City of Stirling

Ordinary Meeting of the 42nd Council

9 June 2026

Minutes

To: The Mayor and Councillors

Here within the Minutes of the Ordinary Meeting of Council of the City of Stirling held Tuesday 9 June 2026 in the City of Stirling Council Chamber, 25 Cedric Street, Stirling.



Stevan Rodic | Chief Executive Officer

Our Vision, Mission and Values

Vision

A sustainable City with a local focus.

Mission

To serve our community by delivering efficient, responsive and sustainable service.

Values

The City of Stirling's core values are:

- Approachable
- Responsive
- Transparent
- Innovative.

Disclaimer

Members of the public should note that in any discussion regarding any planning or other application that any statement or intimation of approval made by any member or officer of the City during the course of any meeting is not intended to be and is not to be taken as notice of approval from the City. No action should be taken on any item discussed at a Council meeting prior to written advice on the resolution of the Council being received.

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EMERGENCY PROCEDURES

The City of Stirling values the health and safety of all visitors to its facilities.

The following evacuation procedures are to be followed in the event that an emergency occurs.

- When the emergency alarm sounds, please remain calm.
- Comply with any instructions given by emergency personnel, including the City's Fire Warden.
- The Fire Warden will assess the immediate area for danger.
- If required, the Fire Warden will instruct all in attendance to evacuate – please follow their directions promptly and calmly. Proceed, as directed, to the Assembly Area (evacuation point).
- If you have impaired mobility, the Fire Warden can assist with your safe evacuation.
- Do not re-enter the building until authorised to do so.

The Assembly Area is located on the grassed area near the entrance to the basement carpark from Puccini Court. The Fire Warden will direct you to the correct location in the event of an emergency.

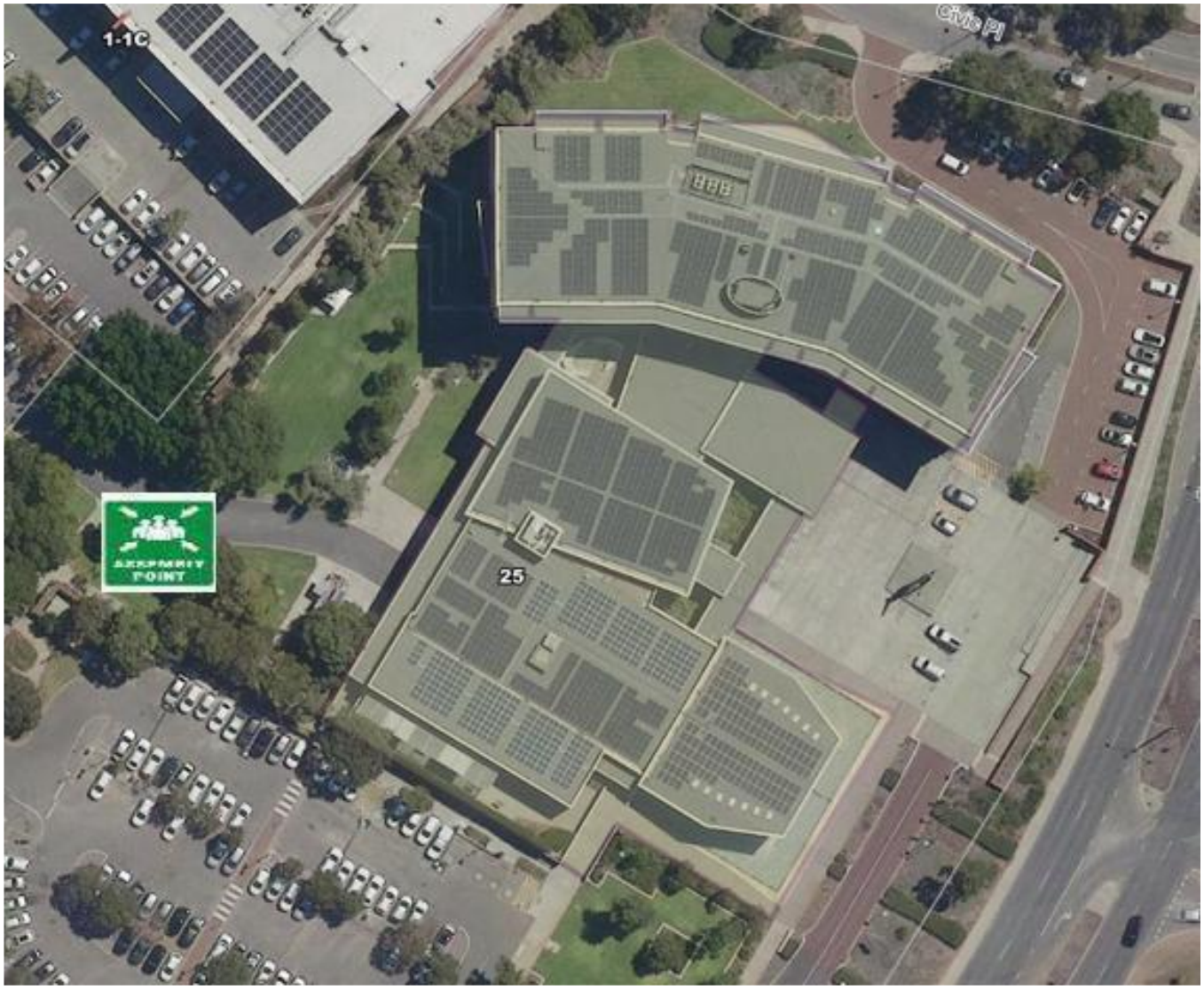

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MINUTES OF THE ORDINARY MEETING OF COUNCIL OF TUESDAY 9 JUNE 2026 HELD IN CITY OF STIRLING COUNCIL CHAMBER, 25 CEDRIC STREET, STIRLING

1. OFFICIAL OPENING

The Presiding Member declared the Ordinary Meeting of Council open at 6.30pm.

2. ATTENDANCE AND APOLOGIES

ATTENDANCE

Mayor Mark Irwin AM

Councillors
Councillor Andrea Creado
Councillor Michael Dudek
Councillor Joe Ferrante
Councillor Damien Giudici
Councillor Chris Hatton
Councillor Daniela Ion
Councillor Tony Krsticevic
Councillor Suzanne Migdale
Councillor Teresa Olow
Councillor Rob Paparde
Councillor Karlo Perkov
Councillor Stephanie Proud JP
Councillor Elizabeth Re (from 6.51pm)
Councillor Lisa Thornton

Employees

Chief Executive Officer - Stevan Rodic
Director Community Development - Michael Quirk
Director Corporate Services - Ingrid Hawkins
Director Infrastructure - Andrew Murphy
Director Planning and Development - Amanda Sheers
Manager City Future - Emille Van Heyningen
Manager Community Development - Chris Brereton
Manager Community Safety - Peter Mullins
Manager Facilities, Projects and Assets - Paul Kellick
Manager Governance - Brad Sillence
Manager Parks and Environment - Dion Johnson
Chief Technology Officer - Miriam Sanchez-Blanco
Head of Community Engagement - James Murphy
Service Lead Events and Sponsorships - Jodie Abela
Service Lead Urban Greening - Monique Emery
Acting Lead Governance Officer - Casey Taylor
Lead Solution Architect - Amr Thabet
Senior Governance Officer - Leanne Prior
Senior Media Advisor - Liam Croy
Acting Senior Governance Officer - Cooper Thomas

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APOLOGIES

Nil.

3. APPROVED LEAVE OF ABSENCE

Nil.

4. DISCLOSURES OF INTEREST

Where a member has disclosed a financial or proximity interest in an item, they must leave the Chamber for consideration of that item.

Where a member has disclosed an impartiality interest in an item, they may remain in the Chamber. The member is required to bring an independent mind to the item and decide impartially on behalf of the City of Stirling and its community.

Council - 9 June 2026

Councillor Daniela Ion disclosed a Financial Interest in Item 13.4 as she is attending the conference.

Councillor Teresa Olow disclosed a Financial Interest in Item 13.4 as she is attending the conference.

Councillor Elizabeth Re disclosed a Financial Interest in Item 13.4 as she is attending the conference.

Community and Resources Committee - 26 May 2026

Councillor Michael Dudek disclosed an Impartial Interest in Item 12.1/P1 as he has met with residents.

Councillor Damien Giudici disclosed an Impartial Interest in Item 12.1/P1 as he has met with some residents from John Street, Inglewood.

Councillor Chris Hatton disclosed an Impartial Interest in Item 12.1/P1 as he has met with the residents adjacent to the tree.

Councillor Daniela Ion disclosed an Impartial Interest in Item 12.1/P1 as she has met with some residents from John Street, Inglewood.

Councillor Teresa Olow disclosed an Impartial Interest in Item 12.1/P1 as she has met with the residents.

5. PETITIONS

5.1 PETITION - WESTVIEW STREET PARKING LOT, SCARBOROUGH

The following petition containing 472 verified signatures has been received by the City:

"We, the undersigned, do respectfully request that the Council ensures that the property on the corner of Pingrup Lane and Westview Street namely; 158 Westview Street, Scarborough 6019 remains as a public carpark in perpetuity. This property is 1,386 meters squared and currently the only parking available to businesses on Lot 162 Scarborough Beach Road. Without it they are doomed to failure – one has already closed down. Furthermore, as it is partially fenced off vehicles are already overflowing into adjacent car parks causing headaches and loss of business on Lots 164, 166 and 168."

Following Council's resolution, the petition will be forwarded to the Development Services Business Unit for consideration and appropriate action.

Council Resolution

0626/001

Moved Councillor Paparde, seconded Councillor Olow

That Council RECEIVES the petition/s tabled at the Council meeting held Tuesday, 9 June 2026 and the petition be REFERRED to the Chief Executive Officer for the appropriate action.

The motion was put and declared CARRIED (14/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.
Against: Nil.

All petitions will have an update available in due course on the Petition Status Update page of the City's website which can be accessed here.

6. RESPONSES TO PREVIOUS QUESTIONS FROM MEMBERS OF THE PUBLIC TAKEN ON NOTICE

All Public Question Time responses from the previous Council meeting were published in the minutes of that meeting.

Nil.

7. PUBLIC QUESTION TIME

Public Question Time is included in the live stream. Members of the public are only required to state their name and suburb when addressing the meeting.

Members of the public who wish to ask question/s at the Council meeting are requested to submit these through the City's online Public Question Time submission form (click here).

Councillor Elizabeth Re arrived to the meeting at 6.51pm during Public Question Time.

7.1 PUBLIC QUESTION TIME - R GRIM

The following questions were submitted by R Grim, Woodlands, at the Council meeting held Tuesday, 9 June 2026.

The following questions do not relate to an Item on the agenda.

Q1. *"Is the state of Jackadder Lake improving or deteriorating? There's been clouds of green gloop suspended in the water as recently as Sunday. Is there a prognosis to what date sailing clubs will be able to resume their activities on the lake?"*

A1. The Manager Parks and Environment advised that recent testing indicates conditions have improved slightly, potentially due to the flushing effect of recent rainfall and the opening of the weir boards. In terms of expected timeframes, it is anticipated that a report will be provided to Council prior to the commencement of the summer season.

Q2. *"Will we see any methods of water aeration employed, as moved by Councillor Re in January or February? Is the microbe that can become airborne still a hazard to park users?"*

A2. The Manager Parks and Environment confirmed that advice received from the Department of Health indicates that if particles become airborne, they may present a hazard. At this stage, aeration is not supported.

Q3. *"Will the Council consider utilising chemical methods to improve the lake condition, and will the City of Stirling publish the water testing results for public scrutiny?"*

A3. The Manager Parks and Environment advised that his preference is not to use chemical treatment in this water body. He further advised that water testing results can be compiled and included as part of a Council report later in the year.

7.2 PUBLIC QUESTION TIME - S JOHNSON

The following question was submitted by S Johnson, Scarborough, at the Council meeting held Tuesday, 9 June 2026.

The following question relates to the Westview Street Parking Lot, Scarborough Petition.

Q1. "What steps are being taken to ensure that the car park at 158 Westview Street stays within the community and, more importantly, benefits local businesses, residents, visitors and frequent users of the area?"

A1. The Director Corporate Services confirmed that the City has previously considered this matter and will revisit prior work. The City will work with its planning and property teams to determine what options are available to achieve this outcome.

Additional Information

A1. The Manager Property and Commercial Services advised that 158 Westview Street is a privately owned property, and as such the City is not currently managing the parking being provided on this land holding. Parking on the site has been provided as part of lease agreements between private entities separate from the City. It is understood these agreements ceased prior to advertising of the City's draft Local Planning Scheme No. 4 (LPS4). As such, zoning changes proposed in LPS4 have not resulted in any loss of parking. The current owner has been trying to divest of their land holding for a while now. The City engaged an independent valuer and provided an offer for purchase to the owner, however unfortunately the owner refused the City's offer.

7.3 PUBLIC QUESTION TIME - S JOHNS

The following statement was provided by S Johns, Innaloo, at the Council meeting held Tuesday, 9 June 2026.

The following statement relates to the Westview Street Parking Lot, Scarborough Petition.

Q1. *"I'm the co-founder of Sweet Charity, one of the businesses affected by the car park. There're four charities within the block, two have been there for many years and ours for eight years. There is a complete lack of parking, and if that one was to go, we would certainly have to close. We raise a significant amount of money for the Perth Children's Hospital and would like to continue doing so. I hope this is taken into consideration."*

A1. The Mayor acknowledged the contribution and advised that the City has received the petition, is aware of the location, and will provide a response to the petitioners, together with a report outlining potential future actions.

7.4 PUBLIC QUESTION TIME - R HADLEY

The following questions were submitted by R Hadley, Woodlands, at the Council meeting held Tuesday, 9 June 2026.

The following questions do not relate to an Item on the agenda.

Q1. "When three sporting clubs were ejected from the Mirrabooka Open Space Reserve to accommodate Perth Glory for use as a training ground, please advise what revenue has been paid to the City since this arrangement was made."

A1. The Mayor advised that the question would be taken on notice and a written response provided.

Q2. "Have ratepayers been reimbursed for the loan provided to Mayor Mark Irwin to appeal a Local Government Standards Panel decision, noting the appeal was withdrawn and not contested?"

A2. The Manager Governance advised that a response has previously been provided and is contained within the Council minutes of 31 March, 5 May, and 19 May 2026.

Q3. "Mayor Irwin, on several occasions you have stated that the Karrinyup Library is at end of life, terminal, and that usage numbers have dropped. Yet two years ago, you stated during Public Question Time that it was the most populous in the southern hemisphere. So, how many ratepayers have you actually met with to discuss either the demolition or the sale of the premises to the Karrinyup Shopping Centre, and why do you claim this library is terminal?"

A3. The Mayor advised that the question would be taken on notice and a written response provided.

Additional Information

A1. The Director Community Development advised that only one sporting club, Northern City Soccer Club, was relocated from Mirrabooka Regional Open Space to accommodate Perth Glory Football Club. Northern City Soccer Club are now based at Dryandra Reserve and Fragrant Gardens Reserve in Mirrabooka. Under the Lease and associated Sponsorship Agreement with Perth Glory Football Club, approved by Council in October 2024, the City has negotiated a range of community and economic development benefits in lieu of lease revenue. Perth Glory Football Club remains responsible for the payment of cleaning, outgoings, fit-out and maintenance costs across their leased areas as well as maintenance costs for the playing fields. Provision of the costings associated with floodlight and reserve hire charges in accordance with Council's Fees & Charges Schedule, will require additional time to complete. A response will be provided in writing to Mr Hadley and will be included in the Agenda of the Council meeting to be held 7 July 2026.

A3. The Director Community Development advised that Karrinyup Library was historically one of the busiest public libraries in Western Australia, although since redevelopment of the adjacent Karrinyup Shopping Centre in 2021, library visitations have significantly reduced due to accessibility and parking constraints. Given that Karrinyup Library was built in 1974 significant maintenance works have been required in recent years to address its ageing condition so that it remains safe and fit-for-purpose. The City is currently preparing options for the Karrinyup Library, and broader landholding, which will then be subject to community consultation and Council decision making over the next 12 months.

7.5 PUBLIC QUESTION TIME - L JACK

The following questions were submitted by L Jack, Karrinyup, at the Council meeting held Tuesday, 9 June 2026.

The following questions do not relate to an Item on the agenda.

Q1. *"Can you please explain to me why the City of Stirling cannot organise a review of the City arboricultural standards by independent tree scientists, not contractors, to make sure that money is not being wasted and that City of Stirling trees are safe, especially street trees that can fall on roads?"*

A1. The Mayor advised that a written response would be provided outlining current practices and how the trees are assessed, and further confirmed that officers would be happy to arrange a meeting.

Q2. *"Mr Mayor, are you aware of the severity of the economic situation affecting residents, and what plans does the Council have to assist the community?"*

A2. The Mayor advised that the macroeconomics and geopolitics referred to are not necessarily a matter for Council, but the City is certainly affected by matters that flow down through the economy. He further advised that the City is currently going through its budget cycle, it is a matter for Council to determine during the budget process. The City remains the lowest rating council in Western Australia and that will be taken into consideration during budget deliberations.

Additional Information

A1. This undertaking will require additional time to complete. A response will be provided in writing to Ms Jack and will be included in the Agenda of the Council meeting to be held 7 July 2026.

At 6.49pm, in accordance with Clause 5.2(14) of the City of Stirling's Meeting Procedures Local Law 2021, the Presiding Member ruled that Public Question Time be EXTENDED.

7.6 PUBLIC QUESTION TIME - L THOMPSON

The following questions were submitted by L Thompson, Trigg, at the Council meeting held Tuesday, 9 June 2026.

The following questions do not relate to an Item on the agenda.

Q1. *"Mr Mayor, may I please draw your attention to a letter dated 18 May to yourself and Councillors, which undermines a recent unanimous decision by Councillors to investigate the installation of a new roadside guardrail along West Coast Highway and to widen the pedestrian bottleneck of the overpass at Bournemouth Parade in South Trigg.*

Given you were away at the time of the vote, do you support this unanimous decision by your fellow Councillors, and will you support them in working towards implementing this pedestrian upgrade?"

A1. The Mayor advised that he did not have a problem with the decision. He further advised that it would form part of a report and that officers would bring back information on costs.

Q2. *"Did you or any of the City's administration have any knowledge of this letter prior to its release? Did anyone else at Council have any input into assisting the author with the wording or approve the letter before it was sent to Councillors?"*

A2. The Mayor advised that he could only speak for himself and that he was not aware of the letter.

Q3. *"The latest storms and wind erosion along the coastline in Scarborough and Trigg have decimated the fragile dunes, burnt the remaining vegetation, and demonstrated how vulnerable our dunes are. The coastline is under immense pressure, with infrastructure already damaged and buried. The situation is only going to worsen, as erosion is now exposed and winter has only just begun.*

I ask each of you, if you can, to walk along the coast from Clarko to Scarborough to see this firsthand, because what is occurring is happening faster than CHRMAP has indicated, and current efforts are not helping.

With no evidence that this Council can effectively manage the coastline without causing further erosion, when will the Council decide that it cannot control the environment and withdraw the Boardwalk Project?"

A3. The Mayor advised that the question would be taken on notice and a written response provided.

Additional Information

A3. The Manager Strategy and Performance advised that the City recognises the dynamic nature of our coastline and these conditions reinforce why coastal erosion and environmental risks are central to the work underway as part of the feasibility study. As part of this process, the City is integrating the Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) and relevant State planning policies to assess coastal risks, including erosion, storm impacts and long-term shoreline movement. These frameworks are being used specifically to understand whether infrastructure of this nature can be accommodated safely and sustainably.

The City remains committed to taking a cautious, evidence-based approach that balances environmental protection with community needs. No outcome has been predetermined and the findings of the current research will inform Council's future consideration of the project.

7.7 PUBLIC QUESTION TIME - D LANCER

The following question was submitted by D Lancer, Joondanna, at the Council meeting held Tuesday, 9 June 2026.

The following question does not relate to an Item on the agenda.

Q1. "I live opposite Bethanie Aged Care and, one by one, the units have been emptied. There are 20 units vacant, and many people do not have homes to live in. They are only one-bedroom units, but is the Council able to do anything about that, or is Bethanie private?"

A1. The Mayor advised that Bethanie is a private aged care provider. He further advised that the City would be happy to obtain Ms Lancer's details and put her in contact with them.

Additional Information

A1. The Director Community Development advised that City Officers will make contact with Ms Lancer to assist.

7.8 PUBLIC QUESTION TIME - M MASIELLO

The following questions were submitted by M Masiello, Trigg, at the Council meeting held Tuesday, 9 June 2026.

The following questions do not relate to an Item on the agenda.

Q1. "I listened to your 6PR interview with Simon Beaumont on 27 May, and Mr Beaumont asked for an update on the proposed boardwalk. You stated there is a local issue where 80% support it and a small group do not. Can you please advise where this figure of 80% support was obtained, as I cannot find that information anywhere?"

A1. The Mayor advised that the question would be taken on notice and a written response provided.

Q2. "During this interview, you also claimed that those who do not support the boardwalk submitted complaints to the Inspector. To my knowledge, the only public complaint resulted in a finding of a minor breach. As I have never submitted a complaint, I find your statement difficult to believe and personally offensive. Do you consider it reasonable behaviour for a Mayor, in a democratic society, to make such generalised allegations on public radio?"

A2. The Mayor apologised if offence had been taken and advised that he considered it reasonable.

Q3. "The City's community consultation identified 742 people opposed to the proposal. In addition, a petition with over 1,700 signatures opposing the boardwalk through the dunes was submitted, supporting alternative options. During consultation, no alternatives were presented, and five Councillors opposed the proposal and called for alternatives to be considered.

The consultation data also indicates that the largest group of supporters (38%) cited perceived safety concerns about walking alongside West Coast Highway. To address this, Council unanimously voted on 5 May to investigate strategies to mitigate these concerns, potentially for as little as $100,000 through a guardrail.

Please explain why you have used your position as Mayor to make what are perceived as inaccurate and unsubstantiated statements on public radio, which may be considered misleading and dismissive."

A3. The Mayor advised that he had not.

Additional Information

A1. The Manager Strategy and Performance advised that the Mayor's comment is based on the City's formal community consultation, with around 75 per cent in most areas of the City of Stirling in support of the boardwalk. That information is publicly available on the City's website as part of the Coastal Boardwalk Feasibility Study. The City recognises there are a range of community views and all feedback is being considered as part of the feasibility work.

7.9 PUBLIC QUESTION TIME - R MURPHY

The following questions were submitted by R Murphy, Karrinyup, prior to the Council Meeting held Tuesday, 9 June 2026.

The following questions do not relate to an Item on the agenda.

Q1. "At its meeting on 5 May 2026, Council approved two large community grants totalling $82,250. Applicants were required to meet 'robust criteria,' including alignment with the City's strategic objectives, value for money, adequacy of supporting information, and community impact. On 25 June 2024, Council approved the Corporate Business Plan 2024–28, which included $500,000 for a Scarborough–Trigg coastal boardwalk feasibility study. What criteria did this project need to meet before being included in the budget, and were these criteria and supporting details available to Councillors prior to the meeting?"

A1. The Manager Strategy and Performance advised that all projects included in the Corporate Business Plan are considered through the City's Integrated Planning and Budget process, which applies a consistent approach to assessing proposals. This includes criteria such as alignment to the City's strategic priorities, community need, financial sustainability and overall value, along with information provided on scope, costs and intended outcomes to support decision-making.

The Coastal Boardwalk feasibility study was considered through this process, which included a series of Elected Member workshops held prior to the formal Council meeting. These sessions provide Councillors with the opportunity to review and discuss proposals before the Corporate Business Plan is presented for adoption.

Q2. "On 19 November 2024, I requested documents under the Freedom of Information Act regarding the inclusion of $500,000 for a coastal boardwalk feasibility study in the 2024–28 Corporate Business Plan. Fifteen documents were identified: full access was granted to one, partial access to seven, and seven were refused. I have requested an external review by the Information Commissioner, which is ongoing. Given the delay, I again ask for the names of those the MSP advised would attend and present at the Strategic Planning Day on 16 March 2024, and who met with the CEO the previous day. These redactions appear in FOI No. 11, which lists the Coastal Boardwalk as a separate agenda item. The reason for this question is that the Friends of Trigg Beach were refused the opportunity to attend and present at meetings where the Coastal Boardwalk was discussed, yet others were granted access - who were they?"

A2. The Manager Strategy and Performance stated that as previously advised, no external representatives attended the Strategic Planning Day in relation to the Coastal Boardwalk item. External representatives were in attendance only to present on other agenda items, which were unrelated to the Coastal Boardwalk project.

Q3. *"In March 2026, the City established a Coastal Protection Working Group with community representation. Can the City advise how many people are on this group, which organisations they represent, and why there are no Trigg residents included, despite nominations from at least two regular beach users with extensive local knowledge of the Trigg–Scarborough coastline?"*

A3. The Manager Engineering Services advised that the Coastal Protection Working Group comprises City officers from relevant business units, together with 14 appointed community members. The community membership includes representatives from a range of coastal stakeholder groups, including the Trigg Surf Life Saving Club, Surfing WA and the Stirling Natural Environment Coastcare (SNEC). In addition, the Working Group includes residents from Scarborough, Trigg, North Beach, Watermans Bay, Doubleview, Balga and Balcatta, ensuring a range of local knowledge and community perspectives across the City.

8. APPLICATIONS FOR LEAVE OF ABSENCE

Councillor Andrea Creado requests a leave of absence for the period 22 June 2026 to 26 June 2026 inclusive.

Councillor Joe Ferrante requests a leave of absence for the period 1 July 2026 to 29 July 2026 inclusive.

Councillor Karlo Perkov requests a leave of absence for the period 10 July 2026 to 9 August 2026 inclusive.

Councillor Andrea Creado requests a leave of absence for the period 10 August 2026 to 15 August 2026 inclusive.

Council Resolution

0626/002

Moved Councillor Giudici, seconded Councillor Olow

That Council APPROVES the following:

1. **Councillor Andrea Creado's request for a leave of absence for 22 June 2026 to 26 June 2026 inclusive;**
2. **Councillor Joe Ferrante's request for a leave of absence for 1 July 2026 to 29 July 2026 inclusive;**
3. **Councillor Karlo Perkov's request for a leave of absence for 10 July 2026 to 9 August 2026 inclusive; and**
4. **Councillor Andrea Creado's requests for a leave of absence for 10 August 2026 to 15 August 2026 inclusive.**

The motion was put and declared CARRIED (15/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

9. CONFIRMATION OF MINUTES

Council Resolution

0626/003

Moved Councillor Creado, seconded Councillor Hatton

That the Minutes of the Ordinary Meeting of Council of 19 May 2026 be confirmed as a true and correct record of proceedings.

The motion was put and declared CARRIED (15/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

10. ANNOUNCEMENTS BY THE PRESIDING MEMBER

The Deputy Mayor, Karlo Perkov, made the following announcement:

"On behalf of Council, I am delighted to advise that City of Stirling Mayor, Mark Irwin, has been appointed a Member of the Order of Australia in the 2026 Kings Birthday Honours List - recognising his significant service to local government, surf lifesaving, and the broader community. Mark's lifelong commitment to service began at the Scarborough Surf Lifesaving Club, where he rose to president before leading Surf Lifesaving WA, and later entering local government as a Councillor in 2015 and serving as our Mayor since 2017. More recently, he was also elected President of the WA Local Government Association, further reflecting the respect he holds across the sector."

The Chief Executive Officer, Stevan Rodic, made the following announcement:

"On behalf of the City, I extend our sincere congratulations to Mayor Mark Irwin on this outstanding and well-deserved honour. His leadership, dedication, and commitment to service set a benchmark that we are all proud to support. As CEO, I have the privilege of working closely with Mark and see firsthand his strong belief in collaboration, bringing together Councillors, and our people to work constructively towards our shared vision and shared outcomes. We are not afraid to respectfully challenge one another, knowing that this is how better decisions are made for our community. Through initiatives such as our staff onboarding sessions, 'In the Driver's seat with the Mayor and CEO', we make that partnership visible to our organisation - demonstrating that we are aligned, working as one team to deliver our vision of being a sustainable city with a local focus. Once again, congratulations, Mark."

The Presiding Member, Mayor Mark Irwin AM, made the following announcements:

"I would like to take a moment now for us all to acknowledge and sincerely thank Ingrid, our Director of Corporate Services, who is retiring this week, after 12 - nearly 13 years - of outstanding service to the City of Stirling and our community. Since joining the City of Stirling in October, 2013 as Manager of Finance, Ingrid has made a profound and lasting contribution to the City. She has served as Director of Corporate Services for eight years, providing strong, calm, and strategic leadership through periods of significant change and growth. As the City's first female director, Ingrid paved the way for future leaders and has been an inspiring role model across the organisation. Her leadership has been marked by professionalism, integrity, and a genuine commitment to people. Throughout her tenure, Ingrid has overseen a range of key initiatives and milestones, including strengthening the City's approach to Work, Health and Safety, supporting the establishment of the Property and Commercial Services business unit, and contributing to the long-term sustainability of our people, our technology, and our financial operations. Ingrid's legacy is one of thoughtful leadership, enduring impact and a deep care for the City and its people. Her contribution will be felt for many years to come.

On behalf of Council, I extend our sincere gratitude to Ingrid for her dedication, professionalism, and service to the City of Stirling. Most importantly, on behalf of all of us on Council, Ingrid, I just want to say a huge thank you for your warmth, and particularly the thing I'll remember you for, is your kindness. You are genuinely one of the wonderful people who make this job pleasurable for all of us in the work that you do. We thank you so much. We wish you every bit of happiness and success as you embark on your next chapter. Thanks, Ingrid."

"I would also like to take a moment to acknowledge and sincerely thank Chris Brereton, Manager of Community Development. He is retiring after an extraordinary 25 years of service to the City of Stirling. Throughout his tenure, Chris has been highly respected and a valued leader, recognised for strong commitment to people, to his steady leadership, and his passion for building an inclusive community. His leadership of the Community Development Business Unit has played a very significant role in shaping the City's approach to community wellbeing and social cohesion, leaving such a positive and lasting impact on our organisation and the wider community. Chris has been instrumental in delivering people focused initiatives that has strengthened connections across our community and supported thousands of residents. His work has consistently reflected a deep understanding of the importance of inclusion, participation and belonging. On behalf of Council, not only your work in doing that stuff that we don't see with the community, I often refer to you as the heart of the City, but probably the biggest telling legacy you will leave is the impact you've had on the staff and your team. I know I've seen that through the impact you've left on them and the way they've reacted to you leaving. I think we're going to have to be wrapping our arms around a lot of people for a little while as they really will miss you and that warmth that you bring. So again, Chris, we thank you so much for your dedication and leadership and your service. And we wish you every bit of happiness in your future as well. Thanks, Chris."

11. UNRESOLVED BUSINESS FROM PREVIOUS MEETING

Nil.

12. REPORTS AND RECOMMENDATIONS OF COMMITTEES

12.1 COMMUNITY AND RESOURCES COMMITTEE - 26 MAY 2026

12.1/CC2 EVENT SPONSORSHIP

Business Unit:	Customer and Communications	Service: Events and Sponsorship
Ward:	City Wide	Location: Multiple
Applicant:	Multiple	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution

0626/004

Moved Councillor Creado, seconded Councillor Ferrante

1. That Council APPROVES the sponsorship of the following events, totalling $84,000 funding, $42,160 Value-In-Kind and $6,840 direct service costs:

a. Stirling Farmers Market 2026-27 - $9,000 funding + $400 Value-In-Kind + $3,600 direct costs [$13,000 package];

b. Summer X Salt Markets 2026-27- $20,000 funding + $15,000 Value-In-Kind [$35,000 package];

c. ExPRO Fitness Summit & Festival 2026 - $13,000 Value-In-Kind + $2,000 direct costs [$15,000 package];

d. ITF Beach Tennis World Tour BT200 2026 - $30,000 funding + $9,760 Value-In-Kind + $240 direct costs [$40,000 package];

e. Karla Bidi Perth Festival 2027 - $25,000 funding + $9,000 Value-In-Kind + $1,000 direct costs [$35,000 package].

2. That Council APPROVES, from the 2025/2026 adopted budget, the following payments and payment adjustments, totalling $109,000 funding:

a. Stirling Farmers Market 2026-27 - $9,000 funding;

b. Summer X Salt Markets 2026-27- $15,000 funding [initial payment of $20,000 total funding];

c. ITF Beach Tennis World Tour BT200 2026 - $25,000 funding [initial payment of $30,000 total funding];

d. World Police & Fire Games 2027 [milestone payment adjustment] - $50,000 funding;

e. Bowls Australia 2026 Nationals [milestone payment adjustment] - $10,000 funding.

3. That Council APPROVES, in advance from the 2026/2027 draft budget, the following payments and direct service costs, totalling $41,840 funding:

a. Stirling Farmers Market 2026-27 - $3,600 direct costs;

b. Summer X Salt Markets 2026-27- $5,000 funding [final payment of $20,000 total funding];

c. ITF Beach Tennis World Tour BT200 2026 - $5,000 funding [final payment of $30,000 total funding] + $240 direct costs;

d. ExPRO Fitness Summit & Festival 2026 - $2,000 direct costs;

e. Karla Bidi Perth Festival 2027 - $25,000 + $1,000 direct costs.

The motion was put and declared CARRIED (14/1), by an Absolute Majority.

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Thornton and Mayor Irwin.
Against: Councillor Re.

Committee Recommendation

1. That Council APPROVES the sponsorship of the following events, totalling $84,000 funding, $42,160 Value-In-Kind and $6,840 direct service costs:

    a. Stirling Farmers Market 2026-27 - $9,000 funding + $400 Value-In-Kind + $3,600 direct costs [$13,000 package];

    b. Summer X Salt Markets 2026-27- $20,000 funding + $15,000 Value-In-Kind [$35,000 package];

    c. ExPRO Fitness Summit & Festival 2026 - $13,000 Value-In-Kind + $2,000 direct costs [$15,000 package];

    d. ITF Beach Tennis World Tour BT200 2026 - $30,000 funding + $9,760 Value-In-Kind + $240 direct costs [$40,000 package];

    e. Karla Bidi Perth Festival 2027 - $25,000 funding + $9,000 Value-In-Kind + $1,000 direct costs [$35,000 package].

2. That Council APPROVES, from the 2025/2026 adopted budget, the following payments and payment adjustments, totalling $109,000 funding:

    a. Stirling Farmers Market 2026-27 - $9,000 funding;

    b. Summer X Salt Markets 2026-27- $15,000 funding [initial payment of $20,000 total funding];

    c. ITF Beach Tennis World Tour BT200 2026 - $25,000 funding [initial payment of $30,000 total funding];

    d. World Police & Fire Games 2027 [milestone payment adjustment] - $50,000 funding;

    e. Bowls Australia 2026 Nationals [milestone payment adjustment] - $10,000 funding.

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   b. Summer X Salt Markets 2026-27- $5,000 funding [final payment of $20,000 total funding];

   c. ITF Beach Tennis World Tour BT200 2026 - $5,000 funding [final payment of $30,000 total funding] + $240 direct costs;

   d. ExPRO Fitness Summit & Festival 2026 - $2,000 direct costs;

   e. Karla Bidi Perth Festival 2027 - $25,000 + $1,000 direct costs.

NB: ABSOLUTE MAJORITY VOTE REQUIRED AT COUNCIL (FOR REC 2 AND 3)

Officer's Recommendation

1. That Council APPROVES the sponsorship of the following events, totalling $84,000 funding, $42,160 Value-In-Kind and $6,840 direct service costs:

   a. Stirling Farmers Market 2026-27 - $9,000 funding + $400 Value-In-Kind + $3,600 direct costs [$13,000 package];

   b. Summer X Salt Markets 2026-27- $20,000 funding + $15,000 Value-In-Kind [$35,000 package];

   c. ExPRO Fitness Summit & Festival 2026 - $13,000 Value-In-Kind + $2,000 direct costs [$15,000 package];

   d. ITF Beach Tennis World Tour BT200 2026 - $30,000 funding + $9,760 Value-In-Kind + $240 direct costs [$40,000 package];

   e. Karla Bidi Perth Festival 2026 - $25,000 funding + $9,000 Value-In-Kind + $1,000 direct costs [$35,000 package].

2. That Council APPROVES, from the 2025/2026 adopted budget, the following payments and payment adjustments, totalling $109,000 funding:

   a. Stirling Farmers Market 2026-27 - $9,000 funding;

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   d. World Police & Fire Games 2027 [milestone payment adjustment] - $50,000 funding;

   e. Bowls Australia 2026 Nationals [milestone payment adjustment] - $10,000 funding.

3. That Council APPROVES, in advance from the 2026/2027 draft budget, the following payments and direct service costs, totalling $41,840 funding:

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   d. ExPRO Fitness Summit & Festival 2026 - $2,000 direct costs;

   e. Karla Bidi Perth Festival 2026 - $25,000 + $1,000 direct costs.

NB: ABSOLUTE MAJORITY VOTE REQUIRED AT COUNCIL (FOR REC 2 AND 3)

Purpose

To seek approval for event sponsorships, in accordance with the Sponsorship Policy.

Details

Sponsorship Policy and Event Sponsorship

A revised Sponsorship Policy is presented to Council for consideration at this meeting, following a comprehensive review of the current Policy. In accordance with the City's current Sponsorship Policy, event sponsorship submissions over $5,000 are presented with supporting information for Council approval. The events presented in this report have been assessed, and will be approved, as per the current Sponsorship Policy.

Event sponsorship enables the City to provide funding, value-in-kind and direct-cost services to organisations that deliver events aligned with our Strategic Community Plan objectives. There are three modes of support offered by the City that make up the total sponsorship package and value:

1. Funding – direct monetary contributions paid to organisations;
2. Value-in-Kind (VIK) – City delivered goods or services provided to/for organisations, usually as 'business as usual' with no additional budget allocation; and
3. Direct Cost Services – City or externally delivered services provided to/for organisations, that require budget allocation.

The Scarborough Beach precinct remains the City's premier event and tourism destination, particularly suited to large-scale and beach sports events due to its purpose-built infrastructure, accommodation, hospitality offerings, natural assets and strong visitor appeal. Its established track record attracts repeat events, new enquiries and supports a reputation for reliable delivery and positive stakeholder relationships. Events not aligned with the beachfront are considered for delivery at alternative City locations through negotiation.

Strategic Plans and Alignment

The Strategic Community Plan, Sustainable Stirling 2022 – 2032 and Economic Development and Tourism Strategy 2021 – 2025 (currently under review by City Future - Economic Development) include key objectives to attract events and visitors, encourage investment, activate public spaces, connect communities and create a vibrant City.

The recently developed Investment Attraction Framework and Investment Prospectus (City Future - Economic Development) and other plans currently in development, including the 'Vibrant Stirling' Events Plan (draft currently in development with Customer and Communications - Events and Sponsorship) and Destination Plan (draft currently in development by City Future - Economic Development) also identify events as catalysts for driving economic growth, investment and partnerships, and destination branding.

Overall, events are positioned as a key tool to drive economic development, increase tourism and brand strength, and deliver social and place-based outcomes for the City.

Event Sponsorships for Consideration

A total of five event sponsorship opportunities are being presented to Council for consideration – three event sponsorship proposals, and a further two applications transferred from the Community Grants Program and recommended for event sponsorship due to program eligibility and alignment.

In addition, the City has recently assessed and approved a further four sponsorship opportunities under Director delegation – two event sponsorship proposals and one application transferred from the Community Grants Program:

- Food Hub Central – $3,140 funding + VIK ($5,000 total package) to deliver the 2026 Banh Mi Festival, in May 2026
- Squash WA – $5,000 funding ($5,000 total package) to deliver the 2026 Squash WA Open International, in June 2026
- Stirling Adriatic Centre (transferred from the Community Grants Program) – $5,000 funding ($5,000 total package) to host the Darts Australia Pacific Masters WDF Gold Event and Australian Championships, in July 2026.

The Scarborough Beach Association also submitted a Sponsorship Proposal for Groundswell Festival 2026, requesting $91,000 (+ VIK), however this proposal was withdrawn and the event cancelled by event organisers due to a significant budget deficit.

The recommended sponsorship opportunities presented comprise of funding, value-in-kind and direct cost services due to their strong social, economic and sporting outcomes aligned with City strategic plans, including community benefit, return on investment, event attraction, marketing and brand exposure opportunities.

Further information is included below, and within the attached sponsorship proposals and supporting documents:

1. Event: Stirling Farmers Markets
Applicant: Rotary Club of Karrinyup
Venue/s: City of Stirling Administration Centre
Date/s: Sunday year-round (Easter and Christmas holidays excluded)
Transferred from Community Grants Program to Sponsorship Program.

Previous Sponsorship	Attendance / Participation	Total Event Budget	Requested Sponsorship	Recommended Sponsorship	Economic Impact	Return on Investment
N/A *($8,500 grant funded)*	~60,000 attendees (1,200 per market, ~50 markets per year)	$68,800	$10,000 funding + VIK	$9,000 funding + $3,600 direct cost + $400 VIK ($13,000 package)	$3 million (REMPLAN data)	1:333 ($333 per $1 sponsorship funding)
Description	The Stirling Farmers Market is operated by the Rotary Club of Karrinyup and held every Sunday morning at the City of Stirling Administration Centre car park. Operating for approximately 14 years, it is the only authentic farmers' market within the City of Stirling. All profits generated are reinvested by the Rotary Club into charitable projects supporting the local and wider community. The market provides access to fresh, locally produced food and serves as a valued weekly meeting place for residents and visitors from across Perth, attracting families, seniors, people with disabilities and young people. It also supports community engagement by offering free stalls to community initiatives and providing community service opportunities for participants in Rotary youth programs and students from Churchlands Senior High School. The Stirling Farmers Market has recently been awarded a $50,000 grant through the Department of Primary Industries and Regional Development's WA Farmers' Market Grant Scheme to upgrade electrical services, reducing reliance on diesel generators. This project is being delivered in collaboration with the City's Infrastructure Directorate. Due to its financial viability, the project has transitioned from the Community Grants Program to Event Sponsorship. The City recognises the market's strong community benefit and branding value; therefore it is recommended the City continue to support the Stirling Farmers' Market through a funding and VIK sponsorship package. Please note that under the newly endorsed Lease and Licence Policy, the Rotary Club of Karrinyup have been categorised as a Category 1 tenant with the new agreement to be charged at $1 per annum, inclusive of utilities. Future partnership and collaborative support opportunities will continue to be investigated.					

