



Minutes of Council Meeting

held on

Tuesday 28 October 2025, 5.30PM

in the Council Chamber, 83 Mandurah Terrace Mandurah

PRESENT:

MAYOR	A KEARNS	
COUNCILLOR	O MULDER	COASTAL WARD
COUNCILLOR	J SMITH	COASTAL WARD
COUNCILLOR	J CUMBERWORTH	COASTAL WARD
COUNCILLOR	J GREEN	EAST WARD
COUNCILLOR	D WILKINS	EAST WARD
COUNCILLOR	S WRIGHT	EAST WARD
COUNCILLOR	C KNIGHT	NORTH WARD
COUNCILLOR	P JACKSON	NORTH WARD
COUNCILLOR	A ZILANI	NORTH WARD
COUNCILLOR	D SCHUMACHER	TOWN WARD
COUNCILLOR	P ROGERS	TOWN WARD (electronic attendance)
COUNCILLOR	R BURNS	TOWN WARD

MS	C MIHOVLOVICH	CHIEF EXECUTIVE OFFICER
MRS	T JONES	DIRECTOR BUSINESS SERVICES
MS	J THOMAS	DIRECTOR PLACE AND COMMUNITY
MR	J CAMPBELL-SLOAN	DIRECTOR STRATEGY AND ECONOMIC DEVELOPMENT
MR	M HALL	DIRECTOR BUILT AND NATURAL ENVIRONMENT
MRS	K HEMMINGS	EXECUTIVE MANAGER GOVERNANCE AND COMMERCIAL SERVICES
MS	L GRIEVE	MINUTE OFFICER

1. OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS

The Mayor declared the meeting open at 5.32pm and announced that the Council Meeting is being livestreamed in accordance with the City's Council Meetings – Live Streaming, Recording and Electronic Attendance Policy. By being present at this meeting, members of the public consent to the City livestreaming and publishing their voice on the City's website. The Mayor noted that members of the public are not subject to video livestreaming and only their voice will be captured.

2. ACKNOWLEDGEMENT OF COUNTRY

People have been here for a long time. I want to acknowledge the presence of people over that long time with firstly the Bindjareb Noongar people who continue to have an ongoing connection to this land. They have been here for over 50,000 years. This place Mandjoogoordap or Mandurah, acknowledges a beautiful name, full of intent of people living here and others visiting here. That intent gives us an idea of their ancestral land usage over that long period. Mandurah, the gathering place is unique because even today we still gather here in the most beautiful place for many important reasons. Let us embrace the notion of people being in this space as we move forward as one community.

3. APOLOGIES

Nil.

4. DISCLAIMER

The Mayor advised that the purpose of this Council Meeting is to discuss and, where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting. Persons should be aware that the provisions of the *Local Government Act 1995* (Section 5.25(e)) and the *City of Mandurah Standing Orders 2016* (Section 13.1(1)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

The City of Mandurah expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Council meeting.

5. ANSWERS TO QUESTIONS TAKEN ON NOTICE

Question 1: Cr Dave Schumacher

With the funding for the \$6.344 million for the Western Foreshore and the works over the next 3 years, can we have a breakdown available on where those funds are coming from and how much is going to be borrowed?

City of Mandurah Response

The question was asked at the 24 June 2025 Ordinary Council Meeting. The City officer response was:

The total \$6.344 million in works relates specifically to infrastructure within the Western Foreshore Leisure Precinct. Of this total, \$4.462 million is proposed to be funded through the commercial lease revenue, as it directly relates to infrastructure that supports or is impacted by the commercial proposal. The remaining \$1.882 million (relating to general public open space and landscaping upgrades) will be funded through municipal funds, as these works do not have a direct relationship to the commercial lease and therefore cannot be offset through lease revenue.

The following is the breakdown of works funded by the proposed lease revenue:

Year 1 – 2025/26: \$448,000

\$198,000 – Skate Park Car Parking (Design & Stage 1 Construction)

\$50,000 – Intersection Upgrade Design

\$200,000 – Foreshore Hazard Treatment Planning & Design

Year 2 – 2026/27: \$3,295,000

\$170,000 – Skate Park Car Parking (Stage 2 Construction)

\$825,000 – War Memorial Car Park Upgrade & Expansion

\$800,000 – Coastal Hazard Treatments – Stage 1

\$1,500,000 – Intersection Upgrade Construction

Year 3 – 2027/28: \$719,000 - Coastal Hazard Treatments – Stage 2

The City is proposing to prefund the lease-recoverable works and then recoup both principal and interest (where loan funded) through the lease revenue stream over the lease term. The total lease revenue projected over the 25-year term is approximately \$6.2 million, which allows full recovery of the \$4.462 million investment (plus interest), with capacity for reasonable contingencies. This approach ensures that ratepayers do not have to fund infrastructure that will activate the Western Foreshore and that has a commercial and community benefit.

The City expects to fully recoup the prefunded \$4.462 million (plus interest) over the initial lease term.

The landscaping upgrades included in the \$6.344 million is being proposed to be delivered using general revenue or other funding sources as part of the broader Western Foreshore Leisure Precinct Plan.

In the Long Term Financial Plan, we do not indicate which projects will be funded by borrowings for projects identified between years 2-10. It is at the budget time that the total of the loan borrowings is allocated to City projects.

6. AMENDMENT TO STANDING ORDERS

G.1/10/2025 STANDING ORDERS LOCAL LAW 2016

The Mayor advised the meeting that the *City of Mandurah Standing Orders Local Law 2016* will be modified to ensure Councillor P Rogers can participate in and follow the meeting as it progresses.

MOTION

Moved: Councillor C Knight

Seconded: Councillor J Smith

That Council:

Suspend the operation of the following provisions of the *City of Mandurah Standing Orders Local Law 2016* for the duration of this electronic meeting to ensure Councillor P Rogers who is attending online can follow and participate in the meeting as it progresses:

1. Standing Order 7.2 Members to occupy own seats whilst present in meeting room. Relevant only for Elected Members attending the Council Chambers.
2. Agree under Standing Orders 8.1(1) and 12.2, that instead of requiring a show of hands, a vote will be conducted by exception with the Presiding Member calling for those Members against each motion. If no response is received the motion will be declared carried and minuted accordingly.
3. Reiterate the requirement as per Standing Order 7.3 for Members to advise the Presiding Member when leaving or entering the meeting at any time.

CARRIED: 13/0

FOR: Mayor A Kearns, Cr O Mulder, Cr J Smith, Cr J Cumberworth, Cr J Green, Cr D Wilkins, Cr S Wright, Cr C Knight, Cr P Jackson, Cr A Zilani, Cr D Schumacher, Cr P Rogers, Cr R Burns

AGAINST: Nil

7. PUBLIC QUESTION TIME

7.1 Carina Frew

Question 1: Public Health & Wellbeing Plan 2026-2030

Regarding Agenda Item 19.2, the Public Health & Wellbeing Plan 2026-2030, which explicitly focuses on the themes of 'Protect (monitoring and responding to public health risks) and prevent (reducing disease and injury) and specifically includes action 2.3 to reduce harms related to alcohol and drugs: how does the council reconcile proceeding with a high capacity licensed alcohol venue directly adjacent to the Koolaanga Waabing playground and Mandurah skate park without first commissioning and publicly reviewing a comprehensive, independent child safety risk assessment as required under the City's moral and legal duty of care and the Public Health Act 2016?

City of Mandurah Response

The Director of Strategy and Economic Development commented that an assessment of child safety takes place at a later stage in the process, when the operator applies for their liquor licence. Child safety is considered as part of a holistic approach in the licensing process, where the operator must demonstrate a suitable management plan including minimising risks to children on the premises. The City will consider any measures regarding its public health and planning obligations at the development approval stage, where conditions can often be requested, such as opening hours or security presence. At this stage the City will draw on the positive experiences from other licensed venues in the City, some of which include playgrounds within their building area, or are adjacent to the public play areas, such as the Eastern Foreshore.

The Director of Place and Community added that the City has endorsed a commitment to child safety and wellbeing. The proposal on the Western Foreshore is not seen to be in contradiction to that endorsed commitment, and it is complementary to the public health plan. The City has based this commitment on the 10 national principles for child safe organisations, and outcome 8 centres on creating safe environments. In the context of the Child Safe Commitment and Public Health Plan, the Western Foreshore is considered to create a suitably safe environment by establishing a place for intergenerational activity that can bring families together for meals, celebrations and family gatherings where the consumption of alcohol is in a controlled environment. The licenced venue will promote responsible alcohol consumption with strategies such as 10pm closure, refusal of service for people under 18 years-old or people who are disorderly, providing free water, supplying full meals, providing seating, offering non-alcoholic and lower-strength alcoholic drink options, staff trained in Responsible Service of Alcohol (RSA), implementing a harm minimisation plan.

Question 2: Public Health & Wellbeing Plan 2026-2030

The City has previously relied upon a desktop assessment and suggested potential harm to a child would be solely a police matter. Given that the current documentation does not satisfy a proper standards based risk assessment in line with ASIS03100:2018 and acknowledging that a demonstrable failure in due diligence may invalidate the City's public liability insurance and expose ratepayers to significant financial liability, will the council immediately commit to funding and commissioning the mandated independent safety assessment before any further contracts or development approvals or progress steps are made for the Western Foreshore Leisure Precinct?

City of Mandurah Response

The CEO confirmed that this question will be taken on notice in order to provide a detailed explanation of that response.

Question 3: Public Health & Wellbeing Plan 2026-2030:

If the Council agrees to commission the requested independent child safety risk assessment, will the City commit to ensuring the integrity and transparency of the governance process by publicly releasing the full and uncensored findings to the Community and subsequently using these findings to immediately restart the formal public consultation process, thereby ensuring any final decisions is fully informed, transparent and puts the safety of children as the top priority.

City of Mandurah Response

This question was taken on notice to provide a detailed response.

7.2 Gary Buckland

Question 1: Child Welfare

There are 2 daycare centres in an area where there are compensation basins for water and there is no fencing or anything around those areas. Maybe something that might happen, but a question is are you looking at trying to make the compensation basins childproof so that anybody that was able to get out of a child-minding centre is going to be protected?

City of Mandurah Response:

The Director of Built and Natural Environment asked to obtain details of the locations of the basins to investigate and provide a full response to Mr Buckland.

8. PUBLIC STATEMENT TIME

Nil.

9. ELECTION OF DEPUTY MAYOR

Mayor Kearns invited the Chief Executive Officer (CEO) to conduct the election for the office of the Deputy Mayor and the CEO confirmed that she has received nominations from the following Councillors:

- Councillor Ryan Burns
- Councillor Jacob Cumberworth
- Councillor Peter Jackson
- Councillor Jess Smith

The CEO conducted the election of the deputy mayor in accordance with schedule 2.3 of the *Local Government Act 1995*.

Following an election process, the CEO confirmed that Councillor Jess Smith was elected as Deputy Mayor.

Mayor A Kearns congratulated Councillor Smith and also acknowledged Councillor C Knight for serving over 7 years as the Deputy Mayor.

10. LEAVE OF ABSENCE REQUESTS

Nil.

11. PETITIONS

Nil.

12. PRESENTATIONS

Nil.

13. DEPUTATIONS

13.1 Carina Frew: Public Health & Wellbeing Plan 2026-2030

Carina Frew representing herself spoke in support of the report recommendation.

14. CONFIRMATION OF MINUTES

G.2/10/2025 CONFIRMATION OF COUNCIL MINUTES: TUESDAY 23 SEPTEMBER 2025

MOTION

Moved: Councillor D Schumacher
Seconded: Councillor S Wright

That the Minutes of Council Meeting held on Tuesday 23 September 2025 be confirmed.

CARRIED: 13/0

FOR: Mayor A Kearns, Cr O Mulder, Cr J Smith, Cr J Cumberworth, Cr J Green, Cr D Wilkins, Cr S Wright, Cr C Knight, Cr P Jackson, Cr A Zilani, Cr D Schumacher, Cr P Rogers, Cr R Burns

AGAINST: Nil

15. ANNOUNCEMENTS BY THE PRESIDING MEMBER

At the invitation of the Mayor, Councillors updated the meeting on the following recent activities:

15.1 Cr J Smith : 2025 Emergency Services Volunteer Appreciation Evening

15.2 Cr S Wright: Youth Gnoonie Football Cup 202

15.3 Cr J Green: Barrio Fiesta Exhibition

15.4 Mayor A Kearns: Local Legend October 2025 – Cheryl Ivey

16. DECLARATION OF INTERESTS

Nil.

17. QUESTIONS FROM ELECTED MEMBERS

Questions of which due notice has been given

17.1 No questions were received with due notice.

Questions of which notice has not been given

Nil

17.2 COUNCILLOR A ZILANI

Question 1: Cuvier Place Resurfacing

Can the CEO please advise whether the City is aware of resident concerns regarding the planned resurfacing of Cuvier Place in San Remo, scheduled to commence on Monday 3 November 2025?

City of Mandurah response:

The Director of Built and Natural Environment responded that to the best of our knowledge, the first the City was advised of those concerns was today.

Question 2: Cuvier Place Resurfacing

Can the CEO confirm what criteria or assessment process was used to determine that this road requires resurfacing, given residents believe it is already in excellent condition?

City of Mandurah response:

The Director of Built and Natural Environment advised that the criteria for roads resurfacing is primarily based on condition and considers the extent, type and severity of defects.

Question 3: Cuvier Place Resurfacing

Can the CEO advise whether the City will review or temporarily pause this project to allow further evaluation before works proceed?

City of Mandurah response:

The Director of Built and Natural Environment confirmed that following advice that has been received today, City engineers will inspect and review the road surface condition before any work is commenced.

17.3 COUNCILLOR D WILKINS

Question 1:

Given that we are only considering the Public Health & Wellbeing Plan 2026 – 2030 for public advertising, can I please ask the City to ensure that Carina Frew's group are encouraged to offer their feedback as part of the community and stakeholder feedback period.

City of Mandurah Response

The CEO confirmed that the City will notify Ms Frew when the commencement of the consultation for the Public Health & Wellbeing Plan is open.

Question 2:

In light of the Governor's formal apology to the Pinjarra people for the Pinjarra massacre, does the City intend to make acknowledgment or a statement recognising this important moment in our shared history?

City of Mandurah Response

The CEO advised that this will be a Council decision and a workshop with the Elected Members will be undertaken in due course.

18. BUSINESS LEFT OVER FROM PREVIOUS MEETING

Nil.

19. RECOMMENDATIONS OF COMMITTEES

Nil.

20. REPORTS

G.3/10/2025 Monthly Financial Report – September 2025

Summary

The Financial Report for September 2025 together with associated commentaries, notes on investments, balance sheet information, schedule of accounts and the tenders awarded under the delegation by the Chief Executive Officer are presented for Elected Members' consideration.

Officer Recommendation

That Council:

1. Receives the Financial Report for September 2025 as detailed in Attachment 19.1.1 of the report.

- 2 Receives the Schedule of Accounts for the following amounts as detailed in Attachment 19.1.4 of the report:

Total Municipal Fund	\$	11,649,824.84
Total Trust Fund	\$	0.00
	\$	<u>11,649,824.84</u>

- 3 Approves the following budget variations for Operating Carryovers that were scheduled in the 2024/25 year to be carried forward to the 2025/26 year as detailed in Attachment 19.1.2 and summarised as follows:

2024/25 Budget adjustments for 2024/25 Operating Works Carryovers

- Decrease in Materials and Contracts of \$385,484*
- Net increase of transfer to Restricted Cash Reserve \$316,303*
- Net increase of transfer to Unspent Grants Reserve of \$21,056*
- Decrease in Operating Grants of \$48,125* for grants not received in 2024/25

2024/25 Non-cash adjustments for 2024/25 Operating Works Carryovers

- Decrease in Operating Grants for grants received in 2024/25, but not recognised \$164,118* and transferred to non-cash movement for Grant Revenue \$164,118*

2025/26 Budget adjustments for 2024/25 Operating Works Carryovers

- Increase in Materials and Contracts of \$385,484*
- Net increase of transfer from Restricted Cash Reserve \$316,303*
- Net increase of transfer from Unspent Grants Reserve of \$21,056*
- Increase in Operating Grants for grants not received in 2024/25 of \$48,125*

2025/26 Non-cash budget adjustments for 2024/25 Operating Works Carryovers

- Increase in Operating Grants for grants received in 2024/25, but not recognised \$164,118* and transferred to non-cash movement for Grant Revenue \$164,118*

4. Approves the following budget variations for Capital Works Carryovers that were scheduled in the 2024/25 year to be carried forward to the 2025/26 year as detailed in Attachment 19.1.3 and summarised as follows:

2024/25 Budget adjustments for 2024/25 Capital Works Carryovers

- Decrease in capital expenditure of \$2,631,032*
- Decrease in unspent loans utilised of \$71,244*
- Decrease in fleet proceeds of \$24,008*
- Decrease in capital grant and contribution revenue of \$308,152*
- Net movement of transfer to reserves of \$2,227,628* made up of:
- Reduction in transfer from reserves \$1,010,808*
- Increase transfer to reserve for 2024/25 general rates funding \$1,216,820*

2024/25 Non-cash adjustments for 2024/25 Capital Works Carryovers

- Non-cash movement of transfer to Unspent Grants Reserve for grants received in 2024/25 but not recognised \$1,067,260 and transferred to Non-cash movement for Capital grant revenue \$1,067,260*

2025/26 Budget adjustments for 2024/25 Capital Works Carryovers

- Increase in capital expenditure of \$2,631,032*
- Increase in unspent loans utilised of \$54,548*
- Increase in fleet proceeds of \$24,008*
- Increase in capital grant and contribution revenue of \$669,834*
- Net movement of transfer from reserves of \$1,882,642*

- 2025/26 Non-cash adjustments for 2024/25 Capital Works Carryovers
- Non-cash movement of Transfer from Unspent Grants Reserve for grants received in 2024/25 but not recognised \$1,067,260 and transferred from Non-cash movement for Capital grant revenue \$1,067,260 *

5 Approves the following budget variations for 2025/26 annual budget:

- 5.1 Unbudgeted capital expenditure of \$50,000* for Meadow Springs Cricket Nets To be funded from State Government election capital grant revenue \$50,000*.

ABSOLUTE MAJORITY REQUIRED

Council Resolution

MOTION

Moved: Councillor C Knight

Seconded: Councillor D Schumacher

That Council:

1. **Receives the Financial Report for September 2025 as detailed in Attachment 19.1.1 of the report.**

2. **Receives the Schedule of Accounts for the following amounts as detailed in Attachment 19.1.4 of the report:**

Total Municipal Fund	\$ 11,649,824.84
Total Trust Fund	\$ 0.00
	<u>\$ 11,649,824.84</u>

3. **Approves the following budget variations for Operating Carryovers that were scheduled in the 2024/25 year to be carried forward to the 2025/26 year as detailed in Attachment 19.1.2 and summarised as follows:**

2024/25 Budget adjustments for 2024/25 Operating Works Carryovers

- **Decrease in Materials and Contracts of \$385,484***
- **Net increase of transfer to Restricted Cash Reserve \$316,303***
- **Net increase of transfer to Unspent Grants Reserve of \$21,056***
- **Decrease in Operating Grants of \$48,125* for grants not received in 2024/25**

2024/25 Non-cash adjustments for 2024/25 Operating Works Carryovers

- **Decrease in Operating Grants for grants received in 2024/25, but not recognised \$164,118* and transferred to non-cash movement for Grant Revenue \$164,118***

2025/26 Budget adjustments for 2024/25 Operating Works Carryovers

- **Increase in Materials and Contracts of \$385,484***
- **Net increase of transfer from Restricted Cash Reserve \$316,303***
- **Net increase of transfer from Unspent Grants Reserve of \$21,056***
- **Increase in Operating Grants for grants not received in 2024/25 of \$48,125***

2025/26 Non-cash budget adjustments for 2024/25 Operating Works Carryovers

- **Increase in Operating Grants for grants received in 2024/25, but not recognised \$164,118* and transferred to non-cash movement for Grant Revenue \$164,118***
- 4. Approves the following budget variations for Capital Works Carryovers that were scheduled in the 2024/25 year to be carried forward to the 2025/26 year as detailed in Attachment 19.1.3 and summarised as follows:**

2024/25 Budget adjustments for 2024/25 Capital Works Carryovers

- **Decrease in capital expenditure of \$2,631,032***
- **Decrease in unspent loans utilised of \$71,244***
- **Decrease in fleet proceeds of \$24,008***
- **Decrease in capital grant and contribution revenue of \$308,152***
- **Net movement of transfer to reserves of \$2,227,628* made up of:**
- **Reduction in transfer from reserves \$1,010,808***
- **Increase transfer to reserve for 2024/25 general rates funding \$1,216,820***

2024/25 Non-cash adjustments for 2024/25 Capital Works Carryovers

- **Non-cash movement of transfer to Unspent Grants Reserve for grants received in 2024/25 but not recognised \$1,067,260 and transferred to Non-cash movement for Capital grant revenue \$1,067,260***

2025/26 Budget adjustments for 2024/25 Capital Works Carryovers

- **Increase in capital expenditure of \$2,631,032***
- **Increase in unspent loans utilised of \$54,548***
- **Increase in fleet proceeds of \$24,008***
- **Increase in capital grant and contribution revenue of \$669,834***
- **Net movement of transfer from reserves of \$1,882,642***

2025/26 Non-cash adjustments for 2024/25 Capital Works Carryovers

- **Non-cash movement of Transfer from Unspent Grants Reserve for grants received in 2024/25 but not recognised \$1,067,260 and transferred from Non-cash movement for Capital grant revenue \$1,067,260 ***

- 5. Approves the following budget variations for 2025/26 annual budget:**

- 5.1 Unbudgeted capital expenditure of \$50,000* for Meadow Springs Cricket Nets**
- **To be funded from State Government election capital grant revenue \$50,000*.**

CARRIED BY ABSOLUTE MAJORITY: 13/0

FOR: Mayor A Kearns, Cr O Mulder, Cr J Smith, Cr J Cumberworth, Cr J Green, Cr D Wilkins, Cr S Wright, Cr C Knight, Cr P Jackson, Cr A Zilani, Cr D Schumacher, Cr P Rogers, Cr R Burns

AGAINST: Nil

G.4/10/2025 Public Health and Wellbeing Plan 2026-2030Summary

The draft City of Mandurah Public Health and Wellbeing Plan (PH&WP) 2026–2030 (the Plan) provides a strategic framework to improve health outcomes, promote wellbeing, and address key public health issues within the Mandurah community. Developed through extensive community consultation, the Plan is consistent with the State Public Health Plan (SPHP) 2025–2030.

The PH&WP supports the health and wellbeing of key populations and focussed areas of need. It is structured around four strategic themes, to:

1. Promote – Empowering and enabling people to live healthy lives
2. Prevent – Advocating for and supporting preventative initiatives to influence positive health outcomes
3. Protect – Monitoring and responding to public and environmental health risks
4. Enable – Providing health protection for the community

Council is requested to approve the draft Public Health and Wellbeing Plan 2026–2030 and Implementation Plan for public advertising and note that the final strategy will be presented back to Council for formal adoption following consideration of the community and stakeholder feedback received during the public advertising period.

Officer Recommendation

That Council:

1. Endorse the draft Public Health and Wellbeing Plan 2026 to 2030 (as shown in Attachment 19.3.1) and draft Implementation Plan (as shown in Attachment 19.3.2) for the purpose of undertaking consultation with the wider community for a minimum period of 28 days.
2. Following community consultation, the updated Public Health and Wellbeing Plan 2026 to 2030 will be presented to Council for consideration and endorsement.

Amended Officer Recommendation

That Council:

1. Endorse the draft Public Health and Wellbeing Plan 2026 to 2030 (as shown in Attachment 19.3.1) and draft Implementation Plan (as shown in Attachment 19.3.2) for the purpose of undertaking consultation with the wider community for a minimum period of 28 days, noting the following amendments:
 - 1.1 Council Agenda Page 53 (Plan Page number 8) Supporting Evidence and Data – change the green arrow to red for Volunteering (table format on Page 8 and 10 have been updated for accessibility)
 - 1.2 Council Agenda Page 57 (Plan Page number 12) on the Plan Officers have requested for the data to be revised by Epidemiology branch of the Department of Health so a percentage comparison aligned with population growth can be illustrated.
 - 1.3 Council Agenda Page 61 (Plan Page number 16) – correct the spelling change 'isease' to disease.

- 1.4 Council Agenda Page 64 & 65 (Plan page 19 & 20) – change the wording under “Prevent” to (draft) “Supporting initiatives that reduce the prevalence of preventable ill-health and promoting positive health outcomes”. (and change on Implementation Plan).
 - 1.5 Council Agenda Page 64 & 65 (Plan page 19 & 20) – change the Enable wording to “Facilitate opportunities that advance public health outcomes” (and change on Implementation Plan).
2. Following community consultation, the updated Public Health and Wellbeing Plan 2026 to 2030 will be presented to Council for consideration and endorsement.

Comment: The amendments to the Officer Recommendation included in the Agenda was to correct spelling and formatting as well as making the language more consistent in sections of the Plan.

Council Resolution

MOTION

Moved: Councillor J Smith
Seconded: Councillor D Wilkins

That Council:

1. Endorse the draft Public Health and Wellbeing Plan 2026 to 2030 (as shown in Attachment 19.3.1) and draft Implementation Plan (as shown in Attachment 19.3.2) for the purpose of undertaking consultation with the wider community for a minimum period of 28 days, noting the following amendments:
 - 1.1 Council Agenda Page 53 (Plan Page number 8) Supporting Evidence and Data – change the green arrow to red for Volunteering (table format on Page 8 and 10 have been updated for accessibility)
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 - 1.3 Council Agenda Page 61 (Plan Page number 16) – correct the spelling change ‘isease’ to disease.
 - 1.4 Council Agenda Page 64 & 65 (Plan page 19 & 20) – change the wording under “Prevent” to (draft) “Supporting initiatives that reduce the prevalence of preventable ill-health and promoting positive health outcomes”. (and change on Implementation Plan).
 - 1.5 Council Agenda Page 64 & 65 (Plan page 19 & 20) – change the Enable wording to “Facilitate opportunities that advance public health outcomes” (and change on Implementation Plan).
2. Following community consultation, the updated Public Health and Wellbeing Plan 2026 to 2030 will be presented to Council for consideration and endorsement.

CARRIED: 13/0

FOR: Mayor A Kearns, Cr O Mulder, Cr J Smith, Cr J Cumberworth, Cr J Green, Cr D Wilkins, Cr S Wright, Cr C Knight, Cr P Jackson, Cr A Zilani, Cr D Schumacher, Cr R Burns

AGAINST: Nil

Comment: The amendments to the Officer Recommendation included in the Agenda was to correct spelling and formatting as well as making the language more consistent in sections of the Plan.

G.5/10/2025 Appointment to Committees of Council

Summary:

In accordance with section 5.8 of the Local Government Act 1995 (the Act), the Council of the City of Mandurah (the City) may establish committees and appoint members accordingly. Membership to committees formed by Council expired on 17 October 2025.

Council is now requested to establish the committees and appointment of members for two-years, with a term expiring on 15 October 2027:

- Consider and adopt the powers and duties of the Audit, Risk and Improvement Committee (Attachment 19.3.2) and appoint Elected Members to the Committee;
- Appoint external independent presiding member, and two additional independent members where one of the independent members will be appointed as the deputy of the presiding member to the Audit, Risk and Improvement Committee (Confidential Attachment 19.3.4); and
- Consider and adopt the powers and duties of the Planning and Community Consultation Committee (Attachment 19.3.3) and appoint Elected Members to the Committee.

Officer Recommendation

That Council:

1. Approve the powers and duties of Council's Audit, Risk and Improvement Committee as per Attachment 19.3.2, and appoint the following Elected Members until 15 October 2027:

Deputy Committee Members:

2. Appoint _____ to the Audit, Risk and Improvement Committee as an independent committee member and presiding member as per Confidential Attachment 19.3.4 until 15 October 2027 and approve the payment of \$450 per sitting fee.

3. Appoint _____ to the Audit, Risk and Improvement Committee as an independent committee member and as the deputy of the presiding member as per Confidential Attachment 19.3.4 until 15 October 2027 and approve the payment of \$450 per sitting fee.

4. Appoint _____ to the Audit, Risk and Improvement Committee as an independent committee member as per Confidential Attachment 19.3.4 until 15 October 2027 and approve the payment of \$450 per sitting fee.

5. Approve the powers and duties of Council's Planning and Community Consultation Committee as per Attachment 19.3.3, and appoint the following Elected Members until 15 October 2027:

Deputy Committee Members:

****ABSOLUTE MAJORITY REQUIRED****

Amended Officer Recommendation:

That Council:

1. Approve the powers and duties of Council's Audit, Risk and Improvement Committee as per Attachment 19.3.2 and make the following amendments to the terms of reference

- 1.1 The Committee shall comprise of 8 members consisting of:
- An independent presiding member
 - One independent member
 - Six elected members

1.2 Deputies

Council shall appoint an Independent Deputy of the Presiding Member. The Deputy of the Presiding Member only attends a committee meeting if the presiding member is unable to attend.

No elected member deputies are appointed to the committee.

2. Council to appoint the following Elected Members until 15 October 2027:

- 2.1 Appoint Candidate B to the Audit, Risk and Improvement Committee as an independent committee member and presiding member as per Confidential Attachment 19.3.4 until 15 October 2027 and approve the payment of \$450 per sitting fee.
3. Appoint Candidate C to the Audit, Risk and Improvement Committee as an independent committee member and as the deputy of the presiding member as per Confidential Attachment 19.3.4 until 15 October 2027 and approve the payment of \$450 per sitting fee.
4. Appoint Candidate A to the Audit, Risk and Improvement Committee as deputy of the presiding member as per Confidential Attachment 19.3.4 until 15 October 2027 and approve the payment of \$450 per sitting fee.
5. Approve the powers and duties of Council's Planning and Community Consultation Committee as per Attachment 19.3.3,
 - 5.1 The following amendments to the Terms of Reference. The Committee shall comprise of 9 Elected Members and 1 deputy member.
 - 5.2 Removal of the termination appointment to state Council may terminate the appointment of any member at any time in accordance with the Act.
 - 5.3 Council to appoint the following Elected Members until 15 October 2027:

Deputy Committee Members:

- 5.4 In accordance with Section 5.12 of the *Local Government Act 1995* appoint _____ as the presiding member of the Planning and Community Consultation Committee.

****ABSOLUTE MAJORITY REQUIRED***

Comment: Changes to the Officer recommendation that was issued in the Agenda include changing the membership details in the Terms of References for Audit, Risk and Improvement Committee and the Planning and Community Consultation Committee; amending the independent member candidate references in relation to the Attachment for Audit, Risk and Improvement Committee; and removing clause relating to termination of members in the Planning and Community Consultation Committee Terms of Reference.

Council Resolution

MOTION

Moved: Councillor C Knight

Seconded: Councillor J Smith

- 1. Appoint the following Elected Members to the Audit, Risk and Improvement Committee until 15 October 2027:**

Cr J Cumberworth
Cr J Green
Cr P Jackson
Mayor A Kearns
Cr C Knight
Cr D Wilkins

- 1.1 Approve the powers and duties of Council's Audit, Risk and Improvement Committee as per Attachment 19.3.2 and make the following amendments to the terms of reference:**

(a) The Committee shall comprise of 8 members consisting of:

- An independent presiding member
- One independent member
- Six elected members

(b) No elected member deputies are appointed to the committee.

(c) Council shall appoint an Independent Deputy of the Presiding Member. The Deputy of the Presiding Member only attends a committee meeting if the presiding member is unable to attend.

- 2. Appoint Candidate B to the Audit, Risk and Improvement Committee as an independent committee member and presiding member as per Confidential Attachment 19.3.4 until 15 October 2027 and approve the payment of \$450 per sitting fee.**
- 3. Appoint Candidate C to the Audit, Risk and Improvement Committee as an independent committee member and as the deputy of the presiding member as per Confidential Attachment 19.3.4 until 15 October 2027 and approve the payment of \$450 per sitting fee.**
- 4. Appoint Candidate A to the Audit, Risk and Improvement Committee as deputy of the presiding member as per Confidential Attachment 19.3.4 until 15 October 2027 and approve the payment of \$450 per sitting fee.**
- 5. Approve the powers and duties of Council's Planning and Community Consultation Committee as per Attachment 19.3.3,**

5.1 The following amendments to the Terms of Reference. The Committee shall comprise of 9 Elected Members and 1 deputy member.

5.2 Removal of the termination appointment to state council may terminate the appointment of any member at any time in accordance with the Act.

5.3 Council to appoint the following Elected Members until 15 October 2027:

Cr R Burns
Cr J Cumberworth
Cr P Jackson
Cr O Mulder
Cr D Schumacher
Cr A Zilani
Cr D Wilkins

**Cr J Green
Cr S Wright**

**Deputy Committee Members:
Mayor A Kearns**

5.4 In accordance with Section 5.12 of the *Local Government Act 1995* appoint Cr P Jackson as the presiding member of the Planning and Community Consultation Committee.

CARRIED: 13/0

FOR: Mayor A Kearns, Cr O Mulder, Cr J Smith, Cr J Cumberworth, Cr J Green, Cr D Wilkins, Cr S Wright, Cr C Knight, Cr P Jackson, Cr A Zilani, Cr D Schumacher, Cr P Rogers, Cr R Burns

AGAINST: Nil

Comment: Changes to the Officer recommendation that was issued in the Agenda include changing the membership details in the Terms of References for Audit, Risk and Improvement Committee and the Planning and Community Consultation Committee; amending the independent member candidate references in relation to the Attachment for Audit, Risk and Improvement Committee; and removing clause relating to termination of members in the Planning and Community Consultation Committee Terms of Reference. All nominations of Elected Members were entered into the Council Resolution.

G.6/10/2025 Elected Member Appointments and Nominations

Summary

Appointments to advisory groups established by Council, external agencies, working groups and panels where Council has representation, expired on the 17 October 2025.

Council is requested to consider appointments in two parts. At this meeting, Elected Members are requested to consider the appointment of Elected Members to advisory groups where there is a statutory requirement and to external organisations where nominations have been requested or representation by Council is required for a term of two-years expiring 15 October 2027 and nomination to the Australia Day Awards Selection Panel.

Council is also requested to endorse the Mandurah Bush Fire Advisory Committee Terms of Reference (refer Attachment 19.4.2) and endorse the Access and Inclusion Advisory Group, Mandurah Environmental Advisory Group and Youth Advisory Group Terms of Reference (refer Attachment 19.4.3).

At the Ordinary Council Meeting of 25 November 2025, Council will be requested to consider the appointment of Elected Members to the Council's Advisory Groups. Elected Members will be invited to participate in a workshop prior to this meeting to enable strategic discussion relating to the purpose of the groups and the role of Elected Member representation.

Officer Recommendation

That Council:

1. Approve the Elected Member appointments to Advisory Committees established under legislation for a term of two-years, expiring 15 October 2027:

- 1.1 Mandurah Local Emergency Management Advisory Committee

Deputy: _____

- 1.2 Mandurah Bush Fire Advisory Committee

Deputy: _____

2. Adopt the Mandurah Bush Fire Advisory Committee Terms of Reference as detailed in Attachment 19.4.2.*

3. Approve the following Advisory Groups Terms of Reference:

3.1 Access and Inclusion Advisory Group Terms of Reference as per Attachment 19.4.4.

3.2 Mandurah Environmental Advisory Group Terms of Reference as per Attachment 19.4.4.

3.3 Youth Advisory Group Terms of Reference as per Attachment 19.4.4.

4. Approve the Elected Member appointments to the following Advisory Groups for a term of two-years, expiring 15 October 2027:

- 4.1 Access and Inclusion Advisory Group

Deputy _____

- 4.2 Mandurah Environmental Advisory Group

Deputy: _____

5. Nominate Elected Members for consideration for appointment for a term as specified by the relevant Minister:

- 5.1 Nominate the Elected Members for consideration by the Minister of Planning for the appointment on the Metro Outer Joint Development Assessment Panel for a two-year term commencing 27 January 2026:

Local Member 1

Local Member 2

Alternate Local Member 1

Alternate Local Member 2

6. Approve the Elected Member appointments to the Western Australian Local Government Authority: Peel Country Zone for a term of two-years, expiring 15 October 2027:

Deputy: _____

- 6.1 Appoint the 2025-2027 successful Peel Zone Delegates as the City of Mandurah Voting Delegates to the 2026 and 2027 Western Australian Local Government Association Annual General Meeting.

- 6.2 Appoint the Chief Executive Officer as proxy should either Voting Delegate be unable to attend to the 2026 and 2027 Western Australian Local Government Association Annual General Meeting.
- 6.3 Approve the 2025-2027 successful Peel Zone Delegates to attend the WALGA WA Local Government Convention as part of the City of Mandurah's advocacy and the costs associated, will not be included in their Training and Professional Development allocation.
7. Approve the Elected Member nominations for consideration for appointment by external agencies for a term of two-years, expiring 15 October 2027:
 - 7.1 Peel-Harvey Catchment Council (local government coastal representatives)

 - 7.2 Australian Coastal Council Association

8. Approve the appointment to the Australia Day Awards Selection Panel for a term expiring 15 October 2027:

Council Resolution

Motion:

Mover: Councillor C Knight

Second: Councillor D Schumacher

That Council:

1. **Approve the Elected Member appointments to Advisory Committees established under legislation for a term of two-years, expiring 15 October 2027:**
 - 1.1 **Mandurah Local Emergency Management Advisory Committee**

Cr J Smith
Deputy: Cr O Mulder
 - 1.2 **Mandurah Bush Fire Advisory Committee**

Cr O Mulder
Deputy: Cr J Green
2. **Adopt the Mandurah Bush Fire Advisory Committee Terms of Reference as detailed in Attachment 19.4.2.***

3. Approve the following Advisory Groups Terms of Reference:

3.1 Access and Inclusion Advisory Group Terms of Reference as per Attachment 19.4.4.

3.2 Mandurah Environmental Advisory Group Terms of Reference as per Attachment 19.4.4.

3.3 Youth Advisory Group Terms of Reference as per Attachment 19.4.4.

4. Approve the Elected Member appointments to the following Advisory Groups for a term of two-years, expiring 15 October 2027:

4.1 Access and Inclusion Advisory Group

**Cr S Wright
Cr J Smith**

4.2 Mandurah Environmental Advisory Group

**Deputy: Cr Cumberworth
Cr C Knight**

5. Nominate Elected Members for consideration for appointment for a term as specified by the relevant Minister:

5.1 Nominate the Elected Members for consideration by the Minister of Planning for the appointment on the Metro Outer Joint Development Assessment Panel for a two-year term commencing 27 January 2026:

Local Member 1	Cr C Knight
Local Member 2	Mayor A Kearns
Alternate Local Member 1	Cr R Burns
Alternate Local Member 2	Cr D Schumacher

Cr A Zilani left the chamber at 7:55 pm and returned at 7.57pm

Cr J Smith and Cr D Schumacher left the chamber at 8:02 pm and returned at 8:04pm

Cr J Cumberworth left the chamber at 8.12pm and returned at 8.16pm

Cr P Wright left the chamber at 8.14pm and returned at 8.16pm

6. Approve the Elected Member appointments to the Western Australian Local Government Authority: Peel Country Zone for a term of two-years, expiring 15 October 2027:

**Mayor A Kearns
Cr S Wright
Deputy: Chief Executive Officer**

- 6.1 Appoint the 2025-2027 successful Peel Zone Delegates as the City of Mandurah Voting Delegates to the 2026 and 2027 Western Australian Local Government Association Annual General Meeting.**
- 6.2 Appoint the Chief Executive Officer as proxy should either Voting Delegate be unable to attend to the 2026 and 2027 Western Australian Local Government Association Annual General Meeting.**
- 6.3 Approve the 2025-2027 successful Peel Zone Delegates to attend the WALGA WA Local Government Convention as part of the City of Mandurah's advocacy and the costs associated, will not be included in their Training and Professional Development allocation.**
- 7. Approve the Elected Member nominations for consideration for appointment by external agencies for a term of two-years, expiring 15 October 2027:**
 - 7.1 Peel-Harvey Catchment Council (local government coastal representatives)**

Cr J Cumberworth
 - 7.2 Australian Coastal Council Association**

Cr C Knight
- 8. Approve the appointment to the Australia Day Awards Selection Panel for a term expiring 15 October 2027:**
 - 1. Cr J Green**
 - 2. Cr O Mulder**
 - 3. Cr D Schumacher**
 - 4. Cr J Smith**
 - 5. Cr D Wilkins**
 - 6. Cr S Wright**
 - 7. Mayor A Kearns**

CARRIED BY ABSOLUTE MAJORITY: 13/0

FOR: Mayor A Kearns, Cr O Mulder, Cr J Smith, Cr J Cumberworth, Cr J Green, Cr D Wilkins, Cr S Wright, Cr C Knight, Cr P Jackson, Cr A Zilani, Cr D Schumacher, Cr P Rogers, Cr R Burns

AGAINST: Nil

Comment: Council resolution includes all Elected Member appointments and a correction to the appointment to the Access and Inclusion Advisory Group where there are two representatives required.

21. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil.

22. NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING

Nil.

23. LATE AND URGENT BUSINESS ITEMS

Nil.

24. ACCEPTANCE OF LATE AND URGENT ITEMS OF BUSINESS

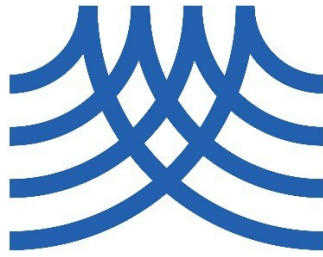
Nil.

25. CLOSE OF MEETING

There being no further business, the Mayor declared the meeting closed at 8.22pm.

CONFIRMED..... (MAYOR)

Attachments to Council Minutes:
28 October 2025 Council Reports



**CITY OF
MANDURAH**

NOTICE OF MEETING

ORDINARY COUNCIL

Members of Council are advised that a meeting will be held in the Council Chambers, 83 Mandurah Terrace, Mandurah and the meeting will be Live streamed on:

Tuesday 28 October 2025 at 5:30 pm

CASEY MIHOVLOVICH

Chief Executive Officer

22 October 2025

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1 OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS

Members of the public are advised that the Council Meeting is being livestreamed in accordance with the City's Council Meetings – Live Streaming, Recording and Electronic Attendance Policy. By being present at this meeting, members of the public consent to the City livestreaming and publishing their voice on the City's website. Members of the public are not subject to video livestreaming and only their voice will be captured. For further information on the Live streaming of Council Meetings please click here [Live Streaming of Council Meetings](#)

2 ACKNOWLEDGEMENT OF COUNTRY

3 APOLOGIES

4 DISCLAIMER

Members of the public are advised that any decisions made at the meeting, can be revoked, pursuant to the *Local Government Act 1995*. Therefore, members of the public should not rely on any decisions until formal notification in writing by Council has been received.

5 ANSWERS TO QUESTIONS TAKEN ON NOTICE

5.1 Question 1: Cr D Schumacher

Question 1

With the funding for the \$6.344 million for the Western Foreshore and the works over the next 3 years, can we have a breakdown available on where those funds are coming from and how much is going to be borrowed?

City of Mandurah Response

The question was asked at the 24 June 2025 Ordinary Council Meeting. The City officer response was:

The total \$6.344 million in works relates specifically to infrastructure within the Western Foreshore Leisure Precinct. Of this total, \$4.462 million is proposed to be funded through the commercial lease revenue, as it directly relates to infrastructure that supports or is impacted by the commercial proposal. The remaining \$1.882 million (relating to general public open space and landscaping upgrades) will be funded through municipal funds, as these works do not have a direct relationship to the commercial lease and therefore cannot be offset through lease revenue.

The following is the breakdown of works funded by the proposed lease revenue:

Year 1 – 2025/26: \$448,000

\$198,000 – Skate Park Car Parking (Design & Stage 1 Construction)

\$50,000 – Intersection Upgrade Design

\$200,000 – Foreshore Hazard Treatment Planning & Design

Year 2 – 2026/27: \$3,295,000

\$170,000 – Skate Park Car Parking (Stage 2 Construction)

\$825,000 – War Memorial Car Park Upgrade & Expansion

\$800,000 – Coastal Hazard Treatments – Stage 1

\$1,500,000 – Intersection Upgrade Construction

Year 3 – 2027/28: \$719,000 - Coastal Hazard Treatments – Stage 2

The City is proposing to prefund the lease-recoverable works, and then recoup both principal and interest (where loan funded) through the lease revenue stream over the lease term. The total lease revenue projected over the 25-year term is approximately \$6.2 million, which allows full recovery of the \$4.462 million investment (plus interest), with capacity for reasonable contingencies. This approach ensures that ratepayers do not have to fund infrastructure that will activate the Western Foreshore and that has a commercial and community benefit.

The City expects to fully recoup the prefunded \$4.462 million (plus interest) over the initial lease term.

The landscaping upgrades included in the \$6.344 million is being proposed to be delivered using general revenue or other funding sources as part of the broader Western Foreshore Leisure Precinct Plan.

In the long-Term Financial Plan, we do not indicate which projects will be funded by borrowings for projects identified between years 2-10. It is at the budget time that the total of the loan borrowings is allocated to City projects.

6 AMENDMENT TO STANDING ORDERS

Modification to *Standing Orders Local Law 2016* – electronic attendance at meeting.

7 PUBLIC QUESTION TIME

Public Question time provides an opportunity for members of the public to ask a question of Council. For more information regarding Public Question Time, please visit the City's website [About Council Meetings](#) or telephone 9550 3787.

8 PUBLIC STATEMENT TIME

Any person or group wishing to make a Public Statement to Council regarding a matter concerning local government must complete an application form. For more information regarding Public Statement Time, please visit the City's website [About Council Meetings](#) or telephone 9550 3787.

9 LEAVE OF ABSENCE REQUESTS

10 PETITIONS

11 PRESENTATIONS

12 DEPUTATIONS

Any person or group wishing to make a Deputation to Council regarding a matter listed on this agenda for consideration must complete an application form. For more information regarding making a deputation, please visit the City's website [About Council Meetings](#) or telephone 9550 3787.

13 CONFIRMATION OF MINUTES

13.1 Ordinary Council Meeting held on 23 September 2025

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held on 23 September 2025 be confirmed.

Minutes are available on the City's website [Agendas and Minutes](#)

14 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

15 DECLARATIONS OF FINANCIAL, PROXIMITY AND IMPARTIALITY INTERESTS

16 QUESTIONS FROM ELECTED MEMBERS

16.1 Questions of which due notice has been given

16.2 Questions of which notice has not been given

17 BUSINESS LEFT OVER FROM PREVIOUS MEETING

18 RECOMMENDATIONS OF COMMITTEES

19 REPORTS

Subject: 19.1 Monthly Financial Report - September

Summary

The Financial Report for September 2025 together with associated commentaries, notes on investments, balance sheet information, schedule of accounts and the tenders awarded under the delegation by the Chief Executive Officer are presented for Elected Members' consideration.

