*
      - (ii) *is not a CEO or a senior employee whose employment is governed by a written contract in accordance with section 5.39; or*
    - (b) *in all other cases, \$5 000.*
4. The Policy has been reviewed for currency and no material changes are proposed given it is considered to be fit-for-purpose and there have been no changes to the relevant legislation since Council's last consideration of the Policy in 2021. The only change is some minor overall formatting improvements.

## Consultation

Nil.

## Decision Implications

5. If Council supports the recommendation, the City will continue to maintain legislative compliance.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	A Well-Governed City
Related Documents (Issue Specific Strategies and Plans):	Nil.

Legislation, Delegation of Authority and Policy	
Legislation:	Section 5.50 of the <i>Local Government Act 1995</i> Regulation 19A of the <i>Local Government (Administration) Regulations 1996</i>
Authority of Council/CEO:	Council
Policy:	Nil.

## Financial Implications

Nil.

## Further Information

Nil.

## Council Resolution (OCM-24/12-009)

**Mover:** Lord Mayor Basil Zempilas

**Seconded:** Councillor Steven Wellard

That Council ADOPTS reviewed Council Policy 2.13 Payments under section 5.50 of the *Local Government Act 1995* as at Attachment A (payments upon termination of employment).

**CARRIED EN BLOC (9/0)**

**For:** Lord Mayor Basil Zempilas; Deputy Lord Mayor Bruce Reynolds, Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, David Goncalves, Viktor Ko, Catherine Lezer and Steven Wellard

**Against:** Nil.

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## 15.4 Audit Exit Interview and Presentation of Audited 2023/24 Financial Statements

Responsible Officer	Michael Kent – Chief Financial Officer
Voting Requirements	Absolute Majority
Attachments	Attachment 15.4A – 2023/24 Audit Close-Out Report Attachment 15.4B – Annual Financial Statements 2023-24

### Purpose

To present the City's audited Financial Statements for the period ending 30 June 2024 and provide a forum for the audit exit interview wherein Ernst and Young (EY), as auditors for the Office of the Auditor General (OAG), and the OAG can present their audit opinion and management letter points.

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### Recommendation

That Council:

1. RECEIVES the following reports for the period ended 30 June 2024:
    - a. 2023/24 Annual Audit Close Report
    - b. 2023/24 audited Annual Financial Statements
  2. ACCEPTS the audited Financial Statements for the year ended 30 June 2024.
-

## Background

1. The City’s 2023/24 annual financial statements were audited by Ernst & Young (EY) as auditors for the Office of Auditor General (OAG).
2. The audit closing report provides details of audit work conducted as part of the 2024 annual financial statement audit in accordance with the Australian Auditing Standards and practices and the requirements of the *Local Government Act 1995* (the Act) and the *Local Government (Audit) Regulations 1996*.
3. The financial statements are required to be signed by the Chief Executive Officer upon acceptance by the Audit and Risk Committee.
4. Once approved by Council, the Financial Statements will be included within the 2024 Annual Report as required by Section 5.53 of the Local Government Act (1995).

## Discussion

5. The City presented its draft 2023/24 annual financial statement to auditors on 27 September 2024, ahead of the 30 September deadline for submission. Auditors (EY) commenced their audit field work on 16 September 2024 in accordance with their audit program.
6. The financial statements addressed all statutory financial requirements imposed on the city and complied with the Australian Accounting Standards.
7. The audit found no instances of non-compliance.
8. A review of the appropriateness of internal controls was also conducted as part of the interim audit process.
9. The management report (audit of appropriateness of internal controls) identified one moderate and two minor risks. These have been reviewed and responded to within the Management Report by the relevant service areas (ICT Services and Financial Services).

## Consultation

Nil.

## Decision Implications

10. The Committee and Council’s consideration of this Item will achieve compliance with the Act.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Sustainable
Related Documents (Issue Specific Strategies and Plans):	Nil

Legislation, Delegation of Authority and Policy	
Legislation:	<a href="#">Section 6.4 of Local Government Act 1995</a> <a href="#">Regulation 36 of the Local Government (Financial Management) Regulations 1996</a> The audited annual financial statements comply with the above regulatory requirements.
Authority of Council/CEO:	To comply with Local Government regulations the Annual Report, containing the audited, signed Financial Statements, is to be accepted by Council's absolute majority. Before the Annual Report is presented to Council for this purpose, the audited Financial Statements must be accepted by the Audit and Risk Committee and then signed by the Chief Executive Officer and Office of Auditor General.
Policy:	Nil.

## Financial Implications

This report presents a historical perspective of the City's financial performance and financial position for the 2023/24 financial year.

## Further Information

The City's 2023/24 annual financial statements were impacted by two significant abnormal transactions where the timing of the transactions was not within the city's control.

The first of these was the deferral of the City's capital contributions to state government of \$4.0M towards the re-development of the Perth Concert Hall and \$13.5M towards the development of the WACA Aquatic Facility into 2024/25 due to payment milestones not being achieved by the state in the 2023/24 year.

The second abnormal transaction was the requirement for the City to relinquish the management order over the Perth Concert Hall in 2023/24 resulting in a non-cash loss on disposal of \$26.5M being recorded for the carrying value of the Perth Concert Hall assets in the City's financial accounts.

## Council Resolution (OCM-24/12-010)

**Mover:** Councillor Catherine Lezer

**Seconded:** Councillor Liam Gobbert

That Council:

1. RECEIVES the following reports for the period ended 30 June 2024:
  - a. 2023/24 Annual Audit Close Report
  - b. 2023/24 audited Annual Financial Statements
2. ACCEPTS the audited Financial Statements for the year ended 30 June 2024.

**CARRIED BY ABSOLUTE MAJORITY (9/0)**

**For:** Lord Mayor Basil Zempilas; Deputy Lord Mayor Bruce Reynolds, Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, David Goncalves, Viktor Ko, Catherine Lezer and Steven Wellard

**Against:** Nil.

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## 15.5 Interim Monthly Financial Statements - November 2024

<b>Responsible Officer</b>	Michael Kent – Chief Financial Officer
<b>Voting Requirements</b>	Simple Majority
<b>Attachments</b>	Attachment 15.5A – Statement of Financial Activity P5 Attachment 15.5B – Notes on Significant Variances P5 Attachment 15.5C – Supplementary Notes to the Statement of Financial Activity P5 Attachment 15.5D – Statement of Financial Position Attachment 15.5E – Investment Report P5 Attachment 15.5F – Rates Monthly Report P5

### Purpose

This suite of reports provides Council with timely, meaningful financial insights regarding the City's operating activities, financial performance, and financial position.

### Recommendation

That Council RECEIVES the following financial reports for the period ended 30 November 2024:

- a. Statement of Financial Activity (SFA) - **Attachment 15.5A.**
- b. Notes on Significant Variances - **Attachment 15.5B.**
- c. Supplementary Notes to the Statement of Financial Activity - **Attachment 15.5C.**
- d. Statement of Financial Position - **Attachment 15.5D.**
- e. Investment Report - **Attachment 15.5E.**
- f. Rates Monthly Debtors Report - **Attachment 15.5F.**

## Background

1. Presentation of a monthly financial report to Council is both a statutory obligation and good financial management practice that:
  - a. Demonstrates the City's commitment to managing its operations in a financially responsible and sustainable manner.
  - b. Provides timely identification of variances from budget expectations for revenues and expenditures and identification of emerging opportunities or changes in economic conditions.
  - c. Ensures proper accountability to the community for the use of financial resources.
2. Preparation of a monthly Statement of Financial Activity (SFA) is the minimal statutory requirement of the *Local Government Act 1995* and regulation 34 of the *Local Government (Financial Management) Regulations 1996*. It is also a responsible financial management practice to allow Council to effectively execute their financial management responsibilities.
3. Financial information that is required to be reported directly to Council monthly includes:
  - a. Operational financial performance against budget expectations.
  - b. Explanations for identified variances from expectations.
  - c. Financial position of the City at each given month end.
4. This statutory financial information is supported by additional supplementary information including investments performance and reports on rates and general debtors.

## Understanding the Financials

5. When reading the financial information provided in this report, 'variances' (deviations from budget expectations) are classified as being either:
  - a. Favourable variance.
  - b. Unfavourable variance.
  - c. Timing variance.
6. A timing variance relates to a budgeted revenue or expense that has not occurred at the time it was expected, but which is still expected to occur within the budget year. That is, the financial transaction will still occur - but just in a different month. There should be no impact on the projected budget surplus by year end.
7. A realised favourable or unfavourable variance is different to a timing variance. It represents a genuine difference between the actual and budgeted revenue or expenditure item.
8. A realised favourable year to date variance on a revenue item is a positive outcome for the City as it increases the projected budget surplus. An unfavourable variance on a revenue item has the opposite effect, resulting a decrease to the projected budget surplus.
9. A realised favourable variance on an expenditure item may have either of two causes - one being a saving because the outcome was achieved for a lesser cost, which has the effect of increasing the projected budget surplus. The other cause may be that the proposed expenditure may not have been undertaken and is not expected to be incurred in that financial year. Whilst this may seem positive from the financial position perspective, it may not be a positive outcome for the community if the service or project is not delivered.

10. A realised unfavourable year to date variance on an expenditure item, (over-expenditure) results in a decrease to the projected budget surplus.
11. The Schedule of Significant Variances (**Attachment 15.5B**) provides commentary on whether the nature of the variance is savings related, timing related or otherwise.
12. If a realised favourable or unfavourable variance is material in value (of significant size), it will be amended through a formal budget review process.

