



# Ordinary Council Meeting

AGENDA

Tuesday 22 July 2025

## **NOTICE OF MEETING**

### **ORDINARY COUNCIL MEETING**

Dear Councillors

Notice is hereby given that the next Ordinary Meeting of Council will be held in the Council Chambers, Administration Centre, 2 Railway Road, Kalamunda on **Tuesday 22 July 2025 at 6.30pm.**



Anthony Vuleta  
**Chief Executive Officer**  
17 July 2025

#### **Acknowledgement of Traditional Owners**

We wish to acknowledge the traditional custodians of the land we are meeting on, the Whadjuk Noongar people. We wish to acknowledge their Elders' past, present and future and respect their continuing culture and the contribution they make to the life of this City and this Region.

#### **Emergency Procedures**

**Please view the position of Exits, Fire Extinguishers and Outdoor Assembly Area as displaced on the wall of the Council Chambers.**

**In case of an emergency follow the instructions given by City Staff.**

**Please remain at the assembly point until advised it is safe to leave.**

# Our Vision



## Connected Communities, Valuing Nature and Creating our Future Together

### Core Values

**Service:** We demonstrate a 'can do' attitude, we listen, we understand, and we go above and beyond when we serve others.

**Professionalism:** We look, speak, act & do what it takes to show others we are reliable, respectful and competent.

**Quality:** We think clearly, plan mindfully, act decisively, measure carefully and review regularly everything we do.

### Aspirational Values

**Courage:** We make brave decisions and take calculated risks to lead us to a bold and bright future. We show courage in our pursuit for the protection of the environment, for the well being of our people and to support the economy.

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

**Innovation:** We believe in a workplace where you're safe to try new things – where we can push the boundaries of the norm and learn from things that don't always go according to plan. We strive for a just and blameless culture that respects people as individuals and paves the way to genuine learning and improvement.

**Our simple guiding principle will be to ensure everything we do will make the City of Kalamunda socially, environmentally and economically sustainable.**

[kalamunda.wa.gov.au](http://kalamunda.wa.gov.au)



## **Webcasting Notice**

Please note tonight's meeting, other than the confidential sessions, are being live streamed and recorded.

All in attendance and those addressing Council should refrain from making offensive/defamatory statements as there may be legal implications.

Council takes all care when maintaining privacy, however members of the public gallery and those addressing Council should be aware that you will be recorded.

## INFORMATION FOR PUBLIC ATTENDANCE

Welcome to this evening's meeting. The following information is provided on the meeting and matters which may affect members of the public.

If you have any queries related to procedural matters, please contact a member of staff.

### Ordinary Council Meetings – Procedures

1. Council Meetings are open to the public, except for Confidential Items listed on the Agenda.
2. Members of the public who are unfamiliar with meeting proceedings are invited to seek advice prior to the meeting from a City Staff Member.
3. To facilitate the smooth running of the meeting, silence is to be observed in the public gallery at all times.
4. All other arrangements are in general accordance with Council's Standing Orders, the Policies and decision of the City or Council.

### Deputations and Public Question Time

These sessions in the Council Meeting provides an opportunity for people to ask any question of the Council or speak publicly on any matter.

#### Public Question Time

Public Question Time session will be conducted in accordance with the provisions of the Local Government Act and the City's Standing Orders.

Where a member of the public raises a question during Public Question Time, a response will be provided where Councillors or staff have the necessary information at hand; if not, a reply will be provided at a later time. There is a limit of one question per speaker per meeting.

#### Deputations

All speakers are limited to ten minutes, with a one-minute warning given to speakers prior to the ten-minute time period elapsing. The commencement and conclusion of time shall be advised by the Mayor/Chairperson.

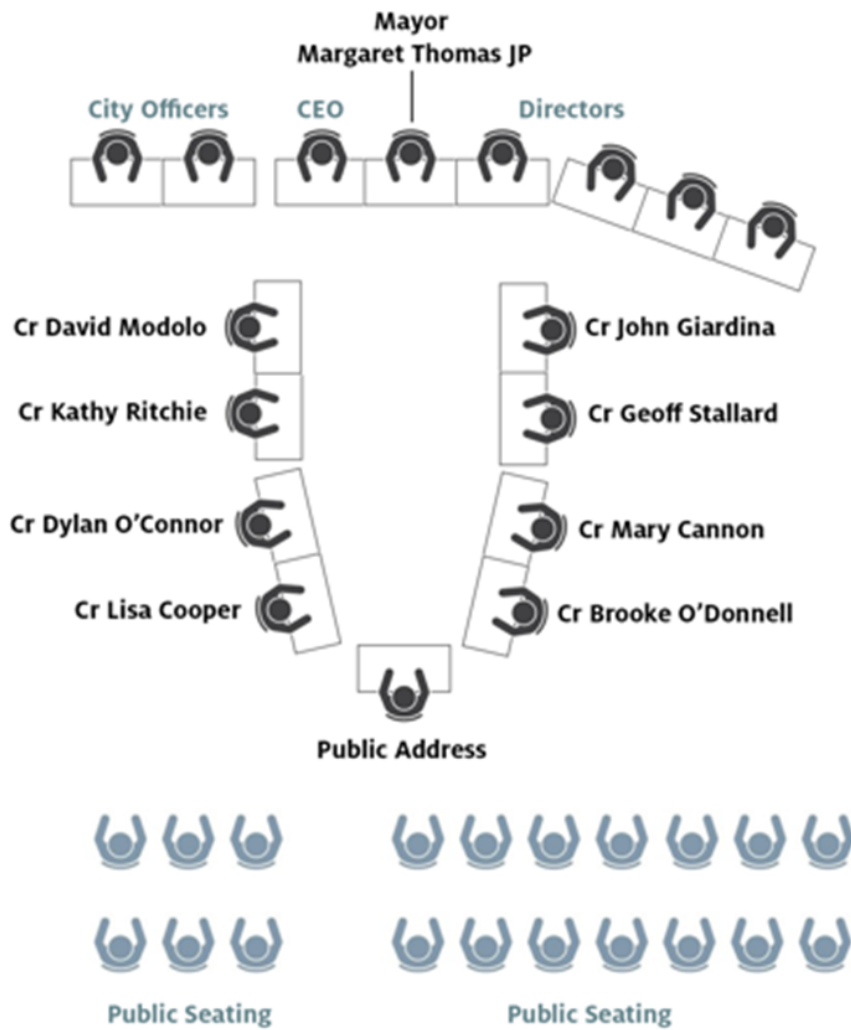
It should be noted that speakers at Council meetings do not enjoy any protection from parliamentary-style privilege. Therefore, they are subject to the risk of defamation action if they make comments about individuals.

In the event that speaker makes potentially offensive or defamatory remarks about any person, the Mayor/Chairperson will ask them to refrain from such comments.

The Mayor/Chairperson has the discretion to withdraw the privilege to speak where a speaker continues to make inappropriate or offensive comments about another person, or make a point of order ruling if a speaker breaches the Guidelines.

Only the audio recording of the public address speakers will be heard on Council's webcast. Visual images of the speaker will not be captured as part of that webcast.

## Council Chambers Seating Plan



## Schedule of Agenda Briefing Forums and Council Meetings - 2025

Ordinary Meetings of Council (OCM) commence at 6:30pm.  
Public Agenda Briefing Forums (Agenda Briefing) commence at 6:30pm.

	Agenda Briefing	Ordinary Council
February	Tuesday 11	Tuesday 25
March	Tuesday 11	Tuesday 25
April	Tuesday 8	Tuesday 22
May	Tuesday 13	Tuesday 27
June	Tuesday 10	Tuesday 24
July	Not required	Tuesday 22
August	Tuesday 12	Tuesday 26
September	Tuesday 9	Tuesday 23
October	Tuesday 7	Tuesday 14
November	Tuesday 11	Tuesday 25
December	Tuesday 2	Tuesday 9



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**1. Official Opening**

**2. Attendance, Apologies and Leave of Absence Previously Approved**

**3. Public Question Time**

**3.1. Questions Taken on Notice at Previous Meeting**

3.1.1 Michael Ryan, High Wycombe (taken on notice 24 June 2025)

Q1. Is the City advocating for funds that appear to defeat the Department of the Environment decision regarding recreation purposes on the Local Open Space in the Green Link.

