Town of Victoria Park

Agenda Briefing Forum
Agenda – Tuesday 1 September 2026

WE'RE OPEN VIC PARK

Please be advised that an **Agenda Briefing Forum** will be held at **6:30 PM** on **Tuesday 1 September 2026** in the **Council Chambers**, Administration Centre at 99 Shepperton Road, Victoria Park.

Mr Carl Askew
27 August 2026

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1 About the Agenda Briefing Forum

The purpose of the Agenda Briefing Forum is to ask questions and seek clarity on the draft Ordinary Council Meeting agenda, in line with the Agenda Briefing, Concept Forum and Council Workshops Policy.

The meeting is open to all members of the public, except during the consideration of matters deemed confidential in line with the *Local Government Act 1995*.

Members of the public that are directly impacted by an item on the agenda may participate in the meeting through a deputation. A deputation is a presentation made by one individual or a group up to five people affected (adversely or favourably) by a matter on the agenda. Deputations may not exceed 10 minutes. A Deputation Form must be submitted to the Town no later than 24 hours prior to the meeting and is to be approved by the Chief Executive Officer.

All others may participate in the meeting during the allotted Public Participation Time. While it is not required, members of the public are encouraged to submit their questions and statements in advance by email or by completing the Public Question/ Statement Form on the Town's website. Please note that questions and statements at the Agenda Briefing Forum must be related to agenda items only.

For any questions regarding the Agenda Briefing Forum or any item presented in the draft agenda, please contact the Governance team at GovernanceVicPark@vicpark.wa.gov.au.

Disclaimer
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2 Opening

3 Acknowledgement of country

Acknowledgement of the traditional owners

Ngany djerapiny Wadjak – Noongar boodja-k yaakiny, nidja bilya bardook.

I am honoured to be standing on Whadjuk - Nyungar country on the banks of the Swan River.

Ngany kaaditj Noongar moort keny kaadak nidja Wadjak Noongar boodja. Ngany kaaditj nidja Noongar birdiya – koora, ye-ye, boorda, baalapiny moorditj Noongar kaadijtin, moort, wer boodja ye-ye.

I acknowledge the traditional custodians of this land and respect past, present and emerging leaders, their continuing cultural heritage, beliefs and relationship with the land, which continues to be important today.

Ngany youngka baalapiny Noongar birdiya wer moort nidja boodja.

I thank them for the contribution made to life in the Town of Victoria Park and to this region.

4 Announcements from the Presiding Member

4.1 Purpose of the Agenda Briefing Forum

The purpose of this forum is to provide an opportunity for Elected Members to ask questions and obtain additional information on officer reports in the draft Ordinary Council Meeting agenda. It is not a decision-making forum, nor is it open for debate.

Members of the public that may be directly affected by an item on the agenda can make presentations, deputations, statements, and ask questions, prior to the matter being formally considered by Council at the next Ordinary Council Meeting.

4.2 Notice of recording and live-streaming

All participation in the meeting will be audio and visually recorded and live-streamed on the Town's website. The live-stream will be archived and made available on the Town's website after the meeting.

4.3 Conduct of meeting

All those in attendance are expected to extend due courtesy and respect to the meeting by refraining from making any adverse or defamatory remarks regarding Council, the staff or any elected member. No one shall create a disturbance at a meeting by interrupting or interfering with the proceedings through expressing approval or dissent, by conversing, or by any other means.

All questions and statements made by members of the public are not to personalise any elected member or member of staff. Questions and statements are to be directed to the Presiding Member, who may choose to call upon an officer of the Town, or another elected member, to assist with responses.

4.4 Public participation time

There is an opportunity to ask questions and make statements at the beginning and end of the meeting.

The opportunity to ask questions and make statements at the end of the meeting is limited to those members of the public who did not participate in the first public participation time at this meeting.

Public participation time will be held for 30 minutes. Any additional time must be by agreement from the meeting and will be in five-minute increments.

4.5 Questions taken on notice

Responses to questions taken on notice that relate to an agenda item will be presented in the officer report for the Ordinary Council Meeting agenda under the heading ‘Further consideration’.

5 Attendance

Mayor	Mayor Karen Vernon
Banksia Ward	Cr Claire Anderson Cr Scott Ingram Deputy Mayor Lindsay Miles
Jarrah Ward	Cr Andra Biondi Cr Sky Croeser Cr Jack Gordon-Manley
Chief Executive Officer	Mr Carl Askew
Chief Operations Officer	Ms Alison Luobikis
Chief Community Planner	Mr David Doy
A/Chief Financial Officer	Ms Nana McIntosh
Manager Governance and Risk	Mr Brett Douglas
Secretary	Ms Laine Cooke
Public liaison	Ms Tomoko Kidahashi

5.1 Apologies

5.2 Approved leave of absence

Banksia Ward	Cr Peter Melrosa
Jarrah Ward	Cr Daniel Minson

6 Declarations of interest

6.1 Declarations of financial interest

A person has a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the Council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.

A declaration under this section requires that the nature of the interest must be disclosed. Consequently, a member who has made a declaration must not preside, participate in, or be present during any discussion or decision-making procedure relating to the matter the subject of the declaration.

An employee is required to disclose their financial interest and if required to do so by the Council must disclose the extent of the interest, where they are providing advice or a report to the Council. Employees may continue to provide advice to the Council in the decision-making process if they have disclosed their interest.

6.2 Declarations of proximity interest

A person has a proximity interest in a matter if the matter concerns: a) a proposed change to a planning scheme affecting land that adjoins the person's land; b) a proposed change to the zoning or use of land that adjoins the person's land; or c) a proposed development (as defined in section 5.63(5) of the *Local Government Act 1995*) of land that adjoins the persons' land.

Land adjoins a person's land if: a) the proposal land, not being a thoroughfare, has a common boundary with the person's land; b) the proposal land, or any part of it, is directly across a thoroughfare from, the person's land; or c) the proposal land is that part of a thoroughfare that has a common boundary with the person's land. A person's land is a reference to any land owned by the person or in which the person has any estate or interest.

A member who has made a declaration must not preside, participate in, or be present during any discussion or decision-making procedure relating to the matter the subject of the declaration.

Employees are required to disclose their proximity interests where they are providing advice or a report to the Council. Employees may continue to provide advice to the Council in the decision-making process if they have disclosed their interest.

6.3 Declarations of interest affecting impartiality

Elected members (in accordance with Code of Conduct for Council Members, Committee Members and Candidates) and employees (in accordance with the Code of Conduct for employees) are required to declare any interest that may affect their impartiality in considering a matter. The declaration must disclose the nature of the interest. This declaration does not restrict any right to participate in or be present during the decision-making process.

7 Public participation time

8 Presentations

9 Deputations

10 Method of dealing with agenda business

11 Chief Executive Officer reports

11.1 Council Resolutions Status Report - August 2026

Location	Town-wide
Reporting officer	Governance Officer
Responsible officer	Manager Governance and Risk
Voting requirement	Simple majority
Attachments	1. Outstanding Council Resolutions Status Report August 2026 [**11.1.1** - 18 pages] 2. Completed Council Resolutions Status Reports August 2026 [**11.1.2** - 14 pages]

Summary

The Council Resolution status reports are provided for Council's information.

Recommendation
That Council: 1. Notes the Outstanding Council Resolutions Report as shown in attachment 1. 2. Notes the Completed Council Resolutions Report as shown in attachment 2.

Background

1. On 17 August 2021 Council resolved as follows:

That Council:

1. *Endorse the inclusion of Council Resolutions Status Reports as follows:*
   a) *Outstanding Items – all items outstanding; and*
   b) *Completed Items – items completed since the previous months' report to be presented to each Ordinary Council Meeting, commencing October 2021.*
2. *Endorse the format of the Council Resolutions Status Reports as shown in Attachment 1.*

Discussion

The Outstanding Council Resolutions Report details all outstanding items. A status update has been included by the relevant officer/s.

The Completed Council Resolutions Report details all Council resolutions that have been completed by officers from 28 July 2026 to 26 August 2026. A status update has been included by the relevant officer/s.

Legal and policy compliance

Not applicable.

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	Not applicable.

Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial	Not applicable.		Low	
Environmental	Not applicable.		Medium	
Health and safety	Not applicable.		Low	
Data, Information Technology and Cyber	Not applicable.		Medium	
Assets	Not applicable.		Medium	
Compliance Breach	Not applicable.		Low	
Reputation	Not applicable.		Low	
Service delivery interruption	Not applicable.		Medium	

Engagement

Internal engagement	
Stakeholder	Comments
All service areas	Relevant officers have provided comments on the progress of implementing Council resolutions.

Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL3 - Accountability and good governance.	The reports provide elected members and the community with implementation/progress updates on Council resolutions.

11.2 Minor Review of the Corporate Business Plan

Location	Town-wide
Reporting officer	Governance Officer
Responsible officer	Chief Executive Officer
Voting requirement	Absolute majority
Attachments	1. Corporate Business Plan 2024-2028 - Minor Review Completed 27.08.2026 [**11.2.1** - 44 pages]

Summary

To present the amended Corporate Business Plan 2024-2028 for adoption.

