

MINUTES

KALAMUNDA ENVIRONMENTAL ADVISORY COMMITTEE GENERAL MEETING 6PM THURSDAY 28 SEPTEMBER 2017 ADMINISTRATION BUILDING FUNCTION ROOM

- 1.0 OPENING OF MEETING – Presiding Member**
The Presiding Member opened the meeting at 18:08. It was noted that this was the last meeting of the current Committee.

- 2.0 ATTENDANCE AND APOLOGIES - Presiding Member**

Committee Members

Kevin Goss	Presiding Member
Mark Schilling	Deputy Chairperson
Joy McGilvray	Community Representative
Cr Brooke O'Donnell	Councillor Delegate
Cr Noreen Townsend	Councillor Delegate (departed at 7.15pm)
Joanne Smith	Manager Parks and Environment

Deputy Members

Cr Sara Lohmeyer	Deputy Councillor Representative (Nominated
Member from 7.15pm)	
Rupert Duckworth	Deputy Community Representative
Peter Forrest	Deputy Community Representative (Nominated
Member in place of Mike Burbridge)	

Apologies

Mark Simpson	Deputy Community Representative
Cameron Blackburn	Deputy Community Representative

Members of Staff

Brett Byfield – Minutes Secretary

- 3.0 CONFIRMATION OF MINUTES**
- KEAC Meeting 3 August 2017

Moved: Joy McGilvray
Seconded: Mark Schilling
Vote: Unanimous

There was discussion regarding the Special Council Meeting of the 14 September 2017, as notes were provided from the meeting rather than full minutes. This will be fixed, and the minutes provided to the Chair for signoff.

4.0 DISCLOSURE OF INTERESTS

4.1 Disclosure of Financial and Proximity Interests:

- a) Members must disclose the nature of their interest in matters to be discussed at the meeting. (Section 5.65 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 5.7 of the *Local Government Act 1995*)

Nil

4.2 Disclosure of Interest Affecting Impartiality

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

Nil

5.0 CORRESPONDENCE

Peter Forrest's email regarding Minutes of Special Meeting
Peter Forrest's email regarding the last Ordinary Council Meeting

6.0 ITEMS FOR COMMITTEE CONSIDERATION – Presiding Member

6.1 Local Environment Strategy

Background

A visioning workshop was undertaken on the 14 September 2017.

Details

A record of the Visioning Workshop for the Local Environment Strategy was included in the meeting agenda paper. Those notes were interpreted and adapted into a draft outline for the proposed Local Environmental Plan 2017-2027 and distributed to Committee Members before the meeting (Attachment A).

The Local Environment Strategy is to be developed and approved by the 30 June 2018

Prioritising of actions is now required, to decide on the most important actions

Member Comment

The Manager Parks & Environment provided a presentation on the Draft Local Environmental Plan 2017-2027 and went through the different areas of the Plan.

Chair opened the document to comments, the comments included:

- Members were happy with the first-round draft.
- The Plan integrates all the information from the Workshop with simple formatting, and explanation on why it is required.
- The draft is very understandable; no requirement to be an expert.
- Draws on complex body of information. Considers environment in its totality, including medical/health side of things.
- Priorities and balancing. Values are captured, that can be considered in planning decisions.
- Members liked the simplicity of it, hopeful the final document will continue with the same style.
- Important that environmental matters are considered in planning.
- When a planner receives a Planning Application that comes within the scope of the Plan, it is referred to Health/Asset Services for consideration by the Environmental Advisory Committee.
- Values in the Plan, draws out a statement of values for community engagement. Addressing that, we can explain why people are so emotional about certain issues, such as the Welshpool Road tree issue.

There was discussion regarding whether it should be a Plan or a Strategy. The Chair noted that as it is aspirational but provides guidance for implementation, it is a Strategy. A Plan is more closed, with resources for delivery and performance indicators signed off.

The Kalamunda Environmental Advisory Committee **recommended** that the name be changed from a Plan to a Strategy.

Explanation of definitions should be in a Statement of Intent

Resolution

The Kalamunda Environmental Advisory Committee has considered the scope, aims and priorities of the proposed Local Environment Strategy, has reviewed an outline prepared by the Manager Parks and Environmental Services, and provided advice for further development.

The Committee identifies an opportunity to engage the community in developing the Local Environment Strategy in two stages.

1. Workshopping the values the Community holds for the environment, including social and cultural, and addressing why the Strategy is needed.
2. Community engagement on the draft Strategy itself.

Moved: Cr Sara Lohmeyer
Seconded: Cr Brooke O'Donnell
Vote: Unanimous

6.2 Tree conservation associated with Urban Development

Background

KEAC discussed Tree Conservation where it relates to Urban Development in the August meeting of KEAC. At the meeting, the resolution was the following **guidance** for the preparation of the proposed amendment to the Local Planning Scheme:

- Inform the Council that KEAC will prepare of a discussion paper in conjunction with City of Kalamunda officers relating to tree conservation associated with urban development. That paper will be for the information of Councillors and will cover more than the proposed amendment.

KEAC **nominated** the following members to meet with City of Kalamunda staff to discuss the proposed amendment to the Local Planning Scheme:

1. Mark Schilling
2. Rupert Duckworth
3. Joanne Smith

Moved: Cr Noreen Townsend

Seconded: Mike Burbridge

Vote: Unanimous

Details

The City of Kalamunda Development Services Unit plans to create an amendment to the Local Planning Scheme strengthening the protection of significant vegetation on private or public land; in conjunction with a supporting vegetation protection policy.

