



Public Agenda Briefing Forum

11 May 2021

Our Vision



Connected Communities, Valuing Nature and Creating our Future Together

Core Values

Service We deliver excellent service by actively engaging and listening to each other.

Respect We trust and respect each other by valuing our differences, communicating openly and showing integrity in all we do.

Diversity We challenge ourselves by keeping our minds open and looking for all possibilities and opportunities.

Ethics We provide honest, open, equitable and responsive leadership by demonstrating high standards of ethical behaviour.

Aspirational Values

Creativity We create and innovate to improve all we do.

Courage We make brave decisions and take calculated risks to lead us to a bold and bright future.

Prosperity We will ensure our District has a robust economy through a mixture of industrial, commercial, service and home based enterprises.

Harmony We will retain our natural assets in balance with our built environment.

Our simple guiding principle will be to ensure everything we do will make Kalamunda socially, environmentally and economically sustainable

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INFORMATION FOR THE PUBLIC ATTENDING PUBLIC AGENDA BRIEFING

Agenda Briefing Forums will involve Elected Members, employees as determined by the Chief Executive Officer and external advisors (where appropriate) and will be open to the public. **The Briefing Session will be held in the Function Room of the City of Kalamunda commencing at 6.30pm.**

Agenda Briefing Forums will provide the opportunity for Elected Members to be equally informed and seek additional information on matters prior to the presentation of such matters to the next Ordinary Council Meeting for formal consideration and decision.

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1. Official Opening

2. Attendance, Apologies and Leave of Absence

3. Declarations of Interest

3.1. Disclosure of Financial and Proximity Interests

- a. Members must disclose the nature of their interest in matter to be discussed at the meeting. (Section 5.56 of the *Local Government Act 1995*.)
- b. Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Section 5.70 of the *Local Government Act 1995*.)

3.2. Disclosure of Interest Affecting Impartiality

- a. Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the member or employee had given or will give advice.

4. Announcements by the Member Presiding Without Discussion

5. Public Question Time

Public question time will be allocated a maximum of 10 minutes and will be limited to two (2) minutes per member of the public, with a limit of two (2) verbal questions per member of the public.

Statements are not to precede the asking of a question during public question time. Statements should be made during public submissions.

For the purposes of Minuting, these questions and answers will be summarised.

6. Public Statement Time

A period of maximum 10 minutes is provided to allow public statements from the gallery on matters relating to a matter contained on the agenda or the functions of Council. Public Statement Time will be limited to two (2) minutes per member of the public.

Public Statement Time is declared closed following the 10 minute allocated time period, or earlier if there are no further statements.

For the purposes of Minuting, these statements will be summarised.

7. Public Submissions Received in Writing

8. Petitions Received

9. Confidential Items Announced But Not Discussed

9.1 Item 10.3.1 Land Acquisition - Portion of Lot 1499 (71) Stirling Crescent, High Wycombe

Reason for Confidentiality: Local Government Act 1995 (WA) Section 5.23 (2) (c) - "a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting."

10. Reports to Council

10.1. Development Services Reports

10.1.1. Draft Local Planning Policy 31 - Container Deposit Scheme Infrastructure for Final Adoption

Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

Previous Items	N/A
Directorate	Development Services
Business Unit	Approval Services
File Reference	3.009297
Applicant	N/A
Owner	N/A

Attachments	1. Local Planning Policy 29 - Container Deposit Scheme Infrastructure [10.1.1.1 - 7 pages]
	2. WAPC Position Statement - Container Deposit Scheme Infrastructure [10.1.1.2 - 12 pages]

TYPE OF REPORT

Advocacy	When Council is advocating on behalf of the community to another level of government/body/agency
Executive	When Council is undertaking its substantive role of direction setting and oversight (e.g. accepting tenders, adopting plans and budgets)
Information	For Council to note
 Legislative	Includes adopting Local Laws, Town Planning Schemes and Policies. When Council determines a matter that directly impacts a person's rights and interests where the principles of natural justice apply. Examples include town planning applications, building licences, other permits or licences issued under other Legislation or matters that could be subject to appeal to the State Administrative Tribunal

STRATEGIC PLANNING ALIGNMENT

Kalamunda Advancing Strategic Community Plan to 2027

Priority 3: Kalamunda Develops

Objective 3.1 - To plan for sustainable population growth.

Strategy 3.1.1 - Plan for diverse and sustainable housing, community facilities and industrial development to meet changing social and economic needs.

Priority 3: Kalamunda Develops

Objective 3.3 - To develop and enhance the City's economy.

Strategy 3.3.1 - Facilitate and support the success and growth of industry and businesses.

EXECUTIVE SUMMARY

1. The purpose of this report is for Council to consider draft Local Planning Policy 31 – Container Deposit Scheme Infrastructure (LPP 31) for adoption without the need for public advertising, (Attachment 1 – Local Planning Policy 31 – Container Deposit Infrastructure).
2. The aim of the Policy is to provide an exemption in accordance with Clause 61(1)(i) and (2)(e) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the regulations) from the requirement to obtain development approval for container deposit scheme infrastructure proposals which satisfy minimum development standards.
3. Council is recommended to adopt draft LPP 31 without the need for public advertising.

BACKGROUND

4. The State Government is implementing a Container Deposit Scheme (CDS) to complement existing kerbside recycling services. The CDS provides for a refund to be paid to any person who returns an eligible beverage container through the CDS. The CDS operates by the return of containers via various container return points.
5. The Western Australian Planning Commission (WAPC) released a Position Statement in May 2019 which refers to the container return points as CDS Infrastructure. (Attachment 2 Position Statement - Container Deposit Scheme Infrastructure).

6. The role of planning in the implementation of the CDS is to ensure the infrastructure required to facilitate the scheme is established in appropriate locations.
7. LPP31 has been drafted on the model Local Planning Policy included as an appendix as part of the WAPC Position Statement.

DETAILS AND ANALYSIS

8. Draft LPP 31 is a Local Planning Policy pursuant to *Schedule 2 (Deemed provisions for local planning schemes) of the Planning and Development (Local Planning Schemes) Regulations 2015 (WA)* (Regulations) (Deemed Provisions). Draft LPP 31 augments and is to be read in conjunction with the provisions of the Deemed Provisions of the Regulations relating to the CDS. If there is a conflict between this Policy and the Deemed Provisions, then the Deemed Provisions prevail.
9. WALGA are encouraging local governments to adopt the Model Local Planning Policy as outlined in the WAPC's Position Statement to provide development standards related to location, visual amenity, operational amenity, size, scale and exemptions from development approval where appropriate.

APPLICABLE LAW

10. *Planning and Development (Local Planning Schemes) Regulations 2015*

Schedule 2, Part 2, Clause 5(2) – Procedure for amending a local planning policy without advertising.

Schedule 2, Part 2 Clause 4(4) – local government to publish the local planning policy in the local newspaper.

Schedule 2, Part 2 Clause 4(5) – the local planning has effect on publication.

Schedule 2, Part 2 Clause 4(6) – the City to make a copy of the local planning policy available to the public.
11. On the 18 December 2020, the amended planning regulations were gazetted, introducing amendments to the Regulations. These amendments proposed various changes to local planning processes. As part of the amendments, the WAPC introduced provisions and definitions applicable to the Container Deposit Scheme. The amendments became operational from the 15 February 2021.

APPLICABLE POLICY

12. Western Australian Planning Commission Position Statement: Container Deposit Scheme Infrastructure.

STAKEHOLDER ENGAGEMENT

13. The Western Australian Planning Commission has advised that as the Position Statement provides for a model Local Planning Policy, the City of Kalamunda (the City) may prepare a Local Planning Policy without going through the advertising process if the Local Planning Policy does not modify the model provided. This is pursuant Schedule 2, Part 2, Clause 4(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015 (WA) (Regulations)*.
14. Draft LPP 31 does not alter the model Local Planning Policy and does not require advertising.

FINANCIAL CONSIDERATIONS

15. All costs associated with the publishing of LPP 31 will be met through the Approval Services budget.

SUSTAINABILITY

16. The recycling of beverage containers represents a key sustainability initiative.

RISK MANAGEMENT

- 17.
- | | | |
|---|-------------------|---------------|
| Risk: Not adopting a Policy in line with the model provided by the WAPC will result in inconsistencies with State Planning Policy. | | |
| Consequence | Likelihood | Rating |
| High | Possible | Moderate |
| Action/Strategy | | |
| It is recommended that Council adopt the Policy to mitigate this risk. | | |

CONCLUSION

18. Draft LPP 31 will guide Council, the City and external stakeholders to implement CDS infrastructure in appropriate locations and allow for

exemptions where CDS infrastructure proposals satisfy minimum development standards.

19. On this basis it is recommended that Council adopt draft LPP31 with the requirement for formal advertising.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council ADOPT the proposed Local Planning Policy 31 as outlined in Attachment 1, pursuant to Schedule 2, Part 2, Clause 5(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

10.1.2. Review of Local Planning Policy 26 - Public Art Contributions for Public Advertising

Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

Previous Items	OCM 31/2019, OCM 168/2020 OCM 258/2019
Directorate	Development Services
Business Unit	Approval Services
File Reference	3.009297
Applicant	N/A
Owner	N/A
Attachments	<ol style="list-style-type: none"> 1. Draft Local Planning Policy 26 - Public Art Contributions [10.1.2.1 - 7 pages] 2. Appendix 1 of the Policy - Public Art Form & Checklist [10.1.2.2 - 7 pages] 3. Aerial Image - 110 Daddow Road, Forrestfield [10.1.2.3 - 1 page]

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STRATEGIC PLANNING ALIGNMENT

Kalamunda Advancing Strategic Community Plan to 2027

Priority 3: Kalamunda Develops

Objective 3.1 - To plan for sustainable population growth.

Strategy 3.1.1 - Plan for diverse and sustainable housing, community facilities and industrial development to meet changing social and economic needs.

Priority 3: Kalamunda Develops

Objective 3.4 - To be recognised as a preferred tourism destination.

Strategy 3.4.1 - Facilitate, support and promote, activities and places to visit.

EXECUTIVE SUMMARY

1. The purpose of this report is for Council to consider the adoption of a revised Local Planning Policy No.26 - Public Art Contributions Local Planning Policy (the Policy) for the purpose of public advertising.
2. The Policy was adopted through OCM 258/2019 on the 26 November 2019, on the basis it would be reviewed within 12 months. A further minor review to the Policy was adopted by Council in August 2020 (OCM168/2020).
3. The proposed revisions to the Policy are principally aimed at establishing and reinforcing a planning need and nexus to ensure that the City of Kalamunda (the City) is in a better position to facilitate the provision of public art and provide a robust framework for landowners to deliver public art in appropriate circumstances.
4. It is recommended Council adopt the Policy with modifications as highlighted in Attachment 1 – Draft Local Planning Policy 26 – Public Art Contributions.

BACKGROUND

5. The City periodically reviews, revokes and adds new policies for the purpose of ensuring consistency and transparency in decision making and to ensure the Council has a clear and defensible position in making planning decisions.
6. The State Government encourages the inclusion of art in the built environment through the Percent for Art Scheme. Local governments have adopted this Scheme as a model of best practice for the inclusion of public art.
7. The Policy provides a planning basis for the City to facilitate the provision of public art, as well as the collection of contributions towards public art. The development of a Local Planning Policy in accordance with the *Planning and Development Act 2005 and Planning and Development (Local Planning Scheme) Regulations 2015* provides a statutory basis for the collection of public art contributions from development, levied through conditions of planning approval.

8. On 27 August 2019, the then draft Policy was presented at the Ordinary Council Meeting with a recommendation to retain 1% contribution for development costs estimated above one million dollars. The Policy was adopted by Council for the purposes of public advertising subject to the following modifications (summarised):
- a) Changing the threshold to \$500,000 excl GST from \$1,000,000.
 - b) Exclude building upgrades, and heritage development works from the public art contribution requirements.
 - c) Adding a notation on the cover page which states that Council at the time of consideration of the Policy foreshadowed that the thresholds for contributions towards public art are to be reviewed as part of the next scheduled policy review date.
9. On 26 November 2019, the Policy was adopted in its current form. It is important to note the policy was adopted with the following provision:
- a) A development threshold of \$500,000 excl GST.
10. On 25 August 2020, minor administrative revisions were adopted to the Policy with the aim to ensure the planning purpose of the Policy is consistent with the interpretation of how conditions regarding public art should be applied to development applications.

DETAILS AND ANALYSIS

11. The Policy has been applied to development applications valued over \$500,000 excl GST since its adoption. The application of the Policy more generally has in some scenarios been subject to resistance from the development industry, often resulting in State Administrative Tribunal (SAT) appeals challenging the validity of its application. Testing through the SAT process provides the basis for Council to consider changes to the Policy to ensure that it can operate as an effective and valid planning policy and achieve its planning objectives.
12. The practical application of the Policy has identified elements which would benefit from review. These elements include:
- a) Reiterating that the intent of the Policy is to facilitate the provision of public art where a development generates a planning need for it;
 - b) Ensuring that the Policy facilitates public art which has a planning nexus to the development which triggers the planning need for it; and

- c) Acknowledging that there are some circumstances where requiring public art or a contribution may not meet the necessary planning test.

13. Building on the minor modifications adopted by Council in August 2020, and recognising the need for the Policy to have a planning purposes, the administrative modifications to the Policy are summarised as follows:

- a) Table 1 has been added to further clarify what industrial development would generate the planning need for a public art contribution.
- b) Section 2.1 Objectives have been modified to better reflect the planning intent of the Policy.
- c) A clause has been added to section 5.1 Public Art Contribution to clarify that the artist's fees form part of the public art contribution.
- d) The definition of the 'public realm' has been expanded on to further clarify where public art should be located.
- e) Section 5.5 Art Work, rephrasing of clauses and inclusion of additional clause g) requiring the public art to be commensurate with the value of the public art contribution.
- f) Section 5.6 – Types of Public Art has been amended. The clause stating '*Artworks that may be integrated within landscaping projects or may be the landscaping or earthworks themselves*', has been removed as this has caused confusion with applicants. Landscaping should not be considered public art.
- g) Section 6.3 – Professional Artist has been expanded to include an additional clause for indigenous artists, in order to bring the Policy more in line with the City's Reconciliation Action Plan.
- h) The addition of Appendix – Public Art Application Form and Checklist.

14. It is important for planning conditions to be legally valid. There are a number of established legal tests to determine the validity of a condition. These tests include that the condition must have a planning purpose and therefore there must be a need and nexus between the development proposed and the requirement of the condition. Table 1 - Locational Criteria for Industrial Development has been included in the Policy to assist with meeting this test.

15. The inclusion of Table 1 to the policy provides locational criteria for industrial development in areas with the potential to be 'public facing' e.g. on the corner of two main roads, or within the public realm.

16. Public art can help to ameliorate any potential adverse amenity impacts of industrial development where the development faces the public realm by providing an improved visual setting, softening the often bulky, large scale warehouse typology seen in these types of developments.
17. **Example Development Application**
A recent (and still active) State Administrative Tribunal (SAT) case has highlighted the importance of conditions requiring public art only being applied in circumstances where the development demonstrates a planning need for public art, and the provision of public art has a nexus with the development.
18. Lot 1 (110) Daddow Road, Kewdale is zoned 'General Industry' under the City's Local Planning Scheme No.3. An industrial workshop and office was approved on 11 November 2020. The City's standard public art contribution condition was applied to the industrial development, as the cost of development exceeded the value threshold of \$500,000 or more.
19. The current phrasing of the Policy does not provide flexibility for a condition requiring art to not be applied, so it is applied for all relevant applications which exceed the value threshold, regardless of the details of the specific development application. The public art condition has since been the subject of ongoing SAT appeals.
20. Whilst the details of the appeal and mediation cannot be discussed as it is still ongoing, this development has emphasised that the broad application of a Policy requiring a contribution is likely to invite a challenge that planning need and planning nexus has not been sufficiently considered, potentially making the condition invalid.
21. The site which can viewed in Attachment 3 – Aerial Image of this report is bounded by Tonkin Highway to the east, other industrial properties to the south and railway reserve to the west. The site also has approximately 17m of road frontage. The site is not public realm facing and any installation of public art would only be visible internally to the site. To strongly demonstrate a planning need for public art in this situation, the development would have to propose a poor aesthetic outcome for staff of the site and the community, and public art would need to be considered a positive and necessary addition in order to balance the poor aesthetic outcome of the development.

22. A significant planning consideration is whether public art is addressing a planning concern created by the development. If a development is significantly shielded from public view, it is unlikely that it would have a negative aesthetic outcome, meaning that while there is a value of development trigger to consider public art, there is no planning need for public art, so it may not be appropriate to request for planning law reasons.
23. Proposed Table 1 is designed to guide the application of the policy based on the core planning principles of having a 'planning purpose', and therefore ensuring a need and nexus for the required public art.
24. The locational criteria outlined in Table 1 seeks to capture industrial development that has the potential to be public facing, where the installation of public art will have a planning purpose.

