



Public Agenda Briefing Forum 8 March 2022



Public Agenda Briefing Forum 8 March 2022

INDEX

1. Official Opening	3
2. Attendance, Apologies and Leave of Absence	3
3. Declarations of Interest	4
4. Announcements by the Member Presiding Without Discussion	5
5. Public Question Time	5
6. Public Statement Time	5
7. Public Submissions Received in Writing	5
8. Petitions Received	5
9. Confidential Items Announced But Not Discussed	5
10. Reports to Council	6
10.1. Development Services Reports	6
10.1.1. Proposed Scheme Amendment 108 - 4 Kirkdale Road and 4 Orange Valley Road, Kalamunda.....	6
10.2. Asset Services Reports	17
10.2.1. Pensioner Discount for Waste Services - Consideration for Future Budgets.....	17
10.3. Corporate Services Reports	23
10.3.1. Corporate Business Plan - Quarterly Update - October to December 2021	23
10.4. Office of the CEO Reports	27
10.4.1. Freeman Policy.....	27
11. Closure	31

1. Official Opening

The Presiding Member opened the meeting at 6:30pm and welcomed Councillors, Staff and Members of the Public Gallery. 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

Councillors

South East Ward

John Giardina
 Janelle Sewell
 Geoff Stallard

South West Ward

Mary Cannon
 Kellie Miskiewicz

North West Ward

Lisa Cooper
 Dylan O'Connor (Presiding Member)

North Ward

Andrew Osenton
 Kathy Ritchie
 Margaret Thomas JP (Mayor)

Members of Staff

Chief Executive Officer

Rhonda Hardy

Executive Team

Gary Ticehurst - Director Corporate Services
 Brett Jackson - Director Asset Services
 Peter Varelis - Director Development Services

Management Team

Andrew Fowler-Tutt - Manager Approval Services
 Nicole o'Neill - Manager Customer & Public Relations

Administration Support

Donna McPherson - Executive Assistant to the CEO

Members of the Public 2

Members of the Press Nil.

Apologies

Cr Brooke O'Donnell
 Cr Sue Bilich

Leave of Absence Previously Approved Nil.

3. Declarations of Interest**3.1. Disclosure of Financial and Proximity Interests**

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

3.1.1 Nil.

3.2. Disclosure of Interest Affecting Impartiality

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

3.2.1 Nil.

Public Agenda Briefing Forum 8 March 2022

4. Announcements by the Member Presiding Without Discussion

4.1 Nil.

5. Public Question Time

5.1 Public questions will be allowed and received following the presentation of the report.

6. Public Statement Time

6.1 Public statements will be allowed and received following the presentation of the report.

7. Public Submissions Received in Writing

7.1 Nil.

8. Petitions Received

8.1 Nil.

9. Confidential Items Announced But Not Discussed

9.1 Nil.

Public Agenda Briefing Forum 8 March 2022

10. Reports to Council

10.1. Development Services Reports

10.1.1. Proposed Scheme Amendment 108 - 4 Kirkdale Road and 4 Orange Valley Road, Kalamunda

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

The Manager Approval Services provided a presentation on this report.

Council sought clarification as to how vegetation would be retained on the site. The Manager Approval Services advised this would be conditioned through the development application stage.

Mr Jason Hunt, representing the applicant, spoke in support of the recommendation and made himself available to answer questions from Councillors. No questions were asked of Mr Hunt.

Previous Items	N/A
Directorate	Development Services
Business Unit	Approval Services
File Reference	PG-LPS-003/108; OR-03/004; KR-05/004
Applicant	State West Planning
Owner	Brett Murray Curtis, Donna Fay Pearce & John William Pearce
Attachments	1. Applicant Report [10.1.1.1 - 34 pages]

TYPE OF REPORT

	Advocacy	When Council is advocating on behalf of the community to another level of government/body/agency
	Executive	When Council is undertaking its substantive role of direction setting and oversight (e.g. accepting tenders, adopting plans and budgets)
	Information	For Council to note
P	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 3.1 - To plan for sustainable population growth.