Objectives / Outcomes	• Create a vibrant community hub with regular activity and a diverse range of engaged visitors • Continue fundraising efforts for the Rotary Club of Karrinyup to successfully undertake its many charitable projects each year • Provide WA producers with an opportunity to sell their food and produce, increasing economic activity across the Perth region. • Encourage sustainable initiatives and activities at the market (e.g. reusable bags, plastic-free stalls, reuseable coffee cups, etc.)
Benefits / Branding	• City signage will be displayed at the event • City logo will be used on event collateral and digital platforms • Opportunities to promote City services and programs at the event throughout the season • Estimated economic impact of $3,000,000 to the local economy
Other Funding Sources	• Stallholder fees

Other Stakeholders	• Rotary Club of Karrinyup
	• Churchlands Senior High School (student community service)
	• Local Community groups and charities that receive fundraising from the markets, including but not limited to:
	  ○ Stirling Women's Centre
	  ○ Karrinyup Community Men's Shed
	  ○ Trigg Island Surf Life Saving Club
	  ○ Riding for Disabled Carine
	  ○ Friends of Star Swamp & Trigg Bushland
	  ○ Osborne Park Hospital Nurse of the Year Award

2. Event: Summer X Salt Markets
Applicant: Salty Events Pty Ltd.
Venue/s: Clarko Reserve, Trigg
Date/s: Fortnightly Saturdays from 24 October 2026 – 20 March 2027

Previous Sponsorship	Attendance / Participation	Total Event Budget	Requested Sponsorship	Recommended Sponsorship	Economic Impact	Return on Investment
N/A *($35,000 grant funding)*	~60,000 attendees (over market series)	$387,780	$50,000 funding + VIK	$20,000 funding + $15,000 VIK ($35,000 package)	$6-million (REMPLAN data)	1:300 ($300 per $1 sponsorship funding)
Description	The Summer X Salt Markets, run by Salty Events in conjunction with Salty Folk Inc, began as a vision to promote local creatives, artisans and small businesses specifically interested in ocean sustainability and 'the salty life'. Today, Summer X Salt is known as WA's iconic Surf and Salty Lifestyle Marketplace, a platform that engages and provides positive growth to the creative coastal community, whilst working towards a more sustainable future. 2026 will mark the 11th season of the markets demonstrating a dedicated audience and support from the community. Each beachside market showcases a curated line-up of surf and salty inspired artists and designers, small businesses, free wellness and community activities, local buskers, kids activities, food vendors and charitable community organisations. The market has showcased a strong commitment to environmental sustainability and successfully operates as a zero-waste event. While in operation, the market has diverted an estimated 80,000 plastic bags and 50,000 coffee cups from landfill. Waste Warriors waste-sorting services are also utilised at every market to ensure all recyclables are appropriately managed and food scraps are composted. Due to its financial viability and commercial business structure, the project has been transferred from the Community Grants Program to Event Sponsorship. The City recognises the market's strong community benefit, tourism attraction, local business development, and economic impact and branding value, it is recommended the City continue to support of the market through a funding and VIK sponsorship package.					

Objectives / Outcomes	• Encourage and support local business growth and economic stimulus • Provide a platform for 70+ emerging small businesses and creative makers per market • Run a zero-waste sustainable event, diverting waste from landfill • Increase return visitor numbers to the City of Stirling • Create a vibrant, interactive and unique market experience Activate public coastal spaces and drawing consistent foot traffic to the surrounding precinct
Benefits / Branding	• Approximately $6-million economic impact over the course of the market season • City logo to be used on all event collateral • Acknowledgement of City support across event marketing, socials, and website • City signage to be displayed at the event • Opportunities to promote City services and programs at the events • Estimated economic impact of $6,000,000 to the local economy
Other Funding Sources	• Stallholder fees • Merchandise sales • Local business/commercial sponsors
Other Stakeholders	• Salty Folk Inc • Stallholders • St Mary’s Anglican Girls School (student community service) • Local business sponsors • Market attendees

3. Event: ExPRO Fitness Summit & Festival
Applicant: ExPRO Fitness Pty Ltd
Venue/s: Scarborough Beach Precinct
Date/s: Friday 13 and Saturday 14 November 2026

Previous Sponsorship	Attendance / Participation	Total Event Budget	Requested Sponsorship	Recommended Sponsorship	Economic Impact	Return on Investment
$30,000 funding + $15,000 VIK *($45,000 package)*	*1,121 Summit & Festival ticketholders* *~3,500 Festival attendees*	$141,392	$50,000 funding + VIK	$13,000 VIK + $2,000 direct cost ($15,000 package)	$509,610 (REMPLAN data)	NA (VIK only)
Description	Originating in Singapore, the ExPRO Fitness Summit is a two-day conference and festival that provides professional development, business and networking opportunities for the fitness industry and community. This is a unique event for Perth let alone Australia. The Summit will take place at Rendezvous Scarborough and feature a curated program of guest speakers, panel discussions, education and training opportunities, demonstrations and activities. The ExPRO Fitness Festival is a community-centric event designed to promote health, well-being, and social engagement, and showcase local health and wellness services, business and industry. The festival will optimise the purpose-built beachfront event space to include retail therapy, recovery zones, fitness experiences, mass workouts, competitions, DJ's, local business promotion and more. The event has demonstrated economic, audience and brand growth and over the past two years since it began in Scarborough in 2024, however was assessed lower against strategic outcomes. Given the success of previous events and continued profitability, the event is commercially viable and therefore it is recommended support comprises of in-kind venue hire, marketing and waste services only with no funding. This is in-line with a scaled approach over the first three years to support initial brand development and audience, sponsor and exhibitor attraction.					

Objectives / Outcomes	• Enhance the City's reputation as active, healthy, and vibrant • Showcase the City's ability to attract and support significant national events • Enhance Scarborough's reputation as a high-profile national event destination • Facilitate social connection • Provide access to health services locally • Promote active and healthy lifestyle choices • Facilitate a range of recreation and leisure opportunities for everyone • Support local business and fitness industry • Attract and promote investment and partnership opportunities
Benefits / Branding	• City logo on all event collateral including programs, publications and other collateral • Venue and event signage, verbal recognition during events • Promotion of local tourism and accommodation information to attendees • Estimated economic impact of $509, 610 to the local economy
Other Funding Sources	• Industry sponsorships and partnerships • Fitness Arena title sponsorship • Fitness Experience title sponsorship • Summit title sponsorship • Ticket sales • Stallholder/exhibitor fees
Other Stakeholders	• Local, national and international fitness industry experts, organisations and businesses • Rendezvous Hotel • Event patrons

4. Event: ITF Beach Tennis World Tour BT200
Applicant: Beach Tennis West Inc.
Venue/s: Scarborough Beach Precinct
Date/s: 19-22 November 2026

Previous Sponsorship	Attendance / Participation	Total Event Budget	Requested Sponsorship	Recommended Sponsorship	Economic Impact	Return on Investment
$30,000 funding + $10,000 VIK *($40,000 package)*	~155 players ~2,000 spectators	$138,840	$30,000 funding + VIK	$30,000 funding + $9,760 VIK + $240 direct cost ($40,000 package)	$367,512 (REMPLAN data)	1:12 ($12 per $1 sponsorship funding)
Description	The ITF Beach Tennis World Tour BT200 is a premier international beach tennis tournament, sanctioned by the International Tennis Federation (ITF) and operated by local organisation Beach Tennis WA. The event will be held at Scarborough Beach, featuring 13 courts, with the central court located at the iconic Amphitheatre, DJ, food trucks and VIP area creating a festival atmosphere for players, spectators, and the local community, and a collaboration with the Scarborough Sunset Markets on the tournament opening night, showcasing the best of Scarborough to visitors. The 2026 edition will build on the success of the inaugural event at Scarborough with anticipated growth in both participation and audience. The event will host men's, women's, and mixed doubles competitions across various skill levels: Professional, Advanced, Intermediate, and Beginners. Matches will follow ITF regulations, with best-of-three sets and tiebreakers. The competition will attract players from 19 different countries, in addition to players from all around Australia, and approximately 2,000 spectators across four days, as well as a significant live-stream viewing audience. Prior to the event, Beach Tennis WA will provide free 'come-and-try' sessions to broaden the exposure and introduce new audiences to the sport. The event will provide opportunities for international promotion of Scarborough though destination marketing and competitors' social media profiles, will increase visitation and local business activation in the Scarborough Precinct and broader Stirling area, and diversify the beach sports program at Scarborough while attracting international visitors, promoting Scarborough worldwide as a sporting and cultural destination. The event will also promote community wellbeing via its exclusive sporting activation opportunities for local sporting clubs, schools and residents.					

Objectives / Outcomes	• Promote healthy, active lifestyles, inclusivity and social connection through accessible, family-friendly sporting experiences • Enhance the City's reputation as active, healthy, and vibrant • Showcase the City's ability to attract and support significant national events and strengthens Scarborough's reputation internationally as a high-profile event and tourism destination • Boosts tourism and attract visitors to the City and stimulate economic spend in business, hospitality and accommodation. • Creates new partnership opportunities for local businesses, with event activations and vendor spaces
Benefits / Branding	• Recognition as a 'Major Sponsor' and host City • Prominent City of Stirling branding across all event materials, digital platforms, and on-site signage • Opportunities for City representatives to participate in VIP events, opening ceremonies and medal presentations • Significant media exposure: local, national, and international, including live streaming via PlayBT (TBC) and robust social media campaigns • Estimated economic impact of $367,512 to the local economy
Other Funding Sources	• Brand and corporate sponsors including Rendezvous, Facto Financial, Chery Motor, Hilx Eyewear and local businesses • Player entry fees
Other Stakeholders	• Beach Tennis West Inc. • PlayBT • International Tennis Federation • Tennis Australia • Rendezvous Hotel (TBC) • Local businesses

5. Event: Karla Bidi
Applicant: Perth Festival
Venue/s: Coastal location (to be determined following cultural consultation)
Date/s: Friday 5 – Sunday 28 February 2027

Previous Sponsorship	Attendance / Participation	Total Event Budget	Requested Sponsorship	Recommended Sponsorship	Economic Impact	Return on Investment
$125,000 funding + $17,261 VIK *($142,261 package)*	*~58,000 attendees (across duration of installation)*	$446,079	$25,000 + VIK	$25,000 funding + $1,000 direct cost + $9,000 VIK ($35,000 package)	$5,800,000 (REMPLAN data)	1:232 ($232 per $1 sponsorship funding)
Description	Karla Bidi is a free, multi-site installation delivered across the three weeks of Perth Festival, designed to foster reflection and engagement with First Nations cultural practices, histories and connections to place. Building on successful city-based installations along the Derbal Yerrigan (Swan River) in 2025 and 2026, the 2027 program proposes a new coastal cluster within the City of Stirling, developed in consultation with the Noongar Cultural Advisory Council. The experience centres on sculptural beacons that act as gathering points, complemented by ambient soundscapes, interpretive signage and digital content that encourage self-guided exploration by foot or bicycle. A newly commissioned soundscape for 2027 will further enhance the immersive experience. Karla Bidi is a major drawcard within the Festival's four-year program (2025–2028), attracting significant visitation and associated economic activity. The installation recorded an estimated 57,949 attendances in 2025, demonstrating strong public engagement with this free offering. Based on current REMPLAN projections, comparable visitation levels in 2027 could deliver an estimated $5.8 million in economic benefit to the City of Stirling over the Festival period. This impact is driven by increased local visitation, extended dwell time, and flow-on spending in nearby businesses and services. The project is underpinned by strong cultural governance, with all aspects of development informed by Perth Festival's Noongar Cultural Advisory Council, Cultural Advisor Vivienne 'Binyarn' Hansen, and relevant community stakeholders. Site selection prioritises cultural alignment, connection to Country, accessibility and community benefit, while ensuring environmental sustainability through independent ecological assessments. By embedding Noongar knowledge, storytelling and environmental awareness into publicly accessible spaces, Karla Bidi creates meaningful opportunities for cultural exchange, strengthens community connection, and supports ongoing recognition and celebration of First Nations heritage. Perth Festival champions storytelling and open creative expression, recognising the importance of free speech and diverse perspectives; however, the Festival confirms the performances are not a platform for political advocacy and does not permit hate speech, discrimination, harmful or unlawful content, expecting all audiences and artists to engage with respect and openness.					

Objectives / Outcomes	• Embrace Aboriginal culture and celebration of place • Deliver flagship cultural experiences that are loved locally and admired globally • Provide free activities for the broader community • Promote the City's coast as a tourist attraction and encourage visitation, economic activity and growth • Partner with community, business, and industry to drive local business and employment and create a welcoming, thriving, and connected community • Encourage economic spend by providing unique arts performances that attract visitors from the broader Perth area to accommodation and hospitality venues.
Benefits / Branding	• Estimated economic boost to local City of Stirling economy of $5.8 million • Associate Partner sponsorship recognition: o Inclusion of City's logo in Associate Partner's logo lockup o Recognition in Sponsor grid appearing in Festival brochure, digital event programs, Festival website, media releases, and produced sponsors signage o Inclusion of City's logo in program page in annual brochure, program webpages, related media releases, and related event posters • Display of City branded outdoor signage at activity location • Promotional presence on festival collateral (print and digital), press and outdoor adverts, media releases, venue signage, and program launches and functions • Invitation for Mayor/Elected Members to attend opening/closing events in a formal capacity • Estimated economic impact of $5,800,000 to the local economy
Other Funding Sources	• University of Western Australia (Founder) • Lotterywest (Principal Partner)

Other Stakeholders	• Perth Festival – event owner/organiser and financial contributor • Perth Festival Noongar Cultural Advisory Committee (NCAC) • University of Western Australia – founder of Perth Festival • Lotterywest - Principal Partner and financial contributor • Artists – Jacob Nash, Ilona McGuire, Ian Wilkes and Chloe Ogilvie • City of Stirling – sponsor (proposed) and Community Development (to facilitate cultural consultation with Elders)

Financial Assessment and Implications

The 2025/2026 budget includes $740,000 for Event Sponsorship. To date, $586,307 has been committed from the 2025/2026 budget for approved event sponsorship and associated expenses. This leaves a balance of $153,693 available for event sponsorship in the 2025/2026 budget.

If all recommendations contained within this report are approved by Council, a further $54,000 will be committed from the 2025/2026 Event Sponsorship budget, leaving a balance of $104,693. A further $41,840 recommended in this report will be committed from the 2026/2027 draft budget.

It is also recommended that Council approve a reallocation of pre-approved payments for the 2026/2027 draft budget so they can now be paid from the 2025/2026 budget due to event changes resulting in available funding, and to reduce demand on the future budget, as follows:

- World Police & Fire Games 2027 – $50,000 funding to be reallocated from 2026/2027 draft budget to 2025/2026 budget
- Bowls Australia 2026 Nationals – $10,000 funding to be reallocated from 2026/2027 draft budget to 2025/2026 budget

This adjustment would leave a balance of $44,693 available in the 2025/2026 Event Sponsorship budget.

The table below summarises the Event Sponsorship budget status; the following event sponsorship budget allocations are required to deliver approved events and requested from current and future budgets:

	2025/2026	2026/2027	2027/2028
Event Sponsorship Budget	**$740,000**	**TBC**	**TBC**
Approved / Allocated	$586,307 (funding)	$285,000 ($235,000 funding + $50,000 direct costs)	$450,000 (direct costs)
Available Sponsorship Budget	**$153,693**	**TBC**	**TBC**
Event Sponsorship recommendations in this report			
Stirling Farmers Market	$9,000 (funding)	$3600 (direct cost)	NA
Summer X Salt Markets	$15,000 (funding)	$5,000 (funding)	NA
ExPRO Fitness Summit and Festival	NA	$2,000 (direct costs)	NA
ITF Beach Tennis World Tour BT200	$25,000 (funding)	$5,000 (funding) $240 (direct costs)	NA
Karla Bidi	NA	$25,000 (funding) $1,000 (direct service costs)	NA
Projected Sponsorship Budget (pending Council approval of event sponsorship)	**$104,693**	**TBC**	**TBC**
Reallocation of pre-approved payments (from 2026/2027 draft budget to 2025/2026 budget)		$225,000 ($175,000 funding + $50,000 direct costs)	NA
World Police & Fire Games 2027	$50,000 (funding)		
Bowls Australia 2026 Nationals	$10,000 (funding)		
Projected Sponsorship Budget (pending Council approval or event sponsorship and payment adjustments)	**$44,693**	**TBC**	**TBC**

Stakeholder Engagement

The City and sponsorship recipients have and/or will engage with all relevant stakeholders to ensure appropriate ongoing support is maintained, and collaboration with local businesses, residents and community for local economy and community benefit.

Recommended Action

That Council approves the recommended events and associated costs.

Relevant Policies, Legislation and Council Resolutions

Local Government Act 1995
Sponsorship Policy

Meeting Date	Council Resolution Number	Council Resolution
5 April 2022	0422/003	That Council ADOPTS the amended Sponsorship Policy, as shown in Attachment 7, including the following key changes: a. Submissions up to $5,000 being determined by the Director Community Development and reported through Council's quarterly Audit process; b. Submissions between $5,001 and $20,000 being reviewed by the Director Community Development and presented to Council for endorsement; c. Submissions over $20,000 being presented to Council for review and approval; and d. Acknowledgements specifically including invitation/notification to the Mayor and Ward Councillors.

Sustainable Stirling 2022-2032

Key Result Area: Our economy

Objective: A vibrant City

Priority: Activate local centres to increase visitor and economic activity

Priority: Encourage and support tourism growth

Priority: Support the City's cultural sector to create vibrancy in our local areas

Objective: A smart and prosperous City

Priority: Attract and promote investment and partnership opportunities

Priority: Advocate, lobby and partner with stakeholders to benefit the community

Key Result Area: Our community

Objective: An active and healthy City

Priority: Facilitate a range of recreation and leisure opportunities for everyone in the City

Priority: Facilitate and advocate for the provision of a range of quality health services

Objective: An inclusive and harmonious City

Priority: Encourage active participation and volunteering

Priority: Facilitate social connections and access to services locally

Priority: Build strong relationships with our multicultural and diverse community

Strategic Risk

Strategic Risk	Risk Appetite
Partnerships	The City will be proactive in improving existing relationships and working with new partners to grow its reputation as an organisation that the community, business, government and other organisations choose to engage with.

Relevant Documents and Information

Attachments

Attachment 1. Corrected Financial Assessment and Implications (as at 26 May 2026) ⇩

Available for viewing at the meeting

Nil.

Linked Documents

- Strategic Community Plan, Sustainable Stirling 2022 – 2032
- Economic Development and Tourism Strategy 2021 – 2025
- Investment Prospectus

Financial Assessment and Implications [Table]

☐

	2025/2026	2026/2027	2027/2028
Event Sponsorship Budget	**$740,000**	**TBC**	**TBC**
Approved / Allocated	$586,307 (funding)	$290,000 ($240,000 funding + $50,000 direct costs)	$450,000 (direct costs)
Available Sponsorship Budget	**$153,693**	**TBC**	**TBC**
Event Sponsorship recommendations in this report			
Stirling Farmers Market	$9,000 (funding)	$3600 (direct cost)	NA
Summer X Salt Markets	$15,000 (funding)	$5,000 (funding)	NA
ExPRO Fitness Summit and Festival	NA	$2,000 (direct costs)	NA
ITF Beach Tennis World Tour BT200	$25,000 (funding)	$5,000 (funding) $240 (direct costs)	NA
Karla Bidi	NA	$25,000 (funding) $1,000 (direct service costs)	NA
Projected Sponsorship Budget **(pending Council approval of event sponsorship)**	**$104,693**	**TBC**	**TBC**

Reallocation of pre-approved payments (from 2026/2027 draft budget to 2025/2026 budget)		$230,000 ($180,000 funding + $50,000 direct costs)	NA
World Police & Fire Games 2027	$50,000 (funding)		
Bowls Australia 2026 Nationals	$10,000 (funding)		
Projected Sponsorship Budget **(pending Council approval or event sponsorship and payment adjustments)**	**$44,693**	**TBC**	**TBC**

Councillor Michael Dudek disclosed an Impartial Interest in Item 12.1/P1 as he has met with residents.

Councillor Damien Giudici disclosed an Impartial Interest in Item 12.1/P1 as he has met with some residents from John Street, Inglewood.

Councillor Chris Hatton disclosed an Impartial Interest in Item 12.1/P1 as he has met with the residents adjacent to the tree.

Councillor Daniela Ion disclosed an Impartial Interest in Item 12.1/P1 as she has met with some residents from John Street, Inglewood.

Councillor Teresa Olow disclosed an Impartial Interest in Item 12.1/P1 as she has met with the residents.

12.1/P1 TREE MANAGEMENT - STREET TREE 49B & 49C JOHN STREET INGLEWOOD

Business Unit:	Parks and Environment	Service: City Trees
Ward:	Inglewood	Location: Verge Tree 49B - 49C John Street Inglewood
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution

0626/005

Moved Councillor Creado, seconded Councillor Giudici

That Council REFERS the tree (*Eucalyptus grandis* Asset ID 10152602) to the Tree Appeal Panel at no cost to the appellant, provided they provide information to support the Appeal and brings the Tree Appeal Panel decision to the next Council meeting which follows the Panel's decision.

The motion was put and declared CARRIED (13/2).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Olow, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Councillors Migdale and Paparde.

Committee Recommendation

That Council REFERS the tree (*Eucalyptus grandis* Asset ID 10152602) to the Tree Appeal Panel at no cost to the appellant, provided they provide information to support the Appeal and brings the Tree Appeal Panel decision to the next Council meeting which follows the Panel's decision.

Officer's Recommendation

1. That Council NOTES the works to date by Officers to manage and retain the tree (*Eucalyptus grandis* Asset ID 10152602) located adjacent to 49 John Street, Inglewood.

2. That Council NOTES the City’s intention to retain the tree (*Eucalyptus grandis* Asset ID 10152602) unless the Tree Appeal Panel recommends otherwise as per the City Trees Policy.

Purpose

To present a report to Council in response to Electors' General Meeting Motion 1 regarding the street tree adjacent to 49B and 49C John Street, Inglewood, including consideration of the six matters identified in the motion and options for the future management of the tree, including retention, removal and replacement.

The six criteria listed in the Elector Motion are:

1. Sightline Safety

An independent assessment of the driveway sightline obstruction in accordance with relevant Australian Standards and Section 3.3 of the City Trees Policy.

2. Public Road Safety

A dedicated assessment of the limb drop risk onto John Street, including:

a) All known or reported limb drop incidents — dates, sizes, damage, and injuries

b) An independent WHS assessment of the likelihood and consequence of further events, having regard to the known limb failure behaviour of Eucalyptus grandis

c) Whether continued retention constitutes a foreseeable and unacceptable risk under the *Civil Liability Act 2002 (WA)*

d) Whether John Street's road classification elevates the consequence rating of a limb drop event

e) Whether Main Roads WA has been notified of the hazard, and if not, why not

3. Cumulative Cost Analysis

A full accounting of all costs attributable to this tree, including:

a) Arboricultural inspection and report costs

b) Maintenance and pruning costs, reported separately as:

   i. External contractor payments, itemised by engagement

   ii. City employee labour costs on a fully loaded basis (salary, on-costs, vehicle, equipment) for all routine and reactive attendances including verge, footpath, and carriageway limb clearance

c) Infrastructure repair costs — road asphalt, drainage, paving, and kerbing

d) Emergency response and traffic management costs arising from limb drop onto John Street

e) Administrative costs of processing multiple removal requests

f) All insurance claims arising from damage to private property at 49B and 49C John Street — paid and pending

g) All insurance claims arising from limb drop onto John Street — paid, pending, and declined

h) A forward-looking assessment of projected costs as the tree matures, including root damage to foundations, ongoing limb clearance, and future liability exposure given the City has been formally placed on notice.

4. Independent Work Health Safety (WHS) Assessment

A formal risk assessment by a qualified WHS professional — not solely an arborist — applying the hierarchy of controls under the *Work Health and Safety Act 2020 (WA)*, specifically addressing whether elimination of the hazard through removal is required as the highest order control.

5. Species and Authorisation Review

Confirmation of:

a) Whether Eucalyptus grandis is an approved verge species under the City's current planting guidelines

b) Whether the tree was planted with written City approval

c) If authorisation cannot be confirmed, the implications under Section 2.2 of the City Trees Policy.

6. Options for Council

No fewer than three management options, inclusive of removal, each with full costings and policy justification, and each addressing:

a) The City's ongoing liability exposure having been formally placed on notice

b) The public safety risk from limb drop onto John Street

c) Whether any option short of removal satisfies the City's duty of care under the *Civil Liability Act 2002 (WA)* and the *WHS Act 2020 (WA)*

d) A comparative cost summary - total annual cost of retention versus one-off cost of removal and species-appropriate replacement

e) Whether this matter should be determined directly by Council rather than the Tree Appeal Panel, and whether the Panel's composition - all members employed or engaged by the City - provides the independence and perceived impartiality required of a fair review mechanism.

Details

City of Stirling Officers have declined the removal of the tree, in accordance with the City Trees Policy (adopted 15 October 2024), and in support of the City's Urban Forest Plan (2019). Council is asked to support the Officer Recommendation because removal of the tree does not meet the criteria required for removal of live trees, under the Policy. The tree is considered to be structurally sound and of considerable value within the streetscape, providing aesthetic amenity to the surrounding community. The tree also contributes to the City's urban forest canopy.



Figure 1: Photo taken of the tree adjacent 49B John Street taken from the ground.

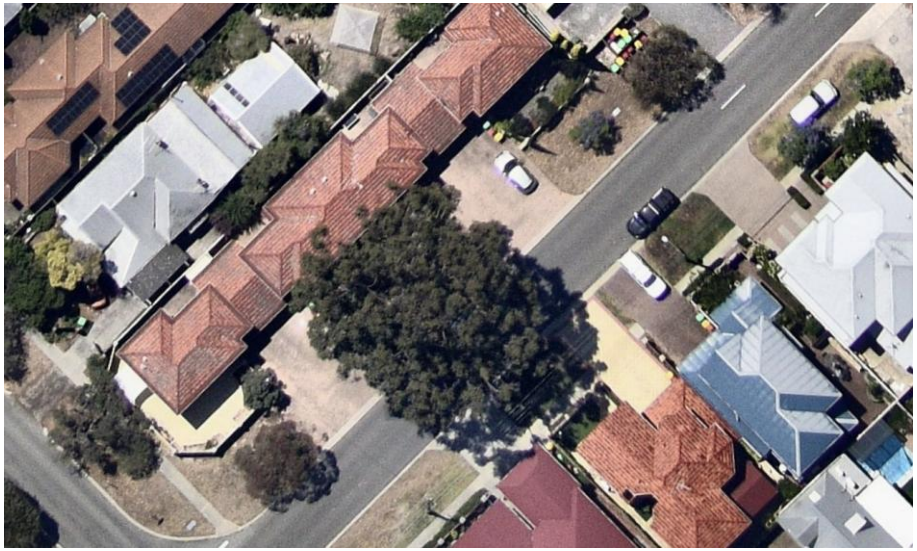


Figure 2: Arial photo of the tree adjacent 49B John Street

Background

The Rose Gum (*Eucalyptus grandis*) under consideration, is located directly adjacent to 49B and 49C John Street, Inglewood (Figure 1 and 2 above).

Historical aerial imagery indicates that the tree was planted prior to the year 2000 (earlier aerial imagery is not detailed enough to ascertain the exact year the tree was planted) and existed prior to the purchase of the properties at 49 John Street by the current owners. Irrespective of who was responsible for planting the trees, all trees in the road reserve are the management responsibility of the City. This tree has been actively maintained by the City for over 20 years, including independent tree assessments being obtained annually over the past three years.

Since 2023, the City has engaged an independent Arborist to assess the tree on five separate occasions to determine the health, structural condition and works required to manage the tree. The latest report received 26 April 2026 recommended retention of the tree with no pruning works and reassessment within two years unless significant changes were identified with the tree. Further optional works included the removal of two identified partial limb failures (these works are currently being actioned by the City).

A summary of historical requests related to this tree are;

A total of 51 cases have been received by the City in relation to the tree over the past six years (between 2020 and 2026 YTD).

- This includes 35 Requests for Maintenance for the collection of debris from the verge space.
- The remaining 16 cases are comprised of customer enquiry forms, Councillor enquiry forms and complaints in relation to the roots, branches and requests for the removal of the tree.

To date the City has responded to each request for maintenance received from the residents that live adjacent to this tree. This has largely entailed the removal of branches from the verge space. An additional two arboricultural assessments have been carried out on this tree in addition to the scheduled annual assessments in response to the concerns raised by nearby residents. The recommendations of these assessments have been actioned which have included the installation of a root barrier along the boundary wall of the adjacent property and root trenching has also been completed with a root that was running under a driveway being severed. A reduction to the crown of the tree over the residence and driveway was also carried out and remedial works to the paving of the driveway have also recently been completed.

Policy Implications

The City Trees Policy provides the framework for decisions regarding the management of trees. Clause 3.3 of the Policy states:

"It is recognised that in some cases tree retention is not feasible owing to the condition, location or species of the tree, its implications for development on an abutting site and/or the achievement of other Council objectives. Trees may be considered for removal, as determined by the City, under the following circumstances;

- *The young tree has failed to establish;*
- *The tree has died from natural causes;*
- *The tree is diseased or in decline with little chance of recovery;*
- *The tree has been assessed by the City as structurally unsound;*
- *The tree has been irreparably damaged by a storm or other unintentional event;*
- *The tree is determined by the City to be an unauthorised City tree that is not desired;*
- *The tree has been unintentionally affected by infrastructure works and cannot be retained;*
- *The tree interferes with vehicle safety sightlines, as determined by the City, with remediation by pruning not possible; or*
- *The tree is in contact with power lines and selective pruning is not practical."*

Clause 3.4 Tree Pruning and Removal Requests of the Policy states:

"The City will investigate and respond to all tree pruning and removal requests, each tree pruning and removal request is considered on a case-by-case basis by the City. However, in the absence of exceptional circumstances, the following are not normally considered to be sufficient or justifiable reasons for the pruning or removal of City trees:

- *The tree species is disliked;*
- *The tree considered is too large in size, is slow in establishing, the tree shape/structure is not liked;*
- *The tree species causes nuisance by natural debris production, which includes the dropping of leaf, flower, fruit, bark, twigs etc;*
- *The tree attracts birdlife or other fauna;*
- *The tree causes allergy and/or health problems;*
- *The tree is slow in establishing;*
- *The tree has been or suspected to have been vandalised;*
- *The tree is an inconvenience during development/ works/ other activities;*
- *The tree has been damaged or is in decline due to adjacent development activities;*
- *The tree is in the way of a non-essential crossover or verge paving/treatment option;*
- *The tree obscures or potentially obscures views (other than traffic/pedestrian sight lines) or 4 shades private gardens, verge gardens, lawns, solar panels, solar hot water installations etc; or*
- *The tree extends over the crossover/property line or the tree conflicts with occasional use of the surrounding areas, such as for parking, placement of skip bins, removalist vehicles, access to property, etc.*

Once the City has determined the outcome of the request, any further requests for inspections when there is no natural change to the tree may incur an inspection fee as per Section 6 Bonds and Payments and/ or be referred to the Tree Appeal Panel for consideration."

The Tree Appeal Panel has been formed to evaluate complaints and make recommendations to the Director Infrastructure regarding trees on City land. The Panel is comprised of two senior City Officers with at least one being from outside the Parks and Environment Business Unit, and an independent arborist. The panel of arborists that sit on the Tree Appeal Panel are rotated on a continuous cycle and do not form part of the panel of contractors that complete routine inspections of the City's trees. This design maximises the independence of the Panel without compromising the required specialist knowledge for assessing and evaluating trees.

The Panel will make recommendation with consideration of the City Trees Policy and other relevant management practices and documents, Australian Standards, good arboricultural practices, legislation and local law requirements, and other information provided by the applicant. A customer may request to have a decision regarding the planting, pruning, removal and management of City Trees be reviewed by the Panel. The review is not limited to considering just the location or health of the tree, it will also involve a holistic review of the significance of the tree and the circumstances that may be contributing to the customers' concerns.

In this case, Officers provided the owners of properties at 49 John Street, Inglewood the opportunity to proceed with an application to the Tree Appeals Panel on 19 March 2026. An application has yet to be lodged.

Insurance Considerations.

There are two claims on record for 49 John St, Inglewood.

Claim Type	City Response	LGIS (City Insurer) Status
Front brick wall and courtyard pavers	Rectified the cross over and further works to be undertaken to the small section near the letterbox by City contractor	Liability decision pending
Front fence and courtyard paving		Claim declined

In order for the City of Stirling to be legally liable for the damage to private property, the claimant must establish that it was negligent and that negligence caused the damage to private property.

In this regard, an essential factor in establishing that the City of Stirling was negligent, and therefore liable for the damage to private property, is that it was aware of the potential hazard posed by the tree and it failed to act within a reasonable time frame to adequately remove or reduce the hazard.

With respect to a claim, prior to receiving a complaint, the City of Stirling was unaware that this tree may have been affecting private property.

The City then undertook the installation of a tree root barrier, which was the appropriate tree root management.

For one of the properties, upon review of historic photographs, the damage to the brick wall was present prior to the purchase of the property in August 2021.On the above basis, the City of Stirling is not liable for the damage to the wall, and the City is unable to offer any compensation in this matter.

Electors' General Meeting Motion Criteria

1. Sightline Safety

The tree is located approximately 5m from the nearest crossover which is deemed sufficient to allow for vehicles to manoeuvre in and out of the adjacent property. Due to the height and species of the tree, it has a clean trunk with no lower branches or foliage that can obstruct sightlines when entering or exiting the property.

2. Public Road Safety

The Quantified Tree Risk Assessment (QTRA) considers the estimated number of cars that are likely to pass under the tree per day and has consistently found the tree to present a tolerable risk, and in the most recent arboricultural assessment (April 2026) this was downgraded to a broadly acceptable risk.

3. Cumulative Cost Analysis

Refer to the Financial Implications section of the report.

4. Independent WHS Assessment

The City uses Quantified Tree Risk Assessments as a component of the arboricultural reporting to assess the risk presented by individual trees within the City. To date the City has commissioned five independent arboricultural reports using two different arboricultural consultants as well as advice from the City's internal arborist to assess the tree. A recent report carried out in November 2025 was commissioned in response to the residents' concerns regarding the health and structural condition of the tree and roots which included vacuum excavation of soil from around the roots. This is a significantly more detailed report than would normally be carried out however the City proceeded with this reporting due to the high value of the tree and with the intention of retaining it. The City has actioned or is the process of actioning the recommendations from each arboricultural report. As stated above, the most recent arboricultural assessment has found the tree to present a broadly acceptable risk, which is the lowest risk threshold.

5. Species and Authorisation Review

The City manages a diverse range of species as part of its urban forest. The City's species list is constantly updated to reflect the outcomes of species trials, and in response to the management requirements of species throughout their life. The City does not have a record of the planting of this tree but does have records of its ongoing management.

As per the City's Tree Policy, it is at the discretion of the City as to whether an unauthorised tree planting will be retained or removed depending on its conformity to the City's planting requirements. Section 3.3 of the Policy outlines the circumstances under which a tree may be considered for removal. To date, the City has not found the tree adjacent to 49B and 49C John Street to meet these circumstances; this would form part of the review carried out by the Tree Appeal Panel for which an application has not been received.

6. Options for Council

- Retain this important community asset and manage the tree considering the detail in the Financial Assessment and Implications section of this report and the other supporting information.
- Support the referral of the matter to the Tree Appeal Panel for recommendation on retention or removal of the tree adjacent 49B and 49C John Street as per the City's Trees Policy.
- Remove the tree adjacent to 49B and 49C John Street considering the detail in the Financial Assessment and Implications section of this report, other supporting information and broader impact this may have on the mature tree population within the City.

Financial Assessment and Implications

The annual cost to inspect the tree is $297.00 (GST Inc.) and this includes undertaking specialist reports such as the Quantified Tree Risk Assessments (QTRA).

Over the past three years, the City has spent approximately $2,600.00 per annum in ongoing management of the tree, which includes annual visual structural reports, as well as completing works identified. Additional costs such as supplementary arboricultural reporting, crown reduction and root management were incurred in response to concerns raised by adjacent residents regarding potential property damage and safety risks associated with the tree. These non-routine costs are not expected to occur annually but may arise periodically on a three to five year cycle.

Recent expenses represent between 12-20% (averaged 16%) of the value of the asset depending on the Helliwell value the City deems most representative (see asset management section below). Due to the contribution of the trees to the streetscape and urban canopy, the expenditure has been deemed acceptable.

The Schedule of Fees and Charges (2025/26 financial year) list the fees for purchase, planting and formative watering of an advanced (90 litre bag) replacement tree as $920.00 (GST Inc.).

The City will need to go for out to panel contractors for quotations for the removal of a tree of this size, but it is estimated that the total cost to remove and replace the tree would be between $5,000.00 - $8,000.00 (GST Inc.).

The City would bear the tree establishment costs for the replacement trees for the first two years including formative pruning, re-staking and re-mulching as required, weekly watering in the warmer months for the first year and fortnightly watering in the following summer.

Asset Management

The amenity value of the tree based on the internationally recognised Helliwell Tree Valuation method has been recently calculated to be $27,772 (April 2026).

Stakeholder Engagement

The City met with residents of the adjacent properties on 18 March 2026 to discuss concerns regarding the tree and the works undertaken to date. In addition to this meeting, the City has attended the site on 22 separate occasions to respond to maintenance requests. This has included attendances by the City’s internal arborist, as well as inspections and assessments undertaken by independent arboricultural consultants.

Engagement with residents has primarily been facilitated through the City’s online enquiry system. Correspondence has also been issued to the affected residents, including an invitation to apply to the Tree Appeal Panel, along with the relevant application form.

Adjacent residents have raised concerns relating to debris drop (including limbs and branches), root encroachment impacting surrounding infrastructure, sightline considerations, and road safety. These concerns were formally presented to Council via questions raised at the Electors' General Meeting held 23 March 2026.

Options Summary

The following options were considered, presented in the order in which they are recommended.

OPTIONS	
1.	Retain this important community asset and manage the tree taking into account the detail in the Financial Assessment and Implications section of this report and the other supporting information.
2.	Support the referral of the matter to the Tree Appeal Panel to consider either a recommendation on retention or removal of the tree adjacent 49B and 49C John Street as per the City's Trees Policy.
3.	Remove the tree adjacent to 49B and 49C John Street taking into account the detail in the Financial Assessment and Implications section of this report, other supporting information and broader impact this may have on the mature tree population within the City.

Recommended Action

It is recommended that Council considers the outcomes of the investigations undertaken in response to Electors' General Meeting Motion 1 and determines the future management of the street tree (*Eucalyptus grandis* Asset ID 10152602) adjacent to 49B and 49C John Street, Inglewood, having regard to:

- The City Trees Policy (2024) and the Urban Forest Plan (2019);
- Independent arboricultural assessments confirming the tree is structurally sound and presents a tolerable to broadly acceptable level of risk;
- Actions already undertaken by the City to mitigate impacts, including root management, pruning and infrastructure rectification;
- The financial implications associated with ongoing management versus removal and replacement; and
- The concerns raised by adjacent residents and the option for independent review via the Tree Appeal Panel.

Relevant Policies, Legislation and Council Resolutions

City Trees Policy

Local Government Act 1995

Meeting Date	Council Resolution Number	Council Resolution
5 May 2026	0526/021	That in relation to Elector Motion 1, a separate report be PRESENTED to the Community and Resources Committee Meeting to be held 26 May 2026 regarding the verge tree at 49B & 49C John Street, Inglewood, and the report is to include consideration of relevant matters including the six criteria listed in Electors' General Meeting Motion 1 and provide options for the management of the tree including removal and tree replacement, for Council's consideration.

Sustainable Stirling 2022-2032

Key Result Area: Our natural environment

Objective: A biodiverse City

Priority: Increase tree planting and retention of trees across the City

Strategic Risk

Strategic Risk	Risk Appetite
Climate Transition & Environment	If the City under-delivers on emissions, water and waste outcomes or fails climate resilience for assets/services, then costs, compliance exposures and community impacts increase.

Relevant Documents and Information

Attachments

Nil.

Available for viewing at the meeting

Nil.

Linked Documents

Nil.

12.1/F1 SCHEDULE OF ACCOUNTS FOR PERIOD 10 ENDING 30 APRIL 2026

Business Unit:	Finance Services	Service: Financial Accounting
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Role

Information - *Receiving information about the City or its community.*

Council Resolution

0626/006

Moved Councillor Creado, seconded Councillor Re

That the schedules for period 10, 1 April – 30 April 2026 comprising of:-

a. Cheques drawn and payments made amounting to $22,950,833.03; and

b. Fuel Card Payments made amounting to $33,461.69;

be RECEIVED.

The motion was put and declared CARRIED (15/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

Committee Recommendation

That the schedules for period 10, 1 April – 30 April 2026 comprising of:-

a. Cheques drawn and payments made amounting to $22,950,833.03; and

b. Fuel Card Payments made amounting to $33,461.69;

be RECEIVED.

Officer's Recommendation

1. That the schedules for period 10, 1 April – 30 April 2026 comprising of:-

    a. Cheques drawn and payments made amounting to $22,950,833.03; and

    b. Fuel Card Payments made amounting to $33,461.69;

be RECEIVED

Purpose

To inform Council of funds disbursed for the period 1 April to 30 April 2026.

Details

The reported schedules are submitted in accordance with Regulation 13 and 13A of the Local Government (Financial Management) Regulations 1996. In June 2023, the Regulations were amended to include the requirement to report payments by purchasing cards (Regulation 13A) to be implemented by local governments by September 2023.

Fuel cards are considered purchasing cards and so a separate attachment has been prepared for these transactions. Fuel cards are used for the purchase of fuel for the City's petrol vehicles and plant. The use of fuel cards is controlled with the card assigned to an individual vehicle and transactions limited to the purchase of fuel. Vehicle odometer readings are recorded for each fuel purchase. It should be noted that the full payment to Ampol is shown in the Payments Listing and the amount on the fuel card report may differ due to the timing of invoices.