APPLICABLE LAW

25. *Planning and Development (Local Planning Schemes) Regulations 2015*
- Schedule 2, Part 2, Clause 3(1) – The local government may prepare a Local Planning Policy
- Schedule 2, Part 2, Clause 4(1)(a)(i)(ii)(iii)(iv)-Procedure for advertising a local planning policy
- Schedule 2, Part 2, Clause 4(2) – 21day advertising requirement

APPLICABLE POLICY

26. Not applicable.

STAKEHOLDER ENGAGEMENT

Internal Referrals

27. The amendments to the Policy have been prepared with input from relevant internal planning and economic development disciplines.

External Referrals

20. Comments were sought from relevant advisory Committees of the Council in respect to the following topics:

- a) Thresholds for contributing developments.
- b) How has the Policy has gone from an implementation perspective?
- c) The effectiveness of the Policy.

21. In summation, the following comments were received from the Kalamunda Arts Advisory Committee (KAAC):

- a) The presiding member advised they would be hesitant to change the current development threshold implemented by the policy (\$500,000).
- b) Although there are a number of applicable developments applications currently undergoing assessment with the City, KAAC felt the three topics for review could not be commented on at this time. This is due to the City having collected only one developer contribution for public art. They advised it would be difficult for the Committee to provide any assessment on the effectiveness of the LPP to date.

22. In summation, the following comments were received from the Economic Development Committee:

- a) The Policy would be more in line with the City's Reconciliation Action Plan (RAP) if it specifically stated Indigenous artists were encouraged.
- b) The relevance of a public art contribution to a development should be assessed on its visibility to the public realm.
- c) Public art should be considered as part of the building's architecture and not 'tacked on'.
- d) The \$500,000 threshold appears lower than other local government thresholds.

FINANCIAL CONSIDERATIONS

21. All costs incurred during the review of the Policy were met through the Development Services annual budget.

SUSTAINABILITY

Social Implications

22. If the amended Policy is adopted, the City and Council will be provided with a best-practice guide to ensure public art is provided within the limits of the planning system, thus ensuring the delivery of public for the community meets the planning need and nexus.

Economic Implications

- 23. The implementation of the amended Policy may have financial impacts to developments over \$500,000.

Environmental Implications

Nil.

RISK MANAGEMENT

25.	<p>Risk: If the revised Policy is not adopted by Council, the City anticipates further appeals to the State Administrative Tribunal. The resources required to defend conditions requiring public art in situations where the amended Policy indicates there is unlikely to be a planning purpose for it, are, in some cases, expected to exceed the value of the public art for which contribution is sought.</p>		
	Consequence	Likelihood	Rating
	Moderate	Likely	Medium
	Action/Strategy		
	<p>Adopt the revised Policy, which addresses the concept of planning purpose, and therefore the planning need and nexus requirement, relevant to public art and acknowledges that some development which meets the value threshold for public art may not meet the planning law test for a contribution.</p>		

CONCLUSION

- 26. The proposed administrative modifications to the Policy build on the minor changes adopted by Council in August 2020 with the principal aim that the Policy has a valid planning purpose which achieve its planning objectives and does not contain arbitrary provisions which have no planning need and nexus.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council ADOPT the proposed Local Planning Policy 26 (Attachment 1) for the purposes of advertising for a period of 21 days pursuant to Schedule 2, Part 2, Clause 4(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

10.1.3. Outcome of Wattle Grove Cell 9 CCTV Feasibility Study and the Community Safety and Crime Prevention Advisory Committee Recommendations

Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

Previous Items	Nil.
Directorate	Development Services
Business Unit	Environmental Health & Community Safety
File Reference	
Applicant	N/A
Owner	N/A
Attachments	<ol style="list-style-type: none"> 1. CCTV Feasibility Cell 9 Wattle Grove October 2020 [10.1.3.1 - 22 pages] 2. CCTV Feasibility Cell 9 Wattle Grove Exec Summary Final [10.1.3.2 - 4 pages] 3. Community Safety Crime Prevention Advisory Committee Minutes 10 February 2021 [10.1.3.3 - 8 pages] 4. Sub-Committee Presentation and Resolution 15 April 2021 [10.1.3.4 - 16 pages]

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STRATEGIC PLANNING ALIGNMENT

Kalamunda Advancing Strategic Community Plan to 2027

Priority 1: Kalamunda Cares and Interacts

Objective 1.2 - To provide a safe and healthy environment for community to enjoy.

Strategy - 1.2.1 Facilitate a safe community environment.

EXECUTIVE SUMMARY

1. The purpose of this report is to present to Council a series of recommendations from the Wattle Grove Cell 9 Closed circuit television (CCTV) Feasibility Study (the Study) for the enhancement of security within the Wattle Grove Cell 9 residential precinct and the City of Kalamunda (City) more broadly (see Attachments 1 and 2).
2. The recommendations include consideration of Automatic Number Plate Recognition (ANPR) cameras as opposed to traditional CCTV, security patrols, CCTV subsidy scheme and enhanced physical security measures such as fencing.
3. Based on a review of the Study and consideration by the City's Community Safety and Crime Prevention Advisory Committee (CSCPAC), it is recommended that Council:
 1. Note the findings of the Wattle Grove Cell 9 – CCTV Feasibility Study (Attachment 1).
 2. Endorse the recommendations and strategies for consideration by Council as part of future budget deliberations and when potential grant funding opportunities arise.
 3. Note the request for the fitting out of the community safety fleet vehicles and variable message sign trailers with mobile CCTV.
 4. Defer consideration of a capital budget item of approx. \$75,000 to future budget consideration processes beyond 2021/22.

BACKGROUND

4. Through the 2020/2021 operational budget setting process, there was a request to fund and undertake a feasibility study into CCTV for the Wattle Grove Cell 9 residential area.
5. The feasibility study was subsequently funded through the budget process and completed by security consultants.

6. The study focused on three access points into the area being:
 - a) Corner of Welshpool Road East and Bruce Road.
 - b) Corner of Welshpool Road East and Hale Road.
 - c) Corner of Tonkin Highway and Hale Road.

7. The purpose and scope for the study was for a CCTV security expert to provide a feasibility study into the placement of CCTV cameras at the three main vehicle entrance points into Wattle Grove Cell 9 to assess the need and cost effective placement of CCTV in response to after-hours crime in the area.

The scope of works included.

 - a) Is it technically and financially viable to operate cameras at these locations?
 - b) Do the proposed camera locations align with the City strategic planning and crime prevention frameworks?
 - c) Any relevant legislation, guidelines, and Australian Standards.
 - d) Western Australia Police Crime Statistics for the area.
 - e) Crime prevention through environmental design (CPTED) locational assessments.

8. The Study was presented at the Council's CSCPAC on the 10 February 2021. CSCPAC recommended that Council note the study, endorse the recommend strategies for consideration as part of future budget deliberations and, after discussion of the matter, provided an additional recommendation of investigating the installation of CCTV on the City's Community Safety fleet of vehicles. A Sub-Committee of CSCPAC was created to further discuss and progress the recommended strategies with further recommendations to be provided to Council in the future.

9. The sub-committee met on the 15 April 2021 and were provided a presentation (Attachment 4) on the further considerations of the Study recommendations.

10. The sub-committee discussed the benefits of introducing security patrols and commented that it would be interesting to seek community opinion on such an initiative and that the matter be further discussed at the next CSCPAC meeting.

11. Discussion was also had regarding the community safety vehicle CCTV fit out, and a revised resolution was drafted and circulated to CSCPAC. A vote by members by circular email occurred. CSCPAC as a result revised the February resolution and resolved as follows:

1. Note the findings of the Study.
2. Endorse the recommendations and strategies for consideration by Council as part of future budget deliberations and when potential grant funding opportunities arise.
3. Endorse the fitting out of the community safety fleet vehicles and variable message sign trailers with mobile CCTV.
4. Request that a capital budget item of approx. \$75,000 be listed as part of the 2021/22 budget consideration process.

DETAILS AND ANALYSIS

12. The outcome of the study was to consider key security measures for the Cell 9 area and the City more broadly. Some of these measures included:

- a) Traditional fixed CCTV systems.
- b) Automatic Number Plate Recognition CCTV systems.
- c) Subsidy scheme for privately owned CCTV systems.
- d) Local government security patrols.
- e) Physical security measures such as fences or barricades.

These measures are discussed and analysed in further detail below.

13. **CCTV – Traditional**
The consultant's recommendation is that it is generally not feasible or directly beneficial to the community (given costs of deployment, ongoing maintenance, and usefulness) to install CCTV in these areas. The evidence does not align with traditional CCTV in this area being an effective solution nor would it provide sufficient value for money.

14. The key reasons for this finding being:
- a) Insufficient value when addressing a cost benefit analysis of standard/traditional CCTV cameras.
 - b) Minimal return on significant investment.
 - c) High ongoing maintenance costs.
 - d) Limited potential for criminal evidence value.
 - e) Higher City and Police resourcing costs to manage, obtain footage and check/maintain system.
 - f) Vast majority of movement is vehicular.

15. **CCTV - Automatic Number Plate Recognition (ANPR)**

Automatic Number Plate Recognition (ANPR) is a technology that utilises specialised cameras that uniquely identify vehicles moving in key areas. ANPR is considered a feasible option from a crime prevention perspective however acknowledging that there is a high upfront cost if you install the cameras required by WA Police which are approximately \$20,000 per camera.

16. An advantage of the ANPR cameras is that WA Police may consider these sites as suitable to be included in their WA Police ANPR Mesh system. The City of Fremantle recently installed these cameras at five key locations and will eventually provide Police with every vehicle that enters and leaves the City. The disadvantage is the Local Government has limited access to the footage. However, data can be accessed to gain traffic flow information to assist in planning and strategy. There is also the high upfront, maintenance and replacement costs associated with this type of technology.

17. This technology is exciting, however, significantly benefits the Police and State Government and is not a core function of Local Government. It is therefore recommended that ANPR cameras be considered for future grant funding opportunities rather than being funded directly by the City.

18. **CCTV - Subsidy Scheme**

Another option that was considered feasible and has proven to be successful elsewhere is the establishment of a CCTV subsidy program. Councils that are providing such a program include the Towns of Victoria Park and Cambridge and the City of Karratha.

19. Victoria Park provide a total funding package of \$150,000 and provide a rebate of half the cost, up to \$750 per CCTV project. In 2017/18 the Town provided approximately \$80,000 in rebate funding to the community and in 2019/20 approximately \$66,000.

20. The intent of the CCTV partnership program is to assist private residences, businesses and community groups to install an effective CCTV system and create a partnership between the applicant, WA Police, and the Town to address crime and safety problems through visual surveillance.

21. The Town of Cambridge and City of Karratha offer similar subsidy schemes with rebates up to a maximum of \$500 per application.

22. However, in the example of Wattle Grove Cell 9, the consultant did observe a significant presence of existing residential cameras (approximately one in every two houses in some areas). This of course could be further enhanced through a subsidy scheme and for CCTV to be installed elsewhere throughout the City.
23. It is recommended, however, that this sort of scheme is also secured through grant funding as opposed to municipal funding. It is also argued that such a program is not a core function of Local Government.
24. **Security Patrol Service**
Another recommendation suggested by the consultant is that of a security patrol service.
25. The recently adopted Community Safety and Crime Prevention Plan 2020-25 has an action to investigate and report the possibility and financial impact of introducing a security patrol service.
26. A review of neighbouring Local Government areas found that the Cities of Belmont and Canning have 24/7 patrol services, City of Swan has a security service just for the Vines Estate and both the Shire of Mundaring and City of Gosnells do not have a security patrol service.
27. The City of Canning have run an in-house security patrol since 1998 which is part of their Rangers and Community Safety team. The Community Safety Officers are Security Officers and operate 24 hours, 365 days a year service. The team consists of approximately 10 vehicles with built in cameras and cover the entire district. Their primary roles are anti-social behaviour, reporting theft, graffiti's, and break-ins. The team is funded through a community safety levy on the rates which is \$56 per household.
28. The City of Belmont out-source their security patrol known as Community Watch to a private security firm. Feedback received indicates they run two 24-hour vehicles and one 12-hour vehicle. The service covers the entire district and they average approximately 100,000km per year. The City provide the vehicles, and all have CCTV fitted. There is no separate levy with the service funded from the general rates pool and costing the City approximately \$1.4 million annually.
29. The City of Swan also outsource a security service but only for the Vines Estate. The City of Swan had previously run a security patrol for the suburbs of Ellenbrook and the Vines for approximately 15 years. The Service was cut in early 2018, however following a petition from Vines residents, the service for the Vines was reinstated, later that year. Like the City of Belmont, the City of Swan outsource the service to a private security contractor with their primary actions being:

- a) Reporting graffiti, vandalism, or damage to property.
- b) Surveillance patrols and reporting of suspicious behaviour.
- c) Responding to anti-social behaviour issues and to report to Police.
- d) Respond to activated alarms on private property.

The City of Swan annual budget 2020/21 states that a service charge is levied on all rateable properties in the Vines at \$196.25pa.

30. In further analysing the benefits of such a service in the City, it is recommended that further discussions are had with CSCPAC for consideration by Council at a future date regarding the cost of the initiative and how it fits with the Community Safety and Crime Prevention Plan. In addition, broader community engagement on the initiative and potential imposition on rates would also be considered appropriate.
31. Initial costs estimated by the consultant suggest \$400,000 - \$450,000 per vehicle. Preliminary costs obtained by the two private contractors used by Belmont and Swan indicate a cost of approximately \$519,000 - \$525,600 per vehicle, this is based on a 24/7 service. Should an after-hours service be provided then this cost would be reduced. If a levy like the City of Canning was applied to the City, this would raise approximately \$1.3 million annually (being, approx. \$55 x approx. 24,000 properties).
32. **Physical Security Measures**
The final recommendation considered by the consultant looked at physical security measures such as fences, particularly along Tonkin Hwy and the railway. Further engagement is required with both Main Roads, and ARC Infrastructure (rail operator) to improve security measures and reduce access from these two corridors. It is noted in the report that off-road access to the Wattle Grove Cell 9 area was relatively straight forward off Tonkin Hwy and off the railway bushland area to the north.
33. **CCTV – Fleet Vehicles**
A suggestion about the possibility of fitting CCTV to the community safety vehicles was raised during the CSCPAC meeting when the Study was being presented. An action from the meeting was to request additional information and cost estimates to be reported to CSCPAC and Council around installing CCTV on the community safety vehicles.
34. The Community Safety team have a fleet of vehicles and trailers which are regularly patrolling and situated in areas around the City, including Wattle Grove Cell 9. These consist of six Ranger vehicles, one community safety vehicle and two fire & emergency management vehicles, there are also four variable message sign (VMS) trailers.

35. Community Safety continue to support the eyes on the street campaign which was a former WA Police initiative managed by the Crime Prevention and Community Liaison Unit. The initiative is now supported by Crime Stoppers WA. To enhance this initiative and to further promote security and crime prevention amongst the community, it is recommended that the Community Safety fleet, including the VMS trailers are fitted with mobile CCTV systems. However, it is noted that the eyes on the street and surveillance is not a core function of local government.
36. The systems would consist of 360-degree view cameras which would be mounted to the light bar of each vehicle. The trailers would have a pan tilt zoom and installed on the top of the mast that will provide a 360-degree view. Recording devices would be installed within the vehicle or trailer and have the appropriate remote connections. It is estimated to fit both the vehicles and trailers with CCTV is approx. \$75,000.
37. The cameras may also be able to be transferred during vehicle replacement. However, it is noted that the changeover of these cameras when vehicles are replaced, will incur costs above the nominal capital cost of replacing vehicles due to the specialist nature of the equipment. It is therefore not unreasonable to anticipate that in practice that this may result in new cameras being bought for vehicles rather than swapping them over at increased costs.
38. While there is merit in terms of additional eyes on the street and having additional footage and evidence should events occur in proximity of the fleet with cameras installed, in the context of limited financial resources, the City recommends that the fitting out of the Community Safety fleet vehicles and variable message sign trailers with mobile CCTV be deferred. Consideration for the installation can be made as part of future budget process beyond 2021/22.

APPLICABLE LAW

39. Nil

APPLICABLE POLICY

40. CCTV Strategy and Policy

STAKEHOLDER ENGAGEMENT

41. There has been stakeholder engagement with the Community Safety and Crime Prevention Committee throughout preparation of the Study.