Disclosure of Interest

Nil

Previous Relevant Documentation

G.5/6/24 25/06/2025 Budget Adoption 2025/2026

Background

Nil

Comment

The Financial Report for September 2025 shows an actual surplus for this period of \$98.1 million. This is considered a reasonable surplus at the current point in time and is sufficient to meet the City's obligations up to 30 June 2026.

In the month of July, the City issues invoices for Rates and Refuse, leading to a substantial surplus at the beginning of the financial year. However, as the year progresses, this surplus gradually diminishes due to the City's budgetary expenditures. The Financial Report for September 2025 shows that \$59 million (55.4%) of the rates have been received.

A summary of the financial position for September 2025 is detailed in the table below:

	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. (b)-(a)	Var.% (b)- (a)/(a)
	\$ 000s	\$ 000s	\$ 000s	\$ 000s	%
Opening Funding Surplus / (Deficit)	600	600	991	391	65%
Revenue					
Revenue from operating activities	154,616	130,285	130,992	707	1%
Capital revenue, grants and Contribution	24,850	6,212	598	(5,615)	-90%
	179,466	136,497	131,590	(4,907)	
Expenditure					
Operating Expenditure	(174,669)	(40,097)	(36,139)	3,957	-10%
Capital Expenditure	(49,664)	(9,096)	(5,819)	3,277	-36%
	(224,333)	(49,193)	(41,959)	7,234	
Non-cash amounts excluded from operating activities	35,718	8,930	6,543	(2,387)	-27%
Non-cash amounts excluded from investing activities	(668)	(668)	2,521	3,189	-477%
Other Capital Movements	8,512	(1,580)	(1,584)	(3)	0%
Closing Funding Surplus / (Deficit)	(705)	94,586	98,103	3,517	4%

The following table highlights the status of the City's key capital projects for the 2025/2026 financial year:

Project	2025/26 Actuals Incl. CMT \$'000s	2025/26 Annual Budget \$'000s	On Time / On Budget	Asset Classification	Comment
Mandurah Performing Arts Centre – HVAC Renewal	105	4,725	The project schedule is being reviewed taking into account the operational requirements of the ManPAC. The proposed construction program will be prepared as part of the detailed design phase, expected to be completed by December 2025. The project is expected to be delivered within budget.	<i>Buildings</i>	Detailed design is progressing and expected to be completed by December 2025. The final timetable for the construction works is being developed as part of the detailed design phase.
Coodanup Foreshore	897	848	Stages 1 and 2 are complete. Stage 3 is expected to be completed within budget. Stage 4 is expected to be delivered this financial year within budget.	<i>Parks</i>	Stages 1 and 2 were completed in December 2023. Stage 3 - Landscape construction works are well progressed however there have been minor delays on site and the works are now expected to be completed by mid-October 2025. Stage 4 - Currently in design, with final amendments being made as part of the last stage of community consultation. Construction works are expected to commence in October 2025.

Falcon Coastal Shared Path	69	712	Funding received via the Australian Government Active Transport Fund. The project is expected to be completed by 2028 within budget.	Roads	Detailed design is expected to be completed by October 2025, following the completion of a design review. Stage 1 works are expected to commence in July 2026.
Pinjarra - Anstruther Road Intersection Upgrade	140	600	The project is expected to be delivered this financial year within budget.	Roads	Traffic signal improvements have been approved by Main Roads WA. Planning is underway for temporary traffic management. Works are estimated to commence in October 2025.
Yalgorup National Park	113	1,105	The Yalgorup National Park project is a 10-year economic and tourism initiative. The Quail Road extension construction will commence following the City receiving DBCA approval.	Roads	Quail Road design is being finalised following DBCA and adjacent landowner consultation. Environmental approvals have been submitted to the Australian Government.

Reconciliation of 2024/25 Financial Year

Through the annual budget process the City establishes the operating and capital project budgets and what is expected to be spent by the end of the financial year. Where actual expenditure is forecast to fall below the approved budget and further costs are anticipated in the following financial year, the unspent funds are carried forward by Council resolution to establish the next year's budget allocation.

Following the finalisation of all invoices for the 2024/25 financial year, a reconciliation is undertaken to confirm actual expenditure to 30 June 2025. Adjustments to carryover amounts are then made accordingly to both the 2024/25 and 2025/26 financial years budgets and are outlined below.

Operating Carryovers 2024/25

In the May 2025 Monthly Financial Report, Council approved the 2024/25 Operating Carryovers which were estimated to be \$1,882,385. The 2024/25 Budget was adjusted to reflect this forecasted spend.

Following the completion of the Financial Statements 2024/25, a reconciliation has now been completed. Based on year-end actual expenditure an additional \$385,484 is to be carried over to the 2025/26 Financial Year. Further details on the operating project carryover adjustments are provided in Attachment 19.1.2. The reconciliation process included a review of the funding sources for the carryover projects. The funding sources details where the funding is from, for example grant funding or cash reserve.

The table below shows the carryover amount and funding sources that was adopted by Council in the May 2025 Monthly Financial Report (Original Carryover Budget ('A')), the reconciled final carryover figures (Amended Carryover Budget ('B')) and the Proposed Variation for Council Adoption for 2024/25 financial year ('C') for Council to adopt in this financial report.

	Original Carryover Budget ('A')	Amended Carryover Budget ('B')	Proposed Variation for Council Adoption for 2024/25 financial year ('C')
Reduction in 2024/2025 Materials and Contracts (that will be carried into 2025/26)	(\$1,882,385)	(\$2,267,869)	(\$385,484)
Reduction in materials and contracts to be offset to:			
Transfer to Net Restricted Cash Reserve movement	\$1,725,705	\$2,042,008	\$316,303
Transfer to Net Unspent Grants Reserve movement	\$156,680	\$177,736	\$21,056
Reduction in Operating Grants (due to these not yet received)	\$0	\$48,125	\$48,125
Net Budget Impact	\$0	\$0	\$0
Non-cash movement			
Reduction in Operating Grants – received but not yet recognised	\$152,135	\$316,253	\$164,118
Non-cash movement for Grant Revenue	(\$152,135)	(\$316,253)	(\$164,118)

The above table proposes to decrease operating grants for the 2024/25 financial year by an additional \$212,243, consisting of:

\$48,125 is in relation to grants not yet received

\$164,118 is in relation to grants received in 2024/25 but not yet recognised.

This is in accordance with the AASB Accounting Standards for Accounting for Revenue whereby income can only be recognised upon conditions of the grant agreement being met.

Capital Carryovers 2024/25 Reconciliation

The Financial Statements for the 2024/2025 financial year have now been finalised and sent to the City's auditors. As a result, the final reconciliation of capital projects for the 2024/2025 year has been completed. The table below displays the final result.

2024/25 Actual	2024/25 Current Budget	% Budget Utilised
\$37,677,942	\$42,660,160	88%

A reconciliation has now been completed, based on the year-end actuals, resulting in the 2024/25 Capital Works program reducing by \$2,631,032.

Of the \$2,631,032 in additional carryover projects:

\$1,567,984 relates to the capital projects that were previously identified as projects that would not be completed at 30 June 2025 in the May 2025 Financial Report or the 2024/25 Mid-Year Budget Review. The actual expenditure was less than the forecasted expenditure to 30 June 2025 for a number of projects, mainly due to supplier delays. As a result, additional funds are to be carried over to 2025/26 Financial Year to complete the projects.

\$1,063,048, relates to capital projects that were expected to be delivered in 2024/25, however were delayed resulting in the project or a portion of the project being delayed.

Further details on the capital carryover adjustments are provided in Attachment 19.1.3.

The reconciliation also reviewed the funding sources for the \$2,631,032 carryover projects. The table below shows the variations that are required to be carried forward from the 2024/2025 financial year.

	Proposed Variation for 2024/25 Financial Year	Closing Balance at 30 June 2025	Proposed Variation for 2025/26 Financial Year	Funding sources for 2025/26 for carryover capital projects
Capital Expenditure	(\$2,631,032)	(\$11,313,781)	\$2,631,032	\$11,313,781
Capital Expenditure funded by:				
Capital Grants and Contributions	\$308,152	\$2,996,147	(\$669,834)	(\$2,931,334)
Unspent Loans	\$71,244	\$264,973	(\$54,548)	(\$264,973)
Proceeds from Sale of Assets	\$24,008	\$292,846	(\$24,008)	(\$377,496)
Reserve Funding	\$2,227,628	\$7,758,766	(\$1,882,642)	(\$7,739,978)
Overall Reduction in Municipal Funding	\$0	\$1,049	\$0	\$0
Total	\$0	\$0	\$0	\$0
Non-Cash Movement				
Capital Grants – received but not yet recognised	\$1,067,260	\$1,433,096	(\$1,067,260)	(\$1,433,096)
Transfer to Unspent Grant Revenue	(\$1,067,260)	(\$1,433,096)	\$1,067,260	\$1,433,096

Figures in the above table in brackets represents an increase in revenue or decrease in expenditure. Positive numbers in the above table represent a decrease in revenue or an increase in expenditure.

Further to the above, it is proposed that the City move an additional \$1,067,260 to the Unspent Grants Reserve in 2024/25 as a Contract Liability, for the capital grants received in 2024/25 Financial Year but not spent. As it is proposed that this grant funding will be expended in 2025/26 Financial Year there is a recommendation to remove these funds from the Unspent Grant Reserve in 2025/26. This is in accordance with the AASB Accounting Standards for Accounting for Revenue whereby capital revenue can only be recognised if the expenditure has occurred. A contract liability is

recorded in the City of Mandurah balance sheet as an obligation by the City to complete works committed to, but the funds have not been spent.

In summary, the above variations are required in order for the City to complete the 2024/2025 projects. These projects are funded by a number of revenue sources, and in order for these projects to be completed in 2025/2026, the funding sources also need to be carried forward.

2025/26 Budget Variations

Meadow Springs Cricket Nets

A budget variation of \$50,000 is required to support a proposed State Election Commitment to the Mandurah Cricket Club. Under this proposal, the City will undertake upgrades to the cricket nets at the Meadow Springs Sports Facility, with additional funding provided to the Club to purchase turf covers and portable flip scoreboards. The upgrade to the cricket nets will significantly enhance safety and durability, with the works to include double wrapping of the chain mesh fencing. This will create a more robust physical barrier, preventing cricket balls from escaping the batting enclosure and potentially causing injury or damage to people and property outside the area. This investment will contribute to improved facilities for community sport and support the delivery of a local election commitment.

It is recommended that new capital revenue and expenditure budgets of \$50,000 be approved for the Meadow Springs Cricket Nets project to enable the State Government election grant funding to be fully utilised.

Statutory Environment

Local Government Act 1995 Section 6.4 Financial Report

Local Government (Financial Management) Regulations 1996 Part 4 Financial Reports

Policy Implications

Nil

Financial Implications

Any material variances that have an impact on the outcome of the budgeted surplus position are explained in the Monthly Financial Report, as detailed in Attachment 19.1.1.

Economic Implications

Nil

Environmental Implications

Nil

Risk Analysis

The Financial Report and its attachments are utilised as a key indicator to monitor against the strategic risks.

Strategic Implications

The following strategies from the City of Mandurah Strategic Community Plan 2024-2044 is/are relevant to this report:

Leadership:

Responsible, transparent, value for money delivery of well planned, sustainable, projects, programs and services

Conclusion

The City strives to manage its finances adequately and maintain expenditure within budget to ensure services that have been approved through the budget process are fully funded.

It is recommended that Council receive the Monthly Financial Report and the Schedule of Accounts.

NOTE:

Refer

Attachment 19.1.1	<i>Monthly Financial Report</i>
Attachment 19.1.2	<i>2024/25 Final Operating Carryovers to 2025/26</i>
Attachment 19.1.3	<i>2024/25 Final Capital Carryovers to 2025/26</i>
Attachment 19.1.4	<i>Schedule of Accounts (electronic only)</i>

Officer Recommendation

That Council:

- 1 Receives the Financial Report for September 2025 as detailed in Attachment 19.1.1 of the report.**
- 2 Receives the Schedule of Accounts for the following amounts as detailed in Attachment 19.1.4 of the report:**

Total Municipal Fund	\$ 11,649,824.84
Total Trust Fund	\$ 0.00
	<u>\$ 11,649,824.84</u>
- 3 Approves the following budget variations for Operating Carryovers that were scheduled in the 2024/25 year to be carried forward to the 2025/26 year as detailed in Attachment 19.1.2 and summarised as follows:**

2024/25 Budget adjustments for 2024/25 Operating Works Carryovers

Decrease in Materials and Contracts of \$385,484*

Net increase of transfer to Restricted Cash Reserve \$316,303*

Net increase of transfer to Unspent Grants Reserve of \$21,056*

Decrease in Operating Grants of \$48,125* for grants not received in 2024/25

2024/25 Non-cash adjustments for 2024/25 Operating Works Carryovers

Decrease in Operating Grants for grants received in 2024/25, but not recognised \$164,118* and transferred to non-cash movement for Grant Revenue \$164,118*

2025/26 Budget adjustments for 2024/25 Operating Works Carryovers

Increase in Materials and Contracts of \$385,484*

Net increase of transfer from Restricted Cash Reserve \$316,303*

Net increase of transfer from Unspent Grants Reserve of \$21,056*

Increase in Operating Grants for grants not received in 2024/25 of \$48,125*

2025/26 Non-cash budget adjustments for 2024/25 Operating Works Carryovers

Increase in Operating Grants for grants received in 2024/25, but not recognised \$164,118* and transferred to non-cash movement for Grant Revenue \$164,118*

- 4 Approves the following budget variations for Capital Works Carryovers that were scheduled in the 2024/25 year to be carried forward to the 2025/26 year as detailed in Attachment 19.1.3 and summarised as follows:**

2024/25 Budget adjustments for 2024/25 Capital Works Carryovers

Decrease in capital expenditure of \$2,631,032*

Decrease in unspent loans utilised of \$71,244*

Decrease in fleet proceeds of \$24,008*

Decrease in capital grant and contribution revenue of \$308,152*

Net movement of transfer to reserves of \$2,227,628* made up of:

Reduction in transfer from reserves \$1,010,808*

Increase transfer to reserve for 2024/25 general rates funding \$1,216,820*

2024/25 Non-cash adjustments for 2024/25 Capital Works Carryovers

Non-cash movement of transfer to Unspent Grants Reserve for grants received in 2024/25 but not recognised \$1,067,260 and transferred to Non-cash movement for Capital grant revenue \$1,067,260*

2025/26 Budget adjustments for 2024/25 Capital Works Carryovers

Increase in capital expenditure of \$2,631,032*

Increase in unspent loans utilised of \$54,548*

Increase in fleet proceeds of \$24,008*

Increase in capital grant and contribution revenue of \$669,834*

Net movement of transfer from reserves of \$1,882,642*

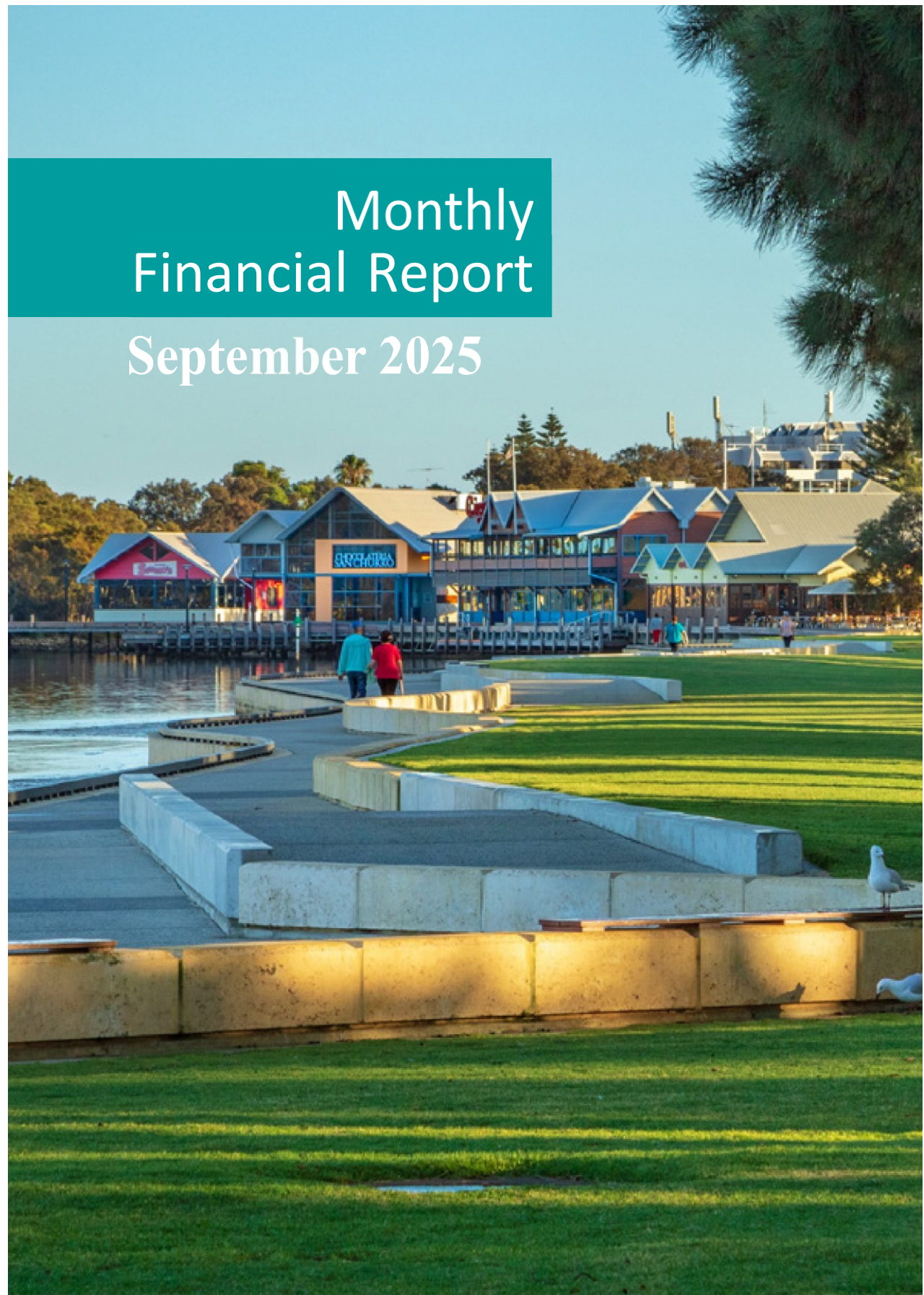
2025/26 Non-cash adjustments for 2024/25 Capital Works Carryovers

Non-cash movement of Transfer from Unspent Grants Reserve for grants received in 2024/25 but not recognised \$1,067,260 and transferred from Non-cash movement for Capital grant revenue \$1,067,260 *

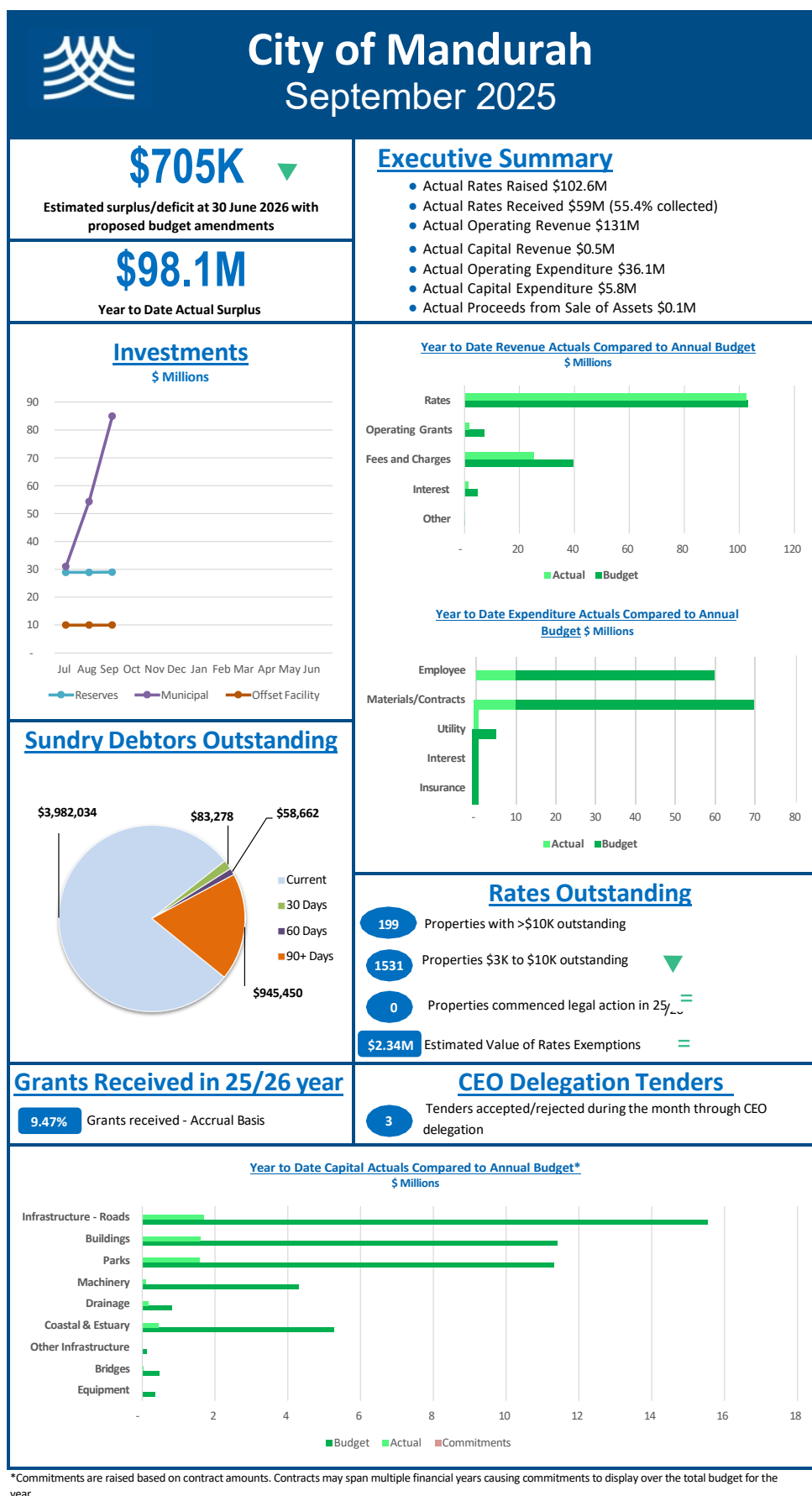
- 5 Approves the following budget variations for 2025/26 annual budget:**

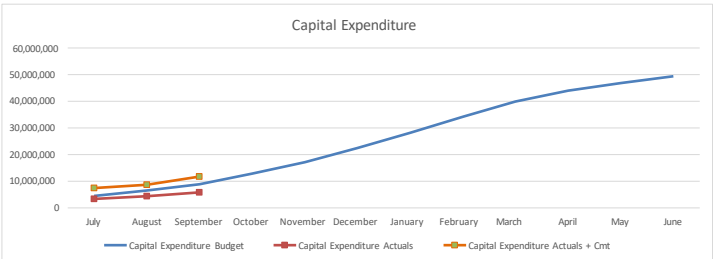
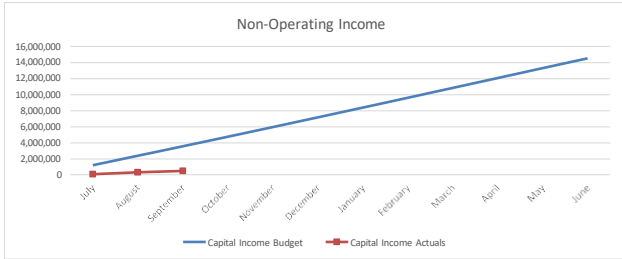
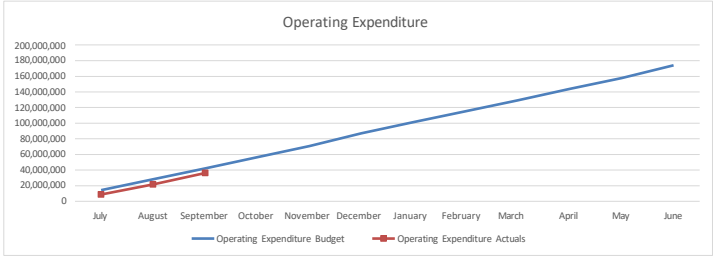
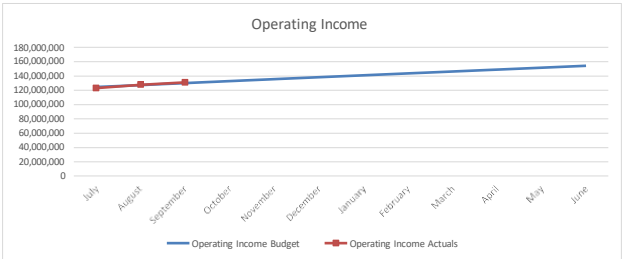
- 5.1 Unbudgeted capital expenditure of \$50,000* for Meadow Springs Cricket Nets**
- To be funded from State Government election capital grant revenue \$50,000*.**

****ABSOLUTE MAJORITY REQUIRED****



Monthly Financial Report September 2025





CITY OF MANDURAH
MONTHLY FINANCIAL REPORT
For the Period Ended 30 September 2025

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**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

BY NATURE OR TYPE

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)		600,000	600,000	991,395	391,395	65.23%	
Revenue from operating activities							
Rates		102,985,169	102,985,169	102,587,733	(397,436)	(0.39%)	
Operating grants, subsidies and contributions		7,328,404	1,913,351	1,601,838	(311,513)	(16.28%)	
Fees and charges		39,527,624	24,192,466	25,398,623	1,206,157	4.99%	
Interest earnings		4,685,824	1,171,456	1,251,590	80,134	6.84%	
Other revenue		89,326	22,331	102,967	80,636	361.09%	
Profit on disposal of assets		-	-	49,160	49,160	100.00%	
		154,616,347	130,284,773	130,991,911	707,138	0.54%	
Expenditure from operating activities							
Employee costs		(62,014,818)	(12,024,392)	(11,873,103)	151,289	1.26%	
Materials and contracts		(69,214,062)	(17,212,278)	(13,875,662)	3,336,616	19.39%	
Utility charges		(5,030,247)	(1,257,562)	(820,196)	437,366	34.78%	
Depreciation on non-current assets		(35,612,864)	(8,903,216)	(8,848,769)	54,447	0.61%	
Interest expenses		(1,181,148)	(295,287)	(317,197)	(21,910)	(7.42%)	
Insurance expenses		(1,615,556)	(403,889)	(341,139)	62,750	15.54%	
Other expenditure		-	-	(52,864)	(52,864)	100.00%	
Loss on disposal of assets	1(a) & 4	-	-	(10,366)	(10,366)	100.00%	
		(174,668,695)	(40,096,624)	(36,139,296)	3,957,328	9.87%	
Non-cash amounts excluded from operating activities	1(a)	35,718,031	8,929,508	6,542,783	(2,386,725)	(26.73%)	
Amount attributable to operating activities		15,665,683	99,117,656	101,395,398	2,277,741	(2.30%)	
Investing activities							
Non-operating grants, subsidies and contributions		14,552,940	3,638,235	470,542	(3,167,693)	(87.07%)	
Proceeds from disposal of assets	4	10,296,732	2,574,183	127,308	(2,446,875)	(95.05%)	
Payments for property, plant and equipment	6	(49,664,160)	(9,095,971)	(5,819,218)	3,276,753	36.02%	
Amount attributable to investing activities		(24,814,488)	(2,883,553)	(5,221,367)	(2,337,814)	-81.07%	
Non-cash amounts excluded from investing activities	1(b)	(667,971)	(667,971)	2,521,235	3,189,206	(477.45%)	
Amount attributable to investing activities		(25,482,459)	(3,551,524)	(2,700,132)	851,392	23.97%	
Financing Activities							
Proceeds from new debentures	7	7,150,000	-	-	0	0.00%	
Unspent Loans Utilised		210,425	-	-	0	0.00%	
Repayment of debentures	7	(4,946,758)	(1,236,690)	(1,281,316)	(44,627)	(3.61%)	
Payment of lease liability		(374,738)	(93,685)	(56,310)	37,374	39.89%	
Principal elements of interest earning liability		(998,925)	(249,731)	(245,901)	3,830	1.53%	
Transfer from reserves	8	18,209,131	-	-	0	0.00%	
Transfer to reserves	8	(10,737,151)	-	-	0	0.00%	
Amount attributable to financing activities		8,511,984	(1,580,105)	(1,583,527)	(3,422)	(0.22%)	
Closing Funding Surplus / (Deficit)	1(d)	(704,792)	94,586,027	98,103,133	3,517,106	3.72%	

KEY INFORMATION

Indicates a variance between Year to Date (YTD) Actual and YTD Budget data as per the adopted materiality threshold.
Refer to Note 13 for an explanation of the reasons for the variance.
This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2025

NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Local Government (Financial Management) Regulation 1996.

Notes	Annual Budget	YTD Budget (a)	YTD Actual (b)
	\$	\$	\$
Non-cash items excluded from operating activities			
Adjustments to operating activities			
Less: Profit on asset disposals	4	-	(49,160)
Less: Non-cash movement in assets		0	(2,724,108)
Movement in liabilities associated with restricted cash		105,167	198,002
Movement in pensioner deferred rates (non-current)		-	(20)
Movement in employee benefit provisions (non-current)		-	13,490
Movement in interest earning liabilities (non-current)		-	245,901
Movement in Liabilities		-	(457)
Add: Loss on asset disposals			
4	-	-	10,366
Add: Depreciation on assets		35,612,864	8,848,769
Total non-cash items excluded from operating activities		35,718,031	8,929,508
			6,542,783

(b) Non-cash items excluded from investing activities

The following non-cash revenue and expenditure has been excluded from investing activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

Adjustments to investing activities			
Movement in non current liabilities for transfers to acquire or construct non-financial assets to be controlled by the entity			
Movement in current liabilities for transfers to acquire or construct non-financial assets to be controlled by the entity associated with restricted cash			
	(667,971)	(166,993)	2,521,235
Total non-cash amounts excluded from investing activities	(667,971)	(166,993)	2,521,235

(c) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with regulation 32 of the Local Government (Financial Management) Regulations 1996 to agree to the surplus/(deficit) after imposition of general rates.

	Actual Closing 30 Jun 2025	Budget Closing 30 Jun 2026	Year to Date 30 Sep 2025
Adjustments to net current assets			
Less: Reserves - restricted cash	(65,573,682)	(64,801,525)	(65,573,682)
Less: - Financial assets at amortised cost - self supporting loans	(47,106)	-	(23,770)
Less: Unspent loans	(625,629)	-	(2,109,715)
Less: Inventory - Land Held for Resale	(335,000)	(445,000)	-
Less: Clearing accounts	-	-	(22,099)
Add: Borrowings	7	5,510,331	3,408,759
Add: Other liabilities		2,865,674	-
Add: Lease liability		173,812	1,023,531
Add: Provisions - employee		4,504,794	806,283
Add: Loan Facility offset		-	-
Total adjustments to net current assets	(53,526,806)	(60,007,952)	(43,336,362)

(d) Net current assets used in the Statement of Financial Activity

Current assets			
Cash and cash equivalents	2	61,810,975	81,351,019
Rates receivables	3	4,227,017	3,055,524
Receivables	3	3,072,554	2,607,617
Other current assets		24,538,414	2,273,976
Less: Current liabilities			
Payables		(20,692,290)	(14,511,115)
Borrowings	7	(5,510,331)	(3,408,759)
Interest earning liabilities		(998,927)	-
Unspent non-operating grant, subsidies and contributions liability		(1,866,747)	(2,461,785)
Lease liabilities		(173,812)	(1,023,531)
Provisions		(9,888,652)	(8,579,786)
Less: Total adjustments to net current assets	1(c)	(53,526,806)	(60,007,952)
Closing Funding Surplus / (Deficit)		991,395	(704,792)
			98,103,133

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2025

OPERATING ACTIVITIES
NOTE 2
CASH AND INVESTMENTS

	Total Amount	Interest rate	Total Interest Earnings at Maturity Date	Institution	S&P rating	Deposit Date	Maturity Date	Term days
	\$	\$	\$	\$				
Cash on hand								
Municipal Bank Account (inc. Bonds Investments & Notice Savers)	24,735,182	Variable		Westpac	AA	NA	NA	
	24,735,182							
Municipal Investments								
WBC TD 102	3,233,122	4.50%	116,798	Westpac	AA	21/05/2025	21/03/2026	304
WBC TD 110	3,224,006	4.27%	110,720	Westpac	AA	2/07/2025	2/05/2026	304
WBC TD 112	3,146,955	4.34%	34,053	Westpac	AA	10/07/2025	10/10/2025	92
NAB TD 114	3,143,405	4.25%	32,600	NAB	AA	9/07/2025	7/10/2025	90
NAB TD 115	3,142,160	4.35%	66,708	NAB	AA	20/05/2025	18/11/2025	182
NAB TD 118	1,448,156	4.20%	15,170	NAB	AA	28/07/2025	28/10/2025	92
NAB TD 119	3,032,061	4.24%	32,061	Westpac	AA	20/08/2025	20/11/2025	92
NAB TD 120	3,032,061	4.24%	32,061	Westpac	AA	20/08/2025	20/11/2025	92
NAB TD 121	3,032,061	4.24%	32,061	Westpac	AA	20/08/2025	20/11/2025	92
WBC TD 122	3,031,115	4.16%	31,115	Westpac	AA	2/09/2025	2/12/2025	91
WBC TD 123	3,031,115	4.16%	31,115	Westpac	AA	2/09/2025	2/12/2025	91
WBC TD 124	3,031,115	4.16%	31,115	Westpac	AA	2/09/2025	2/12/2025	91
NAB TD 125	3,030,699	4.15%	30,699	NAB	AA	9/09/2025	8/12/2025	90
NAB TD 126	3,030,699	4.15%	30,699	NAB	AA	9/09/2025	8/12/2025	90
NAB TD 127	3,030,699	4.15%	30,699	NAB	AA	9/09/2025	8/12/2025	90
WBC TD 128	3,041,814	4.17%	41,814	Westpac	AA	24/09/2025	24/01/2026	122
WBC TD 129	3,041,814	4.17%	41,814	Westpac	AA	24/09/2025	24/01/2026	122
WBC TD 130	3,041,814	4.17%	41,814	Westpac	AA	24/09/2025	24/01/2026	122
NAB TD 131	3,041,425	4.20%	41,425	NAB	AA	25/09/2025	23/01/2026	120
NAB TD 132	3,041,425	4.20%	41,425	NAB	AA	25/09/2025	23/01/2026	120
	59,827,720							
Reserve Investments								
ANZ TD 10	32,407	3.25%	263	ANZ	AA	1/07/2025	1/10/2025	92
Reserve 42 - 36-976-7906	3,498,627	4.15%	35,438	NAB	AA	15/07/2025	13/10/2025	90
Reserve 44 - 70-586-3025	3,484,969	4.30%	48,580	NAB	AA	23/06/2025	21/10/2025	120
Reserve 45 - 70-568-6989	3,479,967	4.30%	48,510	NAB	AA	23/06/2025	21/10/2025	120
Reserve 47 - 833713404	4,614,676	4.22%	47,523	CBA	AA	15/07/2025	13/10/2025	90
Reserve 48 - 833713404	6,899,482	4.22%	71,053	CBA	AA	15/07/2025	13/10/2025	90
Reserve TD WBC 2 - 032-108 267897	3,453,838	4.50%	124,772	Westpac	AA	18/05/2025	18/03/2026	304
Reserve TD WBC 3 - 032-108 267926	3,453,838	4.50%	124,772	Westpac	AA	18/05/2025	18/03/2026	304
	28,917,804							
Total Municipal and Reserve Funds	113,480,706		1,366,876.09					

Interest revenue		Interest Earned
Investment Interest Accrued	641,760	\$1,251,590
Investment Interest Matured	77,549	
Rates Interest	532,281	
	1,251,590	

Loan Offset Facility	Amount	Interest rate on loans	Interest Saved	YTD Interest Saved
Westpac	10,056,577	5.40%	14,766	42,661.64

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of twelve months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Total Municipal Cash	Unrestricted
\$123.54 M	\$94.62 M

Ordinary Council Meeting Agenda - 28 October 2025

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 SEPTEMBER 2025

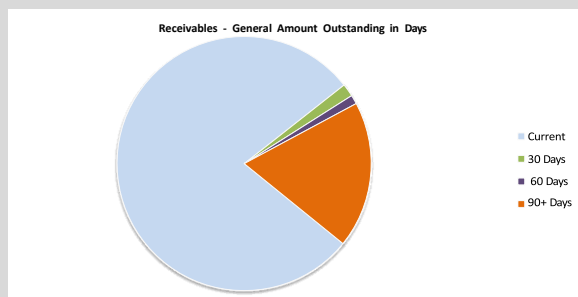
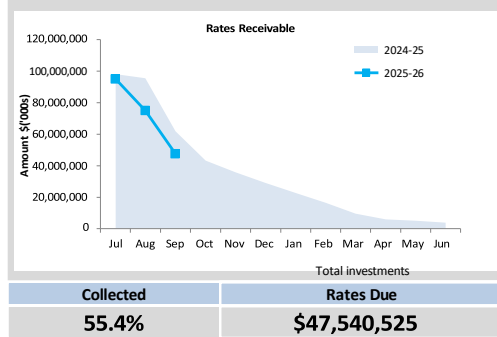
OPERATING ACTIVITIES NOTE 3 RECEIVABLES

Rates Receivable	30-Jun-25	31/09/2024	30 Sep 25	Receivables - General	31/09/2024	Current	30 Days	60 Days	90+ Days	30 Sep 25
	\$		\$		\$	\$	\$	\$	\$	\$
Opening Arrears Previous Years	3,721,461	3,721,461	3,963,715	Balance per Trial Balance						
Rates levied	98,363,858	97,140,939	102,587,733	Sundry receivable	1,545,492	2,739,536	61,460	32,361	511,416	3,344,773
Less - Collections to date	(98,121,604)	(39,301,775)	(59,010,924)	Recreation Centres	112,300	2,507	107	89	1,897	4,600
Equals Current Outstanding	3,963,715	61,560,625	47,540,525	Mandurah Ocean Marina	598,614	603,922	0	0	0	603,922
				GST receivable	334,817	596,594	0	0	0	596,594
				Allowance for impairment of receivables	(215,611)	0	0	0	(269,893)	(269,893)
				Infringements	1,141,587	39,475	21,711	26,212	702,030	789,428
Net Rates Collectable	3,963,715	61,560,625	47,540,525	Total Receivables General Outstanding	3,517,200	3,982,034	83,278	58,662	945,450	5,069,424
% Collected	96.1%	39%	55.4%	Percentage	69.4%	78.6%	1.6%	1.2%	18.7%	

	31/09/2024	30 Sep 25	Other Receivables	31/09/2024	Current	30 Days	60 Days	90+ Days	30 Sep 25
- No. of Legal Proceedings Commenced for the financial year	0	0	Balance per Trial Balance						
- No. of properties > \$10,000 outstanding	258	199	Pensioners rates and ESL deferred	8,506,546	0	0	0	5,303,469	5,303,469
- No. of properties between \$3,000 and \$10,000 outstanding	2133	1,531	Other Receivables	6,752,564	0	0	0	10,114,813	10,114,813
- Value of Rates Concession	49,247	51,256	Total Other Receivables Outstanding	15,259,110	0	0	0	15,418,282	15,418,282
- Estimated Value of Rates Exemptions	2,243,551	2,335,088	Percentage	0%	0%	0%	0%	100%	

KEY INFORMATION

Rates and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of rates and other receivables is reviewed on an ongoing basis. Other receivables that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



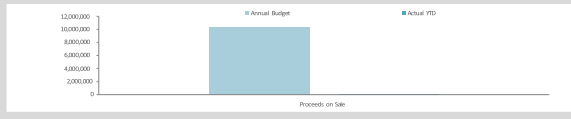
Debtors Due
\$5,069,424
Over 30 Days
21%
Over 90 Days
19%

OTES TO THE STATEMENT OF FINANCIAL ACTIVITY
R THE PERIOD ENDED 30 SEPTEMBER 2025

OPERATING ACTIVITIES
NOTE 4
DISPOSAL OF ASSETS

Asset	Asset ID	Directorate	Budget				YTD Actual			
			Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
			\$	\$	\$	\$	\$	\$	\$	\$
Land										
Land			8,954,001	8,954,001	0	0	0	0	0	0
Light Passenger Vehicles - Replacement										
TOYOTA RAV4 MH93058	003720	Built & Natural Environment	13,867	13,867	0	0	0	0	0	0
TOYOTA RAV4 MH93058	004020	Built & Natural Environment	13,732	13,732	0	0	0	0	0	0
SUBARU IMPREZA MH93058	007220	Built & Natural Environment	9,707	9,707	0	0	0	0	0	0
SUBARU G-1X MH93058	004020	Built & Natural Environment	13,365	13,365	0	0	0	0	0	0
MAZDA CX-5 MH93058	005020	Built & Natural Environment	16,708	16,708	0	0	0	0	0	0
TOYOTA RAV4 MH93058	003020	Built & Natural Environment	16,429	16,429	0	0	0	0	0	0
MAZDA CX-5 MH94028	003020	Built & Natural Environment	16,277	16,277	0	0	0	0	0	0
TOYOTA RAV4 MH93058	007220	Built & Natural Environment	15,531	15,531	0	0	0	0	0	0
MAZDA CX-5 MH94078	003020	Built & Natural Environment	15,784	15,784	0	0	0	0	0	0
SUBARU XV MH93058	007220	Built & Natural Environment	18,559	18,559	0	0	0	0	0	0
NISSAN X-TRAIL MH94078	008021	Built & Natural Environment	19,352	19,352	0	0	0	0	0	0
NISSAN X-TRAIL MH94078	005021	Built & Natural Environment	19,352	19,352	0	0	0	0	0	0
TOYOTA RAV4 MH93058	004221	Built & Natural Environment	16,906	16,906	0	0	0	0	0	0
Light Commercial Vehicles - Replacement										
D-Max 21MY 5X MH93058	U00020	Built & Natural Environment	15,048	15,048	0	0	0	0	0	0
FORD RANGER MH93058	U00120	Built & Natural Environment	24,776	24,776	0	0	0	0	0	0
ISUZU D-MAX 21MY 5X CREW C/C HI-RIDE 4X2 3.0L MH93058	U00020	Built & Natural Environment	16,903	16,903	0	0	0	0	0	0
NAVARRA NAVD920V40R MH93208	U00500	Built & Natural Environment	16,908	16,908	0	0	0	0	0	0
FORD RANGER MH93058	U00320	Built & Natural Environment	24,455	24,455	0	0	0	0	0	0
D-Max 21MY 5X MH93058	U01421	Built & Natural Environment	20,273	20,273	0	0	0	0	0	0
D-Max 21MY 5X MH93058	U00721	Built & Natural Environment	20,475	20,475	0	0	0	0	0	0
ISUZU D-MAX 21MY 5X CREW 4X2 MH94088	U00420	Built & Natural Environment	17,618	17,618	0	0	0	0	0	0
NISSAN NAVARRA XR MH94088	U00520	Built & Natural Environment	15,634	15,634	0	0	0	0	0	0
ISUZU D-MAX MH94128	U02121	Built & Natural Environment	21,009	21,009	0	0	0	0	0	0
ISUZU D-MAX 5X 4X2 MH94088	U00221	Built & Natural Environment	22,928	22,928	0	0	0	0	0	0
FORD RANGER MH93058	U01121	Built & Natural Environment	26,120	26,120	0	0	0	0	0	0
FORD RANGER MH94088	U00201	Built & Natural Environment	20,947	20,947	0	0	0	0	0	0
ISUZU MU-X MH93788	008121	Built & Natural Environment	32,758	32,758	0	0	34,300	30,951	0	(3,349)
FORD RANGER MH93058	U00221	Built & Natural Environment	28,533	28,533	0	0	0	0	0	0
ISUZU D-MAX MH93058	U00221	Built & Natural Environment	29,828	29,828	0	0	0	0	0	0
FORD RANGER MH93058	U04421	Built & Natural Environment	16,518	16,518	0	0	0	0	0	0
ISUZU D-MAX MH93258	U00821	Built & Natural Environment	29,429	29,429	0	0	0	0	0	0
ISUZU 2.5 MY 5X MH93258	U00121	Built & Natural Environment	29,216	29,216	0	0	0	0	0	0
FORD TRANSIT CUSTOM MH93058	U00320	Built & Natural Environment	16,940	16,940	0	0	0	0	0	0
Trucks & Buses Replacements										
HINO 1114 MH93058	T00101	Built & Natural Environment	39,294	39,294	0	0	0	0	0	0
HINO 117 MH93058	T00101	Built & Natural Environment	21,608	21,608	0	0	0	0	0	0
HINO 117 MH93058	T01716	Built & Natural Environment	29,874	29,874	0	0	0	0	0	0
HINO 117 MH93058	T00101	Built & Natural Environment	20,325	20,325	0	0	0	0	0	0
HINO SCARAB MISTRAL HINO 1436 10MW105	T00101	Built & Natural Environment	130,965	130,965	0	0	0	0	0	0
Trailers										
JETWAVE DRUM CLEANER MH93058	V00917	Built & Natural Environment	5,041	5,041	0	0	0	0	0	0
SOUTHWEST CARDO	V00116	Built & Natural Environment	3,784	3,784	0	0	0	0	0	0
SOUTHWEST BONT/TRADE	V004	Built & Natural Environment	0	0	0	0	0	0	0	0
SOUTHWEST CARDO	V00316	Built & Natural Environment	3,784	3,784	0	0	0	0	0	0
PARK BODY BONTOP	V00316	Built & Natural Environment	3,960	3,960	0	0	0	0	0	0
Parks & Mowers										
KUBOTA RTV UTILITY MH9715	U00819	Built & Natural Environment	7,262	7,262	0	0	0	0	0	0
RADOMACK CM9302 RADOMACK	M00511	Built & Natural Environment	15,673	15,673	0	0	0	0	0	0
Tyre Groundmaster 3130 MH93728	M01521	Built & Natural Environment	26,790	26,790	0	0	0	0	0	0
TORO GROUNDMASTER 7200 MH93728	M01601	Built & Natural Environment	60,562	60,562	0	0	0	0	0	0
TORO REELMASTER 150G518	M02522	Built & Natural Environment	99,162	99,162	0	0	0	0	0	0
MHY15X NEW HOLLAND 3050 TRACTOR	P002		0	0	0	0	15,907	15,427	0	(480)
Miscellaneous Equipment										
SILVAN SQUATRAK SPRAY N/A	P156	Built & Natural Environment	0	0	0	0	0	0	0	0
Caravans - Miscellaneous										
GENELITE GENERATOR PUG-08505	P00820	Recreation Services	91,287	91,287	0	0	0	0	0	0
Caravans - Trucks and Buses										
MITSUBISHI CANTER 140000	T017	Parks Central	26,320	26,320	0	0	0	0	0	0
HINO 117 MH93058	T036	Parks North	29,606	29,606	0	0	0	0	0	0
ISUZU FVR 1000 MH93058	T039	Civil Construction	49,907	49,907	0	0	0	0	0	0
HINO 1426 MH93058	T032	Civil Maintenance	36,504	36,504	0	0	0	0	0	0
HINO 01728 MH93058	T038	Civil Construction	68,383	68,383	0	0	0	0	0	0
HINO 017 MH9428A	T03916	City Traffic	0	0	0	0	21,811	52,191	30,379	0
Caravans - Parks and Mowers										
P003		Parks and Mowers - Replacement	25,461	25,461	0	0	0	0	0	0
RTV Utility	U00519	Parks and Mowers - Replacement	5,010	5,010	0	0	4,935	13,719	8,784	0
RTV Utility	U00619	Parks and Mowers - Replacement	5,010	5,010	0	0	4,935	15,041	10,106	0
Caravans - Trailers										
SOUTHWEST BUS BONTOP MH93251	V01420	Civil Construction	0	0	0	0	6,517	0	0	(6,517)
			10,296,732	10,296,732	0	0	88,515	127,308	49,160	(10,166)

KEY INFORMATION



Proceeds on Sale		
Annual Budget	YTD Actual	%
\$10,296,732	\$127,308	1%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

CEO delegation – accepted/rejected tenders during the month
Awarded under Financial Authorisation \$250,000 and above

NOTE 5
TENDERS/QUOTES AWARDED FOR THE MONTH

Tender code	Tender Description	Company Awarded to	Contract Term	Contract Amount
T09-2025	Provision of Tree Watering Services	Beard Family Trust trading as Oasis Watering Services	A period of two years with one option to extend for a further two-year period	\$2,219,618.49
T07-2025	Online Learning Platform	WorldLearn	For a period of five years with three one-year options	\$684,047.65
RFQ19-2025	Natural Area Weed Control	Natural Area Holdings Pty Ltd t/as	For a period of six (6) months	\$323,639

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

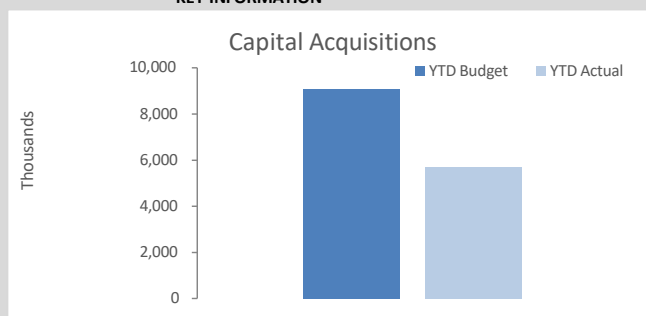
**INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$		\$	\$	\$
Buildings	8,378,595	11,406,313	2,447,804	1,601,503	(846,302)
Equipment	200,000	350,000	11,111	-	(11,111)
Machinery	2,891,120	4,315,114	1,078,779	105,050	(973,729)
Infrastructure - Roads	13,832,059	15,542,119	2,041,332	1,701,282	(340,050)
Bridges	444,678	491,517	118,887	44,678	(74,210)
Parks	8,969,470	11,331,431	2,600,197	1,592,737	(1,007,460)
Drainage	586,146	822,846	160,321	181,637	21,316
Coastal & Estuary	5,015,819	5,280,169	606,376	458,856	(147,521)
Other Infrastructure	150,000	124,652	31,163	-	(31,163)
Capital Expenditure Totals	40,467,886	49,664,160	9,095,971	5,685,741	(3,410,230)
Capital Acquisitions Funded By:					
	\$		\$	\$	\$
City of Mandurah Contribution	14,465,162	14,465,162	5,175,244	5,087,890	(87,353)
Capital grants and contributions	12,052,916	14,552,940	3,585,067	470,542	(3,114,525)
Borrowings	7,510,655	7,721,081	-	-	-
Other (Disposals & C/Fwd)	989,153	1,342,641	335,660	127,308	(208,352)
Cash Backed Reserves					
Asset Management Reserve	5,300,000	9,339,621	-	-	-
Sustainability Reserve	57,500	57,500	-	-	-
Sanitation Reserve	92,500	940,557	-	-	-
Major Public Artworks	-	125,000	-	-	-
Specified Area Rates - Mandurah Quay Canals	-	49,152	-	-	-
Plant Reserve	-	1,070,506	-	-	-
Capital Funding Total	40,467,886	49,664,160	9,095,971	5,685,741	(3,410,230)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION



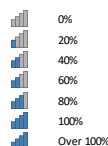
Acquisitions	Annual Budget	YTD Actual	% Spent
	\$49.66 M	\$5.69 M	11%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$14.55 M	\$0.47 M	3%

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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 SEPTEMBER 2025

INVESTING ACTIVITIES NOTE 6 CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure Total Level of Completion Indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Level of completion indicator, please see table at the end of this note for further detail.