A1. The City is not party to the land transactions between the Department of Environment and Water (DWER) and specific landowners. The City is advocating for funding to support enabling infrastructure across the precinct, with the intent that the advocacy doesn't override or interfere with regulatory decisions made by the State.

Q2. Is the City buying the land, or is it proposing spending \$11 million on recreation purposes in the Local Open Space for things like clearing large areas for swings and tables, when landowners are crying out for funds to reduce the DCP costs?

A2. Amendment 113 and the supplementary draft High Wycombe South Development Contribution Plan (the DCP) was adopted by Council at the October 2024 Ordinary Council Meeting (OCM/135/2024):

- a) does not include land costs for Local Open Space (LOS).
- b) proposes \$11.72 million in LOS improvement costs. The improvement costs have been included given that, notwithstanding the environmental values that exist in the Green Link, and the justification for acquisition of this corridor to be funded through the MRIF, there are small areas of this corridor that will function as recreational parks that will serve the needs of the local community. The State Planning Framework provides for land reserves for Parks and Recreation to be used for an appropriate local (as well as a regional) purpose and therefore it is possible for any local improvement costs to be identified within the DCP.

Following Council's adoption, Amendment 113 was referred to the Western Australian Planning Commission (WAPC) for assessment and ultimate determination by the Minister of Planning.

- Q3. Can the City please analyse the data on that spreadsheet, and comment on the validity or otherwise of
- the calculation for walk-to-the-station tickets or
  - our losses of at least \$59 million due the Government's ultimatum to wither and die here, or succumb to englobo pricing.

A3. It is not appropriate for the City to undertake the requested analysis.

Q4. What is the Government's contingency plan if the development stalls and we are faced with just the wither and die part of the ultimatum.

A4. The City does not typically develop formal contingency plans in response to individual planning scenarios or private development timelines. Our aim with the Advocacy Program is to progress the enabling of infrastructure and support activation of the High Wycombe South Precinct.

### 3.2. Public Question Time

*A period of not less than 15 minutes is provided to allow questions from the gallery on matters relating to the functions of Council. For the purposes of Minuting, these questions and answers will be summarised.*

#### 3.2.1 Shayla Strapps, Kalamunda

These questions relate to the **City's Communication and Engagement Policy (Service 5)**.

1. Why was there no engagement undertaken prior to the decision to sell the assets when the City's own policy indicates that there should have been?
2. Whilst the City claims that the decision is commercial in nature, there are a range of items which the City could (and should have - according to its own policy) have engaged with the residents on.
3. How does the complete lack of engagement align with the policy's commitment to:
  - Begin engagement early in the process (not after key decisions are made),
  - Enable the involvement of those affected,
  - Communicate how public input has influenced the decision?
4. Does the City consider that the Communication and Engagement Policy has been followed in full with respect to this decision? If not, what explanation can be provided for the departure?

3.2.2 Buddy Khouri, Kalamunda

1. What is the process for granting clearing approvals on public land i.e Public Open Spaces or verges?
2. If an environmental and/or tree study is carried out, is it reviewed by City of Kalamunda applicable departments?
3. Are trees nominated to be retained and if so what is the process to ensure they are retained?
4. Who has the authority to approve tree clearing in the City of Kalamunda?
5. Is there public notice given to the residents prior to granting clearing approval on public land?

**4. Petitions/Deputations**

**5. Applications for Leave of Absence**

**6. Confirmation of Minutes from Previous Meeting**

- 6.1 That the Minutes of the Ordinary Council Meeting held on 24 June 2025, as published and circulated, are confirmed as a true and accurate record of the proceedings.

Moved:

Seconded:

Vote:

**Statement by Presiding Member**

*"On the basis of the above Motion, I now sign the Minutes as a true and accurate record of the meeting of 24 June."*

**7. Announcements by the Member Presiding Without Discussion**

**8. Matters for Which the Meeting may be Closed**

- 8.1 Item 10.6.2 Debtors and Creditors Reports for the month of June 2025 – Confidential Attachments - Creditor Payments for the Period ended 30 June 2025 (Confidential) and Corporate Credit Card Payments for the period 25 April to 26 May 2025 – Confidential

Reason for Confidentiality: *Local Government Act 1995 (WA) Section 5.23 (2) (e) - "matter that if disclosed, would reveal - (i) a trade secret; (ii) information that has a commercial value to a person; or (iii) information about the business, professional, commercial or financial affairs of a person; - where the trade secret or information is held by, or is about a person other than the local government"*

- 8.2           Item 10.7.2 AR&I9.2 City of Kalamunda – Interim Management Letter - 30 June 2025 - City of Kalamunda – Interim Management Findings - 30 June 2025

Reason for Confidentiality: *Local Government Act 1995 (WA) Section 5.23 (2) (f) - "a matter that if disclosed, could be reasonably expected to - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; (ii) endanger the security of the local government's property; or (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety".*

- 8.3           Item 10.7.3 AR&I9.3 ICT Governance Internal Audit Report May 2025

Reason for Confidentiality: *Local Government Act 1995 (WA) Section 5.23 (2) (f) - "a matter that if disclosed, could be reasonably expected to - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; (ii) endanger the security of the local government's property; or (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety".*

## **9.           Disclosure of Interest**

### **9.1.       Disclosure of Financial and Proximity Interests**

- a)   Members must disclose the nature of their interest in matters 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*.)

### **9.2.       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.

**10. Reports to Council**

**10.1. Development Services Reports**

No reports presented.

**10.2. Asset Services Reports**

No reports presented.

**10.3. Corporate Services Reports**

No reports presented.

**10.4. Community Services Reports**

No reports presented.

**10.5. Office of the CEO Reports**

No reports presented.

**10.6. Chief Executive Officer Reports**

**10.6.1. Monthly Financial Statements to 30 June 2025**

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

Previous Items	N/A
Directorate	Corporate Services
Business Unit	Financial Services
File Reference	FIR-SRR-006
Applicant	N/A
Owner	N/A
Attachments	<div><div>1.</div><div>Statement of Fin Activity for twelve months ended 30 June 2025 [<b>10.6.1.1</b> - 1 page]</div></div> <div><div>2.</div><div>Statement of Net Current Funding Position as at 30 June 2025 [<b>10.6.1.2</b> - 1 page]</div></div> <div><div>3.</div><div>Statement of Financial Position as at 30 June 2025 [<b>10.6.1.3</b> - 1 page]</div></div> <div><div>4.</div><div>2024-25 Voted Works Budget [<b>10.6.1.4</b> - 1 page]</div></div>

**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 the 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 licenses, other permits or licenses 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 2031*

### 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 Statutory Financial Statement for the twelve months ended 30 June 2025.
2. The Statutory Financial Statements report on the activity of the City of Kalamunda (City) with the comparison of the period's performance against the mid-year reviewed budget 2024-25 adopted by Council on 25 February 2025 and any other amendments approved subsequently by separate resolutions.  
  
The reported financials are in draft stage pending final year-end adjustments, closure of subledgers, land and building revaluation entries and provisions movements which are yet to be finalised including the external audit for the year 2024-25.
3. It is recommended Council receives the draft Monthly Statutory Financial Statements for the month of June 2025 and note the Voted Works details

## BACKGROUND

4. The Statement of Financial Activity (Attachment 1), incorporating various sub-statements, has been prepared in accordance with the requirements of the *Local Government Act 1995 (Act)* and Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.
5. The Statement of Financial Position (Attachment 3, incorporating various sub-statements, has been prepared in accordance with the requirements of the *Local Government Act 1995 (Act)* and Regulation 35 of the *Local Government (Financial Management) Regulations 1996*.