The value of payments made in the month includes new term deposit investments of surplus cash funds. The surplus cash funds available for investment will be impacted by the City's cashflow cycle including the value of term deposits maturing in the month. The value of new term deposits is the main cause of fluctuations in the level of payments from month to month. Other factors would include progress payments made for major capital projects.

Agency Staffing

The City uses a mix of permanent, contract, casual and agency staff. Agency staff are mainly used to:

- Fill vacant positions on a short-term basis;
- Manage seasonal workload peaks;
- Gain immediate access to a large and experienced labour pool, ensuring essential services are adequately resourced; and
- Recruit specialist positions on a part-time or temporary basis.

Agency staff costs are reported as Employee Costs in the Statement of Financial Activity.

The table below shows the spend on agency staffing to April 2026. The actual spend of $1,418,459 equates to 1.19% of the total spent on direct staffing by the City for the period.

Agency costs by Department	Year to date April 2026 Actual $	% of Total Staffing Cost	Explanation
Community Development	36,479	0.24%	Flexible staffing for Community Food services
Customer & Communications	16,233	0.30%	Short term cover for Graphic designer position
Development Services	32,142	0.37%	Temporary administration staff
Engineering Services	170,349	1.43%	Temporary staff for maintenance & construction works
Finance Services	45,713	1.02%	Maternity leave cover
People	544	0.02%	Temporary vacancy cover
Infrastructure Administration	19,049	0.83%	Temporary administration staff
Parks & Environment	471,640	3.02%	Temporary staff to manage seasonal workload
Waste & Fleet	564,450	6.02%	Cover for Recycling Centre and Waste Collection staff
Property Services	34,123	2.60%	Part-time Land Administration Officer
Facilities	24,617	0.73%	Part-time Facility Works Officer
Recreation	3,120	0.02%	Temporary staff for Catering
	1,418,459	**1.19%**	

Financial Assessment and Implications

Nil.

Relevant Policies, Legislation and Council Resolutions

Regulation 13 of the Local Government (Financial Management) Regulations 1996 requires that a list of accounts paid by the Chief Executive Officer is to be prepared each month and presented to the Council at the next ordinary meeting of Council after the list is prepared. Regulation 13A of the Local Government (Financial Management) Regulations 1996 requires that a list of accounts paid includes payments via purchasing cards.

Local Government (Financial Management) Regulations 1996

Local Government Act 1995

Sustainable Stirling 2022-2032

Key Result Area: Our leadership

Objective: A well-governed City

Priority: Comply with legislation, standards and obligations

Strategic Risk

Strategic Risk	Risk Appetite
Governance, Integrity & Compliance	If governance integrity or compliance practices degrade, then decisions and operations may breach obligations or erode trust, leading to regulatory action and impaired service legitimacy.

Relevant Documents and Information

Attachments

Attachment 1 - Payments Listing - April 2026 (ECM No. 11603730) (previously circulated to Elected Members under separate cover)

Attachment 2. Ampol Purchase Card Report - April 2026 (ECM No. 11603993) (previously circulated to Elected Members under separate cover)

Available for viewing at the meeting

Nil.

Linked Documents

Nil.

12.1/TE1 VP496709 SCHEDULED BULK WASTE VERGESIDE COLLECTION TRIAL

Business Unit:	Waste & Fleet	Service: Waste Operations
Ward:	Balga	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Moved Councillor Creado, seconded Councillor Dudek

1. That the Quotation from Stefna Family Trust t/as West Tip Waste Management for the WALGA Quotation VP496709 Scheduled Bulk Waste Verge side Collection Trial NOT be accepted, on the basis that it does not represent good value for money.

2. That the City UNDERTAKES a public tender process for the Scheduled Bulk Waste Vergeside Collection Trial.

At the request of Council, the Presiding Member put the recommendations separately.

Council Resolution

0626/007

Moved Councillor Creado, seconded Councillor Dudek

1. That the Quotation from Stefna Family Trust t/as West Tip Waste Management for the WALGA Quotation VP496709 Scheduled Bulk Waste Verge side Collection Trial NOT be accepted, on the basis that it does not represent good value for money.

The motion was put and declared CARRIED (15/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

Council Resolution

0626/008

Moved Councillor Creado, seconded Councillor Dudek

2. That the City UNDERTAKES a public tender process for the Scheduled Bulk Waste Vergeside Collection Trial.

The motion was put and declared CARRIED (12/3).

For: Councillors Creado, Dudek, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Re and Thornton.
Against: Councillors Ferrante, Proud and Mayor Irwin.

Committee Recommendation

1. That the Quotation from Stefna Family Trust t/as West Tip Waste Management for the WALGA Quotation VP496709 Scheduled Bulk Waste Verge side Collection Trial NOT be accepted, on the basis that it does not represent good value for money.

2. That the City UNDERTAKES a public tender process for the Scheduled Bulk Waste Vergeside Collection Trial.

Officer's Recommendation

1. That the Quotation from Stefna Family Trust t/as West Tip Waste Management for the WALGA Quotation VP496709 Scheduled Bulk Waste Verge side Collection Trial NOT be accepted, on the basis that it does not represent good value for money.

2. That the City UNDERTAKES a public tender process for the Scheduled Bulk Waste Vergeside Collection Trial.

Purpose

To report on the results from tender exempt Invitation for Quotation (IFQ) and the evaluation of submissions, in accordance with Regulation 18 of the Local Government (Functions and General) Regulations 1996.

Details

Quotation Description

At the 12 August 2025 Ordinary Council meeting, Council made the decision to run a scheduled bulk waste verge collection trial, within the suburbs of Balga, Mirrabooka, Nollamara and Westminster, during the 2026/27 and 2027/28 Financial Years, in which:

a. During this two-year period, each of these suburbs will have one Bulk Verge Collection pickup scheduled; and

b. Each property will also have the entitlement to order one skip bin on demand during this period (as opposed to two).

This Invitation for Quotation is for the scheduled collection component (Part a) of this Bulk Verge Collection Trial.

The initial Invitation for Quotation was issued to six major providers in October 2025 and received only one submission, with pricing significantly higher than anticipated and no participation from major sector providers.

Due to the estimated contract value exceeding the City's non-tender threshold and the lack of competitive submissions, the City subsequently initiated a second formal quotation process, via the WALGA Preferred Supplier Panel – PSP007-006 – Waste Collection Services. All 20 contractors listed under the Waste Collection Services category on WALGA Panel PSP007 were invited to respond to the quote. At this second attempt the City again received one response.

The contractors listed on the WALGA preferred supplier panel (PSP007-006) were reviewed in detail. It was agreed that this panel was a sufficient and appropriate market engagement approach for this request, due to the panel comprising of 20 pre-qualified contractors operating in the market who had already been assessed by WALGA for capability and compliance. On this basis, proceeding via the panel was considered to provide adequate market coverage.

The City did not receive any formal feedback (in writing) from the WALGA panel contractors during the tender process. Phone calls to contractors provided similar comments to those received following the request for quote process in November 2025, with the market feedback indicating that key factors impacting the contractor's willingness to submit a response were:

- Loose bulk waste collection no longer a core activity
- Need for upfront investment in specialised equipment
- Securing resources for a limited (trial) period (note, unable to stretch current resources)
- High safety risk to personnel
- Insufficient opportunity to recover upfront capital costs due to the short-term nature of the engagement

The single response received via the 20 contractors on the WALGA panel is consistent with the outcome of the market engagement undertaken in November 2025.

Quotation Details

IFQ Number	VP496709
IFQ Title	Scheduled Bulk Waste Verge side Collection Trial
Contract Term	Initial: Three months Extension Options: Not Applicable

Quotation Deadline:	Tuesday 17 March 2026	2.00pm
Quotation Opening:	Tuesday 17 March 2026	2.00pm

Quotation Submissions

One quotation was received, including alternative and non-conforming quotations:

Respondent	Trading Name
Stefna Family Trust	West Tip Waste Management

Contract

Commencement Date of New Contract:	1 August 2026
Completion Date of New Contract:	30 October 2026
Price Basis of New Contract:	Schedule of Rates

Quotation Evaluation Panel

The evaluation panel comprised of four members, including a Business Unit Manager (Chairperson) and three Officers. Process and probity advice during evaluation was provided by a City Procurement Officer.

Evaluation of Quotations

The objective of the evaluation panel is to recommend a suitably qualified and experienced Contractor or Contractors to satisfy the requirement of the above mentioned IFQ.

Based on evaluation of the received submissions and subsequent compliance assessments, the Evaluation Panel does not recommend acceptance of the submission received under this IFQ, as the quoted rates are not considered to represent good value for money, notwithstanding the weighted criteria results outlined below.

Quotation/Panel Name		
Respondents		Stefna Family Trust t/as West Tip Waste Management
Criteria	Weighting	Weighted Score
Section B: Experience	30%	
Section C: Project Details	30%	
Section D: Innovation	5%	
Non-Price	65%	
Price	35%	
Total Weighted Adjusted Score		78.7
Ranking		1

Evaluation Justification

The Tender Evaluation Panel does not recommend awarding the contract to Stefna Family Trust t/as West Tip Waste Management. While the submission met the non-price requirements and no probity, financial viability or Work Health and Safety issues were identified, the quoted rates are considered not to represent good value for money. Accordingly, it is recommended that the City proceed to a public tender process to test the broader market and seek a more competitive outcome.

Feedback from other suppliers in regard to the initial IFQ confirmed limited industry appetite for short term loose bulk waste contracts, citing safety risks, resource constraints, and lack of alignment with core business activities.

Comment

All members of the evaluation panel have made a conflict of interest declaration in writing confirming they have no relationships with any of the respondents.

It is confirmed that the following checks have been undertaken:

Has the recommended Respondent(s) undergone Reference Checks successfully?	YES
Has the recommended Respondent(s) undergone Probity assessment and been deemed compliant?	YES
Has the recommended Respondent(s) undergone Financial Viability assessment and been deemed acceptable?	YES
Was a Conflict of Interest declared? If yes, please specify how it was managed	NO
Has the recommended Respondent(s) undergone a Work Health and Safety assessment and been deemed acceptable?	YES

Financial Assessment and Implications

Budget Item: $588,452 ex GST (current skip bin and on demand collection costs for the Balga Ward)*

Estimated Annual Budget Amount: $588,452 ex GST*

Estimated Annual Spend: $1,406,139 ex GST*

Variance of $817,686 which represents the net cost of carrying out a one off trial for the Balga ward.

*Please note that the contractor was unable to offer processing for white goods, mattresses and e-waste and so this cost ($70,297) has been excluded from the above total service cost calculations.

Expenditure under this Contract is not capped or fixed. The estimated Contract award value is based on estimated expenditure but may vary depending on budget availability.

Should a contract be awarded, the cost of the Balga bulk waste verge trial can either be funded through a separate charge to owners / occupiers in the Balga Ward (different to the waste charge for premises in other Wards) or through the Strategic Development Waste Reserve.

Stakeholder Engagement

This trial is expected to generate high community interest, as it directly affects residential waste services and how bulk waste is managed within neighbourhoods. Loose bulk waste collection carries known risks, including early set-outs, contamination, missed presentation requirements, and illegal dumping both within and beyond the collection zone during and after the collection period. For this reason, the contract will need to be supported by proactive, timely, and well-coordinated community communications.

The trial will change how and when residents present bulk waste, shaping day-to-day experiences and perceptions of cleanliness, convenience, and service accessibility. Clear communications will be essential to support service readiness, reduce customer confusion, and minimise operational issues that could affect contractor performance.

From a delivery perspective, the marketing and communications plan will need to help clearly explain the trial area, collection dates, acceptable materials, presentation requirements, and the difference between the scheduled bulk waste verge collection service and the modified on-demand services entitlement. Coordination across the City’s communications, corporate information, customer service, and operational areas will be required to ensure consistent messaging, effective complaint management, and appropriate support before, during, and after service delivery. This will also include updates to existing on-demand service booking allocations and website content.

Coordinated engagement across the City's communications, corporate information and customer services and operational areas would also be necessary to ensure consistent messaging, effective complaint management, and appropriate support before, during and after service delivery as well as amendments to existing on-demand service booking allocations and website messaging.

Consistent with Council's resolution, resident feedback and community consultation would also need to be undertaken during and after the trial to inform evaluation of the contracted service, customer understanding, and any unintended impacts.

Engagement activities will include a short, accessible survey distributed across the trial suburbs of Balga, Mirrabooka, Nollamara, and Westminster shortly after the collection period to capture timely feedback. A dedicated online "get involved" opportunity will also be available throughout the trial, allowing residents to share their experiences as the service is delivered. A robust and independent research approach will be applied, using a third-party provider and a mix of online, phone, and face-to-face methods to ensure inclusivity and reliable insights.

Feedback gathered will explore resident awareness, understanding, service uptake, and overall experience, and will build on existing knowledge of the perceived benefits and challenges associated with different bulk waste models. In response to strong community interest in waste outcomes, engagement will also provide an opportunity to increase awareness of what happens to bulk waste after collection, supporting greater transparency and ongoing community education.

Relevant Policies, Legislation and Council Resolutions

The IFQ has been conducted in accordance with Part 4 of Local Government (Functions and General) Regulations 1996.

City of Stirling Procurement Policy

Delegated Authority Register

Local Government Act 1995

Meeting Date	Council Resolution Number	Council Resolution
12 August 2025	0825/021	1. That Council PROCEEDS to run a bulk waste collection trial, within the suburbs of Balga, Mirrabooka, Nollamara and Westminster, during the 2026/27 and 2027/28 Financial Years, in which: a. During this two-year period, each of these suburbs will have one Bulk Verge Collection pickup scheduled; and b. Each property will also have the entitlement to order one skip bin on demand during this period (as opposed to two). 2. That the City UNDERTAKES a post-trial resident survey and associated community consultation during and after the trial. 3. That a report detailing the outcomes of the trial be PRESENTED to Council at the conclusion of the 2027/2028 Financial Year

Sustainable Stirling 2022-2032

Key Result Area: Our leadership

Objective: A well-governed City

Priority: Comply with legislation, standards and obligations

Strategic Risk

Strategic Risk	Risk Appetite
Governance	The City will act with integrity and implement appropriate processes and controls to avoid breach of legislation.

Relevant Documents and Information

Attachments

Attachment 1 - Evaluation and Price Modelling (circulated to Elected Members under confidential separate cover in accordance with section 5.23(4) of the *Local Government Act 1995* - (c) the information contained in a tender received by the local government for a contract to the extent that the information (i) is a tendered price or (ii) a tendered methodology for calculating a price)

Attachment 2 - List of Directors ⇩

Available for viewing at meeting

Nil.

Linked Documents

Nil.

List of All Respondents' Directors and Shareholders

Respondent (ASIC registered) and Trading Name	Director or Shareholder's Name
Stefna Family Trust t/as West Tip Waste Management	Mile Todoroski

All Recommendation approvers are to remove themselves from the voting process if you have a conflict of interest with any of the individuals listed in this attachment

12.1/GOV1 ELECTED MEMBER SUPERANNUATION

Business Unit:	Governance	Service: Council Governance
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution

0626/009

Moved Councillor Creado, seconded Councillor Re

1. **That Council RESOLVES UNANIMOUSLY to cease being an eligible governing body under Division 446 of the *Taxation Administration Act 1953* (Cth), effective from 1 July 2026.**

2. **That Council APPROVES superannuation payments to Elected Members in accordance with the provisions of the *Local Government Act 1995* and the *Superannuation Guarantee (Administration) Act 1992*, commencing from 1 July 2026.**

3. **That Council NOTES the changes detailed in parts 1 and 2 above still enable mandatory superannuation payments to be lawfully made to Elected Members under the *Local Government Act 1995*.**

NB: UNANIMOUS DECISION REQUIRED AT COUNCIL.

The motion was put and declared CARRIED (15/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

Committee Recommendation

1. That Council RESOLVES UNANIMOUSLY to cease being an eligible governing body under Division 446 of the *Taxation Administration Act 1953* (Cth), effective from 1 July 2026.

2. That Council APPROVES superannuation payments to Elected Members in accordance with the provisions of the *Local Government Act 1995* and the *Superannuation Guarantee (Administration) Act 1992*, commencing from 1 July 2026.

3. That Council NOTES the changes detailed in parts 1 and 2 above still enable mandatory superannuation payments to be lawfully made to Elected Members under the *Local Government Act 1995*.

NB: UNANIMOUS DECISION REQUIRED AT COUNCIL.

Officer's Recommendation

1. That Council RESOLVES UNANIMOUSLY to cease being an eligible governing body under Division 446 of the *Taxation Administration Act 1953* (Cth), effective from 1 July 2026.

2. That Council APPROVES superannuation payments to Elected Members in accordance with the provisions of the *Local Government Act 1995* and the *Superannuation Guarantee (Administration) Act 1992*, commencing from 1 July 2026.

3. That Council NOTES the changes detailed in parts 1 and 2 above still enable mandatory superannuation payments to be lawfully made to Elected Members under the *Local Government Act 1995*.

NB: UNANIMOUS DECISION REQUIRED AT COUNCIL.

Purpose

For Council to change its superannuation payment regime for Elected Members as a result of amendments to the *Local Government Act 1995* that require mandatory superannuation payments to be made to Elected Members.

Details

At the Council Meeting held 4 July 2023, Council resolved (Council Resolution Number 0723/013) to become an Eligible Local Governing Body (ELGB) under Division 446 of the *Taxation Administration Act 1953* (Cth), for the purposes of paying superannuation contributions to Elected Members (Commonwealth Regime). At that time, this was the only avenue available to local governments to pay superannuation contributions to its Elected Members.

Following passage of the *Local Government Amendment Act 2024* on 6 December 2024, new sections 5.99B to 5.99E of the *Local Government Act 1995* (the Act) were introduced that allow local governments to make superannuation contributions for Elected Members under the Act and in accordance with the *Superannuation Guarantee (Administration) Act 1992* (SG Act or State Regime). From 19 October 2025, it became mandatory for all band 1 and band 2 local governments to make superannuation contributions for Elected Members in line with the Act (the City is a band 1 local government).

However, in accordance with the new provisions within the Act, a local government cannot make superannuation contribution payments to an Elected Member under the new State Regime, where the Commonwealth Regime (as per the *Taxation Administration Act 1953* (Cth)), applies. That is, election into the Commonwealth Regime has precedence over the State Regime and takes the relevant local government entity out of the new State Regime.

Should Council choose to provide superannuation coverage to Elected Members under the State Regime rather than the Commonwealth Regime, Council must first cancel the unanimous resolution it passed in relation to the Commonwealth Regime (Council Resolution Number 0723/013) by passing another *unanimous resolution* to that effect. In doing this the City would automatically revert to the superannuation payment regime under the SG Act.

Any such resolution is subject to the same requirements as the 4 July 2023 resolution, which are set out in section 446-5 in Schedule 1 of the *Taxation Administration Act 1953* (Cth). At a high level this includes:

a) Ensuring that the further resolution specifies the day in which the resolution takes effect. Such date should be no longer that 28 days from the day after the resolution is made; and

b) Giving written notice of the resolution to the Commissioner within seven (7) days after the resolution is made.

In view of this the proposed recommendation for this decision to come into effect, if Council so chooses, is 1 July, being within the 28-day statutory timeframe from when the decision is to be made (the Council meeting to be held on 9 June 2026). The resolution passed as recommended will mean there is no interruption to the superannuation payments to Elected Members.

The following advantages are listed in moving to the State Regime:

- PAYG rules do not apply. Under the Commonwealth Regime Elected Members are deemed PAYG recipients and the City must comply with PAYG withholding requirements.
- The City will not be required to lodge Superannuation Guarantee Charge Statements and pay the applicable charge (which includes interest and an administrative penalty) in the event of a Superannuation Guarantee shortfall, where it is no longer governed by the Commonwealth Regime or administered by the Australian Taxation Office.
- There is op-out flexibility for individual Elected Members should they wish to opt out receiving superannuation payments. This cannot be done under the current Commonwealth Regime.
- The Act specifies that the superannuation payments will not be taken into consideration by the Salaries and Allowances Tribunal when making its determinations under the *Salaries and Allowances Act 1975.*
- The State Regime is more flexible due to the passing of regulations, which is more suited to the operation of WA local governments, compared to the “one-size fits all” system of the Commonwealth Regime.

The major disadvantage in remaining in the Commonwealth Regime is that Elected Members will not be able to “opt-out” of any superannuation payments made to Elected Members. That is, under the Commonwealth Regime it is an all in arrangement.

Financial Assessment and Implications

The costs associated with superannuation payments to Elected Members is provided for in the City’s operational budget.

The following payments to Elected Members are classed as ordinary time earnings for superannuation purposes:

- Meeting Attendance Fees.
- Annual Allowance for Mayor, and Deputy Mayor.

The following payments will not be ordinary time earnings for superannuation purposes:

- Expenses to be reimbursed on claim, such as travel, vehicle, childcare and professional development expenses.
- An annual allowance in lieu of reimbursement of expenses (for instance ICT Allowance).

The new State Regime does not have the same tax implications under the Commonwealth Regime. There are also Fringe Benefits Tax (FBT) implications for remaining as an ELGB under the Commonwealth Regime.

Stakeholder Engagement

Superannuation payment to local government Elected Members formed part of the State Government's Local Government Act Reform Agenda which included consultation with the local government industry and the community more broadly. At its meeting held on 15 February 2022, Council adopted the City's submission to the State Government on a number of Local Government Act Reform proposals, which included support for superannuation contributions being made to local government Elected Members (Resolution 0222/010 refers).

Options Summary

The following options were considered.

OPTIONS	
1.	For Council to continue to pay superannuation payments to elected members under the current ELGB declaration under the Commonwealth Regime.
2.	For Council to cease paying superannuation payments to elected members under the Commonwealth Regime and opt into the State Regime as provided in the Act and the SG Act.

Recommended Action

It is recommended that Council support moving to the State regime as per the new legislative requirements, and cease being an eligible governing body under Division 446 of the *Taxation Administration Act 1953* (Cth). This action does not affect the current status of superannuation payments to Elected Members but merely changes the administrative arrangements around those payments and brings the City into line with the State regime that has been inserted into the *Local Government Act 1995*.

To comply with the legislative arrangements around the Commonwealth Regime, the changeover, if supported will come into effect on 1 June 2026.

Relevant Policies, Legislation and Council Resolutions

Local Government Act 1995
Superannuation Guarantee (Administration) Act 1992 (Cth)
Taxation Administration Act 1953 (Cth)

Meeting Date	Council Resolution Number	Council Resolution
4 July 2023	0723/013	1. That Council RESOLVES UNANIMOUSLY to become an eligible governing body under Division 446 of the *Taxation Administration Act 1953* (Cth) effective 10 July 2023. 2. That the City RETAINS liability for any Fringe Benefits Tax payable because of this decision.

Sustainable Stirling 2022-2032

Key Result Area: Our leadership

Objective: A well-governed City

Priority: Comply with legislation, standards and obligations

Strategic Risk

Strategic Risk	Risk Appetite
Governance	The City will act with integrity and implement appropriate processes and controls to avoid breach of legislation.

Relevant Documents and Information

Attachments

1. Departmental Fact Sheet - Superannuation for Council Members

Available for viewing at the meeting

⇩Nil.

Linked Documents

Nil.

Department of
Local Government, Sport
and Cultural Industries

GOVERNMENT OF WESTERN AUSTRALIA

Superannuation for council members

What's changing?

New provisions streamline the provision of superannuation to council members.

Following passage of the *Local Government Amendment Act 2024*, new sections 5.99B to 5.99E of the *Local Government Act 1995* (the Act) will allow local governments to resolve by absolute majority to make superannuation contributions for council members from 1 February 2025.

Prior to this, if a local government wanted to offer superannuation to council members, it would need to become an "Eligible Local Governing Body" (ELGB) under Division 446 of the *Taxation Administration Act 1953* (Cth), which requires a unanimous council resolution.

How do these changes support local governments?

Making superannuation contribution payments for council members acknowledges the significant dedication and investment of time a council member commits to their role and helps bring council members in line with the wider workforce.

The resolution process is streamlined by only requiring an absolute majority decision rather than a unanimous one. Similarly, the system set out in the Act means superannuation can be paid without needing to also address the other taxation requirements of becoming an ELGB.

This reform aims to attract and retain council members and encourage greater diversity across local governments.

Is it mandatory?

- From 1 February 2025 all local governments will have the option to resolve by absolute majority to make superannuation contributions for council members.
- From 19 October 2025, it will become mandatory for class 1 and 2 local governments to make superannuation contributions.
- For class 3 and 4 local governments, the payment will remain optional for each council to decide if they want to make superannuation contributions to council members.

Where a local government is required to, or resolves to, make superannuation contributions, individual council members may choose to 'opt out' of receiving superannuation.

How will it work?

Superannuation contribution payments for council members will be made in addition to any other fees and allowances. These will sit outside the threshold for fees and allowances set by the Salaries and Allowances Tribunal. Council members may receive various types of fees and allowances, in accordance with the Act and the relevant determination of the Salaries and Allowance Tribunal.

The requirement to make superannuation contribution payments in respect of these fees and allowances is to be determined in accordance with Commonwealth *Superannuation Guarantee (Administration) Act 1992* (SG Act) and the further guidance provided in Superannuation Guarantee Ruling SGR 2009/2.

While council members are not considered employees under the SG Act, they are to be treated in the same manner as employees of the local government for the purposes of calculating superannuation contribution payments.

The payment is to be the same required under the SG Act. By 1 July 2025, the superannuation guarantee rate will be 12 per cent.

The superannuation contribution payment is to be paid at the same time as the remuneration of the council member is paid. In order to allow a superannuation contribution payment to be made, a council member must nominate a superannuation account from a scheme or fund to which the SG Act applies. Local governments must not make a superannuation contribution payment for a council member if they fail to nominate an eligible superannuation account before the end of the month to which the payment relates.

Local governments must not make superannuation contribution payments for council members during any period in which they are suspended under the Act. Council members are also not entitled to a superannuation contribution payment during any period in which they are not entitled to receive their fees and allowances.

Individual council members may opt out of receiving superannuation contribution payments by providing a notice in writing to the CEO.

Advance payments

If a council member is paid their fees and allowances in advance, in the event of their resignation or suspension, they will need to repay any overpaid superannuation contributions. As this typically cannot be taken from the superannuation fund, the council member will need to repay this from their own finances.

The method of calculating the amount to be repaid is specified in regulations 32B and 34AE(2) of the *Local Government (Administration) Regulations 1996*.

Costs

The cost of paying superannuation for council members will need to be met by each local government out of its existing budget. This cost will vary depending on what fees and allowances the Salaries and Allowances Tribunal and the Council have determined to pay to the mayor / president and councillors and how many council members there are.

Non-compliance

In the event of non-compliance with the payment of superannuation the matter may be referred to the DLGSC as regulator of the local government sector. A council member could also seek to enforce the payment of their entitlements in court.

Our local government already provides superannuation to council members. Do we have to change the way we do so?

No, but you can if you wish to.

Can our local government still opt to become an ELGB?

Yes, if you wish to do so.

A local government may resolve to become an ELGB with the consequence that council members are to be treated as employees for a range of taxation purposes, including PAYG withholding and superannuation.

A resolution to become an ELGB requires a unanimous decision of council.

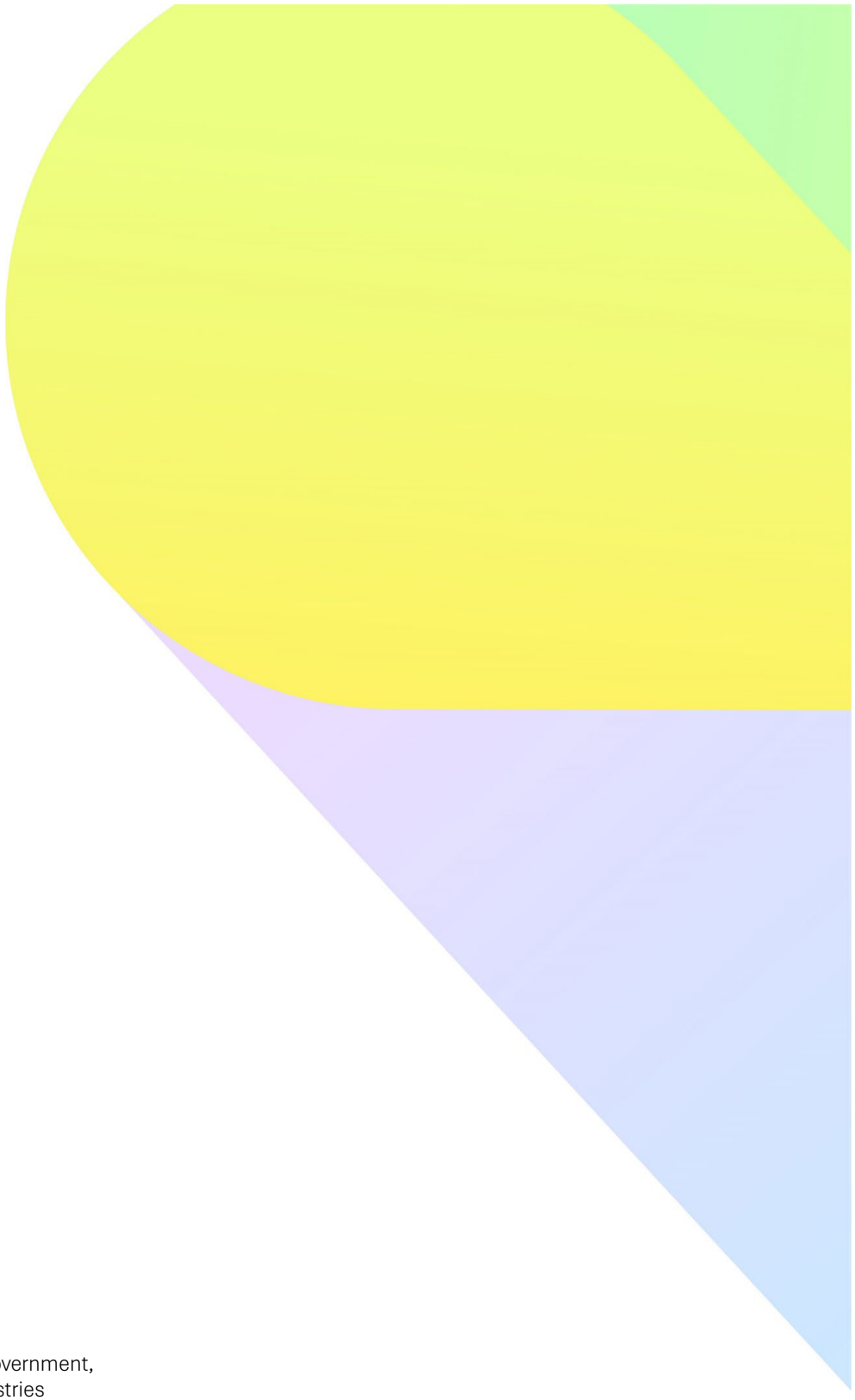
Financial implications

These reforms do not have the same tax implications for councillors as resolving to PAYG withholding under Commonwealth tax law. There are Fringe Benefits Tax (FBT) implications by resolving to become an ELGB.

The information in this guide is general in nature. It is recommended that Councils and council members seek independent financial advice to consider their particular circumstances and the resultant impacts (if any) of making receiving superannuation contribution payments.

More information

If you have any further queries, please contact the Local Government hotline at lghotline@dlgsc.wa.gov.au or 1300 762 511.



Department of Local Government,
Sport and Cultural Industries
PO BOX 8349
Perth Business Centre WA 6849
Email: actreview@dlgsc.wa.gov.au
Website: www.dlgsc.wa.gov.au

Council Resolution

0626/010

Moved Councillor Creado, seconded Councillor Krsticevic

That the balance of the Community and Resources Committee recommendations be ADOPTED by exception resolution in accordance with Clause 4.7 of the City of Stirling Meeting Procedures Local Law 2021.

The motion was put and declared CARRIED (15/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

12.1/CC1 SPONSORSHIP POLICY

Business Unit:	Customer and Communications	Service: Events and Sponsorship
Ward:	City-wide	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution

0626/011

Moved Councillor Creado, seconded Councillor Krsticevic

That Council ADOPTS the revised Sponsorship Policy, as detailed in Attachment 1.

The motion was put and declared CARRIED (15/0) by exception resolution.

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

Purpose

To seek Council's adoption of the revised Sponsorship Policy.

Details

The Strategic Community Plan, Sustainable Stirling 2022 – 2032, includes key objectives to attract visitors, encourage economic investment, and connect communities with their local areas.

The City's Economic Development and Tourism Strategy 2021 – 2025 (currently under review) includes key actions to support events and activities that attract visitors to the City, develop business cases for major events, encourage new large-scale events across the City, and investigate opportunities to expand events at Scarborough beyond 5,000 people.

The City's Sponsorship Policy is vitally important to achieve these outcomes and is aligned with Corporate Business Plan initiatives currently being undertaken to support and boost events and tourism (noting intentional alignment of event attraction and investment attraction locations). These initiatives include:

- 'Vibrant Stirling' Events Plan (draft) – currently in development by Customer and Communications - Events and Sponsorship
- Investment Attraction Framework and Investment Prospectus – recently developed by City Future - Economic Development
- Destination Plan (draft) – currently in development by City Future - Economic Development

The Customer and Communications and City Future Business Units will also continue to collaborate with Tourism WA on the new Event Experience Strategy 2033, aimed at driving greater visitor spend and engagement, as well as elevate WA's reputation as a leading events destination. This active collaboration has strengthened existing relationships with Tourism WA, established the City as a key stakeholder for Tourism WA in the state's event and tourism landscape, and initiated several enquiries and activities, including media announcements, venue usage and business-engagement opportunities.

Through internal and external stakeholder engagement, including Elected Members and community, it is evident that a mix of event delivery modes is preferred, with high importance placed on community events, partnership events, and event attraction. As the City's Community Grants Program supports small to medium scale community driven events, a comprehensive review of the Sponsorship Policy was conducted to better attract and support large-scale and commercially delivered events that draw visitors to the City.

Sponsorship enables the City to provide funding, value-in-kind and direct-cost services to organisations that deliver activities aligned with our Strategic Community Plan objectives. There are three modes of support offered by the City that make up the total sponsorship package and value:

1. Funding – direct monetary contributions paid to organisations;
2. Value-in-Kind (VIK) – City delivered goods or services provided to/for organisations, usually as 'business as usual' with no additional budget allocation; and
3. Direct Cost Services – City or externally delivered services provided to/for organisations, that require budget allocation.

The revised Sponsorship Policy (Attachment 1) considers the City's strategic social, economic and cultural objectives, including community benefits, return on investment, marketing opportunities and brand exposure. It also considers operational implementation, with a focus on business improvement. A summary of key changes to the Policy are outlined below (see Attachment 2).

Approval Thresholds

Under the City's current Sponsorship Policy, sponsorship submissions over $5,000 are presented with supporting information for Council approval. This $5,000 refers to total sponsorship package value, comprising of funding, VIK and/or direct service costs.

The proposed Sponsorship Policy aligns the assessment and approvals delegation with the City's Community Grants Program Policy; Sponsorships of up to and including $20,000 will be reviewed and approved by a Director or the Chief Executive Officer, while sponsorships over $20,000 will be presented to Council, supported by relevant information, for review and approval.

This adjustment of approval thresholds will align the two funding streams, particularly in relation to event grants and sponsorship, and further streamline the assessment and approvals process.

Delegated Officer Approval

Under the City's current Sponsorship Policy, sponsorship submissions up to $5,000 are presented with supporting information for Director Community Development review and approval.

The proposed Sponsorship Policy has been amended to allow for the relevant Director, or the Chief Executive Officer, to approve sponsorships within their Directorates.

While Community Development remains the Directorate responsible for most sponsorships, primarily event sponsorship, the Policy has provision for the City to enter into sponsorship arrangements more broadly. Therefore, all Directors should have the ability to review and approve sponsorship arrangements within their Directorate remit.

Policy and Legislation Alignment

As well as aligning the Sponsorship Policy with the Community Grants Program Policy, all current Policies and Legislation have been cross-referenced to ensure consistency.

Other relevant Policies and Legislation include Elected Member and CEO attendance at Events Policy and the Gifts, Benefits or Hospitality registers [Sections 5.87A and 5.87B *Local Government Act 1995*].

In line with the revised Sponsorship Policy, the Event Sponsorship Program Guidelines have also been updated to assist officers and organisations with event sponsorship applications and assessment. The guidelines define eligibility criteria, expected program outcomes, event categories, and acknowledgement/benefit expectations for associated sponsorship package values.

Similar to the Community Grants Program, event sponsorships will now be accepted and assessed through two rounds per year, then presented to the Director Community Development and Council twice per year, with additional provisions for significant events to be considered year-round. Currently event sponsorship submissions are accepted year-round and presented to Council as received, and while every effort is made to minimise frequency and combined events for consideration, the introduction of rounds will formalise and streamline this process.

Financial Assessment and Implications

A total funding pool of $1.2 million will be submitted to Council as part of the 2026/2027 Integrated Planning and Budget process. This funding pool will cover Event Sponsorship, Community Grants Program, Economic Development sponsorship, Schools to Pool funding program, and the Stirling Doers funding program.

Stakeholder Engagement

Internal and external stakeholders have been engaged in number of ways to inform the revised policy, including (but not limited to):

- Elected Member Workshops – November 2024 and March 2026
- Internal consultation with Executive team and all business units – May 2026
- External and internal stakeholder engagement for all plans referenced in this report – complete and ongoing
- Event organiser and industry engagement – ongoing

Recommended Action

It is recommended that Council adopts the revised Sponsorship Policy, as detailed in Attachment 1.

Relevant Policies, Legislation and Council Resolutions

Local Government Act 1995
Sponsorship Policy
Community Grants Program Policy

Meeting Date	Council Resolution Number	Council Resolution
5 April 2022	0422/003	That Council ADOPTS the amended Sponsorship Policy, as shown in Attachment 7, including the following key changes: a. Submissions up to $5,000 being determined by the Director Community Development and reported through Council's quarterly Audit process; b. Submissions between $5,001 and $20,000 being reviewed by the Director Community Development and presented to Council for endorsement; c. Submissions over $20,000 being presented to Council for review and approval; and d. Acknowledgements specifically including invitation/notification to the Mayor and Ward Councillors.

Sustainable Stirling 2022-2032

Key Result Area: Our economy

Objective: A vibrant City

Priority: Encourage and support tourism growth

Priority: Activate local centres to increase visitor and economic activity

Priority: Support the City's cultural sector to create vibrancy in our local areas

Objective: A smart and prosperous City

Priority: Attract and promote investment and partnership opportunities

Priority: Advocate, lobby and partner with stakeholders to benefit the community

Key Result Area: Our community

Objective: An inclusive and harmonious City

Priority: Build strong relationships with our multicultural and diverse community

Priority: Facilitate social connections and access to services locally

Priority: Encourage active participation and volunteering

Objective: An active and healthy City

Priority: Facilitate a range of recreation and leisure opportunities for everyone in the City

Priority: Facilitate and advocate for the provision of a range of quality health services

Strategic Risk

Strategic Risk	Risk Appetite
Partnerships	The City will be proactive in improving existing relationships and working with new partners to grow its reputation as an organisation that the community, business, government and other organisations choose to engage with.

Relevant Documents and Information

Attachments

Attachment 1. Sponsorship Policy (DRAFT - Clean Copy)

Attachment 2. Sponsorship Policy (DRAFT - Tracked Changes)

Available for viewing at the meeting

Nil.

Linked Documents

Nil

Sponsorship Policy

Aligned City Value/s	**Approachable**	**Responsive**	**Transparent**	**Innovative**
Responsible Directorate	**Community Development**			
Responsible Business Unit/s	**Customer and Communications**			
Responsible Officer	**Manager Customer and Communications**			
Affected Business Unit/s	**All**			

Objective

This policy provides clear direction for City officers, potential sponsors, organisations and community groups on financial and in-kind partnerships and sponsorship arrangements with the City.

Scope

This policy applies to sponsorship agreements between the City and the corporate sector, not for profit organisations, community groups or individuals with an ABN, to the mutual benefit of the relevant parties.

Policy

Aim

Every Sponsorship agreement will be described in a written agreement, which clearly outlines:

- The parties subject to the sponsorship agreement (legal entity and trading names).
- The scope of the sponsorship agreement.
- The benefits to the City, organisation and community.
- Consequences of changes which may occur over time, e.g. a shift in the relationship, new policies, new corporate missions or objectives.
- Financial accountability requirements.
- Provisions for termination or suspension of the agreement.
- Appropriate indemnity clauses.
- Any special conditions which apply.

Ethical issues

The following limitations apply to seeking or provision of sponsorship:

- Agreements shall not be entered into which could limit the City's ability to carry out its functions fully and impartially.
- Sponsorship decisions are to be made ethically and responsibly by assessing applicants (including partners and venues), with consideration of regulatory compliance history and past performance.
- Agreements should be avoided where there is clearly a conflict between the objectives and mission of the City and its respective activities and those of the sponsor, or any associated third-party, including affiliated organisations, partners, sponsors or individuals.
- Sponsorship of City activities will not involve explicit endorsement of the sponsor or the sponsor's products.

- Where sponsorship takes the form of provision of a sponsor's product, the City will evaluate the product for its fitness for the purpose against the objective operational criteria which are relevant to the City's needs.
- The City's aims, objectives, reputation, probity and functions will not be compromised in any way.
- All wording for signage and other communications to be approved by both parties.
- Any benefits received from a sponsorship by Elected Members and employees of the City must be in accordance with the City's Gifts, Benefits or Hospitality Policy.

Providing sponsorship

The Customer and Communications Business Unit shall oversee respective sponsorship submissions and agreements as follows;

i. Submissions up to and including $20,000 shall be reviewed and approved by a Director or the Chief Executive Officer
ii. Submissions over $20,000 shall be presented to Council with supporting information for review and approval.

The form of sponsorship agreement will reflect the complexity of the sponsored activity and the level of financial support provided.

Communication

Ongoing and open communication shall be maintained between both parties during the life of the agreement.

Sponsors and sponsorship recipients shall receive timely feedback on the results of their sponsorship proposals or submissions, and as soon as possible following the end of a sponsorship project, via a post sponsorship evaluation report as appropriate.