FINANCIAL CONSIDERATIONS

- 42. The recommendations have future budget considerations should they be implemented, consideration of the cost of those recommendations will form part of future budgeting processes.
- 43. The Community Safety vehicles and variable message trailer CCTV fit out, which is recommended as the initial recommendation has a financial impact of approx. \$75,000.
- 44. It is important to note that a zero percent rate increase in 2020/2021 has limited the expansion of service levels. As a result, there has been a key focus on core functions, these being core service delivery areas, infrastructure projects such as roads and asset renewal.

SUSTAINABILITY

- 45. Improved security outcomes for Wattle Grove and the City more broadly will have positive social and economic benefits in helping lower crime and improving perceptions of safety in the community.

RISK MANAGEMENT

46.	Risk: Crime rates and or perceptions of crime within the community particularly within Wattle Grove continue to rise.		
	Consequence	Likelihood	Rating
	Significant	Possible	High
	Action/Strategy		
	Continue to present strategies to the Community Safety and Crime Prevention Advisory Committee and Council with the aim to reduce crime and improve perceptions of safety within the community.		

CONCLUSION

- 47. This report provides an overview and summary of the findings and recommendations from the Study, CSC PAC and the City's initial response to those recommendations.
- 48. In considering the Study, CSC PAC recommendations, and current financial implications – the City recommends that the fitting out of the Community Safety fleet vehicles and variable message sign trailers with mobile CCTV be deferred and be considered as part of future budget processes beyond 2021/22.

49. Implementation of the Study's recommendations will be further considered by CSCPAC and will be presented to Council as part of future budgeting processes. Some of the initiatives will also be considered as part of any potential grant funding opportunities that arise.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council:

1. NOTE the findings of the Wattle Grove Cell 9 – Closed Circuit television Feasibility Study (Attachment 1).
2. ENDORSE the recommendations and strategies for consideration by Council as part of future budget deliberations and when potential grant funding opportunities arise.
3. NOTE the request for the fitting out of the Community Safety fleet vehicles and variable message sign trailers with mobile Closed Circuit television from the Council's Community Safety and Crime Prevention Committee.
4. DEFER consideration of a capital budget item request of approx. \$75,000 for the fitting out of the Community Safety fleet vehicles and variable message sign trailers with mobile Closed Circuit television to future budget consideration processes beyond 2021/22.

10.2. Asset Services Reports

10.2.1. Kalamunda Performing Arts Centre Asset Management Plan 2021

Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

Previous Items	N/A
Directorate	Asset Services
Business Unit	Asset Planning
File Reference	3.009527
Applicant	N/A
Owner	N/A

Attachments	1. Kalamunda Performing Arts Centre Asset Management Plan 2021 [10.2.1.1 - 34 pages]
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TYPE OF REPORT

Advocacy	When Council is advocating on behalf of the community to another level of government/body/agency
↳ Executive	When Council is undertaking its substantive role of direction setting and oversight (e.g. accepting tenders, adopting plans and budgets)
Information	For Council to note
Legislative	Includes adopting Local Laws, Town Planning Schemes and Policies. When Council determines a matter that directly impacts a person's rights and interests where the principles of natural justice apply. Examples include town planning applications, building licences, other permits or licences issued under other Legislation or matters that could be subject to appeal to the State Administrative Tribunal

STRATEGIC PLANNING ALIGNMENT

Kalamunda Advancing Strategic Community Plan to 2027

Priority 1: Kalamunda Cares and Interacts

Objective 1.3 - To support the active participation of local communities.

Strategy 1.3.2 - Encourage and promote the active participation in social and cultural events.

EXECUTIVE SUMMARY

1. The purpose of this report is to seek Council endorsement of a new Asset Management Plan for the Kalamunda Performing Arts Centre (KPAC AMP). The KPAC AMP is an assessment of the building asset and funding forecasts for the management of those assets over the long term. The key focus of this plan is on Asset Renewals and Maintenance and not on the facility operations.
2. The building has a current Gross Replacement Cost of \$8,075,000, with projected annual renewal expenditure of \$50,000 and annual maintenance expenditure of \$76,000. Based on detailed building condition inspections, the renewal works over the next 15 years requires average annual funding of \$120,000.
3. Council is requested to endorse the KPAC AMP 2021, noting the proposed funding levels will be included in the annual budget process and Capital Works Program.

BACKGROUND

4. The Kalamunda Performing Arts Centre (KPAC) consists of two main structures: The Agricultural Hall built in 1896 and the Performing Arts Centre built in 1996.
5. The facility is broken up into three main functional areas being the Agricultural Hall, Main Theatre and the Teaching Area. The Teaching Area is utilised by the Kalamunda Senior High School for Performing Arts education under a licence agreement. The current ten-year licence agreement expires on 13 October 2025, with a further ten-year term option available.
6. Council determined that it required an AMP for KPAC as a deliverable within the adopted Corporate Business Plan for 2020/21.

DETAILS AND ANALYSIS

7. The KPAC AMP includes the following subjects:
 - a) Current Status of Assets;
 - b) Maintenance and Renewal Works Program;
 - c) Upgrades and Disability Access;
 - d) Financial Summary; and
 - e) Improvements, Monitoring and Review.

8. To inform the plan and forecast renewal works, detailed inspections were undertaken at a component level. These “Level 2” building inspections help to determine the estimated remaining useful life of the individual components. The resulting renewal works have been prioritised by year and included in the Capital Works Program. The resulting financial implications are explained below under Financial Considerations.
9. The preparation of this plan was supported by the Commercial and Cultural Services and the Asset Services Building Maintenance Business units. The Commercial and Cultural Services unit commissioned the preparation of the Facility Suitability Assessment that identified potential future upgrades, and Asset Services Building Maintenance provided the details on the Planned and Reactive Maintenance schedules and reviewed the proposed 15 Year Renewal Program.
10. The future renewal funding has identified and recommended the following major works in the first five years:
 - 2021/22 - Renewal of existing lighting in the Theatre to LED \$80,000
 - 2022/23 - External Repaint of Building \$80,000
 - 2022/23 - Renewal of Fire Indicator Panel, sensors, alarms, and emergency lighting \$100,000
 - 2023/24 - Refurbishment of main auditorium bathrooms \$174,000
 - 2024/25 - Renewal of all Theatre seating, carpets, and repainting \$250,000
11. It is important to note that this AMP is directed towards an optimum refurbishment program that is consistent with the current use requirements of KPAC. If the City determined to change the direction that KPAC was to be used for then the necessary changes to the building structure, fabric and fitout to enact this new direction would be a new capital works program. The current AMP would then need to be revised to reflect the changed asset base.

APPLICABLE LAW

12. The City is required to produce a plan for the future under S5.56 (1) of the *Local Government Act 1995 (WA)* and supporting *Local Government (Administration) Regulations 1996 (WA)*.

APPLICABLE POLICY

13. The KPAC AMP has been prepared in line with Service Policy 4: Asset Management.

STAKEHOLDER ENGAGEMENT

- 14. Internal consultation was undertaken with the Commercial and Cultural Services and the Asset Services Building Maintenance Business units.
- 15. Being an internal management plan, the KPAC AMP is not intended to be consulted with the wider community.

FINANCIAL CONSIDERATIONS

- 16. The building has a current Gross Replacement Cost of \$8,075,000.
- 17. Based on the past six years of historical expenditure, the average annual renewal expenditure is \$50,000 with an average annual maintenance expenditure of \$76,000.
- 18. Based on detailed building condition inspections undertaken, the renewal works identified over the next 15 years equates to a required average annual renewal funding of \$120,000.
- 19. The average annual maintenance budgets are considered appropriate to undertake the required statutory and non-statutory maintenance based on the 15 year average annual renewal funding proposed.

SUSTAINABILITY

- 20. Maintaining the standard of the building will continue to support, encourage and promote the active participation in social and cultural events within the community.

RISK MANAGEMENT

21.	Risk: The lack of effective planning for future renewal of assets leads to inefficient annual budgeting and less than optimal application of funds.		
	Consequence	Likelihood	Rating
	Moderate	Almost Certain	High
	Action/Strategy		
	Ensure asset management activities continue in line with national practice. Continue to improve practices, program funding for renewals and engagement with relevant stakeholders on levels of service.		

CONCLUSION

22. The renewal works identified over the next 15 years requires an average annual renewal funding of \$120,000 to maintain the facility in line with current service expectations.
23. Any recommendations for Capital Upgrades or New Works arising from the Specialist Facility Suitability Assessment and the Disability Assess Audit will be scoped, estimated and submitted for consideration for inclusion through future Maintenance, Capital Upgrade or Renewal Work Programs.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council ENDORSE the Kalamunda Performing Arts Centre Asset Management Plan 2021 and note the proposed funding levels will be included in the annual budget process and Capital Works Program.

10.2.2. Kalamunda Town Centre Speed Limits

Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

Previous Items	OCM 275/2019
Directorate	Asset Services
Business Unit	Asset Planning
File Reference	4.00009251
Applicant	N/A
Owner	N/A
Attachments	<ol style="list-style-type: none"> 1. Kalamunda Town Centre Propsed 40 kmh Speed Area [10.2.2.1 - 1 page] 2. Community Engagement Report - 40 kmh speed Kalamunda Town Centre [10.2.2.2 - 68 pages]

TYPE OF REPORT

Advocacy	When Council is advocating on behalf of the community to another level of government/body/agency
Executive	When Council is undertaking its substantive role of direction setting and oversight (e.g. accepting tenders, adopting plans and budgets)
Information	For Council to note
Legislative	Includes adopting Local Laws, Town Planning Schemes and Policies. When Council determines a matter that directly impacts a person's rights and interests where the principles of natural justice apply. Examples include town planning applications, building licences, other permits or licences issued under other Legislation or matters that could be subject to appeal to the State Administrative Tribunal

STRATEGIC PLANNING ALIGNMENT

Kalamunda Advancing Strategic Community Plan to 2027

Priority 1: Kalamunda Cares and Interacts

Objective 1.2 - To provide a safe and healthy environment for community to enjoy.

Strategy - 1.2.1 Facilitate a safe community environment.

Priority 3: Kalamunda Develops

Objective 3.2 - To connect community to quality amenities.

Strategy 3.2.2 - Provide and advocate for improved transport solutions and better connectivity through integrated transport planning.

Priority 4: Kalamunda Leads

Objective 4.2 - To proactively engage and partner for the benefit of community.

Strategy 4.2.1 - Actively engage with the community in innovative ways.

EXECUTIVE SUMMARY

1. The purpose of this report is to determine the preferred speed limits within the Kalamunda Town Centre and authorise an application to Main Roads Western Australia (MRWA) for approval.
2. Community feedback was sought on proposals for some streets within the Kalamunda Town Centre to be reduced to 40 km/h and the feedback has assisted in recommendations to be made.
3. It is recommended, with the exceptions noted in the report, existing speed limits within the Kalamunda Town Centre remain as is until circumstances change.

BACKGROUND

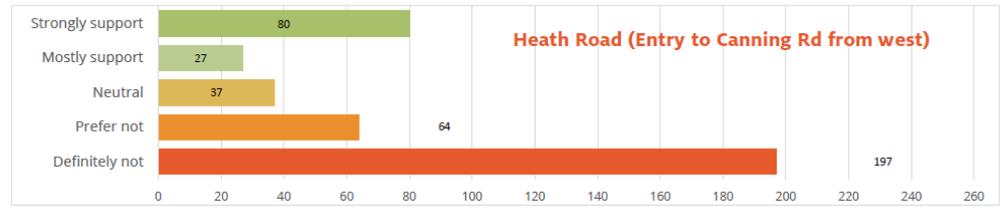
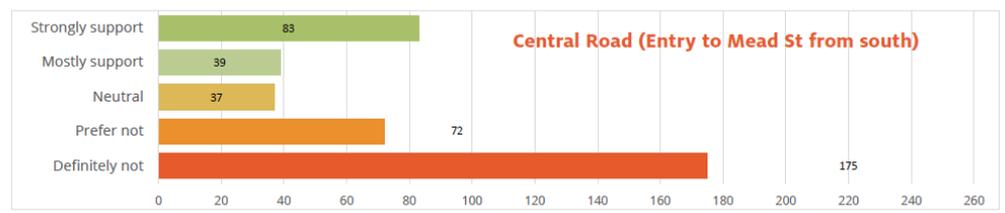
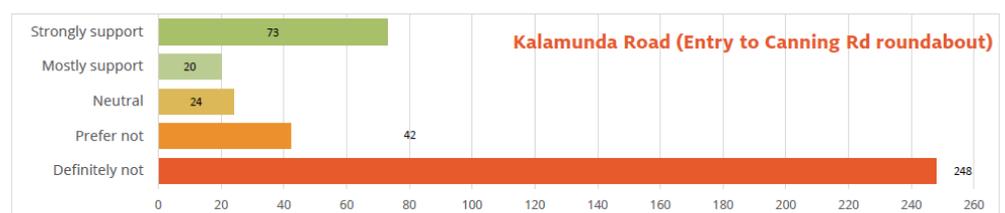
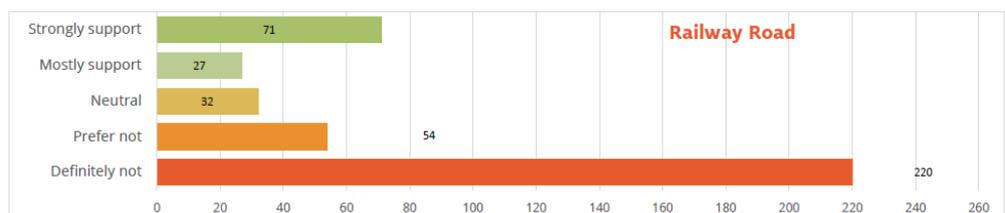
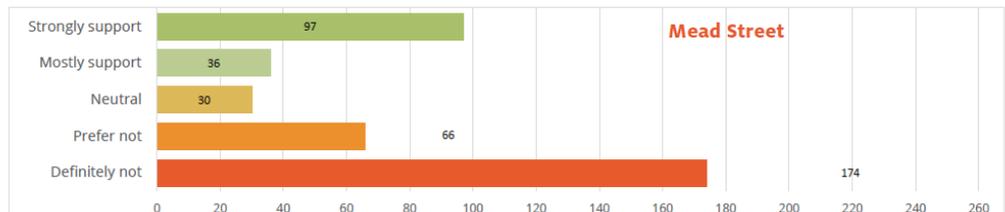
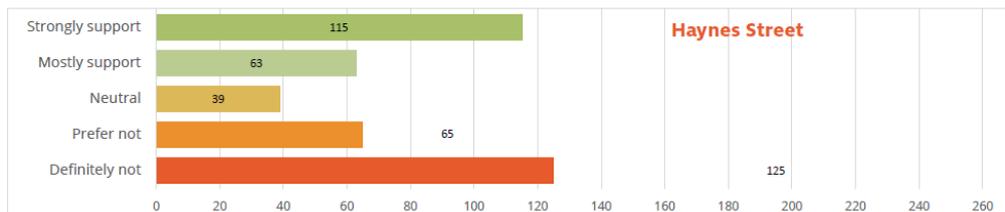
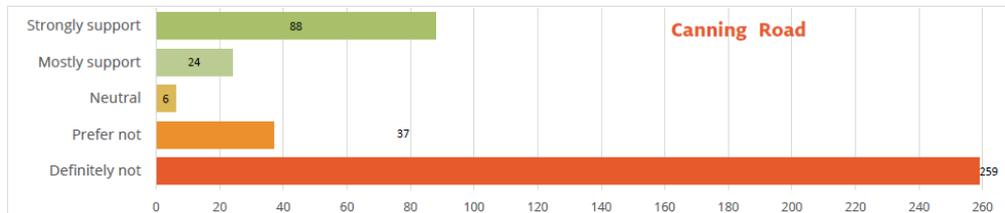
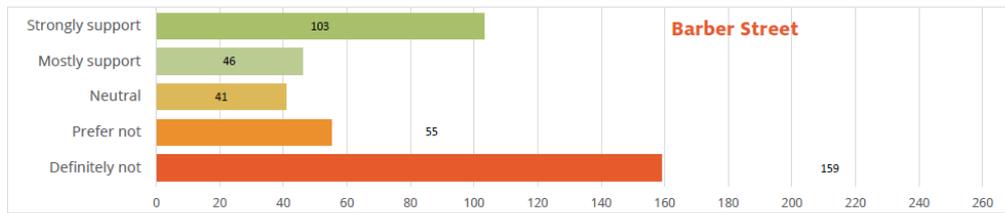
4. At the 26 November 2019 Ordinary Meeting of Council a report was provided regarding deliberations of the Community Safety and Crime Prevention Committee. It was resolved (OCM 275/2019) that Council:
 1. *SUPPORT investigations and public consultation to implement speed zoning reductions in the Kalamunda Town Centre, on Hale Road in Forrestfield and on Kalamunda Road in High Wycombe.*
 2. *CONSIDER, as part of finalising the Kalamunda Activity Centre Plan, Canning Road upgrades are given a short to medium term priority.*
5. MRWA as the approving authority for speed limits on public roads in Western Australia would not approve reductions in the posted speed limits in Hale Road Forrestfield and Kalamunda Road High Wycombe at this time.
6. This report details investigations into the Kalamunda Town Centre (KTC).