Recommendation
That Council endorses the amended Corporate Business Plan 2024-2028, as per Attachment 11.2.1.

Background

1. The Town's Corporate Business Plan 2024-2028 is the planning document that outlines the projects and services that will be delivered over a four-year period to help achieve Town objectives and community priorities. It ensures that medium-term commitments are strategically aligned, resourced and affordable.
2. The Corporate Business Plan (CBP) has gone through an annual review which occurs every year as per the Integrated Planning and Reporting Framework.

Discussion

3. The Town is required to have a Corporate Business Plan (CBP) under legislation.
4. The CBP has been reviewed for the 2026/27 financial year.
5. Managers were provided with the opportunity to review their particular line items and to discuss with their respective Chiefs to finalise all actions. This was done through the use of the Cascade system and then again on the planning document itself.
6. Updates to the plan include:
    i. All actions that were achieved by the end of June 2026 remain on the plan in the same year but have not been carried forward to reflect completion.
    ii. Some existing actions have been reworded to reflect appropriate operational integrity.
    iii. Actions that are incomplete or have been reprioritised have been brought forward into the new financial year.
    iv. Budget figures for individual actions have been revised.
    v. Updates to the advocacy priorities which last year were reflected as Major Projects in the Corporate Business Plan due to an administrative error.
7. Due to timing constraints, the CBP is being presented in an unpublished format. It has not yet undergone final formatting or design.

8. As foreshadowed last year, local government reform is replacing the Integrated Planning and Reporting Framework with a Council Plan. This means that the Strategic Community Plan and the Corporate Business Plan is envisaged to be brought together into one cohesive and coordinated document. However, this framework has not been updated yet by the Department.
9. As a result of the proposed changes, the major review of the Strategic Community Plan was brought forward together with the major review of the Corporate Business Plan. The Town has commenced developing a major review of the Strategic Community Plan and the Corporate Business Plan. Consultation with Council regarding this process is expected in the coming months.
10. Should the framework change in the coming months, the Town will pivot accordingly. However, we cannot delay this review any longer given the need to remain compliant with the current statutory requirements.

Relevant documents

Not applicable.

Legal and Policy Compliance

s5.56 Local Government Act 1995

r.19DA Local Government (Administration) Regulations 1996

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	Not applicable.

Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial		High	Low	
Environmental			Medium	
Health and safety			Low	
Data, Information Technology and Cyber			Medium	
Assets			Medium	

Compliance Breach	Failure to adopt a revised CBP will mean that the Town is not compliant with the requirement to make a corporate business plan for the district.	Medium	Low	Treat by adopting the amended CBP.
Reputation	Failure to adopt a CBP could result in negative public perception as the community will not know how the Town is planning on achieving the priorities and objectives in the SCP.	Low	Low	Treat by adopting the amended CBP or providing clear direction to enable a CBP to be adopted.
Service delivery interruption	Failure to adopt a CBP could mean that clear direction through activities and goals is not set to enable the Town to achieve the priorities and objectives in the SCP.	Medium	Medium	Treat by adopting the amended CBP or providing clear direction to enable a CBP to be adopted.

Engagement

Internal engagement	
Stakeholder	Comments
Business Unit Managers	Provided inputs into the plan for actions related to their areas.
C-Suite	Presented to C-Suite for approval

Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL1 – Effectively managing resources and performance.	Planning actions that will be delivered allows the Town to manage resources and sets the basis for reporting progress.
CL3 - Accountability and good governance.	The CBP allows Council and the community to have oversight of the Town’s performance and how resources are managed to deliver outcomes

11.3 Council Meeting Dates 2027

Location	Town-wide
Reporting officer	Governance Officer
Responsible officer	Chief Executive Officer
Voting requirement	Simple majority
Attachments	Nil

Summary

To set the meeting dates for Ordinary Council Meetings and Agenda Briefing Forums for the 2027 calendar year.

Recommendation

That Council adopts the schedule of Agenda Briefing Forums and Ordinary Council Meetings for 2027, with all meetings being held from 6.30pm in the Town of Victoria Park Council Chambers, 99 Shepperton Road, Victoria Park.

Month	Agenda Briefing Forum	Ordinary Council Meeting
January	*NO MEETING*	*NO MEETING*
February	2 February 2027	16 February 2027
March	2 March 2027	16 March 2027
April	6 April 2027	20 April 2027
May	4 May 2027	18 May 2027
June	1 June 2027	15 June 2027
July	6 July 2027	20 July 2027
August	3 August 2027	17 August 2027
September	7 September 2027	21 September 2027
October	5 October 2027	19 October 2027

November	2 November 2027	16 November 2027
December	23 November 2027	7 December 2027

Background

1. Prior to 2018, Council held its briefing forum, known as the Elected Members Briefing Session, and the Ordinary Council Meeting on the first and second Tuesday of the month respectively. This was changed to allow elected members more time to engage with the community before making decisions and to allow Administration time to provide any further information requested for fully informed decisions to be made.
2. At the Ordinary Council Meeting held on 13 November 2018, Council resolved to continue to hold a briefing forum, now known as the Agenda Briefing Forum, on the first Tuesday of the month and moved the Ordinary Council Meeting to the third Tuesday of the month.
3. The meeting schedule has followed this format since it was introduced for the 2019 calendar year.

Discussion

4. The schedule of meetings proposed for the 2027 calendar year follows a similar format that was adopted for 2026.
5. It is noted that Agenda Briefing Forum to be held on 2 March follows a long weekend however it was not considered necessary to move the meeting.
6. Meeting dates proposed for December have been brought forward so they are further from the holiday period. This will mean there will only be one week between the November Ordinary Council Meeting and the December Agenda Briefing Forum.
7. It is also noted that local government ordinary elections are scheduled to be held on 16 October 2027. Key election milestones include the close of enrolments on 20 August 2027, the opening of nominations on 26 August 2027, and the close of nominations at 4.00pm on 9 September 2027.
8. In accordance with the Local Government Act 1995, the commencement of the election caretaker period is triggered by the close of nominations. Accordingly, the caretaker period is expected to commence on 9 September 2027 and continue until the election results are declared, which is anticipated to occur on 16 or 17 October 2027.
9. During the caretaker period, Council is restricted from making certain decisions. These restrictions generally apply to major land transactions, the adoption or amendment of significant policies, the recruitment or appointment of a Chief Executive Officer, and the entry into contracts or other decisions prescribed by legislation that may bind an incoming Council or be considered significant in nature.
10. Under the proposed meeting schedule, the Agenda Briefing Forum would be held on 5 October 2027 and the Ordinary Council Meeting on 19 October 2027. While the Ordinary Council Meeting falls after the expected end of the caretaker period, consideration could be given to amending the October meeting cycle to better accommodate the election process and transition to the new Council.
11. One option would be to bring the October Ordinary Council Meeting forward by one week to 12 October 2027. This would shorten the period between the ABF and OCM but would allow the outgoing Council to complete a final decision-making cycle prior to election day, noting that any matters presented to Council would still need to comply with the caretaker period restrictions.
12. Alternatively, the October Ordinary Council Meeting could be deferred by one week to 26 October 2027. This would provide additional time following the election for the declaration of results, the swearing-in of newly elected members and the delivery of induction activities, enabling the newly constituted Council to participate fully in the October decision-making cycle.
13. Administration recommends that Council consider whether retaining the proposed October meeting date, bringing the meeting forward to 12 October 2027, or deferring the meeting to 26 October 2027

would provide the most appropriate outcome in light of the 2027 local government elections and associated caretaker period requirements.

14. The Town is required to provide local public notice of its Council meetings at least once each year, in accordance with regulation 12 of the Local Government (Administration) Regulations 1996. To do this, Council must adopt its schedule of Agenda Briefing Forums and Ordinary Council Meetings for 2027.
15. Following adoption of the meeting schedule, the Town will communicate all Council meeting dates through a public notice in the Perth Now Southern, on the Town's website, noticeboards and social media platforms.

Relevant documents

Not applicable.

Legal and policy compliance

Section 5.3 of the Local Government Act 1995

Regulation 12 of the Local Government (Administration) Regulations 1996

Policy 051 – Agenda Briefing Forum, Concept Forum and Workshops

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	Not applicable

Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial			Low	
Environmental			Medium	
Health and safety			Low	
Data, Information Technology and Cyber			Medium	
Assets			Medium	

Compliance Breach	Non-compliance with the statutory requirement to set and advertise Council meeting dates	Minor	Low	TREAT risk by adopting meeting dates for 2027 and public notice given prior to January 2027.
Reputation			Low	

Engagement

Not applicable.

Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL2 – Communication and engagement with community.	Whilst legislatively required, the setting and communicating of Council meeting dates provides the community with information on when decisions will be made and assists with planning their participation at meetings.