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

EXECUTIVE SUMMARY

1. The purpose of this report is for Council to consider adopting Local Planning Scheme Amendment 108 (A108) for the purpose of public advertising.
2. A108 proposes to amend Local Planning Scheme No.3 (the Scheme) to rezone Lot 32 (4) Kirkdale Road, Kalamunda and Lot 33 (4) Orange Valley Road, Kalamunda (subject lots) from Residential R10 to Residential R10/30.
3. The subject lots are located within a walkable catchment of the Kalamunda Activity Centre with good access to local open space, services and infrastructure necessary to support A108. The increased density will also support the City of Kalamunda (the City) in achieving the population targets detailed in the North-East Sub-Regional Planning Framework.
4. Importantly, the Applicant has demonstrated that the subject lots can connect to the reticulated sewer network necessary to support the increased density code.
5. Council is recommended to adopt A108 for the purposes of public advertising.

BACKGROUND

6. **Land Details:**

Land Area	2009m ² (total)
Metropolitan Region Scheme Zone	Urban
Local Planning Scheme Zone	Residential R10

7. **Locality Plan:**



8. **Zoning Map:**



9. The land surrounding the subject site is characterised by residential zoned land predominately R10 to the south and west and R10/30 to the north and east.
10. The subject site is also adjoined by one commercial zoned (previously used as restaurant/café which closed in 2019 and is currently a vacant building) on Lot 34 (25) Cotherstone Road which includes a R10/30 R-Code. To the north of Cotherstone Road, the land is zoned public purposed (High School Reserve).
11. The subjects lots each comprise single residential dwelling and associated outbuildings with a mix of native and non-native vegetation over each lot with 6 "trees worthy of retention" identified across the lots.

12. The dual density R10/30 zoning to the surrounding land was established under Local Planning Scheme Amendment 82 (A82) to the Scheme which introduced the City's dual density zonings to the suburbs of Forrestfield, High Wycombe, Maida Vale and Kalamunda.
13. The subject site did not form part of A82 due to both lots falling outside the Water Corporation area identified as suitable for gravity fed reticulated sewer, and the need for a more detailed assessment to determine whether connectivity was possible.
14. The topography of the area consists of a moderate east to west slope gradually increasing in steepness as the land falls further west. The fall across the subject lots from the sewer line is approximately 2.3m.

DETAILS AND ANALYSIS

15. The Applicant is seeking Council approval to amend the Scheme to rezone the subject lots from Residential R10 to Residential R10/30 (dual density coded area).
16. In support of the proposal, the Applicant has provided a planning report and proposed scheme amendment documentation (refer Attachments 1). The applicant has also provided the following:
 - a) Engineering assessment of the options to connect the subject site to the existing Water Corporation sewerage network
 - b) Advice from the Water Corporation confirming that the site can connect to the sewerage network
 - c) A Bushfire Attack Level (BAL) Assessment
17. The applicant notes the following in support of the proposal:
 - a) The dual density code will support meeting the population targets for Kalamunda.
 - b) The dual density code represents a logical extension of the existing dual density zoning noting the surrounding dual density zone and the ability for the subject site to connect to reticulated sewerage.
 - c) The amendment is consistent with the Local Housing Strategy under Part 6: Criteria to Assess Future Applications for Increased Density.
 - d) The amendment is consistent with the Local Housing Strategy Action 6 within Part 4, which intends to review the dual density areas including the boundaries of these areas.
 - e) The location of the subject site has access to existing services, facilities and is located within the walkable catchments of Kalamunda (activity centre).

18. A108 will be generally consistent with the zone objectives within City's Scheme for the Residential zone, notably :
- a) *To provide primarily for single residential development whilst allowing for a range of residential densities in order to encourage a wide choice of housing types within the Shire.*
 - b) *To give consideration to grouped dwelling development if the site is near amenities and can be integrated into the single residential environment.*
 - c) *To facilitate a range of accommodation styles and densities to cater for all community groups inclusive of the elderly, young people in transition and the handicapped. Such accommodation is supported where it is appropriately situated in proximity to other services and facilities.*
19. Through A108, the subject site will be required to address the provisions of Clause 5.24 of the Scheme pertaining to Dual Density Coded Areas. The subject sites, subject to the A108 being approved, will be capable of subdivision at the higher codes as both lots exceed the 1,000sqm and can be serviced by reticulated sewerage (as demonstrated in the applicant's report). Future development will also need to consider the City's Local Planning Policy 9 – Dual Density Design.
20. A108 has not been identified for future development/redevelopment, however, in accordance with the City's Local Housing Strategy Part 6: Criteria to Assess Future Applications for Increased Density, A108 is considered consistent with the following provisions:
- a) The amendment achieves the strategic intent of the North-East Sub-Regional Planning Framework in that:
 - i. The amendment will provide for additional housing to assist in accommodating the projected population growth.
 - i. The scale and nature of the amendment is logical due to the existing dual density to the north (lot 34 & 35).
 - ii. The location is well serviced by infrastructure and provides accessibility to transport and public open space within a walkable catchment.
 - iii. The amendment will also support housing diversity and has a low bushfire risk.
 - b) The scale and nature of the amendment is logical and orderly in that:
 - i. The subject lots are capable of being connected to reticulated sewerage;
 - ii. The subject lots are consistent with the zoning of the two lots to the north; and
 - iii. The remaining residential block bounded by Kirkdale Road, Orange Valley Road and Cotherstone Road is not capable of connection to reticulated sewerage by a gravity fed line.