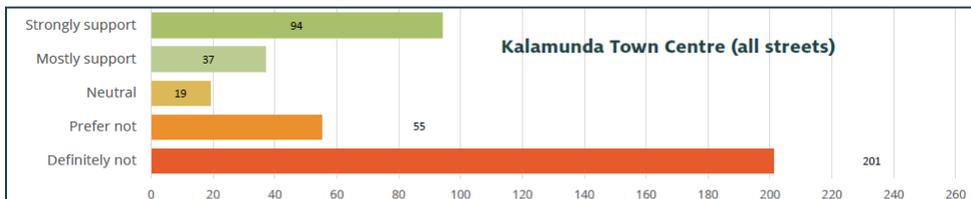
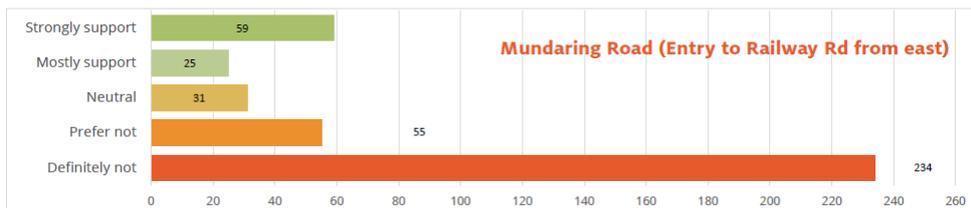
DETAILS AND ANALYSIS

7. MRWA in assessing requests to lower a speed zone on a public road require proof that the current operating speed of vehicles (based on the 85th percentile of speed measurements) is at or below the proposed speed limit. The process usually involves Local Governments undertaking a series of traffic calming measures and measuring resultant outcomes in

vehicle speed prior to approval being sought of MRWA to lower the posted speed limit.

8. In addition to the above method, MRWA have introduced a new Speed Zoning Policy that can include considerations of movement and place. The Kalamunda Town Centre (KTC) was considered by the City to be an ideal candidate for such a “movement and place” assessment due to the high level of retail and accompanying pedestrian activity.
9. On 1 September 2020, following a series of enquiries on an appropriate process to follow, the City submitted a ‘for in principle support only’ Speed Zoning Application to MRWA to reduce the speed limit in the town centre to 40 km/hr. The intent of the application was to ensure that, if Council endorsed a subsequent decision to implement these reductions, that MRWA would approve same. The area proposed to have 40 km/hr is provided in Attachment 1.
10. The initial response from MRWA was to approve Haynes Street, Central Lane, and Barber Street only. After a request to reconsider, MRWA also approved Railway Road (in the vicinity of the town centre).
11. Prior to pursuing any further reviews, the City undertook community consultation through a survey on decreasing the speed limit in the town centre. The community was notified through social media, by letter drops to local businesses, and with notices placed on paths in the town centre area. The consultation period opened on 1 December 2020 and closed on 17 March 2021. 426 Surveys were received by the City as well as 14 separate submissions). The Community Consultation Report is provided as Attachment 2 to this report.
12. The core question in the survey was “To what extent do you support a 40 km/hr speed limit” on targeted streets on a scale from Definitely Not to Strongly Support. The outcomes are shown in graphical format below:





- 13. The results show that a majority of the community who responded (by ratio around 2:1) either Prefer Not or Definitely Not to 40 km/hr speed zones.
- 14. As noted above, conventional MRWA approval for speed limit reductions takes into account the actual 85th speed of vehicles in the area concerned.
- 15. The following table depicts the current speed situation for some relevant roads in KTC and conclusions that can be drawn:

Area	Posted Speed Limit (km/h)	Actual 85 th percentile speed (km/h)	Comment
Barber Street	50	35	Majority of vehicles already below proposed 40 km/h limit
Canning Road (50 km/r section)	50	35	Majority of vehicles already below proposed 40 km/h limit
Canning Road (60 km/r section)	60	43	Majority of vehicles travel above proposed 40 km/h limit
Haynes Street	50	25	Majority of vehicles already below proposed 40 km/h limit
Mead Street	50	45	Majority of vehicles travel above proposed 40 km/h limit
Railway Road	50	45 (Near Haynes) 55 (Near Burt)	Majority of vehicles travel above proposed 40 km/h limit
Central Road south of Mead	50	36	Majority of vehicles already below proposed 40 km/h limit
Heath Road	50	55	Majority of vehicles travel above proposed 40 km/h limit
Mundaring Weir Road	60	64	Majority of vehicles travel above proposed 40 km/h limit

16. A simple conclusion that could be drawn is there are a set of roads that whereas the community has not agreed with a proposal to reduce the speed limit to 40 km/h in fact the majority of traffic is already travelling below this threshold.
17. The City is aware that many residents near the KTC are senior in age and perhaps their specific concerns regarding traffic speeds in KTC were important to understand separately from the aggregated feedback.
18. 75 respondents to the community feedback were in the over 65 year age bracket and they responded to the question on the overall Town Centre speed limit being 40 km/h with 33 in support, and 35 not in support. Whilst this is not in the same 2:1 proportion of the aggregated survey responses, it does show that perhaps the issue of speed limits is not as concerning as first thought.
19. Within the response comments, there were a number of comments around perceiving slower driving as being relevant to schools only and of wanting to drive faster and not wait. It is viewed that these respondents are not recognising the benefits of slower driving for one's own and other's safety. It is hoped this attitude will change as the City releases its road safety awareness program.
20. Of relevance to this report is the consideration of Central Mall of which the new streetscape is currently under design. As the City is intending to create a shared space outcome, this road design should meet the criteria where a 10km/h posted speed limit would be required.
21. It is noted as well that the City's adopted Kalamunda Town Centre Activity Centre Plan and complementary Streetscape Master Plan have outcomes that would create, due to virtue of the nature of the streetscapes, lower operating vehicle speeds and thus the opportunity to review posted speed limits as each Streetscape is delivered.
22. Further, the City has been addressing the issue of concerns regarding perceived unsafe pedestrian crossing on Canning Road proximate to Haynes Street. The City is progressing with MRWA approval to have installed a Signalised Pedestrian Crossing which will, if undertaken, provide pedestrians with a much safer crossing.

23. In consideration of the community feedback, current operating speeds in streets and the Kalamunda Town Centre Streetscape Master Plan, the following recommendations are made:

Haynes Street	Noting that operating speeds are below 40 km/h, apply for 40 km/h speed limit and review further when Streetscape Design is underway.
Canning Road (existing 50 km/h section)	No change proposed until such time that the Streetscape Master Plan is due for implementation and further review at that time.
Canning Road (60 km/h section)	No change proposed until such time that the Streetscape Master Plan for Canning Road is due for implementation and further review at that time.
Kalamunda Road (Stirk Park to Canning Road)	No change proposed until such time that the Streetscape Master Plan for Canning Road is due for implementation and further review at that time.
Barber Street	Noting that operating speeds are below 40 km/h, apply for 40 km/h speed limit.
Railway Road (Mead to Stirk)	Noting MRWA approval in principle, apply for 40 km/h speed limit.
Mead Street	No change proposed until such time that the Streetscape Master Plan for Mead Street is due for implementation and further review at that time.
Heath Road	No change proposed.
Mundaring Weir Road (at KTC)	No change proposed.

APPLICABLE LAW

24. *Main Roads Act 1930.*

APPLICABLE POLICY

25. There are no direct policies related to this item.

STAKEHOLDER ENGAGEMENT

26. The Community Engagement Report is provided as Attachment 2 to this report.

FINANCIAL CONSIDERATIONS

- 27. Should the Council determine to implement speed limit changes, the signs will be installed by MRWA at not cost to the City.

SUSTAINABILITY

- 28. There are no environmental impacts arising from this report. Should the Council determine to implement speed limit reductions, there may be a small benefit to the social and economic sustainability of the community by way of encouraging more pedestrian and social activity in the town centre.

RISK MANAGEMENT

29.	Risk: Negative feedback is received where community members feel that implemented changes to speed limits should have not been undertaken.		
	Consequence	Likelihood	Rating
	Moderate	Possible	Low
	Action/Strategy		
	Communicate with community regarding actual speeds and posted speeds noting the low speed outcomes.		

CONCLUSION

- 30. Following the community consultation in early 2021, there were sufficient survey responses received to show the community desire regarding the speed limits. The majority of the community do not support a speed limit reduction in the town centre streets.
- 31. It is noted that many streets, where the community were objecting to lowering speed limits currently operate at or below these lower speed limits. It is sensible to suggest that this is a case where Council may need to act strictly not in response to the community feedback.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council:

- 1. NOTE the community engagement report on this matter.

2. ENDORSE an application be made to Main Roads Western Australia for implementation of 40 km/h speed limits on the following streets within Kalamunda Town Centre:
 - a) Haynes Street
 - b) Railway Road between Mead Street and Stirk Street
 - c) Barber Street.
3. NOTE the Central Mall design will be seeking approval for a 10 km/h posted speed limit.
4. NOTE speed limits for the remaining streets within the Kalamunda Town Centre will be addressed as part of subsequent streetscape upgrades when approved.

10.2.3. Submission for the 2022-2023 Metropolitan Regional Roads Group Road Improvement Projects Program

Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

Previous Items	OCM 169/2020
Directorate	Asset Services
Business Unit	Asset Planning
File Reference	3.009237
Applicant	N/A
Owner	N/A

Attachments	1. Kalamunda Road Section 3 Cyril to Roe Concept Plan [10.2.3.1 - 1 page]
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TYPE OF REPORT

Advocacy	When Council is advocating on behalf of the community to another level of government/body/agency
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STRATEGIC PLANNING ALIGNMENT

Kalamunda Advancing Strategic Community Plan to 2027

Priority 3: Kalamunda Develops

Objective 3.2 - To connect community to quality amenities.

Strategy 3.2.2 - Provide and advocate for improved transport solutions and better connectivity through integrated transport planning.

EXECUTIVE SUMMARY

1. The purpose of this report is to seek endorsement of a submission for funding as part of the 2022/2023 Metropolitan Regional Roads Group (MRRG) Road Improvement Projects Program. The proposed project is to upgrade Kalamunda Road from west of Roe Highway to east of Cyril Road including the Hawkevale intersection. This is referred to as the Kalamunda-Hawkevale Road Upgrade Project (the Project).
2. Like its partner program (for road rehabilitation), the MRRG program provides the opportunity for local governments to seek a grant from the state government of two thirds of the cost of projects for road improvement projects.
3. The recommendation is for Council to endorse the submission for the Kalamunda-Hawkevale Road Upgrade Project with a total project estimated cost of \$1.54 million, as shown in Attachment 1.

BACKGROUND

4. Each year, Main Roads WA (MRWA) invites project submissions for funding consideration as part of the MRRG Road Improvement Projects Program. This report is to consider projects for the 2022/2023 financial year.
5. Although the City regularly submits for the MRRG Road Rehabilitation Projects Program, it has not to date submitted for the MRRG Road Improvement Projects Program. The assessment process and criteria are different and the City has previously not considered projects that would meet the Road Improvement criteria.
6. Submissions are assessed for criteria compliance, prioritised and projects are then reviewed by a sub-group of the MRRG.

The Minister for Transport and Planning, on recommendations from the MRWA and State Road Funds to the Local Government Advisory Committee, ultimately approves the funding.

7. The Cities of Kalamunda, Swan and Bayswater, Shire of Mundaring and Town of Bassendean form the eastern sub-group.

DETAILS AND ANALYSIS

8. Road Improvement Projects are those proposed for existing or future roads, where an efficiency and safety gain can be realised.
9. The City prepared the grant submission inhouse using the MRRG scoring system for Road Improvement Projects. The score includes the project cost, crash costs, travel time costs, vehicle operating costs, vehicle emissions, and intangible benefits. The resulting assessment produces a score out of 50. The process also requires comparison against a “Do-nothing” base case.
10. The Project was identified as part of the Kalamunda Road Functional Review and Upgrade Plan (Abernethy to Roe) (the Plan) and adopted by Council in August 2020 (OCM 169/2020). The Project proposed for the MRRG Road Improvement Program as part of Section 3 from the Plan, being west of Roe Highway (adjoining existing interchange works), to just east of Cyril Road. This includes a roundabout at Hawkevale Road and new road connection at Range Court. There may also be a closure of Range View Road at Kalamunda Road.
11. In order to address community concerns regarding the change to the road layout, the City has budgeted \$30,000 for design and community consultation in 2021/22 subject to budget adoption. The exact arrangement of the road connections will then be presented to Council for consideration later in 2021/22, following the community consultation on the Project.
12. The Project is estimated to cost \$1.54 million, of which the grant will cover \$1.027 million with the City municipal funds providing \$0.513 million. The Project will be delivered in one stage during 2022/23, subject to funding.
13. Submissions are due on 21 May 2021, and the City has submitted already in order to meet this deadline. Council is requested to endorse the submission as shown in Attachment 1. If the submission is not endorsed, then it can be withdrawn.

APPLICABLE LAW

14. The *Main Roads Act 1930* provides for the City to manage local roads, which includes road upgrades.

APPLICABLE POLICY

15. There is no policy directly relevant to this report.

STAKEHOLDER ENGAGEMENT

- 16. The community was consulted during the preparation of the Kalamunda Road Functional Review and Upgrade Plan (Abernethy to Roe). Further consultation will be undertaken during 2021/22 to address specific concerns regarding the proposed road layouts.

FINANCIAL CONSIDERATIONS

- 17. The overall project cost has been estimated at \$1.54 million. Should the City be successful with its submission, grant funding will be received at an estimated \$1.027 million, with municipal funding providing the remaining \$0.513 million plus overheads.
- 18. The project has been listed on the City's Capital Works Program and incorporated into the recent Long Term Financial Plan modelling.

SUSTAINABILITY

- 19. The change in arrangement of roads at the Hawkevale Road intersection, and improved streetscaping, pedestrian and cycling infrastructure will improve the social amenity for the majority of the community. There may be a negative impact to residents immediately adjacent to the end of Range Court.
- 20. The Project is not expected to have a material impact to economics or the environment.

RISK MANAGEMENT

21.	Risk: The City fails to secure grant funding leading to additional rates funding needs.		
	Consequence	Likelihood	Rating
	Major	Possible	High
	Action/Strategy		
	The City continues to improve its submission quality, project estimating and project management to comply with grant funding requirements.		

Risk: There is significant dissatisfaction from the community regarding the future change in road connections.		
Consequence	Likelihood	Rating
Major	Unlikely	Medium
Action/Strategy		
The City will be undertaking further consultation and will attempt to address all concerns as part of the design process in 2021/22 (well before the project construction in 2022/23).		

CONCLUSION

- 22. If successful, the first project identified in the Kalamunda Road Functional Review (Abernethy–Roe) can be delivered at an estimated cost of \$1.54 million with \$1.027 million grant funding (subject to 2022/23 budget approval).
- 23. The City will be consulting with the community in 2021/22 while working on the detailed design, thus ensuring we address as many concerns as we can around the changing road layouts.
- 24. As the submission deadline was due 21 May 2021, the submission has already been entered. Should Council not support the submission it can be withdrawn.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council ENDORSE the submission for the Kalamunda-Hawkevale Road Upgrade Project for the 2022/2023 Metropolitan Regional Roads Group Road Improvement Projects Program as shown in Attachment 1.

10.2.4. Submission for the Clean Energy Futures Fund - Light Emitting Diode (LED) Street Lighting Project

Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

Previous Items	N/A
Directorate	Asset Services
Business Unit	Asset Planning
File Reference	3.010537
Applicant	N/A
Owner	N/A
Attachments	1. CEFF LED Streetlights - Proposed Roads [10.2.4.1 - 1 page]

TYPE OF REPORT

Advocacy	When Council is advocating on behalf of the community to another level of government/body/agency
Executive	When Council is undertaking its substantive role of direction setting and oversight (e.g. accepting tenders, adopting plans and budgets)
Information	For Council to note
Legislative	Includes adopting Local Laws, Town Planning Schemes and Policies. When Council determines a matter that directly impacts a person's rights and interests where the principles of natural justice apply. Examples include town planning applications, building licences, other permits or licences issued under other Legislation or matters that could be subject to appeal to the State Administrative Tribunal

STRATEGIC PLANNING ALIGNMENT

Kalamunda Advancing Strategic Community Plan to 2027

Priority 2: Kalamunda Clean and Green

Objective 2.2 - To achieve environmental sustainability through effective natural resource management.

