



Ordinary Council Meeting

UNCONFIRMED MINUTES

Tuesday 9 December 2025

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1. Official Opening

The Presiding Member opened the meeting at 6:30pm and welcomed Councillors, Staff, Members of the Public Gallery and those watching via live stream. The Presiding Member also acknowledged the Traditional Owners of the land on which we meet the Whadjuk Noongar people

2. Attendance, Apologies and Leave of Absence Previously Approved

Mayor

Margaret Thomas JP (Presiding Member)

Councillors

South East Ward

John Giardina

David Modolo

South West Ward

Mary Cannon

Brooke O'Donnell (*electronic attendance*)

North West Ward

Sue Bilich

Lisa Cooper

North Ward

Kathy Ritchie

Josh Clark

Members of Staff

Chief Executive Officer

Anthony Vuleta - Chief Executive Officer

Executive Team

Nathan Ritchie – Director Development

Gary Ticehurst - Director Corporate

Sinead McGuire – Director Infrastructure

Luke Ellis – Director Community

Management Team

Rhonda Bowman - Manager Governance

Chris Lodge – Manager Strategic Planning and Property

Mitchell Brooks – Property Manager – City Transformation

Administration Support

Molly Rogers-Thomson - Executive Officer to the CEO

Members of the Public 4

Members of the Press Nil.

Apologies Nil.

3. Public Question Time

3.1. Questions Taken on Notice at Previous Meeting

3.1.1 Nil.

3.2. Public Question Time

3.2.1 Michael Ryan (High Wycombe)

Q1. Please provide the legal opinion about writing off the value of houses to zero dollars. No Government in Australia - Commonwealth, State or Local - can say to a landowner we are writing off the value of your house without consultation and also compensation. Landowners in the planning precinct of High Wycombe South are not seeking to develop their landholdings. Then Minister for Planning, Hon Rita Saffioti put it succinctly in a letter to me dated 5 March 2020 "a development contribution is only made if a landowner seeks to develop their landholding."

A1. Taken on notice.

Q2. Properties in Stage 1 are STCA. Subject To Council Approval. Land Use Classification is the starting point. The ending point is the statutory text in the Local Planning Scheme No 3. Can the City please provide the list of industries in the FFHW Industrial Development Zone and their Land Use Classification which is cross referenced on the Zoning Table in the LPS3. Can this list be provided, or published, at the Council Meeting on 9 December. It should readily be available from the City's computer data and sufficient notice is given today.

A2. It would be useful for Mr Ryan and the Director Development to meet to discuss and work out exactly which properties are being referred to. It could be quite a significant task to provide the whole area, their planning approvals and their classification to the land use table for what you're seeking. However, the City will do its best to respond, either in broad terms or more specific detail, subject to what could reasonably be compiled.

Q3. Please provide the method to calculate, and the assumptions used the City's Planning and Environment Departments, which came to agreement that the width of the residential street along the interface is an appropriate buffer to separate residential from the industries operating in Stage 1.

A3. There has been a lot of work done with respect to what that interface has looked like. There's been a working group established to better articulate what that could look like in the future. State government and the Council are working together to try and redefine what that area may look like in the

future and there will likely be another level of engagement with landowners about the appropriateness of what that could be at some stage. The City is not in a position at this point in time where we've got a clear answer although it has been recognised that what's there currently and what's there in the future may need to be different. We'll do our best to unearth the records of what we have and we'll be able to best answer that question for how it was determined in the past.

Q4. Will Council write to the Premier supporting the request to draw down on equity in our property to defend and protect ourselves against having to accept heavily discounted offers made to desperate landowners in this small planning precinct, High Wycombe South. The Government has to move away from observing the scenario where we wither and die with no incentive to sell, or else succumb and sell to a developer at massive discounts (\$1+ million) because people need cash. Freezing our funds for 20 - 50 years is surely not legal especially given the circumstance. Council would be aware that our land is still sterilised by the Government. There has been no consultation or consent to change the land use from industrial land (KHIM) for which it was sterilised.

A4. It can be put to council about whether or not to support your request and there can be a decision made on that. We'll need to take some of that on notice and advise as to how we would prepare such a request. While you and the City have had many discussions on this, not all of those views are shared and a lot of land owners in this area are going through that transition process and changing land use and still enabling you to live in that area as you rightly have for several years and your financial situation are two separate issues from the planning framework.

We'll do our best to put forward something that can be considered by council about whether or not that can be considered and whether council wishes to write to the premier on behalf of the landowners with respect to your needs. We'll again need to take that on notice and come back at a future time for a decision to be made.

Cr John Giardina made a statement

Many of the staff have not been employed at the City for long enough to be fully aware of the history of the matters Mr Ryan brings to Council. It is difficult for staff to provide a response at the time of the question being asked. and requested Mr Ryan allow reasonable time for responses to be researched.

Nathan Ritchie, Director Development made a statement

The City recognises that we are standing at a difficult intersection of forces in High Wycombe South. However, we have not sidestepped our responsibility to our landowners, our residents, whether they be future or present.

We understand that land use change, market forces and the impacts of METRONET have created a complex precinct that has created a necessity for delicate and diligent work by the City to ensure our residents achieve the best possible outcomes with the levers available to us.

The levers we pull come with a storied context as to why they are being pulled. Many landowners continue to use their land for the reasons they originally moved into the area for, and some have chosen to sell. Happily, we will soon see around eighty new families living in the subdivided estate being delivered by Abel Property.

But, at the same time, there are landowners who have been impacted by land use change. State requirements, infill targets and the drive to create an intentional interconnected city through METRONET have created a challenging planning environment.

Unfortunately, many residents are directing their frustration about land use, market forces and METRONET toward the City and Council, despite the City having very limited agency in these decisions. The levers we have are advocacy and collaboration. This advocacy conveys to developers, departments, State and Federal Governments that we have solution for our landowners, a solution for their housing crisis.

How we are canvassing for better outcomes goes beyond traditional planning and local government practice.

It directly seeks to understand and address the concerns of affected landowners while also positioning the precinct to achieve the outcomes intended by the State.

The City is wholeheartedly committed to partnering with all landowners to resolve issues and progress development.

However, this work may be compromised if small groups run negative campaigns about historical State decisions that are outside the control of the City. Our levers may be disrupted or blunted.

To date, our advocacy campaign has been incredibly successful. Not only have we had productive meetings with Minister John Carey MLA, and Emma Cole the Chair of the West Australian Planning Commission, the Department of Communities, Development WA, we also have future meetings with Leader of the Opposition Basil Zempilas MLA and follow up meeting with the Minister Hon John Carey MLA regarding Treasury and collaborating with relevant department director generals to unlock the region.