	Account Description	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
Land							
Buildings							
750736	Operations Centre Redevelopment	500,000	625,000	71,283	71,283	553,717	Design Only
750756	MPAC HVAC Renewal (Design)	4,705,157	4,724,557	251,804	105,157	4,619,400	Refer to Financial Report, Key Capital Projects table.
750776	Minor City Maintenance Capital Renewals	100,000	100,000	25,000	0	100,000	Ongoing Program
750790	New - MARC Sports Court Upgrade	326,373	326,373	27,998	27,998	298,375	Design Only
750789	New - Falcon Men's Shed	692,957	692,957	51,207	46,207	646,750	Consultant work underway
750827	NEW - Peelwood Reserve Oval Storage	202,232	202,232	8,582	2,232	200,000	Design Only
750788	BLD - Community Shed (Dower St)	245,678	245,678	215,678	96,434	149,244	Design Only
750799	BLD - Meadow Springs Sport Fac Ext Paint	163,244	163,244	13,244	13,244	150,000	Design 20% complete
750813	BLD - Southern Estuary Hall Demolition	123,244	123,244	13,244	13,244	110,000	Construction to commence Q4
750805	BLD - MARC Indoor Door & Reception Imp	113,244	113,244	113,244	15,663	97,582	Construction to commence Q2
750800	BLD - MARC Squash Court Glass Walls	103,244	103,244	18,869	13,244	90,000	Construction to commence Q3
750806	BLD - Mandurah Bowl Club Floorcovering	104,984	104,984	24,984	24,984	80,000	Procurement underway
750820	BLD - Renew - Falcon Bay Ablution Roof	83,244	83,244	13,244	13,244	70,000	Consultant work underway
750804	BLD - South Mand Football Cl Sewer Conv	83,244	83,244	13,244	13,244	70,000	Construction to commence Q3
750784	BLD - CASM workshop upgrade	60,386	60,386	10,386	10,386	50,000	Design Only
750824	BLD - 25-26 - Site Main Switchboard	75,007	75,007	37,507	34,144	40,863	Ongoing Program
750825	NEW - Town Beach SLS Storage	35,437	35,437	5,437	5,437	30,000	Design Only
750819	BLD - South Mand Tennis Club Roof Repl	64,984	64,984	39,984	24,984	40,000	Design Only
750786	BLD - Antenna Mast Removal	50,244	50,244	3,311	13,244	37,000	Construction to commence Q4
750798	BLD - Port Bouvard SLC HVAC	50,020	50,020	31,020	15,020	35,000	Design Only
750809	BLD - Mandurah Family & CC Roof Cover	59,984	59,984	32,984	24,984	35,000	Design Only
750796	BLD - South Dist BF Ops Demolition	48,244	48,244	13,244	13,244	35,000	Construction to commence Q4
750787	Basketball half court noise mitigation	35,354	35,354	10,354	354	35,000	Construction to commence Q3
750785	New - HHRC Basketball Backboard Winches	39,748	39,748	13,498	4,748	35,000	Construction to commence Q3
750823	NEW - Falcon Pavilion New Bin Storage	35,917	35,917	917	917	35,000	Construction to commence Q3
750801	BLD - Sth Mand FC Stormwater	54,984	54,984	24,984	24,984	30,000	Construction to commence Q3
750810	BLD - Coodanup Comm Centre Roof Repairs	54,984	54,984	24,984	24,984	30,000	Construction to commence Q2
750802	BLD - MARC Indoor Pirate Playground	49,984	49,984	49,984	24,984	25,000	Design Only
750816	BLD - Madora Bay South Ablution	38,244	38,244	13,244	13,244	25,000	Consultant work underway
750807	BLD - Mandurah Museum Roof Replacement	44,984	44,984	44,984	24,984	20,000	Design Only
750792	BLD - MARC Cafe/Squash Thoroughfare	33,244	33,244	13,244	13,244	20,000	Construction to commence Q2
750695	Waste Management Centre Upgrade Fire Fighting Infrastructure	0	630,000	157,500	400	629,600	Procurement underway
750660	Waste Management Centre Lipping Shed	0	143,000	143,000	1,930,000	(1,787,000)	Construction complete. Finances to be finalised
750783	WMC - safety improvement projects	0	75,000	37,500	21,218	53,782	Construction to commence Q3
750770	MPAC Entry Door Renewal	0	25,000	6,250	0	25,000	Consultant work underway
750769	MPAC Access and Operational Safety Upgrd	0	190,000	47,500	0	190,000	Construction to commence Q2
750771	MPAC Fire Detection and Protec Sys Upgrd	0	287,450	71,863	45,150	242,300	Construction to commence Q3
750741	Avalon Foreshore Ablution Renewal	0	120,900	63,480	130,347	(9,447)	Construction 90% complete
750732	Dawesville Community Centre	0	1,300,000	650,000	379,924	920,076	Ongoing project

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Level of completion indicator, please see table at the end of this note for further detail.

Account Description			Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
	750763	Asbestos Removal Program	0	30,000	7,500	0	30,000	Construction to commence Q2
	750773	Rushton Park Kiosk Lower Level Tiling Repairs	0	50,000	25,000	0	50,000	Construction to commence Q3
	750828	BLD - Admin Building FIP Replacement	0	25,851	6,463	0	25,851	Construction 10% complete
	750687	LED Buildings Plan	0	0	0	12,609	(12,609)	2024/2025 project. Budget Adjustment included in final carryover request.
	750689	Works & Services Building Refurb	0	0	0	14,005	(14,005)	Construction 90% complete
	750761	Administration Centre Facade Renewal	0	0	0	81,203	(81,203)	2024/2025 project. Budget Adjustment included in final carryover request.
	750733	Cinema HVAC Replacement	0	0	0	1,362	(1,362)	2024/2025 project. Budget Adjustment included in final carryover request.
Bridges								
	880017	BRG Fathom Turn Footbridge Maintenance	283,849	283,849	96,349	33,849	250,000	Design Only
	880018	BRG - 2025-26 Level Three Inspections	160,829	160,829	10,829	10,829	150,000	Ongoing Program
	880012	Lakelands Madora Bay Pedestrian Bridge	0	46,839	11,710	0	46,839	Design Only
Parks								
	700619	Dawesville SE Foreshore	866,168	1,266,168	516,168	251,954	1,014,214	Construction complete. Finances to be finalised
	700627	Roy Tuckey Reserve BMX Pump Track Renewal	227,483	227,483	62,880	57,483	170,000	Construction to commence Q2
	700629	Eastern Foreshore Boardwalk Renewal	361,978	361,978	111,978	112,398	249,580	Design Only
	700575	Coodanup Foreshore Park Upgrade	717,890	847,890	262,890	241,521	606,370	Refer to Financial Report, Key Capital Projects table.
	700635	Norwich Reserve Upgrade	533,514	533,514	92,889	77,570	455,944	Construction 30% complete
	700639	Peel Hockey Association Surface Renewal	877,642	877,642	17,642	7,642	870,000	Construction to Commence Q2
	700516	Yalgorup National Park	914,533	1,104,533	97,549	65,644	1,038,889	Refer to Financial Report, Key Capital Projects table.
	700683	New - Regional Multi-use Facility	468,670	468,670	67,075	53,908	414,762	Design Only
	700659	PRK 25-26 Boardwalk and Beach Access Rnwl	734,210	734,210	64,973	43,030	691,180	Construction to commence Q2
	700662	PRK 25-26 Merlin Res Sport Light Renewal	401,656	401,656	31,656	1,656	400,000	Construction to Commence Q2
	700658	PRK Mississippi Res Playground Upgrade	459,877	459,877	72,575	59,877	400,000	Design 30% complete
	700656	PRK 25-26 Playground Renewal	338,682	338,682	126,807	56,542	282,140	Construction to commence Q2
	700680	PRK 25-26 Fencing Renewal	256,708	256,708	16,728	49,781	206,926	Construction 40% complete
	700666	PRK 25-26 Parks Furniture Renewal	164,728	164,728	53,728	52,083	112,644	Construction 90% complete
	700672	PRK 25-26 Park Fixtures New	120,354	120,354	30,354	14,722	105,633	Construction 80% complete
	700654	PRK 25-26 Shade Sails New	116,728	116,728	86,728	34,664	82,064	Construction 80% complete
	700671	PRK 25-26 Hermitage Bore Renewal	90,354	90,354	5,979	354	90,000	Design 20% complete
	700655	PRK 25-26 Softfall Rubber Renewal	65,275	65,275	875	875	64,400	Construction to commence Q2
	700664	PRK 25-26 Signage Renewal	60,354	60,354	15,354	354	60,000	Construction 20% complete
	700684	NEW - Lakelands Youth Park	68,980	68,980	20,568	18,980	50,000	Design Only
	930050	Caddadup Recycled Water Supply (MAR)	188,881	188,881	29,119	23,881	165,000	Feasibility study in progress
	700653	25-26 Res Elect Meter Replacement	50,354	50,354	12,854	354	50,000	Ongoing Program
	700681	PRK 25-26 Bin Enclosures Upgrade	66,728	66,728	29,228	16,728	50,000	Construction 50% complete
	700667	PRK Sports Court Renewal	42,354	42,354	10,854	354	42,000	Design 80% complete
	700673	PRK 25-26 Signage New	40,354	40,354	10,354	354	40,000	Construction 20% complete
	700677	PRK 25-26 Retaining Wall	21,131	21,131	6,134	1,135	19,996	Construction to Commence Q2
	700678	NEW - Bortolo Goal Compound	17,232	17,232	5,982	3,654	13,579	Design 90% complete
	700657	PRK Bardoc Reserve Upgrade	67,483	67,483	57,483	57,483	10,000	Design Only
	700670	NEW - Playground, Kardan Loop, Falcon	15,520	15,520	5,520	5,520	10,000	Design Only
	700628	24-25 Boardwalk and Beach Access Renewal	0	140,000	35,000	162,606	(22,606)	Construction 80% complete
	700586	BW Warrungup Spring Reserve Boardwalk	0	55,884	55,884	26,383	29,500	Construction 90% complete
	700634	MARC Double Sided Digital Sign Renewal	0	132,000	33,000	350	131,650	Construction 50% complete
	700650	Lakes Lawn Cemetery Recovery	0	225,000	56,250	0	225,000	Construction to commence Q2
	700633	MARC Outdoor Shade Structures New	0	60,000	60,000	0	60,000	Construction to commence Q2
	700652	Pinjarra Rd Tuart Tree Support System	0	66,055	16,514	0	66,055	Construction to Commence Q2
	700685	PRK - Rushton North Lighting	0	338,022	84,506	0	338,022	Construction to commence Q3
	700577	Merlin Street Reserve Activation Plan	0	0	0	(133,477)	133,477	Construction complete. Finances to be finalised
	700637	Shade Structures Renewal Program	0	0	0	9,946	(9,946)	2024/2025 project. Budget Adjustment included in final carryover request.
	930045	Major Public Artworks	0	125,000	31,250	13,152	111,848	Ongoing Program

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Level of completion indicator, please see table at the end of this note for further detail.

Account Description		Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
Roads							
	501192 Falcon Coastal Shared Path	658,902	712,448	120,379	61,902	650,546	Refer to Financial Report, Key Capital Projects table.
	501264 Lakes Road - Murdoch Drive Blackspot	125,457	125,457	5,590	5,590	119,867	Onhold project
	501265 Lynda Street and Baroy Street Blackspot	382,478	382,478	16,533	16,533	365,945	Construction to commence Q4
	501267 Wanjeep Street Blackspot	614,883	614,883	26,338	26,338	588,545	Onhold project
	501291 Pinjarra Road	1,844,765	1,844,765	157,265	76,053	1,768,711	Construction 10% complete
	501294 Decorative Streetlighting Renewal Project Design	608,181	858,181	61,306	13,181	845,000	Construction to commence Q3
	501331 RDS - Renew - Clarice St	1,234,062	1,234,062	834,062	374,102	859,961	Construction 60% complete
	501304 RDS - Upgrade - Tims Thicket Road	1,233,742	1,233,742	33,742	36,862	1,196,879	Design 90% complete
	501339 RDS - Resurface - Karinga & Surrounds	659,716	659,716	26,811	56,870	602,847	Construction 20% complete
	501308 TMP - BS - Tuckey Street	645,545	645,545	29,906	29,906	615,639	Feasibility study in progress
	501313 TMP - BS Pinjarra-Anstruther Rd Intersct	599,616	599,616	28,034	62,344	537,271	Refer to Financial Report, Key Capital Projects table.
	501309 RDS - Renew - Tims Thicket Road	595,767	595,767	24,204	26,773	568,994	Construction to commence Q3
	501336 RDS - Resurface - St Annes & Surrounds	528,209	528,209	21,509	86,887	441,322	Construction 20% complete
	501334 RDS - Resurface - Kookaburra & Surrounds	497,786	497,786	20,231	90,344	407,442	Construction 30% complete
	501329 RDS - Resurface - Canterbury & Surrounds	484,509	484,509	19,764	58,547	425,962	Construction 10% complete
	501306 RDS - Resurface - Elmore Way	305,027	305,027	12,527	202,467	102,560	Construction 90% complete
	501311 TMP - LATM - Oakmont Avenue	284,171	284,171	12,345	12,345	271,826	Design 50% complete
	501338 RDS - Resurface - Angalore Road	262,049	262,049	10,729	64,241	197,808	Construction 20% complete
	501333 RDS - Resurface - La Grange & Augusta	241,945	241,945	9,920	38,474	203,471	Construction 30% complete
	501332 RDS - Resurface - McLarty Road	229,452	229,452	9,452	9,452	220,000	Construction to commence Q3
	501335 RDS - Resurface - Carnoustie Gardens	202,818	202,818	8,338	30,935	171,884	Construction 20% complete
	501341 RDS - Resurface - Hestia Way	179,637	179,637	7,465	24,341	155,296	Construction 60% complete
	501326 PTH - Renewal - Old Coast Road Bypass	135,738	135,738	2,570	2,570	133,168	Construction to commence Q3
	501320 PTH - Renew - Mandurah Road	132,170	132,170	2,570	2,570	129,600	Construction to commence Q3
	501337 RDS - Resurface - Cuvier Place	116,948	116,948	4,948	13,072	103,876	Construction to commence Q2
	501330 CPK - City Centre Parking Plan Delivery	107,819	107,819	2,921	2,819	105,000	Ongoing Project
	501318 TMP - LATM - Glencoe Parade	104,855	104,855	4,705	4,705	100,150	Design 70% complete
	501321 PTH - Renew - Caddadup Reserve	101,570	101,570	2,570	2,570	99,000	Construction to commence Q3
	501322 RDS - Resurface - Waste Mgmt Centre	107,749	107,749	15,249	19,869	87,880	Construction to commence Q2
	501328 RDS - Resurface - Blossom Place	93,960	93,960	3,960	4,680	89,280	Construction to commence Q3
	501317 TMP - Dandaragan Drive	55,718	55,718	2,718	2,718	53,000	Design Only
	501344 SLF - 25-26 Street Furniture Renewal	46,650	46,650	13,275	2,150	44,500	Ongoing Program
	501343 SLF - 25-26 Street Furniture New	42,150	42,150	12,150	2,150	40,000	Ongoing Program
	501319 TMP - Westview Parade, Wannanup	39,470	39,470	1,960	1,960	37,510	Construction 10% complete
	501316 TMP - Cossack Way	36,984	36,984	1,896	1,896	35,088	Construction to commence Q4
	501325 PTH - Realign - Lively Place	37,570	37,570	2,570	2,609	34,961	Construction to commence Q3
	501345 SLF - City Centre Lighting Audit	37,150	37,150	2,150	2,150	35,000	Design Only
	501303 RDS - Renew - The Glen	58,111	58,111	33,111	33,111	25,000	Design Only
	501312 TMP - Arramall Trail	21,844	21,844	1,213	1,213	20,631	Construction to commence Q4
	501327 PTH - Renew - Estuary Road	17,570	17,570	2,570	2,570	15,000	Construction to commence Q3
	501324 PTH - Renewal - Old Coast Road	16,737	16,737	2,570	2,570	14,167	Construction to commence Q3
	501340 RDS - Renew - Finistere Island Retreat	38,111	38,111	33,111	33,111	5,000	Design Only
	501314 CPK Merlin St Carpark Renewal	9,290	9,290	4,290	4,290	5,000	Design Only
	501310 CPK Doddies Beach Carpark Renewal	9,498	9,498	4,498	4,498	5,000	Design Only
	501307 RDS - Renew - Grafton Drive	38,111	38,111	33,111	33,111	5,000	Design Only
	501305 PTH - Tanjinn Street, Dawesville PAW	7,570	7,570	2,570	2,570	5,000	Construction to commence Q3
	501193 23-24 TM Clarice St	0	198,474	49,619	8,301	190,173	Construction 10% complete
	501129 Trails Project	0	425,869	106,467	0	425,869	Ongoing Program
	501194 TM Mandurah Tce/Adonis Rd	0	116,264	29,066	1,352	114,912	Design 70% complete
	501235 RC Peel Street Stage 4	0	665,907	166,477	30,860	635,047	Complete
	501175 24-25 TM Discretionary Traffic Management	0	0	0	8,524	(8,524)	2024/2025 project. Budget Adjustment included in final carryover request.
	501292 New Street Furniture and Minor Works	0	0	0	7,698	(7,698)	2024/2025 project. Budget Adjustment included in final carryover request.
	501293 PTH 24-25 Shared Path Renewal Program	0	0	0	54,496	(54,496)	2024/2025 project. Budget Adjustment included in final carryover request.

Ordinary Council Meeting Agenda - 28 October 2025

Level of completion indicator, please see table at the end of this note for further detail.

Account Description			Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
	501260	Mewburn Centre Carpark Upgrade	0	0	0	34	(34)	2024/2025 project. Budget Adjustment included in final carryover request.
Drainage								
	600226	DRG - Parkview Street	176,238	176,238	11,238	11,238	165,000	Construction to commence Q4
	600207	DRG - Cygni Street	156,238	156,238	11,238	11,238	145,000	Construction to commence Q2
	600211	DRG - Tara Street	101,238	101,238	11,238	16,591	84,647	Design 90% complete
	600220	DRG - Durham Crescent	71,238	71,238	11,238	15,627	55,612	Construction to commence Q3
	600225	DRG - Mississippi Drive	16,238	16,238	11,238	11,238	5,000	Design Only
	600209	DRG - Portmarnock Circle	16,238	16,238	11,238	11,238	5,000	Design Only
	600213	DRG - Scenic Dr and Philante St Int	16,238	16,238	11,238	11,238	5,000	Design Only
	600208	DRG - Mandurah Gardens Est	16,238	16,238	11,238	11,238	5,000	Design Only
	600219	DRG - Lyelta Street	16,238	16,238	11,238	11,238	5,000	Design Only
	600198	DR Mary Street Drainage Renewal	0	236,700	59,175	70,750	165,950	Construction 30% complete
Coastal & Estuary								
	911008	Mandurah Quay Seawall Repair	1,768,134	1,883,134	225,104	119,965	1,763,170	Construction to commence Q2
	911014	C&M - 25-26 Town Beach Seawall Renewal	1,217,856	1,217,856	117,856	118,912	1,098,944	Construction to commence Q3
	911020	C&M - 25-26 Birchley Rd Boat Ramp Upgr	957,013	957,013	52,013	52,163	904,849	Construction to commence Q4
	911016	C&M - 25-26 Waterside Foreshore seawall	325,761	325,761	10,761	10,761	315,000	Construction to commence Q4
	911018	C&M - 25-26 Memorial Park Seawall	278,010	278,010	28,010	28,010	250,000	Construction to commence Q4
	911019	C&M - 25-26Darwin Tce Public Jetty Renew	30,237	30,237	10,237	10,237	20,000	Design only
	911015	C&M - 25-26 Doddys Beach Protection	191,882	191,882	41,882	41,882	150,000	Design Only
	911013	C&M - Mandjar Bay Concept Planning	155,575	155,575	61,825	55,575	100,000	Ongoing Program
	911017	C&M - 25-26 Breakwater Pde Entry Seawall	91,351	91,351	21,351	21,351	70,000	Design Only
	911007	Donnelly Gardens Seawall Repair	0	149,350	37,338	0	149,350	Construction to commence Q2
Equipment								
	930043	Christmas Decorations Program	200,000	350,000	11,111	0	350,000	Ongoing Program
	820195	Furniture & Equipment	0	0	0	0	0	2024/2025 project. Budget Adjustment included in final carryover request.
Plant & Machinery								
	770001	Replacement Light Passenger Vehicles	455,000	455,000	113,750	27,431	427,569	Ongoing Program
	770002	Replacement Light Commercial Vehicles	884,000	884,000	221,000	0	884,000	Ongoing Program
	770006	Trucks and Buses	1,130,500	2,162,000	540,500	0	2,162,000	Ongoing Program
	770009	Parks and Mowers	283,000	400,994	100,249	77,619	323,375	Ongoing Program
	770010	New - Heavy Vehicles Plant and Equipment	40,000	40,000	10,000	0	40,000	Ongoing Program
	770011	Miscellaneous Equipment	17,500	257,500	64,375	0	257,500	Ongoing Program
	770007	Trailers	81,120	81,120	20,280	0	81,120	Ongoing Program
	770012	New - Vehicle and Small Plant Program	0	34,500	8,625	0	34,500	Ongoing Program
Other Infrastructure								
	930048	LTFP Program - CSRFF	150,000	124,652	31,163	0	124,652	Ongoing Program
	700055	Waterfront Project	0	500,000	125,000	37,626	462,374	Construction 90% complete
	700665	New - Western Foreshore Leisure Precinct	613,647	613,647	179,869	165,647	448,000	Design Only
	Grand Total		40,467,886	49,664,160	9,095,971	5,685,741	43,978,419	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2025

FINANCING ACTIVITIES
NOTE 7
BORROWINGS

Repayments - Borrowings

Information on Borrowings Particulars	1 July 2025	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Law, order, public safety									
Bortolo Fire Track Water Infrastructure	32,250	-	-	871	5,055	31,380	7,217	473	423
Community amenities									
Halls Head Recycled Water 2019/20	116,439	-	-	4,965	19,256	111,474	94,533	1,511	6,455
Ablutions 2021/22	178,490	-	-	8,205	31,209	170,285	141,396	284	3,248
Waste Water Reuse [349]	34,182	-	-	5,975	22,692	28,207	11,694	430	2,864
Halls Head Ablution Block [350]	22,843	-	-	3,982	15,121	18,861	7,855	287	1,912
Recreation and culture									
Falcon Seawall	449,687	-	-	29,967	113,909	419,721	319,182	955	15,713
Mandjar Square Stage 3 and 4	251,679	-	-	13,112	49,977	238,568	192,753	3,253	16,306
Novara Foreshore Stage 3	101,343	-	-	5,296	20,613	96,047	76,982	1,310	5,517
Falcon Skate Park Upgrade	65,726	-	-	2,941	11,042	62,784	54,222	852	4,358
Falcon Bay Foreshore Stage 3 of 4	163,970	-	-	7,543	28,505	156,428	130,912	2,125	10,702
Mandjar Square Final Stage	164,078	-	-	7,550	29,040	156,528	130,962	2,126	9,610
Westbury Way North side POS Stage 3	117,537	-	-	4,945	18670	112,592	95,728	1,526	7618
Smart Street Mall Upgrade 2019/20	248,071	-	-	12,263	46006	235,808	202,043	3,210	16700
Smart Street Mall 2020/21	710,247	-	-	34,458	110305	675,789	598,366	1,374	22998
Enclosed Dog Park	14,508	-	-	479	1817	14,029	15,846	191	918
Falcon Bay Upgrade - Stage 4 of 5	176,793	-	-	7,882	32768	168,911	137,459	1,101	5625
Novara Foreshore Stage 4	69,844	-	-	2,402	9421	67,443	58,217	921	4196
Bortolo Reserve - Shared Use Parking and Fire Track Facility	190,419	-	-	9,166	34251	181,253	149,366	665	6856
South Harbour Paving Upgrade Stage 2	35,612	-	-	1,192	4520	34,420	30,024	470	2255
Eastern/ Western Foreshore 2020/21	671,687	-	-	34,728	129194	636,959	537,058	1,467	4915
Falcon Skate Park Upgrade 2020/21	53,033	-	-	1,796	6810	51,237	44,659	700	3363
Eastern/ Western Foreshore 2021/22	1,057,173	-	-	48,000	201616	1,009,173	818,949	3,156	7488
Parks and Reserves Upgrades 2021/22	344,126	-	-	15,645	64453	328,481	268,007	930	3213
Mandurah Library Re Roofing Project	83,629	-	-	2,690	13175	80,939	68,186	1,237	2790
Enclosed Dog Park 2021/22	129,152	-	-	5,610	22540	123,542	102,566	524	2178
Falcon Bay Upgrade - Stage 4 of 5 2021/22	51,152	-	-	1,697	9435	49,455	40,224	756	516
Novara Foreshore Stage 4 2021/22	162,736	-	-	7,417	29261	155,320	128,340	328	2164
Smart Street Mall 2021/22	437,105	-	-	20,173	82018	416,932	340,378	919	4148
Falcon Reserve Activation Plan Stage 3	297,787	-	-	12,561	51993	285,226	246,073	873	2620
2022/23 Parks and Reserves Upgrades	290,167	-	-	12,336	51179	277,831	239,018	762	2058
Kangaroo Paw Park	229,309	-	-	9,755	40177	219,554	189,149	568	2024
Seascapes Boardwalk	149,003	-	-	6,488	25991	142,515	123,131	229	1315
Bruce Cresswell Reserve	146,040	-	-	6,117	25655	139,923	120,465	465	1100
Falcon Bay Stage 5 of 5	108,679	-	-	4,672	18262	104,006	90,527	197	1545
Mandurah Community Museum Roof and Gutters	96,899	-	-	4,205	17068	92,694	79,655	163	686
2022/23 South Harbour Upgrades	76,835	-	-	3,277	12221	73,558	64,911	149	1494
Pleasant Grove Foreshore	44,383	-	-	1,332	7386	43,050	37,036	651	682
Smart Street Mall Upgrade	44,138	-	-	1,327	7367	42,811	36,808	647	665
Parks & Reserves Program	3,177,416	-	-	73,440	272557	3,103,976	2,909,917	39,258	191749
Parks & Reserves Upgrade 24-25	1,180,902	-	-	22,266	99244	1,158,637	1,081,604	14,623	59339
Parks & Reserves Upgrade 25-26			2,000,000		0		2,000,000		0
Halls Head Bowling Club upgrade [331]	129,500	-	-	10,079	43,842	119,421	82,304	1,702	3,447
MARC Redevelopment Stage 1 [340]	91,169	-	-	22,774	86,974	68,396	-	1,108	2,744
MARC Redevelopment Stage 2 [341]	162,227	-	-	57,942	163,038	104,285	-	630	4,607
Eastern Foreshore Wall [344]	126,209	-	-	36,421	127,115	89,789	-	1,505	4,188
MARC Stage 2 [345]	198,052	-	-	53,418	198,437	144,634	-	1,143	3,597
Falcon Bay Seawall [351]	54,668	-	-	10,022	40,795	44,646	14,162	685	1,880
MARC Solar Plan [353]	75,077	-	-	5,629	23,560	69,447	48,788	988	3,566
Novara Foreshore Development [355]	140,551	-	-	12,889	52,139	127,662	82,287	608	2,553
Falcon Bay Foreshore Upgrades [356]	144,895	-	-	11,619	53,201	133,276	85,262	1,903	1,173
Mandjar Square Development [358]	175,056	-	-	15,855	64,221	159,201	105,329	552	1,872
Lakelands DOS [360]	792,519	-	-	82,501	329,814	710,018	463,103	1,613	8,743
Transport									

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2025

FINANCING ACTIVITIES
NOTE 7
BORROWINGS

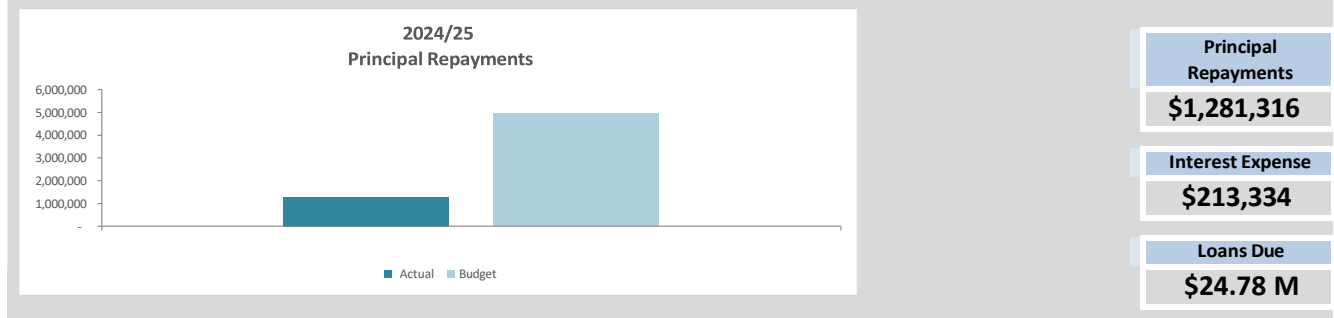
Repayments - Borrowings

Information on Borrowings Particulars	1 July 2025	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
New Road Construction 2018/19	744,243	-	-	49,387	177,241	694,856	550,176	1,726	24,473
New Boardwalks 18/19	252,515	-	-	15,014	51359	237,500	192,273	1,446	14117
Pinjarra Road Carpark	101,343	-	-	5,296	20613	96,047	76,982	1,310	5517
Coodanup Drive - Road Rehabilitation	51,166	-	-	2,639	10017	48,527	39,023	661	3336
South Harbour Upgrade 2019/20	134,200	-	-	5,712	22075	128,488	108,978	1,742	7604
New Road Construction 2019/20	404,120	-	-	26,362	99842	377,759	301,056	975	14874
New Roads 2020/21	366,177	-	-	17,966	62140	348,210	297,550	1,136	12573
Carryover Roads 2020/21	354,133	-	-	15,872	65568	338,261	275,822	1,079	3178
Roads 2021/22	179,941	-	-	8,208	31611	171,733	141,800	305	2719
Carparks 2021/22	118,730	-	-	5,272	20752	113,458	94,159	370	2152
Cambria Island Abutment Wall	42,183	-	-	1,401	7706	40,782	33,354	624	508
RC Pinjarra Road Stage 3	371,737	-	-	15,532	66212	356,205	305,562	1,259	2257
RC Pinjarra Road Stage 4	371,752	-	-	15,532	66211	356,220	305,578	1,259	2258
Cambria Island Abutment Walls Repair	199,791	-	-	8,182	34813	191,609	165,151	834	1837
SP Halls Head PSP	149,003	-	-	6,488	25991	142,515	123,131	229	1315
RC Peel Street	84,018	-	-	3,614	12950	80,404	71,380	115	2008
Torcello Mews Canal PAW Renewal	75,295	-	-	3,234	12061	72,061	63,528	126	1384
Halls Head Pde Beach Central CP Stage 2	73,473	-	-	3,167	11819	70,306	61,880	100	1247
Halls Head Parade Car Park Stage 2a	39,191	-	-	1,105	6555	38,086	32,395	575	281
Senior Citizens Carpark	10,258	-	-	254	935	10,004	9,331	151	728
Roads & Drainage Program	2,184,422	-	-	50,489	187379	2,133,933	2,000,517	26,989	131824
Roads & Drainage Program 24-25	2,200,048	-	-	41,425	184898	2,158,623	2,015,102	29,551	110553
Roads & Drainage Program 25-26			2,500,000		0		2,500,000		0
New Road Construction [342]	104,503	-	-	28,589	102,550	75,915	-	1,256	2,788
WMC Tims Thicket [343]	21,316	-	-	4,582	17,503	16,734	2,158	263	1,796
Road Construction [346]	84,706	-	-	15,803	65,514	68,903	19,064	1,060	1,672
MARC Carpark [347]	65,448	-	-	11,990	48,269	53,459	17,544	820	2,795
MPAC Forecourt [348]	28,517	-	-	4,978	18,906	23,539	9,781	359	2,388
Mandurah Marina [352]	75,063	-	-	5,639	23,597	69,425	48,706	988	3,564
MARC Carpark [354]	109,431	-	-	8,501	37,865	100,930	68,092	1,439	2,019
Mandurah Foreshore Boardwalk Renewal [357]	160,058	-	-	14,713	58,832	145,345	95,096	354	1,883
New Road Construction [359]	423,719	-	-	41,328	166656	382,392	257,332	1,179	4215
Smoke Bush Retreat Footpath [361]	38,379	-	-	2,803	10,681	35,576	26,599	506	2,627
Economic services									
Mandurah Ocean Marina Chalets Refurbishment	106,292	-	-	4,915	19,399	101,377	83,511	186	1,294
Other property and services									
Civic Building - Tuckey Room Extension	252,716	-	-	13,173	51,184	239,543	192,182	3,266	14,182
Building Renewal & Upgrades Program	1,301,276	-	-	30,077	111,628	1,271,199	1,191,715	16,078	78,528
Mandurah Quay Seawall Repair	0	-	1,650,000	-	-	0	1,650,000	0	0
Building Renewal & Upgrades Program 24-25	720,736	-	0	14,205	60,512	706,531	659,488	8,917	36,180
25-26 Building Renewal & Upgrades			1,000,000				1,000,000		
	26,064,892	0	7,150,000	1,281,316	4,946,758	24,783,576	27,988,653	213,334	981,370
Total	26,064,892	0	7,150,000	1,281,316	4,946,758	24,783,576	27,988,653	213,334	981,370
Current borrowings	4,946,758		7,150,000	1,281,316	4,946,758	4,229,015	4,946,758	213,334	981,370
Non-current borrowings	21,118,134					20,554,561	23,041,895		
	26,064,892					24,783,576	27,988,653		

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2025

OPERATING ACTIVITIES

NOTE 8

CASH RESERVES

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Building	1,617,101	252,918	0	8,954,091	0	0	0	10,824,110	1,617,101
Parking	529,269	13,801	0	0	0	0	0	543,070	529,269
Asset Management	26,970,114	555,920	0	0	0	(9,339,621)	0	18,186,412	26,970,114
Cultural Centre	493	0	0	0	0	0	0	493	493
Sustainability	296,619	7,734	0	0	0	(57,500)	0	246,853	296,619
Waste Facilities Reserve Fund	10,715,277	198,278	0	0	0	(3,763,431)	0	7,150,124	10,715,277
Interest Free Loans	191,704	0	0	0	0	0	0	191,704	191,704
CLAG	1,415	37	0	0	0	0	0	1,452	1,415
Mandurah Ocean Marina	195,681	5,102	0	0	0	0	0	200,783	195,681
Waterways	625,392	15,688	0	0	0	(494,238)	0	146,842	625,392
Port Mandurah Canals Stage 2 Maintenance	102,363	2,669	0	0	0	0	0	105,032	102,363
Mariners Cove Canals	93,266	2,432	0	0	0	0	0	95,698	93,266
Port Bouvard Canal Maintenance Contributions	293,559	7,654	0	0	0	0	0	301,213	293,559
Unspent Grants & Contributions	4,266,523	0	0	0	0	(522,517)	0	3,744,006	4,266,523
Long Service Leave	3,396,631	92,787	0	0	0	(701,115)	0	2,788,302	3,396,631
Bushland and Environmental Protection	1,866,955	43,217	0	0	0	0	0	1,910,172	1,866,955
Coastal Storm Contingency	284,175	7,410	0	0	0	0	0	291,585	284,175
Digital Futures	62,516	1,630	0	0	0	0	0	64,146	62,516
Decked Carparking	1,108,828	28,912	0	0	0	0	0	1,137,740	1,108,828
Specified Area Rates - Waterside Canals	115,404	5,535	0	0	0	(2,942)	0	117,997	115,404
Specified Area Rates - Port Mandurah Canals	200,290	6,270	0	64,900	0	(142,556)	0	128,904	200,290
Specified Area Rates - Mandurah Quay Canals	313,859	16,614	0	27,019	0	(49,152)	0	308,340	313,859
Specified Area Rates - Mandurah Ocean Marina	1,144,422	35,484	0	149,815	0	0	0	1,329,721	1,144,422
Specified Area Rate - Port Bouvard Canals	173,219	9,836	0	0	0	0	0	183,055	173,219
Specified Area Rate - Mariners Cove	5,927	487	0	260	0	0	0	6,674	5,927
Specified Area Rate - Eastport	67,024	2,824	0	962	0	0	0	70,810	67,024
Sportclubs Maintenance Levy	449,570	10,183	0	0	0	0	0	459,753	449,570
City Centre Land Acquisition Reserve	2,131,064	55,567	0	0	0	0	0	2,186,631	2,131,064
Lakelands Community Infrastructure Reserve	1,211,619	31,593	0	0	0	0	0	1,243,212	1,211,619
Plant Reserve	1,932,488	48,694	0	0	0	(1,070,506)	0	910,677	1,932,488
Workers Compensation Reserve	329,536	8,593	0	0	0	0	0	338,129	329,536
Restricted Cash Reserve	3,954,170	47,864	0	0	0	(1,885,705)	0	2,116,330	3,954,170
Community Safety	492,213	12,834	0	0	0	(54,848)	0	450,199	492,213
Public Art Reserve	434,996	11,537	0	0	0	(125,000)	0	321,533	434,996
Large-Scale Arts and Culture Attraction Reserve	0	0	0	0	0	0	0	0	0
	65,573,682	1,540,105	0	9,197,047	0	(18,209,131)	0	58,101,703	65,573,682

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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2025

NOTE 9

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Operating Grant, Subsidies and Contributions Liability				Operating Grants, Subsidies and Contributions Revenue			
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Adopted Budget	Budget Variations	Annual Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating Grants and Subsidies								
General purpose funding								
2025-26 Financial Assistance Grant - Local Roads	0	0	0	0	2,399,744	0	2,399,744	556,306
2025-26 Financial Assistance Grant - General Roads	0	0	0	0	1,638,400	0	1,638,400	0
Law, order, public safety								
Southern Districts Bush Fire Brigade LGGS: DFES	0	0	0	0	35,000	0	35,000	9,400
Bushfire Mitigation: DFES	0	0	0	0	20,660	0	20,660	0
SES LGGS: 2025/26 DFES	0	0	0	0	51,000	0	51,000	14,000
Bushfire Risk Mitigation Coordinator Grant: City of Cockburn	7,075	0	0	7,075	0	0	0	0
Bushfire Risk Mitigation Coordinator Grant: DFES	14,151	82,948	0	97,099	82,948	0	82,948	0
CoM Housing Needs Analysis - DPIRD	50,000	0	0	50,000	0	50,000	50,000	0
Stronger Suburbs Cocooning Project	34,303	28,284	0	62,587	0	150,153	150,153	0
Education and welfare								
Waterwise Verge Grant: Water Corp	0	0	0	0	10,000	0	10,000	0
Paint the Town REAd: Department of Communities	33,673	0	0	33,673	0	70,450	70,450	0
Suicide Prevention Grant: WA Mental Health Commission	0	17,500	0	17,500	0	17,500	17,500	0
Community amenities								
Bus Shelter Maintenance Assistance Scheme: PTA	0	0	0	0	18,623	0	18,623	0
Direct Grant	0	0	0	0	503,803	0	503,803	479,187
Recreation and culture								
Crabfest: Tourism WA 2026	0	0	0	0	140,000	0	140,000	0
Every Club Funding 2026: DLGSC	0	0	0	0	20,480	0	20,480	0
Every Club Funding 2025: DLGSC	37,908	0	0	37,908	0	37,908	37,908	0
Gnoonie Youth Football Cup: Healthway	0	0	0	0	3,072	0	3,072	0
Southern Beaches CHRMAP: DPLH	98,000	28,000	0	126,000	0	0	0	0
Mandurah Estuarine CHRMAP - DPLH	0	100,000	0	100,000	0	0	0	0
Community Action Plan: Alcohol and Drug Foundation	13,639	0	0	13,639	16,925	0	16,925	0
CASM Signage	18,730	0	(18,730)	0	0	0	0	18,730
Australia Day 2026 Community Events Grant Program	0	0	0	0	15,000	0	15,000	0
CASM Art in Residency - DLGSC	42,000	0	0	42,000	0	42,000	42,000	0
Better Beginnings Community Garden Storytime – Let's Grow Together!	30,000	0	0	30,000	0	30,000	30,000	0
Community Gardens Grant Program	10,000	0	0	10,000	0	10,000	10,000	0
Other property and services								
Urban Greening Round Two Funding	40,000	0	(40,000)	0	0	0	0	40,000
TOTALS	429,479	256,732	(58,730)	627,480	4,955,655	408,011	5,363,665	1,117,623

* The Note 9 above relates to Operating Grants, Subsidies and Contributions with contract liability

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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2025