12 Chief Community Planner reports

12.1 Perth Festival Karla Bidi Sponsorship

Location	Town-wide
Reporting officer	Coordinator Events, Arts and Funding
Responsible officer	Manager Community
Voting requirement	Simple majority
Attachments	**Reason for Confidential Attachment** This attachment is confidential in accordance with: i. Section 5.23(4) of the *Local Government Act 1995*, as the business to be considered relates to the following: (d) Tender information disclosing proprietary technology or trade processes that are not public and would likely adversely affect the tenderer's business interests. And; ii. Section 5.23(3) of the *Local Government Act 1995*, as the business to be considered must be dealt with confidentially to comply with another written law that prohibits or restricts the making public of information. 1. CONFIDENTIAL REDACTED - Perth Festival 2027 Event Sponsorship Proposal [**12.1.1** - 15 pages]

Summary

This report outlines the details of an unsolicited sponsorship proposal received from Perth Festival and seeks Council approval to provide sponsorship for *Karla Bidi*, a large-scale public art installation proposed to be delivered within the Town of Victoria Park during February 2027.

Recommendation
That Council: 1. Approves sponsorship of $25,000 (excluding GST) to Perth Festival for the delivery of *Karla Bidi*, a large-scale public art installation within the Town of Victoria Park in February 2027. 2. Notes that sponsorship is proposed to be utilised from existing budget sources: a. WO 490 – Emerging Events Funding - $20,000 b. WO 145 – Pop-up Performance and Place Activation Sub Program - $5,000

Background

1. The Town has been engaging with Perth Festival since October 2024 to explore partnership opportunities that enhance the Town's event programming.
2. Consistent with feedback from Elected Members at the 26 February 2026 Concept Forum on the review of the Town's Event Strategy 2022-2026, discussions with Perth Festival were progressed to identify

collaborative opportunities aligned with the Partnerships Focus Area of the Town's Events Plan 2026-2031.

3. During the 2025/26 financial year, the Town did not undertake a formal sponsorship funding round. In accordance with Policy 116 Sponsorship, unsolicited sponsorship proposals may be received and assessed when funding rounds are not available.
4. On 14 April 2026, the Town received an unsolicited sponsorship proposal from Perth Festival. The proposal sought support for three projects, including:
   a. Karla Bidi: a free, open-air public art installation that transforms public space through a series of significant sculptural beacons forming a trail across Perth's waterways.
   b. Kwop Ben: a large-scale public artwork that transforms Boorloo Bridge into a living digital canvas.
   c. Boorloo Contemporary: a visual arts exhibition featuring a First Nations commission exploring the relationship between traditional and emerging technologies through light, sound, storytelling and ceremony.
5. The Town's Sponsorship Assessment Panel met on 21 April 2026 to undertake an initial assessment of the proposal. The panel included representatives from:
   a. Arts and Culture
   b. Communications and Engagement
   c. Economic Development
   d. Events
6. Following its initial assessment, the panel determined that the proposal warranted further consideration and requested additional information from Perth Festival. A meeting was held with Perth Festival representatives on 22 May 2026 to discuss the proposed projects in more detail.
7. An updated proposal (Attachment 1) was subsequently received on 11 June 2026. The revised proposal included:
   a. Karla Bidi (unchanged)
   b. Kwop Ben (unchanged)
   c. Kite Choir (replacing Boorloo Contemporary*)*: a large-scale installation comprising a field of kites forming a sonic wind garden, complemented by community kite-making activities, voice recordings and a sunset ceremony.
8. The Sponsorship Assessment Panel reconvened on 30 June 2026 to assess the revised proposal and consider the projects against the Town's sponsorship objectives and assessment criteria.

Discussion

9. The panel assessed Perth Festival's proposal individually against the sponsorship objectives outlined in Policy 116 Sponsorship, with each criteria question requiring a score out of 5. The scores included:

Score	
0	Doesn't support objective
1	Starts to support but wouldn't make an impact
2	Could further future relationships
3	Meets objective
4	Meets objective and would add value

5	Full delivery of objective with no further activity

10. The panel's aggregated total score for the total proposal was 62.50 out of 75 (83%). This included the below aggregated scores against each criteria.

Criteria	Question	Score	Alignment
Does the application maximise opportunities for collaboration between the Town and the organisation?	Does the application maximise opportunities for collaboration between the Town and the organisation?	4.50	Full delivery of objective with no further activity
Does the sponsorship arrangement assist in meeting the Town's strategic objectives as set out in the Strategic Community Plan?	Innovative and empowered people - Is the event innovative and pushing boundaries?	4.00	Full delivery of objective with no further activity
	Engaged and empowered community - Does the event encourage increased participation from community?	3.50	Full delivery of objective with no further activity
	Streamlined, modern governance - Does the organisation practice accountability, transparency and compliance?	4.00	Meets objective and would add value
	Integrated, fit for purpose systems - Does the organisation have the right tools and systems to plan, deliver and report on the event?	4.75	Full delivery of objective with no further activity
	Productive and agile operations - Does the organisation demonstrate the ability to deliver high-quality outcomes while remaining agile and responsive to changes in environments and needs?	4.50	Meets objective and would add value
	Financial sustainability - Does the sponsorship request include sufficient funds to sustain expected service levels and deliver the event?	4.25	Meets objective and would add value
Does the sponsorship arrangement increase economic vibrancy by raising the profile of the Town?	Enabling business environment - Does the event contribute to a more dynamic and competitive business environment and lead to an increase in investment and growth in the Town?	3.50	Meets objective
	Local and global connections - Does the event improve networks and connections for local businesses, both locally and globally?	3.50	Meets objective and would add value
	High value sectors - Does the event increase employment opportunities and business growth within the Town in high value sectors (Tourism, Sports, Leisure and Events sector, Retail and	3.50	Meets objective

	Hospitality sector, and knowledge-based industries sector)?		
	High value places - Does the event increase investment, development and economic activity within the Town in high value places (Burswood Peninsula, Albany Highway, and Curtin-Bentley)?	4.00	Full delivery of objective with no further activity
Does the sponsorship arrangement complement the Town’s events programming objectives?	Increased identity - Does the event positively contribute to the community's sense of identity and belonging?	4.50	Meets objective and would add value
	Increased awareness - Does the event increase the community's cultural awareness and education?	5.00	Full delivery of objective with no further activity
	Increased visitation - Does the event provide a strong return of investment for tourism and visitation?	4.50	Meets objective and would add value
	Increased creativity - Does the event deliver opportunities for the community to experience and showcase creative expression?	4.50	Full delivery of objective with no further activity

11. The panel provided the below feedback on each event.

Event	Recommendation	Panel Feedback
Karla Bidi	Recommended	The panel was supportive of Karla Bidi, identifying it as a strong funding opportunity that offers significant community and strategic benefits at a relatively low cost. Panel members highlighted the event’s compelling storytelling elements, its potential as a destination initiative to support visitation to a high value precinct, and opportunities for local school and community engagement. The event was viewed as a tried-and-tested concept with strong alignment to the Town's Economic Development outcomes, particularly through its capacity to connect residents with the broader Perth community through the established Perth Festival brand. In addition, the event demonstrates strong alignment with the Town’s Reconciliation Action Plan. Furthermore, internal consultation regarding the art installation supported its proposed location at McCallum Park, adjacent to the river, for the duration of February 2027. Overall, the panel considered Karla Bidi to provide the strongest return on investment and the greatest overall value when compared to the other events under consideration.
Kwop Ben	Not recommended	Kwop Ben received limited support from the panel, with members expressing concerns about its value for money. The event was

		considered the least preferred option for community engagement and was seen as offering limited direct benefits to Town residents. The panel noted that the event is likely to proceed regardless of Town support, reducing the need for sponsorship. Concerns were also raised about the unconfirmed partnership with other local governments and the limited available funding in the Town. Overall, the panel did not consider the event the best value for money against the other initiatives on offer.
Kite Choir	Not recommended	Kite Choir received mixed feedback from the panel. Members acknowledged its appeal as a unique, family-friendly event with strong community engagement opportunities through workshops, participation activities, media exposure, and potential sponsorship partnerships. The event was recognised as exciting, innovative, and capable of engaging the community over a three-day program. However, concerns were raised regarding the level of funding requested and overall value for money. Panel members questioned the event's likely economic development and destination marketing outcomes, noting that the branding may have limited impact in attracting visitors. There were also concerns about operational requirements, particularly managing windy conditions and the installation period, as well as whether the final presentation would be as impactful as promoted based on previous events. A key consideration was the Town's limited budget and resourcing capacity for 2027, with no available funding at the level requested. While the concept was viewed positively, the panel suggested it may be more appropriate for consideration for future funding, such as in 2028, if the opportunity remains available.
Boorloo Contemporary	Not recommended	Withdrawn from the final proposal, noting that the other events put forward are better aligned with shared objectives.