Our bi-month newsletter, The Eastern Region Chronicle, and letters have also been distributed, inviting landowners to partner with us to achieve the best possible outcomes for the precinct.

The City has delivered a structure plan, a draft Development Contribution Plan and a proposed Metropolitan Region Scheme Amendment, all of which are now before the State for assessment.

It is our belief that the State will continue to support this body of work.

We are also collaborating closely with DPLH on the interface and school location. DPLH, as the lead agency, has stood up a working group, though after twelve months its progress has not yet met the expectations set by the Minister and the commitments of the WAPC Chair.

On contaminated sites investigations on Brand Road, the City is prioritising detailed site assessments so we understand the scale of future remediation required to deliver the preferred land uses.

On supporting road safety improvements for Milner Road, the City, in consultation with Main Roads, has outlined the road upgrades needed to manage non-compliant industrial traffic. These works are dependent on securing the significant funding required to complete a major transport connection that is essential to the station and surrounding community.

3.2.2 David Downing (High Wycombe)

- Q1. Item 11.2 suggests that the City has agreed to a \$10 million contribution towards the High Wycombe Community Hub project. My understanding is that the federal government donated \$30 million and the state government matched that donation with another \$30 million. I don't recall at any time public disclosure that the City has or will contribute \$10 million or that the state government commitment has changed. I can see nothing in the current City budget to reflect this \$10 million. Is the council, or the City, planning to publicly disclose details of this matter especially considering the considerable amount of rate payers funds involved?

- A1. The City has previously put on the record a level of commitment subject to additional funding being sought from government referencing state and federal. No decision at this point in time has been made to exactly what that commitment looks like. That's still a matter to be discussed by this council at some future stage.

4. Petitions/Deputations

Nil.

5. Applications for Leave of Absence

Nil.

6. Confirmation of Minutes from Previous Meeting

6.1 RESOLVED OCM 2025/166

That the Minutes of the Ordinary Council Meeting held on 25 November 2025, as published and circulated, are confirmed as a true and accurate record of the proceedings.

Moved: Cr Lisa Cooper

Seconded: Cr David Modolo

Vote: For: **Mayor Margaret Thomas, Cr Kathy Ritchie, Cr John Giardina, Cr David Modolo, Cr Mary Cannon, Cr Brooke O'Donnell, Cr Sue Bilich, Cr Lisa Cooper and Cr Josh Clark**

Against: **Nil**

CARRIED UNANIMOUSLY (9/0)

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 25 November 2025."

7. Announcements by the Member Presiding Without Discussion

Good evening everyone,

Before we begin tonight's meeting, I would like to pause and acknowledge a tragic loss that has deeply affected the local government sector. On

behalf of the City of Kalamunda, I extend our deepest condolences to the family, friends, and colleagues of Cr Mark Mudie, Deputy President of the Shire of Ravensthorpe, who sadly lost his life while responding to a bushfire in West River earlier this month Cr Mudie was a dedicated community leader, elected as a Councillor in 2019 and Deputy President earlier this year. His passing is a heartbreaking reminder of the dangers faced by those who serve - whether in elected roles or on the fireground - and our thoughts are with the Ravensthorpe community during this incredibly difficult time

As we near the end of the year, the calendar may have been shorter, but it was no less meaningful. On Friday evening, I had the honour of attending the opening of *Chirriger Kwilla*, a powerful joint exhibition by Peter Farmer Snr and Peter Farmer Jnr. The works speak to deep connection - between generations, to culture, and to Country - and it was a privilege to be part of such a significant celebration of Noongar storytelling through art

On Saturday, I visited the Forrestfield Police Station Community Open Day. It was fabulous to see so many people from across our community exploring the facilities, chatting with local officers, and learning more about the important work they do. Events like this are a great way to build trust, connection, and community pride.

Tomorrow, I'll be representing the City at the Metro Outer Development Assessment Panel meeting, followed by our Thank a Volunteer Day Celebration on Friday, 12 December. This is always a highlight and a chance to say thank you to the people who selflessly give their time to make our city stronger, safer, and more connected.

And of course, we'll be gathering once more for one of the most magical events on our calendar - Stirk Park Carols, this Sunday 14 December. It's always a beautiful evening of music, community, and festive cheer. I hope to see many of you there.

As this is our final Council Meeting for 2025, I want to take a moment to thank my fellow Councillors, our Executive team, and all City staff for your hard work and dedication this year.

To our community - I wish you a safe, restful, and joyful festive season. However, you mark this time of year - whether with family, friends, faith, or quiet reflection - I hope you find connection and comfort.

And for those who may find this season difficult, please know that you are not alone. Our community cares deeply, and help is always within reach

Thank you - and I look forward to continuing our work together in 2026.

8. Matters for Which the Meeting may be Closed

- 8.1 Confidential item, Item 10.1.2 High Wycombe Community Hub Funding Update, will be considered behind closed doors at Point 15 of this agenda.

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 Confidential item, Item 10.6.2 ARIC - Internal Audit Report – **Confidential Attachments** - Final Internal Audit Report - Co K Records Management, Final Internal Audit report - COK Waste - FOGO Implementation, Independent Review of Fraud Matter - Final Report.

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 Confidential item, Item 10.6.3 ARIC - Annual Financial Report 2024/2025 - Annual Audit Findings – **Confidential Attachments** - OAG - Annual Financial Audit Exit Report.

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.)

9.1.1 Nil.

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

9.2.1 Anthony Vuleta declared an Impartiality Interest in Item 10.6.1 Chief Executive Officer Key Performance Indicators 2025/2026. This item affects Mr Vuleta's employment contract as CEO of the City of Kalamunda.

10. Reports to Council

10.1. Development Reports

10.1.1. Market Led Proposals Policy

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

Previous Items	OCM/2025/134
Directorate	Development Services
Business Unit	Strategic Planning and Property
File Reference	
Applicant	Not applicable
Owner	City of Kalamunda
Attachments	1. DRAFT Market Led Proposals Policy - New Policy template - Dec25 [10.1.1.1 - 5 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 2031

Priority 3: Kalamunda Develops

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

Strategy 3.3.2 - Attract and enable new investment opportunities.

Strategy 3.3.3 - Plan for strong activity centres and employment areas to meet the future needs of the community, industry, and commerce.

Priority 4: Kalamunda Leads

Objective 4.1 - To provide leadership through transparent governance.

Strategy 4.1.1 - Provide good governance.

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 present the Draft Market-Led Proposal (MLP) Policy to Council in response to the resolution made at the Ordinary Council Meeting on 23 September 2025, where Council requested the Chief Executive Officer (CEO) prepare a MLP Policy for Council's consideration by 9 December 2025.
2. The Draft Policy has been informed by benchmarking against State Government and peer local government frameworks, internal governance requirements, and insights gained from recent enquiries relating to unsolicited proposals.
3. The recommendation is that Council adopts the Draft Market-Led Proposal Policy (Draft MLP Policy) and authorises the publication of the policy on the City's website.