NOTE 10
NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Non Operating Grants, Subsidies and Contributions Liability				Non Operating Grants, Subsidies and Contributions Revenue			
	Liability	Increase in	Liability Reduction	Liability	Adopted Budget Revenue	Budget Variations	Annual Budget	YTD Revenue Actual
	1-Jul	Liability	(As revenue)	30-Jun				(b)
	\$	\$	\$	\$	\$	\$	\$	\$
Non-Operating Grants and Subsidies								
Community amenities								
750741 Avalon Foreshore Ablution Renewal	-	-	-	0	-	76,960	76,960	0
911014 C&M - 25-26 Town Beach Seawall Renewal	-	-	-	0	1,100,000	-	1,100,000	0
911015 C&M - 25-26 Doddiss Beach Protection	-	-	-	0	75,000	-	75,000	0
Recreation and culture								
750790 New - MARC Sports Court Upgrade	-	-	-	0	298,375	-	298,375	0
750789 New - Falcon Men's Shed	-	-	-	0	446,750	-	446,750	0
750827 NEW - Peelwood Reserve Oval Storage	-	-	-	0	200,000	-	200,000	0
750800 BLD - MARC Squash Court Glass Walls	-	-	-	0	30,000	-	30,000	0
750732 Dawesville Community Centre	-	1,737,167	(379,924)	1,357,243	-	1,300,000	1,300,000	379,924
700683 New - Regional Multi-use Facility	-	-	-	0	414,762	-	414,762	0
700639 Peel Hockey Association Surface Renewal	-	-	-	0	340,000	-	340,000	0
700662 PRK 25-26 Merlin Res Sport Light Renewal	-	-	-	0	400,000	-	400,000	0
700685 PRK - Rushton North Lighting - State Government	-	-	-	0	-	100,000	100,000	0
700685 PRK - Rushton North Lighting - Club Night Lights Program	-	-	-	0	-	112,674	112,674	0
Transport								
880017 BRG Fathom Turn Footbridge Maintenance	-	-	-	0	167,000	-	167,000	0
501291 Pinjarra Road	-	480,000	(31,289)	448,711	1,200,000	-	1,200,000	31,289
501331 RDS - Renew - Clarice St	-	-	-	0	1,000,000	-	1,000,000	0
501304 RDS - Upgrade - Tims Thicket Road	-	320,000	(3,121)	316,879	800,000	-	800,000	3,121
501192 Falcon Coastal Shared Path	-	-	-	0	298,500	23,546	322,046	0
501339 RDS - Resurface - Karinga & Surrounds	-	-	-	0	200,000	-	200,000	0
501308 TMP - BS - Tuckey Street	-	-	-	0	410,426	-	410,426	0
501267 Wanjeep Street Blackspot	-	-	-	0	409,667	-	409,667	0
501313 TMP - BS Pinjarra-Anstruther Rd Intersct	-	228,633	(34,311)	194,322	381,055	-	381,055	34,311
501309 RDS - Renew - Tims Thicket Road	-	160,000	(2,569)	157,431	400,000	-	400,000	2,569
501336 RDS - Resurface - St Annes & Surrounds	-	-	-	0	400,000	-	400,000	0
501334 RDS - Resurface - Kookaburra & Surrounds	-	-	-	0	279,615	-	279,615	0
501329 RDS - Resurface - Canterbury & Surrounds	-	-	-	0	400,000	-	400,000	0
501265 Lynda Street and Baroy Street Blackspot	100,924	-	-	100,924	256,367	-	256,367	0
501306 RDS - Resurface - Elmore Way	-	-	-	0	200,000	-	200,000	0
501311 TMP - LATM - Oakmont Avenue	-	30,706	-	30,706	181,217	-	181,217	0
501264 Lakes Road - Murdoch Drive Blackspot	-	-	-	0	98,666	-	98,666	0
501330 CPK - City Centre Parking Plan Delivery	-	-	-	0	50,000	-	50,000	0
501318 TMP - LATM - Glencoe Parade	-	26,706	-	26,706	66,766	-	66,766	0
501343 SLF - 25-26 Street Furniture New	-	-	-	0	20,000	-	20,000	0
501193 23-24 TM Clarice St	68,659	-	(8,301)	60,358	-	110,759	110,759	8,301
501129 Trails Project	195,452	-	-	195,452	-	250,888	250,888	0
501194 TM Mandurah Tce/Adonis Rd	21,535	-	(1,352)	20,183	-	84,347	84,347	1,352
700516 Yalgoup National Park	1,046,527	-	(1,111)	1,045,416	850,000	190,000	1,040,000	1,111
911020 C&M - 25-26 Birchley Rd Boat Ramp Upgr	-	-	-	0	678,750	-	678,750	0
501213 23-24 RS Charon Rd	1,906	-	-	1,906	-	-	-	0
501196 23-24 TM Wanjeep St	2,265	-	-	2,265	-	-	-	0
	1,437,267	2,983,212	(461,977)	3,958,502	12,052,916	2,249,174	14,302,089	461,977
Non-Operating Contributions								
Recreation and culture								
PEET - Cash in Lieu Contribution	1,065,909	-	-	1,065,909	-	-	-	0
Transport								
700650 Lakes Lawn Cemetary Recovery	-	-	-	0	-	225,000	225,000	0
Other property and services								
750828 BLD - Admin Building FIP Replacement	-	-	-	0	-	25,851	25,851	0
770007 Trailers	-	-	-	0	-	-	-	8,566
	1,065,909	0	0	1,065,909	0	250,851	250,851	8,566
Total Non-operating grants, subsidies and contributions	2,503,176	2,983,212	(461,977)	5,024,411	12,052,916	2,500,025	14,552,940	470,543

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

**NOTE 11
PROPOSED BUDGET VARIATIONS FOR COUNCIL APPROVAL**

The following are for consideration for Council to approve as budget variations

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	2024-25 Operating Carryover Adjustment - Increase in Materials/Contracts		Operating Expenses			(385,484)	(704,792)
	2024-25 Operating Carryovers - Restricted Cash Reserve		Other: Transfer Out of Reserve		316,303		(1,090,276)
	2024-25 Operating Carryovers - Unspent Grant Reserve		Other: Transfer Out of Reserve		21,056		(773,973)
	2024-25 Operating Carryover Adjustment - Increase in Grants/Contributions		Operating Revenue		212,243		(752,917)
	2024-25 Operating Carryover Adjustment - Non Cash Grant Movements		Non Cash Item	(164,118)			(540,674)
	Capital Carryover - Capital adjustment		Capital Expenses			(2,631,032)	(704,792)
	Capital Carryover - Loan adjustment		Other: Unutilised Loans		54,548		(3,335,824)
	Capital Carryover - Net Reserve adjustment		Other: Transfer Out of Reserve		1,882,642		(3,281,276)
	Capital Carryover - Proceeds adjustment		Other: Proceeds From Sale of Assets		24,008		(1,398,634)
	Capital Carryover - Grants adjustments		Capital Revenue		669,834		(1,374,626)
	Capital Carryover - Unspent Grant Reserve adjustment		Other: Transfer Out of Reserve		1,067,260		(704,792)
	Capital Carryovers - Contract Liability			(1,067,260)			362,468
New-6600-1001-61001	Meadow Springs Cricket Nets		Capital Expenses			(50,000)	(704,792)
New-6600-1001-41403	Meadow Springs Cricket Nets - State Election Grant Funding		Capital Revenue		50,000		(754,792)
				(1,231,378)	4,297,894	(3,066,516)	(704,792)

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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 SEPTEMBER 2025

Amendments to original budget since budget adoption. Surplus/(Deficit)
A positive number in the amended budget running balance represents an estimated closing surplus.
A negative number in the amended budget running balance represents an estimated closing deficit

NOTE 12 BUDGET AMENDMENTS APPROVED

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
							(504,792)
	2024/25 Capital Carryover - Capital adjustment	June OCM G. 11/06/25	Capital Expenses			(4,989,906)	(5,494,698)
	2024/25 Capital Carryover - Loan adjustment	June OCM G. 11/06/25	Other: Unutilised Loans		144,577		(5,350,121)
	2024/25 Capital Carryover - Reserve adjustment	June OCM G. 11/06/25	Other: Transfer Out of Reserve		3,034,995		(2,315,126)
	2024/25 Capital Carryover - Proceeds adjustment	June OCM G. 11/06/25	Capital Revenue		35,481		(2,279,645)
	2024/25 Capital Carryover - Grants and contributions adjustments	June OCM G. 11/06/25	Capital Revenue		1,774,853		(504,792)
	2024/25 Capital Carryover - Grants and contributions adjustments	June OCM G. 11/06/25	Other: Transfer Out of Reserve		225,117		(279,675)
	2024/25 Capital Carryover - Contract Liability	June OCM G. 11/06/25	Non Cash Item	(225,117)			(504,792)
	Operating Carryovers - Reduction in Contracts and Materials	June OCM G. 11/06/25	Operating Expenses			(1,882,385)	(2,387,177)
	Operating Carryovers - Unspent Grant Reserve	June OCM G. 11/06/25	Other: Transfer Out of Reserve		156,680		(2,230,497)
	Operating Carryovers - Restricted Cash Reserve	June OCM G. 11/06/25	Other: Transfer Out of Reserve		1,725,705		(504,792)
	Operating Carryovers - Increase in Operating Revenue	June OCM G. 11/06/25	Operating Revenue		152,135		(352,657)
	Operating Carryovers - Contract Liability	June OCM G. 11/06/25	Non Cash Item	(152,135)			(504,792)
	2024/25 Mid-Year Budget Review Budget Reinstatement - Capital adjustment	June OCM G. 11/06/25	Capital Expenses			(3,692,843)	(4,197,635)
	2024/25 Mid-Year Budget Review Budget Reinstatement - Loan adjustment	June OCM G. 11/06/25	Other: Unutilised Loans		65,848		(4,131,787)
	2024/25 Mid-Year Budget Review Budget Reinstatement - Proceeds adjustment	June OCM G. 11/06/25	Capital Revenue		318,007		(3,813,780)
	2024/25 Mid-Year Budget Review Budget Reinstatement - Grants and contributions adjustment	June OCM G. 11/06/25	Capital Revenue		486,647		(3,327,133)
	2024/25 Mid-Year Budget Review Budget Reinstatement - Reserve adjustment	June OCM G. 11/06/25	Other: Transfer Out of Reserve		2,822,341		(504,792)
	2024/25 Mid-Year Budget Review Budget Reinstatement - Unspent Grants Reserve adjustment	June OCM G. 11/06/25	Other: Transfer Out of Reserve		140,719		(364,073)
	2024/25 Mid-Year Budget Review Budget Reinstatement - Contract Liability	June OCM G. 11/06/25	Non Cash Item	(140,719)			(504,792)
700685-6600-1001-61129	Rushton North Lighting	June OCM G. 11/06/25	Capital Expenses			(338,022)	(842,814)
700685-6600-1263-41403	Rushton North Lighting - State Election Promise Grant	June OCM G. 11/06/25	Capital Revenue		100,000		(742,814)
700685-6600-1263-41403	Rushton North Lighting - Club Night Lights Program Grant	June OCM G. 11/06/25	Capital Revenue		112,674		(630,140)
930044-6600-1001-61129	CSRFF Small Grant Program	June OCM G. 11/06/25	Capital Expenses		100,000		(530,140)
930048-6500-1001-61129	LTFP Program - CSRFF	June OCM G. 11/06/25	Capital Expenses		25,348		(504,792)
100010-4390-1267-61001	Administration - Health Promotion - Grant Expenditure	July OCM G. 26/08/25	Operating Expenses			(17,500)	(522,292)
100010-4390-1263-41400	Suicide Prevention Grant - WA Mental Health Commission	July OCM G. 26/08/25	Operating Revenue		17,500		(504,792)
100170-4200-1263-61129	CASM Artist in Residency and Mentorship Program	July OCM G. 26/08/25	Operating Expenses			(42,000)	(546,792)
100170-4200-1263-41400	CASM Artist in Residency and Mentorship Program Grant - LGSCI	July OCM G. 26/08/25	Operating Revenue		42,000		(504,792)
100010-4120-1169-61001	Administration - Strategic Planning - Corporate Projects	July OCM G. 26/08/25	Operating Expenses			(50,000)	(554,792)
100010-4120-1263-41400	Administration - Strategic Planning -Operating Grants - PDC	July OCM G. 26/08/25	Operating Revenue		50,000		(504,792)
100010-1110-1001-61129	Administration - Economic Development - CoM Project Management Projects	July OCM G. 26/08/25	Operating Expenses			(200,000)	(704,792)
750695-6100-1001-61129	Waste Management Centre Upgrade Fire Fighting Infrastructure	July OCM G. 26/08/25	Capital Expenses			(150,000)	(854,792)
	Waste Facilities Reserve	July OCM G. 26/08/25	Other: Transfer Out of Reserve		150,000		(704,792)
750828-6100-1001-61129	BLD - Admin Building FIP Replacement	July OCM G. 26/08/25	Capital Expenses			(25,851)	(730,643)
750828-6100-1305-41452	Insurance Claim Proceeds - Contributions - Non-Operating	July OCM G. 26/08/25	Capital Revenue		25,851		(704,792)
930045-6600-1001-61129	Major Public Artworks	July OCM G. 26/08/25	Capital Expenses			(125,000)	(829,792)
	Public Art Reserve	July OCM G. 26/08/25	Other: Transfer Out of Reserve		125,000		(704,792)
124012-5850-2150-61129	Mandurah Estuary Bridge Duplication - Fishing Platform project	July OCM G. 26/08/25	Operating Expenses			(160,000)	(864,792)
	Restricted Cash Reserve	July OCM G. 26/08/25	Other: Transfer Out of Reserve		160,000		(704,792)
100010-5410-1738-41130	Administration - Design and Development - Works in City Managed Reserves Permit - Fees and Charges	Aug OCM G. 19/08/25	Operating Revenue		300,000		(404,792)
100004-5410-1001-60001	Payroll Services - Design and Development - Salaries and Wages	Aug OCM G. 19/08/25	Operating Expenses			(300,000)	(704,792)
				(517,971)	12,291,478	(11,973,507)	(704,792)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

**NOTE 13
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2025-26 year is 10.00%

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Operating grants, subsidies and contributions	(311,513)	(16.28%)	Timing	Variance primarily due to budgeted grants/contributions not yet received. Will be monitored throughout the remainder of the year.
Other revenue	80,636	361.09%	Timing	Small variances in multiple areas, will be monitored during the year.
Profit on disposal of assets	49,160	100.00%	Permanent	Favourable non-cash variance due to asset disposals. At budget it was projected disposal proceeds would equal book value. Actual disposals have been more favourable for some fleet assets. Refer to note 4 for the asset disposals.
Expenditure from operating activities				
Materials and contracts	3,336,616	19.39%	Timing	Variance in expenditure due to timing of projects.
Utility charges	437,366	34.78%	Timing	Variance mainly for Street Lighting Maintenance invoicing timing, to be monitored during the year.
Insurance expenses	62,750	15.54%	Timing	Variance mainly due to timing of insurance claims, will be monitored during the year
Other expenditure	(52,864)	100.00%	Permanent	Variance is primarily due to creditors invoice for adhoc costs.
Loss on disposal of assets	(10,366)	100.00%	Permanent	Non-cash variance due to assets sales. At budget it was projected disposal proceeds would equal book value. Actual disposals have been less favourable for some fleet assets. Refer to note 4 for details of assets disposals.
Investing Activities				
Non-operating Grants, Subsidies and Contributions	(3,167,693)	(87.07%)	Timing	Capital grants are recognised in line with capital expenditure.
Proceeds from Disposal of Assets	(2,446,875)	(95.05%)	Timing	At budget it was projected disposal proceeds would equal book value. Actual timing of disposals will vary throughout the year. Refer to note 4 for further details.
Capital Acquisitions	3,276,753	36.02%	Timing	Variance due timing of capital projects. Refer to note 6 for further details.
Financing Activities				
Payment of lease liability	37,374	39.89%	Timing	Varying repayment terms on lease agreements and new take up of IT leases occurring within the year

Ordinary Council Meeting Agenda - 28 October 2025

2024/25 Final Operating Carryover Adjustments to 2025/26								
Project	Details	2025-26 Carryover Budget (Original Expenses)	2025-26 Carryover Budget (Final Expenses)	Expense Variance	2025-26 Carryover Budget (Original Revenue)	2025-26 Carryover Budget (Final Revenue)	Revenue Variance	Reserve
Club Development	Unspent 2025 funding from the Every Club Funding grant scheme to be used in 2025/26 for workshops, strategic planning and other community initiatives.	\$ 30,000	\$ 33,954	\$ 3,954	\$ 37,908	\$ 37,908	\$ -	Unspent Grant
Paint the Town Read	Grant was for an 18-month project that carries through to 2026. Contract commenced 1/7/2025 and will end 31/12/2026.	\$ 33,673	\$ 33,673	\$ -	\$ 39,924	\$ 33,673	\$ 6,251	Unspent Grant
Administration	Negotiations on the head lease terms are ongoing and the City cannot proceed to the next stage (Land excision) until negotiations are complete and the head lease terms are finalised. Therefore there is a requirement to carry over budget to 2025/26.	\$ 25,000	\$ 72,378	\$ 47,378	\$ -	\$ -	\$ -	Restricted Cash
International Association for Public Participation (IAP2) Training – consultant to delivery in-house training	The City will be seeking to undertake IAP2 training for a number of employees. A Request For Quote/Tender process will be undertaken to identify the best provider/value for money.	\$ 100,000	\$ 150,000	\$ 50,000	\$ -	\$ -	\$ -	Restricted Cash
Erosion Control	This years unspent budget to be reallocated into the 2025/26 budget. This is in anticipation of the potential for winter coastal erosion informed by the City's Coastal Monitoring Program.	\$ 100,000	\$ 119,975	\$ 19,975	\$ -	\$ -	\$ -	Restricted Cash
Street Tree Masterplan Implementation	Planting delayed suiting arrival of first seasonal rainfall.	\$ 80,000	\$ 31,366	\$ 48,634	\$ -	\$ -	\$ -	Restricted Cash
Urban Greening	Contractor was only available in July. This timeframe had good alignment with late July national tree planting day.	\$ 27,358	\$ 27,361	\$ 4	\$ -	\$ 40,000	\$ 40,000	Unspent Grant
Transform Mandurah Initiative Project	Transform Mandurah initiative project – funds committed for Library & Learning project and Health Precinct Structure Plan	\$ 113,636	\$ 135,648	\$ 22,012	\$ -	\$ -	\$ -	Restricted Cash
City Centre Promotion and Activations	Outstanding grant acquittals	\$ 25,000	\$ 53,664	\$ 28,664	\$ -	\$ -	\$ -	Restricted Cash
Contemporary Art Space Mandurah (CASM) Signage	2024/25 Unspent grant to be utilised in 2025/26.	\$ -	\$ -	\$ -	\$ -	\$ 18,730	\$ 18,730	Unspent Grant
Open Space Asset Audit	To enable the Open Space Asset Audit to be completed.	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	Restricted Cash
Waterways - Consultants	To facilitate canal wall inspections.	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	Restricted Cash
Southern Beaches Coastal Hazard Risk Management and Adaption (CHRMAP)	2024/25 Unspent grant to be utilised in 2025/26.	\$ -	\$ 77,562	\$ 77,562	\$ -	\$ 140,000	\$ 140,000	Unspent Grant/Restricted Cash
Alcohol and Drug Foundation (ADF) Grant	2024/25 Unspent grant to be utilised in 2025/26.	\$ -	\$ 14,568	\$ 14,568	\$ -	\$ 19,764	\$ 19,764	Unspent Grant
Total		\$ 534,667	\$ 920,151	\$ 385,484	\$ 77,832	\$ 290,075	\$ 212,243	

Adjustment Summary	
Decrease in Materials and Contracts	\$ 385,484
Transfer to Restricted Cash Reserve	\$ 316,303
Transfer to Unspent Grant Reserve	\$ 21,056
Decrease in Operating Grants - to be received	\$ 48,125
Net Budget Impact	\$ 0
Decrease in Operating Grants - to be recognised	\$ 164,118
Total Decrease in Operating Grants	\$ 212,243

Ordinary Council Meeting Agenda - 28 October 2025

2024/25 Final Capital Carryover Adjustments to 2025/26

Program	Project Number	Project Description	Original 2025/26 Carryover	Final 2025/26 Carryover	Expense Variance	Reserve Type	Carryover Grant and Contribution Funding Variance	Carryover Loan Funding Variance	Carryover Reserve Funding Variance	Carryover Proceed Funding Variance
Building Program	750795	Renewal - Mandurah Performing Arts Centre Heating Ventilation and Air Conditioning (HVAC)	\$ 19,400	\$ 29,408	\$ 10,008	Asset Management	\$ -	\$ -	\$ 10,008	\$ -
Building Program	750741	Avalon Foreshore Ablution Renewal	\$ 126,960	\$ 298,370	\$ 171,411		\$ 171,411	\$ -	\$ -	\$ -
Building Program	750771	Mandurah Performing Arts Centre Fire Detection and Protection System Upgrade	\$ 287,450	\$ 317,451	\$ 30,003	Asset Management	\$ -	\$ -	\$ 30,003	\$ -
Building Program	750769	Mandurah Performing Arts Centre Access and Operational Safety Upgrade	\$ 190,000	\$ 240,000	\$ 50,000	Asset Management	\$ -	\$ -	\$ 50,000	\$ -
Building Program	750773	Rushton Park Kiosk Lower Level Tiling Repairs	\$ 50,000	\$ 62,800	\$ 12,800	Asset Management	\$ -	\$ -	\$ 12,800	\$ -
Building Program	750734	Operations Centre Redevelopment	\$ 125,000	\$ 200,000	\$ 75,000	Asset Management	\$ -	\$ -	\$ 75,000	\$ -
Coastal & Marine	700628	Boardwalk and Beach Access Renewal Program	\$ 140,000	\$ 511,848	\$ 371,848	Asset Management	\$ -	\$ -	\$ 371,848	\$ -
Coastal & Marine	911008	Mandurah Quay Seawall Repair	\$ 115,000	\$ 121,218	\$ 6,218		\$ -	\$ 6,218	\$ -	\$ -
Coastal & Marine	911007	Donnelly Gardens Seawall Repair	\$ 149,350	\$ 212,493	\$ 63,085	Asset Management	\$ -	\$ -	\$ 63,085	\$ -
Coastal & Marine	700588	Warrupup Spring Reserve Boardwalk	\$ 55,884	\$ 119,162	\$ 63,278	Asset Management	\$ -	\$ -	\$ 63,278	\$ -
Drainage Program	600198	Mary Street Drainage Renewal	\$ 236,700	\$ 285,031	\$ 48,331		\$ -	\$ 48,331	\$ -	\$ -
Events	930043	Christmas Decorations Program	\$ 150,000	\$ 10,612	\$ 139,388	Asset Management	\$ -	\$ -	\$ 139,388	\$ -
New Assets	700516	Falgorup National Park	\$ 190,000	\$ 210,224	\$ 20,224		\$ 20,224	\$ -	\$ -	\$ -
New Assets	750732	Dawesville Community Centre	\$ 1,300,000	\$ 1,677,262	\$ 377,262		\$ 377,262	\$ -	\$ -	\$ -
New Assets	700633	Mandurah Aquatic Recreation Centre Outdoor Shade Structures New	\$ 60,000	\$ 73,516	\$ 13,516	Asset Management	\$ -	\$ -	\$ 13,516	\$ -
New Assets	700634	Mandurah Aquatic Recreation Centre Double Sided Digital Sign Renewal	\$ 132,000	\$ 139,112	\$ 7,112	Asset Management	\$ -	\$ -	\$ 7,112	\$ -
New Assets	501129	Trails Project	\$ 425,869	\$ 406,159	\$ 19,710	Asset Management	\$ 19,594	\$ -	\$ -	\$ 136
Parks Program	700055	Waterfront Project	\$ 500,000	\$ 555,443	\$ 55,443	Asset Management	\$ -	\$ -	\$ 55,443	\$ -
Parks Program	700619	Dawesville South East Foreshore	\$ 400,000	\$ 106,049	\$ 293,951	Asset Management	\$ -	\$ -	\$ 293,951	\$ -
Parks Program	700575	Coodanup Foreshore Park Upgrade	\$ 130,000	\$ 619,020	\$ 489,020	Asset Management	\$ -	\$ -	\$ 489,020	\$ -
Parks Program	700654	Lakes Lawn Cemetery Recovery	\$ 225,000	\$ 227,878	\$ 2,878	Unspent Grant	\$ 31,905	\$ -	\$ -	\$ 34,642
Roads Program	501235	Red Street Stage 4	\$ 665,907	\$ 770,284	\$ 104,377	Asset Management	\$ 184,721	\$ -	\$ -	\$ 80,246
Roads Program	501193	Traffic Management Clarise St	\$ 198,474	\$ 193,460	\$ 5,014		\$ 7,015	\$ -	\$ -	\$ -
Traffic Management	501194	Traffic Management Mandurah Tce/Adonis Rd	\$ 116,264	\$ 110,853	\$ 5,411		\$ 5,411	\$ -	\$ -	\$ -
Waste Management	750695	Waste Management Centre Upgrade Fire Fighting Infrastructure	\$ 480,000	\$ 497,872	\$ 17,872	Waste	\$ -	\$ -	\$ 17,872	\$ -
Waste Management Program	750660	Waste Management Centre Tipping Shed	\$ 143,057	\$ 262,741	\$ 119,684	Waste	\$ -	\$ -	\$ 119,684	\$ -
Waste Management Program	750783	Waste Management Centre - safety improvement projects	\$ 75,000	\$ 86,476	\$ 11,476	Waste	\$ -	\$ -	\$ 11,476	\$ -
		Parks and Mowers - Replacement	\$ 117,994	\$ 154,189	\$ 36,195	Plant	\$ -	\$ -	\$ 29,300	\$ 6,895
		Vehicle & Small Plant Program - New	\$ 34,500	\$ 21,003	\$ 13,497	Plant	\$ -	\$ -	\$ 13,499	\$ -
		Trucks and Buses - Replacement	\$ 1,011,500	\$ 921,411	\$ 110,087	Plant	\$ -	\$ -	\$ 127,194	\$ 17,112
Total		Previously Identified Carryovers	\$ 7,871,309	\$ 9,439,293	\$ 1,567,984		\$ 669,834	\$ 54,548	\$ 819,593	\$ 24,008
Building Program	750687	Light Emitting Diode (LED) Buildings Plan	\$ -	\$ 24,945	\$ 24,945	Asset Management	\$ -	\$ -	\$ 24,945	\$ -
Building Program	750689	Works & Services Building Refurbishment	\$ -	\$ 151,258	\$ 151,258	Asset Management	\$ -	\$ -	\$ 151,258	\$ -
Building Program	750761	Administration Centre Facade Renewal	\$ -	\$ 156,005	\$ 156,005	Asset Management	\$ -	\$ -	\$ 156,005	\$ -
Building Program	750733	Cinema Heating Ventilation and Air Conditioning (HVAC) Replacement	\$ -	\$ 57,562	\$ 57,562	Asset Management	\$ -	\$ -	\$ 57,562	\$ -
Building Program	750681	Mandurah Aquatic Recreation Centre Roof Repairs	\$ -	\$ 19,535	\$ 19,535	Asset Management	\$ -	\$ -	\$ 19,535	\$ -
Building Program	750765	Facilities Switchboard Renewal Program	\$ -	\$ 50,000	\$ 50,000	Asset Management	\$ -	\$ -	\$ 50,000	\$ -
Car Park Program	501269	Mewburn Centre Carpark Upgrade	\$ -	\$ 13,290	\$ 13,290	Asset Management	\$ -	\$ -	\$ 13,290	\$ -
Coastal & Marine	700629	Eastern Foreshore Boardwalk Renewal	\$ -	\$ 42,615	\$ 42,615	Asset Management	\$ -	\$ -	\$ 42,615	\$ -
Parks Program	700637	Shade Structures Renewal Program	\$ -	\$ 16,911	\$ 16,911	Asset Management	\$ -	\$ -	\$ 16,911	\$ -
Parks Program	700614	Reserve Meter Renewal Program	\$ -	\$ 50,000	\$ 50,000	Asset Management	\$ -	\$ -	\$ 50,000	\$ -
Paths Program	501293	Shared Path Renewal Program	\$ -	\$ 287,794	\$ 287,794	Asset Management	\$ -	\$ -	\$ 287,794	\$ -
Street Lighting & Furniture Program	501292	New Street Furniture and Minor Works	\$ -	\$ 44,190	\$ 44,190	Asset Management	\$ -	\$ -	\$ 44,190	\$ -
Traffic Management	501175	Traffic Management Minor Works	\$ -	\$ 148,953	\$ 148,953	Asset Management	\$ -	\$ -	\$ 148,953	\$ -
Total		New Capital Carryovers	\$ -	\$ 1,063,048	\$ 1,063,048		\$ -	\$ -	\$ 1,063,048	\$ -
Grand Total			\$ 7,871,309	\$ 10,502,341	\$ 2,631,032		\$ 669,834	\$ 54,548	\$ 1,882,642	\$ 24,008

Reserve breakdown	Amount
Asset Management	1,790,360
Unspent Grant	54,642
Waste	148,032
Plant	113,303
Total Reserve movement	1,882,642

Subject: 19.2 Public Health and Wellbeing Plan 2026-2030

Summary

The draft City of Mandurah Public Health and Wellbeing Plan (PH&WP) 2026–2030 (the Plan) provides a strategic framework to improve health outcomes, promote wellbeing, and address key public health issues within the Mandurah community. Developed through extensive community consultation, the Plan is consistent with the State Public Health Plan (SPHP) 2025–2030.

The PH&WP supports the health and wellbeing of key populations and focussed areas of need. It is structured around four strategic themes, to:

1. Promote – Empowering and enabling people to live healthy lives
2. Prevent – Advocating for and supporting preventative initiatives to influence positive health outcomes
3. Protect – Monitoring and responding to public and environmental health risks
4. Enable – Providing health protection for the community

Council is requested to approve the draft Public Health and Wellbeing Plan 2026–2030 and Implementation Plan for public advertising and note that the final strategy will be presented back to Council for formal adoption following consideration of the community and stakeholder feedback received during the public advertising period

Disclosure of Interest

Nil

Previous Relevant Documentation

G. 29/6/20 23 June 2020 - Public Health and Wellbeing Plan 2020 to 2023 was endorsed, along with approval for advocacy.

Background

The previous Public Health and Wellbeing Plan 2020–2023 was developed and formally endorsed in June 2020. This plan marked a significant step forward in addressing the evolving health needs of the Mandurah community, incorporating evidence-based strategies, and aligning with broader public health frameworks.

Under the Western Australian *Public Health Act 2016*, all local governments are required to develop a Public Health Plan that reflects the unique needs of their communities. In response, the City of Mandurah has developed the PH&WP 2026–2030, a forward-looking strategy shaped through extensive community consultation, detailed analysis of local health data, and alignment with state and national health priorities.

Comment

Local governments play a pivotal role in shaping the health and wellbeing of their communities. Through the provision of a broad range of services, facilities and natural environments, the City can directly influence the social determinants of health and foster healthier, more connected communities.

Under the WA *Public Health Act 2016*, both state and local governments are required to develop Public Health Plans that include two key components: a health profile and a strategic plan. These elements ensure that public health planning is both evidence-based and aligned with broader policy objectives. All local governments must develop and implement their PH&WP by 4 June 2026.

The State Public Health Plan provides a framework for addressing health issues across Western Australia. It outlines statewide public health objectives and policy priorities, reflecting the responsibilities of the State Government and addressing common health concerns. While it sets the overarching direction, the Plan also allows flexibility for local governments to tailor their own plans to reflect the unique needs and priorities of their communities. Local governments are not obligated to adopt every objective or policy priority from the State Plan, but their plans must align with its overall framework.

The health profile component of a local Public Health Plan provides a snapshot of the current health status of the community. It includes data on health outcomes, risk factors, and social determinants of health, offering insight into the specific challenges and opportunities within the local area.

The strategic plan outlines the policy priorities, goals, and actions that the local government will undertake to address the health issues identified in the health profile. It serves as a roadmap for improving community health and wellbeing over the life of the plan.

Together, these components ensure that local Public Health Plans are both responsive to community needs and consistent with state-level public health strategies, supporting a coordinated, effective approach to improving health outcomes across Western Australia.

Table 1 – Extract from page 10 State Public Health Plan for Western Australia 2025 - 2030 (electronic version)

Objectives	Vision			
	The best possible health, wellbeing and quality of life for all Western Australians – now and into the future			
	Aboriginal health and wellbeing			
	Equity and inclusion			
	Promote	Prevent	Protect	Enable
Priorities	Foster strong, connected communities and healthier environments	Reduce the burden of chronic disease, communicable disease, and injury	Protect against public and environmental health risks, effectively manage emergencies, reduce impacts of disaster, and lessen the health impacts of climate change	Booster public health systems and workforce and leverage partnerships to support health and wellbeing
	• Ensure public health risks are considered and addressed in planning and development policies and approval processes to facilitate healthy living and minimise impacts from public health hazards. • Optimise mental health and wellbeing. • Improve health literacy by ensuring accessible and appropriate health information is effectively communicated to all Western Australians. • Improve understanding and use of genomic information to promote population health.	• Reduce use of tobacco, vapes and related products. • Encourage and support healthy eating and active living to halt the rise in obesity. • Reduce harms due to alcohol use. • Prevent injuries and promote safer communities. • Reduce the harm due to illicit drug use, misuse of pharmaceuticals and other drugs of concern. • Improve access to and quality of population-based screening programs. • Expand immunisation program provision to prevent infectious disease.	• Manage the effects of climate change on people's health and reduce the health system's environmental footprint. • Prevent, monitor and control notifiable infectious diseases. • Provide sustainable disaster and emergency management across prevention, preparedness, response and recovery phases. • Reduce harm due to current and future health hazards, including environmental, radiation and biosecurity risks. • Enhance pandemic preparedness and response to emerging communicable disease threats. • Ensure access to safe food and water.	• Enhance population health data, collection, management, analysis and reporting capability. • Foster research and innovation to improve our understanding of, and ability to address, public health issues. • Develop partnerships with key agencies and communities to enable the delivery of public health services. • Attract, develop and retain a public health workforce for the future.
Guiding principles				
Partnerships Sustainable Proportionate Precautionary				

The City's Public Health and Wellbeing Plan (PH&WP) has been developed in recognition of the City's responsibility to support community health, with a strong emphasis on addressing priority health issues identified through comprehensive community engagement and analysis of local data. These include:

Chronic Disease and Injury Prevention: Mandurah experiences significantly higher rates of chronic health conditions, including arthritis, asthma, diabetes, heart disease, and mental health issues compared to the Greater Perth region. These conditions contribute to reduced quality of life and increased demand on health services.

Mental Health: Mental wellbeing remains a critical concern, particularly among young people and individuals living alone. The PH&WP recognises the importance of promoting mental health through community connection, access to support services, and inclusive environments.

Socioeconomic Disadvantage: Certain suburbs face socioeconomic challenges, including lower income levels, higher unemployment, and reduced access to health-promoting resources. Addressing these disparities is central to achieving health equity across the City.

Community Demographics: Mandurah has a notably higher proportion of residents aged over 60, as well as a greater percentage of Aboriginal people compared to Greater Perth. These demographic characteristics require tailored approaches to health promotion that are culturally appropriate and responsive to the needs of older adults.

To support this, the PH&WP will be accompanied by an Implementation Plan, which serves as a practical, administrative tool for operationalising the strategy. This document is designed to be flexible and responsive, allowing for the integration of new initiatives and opportunities as they arise throughout the life of the PH&WP.

The Implementation Plan is subject to ongoing review and refinement, ensuring that it remains effective and efficient in guiding the delivery of public health initiatives. This dynamic approach enables the City to adapt to emerging health trends and community needs, while maintaining accountability and transparency in its public health efforts.

The City will be required to report on the outcomes of the PH&WP on an annual basis to the Department of Health.

MEAG Comment

This item was considered by the Mandurah Environmental Advisory Group at its meeting on 24 March 2023 and the priority areas identified were:

- Reserving natural vegetation
- Increase in street tree planting
- Active transport infrastructure
- Reducing litter in natural areas
- Supporting community gardens
- Supporting volunteering opportunities

Youth Advisory Group Comment

This item was considered by the Youth Advisory Group at its meeting on 1 February 2023 and 5 March 2025, the priority areas identified were:

- Healthy eating workshop
- Free access to physical activities
- Decreasing vaping rate
- Increasing youth volunteering rates
- Intergenerational workshops
- Encourage more food gardens
- Triathlon or fun run events.
- Mental health awareness workshops

Access and Inclusion Advisory Group Comment

This item was considered by the Access and Inclusion Advisory Group at its meeting on 4 April 2023 and the priority areas identified were:

- Programs available at the Mandurah Aquatic Recreation Centre for people with disability
- Charging stations for gophers
- Advocating for specialist services including paediatricians
- Access to telehealth appointments
- Promoting sporting clubs who are inclusive
- Promoting services outside of facilities, i.e. shopping centres

Consultation

The community consultation process was designed to engage both face-to-face and online with organisations and community groups that have a vested interest in the health and wellbeing of the Mandurah community, particularly priority populations. The objectives of this engagement were to identify key health and wellbeing issues, understand barriers to service delivery, and explore future opportunities for collaboration.

A stakeholder workshop was held with representatives from a broad range of organisations, including Healthway (Act Belong Commit), WA Primary Health Alliance, South Metropolitan Health Services – Department of Health, GP Down South, Palmerston, WA Police, Westcycle, Peel Volunteer Resource Centre, WALGA, Cancer Council, MANPAC, Injury Matters, Peel Development Commission, Ramsey Health, Allambee, St Johns, Genesiscare, Chocyes, and Neami National. Key themes emerging from the workshop included difficulty accessing medical services (particularly mental health and specialist services), increasing vaping rates, cost of living pressures, men's health concerns, and the need for improved social connection among older people.

Additional consultation was undertaken with existing networks such as Collaborate Mandurah, Park Suicide Response Network, Multicultural Network, Koolbardies Yarning, Homeless Network, Your Move Network, and the Vulnerable Families Network. These groups echoed similar priorities, reinforcing the consistency of community concerns across diverse sectors.

An online survey was distributed to Advisory Groups, Networks, and City staff to further capture community sentiment. The survey sought input on key health and wellbeing concerns, potential improvements the City could implement, and asked respondents to rank priority health areas. The most frequently cited themes included the need for alcohol and drug support services, long wait times for medical services, vaping rates, loneliness, Aboriginal health, and active transport infrastructure. The top three health priorities identified were: feeling safe in the community, access to suitable health services, and increased awareness and support for mental health.

In addition to direct engagement, feedback from recent consultations undertaken for other City strategies and plans was reviewed to ensure consistency and integration across planning documents.

Community input has been categorised into four key focus areas, which have guided the development of the new PH&WP. The key themes identified for each focus area are outlined in the following section.

Identified Priorities from Community Consultation

PROMOTE Empowering and enabling people to live healthy active lifestyles	PREVENT Advocating and supporting preventable initiatives to influence positive health outcomes	PROTECT Monitoring and responding to public and environmental health risks to support public health and wellbeing	ENABLE Providing health protection for the community
Free access to physical activity Infrastructure for active transport Mental health support and awareness Redesigning neighbourhoods with footpaths, shade, and seating Programs and initiatives to promote healthy socialising to reduce isolation Supporting groups who provide volunteering opportunities	Alcohol management Increase opportunities for health literacy Healthy eating workshops Vaping education Connecting people to community gardens	Encourage people to connect with nature Tree canopy and shaded public places Promote sun safety	Advocating for key health services and workforce Access to specialist services Promoting state and federal health campaigns Aboriginal and priority population health Disseminating information and provide linkages in the community Deliver programs aimed at older people

If endorsed, the Plan will be advertised for comment for at least 28 days through a range of channels including use of Mandurah Matters and social media inviting the general community to review and make comment. Comments will be collated and reviewed, with the Plan updated. Feedback and any proposed changes will be highlight in the next report to Council.

Statutory Environment

Part 5, Section 45 of the *Public Health Act 2016* sets out the requirements for all local governments to prepare a Public Health Plan that applies to its local government district.

Policy Implications

Nil

Financial Implications

The Plan utilises existing funds listed in the 2025/26 Annual Operating Budget, and forms part of the baseline in the Long-Term Financial Plan. As such, the draft Public Health Plan and corresponding implementation Plan do not involve an additional request for funding.

1 FTE and an operational budget of \$33,000 is allocated annually to implementing the PH&WP.

Risk Analysis

There are several risks identified if the City fails to deliver a Local Public Health Plan:

Poorer health - missed opportunity to improve health outcomes for the community may lead to diminished health outcomes, long term ill-health and potentially a preventable burden on health services.

Partnerships – The lack of a suitable Public Health Plan may reduce the ability to access funding and partnerships to advance health and wellbeing.

Non-Compliance - all local governments in WA are legally required in accordance with the *Public Health Act 2016* to prepare and publish a Local Public Health Plan by June 2026. Failure to do so could result in regulatory action from the Department of Health, reputational damage, and loss of credibility with stakeholders and the community.

Strategic Implications

The following strategies from the City of Mandurah Strategic Community Plan 2024 – 2044 are relevant to this report:

Community:

- Access to support services that enhance opportunities for everyone

- Safe and connected communities

- Inclusive and welcoming places, spaces, and neighbourhoods

- An enriched, creative, and empowered community that values culture, heritage, and lifelong learning

- A healthy lifestyle and healthy community, with an emphasis on prevention

- Modern health facilities and services that are local, accessible, affordable, and fit for purpose

Environment:

- A shared responsibility for our environment with a focus on engagement, education, and respect

- Our natural environment is celebrated, protected, and restored for generations to come

Leadership:

- A clear and shared vision for Mandurah's future

- Sound decisions based on evidence and meaningful engagement

- Effective advocacy focused on the needs of the community and strong relationships with key stakeholders

- Well-maintained assets and facilities that meet the needs of our community

- Responsible, transparent, value for money delivery of well planned, sustainable, projects, programs and services

Conclusion

The *Public Health & Wellbeing Plan 2026–2030* provides strategic framework for enhancing the health and wellbeing of the Mandurah community. Its approval will ensure the City meets its legislative obligations while embedding a public health focus across existing services, programs, and future initiatives. The City remains committed to delivering positive health outcomes and fostering a healthier, more resilient community throughout the life of the Plan.

Pending Council endorsement, the Plan will be advertised for public comment giving the community and key stakeholders the opportunity to provide feedback.

NOTE:

Refer Attachment 19.2.1
Refer Attachment 19.2.2

Draft Public Health and Wellbeing Plan 2026 to 2030
Draft Implementation Plan

RECOMMENDATION

That Council:

- 1. Endorse the draft Public Health and Wellbeing Plan 2026 to 2030 (as shown in Attachment 19.3.1) and draft Implementation Plan (as shown in Attachment 19.3.2) for the purpose of undertaking consultation with the wider community for a minimum period of 28 days.**
- 2. Following community consultation, the updated Public Health and Wellbeing Plan 2026 to 2030 will be presented to Council for consideration and endorsement.**



DRAFT

Public Health and Wellbeing Plan

2026-2030



Acknowledgement of Country

The City of Mandurah would like to acknowledge the Bindjareb people, the Traditional Custodians of this land, and pay respect to all Elders, past and present.

We wish to acknowledge and respect their continuing culture and the contribution they make to the life of this City and this region.



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Section 1

The Plan

4



Vision

A thriving, connected, and resilient community where everyone has opportunities to lead healthy, active lives.

Purpose

Through leadership, partnerships, and advocacy, the City promote inclusive spaces and programs that encourage physical activity, social connection, and overall wellbeing. In all decision-making processes, strong and healthier communities are considered.

Executive Summary

The City of Mandurah has a vital role in protecting and promoting the health and wellbeing of our diverse community.

The Public Health and Wellbeing Plan (PHWP) encourages a healthy community by promoting active lifestyles, physical fitness, and social engagement among people. Actions in the plan will enhance the health and wellbeing of the community by focusing on reducing preventable illnesses.

The City of Mandurah is in an ideal position to positively influence health outcomes through leading, partnering, or advocating for the delivery of services and programs to meet the community's needs.

This PHWP has been developed in alignment with the City's existing plans and strategies, including the Strategic Community Plan.

The PHWP is a strategic document that meets the City's legal obligation to develop a local Public Health Plan under Part 5 of the *WA Public Health Act 2016* and is closely aligned with *State Public Health Plan 2025 – 2030*.

What is Public Health?

Public health and wellbeing is focused on improving the health, safety, and quality of life of individuals and communities through prevention, education, and policy.

It involves addressing the broader factors that influence health such as education, environment, and access to services, rather than just treating illness. Public health and wellbeing initiatives aim to reduce health inequalities, prevent disease and injury, and promote healthy lifestyles across all stages of life.

Public health is all about helping people live healthier, safer lives by:

- Preventing illness before it happens
- Designing safe, enjoyable communities for living and playing
- Supporting smart, healthy choices every day





Section 2

Supporting
evidence and data

6



Mandurah

Key health and wellbeing issues

Chronic Disease and Injury are significant public health concerns due to their high prevalence and impact on quality of life. Various behaviours such as increasing physical activity, enhancing diet quality, and minimising risky behaviours like smoking and excessive alcohol consumption can have an impact.

Healthy behaviours are crucial for individuals to lead longer and healthier lives.

There are four categories of risk factors associated with chronic disease, these include:

Behaviour

Nicotine use, poor nutrition, insufficient physical activity, alcohol misuse, stress and mental health, communicable (infectious) disease

Biomedical Factors

Age, sex, genetics, overweight/obese, blood pressure, blood cholesterol, blood sugar

Socioeconomic Factors

Relationships, accommodation, education, employment

Physical Environment

Pollution, toxic elements, pesticides



Supporting evidence and data

Health and wellbeing play an important role in informing health policies, identifying areas for improvement and monitoring the progress and promoting overall health and wellbeing in the local community. The below table outlines Mandurah's Health Profile data for both behavioural and biomedical risk factors.

	2012 – 2016 Mandurah Health Profile	2018 – 2022 Mandurah Health Profile	Change	State Average
Behavioural Risk Factors				
Adults who drink at high risk	23.5%	27.9%	4.4% ▲	26.2%
Adults who smoked	7%	9.2%	2.2% ▲	11.2%
Adults were overweight	38.3%	38.4%	0.1% ▲	37.8%
Adults were obese	38%	40.8%	2.8% ▲	35.7%
Adults ate less than two serves of fruit	55%	56.4%	1.4% ▲	55.8%
Adults ate less than five serves of vegetables daily	88%	93.5%	5.5% ▲	90.6%
Adults ate meals from fast food outlets at least weekly	38%	24.7%	13.3% ▼	31.5%
Adults were not active enough	40%	39.5%	0.5% ▼	40.1%
Volunteering	16%	13.2%	2.8% ▼	15.1%
Biomedical Risk Factors				
Adults had high blood pressure	28.7%	28.1%	0.6% ▼	22.6%
Adults had current high cholesterol	26.2%	30.6%	4.4% ▲	22.1%

Source: Department of Health WA - Epidemiology Branch

Health Condition Data

In Mandurah, rates are higher across all conditions compared to greater Perth.