## Discussion

13. It is a statutory requirement to present a set of Monthly Management Accounts within two months of the end of the month to which they refer.
14. With the December OCM being brought forward to early in the month, and the Council meeting cycle then being in recess until February, it is necessary to present an interim set of financial reports for the month of November at the December OCM in order to comply with the statutory requirement noted at paragraph 13 above.
15. Due to the limited time window for conduct of month-end close-off processes and preparation of financial statements after the November month-end, it is necessary to make two changes to the normal monthly financial reporting regime.
16. The first change from the standard process is that the account balances used to produce the reports may not include some typical month end entries if information is not available when required.
17. That is, the reports will feature 'preliminary' numbers developed using professional judgement / estimates where necessary.
18. Secondly, it will preclude detailed line-by-line analysis of alliance operating and capital financial variances from the report suite being presented for this month only.
19. Presentation of the remaining reports will still achieve timely compliance with the financial management regulations despite the shortened report preparation window.
20. The SFA by Nature & Type - **Attachment 15.5A** presents a whole of organisation perspective on the attainment of revenue and expenditure targets overall - classified by nature and type.
21. The headline data from the SFA is shown in Table 1 below.

**Table 1:**

Item Details	Annual Budget	YTD Budget	YTD Actual 24/25	Variance	F/ U
Operating Revenue	\$ 121.69 M	\$ 58.56 M	\$ 60.54 M	\$ 1.98 M	F
Rates Revenue	\$ 107.29 M	\$ 107.37 M	\$ 107.71 M	\$ 342 K	F
Cash Operating Exp	\$ 188.19 M	\$ 74.12 M	\$ 69.39 M	\$ 4.73 M	F
Non-Operating Revenue	\$ 4.83 M	\$ 456 K	\$ 1.08 M	\$ 624 K	F
Capital - Infrastructure	\$ 33.19 M	\$ 4.67 M	\$ 7.09 M	\$ 2.42 M	U
Property, Plant & Equip	\$ 30.27 M	\$ 6.42 M	\$ 6.33 M	\$ 86 K	F
Capital Contributions	\$ 17.75 M	\$ 0.00 M	\$ 0.00 M	\$ 0.00 M	-

22. Material operating revenue and expenditure variances from **Attachment 15.5A** are detailed (with explanatory comments) in the Notes on Significant Variances (**Attachment 15.5B**).
23. Each line item listed in the SFA by Nature & Type **Attachment 15.5A** can be cross referenced (using the Note reference) back to the relevant note.
24. Examining the SFA (**Attachment 15.5A**) in more detail; the aggregation of operating revenues and operating expenses reflects a year-to-date Net Cash Position from Operations of \$98.85M compared to a year-to-date budgeted surplus of \$91.80M. This is a favourable variance of \$7.04M at the end of the month.
25. Investing activities reflect a result of (\$12.75M) compared to a year-to-date budget of (\$10.63M). This is an unfavourable variance of (\$2.12M).
26. Construction of infrastructure to month end is \$2.43M ahead of budget expectations due to an accelerated start to the capital program.
27. Acquisition of non-infrastructure to month end is \$86K ahead of budget expectation.
28. Financing activities vary by \$494K from budget expectations due to transfer of reserve fund interest.
29. Adjusting for opening funds (Net Current Position), generates the Budget Deficiency before Rates. This then indicates the Amount Required to be Raised from Rates. The difference between the Rates amount, and the Deficiency before Rates, is the Closing Position.
30. The SFA for the period to 30 November shows that a rate yield of \$107.71M has been levied compared to the budget of \$107.37M - noting that heritage rates concessions will reduce that amount in future.
31. The disclosed SFA Closing Position of \$120.84M compares favourably to the projected year to date budget closing position of \$112.26M - due to the revised (higher) opening position not being amended in the budget until the November accounts are completed.
32. The Net Current Position Note (**Attachment 15.5C**) at month end reflects an indicative adjusted Net Current Position value of \$120.84M compared the year to date value of \$112.26M and a year-end budget projection of \$7.26M.
33. Headline data from this month's Net Current Position report is shown in Table 2 below.

**Table 2:**

Item Details	June 24 Actual	June 25 Annual Budget	Nov 24 Actual
Current Assets	\$ 243.55 M	\$ 205.70 M	\$ 344.75 M
Current Liabilities	(\$ 40.94 M)	(\$ 42.93 M)	(\$ 47.25 M)
Unadjusted Net Assets	\$ 202.57 M	\$ 162.76 M	\$ 297.50 M
Less Restricted Items & Adjustments	(\$ 175.05 M)	(\$ 155.51 M)	(\$ 167.20 M)
Adjusted Net Current Position	\$ 27.51 M	\$ 7.26 M	\$ 130.30 M

34. A Statement of Financial Position as at month end (showing 2023/24 Actual balances, the Revised 2024/25 Budget and the 2024/25 Year to Date Actual balances) is presented as **Attachment 15.5D**.
35. In line with recent local government financial management reporting changes, **Attachments 15.5A to Attachment 15.5D** form the portion of monthly management accounts that is a statutory obligation.

- 36. **Attachment 15.5E** - Investment Report for November 2025 presents detail of the City’s cash investment portfolio in terms of performance, percentage exposure of total portfolio by credit risk, counterparty exposure and maturity profile.
- 37. The report indicates the City has adequate cash flow to meet its financial obligations as and when they will fall due; and it has achieved compliance with the various Investment Policy limits.
- 38. **Attachment 15.5F** - Rates Debtors provides a monthly update and analysis of rates collections by differential property rating category and overall. The 2024/25 rates notices were issued on 26 July with a due date for the first instalment of 4 September. After the second instalment due date of 19 November 2024, collections sit at 77% (2023 – 81%).

### Consultation

- 39. Nil.

### Decision Implications

- 40. Council’s acknowledgement of receiving the Statement of Financial Activity and supporting documents will meet its statutory obligation in respect of overseeing the City’s financial resources.

### Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	A Well-Governed City
Related Documents (Issue Specific Strategies and Plans):	Nil.

Legislation, Delegation of Authority and Policy	
Legislation:	<p>Section 6.4(1) and (2) of the <a href="#">Local Government Act 1995</a>                      Regulation 34(1) of the <a href="#">Local Government (Financial Management) Regulations 1996</a></p> <p>This section of the Act and the related regulation prescribe the requirement to prepare and present to Council a Monthly Financial Report including a Statement of Financial Activity (SFA).                      That Statement of Financial Activity (SFA) should contain:</p> <ul style="list-style-type: none"> <li>• Annual Budget estimates, and approved revisions to these for comparison purposes.</li> <li>• Actual amounts of income and expenditure to the end of the month of the SFA.</li> <li>• Material variances between the comparable amounts and commentary on reasons for these variances.</li> </ul> <p>The Monthly Financial Report should also contain:</p> <ul style="list-style-type: none"> <li>• A Statement of Financial Position at the end of the month.</li> </ul>

	<ul style="list-style-type: none"><li>An explanation of the composition of the Net Current Position at the end of the month to which the SFA relates.</li></ul> Any other information which the local government deems relevant.
<b>Authority of Council/CEO:</b>	The above legislation prescribes that this report be presented to Council on a monthly basis.
<b>Policy:</b>	CP 2.1 Management of Investments.

## Financial Implications

41. There are no direct financial implications of receiving this report as it reflects a historical accounting of financial transactions. When material variances are noted, appropriate remedial action will be initiated by the administration in a timely and prudent manner.

## Further Information

42. Nil.

## Council Resolution (OCM-24/12-011)

**Mover:** Lord Mayor Basil Zempilas

**Seconded:** Councillor Steven Wellard

That Council RECEIVES the following financial reports for the period ended 30 November 2024:

- a. Statement of Financial Activity (SFA) - **Attachment 15.5A.**
- b. Notes on Significant Variances - **Attachment 15.5B.**
- c. Supplementary Notes to the Statement of Financial Activity - **Attachment 15.5C.**
- d. Statement of Financial Position - **Attachment 15.5D.**
- e. Investment Report - **Attachment 15.5E.**
- f. Rates Monthly Debtors Report - **Attachment 15.5F.**

**CARRIED EN BLOC (9/0)**

**For:** Lord Mayor Basil Zempilas; Deputy Lord Mayor Bruce Reynolds, Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, David Goncalves, Viktor Ko, Catherine Lezer and Steven Wellard

**Against:** Nil.

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## 15.6 Schedule of Accounts Paid - November 2024

Responsible Officer	Michael Kent – Chief Financial Officer
Voting Requirements	Simple Majority
Attachments	Attachment 15.6A – Schedule of Accounts Paid - November 2024

### Purpose

For Council to note details of payments made under delegated authority for the month of November 2024.

### Recommendation

That Council:

- RECEIVES the Schedule of Accounts Paid for the period ended 30 November 2024 as attached as **Appendix 15.2A**.
- RECORDS in the Ordinary Council Meeting minutes the summary of accounts paid being:

Total Accounts Paid	
Municipal Fund	\$15,877,824.17
Trust Fund	0
<b>Total - All Funds</b>	<b>\$15,877,824.17</b>

## Background

1. In accordance with Regulation 13(2) and 13(3) of the *Local Government (Financial Management) Regulations 1996*, where this power has been delegated, a list of payments for each month is to be compiled and presented to the Council. The Chief Executive Officer is delegated this authority under Delegation 2.14.
2. This authority has then been subdelegated by the Chief Executive Officer.
3. The listing of payments with full disclosure of all required information, is presented as an attachment to this report.
4. The listing of payments was made available to the Elected Members via the Council Hub, ahead of the agenda distribution, to provide additional time for review.
5. This summary report then facilitates the acknowledgement of the listing having been received.