BACKGROUND

4. At its meeting on 23 September 2025, Council considered a report outlining the increasing frequency of unsolicited or proponent-initiated approaches to purchase, lease, or develop City-managed land outside of a competitive process. These proposals are commonly referred to as Market-Led Proposals (MLPs).
5. Council noted the City did not have an existing policy position to guide consistent evaluation, governance, and determination of such proposals. In response, Council resolved to request the CEO prepare a Market-Led Proposal Policy for Council's consideration by 9 December 2025, for the purposes of initiating public advertising.
6. It was originally proposed that the Draft MLP Policy be presented to Council for endorsement prior to public consultation. It has since been confirmed there is no statutory requirement to advertise a policy of this nature. Accordingly, it is now proposed that—subject to any amendments requested by Elected Members—the Draft MLP Policy presented to

Council will be formally adopted, trialled over a 12-month period before being reviewed.

7. Following adoption, the Policy will be published on the City's website with a notification inviting general feedback, which will be recorded and monitored. The Policy will be reviewed 12 months after adoption and thereafter every 2 years, or earlier as the framework is applied in practice and feedback is received from proponents and/or the community.

DETAILS AND ANALYSIS

8. The Draft Market-Led Proposal Policy establishes a structured, transparent and defensible framework for evaluating MLPs. The framework has been developed based on common elements of established State and local government models, and incorporates the following key components:
 - **Guiding principles** – The policy requires all proposals to demonstrate alignment with the City's Strategic Community Plan, community benefit, financial sustainability, effective risk management, probity, and transparency, consistent with the *Local Government Act 1995* and other applicable legislation.
 - **Assessment criteria** – Proposals are to be evaluated across five categories:
 - – Strategic and Land Use Alignment
 - – Community and Public Benefit
 - – Financial Considerations
 - – Governance and Risk Management
 - – Proponent Capability and Uniqueness
 - These criteria ensure that MLPs advance the City's strategic priorities, provide tangible benefits, appropriately manage risk, and justify direct negotiation over a competitive process.
 - **Cost-recovery framework** – The policy implements a tiered cost-recovery model, including a non-refundable application fee at initial submission and full reimbursement of external costs (valuations, legal, probity, technical assessments) for proposals progressing beyond preliminary assessment. This ensures that MLP evaluations remain cost-neutral to the City.
 - **Governance and probity safeguards** – The policy embeds strong governance measures, including conflict-of-interest declarations, probity principles, confidentiality requirements, prohibitions on canvassing elected members, and provision for independent probity oversight where warranted. Decision-making authority is

clearly defined, with Council retaining final determination rights for all proposals involving disposals or binding commitments.

- **Transparency and accountability mechanisms** – All MLPs will be recorded in a Register of Market-Led Proposals accessible to Council. A public version may also be published, and periodic reporting to Council will support continuous improvement and oversight.

9. Once adopted, the Market-Led Proposal Policy will provide the City with a consistent and defensible mechanism for managing unsolicited proposals. It will ensure that opportunities are assessed in a transparent and timely manner, that financial and governance risks are appropriately managed, and that any proposal advanced through the process delivers clear strategic and community benefit. The policy framework promotes innovation while maintaining strong safeguards to protect public land, community value, and compliance with statutory obligations.

APPLICABLE LAWS

10. *Local Government Act 1995*
Local Government (Functions and General) Regulations 1996
Land Administration Act 1997
Freedom of Information Act 1992
Property Law Act 1969

APPLICABLE POLICY

11. The City does not currently have a dedicated policy framework to guide the assessment and decision-making for MLPs.

STAKEHOLDER ENGAGEMENT

12. Should Council resolve to adopt the Draft Policy - even though there is no statutory requirement for public advertising - community engagement will be undertaken in accordance with the City's Policy Service 5: Communication and Engagement, and the IAP2 "Inform" level, which seeks *"to provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and/or solutions."*
13. It is proposed that, when the Policy is published on the City's website under "Council Policies", it is also promoted on the "Notices and Announcements" page, enabling feedback from the community over the course of its implementation. Any feedback received will be considered as part of the review of the Policy 12 months following adoption. Should any

feedback from the community warrant an earlier review, this can commence sooner.

FINANCIAL CONSIDERATIONS

14. MLPs can support the City's long term financial position and a wide range of re-investment opportunities to satisfy the City's Strategic Community Plan priorities, and the principles may be extended beyond land and property opportunities in the future.
15. It is proposed that a non-refundable application fee be incorporated into the City's Annual Fees and Charges Schedule in 2026/27. Any future MLPs will generate a fee payable upon lodgement of a proposal. In addition, a cost-recovery approach will apply, under which the proponent will be required to reimburse the City for any reasonable external costs incurred in evaluating the proposal. These may include specialist financial, legal, technical, or probity advice.

SUSTAINABILITY

16. MLPs can contribute to investment in community assets or services to benefit a growing and changing population, and additional development opportunities consistent with the City's growth aspirations.
17. The Draft Policy requires that proposals should demonstrate positive economic outcomes alongside strong environmental sustainability measures, delivering long-term value to the community.

RISK MANAGEMENT

18.

Risk: Transparency and Probity concerns resulting in reputational impacts. Direct negotiation with a single proponent can raise perceptions of favouritism or lack of competition		
Consequence	Likelihood	Rating
Significant	Possible	High
Action/Strategy		
Publish clear criteria to ensure decisions are consistent and defensible. Independent probity oversight for significant proposals. Report MLP decision-making and key justifications to Council and, where appropriate, to the community.		

Risk: Potential missed financial opportunities and demonstrating value for money principle. Without competitive tendering, it's harder to benchmark costs and benefits.		
Consequence	Likelihood	Rating

Significant	Possible	High
Action/Strategy		
Independent valuation/benchmarking of costs and benefits. Apply a public value test (community, social, financial outcomes). Ensure full cost recovery from proponents. Use transparent evaluation criteria to guide decisions. Obtain probity/independent review for significant proposals.		

Risk: Resource Burden impacting on other project or operational priorities. Managing proposals can be resource-intensive, requiring specialist expertise in procurement, finance, planning, and risk management.		
Consequence	Likelihood	Rating
Moderate	Likely	Medium
Action/Strategy		
Staged MLP process to filter out low-value or unviable proposals early. Leverage external expertise (consultants, probity advisors) when needed with cost recovery from proponents. Use clear internal roles and workflows to streamline assessments. Prioritise proposals that align strongly with strategic objectives to focus resources.		

