CITY OF VINCENT

MINUTES

Special Council Meeting

18 November 2025

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MINUTES OF CITY OF VINCENT
SPECIAL COUNCIL MEETING
HELD AT THE E-MEETING AND AT THE ADMINISTRATION AND CIVIC CENTRE,
244 VINCENT STREET, LEEDERVILLE
ON TUESDAY, 18 NOVEMBER 2025 AT 6:00 PM

PRESENT:	**Mayor Alison Xamon**	**Presiding Member**
	Cr Con Poulios	**North Ward**
	Cr Suzanne Worner	**North Ward**
	Cr Nicole Woolf	**North Ward**
	Cr Alex Castle	**North Ward**
	Cr Sophie Greer	**South Ward**
	Cr Reece Wheadon	**South Ward**
	Cr Ashlee La Fontaine	**South Ward**
IN ATTENDANCE:	**David MacLennan**	**Chief Executive Officer**
	Peter Varris	**Executive Director Infrastructure & Environment**
	Rhys Taylor	**Executive Director Community & Business Services**
	Jay Naidoo	**Executive Director Strategy & Development**
	Lisa Williams	**Executive Manager Communications & Engagement**
	Main Bhuiyan	**Manager Financial Services**
	Michael Hancock	**Manager Development & Design**
	Mitchell Hoad	**Manager Strategic Planning and Sustainability**
	Luke McGuirk	**Manager Engineering**
	Prue Reddingius	**Manager Public Health and Built Environment**
	John Corbellini	**Director Major Projects**
	Emma Simmons	**A/Executive Manager Corporate Strategy and Governance**
	Carrie Miller	**Corporate Strategy & Governance Officer**

Public: 1 member of the public.

1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

The Presiding Member, Mayor Alison Xamon declared the meeting open at 6:00pm and read the following Acknowledgement of Country statement:

The City of Vincent would like to acknowledge the Traditional Owners of the land, the Whadjuk people of the Noongar nation and pay our respects to Elders past and present, and acknowledge that as a Council the City of Vincent has a role to play in working towards reconciliation and justice for First Nations people."

2 APOLOGIES / MEMBERS ON LEAVE OF ABSENCE

Cr Ashley Wallace is an apology for this meeting.

3 (A) PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS

The following questions and statements were received at the meeting. This is not a verbatim record of questions and statements made at the meeting.

3.1 Lesley Florey of Mt Hawthorn

In relation to rate increases:

- I'd like to know which senior person then initiated proposed and escalated this to 25%.
- My question is, under the section 6.3 of the Local Government Act of 1995, did the City of Vincent seek approval from the Minister for Local Government for the significant increase?
- How did the City of Vincent justify what is clearly an unreasonable 25% increase?
- I request a copy of the submission sent to the Minister and the Ministers response.

In relation to easements and POSI mapping:

- Have all the easements been placed on properties with storm water pipes?
- If not why not?
- How many are yet to have easements placed on them?
- Historically, the city of Vincent has operated with two versions of intra maps, an internal version with full details and a public version for residents with minimal information. With the move to the POSI mapping, will the city of Vincent repeat this practice?

Full statement can be heard here.

No questions and statements were submitted in writing prior to the meeting.

Administrations' responses will be provided in the Agenda for the 9 December 2025 Ordinary Council Meeting.

There being no further speakers, Public Question Time closed at approximately 6:05pm.

4 DECLARATIONS OF INTEREST

Nil.

5 COMMUNITY & BUSINESS SERVICES

5.1 ANNUAL REPORT 2024/25

Attachments: **1. DRAFT Annual Report 2024-25**
2. CEO KPI Report 2025

RECOMMENDATION:

That Council:

1. **ACCEPTS BY AN ABSOLUTE MAJORITY the City of Vincent Annual Report for the 2024/25 Financial Year included as Attachment 1 in accordance with Section 5.54(1) of the *Local Government Act 1995*;**

2. **CONVENES an Annual Meeting of Electors of the City of Vincent to be held at 7pm on Tuesday 16 December 2025 at the City of Vincent Administration and Civic Centre, in accordance with Section 5.27 of the *Local Government Act 1995*; and**

3. **NOTES that:**

   3.1 T**he City of Vincent Annual Report may be subject to further formatting and styling, to be determined by the Chief Executive Officer prior to publication. The 2024/25 Financial Statements will be presented to Council as part of the recommendations of the Audit Committee and will be included in the Annual Report following adoption by Council; and**

   3.2 The Chief Executive Officer will give local public notice of the Annual Meeting of Electors to be held on 16 December 2025, and will make the report available on the City of Vincent website within 14 days pursuant to Sections 5.29 and 5.55 of the *Local Government Act 1995*.