- c) The subject site is located within the walkable catchment of Kalamunda Activity Centre and includes access to services and public open space.
- d) The subject site is located within close proximity to public transport (although not classified as high frequency).
- e) The subject site is capable of being connected to existing services including connection to the reticulated network in accordance with the engineers options.
- f) The future lot sizes possible through the amendment will provide further housing diversity.
- g) Vegetation loss will have a minimal environmental impact given all native remnant vegetation was removed prior to 1970 and the vegetation on the subject lots today was all planted post 1974 and largely consists of non-native trees.
- h) The bushfire risk is low in accordance with the Bushfire Attack Level assessment.

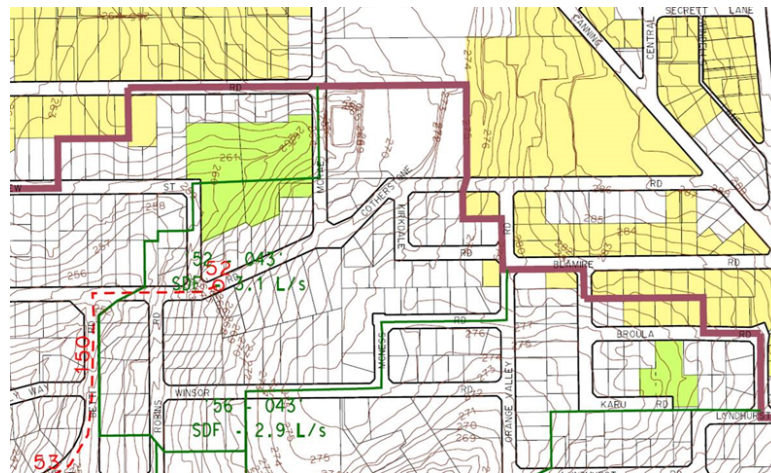
21. **Effluent Disposal**

The Government Sewerage Policy 2019 requires all lots under 1000sqm to be connected to the reticulated sewerage network.

22. In order to facilitate future development in accordance with the higher density, the subject site is required to be connect to the reticulated sewerage network. The Applicant has provided engineering options which illustrate future development can achieve connection with the reticulated sewerage network.

23. The Applicant has also provided correspondence from the Water Corporation to illustrate the proposed two lots are the only lots within the residential block (between Cotherstone Road, Kirkdale Road and Orange Valle Road) capable of being connect to the reticulated sewerage network for the following reasons:

- a) The capacity in the existing sewerage line will not allow for all the unserviced lots in the south-western catchment (south-west of purple line in the below image) to be connected.



b) The levels of the remaining lots are two low to connect with the reticulated sewerage network, Lots 33 & 32 both require fill (up to 0.44m) to achieve the gravity connection. Continuing to fill for the remainder of the residential block would result in excessive fill and subsequent amenity impacts associated with retaining of the fill.

24. A conceptual sewer line is being explored for McRae Road, however, this would not reach Kirkdale Road.

25. **Residential Design Codes**

Future subdivision and development will be subject to the Residential Design Codes (R-Codes) which guide all residential development within Western Australia. The site will be subject to the following minimum and average lot areas as set out within the R-Codes:

Zoning	Minimum Area	Average Area	Est. No. of Dwellings/Lot
R10	875sqm	1000sqm	1
R30	260sqm	300sqm	3

26. Further to the existing R-Codes, the Medium Density Code is expected to be finalised by mid-2022 and apply to single houses and grouped dwellings R30 and above and to multiple dwellings coded R30 to R60.