Risk: Missed opportunities to capture value and benefit from market driven initiatives.		
Consequence	Likelihood	Rating
Moderate	Likely	Medium
Action/Strategy		
Promote the framework to industry and community to encourage quality submissions. Benchmark and monitor trends to identify emerging opportunities. Align evaluation criteria with strategic priorities to capture long-term community and economic value.		

CONCLUSION

19. The Draft MLP Policy responds directly to Council's September 2025 resolution and establishes a robust, merit-based process for managing unsolicited proposals involving City land.
20. The framework provides clarity for proponents and the City, embedding strong governance, probity safeguards, evaluation criteria, and cost-recovery mechanisms.

21. Endorsing and publishing the Policy will provide clarity to proponents and the community, ensuring a consistent approach to Market-Led Proposals moving forward.

Voting Requirements: Simple Majority

RESOLVED OCM 2025/167

That Council:

1. ADOPTS the Draft Market-Led Proposal Policy, forming Attachment 1; and
2. NOTES that the policy will be reviewed in 12-months, or sooner if community feedback warrants an earlier review.

Moved: **Cr Lisa Cooper**

Seconded: **Cr David Modolo**

Vote: For: **Mayor Margaret Thomas, Cr Kathy Ritchie, Cr John Giardina, Cr David Modolo, Cr Mary Cannon, Cr Brooke O'Donnell, Cr Sue Bilich, Cr Lisa Cooper, and Cr Josh Clark.**

Against: **Nil**

CARRIED UNANIMOUSLY (9/0)

10.1.1. High Wycombe Community Hub Funding Update

This is a confidential item considered behind closed doors.

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

Previous Items	OCM 157/2022, OCM 40/2024, SCM 87/2024, OCM 159/2024, OCM 2025/7
Directorate	Development Services
Business Unit	City Transformation
File Reference	3.010520
Applicant	N/A
Owner	

Attachments

Confidential Attachments	1.	High Wycombe Community Hub Engagement Report
	2.	High Wycombe Community Hub - Responses from Sporting Groups and State Sporting Associations

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

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

Voting Requirements: Simple Majority

RESOLVED OCM 2025/176

That Council:

1. COMMIT to a City of Kalamunda funding contribution of \$10 million toward the High Wycombe Community Hub project.
2. AGREE to delivering the project at \$79.6 million should no additional funding being received, subject to the intended scope being able to be delivered for that amount. The key scope including:
 - a) Indoor and outdoor lap pools;
 - b) Family and learn-to-swim pools;
 - c) Warm-water pool and spa;
 - d) Sauna;
 - e) Gym and fitness rooms;
 - f) Café / kiosk
 - g) Crèche;
 - h) Allied health;
 - i) and future-proofing for later stages if additional funding is secured.
3. AGREE to the City progressing designs and coordination of the facility, including geothermal heating, to contract preparation and request for tender phase.
4. REQUEST the Chief Executive Officer approach Federal Government members and other funding bodies for additional project funding.

Moved: **Mayor Margaret Thomas**

Seconded: **Cr Lisa Cooper**

Vote: For: **Mayor Margaret Thomas, Cr Kathy Ritchie, Cr Mary Cannon, Cr Sue Bilich and Cr Lisa Cooper.**

Against: **Cr John Giardina, Cr David Modolo, Cr Brook O'Donnell and Cr Josh Clark**

CARRIED (5/4)

10.2. Infrastructure Reports

No reports presented.

10.3. Corporate Reports

No reports presented.

10.4. Community Reports

No reports presented.

10.5. Office of the CEO Reports

No reports presented.

10.6. Chief Executive Officer Reports

10.6.1. Chief Executive Officer Key Performance Indicators 2025/2026

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 & Culture
File Reference
Applicant
Owner

Attachments 1. CEO Key Performance Indicators 2025-2026 -
proposed [**10.6.1.1** - 7 pages]

TYPE OF REPORT

	Advocacy	When Council is advocating on behalf of the community to another level of government/body/agency
X	Executive	When Council is undertaking its substantive role of direction setting and oversight (eg accepting tenders, adopting plans and budgets)
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	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 set new performance criteria for the Chief Executive Officer (CEO) for the period July 2025 to June 2026.
2. This report provides for a draft set of performance criteria that could be applied to the CEO for the 2025/2026 financial year.
3. The report recommends the Council consider the draft performance criteria being presented for 2025/2026.

BACKGROUND

4. The CEO was appointed to the position with effect from 17 June 2024 for a five-year term expiring 16 June 2029.
5. It is a requirement of the *Local Government Act 1995* (Act), and the CEO's employment contract, that the performance criteria is mutually agreed.

DETAILS AND ANALYSIS

6. Council, in agreement with the CEO, establishes the performance framework in 2025, where performance criteria are defined according to the following 11 Key Result Areas (KRA):
 - a) Integrated Planning and Reporting
 - b) Financial Sustainability
 - c) Risk Management and Good Governance
 - d) Identify Future Opportunities and Challenges
 - e) Delivery of Key Major Projects and Initiatives
 - f) City Leadership
 - g) Organisational Culture
 - h) Workplace Health and Safety
 - i) Realignment of Organisation
 - j) Environmental Sustainability & Climate Action
 - k) Communications and Transparency
7. Each KRA has several criteria and performance measures including targets and stretch targets. In total 23 actionable criteria are proposed by the CEO for the 2025/2026 performance period as detailed in Attachment 1.
8. Council is now required to review the proposed set of key performance indicators that will guide the CEO's performance for the year July 2025 to June 2026.
9. Should Council wish to amend, add or delete any of the draft criteria presented this must be done in consultation with the CEO prior to Council

adoption of the criteria. Any such changes should be highlighted to the CEO for consideration.

APPLICABLE LAW

10. *Local Government Act 1995*
 Local Government (Administration) Amendment Regulations 2021
 Local Government Legislation Amendment Act 2019
 Contract Law – CEO Contract dated 2024

APPLICABLE POLICY

11. Council, at the April 2021 Ordinary Council Meeting (OCM), adopted the new City of Kalamunda Standards for Recruitment, Performance Appraisal and Termination of the CEO (Standards) and a revised Policy:

Governance 12: - Recruitment & Selection, Performance Review, Salary Review and Termination of the Chief Executive Officer

STAKEHOLDER ENGAGEMENT

12. Community expectations and Council feedback from the latest performance review process has been considered in the process of setting the proposed performance criteria for the financial year, particularly through their input into the creation of the Kalamunda Advancing Strategic Community Plan 2031. Community will also be engaged as part of the development of the new Council Plan as part of the proposed criteria.

In accordance with Section 5.38 of the Act:

(b) the performance criteria and the performance process are recorded in a written document, negotiated with, and agreed upon by the CEO and Council.

FINANCIAL CONSIDERATIONS

13. Financial requirements for achieving the agreed actions of the CEO performance criteria are considered through the annual budget process.