COMMITTEE DECISION ITEM 11.1

Moved: Cr Woolf, Seconded: Cr Castle

That the recommendation be adopted.

CARRIED BY ABSOLUTE MAJORITY (8-0)

For: Cr Poulios, Cr Worner, Cr Woolf, Cr Greer, Cr Wheadon, Cr La Fontaine, Mayor Xamon and Cr Castle

Against: Nil

(Cr Wallace was an apology for the Meeting.)

6 CHIEF EXECUTIVE OFFICER

6.1 REPORT AND MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 12 NOVEMBER 2025

Attachments:
1. **Audit Committee Minutes - 12 November 2025**
2. **Audit Committee Attachments - Confidential**
3. **Audited Annual Financial Statements for the year ended 30 June 2025**

Recommendation:

That Council:

1. RECEIVES:

1.1 The Minutes of the Audit and Risk Committee Meeting held on 12 November 2025, at Attachment 1, and the Confidential Attachments Paper at Attachment 2;

1.2 The Auditor's Management Letters (Financial Audit and Information System Audit) and Exit Report, prepared for the year ended 30 June 2025 at Attachment 2;

1.3 The Audited Annual Financial Statements for the year ended 30 June 2025 at Attachment 1;

1.4 The Audit's Opinion for the year ended 30 June 2025 at Attachment 1;

1.5 The truncated Internal and External Penetration Test Reports and Cyber Security Awareness Training completion update at Attachment 2;

1.6 The Public Sector Commission Integrity Maturity Self-Assessment, the updated Fraud and Corruption Risk Register, and the Fraud and Corruption Control Review Schedule at Attachment 2;

1.7 The Administration of Personal Leave report tabled for the State Government at Attachment 1;

1.8 The Corporate Risk Register, Risk Consequence Breakdowns, and Risk Appetite and Tolerance alignment at Attachments 1 and 2;

1.9 The Excess Leave Update Report outlining the progress made in reducing excess leave across the City; and

1.10 The additional information on the City's land transaction processes and compliance with the Office of the Auditor General's (*OAG*) report *Fraud Risks in Land Transactions by Development WA* (Report 16, 2024–25); and

2. ADOPTS

2.1 The Audited Annual Financial Statements for the year ended 30 June 2025 at Attachment 3; and

2.2 the Audit & Risk Committee meeting schedule for 2026 at Attachment 1; and

3. APPROVES:

3.1 The risk management actions for medium and high risks within the Corporate Risk Register at Attachment 2; and

3.2 The proposed actions arising from the Committee at Attachment 1.

4. NOTES:

4.1 The alignment of Corporate Risks to risk appetite and tolerance ratings

4.2 The status of the City's Audit Log at Attachment 2;

4.3 The status and progress of the four audits listed in the Year 3 Internal Audit Program at Attachment 1

4.4 The updates to the Audit and Risk Committee Forward Agenda for 2026 and status of the Action Register at Attachment 2.

<u>COMMITTEE DECISION ITEM 12.1</u>

<u>Moved:</u> Cr Castle, <u>Seconded:</u> Cr La Fontaine

That the recommendation be adopted.

<u>CARRIED (8-0)</u>

For: Cr Poulios, Cr Worner, Cr Woolf, Cr Greer, Cr Wheadon, Cr La Fontaine, Mayor Xamon and Cr Castle

Against: Nil

(Cr Wallace was an apology for the Meeting.)

7 CLOSURE

There being no further business, the Presiding Member, Mayor Alison Xamon, declared the meeting closed at 6:15pm with the following persons present:

PRESENT:	**Mayor Alison Xamon**	**Presiding Member**
	Cr Con Poulios	**North Ward**
	Cr Suzanne Worner	**North Ward**
	Cr Nicole Woolf	**North Ward**
	Cr Alex Castle	**North Ward**
	Cr Sophie Greer	**South Ward**
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	John Corbellini	**Director Major Projects**
	Emma Simmons	**A/Executive Manager Corporate Strategy and Governance**
	Carrie Miller	**Corporate Strategy & Governance Officer**
Public:	1 member of the public.	

These Minutes were confirmed at the 9 December 2025 meeting of Council as a true and accurate record of the Ordinary Meeting of the Special Council Meeting held on 18 November 2025.

Signed: Mayor Alison Xamon

Dated