



Special Council Meeting

AGENDA

Tuesday 28 October 2025

NOTICE OF MEETING
SPECIAL COUNCIL MEETING

Dear Councillors

Notice is hereby given that a Special Meeting of Council will be held in the Council Chambers, Administration Centre, 2 Railway Road, Kalamunda on **Tuesday 28 October 2025 at 6.30pm.**



Anthony Vuleta
Chief Executive Officer
24 October 2025

Acknowledgement of Traditional Owners

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

Emergency Procedures

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

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

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

Our Vision



Connected Communities, Valuing Nature and Creating our Future Together

Core Values

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

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

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

Aspirational Values

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

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

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

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

kalamunda.wa.gov.au



Webcasting Notice

Please note that tonight's meeting, other than the confidential sessions, are being recorded and will be placed on Council's website.

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

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

INFORMATION FOR PUBLIC ATTENDANCE

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

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

Special Council Meetings – Procedures

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

Deputations and Public Question Time

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

Public Question Time

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

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

Deputations

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

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

INDEX

1. Official Opening.....	7
2. Attendance, Apologies and Leave of Absence Previously Approved.....	7
3. Public Question Time	7
4. Petitions/Deputations.....	7
5. Announcements by the Member Presiding Without Discussion	7
6. Matters for Which the Meeting may be Closed	7
7. Disclosure of Interest.....	7
8. Reports to Council.....	8
8.1. Development Reports	8
8.1.1. Development Assessment Panels - Nomination of Members	8
8.2. Infrastructure Reports.....	12
8.3. Corporate Reports.....	12
8.4. Community Reports	12
8.5. Chief Executive Officer Reports	12
8.5.1. Appointment of Elected Members to External Committees and Advisory Groups 2025/2027	12
8.5.2. Appointment of Elected Members to Internal Advisory Groups and Management Committees 2025/2027	18
8.5.3. Audit Risk and Improvement Committee Appointments.....	24
8.6. Office of the CEO Reports	28
9. Meeting Closed to the Public.....	28
10. Closure	28

- 1. Official Opening**
- 2. Attendance, Apologies and Leave of Absence Previously Approved**
- 3. Public Question Time**
 - 3.1. Public Question Time**
- 4. Petitions/Deputations**
- 5. Announcements by the Member Presiding Without Discussion**
- 6. Matters for Which the Meeting may be Closed**
 - 6.1 8.5.3 Audit Risk and Improvement Committee Appointments – Confidential Attachments

Reason for Confidentiality: Local Government Act 1995 Section 5.23 (2) (b) - "the personal affairs of any person."
- 7. Disclosure of Interest**
 - 7.1. 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*.)
 - 7.2. 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.

8. Reports to Council

8.1. Development Reports

8.1.1. Development Assessment Panels - Nomination of Members

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

Previous Items	SCM 249/2019, SCM 315/2021, OCM 85/2022, OCM 105/2022, OCM 48/2023, SCM 147/2023
Directorate	Development Services
Business Unit	Approval Services
File Reference	3.009297
Applicant	N/A
Owner	N/A
Attachments	Nil

TYPE OF REPORT

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

STRATEGIC PLANNING ALIGNMENT

Kalamunda Advancing Strategic Community Plan to 2031

Priority 4: Kalamunda Leads

Objective 4.1 - To provide leadership through transparent governance.

Strategy 4.1.1 - Provide good governance.

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

EXECUTIVE SUMMARY

1. To consider nominations of the Council's local government members to the Metro Outer Development Assessment Panel (DAP) following City of Kalamunda (City) Local Government councillor elections.
2. The Planning and Development (Development Assessment Panels) Regulations 2011 (DAP Regulations) commenced on 24 March 2011. DAPs commenced operation on 1 July 2011. The role of DAPs is to determine significant development applications to simplify planning approvals.
3. It is recommended council nominate a sitting council to the Metro Outer Joint Development Assessment Panel.