27. The Medium Density Code will address mostly the same requirements as within the R-Codes, however, with some additional requirements and additional opportunities for developers:

a) Opportunities for higher lot yields through reduced site area requirements within specific parameters.

- b) Primary garden areas per dwelling guided by site area, with the R30 development requiring a greater area than currently.
- c) Deep soil areas, tree root protection area and landscaping requirements.
- d) Greater consideration of liveability through solar access, natural ventilation, dwelling size and layout controls.

28. **Dual Density Design**

The City's Local Planning Policy 9 – Dual Density Design (LPP9) will apply to all development where the higher code has been triggered (either by development or subdivision which achieves the lot area requirements of the higher code). The policy includes provisions to reduce the impact of increased density through greater consideration of interface with the street, the design and appearance of dwellings, and the sustainability of the new developments.

29. **Tree Retention**

The City's draft Local Planning Policy 33 – Tree Retention (draft LPP33) provides guidance on trees considered worthy of retention and exemptions to remove these trees. The draft LPP33 also provides further tree planting requirements where trees have been removed or new developments are proposed.

APPLICABLE LEGISLATION

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

Regulation 35 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) requires a resolution of a local government to adopt or refuse to adopt an application to amend a local planning scheme, as well as justification for the type of amendment proposed (basic, standard or complex).

31. Pursuant to Regulation 34, the proposal is to be a standard amendment for the following reasons:

- a) *The amendment to the residential zone is considered to be generally consistent with the objectives of the zone as identified in the scheme;*
- b) *The amendment is considered to have minimal impact on land in the scheme area that is not the subject of the amendment; and*
- c) *The amendment is considered not to result in any significant environmental, social, economic or governance impacts on land in the scheme area.*

32. Pursuant to Regulation 47, and in accordance with s81 and s82 of the *Planning and Development Act 2005*, following adoption, the amendment

Public Agenda Briefing Forum 8 March 2022

must be referred to the Environmental Protection Authority (EPA) for their comments before being advertised in accordance with the requirements of the Regulations.

APPLICABLE POLICY

- 33. State Planning Policy 7.3 – Residential Design Codes
- 34. Local Planning Policy 9 – Dual Density Design
- 35. Draft Local Planning Policy 33 – Tree Retention

STAKEHOLDER ENGAGEMENT

- 36. **Internal Referrals**
A108 was referred to the City's internal service areas for comment. The only issue raised to the proposed Scheme amendment related to the objectives of the City's Urban Forest Strategy and draft LPP33 in regard to the identification of 6 "trees worthy of retention". It is likely only 1 will be possible of retention.
- 37. Given the nature and scale of development (residential), it was determined these concerns could be addressed through the subdivision or development stage of the planning process.

FINANCIAL CONSIDERATIONS

- 38. All costs associated with the processing of the Scheme amendment will be borne by the Applicant.

SUSTAINABILITY

- 39. **Social**
The proposed land use is consistent with the area to the east of the site with access to the Water Corporation sewer network. Some amenity issues however may arise from the proposed higher density and expectations on built form from areas to the west of Orange Valley Road currently zoned R10. The Residential Design Codes provide provisions to address amenity issues related to overlooking, overshadowing and site works/retaining.
- 40. **Economic**
The proposed amendment will increase the number of dwellings and population in close proximity to the Kalamunda town centre.
- 41. **Environment**

The subject site does not contain any remnant vegetation with all vegetation on site planted post development. Future development would likely require the majority of vegetation to be removed/cleared to accommodate the higher density. The location of a few trees may allow for their retention. This will be determined at the more appropriate subdivision/development stage of the planning process.

RISK MANAGEMENT

42.	Risk: The increase in residential density may result in amenity and environmental impacts associated with the future development of the site.		
	Consequence	Likelihood	Rating
	Moderate	Possible	Medium
	Action/Strategy		
	Consider submissions received through advertising and address concerns as appropriate. Ensure future subdivision/development applications for the site are assessed by the City having regard to the regulatory planning framework.		