Condition	Mandurah 2021 ABS Census	Greater Perth Average
Arthritis	12.1%	7.4%
Asthma	8.3%	7.3%
Cancer	4.1%	2.1%
Dementia (including Alzheimers)	0.8%	0.7%
Diabetes	5.8%	4.3%
Heart Disease	5.6%	3.5%
Kidney Disease	1.2%	0.7%
Lung Condition	2.7%	1.5%
Mental Health Condition	9.9%	8.4%
Stroke	1.4%	0.8%
Other Long-Term Health Condition	8.6%	7.6%

Limitations of the data

It is important to be cautious when comparing the Health and Wellbeing Surveillance System (HWSS) data in this profile to that in the previous profile because:

- Changes could be due to a change in the demographic mix of the population, particularly as there have been some minor revisions to LGA boundaries over time.*
- A small number of people were surveyed in each LGA, the 95 per cent confidence intervals around the results are wide, meaning that it is difficult to show any statistically significant changes from the last results.*
- There are only two time points to compare so it is difficult to determine whether any increase or decrease is due to a trend or to random variability.*

Source: Department of Health WA - Epidemiology Branch



Supporting evidence and data

Mental Health: Significant mental health issues, including high rates of anxiety, depression, and stress-related problems. This is more evident in young people and those who are living alone. It is important to prioritise mental health and wellbeing through self-care practices, relaxation, social connections and positive thinking. The mental health profile has not seen a significant increase over the past 10 years, however adults who have been diagnosed have increased.

Doctor-Diagnosed Health Conditions					
Lifestyle Risk Factors	2012 – 2016 Mandurah Health Profile	2018 – 2022 Mandurah Health Profile	Change		State Average
Adults had been diagnosed with a mental health problem in the last 12 months	16.5%	17.7%	1.2%	▲	15.2%
High or very psychological distress	14.3%	9%	5.3%	▼	9%
Mental health problem	16.5%	17.6%	1.1%	▲	19.2%
Stress related problem	11%	11.9%	0.9%	▲	12%
Anxiety	11.1%	7.7%	3.4%	▼	11.5%
Depression	9.4%	10.6%	1.2%	▲	10.5%

Source: ABS Census Data 2021 and Department of Health WA – Epidemiology Branch



Supporting evidence and data

Socioeconomic disadvantage, can have profound effects on communities on health outcomes, education, employment, crime and safety.

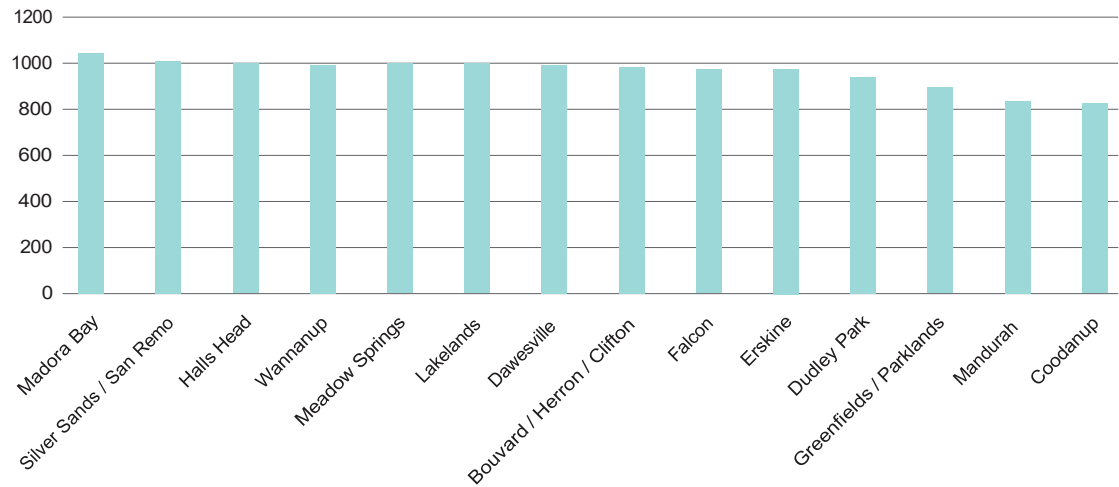
SocioEconomic Indexes For Areas

SEIFA is a suite of indexes developed by the Australian Bureau of Statistics to rank areas in Australia according to relative socioeconomic advantage and disadvantage. The score is measured through disadvantage indicators including unemployment, educational levels, single parent families, low skilled occupations and poor English proficiency. Economic factors can influence health outcomes including better access to healthcare, nutrition and safer living conditions. However, people who are disadvantaged could face many challenges impacting their health. A lower score indicates a higher level of disadvantage compared to other areas. According to the 2021 Census, the SEIFA score for Disadvantage in Mandurah was 959. The overall score is lower in comparison to the state score 1002 and Australia 1002.6.

It's important to highlight that at the suburb level, areas such as Mandurah and Coodanup face notable socioeconomic challenges. This is reflected in their SEIFA Index of Disadvantage scores 835.6 for Mandurah and 827 for Coodanup, indicating higher levels of relative disadvantage compared to other areas.

Index of relative socioeconomic disadvantage

Source: ABS Census Data 2021



Supporting evidence and data

Injury Prevention: High rates of injuries, including falls, transport accidents, and intentional self-harm. More people are ending up in hospital for preventable injuries such as falls. By prioritising injury prevention, we can improve overall health outcomes, reduce economic burdens, and enhance the quality of life for individuals and communities alike.

Objective 2, Prevent: ‘Reduce the burden of chronic disease, communicable disease and injury’ of the State’s Public Health Plan has a focus on preventing injuries and promoting safer communities. Injury prevention is important for maintaining good health and wellbeing. Taking steps to prevent injuries, reduces the risk of accidents and minimises the need for medical interventions. Implementing injury prevention measures allows people to live more active lives without pain or disability, leading to better health and wellbeing.

Please see below statistics relating to hospitalisations due to injury.

Injury	2015 – 2019 Mandurah Health Profile	2017 – 2021 Mandurah Health Profile	Change
Falls	4,731	5,132	▲
Transport Accidents	1,068	1,147	▲
Intentional self-harm	289	272	▼

Source: ABS Census Data 2021 and Department of Health WA – Epidemiology Branch



Localised **Facts and Statistics**



Population

of **102,922** with a higher percentage of Aboriginal people (2.9%) compared to Greater Perth (2%)



Employment

The full-time employment rate is **51.7%**, and the part-time employment rate is **34%**



Housing

32.7% of people fully own their home, and **34.8%** have a mortgage



Education

42.7% of the population has completed year 12 schooling compared to **59.6%** for Greater Perth



Age Profile

A larger percentage of the population is aged over 60 years old (32.2%) compared to Greater Perth (21.2%)



Disability and Health

6.6% of the population lives with a disability, and **36.9%** have one or more long-term health conditions



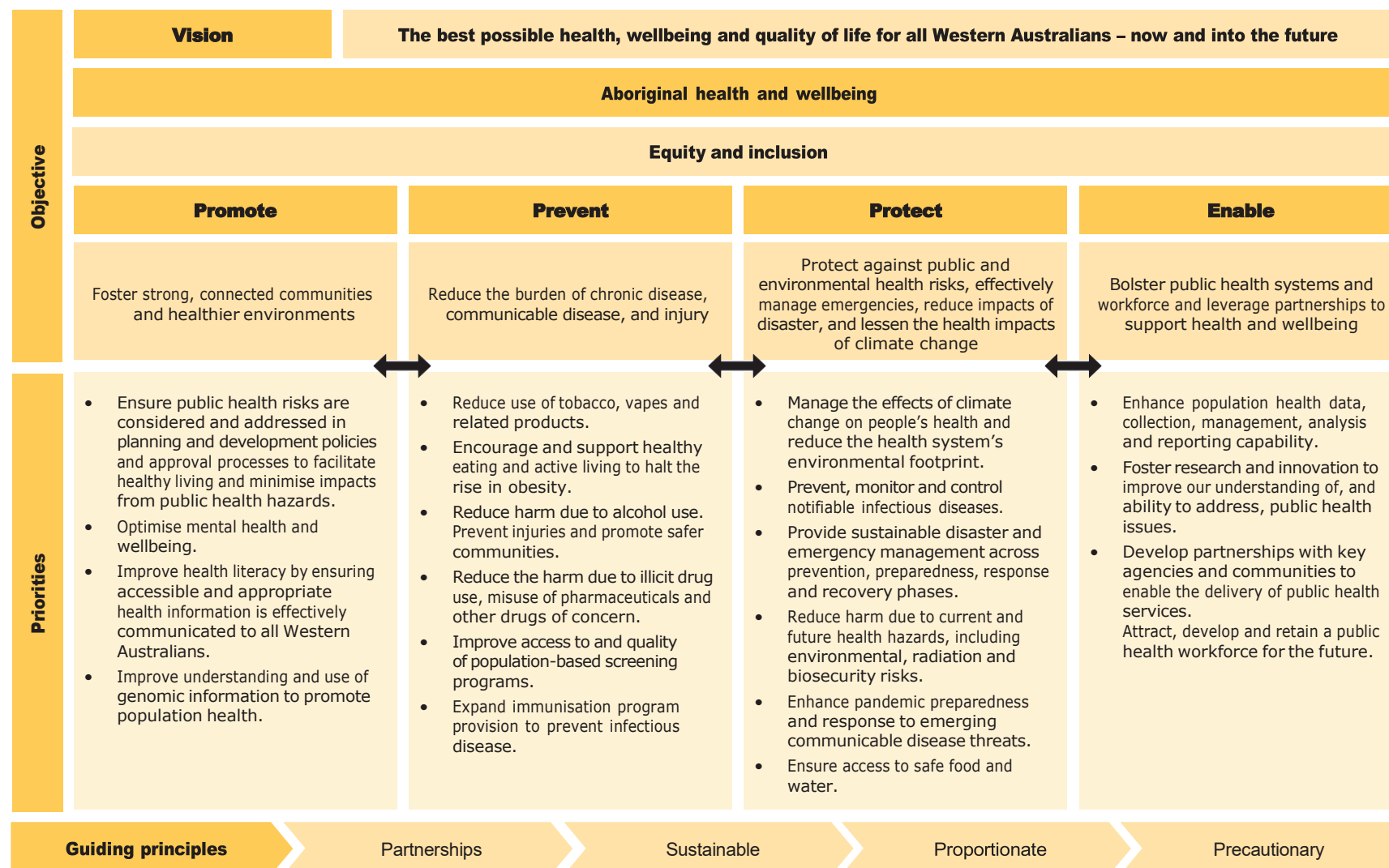
Section 3

Strategic Alignment

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Western Australia Public Health Plan Framework



Section 3 - Strategic Alignment

Alignment with **State Public Health Plan**

The State Public Health Plan 2025-2030 sets out a vision for the best possible health, wellbeing, and quality of life for all Western Australians.

The plan has four objectives:

Promote, Prevent, Protect, and Enable.

- 1. Promote:** Foster strong communities and healthier environments.
- 2. Prevent:** Reduce the burden of chronic disease, communicable disease, and injury.
- 3. Protect:** Protect against public and environmental health risks, effectively manage emergencies, and lessen the health impacts of climate change.
- 4. Enable:** Bolster public health systems and workforce and leverage partnerships to support health and wellbeing.

Responsibilities and Capacity as a **Local Government Organisation**

The City is legislated to have a Public Health and Wellbeing Plan.

The City of Mandurah has a range of responsibilities and capacities to influence public health outcomes:

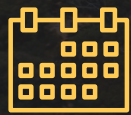
- 1. Lead:** Take a lead on projects and initiatives that relate directly to the outcomes of the Plan.
- 2. Partner:** Collaborate internally or externally to deliver projects and initiatives that relate directly to the outcomes of the Plan.
- 3. Advocate:** Advocate to State and Federal governments regarding gaps relating to health and wellbeing in Mandurah.

Section 3 - Strategic Alignment

City's Financial Expenditure on **Public Health**

The City provides a broad range of programs that support and promote the health of our community and invests significantly into ensuring Mandurah is a healthy, enjoyable and safe place to be.

The City of Mandurah invests in community infrastructure and community programming during last financial year. It is a holistic approach across the whole City.



**Community Programs
and Events**
\$7,972,361



**Environmental
Health Services**
\$2,187,647



**Cultural Facilities
and Services**
\$5,543,181



**Recreation Facilities
and Services**
\$9,500,117



**Parks, Bushlands and
Reserve Maintenance**
\$23,880,852



Section 4

Implementation

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Public Health Themes and Key Actions

PROMOTE Empowering and enabling people to live healthy lives	PREVENT Advocating and supporting preventable initiatives to influence positive health outcomes	PROTECT Monitoring and responding to public and environmental health risks to support public health and wellbeing	ENABLE Providing health protection for the community
Objective Promote benefits of healthy active lifestyles	Objective Reduce disease, illness and injury in the community	Objective Manage public and environmental health to improve health outcomes and respond to climate change	Objective Advocate and partner with external health providers to deliver services that meet the needs of the community
Action 1.1 Integrate health as a priority for planning and promoting transport	Action 2.1 Promote and support initiatives to encourage healthy eating	Action 3.1 Implement initiatives to monitor health risks in the community	Action 4.1 City to advocate and partner with the Federal and State governments to ensure health services are adequately sourced
Action 1.2 Provide opportunities to accessible activities, including walking, cycling and active transport	Action 2.2 Encourage healthy eating habits by increasing access to nutritious foods and supporting education	Action 3.2 Strengthen response to public health threats and emergencies including pandemic response	Action 4.2 Advocate for initiatives that aim to improve the health of Aboriginal people
Action 1.3 Provide information on available services and support to reduce or prevent disease or injury	Action 2.3 Undertake initiatives designed to reduce harms relating to alcohol and drugs	Action 3.3 Promote and build awareness of health campaigns aimed at disease prevention and protection	Action 4.3 Improve outcomes of priority populations by advocating for funding
Action 1.4 Increase awareness of how mental health can be strengthened	Action 2.4 Create smoke-free communities	Action 3.4 Enhance community resilience to climate related health risks by reducing vulnerability and improving preparedness	Action 4.4 Support programs that improve health of older adults
	Action 2.5 Improve access to appropriate health literacy		

Measures Monitoring of the Public Health and Wellbeing Plan will be guided by the measures outlined below.

PROMOTE Empowering and enabling people to live healthy lives	PREVENT Advocating for and supporting preventable initiatives to influence positive health outcomes	PROTECT Monitoring and responding to public and environmental health risks to support public health and wellbeing	ENABLE Providing health protection for the community
1 Community satisfaction with City footpaths, cycle paths, roads and community-based services that keep people active and healthy	1 Comparison of South Metropolitan Health Service (SMHS) community profile data over 3-year periods	1 City policies to include health and wellbeing/public health objectives and strategies	1 Satisfaction with partnering opportunities both internally and externally to the City
2 Influence reduction in lifestyle risk factors for Mandurah population as outlined in City of Mandurah Health and Wellbeing Profile 2019 (prepared by South Metropolitan Health Services (SMHS))	2 Increased distribution, understanding and integration of key healthy messages both internally and externally to the City	2 Achieve evaluation measures outlined in the Environment and Integrated Transport Strategy	2 Development of Age Friendly Strategy
3 Influence increased from external agencies to promote health and wellbeing within the Mandurah	3 Influence the numbers of preventive screenings and vaccinations	3 Improve understanding of health impacts associated with climate change	3 Health and Wellbeing landing page on City's website is reviewed and updated annually
4 Comparison of Injury Matters injury data over 3-year periods	4 Review and update City's alcohol and smoking policies	4 Maintain City's statutory responsibilities under the Public Health Act	4 Annual evaluation of the City's Public Health Plan processes, outputs and outcomes
5 Review internal volunteer procedure with increased participation rates	5 Annual evaluation of the City's Public Health Plan processes, outputs and outcomes	5 Number of treatments undertaken under the Mosquito Management program	
6 Number of people participating in programs and initiatives	6 Influence the reduction of falls among older adults	6 Annual evaluation of the City's Public Health Plan processes, outputs and outcomes	
7 Annual evaluation of the City's Public Health Plan processes, outputs and outcomes			

Monitoring and Evaluation

- **Quarterly Reviews**
Conduct quarterly reviews to assess the progress of each action item. Adjust strategies as needed based on feedback and data collected.
- **Annual Reports**
Publish annual reports detailing the achievements, challenges, and areas for improvement.
- **Community Feedback**
Engage with the community through surveys and public forums to gather feedback and ensure the plan continues to meet their needs.

By focusing on these key areas and regularly monitoring progress, the City of Mandurah aims to create a healthier, more resilient community that is better equipped to face emerging challenges and improve the quality of life for all residents.

The Public Health and Wellbeing Plan will be replaced every 5 years.





Section 5

Community Insights informing the plan

Consulting our community in the creation of the City's Health and Wellbeing Plan

The following information pertains to the community engagement, internal and external data sources, and analysis of strategic plans and objectives related to or intersecting with the goals of the PHWP.

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Listening to the Community

During community consultations, important themes emerged, indicating where the City should focus its attention. The themes included:

Consultation Snapshot



Optimise **mental health and wellbeing**



More active Mandurah



Healthy eating



Making **smoking history**



Reducing **harmful alcohol use**



Reduce use of **illicit and other drugs**



Connecting people to **community gardens**



Promoting **state and federal campaigns**



Supporting **volunteering opportunities**



Advocating for **key health services and workforce**

Section 5 – Community Insights informing the plan

Community Profile

Age Profile

In Mandurah, a larger percentage of the population is aged over 60 years old, at 32.2%, compared to Greater Perth's 21.2%. However, the proportion of individuals aged 0 to 17 years old is lower in Mandurah, at 20.8%, compared to Greater Perth's 22.5%. In 2021, the age group with the most significant changes in the age structure compared to 2016 were individuals aged 70 to 84 years old and 60 to 69 years old.

City of Mandurah – Total persons (usual residence)	2021		
Service age group (years)	Number	%	Greater Perth %
Babies and pre-schoolers (0 to 4)	4,773	5.3	6.1
Primary schoolers (5 to 11)	7,523	8.3	9.0
Secondary schoolers (12 to 17)	6,502	7.2	7.4
Tertiary education and independence (18 to 24)	6,348	7.0	8.6
Young workforce (25 to 34)	9,182	10.2	14.4
Parents and homebuilders (35 to 49)	15,298	16.9	21.0
Older workers and pre-retirees (50 to 59)	11,592	12.8	12.4
Empty nesters and retirees (60 to 69)	12,262	13.6	10.2
Seniors (70 to 84)	14,122	15.6	9.1
Elderly aged (85 and over)	2,707	3.0	1.9
Total	90,309	100.0	100.0

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Population and Cultural Background



102,922

estimated population
as of 2024



2.9%

Higher percentage of
Aboriginal people compared
to Greater Perth (2%)



27.4%

Born overseas



6.9%

of people used a language
other than English at home

References

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Appendices

Appendix 1: Strategic Frameworks



This Plan is designed to complement the existing state and national strategic frameworks designed to protect public health.

Strategies	Strategies	Strategies
WA Health System	Injury Matters Strategic Plan 2021–2024	Western Australia Suicide Prevention Framework 2021–2025
State Public Health Plan for Western Australia 2025–2030	National Obesity Strategy 2022–2032	
Western Australia Health Digital Strategy 2020–2030	Disability and Seniors	Volunteering
Western Australia Health and Medical Research Strategy 2023–2033	Western Australia Disability Health Framework 2015–2030	National Strategy for Volunteering 2023–2033
Western Australia Foodborne Illness Reduction Strategy 2023–2026	State Disability Strategy 2020–2030	Sexual Health
Western Australia Cancer Plan 2020–2025	WA Seniors Strategy 2023–2033	WA Sexual Health and Blood-borne Virus Strategy 2024–2030
Western Australia Communicable Disease Control Directorate Strategic Framework 2023–2026	Eating Disorders	WA Hepatitis B Strategy 2023–2030
	WA Eating Disorders Framework 2025–2030	WA Hepatitis C Strategy 2023–2030
Aboriginal Health	Environmental Health	
Western Australia Aboriginal Health and Wellbeing Framework 2015–2030	Environmental Health Directorate Strategic Plan 2020–2030	Road Safety
National Aboriginal and Torres Strait Islander Health Plan 2021–2029	Western Australia Climate Policy	Driving Change – Road Safety Strategy for Western Australia 2020–2030
Chronic Disease and Injury	Mental Health and Alcohol and other Drugs	Other
National Preventive Health Strategy 2021–2030	Western Australia Mental Health Promotion, Mental Illness, Alcohol and Other Drugs Prevention Plan 2025–2030	Western Australia Hiking Strategy 2020–2030
National Strategy for Injury Prevention 2020–2030	Western Australia Mental Health and Alcohol and Other Drugs Service Plan 2025–2030	National Tobacco Strategy 2023–2030
Western Australia Health Promotion Strategic Framework 2022–2026		National Immunisation Strategy 2025–2030

Appendices

Appendix 2: Identifying our City's Public Health Needs

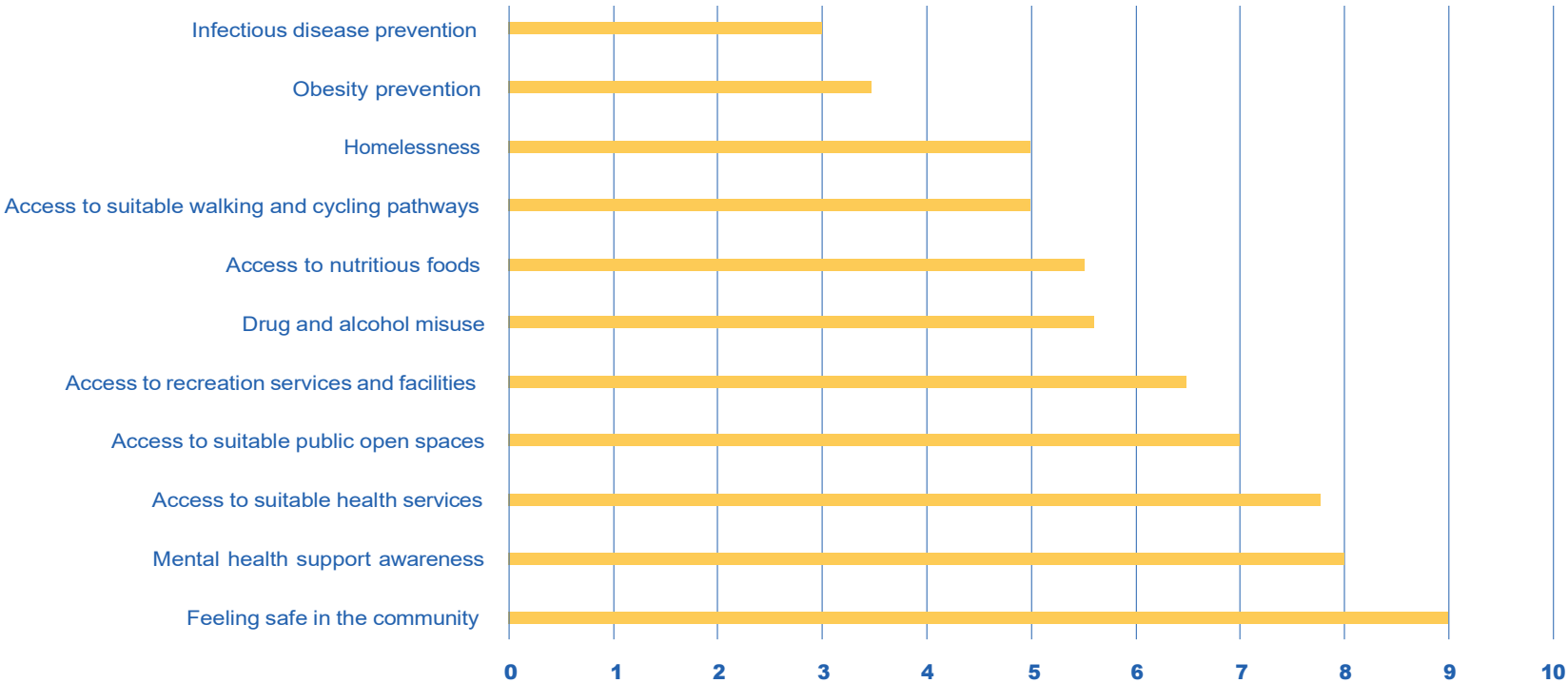
Key health and wellbeing issues	Key barriers	Opportunities
• Funding allocated in Mandurah is not adequate for the growing population • Access to medical services such as GPs, mental health, community intervention services and specialists • The health determinants impacting the community accessing medical service, e.g. affordable housing and cost of living • Attracting medical professionals to the region • Lack of information sharing among services and competing for funding opportunities • Lack of infrastructure to encourage active transport, enhancing physical activity • Availability of fast food outlets • Increase vaping rates among young people	• Short term funding affecting sustainability of programs and services • The cost of private services which impacts long wait times for government services • Accessing appropriate transport to access services • Lack of collaboration between services • Services do not have enough time, resources and expertise to recruit or manage volunteers • Lack of cultural awareness training for staff in supporting Aboriginal and CALD populations • Easy access to vapes or e-cigarettes online • Liquor license planning and constraints – unable to decline applications	• Raising awareness of men's health through health promotion mechanisms • More programs to ensure older people maintain their mobility and independence • Programs and initiatives to promote healthy socialising to reduce isolation • More community art opportunities to improve mental health • Promote Grow it Local • Promoting and encouraging volunteering opportunities • Advocating for Peel Health Hub stage 2 and Family Support Network • Advocating for GPs / mental health professionals and personality disorder support in Mandurah • Advocating for stronger legislation to stop vaping providers

What are your key health and wellbeing issues?	What improvements could better promote and maintain health and wellbeing in Mandurah?
• Lack of alcohol and drug services and support • People with disability are not included in mainstream health and wellbeing activities and promotions • Improve community awareness of existing programs and activities • Long waits for mental health counselling and requiring a Mental Health Care Plan • Increase in vaping among young people • Increase in obesity rates • Long waits to see a GP and other medical services • Women's and Men's health • Loneliness and isolation • Access to specialist locally • Support for people experiencing suicide thoughts • Aboriginal health concerns • Transport crashes and provision of infrastructure to encourage safe walking or cycling • People under the influence of drugs and alcohol • Shade in streets to encourage people to walk • Increased costs associated with health care • Too many fast food outlets • Screening for sun related cancers	• Social groups for people with mental health issues • To provide a variety of outdoor activities and active spaces for all ages across the region • Inclusive programs to support mental health and fitness • Inclusive play equipment in parks and reserves • Addressing social determinants of health issues • Campaign to reduce obesity • Mental health capacity building training • Increase to medical workforce locally • Free activities and exercise programs including fun runs • Sexually transmitted diseases clinic • Increase in homeless services and accommodation • Increase in health awareness programs • Promotion on men's health initiatives and programs • Building better community relationships • Road infrastructure support active transport • Better access for people with disability to attend beaches • Redesign streets to enhance community spaces with trees, seating and reduced speed limits • Subsidise cost of accessing healthcare • Opportunities for social interaction relating to arts and sports • Promoting the importance of sun protection

Appendices

Appendix 2: Identifying our City’s Public Health Needs

The community was surveyed and the following areas of importance were rated:



Source: Public Health and Wellbeing Survey

Table 3 – Internal Staff Workshop

What are the priorities for the new plan?	How will the plan align with other strategies or plans?
• Planning for vulnerable populations to cope with rising global temperatures • Grow fruit trees in public places - community owned and supported by the City • Community workshops to promote injury prevention • Hiking programs - education walks, and interpretive signage • Affordable community facility hire • Projects to improve safety for active transport • Best for pamphlets and promotion - including places to cycle • Offsite reserves for exercise classes, activities and games • Promotion and supporting the volunteering sector • Sporting groups to address needs, e.g. men's health issues • Inclusion database to be used for social prescription	• Developing a street tree masterplan • Measuring walking trails to assist people with their limits and health targets • Promote environmental literacy alongside health literacy programs, e.g. reducing food waste • Masterplan for active reserves to be shaded, paths links and recreation elements • Signage for shared paths (interpretive and directional) • Increasing activities in natural areas • Developing arterial road landscape masterplan • Public art trails • Neighbourhood event funding • Evaluation tool developed for organisational outcomes • Incorporate mental health initiatives with nature connections

Table 4 – Advisory Groups

Youth Advisory Group	Mandurah Environment Advisory Group	Access and Inclusion Advisory Group
• Healthy food workshops (what to buy and how to prepare it) aligning with Live Lighter. • Free gym/PT sessions for young people aged 12 – 24 • Health professionals/clinicians dropping into youth groups to decrease stigma in accessing those services. • Impose 5-metre ban outside council premises for vaping (same as for cigarettes) • Let young people teach adults to give things a go • Encourage youth volunteering with meaningful roles • More opportunities to upskill in supporting friends and families (e.g. Zero2Hero camps) • Intergenerational workshops – everyone, every age, teaching and learning	• Reserving natural vegetation • More street trees planting to reduce barriers for physical activity. • Connected cycle and walkways – improved active transport. • Reducing the amount of rubbish and litter in natural areas. • The importance of community gardens and ensuring sustainability • Supporting volunteering opportunities.	• Train staff at the MARC on how to be inclusive for people with disability • Accessibility from outside the MARC, pathways need to be connected for easier access • Having a quiet time between 12pm to 2.30pm for people with disability to exercise • Programs at the MARC specific to people with disability • Charging stations in the community for gophers • Advocating for specialist services including paediatricians for autism diagnosis • Advocating for access to telehealth appointments • Promoting services outside of facilities, e.g. shopping centres • Building awareness of sporting clubs that are inclusive

Appendices

Appendix 3: Alignment to other City plans and strategies

Strategy or Plan	Summary
Corporate Business Plan 2023 - 2027	The City's Corporate Business Plan identifies the actions from the Community Strategic Plan that the City is committed to deliver and implement. This includes initiatives such as improving access to recreational facilities, promoting active transportation options, and advocating for key health services and infrastructure for Mandurah.
City Centre Master Plan (10 to 20 years)	The City's Master Plan has 3 key themes: 'Activity, Character and Movement'. The Plan provides direction for future development and upgrade of Mandurah's City Centre bringing improved economic outcomes. There is also provision for accessible infrastructure that supports physical activity including walking, cycling and public transport.
Integrated Transport Strategy (10 to 20 years)	This strategy has positive health outcomes through increasing physical activity, improving safety, reducing pollution to create a connected and liveable community. The Vision of the Strategy is 'To provide for a safe, accessible and connected transport network that enables sustainable choices.'
Place and Enrichment Strategy 2023 - 2027	This strategy has strong synergies with the PHWP by integrating community-based interventions that enhance the overall wellbeing of the community. The aim of the strategy is to be catalyst for positive change, with a greater emphasis on empowerment, and mobilising community assets to work together in addressing persistent and complex social problems. By creating a supportive and enriching environment will contribute to improved health outcomes.
Environment Strategy 2023 - 2033	The connection of health and nature is clear. This 10-year strategy aligns closely with the PHWP to protect and improve health effects while contributing overall to the sustainability and resilience of the community. The linkages include active transport, green spaces, access to healthy food, climate change mitigation, clear air quality and waste reduction.
Arts and Culture Strategy 2023 - 2028	Arts and Culture can have positive impacts on health and wellbeing, especially mental health. Goal 2 of this strategy desired outcome is 'Break down complex barriers to wellbeing and encourage the community to maintain and recover good health through cultural participation and engagement'. This provides a holistic approach at addressing both the physical and socio-cultural aspects of wellbeing.

Strategy or Plan	Summary
Youth Strategy 2021 - 2026	By aligning this strategy with the PHWP, can address the unique health needs of young people and create a supportive environment that promotes their overall wellbeing. The vision of this strategy 'Young people in Mandurah feel connected with and proud of their community and see it as a place where they can participate, influence and inspire'. There are key areas to ensure positive health outcomes for young people through prevention education, access to suitable healthcare and target interventions specific to their age.
Access and Inclusion Plan 2021 – 2026	The PHWP focuses on vulnerable populations, it is important to ensure equitable and accessible access to health services to entire population including people with disability. Alignment to the City's Access and Inclusion is crucial to ensure people with disability have accessible information and access to inclusive health or prevention programs.
Waste Education Plan 2022 – 2025	The Waste Education Plan and PHWP both aim to enhance community wellbeing and environmental sustainability. By integrating environmental sustainability with public health initiatives, the City of Mandurah can address multiple aspects of community wellbeing simultaneously, leading to a more comprehensive approach to improving residents' quality of life.
Economic Development Strategy	Aligning the PHWP and the Economic Development Strategy offers several benefits. By integrating health and economic goals, the City can create a sustainable, competitive economy while promoting inclusive spaces and programs that encourage physical activity, social connection, and overall wellbeing. This alignment ensures that health outcomes are positively influenced through leadership, partnerships, and advocacy, while also addressing structural disadvantages in the economy.
Mandurah's Shared Approach to Ending Homelessness Action Plan 2025 to 2027	This Action Plan aims to identify and support vulnerable people who are identified as priority population in the Public Health and Wellbeing Plan. The approach aims to improve the health and stability of people experiencing homelessness, ultimately contributing to better health outcomes and reducing homelessness
Local Recovery Plan	A Local Recovery Plan outlines the arrangements and processes for effectively managing recovery at the local level following an emergency. Given that disasters significantly impact people's health and wellbeing, the plan ensures that recovery initiatives also support long term public health objectives.
Vulnerable Communities Plan	The Vulnerable Communities Plan identifies vulnerable communities and their support network providing crucial information for those involved in emergency planning, prevention, preparedness, response, and recovery activities. The Plan provides a comprehensive understanding of community health needs and vulnerabilities.

The City is working through the development of a range of other plans and strategies such as the Reconciliation Action Plan, Literacy Strategy and Age Friendly Strategy which will provide further direction for the City and stakeholders.

Actions: Alignment to other City of Mandurah Strategies and Plans

Actions	Strategy or Plan	Objectives Alignment	Measure of Success	Responsibilities
Review the Greening Mandurah Framework and associated action plan	<i>Environment Strategy</i>	Protect	Urban canopy coverage and canopy health	Landscape Management
Implement the Greening Mandurah Action Plan	<i>Environment Strategy</i>	Protect	Urban canopy coverage and canopy health	Landscape Management
Conduct a 5-yearly Urban Canopy analysis to track the City's canopy coverage	<i>Environment Strategy</i>	Protect	Urban canopy coverage and canopy health	Landscape Management
Review the Greening Mandurah Framework and associated Action Plan	<i>Environment Strategy</i>	Protect	Urban canopy coverage and canopy health	Landscape Management
Review the Management of Trees in Streets and Public Open Spaces Policy	<i>Environment Strategy</i>	Protect	Urban canopy coverage and canopy health	Technical Services
Review the City's Park Hierarchy and Facility Provision Plan	<i>Environment Strategy</i>	Promote	Community satisfaction of public open space facilities in City parks and reserves	Landscape Management Environmental Engagement
Review the Asset Management Plan for the Public Open Space asset portfolio	<i>Environment Strategy</i>	Promote	Community satisfaction of public open space facilities in City parks and reserves	Landscape Management
Implement the Energy Management and Carbon Emission Reduction Plan and Implementation Plan	<i>Environment Strategy</i>	Protect	City's corporate carbon footprint	Environmental Engagement

Actions	Strategy or Plan	Objectives Alignment	Measure of Success	Responsibilities
Develop the ecotourism experience at Yalgorup National Park in partnership with DBCA and industry	<i>Environment Strategy</i>	Promote	Community satisfaction of public open space facilities in City's parks and reserves	Transform Mandurah
Develop the nature-based trails visitor experience throughout Mandurah and connecting with other regional areas	<i>Environment Strategy</i>	Promote	Community satisfaction of public open space facilities in City's parks and reserves	Transform Mandurah
Implement the Environmental Volunteer and Education Program Implementation Plan	<i>Environment Strategy</i>	Promote	Active Environmental Volunteer Register	Environmental Engagement
Provide volunteering opportunities that are accessible and inclusive for waste education	<i>Environment Strategy</i>	Promote	Active Environmental Volunteer Register	Environment Engagement
Review the Climate Change Response Plan and action plan in line with the updated Intergovernmental Panel on Climate Change reports	<i>Environment Strategy</i>	Protect	City's public reputation related to environmental performance	Environmental Engagement
Connect volunteer groups with the local disability sector and networks to promote volunteering and clean-up opportunities	<i>Waste Management Plan</i>	Protect	Volunteering opportunities showcased	Environmental Engagement
Join and deliver the Grow It Local program to promote locally grown food and environmentally responsible living • Maintain an annual program of Grow It Local opportunities delivered by the City (such as workshops on growing vegetables) • Implement promotional campaign encouraging residents to become a member of Grow It Local and register their patch • Integrate waste education into the delivery of Grow It Local	<i>Waste Management Plan</i>	Protect	Increase number of Grow It Local members with composters and worm farms	Environmental Engagement

Actions	Strategy or Plan	Objectives Alignment	Measure of Success	Responsibilities
Consolidate the existing Walkability Plan and Cycle Plans by preparing District Level Active Transport Plans to guide the planning and prioritisation of path network plans.	<i>Integrated Transport Strategy</i> Promote		Walking and cycling are safe, connected, convenient and widely accepted forms of transport	Strategic Planning Technical Services
District Level Active Transport Plans to consider and include the following key outcomes: • Existing Path Audits • Assess opportunities to seek data on walking and cycling • Community Engagement • Path Prioritisation • Inclusion of recommendations in Asset Management Plans; Long Term Financial Plan and Capital Budgets	<i>Integrated Transport Strategy</i> Promote		Walking and cycling are safe, connected, convenient and widely accepted forms of transport	Strategic Planning Technical Services
In preparation of Active Transport Plans ensure the following locations are given priority in the implementation: • Mandurah Road / Waterside Drive from Mandurah Station to Mandurah Estuary Bridge • Northern Beaches Trail / Ormsby Terrace link to City Centre	<i>Integrated Transport Strategy</i> Promote		Walking and cycling are safe, connected, convenient and widely accepted forms of transport	Strategic Planning Technical Services

Actions	Strategy or Plan	Objectives Alignment	Measure of Success	Responsibilities
Prepare Design Guidelines for active transport infrastructure to achieve the following: • Ensure commitments to the delivery of active transport infrastructure is a key priority in the Long-Term Financial Plan and Funding Opportunities • ensure paths on all streets in subdivisions have a consistent approach to location of the footpath in the street cross-section • review turning movements at intersections to improve pedestrian desire lines across roads • review the use of intersection control	<i>Integrated Transport Strategy</i>	Promote	Walking and cycling are safe, connected, convenient and widely accepted forms of transport	Strategic Planning Technical Services
Ensure that the suitability of the cycling network is constantly reviewed considering technological advancements in bicycle design, such as e-rideables and feedback received from bike riders	<i>Integrated Transport Strategy</i>	Promote	Walking and cycling are safe, connected, convenient and widely accepted forms of transport	Strategic Planning Technical Services
Undertake and continue to be involved in community awareness campaigns to encourage behaviour change and mode shift towards active forms of transport	<i>Integrated Transport Strategy</i>	Promote	Walking and cycling are safe, connected, convenient and widely accepted forms of transport	Strategic Planning Technical Services
Support new initiatives and programs that are community-led and bring people together (e.g. park activation, landscaping, culture/art, community sport) through the Embrace A Space and Community Initiated Infrastructure Program.	<i>Place Enrichment Strategy</i>	Promote		Community Development

Actions	Strategy or Plan	Objectives Alignment	Measure of Success	Responsibilities
Develop a community engagement plan for establishing community levels of service for the development and maintenance of parks and public open space, and streetscapes, at both a broader community and place level, to inform the City's Asset Management Plans and related upgrade, renewal and maintenance programs, with an initial focus on areas of lower historical investment (parks and public open space, streetscapes, entry statements and paths etc.)	<i>Place Enrichment Strategy</i>	Promote	System articulated clearly to all stakeholders	Community Development
Develop guidelines to inform the design of the City's parks and public open space and streetscapes based on community levels of service and technical requirements.	<i>Place Enrichment Strategy</i>	Promote	System articulated clearly to all stakeholders	Community Development
Consistent with the LTFP and parks improvement program, facilitate greater community engagement of local community to upgrade their parks to ensure that they are not only upgraded from a City perspective, but achieve the personality/ functionality desired by the residents. Invite residents to participate in a co-design process.	<i>Place Enrichment Strategy</i>	Promote	System articulated clearly to all stakeholders	Community Development
Promote Grow It Local to encourage residents to grow edible gardens, and connect with each other in doing so	<i>Place Enrichment Strategy</i>	Prevent	Number of residents who sign up to Grow It Local	Community Development
Create avenues for young people to connect with nature and be involved in conserving our natural environment	<i>Youth Strategy</i>	Protect	Number of programs and events delivered in various locations across the City of Mandurah	Environmental Engagement and Youth Development

Actions	Strategy or Plan	Objectives Alignment	Measure of Success	Responsibilities
Deliver and enable programs that foster a sense of belonging and promote wellbeing and resilience	<i>Youth Strategy</i>	Promote	Youth evaluation of their sense of belonging / connection	Youth Development
Deliver the Mandurah Arts Festival annually, offering the community engagement and audience opportunities through presentation of a variety of creative initiatives	<i>Arts and Culture Strategy</i>	Promote	Quality of engagement Growth in attendance / engagement over 5 years	Arts and Culture
Provide creative initiatives that are focused on improving the wellbeing of vulnerable communities. These will include: • a series of art workshops for isolated seniors living alone or in selected aged care facilities, • workshops to connect and give voice to young people experiencing mental health issues, • encouraging a sense of belonging for new migrants through shared creative initiatives.	<i>Arts and Culture Strategy</i>	Promote	Evaluation results post-project Audience and participant satisfaction survey	Arts and Culture
Pilot and implement a detailed, consistent and sustainable method of evaluating improvement to wellbeing through engagement with the arts, that is available to City-led and for externally run initiatives Create an evaluation framework that measures the outcomes of creative interventions around wellbeing	<i>Arts and Culture Strategy</i>	Promote	• Functionality of evaluation method • Consistent use by City of Mandurah and allied organisations • Audience and participant satisfaction survey	Arts and Culture
Explore the suitability of establishing a subsidy program to enable participation in the arts by children who might be financially disadvantaged (e.g., the arts equivalent of KidSport), in conjunction with a funding partner	<i>Arts and Culture Strategy</i>	Promote	Uptake of subsidies	Arts and Culture

Actions	Strategy or Plan	Objectives Alignment	Measure of Success	Responsibilities
Alignment to the City's Access and Inclusion Plan with actions including: • Include information on flyers and Facebook posts about accessibility. • Increased promotion of availability of inclusive activities • Provide recharge points at libraries and MARC for people who use electric mobility devices. • Continue to increase the accessibility of playground, parks, and beaches across the City. • Prioritise plan of most used parks, e.g. Caterpillar Park	<i>Access and Inclusion Plan</i>	Enable		Heritage and Community Capacity
Support trial of a Mobile GP service	<i>Shared Approach to Homelessness Action Plan</i>	Prevent	Improved health and wellbeing outcomes	Community Development
Engage with Peel Health Campus to investigate opportunities for introducing a Homelessness Support Worker role to be located at hospital	<i>Shared Approach to Homelessness Action Plan</i>	Prevent	Role created if feasible	Community Development
Advocate for increase in mental health outreach services	<i>Shared Approach to Homelessness Action Plan</i>	Prevent	Advocacy is undertaken	Community Development
Facilitate the development of a statewide Aged Care Training and Workforce Centre of Innovation in Mandurah	<i>Economic Development Strategy</i>	Enable	Increase in local training and skill development opportunities	Transform Mandurah



DRAFT Public Health & Wellbeing Plan 2026-2030

Implementation Plan



Public Health and Wellbeing Plan 2026 to 2030 – Implementation Plan

This implementation plan will be responsive to City’s resources for topical health priorities occurring across the lifespan of the plan.