## Discussion

6. The Schedule of Accounts Paid (**Attachment 15.2A**) contains the following payments made under Delegated Authority 2.14 - Payments from the Municipal & Trust Fund:

Schedule of Accounts Paid – November 2024		
<b>Municipal Fund</b>		
EFT & Cheque Payments	Direct Creditor Payments	11,944,286.56
<b>Sub Total - EFT &amp; Cheques</b>		<b>11,944,286.56</b>
Direct Debits	Bank Charges and Merchant Fees	24,573.19
<b>Sub Total - Direct Debits</b>		<b>24,573.19</b>
Payroll	05/11/2024	1,922,904.68
	19/11/2024	1,941,394.61
<b>Sub Total - Payroll</b>		<b>3,864,299.29</b>
Corporate Cards		44,665.13
<b>Sub Total - Cards</b>		<b>44,665.13</b>
<b>Total per Attachment 15.2A</b>		<b>15,877,824.17</b>
<b>Total Payments from Municipal Fund</b>		
Investments in Term Deposits		4,000,000.00
<b>Trust Fund</b>		
Trust EFT & Cheques		0
<b>Total - Trust Funds</b>		<b>0</b>

## Consultation

7. Nil.

## Decision Implications

8. Council’s acknowledgement of receiving the Schedule of Accounts Paid will meet its statutory obligation under Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Prosperous
Related Documents (Issue Specific Strategies and Plans):	Annual Budget

Legislation, Delegation of Authority and Policy	
Legislation:	<p>Section 6.10 of the <i>Local Government Act 1995</i>.                      Regulation 13(1) of the <i>Local Government (Financial Management) Regulations 1996</i>.</p> <p>This section of the Act and the related regulation prescribes the requirement to prepare a list of all payments made for each month and to present them to Council. The Schedule of Accounts Paid (the ‘list’) should contain, for each payment:</p> <ul style="list-style-type: none"> <li>• Payee Name.</li> <li>• Amount of the Payment.</li> <li>• Date of the Payment.</li> <li>• Sufficient information to identify the transaction.</li> </ul>
Authority of Council/CEO:	In accordance with Regulation 13(2) and 13(3) of the <i>Local Government (Financial Management) Regulations 1996</i> , where this power has been delegated, a list of payments for each month is to be compiled and presented to the Council.
Policy:	Nil.

## Financial Implications

9. There are no direct financial implications of receiving this report as it reflects a historical accounting of financial transactions that were provided for in the adopted budget (as amended).

## Further Information

10. Nil.

## Council Resolution (OCM-24/12-012)

**Mover:** Lord Mayor Basil Zempilas

**Seconded:** Councillor Steven Wellard

That Council:

1. RECEIVES the Schedule of Accounts Paid for the period ended 30 November 2024 as attached as **Appendix 15.2A**.
2. RECORDS in the Ordinary Council Meeting minutes the summary of accounts paid being:

Total Accounts Paid	
Municipal Fund	\$15,877,824.17
Trust Fund	0
<b>Total - All Funds</b>	<b>\$15,877,824.17</b>

**CARRIED EN BLOC (9/0)**

For : Lord Mayor Basil Zempilas; Deputy Lord Mayor Bruce Reynolds, Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, David Goncalves, Viktor Ko, Catherine Lezer and Steven Wellard

Against : Nil

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## 16. Chief Executive Officer Reports

### 16.1 Adopting the Annual Report and Setting the Date for the 2023/24 Electors General Meeting

Responsible Officer	Michelle Reynolds – Chief Executive Officer
Voting Requirements	Absolute Majority
Attachments	Attachment 16.1A – 2023-24 Annual Report and Financial Statements

#### Purpose

For Council to consider the City of Perth 2023/24 Annual Report and setting the date for the Electors General Meeting.

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#### Recommendation

That Council:

- ACCEPTS the City of Perth 2023-2024 Annual Report, as provided in **Attachment A**, in accordance with Section 5.53 and 5.54(1) of the *Local Government Act 1995* (the Act); noting that:
    - a draft version of Annual Report (text only) is attached to this report which will be formatted (including structurally) and graphically designed following acceptance before it is made available; and
    - minor typographical amendments, that do not affect the materiality of the document, may also be made to improve the presentation and/or make corrections.
  - APPROVES the advertisement of the availability of the Annual Report in accordance with Section 5.55 of the *Local Government Act 1995*.
  - APPROVES the 2023-2024 Electors General Meeting to be held at 5.00 pm on Tuesday 28 January 2025, at Council House, Level 9, Council Chamber, in accordance with Section 5.27 of the *Local Government Act 1995*.
-

## Background

1. In accordance with Section 5.53 of the Act, the City of Perth 2023-24 Annual Report has been prepared, summarising the previous year's achievements and challenges and the outlook for the year ahead, as well as addressing stipulated statutory requirements. The Annual Report also demonstrates performance against the City's Strategic Community Plan
2. The Annual Report includes the City's Financial Statements for the 2023-24 financial year, which have been audited by the Office of the Auditor General.
3. The City's Financial Statements for the 2023/24 financial year are included on this Agenda, for consideration by Council, at Item 15.4 – Audit Exit Interview and Presentation of Audited 2023/24 Financial Statements.
4. It is a statutory requirement that Council accepts an Annual Report and for the report to be presented to the Electors General Meeting. The Act requires that an Electors General Meeting is to be held on a day selected by the local government, but not more than 56 days after the Annual Report is accepted.

## Discussion

5. This report recommends that Council accepts the City of Perth 2023/24 Annual Report (**Attachment A**), advertises the availability of the Annual Report and sets the date for the 2023/24 Electors General Meeting.
6. Following Council's acceptance of the City's Annual Report, the report must be:
  - a. published on the City's official website within 14 days; and
  - b. presented at the Electors General Meeting to be held within 56 days of Council accepting the report.
7. To set a date for the Electors General Meeting, Council is required to have received the audit report for the prior period and accepted the Annual Report.
8. An Electors General Meeting is to consider matters arising with respect to the previous financial year.
9. The proposed date of the Electors General Meeting, following Council's acceptance of the Annual Report is Tuesday 28 January 2025.
10. Section 5.53 of the *Local Government Act 1995* prescribes the following requirements for inclusion in the Annual Report:
  - a. A report from the Lord Mayor;
  - b. A report from the CEO;
  - c. An overview of the plan for the future of the district made in accordance with s.5.56 of the Act, including major initiatives that are proposed to commence or to continue in the next financial year;
  - d. The financial report for the financial year;
  - e. The auditor's report for the financial year;
  - f. Any matter on which a report must be made under s.29(2) of the *Disability Services Act 1993*;
  - g. Details of entries made under s.5.121 of the Act in the register of complaints;

- h. Such information as may be prescribed in relation to payments made to employees; and
  - i. Such other information as may be prescribed.
11. In addition to the requirements of the Act
- a. The *State Records Act 2000* states that the City is required to include a statement on their compliance with their Record Keeping Plan.
  - b. Part 5 Sections 94, 96 and 97 of the *Freedom of Information Act 1992*, states that the City is required to publish an Information Statement which details the process for applying for information and provide an up-to-date version every 12 months.

### Consultation

- 12. Nil.

### Decision Implications

- 13. If Council supports the recommendation, it will ensure compliance with the Act.
- 14. If Council does not accept the Annual Report within the statutory timeframes, the City will be in breach of the Act and will need to report the non-compliance when completing its Annual Compliance Audit Return.

### Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	Liveable
Related Documents (Issue Specific Strategies and Plans):	Strategic Community Plan and Corporate Business Plan

Legislation, Delegation of Authority and Policy	
Legislation:	<p>Section 5.53(1) of the <i>Local Government Act 1995</i> (the Act) requires a Local Government to prepare an Annual Report for each financial year. Section 5.53(2)(f) of the Act specifies that the Annual Report is to contain the financial report of the financial year and Section 5.53(2)(h) specifies that it must contain the Independent Auditor's report for the financial year.</p> <p>In accordance with Section 5.54(1) of the Act, an Annual Report for the financial year is to be accepted by the Local Government no later than 31 December after that financial year. Section 5.54(2) notes that if the Independent Auditor's report is not available in time for the Annual Report for a financial year to be accepted by 31 December after that financial year, the Annual Report is to be accepted by the local government no later than two months after the Independent Auditor's report becomes available.</p>

Authority of Council/CEO:	In accordance with Section 5.54 of the Local Government Act 1995 Council is required to accept the annual report by absolute majority.
Policy:	Nil.

### Financial Implications

15. Advertising costs associated with giving local public notice and printing of the Annual Report.

### Further Information

16. Nil.

## Council Resolution (OCM-24/12-013)

**Mover:** Councillor Catherine Lezer

**Seconded:** Councillor Raj Doshi

That Council:

1. ACCEPTS the City of Perth 2023-2024 Annual Report, as provided in **Attachment A**, in accordance with Section 5.53 and 5.54(1) of the *Local Government Act 1995* (the Act); noting that:
  - a. a draft version of Annual Report (text only) is attached to this report which will be formatted (including structurally) and graphically designed following acceptance before it is made available; and
  - b. minor typographical amendments, that do not affect the materiality of the document, may also be made to improve the presentation and/or make corrections.
2. APPROVES the advertisement of the availability of the Annual Report in accordance with Section 5.55 of the *Local Government Act 1995*.
3. APPROVES the 2023-2024 Electors General Meeting to be held at 5.00 pm on Tuesday 28 January 2025, at Council House, Level 9, Council Chamber, in accordance with Section 5.27 of the *Local Government Act 1995*.