Strategy 2.2.2 - Use technology to produce innovative solutions to reduce power and water usage.

EXECUTIVE SUMMARY

1. The purpose of this report is to endorse a proposal for the City of Kalamunda (City) to seek grant funding under the Western Australian 2021 Clean Energy Future Fund (CEFF) scheme for works to be undertaken in 2022/23 and beyond.
2. The CEFF scheme is a competitive scheme with State Government grant funding of up to 25% of eligible project costs. It is viewed that funding the staged replacement of Western Power Streetlights within the City provides the best chance of meeting the eligibility criteria and providing the City with enduring cost savings.
3. At this point in time no financial commitment from the City is sought within the current (2020/21) or next (2021/22) budgets. The application, if successful and endorsed by Council will necessitate City funding in future years.
4. The recommendation is for Council to endorse that an application within the CEFF Scheme is undertaken.

BACKGROUND

5. Western Power own and operates the vast majority of streetlights within the City. They pass on their costs to Synergy who in turn bill the City for the full operating costs incurred by Synergy and Western Power in provision of street lighting.
6. Western Power manage approximately 6,800 streetlights with the City billed approximately \$1.2m pa for street lighting. Of these streetlights, less than 2% are new energy efficient Light Emitting Diode (LED) fittings.
7. The remainder of their network is a combination of gas discharge lamp technologies with High Pressure Sodium, Mercury Vapour and Compact Fluorescent being the prevalent lamp types. A streetlight contains two main elements being the lamp and the fitting in which the lamp is inserted.
8. Western Power do not have any programs funded whereby they progressively convert their gas discharge streetlights to LED Streetlights. Their current policies only provide for a LED Streetlight to be installed at their cost only when an existing Streetlight fitting has completely failed (such as impact from traffic accidents). Normal replacement of failed light lamps will not be a trigger for a LED replacement until such time (in many years) that Western Power cannot source gas discharge light lamps.

9. The State Government has opened applications for Round 2 of their Clean Energy Future Fund. This fund has \$16m available, with approved projects to be within \$1m to \$4m cost range. The fund will provide up to 25% of eligible project costs with applicants to source the remaining 75% of funds.

DETAILS AND ANALYSIS

10. The City is currently underway with Stage 1 of the LED Streetlighting conversion project with approximately 650 light fittings along Distributor A roads (high traffic volume) to be converted to LED lighting with \$1m of City investment approved in 2020/21.
11. The Clean Energy Future Fund (CEFF) Round 2 2021, has been released by the Department of Water and Environmental Regulation (DWER). It targets initiatives in renewable energy which includes LED street lighting upgrade projects.
12. Projects can be considered in value from \$1 million to \$16 million, with the grant fund providing 25% funding. The submissions need to demonstrate emissions savings, organisational capacity, contribution to public good, risk management, and a business case (cost and feasibility). The grant submissions were due 22 April 2021.
13. Due to the relatively short time frame involved, the Administration has submitted an application based on the detail of this report. If Council was not supportive of the concept, the application can be easily withdrawn.
14. 1,609 lights are proposed to be upgraded to LED under this project (LED Street Lighting Upgrades Stage 2) with a total budget of \$1.63 million. In order to manage the funding commitment from the City, the project is proposed to be delivered over three financial years, with resulting funding commitment being:
- a) 2022/23, \$155,000 CEFF, \$300,000 Municipal, total \$620,000;
 - b) 2023/24, \$152,500 CEFF, \$300,000 Municipal, total \$610,000; and
 - c) 2024/25, \$100,000 CEFF, \$250,000 Municipal, total \$400,000.
- A funding submission for a \$1.63m project ensures that eligibility criteria for CEFF funding will be maintained even if small cost decreases eventuate whilst still maintaining no more than 25% CEFF contribution.
15. At this juncture, Western Power have provided high level costs to the City for the project, which will be confirmed if this project proceeds.

16. Western Power, being the existing owners of the lights, will manage the design and installations. This project will involve upgrading lights and fittings only. Poles and brackets will not be changed (unless required by Western Power as part of their maintenance processes). As part of the design process they will identify the existing light output (wattage) and select an appropriate type of LED light to provide an equivalent light standard. Note that older lights may have faded over time, thus there will be cases where the residents will notice brighter street lighting as a result of new lighting along a road.
17. Western Power have adopted a policy LED lighting temperature of either 3,000K or 4,000K depending on the existing light output. The 4,000K is described as a “cool” light while the other is a “warm” light. Generally, the same light type will be provided along a main road and at intersections, with cool lights being common for higher order roads.
18. The benefits of LED Streetlighting are:
 - a) require less maintenance and last a lot longer than standard lighting with an estimated life of 15,000 to 50,000 hours;
 - b) use about 30% less energy than standard streetlighting technology currently, with consequential savings on tariff charges and overall electrical usage charges;
 - c) reach full brightness instantly;
 - d) contain no mercury or lead which is better for the environment;
 - e) emit no UV rays or infrared radiation;
 - f) operate at a much cooler temperature, making them a safer option;
 - g) cut greenhouse gas emissions and reduce landfill; and
 - h) are able to be smart connected allowing dimming capabilities and more.
19. Each light that is upgraded to LED will see a reduction in tariff. Once all lights are upgraded under the LED Street Lighting Project Stage 2, the City will experience an estimated cost saving of \$144,000 per year.
20. Each light that is upgraded to LED will also see a saving in greenhouse gas emissions. Once all lights are upgraded under the LED Street Lighting Project Stage 2, the City will experience an estimated greenhouse emissions reduction of 266 tonnes carbon dioxide equivalent per year.
21. The City will specify for smart connection capability in order to future proof the fittings and provide a base for the City’s future Smart City Strategy.
22. With regard to the standard of street lighting, this proposed CEFF project only provides for upgrading existing street lighting and does not propose to address any darker areas that may exist along the target roads.

23. It is proposed that funding be deployed towards higher order roads where there is higher volume of traffic thus benefiting from improved street lighting. In successive years, as funding permits, eventually every streetlight in the City would be converted to LED. The proposed areas to be undertaken in this project are shown as Attachment 1 to this report.

APPLICABLE LAW

24. The *Main Roads Act 1930* provides for the City to manage local roads, which includes street lighting (albeit the actual lights are not the City's assets).

APPLICABLE POLICY

25. Service Policy 4: Asset Management provides for considering the life cycle cost and sustainability of asset decisions.

STAKEHOLDER ENGAGEMENT

26. If approved, the City will undertake an informing campaign to residents of the project.

FINANCIAL CONSIDERATIONS

27. If the grant submission is successful, a total of \$1.63 million will be expended over three years (2022/23 to 2024/25), with the CEFF grant providing \$407,500 and the City funding \$1,222,500. This will need to be treated as an operating expense as the resulting lights will return to Western Power ownership.
28. The upgrade of all the lights under this project will realise an estimated operating saving of \$144,000 per year through reduced tariffs from Western Power.
29. As part of the development of operating budgets in 2022/23 onwards, resolution will be made as to funding sources (municipal rates, reserve, borrowings) for the City proportion of the works.
30. The payback for this project (with CEFF Funding) is approximately 10 years, with a Net Present Value (at 5% discount rate) of \$500,000.
31. If the City undertook this project without funding support from CEFF, this payback extends to 13 years and a Net Present Value of \$130,000.

SUSTAINABILITY

32. The upgrade of all the lights under this project will realise an estimated reduction of 192 tonnes emissions of equivalent carbon dioxide per year. This average takes into account the forecast growth in the proportion of renewable energy provided in electricity generation over the next 20 years

RISK MANAGEMENT

33.

Risk: That the actual cost per light is significantly higher than estimated.		
Consequence	Likelihood	Rating
Moderate	Possible	Medium
Action/Strategy		
The number of lights being upgraded can easily be reduced, thus ensuring the full grant is achieved without incurring significant additional expense.		

Risk: That the actual cost per light is significantly lower than estimated, thus not reaching the \$1 million grant funding target.		
Consequence	Likelihood	Rating
Significant	Unlikely	Medium
Action/Strategy		
The number of lights being upgraded can easily be increased, thus ensuring the full grant is achieved.		

Risk: That the light upgrades, due perceived personal effects, cause significant complaints from the community.		
Consequence	Likelihood	Rating
Moderate	Almost Certain	High
Action/Strategy		
Although a minimum standard of street lighting must be provided by the City when undertaking these upgrades, there are a number of individual controls which can be used to reduce effects on individuals such as:		
<ul style="list-style-type: none"> a) Reducing the power output of individual lights; b) Providing light shades; and c) Reorienting lights. 		

CONCLUSION

34. Implementation of LED Streetlighting has demonstrable benefits to the City's ratepayers (through reduced costs of streetlighting) and a broader environmental benefit through reduced carbon footprint of the streetlighting system.
35. Using grant funding to assist in the realisation of these projects provides the City and its ratepayers the benefits sooner than if the City undertook these works themselves.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council ENDORSE the City of Kalamunda submission for Light Emitting Diode (LED) street lighting upgrades for the 2021 Clean Energy Future Fund.

10.2.5. City of Kalamunda Climate Change Declaration

Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

Previous Items	AGM 3/2020; OCM 33/2020
Directorate	Asset Services
Business Unit	Parks & Environmental Services
File Reference	OR-IGR-005-18
Applicant	N/A
Owner	N/A
Attachments	<ol style="list-style-type: none"> 1. climate-change-declaration-wording-feb-2016 [10.2.5.1 - 2 pages] 2. walga-climate-change-policy-statement-july-2018 [10.2.5.2 - 15 pages] 3. kalamunda-environmental-advisory-committee---brief [10.2.5.3 - 1 page] 4. Climate Emergency Declaration KEAC 22 Apr 21 [10.2.5.4 - 10 pages] 5. Climate- Emergency- Declaration- Template [10.2.5.5 - 10 pages]

TYPE OF REPORT

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 Executive	When Council is undertaking its substantive role of direction setting and oversight (e.g. accepting tenders, adopting plans and budgets)
Information	For Council to note
Legislative	Includes adopting Local Laws, Town Planning Schemes and Policies. When Council determines a matter that directly impacts a person's rights and interests where the principles of natural justice apply. Examples include town planning applications, building licences, other permits or licences issued under other Legislation or matters that could be subject to appeal to the State Administrative Tribunal

STRATEGIC PLANNING ALIGNMENT

Kalamunda Advancing Strategic Community Plan to 2027

Priority 2: Kalamunda Clean and Green

Objective 2.1 - To protect and enhance the environmental values of the City.

Strategy 2.1.1 - Enhance our bushland, natural areas, waterways and reserves.

Strategy 2.1.2 - Support the conservation and enhancement of our biodiversity.

Strategy 2.1.3 - Community engagement and education in environmental management.

Priority 2: Kalamunda Clean and Green

Objective 2.2 - To achieve environmental sustainability through effective natural resource management.

Strategy 2.2.1 - Facilitate the appropriate use of water and energy supplies for the City.

Strategy 2.2.2 - Use technology to produce innovative solutions to reduce power and water usage.

Priority 2: Kalamunda Clean and Green

Objective 2.3 - To reduce the amount of waste produced and increase the amount of reuse and recycling of waste.

Strategy 2.3.1 - Identify and implement strategies to reduce waste.

EXECUTIVE SUMMARY

1. The purpose of this report is to consider the recommendations of the Kalamunda Environmental Advisory Committee (KEAC) regarding their consideration of a request from Council to undertake tasks surrounding the issue of climate change.
2. KEAC have recommended that the City undertake actions surrounding the issue of climate change and have provided a report on the matter.
3. It is recommended that Council concur with the recommendations made by KEAC on this issue.

BACKGROUND

4. At the 24 March 2020 Ordinary Council Meeting (OCM), Council considered a report in response to a motion passed at the February 2020 Annual Meeting of Electors. Council determined (OCM 33/2020) that it would:

ENDORSE the Brief provided as Attachment 3 to this report for the Kalamunda Environmental Advisory Committee to undertake investigations, make recommendations (including the signing of the Western Australian Local Government Association Climate Change Policy) and report back to Council.

5. Discussions with the Presiding Member of KEAC began soon after to have this matter dealt with by KEAC. Unfortunately, the suspension of Advisory Committee Meetings during the height of the COVID 19 Emergency required that this issue to be deferred for some time. KEAC considered the brief provided to them at their January 2021 Meeting, formed a working party who reported back to the April 2021 Meeting. KEAC subsequently has made recommendations on this issue for consideration by Council.

DETAILS AND ANALYSIS

6. The Council at the March 2020 (OCM) noted two documents from WALGA for consideration, Climate Change Declaration Wording (Attachment 1) and WALGA Climate Change Policy Statement (Attachment 2). The brief provided to KEAC was also endorsed at the March 2020 OCM (Attachment 3).
7. KEAC considered their brief from Council, formed a working party to address the task and reported back. The report was subsequently unanimously endorsed by the committee members of KEAC who attended the 22 April 2021 KEAC meeting. This report and recommendations are provided as Attachment 4.
8. Climate change is having local impacts upon our community notably in matters of extreme weather events, a drying climate and its impacts upon water supply and vegetation and an overall increase in average temperatures which impact the very young and our elderly.
9. It is recommended that Council undertakes to sign the WALGA Climate Change Declaration (Attachment 1) and endorse the WALGA Climate Change Policy (Attachment 2) most simply on the basis that this issue has recognised science considering the situation and by Kalamunda supporting the peak Local Government body in WA (WALGA) adds our voice to the growing call for action.
10. The City has adopted (and drafted) several strategies which have strong links to addressing the concerns with climate change, notably the Local Environment Strategy, Urban Forest Strategy, Local Biodiversity Strategy, Non Potable Water Action Plan, Environmental Land Use Planning Strategy and (in early stages or drafting) new Streetscape Guidelines.

11. Each of these Council initiatives has strong linkages to improving environmental outcomes noting the impacts of climate change. Accordingly, Council should endorse KEAC's last dot point recommendation that "Council should develop specific Actions within its Corporate Business Plan addressing the issues noted within this report".
12. Finally, in regard to KEAC's first recommendation: "That Council should declare a Climate Emergency", this recommendation is supported. However, to make this more than a token gesture, WALGA have developed a template and toolkit for Councils considering to declare a climate emergency and what are they proposing to do about it (Attachment 5).
13. It is recommended that Council undertake this declaration of climate emergency and seek further information and recommendations in order to endorse a finalised Climate Emergency Declaration as per the WALGA template.

APPLICABLE LAW

14. *Local Government Act 1995.*

APPLICABLE POLICY

15. Nil.

STAKEHOLDER ENGAGEMENT

16. It is proposed that the Community is informed of these outcomes through its standard channels, and that any subsequent initiatives that require community engagement are undertaken at the appropriate time.
17. In endorsing WALGA policy, this adds weight to WALGA's advocacy campaigns on this topic.

FINANCIAL CONSIDERATIONS

18. Specific actions and outcomes from this report will be considered by Council as part of annual budget process.

SUSTAINABILITY

19. Climate change is a very real threat to the sustainability of our community from an environmental, social and economic standpoint. Tackling the issue is necessary.

RISK MANAGEMENT

20.

Risk: The City suffers substantial reputational loss due to its inaction on climate change.		
Consequence	Likelihood	Rating
Significant	Almost Certain	High
Action/Strategy		
Progress towards actions and plans, including signing onto WALGA policy and declarations will assist in mitigating this risk.		

Risk: The City suffers substantial environmental loss due to its inaction on climate change.		
Consequence	Likelihood	Rating
Significant	Almost Certain	High
Action/Strategy		
Progress towards actions and plans, including signing onto WALGA policy and declarations will assist in mitigating this risk.		

CONCLUSION

21. Undertaking these actions as recommended puts the City on the path towards taking actions to safeguard the future of the community. It is recommended that these actions are taken as matter of priority.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council:

1. RECEIVE the report and recommendations from the Kalamunda Environmental Advisory Committee on the issue of climate change.
2. AUTHORISE the Mayor to sign, on behalf of the City of Kalamunda, the West Australian Local Government Declaration on Climate Change provided as Attachment 1.
3. ENDORSE that the City of Kalamunda advises the Western Australian Local Government Association of its support for the Western Australian Local Government Association Climate Change Policy Statement 2018 provided as Attachment 2.

4. SEEK, from the Chief Executive Officer, a proposed set of actions addressing climate change within the next revision of the Corporate Business Plan.
5. DECLARE there is a Climate Emergency.
6. RECEIVE a subsequent report addressing the Climate Emergency Declaration aligned to the Western Australian Local Government Association template by the end of June 2022.

10.3. Corporate Services Reports

No reports presented.

