



TOWN OF  
VICTORIA PARK

# Special Council Meeting Minutes - 10 March 2026

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**WE'RE OPEN**  
VIC PARK

A **Special Council Meeting** was held at **5:30 PM** on **Tuesday 10 March 2026** in the **Council Chambers**, Administration Centre at 99 Shepperton Road, Victoria Park.

**Her Worship the Mayor Karen Vernon**  
13 March 2026

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# **1 Declaration of opening**

*Mayor Karen Vernon opened the meeting at 5:32 pm and read out the 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.

# **2 Announcements from the Presiding Member**

## **2.1 Recording and live streaming of proceedings**

In accordance with regulation 14I of the Local Government (Administration) Regulations 1996, this meeting is being audio and video recorded and live streamed on the Town's website.

Under clause 39(1) of *the Meeting Procedure Local Law 2019* I do not give permission for any other person to record the proceedings of this meeting. By being present at this meeting, members of the public consent to the possibility that their image and voice may be live streamed to public. Recordings are also made available on the Town's website following the meeting.

## **2.2 Public question time and public statement time**

As this is a Special Council Meeting, any public questions or statements must relate to the business of the agenda.

There are guidelines that need to be adhered to in our Council meetings and during question and statement time people speaking are not to personalise any questions, or statements about Elected Members, or staff or use any possible defamatory remarks.

In accordance with clause 40 of the *Town of Victoria Park Meeting Procedures Local Law 2019*, a person

addressing the Council shall extend due courtesy and respect to the Council and the processes under which it operates and shall comply with any direction by the presiding member.

A person present at or observing a meeting shall not create a disturbance at a meeting, by interrupting or interfering with the proceedings, whether by expressing approval or dissent, by conversing or by any other means.

When the presiding member speaks during public question time or public statement time any person then speaking, is to immediately stop and every person present is to preserve strict silence so that the presiding member may be heard without interruption.

### **2.3 No adverse reflection**

In accordance with clause 56 of the *Town of Victoria Park Meeting Procedures Local Law 2019*, both Elected Members and the public when speaking are not to reflect adversely on the character or actions of Elected Members or employees.

### **2.4 Town of Victoria Park Meeting Procedures Local Law 2019**

All meetings of the Council, committees and the electors are to be conducted in accordance with the Act, the Regulations and the *Town of Victoria Park Meeting Procedures Local Law 2019*.

### **2.5 Attendance at Council by electronic means**

Pursuant to Regulation 14C(2)(b) of the Local Government (Administration) Regulations 1996, I authorise Cr Andra Biondi to attend the Special Council meeting to be held on 10 March 2026 at 5.30pm, by the approved electronic means of MS Teams as I am satisfied that Cr Biondi will be in a suitable location from which to attend the meeting, and the equipment that the member intends to use to attend the meeting, are suitable for the member to be able to effectively engage in deliberations and communications during the meeting in accordance with Regulation 14C(5) of the Regulations.

Pursuant to Regulation 14CA(5) of the Regulations, Cr Biondi has declared that she can maintain confidentiality during the meeting or the closed part of the meeting (as the case requires).

Pursuant to Regulation 14C(2)(b) of the Local Government (Administration) Regulations 1996, I authorise Deputy Mayor Lindsay Miles to attend the Special Council Meeting to be held on 10 March 2026 at 5.30pm, by the approved electronic means of MS Teams as I am satisfied that the member will be in a suitable location from which to attend the meeting, and the equipment that the member intends to use to attend the meeting, are suitable for the member to be able to effectively engage in deliberations and communications during the meeting in accordance with Regulation 14C(5) of the Regulations.

Pursuant to Regulation 14CA(5) of the Regulations, Deputy Mayor Miles has declared that she can maintain confidentiality during the meeting or the closed part of the meeting (as the case requires).