**CARRIED BY ABSOLUTE MAJORITY (9/0)**

**For :** Lord Mayor Basil Zempilas; Deputy Lord Mayor Bruce Reynolds, Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, David Goncalves, Viktor Ko, Catherine Lezer and Steven Wellard

**Against :** Nil

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## 16.2 Review of Council Policy 4.5 - National and International Engagement Policy

Responsible Officer	Michelle Reynolds – Chief Executive Officer
Voting Requirements	Absolute Majority
Attachments	Attachment 16.2A – CP 4.5 - National and International Engagement (Proposed) Attachment 16.2B – CP 4.5 - International Relationships (Current)

### Purpose

For Council to consider the review of Council Policy 4.5 International Relationships – proposed to be updated and re-titled ‘National and International Engagement’.

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### Recommendation

That Council:

1. APPROVES revised Council Policy 4.5, to be titled ‘National and International Engagement’ (as provided at **Attachment A**).
2. APPROVES minor typographical amendments, where the materiality of the policies is not affected, and placing the policies in future new templates may be made to improve the presentation and/or make correction.
3. APPROVES the addition of point g. at Clause 9 of Council Policy 1.6 – Council Member Allowances, Fees and Entitlements as follows:

*“g. Delegations that the Council Member is approved to attend in accordance with Council’s National and International Engagement Policy.”*

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## Background

1. The current CP 4.5 – International Relationships is due for review.
2. The current policy focuses on international relationship agreements and requests; and related travel, delegations and visits.

## Discussion

3. Following review of CP 4.5 International Relationships (current), It is proposed that this Policy:
  - a. Addresses both national and international engagement;
  - b. Provides transparency, accountability and legitimacy for national and international delegations for purposes that support specific objects within the *City of Perth Act 2016*, the Strategic Community Plan and the Economic Development Strategy;
  - c. Considers the upcoming refresh of the City's Economic Development Strategy and the potential new definitions for the City's international relationships; and
  - d. Be retitled from 'International Relationships' to 'National and International Engagement' to ensure an accurate reflection of what it contains.
4. The policy seeks to reinforce specific objects of the *City of Perth Act 2016* (s4), namely:

*'To recognise, promote and enhance:*

  - o *the special social, economic, cultural, environmental and civic role that the City of Perth plays because Perth is the capital of Western Australia; and*
  - o *the important role that the City of Perth plays in representing the broader Perth area and the State of Western Australia on both a national and international level'.*
5. The policy also recognises the 'special role of Lord Mayor' within the *City of Perth Act 2016* (s10):
  - o *'to act as an ambassador for the City of Perth in hosting international delegations and attending local, regional, State, national and international civic functions and events;*
  - o *to carry out civic and ceremonial duties associated with the office of Lord Mayor; and*
  - o *to develop and maintain inter-governmental relationships at regional, State, national and international levels, and as part of that to develop and implement strategies and policies that seek to ensure consistency in policies and strategic direction at all levels of government.'*
6. In terms of scope, the policy applies to the City's current, and future national and international city relationships, global and national networks (such as the World Energy Cities Partnership; and Council of Capital Cities Lord Mayors) and associated activities.
7. It is intended that the provisions currently included in CP 4.5 – International Relationships, relating to the City's approach to international relationship agreements and requests will be reassessed and addressed during the reframing of the City's Economic Development Strategy,
8. If it is considered that an additional policy is required to address these particular provisions, this will be determined following the completion of body of work related to the reframing of the City's Economic Development Strategy

9. In addition to the proposed policy amendments a minor amendment to Council Policy 1.6 Council Member Allowances, Fees and Entitlements is also recommended, this amendment will include approved delegations into the list of ‘authorised functions’ into Council Policy 1.6 – Council Member Allowances, Fees and Entitlements to provide the ability for the CEO to consider the reimbursement of elected members personal costs as a result of attending a delegation.

## Consultation

10. Feedback was sought from Elected Members on the proposed changes to the Policy.

## Decision Implications

11. The revised policy seeks to provide clarity, legitimacy and support for national and international engagement that is consistent with the objects of the *City of Perth Act 2016*, and the special role of the Lord Mayor under the same Act.
12. The policy also clarifies the authority for national and international engagement.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	A Well-Governed City
Related Documents (Issue Specific Strategies and Plans):	Strategic Community Plan Economic Development Strategy

Legislation, Delegation of Authority and Policy	
Legislation:	<i>City of Perth Act 2016</i> <i>Australia’s Foreign Relations (State and Territory Arrangements) Act 2020 (Commonwealth)</i>
Authority of Council/CEO:	Authority of Council
Policy:	CP 1.6 Council Member Allowances, Fees and Entitlements CP 2.2 Purchasing

## Financial Implications

13. Nil.

## Further Information

### 14. Questions and Responses forming part of the Agenda Briefing Session on 3 December 2024 are as follows:

	Question	Response
1.	<p>Re: point 10, under policy statement: “A summary report with input from delegates on their key learnings and opportunities for the City resulting from any outbound delegation and will be made available to Elected Members and the Executive Leadership Team.”</p> <p>During my medical degree, scholarship, or support for travel to conference; Upon return the delegate was required to present their learnings and experience of the trip to the stakeholders.</p> <p>I suggest: A time frame, eg: 2 weeks upon return of the delegation.</p>	<p>Your suggestion has been noted.</p> <p>The administration would suggest a 6-week period to account for family and personal commitments on an elected members return from the delegation.</p> <p>An amendment can be raised at the Ordinary Council Meeting if you choose. Please advise Governance if you require any assistance.</p>
2.	<p>20. “The City will extend, where appropriate, hospitality to visiting representatives from international cities, particularly those with which the City has an existing formal relationship, which may include the development of a visit program and the provision of services such as transportation or interpretation in accordance with any procedures established by the CEO.”</p> <p>Is what the City decides to extend support, determined by the CEO?</p>	<p>Yes, however budget allocations will continue to be determined by Council.</p>

## Council Resolution (OCM-24/12-014)

**Mover:** Councillor Liam Gobbert

**Seconded:** Councillor Bruce Reynolds

That Council:

1. APPROVES revised Council Policy 4.5, to be titled 'National and International Engagement' (as provided at **Attachment A**).
2. APPROVES minor typographical amendments, where the materiality of the policies is not affected, and placing the policies in future new templates may be made to improve the presentation and/or make correction.
3. APPROVES the addition of point g. at Clause 9 of Council Policy 1.6 – Council Member Allowances, Fees and Entitlements as follows:

*“g. Delegations that the Council Member is approved to attend in accordance with Council’s National and International Engagement Policy.”*

**CARRIED BY ABSOLUTE MAJORITY (9/0)**

**For :** Lord Mayor Basil Zempilas; Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, David Goncalves, Viktor Ko, Catherine Lezer, Bruce Reynolds and Steven Wellard

**Against :** Nil

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## Amended Motion (OCM-24/12-015)

**Mover:** Councillor Viktor Ko

**Seconded:** Councillor Clyde Bevan

## Amended Resolution

That Council:

1. 1. APPROVES revised Council Policy 4.5, to be titled 'National and International Engagement' (as provided at **Attachment A**), **subject to the following amendment:**
  - a. **The addition of the following words at the end of Clause 10:**  
*“at an Elected Member Engagement Session within 6 weeks upon return of the delegation.”*
2. APPROVES minor typographical amendments, where the materiality of the policies is not affected, and placing the policies in future new templates may be made to improve the presentation and/or make correction.
3. APPROVES the addition of point g. at Clause 9 of Council Policy 1.6 – Council Member Allowances, Fees and Entitlements as follows:

*“g. Delegations that the Council Member is approved to attend in accordance with Council’s National and International Engagement Policy.”*

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**CARRIED BY ABSOLUTE MAJORITY (8/1)**

- For:** Lord Mayor Basil Zempilas; Deputy Lord Mayor Bruce Reynolds, Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, David Goncalves, Viktor Ko and Steven Wellard
- Against:** Councillor Catherine Lezer
- 

**Council Resolution (OCM-24/12-016)**

- Mover:** Councillor Liam Gobbert  
**Seconded:** Councillor Bruce Reynolds

That Council:

1. APPROVES revised Council Policy 4.5, to be titled 'National and International Engagement' (as provided at **Attachment A**), subject to the following amendment:
  - b. The addition of the following words at the end of Clause 10:  
*"at an Elected Member Engagement Session within 6 weeks upon return of the delegation."*
2. APPROVES minor typographical amendments, where the materiality of the policies is not affected, and placing the policies in future new templates may be made to improve the presentation and/or make correction.
3. APPROVES the addition of point g. at Clause 9 of Council Policy 1.6 – Council Member Allowances, Fees and Entitlements as follows:  
  
*"g. Delegations that the Council Member is approved to attend in accordance with Council's National and International Engagement Policy."*

**CARRIED BY ABSOLUTE MAJORITY (9/0)**

- For :** Lord Mayor Basil Zempilas; Deputy Lord Mayor Bruce Reynolds, Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, David Goncalves, Viktor Ko, Catherine Lezer and Steven Wellard
- Against :** Nil
- 

**Reasons for Change:**

Due to the financial costs associated with international trips, it is important to provide evidence to other Elected Members and the City's rate payers on the value of these trips. Therefore, it is prudent to put a time frame on when a report should be submitted following the conclusion of an international trip by a delegation.