43.	Risk: The proposed Scheme amendment receives interest to increase the catchment to include more lots.		
	Consequence	Likelihood	Rating
	Moderate	Possible	Medium
	Action/Strategy		
	Ensure future requests to increase the residential densities of lots are assessed on their merits having regard to Scheme and Policy requirements and the availability of the reticulated sewer network.		

CONCLUSION

44. The Applicant is seeking an amendment to the Scheme to rezone the subject lots from Residential R10 to Residential R10/R30. Given the applicant has demonstrated that the subject lots can connect to reticulated sewer, A108 is considered to represent a logical extension of the existing R10/30 dual density zone, noting the previous exclusion of the subject lots from A82, was due to the lack of detailed design to confirm connection is possible to the reticulated sewerage network.

Public Agenda Briefing Forum 8 March 2022

45. The subject site is located within a walkable catchment of the Kalamunda Activity Centre with good access to local open space, services and infrastructure necessary to support the higher density code. The increased density will also support the City in achieving the population targets detailed in the North-East Sub-Regional Planning Framework.
46. Advertising the proposed amendment will provide the community and broader stakeholders an opportunity through the advertising process to outline any potential concerns and for these concerns to be addressed through the amendment process prior to A108 being brought back to Council for final approval.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council:

1. ADOPT proposed Local Planning Scheme Amendment No.108 to Local Planning Scheme No.3 –Lot 32 (4) Kirkdale Road and Lot 33 (4) Orange Valley Road, Kalamunda in accordance with Attachment 2, pursuant to Section 75 of the *Planning and Development Act 2005* for the purposes of public advertising.
2. CONSIDER proposed Local Planning Scheme Amendment No.108 to Local Planning Scheme No.3 as a Standard amendment under Clause 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:
 - a) The amendment to the residential zone is considered to be consistent with the objectives of the zone as identified in the scheme;
 - b) The amendment is considered to have minimal impact on land in the scheme area that is not the subject of the amendment; and
 - c) The amendment is considered not to result in any significant environmental, social, economic or governance impacts on land in the scheme area.
3. FORWARD proposed Scheme Amendment No.108 to Local Planning Scheme No.3 to the Environmental Protection Authority for comment pursuant to sec 81 of the *Planning and Development Act 2005*.
4. ADVERTISE proposed Scheme Amendment No.108 to Local Planning Scheme No.3 for a period of 42 days pursuant to Regulation 47 (Standard) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, Local Planning Policy 11 – Public Notification of Planning Proposals and sec 81 an 82 of the *Planning and Development Act 2005*.

Public Agenda Briefing Forum 8 March 2022

10.2. Asset Services Reports

10.2.1. Pensioner Discount for Waste Services - Consideration for Future Budgets

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

The Director Asset Services provided a presentation on this report.

Councillors sought clarification on various matters raised within the report. The Director Asset Services provided clarification as requested.

Previous Items	SCM 224/2021
Directorate	Asset Services
Business Unit	Asset Waste and Operations
File Reference	
Applicant	N/A
Owner	N/A
Attachments	1. Engagement Report - Pensioner Discounts for waste [10.2.1.1 - 22 pages]

TYPE OF REPORT

	Advocacy	When Council is advocating on behalf of the community to another level of government/body/agency
P	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 determine the position of Council regarding Residential Waste Fees for eligible pensioners (more commonly known as Pensioner Discount).
2. Community engagement has been undertaken regarding support or otherwise for continuing the existing arrangements for a discounted rate for Pensioner Waste Charges.
3. It is recommended Pensioner Discounts are maintained for the 2022/2023 Budget and ensuing years subject to further review as a result of Regulatory Changes imposed upon local government.

BACKGROUND

4. The City of Kalamunda (City) provides Waste Charges separate from the General Rates Charge provided to all ratepayers. For some time, Residents who are eligible Pensioners receive the benefit of a lower waste charge, with all other Residents making up the revenue shortfall in their own Waste Charge.
5. As part of the adoption of the 2021/2022 Annual Budget report considered by Council the City proposed to undertake community consultation on this issue to aid in the preparation of the 2022/2023 Budget.

DETAILS AND ANALYSIS

6. This report only deals with the matter of Pensioner discounts for waste charges. There are other waste management issues the City is dealing with which will be subject of subsequent reports to Council.
7. Ratepayers who meet criteria set out in the *Rates and Charges (Rebates and Deferments) Act 1992 (WA)* are eligible for rebates or deferment of various charges including Council Rates. The benefit varies depending on the classification of the applicant (Pensioner, Senior or Concession Card Holder). The City receives from the State Government equivalent funding as if the full Rate was paid hence is not 'out of pocket'.