SUSTAINABILITY

14. The role of CEO is critical to the ongoing sustainability of the City. The delivery of the Strategic Community Plan and the Corporate Business Plan are key instruments that drive and deliver social, cultural, financial. Economic and environmental performance of the City.

RISK MANAGEMENT

15.	Risk: Not setting performance criteria with the CEO would constitute non-compliance with the Local Government Act and Regulations and would be viewed as not providing support and direction to the CEO.		
	Consequence	Likelihood	Rating
	Moderate	Unlikely	Low
	Action/Strategy		
	Ensure Elected Members are aware of their regulatory responsibilities when undertaking a performance review and setting performance criteria to ensure due process is provided to the CEO.		

CONCLUSION

16. The annual performance review of the CEO is a key role of the Council and needs to be undertaken with due care, procedural fairness and due diligence in line with the Department of Local Government, Industry Regulation and Safety regulations, which includes the setting of performance criteria in order to measure the CEO's performance.

Voting Requirements: Simple Majority

RESOLVED OCM 2025/168

That Council APPROVE the Chief Executive Officer Key Performance Indicators as contained in attachment 1.

Moved: **Cr Kathy Ritchie**

Seconded: **Cr Josh Clark**

Vote: For: **Mayor Margaret Thomas, Cr Kathy Ritchie, Cr John Giardina, Cr David Modolo, Cr Mary Cannon, Cr Brooke O'Donnell, Cr Sue Bilich, Cr Lisa Cooper, and Cr Josh Clark.**

Against: **Nil**

CARRIED UNANIMOUSLY (9/0)

10.6.2. ARIC - Internal Audit Report

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

Previous Items

Directorate Corporate Services

Business Unit Corporate Services

File Reference 3.010758

Applicant N/A

Owner N/A

Attachments Nil

- | | |
|--------------------------|---|
| Confidential Attachments | <ol style="list-style-type: none"> 3. Final Internal Audit Report – COK Records Management 4. Final Internal Audit Report – COK Waste – FOGO Implementation 5. Independent Review of Fraud Matter – Final Matter |
|--------------------------|---|

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".

TYPE OF REPORT

Advocacy	When Council is advocating on behalf of the community to another level of government/body/agency
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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
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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 the Internal Audit Reviews conducted during 2025.
2. The internal audits were completed in accordance with the provisions of the *Local Government Act 1995*, associated regulations, and *Australian Accounting Standards*. The internal audits have identified several improvement opportunities that the City of Kalamunda (the City) is committed to implementing.
3. It is recommended that Council receive the details of the Internal Audit Reviews conducted during 2025.

BACKGROUND

4. The internal audit program is delivered in line with the City's three-year Strategic Internal Audit Plan (Plan) which contains a mix of compliance, financial, and performance / operational audits.
5. The City's appointed Internal Auditor is William Buck who have undertaken a number of audit reviews, which included
 - a. Reviewing the recommendations from the previous internal audits
 - b. Conducting audit reviews
 - c. Providing input into the setting of the strategic internal audit plan;
 - c. Attendance and presentation of internal audit reports to the Audit & Risk Committee; and
 - d. Client liaison and engagement.

6. Internal Audit is a core element of the City's risk management and governance framework. The relationship between Internal Audit and the City can be summarised using the "Three Lines of Defence model illustrated below



7. Broadly, Internal Audit reviews are focused on:
- Compliance Audits: Focused primarily on the entity's (or their suppliers') compliance with legislation, regulations, directions, policies, plans, and procedures.
 - Financial Audits: Focused primarily on practices and activities relating to the accounting and reporting of financial transactions including budget commitments, approvals, and the receipt and disbursement of funds, as well as the reliability and integrity of financial information and the safeguarding of the City assets.
 - Performance (Operational) Audits: Focused primarily on an audit of all or a part of an entity's activities to assess the economy, efficiency and effectiveness and focuses on:
 - the adequacy of an internal control structure or specific internal controls to ensure due regard for economy and effectiveness;
 - the extent to which resources have been managed economically and efficiently; and
 - the extent to which activities have been effective in achieving organisational objectives.

DETAILS AND ANALYSIS

8. The Internal Audit Reviews undertaken during 2025 have been focused on:

- a) Records Management Review
- b) Waste FOGO Implementation
- c) Independent Review of Fraudulent Matter

9. **Records Management Review**

The objective of this internal audit review was to determine whether there are adequate controls in place in respect of Records Management, and the City's compliance with the *State Records Act 2000* (SRA) and associated Records Management Requirements.

The scope of the audit was as follows:

1. Record Keeping Plan is aligned with the SRA and has been regularly reviewed and approved by the State Records Office;
2. Record Keeping Systems are compliant with the SRA and Record Management practices at the City;
3. Staff are aware and adhering to record keeping responsibilities under the SRA and Record Management practices, including the security, confidentiality of these records at the City;
4. Access to records is appropriately controlled either through a system or hard copy records;
5. Disposal/destruction of both electronic and paper based records are aligned to General Disposal Authority for Local Government Records (GDA), by either staff or records;
6. Appropriate back-up processes exist for hard and softcopy records; and
7. Effectiveness of controls exist for a centralised process for all incoming and outgoing records

10. The results of the Internal Audit Review of the Records Management Review are detailed in Confidential Attachment 1.

11. **Internal Audit Review of Waste FOGO Implementation**

The objective of this internal audit review was to assess the effectiveness, efficiency and compliance of the City's Food Organics Garden Organics (FOGO) project in relation to its original objectives, contractual arrangements and regulatory requirements.

12. The scope of the audit was as follows;

1. Provide advice in terms of performance – what was in the project plan/business case and what improvements can be made.

2. Review of risk governance and compliance mechanisms – project incident tracking, resolution logs, compliance with environmental regulations and policies.
 3. Review of the contract with the new provider, including performance indicators, assessment of financial benefit, contract variation controls, effectiveness of controls in place for contract closure and lessons learnt.
 4. Identify what Framework is in place to administer the scheme.
 5. Provide advice in regard to how carbon credits are collected and accounted for.
13. The results of the Internal Audit Review of the Waste FOGO Implementation are detailed in Confidential Attachment 2.
14. **Independent Review of Attempted Fraudulent Matter**
The objective of this internal audit was to undertake an independent review to identify the root cause of the Fraudulent Matter to assess the City's internal controls, communication protocols, documentation and identify weaknesses in controls and improvement opportunities.
15. The scope of the audit was as follows;
 1. To focus on a single payment transaction for the period 1 May 2025 to 2 July 2025.
 2. Consider policies and procedures for payment to City creditors.
 3. Review processes and protocols for updating the City's data base.
 4. Assess any control weaknesses and or departure from procedures.
 5. Conducted meetings with City staff and the Vendor.
16. The results of the Internal Audit Review of the Attempted Fraudulent Matter are detailed in Attachment 3.