BACKGROUND

4. A DAP comprises a membership of three technical experts and two local government representatives with the authority to determine applications for development approval. The local government representatives will only be required to sit on the DAP where, for the purposes of the City's members, the application is for a development within the City's local government area.
5. The City's current members on the Metro Outer Joint DAP are:

Members	Alternative Member
Cr Margaret Thomas	Cr Dylan O'Connor
Cr Kathy Ritchie	Cr Brooke O'Donnell

DETAILS AND ANALYSIS

6. Current DAP members will remain appointed for the balance of the current term expiring 26 January 2026 New DAP members will be appointed for the upcoming 2-year term expiring 26 January 2028.
7. All members will be required to attend a training workshop on planning law in relation to matters to be considered in the assessment, decision making, and appropriateness of conditions for approval or reasons for refusal, as well as the Code of Conduct. Local government representatives who have previously been appointed to a DAP and have received training are not required to attend further training.
8. Should the Council not nominate the required members for the DAP, the DAP Regulations allow for the Minister for Planning to appoint community representatives in their place.

9. It has become mandatory to refer a development proposal which has a total value of more than \$10 million to a DAP for determination. Exclusions to this mandatory requirement are for a single house, less than 10 grouped or multiple dwellings and development by the local government or WA Planning Commission.
10. When an application is lodged with the City, which has a value between \$2 million and \$10 million, the applicant may nominate it be determined by a DAP rather than the responsible authority.
11. In February 2023, the State Government introduced the final regulatory changes to reform the Development Assessment Panel (DAP) process, including:
 - a) The reduction in the number of district panels from 5 to 3.
 - b) The DAP system being complete opt in for any development over \$2 million.
 - c) The appointment of DAP experts under a fixed term arrangement.

It is anticipated that the regulatory changes will have effect later this year.
12. It is important to have Councillor representation on the DAP to represent the community. The DAP considers some of the more significant development applications within the City and therefore it is important to ensure an understanding and representation of the local issues.

APPLICABLE LAW

13. The Planning and Development (Development Assessment Panels) Regulations 2011 provide for the operation, constitution, and administration of DAP's.
14. The DAP Regulations prevent a DAP member from attending a meeting without first completing mandatory training.

APPLICABLE POLICY

15. Nil.

STAKEHOLDER ENGAGEMENT

16. Nil.

FINANCIAL CONSIDERATIONS

17. Any DAP member who successfully completes training is entitled to be paid for their attendance at DAP training and DAP meetings.

SUSTAINABILITY

18. Nil.

RISK MANAGEMENT

19.	Risk: Nomination for a member on the Metro Outer Joint DAP is not made.		
	Consequence	Likelihood	Rating
	Low	Unlikely	Moderate
	Action/Strategy		
	Action/Strategy Ensure Council is aware of the implications for development approvals if there are not sufficient members appointed to the DAP.		

CONCLUSION

20. Members on a DAP will be provided with the training and the opportunity to consider development applications of a significant nature.
21. New members and alternative members nominated will be appointed to 26 January 2026.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council:

1. NOMINATE _____ as Member 1 on the City of Kalamunda's member for the Metro Outer Development Assessment Panel.
2. NOMINATE _____ as Member 2 on the City of Kalamunda's member for the Metro Outer Development Assessment Panel.
3. NOMINATE _____ as Alternative Member 1 on the City of Kalamunda's member for the Metro Outer Development Assessment Panel.
4. NOMINATE _____ as Alternative Member 2 on the City of Kalamunda's member for the Metro Outer Development Assessment Panel.

8.2. Infrastructure Reports

No reports presented

8.3. Corporate Reports

No reports presented

8.4. Community Reports

No reports presented

8.5. Chief Executive Officer Reports

8.5.1. Appointment of Elected Members to External Committees and Advisory Groups 2025/2027

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

Previous Items	
Directorate	Office of the Chief Executive Officer
Business Unit	Governance
File Reference	
Applicant	
Owner	
Attachments	Nil

TYPE OF REPORT

	Advocacy	When Council is advocating on behalf of the community to another level of government/body/agency
X	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.