8. Waste Charges are separately levied on ratepayers. There is no regulatory mechanism for the State to allow rebates and deferrals on waste charges if separately levied.
9. For some time, the City has provided Resident Pensioners a discounted Waste Charge. For 2021/2022 this discount is \$230 per eligible Pensioner rated property. The full Residential waste charge is \$572 with the Pensioner waste charge being \$342. This is almost the same as a 40% discount for pensioners as compared to non-pensioners.
10. This scheme only applies to Full Pension Card Holders and not other categories of concessions that may access part of the *Rates and Charges (Rebates and Deferrals) Act 1992 (WA)*.
11. Councillors have requested that the City engage with the community on this issue in order that they can determine how to proceed with waste charges in 2022/2023 (and beyond). This engagement was conducted during December 2021. The Engagement Report is provided as Attachment 1 to this report.
12. The key findings of the feedback were as follows:
 - a) 107 responses were received.
 - b) 97% of respondents supported a pensioner discount for waste.
 - c) 51% of respondents identified as a pensioner (48% not a pensioner).
 - d) 62% of survey respondents said the discount reduces the financial burden/cost of living for Pensioners on a reduced income.
 - e) 23% of respondents said Pensioners should receive the discount as the amount of waste they produce is lower than other ratepayers and/or they don't use the skip bin service.
 - f) 19% of respondents said that Pensioners have contributed their fair share during their working life and/ or paid full Rates, subsidising those who went before, and now deserve to receive a discount.
 - g) 50% of respondents thought the pensioners should receive a 50% discount on waste fees and charges.
 - h) 38% felt it should be 40%.
 - i) 5% of respondents opted for a discount of 30% or less.
13. Waste Charges are developed annually by the City to recover the costs of waste management. As such, any discount provided to resident Pensioners is effectively made up by the aggregate value of this discount being added to the resident non-pensioner charge.

14. There are approximately 3,000 residences which qualify for Pensioner waste discount and 20,000 residences which don't. The table below illustrates the impacts of various options for pensioner discount, (compared to the current (2021/2022) situation which is highlighted).

Pensioner Discount	Impact per Pensioner Residence	Impact per Non-Pensioner Residence
\$ 0	+\$230	-\$35
30% of full fee	+\$54	-\$7
\$270 (~ 40% of full fee)	\$0	\$0
50% of full fee	-\$52	+\$8

15. It is viewed that continued support for providing resident pensioners a reduced waste charge is an appropriate course of action.
16. It is recommended that the existing relativity in charges between Pensioner and Non Pensioner waste charges is maintained.
17. The most pragmatic manner in maintaining this relativity is to adjust the \$230 discount annually by CPI (All Groups – Perth) on the basis that waste expenses (which in turn set charges) are by and large linked to CPI.
18. It is known that the State Government is seeking to implement changes (Local Government Reform) to the regulatory framework under which Council operates. This includes proposed changes to how waste charges are imposed upon the community. There is no certainty as yet of these impacts. It is considered that any decision reached regarding pensioner discounts for waste charges have the capability to be reviewed subsequent to changes to the regulatory framework including any changes to the *Rates and Charges (Rebates and Deferments) Act 1992 (WA)*.

APPLICABLE LAW

19. Local Government Act
Rates and Charges (Rebates and Deferments) Act 1992 (WA)

APPLICABLE POLICY

20. Nil.

STAKEHOLDER ENGAGEMENT

Public Agenda Briefing Forum 8 March 2022

21. Community consultation was undertaken as detailed in Attachment 1.

FINANCIAL CONSIDERATIONS

22. Consideration of this matter will have no impact upon the total revenue collected from Waste Charges, just the share of charges borne between Pensioners and Non Pensioners.

SUSTAINABILITY

23. This matter does not impact the City’s sustainability goals for waste management.

RISK MANAGEMENT

- 24.

Risk: City is criticised by parts of the community who are unhappy with the decision reached.		
Consequence	Likelihood	Rating
Moderate	Possible	Medium
Action/Strategy		
Messaging developed that reflects the community feedback provided and the balanced view adopted by the City.		