Relevant documents

Events Strategy 2022 - 2026

Legal and policy compliance

Policy 116 Sponsorship

Financial implications

Current budget impact	Sufficient funds exist within the annual 2026-27 budget to address this recommendation. This includes: • $20,000 from Events Team's Emerging Events funding (WO 490) • $5,000 from Place Planning's Pop-up Performance and Place Activation Sub Program funding (WO 145)

	If additional proposals were supported, or the proposal 3 was interchanged with the recommended activation, an additional budget request would be required.
Future budget impact	*Not applicable.*

Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial	Failure to implement robust financial controls for event sponsorship may result in financial loss through administrative errors, fraud, or misallocation of funds.	High	Low	TREAT risk by ensuring funds are managed under Policy 116, with acquittal and audit requirements, and regular financial reporting. Ensure an agreement is established at the beginning of the project with deliverables that is jointly signed by both parties.
Environmental	Event activities may result in environmental impacts such as litter, noise, or damage to park infrastructure.	Medium	Medium	TREAT risk by requiring the organiser to ensure waste management and monitor compliance during and after the event.
Health and safety	Potential for injury to visitors at the installation site	Low	Low	TREAT risk by requiring a comprehensive Risk Management and Emergency Response Plan, adequate insurance, and compliance with all health and safety regulations.
Data, Information Technology and Cyber	Breach of personal data or cyber incident through event registration systems or digital engagement platforms.	Low	Medium	TREAT risk by ensuring all digital platforms comply with data protection laws, and by requiring secure data handling and cyber security protocols from the organiser.
Assets	Damage to assets at McCallum Park reserve during the event period.	Medium	Medium	TREAT risk by requiring a bond or insurance for asset protection, pre- and post-event inspections, and clear responsibilities in the hosting agreement.
Compliance Breach	Non-compliance with Council policies, permits, or legal requirements for public events.	Low	Low	TREAT risk by ensuring all approvals, licences, and permits are obtained, and by monitoring compliance throughout the event lifecycle.
Reputation	Negative publicity or community backlash due to event incidents, poor management, or perceived misalignment with Council values.	Low	Low	TREAT risk by proactive stakeholder engagement, transparent communications, and ensuring the event aligns with Council's strategic objectives and community expectations.

Service delivery interruption	Disruption to regular park operations due to event delivery.	Low	Low	TREAT risk by coordinating event scheduling and providing advance notice to the community.

Engagement

Internal engagement	
Stakeholder:	Comments:
Arts and Culture	Provided feedback as a member of the assessment panel, contributing to the recommendation to support sponsorship of the event.
Bookings	The Bookings Team raised no concerns regarding the proposed event, noting there are currently no conflicting bookings for February 2027. The team recommended confirming the event as early as possible to enable reserve bookings to be managed effectively and allow time for reserve maintenance and recovery before and after the installation.
Communications and Engagement	Provided feedback as a member of the assessment panel, contributing to the recommendation to support sponsorship of the event.
Economic Development	Provided feedback as a member of the assessment panel, contributing to the recommendation to support sponsorship of the event.
Environmental Health	The Environmental Health team has indicated support for the event, subject to the completion of standard event compliance requirements, including noise modelling and the submission of a mass gathering application.
Events	Provided feedback as a member of the assessment panel, contributing to the recommendation to support sponsorship of the event.
Parks and Reserves	The Parks and Reserves team has indicated support for the event, subject to the protection and reinstatement of any affected park infrastructure and turf, consideration of irrigation and ongoing maintenance requirements, appropriate management of site access and installation activities, and coordination of irrigation asset marking and any required post-event repairs.
Reconciliation	The Reconciliation Officer expressed support for the event and recommended that engagement with the Mindeera Advisory Group be undertaken as a condition of that support.

Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL1 – Effectively managing resources and performance.	Sponsoring this event represents an efficient use of Council resources by leveraging an established, high-profile event delivered by Perth Festival to achieve community, cultural and place activation outcomes. Through a relatively modest financial contribution, the

	Town can facilitate a significant public art experience that would be difficult to deliver independently.

Economic	
Community Priority	Intended public value outcome or impact
EC2 - Connecting businesses and people to our local activity centres through place planning and activation.	Sponsorship of this event will support the activation of a key public space within the Town, attracting residents and visitors to the area and increasing visitation to nearby activity centres.

Social	
Community Priority	Intended public value outcome or impact
S4 - Improving access to arts, history, culture and education.	Sponsorship of the event will improve community access to arts and cultural experiences by delivering a free, high-quality public art installation within the Town over a month-long period. The installation will showcase Aboriginal culture, stories and perspectives, creating opportunities for cultural learning, reflection and community discussion while fostering greater understanding and appreciation of First Nations heritage and cultural expression.

13 Chief Operations Officer reports

13.1 Elizabeth Baillie Reserve – Additional Works Post Practical Completion

Location	East Victoria Park
Reporting officer	Strategic Project Manager
Responsible officer	Chief Operations Officer
Voting requirement	Simple majority
Attachments	Nil

Summary

To seek Council consideration of additional works identified following the practical completion of the Elizabeth Baillie Reserve redevelopment, arising from community feedback, Councillor requests, and operational observations.

Recommendation

That Council:

1. Notes that the Elizabeth Baillie parkland redevelopment has achieved practical completion and is now in the defects liability period – any additional work identified is outside of the scope of this project.
2. Endorse the prioritised items below as works to be progressed in the 2026/27 Financial Year
   a. Additional Bins
   b. Drainage Review of Hillview Terrace
   c. Additional Promenade Seating
   d. Retrofitting of collars to play equipment
   e. Continued temporary CCTV coverage
3. Authorises access to the existing project budget, W613 Elizabeth Baillie Park Masterplan, to progress the works identified at recommendation 2 above, to the value of $135,000.
4. Defer any work outside of the prioritised list to subsequent financial years.

Background

1. At the Ordinary Council Meeting of 15 August 2023, Council endorsed a revised detailed design for the Edward Millen Park project (now known as Elizabeth Baillie Reserve).
2. Council awarded Tender TVP-24-26 for the construction of the Elizabeth Baillie Reserve upgrade at the Ordinary Council Meeting of 10 December 2024.
3. Construction reached practical completion in February of this year, and the park is open and operational. The project has transitioned into the defect's liability and maintenance period.
4. Since opening, a range of additional works and enhancements have been identified through:
   a. Community and user feedback
   b. Councillor requests
   c. Administration initiated requests through delivery of work.
5. These items were formally discussed at the Project Control Group meeting held on 5 May 2026.
   a. Playground Shade Sails/or alternative shading

    b. Statement entry gate to heritage promenade
    c. Additional benches along heritage promenade
    d. Additional path entry to eco zone from Hill View Terrace
    e. Chainmesh fencing along Hill View Terrace adjacent to eco zone
    f. CCTV (including temporary)
    g. Additional Bins
    h. Drainage Review – Hillview Terrace
    i. Landscape Architect review to enable heritage and landscape led replanting plan.
6. The forecasted balance of project budget of $1,660,601 was carried forward in the 2026/27 financial year. Of the remaining project budget approximately $10,000/month is committed until February 2027 (total $80,000) for maintenance deliverable under the existing delivery contract. Further, it is not known whether there will be issues that emerge during the defects liability phase.
7. The total budget for W613 Elizabeth Baillie Master Plan is $10,538,000. After accounting for all project scope costs, defects liability costs and the identified prioritised item costs of $135,000, actual project expenditure is $9,068,796. This is $1,469,204 below the approved budget.
8. The original project budget of $10.538 million included $2.2 million in borrowings. To date, these borrowings have not been drawn down, and it is recommended that they remain undrawn. Based on current expenditure forecasts, including the proposed additional works of $135,000, the project is anticipated to have a funding shortfall of $287,796. It is recommended that this shortfall be funded from reserves, with either the Future Projects Reserve or the Parks Renewal Reserve having sufficient capacity to accommodate the required funding.
9. The budget amendment will be included in the Post Year End Budget Review, which is the first major budget review undertaken following finalisation of the 2025/26 financial statements. This approach will enable any interest earnings accrued to the Elizabeth Baillie Reserve and Public Open Space (POS) Cash-in-Lieu Reserve to be recognised and included in the final funding calculations.
10. Any additional items are considered outside of the scope of the existing contract and as such will necessitate individual procurement activities.
11. Importantly, the items presented in this report are outside the original approved scope and tendered works and therefore require separate consideration by Council.

Discussion

12. The additional works fall into two key categories
    a. Operational / Maintenance Enhancements
        i. Additional Bins
        ii. CCTV
        iii. Tree risk management (Arborist reports & Heritage Landscape consultant)
        iv. Playground maintenance.
    b. New Capital / Scope Expansion Items
        i. Playground shade sails / alternative shading
        ii. Statement entry gate to heritage promenade
        iii. Additional benches along heritage promenade
        iv. Additional path entry to eco zone from Hill View Terrace
        v. Chainmesh fencing along Hill View Terrace adjacent to eco zone
        vi. Drainage Review – Hillview Terrace
        vii. Temporary CCTV installation – continued hire of Solar Security Tower at Changing Places facility.
13. The following items relate to ongoing park operations and service level adjustments identified after opening:
    a. Tree risk management - Ongoing arborist inspections to playground area as per recommendation

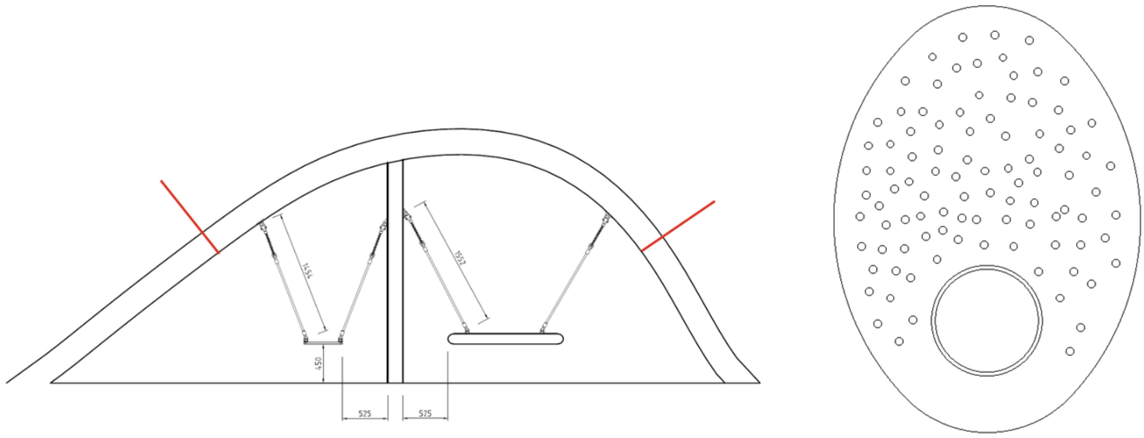
   b. Playground maintenance - Sand sifting service level requirements identified and increased
   c. Waste management - Increased bin servicing (recommended pre- and post-weekend collections), Conversion of 3 recycling bins to general waste
   d. Cleaning and maintenance - BBQ cleaning now in place by Town contractors, General maintenance monitoring via monthly inspections.