### 16.3 Proposed City of Perth Dog Local Law

Responsible Officer	Michelle Reynolds – Chief Executive Officer
Voting Requirements	Absolute Majority
Attachments	Attachment 16.3A – Proposed City of Perth Dog Local Law 2025 Attachment 16.3B – Current City of Perth Dog Local Law 2011

#### Purpose

To present the outcome of the statutory review of the *City of Perth Dog Local Law 2011* and initiate the process to make a *City of Perth Dog Local Law 2025*.

#### Recommendation

That Council:

1. In accordance with section 3.16(3) of the *Local Government Act 1995*, NOTES that no submissions were received during the public submission period in response to the public notice given of the statutory review of the *City of Perth Dog Local Law 2011*.
2. In accordance with section 3.16(4) of the *Local Government Act 1995*, DETERMINES that the *City of Perth Dog Local Law 2011* is to be amended.
3. In accordance with section 3.12(3) of the *Local Government Act 1995*, APPROVES the giving of local public notice of the City's intention to make a *City of Perth Dog Local Law 2025*, as detailed in **Attachment A**, with the purpose and effect being:

**Purpose:** to make provisions about the confinement of dogs, control the number of dogs that can be kept on premises in the district, and to require removal of dog excreta.

**Effect:** The effect is to extend the controls over dogs which exist under the *Dog Act 1976* and *Dog Regulations 2013*.

## Background

1. On 21 February 2012, Council adopted the *City of Perth Dog Local Law 2011*, to provide for the regulation, control and management of the keeping of dogs within the district of the City of Perth.
2. The *Dog Local Law 2011* was then amended on 29 January 2013 as required by the undertakings adopted by Council on 5 June 2012, following a review of the local law by the Joint Standing Committee on Delegated Legislation.
3. Section 3.16 of the *Local Government Act 1995* requires local laws to be reviewed every eight years. A review of the *Dog Local Law 2011* was due in 2020 and has not been undertaken.
4. At the Ordinary Council Meeting held on 20 August 2024, Council approved a review of the *City of Perth Dog Local Law 2011*.
5. The review was advertised for public submissions in accordance with section 3.16(2) of the *Local Government Act 1995*.
6. No public submissions were received during the public consultation period.
7. Following local public notice, section 3.26 of the *Local Government Act 1995* requires a report of the review be presented to Council for determination of whether the local law should be repealed or amended.

## Discussion

8. The local law was comprehensively reviewed internally in consultation with the impacted Alliances.
9. Since the initial adoption of the local law in 2011, there have been changes to the *Dog Act 1976*, and the *Dog Regulations 2013* have been implemented.
10. During the review it became apparent that there was major amendment required to align the local law with the dog act and regulations.
11. The changes to the *Dog Act 1976* and the implementation of the *Dog Regulations 2013* means that they now deal with many areas previously dealt with by local laws. Including:
  - a. Registration of dogs;
  - b. 'Dangerous dogs' as defined by the Act;
  - c. Operation of dog management facilities (pounds), including:
    - i. Issues in relation to the impounding of dogs;
    - ii. Attendance of a pound keeper at the pound;, and
    - iii. Release of impounded dogs is dealt with by the Dog Act 1976, and in particular section 29.
  - d. Registration fees (although fees for the seizure and impounding of a dog may be set by a local government in its annual budget under section 6.16 of the Local Government Act 1995);
  - e. How off leash dog exercise areas are established;
  - f. Dogs wandering at large;
  - g. Dogs not under control;

- h. Dog attacks;
  - i. Provisions about assistance animals such as guide dogs;
  - j. Modified penalties (on the spot fines) applicable for minor offences.
12. The only matters that a local government may now make local laws about are listed in section 51 of the *Dog Act 1976*:
- “51. Local law making powers**
- A local government may so make local laws —*
- (a) providing for the registration of dogs;*
  - [(b) deleted]*
  - (c) specifying areas within which it shall be an offence (unless the excreta are removed) for any person liable for the control of a dog to permit that dog to excrete on any street or public place or on any land without the consent of the occupier;*
  - (d) requiring that in specified areas a portion of the premises where a dog is kept must be fenced in a manner capable of confining the dog;*
  - (e) providing for the establishment and maintenance of dog management facilities and other services and facilities necessary or expedient for the purposes of this Act;*
  - (f) providing for the detention, maintenance, care and release or disposal of dogs seized;*
  - (g) as to the destruction of dogs pursuant to the powers here in before conferred;*
  - [(h) deleted]*
  - (i) providing for the licensing, regulating, construction, use, and inspection of approved kennel establishments.”*
13. As a result, it has been determined that the *City of Perth Dog Local Law 2011* requires amendment to the extent that it is more effective to make a new local law.
14. The draft local law is based on a model prepared by the WA Local Government Association which has been modified to suit the City, and is in use by a number of local governments.

## Consultation

- 15. Local public notice was given in accordance with the *Local Government Act 1995*, and the public submission period ran between 5 September to the 23 October 2024.
- 16. No public submissions were received during the submission period.
- 17. Extensive internal consultation was undertaken to determine the changes required to ensure alignment with current legislation and City practices.

## Decision Implications

- 18. If adopted, the proposed local law will update the City’s local law relating to dogs by reflecting changes to the *Dog Act 1976* and implementation of the *Dog Regulations 2013* which has occurred since the previous local law was adopted.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	A Well-Governed City
Related Documents (Issue Specific Strategies and Plans):	Nil.

Legislation, Delegation of Authority and Policy	
Legislation:	Sections 3.12 and 3.16 of the <i>Local Government Act 1995</i> Section 3.12 outlines the procedure for making local laws. Section 3.16 contains the provisions relating to the periodic review of local laws.
Authority of Council/CEO:	Council. It is a legislative function of local government to make local laws.
Policy:	Nil.

## Financial Implications

19. The financial implications will include the costs for advertising.

## Further Information

20. Nil.

## Council Resolution (OCM-24/12-017)

**Mover:** Councillor Catherine Lezer

**Seconded:** Councillor David Goncalves

That Council:

1. In accordance with section 3.16(3) of the *Local Government Act 1995*, NOTES that no submissions were received during the public submission period in response to the public notice given of the statutory review of the *City of Perth Dog Local Law 2011*.
2. In accordance with section 3.16(4) of the *Local Government Act 1995*, DETERMINES that the *City of Perth Dog Local Law 2011* is to be amended.
3. In accordance with section 3.12(3) of the *Local Government Act 1995*, APPROVES the giving of local public notice of the City's intention to make a *City of Perth Dog Local Law 2025*, as detailed in **Attachment A**, with the purpose and effect being:

**Purpose:** to make provisions about the confinement of dogs, control the number of dogs that can be kept on premises in the district, and to require removal of dog excreta.

**Effect:** The effect is to extend the controls over dogs which exist under the *Dog Act 1976* and *Dog Regulations 2013*.

**CARRIED BY ABSOLUTE MAJORITY (9/0)**

**For :** Lord Mayor Basil Zempilas; Deputy Lord Mayor Bruce Reynolds, Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, David Goncalves, Viktor Ko, Catherine Lezer and Steven Wellard

**Against :** Nil

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## 16.4 Appointing a Councillor to Perform the Functions of the Lord Mayor

Responsible Officer	Michelle Reynolds – Chief Executive Officer
Voting Requirements	Simple Majority
Attachments	Nil.

### Purpose

To appoint a Councillor to perform the functions of the Lord Mayor in the event that the Lord Mayor and Deputy Lord Mayor are both unavailable.

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### Recommendation

That Council APPOINT Councillor Liam Gobbert to perform the functions of the Lord Mayor if both the Lord Mayor and the Deputy Lord Mayor are unavailable, unable, or unwilling to perform the functions of the Lord Mayors role:

- a. For the period from the 1 February 2025 until either:
  - i. the 1 April 2025, **if the Office of the Lord Mayor does not become vacant** following the State Election 2025; **or**
  - ii. the successful election of a new Lord Mayor, **if the Office of the Lord Mayor does become vacant** following the State Election 2025,whichever event happens first.

## Background

1. Lord Mayor Basil Zempilas is a candidate in the upcoming State election to be held in March 2025. If the Lord Mayor is successfully elected to State Government, there may be a period that the Office of the Lord Mayor is vacant.
2. To provide a continuous level of service to the community and to ensure the availability of the Lord Mayor (or authorised delegate) to undertake those functions which can only be undertaken by the Lord Mayor (or authorised delegate) it is prudent for the City to make provisions to allow for a seamless transition.
3. The role of the Lord Mayor is set out in Section 2.8 of the *Local Government Act 1995* (the Act).
4. Sections 10 and 11 of the *City of Perth Act 2016* (the COP Act) also sets out the special role of the City of Perth Lord Mayor.
5. Section 5.34 of the Act automatically allows the Deputy Lord Mayor to fulfill the functions of the Lord Mayors role. However, section 5.35(1) allows Council to appoint a Councillor to perform the functions of the Lord Mayors role in the absence of both the Lord Mayor and the Deputy Lord Mayor.

## Discussion

6. Given Cr Gobbert’s extensive experience in his councillor role, and that he has previously and successfully filled the role of Deputy Lord Mayor, it is considered appropriate to recommend that Cr Liam Gobbert fill this position.

## Consultation

7. The City has consulted with Councillor Liam Gobbert on his willingness to fill this position and Councillor Liam Gobbert has agreed.

## Decision Implications

8. If the Officer’s Recommendation is carried, Councillor Liam Gobbert will have the ability to perform the functions of the Lord Mayor if the Lord Mayor and the Deputy Lord Mayor are both unavailable, unable, or unwilling to fulfill the functions of the role of Lord Mayor for the period outlined in the recommendation.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	A Well-Governed City
Related Documents (Issue Specific Strategies and Plans):	Nil.