CONCLUSION

25. It is evident from the feedback provided that there is an appetite from the community to support Pensioners through reducing their costs for waste management. It is felt that maintaining the current relativity between Pensioner and Non Pensioner charges for the foreseeable future is a pragmatic outcome.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council:

1. DETERMINE that for the upcoming draft 2022/2023 Budget and for future budgets that the default discount for pensioners for residential waste charges shall be \$230 (adjusted annually for Consumer Price Index All Groups - Perth) below the full residential waste charge.

Public Agenda Briefing Forum 8 March 2022

2. DETERMINE that if this default discount is not adopted in any ensuing budgets that the reasoning forms part of any subsequent decision of Council when adopting budgets.
3. NOTE that any subsequent changes to Regulatory matters relevant to waste charges may require Council to reconsider this matter.

Public Agenda Briefing Forum 8 March 2022

10.3. Corporate Services Reports

10.3.1. Corporate Business Plan - Quarterly Update - October to December 2021

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

The Director Corporate Service provided a presentation on this report.

Previous
Items

Directorate	Corporate Services
Business Unit	Director Corporate Services
File Reference	3.009509
Applicant	City of Kalamunda
Owner	City of Kalamunda

Attachments	1. Quarterly Corporate Plan Report October-December 2021 [10.3.1.1 - 67 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 4: Kalamunda Leads

Objective 4.1 - To provide leadership through transparent governance.

Strategy 4.1.1 - Provide good governance.

Public Agenda Briefing Forum 8 March 2022

EXECUTIVE SUMMARY

1. The purpose of this report is to provide Council with the progress on the City of Kalamunda's (City's) achievement against "Kalamunda Achieving: Corporate Business Plan 2021-2025" for the period October to December 2021.
2. On average, actions from the Corporate Business Plan are 54.6% complete at the end of the second quarter, 31 December 2021.
3. It is recommended that Council notes the quarterly report for the Corporate Business Plan for the period October to December 2021.

BACKGROUND

4. Kalamunda Achieving: Corporate Business Plan 2021-2025 (the CBP) was endorsed by Council on 28 June 2021.
5. The CBP outlines the major projects, including capital works and operational recurrent services for the City. It then links those projects and services to the Asset Plans, Long Term Financial Plan and Workforce Plan.
6. The CBP is a component of the City of Kalamunda's integrated planning and reporting framework.
7. The Chief Executive Officer, Directors and Managers have individual performance objectives that are directly linked to their achievement of the CBP in 2020/21.

DETAILS AND ANALYSIS

8. The CBP is comprised of 4 Strategic Priority areas, referred to as 'goals' in this report, being:
 1. Kalamunda Cares and Interacts
 2. Kalamunda Clean and Green
 3. Kalamunda Develops
 4. Kalamunda Leads
9. There are 136 individual actions set out within the CBP for the 2021/22 year. Progress reporting is provided as Attachment 1 to this report.
10. The report reflects the management progress report against the work schedule for each of the individual actions, as at 31 December 2021.

Public Agenda Briefing Forum 8 March 2022

11. The actions contained in the CBP are an average of 54.6% complete. For most actions, the target at the end of the second quarter is 50%, indicating that progress, on average, is ahead of schedule.
12. Achievement of target is measured by comparing the target completion % to the actual completion %. For example, if the target is 25%, but the action is actually 50% complete, this represents an achievement of 200%. The average achievement of target across the actions is 109.9%.

APPLICABLE LAW

13. All local governments are required, by legislation, to develop a Corporate Business Plan to fulfil the statutory obligations of section 5.56 of the *Local Government Act 1995 (WA)*, which is effectively the City's 'plan for the future'.
14. The *Local Government (Administration) Regulations 1996* provides detail as to the content of the Corporate Business Plan.

APPLICABLE POLICY

15. Nil.

STAKEHOLDER ENGAGEMENT

16. This report reflects input from Directors and Managers throughout the City.
17. Various external stakeholders and community members have been involved in the achievement of the CBP.

FINANCIAL CONSIDERATIONS

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

SUSTAINABILITY

19. Nil.

Public Agenda Briefing Forum 8 March 2022

RISK MANAGEMENT

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

CONCLUSION

21. The City is working to carry out the actions listed in the Corporate Business Plan. On average, actions from the Corporate Business Plan are 54.6% complete at the end of the first quarter.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council NOTE the quarterly report for the Kalamunda Achieving: Corporate Business Plan 2021-2025 for the period October to December 2021.