APPLICABLE LAW

17. *Local Government Act 1995*
Local Government (Financial Management) Regulations 1996

APPLICABLE POLICY

18. Nil.

STAKEHOLDER ENGAGEMENT

19. Internal Audit findings were discussed with relevant business unit managers and have been reviewed by the City's Executive Management Team.

FINANCIAL CONSIDERATIONS

20. The cost of the Internal Audit program is provisioned within the City's annual budget. Further, monitoring and review of internal controls within the Internal Audit program will reduce the risk and likely exposure of potential loss to the City.

SUSTAINABILITY

Social Implications

21. Nil.

Economic Implications

22. Nil.

Environmental Implications

23. Nil.

RISK MANAGEMENT

- 24.
- | | | |
|--|-------------------|---------------|
| Risk: Internal Audit fails to identify material non-compliance or control deficiencies. | | |
| Consequence | Likelihood | Rating |
| Moderate | Unlikely | Low |
| Action/Strategy | | |
| Internal Audit Plan developed and reviewed annually.
Internal Audit working papers reviewed by External Auditors.
Key controls are evaluated for the identified processes. | | |
- 25.
- | | | |
|--|-------------------|---------------|
| Risk: Audit recommendations are not implemented in a timely fashion. | | |
| Consequence | Likelihood | Rating |
| Moderate | Unlikely | Low |
| Action/Strategy | | |
| Internal Audit Plan developed and reviewed annually.
Monitoring and review of the implementation of audit recommendations and reporting to the Council. | | |

CONCLUSION

26. The City monitors the status of Internal Audit recommendations arising from each Internal Audit Review. Recommendations are monitored and the majority of recommendations are completed within the agreed timelines and the remaining are in progress.

Voting Requirements: Simple Majority

RESOLVED OCM 2025/169

That Council RECEIVE the details of the Internal Audit Reviews conducted during 2025 presented in Confidential Attachments 1, 2 & 3.

Moved: **Cr David Modolo**

Seconded: **Cr Lisa Cooper**

Vote: For: **Mayor Margaret Thomas, Cr Kathy Ritchie, Cr John Giardina, Cr David Modolo, Cr Mary Cannon, Cr Brooke O'Donnell, Cr Sue Bilich, Cr Lisa Cooper, and Cr Josh Clark.**

Against: **Nil**

CARRIED UNANIMOUSLY (9/0)

10.6.3. ARIC - Annual Financial Report 2024/2025 - Annual Audit Findings

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

Previous Items	Nil
Directorate	Corporate Services
Business Unit	Office of the Chief Executive
File Reference	
Applicant	N/A
Owner	N/A
Attachments	1. Annual Financial Report [10.6.3.1 - 67 pages] 2. Independent Auditors Report [10.6.3.2 - 3 pages]
Confidential Attachments	1. OAG – Annual Financial Audit Exit Report

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"*

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:
 - I. Annual Financial Report (Attachment 1).
 - II. OAG Independent Auditors Report (Attachment 2)
 - III. OAG Annual Financial Audit Exit Report (Confidential Attachment 1)
2. The Audit of the Annual Financial Report was undertaken by the Office of the Auditor General (OAG) who completed an audit of the report for the financial year ending 30 June 2025.
3. The OAG Annual Financial Audit Exit Report was presented by the Office of the Auditor General staff to the City and the Mayor on 11 November 2025. The report recommended the issuing of an unqualified audit opinion for the year, noting that the City had completed its financial reports by the required submission dates.
4. It is recommended that Council:
 1. ACCEPT the 2024/2025 Annual Financial Report (Attachment 1) prepared in accordance with Section 6.4 of the *Local Government Act 1995*.
 2. NOTE the content of the OAG Independent Auditors Report (Attachment 2).
 3. NOTE the content of the OAG Annual Financial Audit Exit Report (Confidential Attachment 1).

BACKGROUND

5. Section 6.4 (1) of the *Local Government Act 1995* (the Act) requires a local government to prepare an Annual Financial Report for each financial year and details what the Annual Financial Report is to contain.
6. Section 6.4 (2) of the Act requires a local government to submit by 30 September following each financial year, or as such time as the Minister allows, to its auditor –
 - a) The accounts of the local government balanced up to the last day of the preceding financial year; and

- b) The annual financial report of the local government for the preceding financial year.
- 7. Section 7.12A (3) of the Act requires the local government to examine the report of the auditor, under section 7.9 (1) and any other report prepared under section 7.9 (3) forwarded to it, and is to –
 - (a) Determine if any matters raised by the report or reports require action to be taken by the local government; and
 - (b) Ensure that appropriate action is taken in respect of those matters.

DETAILS AND ANALYSIS

Annual Financial Report

- 8. The Auditors (OAG) conducted the audit fieldwork for the interim audit in March and June 2025 and October and November 2025 for the final audit. The report was issued on the 12 November 2025. The audit coverage of key controls tested the effectiveness of controls in detail within the expenditure business cycle. Additionally, the controls for other business cycles were re-confirmed and key areas of information systems controls were also audited.
- 9. The Annual Financial Report was comprised of:
 - I. The Statement of financial position as at 30 June 2025, the statement of comprehensive income, statement of changes in equity, statement of cash flows and statement of financial activity for the year
 - II. Notes comprising a summary of material accounting policies and other explanatory information

The Auditors Report consolidated the findings of the interim audit, the information systems audit and the final audit. Overall, the total audit findings identified a reduction in audit findings by two when compared to last year. The Audit Report recommended the issuing of an un-qualified audit report.

OAG Annual Financial Audit Exit Report

- 10. The OAG Annual Financial Audit Exit Report (Confidential Attachment 1) reported that the City issued its draft financial statements to Audit by 30 September 2025 with statements assessed as audit ready on 7 October 2025.
- 11. The Audit planning identified a series of key focus areas:
 - I. Existence and valuation of infrastructure, property, plant and equipment
 - II. Revenue recognition and recovery of receivables
 - III. Expenses and liability recognition

- IV. Accounting estimates
- V. Management override of controls

12. The OAG Annual Financial Audit Exit Report (Confidential Attachment 1) summarises a series of issues identified during the interim audit process as well as from the final audit.

In summary the Audit Reported:

- I. Seven items related to the Information Systems Audit
- II. Six items related to financial accounting identified through the Interim Audit, which Management has put in place measures to address that will be monitored through the Audit Tracker and brought back to the next Audit, Risk and Improvement Committee Meeting in the new year. One of these items was resolved at the time of the final audit being completed.
- III. One new financial item – Non-Compliance with Bonds Policy, the details of which are included in Attachment 2.