10.4. Office of the CEO Reports

10.4.1. Adoption of Kalamunda Advancing Strategic Community Plan 2031

Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

Previous Items OCM 41/2021
Directorate Office of the CEO
Business Unit
File Reference
Applicant
Owner

Attachments 1. Kalamunda Advancing Strategic Community Plan 2021 2031 FINAL [**10.4.1.1** - 34 pages]
2. Engagement Report - Strategic Com Plan May 2021 [**10.4.1.2** - 171 pages]

TYPE OF REPORT

Advocacy	When Council is advocating on behalf of the community to another level of government/body/agency
Executive	When Council is undertaking its substantive role of direction setting and oversight (eg accepting tenders, adopting plans and budgets)
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STRATEGIC PLANNING ALIGNMENT

Kalamunda Advancing Strategic Community Plan to 2027

Priority 1: Kalamunda Cares and Interacts

Objective 1.1 - To be a community that advocates, facilities and provides quality lifestyles choices.

Strategy 1.1.1 - Facilitates the inclusion of the ageing population and people with disability to have access to information, facilities and services.

Strategy 1.1.2 - Empower, support and engage and with young people, families and our culturally diverse community.

Strategy 1.1.3 - Facilitate opportunity to pursue learning.

Priority 1: Kalamunda Cares and Interacts

Objective 1.2 - To provide a safe and healthy environment for community to enjoy.

Strategy 1.2.3 - Provide high quality and accessible recreational and social spaces and facilities.

Strategy 1.2.2 - Advocate and promote healthy lifestyle choices by encouraging the community to become more physically active.

Strategy 1.2.1 - Facilitate a safe community environment.

Priority 1: Kalamunda Cares and Interacts

Objective 1.3 - To support the active participation of local communities.

Strategy 1.3.1 - Support local communities to connect, grow and shape the future of Kalamunda.

Strategy 1.3.2 - Encourage and promote the active participation in social and cultural events.

Priority 2: Kalamunda Clean and Green

Objective 2.1 - To protect and enhance the environmental values of the City.

Strategy 2.1.1 - Enhance our bushland, natural areas, waterways and reserves.

Strategy 2.1.2 - Support the conservation and enhancement of our biodiversity.

Strategy 2.1.3 - Community engagement and education in environmental management.

Priority 2: Kalamunda Clean and Green

Objective 2.2 - To achieve environmental sustainability through effective natural resource management.

Strategy 2.2.1 - Facilitate the appropriate use of water and energy supplies for the City.

Strategy 2.2.2 - Use technology to produce innovative solutions to reduce power and water usage.

Priority 2: Kalamunda Clean and Green

Objective 2.3 - To reduce the amount of waste produced and increase the amount of reuse and recycling of waste.

Strategy 2.3.1 - Identify and implement strategies to reduce waste.

Priority 2: Kalamunda Clean and Green

Objective 2.4 - To ensure contaminated sites are safe and managed to ultimate use.

Strategy 2.4.1 - Identify, examine and manage risk associated with contaminated sites.

Priority 3: Kalamunda Develops

Objective 3.1 - To plan for sustainable population growth.

Strategy 3.1.1 - Plan for diverse and sustainable housing, community facilities and industrial development to meet changing social and economic needs.

Priority 3: Kalamunda Develops

Objective 3.2 - To connect community to quality amenities.

Strategy 3.2.1 - Optimal management of all assets.

Strategy 3.2.2 - Provide and advocate for improved transport solutions and better connectivity through integrated transport planning.

Priority 3: Kalamunda Develops

Objective 3.3 - To develop and enhance the City's economy.

Strategy 3.3.1 - Facilitate and support the success and growth of industry and businesses.

Priority 3: Kalamunda Develops

Objective 3.4 - To be recognised as a preferred tourism destination.

Strategy 3.4.1 - Facilitate, support and promote, activities and places to visit.

Strategy 3.4.2 - Advocate and facilitate diversification options for the rural properties to flourish.

Priority 4: Kalamunda Leads

Objective 4.1 - To provide leadership through transparent governance.

Strategy 4.1.1 - Provide good governance.

Strategy 4.1.2 - Build an effective and efficient service based organisation.

Priority 4: Kalamunda Leads

Objective 4.2 - To proactively engage and partner for the benefit of community.

Strategy 4.2.1 - Actively engage with the community in innovative ways.

Strategy 4.2.2 - Increase advocacy activities and develop partnerships to support growth and reputation.

EXECUTIVE SUMMARY

1. The purpose of this report is to consider the community engagement results from the public advertising of the draft Strategic Community Plan, Kalamunda Advancing.
2. The City undertook the final stage of community consultation from 31 March 2021 until 30 April 2021.
3. The recommendation is to thank the community, note the engagement report and to adopt 'Kalamunda Advancing Strategic Community Plan 2031.' (Attachment 1.)

BACKGROUND

4. The City of Kalamunda adopted the Kalamunda Advancing: Strategic Community Plan 2027 (Plan) in 2017. The strategic community plan is the highest-level plan the City prepares.
5. The Plan documents the community's vision, outcomes and priorities over a 10-year period and is required to undergo a desktop review every two (2) years, and a major consultative review every four (4) years.
6. The Plan becomes the footprint in which a local government operates and sets its priorities.
7. The current Kalamunda Advancing 2027 plan was due for community review in 2020.
8. The review consisted of two major components; the first being a review and summary of all achievements under the current Plan since its adoption, with the second component to undertake community engagement to understand how the City currently engages with the community, and areas for improvement.
9. Preliminary research focused on demographics, current context and trends returned from the Markyt Community Scorecard carried out in May 2020.
10. Once the framework for consultation was established, the City engaged with key stakeholders and the broader community to help shape the Plan and determine future priorities.
11. Council endorsed the Strategic Community Plan for public advertising at the March 2021 Ordinary Council meeting

12. The Strategic Community Plan outlines the community long term (10+ years) vision, values, aspirations and priorities.

DETAILS AND ANALYSIS

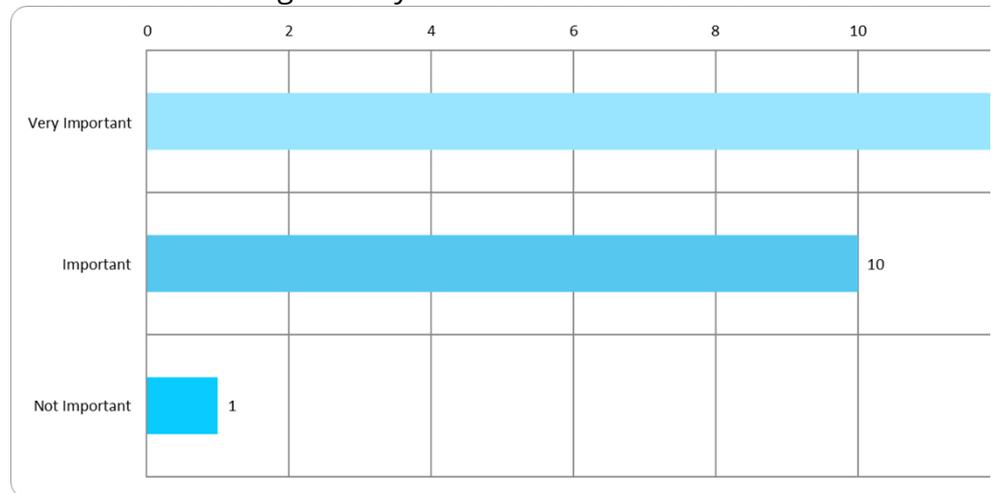
13. Community consultation for the project was delivered in line with IAP2 best practice principles with the Communication and Engagement Plan progressing to IAP2 spectrum level 'Involve'.
14. The City worked directly with the public throughout the review to ensure community concerns and aspirations were understood and considered. The review was supported by an integrated marketing campaign to build community awareness.
15. The City of Kalamunda made a promise as part of its Community Engagement Strategy to create multiple conversations with as many people in the community as possible to identify the common vision for what the future City could look like.
16. A key innovation across the Review was the City's commitment to providing multiple feedback pathways for the community. The City adapted its engagement tools when COVID-19 restrictions were introduced in early-2020. This online workshop element was rolled into the Review to ensure the community could select their preferred engagement channel.
17. While the feedback gathered during the consultation period represented a broad range of views and ideas, there were some common themes that emerged:
 - a) It is highly important that the City's character is protected (heritage, natural environment, town feel, lifestyle, development controls).
 - b) There is a desire for more activation in the Kalamunda Town Centre. This includes looking at initiatives that build vibrancy that appeal to both residents and visitors.
 - c) Walking and bicycle paths were mentioned frequently, highlighting their importance to many in the community. This is in terms of providing connection to places, contributing to our healthy and active lifestyle, and as a tourism offering.
 - d) Employment and job creation is highly important for many in the community.
 - e) More needs to be done to support the establishment and expansion of businesses locally, with suggestions that the City can assist by cutting 'red tape'.
 - f) More things for young people and families was a common sentiment, balanced against ensuring there is support for our older population.
 - g) Increase the focus on greening the City by planting more trees down residential streets, along with the importance of protecting and

enhancing our natural setting. There were also comments about preparing for emergencies, specifically bushfire prevention actions like clearing verges and trimming over hanging trees.

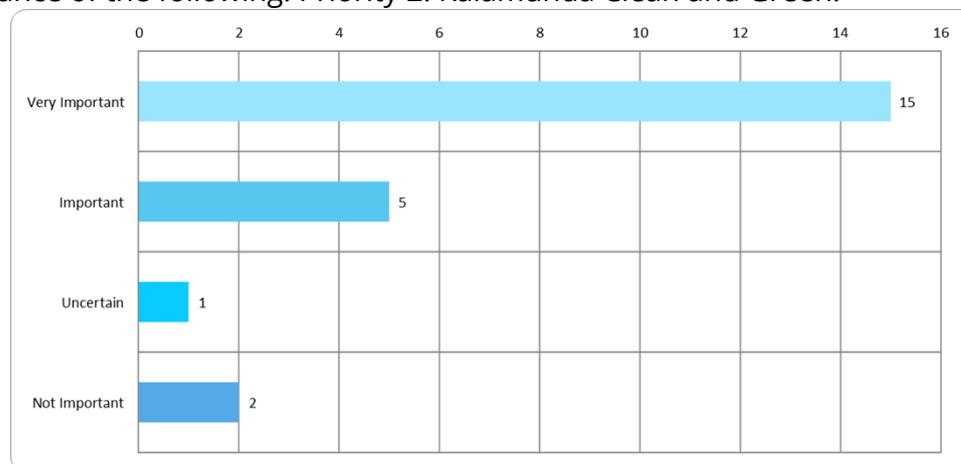
- h) Improved public transport that supports both young and old population.
- i) More opportunities to engage in arts and culture activities was also seen as important. This included more support for activities and events that support a vibrant community culture.
- j)
 - Feedback also highlighted that the City needs to clearly show how it is achieving its aspirations and focus on accountability and transparency.

18. An overview of the Community members feedback provided during the final stage of community engagement is:

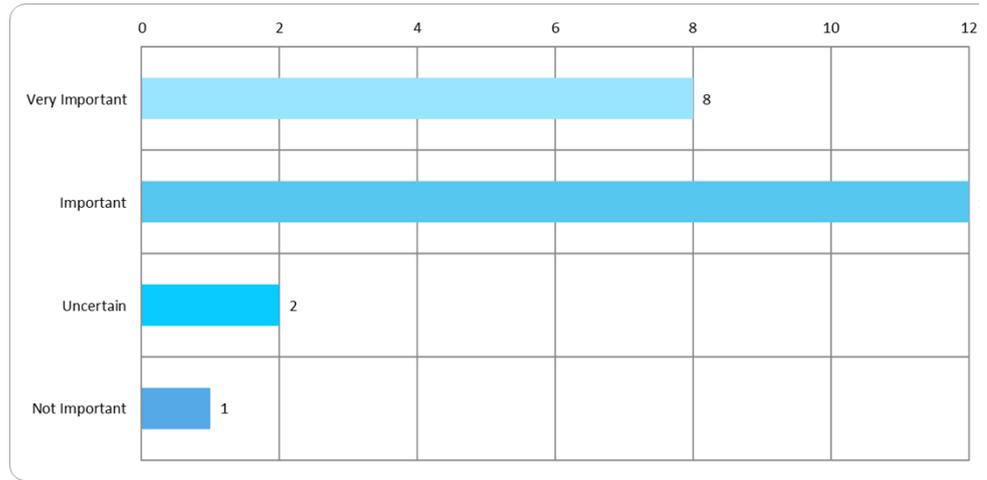
19. 'The Plan lists four (4) Priority Areas for the City. How would you rate the importance of the following: Priority 1: Kalamunda Cares and Interacts'



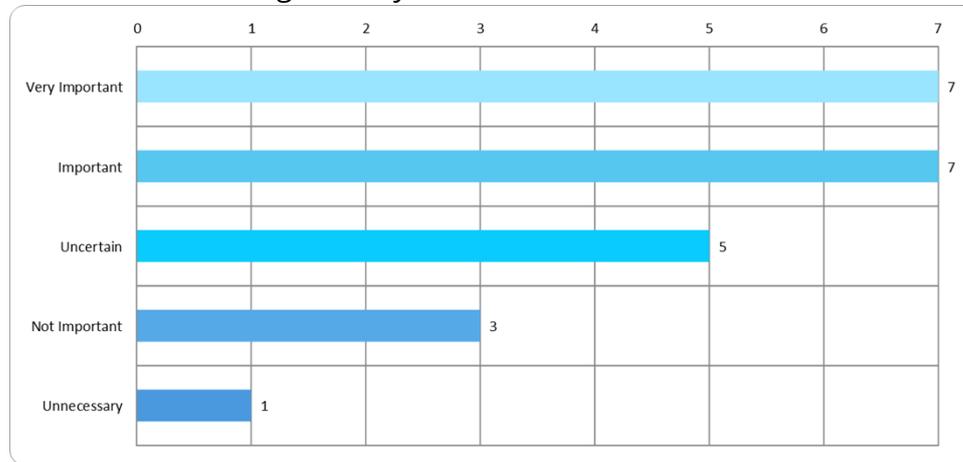
20. 'The Plan lists four (4) Priority Areas for the City. How would you rate the importance of the following: Priority 2: Kalamunda Clean and Green.'



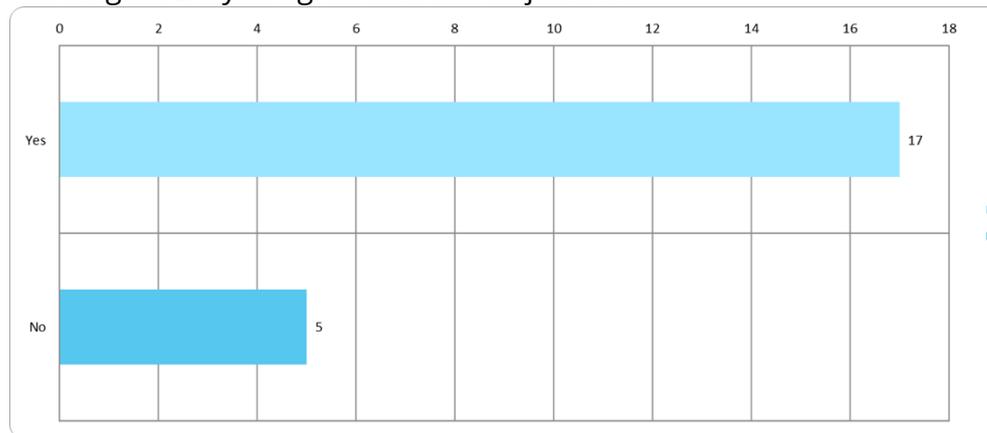
21. 'The Plan lists four (4) Priority Areas for the City. How would you rate the importance of the following: Priority 3: Kalamunda Develops.'



22. 'The Plan lists four (4) Priority Areas for the City. How would you rate the importance of the following: Priority 3: Kalamunda Leads.'



23. Within the City's four (4) Priority Areas collectively there are 15 Objectives and 31 Strategies. Do you agree with the Objectives?



24.