Acknowledgements and other benefits

Can include but are not limited to one or more of the following:

i. Public acknowledgement through print and/or digital promotional materials, and at appropriate events/functions.
ii. Sign/s and/or brand presence at the event or activity.
iii. Formal letter acknowledging the City's valuable contribution.
iv. Invitation/s for the Mayor of the City (or City Elected Member representative) to formally represent the City: present, participate and / or perform official duties, including attending the Event and /or associated launch/es, sponsor recognition functions and other activities / functions as appropriate.

Assessing outcomes

Agreements shall be fully evaluated upon completion, assessing the outcomes of the project, including benefits for both the City and organisation, community group or individual.

Risk management

Both parties shall permanently indemnify the other party and their employees; except where a claim arises out of their sole negligence or in accordance with legislative requirements. The organisation, community group or individual shall provide and maintain the required insurance during the term of the Sponsorship Agreement.

Definitions

Sponsorship means a contribution in money and/or in-kind by the corporate sector, not for profit organisations, community groups or individuals with an ABN, in support of a Council activity or by the City of Stirling in support of a corporate event/activity with the right to associate the sponsor's name, products and services with the event/activity in return for negotiated benefits.

Post sponsorship evaluation report means a is a written review of a completed sponsorship that assesses outcomes and return on investment against agreed objectives, covering performance results, budget, feedback, key successes, issues, and lessons to inform future sponsorships.

Relevant management practices/documents

Community Grants Program Policy

Elected Member and CEO attendance at Events Policy

Legislation/local law requirements

Local Government Act 1995
City of Stirling Local Government Property Local Law 2009

Office use only				
Relevant delegations	Not applicable			
Initial Council adoption	**Date**	9 April 2013	**Resolution #**	0413/021
Last reviewed	**Date**	19 May 2026	**Resolution #**	0422/003
Next review due	**Date**	19 May 2028		

Sponsorship Policy

Aligned City Value/s	Approachable Responsive Transparent Innovative
Responsible Directorate	Community Development
Responsible Business Unit/s	Customer and Communications
Responsible Officer	Manager Customer and Communications
Affected Business Unit/s	All

Objective

This policy provides clear direction for City officers, potential sponsors, organisations and community groups on financial and in-kind partnerships and sponsorship arrangements with the City.

Scope

This policy applies to sponsorship agreements between the City and the corporate sector, not for profit organisations, community groups or individuals with an ABN, to the mutual benefit of the relevant parties.

Policy

Aim

Every Sponsorship agreement will be described in a written agreement, which clearly outlines:

- The parties subject to the sponsorship agreement (legal entity and trading names).
- The scope of the sponsorship agreement.
- The benefits to the City, organisation and community.
- ~~Any personal benefits available to staff of either party and his or her relatives.~~
- Consequences of changes which may occur over time, e.g. a shift in the relationship, new policies, new corporate missions or objectives.
- Financial accountability requirements.
- Provisions for termination or suspension of the agreement.
- Appropriate indemnity clauses.
- Any special conditions which apply.

Ethical issues

The following limitations apply to ~~the seeking~~seeking or provision of sponsorship:

- Agreements shall not be entered into which could limit the City's ability to carry out its functions fully and impartially.
- Sponsorship decisions are to be made ethically and responsibly by assessing applicants (including partners and venues), with consideration of regulatory compliance history and past performance.
- Agreements should be avoided where there is clearly a conflict between the objectives and mission of the City and its respective activities and those of the ~~organisation, community group or individua~~sponsor, or any associated third-party, including affiliated organisations, partners,

sponsors or individuals.~~I~~

- Sponsorship of City activities will not involve explicit endorsement of the sponsor or the sponsor's products.
- Where sponsorship takes the form of provision of a sponsor's product, the City will evaluate the product for its fitness for the purpose against the objective operational criteria which are relevant to the City's needs.
- The City's aims, objectives, reputation, probity and functions will not be compromised in any way.
- All wording for signage and other communications to be approved by both parties.
- Any benefits received from a sponsorship by Elected Members and employees of the City must be in accordance with the City's Gifts, Benefits or Hospitality Policy.

Providing sponsorship

The Customer and Communications Business Unit shall oversee ~~all~~respective ~~-~~sponsorship submissions and agreements as follows;

i. Submissions up to and including $~~5~~20,000 shall be reviewed and approved by ~~the~~ a Director or the Chief Executive Officer~~CEO Community Development and reported through Council's quarterly audit process;~~

~~ii. Submissions between $5,001 and $20,000 shall be reviewed by the Director Community Development and presented to Council for endorsement;~~

~~iii.~~ ii. Submissions over $20,000 shall be presented to Council with supporting information for review and approval.

The form of sponsorship agreement will reflect the complexity of the sponsored activity and the level of financial support provided.

Communication

Ongoing and open communication shall be maintained between both parties during the life of the agreement.

Sponsors and sponsorship recipients shall receive timely feedback on the results of their sponsorship proposals or submissions, and as soon as possible following the end of a sponsorship project, via a post sponsorship evaluation report as appropriate.

~~Practically, this can be in writing and/or verbal briefing.~~

Acknowledgements and other benefits

Can include but are not limited to one or more of the following:

i. Public acknowledgement through print and/or digital promotional materials, and at appropriate events/functions.
ii. Sign/s and/or brand presence at the event or activity.
iii. Formal letter acknowledging the ~~City's~~City's valuable contribution.
iv. Invitation/s for the Mayor of the City (or City Elected Member representative) to formally represent the City: present, participate and / or perform official duties, including attending the Event and /or associated launch/es, sponsor recognition functions and other activities / functions as appropriate.~~notification to the Mayor and Ward Councillors~~

Assessing outcomes

Agreements shall be fully evaluated upon completion, assessing the outcomes of the project, including benefits for both the City and organisation, community group or individual.

Risk management

Both parties shall permanently indemnify the other party and their employees; except where a claim arises

out of their sole negligence or in accordance with legislative requirements. The organisation, community group or individual shall provide and maintain the required insurance during the term of the Sponsorship Agreement.

Definitions

Sponsorship means a contribution in money and/or in-kind by the corporate sector, not for profit organisations, community groups or individuals with an ABN, in support of a Council activity or by the City of Stirling in support of a corporate event/activity with the right to associate the sponsor's name, products and services with the event/activity in return for negotiated benefits.

Post sponsorship evaluation report means a is a written review of a completed sponsorship that assesses outcomes and return on investment against agreed objectives, covering performance results, budget, feedback, key successes, issues, and lessons to inform future sponsorships.

Relevant management practices/documents

~~Grants and Funding Policy Community Arts and Events Policy~~Community Grants Program Policy

~~Gifts, Benefits or Hospitality Policy~~Elected Member and CEO attendance at Events Policy

Legislation/local law requirements

Local Government Act 1995
City of Stirling Local Government Property Local Law 2009

Office use only				
Relevant delegations	Not applicable			
Initial Council adoption	**Date**	9 April 2013	**Resolution #**	0413/021
Last reviewed	**Date**	19~~5~~ May~~April~~ 2026~~2~~	**Resolution #**	0422/003
Next review due	**Date**	~~December 2022~~8 ~~19 April~~May 2028~~6~~		

12.1/CSA1 PARKING PERMIT POLICY

Business Unit:	Community Safety	Service: Ranger Services
Ward:	City Wide	Location: Not Applicable
Applicant:	Not Applicable	

Role

Legislative - *Making local laws, policies and planning instruments.*

Council Resolution

0626/012

Moved Councillor Creado, seconded Councillor Krsticevic

Recommendation

1. **That Council ADOPTS the revised Parking Permit Policy, as detailed in Attachment 3, to replace the City's existing Parking Permit Policy.**

2. **That Council NOTES that the revised Parking Permit Policy supports the City's transition from physical parking permits toThe motion was put and declared CARRIED (15/0) by exception resolution.**

The motion was put and declared CARRIED (15/0) by exception resolution.

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

Referred

This item was REFERRED to the Community and Resources Committee meeting to be held 26 May 2026 at the Council meeting held 5 May 2026 to allow additional information to be provided and further discussions to be undertaken with Elected Members.

Additional Information - 6 May 2026

Following further discussion with Elected Members, the proposed Parking Permit Policy was updated to reflect the feedback received. A suggested alternative recommendation is also provided at the end of the Additional Information section.

Eligibility Criteria

Amended to reflect the building type eligible for permits with a maximum of up to three parking permits being issued to an owner /occupier dependent on the building type.

Eligibility Criteria		
Building type	***Owner/Occupier***	***Cost Per Permit (per annum)***
Single Dwelling (Residential Survey Strata Dwelling)	*Up to 3 residential permits*	*As adopted*
Grouped Dwelling (Residential Multiple Dwelling)	*Up to 2 residential permits*	*As adopted*
Multiple Dwelling (Residential Built Strata Unit)	*1 residential permit*	*As adopted*

Centre Locations

The Other Centre Locations have been expanded and clarified to provide a more detailed explanation of these locations.

a) Other Centre Locations, including:

- *Glendalough (Pollard Street and Rawlins Street)*

- *Innaloo (Dongara Street, Hertha Road, Kimber Street, Oswald Street between Twyford and Kimber Street, Staveley Place, Twyford Place, Windell Street)*
- *Mount Lawley (Almondbury Road, Clotilde Street, Farnley Street, Field Street between Walcott Street and Memorial Lane, Park Road)*
- *North Beach Retail Precinct (Flora Terrace between Lawley Street and Malcolm Street)*
- *Stirling City Centre (Casals Vista, Civic Place between Ravel Lane and Casals Vista, Elton Street, Hugo Street east side only, Leclair Terrace, Osborne Place between Paganini Lane and Vivaldi Avenue, Vivaldi Avenue).*
- *Stirling Leisure Centre Mirrabooka.*

Relevant management practices/documents

The City of Stirling Security Systems Manual has been referenced in this section to provide clarity on the City's use of CCTV and the storage of CCTV footage obtained through the City's Automatic Number Plate Recognition (ANPR) cameras.

City of Stirling Security Systems Manual

The City of Stirling Security Systems Manual outlines the operational standards, responsibilities, and procedures governing the use of security and CCTV technologies managed by the City. This includes field-deployable technologies like Automatic Number Plate Recognition Cameras (ANPR). CCTV footage must be retained in compliance with applicable state legislation, specifically the General Disposal Authority for Local Government Records. All City of Stirling CCTV systems are configured to retain recorded footage for a maximum of 31 days, after which data is automatically overwritten unless required for evidential purposes.

Suggested Alternative Recommendation - 26 May 2026

1. **That Council ADOPTS the revised Parking Permit Policy, as detailed in Attachment 4, to replace the City's existing Parking Permit Policy.**

2. **That Council NOTES that the revised Parking Permit Policy supports the City's transition from physical parking permits to digital (e-Permit) technology and strengthens the effective management of on-street parking in high demand areas**

Referred Report

The original report, presented to the Community and Resources Committee meeting on 28 April 2026 and subsequently to Council on 5 May 2026, is provided below.

Purpose

To seek Council consideration and adoption of a revised Parking Permit Policy.

Details

The City's current Parking Permit Policy (Attachment 1) supports residents who have limited on-site parking and where the availability of public parking is significantly constrained by nearby non-residential activities. In these locations, parking permits function as a targeted demand-management tool to protect residential amenity, promote equitable access to limited on-street parking and mitigate the impacts of parking demand generated by surrounding land uses.

The Policy was initially adopted in 2014 and last reviewed in 2018. Since the previous review, parking demand pressures have increased across several residential areas, particularly those located in proximity to shopping centres, activity centres, beaches, education facilities and public transport infrastructure. These pressures have been compounded by higher-density development, changing travel behaviours and increased competition for limited on-street parking. Since the previous review, Council has also adopted City Wide Parking Principles (Attachment 2) that provide a high-level framework to inform decision making on the supply and management of car parking. The following principles were particularly relevant when reviewing the Policy:

6. *Both on-street and off-street parking are equally important components of parking supply which seeks to balance providing convenient access with contributing to safer streets and complementing the local surroundings.*

8. *Utilisation of technology will underpin parking management with a concerted focus on simplification of parking regulations and the provision of signage and data to improve customer information on parking availability.*

9. *The regulatory obligation to enforce local laws is applied through an engage, educate and enforce approach with the optimal outcome being voluntary compliance.*

The revised Policy establishes a clear and consistent framework for the equitable issue, management and enforcement of parking permits. The primary focus of the Policy remains to protect residential amenity in areas affected by non-residential parking demand. Key changes within the revised Policy (Attachment 3) include the following:

Clearer eligibility criteria

- Introduces a defined assessment framework that links eligibility to the availability of onsite parking at a property.
- Confirms that permits are targeted to residents experiencing demonstrable parking pressure arising from nearby non-residential land uses.
- Formalises the exclusion of centre locations where public parking is prioritised for commercial and customer turnover.

Stronger compliance and enforcement provisions

- Aligns permit administration with digital e-permit technology, enabling automated, real-time validation through Automated Number Plate Recognition (ANPR) enforcement systems.
- Strengthens compliance provisions.
- Clarifies that permits do not authorise parking in paid parking bays or in locations where other prohibitions apply.

Clearer permit caps and entitlements

- Introduces a maximum cap of three permits per rateable residential property, subject to eligibility and local conditions.
- Links the number of permits issued to the number of available onsite parking spaces, ensuring a more equitable distribution of limited on-street parking.
- Confirms that residents with three or more onsite parking spaces are not eligible for residential parking permits.

Formalised review and adjustment mechanisms

- Provides the City with the ability to periodically review permit numbers and entitlements in response to changing parking demand or operational conditions.
- Supports consistent, transparent and evidence-based administration across different streets and parking zones.
- Allows for future amendments by Council to reflect legislative, strategic or technological changes.

Importantly, the revised Policy supports the City's proposed transition from physical parking permits to digital e-permit technology. The adoption of e-permits enables automated, real-time permit validation which reduces manual compliance checks and streamlines enforcement. The transition also improves the customer experience through streamlined, self-service permit management as well as reducing the risk of fraudulent permit use.

This transition to e-permits aligns with a number of parking management initiatives, previously presented to Council in August 2023, which aim to improve effectiveness and simplification through improved utilisation of technology. Pay-by-Phone functionality for paid parking areas was introduced in 2020/21, Automatic Number Plate Recognition (ANPR) technology for improved enforcement of parking controls was introduced in 2022/23, Smart Parking Ticket Machines for improved customer experience and parking data were introduced in 2023/24, and Parking Wayfinding Technology for improved driver decision making was introduced within the Scarborough Beach Precinct in 2024/25.

Financial Assessment and Implications

The revised Policy does not result in any material increase to the City's existing operating budgets related to parking management. Implementation of the Policy will be delivered through existing Community Safety enforcement practices and resources, including integration with the ANPR system and existing parking management platforms.

The transition away from physical parking permits will reduce the need for printing, laminating, storage and postage and is expected to lessen the level of staff time currently required for the manual preparation, processing, registration and distribution of permits.

At present, the administration of staff parking permits involves the purchase of electrostatic permit materials and internal staff resources to produce and distribute permits across the organisation. Similarly, the administration of residential parking permits requires the purchase of physical permit materials and the use of staff time to register, store and post permits to applicants.

Transitioning to a fully digital permit system is expected to deliver administrative efficiencies over time through a reduction in direct material costs and staff time associated with managing physical permits. While an exact saving cannot be quantified at this stage, based on current permit volumes these efficiencies are anticipated to result in a reduction in consumable expenditure and staff effort, with potential efficiencies in the order of $8,000–$15,000 per annum. The transition is also expected to support improved operational efficiency and reduce the risk of fraudulent permit use.

Stakeholder Engagement

While the revised Policy will not be subject to community consultation, it is acknowledged that the transition from physical parking permits to digital e-permit technology will need to be effectively managed with key stakeholders. There is a risk that some residents and permit holders may experience confusion, reduced accessibility or dissatisfaction during the transition which, if not effectively managed, may lead to reduced confidence in the permit system.

The City's Community Safety and Community Engagement Teams will implement a targeted engagement approach including the following activities:

STAKEHOLDER GROUP	ENGAGEMENT FOCUS
Existing Permit Holders	Permit change advice, usability guidance, registration support, information sessions and localised outreach.
New Permit Holders	Usability guidance, registration support, information sessions and localised outreach.
Senior Residents	Technology support, in-person assistance and access to printed materials.
Visitor Permit Holders	Consideration of access needs and tailored permit arrangements.
CALD Communities	Language support, translated materials and culturally appropriate engagement (where required).

Recommended Action

It is recommended that Council adopts the revised Parking Permit Policy, noting that the transition from physical parking permits to digital (e-permit) technology.

Relevant Policies, Legislation and Council Resolutions

Local Government Act 1995

City of Stirling Parking Local Law 2014

Community Engagement Policy

Meeting Date	Council Resolution Number	Council Resolution
27 August 2024	0824/032	That Council NOTES the status of the Public Parking Management Strategy (2009) as contained in Attachment 1 and REPLACES it with the contemporary City Wide Parking Principles (2024) as contained in Attachment 3 to inform strategic and operational decision making on parking supply and management throughout the City of Stirling.

Sustainable Stirling 2022-2032

Key Result Area: Our built environment

Objective: An accessible and connected City

Priority: Provide and maintain safe and accessible roads and parking

Key Result Area: Our community

Objective: A safer City

Priority: Educate our community and provide support to enhance community safety

Key Result Area: Our leadership

Objective: A well-governed City

Priority: Comply with legislation, standards and obligations

Priority: Provide local government sector leadership

Objective: A customer-focused City

Priority: Transform the City's digital environment to increase access to the City

Strategic Risk

Strategic Risk	Risk Appetite
Community	The City will ensure that it engages with the community in accordance with its Community and Stakeholder Engagement Plan.
Purpose	The City will pursue community and sector leadership through forward thinking decision making, and alignment of its services and operations with its strategic objectives.
Governance	The City will act with integrity and implement appropriate processes and controls to avoid breach of legislation.
Reputation	The City will ensure that any decisions that may affect the City's reputation are made at the appropriate level with stakeholders remaining informed and engaged.

Relevant Documents and Information

Attachments

Attachment 1 - Parking Permit Policy (Current)

Attachment 2 - City Wide Parking Principles (2024)

Attachment 3 - Parking Permit Policy (Proposed)

Attachment 4 - Parking Permit Policy (Amended as at 26 May 2026)

Available for viewing at meeting

Nil.

Linked Documents

Nil.

Parking Permit Policy

Responsible Directorate	Community Development
Responsible Business Unit/s	Community Safety
Responsible Officer	Manager Community Safety
Affected Business Unit/s	Community Safety Engineering Design Engineering Operations City Planning Development Services

Objective

The City will issue Parking Permits in accordance with this policy, the *City of Stirling Parking Local Law 2014* and the eligibility criteria.

This policy provides guidance and direction to the City (Elected Members and employees) and community on the provision of Parking Permits and establishes the eligibility criteria and conditions that apply to the issue, retention and management of Parking Permits.

Scope

This policy is to assist residents who do not have sufficient on-site parking at their residence and who reside in predominately residential precincts of the City where the availability of public parking is significantly affected by activities that:

- would not normally be experienced in the majority of the City's residential precincts;
- are not of a residential nature;
- detract from the residential amenity of the area; and
- have the potential to adversely impact on resident's quality of life if not appropriately managed.

The policy does not provide a mechanism for residents to have access to unlimited public parking.

This policy recognises that while there may be some exceptions, Parking Permits will be needed mainly during high parking demand periods of business, commercial, retailing and commuter activity, which for the most part would be Monday to Saturday 8.00am to 6.00pm. These periods will be broadened if required to cater for parking in areas where Sunday trading is applied.

This policy reaffirms:

a) that there is a limit to the amount of public parking that will be provided by the City particularly within Centre Locations, where the key role of public parking is to support the business activities and viability of the Centres;

b) that it is not the responsibility of the City to provide or ensure that a parking bay is available for residents, their visitors or any motorist to park anywhere in the City;

c) that the City encourages all residents who have on-site parking available for their exclusive use, to use that parking and leave the public parking available for public use;

d) the City's support for reduced reliance on the use of private motor vehicles and increased use of alternative transport options including public transport.

Policy

1. Policy Application

1.1 The City will provide Parking Permits in accordance with this policy, the City of Stirling Parking Local Law 2014 and the applicable eligibility criteria.

1.2 Parking Permits will not be issued in "Centre Locations".

1.3 Parking Permits may apply in:

(a) "Area Controlled Parking Zones"; or

(b) Residential streets subject to high parking demand generated by business, commercial, retail educational or other activities not associated with residential activity;

and where time restrictions of two (2) hours or greater are in force.

2. Requirements

2.1 The following requirements apply for all Parking Permits issued by the City.

2.1.1 Eligible residents who are the property owner (Owner Occupiers) may be issued with Resident and/or Transitional Parking Permits.

2.1.2 Eligible residents who are not property owners (Tenants) may be issued with Transitional Parking Permits.

2.1.3 Permits will only be valid until the date of expiry.

2.1.4 Permits are only valid for use within the streets outlined on the permit.

2.1.5 Permits cannot be used within paid parking areas (parking bays where ticket/fee parking applies):

2.1.6 Permits will not be issued for use in time restricted streets or parking stations where a parking time restriction less than two (2) hours applies. (In such circumstances, permits will be issued for use in designated nearby streets or City managed parking stations where time restrictions are two (2) hours or greater and no paid parking applies).

2.1.7 Permits will not be issued for and are not to be used on a vehicle which is classified as any of the following:

a. Commercial vehicle (with a tare weight greater than 2,500 kilograms)
b. Caravan
c. Bus
d. Semi-trailer
e. Tow truck
f. Tractor
g. Trailer
h. Bicycle

2.2 A fully completed Parking Permit Application Form is to be submitted to the City's Parking Services to enable assessment of the nominated property and the eligibility criteria.

2.3 Where the resident is not the property owner, the Parking Permit Application Form must be accompanied by proof of occupancy to the satisfaction of the Parking Coordinator.

2.4 **A** set of Conditions of Issue and Use apply to Parking Permits.

2.5 Where a resident of a property in a Centre Location without on-site parking chooses to own a vehicle/s, it is the resident's responsibility to obtain suitable parking for their vehicle/s.

2.6 The City reserves the right to cap the total number of Parking Permits issued to a residential address.

2.7 To limit fraudulent use of Parking Permits and to recover a proportion of the cost of administering and enforcing the Parking Permit scheme, the Council may adopt fees for each Parking Permit issued.

2.8 Residents may apply for a replacement Parking Permit during the year. The Council may adopt a fee for the replacement of Parking Permits.

2.9 The issue of Parking Permits does not guarantee availability of a parking bay as more permits may be issued than available parking bays and not all permits will be used at the same time and day.

2.10 Fraudulent use of a Parking Permit or failure to use the permit in accordance with the Conditions of Issue and Use may result in the cancellation of all permit/s issued to the property and/or applicant.

2.11 The number of Parking Permits issued by the City will be reviewed periodically in response to changes in areas where they apply, and may result in adjustments to the eligibility for, and number of Parking Permits issued.

2.12 The provisions outlined under this policy will be reviewed from time to time and may change at the discretion of the Council.

3. Number of Permits to apply:

3.1 A maximum of three (3) Parking Permits may be issued for each rateable residential property subject to the criteria as detailed below:

Eligibility Criteria			
On-site parking spaces	**Owner Occupier (maximum entitlement)**	**Tenant Occupier (maximum entitlement)**	**Cost per permit pa**
0	2 Resident, 1 Transitional	3 Transitional	As adopted
1	1 Resident, 1 Transitional	2 Transitional	As adopted
2	0 Resident, 1 Transitional	1 Transitional	As adopted
3 or more	0	0	Not applicable

Note:

1. Annual and replacement parking permit fees shall be as outlined in the City's Fees and Charges Schedule.
2. Permits issued after June will incur 50% of the annual fee (not applicable to replacement permits).
3. Parking permits may be issued contrary to the above criteria in extenuating circumstances that are accepted and approved by the Parking Coordinator.

Definitions

Area Controlled Parking Zone means a predominately residential area, where parking time restrictions apply for a distance of approximately 400 metres from business, commercial or retail and other high parking demand locations (e.g. rail stations), to retain the use of public parking within the controlled area for residential activities.

Centre Locations means locations that are developed predominately for the conduct of business, commerce and retailing activities and may include some multi residential dwelling developments that may or may not have on-site parking provided. This includes but is not limited to the following areas which will be amended from time to time:

- Stirling City Centre
- Scarborough Beach Development Precinct
- Mirrabooka Town Centre
- Karrinyup Shopping Centre Precinct
- Flora Terrace (between Lawley and Malcolm Streets)

Resident Parking Permit means a permit that expires annually on December 31st that is issued by the City which authorises a vehicle to park for longer than the sign posted time restrictions in designated locations.

Transitional Parking Permit means a permit that expires on a predetermined date* that is issued by the City which authorises a vehicle to park longer than the sign posted time restrictions in designated locations. *Transitional permits will not be issued for a period longer than 12 months.

Authorised Vehicle means a vehicle authorised by the local government, the Chief Executive Officer or an Authorised Person under the City of Stirling Parking Local Law or by any other written law to park on a thoroughfare or parking facility.

Relevant management practices/documents

Parking Permit Application Form including Conditions of Issue and Use
The City's Local Planning Scheme 3 and the Local Planning Policy Manual

Legislation/local law requirements

The *City of Stirling Parking Local Law 2014* provides for the issue and management of Parking Permits.

Developers may appeal to various State Government agencies, to have the parking provision requirement for a development, reduced or removed as a condition of development.

Applicants may appeal a decision of the City in relation to a Parking Permit. Appeals may be made in writing to the City and subsequently to the State Administrative Tribunal.

Office use only

Relevant delegations	Prohibit or Regulate Parking			
Initial Council adoption	**Date**	30 September 2014	**Resolution #**	0914/005
Last reviewed	**Date**	4 December 2018	**Resolution #**	12185/012
Next review due	**Date**	2020		

City Wide Parking Principles August 2024

Parking Principle	
1	**The City's planning framework will balance the provision and development of adequate parking facilities with the viability of urban development** • **Local Planning Strategy Review –** To provide strategic direction for the sustainable management of car parking • **Local Planning Scheme No.4 –** To support growth in centres and along 'urban corridors' and reduce the need for private car usage • **Public Parking Incentives –** To consider mechanisms to support efficient use of existing and proposed non-residential car parking • **Review Local Planning Policy 6.7 – Parking and Access –** To achieve a sustainable balance between parking demand and supply • **Preparation of Parking Plans –** To guide management of public parking in higher order centres, including mechanisms for payment of cash in lieu of car parking • **Future proof building design –** To ensure adaptability of car parking for future alternative uses
2	**The planning, supply and management of parking will align with the capacity of the road network, (where possible), particularly within and surrounding key Activity Centres** • **Review Local Planning Policy 6.7 – Parking and Access –** To achieve a sustainable balance between parking demand and supply
3	**Parking and transport infrastructure provision must balance demand for private vehicle access, accommodating new type of mobility and the increasing prioritisation of sustainable transport modes including walking, cycling and public transport** • **Control and Management of On-Street Parking Policy –** To continually review time restrictions and parking charges ensuring controls are contextually appropriate • **Collaboration with State Government on Mid-Tier Transport Planning and movement infrastructure projects –** To advocate for design and delivery of alternative, sustainable transport modes, including efficient and reliable public transport services and cycle paths
4	**Any changes to parking supply or parking controls, including proposed variations to applicable parking standards, are evidence-based to ensure management practices are based on frequent, current and accurate data patterns of parking demand** • **Data collection through a variety of means (e.g Licence Plate Recognition) –** To establish parking utilisation and duration of stay • **Monitoring of parking occupancy –** To determine success of changes or need for further improvements • Aim to introduce 'fit for purpose' parking controls for local areas
5	**Transitional arrangements are appropriate to allow parking providers to adapt to urban growth while not being detrimental to the urban design and character of the area** • Phased implementation of policy modifications and/or changes to on-street parking controls

Parking Principle	
6	**Both on-street and off-street parking are equally important components of parking supply which seeks to balance providing convenient access with contributing to safer streets and complementing the local surroundings** • **Control and Management of On-Street Parking Policy –** To continually review time restrictions and parking charges ensuring controls are contextually appropriate
7	**Revenue generated from public parking facilities should be used to improve access to public parking bays and associated infrastructure, meet the costs of managing parking, and contribute to approved infrastructure that benefits the community** • Utilise funds from the public parking reserve to improve access to parking, provide parking options and support sustainable travel modes • Parking revenue to offset parking management costs
8	**Utilisation of technology will underpin parking management with a concerted focus on simplification of parking regulations and the provision of signage and data to improve customer information on parking availability** • Introduction of parking wayfinding technology • Enable data collection to inform occupancy of parking areas • Integrate smart parking technology to improve the customer experience
9	**The regulatory obligation to enforce local laws is applied through an engage, educate and enforce approach with the optimal outcome being voluntary compliance** • Improve communications on parking controls and compliance

Parking Permit Policy

Responsible Directorate	Community Development
Responsible Business Unit/s	Community Safety
Responsible Officer	Manager Community Safety
Affected Business Unit/s	Community Safety Engineering Design Engineering Operations City Planning Development Services

Objective

The City will issue Parking Permits in accordance with this policy, the *City of Stirling Parking Local Law 2014* and the eligibility criteria.

This policy provides guidance and direction to the City (Elected Members and employees) and community on the provision of Parking Permits and establishes the eligibility criteria and conditions that apply to the issue, retention and management of Parking Permits.

Scope

This policy is to assist residents who do not have sufficient on-site parking at their residence and who reside in predominately residential precincts of the City where the availability of public parking is significantly affected by activities that:

- would not normally be experienced in the majority of the City's residential precincts;
- are not of a residential nature;
- detract from the residential amenity of the area; and
- have the potential to adversely impact on resident's quality of life if not appropriately managed.

The policy does not provide a mechanism for residents to have access to unlimited public parking.

This policy recognises that while there may be some exceptions, Parking Permits will be needed mainly during high parking demand periods of business, commercial, retailing and commuter activity, which for the most part would be Monday to Saturday 8.00am to 6.00pm. These periods will be broadened if required to cater for parking in areas where Sunday trading is applied.

This policy reaffirms:

a) that there is a limit to the amount of public parking that will be provided by the City particularly within Centre Locations, where the key role of public parking is to support the business activities and viability of the Centres;

b) that it is not the responsibility of the City to provide or ensure that a parking bay is available for residents, their visitors or any motorist to park anywhere in the City;

c) that the City encourages all residents who have on-site parking available for their exclusive use, to use that parking and leave the public parking available for public use;

d) the City's support for reduced reliance on the use of private motor vehicles and increased use of alternative transport options including public transport.

Policy

1. Policy Application

1.1 The City will provide Parking Permits in accordance with this policy, the City of Stirling Parking Local Law 2014 and the applicable eligibility criteria.

1.2 Parking Permits will not be issued in "Centre Locations".

1.3 Parking Permits may apply in:

(a) "Area Controlled Parking Zones"; or

(b) Residential streets subject to high parking demand generated by business, commercial, retail educational or other activities not associated with residential activity;

and where time restrictions of two (2) hours or greater are in force.

2. Requirements

2.1 The following requirements apply for all Parking Permits issued by the City.

2.1.1 Eligible residents who are the property owner (Owner Occupiers) may be issued with Resident and/or Transitional Parking Permits.

2.1.2 Eligible residents who are not property owners (Tenants) may be issued with Transitional Parking Permits.

2.1.3 Permits will only be valid until the date of expiry.

2.1.4 Permits are only valid for use within the streets outlined on the permit.

2.1.5 Permits cannot be used within paid parking areas (parking bays where ticket/fee parking applies):

2.1.6 Permits will not be issued for use in time restricted streets or parking stations where a parking time restriction less than two (2) hours applies. (In such circumstances, permits will be issued for use in designated nearby streets or City managed parking stations where time restrictions are two (2) hours or greater and no paid parking applies).

2.1.7 Permits will not be issued for and are not to be used on a vehicle which is classified as any of the following:

a. Commercial vehicle (with a tare weight greater than 2,500 kilograms)
b. Caravan
c. Bus
d. Semi-trailer
e. Tow truck
f. Tractor
g. Trailer
h. Bicycle

2.2 A fully completed Parking Permit Application Form is to be submitted to the City's Parking Services to enable assessment of the nominated property and the eligibility criteria.

2.3 Where the resident is not the property owner, the Parking Permit Application Form must be accompanied by satisfactory proof of occupancy.

2.4 A set of Conditions of Issue and Use apply to Parking Permits.

2.5 Where a resident of a property in a Centre Location without on-site parking chooses to own a vehicle/s, it is the resident's responsibility to obtain suitable parking for their vehicle/s.

2.6 The City reserves the right to cap the total number of Parking Permits issued to a residential address.

2.7 To limit fraudulent use of Parking Permits and to recover a proportion of the cost of administering and enforcing the Parking Permit scheme, the Council may adopt fees for each Parking Permit issued.

2.8 Residents may apply for a replacement Parking Permit during the year. The Council may adopt a fee for the replacement of Parking Permits.

2.9 The issue of Parking Permits does not guarantee availability of a parking bay as more permits may be issued than available parking bays and not all permits will be used at the same time and day.

2.10 Fraudulent use of a Parking Permit or failure to use the permit in accordance with the Conditions of Issue and Use may result in the cancellation of all permit/s issued to the property and/or applicant.

2.11 The number of Parking Permits issued by the City will be reviewed periodically in response to changes in areas where they apply, and may result in adjustments to the eligibility for, and number of Parking Permits issued.

2.12 The provisions outlined under this policy will be reviewed from time to time and may change at the discretion of the Council.

3. Number of Permits to apply:

3.1 A maximum of three (3) Parking Permits may be issued for each rateable residential property subject to the criteria as detailed below:

Eligibility Criteria			
On-site parking spaces	**Owner Occupier (maximum entitlement)**	**Tenant Occupier (maximum entitlement)**	**Cost per permit pa**
0	2 Resident, 1 Transitional	3 Transitional	As adopted
1	1 Resident, 1 Transitional	2 Transitional	As adopted
2	0 Resident, 1 Transitional	1 Transitional	As adopted
3 or more	0	0	Not applicable

Note:

1. Annual and replacement parking permit fees shall be as outlined in the City's Fees and Charges Schedule.
2. Permits issued after June will incur 50% of the annual fee (not applicable to replacement permits).
3. Parking permits may be issued contrary to the above criteria in extenuating circumstances that are accepted and approved by the Community Safety Business Unit.

Definitions

Area Controlled Parking Zone means a predominately residential area, where parking time restrictions apply for a distance of approximately 400 metres from business, commercial or retail and other high parking demand locations (e.g. rail stations), to retain the use of public parking within the controlled area for residential activities.

Centre Locations means locations that are developed predominately for the conduct of business, commerce and retailing activities and may include some multi residential dwelling developments that may or may not have on-site parking provided. This includes but is not limited to the following areas which will be amended from time to time:

- Stirling City Centre
- Scarborough Beach Development Precinct
- Mirrabooka Town Centre
- Karrinyup Shopping Centre Precinct
- Flora Terrace (between Lawley and Malcolm Streets)

Resident Parking Permit means a permit that expires annually on December 31st that is issued by the City which authorises a vehicle to park for longer than the sign posted time restrictions in designated locations.

Transitional Parking Permit means a permit that expires on a predetermined date* that is issued by the City which authorises a vehicle to park longer than the sign posted time restrictions in designated locations. *Transitional permits will not be issued for a period longer than 12 months.

Authorised Vehicle means a vehicle authorised by the local government, the Chief Executive Officer or an Authorised Person under the City of Stirling Parking Local Law or by any other written law to park on a thoroughfare or parking facility.

Relevant management practices/documents

Parking Permit Application Form including Conditions of Issue and Use
The City's Local Planning Scheme 3 and the Local Planning Policy Manual

Legislation/local law requirements

The *City of Stirling Parking Local Law 2014* provides for the issue and management of Parking Permits.

Developers may appeal to various State Government agencies, to have the parking provision requirement for a development, reduced or removed as a condition of development.

Applicants may appeal a decision of the City in relation to a Parking Permit. Appeals may be made in writing to the City and subsequently to the State Administrative Tribunal.

Office use only				
Relevant delegations	Prohibit or Regulate Parking			
Initial Council adoption	**Date**	30 September 2014	**Resolution #**	0914/005
Last reviewed	**Date**	03/05/2023	**Resolution #**	12185/012
Next review due	**Date**	2024		

Parking Permit Policy

Aligned City Value/s	**Approachable** **Responsive** **Transparent** **Innovative**
Responsible Directorate	**Community Development**
Responsible Business Unit/s	**Community Safety**
Responsible Officer	**Manager Community Safety**
Affected Business Unit/s	**City Future** **Community Safety** **Development Services** **Engineering Services**

Objective

The City will issue parking permits in accordance with this Policy and the *City of Stirling Parking Local Law 2014*. The purpose of this Policy is to set out the City's framework for the equitable issue, management and enforcement of parking permits including the transition to digital (e-permit) technology applying to eligible residential streets and area-controlled parking zones designated by the City.

Scope

This Policy outlines the areas within the City of Stirling where parking permits are required and provides guidance and direction to the City and the community on the provision and management of parking permits. It establishes the eligibility criteria and conditions that apply to parking permits and supports the equitable management of limited on street parking in high demand areas.

This Policy applies to:

- Streets and zones designated by the City where time limited parking of two (2) hours or greater is in effect and where parking demand is significantly influenced by non-residential activities such as commercial, retail, education, recreational or transport hubs;
- Eligible properties and vehicles within those designated streets and zones; and
- The City's transition from physical permits to digital e-permits and associated enforcement technology.

This Policy does not:

- Provide a mechanism for residents to access unlimited public parking;
- Guarantee a parking space for any resident, visitor or permit holder; and
- Authorise parking contrary to other parking restrictions or prohibitions, including no-stopping, paid parking zones, clearways, verges where parking is prohibited or ACROD bays without authority.

Policy

This Policy supports residents who experience limited on-site parking and who live in predominantly residential precincts where the availability of public parking is significantly constrained by nearby non-residential activities. These external influences:

- Are not normally experienced in most of the City's residential areas;
- Are of a non-residential nature;
- Detract from the residential amenity of the affected precincts; and

- Have the potential to adversely impact residents' quality of life if not appropriately managed.

In these circumstances, parking permits operate as a targeted management tool to help maintain residential amenity, support fair access, and mitigate the effects of high parking demand generated by surrounding land uses.

This Policy reaffirms that:

- There is a limit to the amount of public parking the City will provide, particularly within business and retail locations where the key role of public parking is to support customer turnover and commercial activity;
- It is not the City's responsibility to provide or ensure that a parking bay is available for residents, their visitors or any motorist at any time or place;
- Residents who have on-site parking available for their exclusive use are encouraged to use it, allowing public parking to remain available for broader public use; and
- The City supports reduced reliance on private motor vehicles and increased use of alternative transport options, including public transport and active travel.

1. Application of this Policy

1.1. The City will administer and issue parking permits in accordance with this Policy, the *City of Stirling Parking Local Law 2014* and all associated eligibility criteria.

1.2. Parking permits will not be issued in areas designated as centre locations, where the primary function of public parking is to support commercial, business and retail activity rather than residential access.

1.3. Parking permits may be applied in the following circumstances:

- Area-controlled parking zones established to manage high demand environments.
- Residential streets experiencing significant parking pressure generated by nearby business, retail, commercial, educational, recreational or transport related activities.
- Streets or zones where time restrictions of two (2) hours or greater are in effect.

2. Requirements

2.1. The following requirements apply to all parking permits issued by the City:

2.2. Permits are valid only until the stated expiry date.

2.3. Permits are valid only within the streets or zones specified on the permit.

2.4. Permits cannot be used in paid parking areas (parking bays where fees apply).

2.5. Permits will not be issued for use in streets or parking stations where parking time restrictions are less than two (2) hours.

2.6. Permits will not be issued for and must not be used on, any vehicle classified as:

- A commercial vehicle with a tare weight greater than 2,500 kilograms
- A caravan or trailer
- A bus
- A bicycle

2.7. A fully completed Parking Permit Application must be submitted to enable assessment of the property and eligibility.

2.8. Where the applicant is not the property owner, acceptable proof of occupancy must be provided with the application.

2.9. All permits are subject to the City's Conditions of Issue and Use, which outline lawful use and compliance obligations.

2.10. The City reserves the right to cap the number of parking permits issued to a residential property in response to local demand, operational needs or policy objectives.

2.11. Fees may be adopted for the issue of permits to:

- Recover part of the cost of administering and enforcing the Parking Permit Policy; and
- Minimise fraudulent use of parking permits.

2.12. Residents may apply for a replacement parking permit where necessary. Replacement permits may attract a fee in accordance with the City's Fees and Charges.

2.13. The issue of a parking permit does not guarantee the availability of a parking bay at any time.

2.14. Fraudulent use, misuse or non-compliance with permit conditions may result in the cancellation of all permits issued to the property or applicant.

2.15. The number of permits issued by the City may be periodically reviewed in response to changes in local parking conditions. This may lead to adjustments in eligibility or entitlements.

2.16. The provisions of this Policy may be reviewed and amended by Council as required to reflect operational, legislative or strategic changes.

2.17. The City issues both physical permits (affixed to the vehicle windscreen) and digital e-permits, depending on the area and stage of the digital transition program.

3. Eligibility

3.1. A maximum of up to three (3) parking permits may be issued for each rateable residential property, subject to assessed eligibility.

Eligibility Criteria		
Building type	**Owner/Occupier**	**Cost Per Permit (per annum)**
Single Dwelling (Residential Survey Strata Dwelling)	Up to 3 residential permits	As adopted
Grouped Dwelling (Residential Multiple Dwelling)	Up to 2 residential permits	As adopted
Multiple Dwelling (Residential Built Strata Unit)	1 residential permit	As adopted

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Definitions

Area Controlled Parking Zone
Means a predominantly residential are situated within the vicinity of business, commercial, retail or other high parking demand land uses, in which parking time restrictions are imposed generally within a radius of approximately 400 metres, for the purpose of preserving the availability of on street parking for residential activities.

Authorised Vehicle
Means a vehicle authorised for the purposes of enforcement or exemption by the City of Stirling, the Chief Executive Officer or an Authorised Person, in accordance with the *Local Government Act 1995* and the *City of Stirling Parking Local Law 2014*.