1	Promote	Empowering and enabling people to live healthy lives								
Projects / Actions	Funding Type	Resourcing	Year 1	Year 2	Year 3	Year 4	Year 5	Health Outcomes aligned to State Public Health Plan measurements	Lead	Link with other areas of the organisation
1.1 Integrate health as a priority for planning and promoting transport										
Ensure planning decisions consider accessible active transport (ITS)	Within existing operating budget	N/A						Increased physical activity and increase use of built and natural infrastructure	Strategic Planning	Health Promotion
Promote infrastructure to encourage people to walk or cycle, i.e. shared paths, parks and public spaces (ITS)	Within existing operating budget	\$100 per year						Increased physical activity and increase use of built and natural infrastructure	Strategic Communications	Health Promotion Environmental Engagement
Promote active commuting by promoting walk and cycle-to-work initiatives	No budget required	N/A						Increased physical activity (e.g. ride to walk day)	Strategic Communications	Health Promotion
Update and promote bike trail maps and cycling events	Within existing operating budget	\$100						Increased physical activity	Strategic Communications Health Promotion	Events Visit Mandurah Transform Mandurah
Create a comprehensive guide of walking trails for all abilities in Mandurah	No budget required	N/A						Increased physical activity	Health Promotion	Strategic Communications
Promote the Your Move initiatives across schools to encourage active transport	Within existing operating budget	\$200 per year						Increased physical activity and improve road safety around schools 2 x meetings per year	Health Promotion	
Legend / Alignments to other strategies: CBP – Corporate Business Plan; CCMP – City Centre Master Plan; ITS – Integrated Transport Strategy; PES – Place and Enrichment Strategy; ES – Environment Strategy; ACS – Arts and Culture Strategy; YS – Youth Strategy; AIP – Access and Inclusion Plan; HAP – Homelessness Action Plan										

Projects / Actions	Funding Type	Resourcing	Year 1	Year 2	Year 3	Year 4	Year 5	Health Outcomes aligned to State Public Health Plan measurements	Lead	Link with other areas of the organisation
Promote and activate outdoor exercise parks and playground facilities and reserves	Within existing operating budget	\$100 per year						Increased physical activity	Health Promotion	Strategic Communications Community Development
Deliver Healthy By Design, Public Advocacy and other relevant training for both staff and sector	Within existing operating budget	\$2,000 every 2nd year						Reduce and prevent injuries Reduced exposure to environmental health risks	Health Promotion	
1.2 Provide opportunities to accessible activities, including walking, cycling and active transport										
Deliver outdoor wellness and fitness classes	Within existing operating budget	\$4,000 per year						Increased physical activity Reduction of falls	Health Promotion	Mandurah Aquatic and Recreation Centre Transform Mandurah
Deliver a fun run event	Within existing operating budget	\$1,000 per year						Increased physical activity	Health Promotion	Mandurah Aquatic and Recreation Centre
Deliver an event during Bike Month to promote bike safety and encourage physical activity (YS)	Within existing operating budget or external funding required	\$1,500 per year						Increased physical activity Reduce injury	Youth Development	Health Promotion Community Development
Support a trail activity per year – getting back into nature	Within existing operating budget	\$1,500 per year						Increased physical activity	Health Promotion	Transform Mandurah
Continue to administer Kidsports program	External funding secured	N/A						Increased physical activity	Recreation Services	

Projects / Actions	Funding Type	Resourcing	Year 1	Year 2	Year 3	Year 4	Year 5	Health Outcomes aligned to State Public Health Plan measurements	Lead	Link with other areas of the organisation
1.3 Provide information on available services and support to reduce or prevent disease or injury										
Provide community with information and resources to maintain and improve physical and mental health. Ensuring all media platforms are considered to target the various audiences: • Free physical activity information • Food safety • Healthy eating recipes • Mindfulness activities • Accessing relevant services	Within existing operating budget	\$700 per year						Increased physical activity Increased healthy eating Increased mental health and wellbeing Reduced exposure to environmental health risks	Health Promotion	Communications Seniors Mandurah Aquatic and Recreation Centre Community Development Health Services Youth Development Heritage and Community Capacity
Promote and fund programs or initiatives aimed at injury prevention	Within existing operating budget or external funding required	\$2,000 per year						Reduce and prevent injuries	Health Promotion	Seniors Youth Development Recreation Services
1.4 Increase awareness of how mental health can be strengthened										
Create digital content to encourage community to access nature, mainly videos of natural areas that promote a connection to nature. <i>(ES)</i>	Within existing operating budget	\$8,000 every 2 years						Increased mental health and wellbeing	Health Promotion Strategic Communications	Environment Engagement
Deliver two mental health awareness workshops each year including suicide prevention	Within existing operating budget	\$600 per year						Increased mental health and wellbeing	Health Promotion	
Legend / Alignments to other strategies: CBP – Corporate Business Plan; CCMP – City Centre Master Plan; ITS – Integrated Transport Strategy; PES – Place and Enrichment Strategy; ES – Environment Strategy; ACS – Arts and Culture Strategy; YS – Youth Strategy; AIP – Access and Inclusion Plan; HAP – Homelessness Action Plan										

Projects / Actions	Funding Type	Resourcing	Year 1	Year 2	Year 3	Year 4	Year 5	Health Outcomes aligned to State Public Health Plan measurements	Lead	Link with other areas of the organisation
Contribute and support the PaRK Suicide Prevention Collaborative	Within existing operating budget	\$100 per year						Increased mental health and wellbeing	Health Promotion	
Support the delivery of Aboriginal mental health programs	External funding secured	\$35,500 across 2 years						Increased mental health and wellbeing	Health Promotion	Heritage and Community Capacity
Continue partnership with Act Belong Commit (ABC) and continue to promote mentally healthy messages through a wide range of activities and venues throughout the year	Within existing operating budget	\$200 per year						Increased mental health and wellbeing	Health Promotion	Recreations Services Seniors Youth Development Community Development Heritage and Community Capacity
Strengthen volunteer support and development while expanding and promoting new volunteering opportunities in the community <i>(PES & ES)</i>	Within existing operating budget	\$100 per year						Increased mental health and wellbeing Increasing volunteering opportunities	Health Promotion	Community Development
Deliver volunteer workshop to sporting clubs	Within existing operating budget	\$1,000 per year						Increased mental health and wellbeing Increasing volunteering opportunities	Recreation Services	Health Promotion
Facilitate Mandurah Environmental Volunteer <i>(ES)</i>	Within existing operating budget	\$1,500 per year						Increased mental health and wellbeing Increasing volunteering opportunities	Environment Engagement	

2

Prevent

Advocating for and supporting preventable initiatives to influence positive health

Projects / Actions	Funding Type	Resourcing	Year 1	Year 2	Year 3	Year 4	Year 5	Health Outcomes aligned to State Public Health Plan measurements	Lead	Link with other areas of the organisation
2.1 Promote and support initiatives to encourage healthy eating										
Promote and support healthy sustainable food environments, i.e. community gardens and local grow carts (<i>PES & ES</i>)	Within existing operating budget	\$500 per year						Increased healthy eating Increased access to healthy foods	Community Development	Health Promotion Libraries Seniors Mandurah Aquatic and Recreation Centre Waste Management
Deliver and promote Grow It Local initiatives to encourage people to grow edible produce at home. (<i>PES & ES</i>)	Within existing operating budget	N/A						Increased interest in eating healthy food Eating more fruit and vegetables Increased sense of food security Improved food management	Community Development	Waste Education Health Promotion Libraries Seniors Youth Development Mandurah Aquatic and Recreation
Promote Live Lighter messaging through a wide range of City activities, events, programs, and facilities	Within existing operating budget	\$200 per year						Increased healthy eating Increased access to healthy foods	Health Promotion	Seniors Recreation Services Events Community Development
Distribute resources on Healthy Canteens to promote to sporting clubs	Within existing operating budget	\$200 per year						Increased healthy eating	Recreation Services	Health Promotion

Legend / Alignments to other strategies: CBP – Corporate Business Plan; CCMP – City Centre Master Plan; ITS – Integrated Transport Strategy; PES – Place and Enrichment Strategy; ES – Environment Strategy; ACS – Arts and Culture Strategy; YS – Youth Strategy; AIP – Access and Inclusion Plan; HAP – Homelessness Action Plan

Projects / Actions	Funding Type	Resourcing	Year 1	Year 2	Year 3	Year 4	Year 5	Health Outcomes aligned to State Public Health Plan measurements	Lead	Link with other areas of the organisation
2.2 Encourage healthy eating habits by increasing access to nutritious foods and supporting education										
Fund the delivery of healthy eating workshops to all age groups (<i>AIP & YS</i>)	Within existing operating budget	\$5,000 per year						Increased healthy eating	Health Promotion	Seniors Community Development Youth Development
Make educational materials accessible on the City's website and other platforms	No budget required	N/A						Increased healthy eating	Health Promotion	Strategic Communications
2.3 Undertake initiatives designed to reduce harms relating to alcohol and drugs										
Facilitate Liquor Accord with licensed premises	Within existing operating budget	\$1,200 per year						Reduce harmful alcohol use	Health Services	Transform Mandurah
Review City's Alcohol Policy	No budget required	N/A						Reduce harmful alcohol use	Health Promotion	Governance Services Health Services Recreation Services Events
Encourage sporting clubs to adopt the 'Good Sports' program	No budget required	N/A						Reduce harmful alcohol use	Recreation Services	Health Promotion Recreation Centres
Build community awareness of Mental Health Commission 'Alcohol Think Again' and 'Drug Aware' campaigns (<i>YS</i>)	Within existing operating budget	\$500 per year						Reduce harmful alcohol and drug use	Health Promotion	Youth Development Recreation Services Community Development

Projects / Actions	Funding Type	Resourcing	Year 1	Year 2	Year 3	Year 4	Year 5	Health Outcomes aligned to State Public Health Plan measurements	Lead	Link with other areas of the organisation
2.4 Create smoke-free communities										
Update non-smoking signage to include vapes and provide consistent messaging across facilities	Within existing operating budget	\$5,000 per year						Reduced smoking	Operations Services	Health Promotion Health Services
Review approach relating to restricted premises selling smoking implements	Within existing operating budget	\$500						Reduced smoking	Health Services	Health Promotion
Deliver a vaping education program aimed at young people (with Local Drug Action Team)	External funding required through Alcohol and Drug Foundation	\$16,000						Reduced smoking	Youth Development	Health Promotion Mandurah Aquatic and Recreation Centre Recreation Services
2.5 Improve access to appropriate health literacy										
Investigate suitability and opportunities for social prescribing to support improved mental and physical health.	Within existing operating budget	N/A						Increased mental health and wellbeing Increased physical activity	Health Promotion	

Legend / Alignments to other strategies: CBP – Corporate Business Plan; CCMP – City Centre Master Plan; ITS – Integrated Transport Strategy; PES – Place and Enrichment Strategy; ES – Environment Strategy; ACS – Arts and Culture Strategy; YS – Youth Strategy; AIP – Access and Inclusion Plan; HAP – Homelessness Action Plan

Projects / Actions	Funding Type	Resourcing	Year 1	Year 2	Year 3	Year 4	Year 5	Health Outcomes aligned to State Public Health Plan measurements	Lead	Link with other areas of the organisation
Map existing programs and services that could improve mental and physical health outcomes to share with the community.	No budget required	N/A						Increased mental health and wellbeing Increased physical activity	Health Promotion	
Use City's communication platforms to disseminate health information	Within existing operating budget	\$200 per year						Increased mental health and wellbeing Increased physical activity	Strategic Communications	Health Promotion
Support and partner with external organisations to deliver mental health awareness at events: • Volunteer Expo • R U OK Day • Mental Health Week • International Day of People with Disability • Wellness Wednesday	Within existing operating budget	\$1,000 per year						Increased mental health and wellbeing Increasing volunteering opportunities	Health Promotion	Heritage and Community Capacity Community Development Seniors Youth Development
Deliver an initiative (for example information sessions) for both Men's Health Week (June) and Women's Health Week (September).	Within existing operating budget	\$200 per year						Increased mental health and wellbeing Increased physical activity	Health Promotion	MARC Seniors
Enhance the capacity of local clubs and groups to deliver health and wellbeing initiatives, True Sports.	Within existing operating budget	\$500 per year						Increased mental health and wellbeing Increased physical activity	Recreation Services	Health Promotion Community Development

3

Protect

Monitoring and responding to public and environmental health risks

Projects / Actions	Funding Type	Resourcing	Year 1	Year 2	Year 3	Year 4	Year 5	Health Outcomes aligned to State Public Health Plan measurements	Lead	Link with other areas of the organisation
3.1 Implement initiatives to monitor health risks in the community										
Implement City's statutory responsibilities under <i>Public Health Act 2016</i> : Public Building Compliance	Within existing operating budget	N/A						Reduce exposure to environmental health risks	Health Services	
Implement City's statutory responsibilities under <i>Public Health Act 2016</i> : Food Business Compliance	Within existing operating budget	\$30,000 per year						Reduce exposure to environmental health risks	Health Services	
Implement City's statutory responsibilities under <i>Public Health Act 2016</i> : Pool sampling	Within existing operating budget	\$5,000 per year						Reduce exposure to environmental health risks	Health Services	
Implement City's statutory responsibilities under <i>Public Health Act 2016</i> : - Recreational waters - sampling	Within existing operating budget	\$5,000 per year						Reduce exposure to environmental health risks	Health Services	
Implement City's statutory responsibilities under <i>Public Health Act 2016</i> : Risk management for events	Within existing operating budget	N/A						Reduce exposure to environmental health risks	Health Services	Events

Legend / Alignments to other strategies: CBP – Corporate Business Plan; CCMP – City Centre Master Plan; ITS – Integrated Transport Strategy; PES – Place and Enrichment Strategy; ES – Environment Strategy; ACS – Arts and Culture Strategy; YS – Youth Strategy; AIP – Access and Inclusion Plan; HAP – Homelessness Action Plan

Projects / Actions	Funding Type	Resourcing	Year 1	Year 2	Year 3	Year 4	Year 5	Health Outcomes aligned to State Public Health Plan measurements	Lead	Link with other areas of the organisation
Implement City's statutory responsibilities under <i>Public Health Act 2016</i> : Noise complaints	Within existing operating budget	\$5,000 per year						Reduce exposure to environmental health risks	Health Services	
City's statutory responsibilities under <i>Building Regulations 2012</i> : Compliance of pool fences	Within existing operating budget	\$20,000 per year						To prevent drownings	Building and compliance	
Implement City's statutory responsibilities under <i>Dog Act 2016</i> : - Provide community education relating to responsible dog ownership - Patrols of beaches and public spaces to ensure dogs are on leads	Within existing operating budget	\$10,000 per year						To prevent dog attacks	Rangers	

Projects / Actions	Funding Type	Resourcing	Year 1	Year 2	Year 3	Year 4	Year 5	Health Outcomes aligned to State Public Health Plan measurements	Lead	Link with other areas of the organisation
3.2 Strengthen response to public health threats and emergencies including pandemic response										
Review the City's pandemic response plan	Within existing operating budget	N/A						Update and revise plan as required	Emergency Management	Executive Leadership Team
Mosquito Management - Minimise the interaction between mosquitoes and the public through aerial treatments - Minimise risk of mosquito borne disease transmission - Undertake mosquito surveillance - Provide education to the community to prevent mosquito bites	Within existing operating budget	\$330,000 per year						Reduce exposure to environmental health risks	Health Services	
Minimise harm caused from needles and syringes left in public places.	Within existing operating budget	\$5,000 per year						Prevent needle stick injuries	Health Services	
3.3 Promote and build awareness of health campaigns aimed at disease prevention and protection										
Build community awareness of 'Play it Food Safe' campaign	Within existing operating budget	\$100 per year						Reduce exposure to environmental health risks	Health Services	Health Promotion
Build community awareness of managing exposure of asbestos throughout National Asbestos Week	Within existing operating budget	\$100 per year						Reduce exposure to environmental health risks	Health Services	Health Promotion

Legend / Alignments to other strategies: CBP – Corporate Business Plan; CCMP – City Centre Master Plan; ITS – Integrated Transport Strategy; PES – Place and Enrichment Strategy; ES – Environment Strategy; ACS – Arts and Culture Strategy; YS – Youth Strategy; AIP – Access and Inclusion Plan; HAP – Homelessness Action Plan

Projects / Actions	Funding Type	Resourcing	Year 1	Year 2	Year 3	Year 4	Year 5	Health Outcomes aligned to State Public Health Plan measurements	Lead	Link with other areas of the organisation
Encourage and promote vaccinations and health screening through City's media platforms and events - Childhood Influenza - COVID - Sexual Transmitted Disease - Cancer	Within existing operating budget	\$500 per year						Prevent and control of communicable diseases	Health Promotion	Seniors Libraries Health Services
3.4 Enhance community resilience to climate related health risks by reducing vulnerability and improving preparedness										
Deliver community emergency preparedness for fire and storm through City's communication channels	Within existing operating budget	\$500 per year						Mitigate the impact of public health emergencies	Emergency Management	Bushland Management
Deliver community emergency preparedness for extreme weather conditions and continue with heat vulnerability planning	Within existing operating budget	\$500 per year						Mitigate the impact of public health emergencies	Emergency Management Health Services	Health Promotion Environment Engagement
Implement the Greening Mandurah Framework to protect and enhance Mandurah's urban canopy and mitigate the impacts associated with the Urban Heat Island Effect	Within existing operating budget	N/A						Reduces the community's exposure to extreme heat	Environment Engagement	Health Promotion
Manage bushland to reduce the risk of catastrophic bushfire events through fuel reduction activities that consider the protection of environmental values	Within existing operating budget	N/A						Reduces the risk of bushfire emergency	Emergency Management	Bushland Management
Promote sun safety through City's initiatives and events	Within existing operating budget	\$200 per year						Reduce the impact of sunburn and cancer	Health Promotion	Events

4 **Enable** Providing health protection for the community

Projects / Actions	Funding Type	Resourcing	Year 1	Year 2	Year 3	Year 4	Year 5	Health Outcomes aligned to State Public Health Plan measurements	Lead	Link with other areas of the organisation
4.1 City to advocate and partner with Federal and State governments to ensure health services are adequately sourced										
Develop a report highlighting the gaps in health services in Mandurah. <i>(CBP)</i>	External funding required	N/A						Improving access to health services	Transform Mandurah	Health Promotion Seniors
Advocating to access essential health workforce: • Specialists • Mental Health clinical staff • GPs	Within existing operating budget	N/A			As required			Increasing workforce	Office of Mayor & Elected Members	Health Promotion Transform Mandurah
Develop a Health Precinct Plan for the Lakes Road area <i>(CBP)</i>	Within existing operating budget	N/A						Expansion of health services locally	Strategic Planning	
Advocate for funding to expand the Peel Health Hub pending needs analysis and business plan.	Within existing operating budget	N/A						Expansion of health services locally	Office of Mayor & Elected Members	Transform Mandurah
Partner with South Metropolitan Health Services to deliver health promotion projects and review Mandurah health data	Within existing operating budget external funding required	\$1,000 per year						Increased physical activity Increased healthy eating Increased mental health and wellbeing	Health Promotion	

Legend / Alignments to other strategies: CBP – Corporate Business Plan; CCMP – City Centre Master Plan; ITS – Integrated Transport Strategy; PES – Place and Enrichment Strategy; ES – Environment Strategy; ACS – Arts and Culture Strategy; YS – Youth Strategy; AIP – Access and Inclusion Plan; HAP – Homelessness Action Plan

Projects / Actions	Funding Type	Resourcing	Year 1	Year 2	Year 3	Year 4	Year 5	Health Outcomes aligned to State Public Health Plan measurements	Lead	Link with other areas of the organisation
4.2 Advocate for initiatives that aim to improve the health of Aboriginal people										
Identify health gaps through liaison with Aboriginal groups and elders through establishment of the Reconciliation Action Plan	Within existing operating budget	\$200 per year						Improve Aboriginal health outcomes	Health Promotion	Heritage and Community Capacity
Promote and support health services provided by Nidjalla Waangan Mia and other Aboriginal services	Within existing operating budget	\$200 per year						Improve Aboriginal health outcomes	Health Promotion	Heritage and Community Capacity
Leverage State health initiatives aimed at improving Aboriginal health outcomes	External funding required	As required						Improve Aboriginal health outcomes	Health Promotion	Heritage and Community Capacity
4.3 Improve outcomes of priority populations by advocating for funding										
Fund education awareness relating to improved health outcomes for people from multicultural backgrounds: • Social programs • Healthy eating workshops • Physical activities • Health Literacy <i>(PES & ACS)</i>	Within existing operating budget external funding required	\$1,000 per year						Increased physical activity Increased healthy eating Increased mental health and wellbeing Reduced exposure to environmental health risks	Health Promotion	Heritage and Community Capacity Recreation Services

Projects / Actions	Funding Type	Resourcing	Year 1	Year 2	Year 3	Year 4	Year 5	Health Outcomes aligned to State Public Health Plan measurements	Lead	Link with other areas of the organisation
Fund specific programs and training targeted for people with disability • Social programs • Healthy eating workshops • Physical activities • Health Literacy (<i>AIP</i>)	Within existing operating budget external funding required	\$1,000 per year						Increased physical activity Increased healthy eating Increased mental health and wellbeing Reduced exposure to environmental health risks	Health Promotion	Heritage and Community Capacity Recreation Services
Support a trial of the mobile GP Service (<i>HAP</i>)	Funded to black swan health via successful partnership grant in 2024	\$53,082						Increased physical and mental health	Community Development	Heritage and Community Capacity
Continue awareness of inclusive club sports and active recreation activities	No budget required	N/A						Increased physical activity	Health Promotion	Recreation Services (Access and Inclusion/ Heritage and Community Capacity)
Support and promote Peel Volunteer Resource Centre projects to attract volunteers (<i>PES</i>)	Within existing operating budget	\$500 per year						Increased mental health and wellbeing	Community Development	

Legend / Alignments to other strategies: CBP – Corporate Business Plan; CCMP – City Centre Master Plan; ITS – Integrated Transport Strategy; PES – Place and Enrichment Strategy; ES – Environment Strategy; ACS – Arts and Culture Strategy; YS – Youth Strategy; AIP – Access and Inclusion Plan; HAP – Homelessness Action Plan

Projects / Actions	Funding Type	Resourcing	Year 1	Year 2	Year 3	Year 4	Year 5	Health Outcomes aligned to State Public Health Plan measurements	Lead	Link with other areas of the organisation
4.4 Support programs that improve health of older adults										
Develop Age-Friendly Strategy	Within existing operating budget	\$25,000						New strategy development to address the needs of Mandurah's aging population	Seniors	Health Promotion
Deliver programs to improve balance and reduce falls in older adults	Within existing operating budget	\$2,000 per year						Reduce falls	Seniors	Health Promotion



Subject: 19.3 Appointment to Committees of Council

Summary

In accordance with section 5.8 of the *Local Government Act 1995* (the Act), the Council of the City of Mandurah (the City) may establish committees and appoint members accordingly. Membership to committees formed by Council expired on 17 October 2025.

Council is now requested to establish the committees and appointment of members for two-years, with a term expiring on 15 October 2027:

Consider and adopt the powers and duties of the Audit, Risk and Improvement Committee (Attachment 19.3.2) and appoint Elected Members to the Committee;
Appoint external independent presiding member, and two additional independent members where one of the independent members will be appointed as the deputy of the presiding member to the Audit, Risk and Improvement Committee (Confidential Attachment 19.3.4);
and
Consider and adopt the powers and duties of the Planning and Community Consultation Committee (Attachment 19.3.3) and appoint Elected Members to the Committee.

Disclosure of Interest

N/A.

Previous Relevant Documentation

G.11/08/25	26/08/2025	Advertising of Audit, Risk and Improvement Committee
G.17-20/10/23	31/10/2023	Appointment to Committees of Council
G.12/10/21	14/12/2021	Ordinary Council and Committee Meeting Dates, Committee Meeting Structure 2022
G.5/10/21	26/10/2021	Appointment to Audit and Risk Committee
G.12/5/20	26/05/2020	Adopt Audit and Risk Committee terms of reference, SIAP 2020/21 2022/23, amend Internal Audit Charter and manual

Background

As part of the WA Government Local Government Act Reform, Audit and Risk Committees will be revised as Audit, Risk and Improvement Committees and must have an independent presiding member to ensure a level of neutrality and impartial oversight in chairing these meetings. An independent presiding member must be a person who is not a council member of any local government or an employee of the local government. If a deputy presiding member is appointed, they must also be independent.

The *Local Government (Administration) Regulations 1996* now mandates reimbursement of childcare and travel costs and recognises committee meetings as prescribed meetings. The Salaries and Allowances Tribunal now permits Band 1 local governments to pay independent members up to \$450 per meeting, with the current sitting fee set at that maximum. Following an internal assessment, the CEO recommends appointing independent members until 15 October 2027, subject to certified qualifications.

At the Council Meeting of 26 August 2025, Council adopted the advertising materials including the City of Mandurah Audit, Risk and Improvement Committee Expression of Interest for the purposes of attracting suitably qualified and experienced independent persons to join the City's Committee.

Comment

Audit, Risk and Improvement Committee

The Audit, Risk and Improvement Committee (ARIC) plays a key role in guiding and assisting a local government to fulfil its corporate governance responsibilities, including the functions outlined in regulation 16 of the *Local Government (Audit) Regulations 1996*. The ARIC is a legislative requirement to be established by Council. It is the only committee that is required to be established under the *Local Government Act 1995* (Act) and it is to report to Council and provide appropriate advice and recommendations on matters relevant to its Terms of Reference.

The ARIC responsibilities and duties are detailed in the ARIC Terms of Reference (refer Attachment 19.3.2). Amendments (tracked for convenience) is available in Attachment 19.3.1. The key amendments to the Terms of Reference are:

- Updated to ensure consistency with the Act;

- Additional responsibilities of the ARIC including supporting the City's culture of continuous improvement;

- The appointment of independent presiding members, independent members and deputy of the independent presiding member;

- The introduction of fraud, cybersecurity and internal controls as preferred areas of qualification and expertise of independent members; and

- Removal of the detail relating to termination of appointment as this is a matter at the discretion of Council, not the Committee as dealt with under the Act.

It is recommended that membership of the ARIC is to comprise of 7 members and 3 including deputy members being:

- Independent Presiding Member;

- Two Independent Members;

- Four Elected Members;

Two Deputy Elected Members shall be appointed in the event Elected Member Committee members are unavailable. All Elected Members are invited to attend the meetings. Elected Members who are not committee members will not be able to vote.

The Council can appoint additional Elected Member deputies or increase the number of Elected Members of the Committee at any time.

Council should note that in accordance with section 5.8 of the Act, the minimum number of members required to establish a committee is three or more persons. Council can resolve, by absolute majority, to reduce or increase the number of members and deputies to the ARIC at any time.

Audit, risk and improvement committee model

As part of the WA Government Local Government Act Reform, Local Government Audit and Risk Committees are to be revised as Audit, Risk and Improvement Committees and must have an independent presiding member to ensure a level of neutrality and impartial oversight in chairing these meetings. An independent presiding member must be a person who is not a council member of any local government or an employee of the local government. If a deputy presiding member is appointed, they must also be independent.

The Act provides for the following distinct committee member roles:

- Presiding Member — responsible for facilitating and chairing committee meetings (section 5.12);
- Deputy of the Presiding Member — comparable to a Deputy Mayor/President, a deputy presiding member is a committee member who presides at meetings of the committee in the absence of the presiding member (section 5.12(2)); and

Deputy Member — a deputy to a committee member who only performs the function of the ordinary member when they are unable to do so (section 5.11A).

It is recommended that Council appoint an independent presiding member and two independent members who will be the sitting members of the ARIC. To ensure compliance with the Act, Council is recommended to appoint a deputy of the independent presiding member, from the two independent members appointed. The deputy of the independent presiding member will only be required to preside in the absence of the independent presiding member.

The functions of the independent members are set out in the table below. Under the Act it is not necessary that Council appoint a deputy of the presiding member, as the presiding member can be selected by the Committee in the event the independent presiding member is absent. It is recommended that Council appoint the deputy of the presiding member at this meeting to assist with the efficacy of the Committee meetings and it provides the deputy with clarity of their role when the presiding member is absent. The Deputy presiding member must be an independent member and cannot be an Elected Member.

Candidate	Appointment	Function
Candidate A	Independent Presiding Member	Attends, votes and presides at all ARIC meetings unless absent.
Candidate B	Independent Member and Deputy of the Presiding Member	Attends and votes at all ARIC meetings unless absent. The Committee may appoint this Independent Member to preside in the absence of Candidate A.
Candidate C	Independent Member	Attends and votes at all ARIC meetings unless absent.

Appointment of external independent members

The City advertised for external Committee member applications for the ARIC in the Mandurah Mail on Wednesday 8 September 2025, the Australian Institute of Company Directors website on 28 August 2025 and on the City's Social Media page and Website.

Fifteen applications were received, and an initial assessment has been undertaken of the applicant's experience and qualification in any, or all, of the following:

- Internal audit;
- Risk management;
- Financial management/reporting;
- Fraud, internal controls and cybersecurity; or
- Understanding of complexities associated with the local government.

The Salaries and Allowances Tribunal (SAT) issued a Determination that allows Band 1 local governments to pay meeting attendance fees to independent committee members, within the following range: Minimum Fee - \$0 Maximum Fee: \$450.

These fees are per meeting and are set at the discretion of the local government, within the SAT-determined range. The independent member sitting fee is currently \$450 per meeting. Additionally, independent members may seek reimbursement of childcare and travel costs for attending meetings.

An internal panel conducted the initial assessment of the applicants and made a recommendation for review by the Chief Executive Officer (CEO). The assessment process is detailed in Confidential Attachment 19.3.4 and the CEO is recommending that Council appoint three applicants until 15 October 2027. Council is now requested to appoint the three independent members including the Presiding Member and Deputy of the Presiding Member.

Council should note that that appointment will be subject to the provision of certified copies of the preferred applicants' qualifications.

Planning and Community Consultation Committee

The role of the Planning and Community Consultation Committee is to recommend appropriate action to Council on matters of a strategic nature that involve formal public consultation and statutory and strategic planning matters. The Committee consists of up to 11 members and Council may appoint one or more deputies at any time.

The Planning and Community Consultation Committee responsibilities and duties are detailed in the Planning and Community Consultation Committee Terms of Reference (refer Attachment 19.3.3).

Statutory Environment

Regulation 16 of the *Local Government (Audit) Regulations 1996* states:

An audit committee has the following functions —

- (a) to guide and assist the local government in carrying out —
 - (i) its functions under Part 6 of the Act; and*
 - (ii) its functions relating to other audits and other matters related to financial management;**
- (b) to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 of the Act;*
- (c) to review a report given to it by the CEO under regulation 17(3) (the **CEO's report**) and is to —
 - (i) report to the council the results of that review; and*
 - (ii) give a copy of the CEO's report to the council;**
- (d) to monitor and advise the CEO when the CEO is carrying out functions in relation to a review under —
 - (i) regulation 17(1); and*
 - (ii) the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);**
- (e) to support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;*
- (f) to oversee the implementation of any action that the local government
 - (i) is required to take by section 7.12A(3); and*
 - (ii) has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a); and*
 - (iii) has accepted should be taken following receipt of a report of a review conducted under regulation 17(1); and*
 - (iv) has accepted should be taken following receipt of a report of a review conducted under the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);**
- (g) to perform any other function conferred on the audit committee by these regulations or another written law.*

Regulation 34ACA of the *Local Government (Audit) Regulations 1996* states:

- (1) A meeting of a committee of the council of which the committee member is not a member is a meeting of a prescribed type for the purposes of section 5.100(3).*
- (2) For the purposes of section 5.100(4)(a), the kinds of expenses that are to be reimbursed by all local governments are child care and travel costs incurred by a committee member because of their attendance at a meeting of the committee of which they are a member.*

5.100. Fees paid and expenses reimbursed to committee members

- (2) A committee member who attends a meeting of the committee is entitled to be paid —
(a) the fee determined for attending a committee meeting; or
(b) if the local government has set a fee within the range determined for committee meeting attendance fees — that fee.*
- (3) A committee member who attends a meeting of a prescribed type at the request of the council is entitled to be paid —
(a) the fee determined for attending a meeting of that type; or
(b) if the local government has set a fee within the range determined for meetings of that type — that fee.*
- (4) Subsection (5) applies if a committee member incurs —
(a) an expense that is of a kind prescribed as being an expense to be reimbursed by all local governments; or
(b) an expense —
(i) that is of a kind prescribed as being an expense which may be approved by any local government for reimbursement by the local government; and
(ii) which has been approved by the local government for reimbursement.*
- (5) The committee member must be reimbursed for the expense —
(a) if the extent of reimbursement for the expense has been determined — to that extent; or
(b) if the local government has set the extent to which the expense can be reimbursed and that extent is within the range determined for reimbursement — to that extent.*

5.14. Who acts if no presiding member

If, in relation to the presiding member of a committee —

- (a) the office of presiding member and the office of deputy presiding member are vacant; or*
- (b) the presiding member and the deputy presiding member, if any, are not available or are unable or unwilling to perform the functions of presiding member,*

then the committee members present at the meeting are to choose one of themselves to preside at the meeting.

Local Government Act Amendment Act 2024 section 87.

7.1A. Establishment of audit, risk and improvement committee

- (1) A local government must establish a committee of its council under section 5.8 to be called the audit, risk and improvement committee.*
- (2) The following provisions apply in respect of the membership of the audit, risk and improvement committee —
(a) an employee of the local government is not to be a member;
(b) no member is to be nominated by, or is to be appointed to represent, any employee of the local government;
(c) section 5.10(1)(b) does not apply.*
- (3) The presiding member of the audit, risk and improvement committee cannot be a council member of the local government or of any other local government.*
- (4) Any deputy presiding member of the audit, risk and improvement committee cannot be a council member of the local government or of any other local government.*

7.1B. Deputy of presiding member or of deputy presiding member

- (1) The local government must appoint a person under section 5.11A to be a deputy of the presiding member of the audit, risk and improvement committee.*
- (2) In addition to the requirement of section 5.11A(2)(c), the deputy of the presiding member cannot be a council member of any other local government.*

- (3) *If section 5.14 applies to a meeting of the audit, risk and improvement committee, the committee members present at the meeting must choose the deputy of the presiding member, if present, to preside at the meeting.*
- (4) *If the local government appoints a person under section 5.11A to be a deputy of the deputy presiding member of the audit, risk and improvement committee, in addition to the requirement of section 5.11A(2)(c), the appointed deputy cannot be a council member of any other local government.*

Policy Implications

N/A

Financial Implications

The maximum value of the reimbursement to the external member of the Audit, Risk and Improvement Committee is proposed to align with the Salaries and Allowances Tribunal determination of \$450 per sitting fee, to be adjusted in accordance with the further determination of the SAT.

The increase in the number of independent members from two to three shall increase the sitting fee cost by a maximum of \$3,150 per annum, plus any adjustment by the SAT in year two.

Risk Analysis

If Council does not form an Audit, Risk and Improvement Committee the Council would be in contravention of the Act. The Terms of Reference developed for both committees ensure that meetings are conducted in accordance with the *Local Government Act 1995 and Local Government (Administration) Regulations 1996*.

Strategic Implications

The following strategies from the City of Mandurah Strategic Community Plan 2024 – 2044 are relevant to this report:

Leadership:

Effective advocacy focused on the needs of the community and strong relationships with key stakeholders.

Responsible, transparent, value for money delivery of well-planned sustainable, projects, programs and services.

Conclusion

In accordance with section 5.8 of the *Local Government Act 1995* (the Act), the Council is requested to may establish the Audit, Risk and Improvement Committee and the Planning and Community Consultation Committee and appoint members accordingly.

NOTE:

Refer

Attachment 19.3.1	Audit, Risk and Improvement Committee Terms of Reference (tracked)
Attachment 19.3.2	Audit, Risk and Improvement Committee Terms of Reference
Attachment 19.3.3	Planning and Community Consultation Committee Terms of Reference

CONFIDENTIAL
Attachment 19.3.4

**Independent Member Audit, Risk and Improvement
Committee Selection Process**

Officer Recommendation

That Council:

1. **Approve the powers and duties of Council's Audit, Risk and Improvement Committee as per Attachment 19.3.2, and appoint the following Elected Members until 15 October 2027:**

Deputy Committee Members:

2. **Appoint _____ to the Audit, Risk and Improvement Committee as an independent committee member and presiding member as per Confidential Attachment 19.3.4 until 15 October 2027 and approve the payment of \$450 per sitting fee.**
3. **Appoint _____ to the Audit, Risk and Improvement Committee as an independent committee member and as the deputy of the presiding member as per Confidential Attachment 19.3.4 until 15 October 2027 and approve the payment of \$450 per sitting fee.**
4. **Appoint _____ to the Audit, Risk and Improvement Committee as an independent committee member as per Confidential Attachment 19.3.4 until 15 October 2027 and approve the payment of \$450 per sitting fee.**
5. **Approve the powers and duties of Council's Planning and Community Consultation Committee as per Attachment 19.3.3, and appoint the following Elected Members until 15 October 2027:**

Deputy Committee Members:

*****ABSOLUTE MAJORITY REQUIRED*****



Audit~~and~~₁, Risk and Improvement Committee

Terms of Reference

Document Control

Effective date	Next review due	Amendment Details	Prepared by	Endorsed by	Approved by
October 2021	October 2023	Minor amendments including reference to regulations and Code of Conduct.	Manager Governance, Procurement and Land	Chief Audit Executive	Council
October 2023	October 2025	reviewed to ensure alignment with the Local Government Act 1995, minor amendments to reflect internal terminology, attendance via electronic means and Code of Conduct requirements	Executive Manager Governance Services	Chief Executive Officer	Council
October 2025	October 2027	Reviewed to comply with amendments to the <i>Local Government Act 1995</i>	Executive Manager Governance Services		

1. Committee's authority and purpose

Authority

In accordance with section 7.1A of the *Local Government Act 1995* (**the Act**), the Council of the City of Mandurah (**the City**) has established an Audit~~and~~, Risk and Improvement Committee (**the Committee**). The Committee will operate in accordance with all relevant provisions of the Act, the *Local Government (Audit) Regulations 1996* and the *Local Government (Administration) Regulations 1996*.

As prescribed in Section 16 of the *Local Government (Audit) Regulations 1996*, the Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the Chief Executive Officer (CEO).

The Committee is a formally appointed Committee of the Council and is responsible to the Council. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

Purpose

The purpose of the Committee is to:

- Provide advice and assistance to Council as to the carrying out of the function of the City in relation to annual audits of the City's financial statements (external audit);
- Monitor and receive reports concerning the development, implementation and on-going management of a City-wide risk management plan;
- Monitor and receive reports concerning the development, implementation and on-going management of the City's internal audit function;
- Review the annual Compliance Audit Return and report to Council the results of that review;
- Monitor, receive, consider and review reports from the CEO under regulation 17 of the *Local Government (Audit) Regulations 1996*– and regulation 5(2) (c) of the *Local Government (Financial Management) Regulations 1996* and report to Council the results

2. Committee's responsibilities

The Committee is to:

- Meet with the City's external auditor at least once in every year and provide a report to Council on the matter discussed and the outcomes of those discussions;
- Support Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems, internal and external audit functions and ethical accountability;
- Examine reports of the external auditor after receiving a report from the CEO on the matter, and;
 - Determine if any matter raised requires action to be taken by the City;
 - Ensure that appropriate action is taken in respect of those matters; and
 - Review the report prepared by the CEO in respect of any matters raised in the report of the external auditor and presenting the report to Council for adoption.
- On an annual basis approve the following:
 - Internal Audit Charter;
 - Internal Audit Manual;
 - Strategic Internal Audit and Annual Audit Plans; and
 - Recommendations arising from internal audit services.
- Review the level of resources allocated to internal audit and the scope of the functions authority;
- Receive and review reports of internal audits, review the extent to which management reacts to matters raised by those internal audits, and monitor the implementation of action plans developed in response to those matters to ensure continuous improvement;
- Review the City's annual Compliance Audit Return and report the results of that review to Council; ~~and~~
- Receive and review triennial reports from the CEO regarding the appropriateness and effectiveness of the City's risk management, internal controls and legislative compliance; and
- Support the City's culture of continuous improvement through receiving reports issued by, but not restricted to, the Office of the Auditor General, and Corruption and Crime Commission comparing City's practices with other approaches

3. Committee membership

Composition

The Committee shall comprise of up to ~~nine~~ seven members, consisting of:

- An Independent Presiding Member;
- Two Independent Members with one appointed as Deputy of the Independent Presiding Member;
- ~~Seven~~ Four Elected Members; ~~and~~

Two deputies shall be appointed in the event Elected Member Committee members are unavailable.

The Council can appoint ~~one or more~~ additional deputies, or increase the number of Members of the Committee at any time.

Members of the Committee shall be appointed by Council in accordance with section 7.1A of the Act, which states:

- *The members of the audit committee are to be appointed by the local government and at least 3 of the members, and the majority of the members, are to be council members.*
- *A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent the CEO as a member of an audit committee.*
- *An employee is not to be a member of an audit committee.*

~~The Council shall appoint one of the seven Elected Members as Committee Chairperson.~~

The tenure of members' appointment to the Committee must be compliant with Section 5.11 of the Act, being up to two years terminating on the day of the Ordinary Council elections, at which time all Elected Members will be eligible for reappointment.

Committee members ~~who are Elected Members~~ must declare ~~conflicts of interest~~ interests in any matter to be discussed at the meeting in accordance with ~~section 22 of the Local Government (Model Code of Conduct) Regulations 2021~~ section 5.65 of the Act, in a written notice given to the CEO before the meeting or at the meeting immediately before the matter is discussed.

All members of the Committee are bound by the Code of Conduct for Elected Members, Committee Members and Candidates.

Appointment of Independent Members

Appointment of the Independent Presiding Member and Independent Members will be made following a public advertisement. The evaluation of potential members will be reviewed by the CEO for recommendation to Council.

The evaluation of potential members will be reviewed by the CEO and appointments will be approved by Council on the basis of the potential member's experience and qualifications in any or all of the following:

- Internal audit;
- Risk management;
- Financial management/reporting;
- Fraud, cyber security, internal controls;
- Understanding of complexities associated with the City of Mandurah.

~~An~~ ~~The~~ external Independent Members will be a person with no operating responsibilities with the City of Mandurah, nor will that person provide paid services to the City either directly or indirectly.

Any instance where an external member has a commercial interest, or is closely associated with an organisation that has an interest in the business of the City which represents a conflict of interest or pecuniary interest, or there is a risk or perception of conflict of interest, should be declared to the CEO before or at the relevant Committee meeting.

Termination of appointment

Council may terminate the appointment of any member at any time in accordance with the Act ~~prior to the expiry of their term~~, if:

- ~~The Committee Chairperson considers that the member is not making a positive contribution to the Committee.~~
- ~~The member is found to be in breach of the Council's Code of Conduct for Elected Members, Committee Members and Candidates or a serious contravention of the Act.~~
- ~~A member's conduct, action or comments bring the City of Mandurah into disrepute.~~

Committee member entitlements

All Committee members will be provided with appropriate training and professional development to be determined by the Committee and provided that adequate funds are available in the City of Mandurah budget for this purpose.

External independent members ~~may apply for a reimbursement of expenses up to the value of \$3,000 per annum~~ are paid a sitting fee in accordance with the *Salaries and Allowances Tribunal* determination for the applicable financial year.

4. Role of City staff

The following will be issued with a standing invitation to attend Committee meetings, in order to provide advice and guidance to the Committee:

- CEO;
- Executive Leadership Team;
- Chief Audit Executive (CAE) (or some other person as determined by the CEO to act as the CAE);
- Executive Manager Governance and Commercial Services; and
- Representative of the Office of the Auditor General.

The Internal Auditor will be invited to present reports as and when required by the Committee. Internal audit services providers or specialists may be ~~presented~~requested to present to the Committee as required.

Other staff may be invited to attend meetings to discuss specific issues or reviews as and when required.

Such attendees may take part in the discussions and business of the meetings, but have no voting rights.

A Minute Officer will be appointed by the CEO to assist the Committee as follows:

- (a) Arranging meetings, preparing agendas, preparing minutes;
- (b) Taking action to implement Committee decisions as guided by the City's Governance section in relation to:
 - Obtaining information for the next or future meeting;
 - Preparing a paper for the next or future meeting;
 - Coordinating relevant staff of the City to provide advice at the next or a future meeting;
 - Promulgating decisions e.g. reporting, providing or seeking advice on significant correspondence of all kinds.
- (c) Preparing background notes;
- (d) Providing advice to the ~~Chairperson~~Presiding Member, Committee Members and Committee users on Committee policy and process matters; and
- (e) Maintaining appropriate Committee records in an accessible form.

5. Committee meetings

Quorum

As prescribed by Section 5.19 of the Act, the quorum for Committee meetings shall be at least 50% of the number of offices of the Committee (whether vacant or not), including at least one Independent Member.

In the ~~Chairperson's~~Presiding Member's absence, ~~Committee members who are present will select a Chairperson for that particular meeting.~~the Deputy Presiding Member shall perform the functions of the Presiding Member.

Attendance by Electronic Means

Committee members may be authorised to attend meetings by electronic means. Attendance by electronic means must be in accordance with regulation 14 (c) of the *Local Government (Administration) Regulations 1996*.

Frequency

Meetings will be scheduled where necessary to allow the Committee to discharge its functions up to ~~ten~~seven times per year.

Agenda

An agenda will be distributed at least 72 hours prior to the meeting, along with the minutes of the previous meeting, reports and other attachments or information to be addressed.

Public Attendance at Meetings

The Committee meeting will be open to the public.

In accordance with Section 5.23 of the Act, the Committee may close to members of the public at the meeting or part of the meeting, if the meeting or the part of the meeting deals with a number of aspects as defined by Section 5.23 of the Act.

Voting

Voting is in accordance with Section 5.21 of the Act.

Minutes and matters arising

All meetings shall be minuted by the Minute Officer, and minutes shall be approved by the Committee at the next Committee meeting.

Reporting

Recommendations of each Committee meeting shall be presented to the next ordinary meeting of the Council.

Confidentiality

All Committee members will be required to adhere to the City's confidentially requirements. In particular, no confidential information received or generated by the Committee will be disclosed to unauthorised persons.



Audit, Risk and Improvement Committee Terms of Reference

Document Control

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October 2025	October 2027	Reviewed to comply with amendments to the <i>Local Government Act 1995</i>	Executive Manager Governance Services		

1. Committee's authority and purpose

Authority

In accordance with section 7.1A of the *Local Government Act 1995 (the Act)*, the Council of the City of Mandurah (**the City**) has established an Audit, Risk and Improvement Committee (**the Committee**). The Committee will operate in accordance with all relevant provisions of the Act, the *Local Government (Audit) Regulations 1996* and the *Local Government (Administration) Regulations 1996*.

As prescribed in Section 16 of the *Local Government (Audit) Regulations 1996*, the Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the Chief Executive Officer (CEO).

The Committee is a formally appointed Committee of the Council and is responsible to the Council. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

Purpose

The purpose of the Committee is to:

- Provide advice and assistance to Council as to the carrying out of the function of the City in relation to annual audits of the City's financial statements (external audit);
- Monitor and receive reports concerning the development, implementation and on-going management of a City-wide risk management plan;
- Monitor and receive reports concerning the development, implementation and on-going management of the City's internal audit function;
- Review the annual Compliance Audit Return and report to Council the results of that review;
- Monitor, receive, consider and review reports from the CEO under regulation 17 of the *Local Government (Audit) Regulations 1996* and regulation 5(2) (c) of the *Local Government (Financial Management) Regulations 1996* and report to Council the results

2. Committee's responsibilities

The Committee is to:

- Meet with the City's external auditor at least once in every year and provide a report to Council on the matter discussed and the outcomes of those discussions;
- Support Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems, internal and external audit functions and ethical accountability;
- Examine reports of the external auditor after receiving a report from the CEO on the matter, and;
 - Determine if any matter raised requires action to be taken by the City;
 - Ensure that appropriate action is taken in respect of those matters; and
 - Review the report prepared by the CEO in respect of any matters raised in the report of the external auditor and presenting the report to Council for adoption.
- On an annual basis approve the following:
 - Internal Audit Charter;
 - Internal Audit Manual;
 - Strategic Internal Audit and Annual Audit Plans; and
 - Recommendations arising from internal audit services.
- Review the level of resources allocated to internal audit and the scope of the functions authority;
- Receive and review reports of internal audits, review the extent to which management reacts to matters raised by those internal audits, and monitor the implementation of action plans developed in response to those matters to ensure continuous improvement;
- Review the City's annual Compliance Audit Return and report the results of that review to Council;
- Receive and review triennial reports from the CEO regarding the appropriateness and effectiveness of the City's risk management, internal controls and legislative compliance; and
- Support the City's culture of continuous improvement through receiving reports issued by, but not restricted to, the Office of the Auditor General, and Corruption and Crime Commission comparing City's practices with other approaches

3. Committee membership

Composition

The Committee shall comprise of up to seven members, consisting of:

- An Independent Presiding Member;
- Two Independent Members with one appointed as Deputy of the Independent Presiding Member;
- Four Elected Members;

Two deputies shall be appointed in the event Elected Member Committee members are unavailable.