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

EXECUTIVE SUMMARY

1. This report seeks Council appointment of Elected Members to the following external organisations:
 - Western Australian Local Government Association (WALGA) East Metropolitan Zone
 - Kalamunda History Village
 - Parks of the Darling Range Community Advisory Committee
 - Metropolitan Regional Road Group (MRRG) Sub Group East

BACKGROUND

2. Following each ordinary local government election, Council appoints representatives to various external committees or groups where the City has representation.
3. The term of appointment to these positions is generally until the next ordinary local government election, unless otherwise specified. The date of the next local government ordinary election is Saturday 16 October 2027.

DETAILS AND ANALYSIS

4. Information on each of the external organisations is provided below to assist Elected Members in deciding whether to nominate for a particular position.
5. **WALGA East Metropolitan Zone**

The zone is a group of geographically aligned Member Councils who are responsible for direct elections of State Councillors, providing input into policy formulation and providing advice on various matters.
6. The East Metropolitan Zone is made up of the Cities of Bayswater, Belmont, Kalamunda and Swan, Shire of Mundaring and Town of Bassendean.
7. There are three voting delegates that can be nominated to the WALGA zone and as many deputies as the City chooses to appoint. Having a pool of deputy delegates appointed to the zone ensures that a local

government always has the opportunity to be represented at a zone meeting in the absence of a voting delegate. In addition, Council can appoint the Chief Executive Officer as a deputy delegate.

8. Previous delegates to the zone were Cr Brooke O'Donnell and former Cr Dylan O'Connor. The previous deputy delegates were Cr David Modolo and former Cr Geoff Stallard.
9. The zone meetings are held every two months with the next scheduled on the 20 November 2025.

10. **Kalamunda History Village Management Committee**

The Kalamunda Historical Society has responsibilities for the day to day operations of the History Village and Stirk Cottage, on behalf of the City, under a Lease Agreement. A Councillor delegate sits on the Committee.

11. Cr Lisa Cooper was the former delegate to this committee and Cr John Giardina was the Deputy.

12. The Kalamunda History Village Management Committee meets on a Saturday morning every two to three months.

13. **Parks of the Darling Range Community Advisory Committee**
(PDRCAC)

The PDRCAC comprises local governments and the state government agencies responsible for the management and care and control of activities in the Darling Range Crown Reserve. The main purpose is to consider activities that will impact upon the biodiversity of the range's ecosystems.

14. Previously Mayor Margaret Thomas was the appointed council member to this committee and Cr David Modolo was the Deputy. Information received as shown below, indicates a deputy is not required to be appointed for this committee.

PARKS OF THE DARLING RANGE COMMUNITY ADVISORY COMMITTEE

Meeting Frequency	Quarterly - Thursdays 4:00pm – 5:30pm
Meeting Location	Zig Zag Cultural Centre, Kalamunda
Term Duration	2 Years (Aligning with Local Government Elections)
Available Position/s	• Elected Member – 1 Position • Deputy not required
Presiding Member / Chairperson	Mr Tony Fowler

15. This committee meets quarterly on a Thursday between 4.00pm and 5.30pm in Kalamunda and is administered by the Department of Biodiversity, Conservation and Attractions.

16. **MRRG – East Sub-Group**

The role of the Regional Road Group is to recommend local government road funding priorities to the 'State Road Funds to Local Government' program for their own regions.

17. The MRRG has sub-groups with each Sub-group appointing an Elected Member and Technical Officer to represent the Sub-group at the MRRG Elected Members and Technical Group Meetings. The sub-group is made up of the Cities of Bayswater, Kalamunda and Swan, the Town of Bassendean and the Shire of Mundaring.
18. Sub-groups are coordinated by a Local Government Representative nominated from the attending Local Governments; this is generally the nominated Technical Group representative. The Sub-groups meet regularly and at least twice a year.
19. Former Cr Dylan O'Connor was the previous delegate appointed as the City's Elected Member representative on this sub-group.

APPLICABLE LAW

20. *Local Government Act 1995*

APPLICABLE POLICY

21. Nil

STAKEHOLDER ENGAGEMENT

22. Not applicable

FINANCIAL CONSIDERATIONS

23. Nil

SUSTAINABILITY

24. City of Kalamunda representation on these external groups ensures the City is well placed to advocate for the needs of the district.