Centre Locations
Means areas identified by the City of Stirling as being predominantly developed for business, commercial or retail purposes, which may also include multi residential developments with or without on-site parking provision. These areas constitute precincts in which public parking is intended primarily to facilitate commercial and customer turnover. Centre locations may be amended from time to time by the City and include, without limitation:

a) Karrinyup Shopping Centre Precinct and surrounding streets, comprising:

- Bridgewater Crescent
- Burroughs Road
- Cheddar Place
- Davenport Street
- Draycott Street
- Elworthy Place
- Fermaner Street
- Francis Avenue
- Hall Street
- Hicks Street
- Paine Court
- Pike Street
- Porlock Way
- Somerton Road
- Taunton Way
- Wincanton Road

b) Other Centre Locations, including:

- Glendalough (Pollard Street and Rawlins Street)
- Innaloo (Dongara Street, Hertha Road, Kimber Street, Oswald Street between Twyford and Kimber Street, Staveley Place, Twyford Place, Windell Street)
- Mount Lawley (Almondbury Road, Clotilde Street, Farnley Street, Field Street between Walcott Street and Memorial Lane, Park Road)
- North Beach Retail Precinct (Flora Terrace between Lawley Street and Malcolm Street)

- Stirling City Centre (Casals Vista, Civic Place between Ravel Lane and Casals Vista, Elton Street, Hugo Street east side only, Leclair Terrace, Osborne Place between Paganini Lane and Vivaldi Avenue, Vivaldi Avenue).
- Stirling Leisure Centre Mirrabooka.

E-Permit
Means an electronic parking permit issued by and through the City's contracted digital permit management platform, which is linked to a specific vehicle licence plate and verified through electronic enforcement systems.

Residential Parking Permit
Means a permit issued by the City of Stirling authorising a nominated vehicle to park beyond the signposted time limits of two (2) hours or greater within designated residential streets or zones, valid until 31 December of each calendar year or such other date as determined by the City.

Relevant management practices/documents

City of Stirling Local Planning Scheme and Local Planning Policy Manual
The City of Stirling Local Planning Scheme and accompanying Local Planning Policy Manual, as amended from time to time, provide the statutory and strategic planning framework within which parking-related requirements and land-use considerations are assessed.

City of Stirling Security Systems Manual
The City of Stirling Security Systems Manual outlines the operational standards, responsibilities, and procedures governing the use of security and CCTV technologies managed by the City. This includes field-deployable technologies like Automatic Number Plate Recognition Cameras (ANPR). CCTV footage must be retained in compliance with applicable state legislation, specifically the General Disposal Authority for Local Government Records. All City of Stirling CCTV systems are configured to retain recorded footage for a maximum of 31 days, after which data is automatically overwritten unless required for evidential purposes.

Parking Permit Application Form (including Conditions of Issue and Use)
The Parking Permit Application Form, together with the Conditions of Issue and Use prescribed by the City, forms an integral administrative document governing the application, assessment, issuance and lawful use of parking permits under this Policy.

Legislation/local law requirements

City of Stirling Parking Local Law 2014
The City of Stirling Parking Local Law 2014 establishes the regulatory framework for the issue, use, control and enforcement of parking permits and related parking restrictions within the district.

Planning and Development Considerations
Developers may seek approval from relevant State Government authorities to reduce or modify parking provision requirements associated with development proposals, where permitted under applicable State planning legislation and assessment processes.

Appeals and Review Rights
Applicants who are dissatisfied with a decision of the City relating to the issue, refusal, variation or cancellation of a parking permit may lodge a written request for review with the City. Where jurisdiction is conferred under enabling legislation, further merits review may be sought through the State Administrative Tribunal (SAT).

Office use only

Relevant delegations	Prohibit or Regulate Parking			
Initial Council adoption	**Date**	30 September 2014	**Resolution #**	0914/005
Last reviewed	**Date**	26 May 2020	**Resolution #**	0520/027
Next review due	**Date**			

12.1/F2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE MONTH ENDING 30 APRIL 2026

Business Unit:	Finance Services	Service: Financial Planning
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Role

Information - *Receiving information about the City or its community.*

Council Resolution

0626/013

Moved Councillor Creado, seconded Councillor Krsticevic

That the monthly Statement of Financial Activity and other relevant Financial Reports for the month ending 30 April 2026 be RECEIVED.

The motion was put and declared CARRIED (15/0) by exception resolution.

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

Committee Recommendation

That the monthly Statement of Financial Activity and other relevant Financial Reports for the month ending 30 April 2026 be RECEIVED.

Officer's Recommendation

That the monthly Statement of Financial Activity and other relevant Financial Reports for the month ending 30 April 2026 be RECEIVED

Purpose

To apprise Council of the financial position of the City in compliance with the provisions of Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the Local Government (Financial Management) Regulations 1996.

Details

The City's financial reporting framework provides Council, management, and employees with a broad overview of the City-wide financial position. The format for the financial report includes:

1. A financial summary comprising a Statement of Financial Activity (Attachment 1) and an explanation of each material variance in accordance with the requirements of Regulation 34 (see below).
2. The composition of net current assets, less committed assets, and restricted assets (Attachment 2) in accordance with the requirements of Regulation 34.
3. The Statement of Financial Position (Attachment 3) in accordance with requirements of regulation 35.
4. An Investment Report (Attachment 4) detailing the performance of the investment portfolio as required by the City’s Investment Policy.

Monthly Statement of Financial Activity for the Period Ending 30 April 2026

It should be noted that the statement shown as Attachment 1 only includes transactions as they relate to the Municipal Fund, and it removes the non-cash items to allow an assessment of the City's dependency on rate levies.

Explanations of major variances between YTD Actual and YTD (Revised) Budget for the month ended 30 April 2026 are as follows:

General Rates

The Rates Statements issued in July 2025 generated $269.26 million in revenue (this figure includes the Rates, Domestic Waste Charge, the Community Safety Service charge and the Emergency Services Levy revenue). $261.17 million of this debt including balances due from prior years have been collected by 30 April 2026.

Operating Revenue

1. Contributions & Donations

This revenue item has a positive variance of 16% to YTD budget, mainly due to unbudgeted Street Tree revenue which will be transferred to Reserves.

2. Registrations, Licences & Permits

This revenue item has a positive variance of 13% to YTD budget, mainly due to increased revenue from Building Plan Approvals, Town Planning Approvals and Health Inspection Services.

3. Underground Power – Income

This revenue item has a negative variance of 57% to YTD budget due to the timing of charges raised for the Doubleview Underground Power project, with invoices anticipated to be sent in the 2026/27 financial year.

Operating Expenditure

4. Employee Costs

The total of direct employee costs (net of the cost of Agency Personnel) was 3% higher than budget for the year to date due to:

- Resourcing of IT projects where project staff have been employed as a better value for money option, but the budget assumed the work would be outsourced and is held elsewhere.
- Increased staffing levels at Recreation Facilities to maintain services levels. The additional cost has been offset by an increase in revenue as noted in the Fees & Charges commentary.
- Labour recoveries being 3% below budget. Labour recoveries relate to the transfer of internal staff time to maintenance services and capital projects, and the negative labour recovery variance is offset by reduced costs in those areas.

5. Underground Power - Expenditure

This expenditure item has a positive variance of 11% due to the budget phasing of Underground Power Cash Calls from Western Power. This is a timing variance only.

6. Other Expenditure

This expenditure item has a positive variance of 10% mainly due to the timing of costs associated with Catalina Land Sales.

7. Loss on Disposal of Assets

This expenditure item has a negative variance of 41% mainly due to Shade Sails, a Store Building and a Public Toilet being written off for redevelopment or replacement.

Investment Activity

8. Capital Grants and subsidies

This revenue item has a positive variance of 18% mainly due to the timing of grants received from the Departments of Transport and Main Roads.

9. Capital Expenditure

This expenditure item has a positive variance of 30% mainly due to the following renewals programs and major projects:

- $2.4 million for the Road Renewal Program
- $1.1 million Rights of Way Program
- $2.5 million for the Building Renewal Program
- $5.2 million for the Fleet Replacement Program

- $0.9 million for the Recycling Centre Balcatta Redevelopment Project. The budget was adjusted at mid-year budget review to reflect the revised schedule
- $0.4 million for the Hutton Street Extension Project
- $4.7 million from the amount allocated for the purchase of commercial property

Financial Assessment and Implications

The administration is mandated by Council to operate in a financially sustainable and responsible manner. As such, the City ensures that it closely monitors its financials against approved budget.

Relevant Policies, Legislation and Council Resolutions

The monthly statement of financial activity is prepared in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996. and *Local Government Act 1995*

Meeting Date	Council Resolution Number	Council Resolution
1 April 1997	Item 10.2/A11	A monthly report must be provided to Council detailing the investment portfolio in terms of overall performance, percentage exposure of total portfolio by investment institution and in the case of managed investments, the changes in market value.

Sustainable Stirling 2022-2032

Key Result Area: Our leadership

Objective: A well-governed City

Priority: Comply with legislation, standards and obligations

Strategic Risk

Strategic Risk	Risk Appetite
Governance, Integrity & Compliance	If governance integrity or compliance practices degrade, then decisions and operations may breach obligations or erode trust, leading to regulatory action and impaired service legitimacy.

Relevant Documents and Information

Attachments

Attachment 1. Statement of Financial Activity for the period ended 30 April 2026 ⇩

Attachment 2 - Net Current Assets as at 30 April 2026 ⇩

Attachment 3 - Statement of Financial Position as at 30 April 2026 ⇩

Attachment 4 - An Investment Report for the period to 30 April 2026 ⇩

Available for viewing at the meeting

Nil.

Linked Documents

Nil.

Statement of Financial Activity

As at period ended 30 April 2026

Account Description	Notes	Actuals 30 April 2026 $	Ytd Budget 30 April 2026 $	Variance $	Variance %	Full Year Amended Budget $
Net surplus/(deficit) at start of financial year		29,697,956	29,689,932			29,689,932
Revenue from operating activitiess						
Security Service Charge		6,205,116	6,097,659	107,457	2%	6,194,268
Operating Grants & Subsidies		11,023,773	11,906,852	883,079	7%	12,941,458
Contributions & Donations	(1)	2,115,024	1,828,125	286,899	16%	2,299,357
Waste Service Charge		49,091,619	48,291,787	799,832	2%	49,211,412
Fees & Charges		22,912,314	21,241,360	1,670,953	8%	25,777,302
Interest Earnings		8,595,858	8,069,121	526,736	7%	9,254,971
Registrations, Licences & Permits	(2)	5,040,614	4,471,010	569,604	13%	5,230,440
Underground Power - Income	(3)	1,603,267	3,734,610	2,131,343	57%	9,056,975
Other Revenue		37,045,993	38,942,724	1,896,731	5%	46,285,403
Profit on Disposal of Assets	(7)	190,808	688,964	498,156	72%	1,365,076
		143,824,385	145,272,213			167,616,661
Expenditure from operating activities						
Employee Costs	(4)	(105,446,185)	(102,858,189)	2,587,996	3%	(123,906,436)
Materials & Contracts - Maintenance		(46,117,870)	(44,946,972)	1,170,898	3%	(55,637,293)
Materials & Contracts - Other Works		(44,793,318)	(49,204,783)	4,411,465	9%	(60,500,541)
Underground Power - Expenditure	(5)	(4,001,671)	(4,493,999)	492,328	11%	(7,703,999)
Utilities		(8,154,836)	(8,797,726)	642,890	7%	(10,668,258)
Depreciation & Amortisation		(50,823,412)	(49,441,579)	1,381,833	3%	(59,479,245)
Finance Costs		(205)	0	205	0%	0
Insurance Expenses		(2,129,030)	(2,052,518)	76,512	4%	(2,054,708)
Other Expenditure	(6)	(16,068,501)	(17,882,886)	1,814,385	10%	(21,550,258)
Loss on Disposal of Assets	(7)	(530,135)	(376,302)	153,833	41%	(606,173)
		(278,065,163)	(280,054,953)			(342,106,911)
Amount attributed to operating activities		**(134,240,778)**	**(134,782,741)**			**(174,490,250)**
Depreciation on assets		50,823,412	49,441,579	1,381,833	3%	59,479,245
Profit/(Loss) on asset disposals		(339,326)	(312,662)	26,664	9%	(758,903)
Noncash movements in non current assets and liabilities		(5,705,768)	(18,409,768)			(21,577,199)
Total excluded from operating results		**44,778,318**	**30,719,148**			**37,143,143**
Investing activities						
Capital grants and subsidies	(8)	10,759,541	9,086,622	1,672,919	18%	10,534,647
Catalina Dividend		0	(0)			23,333,333
Equity share of investment Revenue		0	0	0	0%	0
Equity share of investment Expenditure		0	0	0	0%	0
Equity share of investment - net		0	(0)			23,333,333
Proceeds from disposal of assets	(7)	671,702	2,468,225	1,796,523	73%	4,275,950
Profit/(Loss) on disposals		0	0	0	0%	0
Capital Expenditure	(9)	(48,768,181)	(69,380,654)	20,612,473	30%	(113,929,499)
Amount attibuted to investment activities		**(37,336,938)**	**(57,825,807)**			**(75,785,569)**
Financial activities						
Transfers to reserves		(12,526,386)	0			(42,887,924)
Transfers from reserves		769,499	0			48,350,712
Transfers to and from Trust		0	0			3,421,546
Amount attributed to financial activities		**(11,756,887)**	**0**			**8,884,334**
Amount raised from rates		174,284,507	174,482,141			174,558,410
Net surplus/(deficit) at start of financial year		65,426,176	42,282,673			0

Restricted Assets
As at 30 April 2026

	$
Current assets	
Cash & Equivalents	209,846,107
Receivables - Current	22,901,536
Other Assets	3,980,946
Inventories	6,816,260
Contract Assets	789,471
	244,334,320
Less current liabilities	
Creditors & Provisions	(39,087,850)
Other Liabilities - Current	(1,006,092)
Lease Liabilities - Current	(109,745)
Employee Provisions - Current	(21,036,347)
	(61,240,035)
Net current assets	183,094,285
Less Restricted assets Reserves	(138,704,456)
Add - cash backed leave	21,036,347
Net surplus/(deficit)	65,426,176

City of Stirling
Statement of Financial Position
As at period ended 30 April 2026

	$
ASSETS	
CURRENT ASSETS	
Cash and cash equivalents	209,846,107
Trade receivables	22,901,536
Other financial assets at amortised cost	3,980,946
Inventories	6,816,260
Contract assets	789,471
Total Current Assets	244,334,320
NON CURRENT ASSETS	
Investments	60,419,883
Other financial assets at amortised cost	199,049
Investment Property	10,822,296
Other Receivables	2,242,011
Property, Plant & Equipment	826,577,892
Infrastructure	1,748,032,520
Inventory	59,098
Intangible assets	3,389,202
Right of use assets	474,307
Total Non Current Assets	2,652,216,258
TOTAL ASSETS	2,896,550,578
LIABILITIES	
CURRENT LIABILITIES	
Trade and other payables	22,001,190
Contract liabilities	1,006,092
Lease liabilities	109,745
Employee related provisions	21,034,872
Other provisions	17,086,660
Total Current Liabilities	61,238,560
NON CURRENT LIABILITIES	
Lease liabilities	377,774
Employee related provisions	1,391,852
Total Non Current Liabilities	1,769,626
TOTAL LIABILITIES	**63,008,185**
NET ASSETS	**2,833,542,392**
EQUITY	
Accumulated Surplus	1,066,362,530
Transfer to Accumulated Surplus	769,499
Transfer from Accumulated Surplus	- 12,526,386
Change in Net Assets resulting from Operations	50,850,911
Accumulated Surplus	1,105,456,553
Reserves - Cash Backed	138,704,456
Reserves - Asset Revaluation	1,589,381,233
TOTAL EQUITY	**2,833,542,242**

The Statement of Financial Position should be read in conjunction with the accompanying notes.

CITY OF STIRLING
CASH & INVESTMENT REPORT AS AT 30 APRIL 2026

	Short term Rating	Long-term Rating	Allocation %	AV RATE[1] %	TOTAL FUNDS $	MUNI FUNDS $	REST FUNDS $	TRUST FUNDS $	RESERVE FUNDS $
IN HOUSE INVESTMENTS									
Banks									
Bank of Queensland	A2	A-	20	4.38%	46,136,488	10,300,000			35,836,488
Bendigo / Adelaide Bank	A2	A-	10	4.15%	23,813,774	18,350,000			5,463,774
NAB	A1+	AA-	29	4.60%	65,351,709	16,150,000	14,213,237		34,988,472
Rabo Bank	F1	A+	4	4.45%	9,166,667				9,166,667
Sun Corp Metway	A1+	AA-	13	4.61%	30,529,592	1,000,000		18,486,110	11,043,482
Westpac	A1+	AA-	23	4.38%	51,967,475	8,000,000	1,929,936		42,037,539
TOTAL INVESTMENTS			**100**	**4.41%**	**$ 226,965,704**	**$ 53,800,000**	**$ 16,143,173**	**$ 18,486,110**	**$ 138,536,421**

[1] Average Rate for each bank relates to the investments held at monthend i.e. Total Funds balance

	INTEREST RECEIVED TO DATE	%	FULL YEAR BUDGET
INTEREST EARNED			
Municipal Fund	7,493,611	86.16%	8,697,086
TOTAL	**7,493,611**	**86.16%**	**8,697,086**

INTEREST RATES	JUL %	AUG %	SEP %	OCT %	NOV %	DEC %
AVGE EARNED RATE (ALL INVESTMENTS)	4.45	4.08	4.05	4.09	4.11	4.12
BENCHMARK RATE	3.70	3.70	3.70	3.70	3.70	3.70

	JAN	FEB	MAR	APR	MAY	JUN
AVGE EARNED RATE (ALL INVESTMENTS)	4.17	4.26	4.29	4.41		
BENCHMARK RATE	3.70	3.70	3.70	3.70		

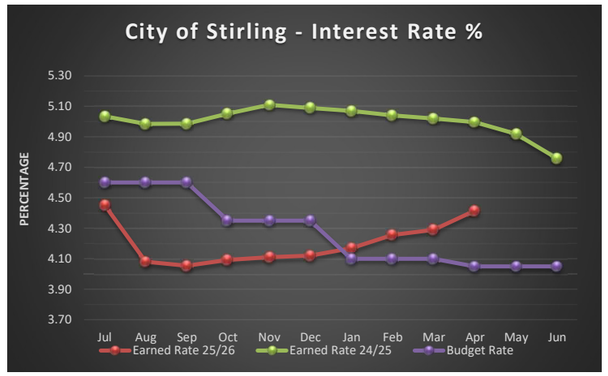
MARKET AVERAGE INTEREST RATES	At Call %	30 Day %	90 Days %	180 Days %	5 Yr Bond %	YTD Av %
FOR 2025-26 YEAR ONLY	2.89	3.69	3.66	3.75	0.00	3.70

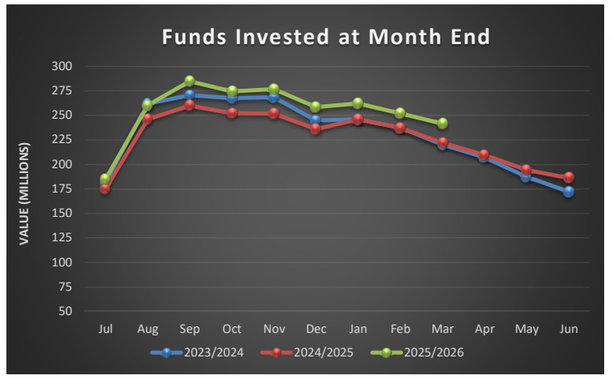
COMMENTARY

1 **The City of Stirling continues its cautious approach in managing and investing its funds and only invests funds as per the City's investment policy. To date the City only invests in approved and authorised institutions in line with the WA *Local Government Act 1995* and its Amendments 2012.**

2 **For this financial year 2025/26, the City continued its cash investments strategy with local banking institutions administrated in house. The City may also consider recommendations from approved advisors should the need arise.**

3 **This report is supported by detailed statements of borrowers of the City's funds with details thereto.**





TRUST FUND DETAILS	BALANCE $
Other Bonds	594,885
Right of Way Bonds	477,854
Payment in Lieu of Public Open Space	11,140,014
Town Planning Schemes	6,253,044
Other Trusts	20,313
FINANCE ONE	18,486,110
INVESTMENT REGISTER	18,486,110
Funds to be Transferred	**0**

RESERVE FUND DETAILS	BALANCE $
Asset Acquisition Reserve	110,391
Cash in Lieu of Public Open Space	1,967,455
Churchlands Lighting Reserve	47,119
Corporate Project Fund	8,465,649
Capital Investment Reserve	62,185,272
Investment Income Reserve	5,761,342
Leave Liability Reserve	15,489,475
Long Service Leave Reserve	1,108,930
Payment in Lieu of Parking Reserve	3,390,052
Plant Replacement Reserve	6,808,841
Public Parking Strategy Reserve	7,154,096
Road Widening Compensation Reserve	161,758
Scarborough Development Contribution Plan	341,367
ROW Improvement Works	1
Security Service Reserve	574,467
Strategic Waste Development Reserve	20,323,160
Tree Fund Reserve	1,602,314
Workers Compensation Reserve	3,212,768
FINANCE ONE	138,704,456
INVESTMENT REGISTER	138,536,421
Funds to be Transferred	**-168,036**

RESTRICTED FUND DETAILS	BALANCE $
Builders Registration Board Levy	429,600
BCITF Levy	134,980
Client Bonds	600
Development Trust	- 394,490
Hall Hire Bonds	7,600
Other Rest Funds	39,604
Pay in Lieu POS	5,396,650
Performance Bonds	5,225,604
Section 152 Land	1,722,744
Street Trees Bonds	1,017,683
Unclaimed Monies	84,522
Verge Bonds	3,422,012
FINANCE ONE	17,087,110
INVESTMENT REGISTER	16,143,173
Funds to be Transferred	**943,938**

12.1/GOV2 ANNUAL REVIEW OF DELEGATED AUTHORITY

Business Unit:	Governance	Service: Council Governance
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution

0626/014

Moved Councillor Creado, seconded Councillor Krsticevic

1. **That Council in accordance with sections 5.18 and 5.46 of the *Local Government Act 1995* REVIEWS the Instruments of Delegation as listed in the existing City's Delegated Authority Register and as per the outcomes of the review as detailed in this Report.**

2. **That Council REVOKES the Instruments of Delegation as listed in the existing City's Delegated Authority Register, effective from 1 July 2026.**

3. **That Council, in accordance with:**

   a. **Sections 5.16 and 5.42 of the *Local Government Act 1995*;**

   b. **Section 127 of the *Building Act 2011*;**

   c. **Section 48 of the *Bush Fires Act 1954*;**

   d. **Section 44 of the *Cat Act 2011*;**

e. Section 10AA of the *Dog Act 1976*;

f. Section 118 of the *Food Act 2008*;

g. Section 16 of the *Graffiti Vandalism Act 2016*;

h. Clause 82 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015;

i. Section 21 of the *Public Health Act 2016*,

DELEGATES the functions of the local government, permit authority or enforcement agency as per the Instruments of Delegation listed in the City of Stirling new Delegations Register forming Attachment 1, effective from 1 July 2026.

The motion was put and declared CARRIED (15/0) by exception resolution, and by an Absolute Majority.

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

Committee Recommendation

1. That Council in accordance with sections 5.18 and 5.46 of the *Local Government Act 1995* REVIEWS the Instruments of Delegation as listed in the existing City's Delegated Authority Register and as per the outcomes of the review as detailed in this Report.

2. That Council REVOKES the Instruments of Delegation as listed in the existing City's Delegated Authority Register, effective from 1 July 2026.

3. That Council, in accordance with:

   a. Sections 5.16 and 5.42 of the *Local Government Act 1995*;

   b. Section 127 of the *Building Act 2011*;

   c. Section 48 of the *Bush Fires Act 1954*;

   d. Section 44 of the *Cat Act 2011*;

e. Section 10AA of the *Dog Act 1976*;

f. Section 118 of the *Food Act 2008*;

g. Section 16 of the *Graffiti Vandalism Act 2016*;

h. Clause 82 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015;

i. Section 21 of the *Public Health Act 2016*,

DELEGATES the functions of the local government, permit authority or enforcement agency as per the Instruments of Delegation listed in the City of Stirling new Delegations Register forming Attachment 1, effective from 1 July 2026.

NB: ABSOLUTE MAJORITY VOTE REQUIRED

Officer's Recommendation

1. That Council in accordance with sections 5.18 and 5.46 of the *Local Government Act 1995* REVIEWS the Instruments of Delegation as listed in the existing City's Delegated Authority Register and as per the outcomes of the review as detailed in this Report.

2. That Council REVOKES the Instruments of Delegation as listed in the existing City's Delegated Authority Register, effective from 1 July 2026.

3. That Council, in accordance with:

   a. Sections 5.16 and 5.42 of the *Local Government Act 1995*;

   b. Section 127 of the *Building Act 2011*;

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   d. Section 44 of the *Cat Act 2011*;

   e. Section 10AA of the *Dog Act 1976*;

   f. Section 118 of the *Food Act 2008*;

g. Section 16 of the *Graffiti Vandalism Act 2016*;

h. Clause 82 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015;

i. Section 21 of the *Public Health Act 2016*,

DELEGATES the functions of the local government, permit authority or enforcement agency as per the Instruments of Delegation listed in the City of Stirling new Delegations Register forming Attachment 1, effective from 1 July 2026.

NB: ABSOLUTE MAJORITY VOTE REQUIRED

Purpose

For Council to undertake its annual review of delegations and to consider adopting a new Delegations Register, effective from 1 July 2026.

Details

In accordance with sections 5.16 and 5.42 of the *Local Government Act 1995* (the Act), Council can delegate certain local government functions to a committee, or to the Chief Executive Officer (CEO). The use of delegation allows the large volume of routine work of a local government to be effectively managed and acted on promptly, which in turn facilitates efficient service delivery to the community. Effective delegation also allows employees to undertake day-to-day discretionary statutory functions on behalf of a local government, thereby assisting Council to focus on policy development, strategic planning and monitoring overall performance. Delegations are presented in an Instrument of Delegation and are normally consolidated within a central register.

Western Australian local governments are required to perform a range of functions under the Act and other legislation. There are many instances within the Act and other legislation that a function given to a local government is not exercisable, at least on a day-to-day basis by a local government's Council, but by the CEO or by employees within a local government's administration.

The Act itself makes it clear that:

- A Council's role is not to exercise administrative (or management powers) but to exercise broader governing powers (section 2.7 of the Act); and
- A CEO has the principal administration or management role of the local government – reflected in the specific statutory function of 'managing the local government's administration and operations' (section 5.41(1) of the Act).

Sections 5.18 and 5.46 of the Act require at least once every financial year, delegations are to be reviewed by the delegator for those delegations under the Act, but opportunity is also presented to review other Instruments of Delegation made under other legislation.

Council last undertook its annual review of its Delegated Authority Register at its meeting on 10 June 2025 (Council Resolution Number 0624/027 refers). In that report it was advised City officers intended to undertake a major review of the City's Delegated Authority Register, including benchmarking against other local governments and to perform an analysis against industry standard examples, such as the WALGA Template.

The format of the City's existing Delegations Register has been in place since 2009, and the major review highlighted an opportunity exists through the City's annual review process to improve transparency and governance through the development of revised Instruments of Delegation and therefore a new delegations register.

The main improvements identified as part of the major review are as follows:

- Many of the City's existing Instruments of Delegation within its Delegated Authority Register are drafted in a general way as opposed to reflecting the specific legislative function to be performed. This may create uncertainty and/or ambiguity on the function that can be performed by delegates.
- Some existing Instruments of Delegation should be expanded, including the creation of new Instruments of Delegation, where different legislative function is to be performed and/or by different delegates or sub-delegates. Further detail is provided below in terms of some of the main functional areas this may relate to.
- There are number of existing Instruments of Delegation that are management functions and/or administrative controls, as opposed to discretionary functions derived from legislation. Instruments of Delegation only need to relate to legislative functions, not administrative or management functions that can be controlled through the City's implemented systems, policies, management practices, authorisations, roles and responsibilities, and internal procedures.
- The existing Delegated Authority Register does not distinguish between the Instruments of Delegation from Council to the CEO, and those CEO functions delegated directly to employees. Having a register that provides that separation, helps to identify which body (or person) has the initial legislative function that can be delegated.
- There are some Instruments of Delegation containing functions that cannot be delegated, due to the absence of an overarching legislative power, or some other form of restriction. These functions therefore need to be removed from the City's register but can be undertaken through the normal day-to-day functions and controls of the City's administration.

As highlighted above, the expansion of the main Instruments of Delegation includes the following:

Instruments of Delegation relating to Procurement

The procurement functions under the Act and the Local Government (Functions and General) Regulations 1996 are extensive and prescriptive. Local governments are also required to adopt a policy to guide procurement activities under the tender threshold of $250,000 and the CEO has numerous responsibilities for financial management under the Local Government (Financial Management) Regulations 1996 and the Local Government (Functions and General) Regulations 1996.

The City has several existing Instruments of Delegation in place relating to procurement:

- Tenders, Expression of Interest and other Procurement Processes.
- Payments from Municipal, Reserve and Trust Funds.
- Engagement of Consultants.
- Purchase Orders.
- New Contracts.
- Contract Variation and Extension.

Some of the Instruments of Delegation listed above define a “procurement process” to include publicly invited tenders and any procurement process exempt from the requirement to undertake a publicly invited tenders under Part 4, Division 2 of the Local Government (Functions and General) Regulations 1996. There are numerous tender exempt provisions under this Division of the Local Government (Functions and General) Regulations 1996, as well as other procurement controls included in the Council adopted Procurement Policy.

As discovered as part of the review, a number of these Instruments are management functions and/or controls, as opposed to legislative functions requiring delegation. For instance, general procurement activities are deemed “incurring liabilities” and not legislative functions requiring delegation. Incurring a liability includes:

- Issuing a requisition;
- Issuing a purchase order;
- Using a credit or transaction card; and
- Verification of a liability (i.e. goods / services received; verification of invoice; or verification of transaction card statement).

As incurring liabilities are not delegable functions, they are business operations to be controlled by the systems, procedures and processes the CEO is required to implement for financial management and payments under regulations 5 and 11 of the Local Government (Financial Management) Regulations 1996.

In view of this the following actions have been performed in developing the new Delegations Register presented for Council's adoption:

1. Delete the City's existing "Tenders, Expression of Interest and other Procurement Processes" Instrument of Delegation and established new Instruments of Delegation that clearly identifies the legislative functions around expressions of interest and tenders, and relevant conditions. The new Instruments of Delegation are:

    - Expressions of Interest for Goods and Services.
    - Tenders for Goods and Services - Call Tenders.
    - Tenders for Goods and Services - Accepting and Rejecting Tenders.
    - Tenders for Goods and Services - Exempt Procurement.
    - Panels of Pre-Qualified Suppliers for Goods and Services.
    - Renewal or Extension of Contracts during a State of Emergency.

    The current value limitation for procurement delegation has been retained at $500,000 which was a matter discussed at the recent Elected Member Workshop.

2. Based on the WALGA Model, develop a new "Tenders for Goods and Services - Varying Contracts and Exercising Contract Extension Options". This Instrument will relate to the variations and extensions of contracts after award of a tender, as opposed to all contract variations and extensions as the current Instrument of Delegation tries to address. The new Instrument of Delegation would now be in line with the legislative function that can be delegated under the Local Government (Functions and General) Regulations 1996.
3. Converting certain aspects of the existing "Purchase Order", "Engagement of Consultants", "New Contracts," and "Contract Variations and Extension" Instruments of Delegation into a comprehensive "Procurement Authorisation Management Practice". This would not only support the intent of the legislation and the City's Procurement Policy but would be consistent with the CEO's legislative responsibilities (under the Financial Management Regulations) to develop adequate systems and procedures relating to financial management and making payments.

It is considered the above actions will provide better clarity around legislative functions to be delegated for procurement, as well as still addressing the required management controls and processes as per the CEO's statutory responsibilities.

Instruments of Delegation relating to Property

In accordance with section 3.58 of the Act a local government can dispose of property. Property includes the whole or any part of the interest of a local government in property (but does not include money) and dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not. Disposal of property can only be done:

- Through the highest bidder at public auction;
- Through public tender; or
- Through what is commonly known as private treaty.

There are a number of exemptions to the disposal restrictions detailed above which are listed in both the Act and the Local Government (Functions and General) Regulations 1996. These include:

- A disposition of an interest in land under the *Land Administration Act 1997* section 189 or 190 [s.3.58(5)]; or
- A disposition of property in the course of carrying on a trading undertaking as defined in section 3.59 [s.3.58(5)]; or
- Anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law [s.3.58(5)]; or
- Various disposition exclusions including land under $5,000 in value; or other property under the market value of $20,000 [r.30 F&G].

The City has a number of existing Instruments of Delegation relating to property disposal:

- Disposal of City Property.
- Existing Leases and Licences.
- Leases (Administration Centre, Lot 799, House Number 25, Cedric Street, Stirling).
- Leases (Lot 310, House Number 22, Chesterfield Road, Mirrabooka).
- Leases (Mount Lawley Golf Club Inc Over Crown Reserve 18325, Lot 14684, House Number 49, Homer Street, Inglewood).
- Write Off Assets.

The Instrument of Delegation for “Disposal of City Property” relates to disposal of property (other than land) both under and over $20,000. Anything under $20,000 is to be disposes of in accordance with the Disposal of Assets Under $20,000 Management Practice, and anything above in accordance with section 3.58 of the Act.

The Instrument of Delegation for “Existing Leases and Licences” relates to the variation, extension by agreement, renewal from exercise of option or assignment of an existing lease or licence (with numerous conditions). There is no Instrument of Delegation in place for the disposing of property (land) by lease or licence other than the leases for the Administration Centre, 22 Chesterfield Road, Mirrabooka and the Mount Lawley Golf Club. Council at its meeting held on 31 March 2026 (Resolution 0326/026 refers) recently created an Instrument of Delegation for leases and licences to community groups and sporting tenants when it adopted its Lease and Licence Policy.

The City’s Instrument of Delegation relating to “Write Off Assets” has no legislative basis and is an administrative control to ensure proper accounting by the CEO for asset write offs under regulation 5(1)(d)(iii) of the Local Government (Financial Management) Regulations 1996. The only legislative function in regard to write offs relates to debt write offs under section 6.12 of the Act, in which an Instrument of Delegation is in place.

In view of this the following actions have been performed in developing the new Delegations Register presented for Council's adoption:

1. To better clarify the legislative provisions to be delegated, better separation of those functions, and the conditions around the different disposal mechanisms for differing property types, create new Instruments of Delegation relating to:

   - Disposing of Property – Other than Land or Buildings;
   - Disposing of Property – Land (other than Exempt Land and Buildings); and
   - Disposing of Property – Exempt Property.

   This is the approach that has been used by other local governments and is consistent with the WALGA Model.

2. Create a new Instrument of Delegation relating to "Acquisition of Interest in Land". The City for time to time may be required to acquire an interest in land (including buildings), where the total value of the consideration and anything done by the City is less than the threshold amount for a major land transaction, or through an exempt land transaction. Suitable conditioning has been developed based on discussions with the Manager Commercial Portfolio and the Property Services team.
3. Convert the existing "Write Off Assets" Instrument of Delegation into a new "Asset Write Off Management Practice" or due to its relevant to assets under $20,000 include the relevant provisions within the Disposal of Assets Under $20,000 Management Practice.

Local Laws

The City's current Instruments of Delegation relating to local laws include an overarching Instrument (i.e. perform the functions of the 'City' and 'local government' under the City's local laws). The City also has a number of other Instruments relating to some discretionary functions under various specific local laws, but not all. In view of this it is recommended specific Instruments of Delegation be created for each local law to provide greater clarity around the functions to be performed, and which delegates / sub-delegates have authority to perform that function.

In view of the major review outcomes and findings, it is recommended Council revise its current Instruments of Delegation and develop a new Delegations Register using the WALGA model as its basis. The new register also includes references to other delegation instruments put in place by other Statutory Authorities, therefore the register acts as a central point of reference.

The new Delegations Register (as per Attachment 1 distributed to Elected Members under separate cover) addresses the recommendations detailed above and other drafting improvements reflecting better practice. Attachment 2 provide some overarching detail in regard to the City's Existing Delegated Authority Register (and what action is suggested for that existing Instrument) and the details of the Instruments of Delegation within the new Delegations Register, and whether it is new or a revision of an existing Instrument of Delegation.

Council only needs to review the Instruments of Delegation it has made to the CEO, or from Council to other employees directly. Following Council's consideration, the CEO will then review any sub-delegations made to employees, in accordance with the CEO's statutory responsibilities for review. In view of this any change is suggested to come into effect from 1 July 2026 to allow for the necessary administrative processes to take place, including notification to effected employees and finalisation of internal management practices.

Overall, enhancing the City's delegation framework promotes good governance and improves employee accountability and understanding of roles and responsibilities by establishing the parameters of an employee's actions and functions within the realm of legislative authority provided to them.

Financial Assessment and Implications

There are no financial implications associated with this report. Delegations and the exercise of any functions are cognisant of adopted budget parameters and management controls that continue to be in place.

Stakeholder Engagement

Further to the benchmarking exercised conducted against other Band One local governments (such as the Cities of Bayswater, Joondalup, Bayswater and Wanneroo) and a review against the WALGA Template, the major review of the City's Delegations included the following consultation and engagement activities:

- Officer liaison with other local governments on the operation of their delegation's framework, including a review of annual delegation review reports of the City and other local governments.
- Progress updates and reports on the major review being presented to the City's Executive Team.
- Internal consultation with the City's Leadership Team, Business Unit Managers, Service Leads and other key stakeholders, including review meetings for instrument development and refinement.
- An Elected Member Discussion Paper circulated to Elected Members on 2 April 2026 providing detailed information on major review (such as methodology, desired outcomes and findings) and the circulation of a draft new Delegations Register.
- An Elected Member Workshop held on 4 May 2026 to facilitate further discussion on the new Delegations Register.
- Further feedback opportunities provided to Elected Members and the Executive Team following the Elected Member Workshop.

Options Summary

The following options were considered.

OPTIONS	
1.	For Council to retain the current Delegated Authority Register.
2.	For Council to adopt a revised Delegations Register as recommended as part of the major review.

Recommended Action

In view of the above it is recommended that Council repeals the City's existing Delegated Authority Register and adopt a new Delegations Register (as detailed in Attachment 1), as a result of the findings, outcomes and opportunities identified as part of the major review.

Relevant Policies, Legislation and Council Resolutions

Local Government Act 1995

Sections 5.18 and 5.46(2) of the Act requires the local government to review its delegations at least once every financial year. The following legislation also applies to the delegation of functions by local government (Council) to the CEO or other officers:

Building Act 2011
Bush Fires Act 1954
Cat Act 2011
Dog Act 1976
Food Act 2008
Graffiti Vandalism Act 2016
Local Government (Miscellaneous Provisions) Act 1960
Planning and Development Act 2005
Planning and Development (Local Planning Schemes) Regulations 2015
Public Health Act 2016

Many of the City's Instrument of Delegation are influenced by Council adopted policies which have been reflected in the new Instruments of Delegation as a compliance reference.

Meeting Date	Council Resolution Number	Council Resolution
10 June 2025	0625/010	1. That in accordance with Section 5.18 of the *Local Government Act 1995*, Council REVIEWS its delegations to the Chief Executive Officer's Performance Review Committee. 2. That in accordance with Section 5.46(2) of the *Local Government Act 1995*, Council REVIEWS its delegations to the Chief Executive Officer. 3. That in accordance with Section 118 of the Food Act 2008, Council DELEGATES to the Chief Executive Officer and the nominated officers its functions as an enforcement agency under Sections 65, 66, 67, 100, 110, 112 and 115 of the *Food Act 2008*. 4. That Council ADOPTS the amended Delegated Authority Register as detailed in Attachment 1.

Sustainable Stirling 2022-2032

Key Result Area: Our leadership

Objective: A well-governed City

Priority: Comply with legislation, standards and obligations

Strategic Risk

Strategic Risk	Risk Appetite
Governance	The City will act with integrity and implement appropriate processes and controls to avoid breach of legislation.

Relevant Documents and Information

Attachments

Attachment 1 - New City of Stirling Delegations Register - 2026-2027 (previously circulated to Elected Members under separate cover)

Attachment 2 - Delegations Review Summary Table (Existing Register and New Register) ⇩

Available for viewing at meeting

Nil.

Linked Documents

City of Stirling Delegated Authority Register 2025-2026

Existing Delegated Authority Register Summary Table – Review Outcome of Existing Instruments

Current Instrument Of Delegation	Review Outcome in New Register	Comment
Building Act		
Approve Or Refuse To Grant Building Permit	Grant a Building Permit	All functions in relation to building permits have been consolidated into one Instrument of Delegation, based on the WALGA Model, to provide one point of reference.
Approve Or Refuse To Grant Demolition Permit	Demolition Permits	All functions in relation to demolition permits have been consolidated into one Instrument of Delegation, based on the WALGA Model, to provide one point of reference.
Building Or Demolition Permit Conditions	• Grant a Building Permit • Demolition Permits	The functions in the current Instrument of Delegation have been consolidated into either the new "Grant a Building Permit" or "Demolition Permits" Instruments of Delegation. This ensures there is one point of reference regarding building permits or demolition permits respectively.
Determine An Application To Extend Time On Building And/Or Demolition Permit	• Grant a Building Permit • Demolition Permits	The functions in the current Instrument of Delegation have been consolidated into either the new "Grant a Building Permit" or "Demolition Permits" Instruments of Delegation. This ensures there is one point of reference regarding building permits or demolition permits respectively.
Approve Or Refuse To Grant Occupancy Permit And Building Approval Certificate	Occupancy Permits and Building Approval Certificates	All functions in relation to occupancy permits and building approval certificates have been consolidated into the one Instrument of Delegation, based on the WALGA Model, to provide one point of reference.
Occupancy Permit Or Building Approval Certificate Conditions	Occupancy Permits and Building Approval Certificates	All functions in relation to occupancy permits and building approval certificates have been consolidated into the one Instrument of Delegation, based on the WALGA Model, to provide one point of reference.
Approve Or Refuse To Extend The Duration Of Occupancy Permits Or Building Approval Certificates	Occupancy Permits and Building Approval Certificates	All functions in relation to occupancy permits and building approval certificates have been consolidated into the one Instrument of Delegation, based on the WALGA Model, to provide one point of reference.
Encroachment Onto The Road Reserve (City Wide)	Building Encroachments	The current Instrument of Delegation has been converted into a new Instrument of Delegation within the new Delegations Register.
Authorised Persons	Designate Employees as Authorised Persons	The current Instrument of Delegation has been converted into a new Instrument of Delegation within the new Delegations Register.
Make Building Orders	Building Orders	All functions in relation to building orders have been consolidated into the one Instrument of Delegation, based on the WALGA Model, to provide one point of reference.