The Council can appoint additional deputies, or increase the number of Members of the Committee at any time.

Members of the Committee shall be appointed by Council in accordance with section 7.1A of the Act, which states:

- *The members of the audit committee are to be appointed by the local government and at least 3 of the members, and the majority of the members, are to be council members.*
- *A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent the CEO as a member of an audit committee.*
- *An employee is not to be a member of an audit committee.*

The tenure of members' appointment to the Committee must be compliant with Section 5.11 of the Act, being up to two years terminating on the day of the Ordinary Council elections, at which time all Elected Members will be eligible for reappointment.

Committee members must declare interests in any matter to be discussed at the meeting in accordance with section 5.65 of the Act, in a written notice given to the CEO before the meeting or at the meeting immediately before the matter is discussed.

All members of the Committee are bound by the Code of Conduct for Elected Members, Committee Members and Candidates.

Appointment of Independent Members

Appointment of the Independent Presiding Member and Independent Members will be made following a public advertisement. The evaluation of potential members will be reviewed by the CEO for recommendation to Council.

The evaluation of potential members will be reviewed by the CEO and appointments will be approved by Council on the basis of the potential member's experience and qualifications in any or all of the following:

- Internal audit;
- Risk management;
- Financial management/reporting;

- Fraud, cyber security, internal controls;
- Understanding of complexities associated with the City of Mandurah.

The external Independent Members will be a person with no operating responsibilities with the City of Mandurah, nor will that person provide paid services to the City either directly or indirectly.

Any instance where an external member has a commercial interest, or is closely associated with an organisation that has an interest in the business of the City which represents a conflict of interest or pecuniary interest, or there is a risk or perception of conflict of interest, should be declared to the CEO before or at the relevant Committee meeting.

Termination of appointment

- Council may terminate the appointment of any member at any time in accordance with section 5.11A(1) of the Act.

Committee member entitlements

All Committee members will be provided with appropriate training and professional development to be determined by the Committee and provided that adequate funds are available in the City of Mandurah budget for this purpose.

External independent members are paid a sitting fee in accordance with the *Salaries and Allowances Tribunal* determination for the applicable financial year.

4. Role of City staff

The following will be issued with a standing invitation to attend Committee meetings, in order to provide advice and guidance to the Committee:

- CEO;
- Executive Leadership Team;
- Chief Audit Executive (CAE) (or some other person as determined by the CEO to act as the CAE);
- Executive Manager Governance and Commercial Services; and
- Representative of the Office of the Auditor General.

The Internal Auditor will be invited to present reports as and when required by the Committee. Internal audit services providers or specialists may be presented to present to the Committee as required.

Other staff may be invited to attend meetings to discuss specific issues or reviews as and when required.

Such attendees may take part in the discussions and business of the meetings but have no voting rights.

A Minute Officer will be appointed by the CEO to assist the Committee as follows:

- (a) Arranging meetings, preparing agendas, preparing minutes;
- (b) Taking action to implement Committee decisions as guided by the City's Governance section in relation to:

- Obtaining information for the next or future meeting;
 - Preparing a paper for the next or future meeting;
 - Coordinating relevant staff of the City to provide advice at the next or a future meeting;
 - Promulgating decisions e.g. reporting, providing or seeking advice on significant correspondence of all kinds.
- (c) Preparing background notes;
- (d) Providing advice to the Presiding Member, Committee Members and Committee users on Committee policy and process matters; and
- (e) Maintaining appropriate Committee records in an accessible form.

5. Committee meetings

Quorum

As prescribed by Section 5.19 of the Act, the quorum for Committee meetings shall be at least 50% of the number of offices of the Committee (whether vacant or not), including at least one Independent Member.

In the Presiding Member's absence, the Deputy Presiding Member shall perform the functions of the Presiding Member.

Attendance by Electronic Means

Committee members may be authorised to attend meetings by electronic means. Attendance by electronic means must be in accordance with regulation 14 (c) of the *Local Government (Administration) Regulations 1996*.

Frequency

Meetings will be scheduled where necessary to allow the Committee to discharge its functions up to seven times per year.

Agenda

An agenda will be distributed at least 72 hours prior to the meeting, along with the minutes of the previous meeting, reports and other attachments or information to be addressed.

Public Attendance at Meetings

The Committee meeting will be open to the public.

In accordance with Section 5.23 of the Act, the Committee may close to members of the public the meeting or part of the meeting, if the meeting or the part of the meeting deals with a number of aspects as defined by Section 5.23 of the Act.

Voting

Voting is in accordance with Section 5.21 of the Act.

Minutes and matters arising

All meetings shall be minuted by the Minute Officer, and minutes shall be approved by the Committee at the next Committee meeting.

Reporting

Recommendations of each Committee meeting shall be presented to the next ordinary meeting of the Council.

Confidentiality

All Committee members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Committee will be disclosed to unauthorised persons.



Planning and Community Consultation Committee Terms of Reference

Document Control

Effective date	Next review due	Amendment Details	Prepared by	Endorsed by	Approved by
24/11/2021	24/11/2022	Establishment of Terms of Reference	Manager Governance, Procurement and Property	Chief Executive Officer	Council
24/04/2022	24/11/2022	Amendment to Clause 3: Increase to the composition from nine up to 11.	Manager Governance, Procurement and Property	Chief Executive Officer	Council
1/11/2023	October 2025	Reviewed to ensure alignment with the <i>Local Government Act 1995</i> , attendance via electronic means and Code of Conduct requirements	Executive Manager Governance Services	Chief Executive Officer	Council

1. Committee's authority and purpose

Authority

In accordance with section 5.8 of the *Local Government Act 1995 (the Act)*, the Council of the City of Mandurah (**the City**) has established a Planning and Community Consultation Committee (**the Committee**). The Committee will operate in accordance with all relevant provisions of the Act and the *Local Government (Administration) Regulations 1996*.

The Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the Chief Executive Officer (CEO).

The Committee is a formally appointed committee of the Council and is responsible to the Council. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

Purpose

The purpose of the Committee is to recommend appropriate action to Council on matters that are of significance to or have a broader impact on the community.

2. Committee's responsibilities

The Committee is to recommend appropriate action to Council on matters dealing with:

1. Matters of a strategic nature that involve formal public consultation.
2. Strategic town planning matters.
3. Land development matters.
4. Other matters referred by Council or the CEO.

3. Committee membership

Composition

The Committee shall comprise of up to 11 Elected Members. The Council can appoint one or more deputies to the Committee at any time.

The Committee shall appoint one of the 11 Elected Members as Committee Chairperson.

The tenure of members' appointment to the Committee must be compliant with Section 5.11 of the Act, being up to two years, terminating on the day of the Ordinary Council elections, at which time all Elected Members will be eligible for reappointment.

Committee members who are Elected Members must make a disclosure of interest in accordance with section 22 of the *Code of Conduct for Elected Members, Committee Members and Candidates*, in a written notice given to the CEO before the meeting or at the meeting immediately before the matter is discussed.

All members of the Committee are bound by the *Code of Conduct for Elected Members, Committee Members and Candidates*.

Termination of appointment

Council may terminate the appointment of any member prior to the expiry of their term, if:

- The Committee Chairperson considers that the member is not making a positive contribution to the Committee.
- The member is found to be in breach of the Council's *Code of Conduct for Elected Members, Committee Members and Candidates* or a serious contravention of the Act.
- The member's conduct, action or comments bring the City of Mandurah into disrepute.

Committee member entitlements

All Committee members will be provided with appropriate training and professional development to be determined by the Committee, provided that adequate funds are available in the City of Mandurah budget for this purpose.

4. Role of City staff

The following will be issued with a standing invitation to attend Committee meetings, in order to provide advice and guidance to the Committee:

- Chief Executive Officer;
- Executive Leadership Team; and
- Executive Manager Governance Services.

Other staff may be invited to attend meetings to discuss specific issues as and when required.

Such attendees may take part in the discussions and business of the meetings but have no voting rights.

A Minute Officer will be appointed by the Chief Executive Officer to assist the Committee as follows:

- (a) Arranging meetings, preparing agendas, preparing minutes;
- (b) Taking action to implement Committee decisions as guided by the City's Governance section in relation to:
 - Obtaining information for the next or future meeting.
 - Preparing a paper for the next or future meeting.
 - Coordinating relevant staff of the City to provide advice at the next or a future meeting.
 - Promulgating decisions e.g., reporting, providing, or seeking advice on significant correspondence of all kinds.
- (c) Preparing background notes;
- (d) Providing advice to the Chairperson, committee members and committee users on Committee policy and process matters; and
- (e) Maintaining appropriate committee records in an accessible form.

5. Committee meetings

Quorum

As prescribed by Section 5.19 of the Act, the quorum for Committee meetings shall be at least 50% of the number of offices of the Committee (whether vacant or not).

In the Chairperson's absence, Committee members who are present will select a Chairperson for that particular meeting.

Attendance by Electronic Means

Committee members may be authorised to attend meetings by electronic means. Attendance by electronic means must be in accordance with regulation 14 (c) of the *Local Government (Administration) Regulations 1996*.

Frequency

Meetings will be held when required.

Agenda

An agenda will be distributed at least 72 hours prior to the meeting, along with the minutes of the previous meeting, reports and other attachments or information to be addressed.

Public Attendance at Meetings

The Committee meeting will be open to the public.

In accordance with Section 5.23 of the Act, the Committee may close to members of the public the meeting or part of the meeting, if the meeting or the part of the meeting deals with a number of aspects as defined by Section 5.23 of the Act.

Voting

Voting is in accordance with Section 5.21 of the Act.

Minutes and matters arising

All meetings shall be minuted by the Minute Officer, and minutes shall be approved by the Committee at the next committee meeting.

Reporting

Recommendations of each Committee meeting shall be presented to the next ordinary meeting of the Council.

Confidentiality

All Committee members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Committee will be disclosed to unauthorised persons.

Subject: 19.4 Elected Member Appointments and Nominations

Summary

Appointments to advisory groups established by Council, external agencies, working groups and panels where Council has representation, expired on the 17 October 2025.

Council is requested to consider appointments in two parts. At this meeting, Elected Members are requested to consider the appointment of Elected Members to advisory groups where there is a statutory requirement and to external organisations where nominations have been requested or representation by Council is required for a term of two-years expiring 15 October 2027 and nomination to the Australia Day Awards Selection Panel.

Council is also requested to endorse the Mandurah Bush Fire Advisory Committee Terms of Reference (refer Attachment 19.4.2) and endorse the Access and Inclusion Advisory Group, Mandurah Environmental Advisory Group and Youth Advisory Group Terms of Reference (refer Attachment 19.4.3).

At the Ordinary Council Meeting of 25 November 2025, Council will be requested to consider the appointment of Elected Members to the Council's Advisory Groups. Elected Members will be invited to participate in a workshop prior to this meeting to enable strategic discussion relating to the purpose of the groups and the role of Elected Member representation.

Disclosure of Interest

N/A.

Previous Relevant Documentation

G.21/10/23	31/10/2023	Elected Member Appointments and Nominations
G.18/11/23	28/11/2023	Appointment to Advisory Groups and External Agencies
G.13/11/21	23/11/2021	Appointment to Groups
G.4/10/21	26/10/2021	Elected Member Appointments and Nominations

Background

Appointments to advisory groups, external agencies, working groups and panels expire at the time of an ordinary local government election, the most recent being the 18 October 2025. Following the most recent election, the appointment of Elected Members to these groups for terms of two-years requires Council consideration and endorsement.

Comment

A brief overview of the City officer recommendation proposed to Council is provided below:

Recommendation One: Approve the Elected Member appointment to Advisory Committees established under legislation for a term of two-years, expiring 15 October 2027.

The following committees are established under other legislation and therefore require Elected Member representation:

Mandurah Local Emergency Management Advisory Committee (established under the *Emergency Management Act 2005*).

Mandurah Bush Fire Advisory Committee (established under the *Bush Fires Act 1954*).

Recommendation Two: Adoption of Mandurah Bush Fire Advisory Committee Terms of Reference.

In accordance with Section 67 of the *Bush Fires Act 1954*, local governments are required to develop a terms of reference for the Bush Fire Advisory Committees (BFAC). City's officers have reviewed the BFAC Terms of Reference and Council is requested to adopt the amended City of Mandurah Bush Fire Advisory Committee Terms of Reference as per Attachment 19.4.1 (Tracked Changes) and Attachment 19.4.2 (Updated Clean Version).

The key amendments to the BFAC Terms of Reference are:

The insertion of a Secretariat function.

The inclusion of nominated proxies at meetings.

Expanded minute taking responsibilities.

An amendment section which provides for a biennial review.

The updated BFAC Terms of Reference will be presented to BFAC for endorsement at its meeting on 10 December 2025.

Recommendation Three: Adoption of the Access and Inclusion Advisory Group, Mandurah Environmental Advisory Group and Youth Advisory Group Terms of Reference.

The Access and Inclusion Advisory Group, Mandurah Environmental Advisory Group and Youth Advisory Group (Advisory Groups) have been established by Council.

City officers have now undertaken a review of the Advisory Groups' Terms of Reference. Following this review Council is now requested to consider adopting the amended Advisory Group Terms of Reference as per Attachment 19.4.3 (Tracked Changes) and Attachment 19.4.4 (Updated Clean Version). The amended Terms of Reference are presented for consideration by Council. Council should note that an assessment is currently being undertaken of applications to these Advisory Groups and a further report will be presented in November to appoint the community members.

Terms of Reference Review: City officers have undertaken a review of the Advisory Group Terms of Reference, and the key amendments are outlined in the table below. One key amendment reflected across all Advisory Groups is that external members are considered volunteers and are bound by the City of Mandurah Code of Conduct for Volunteers when participating in meetings.

A summary of additional key changes to the Terms of Reference are below:

Advisory Group	Key amendments to the Terms of Reference	Comment
Access and Inclusion Advisory Group	Key amendments include: Increase in Community Advocate Positions The number of community advocate positions will increase from 10 to 12 members. Removal of a quorum.	The increase from 10 to 12 members acknowledges that attendance may vary at each meeting due to disability-related needs, work commitments, and caring responsibilities. Expanding membership will help ensure strong representation of people with lived experience of disability at each meeting.

	Mid-Term Community Advocate Recruitment Where at least three community advocate positions become vacant, and there are at least four meetings remaining in the current term, the City may undertake a targeted recruitment process to fill these vacancies. Organisation Representative Membership Proposal The current organisational representation consists of the two NDIS community partners for Mandurah – Wanslea and APM Communities. The third organisational representative position will be updated following the resignation of the Peel Officer for the Department of Local Government, Sport and Cultural Industries in early 2024. It is proposed that this third position may be filled by a representative from one of the following: Peel Chamber of Commerce and Industry Peel Development Commission Department of Communities – Disability Division, Mandurah office. The addition of one of these organisations would provide a valuable regional, economic, or disability service perspective to support the work of the Advisory Group. Proposed Addition - Two City officers It is proposed that two City officers be included as supporting members of the group. While this approach is already in place, it has not yet been reflected in the Terms of Reference.	This supports the value and effectiveness of the Advisory Group by ensuring City officers consistently receive diverse feedback and advice to inform projects, services and facilities that meet the needs of people with disability. Requiring a quorum may delay or prevent the group from offering timely advice, particularly where agenda items are time-sensitive and cannot be deferred. This approach aligns with guidance from the Department of Local Government, Industry Regulation and Safety, which confirms that quorum requirements are not mandated for informal advisory groups under the <i>Local Government Act 1995</i>. This mid-term recruitment process may differ from the full recruitment process completed prior to the commencement of each full term (aligned with Local Government elections every two years) and will not require City officers to return to Council to recruit for these vacancies. The appointment of members will require Council endorsement.
Mandurah Environmental Advisory Group	Amendment: quorum requirement Amended to remove the requirement for a quorum for meetings of MEAG.	As an advisory body, MEAG provides expert input to Council on environmental matters. Each member contributes based on their individual expertise and availability. Requiring a quorum may delay or prevent the group from offering timely advice, particularly where agenda items are time-sensitive and cannot be deferred. This approach aligns

	Amendment: Increase community members to 7	with guidance from the Department of Local Government, Industry Regulation and Safety, which confirms that quorum requirements are not mandated for informal advisory groups under the <i>Local Government Act 1995</i> . Removing the quorum requirement ensures MEAG can operate flexibly and continue to provide valuable input without procedural constraints.
Youth Advisory Group Terms of Reference	Minor amendments only	Terms of reference was reviewed and there are no substantial amendments other than the inclusion of the Volunteer Code of Conduct provisions.

Recommendation Four: Appointment of Elected Members to the Council Advisory Groups

Council is requested to approve the appointment of Elected Members to the following Advisory Groups for a term of two years:

- Access and Inclusion Advisory Group
- Mandurah Environmental Advisory Group

The advertising process for the following Advisory Groups has concluded and at the Council Meeting on 25 November 2025, Council will be requested to consider the appointment of external members to the Advisory Groups.

Details of the advertising process and the recommended external nominees will be presented to Council at the November Meeting.

Recommendation Five: Local Government Development Assessment Panel

Correspondence has been received from the Director General, Department of Planning, Lands and Heritage requesting the nomination of replacement members for appointment by the Minister for Planning.

The Development Assessment Panel (DAP) is an independent decision-making body comprised of technical experts and elected local government representatives. These panels determine development applications made under local and region planning schemes. DAPs become the decision maker in two circumstances: when a development has an estimated cost of development above two million dollars and where the applicant chooses this option. Where the estimated cost of development is ten million dollars or more, it is mandatory.

The City is a member of the Metro Outer Joint Development Assessment Panel which comprises of five members, being three specialist members and two local members. All current local government DAP member terms will end on the 26 January 2026. The current members appointed to the 26 January 2026 are:

- Local Members 1: Councillor Caroline Knight
- Local Member 2: Councillor Peter Rogers
- Alternate Local Member 1: Councillor Ryan Burns
- Alternate Local Member 2: Vacant

To participate on the DAP, members are required to undertake training. The Department has confirmed that Councillor Caroline Knight and Councillor Peter Rogers have completed the training.

Under regulation 25 of the *Planning and Development (Development Assessment Panels) Regulations 2011*, the City is requested to nominate two Elected Members and two alternates to sit as DAP members by 21 November 2025. Once nominations are received, the Minister for Planning and Lands will appoint local government DAP members for the term ending 26 January 2028.

The following remuneration is in accordance with Schedule 2 — Fees for DAP Members of the *Planning and Development (Development Assessment Panels) Regulations 2011*:

- | | |
|---|-------|
| 1. Fee for local government DAP member for attendance at a meeting | \$425 |
| 2. Fee for local government DAP member for attendance at a meeting for the sole purpose of determining an application to amend or cancel a development approval | \$100 |
| 3. Fee for a local government DAP member attending proceedings in the State Administrative Tribunal | \$425 |
| 4. Fee for training for local government DAP members | \$400 |
| 5. Fee for re-training for local government DAP members | \$200 |

Recommendation Six: Western Australian Local Government Association Zones

The City of Mandurah received correspondence from the Western Australian Local Government Association (WALGA) requesting nominations for Elected Member delegates and deputy delegates to the WALGA Zones. Western Australian local governments are convened together in 17 zones on the basis of population, commonalities of interest and geographical alignment, with the City of Mandurah being part of the WALGA Peel Country Zone. The Mayor of each local governments typically hold a position as a Delegate.

The term of current Zone Delegates came to an end following the local government election. Each member Local Government will be required to appoint new Delegates and Deputy Delegates to represent their Local Government on the Zone

Further information on becoming a Zone delegate or State Councillor is provided in the Elected Member Prospectus (refer Attachment 19.4.5). Nominations must be lodged with WALGA by 30 October 2025. Zones will meet in November and the first item of business will be for Zones elect their State Council representative(s) and Deputy representative(s), as well as their Zone Chair and Zone Deputy Chair.

Council is also recommended to nominate the WALGA Zone members to represent the City at the WALGA Annual General Meeting (AGM), in conjunction with the WA Local Government Convention which is also held annually. WALGA will request Council nominate two voting delegates to the AGM and a proxy voting delegate.

Voting delegates may be either Elected Members or City officers. Delegates must be registered with WALGA to be eligible to attend and represent their respective councils. Proxy voting is available for councils that are unable to be represented by two delegates.

Council is requested to approve the nominations of its successful 2025 to 2027 Peel Zone delegates to attend the 2026 and 2027 WALGA AGM and appoint the Chief Executive Officer as its proxy voting delegate should either voting delegate be unable to attend.

The cost of WA Local Government Convention will not to be included to the Training and Professional Development allowance.

Recommendation Seven: Approve the Elected Member nominations for consideration by external agencies for a period of two-years, expiring on 15 October 2027.

Council is requested to put forward Elected Member nominations for consideration by the below external agency. Elected Members should be aware that appointment to this external agency is not automatic:

Peel-Harvey Catchment Council (one nomination)
Australian Coastal Council Association (one nomination)

Peel-Harvey Catchment Council

Correspondence was received from the Chief Executive Officer of the Peel-Harvey Catchment Council (PHCC) calling for nominations for local government representation on the PHCC. The appointments are for a period of two years, expiring on the 15 October 2027.

Australian Coastal Council Association

The Australian Coastal Councils Association Inc. (ACCA) was established in 2004, and is a national body formed to represent the interests of coastal councils across the country. The ACCA has over 40 member councils with a shared focus on addressing coastal issues. The ACCA supports its members by advocating to federal and state government, partnering with research institutions, and raising awareness on coastal management challenges through the exchange of knowledge and best practices

The City of Mandurah has been a longstanding member of the ACCA, and currently has one Elected Member serving on the ACCA committee for a term expiring on the 24 October 2025.

The following the local government election ACCA will be requesting nominations for representatives to the association's committee of management. The committee consists of two elected representatives from member local governments in each State for a term of two-years.

As a current financial member, the City of Mandurah is permitted to submit one nomination. Under the rules of the organisation only one nomination will be accepted from a local government member for election to the committee. In the event that more than two nominations are received in any State, a ballot of members in that State will be held.

Recommendation Seven: Australia Day Selection Panel

Council is also requested to nominate up to five Elected Members to the Australia Day Awards Selection Panel.

Statutory Environment

Council is requested to note that all appointments to advisory groups, external agencies, working groups and panels do not bind the Council to any decision that is made by that advisory group, external agency, working group or panel. They are not a committee of Council and do not have any authority to make any Council decision. Elected Members who are representing Council can only vote and provide advice that is consistent with Council policy or position.

Relevant legislation includes:

Local Government Act 1995

Emergency Management Act 2005
Bush Fires Act 1954

Policy Implications

N/A

Financial Implications

Elected Members will be remunerated for certain external board appointments by external authorities, and these are listed within the relevant area in the report. All other representation is part of the role of an Elected Member and have minor financial implications (reimbursement of travel expenses).

Risk Analysis

Council would be in contravention of the *Emergency Management Act 2005* and/or the *Bush Fires Act 1954* without representation of Elected Member(s) on the Local Emergency Management Advisory Committee and the Bush Fire Advisory Committee.

Strategic Implications

The following strategies from the City of Mandurah Strategic Community Plan 2024 – 2044 are relevant to this report:

Leadership:

Sound decisions based on evidence and meaningful engagement
Effective advocacy focused on the needs of the community and strong relationships with key stakeholders.

Conclusion

Council is requested to consider the appointment of Elected Members to advisory groups where there is a statutory requirement, for a term of two-years; endorse the Mandurah Bush Fire Advisory Committee Terms of Reference (refer Attachment 19.4.1); to external organisations where nominations have been requested or representation by Council is required; and to the Australia Day Awards Selection Panel.

NOTE:

Refer Attachment 19.4.1	<i>City of Mandurah Bush Fire Advisory Committee Terms of Reference (tracked)</i>
Attachment 19.4.2	<i>City of Mandurah Bush Fire Advisory Committee Terms of Reference (final)</i>
Attachment 19.4.3	<i>Advisory Groups Terms of Reference (tracked)</i>
Attachment 19.4.4	<i>Advisory Groups Terms of Reference (final)</i>
Attachment 19.5.5	<i>WALGA Elected Member Prospectus</i>

RECOMMENDATION

That Council:

1. Approve the Elected Member appointments to Advisory Committees established under legislation for a term of two-years, expiring 15 October 2027:

1.1 Mandurah Local Emergency Management Advisory Committee

Deputy: _____

1.2 Mandurah Bush Fire Advisory Committee

Deputy: _____

- 2. Adopt the Mandurah Bush Fire Advisory Committee Terms of Reference as detailed in Attachment 19.4.2.***

- 3. Approve the following Advisory Groups Terms of Reference:**

3.1 Access and Inclusion Advisory Group Terms of Reference as per Attachment 19.4.4.

3.2 Mandurah Environmental Advisory Group Terms of Reference as per Attachment 19.4.4.

3.3 Youth Advisory Group Terms of Reference as per Attachment 19.4.4.

- 4. Approve the Elected Member appointments to the following Advisory Groups for a term of two-years, expiring 15 October 2027:**

4.1 Access and Inclusion Advisory Group

Deputy: _____

4.2 Mandurah Environmental Advisory Group

Deputy: _____

- 5. Nominate Elected Members for consideration for appointment for a term as specified by the relevant Minister:**

- 5.1 Nominate the Elected Members for consideration by the Minister of Planning for the appointment on the Metro Outer Joint Development Assessment Panel for a two-year term commencing 27 January 2026:**

Local Member 1	Mayor Kearns
Local Member 2	_____
Alternate Local Member 1	_____
Alternate Local Member 2	_____

- 6. Approve the Elected Member appointments to the Western Australian Local Government Authority: Peel Country Zone for a term of two-years, expiring 15 October 2027:**

Mayor Kearns

Deputy: Chief Executive Officer

- 6.1 Appoint the 2025-2027 successful Peel Zone Delegates as the City of Mandurah Voting Delegates to the 2026 and 2027 Western Australian Local Government Association Annual General Meeting.**
- 6.2 Appoint the Chief Executive Officer as proxy should either Voting Delegate be unable to attend to the 2026 and 2027 Western Australian Local Government Association Annual General Meeting.**
- 6.3 Approve the 2025-2027 successful Peel Zone Delegates to attend the WALGA WA Local Government Convention as part of the City of Mandurah's advocacy and the costs associated, will not be included in their Training and Professional Development allocation.**
- 7. Approve the Elected Member nominations for consideration for appointment by external agencies for a term of two-years, expiring 15 October 2027:**
- 7.1 Peel-Harvey Catchment Council (local government coastal representatives)**
- _____
- 7.2 Australian Coastal Council Association**
- _____
- 8. Approve the appointment to the Australia Day Awards Selection Panel for a term expiring 15 October 2027:**
1. _____
2. _____
3. _____
4. _____
5. _____

****ABSOLUTE MAJORITY REQUIRED****



Bush Fire Advisory Committee Terms of Reference

Document Control

Effective date	Next review due	Amendment Details	Prepared by	Endorsed by	Approved by
October 2019	October 2021	Review of the Terms of Reference		Director Business Services	Council SP3/10/19
October 2021	October 2022	Expanded the description of the Purpose and Objectives of the Advisory Committee; amended and expanded Membership provision; expanded the Quorum provision; expanded the Voting provision; inserted Minutes, Reporting and Confidentiality provisions.	Manager Governance, Procurement and Lands	Director Business Services	
<u>October 2025</u>	<u>October 2027</u>	Insertion of Secretariat function, proxies to meetings, Amendments. Expanded Minutes. General formatting			

1. Committee's authority and purpose

Authority

In accordance with section 67 of the *Bush Fires Act 1954* (**Bush Fires Act**) the Council of the City of Mandurah ('**Council**' or '**City**') has established the City of Mandurah Bush Fire Advisory Committee (**Advisory Committee**). The Advisory Committee will operate in accordance with all relevant provisions of the Bush Fires Act.

Purpose and Objective

The purpose and objective of the Advisory Committee is to:

- provide advice and assistance to Council regarding all matters relating to:
 - a) preventing, controlling and extinguishing bush fire within the district Mandurah;
 - b) the planning of the layout of fire-breaks in the district;
 - c) prosecutions for breaches of the Bush Fires Act;
 - d) the formation of bush fire brigades and the grouping thereof under group brigade officers; and
 - e) the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control; and
- cooperatively and collaboratively progress bush fire education, prevention, preparedness, response and recovery.

2. Advisory Committee's responsibilities

The Advisory Committee is to:

- have a broad understanding of bushfire legislation operating in Western Australia;
- advise the City on policy and guidelines for the effective control and prevention of bushfire; and
- contribute ideas and knowledge toward the development of fire prevention programs and promotional activities.

3. Advisory Committee membership

Composition

The Advisory Committee shall comprise of:

- a) One Elected Member;
- b) One Deputy Elected Member;
- c) The Captain and one Fire Control Officer (or their representative) from the following fire brigades:
 - Mandurah and Southern Districts Volunteer Bush Fire Brigade
 - Mandurah Volunteer Fire and Rescue Service
 - Falcon Volunteer Fire and Rescue Service;
- d) The Chief Bush Fire Control Officer or his Deputy;
- e) The following Supporting Officers (or the representatives);

- Coordinator, Ranger Services;_
- Coordinator, Emergency Management;_
- Department of Fire and Emergency Services District Officer;_
- Department of Biodiversity, Conservation and Attractions – Parks & Wildlife Officer; and
- Administration/Minute Taker (no voting rights).

The Advisory Committee shall elect one Committee member to be chairman.

Individual Elected Members appointed to the Advisory Committee have no authority to make Council decisions. Elected Members who are representing Council can only vote and provide advice that is consistent with Council policy or position.

Elected Members must comply with the Code of Conduct for Elected Members, Committee Members and Candidates at all times.

Secretariat

The City will assume the Secretariat role to enable the Advisory Committee to be well established. The role of the Secretariat is to:

- Identify the meeting location.
- Prepare agendas and issuing notices for meetings, and ensuring all necessary documents requiring discussion or comment are attached to the agenda.
- Distribute the agenda prior to the meeting.
- Take notes of the proceedings and preparing minutes of the meetings.
- Distribute the minutes to all group members after the meeting.

The minutes shall be checked by the Chairperson and accepted by the Advisory Committee as a true and accurate record at the next meeting

4. Appointment and Delegation

The City may at any time appoint such persons as it thinks fit to the Advisory Committee (Section 67 of the Bush Fires Act).

The Chief Executive Officer of the City of Mandurah (**CEO**) may appoint members to the Advisory in accordance with Delegated Authority DA-EMS 02 – Bush Fires Act 1954.

5. Committee meetings

Quorum requirements

The Quorum for an Advisory Committee meeting (**Committee Meeting**) shall be one more than half the total number of members of the Advisory Committee.

The Advisory Committee shall not transact business at a meeting unless the Quorum is present.

Proxies to meetings

Members of the Advisory Committee can nominate a proxy. Proxies must be fully briefed prior to the meeting. The nominated proxy shall have voting rights at the attended meeting.

The nominated proxy may provide relevant comments/feedback, of the Advisory Committee member they are representing to the attended meeting.

Where an individual is fulfilling both the FCO and Captain role within the brigade then the 1st Lieutenant of the brigade may also attend as a permanent proxy.

FrequencyMeeting Schedule

Committee Meetings shall meet as determined by the Secretariat to be held quarterly, unless otherwise resolved by the Advisory Committee.

Voting

At all Committee Meetings each member, including the Chairperson but excluding the Administration/Minute Taker, shall have one vote only and in the case of equality of votes, the question shall be determined in the negative.

Minutes and ~~matters arising meeting papers~~

The format of the Advisory Committee shall be as Minutes and a Meeting Action Register. The minutes will be prepared by the Secretariat and distributed (including attachments) to the Advisory Committee members no later than 30 working days following each meeting.

~~All meetings shall be minuted by the Minute Taker, and minutes shall be approved by the Advisory Committee at the next Committee Meeting.~~

Reporting

The Advisory Committee is answerable to the City, and shall, as and when required by the City, report fully on its activities.

Confidentiality

All Advisory Committee members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Advisory Committee will be disclosed to unauthorised persons.

Declarations of Interest

Committee Members must declare interests as matter of good governance at the commencement of Committee Meetings.

Amendments

The Terms of Reference shall be reviewed biennial from the date of approval. They may be altered to meet the current needs.

This Terms of Reference has been prepared and endorsed by the City of Mandurah Bush Fire Advisory Committee on [DATE] 2025 and will be ongoing until amended or terminated by agreement of the majority of all the Committee members.

Signed

Chairperson, Bush Fire Advisory Committee

Casey Mihovilovich, City of Mandurah Chief Executive Officer



Bush Fire Advisory Committee Terms of Reference

Document Control

Effective date	Next review due	Amendment Details	Prepared by	Endorsed by	Approved by
October 2019	October 2021	Review of the Terms of Reference		Director Business Services	Council SP3/10/19
October 2021	October 2022	Expanded the description of the Purpose and Objectives of the Advisory Committee; amended and expanded Membership provision; expanded the Quorum provision; expanded the Voting provision; inserted Minutes, Reporting and Confidentiality provisions.	Manager Governance, Procurement and Lands	Director Business Services	
October 2025	October 2027	Insertion of Secretariat function, proxies to meetings, Amendments. Expanded Minutes. General formatting			

1. Committee's authority and purpose

Authority

In accordance with section 67 of the *Bush Fires Act 1954* (**Bush Fires Act**) the Council of the City of Mandurah ('**Council**' or '**City**') has established the City of Mandurah Bush Fire Advisory Committee (**Advisory Committee**). The Advisory Committee will operate in accordance with all relevant provisions of the Bush Fires Act.

Purpose and Objective

The purpose and objective of the Advisory Committee is to:

- provide advice and assistance to Council regarding all matters relating to:
 - a) preventing, controlling and extinguishing bush fire within the district ;
 - b) the planning of the layout of fire-breaks in the district;
 - c) prosecutions for breaches of the Bush Fires Act;
 - d) the formation of bush fire brigades and the grouping thereof under group brigade officers; and
 - e) the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control; and
- cooperatively and collaboratively progress bush fire education, prevention, preparedness, response and recovery.

2. Advisory Committee's responsibilities

The Advisory Committee is to:

- have a broad understanding of bushfire legislation operating in Western Australia;
- advise the City on policy and guidelines for the effective control and prevention of bushfire; and
- contribute ideas and knowledge toward the development of fire prevention programs and promotional activities.

3. Advisory Committee membership

Composition

The Advisory Committee shall comprise of:

- a) One Elected Member;
- b) One Deputy Elected Member;
- c) The Captain and one Fire Control Officer (or their representative) from the following fire brigades:
 - Mandurah and Southern Districts Volunteer Bush Fire Brigade
 - Mandurah Volunteer Fire and Rescue Service
 - Falcon Volunteer Fire and Rescue Service;
- d) The Chief Bush Fire Control Officer or his Deputy;
- e) The following Supporting Officers (or the representatives);

- Coordinator, Ranger Services;
- Coordinator, Emergency Management;
- Department of Fire and Emergency Services District Officer;
- Department of Biodiversity, Conservation and Attractions – Parks & Wildlife Officer; and
- Administration/Minute Taker (no voting rights).

The Advisory Committee shall elect one Committee member to be chairman.

Individual Elected Members appointed to the Advisory Committee have no authority to make Council decisions. Elected Members who are representing Council can only vote and provide advice that is consistent with Council policy or position.

Elected Members must comply with the Code of Conduct for Elected Members, Committee Members and Candidates at all times.

Secretariat

The City will assume the Secretariat role to enable the Advisory Committee to be well established. The role of the Secretariat is to:

- Identify the meeting location,
- Prepare agendas and issuing notices for meetings, and ensuring all necessary documents requiring discussion or comment are attached to the agenda,
- Distribute the agenda prior to the meeting,
- Take notes of the proceedings and preparing minutes of the meetings,
- Distribute the minutes to all group members after the meeting.

The minutes shall be checked by the Chairperson and accepted by the Advisory Committee as a true and accurate record at the next meeting

4. Appointment and Delegation

The City may at any time appoint such persons as it thinks fit to the Advisory Committee (Section 67 of the Bush Fires Act).

The Chief Executive Officer of the City of Mandurah (**CEO**) may appoint members to the Advisory in accordance with Delegated Authority DA-EMS 02 – Bush Fires Act 1954.

5. Committee meetings

Quorum requirements

The Quorum for an Advisory Committee meeting (**Committee Meeting**) shall be one more than half the total number of members of the Advisory Committee.

The Advisory Committee shall not transact business at a meeting unless the Quorum is present.

Proxies to meetings

Members of the Advisory Committee can nominate a proxy. Proxies must be fully briefed prior to the meeting. The nominated proxy shall have voting rights at the attended meeting.

The nominated proxy may provide relevant comments/feedback, of the Advisory Committee member they are representing to the attended meeting.

Where an individual is fulfilling both the FCO and Captain role within the brigade then the 1st Lieutenant of the brigade may also attend as a permanent proxy.

Meeting Schedule

Committee Meetings shall meet as determined by the Secretariat to be held quarterly, unless otherwise resolved by the Advisory Committee.

Voting

At all Committee Meetings each member, including the Chairperson but excluding the Administration/Minute Taker, shall have one vote only and in the case of equality of votes, the question shall be determined in the negative.

Minutes and meeting papers

The format of the Advisory Committee shall be as Minutes and a Meeting Action Register. The minutes will be prepared by the Secretariat and distributed (including attachments) to the Advisory Committee members no later than 30 working days following each meeting.

Reporting

The Advisory Committee is answerable to the City, and shall, as and when required by the City, report fully on its activities.

Confidentiality

All Advisory Committee members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Advisory Committee will be disclosed to unauthorised persons.

Declarations of Interest

Committee Members must declare interests as matter of good governance at the commencement of Committee Meetings.

Amendments

The Terms of Reference shall be reviewed biennial from the date of approval. They may be altered to meet the current needs.

This Terms of Reference has been prepared and endorsed by the City of Mandurah Bush Fire Advisory Committee on [DATE] 2025 and will be ongoing until amended or terminated by agreement of the majority of all the Committee members.

Signed

Chairperson, Bush Fire Advisory Committee

Casey Mihovilovich, City of Mandurah Chief Executive Officer



City of Mandurah Advisory Group Terms of Reference

Document Control

Effective date	Next review due	Amendment	Prepared by	Endorsed by	Approved by
23/11/2021	Oct 2023	Adopted new Terms of Reference for AIAG, MEAG and YAG	Manager Governance Procurement and Land	Governance Services	Council G.13/11/21
28/11/2023	Oct 2025	Minor amendments	Place and Community, Built and Natural Environment, Governance Services	Council	Council G.18/11/22
		<u>Amendments and Approval of Terms of Reference for AIAG, MEAG and YAG</u>	<u>Place and Community, Built and Natural Environment, Governance and Legal Services</u>		

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Access and Inclusion Advisory Group

1. Authority and purpose

Authority

The Council of the City of Mandurah ('**Council**' or '**City**') has established the City of Mandurah Access and Inclusion Advisory Group (**Advisory Group**).

Purpose

The purpose of the Advisory Group is to provide advice and assistance to the City regarding matters relating to:

- a) Strategies identified in the City's Access and Inclusion Plan
- b) Actions detailed in the Access and Inclusion Implementation Plan
- c) Access and inclusion issues within the boundaries of the City of Mandurah
- e-d) Access and inclusion issues with City of Mandurah strategies, plans and major projects.

2. Responsibilities

The Advisory Group is to:

- a) Represent people with disability and their networks when participating in Advisory Group meetings.
- b) Provide feedback to relevant City officers relating to City projects with specific relevance to providing access and inclusion for people with disability.
- c) Attend at least four advisory group meetings out of ~~six~~ 6 meetings per calendar year.
- d) At the invitation of the City attend site visits and during such visits comply with all safety directions provided.

3. Membership

Composition

The Advisory Group shall comprise of:

- a) Two Elected Members.
- b) ~~12~~ 9 community members with experiences and/or knowledge of disability-related needs, trends and current challenges and the value of social inclusion for people with disability in community.

- c) One representative or their proxy from each of the two National Disability Insurance Scheme (NDIS) local partners (early childhood intervention and nine (9)7 years plus).
- d) One representative or their proxy from a local organisation working within one of the outcome areas of the City's Access and Inclusion Plan. This organisation will be determined by the group at the end of each term ready for commencement for new term.
- e) Two City officers representing two outcome areas of the City's Access and Inclusion Plan providing support to the group.
- ~~d) Department of Local Government, Sport and Cultural Industries.~~
- f) Executive Manager Community Services or their proxy.

Role of City Officers

The City will provide executive support for the Group, who will act as 'administrative support' and primary point of contact between the Advisory Group and the City.

The City may invite guests to attend and present to the Advisory Group. The guests include but are not limited to City Officers or external consultants.

Election of Chairperson

The Advisory Group shall elect one Group Member to be Chairperson. The Advisory Group may also wish to elect a Deputy Chairperson. The term of this appointment will expire on the day of the next ordinary local government election. If no nominations are received, the Chairperson role will be undertaken by a City officer.

Role of Elected Member

Individual Elected Members appointed to the Advisory Group have no authority to make Council decisions. Elected Members who are representing Council can only vote and provide advice that is consistent with Council policy or position. Elected Members must comply with the *Code of Conduct for Elected Members, Committee Members and Candidates* at all times.

Member Support

Members may attend meetings with a support person to assist with disability-related needs to support active participation in the meetings and/or site visits.

Volunteer Code of Conduct

Community members of the Advisory Group are bound by the City of Mandurah Volunteer Code of Conduct. On appointment to the Advisory Group a community member must read the Volunteer Code of Conduct and complete the Code of Conduct Declaration.

4. Appointment

All appointments expire on the date of an ordinary local government election held every two years and appointments of all members will be made by Council at a Council meeting following the ordinary local government election.

Appointment of Community Members will be made following a public advertisement.

The evaluation of potential members will be assessed by the City and appointments will be approved by Council on the basis of the potential member's skills and experience in any or all of the following:

- Lived experience of a disability
- Carers experience of a person with disability
- Professional experience (i.e., working in an industry that provides support to people with disability).

Where at least three community advocate positions become vacant, and there are at least four meetings remaining in the current term, the City may undertake a targeted recruitment process without public advertisement to fill these vacancies. The appointment of members will require Council endorsement.~~The City may consider advertising for replacement members, subject to Council's approval of the membership.~~

5. Meetings

Quorum

~~The Quorum for an Advisory Group meeting shall be one more than half the number of members of the Advisory Group.~~

~~The Advisory Group shall not vote on any business at a meeting unless the Quorum is present. If a quorum is not present, the Advisory Group may still conduct meeting without voting on any items.~~

Frequency

Meetings shall be held ~~quarterly, unless otherwise resolved by the Advisory Group.~~

~~This group meets~~ bi-monthly.

Electronic Attendance

Electronic attendance to meetings may be permitted, however in person meetings are preferred where the agenda includes working groups or onsite visits.

Minutes and matters arising

All meetings shall be minuted by the Executive Support, and minutes shall be approved by the Advisory Group Meeting.

Where possible, agendas and minutes from previous meeting, along with supporting documents for discussion at the meeting, will be circulated five days prior to the Meetings.

Reporting

The Advisory Group shall, as and when required by the City, report fully on its activities.

Confidentiality

All Members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Advisory Group will be disclosed to unauthorised persons.

Declarations of Interest

Members must declare interests as matter of good governance at the commencement of a Group Meeting.

Any instance where a member(s) has a commercial interest or is closely associated with an organisation that has an interest in the business of the City which represents a conflict of interest or pecuniary interest, or there is a risk or perception of conflict of interest, should be declared to the City representative before or at the relevant meeting.

Mandurah Environmental Advisory Group

1. Authority and purpose

Authority

The Council of the City of Mandurah ('**Council**' or '**City**') has established the City of Mandurah Environmental **Advisory Group**.

Individual Elected Members appointed to the Advisory Group have no authority to make Council decisions. Elected Members who are representing Council can only vote and provide advice that is consistent with Council policy or position. Elected Members must comply with the *Code of Conduct for Elected Members, Committee Members and Candidates* at all times.

Purpose and Objective

The purpose of the Advisory Group is to advise Council on strategic environmental direction taken by the City and general environmental issues, consistent with the intent of the City's ~~Community Charter and Strategic Plan~~ Strategic Community Plan 2024-2044 and Corporate Business Plan 2024-2028.

2. Responsibilities

The Advisory Group is to:

- Have a broad understanding of the environmental and planning legislative framework operating in WA.
- Be fully conversant with agenda items and display a high level of preparedness for meetings.
- Be regularly in attendance at meetings.
- Present evidence-based advice to inform decision making and support better and more sustainable outcomes relevant to environmental issues that the City is faced with.
- Support in decisions related to supporting the City's environmental volunteer network.

3. Membership

Composition

The Advisory Group shall comprise of:

- a) 1 Elected Member
- b) 1 Deputy Elected Member to serve as a proxy;
- c) Six-Seven community representatives ideally with a working knowledge and demonstrated experience and involvement in addressing local environmental issues

The Advisory Group shall elect one Group member to be chairperson. The term of this appointment will expire on the day of the next ordinary local government election.

Appointment of external persons will be made following a public advertisement. The City may consider advertising for replacement members, subject to Council's approval of the membership.

The evaluation of potential members will be assessed by the City, and appointments will be approved by Council on the basis of the potential member's skills and experience in any or all of the following:

- Bushland management and conservation
- Urban Canopy management
- Sustainable development
- Community engagement on matters related to environmental initiatives
- Coastal management issues
- Waste management
- Water Resource management

External member(s) will be persons with no operating responsibilities with the City of Mandurah, nor will that person provide paid services to the City either directly or indirectly.

Any instance where an external member(s) has a commercial interest, or is closely associated with an organisation that has an interest in the business of the City which represents a conflict of interest or pecuniary interest, or there is a risk or perception of conflict of interest, should be declared to the City representative before or at the relevant meeting.

Volunteer Code of Conduct

Community members of the Advisory Group are bound by the City of Mandurah Volunteer Code of Conduct. On appointment to the Advisory Group a community member must read the Volunteer Code of Conduct and complete the Code of Conduct Declaration.

4. Appointment

Council may at any time appoint such persons as required to the Advisory Group.

All appointments expire on the date of an ordinary local government election held every two years and appointments of all members will be made by Council at the November Council meeting following the ordinary local government election.

5. Meetings

Quorum

~~The Quorum for an Advisory Group meeting shall be one more than half the number of members of the Advisory Group.~~
~~No quorum is required for meetings of the Advisory Group.~~

~~The Advisory Group shall not transact business at a meeting unless the Quorum is present.~~

Frequency

Meetings shall be held monthly, unless otherwise resolved by the Advisory Group.

Electronic Attendance

Electronic attendance to meetings may be permitted, however in person meetings are preferred where the agenda includes working groups or onsite visits.