14. These items are considered operational in nature and has been captured within 2026/27 operational service delivery budgets.
15. The following items would be considered new works not included in the original masterplan or construction contract, and therefore require Council direction and potential future budget allocation:
    a. Park entrance gate
        i. Request to install a feature gate similar to the heritage house entry
        ii. Preliminary cost: $70,000 (excl. GST, supply only)
        iii. Estimated design, approvals and installation $80,000 (excl. GST)
    b. Shade Sails – Mildred Creak Playground
        i. Requested to mitigate heat and improve usability in summer
        ii. Preliminary cost: $75,000 (excl. GST)
        iii. Placement around existing trees presents root damage and potential debris damage to sails (needs to be considered carefully)
    c. Additional Promenade Seating
        i. Request for additional benches along promenade
        ii. Any additional seating to consider comments from Access and Inclusion Group (i.e. backrests, arm rests for elderly and mobility impairments)
        iii. Preliminary cost: $20,000 (excl. GST) for four benches (pallet load)
    d. Hill View Terrace Access Path
        i. New pedestrian connection into the park from Hill View Terrace through Eco Zone.
        ii. Would require broader investigation (e.g. crossings, signage, safety compliance with Hillview Terrace)
        iii. Preliminary cost: $7,000 (excl. GST)
    e. Perimeter Fence – Hill View Terrace
        i. Proposal for chainmesh fencing along boundary of Eco Zone and Hillview Terrace
        ii. Need for internal risk assessment
        iii. Preliminary cost: $20,000 (excl. GST)
    f. Additional Bins to carpark/toilet block area
        i. Request for additional benches along promenade
        ii. Any additional seating to consider comments from Access and Inclusion Group (i.e. backrests, arm rests for elderly and mobility impairments)
        iii. Preliminary cost: $12,000 (excl. GST) per double bin.
    g. Drainage Review Hillview Terrace
        i. Review of current drainage and design for future upgrade.
        ii. Rainfall events causing continued washout to Eco Zone within Elizabeth Baillie Park
        iii. Preliminary cost: $40,000 (excl. GST)
    h. Temporary CCTV installation continuation
        i. Continuation of currently installed Solar Security CCTV tower near the Changing Places facility to monitor and deter vandalism and vagrancy.
        ii. Preliminary cost: $15,000 (excl. GST)

Item	Description	Preliminary Cost (excl. GST)
Park Entrance Gate	Feature gate similar to heritage house entry	$70,000 (supply only) $80,000 (design, approvals, installation)
Shade Sails – Mildred Creak Playground	Shade sails to reduce heat and improve usability in summer	$75,000
Additional Promenade Seating	Installation of additional benches along promenade	$20,000 (4 benches – pallet load)
Hill View Terrace Access Path	New pedestrian connection into the park from Hill View Terrace through Eco Zone	$7,000
Perimeter Fence – Hill View Terrace	Chainmesh fencing along boundary of Eco Zone and Hill View Terrace	$20,000
Additional Bins (Carpark/Toilet Area)	Installation of additional bins in carpark and toilet block area	$12,000 per double bin
Drainage Review – Hill View Terrace	Review of current drainage and design for future upgrade	$40,000
Temporary CCTV hire	Continued hire of Solar Security tower to monitor and deter vandalism and vagrancy at Changing Places facility	$15,000
Total (indicative)		**$339,000**

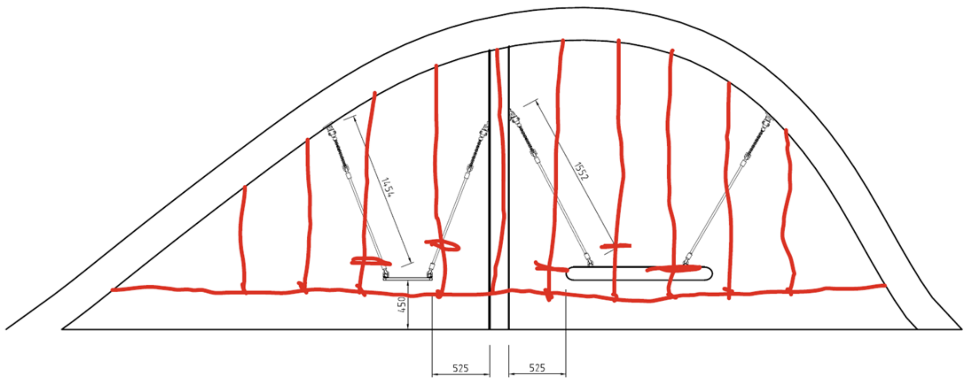
16. The following items have been raised but have not been progressed for detailed investigation or costing at this stage:
    a. Feature uplighting to trees - To be revisited following completion and Council endorsement of heritage landscaping design.
    b. Additional CCTV coverage - Further expansion not currently required. Recent WAPOL funding has supported CCTV installation within the Baillie Hill car park. Effectiveness of new system to be monitored prior to considering expansion.
17. Further to the above items and following from community concern, a targeted safety review has been undertaken in consultation with the landscape designer and independent play auditor, identifying a climbing risk associated with the red arc element of the play line structure positioned above the swings.
18. Although the play structure remains compliant with the relevant Australian standards for fall height requirements, the key risk identified that children were able to climb the red arc structure above the swing zone, which creates a fall risk from height into an active swing area, increasing likelihood of injury.
19. The immediate risk will be treated with clear signage attached to the play element warning of “no climbing” and additional warning signs in consultation with LGIS.
20. Further mitigation options are being explored to further address risk. At this time, the costs associated with each option are unknown, however dependent on the direction that Council wishes to take; each option would need to be costed for delivery:

a. Physical Climb Prevention
Install a physical barrier/collar system on the play line structure. Positioned approximately 1.6–1.8m above ground. Design to prevent climbing access, avoid finger holds (safety compliant perforations) and be visually integrated (powder-coated to match structure)



This option retains swings and play function while reducing misuse risk through design intervention.

b. Design Change
Remove swings from current location while permitting climbing on the arc structure. Consider introducing alternative play elements (e.g. rope play integration) and relocate swings to a separate compliant swing zone.



This option represents a design solution, realigning the equipment to intended usage but may alter the current play experience and require additional capital investment.

21. The scope of works delivered in the Elizabeth Ballie Reserves are consistent with the Council approved design. There have been additional items identified within this report have been directly informed through structured feedback from Councillors, community members, and park users following the opening of Elizabeth Baillie Reserve.
22. It is recommended that the following items are approved to be drawn out of the project budget:
    a. Additional Bins $12,000
    b. Drainage Review of Hillview Tce $40,000
    c. Additional Prominade Seating - $20,000
    d. Retrofitting of collars to play equipment TBC
    e. Continued temporary CCTV coverage $15,000
23. Where there is drainage interventions identified, these will be flagged in the mid-year review for funding.
24. Council is requested to confirm its appetite to progress further investigation of the identified opportunities and provide direction on potential future budget allocation should Council wish to proceed with any of these enhancements as part of a subsequent stage of works or capital program.

Relevant documents

Not applicable

Legal and policy compliance

Not applicable

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to deliver the prioritised work items. Sufficient funds do not exist within the annual budget to deliver the other additional capital works identified.
Future budget impact	Should Council choose to proceed with any of the other identified works, funding will be required in future capital budgets. The total indicative cost of all identified works is approximately $324,000 (excl. GST), subject to further investigation, design and refinement.

Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial	Unplanned capital expenditure outside approved budget	Medium	Low	Subject works to budget prioritisation process through council appetite
Environmental	Drainage issues continuing to impact eco zone	Medium	Medium	Undertake drainage review and design
Health and safety	Risks associated with access points, fencing and playground safety	Medium	Low	Detailed design, compliance review prior to delivery
Data, Information Technology and Cyber	Not applicable	Low	Medium	Nil
Assets	Increased maintenance burden from additional infrastructure	Medium	Medium	lifecycle and operational planning incorporated into the investigation of additional works
Compliance Breach	Works delivered without appropriate approvals	Low	Low	Follow governance processes, including internal and external reviews and approvals

Reputation	Community dissatisfaction if requests not addressed	Medium	Low	Transparent communication and staged delivery in line with councils' appetite and community expectations
Service delivery interruption	Operational impacts from increased usage	Medium	Medium	Adjust service levels

Engagement

Internal engagement	
Stakeholder	Comments
Operations	Operational requirements and maintenance implications
Place Planning	Alignment with masterplan and public realm outcomes
Projects	Cost estimates and feasibility
Parks and Environment	Maintenance and asset considerations

Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL1 – Effectively managing resources and performance.	Ensures responsible financial management by separating completed project scope from new initiatives

Environment	
Community Priority	Intended public value outcome or impact
EN3 - Increasing and improving public open spaces.	Enhances amenity through potential future improvements
EN4 - Providing facilities that are well-built and well-maintained.	Supports ongoing maintenance and upgrades to ensure quality infrastructure
EN5 - Enhancing and enabling liveability through planning, urban design and development.	Ensures future works align with broader town planning and design objectives

14 Chief Financial Officer reports

14.1 Parking Modification Arrangements

Location	Town-wide
Reporting officer	Coordinator Parking and Rangers
Responsible officer	Manager Business Services
Voting requirement	Simple majority
Attachments	1. Adie Court, Bentley, Parking Restriction Proposal [**14.1.1** - 1 page] 2. King George Street Car Park, Victoria Park, Parking Restriction Proposal [**14.1.2** - 1 page]

Summary

The purpose of this report is to seek approval to amend the parking arrangements along Adie Court, Bentley, and within King George Street Carpark, Victoria Park. The changes aim to improve parking availability, support local access, and better consistency of parking arrangements across the Town.

Recommendation

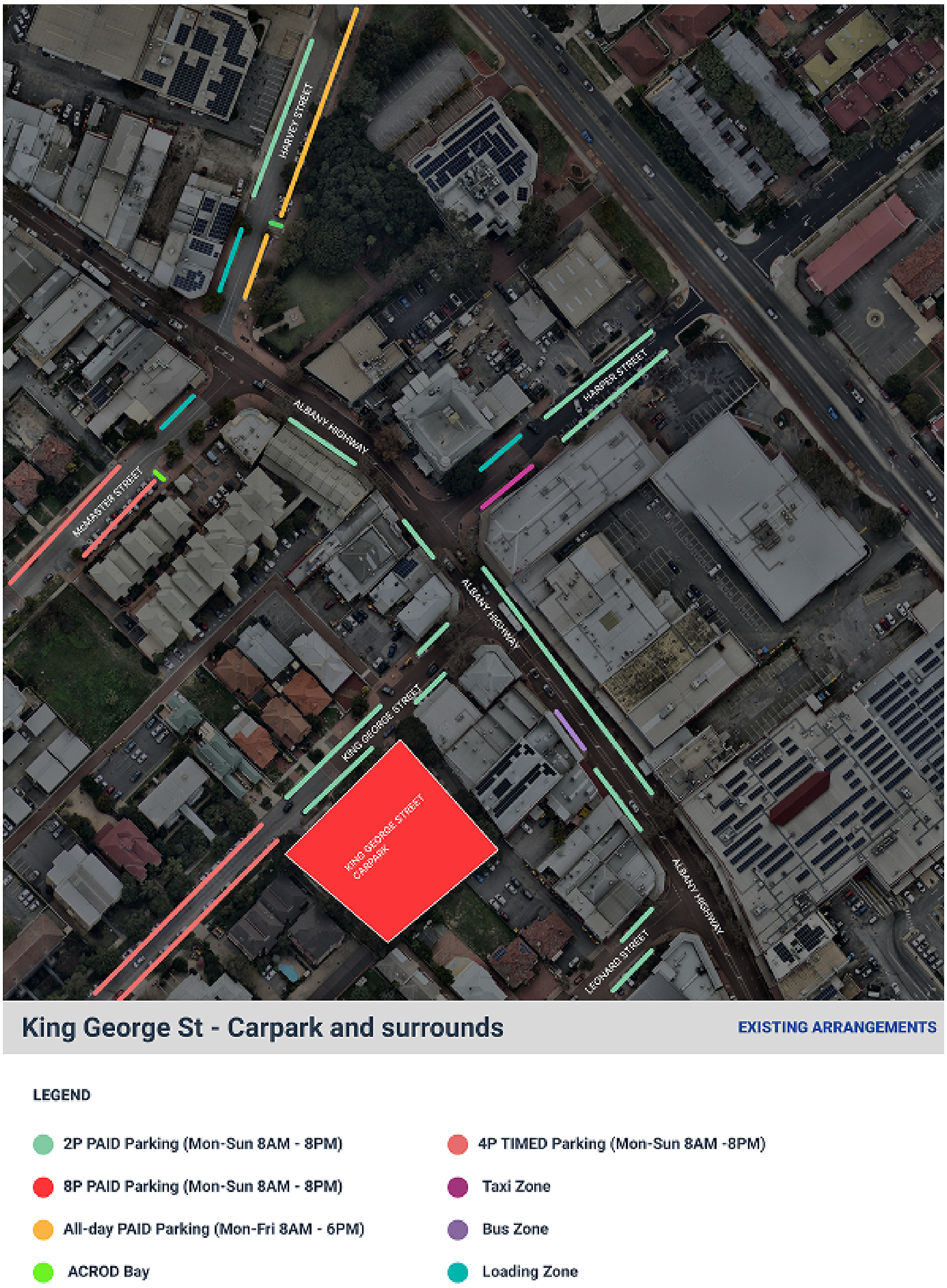
That Council:

1. Approves the conversion of unrestricted parking bays to a loading zone and timed parking, as indicated in Attachment 14.1.1.
2. Approves the conversion of 8P paid parking to all day paid parking arrangements within King George Carpark, as indicated in Attachment 14.1.2.

Background

1. Council approval is required for any changes to existing parking arrangements under the Town's *Vehicle Management Amendment Local Law 2024*.
2. There are currently two requests for amendments to existing parking arrangements.
    a. Adie Court, Bentley.
        i. The Bentley Park Residents Council that exists within the SwanCare Bentley Park, under the Retirement Villages Act, contacted the Town expressing concerns about all day parking activities and limited parking availability within the adjacent parking bays.
        ii. Members of the Bentley Park Residents Council and the Town's Parking Team met in in February 2026 to better understand the request to change the unrestricted parking bays located adjacent to the SwanCare Akura Apartments at 127-143 Hillview Terrace, Bentley.
        iii. The request was to convert one of the unrestricted parking bays to a dedicated resident bus bay to facilitate the safe pick-up and drop-off of residents.
        iv. They also requested that the remaining two unrestricted bays be subject to time restrictions, as vehicles currently park in these bays for extended periods, which is reducing turnover and limiting parking availability for visitors.
    b. King George Street Carpark, Victoria Park.

i. During a review of parking occupancy data in July 2026, which was undertaken as part of the Town's assessment of its parking fees, it identified that King George Street Carpark currently operates as an 8P paid parking facility and does not permit all-day parking.
ii. The surrounding King George Street area contains a mixture of shorter-stay parking arrangements, including 2P paid parking and 4P timed parking between 8.00am and 8.00pm. Harvey Street provides an existing all-day parking option within the surrounding locality.
iii. A review of parking occupancy, transactions and infringement data was subsequently undertaken to assess the operation of King George Street Carpark and whether the existing 8P arrangement remains appropriate.
iv. It is proposed that the existing 8P arrangement at King George Street Carpark be replaced with all-day paid parking.



Discussion

3. Adie Court, Bentley:
    a. Following receipt of the request, Town officers conducted an onsite meeting in February 2026 with representatives of the Bentley Park Residents Council to discuss the proposed parking amendments.
    b. During the meeting, it was determined that a review was required to identify the most appropriate parking arrangements to address the concerns raised. Following the onsite meeting, written correspondence was exchanged with the Bentley Park Residents Council in April 2026, during which it was agreed that a Loading Zone would better accommodate the operational requirements of SwanCare residents and the resident bus service.
    c. It was also proposed that the remaining unrestricted bays would be converted to two-hour parking (2P) to align with the existing parking arrangements on Adie Court.
    d. The Bentley Park Residents Council provided a copy of its meeting minutes dated 8 October 2025, confirming that the nominated representatives were authorised to liaise directly with the Town and agree to parking arrangements on behalf of the Residents Council without the need for further referral or endorsement.
    e. A support letter was also received on 19 August 2026 by the owners SwanCare confirming that they support the proposed changes to the parking outside Akura Apartments.
4. King George Carpark:
    a. Occupancy data collected between January 2025 and March 2026 indicates that King George Street Carpark has substantial available capacity. The 91-bay carpark recorded average weekday utilisation of approximately 10% across the available observations between 8.00am and 6.00pm.
    b. By comparison, the surrounding on-street parking areas generally recorded substantially higher levels of utilisation. The 2P paid parking areas on King George Street recorded average utilisation ranging from approximately 43% to 82%, while the 4P timed parking areas recorded average utilisation of approximately 51% and 57%. Indicating that parking demand is more concentrated within the shorter-stay on-street areas, while significant capacity remains available within the off-street carpark.
    c. A review of parking transactions and infringement data did not identify any significant operational or compliance issues associated with the existing 8P arrangement. However, given the high levels of parking available within the car park, there is limited parking management benefit in retaining an eight-hour maximum stay within the off-street facility.
    d. The proposed change aligns with the Town's Parking Management Plan, which identifies off-street public parking facilities as an important element of the overall parking supply and states that restrictions within these facilities should complement surrounding on-street restrictions to achieve balanced parking outcomes. A conversion of King George Street Carpark from 8P to all-day paid parking would support this approach by providing a more appropriate and consistent off-street parking option for visitors within the area.
    e. Following implementation, occupancy and transaction data would be monitored to assess changes in parking duration and utilisation.