RISK MANAGEMENT

25.

Risk: Council does not appoint delegates to various external groups and committees.		
Consequence	Likelihood	Rating
Significant	Unlikely	High
Action/Strategy		
Ensure Council recognises the importance of having representatives on each of the external groups provided in this report.		

CONCLUSION

26. Officers recommend Council appoint delegates to each of the external groups and committees provided in this report.

Voting Requirements: Absolute Majority

RECOMMENDATION

1. That Council APPOINT the following Elected Members to the Western Australian Local Government Association – East Zone Committee for the period 28 October 2025 to 16 October 2027.

Delegates (Up to Three Elected Members)

Cr _____

Cr _____

Cr _____

Deputies (At least Two Elected Members)

Cr _____

Cr _____

Cr _____

Cr _____

2. That Council APPOINT the following Elected Members to the Kalamunda History Village for the period 28 October 2025 to 16 October 2027.

Member (One Elected Member)

Cr _____

Deputy (One Elected Member) 1

Cr _____

3. That Council APPOINT the following Elected Members to the Parks of the Darling Range Community Advisory Group for the period 28 October 2025 to 16 October 2027.

Member (One Elected Member)

Cr _____

Deputy (One Elected Member)

Cr _____

4. That Council APPOINT the following Elected Members to the Metropolitan Regional Road Group – Sub Group East for the period 28 October 2025 to 16 October 2027.

Member (One Elected Member)

Cr _____

8.5.2. Appointment of Elected Members to Internal Advisory Groups and Management Committees 2025/2027

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

Previous Items	
Directorate	Office of the Chief Executive Officer
Business Unit	Governance
File Reference	
Applicant	
Owner	
Attachments	Nil

TYPE OF REPORT

	Advocacy	When Council is advocating on behalf of the community to another level of government/body/agency
X	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.
- Strategy 4.1.2** - Build an effective and efficient service based organisation.

EXECUTIVE SUMMARY

1. The purpose of this report is for Council to appoint Council delegates and representatives onto City of Kalamunda Management Committees and Advisory Groups listed below:
 - Hockey, Tee-ball and Men's Shed Advisory Committee •
 - Ray Owen Management Committee •
 - Lesmurdie School Community Library Management Committee
 - Disability and Carers Advisory Group •
 - Bush Fire Control and Advisory Committee

BACKGROUND

2. The City is committed to engaging with its community in a collaborative manner to resolve issues and achieve goals. To help pursue this goal, there are several advisory groups and management committees, each of which have at least one Elected Member.
3. Each advisory group and management committee has a specific purpose and have representatives from the Administration who support them in the preparation of agendas and the documenting and actioning of the minutes.
4. These groups were last reviewed two years ago in preparation for the 2023 Local Government Ordinary Election. Representatives were appointed for a two year term at the Special Council Meeting on the 31 October 2023 and the groups have been meeting with varying regularity since.

DETAILS AND ANALYSIS

5. The term of appointment to these advisory groups and management committees is generally until the next ordinary local government election, unless otherwise specified. The date of the next local government ordinary election is Saturday 16 October 2027.
6. Information on each of the internal advisory groups and management committees where Elected Member representation is being sought is provided below. This will assist Elected Members in deciding whether to nominate for a particular position.
7. **Hockey, Teeball and Men's Shed Advisory Committee**

This is not a committee under the Local Government Act 1995.

The purpose of this group is to provide a structured mechanism for the City to engage with key stakeholders of the Hockey, Teeball and Men's Shed groups, to build positive working relationships amongst stakeholders.

8. The terms of reference for this group were reviewed in April 2025 to extend the representation to the Men's Shed. At that time, the term of appointment for representatives was until April 2026 when it is anticipated the formal advisory committee will not be required and can be dissolved.
9. The terms of reference provide for the appointed Councillor to the Advisory Committee to be the Presiding Member for all meetings. Meetings are held at a minimum of the second Monday of February, May, August and November each year.
10. One councillor is required to be appointed as a Councillor appointed representative, another is to be appointed as the Deputy. Previously, former Cr Dylan O'Connor was the appointed as the representative and Mayor Margaret Thomas was the Deputy.