Legislation, Delegation of Authority and Policy	
Legislation:	<i>Local Government Act 1995</i> <i>City of Perth Act 2016</i>
Authority of Council/CEO:	Council must appoint a Councillor to perform the functions of the Lord Mayor in the circumstances outlined above.
Policy:	Nil.

## Financial Implications

Nil.

## Further Information

Nil.

## Council Resolution (OCM-24/12-018)

**Mover:** Councillor Raj Doshi

**Seconded:** Councillor Bruce Reynolds

That Council APPOINT Councillor Liam Gobbert to perform the functions of the Lord Mayor if both the Lord Mayor and the Deputy Lord Mayor are unavailable, unable, or unwilling to perform the functions of the Lord Mayors role:

- a. For the period from the 1 February 2025 until either:
  - i. the 1 April 2025, **if the Office of the Lord Mayor does not become vacant** following the State Election 2025; **or**
  - ii. the successful election of a new Lord Mayor, **if the Office of the Lord Mayor does become vacant** following the State Election 2025,whichever event happens first.

**CARRIED (8/1)**

**For:** Lord Mayor Basil Zempilas; Deputy Lord Mayor Bruce Reynolds, Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, Viktor Ko, Catherine Lezer, and Steven Wellard

**Against:** Councillor David Goncalves

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## 17. Committee Reports

### Audit and Risk Committee meeting held on 25 November 2024

#### 17.1 Review of Council Policy 2.14 Risk Management

Responsible Officer	Natasha Balderston – Audit and Risk Manager
Voting Requirements	Simple Majority
Attachments	Attachment 17.1A – Council Policy 2.14 Risk Management

### Purpose

To provide the Audit and Risk Committee with an update and seek feedback on the revised *Council Policy 2.14 Risk Management*.

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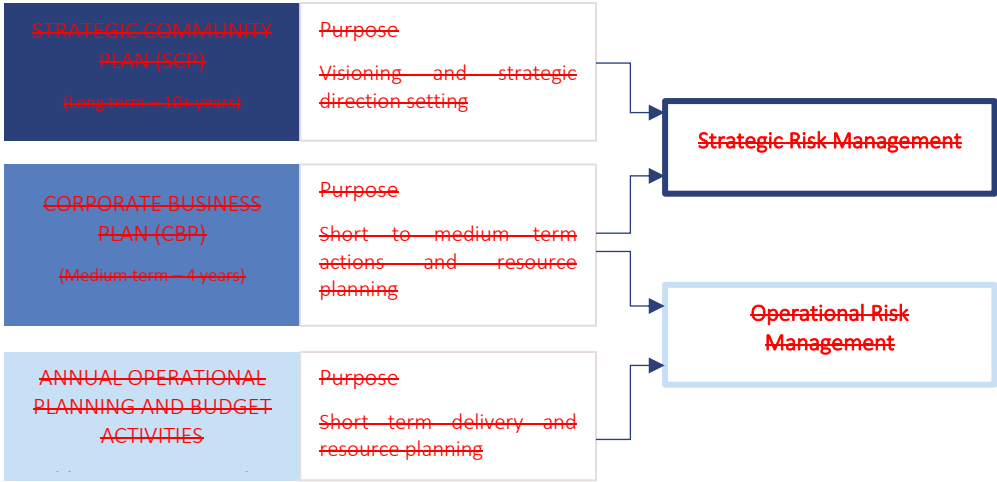
### Recommendation

That Council:

1. ADOPTS amended *Council Policy 2.14 Risk Management*. (**Attachment A**) subject to:
    - i. The removal of:
      - a. The Risk Appetite Statement; and
      - b. Risk Management CriteriaWhich will be incorporated into an Operational Policy by the Chief Executive Officer.
    - ii. The insertion of:

*“The Council must be advised if an extreme risk is related to and will impact on a strategic risk.”*
  2. APPROVES that minor typographical amendments, where the materiality of the policy is not affected, may be made to improve the presentation and/or make corrections.
-



	<p>navigate inherent challenges and supports the overall achievement of Council’s objectives.</p> <p>Council is committed to enabling an effective risk management culture and applying a logical and systematic method for identifying, assessing, treating, and monitoring risks. Thus, supporting the organisation to achieve its strategic objectives.</p> <p>This Policy should be read in conjunction with the Council’s endorsed Risk Appetite Statement and Risk Management Framework which set out the processes and procedures in relation to the identification, assessment, treatment, and monitoring of risk.</p>	<p>moved from previous Risk Governance section.</p>
<p>Alignment with city planning</p>	<p>Deleted:</p> <p><del>Alignment with the City’s Planning</del></p> <p><del>The City has an integrated approach to strategic planning, including long and medium-term plans. The alignment of the City’s strategic and operational risk planning is illustrated in the figure below:</del></p> 	<p>This section has been removed to keep the policy focussed on its strategic intent. This information is deemed operational in nature and has been included in the Risk Management Framework.</p>
<p>Risk governance</p>	<p>Deleted:</p> <p><del>Risk Governance</del></p> <p>Moved to Policy Statement: <i>The Council is committed to the City’s risk management approach, including oversight, providing a governing policy with risk appetite statements, and developing a risk culture that focuses on continuous improvement across the organisation.</i></p> <p><del>The CEO is the Executive Sponsor of the City’s Risk Management systems and is responsible for providing oversight of the appropriateness and effectiveness of chosen risk management processes, internal controls, and legislative compliance in accordance with Regulation 17 of the Local Government (Audit) Regulations 1996.</del></p> <p><del>All workers, at all levels of the organisation, have a responsibility to maintain awareness and functional knowledge of risk policies, procedures, compliance, and reporting obligations. Those in leadership roles must consider and manage the risks associated with their remit.</del></p> <p>Replaced with:</p> <p><b>Roles and Responsibilities</b></p> <p>The Council is responsible for approving the Risk Management Policy that conveys the City’s risk appetite, provides guidance to the City’s risk culture and encourages proactive risk management practices.</p>	<p>The governance structure for the management of risk is deemed operational in nature and has been included in the Risk Management Framework.</p> <p>Roles and Responsibilities have been further clarified.</p>

	<p>The CEO has overall responsibility for the City’s Strategic Risks. The CEO is responsible for providing oversight of the appropriateness and effectiveness of the City’s risk management processes, internal controls, and legislative compliance in accordance with <i>Regulation 17 of the Local Government (Audit) Regulations 1996</i>.</p> <p>Those in leadership roles (Executive Leadership Team and Management Leadership Team) must consider and manage the risks associated with their remit.</p> <p>All workers, at all levels of the organisation, have a responsibility to maintain awareness and functional knowledge of risk policies, procedures, compliance, and reporting obligations.</p> <p>The specific requirements of these roles are outlined in the City’s Risk Management Framework.</p>									
<p>Risk Appetite and Risk Appetite Statements.</p>	<p>Amended</p> <p><del>Risk Appetite</del></p> <p><del>Clearly articulated risk appetite statements are fundamental to the City’s approach to risk management. Risk appetite statements describe the amount of risk the Council is willing to accept and guides the City’s decision-making to achieve the optimal balance between risk and return.</del></p> <p><del>In developing the risk appetite statements, the interests of the City’s stakeholders – ratepayers, regulators, key service providers, Council members, and workers – were considered. The risk appetite statements provide stakeholders with a reference point to benchmark the City’s risk acceptance and mitigation activities.</del></p> <p><del>The risk appetite statement must be taken into consideration as part of the planning process and used to ensure risk-taking activities are within the Council approved thresholds. These thresholds are designated across four (4) ratings:</del></p> <table border="1" data-bbox="300 1160 1291 1570"> <tr> <td><del><b>Very Low (Minimal Appetite)</b></del></td> <td><del>Preference for the safest option that has a very low degree of risk, noting that every reasonable practical measure will be taken to prevent the occurrence of an adverse event.</del></td> </tr> <tr> <td><del><b>Low (Cautious Appetite)</b></del></td> <td><del>Safe options that have a low degree of risk with limited potential for reward.</del></td> </tr> <tr> <td><del><b>Moderate (Flexible Appetite)</b></del></td> <td><del>Willing to consider all potential options and choose the one most likely to result in successful delivery, even if there is risk to strategic and operational objectives.</del></td> </tr> <tr> <td><del><b>High (Open Appetite)</b></del></td> <td><del>Will consider options offering higher success of delivery, despite elevated levels of inherent risk.</del></td> </tr> </table> <p>Replaced with:</p> <p><b>Risk Appetite</b></p> <p>The Council will maintain a Risk Appetite Statement which sets out the degree of Risk the Council is willing to accept in pursuit of its strategic objectives. The Council’s risk appetite (<b>Attachment A</b>) outlines the amount and type of risk that Council is prepared to pursue, retain, or take. It is expressed in the form of a statement which covers several critical risk categories. Risk appetite is reported as part of the review of the annual risk profile.</p> <p>Council is not averse to accepting risk if a thorough risk assessment has been undertaken and risk mitigation strategies are in place to manage or reduce the risk have been developed.</p>	<del><b>Very Low (Minimal Appetite)</b></del>	<del>Preference for the safest option that has a very low degree of risk, noting that every reasonable practical measure will be taken to prevent the occurrence of an adverse event.</del>	<del><b>Low (Cautious Appetite)</b></del>	<del>Safe options that have a low degree of risk with limited potential for reward.</del>	<del><b>Moderate (Flexible Appetite)</b></del>	<del>Willing to consider all potential options and choose the one most likely to result in successful delivery, even if there is risk to strategic and operational objectives.</del>	<del><b>High (Open Appetite)</b></del>	<del>Will consider options offering higher success of delivery, despite elevated levels of inherent risk.</del>	<p>The City’s Risk Appetite Statements have been summarised and aligned with the City’s Risk Management Framework.</p>
<del><b>Very Low (Minimal Appetite)</b></del>	<del>Preference for the safest option that has a very low degree of risk, noting that every reasonable practical measure will be taken to prevent the occurrence of an adverse event.</del>									
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**Risk Appetite Statements**

The Council expresses its risk appetite across ten (10) key risk categories, with each graded using the above ratings. The below table sets out the approved risk categories, appetite ratings, appetite statements, what the Council will not tolerate, as well as linkage to the current strategic risks.