Relevant documents

[Parking Management Plan]

Legal and policy compliance

[Vehicle Management Local Law 2021]

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	*Not Applicable*

Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial			Low	
Environmental			Medium	
Health and safety			Low	
Data, Information Technology and Cyber			Medium	
Assets			Medium	
Compliance Breach			Low	
Reputation	Negative perception towards the Town if the modification to parking arrangements is not approved.	Medium	Low	Approve the recommended changes
Service delivery interruption			Medium	

Engagement

Internal engagement	
Operations	Traffic and Transport Engineer provided advice and plans for the proposed changed parking arrangements for Adie Court, Bentley.

External engagement	
Stakeholders	Bentley Park Resident Council & Owners SwanCare
Level of engagement	2. Consult
Methods of engagement	• Onsite meeting occurred with members to discuss the current parking challenges. • A letter of support has been received by the owners of SwanCare for Adie Court • A copy of the minutes from Bentley Park Resident Council supporting the changes
Key findings	That the Bentley Park Residents Council and owners SwanCare, support the modifications to the parking in Adie Court.

Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL3 - Accountability and good governance.	Supports transparent, evidence-based decision making by ensuring proposed parking management changes are formally assessed and approved through the Town's governance framework, delivering fair and consistent outcomes for the community.

Environment	
Community Priority	Intended public value outcome or impact
EN6 - Improving how people get around the Town.	Provide parking access for visitors and residents at SwanCare on Adie Court.

14.2 Financial Statement for the period ending July 2026

Location	Town-wide
Reporting officer	Manager Finance
Responsible officer	Chief Financial Officer
Voting requirement	Simple majority
Attachments	1. Financial Statements July 2026 [**14.2.1** - 24 pages]

Summary

To present to Council the Statement of Financial Activity for the period ending 31 July 2026, detailing revenue and expenditure performance as outlined in the attached report and noting the presence of material variances for the period.

The variances identified in the Monthly Financial Report for the period predominantly relate to the timing and phasing of budgets, as well as the timing differences in revenue recognition and expenditure across the financial year.

Recommendation
That Council receives the financial statements for the period ending 31 July 2026, as included in Attachment 14.2.1, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996.

Background

1. Regulation 34 of the Local Government (Financial Management) Regulations 1996 states that each month, officers are required to prepare monthly financial reports covering prescribed information and present these to Council for acceptance. Number all paragraphs from here on, not including tables.
2. As part of the monthly financial reports, material variances are reported. Thresholds are set by Council and are as follows:
   Revenue
   Operating revenue and non-operating revenue – material variances are identified where, for the period being reported, the actual varies to the budget of ±10%, where the variance is also greater than $50,000; an explanatory comment has been provided.
   Expense
   Operating expense, capital expense and non-operating expense – material variances are identified where, for the period being reported, the actual varies to the budget of ±10%, where the variance is also greater than $50,000; an explanatory comment has been provided.
3. For the purposes of explaining each material variance, a three-part approach has been applied. The parts are:
   Period variation
   Relates specifically to the value of the variance between the budget and actual figures for the period of the report.
   Primary reason(s)
   Explains the primary reason(s) for the period variance. Minor contributing factors are not reported.
   End-of-year budget impact

Forecasts the likely financial impact on the end-of-year financial position. It is important to note that figures in this part are 'indicative only' at the time of reporting and may subsequently change prior to the end of the financial year.

Discussion

4. The Financial Statement for the period ending 31 July 2026 complies with the requirements of Regulation 34 (Financial activity statement report) of the Local Government (Financial Management) Regulations 1996.

   It is therefore requested that Council receive the financial statement, as included in the attachment, for the period ending 31 July 2026.

Relevant documents

Not applicable.

Legal and policy compliance

Regulation 34 of the Local Government (Financial Management) Regulations 1996

Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial	Misstatement or significant error in financial statements	Medium	Low	Mitigate by performing daily and monthly reconciliations, supported by periodic internal and external audits.
Financial	Fraud or illegal transaction	High	Low	Mitigate by maintaining strong internal controls, ensuring segregation of duties, and undertaking regular internal and external audits.
Environmental	Not applicable.			
Health and safety	Not applicable.			
Data, Information Technology and Cyber	Not applicable.			
Assets	Not applicable.			
Compliance Breach	Council not accepting financial statements will lead to non-compliance	Medium	Low	Mitigate by providing clear reasoning and detailed explanations to support Council's decision making.
Reputation	Not applicable.			
Service delivery	Not applicable.			

interruption				

Financial implications

Current budget impact	Commentary around the current budget impact is outlined in the Statement of Financial Activity, forming part of the attached financial activity statement report.
Future budget impact	Commentary around the future budget impact is outlined in the Statement of Financial Activity, forming part of the attached financial activity statement report.

Engagement

Internal engagement	
Service Area Leaders	All Service Area Leaders have reviewed the monthly management reports and provided commentary on any identified material variance relevant to their service area.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL6 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	To make available timely and relevant information on the financial position and performance of the Town so that Council and public can make informed decisions for the future.
CL10 - Legislative responsibilities are resourced and managed appropriately, diligently and equitably.	Ensure the Town meets its legislative responsibility in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996.*

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL2 - Communication and engagement with the community.	To make available timely and relevant information on the financial position and performance of the Town so that Council and public can make informed decisions for the future.
CL3 - Accountability and good governance.	Ensure the Town meets its legislative responsibility in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

14.3 Statement of Accounts for the period ending July 2026

Location	Town-wide
Reporting officer	Manager Finance
Responsible officer	Chief Financial Officer
Voting requirement	Simple majority
Attachments	1. Accounts Paid July 2026 [**14.3.1** - 8 pages] 2. Credit Card Transactions July 2026 [**14.3.2** - 2 pages] 3. Fuel and Store Card Transactions July 2026 [**14.3.3** - 1 page]

Summary

Council is required to receive payments made from the municipal fund, payments by employees via purchasing cards each month and fuel and store card transactions under Section 13 and 13A of the Local Government (Financial Management) Regulations 1996.

1. To present the list of accounts paid by the Chief Executive Officer (CEO) under delegated authority for the period ending 31 July 2026.
2. To present the list of payments made by authorised employees using corporate credit cards for the period ending 31 July 2026.

Recommendation

That Council

1. Receives the list of accounts paid July 2026 as Attachment 14.3.1.
2. Receives the list of corporate credit card transactions July 2026 as Attachment 14.3.2.
3. Receives the list of fuel and store card transactions July 2026 as Attachment 14.3.3

Background

1. Council has delegated the Chief Executive Officer the authority to make payments from the municipal and trust funds in accordance with the Local Government (Financial Management) Regulations 1996.
2. Under Regulation 13(1) and 13A of the Local Government (Financial Management) Regulations 1996, where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or authorised an employee to use a credit, debit or other purchasing card, each payment is to be noted on a list compiled for each month showing:
   a) The payee's name
   b) The amount of the payment
   c) The date of the payment
   d) Sufficient information to identify the transaction
3. That payment list should then be presented at the next ordinary meeting of the Council, following the preparation of the list, and recorded in the minutes of the meeting at which it is presented.
4. The payment list and the associated report were previously presented to the Audit and Risk Committee. Given this Committee's scope has changed to focus more on the audit function, the payment listings will

be forwarded to the Elected Members ahead of time. Any questions received prior to the finalisation of the report will be included along with the responses within the Schedule of Accounts report for that month.

5. The list of accounts paid in accordance with Regulation 13 and 13A of the Local Government (Financial Management) Regulations 1996 is contained within the attachment and is summarised below.

Fund	Amounts
Municipal Account	
Creditors and Payroll (including EFT & Cheque payments and direct debits)	$7,943,132.41
Fuel and Store Cards	$16,892.23
Corporate Credit Cards	$10,079.56
Trust Account	Nil

Discussion

6. All accounts paid have been duly incurred and authorised for payment as per approved purchasing and payment procedures.

   It is therefore requested that Council receive the statement of accounts, as included in the attachments, for the period ending 31 July 2026.

Relevant documents

Not applicable.

Legal and policy compliance

Section 6.10(d) of the Local Government Act 1995

Regulation 13 of the Local Government (Financial Management) Regulation 1996

Procurement Policy

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation
Future budget impact	Not applicable.

Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk mitigation

Financial	Misstatement or significant error in Schedule of accounts.	Medium	Low	Treat risk by ensuring daily and monthly reconciliations are completed. Internal and external audits.
Financial	Fraud or illegal transactions	High	Low	Treat risk by ensuring stringent internal controls, and segregation of duties to maintain control and conduct internal and external audits.
Environmental	Not applicable.			
Health and safety	Not applicable.			
Data, information technology and cyber	Not applicable.			
Assets	Not applicable.			
Compliance breach	Not accepting schedule of accounts will lead to non-compliance.	Medium	Low	Treat risk by providing reasoning and detailed explanations to Council to enable informed decision making. Also provide the Payment summary listing prior to preparation of this report for comments.
Reputation	Not applicable.			
Service delivery interruption	Not applicable.			

Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL2 – Communication and engagement with the community	The monthly payment summary listing of all payments made by the Town during the reporting month from its municipal fund and trust fund provides transparency into the financial operations of the Town.
CL3 – Accountability and good governance.	The presentation of the payment listing to Council is a requirement of Regulation 13 & 13A of Local Government (Financial Management) Regulation 1996.

15 Committee reports

15.1 Compliance Audit Return 2025

Location	**Town-wide**
Reporting officer	Manager Governance and Strategy
Responsible officer	Manager Governance and Strategy
Voting requirement	Simple majority
Attachments	1. Compliance Audit Return 2025 [**15.1.1** - 22 pages] 2. Compliance Audit Return 2025 (as amended) [**15.1.2** - 23 pages]

Summary

The Town is required to conduct an annual audit of statutory compliance (Compliance Audit Return) in accordance with Regulation 14 of the Local Government (Audit) Regulations 1996. The completed 2025 Compliance Audit Return (CAR) is required to be presented to the Audit and Risk Committee prior to adoption by Council. The adopted CAR must be submitted to the Department of Local Government, Industry Regulation and Safety by 30 September 2026. The CAR was presented to ARIC on Monday, 24 August 2026 and following that meeting the following recommendation was made.

Audit, Risk and Improvement Committee Recommendation:
That Council: 1. Adopts The Department of Local Government, Industry Regulation and Safety Audit Return for the period 1 January 2025 to 31 December 2025 as contained in Attachment 1, subject to the amendment of the responses to sections 5.16(1), 5.16(2), 5.17, 5.18, 5.36(4) and 5.37(3), and 5.37(2) by deleting "Yes" and substituting "N/A". 2. Authorises the certification to be jointly completed by the Mayor and Chief Executive Officer in accordance with Regulation 15 of the Local Government (Audit) Regulations 1996.

Background

1. Regulation 14 of the Local Government (Audit) Regulations 1996 (Regulations) requires that a CAR be completed and submitted to the Department by 31 March 2025. However, this has been changed to 30 September 2026 by the Local Government Inspector and includes changes to the format of submission, which will now be completed through an online portal.
2. The 2025 CAR contains the following compliance categories:
   (a) Commercial Enterprises by Local Governments;
   (b) Delegation of Power/Duty;
   (c) Disclosure of Interest;
   (d) Disposal of Property;
   (e) Elections;
   (f) Finance;
   (g) Integrated Planning and Reporting;
   (h) Local Government Employees;

(i) Official Conduct;
(j) Optional Questions; and
(k) Tenders for Providing Goods and Services.

3. Regulation 15 of the Regulations requires a joint certification to be completed by the Mayor and Chief Executive Officer. The document is to be forwarded to the Department via its online portal.

Discussion

4. In accordance with Regulation 14 of the Audit Regulations, the Town is required to carry out an annual audit of statutory compliance in the form determined by the Department.
5. The 2025 CAR deals with the period 1 January 2025 to 31 December 2025 and focuses on those areas considered high risk in accordance with the Local Government Act 1995 (Act) and associated regulations.
6. Of the questions asked, the Town was compliant in all categories.

Category	2023 Audit Questions	Compliance Rating	2024 Audit questions	Compliance rating	2025 Audit questions	Compliance rating
Commercial Enterprises by Local Governments	5	100%	5	100%	5	100%
Delegation of Power/Duty	13	100%	13	100%	9	100%
Disclosure of Interest	21	1 non compliance 95.2%	21	100%	11	100%
Disposal of Property	2	100%	2	100%	2	100%
Elections	3	100%	3	N/A	3	100%
Finance	7	100%	7	100%	14	100%
Integrated Planning and Reporting	3	100%	3	100%	3	100%
Local Government Employees	5	100%	5	100%	4	100%
Official Conduct	4	100%	4	100%	13	100%

Optional Questions	9	3 non compliance 66.7%	9	100%	1	100%
Tenders for Providing Goods and Services	22	1 non compliance 95.5%	22	100%	16	100%
TOTAL	**94**	**96.1%**	**94**	**100%**	**81**	**100%**

7. Following adoption of the CAR by the Audit and Risk Committee and Council, the CAR is to be certified by both the Mayor and Chief Executive Officer.
8. Once certified, the completed CAR must be submitted to the Department of Local Government, Sport and Cultural Industries by 30 September 2026.

Relevant documents

Not applicable.

Legal and policy compliance

Regulation 14 of the Local Government (Audit) Regulations 1996

Regulation 15 of the Local Government (Audit) Regulations 1996

Financial implications

Current budget impact	Nil.
Future budget impact	Not applicable.

Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial		High	Low	
Environmental			Medium	
Health and safety			Low	
Data, Information Technology			Medium	

and Cyber				
Assets			Medium	
Compliance Breach	Not completing the CAR will result in non-compliance with the Towns statutory reporting obligations	High	Low	Treat risk by submitting the attached CAR to the Department by 30 September 2026.
Reputation			Low	
Service delivery interruption			Medium	

Engagement

Internal engagement	
Stakeholder	Comments
Business unit managers	The 2025 CAR was circulated to the relevant Business Unit Managers for comment.

Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL3 - Accountability and good governance.	

Further Consideration

Special Audit Risk and Improvement Committee Meeting 24 August 2026

9. At the Special Audit Risk and Improvement Committee (ARIC) meeting held on 24 August 2026, it was identified that the "Yes" answer to the following questions should be "N/A" because for various reasons the question did not apply to the Town:

   i. 5.16(1);
   ii. 5.16(2);
   iii. 5.17;
   iv. 5.18;
   v. 5.36(4);
   vi. 5.37(3); and
   vii. 5.37(2).

10. These errors arose due to the originating format of the questions being put to Town staff that only enabled for a "Yes" or "No" answer, however it was subsequently discovered that the official portal used for submission provided the opportunity to answer questions with "N/A".

11. Since the Audit Risk and Improvement Committee meeting, Town staff analysed the Compliance Audit Return again to identify whether there were any other associated errors arising for the same reason. As a result of that process, it has been identified that the answer to the question relating to section 5.50 should also be “N/A” and not “Yes” because it is also not applicable.
12. Section 5.50 relates to whether the Town made a payment to a finishing employee in addition to their entitlement and, if so, whether the Town complied with an adopted and published policy regarding such payments and any associated public notice requirements. While the Town has the relevant policy in place, no payments in addition to employee entitlements were made during the reporting period. Accordingly, the question is not applicable and should be recorded as "N/A”.
13. As this amendment was identified after the Audit, Risk and Improvement Committee resolved its recommendation it was not included in the Committee's proposed list of amendments. The change is recommended to ensure the Compliance Audit Return accurately reflects the Town's circumstances and compliance position for the reporting period.
14. To assist Council's consideration, Attachment 2 contains the Compliance Audit Return incorporating all ARIC proposed amendments and the additional amendment to section 5.50.
15. It is also noted that, from 1 January 2026, responsibility for administering the Compliance Audit Return (CAR) transferred from the Department of Local Government, Sport and Cultural Industries to the Office of the Local Government Inspector as part of the State Government's local government reform program. Compliance Audit Returns are now reviewed and submitted through the Local Government Inspector framework following consideration by the Audit, Risk and Improvement Committee and adoption by Council.
16. The Committee recommendation refers to the "Department of Local Government, Industry Regulation and Safety Audit Return". To ensure consistency with the current legislative and administrative framework, it is recommended that the reference be amended to "Compliance Audit Return" and that submission be noted as being to the Local Government Inspector.
17. Accordingly, should Council support the additional amendment identified in relation to section 5.50, Administration recommends that point 1 of the Committee recommendation also be updated to accurately reflect the current title of the return and the authority responsible for its administration.
18. Should Council support the additional amendments, the Town suggests the following amendment be moved to the current Committee recommendation:

    Amend point 1 of the recommendation so it reads:

    > *"1. Adopts the Compliance Audit Return for the period 1 January 2025 to 31 December 2025,* ***for submission to the Local Government Inspector,*** *as contained in Attachment 1, subject to the amendment of the responses to sections 5.16(1), 5.16(2), 5.17, 5.18, 5.36(4), 5.37(3), 5.37(2) and* ***5.50*** *by deleting "Yes" and substituting "N/A".*

16 Motion of which previous notice has been given

17 Public participation time

18 Questions from members without notice on general matters

19 Confidential matters

20 Closure