Current Instrument Of Delegation	Review Outcome in New Register	Comment
Serve Building Orders	Building Orders	All functions in relation to building orders have been consolidated into the one Instrument of Delegation, based on the WALGA Model, to provide one point of reference.
Revoke Building Orders	Building Orders	All functions in relation to building orders have been consolidated into the one Instrument of Delegation, based on the WALGA Model, to provide one point of reference.
Non-Compliance With Building Orders	Building Orders	All functions in relation to building orders have been consolidated into the one Instrument of Delegation, based on the WALGA Model, to provide one point of reference.
Bush Fires Act		
Local Government Functions	Functions of a Local Government	Maintain overarching Instrument of Delegation, as well as create a new Instrument of Delegation relating to Prohibited Burning Times – Vary.
Prosecution Of Offences	Prosecution of Offences and Infringement Notices	All functions in relation to prosecutions and infringements have been consolidated into the one Instrument of Delegation to provide one point of reference.
Infringement Notice	Prosecution of Offences and Infringement Notices	All functions in relation to prosecutions and infringements have been consolidated into the one Instrument of Delegation to provide one point of reference.
Cat Act		
Local Government Functions	Various new Instruments of Delegation	Maintain overarching Instrument of Delegation, as well as create new Instruments of Delegation relating to: • Authorise a person to perform specified functions under the *Cat Act 2011;* • Application to Keep Additional Cats; and • Reduce or Waiver Registration Fee.
Cat Management Facilities	Deleted	Under the *Cat Act 2011* a "*cat management facility"* means a facility for keeping cats that is operated by a person or body approved in writing by a local government. As any cat management facility would need to be approved in accordance with the City's planning requirements, this delegation has been deleted as the approval of such facilities is determined by the City's planning process.
Request For Information	Cat Registrations	All functions in relation to cat registrations have been consolidated into the one Instrument of Delegation, based on the WALGA Model, to provide one point of reference.
Cancel The Registration Of A Cat	Cat Registrations	All functions in relation to cat registrations have been consolidated into the one Instrument of Delegation, based on the WALGA Model, to provide one point of reference.
Cat Control Notices	Cat Control Notices	The current Instrument of Delegation has been converted into the WALGA Model Instrument of Delegation.
Cat Management Facility Cost Recovery	Cat Management Facility	Should the City have its own cat management facility, and therefore an operator of a cat management facility, it has the ability to recover certain costs from an owner of a cat, in a court of competent jurisdiction. In view of this and although it is not an Instrument of Delegation within the WALGA model, it is considered worthy of retaining this Instrument of Delegation.

Current Instrument Of Delegation	Review Outcome in New Register	Comment
Cat Management Facility Power To Microchip Or Sterilise	Cat Management Facility	Where the City has a cat management facility, it can microchip and/or sterilise a cat before it is reclaimed or transferred from the facility. Although it is not an Instrument of Delegation within the WALGA model, it has been retained as an Instrument of Delegation within the new Register.
Grant, Renew Or Refuse Applications	Approval to Breed Cats	All functions in relation to the approval to breed cats have been consolidated into the one Instrument of Delegation, based on the WALGA Model, to provide one point of reference.
Request Information For Breeding Cats	Approval to Breed Cats	All functions in relation to the approval to breed cats have been consolidated into the one Instrument of Delegation, based on the WALGA Model, to provide one point of reference.
Cancel Approvals To Breed Cats	Approval to Breed Cats	All functions in relation to the approval to breed cats have been consolidated into the one Instrument of Delegation, based on the WALGA Model, to provide one point of reference.
Cost Recovery Of Animal Destruction	Recovery of Costs – Destruction of Cats	The current Instrument of Delegation has been converted into the WALGA Model Instrument of Delegation.
Receive Payments	Deleted	Section 63 of the *Cat Act 2011* refers to the content of infringement notices, which is to advise that a modified penalty may be paid to the CEO of the local government and how and where the money may be paid. Officers of the City (most notably employees within the Customer Experience Team) do not receive money in their own right and act as agents of the City in receiving the payment. Therefore, the receipt of payment is appropriate under the “acting through” concept and therefore a delegation is not required.
Extension Of Payment Deadlines For Infringements	CEO to Employees – Infringement Notices – Extensions and Withdrawals	The current Instrument of Delegation has been converted into the WALGA Model Instrument of Delegation. This is a legislative function of the CEO to be delegated to employees.
Withdrawal Of Infringement Notice	CEO to Employees – Infringement Notices – Extensions and Withdrawals	The current Instrument of Delegation has been converted into the WALGA Model Instrument of Delegation. This is a function of the CEO to be delegated to employees.
Dog Act		
Local Government Functions	Functions of Local Government	Maintain overarching Instrument of Delegation, as well as create new Instruments of Delegation relating to: • Appoint Registration Officer; • Part Payment of Sterilisation Costs / Directions to Veterinary Surgeons; • Refuse or Cancel Registration; • Grant Exemption as to Number of Dogs Kept at Premises; • Kennel Establishments; • Recovery of Moneys Due Under this Act; • Dispose of or Sell Dogs Liable to be Destroyed; • Declare Dangerous Dog; • Dangerous Dog Declared or Seized – Deal with Objections and Determine when to Revoke;

Current Instrument Of Delegation	Review Outcome in New Register	Comment
		• Deal with Objection to Notice to Revoke Dangerous Dog Declaration or Destruction Notice; and • Determine Recoverable Expenses for Dangerous Dog Declaration.
Food Act		
Local Government Functions		There is no ability under the *Food Act* 2008 for the CEO to sub-delegate functions of the local government to other employees, and therefore direct delegation from Council to employees is required. In this regard the overarching Instrument of Delegation is removed, and additional to the existing Instruments of Delegation in place, also create new Instruments of Delegation relating to: • Determine Compensation; • Appoint Authorised Officers and Designated Officers; and • Debt Recovery and Prosecutions. Many of the functions under the *Food Act 2008* are performed by the City's Environmental Health Officers in their own right.
Prohibition Order	Prohibition Orders and Certificates of Clearance	All functions in relation to prohibition orders and certificates of clearance have been consolidated into the one Instrument of Delegation to provide one point of reference.
Certificate Of Clearance	Prohibition Orders and Certificates of Clearance	All functions in relation to prohibition orders and certificates of clearance have been consolidated into the one Instrument of Delegation to provide one point of reference.
Written Notice	Prohibition Orders and Certificates of Clearance	All functions in relation to prohibition orders and certificates of clearance have been consolidated into the one Instrument of Delegation to provide one point of reference.
Determine Priority Classification	Priority Classification System	All functions in relation to priority classification systems for food premises have been consolidated into the one Instrument of Delegation to provide one point of reference.
Change Priority Classification	Priority Classification System	All functions in relation to priority classification systems for food premises have been consolidated into the one Instrument of Delegation to provide one point of reference.
Registration Of Food Business	Food Business Registrations	All functions in relation to registration of food businesses have been consolidated into the one Instrument of Delegation to provide one point of reference.
Vary Or Cancel Registration	Food Business Registrations	All functions in relation to registration of food businesses have been consolidated into the one Instrument of Delegation, based on the WALGA Model, to provide one point of reference.
Maintaining Food Business Register	Food Business List – Public Access	The current Instrument of Delegation has been converted into the WALGA Model Instrument of Delegation.

Current Instrument Of Delegation	Review Outcome in New Register	Comment
Health (Asbestos) Regulations 1992		
Local Government Functions	Public Health Act Delegations - Appoint Authorised Officer or Approved Officer (Asbestos Regs)	The current Instrument of Delegation has been converted into the WALGA Model Instrument of Delegation, under the section of Public Health delegations in the new Register.
Local Laws		
Local Laws	Delete	In replacement of an overarching Instrument of Delegation specific Instruments of Delegation, based on the WALGA Model are to be created for each local law to provide greater clarity around the functions to be performed, and which delegates / sub-delegates have authority to perform that function.
City Of Stirling Fencing Local Law – Local Government Functions	Fencing Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Parking Local Law 2014 - Prohibit Or Regulate Parking	Parking Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Parking Local Law 2014 - Enter Into Parking Enforcement Agreements	Parking Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Parking Local Law 2014 - Determine Parking Bays, Parking Stations And Parking Areas	Parking Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Parking Local Law 2014 - 'Authorised Vehicles Only' Parking Areas	Parking Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Parking Local Law 2014 - Parking On Reserves	Parking Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.

Current Instrument Of Delegation	Review Outcome in New Register	Comment
City Of Stirling Parking Local Law 2014 - Suspend Parking Limitations	Parking Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Parking Local Law 2014 - Issue Event Parking Permits	Parking Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Parking Local Law 2014 - Issue Or Revoke Parking Permits	Parking Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Parking Local Law 2014 - Vehicles Obstructing A Public Place	Parking Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Local Government Property Local Law 2009 - Local Public Notice	Local Government Property Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Local Government Property Local Law 2009 - Erect Signs	Local Government Property Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Local Government Property Local Law 2009 - Determinations Register	Local Government Property Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Local Government Property Local Law 2009 - Application Forms	Local Government Property Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.

Current Instrument Of Delegation	Review Outcome in New Register	Comment
City Of Stirling Local Government Property Local Law 2009 - Approve Or Refuse Permits	Local Government Property Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Local Government Property Local Law 2009 - Renew Permits	Local Government Property Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Local Government Property Local Law 2009 - Cancel Permits	Local Government Property Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Local Government Property Local Law 2009 - Exempt A Person From Need To Obtain A Permit	Local Government Property Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Local Government Property Local Law 2009 - Erect Signs	Local Government Property Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Local Government Property Local Law 2009 - Undertake Requirements Of Notices	Local Government Property Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Keeping And Control Of Cats Local Law 1999 - Application Forms	Keeping and Control of Cats Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Keeping And Control Of Cats Local Law 1999 - Keeping More Than Permitted Number Of Cats	Keeping and Control of Cats Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.

Current Instrument Of Delegation	Review Outcome in New Register	Comment
City Of Stirling Keeping And Control Of Cats Local Law 1999 - Permit Conditions	Keeping and Control of Cats Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Keeping And Control Of Cats Local Law 1999 - Serve Notices	Keeping and Control of Cats Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Keeping And Control Of Cats Local Law 1999 - Revoke Permits	Keeping and Control of Cats Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Keeping And Control Of Cats Local Law 1999 - Removed And Impounded Cats Register	Keeping and Control of Cats Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Keeping And Control Of Cats Local Law 1999 - Destroy Cats	Keeping and Control of Cats Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Thoroughfares And Public Places Local Law 2009 - Local Government Functions	Thoroughfares and Public Places Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Thoroughfares And Public Places Local Law 2009 - Serve Notices	Thoroughfares and Public Places Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Thoroughfares And Public Places Local Law 2009 - Erect Signs	Thoroughfares and Public Places Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.

Current Instrument Of Delegation	Review Outcome in New Register	Comment
City Of Stirling Thoroughfares And Public Places Local Law 2009 - Community Event Advertising Signs	Thoroughfares and Public Places Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Thoroughfares And Public Places Local Law 2009 - Advertising Signs	Thoroughfares and Public Places Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Thoroughfares And Public Places Local Law 2009 - Illuminated Street Signs	Thoroughfares and Public Places Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Thoroughfares And Public Places Local Law 2009 - Permits For Animals Or Vehicles To Be Left On Property	Thoroughfares and Public Places Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Thoroughfares And Public Places Local Law 2009 - Abandoned Shopping Trolleys	Thoroughfares and Public Places Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Thoroughfares And Public Places Local Law 2009 - Vary Street Entertainer Permits	Thoroughfares and Public Places Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Thoroughfares And Public Places Local Law 2009 - Cancel Street Entertainer Permits	Thoroughfares and Public Places Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.

Current Instrument Of Delegation	Review Outcome in New Register	Comment
City Of Stirling Thoroughfares And Public Places Local Law 2009 - Application Forms	Thoroughfares and Public Places Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Thoroughfares And Public Places Local Law 2009 - Approve Or Refuse Permits	Thoroughfares and Public Places Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Thoroughfares And Public Places Local Law 2009 - Renew Permits	Thoroughfares and Public Places Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Thoroughfares And Public Places Local Law 2009 - Cancel Permits	Thoroughfares and Public Places Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Thoroughfares And Public Places Local Law 2009 - Sprinkler Alterations	Thoroughfares and Public Places Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Thoroughfares And Public Places Local Law 2009 - Hazardous Plants	Thoroughfares and Public Places Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Thoroughfares And Public Places Local Law 2009 - Unlawful Obstructions	Thoroughfares and Public Places Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.
City Of Stirling Thoroughfares And Public Places Local Law 2009 - Non-Compliance With Notices	Thoroughfares and Public Places Local Law	The various Instruments of Delegation relating to this local law have been consolidated into a single Instrument of Delegation for the Local Law itself, to provide one point of reference.

Current Instrument Of Delegation	Review Outcome in New Register	Comment
Local Government Act		
Entry In An Emergency	Powers of Entry	The current Instrument of Delegation has been converted into the WALGA Model Instrument of Delegation. The new instrument is more comprehensive around the functions to be performed under Part 3, Division 3, Subdivision 3 of the Act.
Tenders, Expressions Of Interest And Other Procurement Processes	Various new Instruments of Delegation	As part of the expression of interest and tender processes within the legislation, there are numerous functions to be performed, and therefore appropriate for delegation. In view of this specific Instruments of Delegation, based on the WALGA Model have been created to provide greater clarity around the functions to be performed, and which delegates / sub-delegates have authority to perform that function. Such instruments include: • Expressions of Interest for Goods and Services • Tenders for Goods and Services - Call Tenders • Tenders for Goods and Services - Accepting and Rejecting Tenders • Tenders for Goods and Services - Exempt Procurement • Varying Contracts and Exercising Contract Extension Options • Panels of Pre-Qualified Suppliers for Goods and Services. It is also suggested that a new Instruments of Delegation be created around contract extensions during declared periods of State of Emergency under the *Emergency Management Act 2005*.
Disposal Of City Property	• Disposing of Property – Other than Land or Buildings • Disposing of Property – Exempt Property (including Exempt Land and Property)	The Instrument of Delegation for "Disposal of City Property" relates to disposal of property (other than land) both under and over $20,000. Anything under $20,000 is to be disposed of in accordance with the Disposal of Assets Under $20,000 Management Practice, and anything above in accordance with section 3.58 of the Act. To better clarify the legislative provisions to be delegated, better separation of those functions, and the conditions around the different disposal mechanisms for differing property types, new Instruments of Delegation are to be created relating to: • Disposing of Property – Other than Land or Buildings; and • Disposing of Property – Exempt Property (including Exempt Land and Property). Council at its meeting held on 31 March 2026 (Resolution 0326/026 refers) also created an Instrument of Delegation for leases and licences to community groups and sporting tenants, when it adopted its Lease and Licence Policy.
Existing Leases And Licenses	• Disposing of Property – Land (other than Exempt Land or Buildings) • Disposing of Property – Exempt Property (including Exempt Land and Property)	The Instrument of Delegation for "Existing Leases and Licences" relates to the variation, extension by agreement, renewal from exercise of option or assignment of an existing lease or licence. To better clarify the legislative provisions to be delegated, better separation of those functions, and the conditions around the different disposal mechanisms for differing property types, create new Instruments of Delegation relating to: • Disposing of Property – Land (other than Exempt Land and Buildings); and • Disposing of Property – Exempt Property (including Exempt Land and Property).
Leases (Administration Centre, Lot 799, House	• Disposing of Property – Land (other than	The Instrument of Delegation only relates to the leases for the Administration Centre.

Current Instrument Of Delegation	Review Outcome in New Register	Comment
Number 25, Cedric Street, Stirling)	Exempt Land or Buildings) • Disposing of Property – Exempt Property	To better clarify the legislative provisions to be delegated, better separation of those functions, and the conditions around the different disposal mechanisms for differing property types, create new Instruments of Delegation relating to: • Disposing of Property – Land (other than Exempt Land and Buildings); and • Disposing of Property – Exempt Property (including Exempt Land and Property).
Leases (Lot 310, House Number 22, Chesterfield Road, Mirrabooka)	• Disposing of Property – Land (other than Exempt Land or Buildings) • Disposing of Property – Exempt Property	The Instrument of Delegation only relates to the leases for 22 Chesterfield Road, Mirrabooka. To better clarify the legislative provisions to be delegated, better separation of those functions, and the conditions around the different disposal mechanisms for differing property types, create new Instruments of Delegation relating to: • Disposing of Property – Land (other than Exempt Land and Buildings); and • Disposing of Property – Exempt Property (including Exempt Land and Property).
Leases (Mount Lawley Golf Club Inc Over Crown Reserve 18325, Lot 14684, House Number 49, Homer Street, Inglewood)	• Disposing of Property – Land (other than Exempt Land or Buildings) • Disposing of Property – Exempt Property	The Instrument of Delegation only relates to the leases for the Mount Lawley Golf Club. To better clarify the legislative provisions to be delegated, better separation of those functions, and the conditions around the different disposal mechanisms for differing property types, create new Instruments of Delegation relating to: • Disposing of Property – Land (other than Exempt Land and Buildings); and • Disposing of Property – Exempt Property (including Exempt Land and Property).
Receives, Determine And Process Enrolment Eligibility	CEO to Employees - Electoral Enrolment Eligibility Claims and Electoral Roll	The current Instrument of Delegation has been converted into the WALGA Model Instrument of Delegation. This is a legislative function of the CEO to be delegated to employees.
Appointment Of Acting Chief Executive Officer	Delete	Section 5.39C of the *Local Government Act 1995* requires that a local government must prepare and adopt a policy that sets out the process to be followed by the local government in relation to the employment of a person in the position of CEO for a term not exceeding one year and the appointment of an employee to act in the position of CEO for a term not exceeding one year. Council at its meeting of 16 March 2021 (Resolution 0321/019 refers) adopted the 'Appointment of Acting or Temporary Chief Executive Officer Policy'. In view of this policy is in existence and required under the Act, an Instrument of Delegation is no longer required.
Rates Exemption Application	Rate Record – Objections	The current Instrument of Delegation has been converted into the WALGA Model Instrument of Delegation and now also includes the function to extend time for a person to make an objection.
Payments From Municipal, Reserve And Trust Funds	Payment from Municipal or Trust Funds	The current Instrument of Delegation has been converted into the WALGA Model Instrument of Delegation.

Current Instrument Of Delegation	Review Outcome in New Register	Comment
Engagement Of Consultants	Delete	Local governments are required to adopt a policy to guide their procurement activities under the tender threshold of $250,000. General procurement activities (such as the engagement of consultants) are deemed “incurring liabilities” and not a legislative function requiring delegation. As incurring liabilities are not delegable functions, they are business operations to be controlled by the systems, procedures and processes the CEO is required to implement for financial management and payments under regulations 5 and 11 of the Local Government (Financial Management) Regulations 1996. In view of this it is recommended that the City convert the existing “Engagement of Consultants” Instrument of Delegation into a new comprehensive “Procurement Authorisation Management Practice”. This would not only support the intent of the legislation and the City’s Procurement Policy but would be consistent with the CEO’s legislative responsibilities (under Regs. 5 and 11 of the Financial Management Regulations) to develop adequate systems and procedures relating to financial management and procurement.
Purchase Orders	Delete	Local governments are required to adopt a policy to guide their procurement activities under the tender threshold of $250,000. General procurement activities (such as approving purchase orders) are deemed “incurring liabilities” and not a legislative function requiring delegation. As incurring liabilities are not delegable functions, they are in essence business operations to be controlled by the systems, procedures and processes the CEO is required to implement for financial management and payments under regulations 5 and 11 of the Local Government (Financial Management) Regulations 1996. In view of this it is recommended that the City convert the existing “Purchase Order” Instrument of Delegation into a comprehensive “Procurement Authorisation Management Practice”. This would not only support the intent of the legislation and the City’s Procurement Policy but would be consistent with the CEO’s legislative responsibilities (under Regs. 5 and 11 of the Financial Management Regulations) to develop adequate systems and procedures relating to financial management and making payments.
Write Off Assets	Delete	The current Instrument of Delegation provides the authority to write off assets with written down values outside of the capital replacement program. Asset write offs is not a function that can be delegated under the Act. However, it does fall within the realm of the CEO’s legislative responsibilities (under Regs. 5 and 11 of the Financial Management Regulations) to develop adequate systems and procedures relating to financial management. In view of this it is recommended the City convert the existing “Write Off Assets” Instruments of Delegation into a new “Asset Write Off Management Practice” or due to its relevant to assets under $20,000 include the relevant provisions within the City’s current “Disposal of Assets Under $20,000 Management Practice”.
Waive Or Grant Concessions/Write Off Money	Defer, Grant Discounts, Waive or Write Off Debts	The current Instrument of Delegation has been converted into the WALGA Model Instrument of Delegation.

Current Instrument Of Delegation	Review Outcome in New Register	Comment
Authorised Officers	Appoint Authorised Persons	The current Instrument of Delegation has been converted into the WALGA Model Instrument of Delegation. This is a function of the CEO to be delegated to employees.
Receive Payments	Delete	Section 9.17 of the Act refers to the content of infringement notices, which is to advise that a modified penalty may be paid to the CEO of the local government and how and where the money may be paid. Officers of the City (most notably employees within the Customer Experience Team) do not receive money in their own right but merely act as agents of the City in receiving the payment. Therefore, the receipt of payment is appropriate under the "acting through" concept and therefore a delegation is not required.
Extend Payment Periods	CEO to Employees - Infringement Notices	The current Instrument of Delegation has been converted into the WALGA Model Instrument of Delegation. This is a legislative function of the CEO to be delegated to employees.
Withdraw Infringement Notices	CEO to Employees - Infringement Notices	The current Instrument of Delegation has been converted into the WALGA Model Instrument of Delegation. This is a legislative function of the CEO to be delegated to employees.
Affixing Of Common Seal	Delete	Section 9.49A(1) of the Act provides that a document is considered duly executed by a local government if: (a) the common seal is validly affixed to it in accordance with section 9.49A(2) and 9.49A(3) of the Act; or (b) it is signed by an employee or other person authorised by the Council to do so in accordance with section 9.49A(4) of the Act. Pursuant to section 9.49A(4) of the Act, a local government may, by resolution, authorise the CEO, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation. At its meeting held on 26 August 2025 (Council Resolution 0825/044 refers) Council adopted the Execution of Documents Policy for the purposes of the Act. In view of this an Instrument of Delegation is not required.

Current Instrument Of Delegation	Review Outcome in New Register	Comment
New Contracts	Delete	The City's current Instrument of Delegation relates to: • accepting a Procurement Process with a value below $500,000 (excluding GST); • negotiating terms of all written contracts and agreements below a total contract value of $500,000 (excluding GST); • Entering and signing all written contracts and agreements below a total contract value of $500,000 (excluding GST). It is proposed that the City's created a new set of Instruments of Delegation around expressions of interest and tender processes, which will delegate the legislative functions over $250,000. Any signing of contracts is detailed with the City's Execution of Documents Policy, and any procurement requirements under the tender threshold of $250,000 is covered within the City's Procurement Policy. The new Procurement Authorisation Management Practice will also detail the management responsibilities and controls in accordance with the systems, procedures and processes the CEO is required to implement for financial management under regulations 5 and 11 of the Local Government (Financial Management) Regulations 1996. This Instrument of Delegation can therefore be deleted.
Crossovers	Crossing – Construction Repair and Removal	The current Instrument of Delegation has been converted into the WALGA Model Instrument of Delegation. It will also now cover determining vehicle crossing specifications, and any necessary administrative actions requiring a person to construct or repair a vehicle crossing.
Contract Variation And Extension	Varying Contracts and Exercising Contract Extension Options	The current Instrument of Delegation has been converted into the WALGA Model Instrument of Delegation however will align to the function to be delegated under the Act, in relation to variations and extensions to contract awarded as a result of a tender, as opposed to all contact variations and extensions as the current Instrument of Delegation is written. The new Procurement Authorisation Management Practice will also detail the management responsibilities and controls in accordance with the systems, procedures and processes the CEO is required to implement for financial management under regulations 5 and 11 of the Local Government (Financial Management) Regulations 1996.
Planning And Development Act		
Alteration Of Category - Rights Of Way	Rights of Way – Alternation of Category	As this instrument is specific to the City's planning functions, the current Instrument of Delegation has been converted into the WALGA Template being used for new Instruments of Delegation, however the detail has not changed. It should be noted that new Instrument of Delegation will be needed on the commencement of the City's Local Planning Scheme No. 4.
Local Government Functions	Illegal Development	The current Instrument of Delegation has been converted into the WALGA Model Instrument of Delegation.

Current Instrument Of Delegation	Review Outcome in New Register	Comment
Planning And Development (Local Planning Schemes) Regulations 2015 And Local Planning Scheme No. 3	Urban Planning Functions	The current Instrument of Delegation relates to the authority to exercise all powers and discharge all duties under the Deemed Provisions (Schedule 2) of the Planning and Development (Local Planning Schemes) Regulations 2015, Local Planning Scheme No. 3 and Local Planning Scheme No. 3 Policy Manual. As this instrument is specific to the City's planning functions, the current Instrument of Delegation has been converted into the WALGA Template being used for new Instruments of Delegation, however the detail has not changed. It should be noted that new Instrument of Delegation will be needed on the commencement of the City's Local Planning Scheme No. 4.
Public Health Act 2016		
Enforcement Agency Functions	Various new Instruments of Delegation	In replacement of an overarching Instrument of Delegation it is recommended that specific Instruments of Delegation, based on the WALGA Model be created to provide greater clarity around the functions to be performed, and which delegates / sub-delegates have authority to perform that function. Such instruments would include: • Enforcement Agency Reports to the Chief Health Officer; • Designate Authorised Officers; • Give Enforcement Orders and Issue Clearance Certificates; • Enforcement Orders - Implement and Recover Costs; • Dealing with Seized Items; and • Appoint Designated Officer – Information Sharing.
State Records Act 2000		
Destruction Of Corporate Records	Delete	There is no power to delegate the functions of a government organisation (being a local government) under the *State Records Act 2000* and therefore no Instrument of Delegation can be established. However, the role of the CEO is to ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law (s.5.41(2)(e)). As there is a mandatory function for the CEO to perform appropriate record keeping, in accordance with the *State Records Act 2000*, State Records Office Guidelines (including the General Retention and Disposal Authority for Local Government Records) it is appropriate for these activities to be performed through an "acting through" arrangement. It is a responsibility of all employees to maintain correct and accurate records in performing their duties at the City.
Strate Titles Act 1985		
Issuing Certificates Of Approval	Issuing Certificate of Approval	The current Instrument of Delegation has been converted into the WALGA Model Instrument of Delegation.
Delegations To Committees		
Chief Executive Officer's Performance Review Committee	Chief Executive Officer's Performance Review Committee	Under the Act, Council can delegate any of its functions to a Committee. This Instrument of Delegation has been retained however converted into the WALGA Model Template for consistency.

New Delegations Register Summary Table – Statutory Functions from Council to CEO (or Other Employees)

Note ** Recommendation may include consolidation / expansion of existing instruments.*

Instrument of Delegation *(Council to CEO)*	**Status in New Register**	**Comment**
Local Government Act		
Authorise a Persons to Perform Specified Functions under the Local Government Act 1995	New	Under the Act, an employee authorised by a local government can undertake certain functions relating to private property, or the impounding of goods where a contravention has occurred that can lead to impounding. Functions relating to private property are limited to those matters within Schedule 3.1 of the Act, and any entry on private property is to conform to the powers of entry provisions under the Act. Employees authorised under these provisions must be expressly authorised by the local government to perform the functions and are different to "authorised persons" appointed by the CEO under section 9.10 of the Act. It is considered appropriate for the CEO to have authority so delegated to enable the CEO to authorise employees for the purposes of Part 3, Division 3, Subdivision 2 of the Act and provisions within Part 3, Division 3, Subdivision 4 of the Act (relating to impounding abandoned vehicle wrecks and other goods involved in certain contraventions).
Performing Functions Outside the District	New	Local governments can perform functions outside of its district however are required to obtain consent from owners and occupiers of land, or other persons in control or management of the land, before it does so. This does not relate to functions the City may perform on behalf of another local government by mutual agreement. It is suggested the new delegation be conditioned by Council and limited to the CEO so that it cannot be sub-delegated to other employees.
Compensation - Damage Incurred when Performing Executive Functions	New	From time to time, it may be necessary for a local government to determine a level of compensation where damage is sustained to private property through the course of its activities. Where agreement cannot be reached between the parties it may be necessary to give effect to arbitration proceedings between the City and other party. Financial compensation may be appropriate in situations where the City's insurance policies may not cover such compensation activity, or the relevant insurance premium excess levels would be higher than the compensation being sought. Instruments of Delegation in place around these matters have limited settlement value. Anything above this limit needs to be referred to Council for its consideration. It is considered appropriate for an Instrument of Delegation created around this matter, conditioned in a way that limits the compensation value (set at $20,000), similar to other local governments of a similar size to the City of Stirling.
Powers of Entry	* Revise existing Instrument in place	A local government may enter land to perform any of its functions. Any entry to property is to comply with the powers of entry requirements under the Act (Part 3, Division 3, Subdivision 3) and a local government is to authorise a person to perform such notice of entry requirements, or to enter the land lawfully. A person authorised by the local government for these purposes is not an "authorised person" appointed by the CEO under section 9.10 of the Act.

Instrument of Delegation *(Council to CEO)*	**Status in New Register**	**Comment**
		The City currently has an Instrument of Delegation in relation to entry in an emergency (s.3.34) however other functions within this Subdivision of the Act are not contained within an existing Instrument of Delegation. In view of this it is considered appropriate for the CEO to have authority so delegated to enable the CEO to sub-delegate the authority to employees for these purposes.
Declare Vehicle is Abandoned Vehicle Wreck	New	Local governments are required to deal with abandoned vehicle wrecks or abandoned vehicles within their districts. A person authorised by the local government for these purposes is not an "authorised person" appointed by the CEO under section 9.10 of the Act. The City does not currently have an Instrument of Delegation in place in relation to this function and it is considered appropriate for the CEO to have authority so delegated to enable the CEO to sub-delegate this function to other employees for these purposes.
Confiscated or Uncollected Goods	New	Local governments impound goods where there has generally been a contravention under the Act or local law that leads to impounding. In most situations the City applies an impounding fee, or the costs of impounding can be recovered either through administrative action (invoice) or through a court of relevant jurisdiction. A person with this authority is not an "authorised person" appointed by the CEO under section 9.10 of the Act. It is considered appropriate for the CEO to have authority so delegated to enable the CEO to sub-delegate these functions to employees, under certain conditions.
Disposal of Sick or Injured Animals	New	In limited situations, local governments may need to dispose of sick or injured animals that they have impounded. In some situations, the City may need to recover the expenses of doing so through administrative action (invoice) or through a court of relevant jurisdiction. A person with authority for these purposes is not an "authorised person" appointed by the CEO under section 9.10 of the Act. It is considered appropriate for the CEO to have authority so delegated to enable the CEO to sub-delegate these functions to employees.
Close Thoroughfares to Vehicles	New	Thoroughfares (wholly or partially) may need to be closed from time to time on a temporary basis. This may be due to maintenance requirements, events, or other activities that may result in the need for the City to impede road users or pedestrian traffic. The Act also provides for a process where there is a need to close a road in excess of four weeks. It is considered appropriate for the CEO to have authority so delegated to enable the CEO to sub-delegate these functions to employees.
Control Reserves and Certain Unvested Facilities	New	Local governments control and manage unvested facilities and land within their district and in limited instances where land extends across or through two or more local government districts. The *Parks and Reserves Act 1895* relates to the control and management of certain land reserved in the Crown, and in the exercise of its general powers in respect of the land placed under its control. An Instrument of Delegation is considered appropriate to formalise the City's administration management control of unvested facilities, similar to that in place of other local governments.

Instrument of Delegation *(Council to CEO)*	**Status in New Register**	**Comment**
Obstruction of Footpaths and Thoroughfares	New	The Local Government (Uniform Local Provisions) Regulations 1996 contain provisions in relation to activities that may obstruct footpaths or thoroughfares. It includes provisions around serving of notices around damaging activities or obstructions, or permissions for certain activities. The City has several policies in relation to the protection and obstruction footpaths, verges and throughfares, including verge treatments; bulk bins on verges; and permits to use verge areas and protection of City property during building works. The functions within the Local Government (Uniform Local Provisions) Regulations 1996 are consistent with the functions of the City's administration. It is considered appropriate for the CEO to have authority so delegated to enable the CEO to sub-delegate the responsibility for undertaking such functions.
Public Thoroughfare – Dangerous Excavations	New	The Local Government (Uniform Local Provisions) Regulations 1996 contain provisions in relation to dangerous excavations adjoining thoroughfares. It includes provisions around actions to rectify, or permissions for certain activities. The City has several policies in relation to thoroughfare protection including verge treatments; and permits to use verge areas and protection of City property during building works. The functions within the Local Government (Uniform Local Provisions) Regulations 1996 are consistent with the functions of the City's administration. It is considered appropriate for the CEO to have authority so delegated to enable the CEO to sub-delegate the responsibility for undertaking such functions.
Crossing – Construction, Repair and Removal	* Revise existing Instrument in place	The Local Government (Uniform Local Provisions) Regulations 1996 contain provisions in relation to the construction, repair or removal of vehicle crossings. It includes functions for the approval of applications; determining specifications; and the giving of notices for repair and construction. These activities under the Local Government (Uniform Local Provisions) Regulations 1996 are consistent with the functions of the City's administration and should be subsequently delegated. Although the City has an Instrument of Delegation in place, the revised Instrument incudes all matters under the Local Government (Uniform Local Provisions) Regulations as they relate to crossovers / vehicle crossings.
Private Works on, over or under Public Places	New	The Local Government (Uniform Local Provisions) Regulations 1996 contain provisions in relation to constructions on, over or under thoroughfares or other public places. It includes provisions around granting permission or conditioning any permission so granted. The City has several policies in relation to the protection and obstruction footpaths, verges and throughfares, including verge treatments; and permits to use verge areas and protection of City property during building works. The City's Thoroughfares and Public Placed Local Law 2009 and Local Government Property Local Law 2009 also provide for regulation of activities in thoroughfares and local government property. The functions within the Local Government (Uniform Local Provisions) Regulations 1996 are consistent with the functions of the City's administration. It is considered appropriate for the CEO to have authority so delegated to enable the CEO to sub-delegate the responsibility for undertaking such functions.
Give Notice to Prevent Damage to Local Government Property from Wind Erosion and Sand Drift	New	The Local Government (Uniform Local Provisions) Regulations 1996 contain provisions in relation to wind erosion and sand drift from land that is cleared that may affecting other land. It includes provisions around serving of notices where such effect on land is occurring. The functions within the Local Government (Uniform Local Provisions) Regulations 1996 are consistent with the functions of the City's administration. The City also has a current Prevention and Abatement of Dust and Liquid Waste Local Law 2002. The local law does give some enforcement powers to "authorised persons" appointed under section 9.10 of the Act.

Instrument of Delegation *(Council to CEO)*	**Status in New Register**	**Comment**
		Notwithstanding it is considered appropriate for the CEO to have authority so delegated to enable the CEO to sub-delegate the responsibility for undertaking such functions prescribed under the Local Government (Uniform Local Provisions) Regulations 1996.
Expressions of Interest for Goods and Services	* Revise existing Instrument in place	While the City currently has a generalised Instrument of Delegation around tenders, expressions of interest and other procurement processes, a revised Instrument of Delegation has been created to better reflect the legislative function for expressions of interest. This delegation allows for the determination of goods and services suppliers for listing as acceptable tenderers.
Tenders for Goods and Services – Call Tenders	* Revise existing Instrument in place	The City currently has a generalised Instrument of Delegation titled Tenders, Expressions of Interest and Other Procurement Processes. There are numerous tender provisions under this Division of the Local Government (Functions and General) Regulations 1996 and a revised Instrument of Delegation has been created to better reflect the legislative function for calling tenders.
Tenders for Goods and Services – Accepting and Rejecting Tenders	* Revise existing Instrument in place	The City's existing Instruments of Delegation around procurement defines a "*procurement process*" to include publicly invited tenders and any procurement process exempt from the requirement to undertake a publicly invited tenders under Part 4, Division 2 of the Local Government (Functions and General) Regulations 1996. The City has an existing Instrument of Delegation titled "New Contracts" which covers the following procurement functions: • Accepting a Procurement Process with a value below $500,000 (excluding GST). • Negotiating terms of all written contracts and agreements below a total contract value of $500,000 (excluding GST). • Entering and signing all written contracts and agreements below a total contract value of $500,000 (excluding GST). The definition of procurement process under this Instrument of Delegation is the same as prescribed in the "Tenders, Expressions of Interest and other Procurement Processes"(detailed above). It also defines ***contract*** to mean a business agreement (other than a purchase order) for the supply of goods or performance of work at a fixed price that is intended to be enforceable by law. The City's Instrument of Delegation categorises numerous employees under different procurement process values (i.e. $5,000, $10,000, $25,000, $50,000, $100,000, $250,000 and $500,000) in being able to undertake the above three dot points. With a new Instrument of Delegation being created for calling tenders (as per above) this new Instrument of Delegation relates to accepting tenders and is aligned with the Council's previous limitation of only allowing tenders (to the value of $500,000 or less) to be accepted outside a Council decision.
Tenders for Goods and Services - Exempt Procurement	* Revise existing Instrument in place	While the City currently has a generalised Instrument of Delegation around tenders, expressions of interest and other procurement processes, a revised Instrument of Delegation has been created to better reflect the legislative function of undertaking tender exempt procurement. Under the Local Government (Functions and General) Regulations 1996, there are a limited number of circumstances that a local government can procure goods or services (over the tender threshold of $250,000) without calling tenders. This specific Instrument of Delegation limits such procurement to $500,000 or less and in line with the specific Instrument of Delegation for accepting tenders. In exercising this function there is a need for compliance with the City's Procurement Policy.

Instrument of Delegation *(Council to CEO)*	**Status in New Register**	**Comment**
Tenders for Goods and Services - Varying Contracts and Exercising Contract Extension Options	* Revise existing Instrument in place	The City's currently has an Instrument of Delegation for contract variation and extensions however this existing delegation includes procurement limitations for City employees that are more aligned to procurement controls the CEO is to implement. This Instrument of Delegation contains the same definitions as the various Instruments of Delegation detailed above, as well as the same categorisation of procurement process values detained in the "New Contracts" Instrument of Delegation (i.e. $5,000, $10,000, $25,000, $50,000, $100,000, $250,000 and $500,000). The legislative function to be performed relates to tendered contracts not general procurement activities as follows: • Authority to vary a tendered contract, after it has been entered into, provided the variation/s are necessary for the goods and services to be supplied, and do not change the scope of the original contract [F&G r.21A(a)]; • Authority to exercise a contract extension option that was included in the original tender specification and contract in accordance with F&G r.11(2)(j), (ja) or (jb). The legislative function to be delegated, relates to "tendered contracts" not business agreements or any contract that may be involved in a procurement process. General procurement activities are not a legislative function that needs delegation, and are to be controlled by the systems, procedures and processes that the CEO is required to implement for financial management under regulations 5 and 11 of the Local Government (Financial Management) Regulations 1996. This revised Instrument of Delegation therefore relates to varying contracts and exercising contract extension for tendered contracts. As per accepting tenders, this Delegation is limited to $500,000 or less.
Panels of Pre-Qualified Suppliers for Goods and Services	New	The Local Government (Functions and General) Regulations 1996 allows for local governments to establish panels of pre-qualified suppliers of goods and services. The City's Procurement Policy includes provisions relating to: • the establishment of a panel of pre-qualified suppliers; • purchasing from the panel; • distributing work among panel members; and • removal or addition of suppliers from a panel. As detailed previously, the City has an overarching consolidated procurement Instrument of Delegation called "Tenders, Expressions of Interest and other Procurement Processes". The functions as per this Instrument gives the CEO (and other sub-delegates) the authority to undertake certain functions of the procurement process: • Determine in writing the criteria and weightings for evaluating a response to a procurement process. • Call for expressions of interest. • Invite tenders. • Engage with prequalified suppliers under the WALGA Preferred Supplier Program or State Government Common Use Agreement. • Engaging with suppliers registered with the Australian Minority Supplier Office Limited (trading as Supply Nation) or as Australian Disability Enterprise. • Assess responses by means of a written evaluation of the extent to which each respondent satisfies the criteria. • Recommend which respondent would be most advantageous to accept.