Risk Category	Appetite Rating	Appetite Statement	Council will not tolerate
Health and Safety	VERY LOW	<p>Council has a <b>VERY LOW</b> appetite for unforeseen incidents and/or injuries that may arise from undertaking daily activities.</p> <p>Council is committed to a healthy and safe work environment.</p>	<ul style="list-style-type: none"> <li>Behaviours that are deliberate and willingly disregard the City's values and WHS policies and procedures.</li> <li>Practices that knowingly compromise staff wellbeing, workplace, or community safety.</li> <li>Activities and unsafe work environments that result in reasonably foreseeable and preventable fatalities, harm, serious injuries, or illnesses to the community and/or workers.</li> </ul>
Fraud and Misconduct	VERY LOW	<p>Council has a <b>VERY LOW</b> appetite for fraud and misconduct risks, and any breaches in legislation, regulation, professional standards, or bribery.</p> <p>Council is committed to good governance.</p>	<ul style="list-style-type: none"> <li>Corrupt or fraudulent conduct by Councillors and/or workers.</li> <li>Systemic failure to maintain or implement effective systems, processes and controls which adequately protect the City from fraudulent activity.</li> <li>Deliberate failure to comply with legal obligations (Government Directions or orders) or a reckless breach of policies including the relevant Code of Conduct.</li> <li>Deliberate unauthorised release of confidential information.</li> <li>Remediation of incidents and breaches that are not completed within agreed timeframes.</li> </ul>
Financial	LOW	<p>Council has a <b>LOW</b> appetite for poor financial decision-making and significant loss of discretionary revenue.</p> <p>Council is committed to a competitive, efficient, and financially sustainable organisation.</p>	<ul style="list-style-type: none"> <li>Inadequate spend and resource planning (short term and longer-term outlook).</li> <li>Short term procurement in lieu of longer term planned procurement that focuses on value for money and price certainty.</li> <li>Significant foreseeable variations in project expenditure, including contract price due to aspects of the project within the City's control.</li> <li>Non diversified funding sources.</li> </ul>

	<p><b>Reputation and External Stakeholders</b></p>	<p><b>LOW</b></p>	<p>Council has a <b>LOW</b> appetite for intentional activities and behaviours that result in damaged relationships and misaligned priorities.</p> <p>Council expects open, honest, and transparent engagement with key interest groups.</p>	<ul style="list-style-type: none"> <li>• Decision making that is not open, honest, and transparent and does not align with the <u>City's Strategic Community Plan</u>.</li> <li>• Lack of consultation/ engagement with key interest groups and stakeholders.</li> <li>• Actions by Councillors or workers bringing the Council into disrepute.</li> </ul>	
	<p><b>Environmental</b></p>	<p><b>LOW</b></p>	<p>Council has a <b>LOW</b> appetite for activities that lead to environmental degradation and/or that opposes the City's sustainability goals.</p> <p>Council is committed to ensuring a climate-focused city that is transitioning to a low emissions and renewable energy future.</p>	<ul style="list-style-type: none"> <li>• Failure to support and embed the City's sustainability goals.</li> <li>• Reasonably foreseeable and preventable activities, within the City's control, that result in irreversible environmental damage, threatens biodiversity, including extinction of flora and fauna.</li> </ul>	
	<p><b>Information Security</b></p>	<p><b>LOW</b></p>	<p>Council has a <b>LOW</b> appetite for poor information security that exposes the City to cyber threats that could lead to loss of critical and/or personal data.</p> <p>Council expects all information is securely managed in accordance with the City's ICT Governance Framework.</p>	<ul style="list-style-type: none"> <li>• Wilful inappropriate distribution, or loss of sensitive or confidential information.</li> <li>• Intentional and systemic failure to plan and respond to common foreseeable cyber attacks.</li> <li>• Foreseeable cyber security breaches that could have been prevented through technical and behavioural controls, within the City's control and resources constraints.</li> <li>• Deliberate and sustained failure to comply with the requirements of the State Records Act 2000.</li> </ul>	

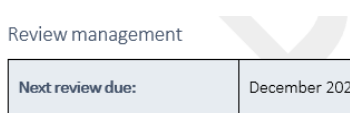
	<p>Technology</p>	<p>MODERATE</p>	<p>Council has a <b>MODERATE</b> appetite for technology risks that cause major disruption to key service delivery, implementation of new and digital transformation changes in the effort to deliver on strategic outcomes.</p> <p>Council is committed to evolving the City's technological systems in an ever-changing environment.</p>	<ul style="list-style-type: none"> <li>● Behaviours that deliberately disregard the City's ICT Governance Framework.</li> <li>● Systemic failure to implement and maintain, with in the City's control, the systems and services which adequately protects sensitive and confidential data and information.</li> <li>● Infrequent and incomplete testing of the City's Disaster Recovery Plan(s).</li> </ul>	<p>Risk Appetite ratings has been simplified and aligned</p>
<p>Workforce</p>	<p>MODERATE</p>	<p>Council has a <b>MODERATE</b> appetite for service delivery being disrupted or delayed as a result of people risks, which include workforce capability and capacity constraints.</p> <p>Council is committed to embedding strategies designed to ensure workforce continuity, flexibility, talent development, and the overall return on people investment.</p>	<ul style="list-style-type: none"> <li>● Failure to deliver on critical service delivery due to workforce capacity/capability constraints and/or systemic failures in employment processes.</li> </ul>		
<p>Infrastructure and Assets</p>	<p>MODERATE</p>	<p>Council has a <b>MODERATE</b> appetite for poor asset renewal and replacement forecasting (spend and timing) and decision making across the City's enterprise wide asset portfolio.</p>	<ul style="list-style-type: none"> <li>● Failure to complete annual and 10-year project planning.</li> <li>● Poor planning and prioritisation of asset renewal and replacement spending across the City (enterprise level).</li> <li>● Asset ratios (for sustainability, consumption, and funding) falling below best practice benchmarks.</li> <li>● Contributed assets being accepted by the City without adequate project governance, asset valuation information, and proper due diligence at asset handover.</li> </ul>		

<p><b>Strategy</b></p>	<p><b>MODERATE</b></p>	<p>Council has a <b>MODERATE</b> appetite for unforeseen delays in strategic deliverables and/or major disruptions to critical business functions.</p> <p>Council is committed to the execution and embedment of the City's strategic and operational goals.</p>	<ul style="list-style-type: none"> <li>Failure to demonstrate commitment to deliver services to our community and workers.</li> <li>Failure to plan and respond to a major disruption ensuring continuity of critical business functions.</li> </ul>	<p>with the revised Risk Acceptance Criteria. Appetite levels have increased in the following categories:</p> <ul style="list-style-type: none"> <li>Environment</li> <li>Finance</li> <li>Reputation and external stakeholders</li> </ul>																					
<p>Replaced with</p> <p><b>Risk Appetite Statements</b></p> <p>The Council expresses its risk appetite across 10 key risk categories, with each graded using the above ratings. The below table sets out the approved risk categories, appetite ratings, appetite statements, what the Council will not tolerate, as well as linkage to the current strategic risks.</p>																									
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<b>Technology</b>	<b>Medium</b>	Digital transformation changes are required to adapt to the City’s regulatory, societal and the business. The Council has a <b>medium appetite</b> for technology risks in the effort to deliver on strategic outcomes.
<b>Workforce</b>	<b>Medium</b>	The Council is committed to ensuring the City’s workforce is engaged, innovative, future-focused, and aligned with its strategic priorities and objectives. The Council has a <b>medium appetite</b> to people risks that result in a disruption to services and workforce capability and capacity.
<b>Infrastructure and Assets</b>	<b>Medium</b>	The Council recognises the importance of its physical and digital infrastructure and its importance in the delivery of services to its stakeholders. The Council has a <b>medium appetite</b> for poor asset renewal and replacement forecasting and decision making across the City’s enterprise-wide asset portfolio. The Council is willing to invest in projects with a low to medium level of risk where there is a strong business case and clear strategic alignment.
<b>Strategy</b>	<b>Medium</b>	The Council is committed to the execution and embedment of the City’s strategic and operational goals and has a <b>medium appetite</b> for risk if the potential benefits and risk are understood and accepted.