## DETAILS AND ANALYSIS

6. The Act requires the Council to adopt a percentage or value to be used in reporting variances against the Budget. Council has adopted the reportable variances of 10% or \$50,000 whichever is greater.



## **FINANCIAL COMMENTARY**

### **Draft Statement of Financial Activity by Nature and Type for the eleven months ended 30 June 2025.**

7. This Statement reveals a net result surplus of \$9,414,594 compared to the budgeted surplus of \$512,833 resulting in a variance of \$8,901,761. The variance is largely due to an investing activities variance of \$7,978,063 and variance of (\$316,181) & \$1,239,879 respectively from operating & financing activities.

### **Operating Revenue**

8. Total Revenue including rates is under budget by \$191,541. This is made up as follows:
- a) Rates generation is trending along the budget with a minor variance of \$134,823 mainly due to lower interims than currently budgeted. Noting that raising of interims is temporarily suspended from 15 May to allow for the 2025/26 Rates billing, there will be a catch up in the following financial year.
  - b) Operating Grants, Subsidies and Contributions are also trending along the budget with a minor variance of \$189,790. The variance is mainly due to a timing difference in the reimbursement of workers compensation insurance claims been higher than budget by \$128,487.
  - c) Profit on asset disposal is under budget by \$1,611,135 as certain land parcels earmarked for sale have not yet been finalised. Approval was recently granted by Council to commence disposal on some surplus land parcels which will be completed in the next few months and transacted in the 2025/26 financial year.
  - d) Fees and Charges are trending along the budget with over budget variance of \$433,578. The variance is attributable to the recovery of project management fees of Asset Delivery that is higher than budget by \$133,300 and the Waste Management fee which is higher than the budget by \$84,972.
  - e) Interest income is above budget by \$1,020,247 mainly due to higher interest earned on investments and reserves than budgeted. Some of the additional interest is due to delayed capital works spend allowing higher cash flow to be invested.
  - f) Other Revenue is under budget by \$24,314 and the variance is mainly due to Environmental Health related compliance action collection which is lower than budget by \$29,150.
  - g) Ex-Gratia Rates Revenue is tracking lower than budget by \$104,884 due to a timing variance in relation to the Ex-Gratia Rates due from the Dampier Bunbury Natural Gas Pipeline (DBNGP). A payment of \$113,138.34 was received in July from DBNGP which will be accrued for as part of year end adjustments.

## **Operating Expenditure**

9. Total expenditure is over budget by \$2,489,407. The significant variances within the individual categories are as follows:
- a) Employment Costs are over budget by \$614,778. Major variance contributors are as follows. Workers' compensation claims were over budget by \$164,494 as prior year claims were settled and the rest was primarily due to a lower vacancy rate than forecasted when the budget was developed with approximately \$500,000 spread over the four Directorates covering the CEO, Office of Director Community Services, Development Services and Director Corporate Services.
  - b) Materials and Contracts are under budget by \$386,175. The variance is mainly due to a timing difference for waste services, building maintenance and infrastructure maintenance costs.
  - c) Utilities are tracking along the budget with a minor variance of \$45,033 which is below the variance reporting threshold.
  - d) Depreciation, although a non-cash cost, is tracking along the budget with a minor variance of \$126,153. This is partially due to a delay in the capitalisation of assets which are yet to be completed in the current financial year.
  - e) Interest expense is tracking along the budget line with minor variance of \$29,412 partially due to the June 2025 interest on lease liabilities is not yet recorded.
  - f) Insurance expense is tracking under budget by \$70,681 due to lower LGIS Insurance premium received than budgeted.
  - g) Loss on Asset Disposal adverse variance of \$2,579,222 relates primarily to disposals recorded in the Asset Management System when they are replaced with new assets which are reflected under investing activities.
  - h) Other expenditure is under budget by \$137,202 mainly due to land acquisition costs of \$94,000 budgeted for Forrestfield Industrial Area Scheme which were unspent.

## **Investing Activities**

### **Non-operating Grants and Contributions**

10. The non-operating grants and contributions is over budget by \$6,364,559. This is mainly due to found and gifted infrastructure assets of \$6.2 million which was recorded up to the end of June 2025.

## **Capital Expenditure**

11. The total Capital Expenditure on Property, Plant, Equipment, and Infrastructure Assets is under budget by \$8,435,779. The delayed spend is due to the City working through some large projects which are in various stages in the tender process. A review will be undertaken to determine any impacts on the 2025/26 Budget which was approved recently.

## **Financing Activities**

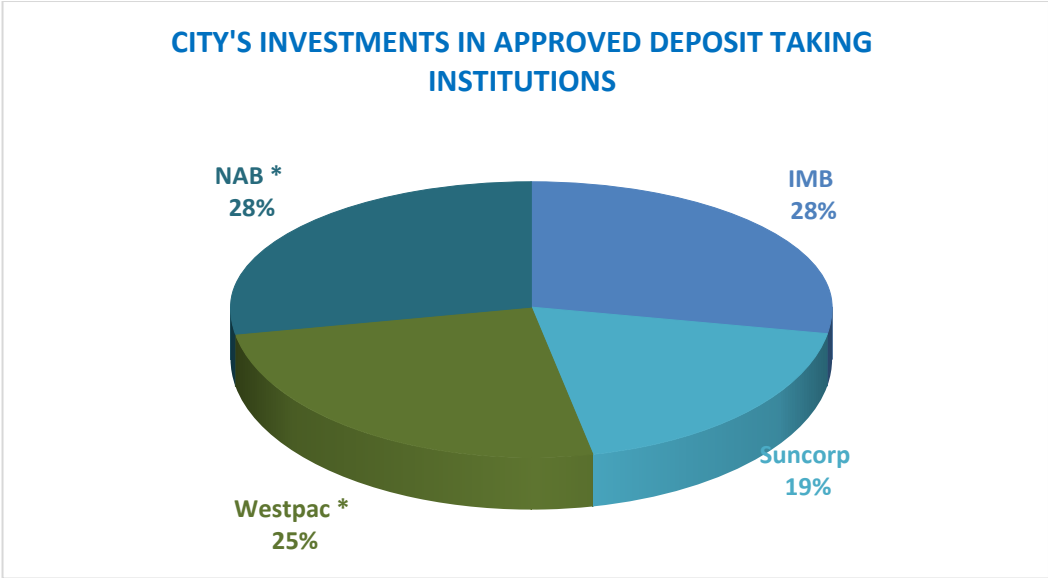
12. The amounts attributable to financing activities show a variance from budget by \$1,239,879 which is mainly due to the higher than budgeted transfers to reserve resulted from higher interest income on investment of cash in reserves.