Independent Auditors Report

13. The Auditors opinion concluded that the financial report:
- I. Is based on proper accounts and records
 - II. Presents fairly in all material respects, the results of the operations of the City for the year ended 30 June 2025 and its financial position at the end of that period
 - III. Is in accordance with the *Local Government Act 1995* (the Act) and to the extent that they are not consistent with the Act, Australian Accounting Standards.

APPLICABLE LAW

14. Sections 6.4, 7.9, 7.12A of the *Local Government Act 1995*.
15. Regulation 51 of the *Local Government (Financial Management) Regulations 1996*.

APPLICABLE POLICY

16. There are no policy implications.

STAKEHOLDER ENGAGEMENT

17. The City worked closely with the Auditors and the Executive were briefed on the findings associated with the Annual Financial Report for 2024/2025.

18. The City has held entrance and exit meetings whereby the Audit Chair and Mayor were invited to attend along with key senior City staff.
19. Although no community engagement consultation is required in the preparation of the Annual Financial Report, Section 5.55 of the Act requires that the Chief Executive Officer give local public notice of the availability of the Annual Report as soon as practicable following acceptance of the Annual Report by the local government. The Annual Financial Report forms one component of the Annual Report.

FINANCIAL CONSIDERATIONS

20. The 2024/2025 Budget includes provision for the cost of having the accounts and the Annual Financial Report audited by the OAG.
21. The 2024/2025 Audited Annual Financial Report recorded a surplus of \$7.2M at year end primarily made up of the following:
- Early receipt of 2025/26 Financial Assistance Grants Scheme funds valued at \$1.7M
 - Lower Capital Works Spend than estimated by \$4.8M, these funds and associated projects are carried forward into 2025/26
 - The balance is a mix of higher income from fees and charges (higher than budget by \$0.4M) and interest income higher than budget by \$1.0M

SUSTAINABILITY

Social Implications

22. Nil.

Economic Implications

23. Nil.

Environmental Implications

24. Nil.

RISK MANAGEMENT

25. **Risk:** Matters raised through the Audit process are not addressed in a timely fashion.

Consequence	Likelihood	Rating
Possible	Moderate	Medium
Action/Strategy		
Regular briefing to the City's Executive Management Team and to the Audit and Risk Committee regarding progress in addressing audit findings. Review of policies, procedures relating to the management and reporting of assets.		

26.	Risk: Failure to lodge the Annual Financial Report with the Local Government Department within the required timeframe.		
	Consequence	Likelihood	Rating
	Rare	Moderate	Low
	Action/Strategy		
	Lodge the report with the Department of Local Government within 30 days of the signing of the auditor’s report.		

CONCLUSION

27. The 2024/2025 Annual Financial Report (Attachment 1) includes:
- a) Statement by the Chief Executive Officer
 - b) Statement of Comprehensive Income by Nature and Type
 - c) Statement on Financial Position
 - d) Statement of Changes in Equity
 - e) Statement of Cash Flows.
 - f) Rate Setting Statement
 - g) Notes to and forming part of the Financial Report
28. The City acknowledges the findings contained in the OAG Audit Exit Report (Confidential Attachment 1) and is committed to addressing these matters. Progress on implementing audit recommendations is managed through the Audit Tracker and will be brought back to Council in the second quarter of 2026.
29. Regulation 51 of the *Local Government (Financial Management) Regulations 1996* requires the Chief Executive Officer to provide a copy of the Annual Financial Report to the Department of Local Government, Industry Regulation and Safety within 30 days of the receipt of the auditor's report on that financial report.

Voting Requirements: Simple Majority

RESOLVED OCM 2025/170

That Council:

1. ACCEPT the 2024/2025 Annual Financial Report (Attachment 1) prepared in accordance with Section 6.4 of the *Local Government Act 1995*.
2. NOTE the content of Independent Auditors Report (Attachment 2)
3. NOTE the content of the Office of the Auditor General Annual Financial Audit Exit Report (Confidential Attachment 1)
4. NOTE that a copy of this Report will be submitted to the Minister for Local Government and published on the City's Website.

Moved: **Cr David Modolo**

Seconded: **Cr Lisa Cooper**

Vote: For: **Mayor Margaret Thomas, Cr Kathy Ritchie, Cr John Giardina, Cr David Modolo, Cr Mary Cannon, Cr Brooke O'Donnell, Cr Sue Bilich, Cr Lisa Cooper, and Cr Josh Clark.**

Against: **Nil**

CARRIED UNANIMOUSLY (9/0)

10.6.4. **Grogan Road Renaming**

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

Previous Items	N/A
Directorate	Development Services
Business Unit	Strategic Planning and Property Services
File Reference	GR-16/GEN
Applicant	Perth Airport
Owner	N/A
Attachments	1. Grogan RD Closure Map 28 10 2025 [10.6.4.1 - 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 (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 2031
Priority 4: Kalamunda Leads
Objective 4.1 - To provide leadership through transparent governance.
Strategy 4.1.1 - Provide good governance.

Priority 4: Kalamunda Leads
Objective 4.2 - To proactively engage and partner for the benefit of community.
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 seek council approval to rename the section of Grogan Road within the City of Kalamunda boundary to 'Abbott Road.'
2. Grogan Road will be closed on 12 January 2026 to facilitate the delivery of Perth Airport's new runway project.
3. The runway design means a section of Grogan Road remains on the eastern and western ends of the new runway. This could cause confusion with motorists attempting to access the airport.
4. Perth Airport has requested the City of Kalamunda rename the section of Grogan Road within the City's boundary to Abbott Road.

BACKGROUND

5. The Airport's New Runway Major Development Plan (MDP) was approved by the Minister for Infrastructure, Transport and Regional Development, on 21 November 2020.
6. The MDP included the closure of a portion of Grogan Road. Closure is confirmed for the 12 January 2026.

DETAILS AND ANALYSIS

7. This closure location to the east aligns with Abbott Road and Grogan Road intersection. This proposal renames this eastern section of Grogan Road to Abbott Road, creating a continuous road. This is illustrated in attachment 10.1.1.1.
8. The City must apply to the State Geographic Names Committee to have this section formally renamed and update any road signs.
9. Landgate Geographic Names have provided in-principle support for the proposed renaming.
10. There are two affected lots that currently have Grogan Road addresses. Lot 2007 (10) Grogan Road and Lot 2009 (8) Grogan Road. Both lots are currently vacant and owned by State agencies. As part of the renaming, the lots will receive addresses assigned to Abbott Road.

APPLICABLE LAW

11. *Land Administration Act 1997.*

APPLICABLE POLICY

12. Governance 19: Naming of Parks, Reserves, Streets and Infrastructure.
13. Policies and Standards for Geographical Naming in Western Australia.