Instrument of Delegation *(Council to CEO)*	**Status in New Register**	**Comment**
		As defined in the Instrument of Delegation, a procurement process includes publicly invited tenders and any procurement process exempt from the requirement to undertake a publicly invited tenders under Part 4, Division 2 of the Local Government (Functions and General) Regulations 1996. As the establishment of pre-qualified suppliers is under Part 4, Division 3 of the Local Government (Functions and General) Regulations 1996, it does not fall under the City's overarching consolidated procurement Instrument of Delegation. Although the City's Procurement Policy details the management activities and controls for pre-qualified suppliers, an Instrument of Delegation should be created, based on the WALGA model to clarify which employees are able to perform the legislative functions as prescribed. For consistency across all the City's Instruments of Delegation, this delegation is limited where the consideration under the existing contract is $500,000 or less.
Renewal or Extension of Contracts during a State of Emergency	New	As a result of the COVID-19 Pandemic, legislation was introduced to allow local governments to undertake certain procurement activities during a period where a state of emergency declaration is made under the *Emergency Management Act 2005*. It is suggested an Instrument of Delegation be developed to cater for any future state of emergency declarations that may suddenly occur that could cause complication to the City's existing contract renewals and extensions. This does not relate to entering into new contracts (above $500,000) during a state of an emergency.
Disposing of Property – Other than land or Buildings	* Revise existing Instrument in place	To better clarify the legislative provisions to be delegated, better separation of those functions, and the conditions around the different disposal mechanisms for differing property types, new Instruments of Delegation are to be created relating to: • Disposing of Property – Other than Land or Buildings; • Disposing of Property – Land (other than Exempt Land and Buildings); and • Disposing of Property – Exempt Property (including Exempt Land and Property) .
Disposing of Property – Land (other than Exempt Land and Buildings)	* Revise existing Instrument in place	To better clarify the legislative provisions to be delegated, better separation of those functions, and the conditions around the different disposal mechanisms for differing property types, new Instruments of Delegation are to be created relating to: • Disposing of Property – Other than Land or Buildings; • Disposing of Property – Land (other than Exempt Land and Buildings); and • Disposing of Property – Exempt Property (including Exempt Land and Property).
Disposing of Property – Exempt Property (including Exempt Land and Property)	* Revise existing Instrument in place	To better clarify the legislative provisions to be delegated, better separation of those functions, and the conditions around the different disposal mechanisms for differing property types, new Instruments of Delegation are to be created relating to: • Disposing of Property – Other than Land or Buildings; • Disposing of Property – Land (other than Exempt Land and Buildings); and • Disposing of Property – Exempt Property (including Exempt Land and Property). Council at its meeting held on 31 March 2026 (Resolution 0326/026 refers) also created an Instrument of Delegation for leases and licences to community groups and sporting tenants, when it adopted its Lease and Licence Policy.

Instrument of Delegation *(Council to CEO)*	**Status in New Register**	**Comment**
Disposing of Property – Exempt Property (Leases and Licences to Community and Sporting Tenants)	New	This Instrument of Delegation reflects the recent decision of Council in consideration of the new Lease and Licence Policy (resolution 0326/026). This will allow the administration to progress the direction of Council under the Lease and Licence Policy, and as per the limitations it has put in place for the recently adopted Instrument of Delegation.
Acquisition of Interest in Land	New	In accordance with the Act, a local government can acquire interest in land. A land transaction means an agreement, or several agreements for a common purpose, under which a local government is to acquire an interest in land or develop land. Land transactions can be considered a major land transaction if it is worth more than the prescribed amount or can be an exempt land transaction as prescribed by the Local Government (Functions and General) Regulations 1996. There may be instances where the City may be required to acquire an interest in land (including buildings) by purchase or through a lease or other acquisition instrument. This new Instrument of Delegation is conditioned as follows: a. Delegation to purchase in fee simple is limited to: i. land of no greater than 500m²; and ii. in accordance with s.5.43 consideration of sale is no more than $50,000. b. Delegation to enter into a lease, rental or other acquisition instrument that: i. does not commit the City for a period greater than 10 years; and ii. In accordance with s.5.43 is limited to a total consideration value of $500,000 or less.
Payments from the Municipal or Trust Funds	* Revise existing Instrument in place	The Local Government (Financial Management) Regulations 1996 provides for the authority to make payments from a local government's municipal fund or trust funds. Where this function is so delegated by Council, the CEO is to comply with the requirements of the Local Government (Financial Management) Regulations 1996, specifically relating to providing a monthly list of accounts paid to Council for information (r.13 of the FM Regs). It is appropriate for this Instrument of Delegation to be maintained although it has been re-drafted in consideration of the WALGA Model to better distinguish the signatory authorities required.
Defer, Grant Discounts, Waive or Write Off Debts	* Revise existing Instrument in place	The Act allows for a local government to waive or grant concessions in relating to any amount of money or write off any amount of money which is owed to a local government. This provision does not apply to waiving or granting concessions in respect of rates and service charges, however rates and service charges can be written off. The City's current Instrument of Delegation (Waive or Grant Concessions / Write Off Money) provides authority for certain officers (Directors and some Community Development Directorate Managers) to waive or grant concessions and write off money owed (except rates and service charges). The City's Instrument of Delegation has been re-written into a similar standard within the WALGA model to provide better clarity.

Instrument of Delegation *(Council to CEO)*	**Status in New Register**	**Comment**
Power to Invest and Manage Investments	New	The City currently has an Investments Policy which provides guidelines on how the City's excess funds are to be invested whilst complying with legislation and requiring its authorised officers to exercise the care, diligence and skill that a prudent person would exercise in investing the Council funds. With the investment parameters being set in Council adopted policy, and in view of the investment limitations detailed within the Local Government (Financial Management) Regulations 1996, a new Instrument of Delegation has been created.
Rate Record Amendment	New	It is considered the CEO should have authority delegated to them to enable the CEO the ability to sub-delegate this legislative function.
Agreement as to Payment of Rates and Service Charges	New	The City and all its customers share the responsibility and financial impact of non-payment of rates. The effect of non-payment of rates is a reduction in the City's ability to provide its services and programs and can impact the future cost of rates on the community at large. Notwithstanding the City has an adopted Financial Hardship Policy to ensure the City offers fair, equitable, consistent, and dignified support to ratepayers suffering hardship by providing flexibility for those who are experiencing hardship and treating all members of the community with respect and understanding at difficult times. With a policy framework in place, it is considered appropriate for the CEO to have authority delegated to them to enable the CEO the ability to sub-delegate this legislative function to other employees.
Determine Instalment Due Date for Rates or Service Charges	New	Outside of determining instalment due dates as part of a local government's annual budget adopting process, instalment due dates can be set in situations where interim rates for a property are issued throughout a financial year. It is considered the CEO should have authority delegated to them to enable the CEO the ability to sub-delegate this legislative function (interim rates only).
Recovery of Rates or Service Charges	New	It is considered the CEO should have authority delegated to them to enable the CEO the ability to sub-delegate this legislative function. Any Instrument of Delegation should be conditioned in reference to the City's Financial Hardship Policy.
Recovery of Rates Debts – Require Lessee to Pay Rent	New	It is considered the CEO should have authority delegated to them to enable the CEO the ability to sub-delegate this legislative function. Any Instrument of Delegation should be conditioned in reference to the City's Financial Hardship Policy.
Recovery of Rates Debts - Actions to Take Possession of the Land	New	The Act allows local governments to take possession of land and hold the land against a person having an estate or interest in the land where rates or service charges have remained unpaid for at least three years. In performing this function, a local government may: i. lease the land, or ii. sell the land; or where land is offered for sale and a contract of sale has not been entered into after 12 months: I. cause the land to be transferred to the Crown; or II. cause the land to be transferred to the City. It is suggested that an Instrument of Delegation be created (restricted to the CEO only) and the function only exercised in accordance with the City's Overdue Rates and Service Charges Collection Policy and Financial Hardship Policy.

Instrument of Delegation *(Council to CEO)*	**Status in New Register**	**Comment**
Rate Record – Objections	* Revise existing Instrument in place	In accordance with s. 6.76 of the Act a person may object to the rate record of a local government on the ground: (a) that there is an error in the rate record: (i) with respect to the identity of the owner or occupier of any land; or (ii) on the basis that the land or part of the land is not rateable land; or (b) if the local government imposes a differential general rate, that the characteristics of the land recorded in the rate record as the basis for imposing that rate should be deleted and other characteristics substituted. The City currently has an Instrument of Delegation in place around determining the outcome of applications for rates exemptions and the revised Instrument better reflects the ability to consider objections to errors in the City's rates record.
Extend Time for Lodging an Objection Against a Decision	New	The Act provides the ability for a person to object, or request a review of a decision of a local government under the Act as to whether it will: (a) grant a person an authorisation under Part 3 of the Act or under any local law or regulation that is to operate as if it were a local law; or (b) renew, vary, or cancel an authorisation that a person has under any of those provisions. This objection and review right also applies whenever a local government gives a person a notice under section 3.25 of the Act, and for these purposes, the giving of a notice under that section is to be regarded as the making of a decision. It also applies whenever a local law, or regulation that is to operate as if it were a local law, states that a decision under it is one to which this right applies and that a person specified in it is an affected person. Under s.9.5 of the Act a person has 28 days to object to a decision made by the local government but also gives legislative discretion to extend this objection timeframe. There may be situations or a level of complexity around decisions that would warrant the extension of time to be granted to persons affected by a local government decision.
Building Act		
Building Act Delegations – Grant a Building Permit	* Revise existing Instruments in place	The City currently has three Instruments of Delegation in place in relation to Building Permits. It is suggested that the three instruments be consolidated into one Instrument, as per the WALGA model.
Building Act Delegations - Demolition Permits	* Revise existing Instruments in place	The City currently has three Instruments of Delegation in place in relation to Demolition Permits. It is suggested that the three instruments be consolidated into one Instrument, as per the WALGA model.

Instrument of Delegation *(Council to CEO)*	**Status in New Register**	**Comment**
Building Act Delegations - Occupancy Permits or Building Approval Certificates	* Revise existing Instruments in place	The City currently has three Instruments of Delegation in place in relation to Occupancy Permits and Building Approval Certificates. It is suggested that the three instruments be consolidated into one Instrument, as per the WALGA model.
Building Act Delegations – Building Encroachments	* Revise existing Instruments in place	Section 76 of the *Building Act 2011* gives authority to grant consent for encroachments of buildings or incidental structures on Crown land under the care, control and management of the City. The City's existing Instrument of Delegation should be re-written to conform with the new standard for instruments within the new Register.
Building Act Delegations - Designate Employees as Authorised Persons	* Revise existing Instrument in place	Section 96(3) of the *Building Act 2011* grants authority to a local government, to designate a person employed by the local government under the *Local Government Act 1995* section 5.36, as an authorised person for the purposes of this Act in relation to buildings and incidental structures located, or proposed to be located, in the district of the local government. The City currently has an Instrument of Delegation in place although it is suggested further clarity could be included in terms of the statutory provisions around its creation.
Building Act Delegations - Building Orders	* Revise existing Instrument in place	The City currently has four Instruments of Delegation in place in relation to Building Orders, with conditions the same for all four as detailed above. It is suggested that the three instruments be consolidated into one Instrument, as per the WALGA model.
Building Act Delegations - Inspection and Copies of Building Records	New	The *Building Act 2011* allows for an interested person to inspect and copy a building record on application. An interested person is defined as: (a) an owner of the building or incidental structure to which the building record relates; or (b) a person who has the written consent of an owner mentioned in paragraph (a) to inspect, or receive a copy of, a building record relating to the owner; or (c) a person, or a person belonging to a prescribed class of persons (as per the Building Regulations 2012) As there is a level of discretion regarding the supply of building records to an interested person, it is considered appropriate for an Instrument of Delegation be created to enable certain employees to exercise this function.
Building Act Delegations - Authorise persons to commence proceedings	New	The City does not have an Instrument of Delegation around this discretionary function, although it is likely that such authority would be undertaken through the "acting through" principle by engaging legal professional to commence proceeding on the City's behalf. However, clarity can be achieved by developing an Instrument of Delegation as such legislative functions are activities generally consistent with a local government's administrative operations, as opposed the strategic or policy setting or decision making of Council.
Building Act Delegations - Referrals and Issuing Certificates	New	The City's administration does not currently refer uncertified applications to other building surveyors not employed by the City, or issue certain certificates on behalf of other local governments.

Instrument of Delegation *(Council to CEO)*	**Status in New Register**	**Comment**
		However, there may be opportunity for the City's employees to undertake such activities and therefore an Instrument of Delegation around this matter may be a worthy consideration.
Building Act Delegations - Private Pool Barrier – Alternative and Performance Solutions	New	All owners of a property with a swimming pool or spa are to comply with the Australian Pool Safety Standard AS1926.1 - swimming pool safety – safety barriers for swimming pools. The Building Regulations (r. 51(2)) do allow discretion for the approval of requirements alternative to a fence, wall, gate or other component included in the barrier, where it is satisfied that the alternative requirements will restrict access by young children as effectively as if there were compliant with AS 1926.1. The City does not have an Instrument of Delegation in place around such discretionary functions. As the safety of persons around pools and spas is paramount (particularly for children) any Instrument of Delegation should be appropriately conditioned.
Building Act Delegations - Smoke Alarms – Alternative Solutions	New	Alternative building solutions which meet the performance requirement of the Building Code, may be in existence as it relates to the fire detection and early warning systems. The Building Regulations 2012 do allow for alternative building solutions to be approved by permit authorities as well as consideration of battery powered smoke alarm systems. It may be worth the City to consider and Instrument of Delegation being created around these matters, although it is unlikely that such requests are regularly received.
Building Act Delegations - Appoint approved officers and authorised officers	New	Regulation 70 of the Building Regulations relates to the appointment of approved officers and authorised officers for the purposes of the *Criminal Procedures Act 2004*. An Instrument of Delegation should be created as such legislative functions are activities generally consistent with a local government's administrative operations, as opposed the strategic or policy setting or decision making of Council.
Bush Fires Act		
Functions of a Local Government	* Revise existing Instrument in place	A local government can perform certain functions under the *Bush Fires Act 1954.* It is suggested the existing Instrument of Delegation be revised to provide further clarity in particular relating to specific Instruments of Delegation to be put in place.
Bush Fires Act Delegations - Prohibited Burning Times - Vary	New	Section 48 of the *Bush Fires Act 1954* allows for a local government to delegate to its CEO the performance of any of its functions under that Act. Any delegation to a CEO cannot be sub-delegated to other employees, although there is no limit on the ability of a local government to act through its council, member of staff or other agents in the normal course of its business. In accordance with section 38 of the *Bush Fires Act 1954* a local government from time to time may appoint such person as it thinks necessary for be its bush fire control officers and of those officers shall appoint two as the Chief Bush Fire Control Officer and Deputy Bush Fire Control Officer. The City has both a Chief Bush Fire Control Officer and Deputy Bush Fire Control Officer. In accordance with section 17(10) of the *Bush Fires Act 1954* a local government may by resolution delegate to its Mayor and its Chief Bush Fire Control Officer jointly its powers to determine a variation of the prohibited burning times where seasonal conditions warrant it, after consultation with a CALM Act Officer. Any such variation must comply with the procedural requirements state a s. 17(7B) and (8) of the *Bush Fires Act 1954*.

Instrument of Delegation *(Council to CEO)*	**Status in New Register**	**Comment**
		In view of this an Instrument of Delegation should be made to the Mayor and Chief Bush Fire Control Officer jointly and appropriately made (through a resolution of Council) to determine such variations to prohibited burning times as required.
Bush Fires Act Delegations - Prosecution of Offences and Infringement Notices	* Revise existing Instrument in place	Section 48 of the *Bush Fires Act 1954* allows for a local government to delegate to its CEO the performance of any of its functions under that Act. Any delegation to a CEO cannot be sub-delegated to other employees, although there is no limit on the ability of a local government to act through its council, member of staff or other agents in the normal course of its business. In accordance with section 59(3) of the Bush Fires Act 1954 a local government may, by written instrument of delegation, delegate authority generally, or in any class of case, or in any particular case, to its bush fire control officer, or other officer, to consider allegations of offences alleged to have been committed against the Act and institute and carry on proceedings in the name of the local government against any person alleged to have committed any of those offences in the district. This provision therefore allows the local government to delegate to other employees other than the CEO. The existing Instrument of Delegation around this discretionary function is suggested to be revised in alignment with the WALGA model to provide better clarity around the heads of power and discretionary function.
Cat Act		
Cat Act Delegations - Functions of a Local Government	* Revise existing Instrument in place	Section 44 of the *Cat Act 2011* allows for a local government to delegate to its CEO the exercise of any of its powers or the discharge of any of its duties under that Act (a decision by an absolute majority of Council). Section 45 of the *Cat Act 2011* provides that the CEO is able to sub-delegate to other employees, the CEOs functions or other powers or duties delegated by the local government to the CEO. Like other statutes, the *Cat Act 2011* provides for the local government to perform any of its functions by acting through a person other than the CEO or the CEO from performing any of their functions by acting through another person. A general delegation is suggested outside of other specific Instruments of Delegation created.
Cat Act Delegations - Cat Registrations	* Revise existing Instrument in place	The City currently has two Instruments of Delegation around cat registrations and it is recommended they are consolidated into one Instrument.
Cat Act Delegations - Cat Control Notices	* Revise existing Instrument in place	The City currently has an Instrument of Delegation around Cat Control Notices and should be maintained.
Cat Act Delegations - Approval to Breed Cats	* Revise existing Instrument in place	The City currently has three Instruments of Delegation around approvals to breed cats and consolidation into a single Instrument of Delegation, based on the WALGA model is supported.

Instrument of Delegation *(Council to CEO)*	**Status in New Register**	**Comment**
Cat Act Delegations - Recovery of Costs – Destruction of Cats	* Revise existing Instrument in place	The City currently has an Instrument of Delegation around the recovery of costs associated with the destruction of cats and should be maintained.
Cat Act Delegations - Authorise a person to perform Specified functions under the Cat Act 2011	New	Section 73 of the Cat Act 2011 provides that the following persons are authorised to commence a prosecution for an offence under the Cat Act 2011 or Cat local laws: (a) a person who is acting in the course of his or her duties as an employee of a local government; (b) a person who is authorised to do so by a local government. Although it is likely that prosecutions for offences are likely to be commenced by local government employees, there may be situations where other people may need to be authorised and therefore an Instrument of Delegation should be in place.
Cat Act Delegations - Applications to Keep Additional Cats	New	Under the Cat (Uniform Local Provisions) Regulations 2013 applications can be made for the keeping of additional cats, and such approval granted. A new Instrument of Delegation is recommended to be created to those employees that can determine and approve such applications.
Cat Act Delegations - Reduce or Waiver Registration Fee	New	The Cat Regulations 2012 allow a local government to reduce or waive the registration fees for a cat. It is recommended that an Instrument of Delegation be put in place to allow officers to perform this function. A condition of this delegation is that it does not relate to classes of cat, only in individual circumstances.
Cat Act Delegations - Cat Management Facility	* Revise existing Instruments in place	The City currently has two instruments of Delegation in place relating to the recovery of certain costs from an owner of a cat, in a court of competent jurisdiction and the ability to microchip and /or sterilise a cat before it is reclaimed or transferred from a cat management facility. In view of this and although it is not an Instrument of Delegation within the WALGA model, it is considered worthy of retaining these Instruments of Delegation however consolidating them into one instrument.
Dog Act		
Dog Act Delegations - Functions of a Local Government	* Revise existing Instrument in place	Section 10AA of the *Dog Act 1976* allows for a local government, by absolute majority to delegate to its CEO any power or duty of the local government under that Act. Section 10AA(3) of the Dog Act 1976 provides that the delegation may expressly authorise the delegate to further delegate the power or duty. Like other local governments, the City currently has an Instrument of Delegation approach where all “local government” functions under the *Dog Act 1976* are delegated to the CEO. It is suggested that this overarching Instrument stay in place, and create new Instruments of Delegation relating to: • Appoint Registration Officer • Part Payment of Sterilisation Costs / Directions to Veterinary Surgeons

Instrument of Delegation *(Council to CEO)*	**Status in New Register**	**Comment**
		• Refuse or Cancel Registration • Grant Exemption as to Number of Dogs Kept at Premises • Kennel Establishments • Recovery of Moneys Due Under this Act • Dispose of or Sell Dogs Liable to be Destroyed • Dangerous Dog Declared or Seized – Deal with Objections and Determine when to Revoke • Deal with Objection to Notice to Revoke Dangerous Dog Declaration or Destruction Notice • Determine Recoverable Expenses for Dangerous Dog Declaration
Dog Act Delegations - Appoint Registration Officer	New	An Instrument of Delegation around this discretionary function is warranted to provide better clarity as to the discretionary functions to be performed by the local government, and any employee with subsequent sub-delegation.
Dog Act Delegations - Part Payment of Sterilisation Costs / Directions to Veterinary Surgeons	New	An Instrument of Delegation around this discretionary function is warranted to provide better clarity as to the discretionary functions to be performed by the local government, and any employee with subsequent sub-delegation.
Dog Act Delegations - Refuse or Cancel Registration	New	An Instrument of Delegation around this discretionary function is warranted to provide better clarity as to the discretionary functions to be performed by the local government, and any employee with subsequent sub-delegation.
Dog Act Delegations - Grant Exemption as to Number of Dogs Kept at Premises	New	An Instrument of Delegation around this discretionary function is warranted to provide better clarity as to the discretionary functions to be performed by the local government, and any employee with subsequent sub-delegation.
Dog Act Delegations - Kennel Establishments	New	An Instrument of Delegation around this discretionary function is warranted to provide better clarity as to the discretionary functions to be performed by the local government, and any employee with subsequent sub-delegation.
Dog Act Delegations - Recovery of Moneys Due Under this Act	New	An Instrument of Delegation around this discretionary function is warranted to provide better clarity as to the discretionary functions to be performed by the local government, and any employee with subsequent sub-delegation.
Dog Act Delegations - Dispose of or Sell Dogs Liable to be Destroyed	New	An Instrument of Delegation around this discretionary function is warranted to provide better clarity as to the discretionary functions to be performed by the local government, and any employee with subsequent sub-delegation.
Dog Act Delegations - Declare Dangerous Dog	New	Section 33E of the *Dog Act 1976* also provides that this power may be exercised by an Authorised Person however this delegation allows for other employees to be designated to declare a dog dangerous.

Instrument of Delegation *(Council to CEO)*	**Status in New Register**	**Comment**
Dog Act Delegations - Dangerous Dog Declared or Seized – Deal with Objections and Determine when to Revoke	New	An Instrument of Delegation around this discretionary function is warranted to provide better clarity as to the discretionary functions to be performed by the local government, and any employee with subsequent sub-delegation.
Dog Act Delegations - Deal with Objection to Notice to Revoke Dangerous Dog Declaration or Destruction Notice	New	An Instrument of Delegation around this discretionary function is warranted to provide better clarity as to the discretionary functions to be performed by the local government, and any employee with subsequent sub-delegation. Delegation of the s.33H(5) power to deal with an objection should not be delegated to the same person / position who is delegated / authorised to exercise s.33H(1) and (2).
Dog Act Delegations - Determine Recoverable Expenses for Dangerous Dog Declaration	New	An Instrument of Delegation around this discretionary function is warranted to provide better clarity as to the discretionary functions to be performed by the local government, and any employee with subsequent sub-delegation. Delegation does not include s.33M(1)(b) as the setting of a fixed fee is recommended to occur by Council resolution in accordance with s.6.16 of the *Local Government Act 1995*.
Food Act		
Food Act Delegations - Determine Compensation	New	The Food Act 2008 confers many functions upon enforcement agencies, which include local governments. Section 118(2) of the *Food Act 2008* provides *'A function conferred or imposed on an enforcement agency may be delegated — …(b) if the enforcement agency is a local government… — subject to subsections (3) and (4), in accordance with the regulations.'* Section 118(3) provides the performance of functions by delegates is subject to any conditions imposed or guidelines adopted by the CEO of the department of the public service principally assisting in the administration of the *Food Act 2008*, which at this time is the Director General of the Department of Health. Section 118(4) provides that regulations may make specific provision for sub-delegation, and if a function is sub-delegated it is also subject to the same conditions and guidelines as a delegation. Unlike other statutes, the *Food Act 2008* does not address acting through for enforcement agencies and currently there are no regulation relating to sub-delegation meaning that any delegations have to be directly made to officers concerned. Similar to other local governments, the City currently has an Instrument of Delegation approach where all "enforcement agency" functions (being local government functions) under the *Food Act 2008* are delegated to the CEO. However, as there is no power for acting through or sub-delegation, it is recommended the WALGA model approach be implemented where specific functions of an enforcement agency under the *Food Act 2008* are detailed in separate Instruments of Delegation. The *Food Act 2008* allows the City to determine applications for compensation in relation to any item seized, if no contravention has been committed and the item cannot be returned. Furthermore, a function can be delegated to determine an application for compensation from a

Instrument of Delegation *(Council to CEO)*	**Status in New Register**	**Comment**
		person on whom a prohibition notice has been served and who has suffered loss as the result of the making of the order and who considers that there were insufficient grounds for making the order. A separate Instrument of Delegation is therefore recommended.
Food Act Delegations - Prohibition Orders and Certificates of Clearance	* Revise existing Instruments in place	The City has two Instruments of Delegation in place around prohibition orders and certificates of clearance. The delegates for this function are the same for both functions, being: • Chief Executive Officer; • Director Planning and Development; • Manager Development Services; • Service Lead Built Environment and Health; • Coordinator Environmental Health. It is suggested that the two instruments be merged into one as per the WALGA model.
Food Act Delegations - Food Business Registrations	* Revise existing Instruments in place	The City has three Instruments of Delegation in place around food business registrations. It is suggested that the three instruments be merged into one as per the WALGA model.
Food Act Delegations - Appoint Authorised Officers and Designated Officers	New	Under the *Food Act 2008* an enforcement agency can appoint authorised officers for the purposes of the Act, if the enforcement agency, having regard to the qualifications and training of those persons to be appointed as authorised officer. In view of this, authorised officers are generally those City employees holding the qualifications of an Environmental Health Officer. As detailed above, the City currently has a single Instrument of Delegation approach where all “enforcement agency” functions (being local government functions) under the *Food Act 2008* are delegated to the CEO. However, as there is no power for acting through or sub-delegation, it is recommended the specific functions of an enforcement agency under the *Food Act 2008* be captured in a separate Instrument of Delegation.
Food Act Delegations - Debt Recovery and Prosecutions	New	Under the Food Act 2008 an enforcement agency can recover costs incurred as a result of disposal of seized items. As detailed above, the City currently has a single Instrument of Delegation approach where all “enforcement agency” functions (being local government functions) under the *Food Act 2008* are delegated to the CEO. However, as there is no power for acting through or sub-delegation, it is recommended the specific functions of an enforcement agency under the *Food Act 2008* be captured in a separate Instrument of Delegation.
Food Act Delegations - Food Businesses List – Public Access	* Revise existing Instruments in place	The City has an Instrument of Delegation in place around its list of food businesses and it is suggested that the instrument be revised into the WALGA model.

Instrument of Delegation *(Council to CEO)*	**Status in New Register**	**Comment**
Graffiti Vandalism Act		
Graffiti Vandalism Act Delegations - Give Notice Requiring Obliteration of Graffiti	New	The *Graffiti Vandalism Act 2016* has resulted in a consolidated approach and legislative framework around dealing with graffiti vandalism. In the main it deals with the type of graffiti offences and local government powers, particularly around graffiti on private property. Under sections 16 and 17 of the *Graffiti Vandalism Act 2016* a local government may delegate to its CEO the exercise of any of its powers or the discharge of any of its duties under the Act. The CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under another provision of the Act other than the power of delegation. Unlike other legislation, there is no acting through provisions within the *Graffiti Vandalism Act 2016*. The City does not have any Instruments of Delegation around the powers or duties of a local government under the *Graffiti Vandalism Act 2016*, and therefore it may be beneficial for the City to create such instruments, as per the WALGA model so that activities under this piece of legislation can be effectively administered.
Graffiti Vandalism Act Delegations - Notices – Deal with Objections and Give Effect to Notices	New	The City does not have any Instruments of Delegation around the powers or duties of a local government under the *Graffiti Vandalism Act 2016*, and therefore it may be beneficial for the City to create such instruments, as per the WALGA model so that activities under this piece of legislation can be effectively administered.
Graffiti Vandalism Act Delegations - Obliterate Graffiti on Private Property	New	The City does not have any Instruments of Delegation around the powers or duties of a local government under the *Graffiti Vandalism Act 2016*, and therefore it may be beneficial for the City to create such instruments, as per the WALGA model so that activities under this piece of legislation can be effectively administered.
Graffiti Vandalism Act Delegations - Powers of Entry	New	The City does not have any Instruments of Delegation around the powers or duties of a local government under the *Graffiti Vandalism Act 2016*, and therefore it may be beneficial for the City to create such instruments, as per the WALGA model so that activities under this piece of legislation can be effectively administered.
Public Health Act		
Public Health Act Delegations - Appoint Authorised Officer or Approved Officer (Asbestos Regs)	* Revise existing Instruments in place	The City has an Instrument of Delegation in place around this function and it is suggested that the instrument be revised into the WALGA model.
Public Health Act Delegations - Enforcement Agency Reports to the Chief Health Officer	New	The City does not have an Instrument of Delegation around these functions under the *Public Health Act 2016*. Although the preparation and submission of reports to the Chief Health Officer are mandatory, it is suggested that an Instrument of Delegation be created to clarify the employee responsible at the City to perform such functions on behalf of the enforcement agency (local government).

Instrument of Delegation *(Council to CEO)*	**Status in New Register**	**Comment**
Public Health Act Delegations - Designate Authorised Officers	New	The City does not have an Instrument of Delegation around these functions under the *Public Health Act 2016.* It is suggested that an Instrument of Delegation be created to clarify the employee responsible at the City to perform such functions on behalf of the enforcement agency (local government).
Planning and Development Act		
Planning and Development Act Delegations - Illegal Development	* Revise existing Instrument in place	Under Section 2.14 of the *Planning and Development Act 2005* written directions can be given regarding certain illegal development under that Act. Unlike other statutes the power to delegate these functions are expressly referenced in the *Local Government Act 1995* (s.5.42(1)(b)). The City has an Instrument of Delegation in place around this function and it is suggested that the instrument be revised into the WALGA model.
Local Planning Scheme Delegations		
Urban Planning Functions	* Revise existing Instrument in place	The current Instrument of Delegation relates to the authority to exercise all powers and discharge all duties under the Deemed Provisions (Schedule 2) of the Planning and Development (Local Planning Schemes) Regulations 2015, Local Planning Scheme No. 3 and Local Planning Scheme No. 3 Policy Manual. As this instrument is specific to the City's planning functions. the current Instrument of Delegation has been converted into the WALGA Template being used for new Instruments of Delegation; however the detail has not changed. It should be noted that new Instrument of Delegation will be needed on the commencement of the City's Local Planning Scheme No. 4.
Rights of Way – Alteration to Category	* Revise existing Instrument in place	As this instrument is specific to the City's planning functions, the current Instrument of Delegation has been converted into the WALGA Template being used for new Instruments of Delegation, however the detail has not change. It should be noted that new Instrument of Delegation will be needed on the commencement of the City's Local Planning Scheme No. 4.
Strata Titles Act Delegations		
Issuing Certificates of Approval	* Revise existing Instrument in place	The current Instrument of Delegation has been converted into the WALGA Model Instrument of Delegation.

13. REPORTS FOR CONSIDERATION IN ACCORDANCE WITH CLAUSE 4.2(4) OF THE MEETING PROCEDURES LOCAL LAW 2021

In accordance with Clause 4.2(4) of the City of Stirling Meeting Procedures Local Law 2021, the Chief Executive Officer may include on the agenda of a Council meeting, in an appropriate place within the order of business, any matter which must be decided, or which he considers is appropriate to be decided, by that meeting.

13.1 CITY ELECTRIC VEHICLE CHARGERS

Business Unit:	Facilities, Projects & Assets	Service: Facility Management
Ward:	Osborne	Location: City of Stirling Administration Building
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution

0626/015

Moved Councillor Ferrante, seconded Councillor Re

1. **That Council NOTES the report on City Electric Vehicle Chargers.**

2. **That Council NOTES reducing rates for City Electric Vehicle Chargers and the opening of Civic Place (Red Bay) Electric Vehicle chargers at the Administration Building for public use is not recommended.**

3. **That the City REVIEW access to the Civic Place Electric Vehicle chargers at the Administration Building if the chargers in Puccini Court reach 80% utilisation.**

The motion was put and declared CARRIED (15/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

Recommendation

1. That Council NOTES the report on City Electric Vehicle Chargers.

2. That Council NOTES reducing rates for City Electric Vehicle Chargers and the opening of Civic Place (Red Bay) Electric Vehicle chargers at the Administration Building for public use is not recommended.

3. That the City REVIEW access to the Civic Place Electric Vehicle chargers at the Administration Building if the chargers in Puccini Court reach 80% utilisation.

Purpose

To respond to a Notice of Motion submitted by Councillor Joe Ferrante for Council to consider opening the Civic Place electric vehicle charging points for public use and implementing a temporary reduced kilowatt rate, to support cost of living pressures associated with global fuel supply conditions.

Details

At its meeting held 19 May 2026, in response to a Notice of Motion submitted by Councillor Joe Ferrante, Council resolved (Council Resolution Number 0526/037) to investigate the opening of 53 electric vehicle charging points located at the City of Stirling's Civic Place for public use, and to consider a reduced per kilowatt rate for ratepayers for a period of up to three months in light of global fuel supply conditions and cost of living pressures.

The City currently owns and manages a network of 53 electric vehicle (EV) chargers across five different sites. This equates to 95 charging points being available as many of the chargers are 'dual'.

Of these, 10 chargers (19 charging points) are currently available to the public.

Details are shown in the table below.

Site	Location	**Users**	No. Charger	No. Charing ports	Speed
1. Stirling Administration & Civic Centre	Basement	Fleet	10	10	Slow
	Staff carpark (red bays)	Fleet * Staff private cars	14	28	Slow
		Fleet	2	4	Fast
	Puccini court	Public, fleet	4	8	Slow
	Total		30	50	
2. Operations Centre	Staff canopy carpark	Fleet	16	32	Slow
	Truck carpark	Fleet	1	1	Slow
	Visitor Carpark	Public, fleet	1	2	Slow
	Total		18	35	
3. Scarborough Beach Precinct	Southern carpark	Public, fleet	1	2	Slow
	Northern carpark	Public, fleet	1	2	Slow
	Total		2	4	
4. Inglewood Community Hub (Bob Daniels Community Centre)	Carpark	Public, fleet	1	2	Slow
5. Stirling Leisure – Hamersley Public Golf Course	Carpark	Public, fleet	2	4	Slow
Total			53	95	

Administration Building EV Chargers

At the Administration Building, there are a total of 30 EV chargers (50 charging points), with four chargers (eight charging points) currently available to the public at Puccini Court.

The resolution passed by Council relates to Civic Place (Red Bays), where there are 16 chargers (32 charging points). These are not currently available to the public as they are located within the staff car park which is heavily utilised during business hours. The City has, however, made these chargers available for staff use on privately owned EVs, and there is sufficient capacity to meet current demand. Staff are 'invited' to access the 'app' and charged commercial rates for usage.

The four public EV chargers (eight charging points) in Puccini Court, have recorded an average utilisation rate of approximately 20% during business hours (6.00am – 6.00pm) over the past six months, decreasing to around 2% outside these hours. This indicates that the existing public charging infrastructure is currently underutilised and has sufficient capacity to meet near-term demand. This presents an opportunity to emphasis their availability to the public through City communications channels.

In addition to this, Red Bay chargers cannot not be made available to the public during business hours due to their location in the staff carpark nor Sundays due to its use by the Stirling Farmers Market.

However, if after-hours utilisation of the Puccini Court chargers increases to 80%, the City may consider extending public access to these chargers outside of business hours and market usage. 80% is a notional average to ensure changes can be made before the chargers reach 100% utilisation. The carpark, however, must remain clear of vehicles before and during Stirling Farmers Market operations (Saturday night and Sunday morning) to allow for stall setup.

Income and pricing

In relation to increasing income opportunities, the four public EV chargers at the Administration Building generated only $3,117.21 over the past six months, equating to approximately $1,500 per charger per annum and a total of approximately $6,234 per annum. This presents limited opportunity to increase City's income materially. Kilowatt rates are set by the City and payments made through the 'Charge Hub' app with income forwarded to the City.

The current public charging rate is $0.44 per kWh, which reflects the cost of electricity, credit card processing fees, software fees, and GST. This pricing does not include any margin and excludes additional costs such as maintenance and Renewable Energy Certificate (REC) purchases required to meet the City's Sustainable Energy Action Plan (SEAP). Any reduction in this rate would have a direct cost impact on the City.

Based on these factors, the cost-reflective charging rate could potentially be increased to approximately $0.49 per kWh. However, the City proposes to maintain the current pricing to support cost-of-living relief for residents. These costs are based on the chargers using 100% grid electricity however, there may be times outside of business hours when they are partially supported by the Solar Panels on the facility. This would reduce the City's direct costs.

Financial Assessment and Implications

The opportunity to increase income for the City is not material noting the income to date equates to approximately $6,000 per annum. Any reduction in kilowatt rates would have a minor cost impact on the City although again, not material.

Stakeholder Engagement

Nil.

Options Summary

The following options were considered, presented in the order in which they are recommended.

OPTIONS	
1.	Business as usual. Maintain current rates and existing access to EV chargers (recommended).
2.	Open up Red Bay EV chargers to public usage.
3.	Open up Red Bay EV chargers to public usage and reduce charging rates to the public.

Recommended Action

As the existing public chargers at the Administration Building are currently underutilised, it is recommended to maintain both current kilowatt rates and existing access to EV chargers at the Administration Building.

Relevant Policies, Legislation and Council Resolutions

Local Government Act 1995

Meeting Date	Council Resolution Number	Council Resolution
19 May 2026	0526/037	That a report be PRESENTED to Council for the consideration of opening 53 Electric Vehicle station points located at the City of Stirling's Civic Place for public use, and given the current situation of global fuel supplies, that Council CONSIDERS a reduced per kilowatt rate for ratepayers for a period of up to three months, as similarly done in reducing the fuel levy, to help in the cost of living expenses.

Sustainable Stirling 2022-2032

Key Result Area: Our natural environment

Objective: An energy-smart City

Priority: Improve the City's energy management and maximise energy efficiency

Strategic Risk

Strategic Risk	Risk Appetite
Environment	The City will prioritise protection, enhancement and sustainability of the natural environment unless this cannot be achieved without significantly compromising the City's economic or social sustainability.

Relevant Documents and Information

Attachments

Nil.

Available for viewing at the meeting

Nil.

Linked Documents

Nil.

13.2 TENDER 71388 ELECTRICAL MAINTENANCE SERVICES

Business Unit:	Facilities, Projects & Assets	Service: Facility Management
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution

0626/016

Moved Councillor Giudici, seconded Councillor Hatton

That the tender from The Fauntleroy Family Trust & The Mihevc Family Trust t/as Boyan Electrical Services for the Tender Electrical Maintenance Services be ACCEPTED as Reserve Contractor due to Janissen Electrical, a previously appointed contractor, declining a contract with the City, based on the Schedule of Rates as detailed in Confidential Attachment 1.

The motion was put and declared CARRIED (15/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

Recommendation

That the tender from The Fauntleroy Family Trust & The Mihevc Family Trust t/as Boyan Electrical Services for the Tender Electrical Maintenance Services be ACCEPTED as Reserve Contractor due to Janissen Electrical, a previously appointed contractor, declining a contract with the City, based on the Schedule of Rates as detailed in Confidential Attachment 1.

Purpose

To report on the results from public Invitation for Tender (IFT) and the evaluation of tenders, in accordance with Regulation 18 of the Local Government (Functions and General) Regulations 1996.

As a previous successful tenderer has not accepted their proposed contract, this additional report is presented to appoint a replacement tenderer.

Details

Tender Description

The City of Stirling is looking to engage a suitably qualified and resourced Contractor(s) to attend to electrical maintenance works throughout the City. Works include reactive, planned, renewal maintenance and minor works.

- Reactive Maintenance - unscheduled repairs due to faults or breakdowns within the City's buildings or of assets.
- Planned Maintenance - performed cyclically to maintain efficient operating life; or avoid potential failure of components and to comply with statutory requirements.
- Renewal Maintenance - work performed from time to time to bring an item back to its original state or functional condition.
- Minor Works - improvements or works that add to, alter or upgrade the building or specified building components. The improvements largely arise from changed functional or business needs of building occupants.

Tender Details

IFT Number	71388	
IFT Title	Electrical Maintenance Services	
Contract Term	Initial:	Three Years
	Extension Options:	Two extension options of one year each
Tendered Rates/Cost	Provided in Attachment 1 to this report (confidential)	
Panel Allocation	Works will be distributed based on the geographical location (Zone) of the work required.	
Advertising:	Saturday 17 January 2026	The West Australian
Tender Deadline:	Wednesday 11 February 2026	2.00pm
Tender Opening:	Wednesday 11 February 2026	2.00pm

Tender Submissions

Twenty tenders were received, including alternative and non-conforming Tenders:

Tenderer	Trading Name
Airmaster Corporation Pty Ltd	Airmaster Electrical
AWB CO. Pty Ltd	AWB
The Fauntleroy Family Trust & The Mihevc Family Trust	Boyan Electrical Services
Cull Holdings Pty Ltd	Cullys
IPC Electrical WA Pty Ltd	Elexacom
Greenlite Electrical Contractors Pty Ltd (Conforming Tender)	Greenlite Electrical Contractors
Greenlite Electrical Contractors Pty Ltd (Alternative Tender)	Greenlite Electrical Contractors
Inlightec Electrical Solutions Pty Ltd	Inlightec Electrical Solutions
Tri Tech Group Pty Ltd	Janissen Electrics
LECE Pty Ltd	LECE Pty Ltd
MMJ Electrical Pty Ltd	MMJ Electrical
Northlake Electrical Pty Ltd	Northlake Electrical
On Tap Services Pty Ltd	On Tap Services
PEAP Contractors Pty Ltd	Perth Electrical and Pumping Contractors
KGR Electrical Services Pty Ltd	Prime Time Electricians WA
SREWA Pty Ltd	Swan River Electrical
Techworks Electrical Pty Ltd (Conforming Tender)	Techworks Electrical
Techworks Electrical Pty Ltd (Alternative Tender)	Techworks Electrical
The Trustee for The Gilmour Trust	Gilmour & Jooste Electrical
Williams Electrical Service Pty Ltd	Williams Electrical Service

Contract

Commencement Date of New Contract:	16 June 2026
Completion Date of New Contract:	15 June 2029
Price Basis of New Contract:	Schedule of Rates

Tender Evaluation Panel

The tender evaluation panel comprised of four members, including a Business Unit Manager (Chairperson) and three Officers. Process and probity advice during evaluation was provided by a City Procurement Officer.

Evaluation of Tenders

The objective of the evaluation panel is to recommend a suitably qualified and experienced Contractor or Contractors to satisfy the requirement of the above-mentioned IFT.