Public Agenda Briefing Forum 8 March 2022

10.4. Office of the CEO Reports

10.4.1. Freeman Policy

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

The Manager Customer & Public Relations provided a presentation on this report.

Councillors queried some aspects of the report.

Previous Items	Nil
Directorate	CEO's Office
Business Unit	Customer & Public Relations
File Reference	
Applicant	N/A
Owner	N/A
Attachments	1. Council Policy Freeman [10.4.1.1 - 4 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 1: Kalamunda Cares and Interacts

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

Public Agenda Briefing Forum 8 March 2022

Strategy 1.1.2 - Empower, support and engage all of the community.

Priority 1: Kalamunda Cares and Interacts

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

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

Priority 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 for Council to consider the draft City of Kalamunda Freeman Policy (Attachment 1).
2. The honour of Freeman of the City of Kalamunda, which is the highest award Council can bestow, should be extended exclusively to those who have shown outstanding, on-going and extensive community involvement.
3. The recommendation is to endorse the draft City of Kalamunda Governance 21 - Freeman of the City Policy (Attachment 1) for public advertising.

BACKGROUND

4. It was agreed and noted in previous Council reports that an important criteria is extensive volunteer work which could be identified by a large number of people as having been of benefit to the City of Kalamunda as a whole.
5. There are no financial benefits or rights associated with the honour, although it is a widely accepted and practised protocol persons honoured as Freeman are invited to official Council functions.

Public Agenda Briefing Forum 8 March 2022

6. The following is a list of current Freeman of the City with the date of award:

Recipient	Year	Recipient	Year
Ray Owen (Dec)	1966	Donald McKechnie	2019
Betty Willmott	1998	Hon Gordon Masters	2019
Peter Willmot (Dec)	1998	Iris Jones	2019
George Spriggs (Dec)	1998	Frank Scardifield	2019
Ede Williams (Dec)	1998	Marion Rolfe	2019
Barry Oldfield (Dec)	1998	Mike Robinson	2019
Brian Burgess (Dec)	2001	Thomas Richard Hogg	2019
Eric Williamson (Dec)	2003	Noreen Townsend	2019
Lloyd Butcher (Dec)	2007	Greg Cannon	2019
June Butcher	2007	Norma Walsh	2021
Pat Hallahan	2007	Max Walsh (Dec)	2021
Chris Saligari	2019	Nita Sadler	2021

DETAILS AND ANALYSIS

7. A draft Policy has been adopted for the purposes of public advertising.
8. The Policy aims to provide clear guidance on what kinds of contribution should be made by a community member to be nominated for the position of Freeman of the City.
9. The Policy provides examples of the types of contributions that should be considered and a criteria for those wishing to nominate.
10. The decision to award a Freeman is a decision of Council, with all nominations to be presented to Council for consideration.

APPLICABLE LAW

11. *Local Government Act 1995*

APPLICABLE POLICY

12. Nil

Public Agenda Briefing Forum 8 March 2022

STAKEHOLDER ENGAGEMENT

- 13. Council may wish to consider the draft policy being advertised for the purposes of gaging support for the policy provisions.
- 14. Advertising would take place for a minimum of 28 days, with members of the community encouraged to make comment.

FINANCIAL CONSIDERATIONS

- 15. There are no financial implications unless public advertising is required which would be minimal and funded from the City's advertising budget.

SUSTAINABILITY

- 16. This Policy provide a social element to the role of council.

RISK MANAGEMENT

17.	Risk: Development of a Policy not supported.		
	Consequence	Likelihood	Rating
	Moderate	Unlikely	Low
	Action/Strategy		
	Consider reasons for lack of support and review policy provision where necessary.		

CONCLUSION

- 18. Freeman honours are a good example of recognising active citizenship.
- 19. A Policy will assist to ensure clear guidance for those withing submit a nomination for a Freeman into the future.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council ENDORSE the draft City of Kalamunda - Governance 21 Freeman of the City Policy (Attachment 1).

Public Agenda Briefing Forum 8 March 2022

11. Closure

There being no further business, the Presiding Member declared the Meeting closed at 7:01pm.