To ensure KEAC's ongoing concerns about loss of tree cover and habitat is addressed and its technical advice is called upon, it was recommended that three members should still meet with Development Services to discuss the amendment.

Resolution

The Committee believes that it is important that a Sub Committee meets with Planning Staff on Tree Conservation in Urban Development. The following members represent KEAC until the first meeting of the new Committee.

KEAC **nominates** the following members to meet with City of Kalamunda staff to discuss the proposed amendment to the Local Planning Scheme:

1. Mark Schilling
2. Rupert Duckworth
3. Joanne Smith

Moved: Cr Sara Lohmeyer

Seconded: Peter Forrest

Vote: Unanimous

6.3 Reflection on KEAC Term

Background

For its 2016-2017 term the Kalamunda Environmental Advisory Committee had Council-approved KPIs and key advisory tasks identified at the workshop of the 12 May 2016.

Details and Member Comment

The Committee reviewed its progress for its term, noting that KEAC also identified several other issues for advice, it was referred some matters from Council for advice and held information sessions:

- Conserving Tree Coverage Within the Shire
Review of current policies, comparisons with other Shires, academic/expert advice.

Response: Advised on the Street Trees and Streetscapes Policy. Examined how Preservation of Trees in Urban Development might be better handled. Took presentations on benefits of tree coverage.

- Review of the Local Biodiversity Strategy
What to take into the Local Environmental Strategy, pest and weed management, fire management.

Response: KEAC informed itself with presentations, and invited Councillors. Considered its relationship with the draft Local Environmental Strategy.

- Forrestfield North Development
Advise on sustainability, community engagement and participation.

Response: Provided advice to Council on the draft District Structure Plan and to the consultants in preparing the Forrestfield North Local Structure Plan

- 2013-2023 Waste Management Strategy
Review, technical input and guidance of the current waste strategy, waste minimisation.

Response: Was deferred to outside of the term of KEAC.

- Advise on Local Water Strategy
Water Sensitive Urban Design in Developed Areas, encourage retro fitting.

Response: Last reviewed in 2014. It has not been brought forward to the Committee at this stage.

- Council Leadership in Environmental Management

Response: Arranged presentations with invited Councillors
Provided advice on the Community Strategic Plan

Provided advice on the Perth-Peel Green Plan.

- Bike Plan
Review and community consultation.

Response: Has not been provided to the Committee for review.

Resolution

Kalamunda Environmental Advisory Committee's Key Performance Indicators are identified in the Terms of Reference Document. KEAC's performance against the Key Performance Indicators were:

KPI	Performance
Meeting Attendance	82%
Compliance – Agendas and Minutes are provided in accordance with the Local Government Act 1995. Members act in accordance with the code of conduct	0 Breaches
Strategic Objectives – Recommendations are in line with the strategic objectives and actions set by Council through the Strategic Community Plan	100% of recommendations met the Strategic Objectives

7.0 URGENT BUSINESS WITH THE APPROVAL OF THE PRESIDING MEMBER

7.1 Advice from Committee to Councillors – Reference panel

A discussion took place on improving the environmental advice provided during the planning process. The suggestion was to use the Advisory Committee selectively as a reference panel through the Planning Application process. This could be helpful when dealing with issues such as Wilkins Road, or the Welshpool Road Tree issue.

Where planning applications have environmental implications, they should be referred to the environmental committee. The reasons for this are:

- Council documents currently don't deal well with environmental issues.
- Committee members could have input into the environmental process.
- KEAC members can provide experience, and can bring the Commonwealth, State Environmental regulations and requirements.

Resolution

KEAC works with the CEO to formulate a plan in which Planning Applications with risk of community reaction to environmental, social and cultural impact be referred to the Committee, at the same time as Internal Referrals are provided to Business Units.

It is further recommended that Councillors are able to use KEAC members as a sounding board/reference point for environmental issues.

Mover: Cr Noreen Townsend
Seconder: Peter Forrest
Vote: Unanimous

7.2 Wrap up

Final discussion points provided by members of the outgoing Committee, regarding effective Committee operation for the future, were:

- Table arrangement needs to ensure collegiate method of communication.
- Committee Members had differing levels of understanding about local government process, but everyone worked together with complementary skills.
- The Committee requires an experienced chair, as per the current chair Kevin Goss.
- Following any committee's first meeting, there needs to be work done between Committee chair, deputy chair and staff to ensure structure is in place, to get the Committee working together quickly
- Suggestion that when KEAC Minutes are provided to Council, the resolutions be listed in a cover note/executive summary at the front of the tabled minutes for Council. Then Council's consideration of the resolutions is reported in the Agenda by either the Manager or Support Officer for the following meeting.
- The Perth-Peel Green Plan, where Council referred and waited on the advice of KEAC, showed the Committee was undertaking important work.
- Working Groups between ordinary meetings help to use the technical skills of the Committee
- An important method for involving Deputies and Committee members can be through task groups and sub committees, not just the 3 monthly meetings. Intending applicants for the next KEAC and incoming members need to be informed early on about the work to be done between meetings. Task groups don't necessarily place additional demands on staff time.

8.0 DATE OF NEXT MEETING
N/A

9.0 CLOSURE 20:31