## **Statement of Net Current Funding Position as of 30 June 2025**

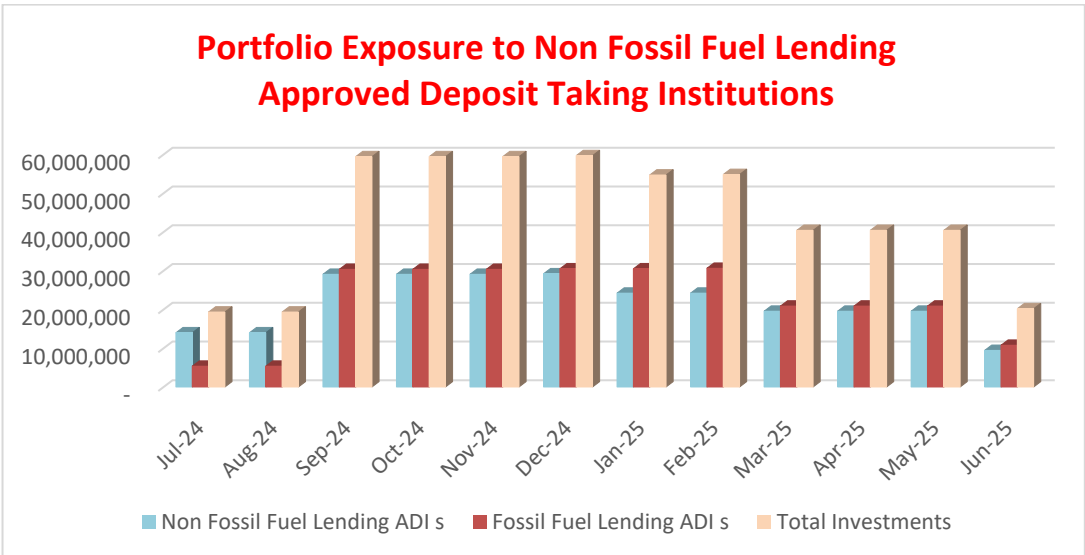
13. The commentary on the net current funding position is based on a comparison of June 2025 to the June 2024 actuals.
14. Net Current Assets (Current Assets less Current Liabilities) total \$39.5 million as compared to \$38.9 million for the previous year. The restricted cash position is \$34.6 million which is slightly lower than the previous year's balance of \$35.5 million.
15. The following graph indicates the financial institutions where the City has investments as of 30 June 2025. Investments yields are between 4%-5.5% depending on the length of deposits. The Reserve Bank of Australia have reduced the cash rate by a further 15 basis points to 3.85% which will have an adverse effect on investment income in the outer months and the new financial year as core inflation stabilises.

As can be seen from the table below, the amount invested has reduced significantly. This is mainly due to low receipts as opposed to significant payments of creditors and the transfers to Reserves being allowed for by the retirement of investments.

16.



\*Financial Institutions with Investments in the Fossil Fuel Industry



17. Rates debtors are currently \$1.6 million, further details are contained in the Rates Report to Council.
18. Sundry debtors have increased from \$278,721 to \$1,485,257 of which \$1,325,922 consist of current debt due within 30 days. The major invoice in the current debts is raised in May 2025 for the 2<sup>nd</sup> milestone payment of High Wycombe Hub grant of \$1.3 million. Further details are contained in the Debtors and Creditors Report to Council.
19. Receivables Other represent \$2.1 million including:
- a) Emergency Service Levy receivables \$0.4 million.
  - b) Receivables Sanitation \$0.6 million.

20. Provisions for annual and long service leave have increased by \$243,367 from \$4.24 million to \$4.48 million when compared to the previous year. The provision is cash backed via specific reserves.

### **Proposed Budget Amendments and Voted Works**

21. There are no proposed budget amendments for this month.
22. The City has commenced for 2024/25 a Voted Works Reserve valued at \$100,000 which is allocated during the year based on elected member nominations to fund various community requests.

As of 30 June 2025, a balance of \$32,643 is available for allocation by Elected Members from the Voted Works Reserve. Please see attachment 4 for further details.

A review of the budgets already allocated and spend to date requires an adjustment to the reserves in 2025/26 to allow for the underspend and the re-assignment of the Hockey and Teeball car park project which is now being done internally.

### **APPLICABLE LAW**

23. *The Local Government Act 1995 s6.8 and the Local Government (Financial Account Management) Regulations 1996 s34 and s35.*

### **APPLICABLE POLICY**

24. Nil.

### **STAKEHOLDER ENGAGEMENT**

#### **Internal Referrals**

25. The City's executive and management monitor and review the underlying business unit reports which form the consolidated results presented in this report.

#### **External Referrals**

26. As noted in point 23 above, the City is required to present to the Council a monthly statement of financial activity with explanations for major variances.

## FINANCIAL CONSIDERATIONS

27. The City's financial position continues to be closely monitored to ensure it is operating sustainably and to allow for future capacity.

## SUSTAINABILITY

### Social Implications

28. Nil.

### Economic Implications

29. Nil.

### Environmental Implications

30. Nil.

## RISK MANAGEMENT

- 31.
- |  |                   |               |
|--|-------------------|---------------|
| <b>Risk:</b> Over-spending the budget.   |                   |               |
| <b>Consequence</b>   | <b>Likelihood</b> | <b>Rating</b> |
| Moderate   | Possible          | Medium        |
| <b>Action/Strategy</b>   |                   |               |
| Monthly management reports are reviewed by the City and Council.<br>Procurement compliance is centrally controlled via the Finance Department. |                   |               |
- 32.
- |  |                   |               |
|--|-------------------|---------------|
| <b>Risk:</b> Non-compliance with Financial Regulations   |                   |               |
| <b>Consequence</b>   | <b>Likelihood</b> | <b>Rating</b> |
| Moderate   | Unlikely          | Low           |
| <b>Action / Strategy</b>   |                   |               |
| The financial report is scrutinised by the City to ensure that all statutory requirements are met.<br>Internal Audit reviews to ensure compliance with Financial Regulations.<br>External Audit confirms compliance. |                   |               |

## CONCLUSION

33. The City's Financial Statement as of 30 June 2025 reflects a large draft closing surplus position which aligns to the forecast estimated 2025/26 opening position. The surplus position is likely to change with the year-end adjustments yet to be passed including the pending external audit review.

<b>Voting Requirements: Simple Majority</b>
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## RECOMMENDATION

That Council

1. RECEIVE the Monthly Statutory Financial Statement for the month of June 2025 which comprises:
  - a) Statement of Financial Activity (Nature or Type) (Attachment 1).
  - b) Statement of Net Current Funding Position, note to financial report (Attachment 2).
  - c) Statement of Financial Position (Attachment 3).
2. NOTE the Voted Works details as identified in Attachment 4.

## 10.6.2. Debtors and Creditors Reports for the month of June 2025

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

Previous Items	N/A
Directorate	Corporate Services
Business Unit	Financial Services
File Reference	FI-CRS-002
Applicant	N/A
Owner	N/A
Attachments	<ol style="list-style-type: none"> <li>1. Summary of Debtors for the month of June 2025 Interim Report [<b>10.6.2.1</b> - 1 page]</li> <li>2. Summary of Creditors for month of June 2025 Interim Report [<b>10.6.2.2</b> - 1 page]</li> <li>3. Creditor Payments for the Period ended 30 June 2025 (Public) [<b>10.6.2.3</b> - 13 pages]</li> <li>4. Corporate Credit Card Payments for the period 25 April to 26 May 2025 - Public [<b>10.6.2.4</b> - 3 pages]</li> </ol>
Confidential Attachments	<ol style="list-style-type: none"> <li>1. Creditor Payments for the period ended 30 June 2025 – Confidential</li> <li>2. Corporate Credit Card Payments for the period 25 April to 26 May 2025 - Confidential</li> </ol>

Reason for Confidentiality: *Local Government Act 1995 (WA) Section 5.23 (2) (e) - "matter that if disclosed, would reveal - (i) a trade secret; (ii) information that has a commercial value to a person; or (iii) information about the business, professional, commercial or financial affairs of a person; - where the trade secret or information is held by, or is about a person other than the local government"*

### 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 licenses, other permits or licenses 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 2031*

### **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 details of payments made from Municipal and Trust accounts together with outstanding debtors and creditors for the month of June 2025.
2. At the time of reporting the Accounts Payable and Receivable sub-ledgers for 2024-25 are still open (closing 18 July 2025) as part of End of Year process (to record invoices related to 2024-25). Hence the outstanding debtors and creditors report presented is interim in nature showing the balances recorded up to 4 July 2025.
3. The report provides details of payments made from the Municipal and Trust Fund Accounts for the month. It also includes details of employee purchases via purchasing cards from 25 April to 26 May 2025.
4. It is recommended that Council receive the list of:
  - a) payments made from the Municipal and Trust Fund Accounts for the month of June 2025
  - b) payments made by employees via purchasing cards from 25 April to 26 May 2025.
  - c) the outstanding debtors and creditors report for the month of June 2025.