Reasons

Yes	seem to be well thought out
Yes	We are overdue for a comprehensive review leading to appropriate actions to re-focus and rectify previous poor decisions, and to re-align objectives that have been put in place by persons with a vested interest
Yes	
Yes	<p>'I basically agree but it is too wide ranging to just say yes or no to 31 strategies. Should really ask for individual responses.</p> <p>Some things that stood out:</p> <ul style="list-style-type: none"> - develop in fill housing etc: To a limit. Please stop squishing as many tiny units on a block as is possible at the cost of space, air, quality of living. The hills should be renowned for the spaciousness and green cover and quality of life. Plenty of other areas you can live on a postage stamp of land, hear your neighbours snore and be surrounded by walls and concrete. - build an efficient service based system: go through all your processes with a fine tooth comb to see where you can save money instead of doing things the same way over and over. An example, it really bugs me when I see the lawnmower going down Welshpool Rd every day around 7.30 am and back up at 3pm. How much labour and materials are wasted just doing that? Can't the thing be parked down the hill? - Enhance environmental values: sooooo much more needs to be done here. Too many trees get chopped down and replaced by grass or a small tree or just dirt. Insist when there is roadworks done (sooooo many roadworks) verges are restored/improved with ample trees and shrubs same with commercial and residential developments. Cover all verges with trees, shrubs, ground covers. Plant up roundabouts. It makes such a difference, just look how much better Welshpool Rd looks after you planted the trees.
Yes	Need to plan if you don't you fail
Yes	Ambitious Goals! Can You Deliver?
Yes	Broadly yes, but this question only allows one YES or NO for 15 objectives and 31 strategies - not a great question for eliciting feedback.
Yes	It is very important that everyone plays a part in ensuring the welfare of the city. From helping keeping it as a home in the forest and a home for the aged.

Yes	I think they sound like they address the future issues for the Kalamunda shire
Yes	They are proactive objectives, however not so sure about the success measurement.
Yes	
Yes	<p>I do but feel the focus has always been on the NEW developed areas and not the escarpment- Kalamunda Gooseberry Hill and Lesmurdie. The New community centre was driven by members and not the Council.</p> <p>While other areas are evolving the escarpment is left behind. Run down areas and empty buildings. The eyesore old GP practice opposite Aldis and the empty land next to the best drop. The area could and should have been utilized. Has anybody commented that the disabled/ pram access is occluded by the fence</p>
Yes	The areas of priorities resonate with me as a safe and inclusive community and a sustainable environment are important aspects to me
Yes	Generally they are well meaning. They could make a difference if they are fully committed to. I have however seen these before and to date there has been little follow-through.
Yes	I would go along with some of the objective however the priority is debatable
Yes	Benefit of Kalamunda
Yes	
No	Needs a bigger focus on Environmental protection for trees and wildlife
No	<p>Overall, fix what we already have rather than keep pouring money into "new initiatives". Consolidate first.</p> <p>"Cares and Interacts" - Educate your "bushfire" rangers correctly. Get them to learn from volunteers and long-time residents who have dealt with their properties for many years, sometimes in a multigenerational sense. Some of the ones I have spoken to do not even live in the area, alone have grown up in it. The adversarial approach will never work.</p> <p>You want people to get out and about? Fix the footpaths (especially in central Kalamunda) where different works have not only left the surface ugly but also uneven. Keep trees/bushes trimmed away from footpath so people (especially children) are not forced to walk on roads. You have \$11m worth of vehicles and plant, use it.</p>

"Clean and Green" - forget the solar farm and use the roof space of existing buildings. Commercial suppliers are cost effective for the same result. No greater need to deal with Western Power on a feed in deal either.

"Kalamunda Develops" - Teach the team how to make a road. Canning Road between the gumnets and Woolworths still has to be one of the worst "main roads" in the state. Dropping the speed limit to 40kmh will not solve the issue either. Maintenance and proper calibration of equipment will.

"Kalamunda Leads" - Keep personal political/ideological desires out of council. It's obvious and ugly.

Kalamunda leads states that a "level of compliance" is a good outcome. Compliance is acceptable, not good and definitely not leading.

No

Clean and green, focuses far too little attention to protecting our carbon reducing natural bush land and public open spaces, instead uses it to view economic benefits to the council disguised as sustainability.

No

In particular I have concerns about how the objectives for a clean & green environment will be managed against the population growth objectives. These two are often in direct conflict and are the major concerns I hold for Kalamunda.

No

I feel that these objectives and strategies have been in train for a long time. Why is it 2031 before "Our Vision Story" can come to fruition.

25. The City of Kalamunda received a number of submissions, which are also included, in full, in Attachment 2 – Community Engagement Report. A key theme in the submissions was feedback from the community in relation to the importance of the protection and enhancement of the environment.
26. The City has utilised all of the community feedback, when developing and reviewing the Draft Strategic Community Plan, assessing where resources and time should be focused based on the direct involvement of community members as a part of the engagement and finalisation of the plan.

APPLICABLE LAW

27. Local Government Act 1995

APPLICABLE POLICY

28. Service 5 – Communication and Engagement

STAKEHOLDER ENGAGEMENT

29. The City's Strategic Community Plan review was informed by the findings from the Markyt Community Scorecard carried out in May 2020. Scorecard invitations were sent to 4,000 randomly selected households; 1,000 by mail and 3,000 by email. 483 randomly selected residents and ratepayers completed a scorecard reducing the sampling error to $\pm 4.5\%$ at the 95% confidence interval.

The City issued supporting promotion via its communication channels. A further 32 residents, 25 out of area ratepayers and visitors, and 14 Council-affiliated respondents participating bringing the total number of Scorecards returned to 554.
30. In August 2020, the City launched an awareness campaign to educate the community about the coming review and the many ways people could submit feedback including face-to-face workshops, online surveys and hard copy surveys. The community consultation period for the Strategic Community Plan ran from 1 September 2020 to 31 October 2020.

The City collected the views of the community through a number of different methods including:
 - a) Online engagement portal
 - b) Hard copy feedback forms, and
 - c) Community Workshops – two (2) face-to-face and one (1) virtual. An external volunteer facilitator was engaged to run the community workshops.

31. The opportunity for residents and ratepayers to have a say about the City's Strategic Community Plan was promoted in the following ways:
 - a) City's website and engagement portal
 - b) Monthly eNews to City subscribers
 - c) Hard copy promotion at City buildings including libraries
 - d) Direct email to community groups and committees / working groups / advisory groups
 - e) Print ad in local newspaper
 - f) Social media promotion including paid and organic posts.
32. The City hosted two community workshops – the first workshop ran in Kalamunda on 23 September 2020 with 36 participants. The second was held in Forrestfield on 14 October 2020 with 25 participants. The City also offered an online workshop on 23 October 2020 with 5 voices dialling in.
33. The City's engagement tools were adapted to include the online workshop component because of COVID-19 restrictions rolling out in early 2020 and rolled into this Review to ensure best-practice opportunities for community involvement.
34. In addition, the City received 338 written submissions regarding the Strategic Community Plan. Predominantly the responses were completed online via the City's engagement portal. Review promotion was also issued to Council committees, working groups and advisory groups for comment.
35. 162 participants actively discussed the Strategic Community Plan at 10 workshops and/or Advisory Committee meetings across the consultation period.
36. The Draft plan was endorsed by Council for public advertising, with the advertising period running March – 30 April 2021. A copy of the Community Engagement Report is provided at Attachment 1.
37. To ensure input was meaningful, we asked respondents to download and read a copy of the Plan before completing the short survey. This resulted in:
 - a) 154 Downloads of the Plan
 - b) 23 Surveys Returned
 - c) 9 Submissions Received
 - d) 16 Social Media Posts Published across 4 channels
 - e) resulting in 6,585 Impressions
 - f) 3,753 Emails Sent - 2 x Mailchimp; 1 x Engage.
 - g) Ave. Open Rate = 47% with Ave. Click Rate = 9.95%
 - h) Shopping Centre Promotion pop up at Kalamunda Central and Hawaiians Forrestfield

FINANCIAL CONSIDERATIONS

38. The Strategic Community Plan has been developed within the current operating budget.

SUSTAINABILITY

39. The Strategic Community Plan has been developed with the ethos of continued long term sustainability of the District.

RISK MANAGEMENT

40.

Risk: Strategic Community Plan is not adopted by Council.		
Consequence	Likelihood	Rating
Significant	Unlikely	Low
Action/Strategy		
Ensure Strategic Community plan is developed by directly involving community members and put to Council articulating the views of the community.		

CONCLUSION

41. A specific highlight of the Review's in-person workshopping component was that it allowed community members to articulate their opinions and views and negotiate with others to find agreeable solutions or alternative. This meant the onus was on the individual to explore themes, ideas and budgets to support their priorities and really encouraged a sense of ownership of the shared community vision.
42. To assist with the Strategic Community Plan's review, the City of Kalamunda engaged and listened to the needs and aspirations of the local community, with the aim of understanding what is required to create and deliver a shared vision. Specifically, community consultation sought to explore what the community valued, perceived future challenges, satisfaction levels, investment opportunities and relative priority for community themes. During the consultation, members of the community provided valuable insight into what is most valued and what is needed to improve the livability of the City.
43. The City of Kalamunda engaged with the wider community to ensure they had the opportunity to be involved in the review of the Strategic Community Plan. By personally inviting a range of community members with a broad range of views to workshop collaboratively and provide feedback in a group setting it assisted to grow community understanding of the competing

priorities. Utilising random sample methodology as well as broad public advertising was extremely successful.

44. Officers have reviewed feedback from the final stage of public advertising, with all previous feedback forming the basis of the draft Strategic Community Plan.
45. The final version of 'Kalamunda Advancing- Strategic Community Plan' is provided for Council endorsement.
46. The City of Kalamunda would like to thank all the community members who were involved in the development of the Plan.

Voting Requirements: Absolute Majority

RECOMMENDATION

That Council:

1. THANK the community for their contribution to Kalamunda Advancing Strategic Community Plan 2031.
2. NOTE the Community Engagement Report.
3. ADOPT Kalamunda Advancing Strategic Community Plan 2031.

10.4.2. Kala Cash Project Update

Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

Previous Items	N/A
Directorate	Office of the CEO
Business Unit	Customer & Public Relations
File Reference	
Applicant	
Owner	
Attachments	Nil

TYPE OF REPORT

Advocacy	When Council is advocating on behalf of the community to another level of government/body/agency
Executive	When Council is undertaking its substantive role of direction setting and oversight (eg accepting tenders, adopting plans and budgets)
 Information	For Council to note
Legislative	Includes adopting Local Laws, Town Planning Schemes and Policies. When Council determines a matter that directly impacts a person’s rights and interests where the principles of natural justice apply. Examples include town planning applications, building licences, other permits or licences issued under other Legislation or matters that could be subject to appeal to the State Administrative Tribunal

STRATEGIC PLANNING ALIGNMENT

Kalamunda Advancing Strategic Community Plan to 2027

Priority 1: Kalamunda Cares and Interacts

Objective 1.1 - To be a community that advocates, facilities and provides quality lifestyles choices.

Strategy 1.1.2 - Empower, support and engage and with young people, families and our culturally diverse community.

Priority 1: Kalamunda Cares and Interacts

Objective 1.3 - To support the active participation of local communities.

Strategy 1.3.1 - Support local communities to connect, grow and shape the future of Kalamunda.

Priority 3: Kalamunda Develops

Objective 3.3 - To develop and enhance the City's economy.

Strategy 3.3.1 - Facilitate and support the success and growth of industry and businesses.

Priority 3: Kalamunda Develops

Objective 3.4 - To be recognised as a preferred tourism destination.

Strategy 3.4.1 - Facilitate, support and promote, activities and places to visit.

Priority 4: Kalamunda Leads

Objective 4.2 - To proactively engage and partner for the benefit of community.

Strategy 4.2.1 - Actively engage with the community in innovative ways.

EXECUTIVE SUMMARY

1. The purpose of this report is to provide an update on the Kala Cash Campaign.
2. City of Kalamunda partnered with Community Bank Forrestfield & High Wycombe Bendigo Bank (CBF&HWBB) branches to create the first 'buy local' gift card program of its type in Western Australia.
3. The recommendation is to NOTE the progress of the Kala Cash Campaign.

BACKGROUND

4. Recognising the important role an Economic Development Strategy plays in supporting and facilitating local economic growth the City developed a strategy, with community consultation, that was adopted by Council in late-2017.
5. The City of Kalamunda (City) and the local CBF&HWBB branches partnered to create the local gift card in response to the economic uncertainties caused by the pandemic, and longer-term discussions with local businesses and the community.
6. In 2020, the COVID-19 pandemic placed the immediate future of many small businesses in serious jeopardy, causing a sudden fall in demand for products/services, labour shortages and supply disruptions. People isolating at home were consuming less and making purchases in different ways. As part of a comprehensive risk management strategy, the City

developed a range of support services and resources to help businesses during the crisis and recovery phase.

7. In July 2020, the City partnered with CBF&HWBB to implement a Community Gift Card Program by “Why Leave Town (WLT) Promotions. Aligning with the City’s strategy to provide funding for creative and innovative projects designed to assist local businesses recover from the effects of the pandemic, the initiative is the first of its kind to be rolled out in WA.

DETAILS AND ANALYSIS

8. Co-branded collateral was designed for each phase including stationary, social media campaigns, advertisements, Point of Sale (POS) material, flyers, signage, gift cards, packaging, media releases and website content. Adjustments were made throughout the project in response to stakeholder requirements, including the creation of mini campaigns to educate and engage local community groups resulting in a sense of ownership and showcasing product suitability as well as providing options for fundraising.
9. The engagement highlighted how:
 - a) forming a partnership benefited the overall project by sharing ideas, enthusiasm, skills and workload.
 - b) local businesses and services were empowered to self-promote their involvement with the program, connect with the community, and build a stronger local economy.
 - c) informing and involving the community in the ‘buy local – support local’ program has created sustainable economic and social long-term benefits and solutions.
10. The engagement was instrumental in providing statistics to the City around local economic patterns. This data provided valuable insight into stakeholder needs and assisted the City to better support them. The initiative has enjoyed enthusiastic uptake from stakeholders and the community, with all benchmarks and targets exceeded.
11. The buy local KalaCash Gift Card Program was implemented in four stages:
 - a) Stage One: Investigate the implementation of a community gift card program as one possible support solution in activating the local economy; and corresponding budget(s).
 - b) Stage Two: Seek business community interest in the program, targeting key businesses.
 - c) Stage Three: Engaging with the local community and program launch.
 - d) Stage Four (2021- ongoing): Building program sustainability collaborating with current registered businesses, empowering

them by providing tools and support to self-promote their program involvement and continue informing and involving the community in the economic and social benefits of buying and supporting local.

12.



13.

The initiative has been highly effective. Despite being in its early stages, the launch followed by a successful Christmas campaign saw \$10,000 loaded on the cards in first three weeks of the initiative, and easily surpassing the six-month targets:

- Target: 50+ Businesses registered. Purchase of 100 cards at a value of \$4000 (first 6 months).
- Actual: 78 Businesses registered. Purchase of 207+ cards at a value of \$15000 (first 5 months, March 2021).

14.

The City of Kalamunda and CBF&HWB have taken ongoing feedback from businesses to see what they need and adjusted to suit, this has included the development of additional materials and the like. At commencement, the partnership spoke to a number of businesses to ensure there was an appetite to proceed.

15.

Flyers, posters, website content, eNewsletter articles, a newspaper advertisement, and social media campaigns were used to inform the broader community with the message "Shopping local provides better opportunities for face-to-face customer service experiences, supports bespoke local goods, creates jobs, and keeps wealth and skills where we live, love and play." The City asked the community to get to know their local butchers, bakers, and business makers. They were encouraged to share their favourite shop, service, or experience by gifting a loaded 'Love Kala Cash' card to friends and family.

16.

A high level of transparency throughout the campaign was created, with the community being informed about the number of registered businesses; and the total amount of cards sold, and funds loaded via social media.

APPLICABLE LAW

17. Local Government ACT 1995

APPLICABLE POLICY

18. Service 5 – Communication and Engagement

STAKEHOLDER ENGAGEMENT

19. As part of a comprehensive risk management strategy, the City engaged with local businesses to develop a range of support services and resources to help them during the pandemic and recovery. Collected data validated information compiled during the City's Economic Development Strategy engagement processes.
20. The City's collaborated extensively with the CBF&HWBB (Project Partner), and Why Leave Town (Program Administrator) to comprehensively research the initiative, ascertain viability, allocate preliminary budgets, and prepare a Memorandum of Understanding and other legal agreements. In person and digital engagement was conducted along with significant liaison with other Councils in NSW who shared information regarding the implementation of the program in their region.
21. Following a series of brainstorming workshops, the City and CBF&HWBB developed a Communications and Engagement Plan and co-branded collateral informing business owners of the program and seeking their interest. Point of Sale (POS) material was created and costed by the City and 'tweaked' to include improvements and suggestions following further consultation and workshopping with CBF&HWB. Collateral included: co-branded stationary, a social media campaign, newspaper advertisement, posters, flyers, pull-up banners, a media release and website content. A QR code linking to the KalaCash page on the City's website, with query string, was added to key marketing material to assist with user engagement data and analytics.
22. The City's and CBF&HWBB's teams then took to the streets to deliver a personalised service to businesses. The City followed up on its earlier Business Advisory Sessions, promoting an initial buy-in to the KalaCash Gift Card program, receiving feedback and suggestions about any additional support businesses needed. The teams also attended local Chamber of Commerce meetings presenting the initiative and taking feedback.