City of Perth Risk Management Criteria

<b>Risk Acceptance Criteria Table</b>			
<i>The City will accept a risk if it meets a set of criteria, based on the overall risk rating. This table identifies the criteria for the risks to be accepted and whom has the authority to-do-so. Should the risk fall outside the acceptance criteria, it is required that treatments are implemented within the defined timeframe.</i>			
<b>RESIDUAL RISK</b>	<b>AUTHORITY</b>	<b>ACTIONS REQUIRED</b>	<b>REVIEW PERIOD</b>
<b>EXTREME</b>	CEO	<p><b>Unacceptable</b></p> <p>All extreme <b>RESIDUAL RISKS</b> need to be accepted by the CEO. The Council must be advised if this risk is related to and will impact upon a Strategic risk.</p> <p>A Risk Management Plan must be developed for the risk, which includes <b>quarterly monitoring</b> of controls, agreed timeframes to enhance controls, and reporting as reasonably practical. If the risk cannot be reduced within an acceptable timeframe, the CEO must determine whether to accept, transfer or avoid the risk.</p>	<p><b>Review period should not exceed 1 month</b></p>
<b>HIGH</b>	ELT	<p><b>Unacceptable without treatment</b></p> <p>All high <b>RESIDUAL RISKS</b> need to be accepted by the Executive Leadership Team (ELT). The ELT must be advised if this risk is related to and will impact upon a Strategic risk.</p>	<p><b>Review period should not exceed 6 months</b></p>

			A RMP must be developed for the risk, which includes a <b>minimum of bi-annual monitoring</b> of controls, agreed timeframes to enhance controls where necessary, and reporting at ELT meetings and ARC.					
	<b>MEDIUM</b>	GM AND AM	Acceptable with periodic review Managed by normal procedures and <b>reviewed annually.</b>	Review period should not exceed 12 months				
	<b>LOW</b>	AM	Acceptable with periodic review Exposure to this level of risk is acceptable without additional risk treatments and managed by normal procedures.	Review period should not exceed 12 months				
Document Control	Amended:   <table border="1" data-bbox="319 884 1252 940"> <tr> <td>Next review due:</td> <td>December 2027</td> <td>Document Management Ref:</td> <td>EDRMS-2035121629-600</td> </tr> </table>			Next review due:	December 2027	Document Management Ref:	EDRMS-2035121629-600	The Review date has been updated to occur in December 2027
Next review due:	December 2027	Document Management Ref:	EDRMS-2035121629-600					

### Consultation

5. Consultation was undertaken with the Executive Leadership team while reviewing the Policy and the City’s Strategic Risk Management Report.

### Decision Implications

6. If the ARC supports the recommendation, the City’s Risk Appetite Statements will aligned to the City’s Risk Assessment Criteria and allow the City to potentially benefit from realising opportunities by taking appropriate and considered risk.

### Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	A Well-Governed City
Related Documents (Issue Specific Strategies and Plans):	Strategic Community Plan 2022-2032, Risk Management Framework, Project Management Framework, Fraud and Corruption Control Plan, Work Health and Safety Management Plan.

Legislation, Delegation of Authority and Policy	
Legislation:	Local Government (Audit) Regulations 1996
Authority of Council/CEO:	Council.
Policy:	Nil.

## Financial Implications

Nil.

## Further Information

Nil.

## Council Resolution (OCM-24/12-019)

**Mover:** Lord Mayor Basil Zempilas

**Seconded:** Councillor Steven Wellard

That Council:

1. ADOPTS amended *Council Policy 2.14 Risk Management*. (**Attachment A**) subject to:

i. The removal of:

a. The Risk Appetite Statement; and

b. Risk Management Criteria

Which will be incorporated into an Operational Policy by the Chief Executive Officer.

ii. The insertion of:

*“The Council must be advised if an extreme risk is related to and will impact on a strategic risk.”*

2. APPROVES that minor typographical amendments, where the materiality of the policy is not affected, may be made to improve the presentation and/or make corrections.

**CARRIED EN BLOC (9/0)**

**For:** Lord Mayor Basil Zempilas; Deputy Lord Mayor Bruce Reynolds, Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, David Goncalves, Viktor Ko, Catherine Lezer and Steven Wellard

**Against:** Nil.

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## 17.2 Results of the Audit and Risk Committee Self-Assessment

Responsible Officer	Natasha Balderston – Audit and Risk Manager
Voting Requirements	Simple Majority
Attachments	Attachment 17.2A – Results of the ARC Self-Assessment - 2024

### Purpose

To provide the Audit and Risk Committee with the results of their annual self-assessment, prior to presentation to Council.

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### Recommendation

That Council RECEIVES the results of the annual ARC Self-Assessment.

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## Background

1. The City of Perth's ("the City") Audit and Risk Committee ("ARC") is required to perform a self-assessment of its performance, in collaboration with the CEO, as per the ARC Terms of Reference (included in **Attachment A**). The results of the annual self-assessment are required to be communicated to Council.
2. The ARC Self-Assessment has been developed based on the recommended questionnaire format proposed in the Performance of the ARC Audit, completed in April 2023 by Moore Australia (WA) Pty Ltd ("Moore Australia"). This was developed based on guidance from better practice principles, such as the National Audit Office's *Good Practice Guide Audit and Risk Assurance Committee Effectiveness Self-Assessment Tool*. The format proposed by Moore Australia has been amended by the City's Audit and Risk Unit to be fit for the City's purposes.
3. The purpose of the ARC Self-Assessment is to provide the ARC with the means to regularly appraise its performance and address areas where there is 'room for improvement' in their operations.
4. The ARC Self-Assessment is made up of questions in accordance with the Committee's requirements as set out in legislation and the approved ARC Terms of Reference. The questions are divided up into the following categories:
  - a. Questions for the Audit and Risk Committee:
    - i. Compliance with the Audit and Risk Committee Terms of Reference.
    - ii. Membership, Independence, Objectivity, and Understanding of Roles and Responsibilities.
    - iii. Skills and Experience.
    - iv. Communication and Reporting.
    - v. Continuous Improvement.
  - b. Questions for the Administration:
    - i. Governance of the Audit and Risk Committee Terms of Reference.
    - ii. Meetings.
5. A proposed approach for completing the Self-Assessment was presented to the ARC at its meeting on the 12 August 2024. Suggested changes to the self-assessment were incorporated by Internal Audit following the feedback at the ARC meeting.

## Discussion

6. The following process for completing the ARC Self-Assessment was undertaken:
  - a. The ARC members were provided a copy of the self-assessment for their consideration.
  - b. The ARC members met on the 17 September 2024 to discuss the self-assessment and collectively agree on a rating against each relevant criterion.
  - c. The Administration rated their performance against each relevant criterion.
  - d. The ARC was provided the opportunity to review the results and advise of any changes.
  - e. The Chair of the ARC met with the CEO on 2 October 2024, to discuss the results and determine if any action plans were required to improve the performance of the ARC.

f. The report was signed by the CEO and Manager Audit and Risk.

7.. Next steps:

- a. The final agreed self-assessment results were provided to Internal Audit to prepare a report for presentation at the November ARC meeting (this report).
- b. If the ARC supports the recommendation, the report will be presented to the Council for information purposes at its December meeting to meet the requirements in the Terms of Reference.

8. The ARC and the Administration assessed their performance against the following ratings:

Rating	Description
Yes	The ARC is achieving its responsibilities in this area as per the requirements in the Terms of Reference. The ARC is working effectively together, and with the wider stakeholders, and is obtaining benefits from its meetings.
No	The ARC is not achieving its responsibilities in this area as per the requirements in the Terms of Reference. There is scope for improvement in this area.
Developing	The ARC is still maturing in this area and is working towards meeting the requirements in the Terms of Reference.
N/A	Not Applicable.

9. The ARC assessed themselves as fulfilling their responsibilities for all relevant criteria, with the exception of one. The below criterion was assessed as ‘Developing’:

*"1.1.1.2 (b) Reviewing reports on the movement of the City’s current strategic risks, and the emergence of new strategic risks".*

Strategic risk reporting has recently been implemented and a report was provided to the ARC in May 2024 with the view that biannual strategic risk reports will be provided to the ARC. As per the new reporting process for strategic risks, the next report will be provided at the November ARC meeting.

As this is a new practice, it will be monitored over the next 12-months, to ensure that the ARC is able to discharge this responsibility in accordance with their Terms of Reference.

10. The Administration assessed themselves as fulfilling their responsibilities for all relevant criteria. This was independently verified by the City’s Internal Audit Unit.

11. Please see **Attachment A** for the full results of the ARC self-assessment.

## Consultation

12. Nil.

## Decision Implications

13. If the ARC supports the recommendation, the report on the results of the ARC Self-Assessment will be presented to the Council for information purposes at its December meeting, to meet the requirements in the Terms of Reference.

## Strategic, Legislative and Policy Implications

Strategy	
Strategic Pillar (Objective)	A Well-Governed City
Related Documents (Issue Specific Strategies and Plans):	Audit and Risk Committee Terms of Reference

Legislation, Delegation of Authority and Policy	
Legislation:	<i>Local Government (Audit) Regulations 2007</i>
Authority of Council/CEO:	As the Committee has no delegated authority, Council is required to approve changes to timeframes.
Policy:	Nil.

## Financial Implications

14. Nil.

## Further Information

15. Nil.

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## Council Resolution (OCM-24/12-020)

**Mover:** Lord Mayor Basil Zempilas

**Seconded:** Councillor Steven Wellard

That Council RECEIVES the results of the annual ARC Self-Assessment.

**CARRIED EN BLOC (9/0)**

**For:** Lord Mayor Basil Zempilas; Deputy Lord Mayor Bruce Reynolds, Councillors Clyde Bevan, Raj Doshi, Liam Gobbert, David Goncalves, Viktor Ko, Catherine Lezer and Steven Wellard

**Against:** Nil.

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**18. Motions of which Previous Notice has been Given**

Nil.

**19. Matters for which the meeting may be closed**

Nil.

**20. Urgent Business**

Nil.

**21. Closure**

There being no further business, the Presiding Member declared the meeting closed at 7:03pm