### **3 Attendance**

**Mayor**

Mayor Karen Vernon

**Banksia Ward**

Cr Scott Ingram  
Cr Peter Melrosa  
Deputy Mayor Lindsay Miles (online)

**Jarrah Ward**

Cr Andra Biondi (online)  
Cr Sky Croeser  
Cr Jack Gordon-Manley

**Chief Executive Officer**

Mr Carl Askew

**Chief Operations Officer  
Chief Community Planner  
Chief Financial Officer**

Ms Alison Luobikis  
Mr David Doy  
Mr Duncan Olde

**Manager Governance and Strategy  
Coordinator Governance and Strategy  
Manager Stakeholder and Relations**

Mr Brett Douglas  
Mr Jordan McDermott  
Mr Paul Dunlop

**Meeting Secretary  
Public Liaison**

Ms Winnie Tansanguanwong  
Ms Sarah Vader

**Public**

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#### **3.1 Apologies**

**Jarrah Ward**

Cr Daniel Minson

#### **3.2 Approved leave of absence**

**Banksia Ward**

Cr Claire Anderson

## **4 Declarations of interest**

### **4.1 Declarations of financial interest**

Nil.

### **4.2 Declarations of proximity interest**

Nil.

### **4.3 Declarations of interest affecting impartiality**

Nil.

## **5 Public question time**

*As there were no public in the public gallery, public question time opened and closed at 5.35pm.*

## **6 Public statement time**

*As there were no public in the public gallery, public statement time opened and closed at 5.36pm.*

## **7 Presentations**

### **7.1 Petitions**

Nil.

### **7.2 Presentations**

Nil.

### **7.3 Deputations**

Nil.

## **8 Method of dealing with agenda business**

Nil.

## 9 Reports

### 9.1 Annual Report 2024/2025

<b>Location</b>	Town-wide
<b>Reporting officer</b>	Manager Governance and Strategy / Manager Stakeholder Relations
<b>Responsible officer</b>	Chief Executive Officer
<b>Voting requirement</b>	Absolute Majority
<b>Attachments</b>	1. Town of Victoria Park Annual Report 2024-2025 [ <b>9.1.1</b> - 114 pages]

#### Summary

In accordance with section 5.25(1)(e) of the *Local Government Act 1995* (**the Act**) together with regulation 10 of the *Local Government (Administration) Regulations 1996*, Council agree to change the decision dated 3 February 2026 to the effect that Attachment 1 of this Motion is to be accepted as the Town of Victoria Park Annual Report 2024-2025 as opposed to the Annual Report presented at the Special Council Meeting held 3 February 2026.

#### Officer Recommendation

That Council accepts the Amended Town of Victoria Park Annual Report 2024-2025 forming Attachment 1 to this report as the Town of Victoria Park Annual Report 2024-2025.

#### Background

1. At the Town of Victoria Park Special Council Meeting held on 3 February 2026, the Town of Victoria Park Annual Report 2024-2025 (the **Presented Annual Report**) was presented to Council for consideration.
2. Due to an administrative error the Presented Annual Report mistakenly referred to, and contained, the Financial Report for the year ending 30 June 2024, instead of the Financial Report for the year ending 30 June 2025 (**the Administrative Error**).
3. Notwithstanding the error contained in the Presented Annual Report, the correct Financial Report for the year ending 30 June 2025 had been considered and accepted by Council on 3 February 2026 and the Office of the Auditor General on 8 December 2025 and published accordingly.
4. This being so, once the decision to accept the Amended Town of Victoria Park Annual Report 2024-2025 forming Attachment 1, there will be no legal and financial consequences of carrying the motion.
5. Once the Amended Town of Victoria Park Annual Report 2024-2025 is accepted, it is to be presented at the Annual Electors Meeting which has been set for Monday 16 March 2026, commencing at 6.00pm.

#### Discussion

6. In accordance with section 5.53 of the Act, the Town of Victoria Park Annual Report had been prepared for the 2024-2025 financial year.

7. The Annual Report was presented to Council and accepted by Motion 2/2026 on 3 February 2026.
8. As a result of a further review of the document, the Administrative Error has been brought to light and amended.
9. The correct audited financial report has been accepted by Council by Motion 1/2026 and is published on the Towns website.
10. The Amended Town of Victoria Park Annual Report is attached with the correct audited financial report placed on it.
11. In accordance with section 5.54 of the Act, the Council is required to accept an Annual Report by an Absolute Majority and present the Annual Report to the Annual Electors Meeting.
12. Section 5.55 of the Act states the Chief Executive Officer is to give local public notice of the availability of the Annual Report as soon as practicable, following its acceptance by Council.
13. Section 5.27 of the Act also requires that the Annual Electors Meeting is to be held on a day selected by the local government, but not more than 56 days after the local government accepts the Annual Report.