Based on evaluation of the received submissions and subsequent compliance assessments, the Evaluation Panel recommend that the Tenderer(s) recommended in this report be accepted at the estimated Contract value and Contract term provided above, based on the weighted criteria outlined below:

Reactive Services Evaluation Table 1 of 2

Tender/Panel Name		Electrical Maintenance – Reactive Services									
Tenderers		**Northlake Electrical**	**Janissen Electrics**	**Greenlite Electrical (conforming tender)**	**Boyan Electrical**	**MMJ Electrical**	**Techworks Electrical**	**Greenlite Electrical (alternative tender)**	**PEAP Contractors**	**Airmaster Electrical**	**Williams Electrical Service**
Criteria	Weighting	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score
Experience	35%										
Project Details	30%										
Sustainability	5%										
Non-Price	70%										
Price	30%										
Total Weighted Adjusted Score		**82.2**	**69.5**	**84.8**	**72**	**70.9**	**60**	**71.3**	**57.1**	**52.3**	**50.7**
Ranking		**2**	**6**	**1**	**3**	**5**	**7**	**4**	**8**	**9**	**12**

Reactive Services Evaluation Table 2 of 2

Tender /Panel Name		Electrical Maintenance – Reactive Services									
Tenderers		**Gilmour & Jooste Electrical**	**AWB CO.**	**LECE Pty Ltd**	**On Tap Services**	**IPC Electrical t/as Elexacom**	**Prime Time Electricians WA**	**Cull Holdings**	**Inlightec Electrical Solutions**	**Swan River Electrical**	**Techworks Electrical (alternative tender)**
Criteria	Weighting	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score
Experience	35%								Non-Compliant	Non-Compliant	Non-Compliant
Project Details	30%										
Sustainability	5%										
Non-Price	70%										
Price	30%										
Total Weighted Adjusted Score		**51.8**	**52.3**	**41.2**	**44.8**	**42.3**	**40.8**	**40.5**			
Ranking		**11**	**10**	**15**	**13**	**14**	**16**	**17**			

Routine Services Evaluation Table 1 of 2

Tender/Panel Name		Electrical Maintenance – Routine Services									
Tenderers		Northlake Electrical	Janissen Electrics	Greenlite Electrical (conforming tender)	Boyan Electrical	MMJ Electrical	Techworks Electrical	Greenlite Electrical (alternate tender)	PEAP Contractors	Airmaster Electrical	Williams Electrical Service
Criteria	Weighting	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score
Experience	35%										
Project Details	30%										
Sustainability	5%										
Non-Price	70%										
Price	30%										
Total Weighted Adjusted Score		**72.9**	**78**	**62.3**	**59.9**	**59**	**57.7**	**48.8**	**50.3**	**46.6**	**48.3**
Ranking		**2**	**1**	**3**	**4**	**5**	**6**	**8**	**7**	**10**	**9**

Routine Services Evaluation Table 2 of 2

Tender Name		Electrical Maintenance – Routine Services									
Tenderers		**Gilmour & Jooste Electrical**	**AWB CO.**	**LECE Pty Ltd**	**On Tap Services**	**IPC Electrical t/as Elexacom**	**Prime Time Electricians WA**	**Cull Holdings**	**Inlightec Electrical Solutions**	**Swan River Electrical**	**Techworks Electrical (alternative tender)**
Criteria	Weighting	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score
Experience	35%								Non-Compliant	Non-Compliant	Non-Compliant
Project Details	30%										
Sustainability	5%										
Non-Price	70%										
Price	30%										
Total Weighted Adjusted Score		**40.4**	**40.3**	**43.2**	**38.7**	**39.8**	**30.1**	**29.1**			
Ranking		**12**	**13**	**11**	**15**	**14**	**16**	**17**			

Evaluation Justification

At its meeting held 5 May 2026, Council resolved (Council Resolution Number 0526/015) to accept the tenders from Greenlite Electrical Contractors Pty Ltd (Conforming Tender), Northlake Electrical Pty Ltd and Tri Tech Group Pty Ltd T/as Janissen Electrics for the Tender Electrical Maintenance Services.

Janissen Electrics have since advised that it would not accept the contract which only included Routine Services.

Following Janissen Electrics' decision to decline the contract, the Tender Evaluation Panel recommends that The Fauntleroy Family Trust & The Mihevc Family Trust t/as Boyan Electrical Services be appointed as the Reserve Contractor. Boyan Electrical Services was the next highest ranked conforming tenderer suitable for appointment to the panel and is considered capable of providing reserve capacity under the contract when required in accordance with the panel allocation of work.

Comment

All members of the evaluation panel have made a conflict-of-interest declaration in writing confirming they have no relationships with any of the tenderers.

It is confirmed that the following checks have been undertaken:

Has the recommended Tenderer(s) undergone Reference Checks successfully?	YES
Has the recommended Tenderer(s) undergone Probity assessment and been deemed compliant?	YES
Has the recommended Tenderer(s) undergone Financial Viability assessment and been deemed acceptable?	YES
Was a Conflict of Interest declared? If yes, please specify how it was managed	NO
Has the recommended Tenderer(s) undergone a Work Health and Safety assessment and been deemed acceptable?	YES

Financial Assessment and Implications

Provided in the report to the Community and Resources Committee meeting held 28 April 2026 at the Council meeting held 5 May 2026.

Stakeholder Engagement

In accordance with Section 1.8 of the *Local Government Act 1995* and Regulation 14(1) of the Local Government (Functions and General) Regulations 1996 the Tender was advertised in a statewide publication. A link to the Tender documents was also made available via the City's website.

Following contract execution, details will be included on the Tender Register on the City's Website.

Relevant Policies, Legislation and Council Resolutions

The Tender has been conducted in accordance with Part 4 of the Local Government (Functions and General) Regulations 1996.

City of Stirling Procurement Policy

Delegated Authority Register

Local Government Act 1995

Meeting Date	Council Resolution Number	Council Resolution
5 May 2026	0526/015	That the tender from Greenlite Electrical Contractors Pty Ltd (Conforming Tender), Northlake Electrical Pty Ltd and Tri Tech Group Pty Ltd T/as Janissen Electrics for the Tender Electrical Maintenance Services be ACCEPTED, based on the Schedule of Rates as detailed in Confidential Attachment 1.

Sustainable Stirling 2022-2032

Key Result Area: Our leadership

Objective: A well-governed City

Priority: Comply with legislation, standards and obligations

Strategic Risk

Strategic Risk	Risk Appetite
Governance, Integrity & Compliance	If governance integrity or compliance practices degrade, then decisions and operations may breach obligations or erode trust, leading to regulatory action and impaired service legitimacy.

A detailed analysis of risk is shown in the attached options analysis.

Relevant Documents and Information

Attachments

Attachment 1 - Evaluation and Price Modelling (circulated to Elected Members under confidential separate cover in accordance with section 5.23(4) of the *Local Government Act 1995* - (c) the information contained in a tender received by the local government for a contract to the extent that the information (i) is a tendered price or (ii) a tendered methodology for calculating a price)

Attachment 2 - List of Directors ⇩

Available for viewing at meeting

Nil

Linked Documents

Nil.

List of All Tenderers' Directors and Shareholders

Tenderer (ASIC registered) and Trading Name	Director or Shareholder's Name
Airmaster Corporation Pty Ltd	Noel Courtney Wayne Bover Matthew Wisniewski Darren Arthur
AWB CO. Pty Ltd	Vaughan Graham Graeme Kennedy Laura Bucur
Boyan Electrical Services	Tim Mihevc David Fauntleroy Summer Payne
Cull Holdings Pty Ltd	Thomas Cull
IPC Electrical t/as Elexacom	David Carr
Greenlite Electrical Contractors Pty Ltd	Colin Charles Browm Lynden Jean Brown
Inlightec Electrical Solutions Pty Ltd	Jean Hatangimana Vanessa Nguyen
Tri Tech Group Pty Ltd t/as Janissen	Adam Coles Simon Brice
LECE Pty Ltd	Phil Stevenson
MMJ Electrical Pty Ltd	Michael Mark Jacob
Northlake Electrical Pty Ltd	Tony Mangano
On Tap Services Pty Ltd	Sam Clark Colin De Vincentiis
PEAP Contractors Pty Ltd	Cameron Doncon

	Kerry Ferguson
KGR Electrical Services Pty Ltd t/as Prime Time Electricians WA	Kent Grincer
SREWA Pty Ltd t/as Swan River Electrical	Alex Peddie
Techworks Electrical Pty Ltd	Matthew Goundrey
The Trustee for The Gilmour Trust t/as Gilmour & Jooste Electrical	Garth Gilmour
Williams Electrical Service Pty Ltd	Stephen Cook Peter Beveridge

All Recommendation approvers are to remove themselves from the voting process if you have a conflict of interest with any of the individuals listed in this attachment

Councillor Tony Krsticevic left the meeting at 7.44pm during consideration of Item 13.3, and returned at 7.46pm.

13.3 CONTRACT VARIATION MICROSOFT ENTERPRISE AGREEMENT

Business Unit:	Corporate Information Services	Service: Technology Services
Ward:	City Wide	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Moved Councillor Proud, seconded Councillor Paparde

That the Proposal from Microsoft via Insight Enterprises Australia Pty Ltd for the Upgrade to Microsoft 365 E5 Licence for the Microsoft Enterprise Agreement (Contract number 2477) be ACCEPTED, based on the Schedule of Rates as detailed in Confidential Attachment 1.

Council Resolution

0626/017

Moved Councillor Olow, seconded Councillor Creado

1. That in accordance with the *Local Government Act 1995*, the meeting is to BE CLOSED TO THE PUBLIC to ensure confidentiality for the following matter as the information contained in an attachment (and subsequent discussion) details information or may discuss information so prescribed:

a. 13.2 - CONTRACT VARIATION MICROSOFT ENTERPRISE AGREEMENT as it deals with a matter under section 5.23(4) of the Local Government Act 1995 - (c) the information contained in a tender received by the local government for a contract to the extent that the information (i) is a tendered price or (ii) a tendered methodology for calculating a price.

2. That following discussion on the item detailed in Part 1 above, the meeting will BE OPENED TO THE PUBLIC.

The motion was put and declared CARRIED (15/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

The meeting was closed to the public at 7.43pm.

Council Resolution

0626/018

Moved Councillor Re, seconded Councillor Krsticevic

That the meeting be OPENED to the public.

The motion was put and declared CARRIED (15/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

At 7.52pm the meeting was re-opened to the public.

Council Resolution

0626/019

Moved Councillor Proud, seconded Councillor Paparde

That the Proposal from Microsoft via Insight Enterprises Australia Pty Ltd for the Upgrade to Microsoft 365 E5 Licence for the Microsoft Enterprise Agreement (Contract number 2477) be ACCEPTED, based on the Schedule of Rates as detailed in Confidential Attachment 1.

The motion was put and declared CARRIED (15/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

Recommendation

That the Proposal from Microsoft via Insight Enterprises Australia Pty Ltd for the Upgrade to Microsoft 365 E5 Licence for the Microsoft Enterprise Agreement (Contract number 2477) be ACCEPTED, based on the Schedule of Rates as detailed in Confidential Attachment 1.

Purpose

To seek Councils approval to vary previously accepted contract number 2477 (Council Resolution Number 0524/031) by upgrading to a Microsoft 365 E5 Licence and extending the term to 30 June 2029.

Details

Contract Background

The City's current Microsoft Enterprise Agreement is due to expire in June 2027. Under the existing E3 licensing model, the City does not have access to capabilities required to meet its planned digital, security and compliance objectives. These include advanced cybersecurity tools, compliance and information governance functions, identity management, analytics, and telephony integration.

To deliver these capabilities under the E3 model, the City would be required to procure multiple additional licences and systems over the next three years, increasing procurement complexity, vendor reliance, and overall cost.

Additionally, external drivers, including the Privacy and Responsible Information Sharing (PRIS) Act 2024 compliance requirements and the impending end-of-life of the Cisco voice infrastructure in July 2027, necessitate an uplift in capability within defined timeframes.

Contract Variation Description

Upgrade to Microsoft 365 E5 Licence, commencing from 1 July 2026 for three Years.

Contract Details

Contract Number	2477	
Contract Term	Current Term:	Three Years
	Revised Term:	Five Years
Rates/Cost	Provided in Confidential Attachment 1	

Contract

Commencement Date of Contract:	1 July 2024
Completion Date of Contract including extension:	30 June 2029
Price Basis of Contract:	Fixed Price

Contract Variation Justification

The current agreement does not include capabilities required to meet the City's security, data, compliance, and digital strategy objectives. Upgrading to a higher-tier licence consolidates these into a single agreement at a lower overall cost. As Microsoft licensing is centrally priced, there is no commercial benefit in going to market. Delaying the decision would likely result in the loss of current pricing arrangements and significant cost increases, with the current proposal available until 13 June 2026.

Comment

All members of the evaluation panel have made a conflict-of-interest declaration in writing confirming they have no relationships with any of the respondents.

It is confirmed that the following checks have been undertaken:

Has the recommended Respondent(s) undergone Reference Checks successfully?	NO
Not Required	
Has the recommended Respondent(s) undergone Probity assessment and been deemed compliant?	NO
Not Required	
Has the recommended Respondent(s) undergone Financial Viability assessment and been deemed acceptable?	NO
Not Required	
Was a Conflict of Interest declared? If yes, please specify how it was managed	NO
Has the recommended Respondent(s) undergone a Work Health and Safety assessment and been deemed acceptable?	NO
Not Required	

Financial Assessment and Implications

Provided in Confidential Attachment 1.

Stakeholder Engagement

Not applicable. The initial procurement was conducted via an Invitation for Quotation (IFQ) through the WALGA Preferred Supplier Panel, which is exempt from the public tender requirements under Section 1.8 of the *Local Government Act 1995* and Regulation 14(1) of the Local Government (Functions and General) Regulations 1996.

Relevant Policies, Legislation and Council Resolutions

The IFQ has been conducted in accordance with Part 4 of Local Government (Functions and General) Regulations 1996.

City of Stirling Procurement Policy

Delegated Authority Register

Local Government Act 1995

Sustainable Stirling 2022-2032

Key Result Area: Our leadership

Objective: A well-governed City

Priority: Comply with legislation, standards and obligations

Strategic Risk

Strategic Risk	Risk Appetite
Digital, Cyber & Information Resilience	If critical ICT, cyber and information privacy controls are inadequate, services and data can be compromised, leading to outages, reportable privacy breaches and loss of trust. Use of emerging technologies (including AI) without appropriate governance can amplify these exposures.

Relevant Documents and Information

Attachments

Attachment 1 - Evaluation and Price Modelling (circulated to Elected Members under confidential separate cover in accordance with section 5.23(4) of the *Local Government Act 1995* - (c) the information contained in a tender received by the local government for a contract to the extent that the information (i) is a tendered price or (ii) a tendered methodology for calculating a price)

Available for viewing at meeting

Nil.

Linked Documents

Nil.

Councillor Daniela Ion disclosed a Financial Interest in Item 13.4 as she is attending the conference. Subsequently, she left the meeting at 7.54pm, prior to consideration of the Item.

Councillor Teresa Olow disclosed a Financial Interest in Item 13.4 as she is attending the conference. Subsequently, she left the meeting at 7.54pm, prior to consideration of the Item.

Councillor Elizabeth Re disclosed a Financial Interest in Item 13.4 as she is attending the conference. Subsequently, she left the meeting at 7.54pm, prior to consideration of the Item.

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13.4 2026 NATIONAL CONFERENCE REQUEST - 2026 AUSTRALIAN LOCAL GOVERNMENT WOMEN'S ASSOCIATION NATIONAL CONFERENCE

Business Unit:	Governance	Service: Council Governance
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution

0626/020

Moved Councillor Migdale, seconded Councillor Creado

That Council APPROVES the attendance of Councillors Elizabeth Re, Teresa Olow and Daniela Ion at the 2026 Australian Local Government Women's Association National Conference to be held between 20 - 22 August 2026 in Manly, New South Wales

The motion was put and declared CARRIED (12/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Krsticevic, Migdale, Paparde, Perkov, Proud, Thornton and Mayor Irwin.
Against: Nil.

Recommendation

That Council APPROVES the attendance of Councillors Elizabeth Re, Teresa Olow and Daniela Ion at the 2026 Australian Local Government Women's Association National Conference to be held between 20 - 22 August 2026 in Manly, New South Wale

Purpose

To seek Council's approval for Councillors Elizabeth Re, Teresa Olow and Daniela Ion to attend the 2026 Australian Local Government Women's Association National Conference to be held in Manly, New South Wales from 20 - 22 August 2026.

Details

In accordance with the City of Stirling's Elected Member Training Policy, Council approval is required where three or more Elected Members have requested to attend the same interstate conference within Australia.

Councillors Elizabeth Re, Teresa Olow and Daniela Ion have each requested approval to attend the 2026 Australian Local Government Women's Association National Conference to be held 20 - 22 August 2026.

The Australian Local Government Women's Association (ALGWA) National Conference brings together Elected Members and officers from across Australia to advance female participation in local government as well as discuss issues facing women in the sector. Delegates can draw inspiration from thought-provoking presenters, networking opportunities and peer support.

ALGWA was established to assist in furthering knowledge and understanding of the function of local government and to encourage women to participate and make a career in local government. The 2026 conference marks ALGWA's 75th anniversary, carrying the theme 'Bold Beginnings, Brighter Futures.' In recognition of this milestone, Her Excellency the Honourable Ms Sam Mostyn AC, Governor General of the Commonwealth of Australia, accepted the role of Patron for ALGWA in February 2026.

Councillor attendance at this flagship gathering for members, women leaders, policymakers and changemakers will benefit the City through:

- Celebrating 75 years of advocacy and achievement for women in local government;
- Advancing gender equity, inclusive governance and professional development within the sector; and
- Strengthening peer networks, mentoring opportunities and leadership capabilities for female Elected Members and officers.

Financial Assessment and Implications

An estimated cost per person to attend the international conference is tabled below. The costs would be met from each Elected Member's Biennial Conference Allowance:

Inclusions	Amount
Registration Fee	$1,555.70
Airfare (Economy)	$1,506.80
Accommodation (4 nights)	$1,562.52
Estimated Total	$4,625.02

Each of the Councillors requesting to attend have sufficient funds available from their Biennial Conference Allowance to meet the conference costs. Reimbursement for any additional costs will be in accordance with City policies and will be completed upon return.

Stakeholder Engagement

Nil.

Recommended Action

It is recommended that Council approves the attendance of Councillors Elizabeth Re, Teresa Olow and Daniela Ion at the 2026 Australian Local Government Women's Association National Conference from 20 - 22 August 2026 in Manly, New South Wales.

Relevant Policies, Legislation and Council Resolutions

Local Government Act 1995
Elected Member Training Policy

Sustainable Stirling 2022-2032

Key Result Area: Our leadership

Objective: A well-governed City

Priority: Provide local government sector leadership

Strategic Risk

Strategic Risk	Risk Appetite
Governance	The City will act with integrity and implement appropriate processes and controls to avoid breach of legislation.

Relevant Documents and Information

Attachments

Nil.

Available for viewing at meeting

Nil.

Linked Documents

Nil.

Councillor Daniela Ion returned to the meeting at 7.56pm, prior to consideration of Item 13.5.

Councillor Teresa Olow returned to the meeting at 7.56pm, prior to consideration of Item 13.5.

Councillor Elizabeth Re returned to the meeting at 7.56pm, prior to consideration of Item 13.5.

13.5 2026 INTERNATIONAL CONFERENCE REQUESTS - LOCAL GOVERNMENT ASSOCIATION ANNUAL CONFERENCE AND EXHIBITION AND THE 14TH EUROPEAN CONFERENCE ON ARTS & HUMANITIES

Business Unit:	Governance	Service: Council Governance
Ward:	Not Applicable	Location: Not Applicable
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

At the request of Councillor Suzanne Migdale, the Presiding Member withdrew this Item.

14. NOTICES OF MOTION FOR CONSIDERATION

'Notices of Motion for Consideration' include a brief report to assist Council in deciding to approve or not approve the Motion.

A further and more detailed report will be submitted at a future Ordinary Council meeting for Motions that are approved, in accordance with Clause 4.5(2)(c) of the City of Stirling Meeting Procedures Local Law 2021.

14.1 NOTICE OF MOTION - MAYOR MARK IRWIN - PROPOSED METROPOLITAN REGION SCHEME AMENDMENTS FOR THE STEPHENSON HIGHWAY PRIMARY REGIONAL ROAD RESERVE

Business Unit:	City Future	Service: City Future Projects
Ward:	Doubleview	Location: Churchlands
Applicant:	Not Applicable	

Role

Advocacy - *Advocating to government or other organisations.*

Council Resolution

0626/021

Moved Councillor Proud, seconded Councillor Re

That the Mayor WRITES to the Minister for Planning requesting that an environmental report assessing the vegetation status and ecological quality of the portion of the Stephenson Highway Primary Regional Road Reserve between Empire Avenue and Dolomite Court/Pearson Street, Churchlands be prepared for the consideration by the WAPC, prior to the initiation of any MRS amendment to rezone the Primary Regional Road reserve.

The motion was put and declared CARRIED (15/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

Notice of Motion Recommendation

That the Mayor WRITES to the Minister and requests that as part of any future Metropolitan Regional Scheme amendment process to reclassify the reserve of the Stephenson Highway Primary Regional Road Reserve to ‘Urban’, that extensive environmental studies be undertaken and that a concurrent amendment to the City’s Local Planning Scheme be undertaken to protect this vegetation.

(Suggested Alternative Recommendation – Refer to end of report)

Background provided by Elected Member

"Given that the State Government has finalised their initial studies and does not believe there is a requirement or a need for a connector road, the City has no reason not to support the retention of this land in its current form."

Details

Background

In 2024/2025 Main Roads WA (MRWA) conducted a regional road network modelling review that considered the viability and need for the Stephenson Highway Primary Regional Road Reservation (PRR) under the Metropolitan Region Scheme (MRS), including the portion of the road reserve between Pearson Street and West Coast Highway. The Department of Planning Lands and Heritage (DPLH) is now considering its potential removal, and if this proceeds, this would require an amendment to the MRS. If the removal of the existing road reserve proceeds, such an MRS amendment would involve both the deletion of the existing road reserve and the allocation of either a zone or another reserve in its place. It is important to note that the City was not consulted in the transport modelling review nor has the City been provided with the report outcomes.

The DPLH has advised the City that if the Western Australian Planning Commission (WAPC) proceeds with an MRS amendment, this could be undertaken in two separate stages based on transport modelling. Stage 1 could include the section of road reserve between West Coast Highway and Pearson Street (Figure 1). In this regard, it is understood that an MRS amendment is currently being prepared which may be considered by the WAPC mid-2026.

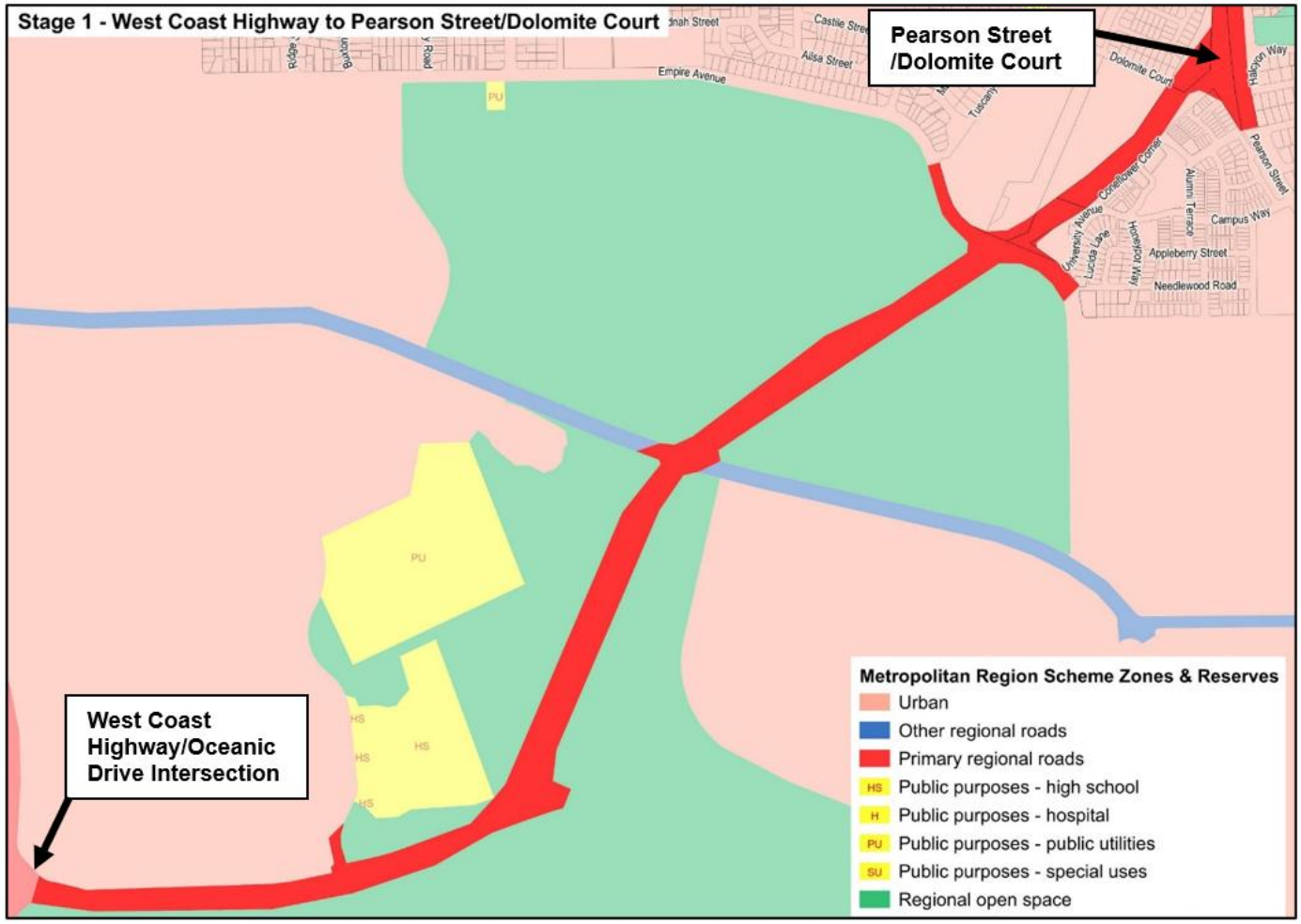


Figure 1 – Stage 1 Section of Stephenson Highway Road Reserve

Stage 2 is likely to include the section of the road reserve between Pearson Street, Churchlands and Stephenson Avenue/Jon Sanders Drive, Osborne Park (Figure 2); and is anticipated to be presented to the WAPC for initiation in the second quarter of 2027.



Figure 2 – Stage 2 Section of Stephenson Highway Road Reserve

MRS Amendment Process

Through the initiation process, the WAPC will determine whether an amendment to the MRS is to be classified as either 'Basic' (14 days minimum public advertising), 'Standard' (42 days minimum public advertising), or 'Complex' (60 days minimum public advertising). The DPLH has advised that the Stephenson Highway amendment does not fit the criteria of a 'Basic' amendment and is likely to be processed as either a 'Standard' or a 'Complex' amendment. It will be up to the WAPC to determine the amendment classification.

If initiated by the WAPC, and prior to public advertising, the amendment will be referred to the Environmental Protection Authority (EPA) for consideration. The EPA will then consider the proposal to determine if formal environmental assessment is required. Should the EPA determine a formal assessment is not required, the amendment will proceed directly to public advertising. If the EPA requires formal assessment, the DPLH must prepare an environmental review document outlining potential environmental impacts and relevant mitigation measures. An environmental assessment would require EPA approval prior to the commencement of public advertising. Following public consultation, submissions will be considered by DPLH before a final report is presented to the WAPC for determination before being forwarded to the Minister for final approval.

Portion of Stage 1 within the City of Stirling

A portion of the road reserve forming Stage 1 is located within the City between Empire Avenue and Dolomite Court / Pearson Street, Churchlands (Figure 3). This portion of the road reserve comprises remnant vegetation of which the conservation value is yet to be determined. It is therefore considered critical that an environmental assessment of the vegetation status and ecological quality of this portion of the road reserve be prepared and accompany any MRS Amendment and/or EPA referral.



Figure 3: City of Stirling Portion of Stage 1

Local Planning Scheme Amendment

MRS zones and reserves set the State-level zoning controls; while local planning scheme zones and reserves provide the detailed local planning controls and must operate consistently with the MRS. The City's Local Planning Scheme No. 4 (LPS4) must therefore be consistent with the MRS.

At this point, it is premature to consider potential future local reserves or zones under the City's local planning scheme, as any local planning considerations would need to be informed by the outcomes of any State-led investigations and community consultation.

Should the WAPC initiate an MRS amendment to rezone any of the land to 'Urban', under the *Planning and Development Act 2005* (the Act) it may initiate a concurrent amendment to zone the land under the City's local planning scheme. Section 126 of the Act, however, does not allow the WAPC to reclassify land as a local reserve. Protecting the vegetation would require that the land be classified as a reserve under the local planning scheme rather than a zone, as each zone within the scheme permits development to varying degrees. If the environmental studies find that the vegetation is worthy of protection, then reserves under LPS 4 that could be applied are Environmental Conservation or Public Open Space. These reserves are intended to protect biodiversity and conservation value. Should the City wish to protect the vegetation by reserving the land, it would need to initiate a local planning scheme amendment in parallel to, or after the MRS amendment is finalised, once LPS4 is gazetted.

It is therefore recommended that an amendment to either the MRS or LPS4 not be initiated until a report assessing the vegetation status and ecological value is finalised, which would then inform which zone or reserve is most appropriate under LPS4.

Suggested Alternative Recommendation

That the Mayor WRITES to the Minister for Planning requesting that an environmental report assessing the vegetation status and ecological quality of the portion of the Stephenson Highway Primary Regional Road Reserve between Empire Avenue and Dolomite Court/Pearson Street, Churchlands be prepared for the consideration by the WAPC, prior to the initiation of any MRS amendment to rezone the Primary Regional Road reserve.

Reason for Suggested Alternative Recommendation

Given the conservation value of the City of Stirling portion of Stage 1 is yet to be determined, it is recommended that the Mayor writes to the Minister for Planning requesting that a report assessing the vegetation status and ecological quality of this area be prepared and considered by the WAPC prior to the initiation of any MRS amendment proposing to rezone the Primary Road Reserve.

Financial Assessment and Implications

Nil.

Sustainable Stirling 2022-2032

Key Result Area: Our natural environment

Objective: A biodiverse City

Priority: Undertake conservation, protection and enhancement of natural ecosystems and biodiversity

Strategic Risk

Strategic Risk	Risk Appetite
Climate Transition & Environment	If the City under-delivers on emissions, water and waste outcomes or fails climate resilience for assets/services, then costs, compliance exposures and community impacts increase.

Relevant Documents and Information

Attachments

Nil.

Available for viewing at the meeting

Nil.

Linked Documents

Nil.

Councillor Karlo Perkov left the meeting at 8.00pm during consideration of Item 14.2.

14.2 NOTICE OF MOTION - COUNCILLOR DANIELA ION - COMMUNITY LEGAL SERVICES TRIAL AT DIANELLA LIBRARY

Business Unit:	Community Development	Service: Libraries, Arts & Community History
Ward:	Inglewood	Location: Dianella Library 44 Chester Avenue DIANELLA WA 6059
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Council Resolution

0626/022

Moved Councillor Ion, seconded Councillor Re

That a report be PRESENTED to the Council Meeting on 22 September 2026 regarding a proposed Community Legal Services Trial at Dianella Library.

The motion was put and declared CARRIED (14/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

Notice of Motion Recommendation

That a report be PRESENTED to Council for the consideration of a Community Legal Services Trial at Dianella Library.

(Suggested Alternative Recommendation – refer to end of report)

Background provided by Elected Member

"People from the community, particularly seniors, have asked about the possibility of a new Community Legal Centre or alternatively access to such legal advice and services through a City facility such as Dianella Library."

Details

The City of Stirling has six public libraries that harness connection, programs and services for the community that are innovative and responsive to community needs.

Over the years Stirling Libraries have evolved beyond the traditional offerings of a library by delivering or facilitating access to a range of services. Examples include hosting Rates drop-in sessions, 'Talk to a Planner' service, Census Staff capturing data from the homeless or displaced, Tax Help, Justice of the Peace and technological advice to support online payments navigation.

On that basis, whilst the provision of 'Community Legal Centre' type services is not core business for the City, the option to host these services for the community at Dianella Library can be investigated. Officers will consider access to a suitable private space within the library, potential impacts to other services, explore partnerships or agreements with legal firms to offer their services *'pro-bono'* and undertake community consultation to determine both demand and the most suitable days/times to offer the service.

Officers can prepare a report for consideration at the Council Meeting on 22 September 2026.

Financial Assessment and Implications

Any financial implications associated with this proposed service will be identified in the subsequent Council Report.

Sustainable Stirling 2022-2032

Key Result Area: Our community

Objective: An inclusive and harmonious City

Priority: Facilitate social connections and access to services locally

Strategic Risk

Strategic Risk	Risk Appetite
Community & Partnerships	If the City does not maintain effective two-way engagement, trusted partnerships and clear communication with its diverse community and stakeholders, then expectations are misunderstood and social licence erodes, leading to reduced trust in Council decisions, opposition to projects and weaker delivery of SCP/CBP goals.

Suggested Alternative Recommendation

That a report be PRESENTED to the Council Meeting on 22 September 2026 regarding a proposed Community Legal Services Trial at Dianella Library.

Reason

A specific timeframe has been included in the recommendation to ensure City Officers have sufficient time to further investigate this proposal to ensure informed decision making.

Relevant Documents and Information

Attachments

Nil.

Available for viewing at the meeting

Nil.

Linked Documents

Nil.

15. NOTICES OF MOTION FOR CONSIDERATION AT THE NEXT MEETING

Councillor Karlo Perkov returned to the meeting at 8.02pm prior to consideration of Item 15.1.

15.1 PROPOSED NOTICE OF MOTION - COUNCILLOR TONY KRSTICEVIC - YOKINE REGIONAL OPEN SPACE IMPROVEMENTS

Councillor Tony Krsticevic submitted the following Notice of Motion prior to the Council meeting held 9 June 2026.

Notice of Motion Recommendation

That Council ENDORSES a staged planning approach, commencing with a feasibility study in 2026/27, to guide infrastructure improvements at Yokine Regional Open Space (East) in response to current and future community sport and recreation needs.

Reason for Motion

"Yokine ROS is a strategically important public open space with a large approximate 14ha eastern section underutilised. Given the growth of Dianella Junior Soccer Club and the impending relocation (and expected growth) of the Inglewood Little Athletics Centre it is important that planning commences for required infrastructure improvements, such as clubroom and floodlight upgrades. Through a feasibility study this planning can also consider other potential sport and recreation needs at Yokine ROS (East) into the future."

15.2 PROPOSED NOTICE OF MOTION - COUNCILLOR ELIZABETH RE - TRAFFIC MANAGEMENT AT PEARSON STREET AND ROSEWOOD AVENUE, WOODLANDS

Councillor Elizabeth Re submitted the following Notice of Motion prior to the Council meeting held 9 June 2026.

Notice of Motion Recommendation

That the City UNDERTAKES a review of traffic and road safety issues at the intersection of Pearson Street and Rosewood Avenue in Woodlands, including potential options and engineering solutions, and the findings of the review to be presented to the Community and Resources Committee meeting to be held Tuesday, 27 October 2026.

Reason for Motion

"Residents in Woodlands have had ongoing concerns about road safety at the intersection of Pearson Street and Rosewood Avenue. With the recent completion of Stephenson Avenue, there have been additional changes to traffic movements in this area, which have heightened community interest and prompted calls for a review of this intersection."

15.3 PROPOSED NOTICE OF MOTION - COUNCILLOR STEPHANIE PROUD JP - ENGAGEMENT WITH DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION REGARDING MINDARIE REGIONAL COUNCIL LANDFILL CLOSURE

Councillor Stephanie Proud submitted the following Notice of Motion at the Council meeting held 9 June 2026.

Notice of Motion Recommendation

That the Mayor and the Chief Executive Officer ENGAGE with the Department of Water and Environmental Regulation to facilitate discussions and support the works applications lodged by the Mindarie Regional Council to ensure that the landfill is closed in line with environmental best practice and its mandated final profile.

15.4 PROPOSED NOTICE OF MOTION - COUNCILLOR SUZANNE MIGDALE - DEVELOPMENT OF A PUBLIC ART PARTNERSHIP PROGRAM

Councillor Suzanne Migdale submitted the following Notice of Motion at the Council meeting held 9 June 2026.

Notice of Motion Recommendation

That a report be PRESENTED to the Community and Resources Committee meeting to be held Tuesday, 24 November 2026, outlining a program to pair up local artists with property owners across the City of Stirling who would like to have artwork on their external (publicly visible) property.

Reason for Motion

"Public art implementation across our City has its challenges and this could potentially assist with installation and activation in our city's neighbourhood centres and beyond, creating vibrancy and a sense of place."

15.5 PROPOSED NOTICE OF MOTION - COUNCILLOR DAMIEN GIUDICI - PEDESTRIAN SAFETY IMPROVEMENTS - INGLEWOOD PRIMARY SCHOOL, INGLEWOOD

Councillor Damien Giudici submitted the following Notice of Motion prior to the Council meeting held 9 June 2026.

Notice of Motion Recommendation

That the Mayor WRITES to Dan Bull MLA and Main Roads WA to seek support for traffic management strategies and infrastructure under the Urban Road Safety Program to improve pedestrian safety at key intersections surrounding Inglewood Primary School.

Reason for Motion

"Inglewood Primary School is experiencing increasing student enrolments, placing greater demand on safe access to the school within an already constrained street environment. Encouraging active transport - such as walking and cycling - remains an important priority, supporting improved health outcomes, reducing congestion, and strengthening community connection. However, this relies on safe, accessible pedestrian infrastructure.

Key intersections surrounding the school currently present safety challenges, particularly during peak periods. Raised platform crossings are a proven measure to slow traffic and improve pedestrian visibility, making them well suited to school environments and together with a package of lower cost treatments can be highly effective in improving pedestrian safety.

Furthermore, the recently announced amalgamation of Inglewood Primary Schools kindergarten and primary school campuses onto one site that is closer to main campus will further increase pedestrian movement between sites, placing greater demand on safer crossing points.

By undertaking an investigation into raised platform crossings and other complementary measures, Council can ensure that the surrounding road network evolves in line with the school's growth and changing usage patterns. This approach will not only enhance safety outcomes but also actively support and encourage more families to adopt walking and cycling as their preferred mode of travel to school.

Finally, seeking the support of the local Member, Dan Bull MLA, to secure State Government funding is an important step in progressing these improvements. Delivering safer school access infrastructure is a shared responsibility, and a partnership with the State will help ensure timely and effective implementation."

16. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil.

17. NEW BUSINESS OF AN URGENT NATURE

Nil.

18. MATTERS BEHIND CLOSED DOORS

Council Resolution

0626/023

Moved Councillor Perkov, seconded Councillor Proud

1. That in accordance with the Local Government Act 1995, the meeting is to BE CLOSED TO THE PUBLIC to ensure confidentiality for the following matter as the information contained in the report (and subsequent discussion) details information or may discuss information so prescribed:

a. 18.1 - CITY OF STIRLING SHOPPING TROLLEYS LOCAL LAW - UNDERTAKINGS as it deals with a matter under section 5.23(2)(a) of the Local Government Act 1995 - (2) Despite subsection (1), if any of the following matters is to be dealt with at a meeting, the council or committee must close the meeting to members of the public to the extent necessary to ensure that the matter is dealt with at the meeting on a confidential basis (a) a matter that a committee of a House of Parliament, or a joint committee of both Houses, has advised the local government must be dealt with on a confidential basis.

2. That following discussion on the item detailed in Part 1 above, the meeting will BE OPENED TO THE PUBLIC.

The motion was put and declared CARRIED (15/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

At 8.04pm the meeting was closed to the public and all employees who were not required left the meeting for consideration of Item 18.1.

18.1 CITY OF STIRLING SHOPPING TROLLEYS LOCAL LAW - UNDERTAKINGS

Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 5.23(2)(a) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:-

(a) a matter that a committee of a House of Parliament, or joint committee of both Houses, has advised the local government must be dealt with on a confidential basis;.

Council Resolution

0626/024

Moved Councillor Ferrante, seconded Councillor Proud

1. **That Council RESOLVES that it does not provide the undertakings as identified by the Joint Standing Committee on Delegated Legislation.**
2. **That the Mayor WRITES to Chair of the Joint Standing Committee on Delegated Legislation, Mr Mark Folkard MLA, advising:**
   a. **Of Council's decision in part 1 above; and**
   b. **The management of shopping trolleys across the City's district is becoming an ever-increasing safety risk and is increasingly affecting the amenity of the overall community and stronger enforcement through local law provisions is required.**
3. **That the Mayor WRITES to the Minister for Local Government, Hon. Hannah Beazley MLA, requesting that the State Government enable local governments to effectively regulate abandoned shopping trolleys on both public and private property, either through the introduction of new legislation (such as the *Public Spaces (Unattended Property) Act 2021* (NSW)) or amendments to the *Local Government Act 1995*.**

The motion was put and declared CARRIED (15/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

Reason for Motion

"The management of shopping trolleys within the City's district is becoming an ever-increasing safety risk and is increasingly affecting the amenity to the overall community. The local law will enable greater enforcement mechanisms against retailers that do not implement effective controls in managing shopping trolleys in shopping precincts as well as greater penalties for people that dump or abandon shopping trolleys in both public places and on private property."

Council Resolution

0626/025

Moved Councillor Paparde, seconded Councillor Dudek

That the Meeting be REOPENED to the public.

The motion was put and declared CARRIED (15/0).

For: Councillors Creado, Dudek, Ferrante, Giudici, Hatton, Ion, Krsticevic, Migdale, Olow, Paparde, Perkov, Proud, Re, Thornton and Mayor Irwin.
Against: Nil.

At 8.06pm the meeting was reopened to the public. The Presiding Member read the motion that was passed behind closed doors.

19. CLOSURE

The Presiding Member declared the meeting closed at 8.06pm.

These minutes were confirmed as a true and correct record of proceedings on:

Date: .....

SIGNED:

.....

Presiding Member Signature

.....

Presiding Member Name (*please print*)