## BACKGROUND

5. Trade Debtors and Creditors are subject to strict monitoring and control procedures.
6. In accordance with *the Local Government (Financial Management) Regulations 1996* (Regulation 13) reporting on payments made from Municipal Fund and Trust Funds must occur monthly.

7. Effective from 1 September 2023 under *Local Government (Financial Management) Regulations 1996* (Regulation 13A)  
If a local government has authorised an employee to use a credit, debit or other purchasing card a list of payments made using the card must be prepared each month showing the following information for each payment made since the last list was prepared.
- a) The payee's name
  - b) The amount of the payment
  - c) The date of the payment
  - d) Sufficient information to identify the payment.

## **DETAILS AND ANALYSIS**

### **Debtors**

8. Sundry debtors as of 30 June was \$1,484,669. This includes \$119,741 of current debts and \$2,509, unallocated credits (excess or overpayments).
9. Invoices over 30 days total \$1,325,922, debts of significance:
- a) Dept of Planning, Lands & Heritage, \$1,320,000, Financial Assistance Grant – High Wycombe Hub.
10. Invoices over 60 days total \$17,080, debts of significance:
- a) Municipal Workcare, \$11,963 workers compensation claims;
  - b) Proptel, \$1,500, Communications Tower;
  - c) Servicestream, \$1,500, Communications Tower; and
  - d) Ventia, \$1,500, Communications Tower.
11. Invoices over 90 days total \$24,435, debts of significance:
- a) N-Com Pty Ltd, \$10,490, lease fees;
  - b) Municipal Workcare, \$3,823 workers compensation claims;
  - c) Private Citizen, \$3,815, fire hazard reduction burn;
  - d) Kalamunda District Rugby Union, \$1,651; and
  - e) Kalamunda Chamber of Commerce, \$1,580, reserve hire.

### **Creditors**

12. Payments totalling \$8,824,684.48 were made during the month of June 2025. Standard payment terms are 30 days from the end of the month, with local businesses and contractors on 14-day terms.

13. Significant Municipal payments (GST inclusive – where applicable) made in the month were:

Supplier	Purpose	\$
Cleanaway	Waste / recycling & bulk bin disposal services fees	1,429,192.22
Asphaltech Pty Ltd	Road materials for profiling at various locations	1,270,971.76
Department of Fire and Emergency Services (DFES)	Emergency services levy 2024 / 2025 - quarter 4	788,030.30
Main Roads (WA)	Unspent grant balance of job 3512 - Canning Road Welshpool Rd East & Supply & install line marking at various locations	509,894.35
Australian Taxation Office	PAYG Tax Payments	497,457.36
AE Hoskins & Sons	Building maintenance services/repairs at various locations including progress payment for redevelopment fees for various locations	345,128.91*
Synergy	Power charges	279,286.51
Western Australian Treasury Corporation	Repayment of loan 214 & 243	203,092.54
City of Cockburn	Provision of waste disposal services from the weekly residential collection	200,778.63
Aware Super Pty Ltd	Superannuation contributions	188,444.05
Brausch Construction Group	Progress claim C007 - design & construction of Foothills mens shed	156,418.43
Kennedys Tree Services (Cosmag Pty Ltd)	Tree removal / under powerline pruning for various locations	143,427.85
Beaver Tree Services	General tree services / under powerlines pruning for various locations	137,148.18
Resource Recovery Group (SMRC)	Waste & recycling disposal services fees	121,323.01
Mckay Earthmoving Pty Ltd	Plant equipment and operator hire for various locations	98,306.08
Contraflow	Traffic management for various locations	96,398.94
Dowsing Group Pty Ltd	Supply & lay concrete pathways, maintenance & misc works at various locations	88,814.02

Perth Observatory Volunteer Group Inc	Final payment - Queen, Peter Lundberg + Tusk, John Clements - sculpture	81,500.00
Dept of Energy, Mines, Industry Regulation & Safety	Building levy - April 2025 & May 2025	77,178.37
Australian Road Research Board	Road condition assessment of the sealed roads within City of Kalamunda	76,439.00
Serenitas Communities Holdings Pty Ltd - Hillview	Lifestyle village refund of rebate (262201)	73,224.82
LGIS WA	Workers compensation - Performance based adjustment period 30/06/23 to 30/06/24	71,958.70
Pickering Brook Sports Club (Inc)	Final claim - funding contribution from city for sports floodlighting. project at George Spriggs Oval Pickering Brook	71,015.86
BPA Engineering Pty Ltd	Drainage data collection for the following two portion as per successful notification dated 28/03/2024 - Portion 1: Airport North Catchment, Portion 2: Airport South Catchment	69,488.10
OCE Corporate Pty Ltd - Office Cleaning Experts	Cleaning services / consumables for various locations	63,432.22
Western Tree Recyclers	Processing & removal of green waste from Walliston Transfer Station	54,879.00
Ampac Debt Recovery (WA)	Debt collection for outstanding rates and charges	51,033.35

These payments total \$7,244,252.56 and represent 82% of all payments for the month.

\*Payment is under review and Council has been provided an update on the matter.

## Payroll

14. Salaries and wages are paid in fortnightly cycles. A total of \$1,638,849.99 was paid in net salaries and wages for the month of June 2025.
15. Additional details are provided in Confidential Attachment 1 after the creditors' payment listing.

### **Trust Account Payments**

16. The Trust Accounts maintained by the City of Kalamunda (City) relate to the following types:
- a) CELL 9 Trust;
  - b) Public Open Space funds,
  - c) NBN Tower Pickering Brook Trust
17. There were no payments made from any of the Trust Accounts in June 2025.

### **APPLICABLE LAW**

18. Regulation 12(1) of the *Local Government (Financial Management) Regulations 1996*.
19. Regulation 13 & 13A of the *Local Government (Financial Management) Regulations 1996*.

### **APPLICABLE POLICY**

20. Debt Collection Policy CEO Direction 5.5.
21. Register of Delegations from Council to CEO.

### **STAKEHOLDER ENGAGEMENT**

#### **Internal Referrals**

22. Various business units are engaged to resolve outstanding debtors and creditors as required.

#### **External Referrals**

23. Debt collection matters are referred to the City's appointed debt collection agency when required.

### **FINANCIAL CONSIDERATIONS**

24. The City will continue to closely manage debtors and creditors to ensure optimal cash flow management.

### **SUSTAINABILITY**

25. Nil.

## RISK MANAGEMENT

### Debtors

26.	<b>Risk:</b> The City is exposed to the potential risk of the debtor failing to make payments resulting in the disruption of cash flow.		
	<b>Consequence</b>	<b>Likelihood</b>	<b>Rating</b>
	Insignificant	Possible	Low
	<b>Action/Strategy</b>		
	Ensure debt collections are rigorously managed.		

### Creditors

27.	<b>Risk:</b> Adverse credit ratings due to the City defaulting on the creditor.		
	<b>Consequence</b>	<b>Likelihood</b>	<b>Rating</b>
	Insignificant	Possible	Low
	<b>Action/Strategy</b>		
	Ensure all disputes are resolved in a timely manner.		

## CONCLUSION

28. Creditor payments are within the normal trend range.

<b>Voting Requirements: Simple Majority</b>
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## RECOMMENDATION

That Council:

1. RECEIVE the monthly lists of payments made from the Municipal Accounts for the month June 2025 (Confidential Attachment 1) in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996* (Regulation 13).
2. RECEIVE the list of payments made from 25 April to 26 May 2025 using Corporate Purchasing Cards (Confidential Attachment 2) in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996* (Regulation 13A).
3. RECEIVE the outstanding debtors and creditors reports (Attachments 1 & 2) for the month of June 2025.

10.6.3. Rates Debtors Report for the Period Ended 30 June 2025

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

Previous Items	N/A
Directorate	Corporate Services
Business Unit	Financial Services
File Reference	FI-DRS-004
Applicant	N/A
Owner	N/A
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 (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 2031*

**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.

EXECUTIVE SUMMARY

1. The purpose of this report is to provide Council with information on the rates collection percentage and the status of rates recovery actions.