## Relevant documents

[Strategic-Community-Plan.pdf](#)

[Corporate-Business-Plan.pdf](#)

## Legal and policy compliance

[Section 5.53 of the Local Government Act 1995](#)

[Section 5.54 of the Local Government Act 1995](#)

[Section 5.55 of the Local Government Act 1995](#)

[Section 5.55A of the Local Government Act 1995](#)

[Regulation 19B of the Local Government \(Administration\) Regulations 1996](#)

[Section 1.7 of the Local Government Act 1995](#)

[Regulation 3A of the Local Government \(Administration\) Regulations 1996](#)

## Financial implications

### Current budget impact

Sufficient funds exist within the annual budget to address this recommendation. The achievements and deliverables stated in the annual report have been subject to the adopted budget of Council.

### Future budget impact

Not applicable.

## Risk management consideration

Risk impact category	Risk event description	Risk rating	Risk appetite	Risk Mitigation
Financial	Delay in financial transparency and reporting obligations	High	Low	Adopt the Annual Report to ensure timely financial disclosure and maintain stakeholder confidence.
Environmental	Missed opportunity to report on sustainability initiatives and environmental performance	Medium	Medium	Adoption ensures compliance with reporting standards and demonstrates environmental accountability.
Health and safety			Low	
Data, Information Technology and Cyber			Medium	
Assets	Non-compliance with legislative requirements		Medium	Adoption demonstrates good governance and accountability to the community.
Compliance Breach	Town's reputation is affected	Medium	Low	Adoption demonstrates good governance and accountability to the community.
Reputation	Reduced confidence in service delivery performance	Medium	Low	Adoption provides clarity on achievements and future service commitments.
Service delivery interruption	Delay in financial transparency and reporting obligations	Medium	Medium	Adopt the Annual Report to ensure timely financial disclosure and maintain stakeholder confidence.

## Engagement

Internal engagement	
Stakeholder	Comments
CEO	Minor changes made the reporting inclusions in November, all requests were made to the final document.
SMT	SMT approval of the final inclusions in the November meeting.
C-Suite	Two reports were formally presented to C-Suite. Pagination and reporting framework was adopted in August and the final inclusions in October. Report recommendations were adopted and the Annual Report was developed in line with the decisions.

## Strategic alignment

Civic Leadership	
Community Priority	Intended public value outcome or impact
CL1 – Effectively managing resources and performance.	The Annual Report provides a summary of the previous year’s achievements and challenges, and the outlook for the year ahead. It includes specific statutory requirements and demonstrates performance against the Town’s 10-year Strategic Community Plan
CL2 - Communication and engagement with the community.	The Annual Report details the previous year’s achievements and challenges of the Town, and the outlook for the year ahead. It includes specific statutory requirements and demonstrates performance against the Town’s 10-year Strategic Community Plan
CL3 - Accountability and good governance.	The Annual Report demonstrates accountability and good governance to the community and other stakeholders

### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION (23)/2026:

**Moved:** Mayor Karen Vernon

**Seconded:** Cr Peter Melrosa

That Council accepts the Amended Town of Victoria Park Annual Report 2024-2025 forming Attachment 1 to this report as the Town of Victoria Park Annual Report 2024-2025.

**Carried (7 - 0)**

**For:** Mayor Karen Vernon, Deputy Mayor Lindsay Miles, Cr Scott Ingram, Cr Andra Biondi, Cr Peter Melrosa, Cr Jack Gordon-Manley and Cr Sky Croeser

**Against:** Nil

**10 Public question time**

*As there were no public in the public gallery, public question time opened and closed at 5.37pm.*

**11 Public statement time**

*As there were no public in the public gallery, public statement time opened and closed at 5.37pm.*

**12 Meeting closed to the public**

Nil.

**12.1 Matters for which the meeting may be closed**

Nil.

**12.2 Public reading of resolutions which may be made public**

Nil.

**13 Closure**

There being no further business, Mayor Karen Vernon closed the meeting at 5.37pm.

I confirm these minutes to be true and accurate record of the proceedings of the Council/Committee.

Signed: .....

Dated this: .....

Day of: .....

2026