STAKEHOLDER ENGAGEMENT

14. Consultation has been undertaken by Perth Airport through its Perth Airport Master Plan consultation process. Perth Airport will lead the engagement process with the necessary landowners and stakeholders.
15. No City lead stakeholder engagement is proposed for the renaming of Grogan Road because the affected properties are currently vacant and State agency owned.

FINANCIAL CONSIDERATIONS

16. Cost of replacing street sign which equates to \$300. Payment will be requested from Perth Airport to recover the cost of sign replacement.

SUSTAINABILITY

17. Social:
Maintains a collaborative partnership with Perth Airport.

RISK MANAGEMENT

18.

Risk: Motorists continue to attempt access to the Airport through Grogan Road if not renamed.		
Consequence	Likelihood	Rating
Insignificant	Possible	Low
Action/Strategy		
Renaming Grogan Road to Abbott Road makes it clear there is no longer access through Grogan Road.		

CONCLUSION

19. The renaming of Grogan Road to Abbott Road completes the City's obligations to the road closure for the new runway. It also creates a clear indicator that there is no longer access to the airport via Grogan Road.

Voting Requirements: Simple Majority

RESOLVED OCM 2025/171

That Council:

1. APPROVE the renaming of Grogan Road to Abbott Road;
2. REQUEST the Chief Executive Officer to submit an application to the Geographic Names Committee;
3. REQUEST the Chief Executive Officer to recover costs from Perth Airport for street sign replacement; and
4. NOTE that all community consultation and stakeholder management is being undertaken by Perth Airport for the renaming of Grogan Road to Abbott Road.

Moved: **Cr Lisa Cooper**

Seconded: **Cr Sue Bilich**

Vote: For: **Mayor Margaret Thomas, Cr Kathy Ritchie, Cr John Giardina, Cr David Modolo, Cr Mary Cannon, Cr Brooke O'Donnell, Cr Sue Bilich, Cr Lisa Cooper, and Cr Josh Clark.**

Against: **Nil**

CARRIED UNANIMOUSLY (9/0)

11. Motions of Which Previous Notice has been Given

11.1 Notice of Motion - Business Case for a City of Kalamunda Tree Nursery

MOTION

Voting Requirements: Simple Majority

RESOLVED OCM 2025/172

That Council:

1. REQUEST the Chief Executive Officer to prepare a business case for the establishment of a City of Kalamunda Tree Nursery, including consideration of:
 - a) Potential models for operation (City-operated, partnership, or joint-venture arrangements);
 - b) Suitable locations, including existing City landholdings or shared regional facilities;
 - c) Estimated establishment and operating costs;
 - d) Opportunities for revenue generation and regional supply;
 - e. Capacity to support the City's urban greening, biodiversity, and canopy coverage objectives; and
 - e) Funding and grant opportunities available to support establishment.
2. REQUESTS the business case be presented to Council for consideration as part of the 2026/27 Budget deliberations.

Moved: **Cr David Modolo**

Seconded: **Cr John Giardina**

Vote: For: **Mayor Margaret Thomas, Cr Kathy Ritchie, Cr John Giardina, Cr David Modolo, Cr Mary Cannon, Cr Brooke O'Donnell, Cr Sue Bilich, Cr Lisa Cooper, and Cr Josh Clark.**

Against: **Nil**

CARRIED UNANIMOUSLY (9/0)

11.2 Notice of Motion - High Wycombe Community Hub Project

MOTION

Voting Requirements: Simple Majority

RESOLVED OCM 2025/177

That Council REQUEST the Chief Executive Officer write to the Deputy Premier to seek agreement for the State Government to take over the High Wycombe Community Hub project.

Moved: **Cr John Giardina**

Seconded: **Cr Josh Clark**

Vote: For: **Mayor Margaret Thomas, Cr John Giardina, Cr David Modolo, Cr Brooke O'Donnell, Cr Sue Bilich, and Cr Josh Clark.**

Against: **Cr Kathy Ritchie, Cr Mary Cannon and Cr Lisa Cooper.**

CARRIED (6/3)

12. Questions by Members Without Notice

12.1 Mayor Margaret Thomas re City Waste Plan

Q1. In reading the internal audit report did you know that the City's waste plan was the first in WA to be signed off showing early compliance with state waste strategy requirements? Did you know that the City believes it was the first local government to individually apply for carbon credits through the clean energy regulator for its FOGO project for which it subsequently received approval? I just want to say to our Director of Infrastructure when the auditors looked at the whole FOGO journey it was very complimentary and well done.

A1. Nil.

12.2 Cr David Modolo on Norm Sadler Pavilion

Q1. I'd like an update from the City with respect to how the upgrades to the Norm Sadler Pavilion are going. I understood that completion was due around now, but I've recently noted there's a little bit to go.

A1. Construction for the pavilion is ongoing. Practical completion is not expected until closer to the end of the 2025/2026 financial year around May 2026. We are happy to provide some more details on the project to Councillors.

12.3 Cr Sue Bilich regarding the City of Kalamunda Council Chambers

Q1. Can we have the batteries changed in the clock in the Chamber?

A1. Yes, the City will address this.

Q2. The lower ledge on the desk is extremely rough and catching on clothing. Can this be addressed please?

A2. Yes, the City will address this.

13. Questions by Members of Which Due Notice has been Given

Nil.

14. Urgent Business Approved by the Presiding Member or by Decision

Nil.

15. Meeting Closed to the Public

RESOLVED OCM 2025/173

That the Meeting be closed to the public to consider confidential items.

Moved: **Cr Sue Bilich**

Seconded: **Cr Mary Cannon**

Vote: For: **Mayor Margaret Thomas, Cr Kathy Ritchie, Cr John Giardina, Cr David Modolo, Cr Mary Cannon, Cr Brooke O'Donnell, Cr Sue Bilich, Cr Lisa Cooper, and Cr Josh Clark.**

Against: **Nil**

CARRIED UNANIMOUSLY (9/0)

The Meeting closed to the public at 7.09pm. All members of the public gallery and staff left the meeting. All Elected Members and members of staff remained.

Meeting Reopened to the Public

RESOLVED OCM 2025/178

That the Meeting be reopened to the public.

Moved: **Cr Josh Clark**

Seconded: **Cr David Modolo**

Vote: For: **Mayor Margaret Thomas, Cr Kathy Ritchie, Cr John Giardina, Cr David Modolo, Cr Mary Cannon, Cr Brooke O'Donnell, Cr Sue Bilich, Cr Lisa Cooper, and Cr Josh Clark.**

Against: **Nil**

CARRIED UNANIMOUSLY (9/0)

The Meeting reopened to the public at 8.02pm. The Presiding Member read the resolutions to the Meeting.

16. Tabled Documents

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17. Closure

I now declare the meeting closed at 8.05pm.