2. The City of Kalamunda (City) levied rates for 2024/2025 on 16 July 2024. The amount collectable (excluding deferred rates balance of \$1,154,548) as of 30 June 2025 was \$49,592,376. This balance includes, initial billing, interims and the brought forward balance from 2023/24. Collections to date stand at \$48,149,541.

## BACKGROUND

3. Rate Notices were issued on 16 July 2024 with the following payment options available:

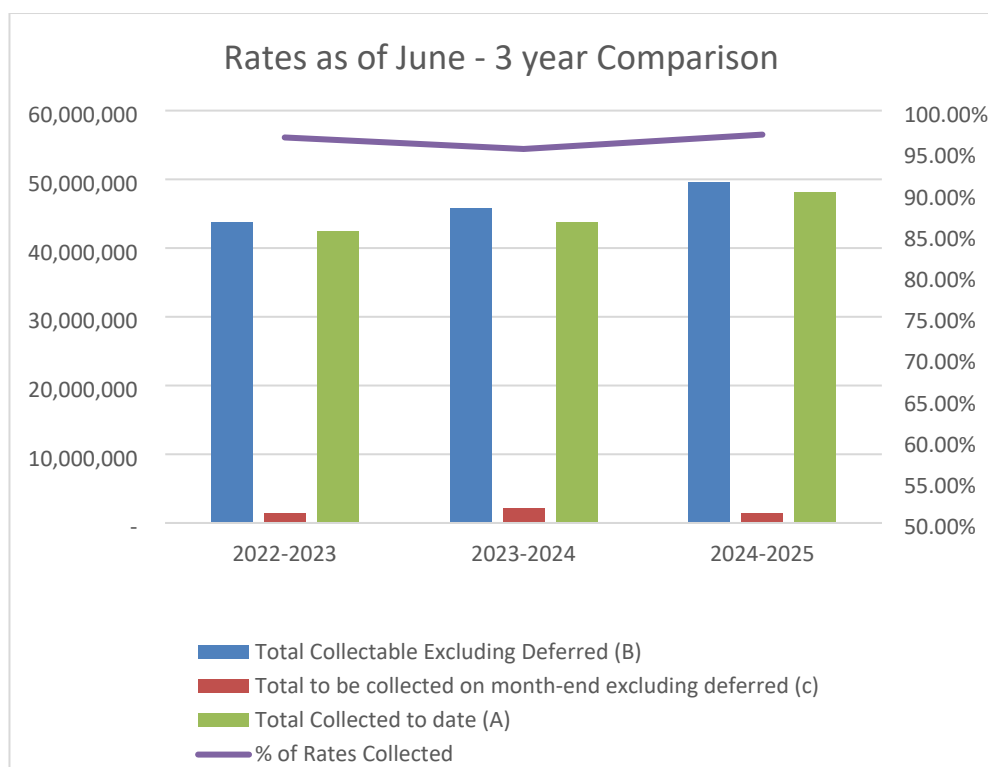
Options	Payment Dates			
Full payment	20 August 2024			
Two instalments	20 August 2024	24 January 2025		
Four instalments	20 August 2024	22 October 2024	24 January 2025	25 February 2025

## DETAILS AND ANALYSIS

4. A total of 24,024 notices were issued on 16 July 2024. This consisted of 20,072 mailed rates notices, and 3,509 of eRates notices (12% take-up saving more than \$5,600 in postage and printing).
5. As of 30 June 2025, rates levied and collectable for the 2024/2025 Financial Year total is \$49,592,376 (excluding deferred rates), with collections standing at \$48,149,541. With the 4<sup>th</sup> instalment, which was due on 25 Feb 2025 now completed, the City has identified all properties in default, that is, they have not paid in full or entered a payment arrangement with the City. A debt collection activity has commenced from September 2024 and missed instalment reminder notices were sent out in March 2025. Phone/SMS campaign initiated in March 2025 on all debts over \$1,000.
6. The above collection of \$48,149,541 represents a collection rate of 97.09% which is significantly better than the previous year of 95.35%. For reference, below is a chart comparing the collection rates for the last three years.



7.



8.

From the above chart the following observations are made:

- a) The quantum of collectable and collected rates is higher in 2024/25 than previous years because the base amount is higher each year.
- b) It is noted the amount collected is back to 2022/23 year end levels and improving. The City now has a stable Rates Team with seasoned professionals who are actively managing the debt outstanding.
- c) The % collectable at 30 June 2025 is 2.91% which will be a point of focus for the Rates Team to work towards. In this regard, work is being done to review and update the City's collection and hardship policies and procedures. The City has reviewed and performed market testing on its contractual obligations with the City's debt collection agency with no changes needed prior to going legal on defaults identified.
- d) The City has finalised and identified properties whose debt is over \$2,000 and the City's debt collection agent has been instructed to commence General Procedure Claims in April & May 2025. There are approximately 39 properties who are in default.

9. The interim rating has now concluded for 2024/2025. To 30 June 2025 \$517,145 has been raised for the interim rating Revenue. The process will recommence after August 2025 for the new financial year and will include the backlog of 2024/2025, if any.
10. The first instalment due date was 20 August 2024. The following observations should be noted:
  - a) A total of 16,498 properties representing 60.76% of the total number of rateable properties were noted to have paid in full or were in credit.
  - b) A total of 9,817 ratepayers have taken up an instalment option or have entered into a payment arrangement. This is an increase of 1% from 2023/2024 where 9,657 chose an instalment option or a payment arrangement.

The following table showing Properties choosing to pay by instalments or payment arrangements:

Option	Description	2024/25 Number	2023/24 Number
Option 2 on Rates Notice	Two instalments	1,797	1,732
Option 3 on Rates Notice	Four instalments	6,694	6,880
Direct Debit	Pay by direct debit	1,068	941
Payment Arrangement	Pay by payment Arrangement	258	104
<b>Total</b>	<b>Ratepayers on payment options</b>	<b>9,817</b>	<b>9,657</b>

11. Call recording software has been utilised in the Rates Department since 2015, primarily for customer service purposes, as it allows calls to be reviewed for training and process improvement purposes. For the period 1 June 2025 to 30 June 2025, there was a total of 539 calls, equating to 23.26 hours of call time.

## APPLICABLE LAW

12. The City collects its rates debts in accordance with the *Local Government Act 1995* Division 6 – Rates and Service Charges under the requirements of Subdivision 5 – Recovery of unpaid rates and service charges.

## **APPLICABLE POLICY**

13. The City's rates collection procedures are in accordance with the Debt Collection Policy CEO Direction 5.5.

## **STAKEHOLDER ENGAGEMENT**

### **Internal Referrals**

14. The City's Governance Unit has been briefed on the debt collection process.

### **External Referrals**

15. The higher-level debt collection actions will be undertaken by an external collection agency.

## **FINANCIAL CONSIDERATIONS**

16. The early raising of rates in July allows the City's operations to commence without delays improving cashflow, in addition to earning additional interest income.

## **SUSTAINABILITY**

### **Social Implications**

17. Debt collection can have implications upon those ratepayers facing financial hardship and the City must ensure equity in its debt collection policy and processes.
18. The City has "a smarter way to pay" direct debit option to help ease the financial hardship to its customers. This has proved very effective with a growing number of ratepayers taking advantage of this option. A "Smarter Way to Pay" allows ratepayers to pay smaller amounts on a continuous basis either weekly or fortnightly, helping to reduce their financial burden.

### **Economic Implications**

19. Effective collection of all outstanding debtors leads to enhanced financial sustainability for the City.

## Environmental Implications

20. The increase in the take up of eRates, as a system of Rate Notice delivery, will contribute to lower carbon emissions due to a reduction in printing and postage.

## RISK MANAGEMENT

21.