23. A photographer visited registered businesses taking photos of business operators displaying a KalaCash placard, building hope despite the sluggish economic market, and a sense of excitement leading to the launch. The actions empowered business operators, by providing them with tools they could use and build on. The photos were used by the City and CBF&HWBB for further promotion.



24. In November 2020, the KalaCash Gift Card program launched to the community via a media release, social media campaign and a pop-up stall at the local night markets with \$2500 in KalaCash Gift Card giveaways, funded by the Community Bank. The pop-up stall was an opportunity to talk to community members face-to-face. As a result of feedback, a hard copy flyer was created listing participating businesses, and distributed in small batches throughout the City of Kalamunda and updated regularly as new businesses came on-board. A button was added to the KalaCash website page giving direct access to the latest version.
25. The project is opt-in, meaning businesses could decide if they wanted to sell KalaCash or be a redemption store. Only businesses who wanted to participate did so, on their own terms. Offering KalaCash as incentives and prizes for community groups was implemented as community feedback supported an expanded program.

FINANCIAL CONSIDERATIONS

26. The program has been developed in partnership with the Bendigo bank Community Bank Forrestfield and High Wycombe Branch.

SUSTAINABILITY

27. The program is focused on long term sustainability for the community and business sector.

RISK MANAGEMENT

28.

Risk: Slow take up of future Businesses		
Consequence	Likelihood	Rating
Moderate	Possible	Low
Action/Strategy		
Maintain communication. Strong marketing to convince businesses to be some of the first. Provide information and support implementing and sustaining the program. Promote the positive outcomes of the Program. Visitation by representatives from the City or CBF&HWB who have existing and trusted relationships with business owners to explain and answer questions.		

29.

Risk: Slow future uptake by community to purchase the gift cards		
Consequence	Likelihood	Rating
Moderate	Possible	Low
Action/Strategy		
Advertise widely and encourage ALL community members to participate. Promote the positive outcomes of the Program. Integrate on and offline communication to reach all sectors of community.		

CONCLUSION

30.

The City of Kalamunda’s partnership with CBF&HWBB has been a success due to the strong communication between both partners. The teams met regularly to collaboratively workshop and contribute to the overall Engagement & Communication Plan. The Plan was revised regularly, incorporating input from each party as the program rolled out. The City and CBF&HWB engage with business and the community for ongoing input into the running of the program and the opportunities for collaboration. Feedback is provided on an ongoing basis, with review also ongoing.

31.

The City and CBF&HWBB continue to meet and collaborate with current registered businesses and share the necessary tools and support so they can self-promote their involvement with the program. By empowering local businesses and continuing to involve them in the feedback process, the City is meeting its objective of building community and promoting the economic and social benefits of buying and supporting local.

- 32. In 2021, the Communications and Engagement Plan was updated following workshopping with partner, CBF&HWBB to include further social media campaigns, eNewsletter content, newspaper advertising and putting pull up banners back on the collateral list for use at local pop-up events. The program will regularly be revised to incorporate feedback from businesses, the local community, and analytics from digital channels.
- 33. The program's engagement plan progressed naturally from 'Collaborate' to 'Empower' IAP2 spectrum level with all stakeholders due to the City remaining open-minded, agile, listening to all stakeholders, and incorporating feedback at every stage.
- 34. An integrated communication and consultation campaign across a variety of platforms, delivered in multiple phases ensured a broader reach and awareness across all sectors of community.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council NOTE the Kala Cash Campaign Project Results.

10.4.3. Corporate Business Plan - Quarterly Update - January-March 2021

Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

Previous Items
Directorate Office of the CEO
Business Unit People Services
File Reference 3.009509
Applicant City of Kalamunda
Owner City of Kalamunda

Attachments 1. Quarterly Corporate Plan Report January- March 2021 [**10.4.3.1** - 62 pages]

TYPE OF REPORT

Advocacy	When Council is advocating on behalf of the community to another level of government/body/agency
Executive	When Council is undertaking its substantive role of direction setting and oversight (eg accepting tenders, adopting plans and budgets)
 Information	For Council to note
Legislative	Includes adopting Local Laws, Town Planning Schemes and Policies. When Council determines a matter that directly impacts a person's rights and interests where the principles of natural justice apply. Examples include town planning applications, building licences, other permits or licences issued under other Legislation or matters that could be subject to appeal to the State Administrative Tribunal

STRATEGIC PLANNING ALIGNMENT

Kalamunda Advancing Strategic Community Plan to 2027

Priority 4: Kalamunda Leads

Objective 4.1 - To provide leadership through transparent governance.

Strategy 4.1.1 - Provide good governance.

EXECUTIVE SUMMARY

1. The purpose of this report is to provide Council with the progress on the City of Kalamunda's (City's) achievement against "Kalamunda Achieving:

Corporate Business Plan 2020-2024" for the period January to March 2021.

2. On average, actions from the Corporate Business Plan are 75.0% complete at the end of the third quarter, 31 March 2021.
3. It is recommended that Council notes the quarterly report for the Corporate Business Plan for the period January to March 2021.

BACKGROUND

4. Kalamunda Achieving: Corporate Business Plan 2020-2024 (the CBP) was endorsed by Council on 30 June 2020. The Plan is reviewed every year.
5. The CBP outlines the major projects, including capital works and operational recurrent services, for the City. It then links those projects and services to the Asset Plans, Long Term Financial Plan and Workforce Plan.
6. The CBP is a component of the City of Kalamunda's integrated planning and reporting framework.
7. The Chief Executive Officer, Directors and Managers have individual performance objectives that are directly linked to their achievement of the CBP in 2020/21.

DETAILS AND ANALYSIS

8. The CBP is comprised of 4 priority areas, referred to as 'goals' in this report, being:
 1. Kalamunda Cares and Interacts
 2. Kalamunda Clean and Green
 3. Kalamunda Develops
 4. Kalamunda Leads
9. There are 119 individual actions set out within the CBP for the 2020/21 year. Progress reporting is provided as Attachment 1 to this report.
10. The report reflects the management progress report against the work schedule for each of the individual actions, as at 31 March 2021.
11. On average, the actions contained in the CBP are 75.0% complete. For most actions, the target at the end of the second quarter is 75%.
12. Achievement of target is measured by comparing the target completion % to the actual completion %. For example, if the target is 25%, but the

action is actually 50% complete, this represents an achievement of 200%. The average achievement of target across the actions is 102.4%.

APPLICABLE LAW

13. Section 5.56 of the *Local Government Act 1995 (WA)*.

APPLICABLE POLICY

14. Nil.

STAKEHOLDER ENGAGEMENT

15. This report reflects input from Directors and Managers throughout the City.

16. Various external stakeholders and community members have been involved in the achievement of the CBP.

FINANCIAL CONSIDERATIONS

17. This plan is delivered within the City's approved Annual Budget and Long Term Financial Plan.

SUSTAINABILITY

18. Nil.

RISK MANAGEMENT

19.	Risk: The City lacks transparency in its achievement of the statutory requirements of the Corporate Business Plan leading to reputational impacts		
	Consequence	Likelihood	Rating
	Moderate	Unlikely	Low
	Action/Strategy		
Quarterly reports are provided to Council of progress against the CBP and are publicly available.			

CONCLUSION

20. On average, actions from the Corporate Business Plan are 75.0% complete.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council NOTE the quarterly report for the Kalamunda Achieving: Corporate Business Plan 2020-2024 for the period January to March 2021.

11. Closure

12. Public Information

PROCEDURES FOR PUBLIC AGENDA BRIEFING FORUMS

The following procedures will apply to all Public Agenda Briefing Forums conducted by the City of Kalamunda:

- a. Public Agenda Briefing Forums will be open to the public matters of a confidential nature will not be presented. The guide in determining those matters of a confidential nature shall be in accordance with the *Local Government Act 1995* (WA).
- b. Dates and times for Public Agenda Briefing Forums will be set more than one (1) week in advance where practicable, and appropriate notice given to the public.
- c. The Chief Executive Officer will ensure timely written notice and an agenda for each Public Agenda Briefing Forum will be provided to all Elected Members, members of the public and external advisors (where appropriate).
- d. Ordinarily, the Mayor is to be the Presiding Member at Public Agenda Briefing Forums. However, should Elected Members wish to rotate the role of Presiding Member for a particular meeting, those Elected Members present may select, by consensus, a Presiding Member for the relevant Public Agenda Briefing Forum from amongst themselves to preside at that Public Agenda Briefing Forum.
- e. Relevant employees of the City of Kalamunda will be available to make presentation or respond to questions on matters listed on the agenda for the Public Agenda Briefing Forum.
- f. All Elected Members will be given a fair and equal opportunity to participate in the Public Agenda Briefing Forum.
- g. The Presiding Member will ensure time is made available to allow for all matters of relevance to be covered.
- h. Elected Members, employees and relevant consultants shall disclose their interests on any matters listed for the Public Agenda Briefing Forum. When disclosing an interest, the following is required:
 - i. Interests are to be disclosed in accordance with the provisions of the *Local Government Act 1995*, the *Local Government (Rules of Conduct) Regulations 2007* and the *City's Code of Conduct*.
 - ii. Elected Members disclosing a financial interest will not participate in that part of the forum relating to the matter to which their interest applies and shall depart the room.
 - iii. Employees with a financial interest in a matter may also consider it appropriate to depart the room when the matter is being considered, however there is no legislative requirement to do so.

- i. Minutes shall be kept of all Public Agenda Briefing Forums. As no decisions are made at a Public Agenda Briefing Forum, the minutes need only be a general record of the items covered but shall record any disclosure of interests as declared by individuals. A copy of the minutes is to be attached to the following Ordinary Council Meeting for Council of the preceding forum.
- j. At any Public Agenda Briefing Forum, Elected Members may foreshadow a request to the Chief Executive Officer for the Chief Executive Officer to prepare a report on a matter they feel is appropriate to be raised and which is to be presented at a future Public Agenda Briefing Forum.
- k. Requests of this nature may not be accepted by the Chief Executive Officer at forums, but instead, Elected Members wishing to formalise such a foreshadowed request, shall submit a Notice of Motion to that effect to the Chief Executive Officer in accordance with the *City's Standing Orders Local Law 2015 (City's Standing Orders)*.

PROCEDURES FOR PUBLIC QUESTION TIME

Questions Asked Verbally

Members of the public are invited to ask questions at Public Agenda Briefing Forums.

- a. Questions asked at a Public Agenda Briefing Forum must relate to a matter contained on the agenda.
- b. A register will be provided for those persons wanting to ask questions to enter their name. Persons will be requested to come forward in the order in which they are registered, and to give their name and full address.
- c. Public question time will be limited to two (2) minutes per member of the public, with a limit of two (2) verbal questions per member of the public.
- d. Statements are not to precede the asking of a question during public question time. Statements should be made during public submissions.
- e. Members of the public are encouraged to keep their questions brief to enable others who desire to ask a question to have the opportunity.
- f. Public question time will be allocated a minimum of 30 minutes. Public question time is declared closed following the expiration of the allocated 30 minute time period, or earlier if there are no further questions.
- g. The Presiding Member may extend public question time in intervals of 10 minutes, but the total time allocated for public question time is not to exceed 50 minutes in total.

- h. Questions are to be directed to the Presiding Member and shall be asked politely, in good faith, and are not to be framed in such a way as to reflect adversely or to be defamatory to any particular Elected Member or City of Kalamunda employee.
 - i. The Presiding Member shall decide whether to:
 - i. accept or reject any question and his/her decision shall be final;
 - ii. nominate a City of Kalamunda employee to respond to the question (who make take such question on notice in which case, provision of a response shall be in accordance with the City's Standing Orders); or
 - iii. take a question on notice (in which case, a written response will be provided as soon as possible and included in the agenda of the next Ordinary Council Meeting).
- j. Where an Elected Member is of the opinion that a member of the public is:
 - i. asking a question at a Public Agenda Briefing Forum that is not relevant to a matter listed on the agenda; or
 - ii. making a statement during public question time, they may bring it to the attention of the Presiding Member who will make a ruling.
- k. Questions and any responses will be summarised and included in the minutes of the meeting.
- l. It is not intended that question time should be used as a means to obtain information that would not otherwise be made available if the information was sought from the City's records under Section 5.94 of the *Local Government Act 1995* (WA) (**LG Act**) or the *Freedom of Information Act 1992* (**FOI Act**).
- m. Where the response to a question(s) would require a substantial commitment of the City's resources, the Chief Executive Officer will determine that it is an unreasonable impost upon the City of Kalamunda and may refuse to provide it. The Chief Executive Officer will advise the member of the public that the information may be sought in accordance with the FOI Act.

PROCEDURES FOR PUBLIC STATEMENT TIME

- a. Members of the public are invited to make statements at Briefing Forums.
- b. Statements made at a Briefing Forum must relate to a matter contained in the agenda.
- c. A register will be provided for those persons wanting to make a statement to enter their name. Persons will be requested to come forward in the order in which they are registered, and to give their name and full address.
- d. Public Statement Time will be limited to two (2) minutes per member of the public.

- e. Members of the public are encouraged to keep their statements brief to enable everyone who desires to make a statement to have the opportunity to do so.
- f. Public Statement Time will be allocated a maximum time of ten (10) minutes. Public Statement Time Is declared closed following the ten (10) minute allocated time period, or earlier if there are no further statements.
- g. Statements are to be directed to the Presiding member and are to be made politely in good faith and are not to be framed in such a way as to reflect adversely or be defamatory on a particular Elected Member or City of Kalamunda employee.
- h. Where an Elected Member is of the opinion that a member of the public is make a statement at a Briefing Forum that is not relevant to a matter listed on the agenda, they may bring it to the attention of the Presiding Member who will make a ruling.
- i. A member of the public attending a Briefing Forum may present a written statement rather than make the statement verbally if he or she so wishes.
- j. Statements will be summarising and included in the notes of the Briefing Forum.

Questions in Writing

- a. Questions must relate to a matter contained in the Agenda Briefing Forum agenda.
- b. The City will accept a maximum of five written questions per member of the public. To ensure equality and consistency, each part of a multi-part question will be treated as a question in its own right.
- c. Questions lodged by the close of business on the working day immediately prior to the scheduled Agenda Briefing Forum will be responded to, where possible, at the Agenda Briefing Forum. These questions, and their responses, will be distributed to Elected Members and made available to the public in written form at the meeting.
- d. The Presiding Member shall decide to accept or reject any written question and his/her decision shall be final. Where there is any concern about a question being offensive, defamatory or the like, the Presiding Member will make a determination in relation to the question. Questions determined as offensive, defamatory or the like will not be published. Where the Presiding Member rules questions to be out of order, an announcement to this effect will be made at the meeting, including the reason(s) for the decision.
- e. The Presiding Member may rule questions out of order where they are substantially the same as questions previously submitted and responded to.

- f. Written questions unable to be responded to at the Public Agenda Briefing Forum will be taken on notice. In this case, a written response will be provided as soon as possible and included on the agenda of the next Ordinary Council Meeting.
- g. A person who submits written questions may also ask questions at a Public Agenda Briefing Forum and questions asked verbally may be different to those submitted in writing.
- h. Questions and any response will be summarised and included in the minutes of the meeting.
- i. It is not intended that question time should be used as a means to obtain information that would not be made available if it was sought from the City's records under Section 5.94 of LG Act or the FOI Act.
- j. Where the response to a question(s) would require a substantial commitment of the City's resources, the Chief Executive Officer will determine that it is an unreasonable impost upon the City and may refuse to provide it. The Chief Executive Officer will advise the member of the public that the information may be sought in accordance with the FOI Act.

Questions of Clarification

Members of the public may ask questions of clarification at Public Agenda Briefing Forums.

- a. Questions of clarification asked at a Public Agenda Briefing Forum must relate to a matter contained on the agenda.
- b. Questions of clarification will be limited to two (2) minutes per member of the public, with a limit of two (2) verbal questions per member of the public.
- c. The period at which members of the public may ask questions of clarification must follow the presentation of reports.
- d. Statements are not to precede the asking of a question of clarification. Statements should be made during public submissions.
- e. The period for questions of clarification will be allocated a minimum of 15 minutes. This time is declared closed following the expiration of the allocated 15 minute time period, or earlier if there are no further questions. The Presiding Member may extend public question time in intervals of 5 minutes, but the total time allocated for public question time is not to exceed 30 minutes in total.
- f. Questions of clarification will otherwise be governed by the same requirements and procedures as set out above from 5.1(i) to 5.1(n).