

Item - MN05-08/25 Cr Berry - Quinns Rocks Sports Club Accessibility - has been moved to another part of the document.

MN06-08/25 Cr Wright - Review of the City's Corporate Governance Framework

File Ref: 2391 – 25/270905
Author: Cr Wright
Action Officer: Chief Executive Officer
Disclosure of Interest: Nil
Attachments: Nil

Changes to Report and Additional Information Arising from Agenda Briefing

Nil

Issue

To request a comprehensive review and update of the City of Wanneroo's Corporate Governance Framework to ensure it reflects current legislative requirements, organisational structures, and provides clear guidance on the hierarchy and purpose of the City's strategic documents.

Background

The City's Corporate Governance Framework serves as the cornerstone for ensuring accountability, transparency, and ethical conduct in all of the City's operations. The current Framework was last subject to a major review in April 2021, with minor administrative updates in November 2023.

Since the last comprehensive review, the City has undergone several significant changes to its governance structures. These include the establishment of a dedicated Policy Committee, a thorough review of the City's committees and working groups, and the introduction of a new Council Policy Framework Policy and an Ordinary Council Meetings and Forums of Council Policy.

Furthermore, substantial reforms to the *Local Government Act 1995* have been introduced, which necessitate a review of our existing framework to ensure full compliance and alignment with contemporary governance standards.

Detail

A review of the Corporate Governance Framework is required to integrate the recent structural and policy changes within the City. This will ensure that the Framework accurately reflects how the City currently operates and makes decisions. The review must also address the recent amendments to the Local Government Act 1995 to ensure the City's governance practices are legally compliant.

A key issue that has been a source of confusion for both Council Members and the public is the hierarchy and interplay of the City's various strategic and planning documents. The updated Corporate Governance Framework must clearly define and differentiate between the various types of documents the City utilises, including:

- Council Policies
- Frameworks
- Guidelines

- Local Laws
- Local Planning Policies
- Management Plans
- Master Plans
- Plans
- Registers
- Strategies

The review should result in a clear, accessible hierarchy that outlines the purpose of each document type, its level of strategic importance, and its specific place within the City's Integrated Planning and Reporting Framework (IPRF). This will provide much-needed clarity and improve the understanding of how strategic objectives are translated into operational actions and governed.

Consultation

Consultation on this matter has not yet been undertaken. A internal comprehensive consultation process involving Council Members and relevant City employees will be needed.

Comment

The Corporate Governance Framework is a foundational document that guides the conduct and decisions of the Council and the Administration. An effective and up-to-date Framework is essential for maintaining public trust and confidence.

The recent changes to the City's committees, policies, and the governing legislation mean our current Framework is no longer a complete or accurate reflection of our governance environment. This review will rectify this by creating a modern, clear, and legally compliant document.

By explicitly defining the hierarchy and purpose of all strategic documents, the new Framework will demystify our planning processes for everyone, leading to more informed decision-making and better governance outcomes for the community. This move directly supports our strategic objective of being a well-governed and managed City.

Statutory Compliance

Local Government Act 1995

Strategic Implications

The proposal aligns with the following objective within the Strategic Community Plan 2021 – 2031:

7 ~ A well governed and managed City that makes informed decisions, provides strong community leadership and valued customer focused services

7.1 - Clear direction and decision making

Risk Appetite Statement

In pursuit of strategic objective goal 7, we will accept a Medium level of risk as the City balances the capacity of the community to fund services through robust cost-benefit analysis and pursues evidence-based decision making to be effective stewards of the Council and City for future generations.

Risk Management Considerations

There are no existing Strategic or Corporate risks within the City's existing risk registers which relate to the issues contained in this report.

Policy Implications

This proposal has been assessed under the provisions of the City's Council Policy Framework Policy.

Financial Implications

The review and drafting of the updated Corporate Governance Framework can be managed within the existing operational budget and resources of the responsible service unit. Any significant changes recommended by the review that carry financial implications will be presented to Council for consideration as part of a future budget process.

Voting Requirements

Simple Majority

Moved Cr Wright, Seconded Cr Miles

That Council:-

1. **REQUESTS** the Administration to undertake a comprehensive review of the City of Wanneroo's Corporate Governance Framework;
2. **REQUIRES** the revised Corporate Governance Framework to feature a clear hierarchy and definitions for the City's key strategic document types, including but not limited to, Management Plans, Registers, Plans, Council Policies, Frameworks, Strategies, Local Planning Policies, Local Laws, and Master Plans, and their relationship within the Integrated Planning and Reporting Framework; and
3. **REQUESTS** that a report presenting the draft revised Corporate Governance Framework be provided to Council for consideration before March 2026.

CARRIED
13/1

For the motion: Mayor Aitken, Cr Berry, Cr Coetzee, Cr Figg, Cr Herridge, Cr Miles, Cr Moore, Cr Nguyen, Cr Parker, Cr Rowe, Cr Seif, Cr Smith and Cr Wright

Against the motion: Cr Bedworth

Administration Comment

The Corporate Governance team has a substantial number of strategic and statutory projects scheduled for delivery over the next six months. These projects are critical to ensuring the City's ongoing compliance, accountability, and continuous improvement, and include:

- Regulation 17 Statutory Audit
- Council Ward Review Procurement
- District Review Consultation Paper
- Facilitation of the 2025 Local Government Elections

- Review of Council Member Inductions
- AARC Operational Management
- Council Policy Review and Implementation for the Service Unit
- Implementation of Standardised Meeting Procedures and Local Government Registers
- Delegated Authority Register
- Compliance Audit Return

Except for the Compliance Audit Return, most of these projects are targeted for completion by 31 December 2025. Collectively, they demonstrate the team's strong operational focus on meeting statutory deadlines, implementing legislative reforms, and driving excellence in governance.

Given this significant and high-priority workload, delivering a comprehensive review of the City's Corporate Governance Framework (**Framework**) with a proposed completion by March 2026 will require additional resources. This review is essential to ensure the Framework remains contemporary, fit-for-purpose, and responsive to evolving governance expectations and legislative changes.

To support quality and timeliness without compromising current commitments, it is proposed that an external consultant be engaged to assist with the Framework review. This approach will allow the City to benefit from specialist expertise, maintain objectivity, and continue advancing its governance maturity.

The Corporate Governance team is high performing and plays a vital role in supporting the City's legislative obligations and governance leadership. Subject to Council endorsement, the review will be incorporated into the 2025/2026 work program with appropriate resourcing, ensuring both continuity in statutory functions and the successful delivery of a high standard Framework review.

Attachments: Nil