Minutes and matters arising

All meetings shall be minuted by the Minute Taker, and minutes shall be approved by the Advisory Group at the next Group Meeting.

Agendas will be circulated at least five days prior to the Meetings.

Reporting

The Advisory Group shall, as and when required by the City, report fully on its activities.

Confidentiality

All Advisory Group members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Advisory Group will be disclosed to unauthorised persons.

Declarations of Interest

Members must declare interests as matter of good governance at the commencement of a Group Meeting.

[Any instance where a member\(s\) has a commercial interest or is closely associated with an organisation that has an interest in the business of the City which represents a conflict of interest or pecuniary interest, or there is a risk or perception of conflict of interest, should be declared to the City representative before or at the relevant meeting.](#)

Youth Advisory Group

1. Authority and purpose

Authority

The Council of the City of Mandurah ('Council' or 'City') has established the City of Mandurah Youth Advisory Group.

Purpose and Objective

The purpose and objective of the Youth Advisory Group is to:

- a) Represent the voices of young people within the community, by actively participating in through participation in City consultation processes and providing informed advice to Council.
- b) Empower young people to develop their leadership skills, confidence and capacity, supporting the development of young leaders in our community.

2. Responsibilities

The Youth Advisory Group is to:

- a) Represent the voices of young people when consulted on City and community projects.
- b) Attend at least six out of nine advisory group meetings per calendar year.
- c) Promote and represent the Youth Advisory Group in a positive and respectful manner at all times, and in accordance with the City's Volunteer Code of Conduct.
- d) ~~d)~~ Participate in co-design of events and projects for young people as appropriate

3. Membership

Composition

The Advisory Group shall comprise ~~of~~ 14 young people aged 15-24, living, working, or studying in the City of Mandurah.

Role of City Officers

The City will provide executive support for the Group, who will act as 'administrative support' and primary point of contact between the Advisory Group and the City.

The City may invite guests to attend and consult the Advisory Group.

Election of Chairperson

The Advisory Group shall elect one Group Member to be chairperson and one Group Member as Vice Chairperson. ~~The term of this~~ Each appointment will be for a ~~period~~ term of up to six months.

Role of Elected Member

Individual Elected Members can be invited to attend the Advisory Group as a guest in an observational capacity.

Elected Members who are representing Council can only provide advice that is consistent with Council policy or position. Elected Members must comply with the *Code of Conduct for Elected Members, Committee Members and Candidates* at all times.

Volunteer Code of Conduct

Community members of the Advisory Group are bound by the City of Mandurah Volunteer Code of Conduct. On appointment to the Advisory Group a community member must read the Volunteer Code of Conduct and complete the Code of Conduct Declaration.

4. Appointment

All appointments expire on the date of an ordinary local government election held every two years and appointments of all members will be made by Council at a Council meeting following the ordinary local government election.

Appointment of Community Members will be made following a public advertisement.

The evaluation of potential members will be assessed by the City in an endeavour for an optimal group with a recommendation to Council taking into consideration the following: ~~and appointments will be approved by Council on the basis of the potential member's skills and experience in the~~ following:

- Young people aged 15-24 living, working, or studying within the City of Mandurah.
- Members appointed represent the diversity of young people across the City of Mandurah; place of residence, age, gender and sexuality, education, and cultural background.
- Young people show a passion and desire to contribute to the Mandurah community.

The City may consider advertising for replacement members, subject to Council's approval of the membership.

5. Meetings

Quorum

The Quorum for an Advisory Group meeting shall be one more than half the number of members of the Advisory Group.

Frequency

Meetings shall be held monthly, with a minimum of nine meetings in a calendar year, unless otherwise resolved by the Advisory Group.

Electronic Attendance

Electronic attendance to meetings may be permitted, however in person meetings are preferred where the agenda includes working groups or onsite visits.

Minutes and matters arising

All meetings shall be minuted by the designated Minute Taker, and minutes shall be approved by the Advisory Group at the subsequent~~next~~ Advisory Group Meeting.

Agendas will be circulated at least three~~two~~ days prior to the Meetings.

Reporting

The Advisory Group shall, as and when required by the City, report on its activities.

Confidentiality

All Advisory Group members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Advisory Group will be disclosed to unauthorised persons.

Declarations of Interest

Members must declare interests as matter of good governance at the commencement of a Group Meeting.

Any instance where an external member(s) has a commercial interest or is closely associated with an organisation that has an interest in the business of the City which represents a conflict of interest or pecuniary interest, or there is a risk or perception of conflict of interest, should be declared to the City representative before or at the relevant meeting.



City of Mandurah Advisory Group Terms of Reference

Document Control

Effective date	Next review due	Amendment	Prepared by	Endorsed by	Approved by
23/11/2021	Oct 2023	Adopted new Terms of Reference for AIAG, MEAG and YAG	Manager Governance Procurement and Land	Governance Services	Council G.13/11/21
28/11/2023	Oct 2025	Minor amendments	Place and Community, Built and Natural Environment, Governance Services	Council	Council G.18/11/22
		Amendments and Approval of Terms of Reference for AIAG, MEAG and YAG	Place and Community, Built and Natural Environment, Governance and Legal Services		

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Access and Inclusion Advisory Group

1. Authority and purpose

Authority

The Council of the City of Mandurah ('**Council**' or '**City**') has established the City of Mandurah Access and Inclusion Advisory Group (**Advisory Group**).

Purpose

The purpose of the Advisory Group is to provide advice and assistance to the City regarding matters relating to:

- a) Strategies identified in the City's Access and Inclusion Plan
- b) Actions detailed in the Access and Inclusion Implementation Plan
- c) Access and inclusion issues within the boundaries of the City of Mandurah
- d) Access and inclusion issues with City of Mandurah strategies, plans and major projects.

2. Responsibilities

The Advisory Group is to:

- a) Represent people with disability and their networks when participating in Advisory Group meetings.
- b) Provide feedback to relevant City officers relating to City projects with specific relevance to providing access and inclusion for people with disability.
- c) Attend at least four advisory group meetings out of 6 meetings per calendar year.
- d) At the invitation of the City attend site visits and during such visits comply with all safety directions provided.

3. Membership

Composition

The Advisory Group shall comprise of:

- a) Two Elected Members.
- b) 12 community members with experiences and/or knowledge of disability-related needs, trends and current challenges and the value of social inclusion for people with disability in community.
- c) One representative or their proxy from each of the two National Disability Insurance Scheme (NDIS) local partners (early childhood intervention and nine (9) years plus).

- d) One representative or their proxy from a local organisation working within one of the outcome areas of the City's Access and Inclusion Plan. This organisation will be determined by the group at the end of each term ready for commencement for new term.
- e) Two City officers representing two outcome areas of the City's Access and Inclusion Plan providing support to the group.
- f) Executive Manager Community Services or their proxy.

Role of City Officers

The City will provide executive support for the Group, who will act as 'administrative support' and primary point of contact between the Advisory Group and the City.

The City may invite guests to attend and present to the Advisory Group. The guests include but are not limited to City Officers or external consultants.

Election of Chairperson

The Advisory Group shall elect one Group Member to be Chairperson. The Advisory Group may also wish to elect a Deputy Chairperson. The term of this appointment will expire on the day of the next ordinary local government election. If no nominations are received, the Chairperson role will be undertaken by a City officer.

Role of Elected Member

Individual Elected Members appointed to the Advisory Group have no authority to make Council decisions. Elected Members who are representing Council can only vote and provide advice that is consistent with Council policy or position. Elected Members must comply with the *Code of Conduct for Elected Members, Committee Members and Candidates* at all times.

Member Support

Members may attend meetings with a support person to assist with disability-related needs to support active participation in the meetings and/or site visits.

Volunteer Code of Conduct

Community members of the Advisory Group are bound by the [City of Mandurah Volunteer Code of Conduct](#). On appointment to the Advisory Group a community member must read the Volunteer Code of Conduct and complete the Code of Conduct Declaration.

4. Appointment

All appointments expire on the date of an ordinary local government election held every two years and appointments of all members will be made by Council at a Council meeting following the ordinary local government election.

Appointment of Community Members will be made following a public advertisement.

The evaluation of potential members will be assessed by the City and appointments will be approved by Council on the basis of the potential member's skills and experience in any or all of the following:

- Lived experience of a disability
- Carers experience of a person with disability
- Professional experience (i.e. working in an industry that provides support to people with disability).

Where at least three community advocate positions become vacant, and there are at least four meetings remaining in the current term, the City may undertake a targeted recruitment process without public advertisement to fill these vacancies. The appointment of members will require Council endorsement.

5. Meetings

Frequency

Meetings shall be held bi-monthly.

Electronic Attendance

Electronic attendance to meetings may be permitted, however in person meetings are preferred where the agenda includes working groups or onsite visits.

Minutes and matters arising

All meetings shall be minuted by the Executive Support, and minutes shall be approved by the Advisory Group Meeting.

Where possible, agendas and minutes from previous meeting, along with supporting documents for discussion at the meeting, will be circulated five days prior to the Meetings.

Reporting

The Advisory Group shall, as and when required by the City, report fully on its activities.

Confidentiality

All Members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Advisory Group will be disclosed to unauthorised persons.

Declarations of Interest

Members must declare interests as matter of good governance at the commencement of a Group Meeting.

Any instance where a member(s) has a commercial interest or is closely associated with an organisation that has an interest in the business of the City which represents a conflict of interest or pecuniary interest, or there is a risk or perception of conflict of interest, should be declared to the City representative before or at the relevant meeting.

Mandurah Environmental Advisory Group

1. Authority and purpose

Authority

The Council of the City of Mandurah ('**Council**' or '**City**') has established the City of Mandurah Environmental **Advisory Group**.

Individual Elected Members appointed to the Advisory Group have no authority to make Council decisions. Elected Members who are representing Council can only vote and provide advice that is consistent with Council policy or position. Elected Members must comply with the *Code of Conduct for Elected Members, Committee Members and Candidates* at all times.

Purpose and Objective

The purpose of the Advisory Group is to advise Council on strategic environmental direction taken by the City and general environmental issues, consistent with the intent of the City's Strategic Community Plan 2024-2044 and Corporate Business Plan 2024-2028.

2. Responsibilities

The Advisory Group is to:

- Have a broad understanding of the environmental and planning legislative framework operating in WA.
- Be fully conversant with agenda items and display a high level of preparedness for meetings.
- Be regularly in attendance at meetings.
- Present evidence-based advice to inform decision making and support better and more sustainable outcomes relevant to environmental issues that the City is faced with.
- Support in decisions related to supporting the City's environmental volunteer network.

3. Membership

Composition

The Advisory Group shall comprise of:

- a) 1 Elected Member
- b) 1 Deputy Elected Member to serve as a proxy;
- c) Seven community representatives ideally with a working knowledge and demonstrated experience and involvement in addressing local environmental issues

The Advisory Group shall elect one Group member to be chairperson. The term of this appointment will expire on the day of the next ordinary local government election.

Appointment of external persons will be made following a public advertisement. The City may consider advertising for replacement members, subject to Council's approval of the membership.

The evaluation of potential members will be assessed by the City, and appointments will be approved by Council on the basis of the potential member's skills and experience in any or all of the following:

- Bushland management and conservation
- Urban Canopy management
- Sustainable development
- Community engagement on matters related to environmental initiatives
- Coastal management issues
- Waste management
- Water Resource management

External member(s) will be persons with no operating responsibilities with the City of Mandurah, nor will that person provide paid services to the City either directly or indirectly.

Any instance where an external member(s) has a commercial interest, or is closely associated with an organisation that has an interest in the business of the City which represents a conflict of interest or pecuniary interest, or there is a risk or perception of conflict of interest, should be declared to the City representative before or at the relevant meeting.

Volunteer Code of Conduct

Community members of the Advisory Group are bound by the [City of Mandurah Volunteer Code of Conduct](#). On appointment to the Advisory Group a community member must read the Volunteer Code of Conduct and complete the Code of Conduct Declaration.

4. Appointment

Council may at any time appoint such persons as required to the Advisory Group.

All appointments expire on the date of an ordinary local government election held every two years and appointments of all members will be made by Council at the November Council meeting following the ordinary local government election.

5. Meetings

Quorum

No quorum is required for meetings of the Advisory Group.

Frequency

Meetings shall be held monthly, unless otherwise resolved by the Advisory Group.

Electronic Attendance

Electronic attendance to meetings may be permitted, however in person meetings are preferred where the agenda includes working groups or onsite visits.

Minutes and matters arising

All meetings shall be minuted by the Minute Taker, and minutes shall be approved by the Advisory Group at the next Group Meeting.

Agendas will be circulated at least five days prior to the Meetings.

Reporting

The Advisory Group shall, as and when required by the City, report fully on its activities.

Confidentiality

All Advisory Group members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Advisory Group will be disclosed to unauthorised persons.

Declarations of Interest

Members must declare interests as matter of good governance at the commencement of a Group Meeting.

Any instance where a member(s) has a commercial interest or is closely associated with an organisation that has an interest in the business of the City which represents a conflict of interest or pecuniary interest, or there is a risk or perception of conflict of interest, should be declared to the City representative before or at the relevant meeting.

Youth Advisory Group

1. Authority and purpose

Authority

The Council of the City of Mandurah ('**Council**' or '**City**') has established the City of Mandurah Youth Advisory Group.

Purpose and Objective

The purpose and objective of the Youth Advisory Group is to:

- a) Represent the voices of young people within the community, by actively participating in City consultation processes and providing informed advice to Council.
- b) Empower young people to develop their leadership skills, confidence and capacity, supporting the development of young leaders in our community.

2. Responsibilities

The Youth Advisory Group is to:

- a) Represent the voices of young people when consulted on City and community projects.
- b) Attend at least six out of nine advisory group meetings per calendar year.
- c) Promote and represent the Youth Advisory Group in a positive and respectful manner at all times, in accordance with the City's Volunteer Code of Conduct.
- d) Participate in co-design of events and projects for young people as appropriate

3. Membership

Composition

The Advisory Group shall comprise 14 young people aged 15-24, living, working, or studying in the City of Mandurah.

Role of City Officers

The City will provide executive support for the Group, who will act as 'administrative support' and primary point of contact between the Advisory Group and the City.

The City may invite guests to attend and consult the Advisory Group.

Election of Chairperson

The Advisory Group shall elect one Group Member to be chairperson and one Group Member as Vice Chairperson. Each appointment will be for a term of up to six months.

Role of Elected Member

Individual Elected Members can be invited to attend the Advisory Group as a guest in an observational capacity.

Elected Members who are representing Council can only provide advice that is consistent with Council policy or position. Elected Members must comply with the *Code of Conduct for Elected Members, Committee Members and Candidates* at all times.

Volunteer Code of Conduct

Community members of the Advisory Group are bound by the [City of Mandurah Volunteer Code of Conduct](#). On appointment to the Advisory Group a community member must read the Volunteer Code of Conduct and complete the Code of Conduct Declaration. **4.**

Appointment

All appointments expire on the date of an ordinary local government election held every two years and appointments of all members will be made by Council at a Council meeting following the ordinary local government election.

Appointment of Community Members will be made following a public advertisement.

The evaluation of potential members will be assessed by the City in an endeavour for an optimal group with a recommendation to Council taking into consideration the following: following:

- Young people aged 15-24 living, working, or studying within the City of Mandurah.
- Members appointed represent the diversity of young people across the City of Mandurah; place of residence, age, gender and sexuality, education, and cultural background.
- Young people show a passion and desire to contribute to the Mandurah community.

The City may consider advertising for replacement members, subject to Council's approval of the membership.

5. Meetings

Quorum

The Quorum for an Advisory Group meeting shall be one more than half the number of members of the Advisory Group.

Frequency

Meetings shall be held monthly, with a minimum of nine meetings in a calendar year, unless otherwise resolved by the Advisory Group.

Electronic Attendance

Electronic attendance to meetings may be permitted, however in person meetings are preferred where the agenda includes working groups or onsite visits.

Minutes and matters arising

All meetings shall be minuted by the designated Minute Taker, and minutes shall be approved by the Advisory Group at the subsequent Advisory Group Meeting.

Agendas will be circulated at least three days prior to the Meetings.

Reporting

The Advisory Group shall, as and when required by the City, report on its activities.

Confidentiality

All Advisory Group members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Advisory Group will be disclosed to unauthorised persons.

Declarations of Interest

Members must declare interests as matter of good governance at the commencement of a Group Meeting.

Any instance where an external member(s) has a commercial interest or is closely associated with an organisation that has an interest in the business of the City which represents a conflict of interest or pecuniary interest, or there is a risk or perception of conflict of interest, should be declared to the City representative before or at the relevant meeting.

20 MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

21 NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING

Nil

22 LATE AND URGENT BUSINESS ITEMS

23 CONFIDENTIAL ITEMS

24 CLOSE OF MEETING

ORDINARY COUNCIL MEETING: 28 OCTOBER 2025

COMMITTEE REPORT 19.2 PUBLIC HEALTH AND WELLBEING PLAN 2026-2030

RECOMMENDATION

That Council:

- 1. Endorse the draft Public Health and Wellbeing Plan 2026 to 2030 (as shown in Attachment 19.3.1) and draft Implementation Plan (as shown in Attachment 19.3.2) for the purpose of undertaking consultation with the wider community for a minimum period of 28 days, noting the following amendments:**
 - **Council Agenda Page 53** (Plan Page number 8) Supporting Evidence and Data – change the green arrow to red for Volunteering (table format on Page 8 and 10 have been updated for accessibility)
 - **Council Agenda Page 57** (Plan Page number 12) on the Plan Officers have requested for the data to be revised by Epidemiology branch of the Department of Health so a percentage comparison aligned with population growth can be illustrated.
 - **Council Agenda Page 61** (Plan Page number 16) – correct the spelling change ‘isease’ to disease.
 - **Council Agenda Page 64 & 65** (Plan page 19 & 20) – change the wording under “Prevent” to (draft) “Supporting initiatives that reduce the prevalence of preventable ill-health and promoting positive health outcomes”. (and change on Implementation Plan).
 - **Council Agenda Page 64 & 65** (Plan page 19 & 20) – change the Enable wording to “Facilitate opportunities that advance public health outcomes” (and change on Implementation Plan).
- 2. Following community consultation, the updated Public Health and Wellbeing Plan 2026 to 2030 will be presented to Council for consideration and endorsement.**

ORDINARY COUNCIL MEETING: 28 OCTOBER 2025**REPORT 19.3****APPOINTMENT TO COMMITTEES OF COUNCIL**

Council to note amendments to the resolutions in red.

Comment: Council is requested to reduce the number of sitting independent members to the Audit, Risk and Improvement Committee, from three sitting members to two independent members and one deputy of the independent member. This change is reflected in the table below.

Candidate	Appointment	Function
Candidate A	Independent Presiding Member	Attends, votes and presides at all ARIC meetings unless absent.
Candidate B	Independent Deputy of the Presiding Member	Attends, votes and presides at all ARIC meetings in the absence of the Independent Presiding Member.
Candidate C	Independent Member	Attends and votes at all ARIC meetings unless absent.

It is also recommended that number of elected members sitting on the Committee be increased from four **to six**.

The Terms of Reference have been updated to reflect this change, **as per replacement Attachments 19.3.1 (tracked) and 19.3.2 (clean)**.

In accordance with section 5.12 of the *Local Government Act 1995 (the Act)*, Council are required to appoint a presiding member to each committee established by Council. This requirement was omitted from the recommendation as it related to the Planning and Community Consultation Committee. The Terms of Reference of the Planning and Community Consultation Committee have been updated **as per replacement Attachment 19.3.3 (clean) and new Attachment 19.3.5 (tracked)**. The other amendment is at section 3, where the **termination clause has been updated to align with the Act**.

RECOMMENDATION

That Council:

- 1. Approve the powers and duties of Council's Audit, Risk and Improvement Committee as per Attachment 19.3.2 and appoint the following Elected Members until 15 October 2027:**

Deputy Committee Members:

2. Appoint Candidate **A** to the Audit, Risk and Improvement Committee as an independent committee member and presiding member as per Confidential Attachment 19.3.4 until 15 October 2027 and approve the payment of \$450 per sitting fee.
3. Appoint Candidate **C** to the Audit, Risk and Improvement Committee as an independent committee member ~~and the deputy of the presiding member~~ as per Confidential Attachment 19.3.4 until 15 October 2027 and approve the payment of \$450 per sitting fee.
4. Appoint Candidate **B** to the Audit, Risk and Improvement Committee as **deputy of the presiding member** as per Confidential Attachment 19.3.4 until 15 October 2027 and approve the payment of \$450 per sitting fee.
5. Approve the powers and duties of Council's Planning and Community Consultation Committee as per Attachment 19.3.3, and appoint the following Elected Members until 15 October 2027:

Deputy Committee Members:

6. **In accordance with Section 5.12 of the *Local Government Act 1995* appoint _____ as the presiding member of the Planning and Community Consultation Committee.**

Report 19.4 ELECTED MEMBER APPOINTMENTS AND NOMINATIONS

Comment: The Access and Inclusion Advisory Group Terms of Reference membership composition includes two (2) Elected Members as part of the committee. Recommendation 4.1 of the report provides for one Elected Member and one Deputy. In order to reflect the Terms of Reference the recommendation is amended as follows:

4. Approve the Elected Member appointments to the following Advisory Groups for a term of two-years, expiring 15 October 2027:

4.1 Access and Inclusion Advisory Group

Deputy: _____

4.2 Mandurah Environmental Advisory Group

Deputy: _____



Audit~~and~~, Risk and Improvement Committee

Terms of Reference

Document Control

Effective date	Next review due	Amendment Details	Prepared by	Endorsed by	Approved by
October 2021	October 2023	Minor amendments including reference to regulations and Code of Conduct.	Manager Governance, Procurement and Land	Chief Audit Executive	Council
October 2023	October 2025	reviewed to ensure alignment with the Local Government Act 1995, minor amendments to reflect internal terminology, attendance via electronic means and Code of Conduct requirements	Executive Manager Governance Services	Chief Executive Officer	Council
October 2025	October 2027	Reviewed to comply with amendments to the <i>Local Government Act 1995</i>	Executive Manager Governance Services		

1. Committee's authority and purpose

Authority

In accordance with section 7.1A of the *Local Government Act 1995* (**the Act**), the Council of the City of Mandurah (**the City**) has established an Audit~~and~~, Risk and Improvement Committee (**the Committee**). The Committee will operate in accordance with all relevant provisions of the Act, the *Local Government (Audit) Regulations 1996* and the *Local Government (Administration) Regulations 1996*.

As prescribed in Section 16 of the *Local Government (Audit) Regulations 1996*, the Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the Chief Executive Officer (CEO).

The Committee is a formally appointed Committee of the Council and is responsible to the Council. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

Purpose

The purpose of the Committee is to:

- Provide advice and assistance to Council as to the carrying out of the function of the City in relation to annual audits of the City's financial statements (external audit);
- Monitor and receive reports concerning the development, implementation and on-going management of a City-wide risk management plan;
- Monitor and receive reports concerning the development, implementation and on-going management of the City's internal audit function;
- Review the annual Compliance Audit Return and report to Council the results of that review;
- Monitor, receive, consider and review reports from the CEO under regulation 17 of the *Local Government (Audit) Regulations 1996* and regulation 5(2) (c) of the *Local Government (Financial Management) Regulations 1996* and report to Council the results

2. Committee's responsibilities

The Committee is to:

- Meet with the City's external auditor at least once in every year and provide a report to Council on the matter discussed and the outcomes of those discussions;
- Support Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems, internal and external audit functions and ethical accountability;
- Examine reports of the external auditor after receiving a report from the CEO on the matter, and;
 - Determine if any matter raised requires action to be taken by the City;
 - Ensure that appropriate action is taken in respect of those matters; and
 - Review the report prepared by the CEO in respect of any matters raised in the report of the external auditor and presenting the report to Council for adoption.
- On an annual basis approve the following:
 - Internal Audit Charter;
 - Internal Audit Manual;
 - Strategic Internal Audit and Annual Audit Plans; and
 - Recommendations arising from internal audit services.
- Review the level of resources allocated to internal audit and the scope of the functions authority;
- Receive and review reports of internal audits, review the extent to which management reacts to matters raised by those internal audits, and monitor the implementation of action plans developed in response to those matters to ensure continuous improvement;
- Review the City's annual Compliance Audit Return and report the results of that review to Council; ~~and~~
- Receive and review triennial reports from the CEO regarding the appropriateness and effectiveness of the City's risk management, internal controls and legislative compliance; and
- Support the City's culture of continuous improvement through receiving reports issued by, but not restricted to, the Office of the Auditor General, and Corruption and Crime Commission comparing City's practices with other approaches

3. Committee membership

Composition

The Committee shall comprise of up to ~~nine~~ eight members, consisting of:

- An Independent Presiding Member;
- Two One Independent Member;
- ~~s with one appointed as Deputy of the Independent Presiding Member Seven~~ Six our Elected Members; ~~and~~

Deputies

Council shall appoint an Independent Deputy of the Presiding Member. The Deputy of the Presiding Member only attends a committee meeting if the presiding member is unable to attend.

Two deputies shall be appointed in the event Elected Member Committee members are unavailable.

The Council can appoint ~~one or more~~ additional deputies, or increase the number of Members of the Committee at any time.

Members of the Committee shall be appointed by Council in accordance with section 7.1A of the Act, which states:

- *The members of the audit committee are to be appointed by the local government and at least 3 of the members, and the majority of the members, are to be council members.*
- *A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent the CEO as a member of an audit committee.*
- *An employee is not to be a member of an audit committee.*

~~The Council shall appoint one of the seven Elected Members as Committee Chairperson.~~

The tenure of members' appointment to the Committee must be compliant with Section 5.11 of the Act, being up to two years terminating on the day of the Ordinary Council elections, at which time all Elected Members will be eligible for reappointment.

Committee members ~~who are Elected Members~~ must declare ~~conflicts of interest~~ interests in any matter to be discussed at the meeting in accordance with ~~section 22 of the Local Government (Model Code of Conduct) Regulations 2021~~ section 5.65 of the Act, in a written notice given to the CEO before the meeting or at the meeting immediately before the matter is discussed.

All members of the Committee are bound by the Code of Conduct for Elected Members, Committee Members and Candidates.

Appointment of Independent Members

Appointment of the Independent Presiding Member and, Independent Member and Deputy of the Presiding Members will be made following a public advertisement. The evaluation of potential members will be reviewed by the CEO for recommendation to Council.

The evaluation of potential members will be reviewed by the CEO and appointments will be approved by Council on the basis of the potential member's experience and qualifications in any or all of the following:

- Internal audit;
- Risk management;
- Financial management/reporting;
- Fraud, cyber security, internal controls;
- Understanding of complexities associated with the City of Mandurah.

~~An~~ The external Independent M~~m~~embers will be a person with no operating responsibilities with the City of Mandurah, nor will that person provide paid services to the City either directly or indirectly.

Any instance where an external member has a commercial interest, or is closely associated with an organisation that has an interest in the business of the City which represents a conflict of interest or pecuniary interest, or there is a risk or perception of conflict of interest, should be declared to the CEO before or at the relevant Committee meeting.

Termination of appointment

Council may terminate the appointment of any member at any time in accordance with the Act, prior to the expiry of their term, if:

- ~~The Committee Chairperson considers that the member is not making a positive contribution to the Committee.~~
- ~~The member is found to be in breach of the Council's Code of Conduct for Elected Members, Committee Members and Candidates or a serious contravention of the Act.~~
- ~~A member's conduct, action or comments bring the City of Mandurah into disrepute.~~

Committee member entitlements

All Committee members will be provided with appropriate training and professional development to be determined by the Committee and provided that adequate funds are available in the City of Mandurah budget for this purpose.

External independent members ~~may apply for a reimbursement of expenses up to the value of \$3,000 per annum.~~ are paid a sitting fee in accordance with the *Salaries and Allowances Tribunal* determination for the applicable financial year.

4. Role of City staff

The following will be issued with a standing invitation to attend Committee meetings, in order to provide advice and guidance to the Committee:

- CEO;
- Executive Leadership Team;

- Chief Audit Executive (CAE) (or some other person as determined by the CEO to act as the CAE);
- Executive Manager Governance and Commercial Services; and
- Representative of the Office of the Auditor General.

The Internal Auditor will be invited to present reports as and when required by the Committee. Internal audit services providers or specialists may be ~~presented~~requested to present to the Committee as required.

Other staff may be invited to attend meetings to discuss specific issues or reviews as and when required.

Such attendees may take part in the discussions and business of the meetings, but have no voting rights.

A Minute Officer will be appointed by the CEO to assist the Committee as follows:

- Arranging meetings, preparing agendas, preparing minutes;
- Taking action to implement Committee decisions as guided by the City's Governance section in relation to:
 - Obtaining information for the next or future meeting;
 - Preparing a paper for the next or future meeting;
 - Coordinating relevant staff of the City to provide advice at the next or a future meeting;
 - Promulgating decisions e.g. reporting, providing or seeking advice on significant correspondence of all kinds.
- Preparing background notes;
- Providing advice to the ~~Chairperson~~Presiding Member, Committee Members and Committee users on Committee policy and process matters; and
- Maintaining appropriate Committee records in an accessible form.

5. Committee meetings

Quorum

As prescribed by Section 5.19 of the Act, the quorum for Committee meetings shall be at least 50% of the number of offices of the Committee (whether vacant or not), including at least one Independent Member.

In the ~~Chairperson's~~Presiding Member's absence, ~~Committee members who are present will select a Chairperson for that particular meeting.~~the Deputy of the Presiding Member shall perform the functions of the Presiding Member.

Attendance by Electronic Means

Committee members may be authorised to attend meetings by electronic means. Attendance by electronic means must be in accordance with regulation 14 (c) of the *Local Government (Administration) Regulations 1996*.

Frequency

Meetings will be scheduled where necessary to allow the Committee to discharge its functions up to ~~ten~~seven times per year.

Agenda

An agenda will be distributed at least 72 hours prior to the meeting, along with the minutes of the previous meeting, reports and other attachments or information to be addressed.

Public Attendance at Meetings

The Committee meeting will be open to the public.

In accordance with Section 5.23 of the Act, the Committee may close to members of the public at the meeting or part of the meeting, if the meeting or the part of the meeting deals with a number of aspects as defined by Section 5.23 of the Act.

Voting

Voting is in accordance with Section 5.21 of the Act.

Minutes and matters arising

All meetings shall be minuted by the Minute Officer, and minutes shall be approved by the Committee at the next Committee meeting.

Reporting

Recommendations of each Committee meeting shall be presented to the next ordinary meeting of the Council.

Confidentiality

All Committee members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Committee will be disclosed to unauthorised persons.



Audit, Risk and Improvement Committee Terms of Reference

Document Control

Effective date	Next review due	Amendment Details	Prepared by	Endorsed by	Approved by
October 2021	October 2023	Minor amendments including reference to regulations and Code of Conduct.	Manager Governance, Procurement and Land	Chief Audit Executive	Council
October 2023	October 2025	reviewed to ensure alignment with the Local Government Act 1995, minor amendments to reflect internal terminology, attendance via electronic means and Code of Conduct requirements	Executive Manager Governance Services	Chief Executive Officer	Council
October 2025	October 2027	Reviewed to comply with amendments to the <i>Local Government Act 1995</i>	Executive Manager Governance Services		

1. Committee's authority and purpose

Authority

In accordance with section 7.1A of the *Local Government Act 1995* (**the Act**), the Council of the City of Mandurah (**the City**) has established an Audit, Risk and Improvement Committee (**the Committee**). The Committee will operate in accordance with all relevant provisions of the Act, the *Local Government (Audit) Regulations 1996* and the *Local Government (Administration) Regulations 1996*.

As prescribed in Section 16 of the *Local Government (Audit) Regulations 1996*, the Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the Chief Executive Officer (CEO).

The Committee is a formally appointed Committee of the Council and is responsible to the Council. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

Purpose

The purpose of the Committee is to:

- Provide advice and assistance to Council as to the carrying out of the function of the City in relation to annual audits of the City's financial statements (external audit);
- Monitor and receive reports concerning the development, implementation and on-going management of a City-wide risk management plan;
- Monitor and receive reports concerning the development, implementation and on-going management of the City's internal audit function;
- Review the annual Compliance Audit Return and report to Council the results of that review;
- Monitor, receive, consider and review reports from the CEO under regulation 17 of the *Local Government (Audit) Regulations 1996* and regulation 5(2) (c) of the *Local Government (Financial Management) Regulations 1996* and report to Council the results

2. Committee's responsibilities

The Committee is to:

- Meet with the City's external auditor at least once in every year and provide a report to Council on the matter discussed and the outcomes of those discussions;
- Support Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems, internal and external audit functions and ethical accountability;
- Examine reports of the external auditor after receiving a report from the CEO on the matter, and;
 - Determine if any matter raised requires action to be taken by the City;
 - Ensure that appropriate action is taken in respect of those matters; and
 - Review the report prepared by the CEO in respect of any matters raised in the report of the external auditor and presenting the report to Council for adoption.
- On an annual basis approve the following:
 - Internal Audit Charter;
 - Internal Audit Manual;
 - Strategic Internal Audit and Annual Audit Plans; and
 - Recommendations arising from internal audit services.
- Review the level of resources allocated to internal audit and the scope of the functions authority;
- Receive and review reports of internal audits, review the extent to which management reacts to matters raised by those internal audits, and monitor the implementation of action plans developed in response to those matters to ensure continuous improvement;
- Review the City's annual Compliance Audit Return and report the results of that review to Council;
- Receive and review triennial reports from the CEO regarding the appropriateness and effectiveness of the City's risk management, internal controls and legislative compliance; and
- Support the City's culture of continuous improvement through receiving reports issued by, but not restricted to, the Office of the Auditor General, and Corruption and Crime Commission comparing City's practices with other approaches

3. Committee membership

Composition

The Committee shall comprise of up to eight members, consisting of:

- An Independent Presiding Member;
- One Independent Member;
- Six Elected Members;

Deputies

Council shall appoint an Independent Deputy of the Presiding Member. The Deputy of the Presiding Member only attends a committee meeting if the presiding member is unable to attend.

Two deputies shall be appointed in the event Elected Member Committee members are unavailable.

The Council can appoint additional deputies, or increase the number of Members of the Committee at any time.

Members of the Committee shall be appointed by Council in accordance with section 7.1A of the Act, which states:

- *The members of the audit committee are to be appointed by the local government and at least 3 of the members, and the majority of the members, are to be council members.*
- *A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent the CEO as a member of an audit committee.*
- *An employee is not to be a member of an audit committee.*

The tenure of members' appointment to the Committee must be compliant with Section 5.11 of the Act, being up to two years terminating on the day of the Ordinary Council elections, at which time all Elected Members will be eligible for reappointment.

Committee members must declare interests in any matter to be discussed at the meeting in accordance with section 5.65 of the Act, in a written notice given to the CEO before the meeting or at the meeting immediately before the matter is discussed.

All members of the Committee are bound by the Code of Conduct for Elected Members, Committee Members and Candidates.

Appointment of Independent Members

Appointment of the Independent Presiding Member, Independent Member and Deputy of the Presiding Member will be made following a public advertisement. The evaluation of potential members will be reviewed by the CEO for recommendation to Council.

The evaluation of potential members will be reviewed by the CEO and appointments will be approved by Council on the basis of the potential member's experience and qualifications in any or all of the following:

- Internal audit;
- Risk management;
- Financial management/reporting;
- Fraud, cyber security, internal controls;
- Understanding of complexities associated with the City of Mandurah.

The external Independent Members will be a person with no operating responsibilities with the City of Mandurah, nor will that person provide paid services to the City either directly or indirectly.

Any instance where an external member has a commercial interest, or is closely associated with an organisation that has an interest in the business of the City which represents a conflict of interest or pecuniary interest, or there is a risk or perception of conflict of interest, should be declared to the CEO before or at the relevant Committee meeting.

Termination of appointment

- Council may terminate the appointment of any member at any time in accordance with the Act.

Committee member entitlements

All Committee members will be provided with appropriate training and professional development to be determined by the Committee and provided that adequate funds are available in the City of Mandurah budget for this purpose.

External independent members are paid a sitting fee in accordance with the *Salaries and Allowances Tribunal* determination for the applicable financial year.

4. Role of City staff

The following will be issued with a standing invitation to attend Committee meetings, in order to provide advice and guidance to the Committee:

- CEO;
- Executive Leadership Team;
- Chief Audit Executive (CAE) (or some other person as determined by the CEO to act as the CAE);
- Executive Manager Governance and Commercial Services; and
- Representative of the Office of the Auditor General.

The Internal Auditor will be invited to present reports as and when required by the Committee. Internal audit services providers or specialists may be requested to present to the Committee as required.

Other staff may be invited to attend meetings to discuss specific issues or reviews as and when required.

Such attendees may take part in the discussions and business of the meetings, but have no voting rights.

A Minute Officer will be appointed by the CEO to assist the Committee as follows:

- (a) Arranging meetings, preparing agendas, preparing minutes;
- (b) Taking action to implement Committee decisions as guided by the City's Governance section in relation to:
 - Obtaining information for the next or future meeting;
 - Preparing a paper for the next or future meeting;
 - Coordinating relevant staff of the City to provide advice at the next or a future meeting;
 - Promulgating decisions e.g. reporting, providing or seeking advice on significant correspondence of all kinds.
- (c) Preparing background notes;
- (d) Providing advice to the Presiding Member, Committee Members and Committee users on Committee policy and process matters; and
- (e) Maintaining appropriate Committee records in an accessible form.

5. Committee meetings

Quorum

As prescribed by Section 5.19 of the Act, the quorum for Committee meetings shall be at least 50% of the number of offices of the Committee (whether vacant or not), including at least one Independent Member.

In the Presiding Member's absence, the Deputy of the Presiding Member shall perform the functions of the Presiding Member.

Attendance by Electronic Means

Committee members may be authorised to attend meetings by electronic means. Attendance by electronic means must be in accordance with regulation 14 (c) of the *Local Government (Administration) Regulations 1996*.

Frequency

Meetings will be scheduled where necessary to allow the Committee to discharge its functions up to seven times per year.

Agenda

An agenda will be distributed at least 72 hours prior to the meeting, along with the minutes of the previous meeting, reports and other attachments or information to be addressed.

Public Attendance at Meetings

The Committee meeting will be open to the public.

In accordance with Section 5.23 of the Act, the Committee may close to members of the public at the meeting or part of the meeting, if the meeting or the part of the meeting deals with a number of aspects as defined by Section 5.23 of the Act.

Voting

Voting is in accordance with Section 5.21 of the Act.

Minutes and matters arising

All meetings shall be minuted by the Minute Officer, and minutes shall be approved by the Committee at the next Committee meeting.

Reporting

Recommendations of each Committee meeting shall be presented to the next ordinary meeting of the Council.

Confidentiality

All Committee members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Committee will be disclosed to unauthorised persons.



Planning and Community Consultation Committee Terms of Reference

Document Control

Effective date	Next review due	Amendment Details	Prepared by	Endorsed by	Approved by
24/11/2021	24/11/2022	Establishment of Terms of Reference	Manager Governance, Procurement and Property	Chief Executive Officer	Council
24/04/2022	24/11/2022	Amendment to Clause 3: Increase to the composition from nine up to 11.	Manager Governance, Procurement and Property	Chief Executive Officer	Council
1/11/2023	28/10/2025	Reviewed to ensure alignment with the <i>Local Government Act 1995</i> , attendance via electronic means and Code of Conduct requirements	Executive Manager Governance Services	Chief Executive Officer	Council
28/10/2025	October 2027	Amended to reflect amendments to the <i>Local Government Act 1995</i> requiring the Presiding Member to be appointed by an absolute majority of Council.	Executive Manager Governance and Commercial Services		

1. Committee's authority and purpose

Authority

In accordance with section 5.8 of the *Local Government Act 1995 (the Act)*, the Council of the City of Mandurah (**the City**) has established a Planning and Community Consultation Committee (**the Committee**). The Committee will operate in accordance with all relevant provisions of the Act and the *Local Government (Administration) Regulations 1996*.

The Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the Chief Executive Officer (CEO).

The Committee is a formally appointed committee of the Council and is responsible to the Council. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

Purpose

The purpose of the Committee is to recommend appropriate action to Council on matters that are of significance to or have a broader impact on the community.

2. Committee's responsibilities

The Committee is to recommend appropriate action to Council on matters dealing with:

1. Matters of a strategic nature that involve formal public consultation.
2. Strategic town planning matters.
3. Land development matters.
4. Other matters referred by Council or the CEO.

3. Committee membership

Composition

The Committee shall comprise of up to 11 Elected Members. The Council can appoint one or more deputies to the Committee at any time.

Council shall appoint one of the 11 Elected Members as the Presiding Member.

The tenure of members' appointment to the Committee must be compliant with Section 5.11 of the Act, being up to two years, terminating on the day of the Ordinary Council elections, at which time all Elected Members will be eligible for reappointment.

Committee members who are Elected Members must make a disclosure of interest in accordance with section 22 of the *Code of Conduct for Elected Members, Committee Members and Candidates*, in a written notice given to the CEO before the meeting or at the meeting immediately before the matter is discussed.

All members of the Committee are bound by the *Code of Conduct for Elected Members, Committee Members and Candidates*.

Termination of appointment

Council may terminate the appointment of any member at any time in accordance with the Act.

Committee member entitlements

All Committee members will be provided with appropriate training and professional development to be determined by the Committee, provided that adequate funds are available in the City of Mandurah budget for this purpose.

4. Role of City staff

The following will be issued with a standing invitation to attend Committee meetings, in order to provide advice and guidance to the Committee:

- Chief Executive Officer;
- Executive Leadership Team; and
- Executive Manager Governance Services.

Other staff may be invited to attend meetings to discuss specific issues as and when required.

Such attendees may take part in the discussions and business of the meetings but have no voting rights.

A Minute Officer will be appointed by the Chief Executive Officer to assist the Committee as follows:

- (a) Arranging meetings, preparing agendas, preparing minutes;
- (b) Taking action to implement Committee decisions as guided by the City's Governance section in relation to:
 - Obtaining information for the next or future meeting.
 - Preparing a paper for the next or future meeting.
 - Coordinating relevant staff of the City to provide advice at the next or a future meeting.
 - Promulgating decisions e.g., reporting, providing, or seeking advice on significant correspondence of all kinds.
- (c) Preparing background notes;
- (d) Providing advice to the Presiding Member, committee members and committee users on Committee policy and process matters; and
- (e) Maintaining appropriate committee records in an accessible form.

5. Committee meetings

Quorum

As prescribed by Section 5.19 of the Act, the quorum for Committee meetings shall be at least 50% of the number of offices of the Committee (whether vacant or not).

In the Presiding Member's absence, Committee members who are present will select a Presiding Member for that particular meeting.

Attendance by Electronic Means

Committee members may be authorised to attend meetings by electronic means. Attendance by electronic means must be in accordance with regulation 14 (c) of the *Local Government (Administration) Regulations 1996*.

Frequency

Meetings will be held when required.

Agenda

An agenda will be distributed at least 72 hours prior to the meeting, along with the minutes of the previous meeting, reports and other attachments or information to be addressed.

Public Attendance at Meetings

The Committee meeting will be open to the public.

In accordance with Section 5.23 of the Act, the Committee may close to members of the public the meeting or part of the meeting, if the meeting or the part of the meeting deals with a number of aspects as defined by Section 5.23 of the Act.

Voting

Voting is in accordance with Section 5.21 of the Act.

Minutes and matters arising

All meetings shall be minuted by the Minute Officer, and minutes shall be approved by the Committee at the next committee meeting.

Reporting

Recommendations of each Committee meeting shall be presented to the next ordinary meeting of the Council.

Confidentiality

All Committee members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Committee will be disclosed to unauthorised persons.



Planning and Community Consultation Committee Terms of Reference

Document Control

Effective date	Next review due	Amendment Details	Prepared by	Endorsed by	Approved by
24/11/2021	24/11/2022	Establishment of Terms of Reference	Manager Governance, Procurement and Property	Chief Executive Officer	Council
24/04/2022	24/11/2022	Amendment to Clause 3: Increase to the composition from nine up to 11.	Manager Governance, Procurement and Property	Chief Executive Officer	Council
1/11/2023	~~October~~ <u>28/10/2025</u>	Reviewed to ensure alignment with the <i>Local Government Act 1995</i> , attendance via electronic means and Code of Conduct requirements	Executive Manager Governance Services	Chief Executive Officer	Council
<u>28/10/2025</u>	<u>October 2027</u>	<u>Amended to reflect amendments to the <i>Local Government Act 1995</i> requiring the Presiding Member to be appointed by an absolute majority of Council.</u>	<u>Executive Manager Governance and Commercial Services</u>		

1. Committee's authority and purpose

Authority

In accordance with section 5.8 of the *Local Government Act 1995* (the Act), the Council of the City of Mandurah (the City) has established a Planning- and Community Consultation Committee (the Committee). The Committee will operate in accordance with all relevant provisions of the Act and the *Local Government (Administration) Regulations 1996*.

The Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the Chief Executive Officer (CEO).

The Committee is a formally appointed committee of the Council and is responsible to the Council. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

Purpose

The purpose of the Committee is to recommend appropriate action to Council on matters that are of significance to or have a broader impact on the community.

2. Committee's responsibilities

The Committee is to recommend appropriate action to Council on matters dealing with:

1. Matters of a strategic nature that involve formal public consultation.
2. Strategic town planning matters.
3. Land development matters.
4. Other matters referred by Council or the CEO.

3. Committee membership

Composition

The Committee shall comprise of up to 11 Elected Members. The Council can appoint one or more deputies to the Committee at any time.

~~The Committee~~Council shall appoint one of the 11 Elected Members as ~~Committee Chairperson~~the Presiding Member.

The tenure of members' appointment to the Committee must be compliant with Section 5.11 of the Act, being up to two years, terminating on the day of the Ordinary Council elections, at which time all Elected Members will be eligible for reappointment.

Committee members who are Elected Members must make a disclosure of interest in accordance with section 22 of the *Code of Conduct for Elected Members, Committee Members and Candidates*, in a written notice given to the CEO before the meeting or at the meeting immediately before the matter is discussed.

All members of the Committee are bound by the *Code of Conduct for Elected Members, Committee Members and Candidates*.

Termination of appointment

Council may terminate the appointment of any member at any time in accordance with the Act. ~~prior to the expiry of their term, if:~~

- ~~• The Committee Chairperson considers that the member is not making a positive contribution to the Committee.~~
- ~~• The member is found to be in breach of the Council's Code of Conduct for Elected Members, Committee Members and Candidates or a serious contravention of the Act.~~
- ~~• The member's conduct, action or comments bring the City of Mandurah into disrepute.~~

Committee member entitlements

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