<b>Risk:</b> Failure to collect outstanding rates and charges leading to cashflow issues within the current year.		
<b>Consequence</b>	<b>Consequence</b>	<b>Rating</b>
Moderate	Possible	Medium
<b>Action/Strategy</b>		
Ensure debt collections are rigorously maintained.		

## CONCLUSION

22. The current year collection rate is higher at 97.09% compared to 95.35% last year. The City continues to effectively implement its rate collection strategy.

<b>Voting Requirements: Simple Majority</b>
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## RECOMMENDATION

That Council RECEIVE the Rates Debtors Report for the Period ending 30 June 2025.

#### 10.6.4. Local Planning Policy 33 - Future Forest - Draft for Consideration to Advertise

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

Previous Items	Nil
Directorate	Development Services
Business Unit	Approval Services
File Reference	
Applicant	Nil
Owner	Nil
Attachments	<ol style="list-style-type: none"> <li>1. Draft Local Planning Policy 33 - Future Forest [10.6.4.1 - 16 pages]</li> <li>2. WALGA Local Planning Policy Example - Tree Retention (LPP33) [10.6.4.2 - 10 pages]</li> <li>3. Revoked Local Planning Policy 33 - Tree Retention [10.6.4.3 - 25 pages]</li> <li>4. Three Policy Comparison [10.6.4.4 - 1 page]</li> </ol>

#### TYPE OF REPORT

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## STRATEGIC PLANNING ALIGNMENT

*Kalamunda Advancing Strategic Community Plan to 2031*

### 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 businesses.

## EXECUTIVE SUMMARY

1. The purpose of this report is for Council to consider the Draft Local Planning Policy 33 – Future Forest (Policy) for advertising.
2. The draft Policy provides a planning instrument to encourage and facilitate desirable planning outcomes, without applying a disproportionate burden to landowners aspiring to responsibly manage their land.
3. The recommendation is for Council to advertise the draft Policy for an extended period to facilitate and encourage community engagement. The draft Policy will not be implemented or acted upon by the City of Kalamunda (City) until Council formally resolves to adopt, which may include amendments to the current draft.

## BACKGROUND

4. The preparation of a local planning policy to protect trees on development sites was identified as a key initiative in the City's strategic environmental framework, including the Kalamunda Clean and Green: Local Environment Strategy 2019 – 2029 (Clean and Green) and the Environmental Land Use Planning Strategy (2019) (ELUPS).
5. The strategy action resulted in the preparation and adoption of Local Planning Policy 33 – Tree Retention in December 2022. The Tree Retention Local Planning Policy (LPP) was in effect as a planning instrument from January 2023 until it was revoked through a Notice of Motion at the Ordinary Council Meeting of February 2024, which took effect from 1 March 2024.
6. A motion at the Annual Electors Meeting in February 2025 requested:  
  
*“That the Kalamunda City Council:*
  - a) *Instructs the CEO to immediately take action to adopt WALGA's Tree Retention Model Local Planning Policy (LPP), with the intent for the LPP to go to Council by 24 June 2025, and*

- b) *Subsequently ensures the appropriate updates are made to the City's outdated relevant strategy documents"*

In response to this motion, at its meeting of 25 February 2025 (OCM 2025/16), Council resolved to:

- 1) *NOTE the motion.*
- 2) *NOT ADOPT the WA Local Government Association's Tree Retention Model Local Planning Policy.*
- 3) *REQUEST the Chief Executive Officer to prepare a Draft Tree Retention Policy for Councillor consideration by July 2025.*

7. The reasons associated with this resolution were as follows:

- 1) It is critical for a Local Planning Policy to be bespoke and reflect the planning nuances of the locality to which it applies. Policies are not one-size-fits-all, and measures that make sense for inner-city and highly-urban planning environments are not reflective of the planning constraints or opportunities of the City of Kalamunda.
- 2) The revoked Local Planning Policy 33 – Tree Retention (LPP33) was the result of a significant body of work and included input from individual community members and community/advisory groups.
- 3) It's important to learn from the implementation and revocation of LPP33. Any future policy should be drafted with consideration of the good (in the former Policy) that should be retained, and what can take the place of the policy provisions that were not consistent with community expectations.
- 4) The next step is to align Council's aspirations for a new policy, prior to the City drafting a policy for community and Council consideration.

8. The Future Forest Policy draft is based on the abovementioned points, and key points made in the February 2024 Notice of Motion, which were:

- .....
4. There have been reported instances of perverse outcomes to the Policy's implementation and application, particularly regarding the safety of City residents.
  5. It is warranted to repeal the Policy, as the text of the Policy renders it inappropriate and inadequate in balancing the interest of ratepayers, alongside the interest of conservation of our natural assets.

## DETAILS AND ANALYSIS

9. *Learning from the revoked Local Planning Policy 33 – Tree Retention*

Prior to the February 2024 OCM revocation of the policy, Administration provided a pulse check presentation to Elected Members highlighting the implementation of the former Policy for the preceding 12 months and its impact on development in the City.

10. Noteworthy observations from assessment of applications with the revoked LPP include:

- 1) There was an estimated 4% increase in telephone enquiries.
- 2) Of 134 enquiries 56% were able to be exempted, while 37% (49) were advised a development application would be required.
- 3) 43 Applications received (6% of total Applications)
- 4) Of the 34 applications that were determined, 32 were approved, 2 refused.
- 5) Of the 32 approvals
  - i. 14 required no replanting
  - ii. 15 required replanting
  - iii. 3 required offset payments (\$600)

11. Noteworthy observations of dealing with tree removal which required approval (but not obtained) were:

- 1) 33 investigations into unapproved tree removal
- 2) 12 development applications were provided
- 3) The City prosecuted four landowners/companies resulting in approximately \$90,000 in fines from the Magistrates Court

12. What the numbers above don't capture is the practical realities for landowners, developers, contractors, and City Administration.

13. *Landowners*

It was noted that as the City matured in its application of the former Policy, the landowners engaging with the Policy had an improved experience. Administration did encounter landowners that viewed proposed tree removal which was significant enough to be captured by the former Policy as their right as a landowner, and that the Policy had been unfairly applied.

14. Strong reactions were noted when a landowner was repeating historical pruning, and when a particular issue such as safety was obvious to them – but questioned by Administration in accordance with the revoked Policy.



15. Strong reactions also occurred when a tree was observed to be healthy by Administration, but was reported to be unhealthy by the landowner, resulting in a request for a suitably qualified arborist to provide confirmation of the health status of the tree. This was particularly evident as a financial barrier, given the cost of tree removal could be a few thousand dollars, plus an arborist report of similar value, when compared to the future project such as paving or a new patio cost less than what it cost to gain approval.
16. City officers were often confronted with a 'common sense' test from landowners, where the burden of the revoked Policy was perceived as disproportionate. A common occurrence was a lot with over 100 trees being required to seek approval to remove five trees. Given the lot would have expansive canopy cover far exceeding strategy targets, the revoked Policy regularly failed this landowner test of common sense. This example also demonstrated the difficulty in Kalamunda, with a diverse landscape – compared to local governments that are predominantly urban and canopy cover is uniformly low.
17. *Developers*  
It was noted that developments such as industrial and commercial builds were able to navigate the revoked Policy requirements and were also able to negotiate balanced outcomes. These applications were typically prepared by experienced planning consultants with access to arborists and landscape advice. In contrast, this acknowledges that the experience for mum and dad developers inexperienced in the planning framework (but still developing) were likely to find the revoked Policy difficult to navigate.
18. *Contractors*  
Administration had mixed experiences dealing with contractors, particularly in the tree lopping and earthworks fields. It was evident that the introduction of the Policy was a significant disruption to their normal process – not being used to asking for permission prior to vegetation removal. When encountering the application processes, these contractors often had difficulty navigating the policy and planning framework that was new to them.  
  
Frustration was often high as contractors had quoted commencement dates for projects that became difficult to meet due to needing to apply for an exemption or approval and obtain suitably qualified advice which was also expensive.

19. As the previous Policy was applied, an emerging narrative was the imbalance, or bias, towards tree retention even though the Policy referenced applying a balanced approach. The priority of tree retention was evident in the hierarchy of mitigation which listed retention and avoidance strategies as preferred, prior to more balanced measures such as offset planting and offset payment.
20. Whilst the original intent may have been to achieve a balance, the real experience for those interacting with the revoked Policy was having to deal with tree retention first, before other solutions being tabled as options.
21. *Future Forest*  
The new Future Forest Policy has been drafted from the learnings obtained through the implementation of the revoked Policy.  
  
Key elements that led to difficult implementation have been addressed.
22. The Future Forest Policy is significantly reduced in its scope and application, to achieve a balance which is more consistent with the view expressed by Council and the landowners that had direct dealings with the revoked Policy.
23. Rather than dealing with a range of environmental aspirations, the Future Forest focus has narrowed to be a clear and precise planning instrument dealing with the matter of canopy cover.
24. The narrowing of scope enables the requirements and expectations of the Policy to be clearer. This has flowed into the drafting style and terminology – which uses more concise sentences and less environmental terms.
25. *Exemptions*  
The scope of exemptions has broadened, particularly in regard to land use only for residential purposes.
26. The Future Forest Policy is much less likely to catch ‘mum and dad’ landowners in its net – but is expected to still capture commercial and industrial developments.

## **APPLICABLE LAW**

27. *Planning and Development Act 2005 (P&D Act 2005)*

The P&D Act 2005 is legislation that establishes Western Australia's land use planning system and promotes the sustainable use and development of land in the State.

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

Schedule 2, Part 2, cl.4 (2) *"The period for making submissions ... must not be less than the period of 21 days after the day on which the notice is first published ..."*

Schedule 2, Part 2, cl.4 (3) *"After the expiry of the period within which submissions may be made the local government must –*

- a. *review the proposed policy in light of any submissions made: and*
- b. *resolve to-*
  - i. *proceed with the policy without modification; or*
  - ii. *proceed with the policy with modifications; or*
  - iii. *not to proceed with the policy."*

Schedule 2, Part 2, cl.4 (3A) *"The local government must not resolve under subclause (3) to proceed with the policy if –*

- a. *the proposed policy amends or replaces a deemed-to-comply provision of the R-Codes; and*
- b. *under the R-Codes, the Commission's approval is required for the policy; and*
- c. *the Commission has not approved the policy."*

Schedule 2, Part 2, cl.5 (4) *"If the local government resolves to proceed with the policy, the local government must publish notice of the policy in accordance with clause 87."*

## **APPLICABLE POLICY**

29. *Local Planning Policy 11 Public Notification of Planning Proposals*

Identifies a minimum advertising period of 21 days for a local planning policy.

Given the Future Forest Policy is substantially different in its content and objectives to the Policy it replaces and is likely to be subject to community interest, an extended 60 day advertising period is recommended.

## **STAKEHOLDER ENGAGEMENT**

- 30. Due to the nature of the Council Resolution, the draft Future Forest Policy has not been subject to stakeholder engagement in preparation of the draft.
- 31. Instead, consultation will be facilitated during the formal advertising process, allowing interested parties an equal opportunity to make a submission and inform Council's decision.
- 32. The City's administration engaged with Elected Members on this draft policy at a Strategy Session in July.

## **FINANCIAL CONSIDERATIONS**

- 33. All costs incurred during advertising and review of the draft Future Forest Policy will be met through the Development Services annual budget.
- 34. The draft Future Forest Policy contains provisions for a financial offset for clearing of trees worthy of retention and street trees. The City has two relevant fees in its Schedule of Fees and Charges - \$1000 for replacement planting, and \$2000 for a replacement street tree. The City would need to consider and update the former procedures and account to facilitate the accrual and expenditure of funds.
- 35. The draft Future Forest Policy is forecast to generate demand for additional resources in the Statutory Planning (to process development applications and written planning advice) and Compliance (to respond to reports of tree removal and assist with implementing and monitoring replanting).
- 36. It is considered that the Future Forest Policy, or any like policy, can be effectively implemented provided that that function is specifically resourced. The impact is estimated to be approximately 1.0 FTE resource based on data collected during the implementation of the revoked Tree Retention Policy.

## **SUSTAINABILITY**

- 37. Trees are an important consideration for community health and liveability.
- 38. Retention or replanting of trees will help cool urban areas and reduce the risk of heat related illness and harm during heatwaves.

39. The Future Forest Policy emphasises the importance of good design that responds to site conditions, and consideration of tree retention, which could in turn reduce development and energy use costs. The greatest impact of the Future Forest Policy is likely to be facilitating re-planting in appropriate land under the control and maintenance of the City.

## RISK MANAGEMENT

40.	<b>Risk:</b> The Tree Retention Policy is not adopted for advertising by Council and the City does not have a draft approach to managing loss of tree canopy cover through development applications.		
	<b>Consequence</b>	<b>Likelihood</b>	<b>Rating</b>
	Significant	Likely	High
	<b>Action/Strategy</b>		
	Council adopts the draft Future Forest Policy for the purpose of advertising to provide landowners with a draft proposed approach to facilitate enhancement of tree canopy for broad benefits, with defined exemptions from approval for tree removal in certain circumstances. The consultation process will facilitate an equal opportunity for interested parties to consider whether it strikes the right balance.		

## CONCLUSION

41. The draft Local Planning Policy 33 – Future Forest provides a clear, concise, and balanced approach to dealing with trees within the scope of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
42. The draft Future Forest Policy casts a net that does not impact the normal enjoyment and maintenance of residential land within the City.
43. The draft Future Forest Policy has been drafted to have a meaningful impact on increasing urban tree canopy.

### Voting Requirements: Simple Majority

## RECOMMENDATION

That Council:

1. REQUEST the Chief Executive Officer advertise the draft Local Planning Policy 33 – Future Forest for a period of 60 days pursuant to Schedule 2, Part 2, Clause 4(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

2. NOTE the draft Policy will not be implemented or acted upon by the City of Kalamunda until Council formally resolves to adopt it, which may include amendments to the current draft.

### 10.6.5. Freeman of the City Nomination

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

Reason for Confidentiality: *Local Government Act 1995 (WA) Section 5.23 (2) (b) - "the personal affairs of any person."*

Previous Items	
Directorate	Office of the CEO
Business Unit	Customer & PR
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

**Provided under separate cover.**

**10.7.            Audit, Risk & Improvement Committee**

**10.7.1.        Audit, Risk & Improvement Committee Recommendations**

<b>Voting Requirements: Simple Majority</b>
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That Council adopt the Committee Recommendations of the Audit, Risk & Improvement Committee held on 1 July 2025 en bloc.

**10.7.2.        Item AR&I 9.1 Interim Audit Findings - Annual Financial Report - Year Ending 30 June 2025**

<b>Voting Requirements: Simple Majority</b>
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**COMMITTEE RECOMMENDATION TO COUNCIL**

That Council ACCEPT the findings of the Interim Audit undertaken for the financial year ending 30 June 2025 contained in Confidential Attachment 2.

**10.7.3.        Item AR&I 9.2 Internal Audit Report - Information, Communications and Technology Governance**

<b>Voting Requirements: Simple Majority</b>
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**COMMITTEE RECOMMENDATION TO COUNCIL**

That Council RECEIVE the Information, Communications and Technology Governance Internal Audit Report conducted for the period of 1 January 2024 to 31 December 2024.



- 11. Motions of Which Previous Notice has been Given**
- 12. Questions by Members Without Notice**
- 13. Questions by Members of Which Due Notice has been Given**
- 14. Urgent Business Approved by the Presiding Member or by Decision**
- 15. Meeting Closed to the Public**
- 16. Tabled Documents**  
  
DRAFT LEMC MINUTES 29 MAY 2025 MEETING
- 17. Closure**