11. **Ray Owen Sports Centre Management Committee**

This is not a committee under the Local Government Act 1995.

The purpose of this management committee is to provide an opportunity for the main contributing parties to effectively manage and care for the facility.

12. The management committee meet on the first Thursday of every third month and includes representatives from the Kalamunda District Basketball Association and Kalamunda District Netball Association.
13. Previously former Cr Geoff Stallard was the nominated Councillors for this committee and Cr Giardina was the Deputy Councillor.

14. **Lesmurdie School Community Library Management Committee**

This is not a committee under the Local Government Act 1995.

This committee has equal representation and responsibility for the join use school community library.

15. The management committee meet at least twice in a calendar year.
16. The City was previously represented by former Cr Geoff Stallard and Cr John Giardina was the deputy.

17. **Disability and Carers Advisory Group**

The purpose of this advisory group is to advise and make recommendations to Council on a range of issues which affect the quality of life of people with disability, their families and carers living in and visiting the City.

18. At least one Councillor represents the Council on this advisory group which meets at least four times in any 12 months. A deputy representative is also appointed by the Council.

19. Previously the City was represented by Cr Lisa Cooper and Cr Mary Cannon was the deputy.

20. **Bush Fire Control and Advisory Committee**

The City has chosen to appoint a Bush Fire Control and Advisory Committee for the purpose of advising and making recommendations to Council on matters related to effective bush fire risk and emergency management.

21. This advisory committee has one Councillor appointed as well as a Deputy.

22. Cr John Giardina was the previously appointed Councillor and former Cr Geoff Stallard was the Deputy.

APPLICABLE LAW

23. *Local Government Act 1995*

APPLICABLE POLICY

24. Governance 13: Appointment of Community Members to Advisory Committees and Reference Groups

STAKEHOLDER ENGAGEMENT

25. N/A

FINANCIAL CONSIDERATIONS

26. The City allocates time and resources to the operation of Advisory Groups and committees in accordance with the annual budget process.

SUSTAINABILITY

27. Advisory Groups and Management Committees provide the Council with community expertise to enhance decision making.

RISK MANAGEMENT

28.	Risk: Council does not appoint delegates to the internal advisory groups and management committees.		
	Consequence	Likelihood	Rating
	Unlikely	Unlikely	High
	Action/Strategy		
	Ensure Council recognises the value added benefit Advisory Groups and management committees bring to Council decision making.		

CONCLUSION

29. Officers recommend Council appoint delegates to each of the internal advisory groups and management committees provided in this report.

Voting Requirements: Absolute Majority

RECOMMENDATION

1. That Council APPOINT the following Elected Members to the Hockey, Teeball and Men's Shed Advisory Committee for the period 28 October 2025 to April 2026.

Delegates (One Elected Member)

Cr _____

Deputy (One Elected Member)

Cr _____

2. That Council APPOINT the following Elected Members to the Ray Owen Sports Centre Management Committee for the period 28 October 2025 to 16 October 2027.

Delegates (One Elected Member)

Cr _____

Deputy (One Elected Member)

Cr _____

3. That Council APPOINT the following Elected Members to the Lesmurdie School Community Library Management Committee for the period 28 October 2025 to 16 October 2027.

Delegates (One Elected Member)

Cr _____

Deputy (One Elected Member)

Cr _____

4. That Council APPOINT the following Elected Members to the Disability and Carers Advisory Group for the period 28 October 2025 to 16 October 2027.

Delegates (One Elected Member)

Cr _____

Deputy (One Elected Member)

Cr _____

5. That Council APPOINT the following Elected Members to the Bush Fire Control and Advisory Group for the period 28 October 2025 to 16 October 2027.

Delegates (One Elected Member)

Cr _____

Deputy (One Elected Member)

Cr _____

8.5.3. Audit Risk and Improvement Committee Appointments

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

Previous

Items

Directorate Office of the Chief Executive Officer

Business Unit Governance

File Reference

Applicant

Owner

Attachments Nil

Confidential
Attachments

1. Candidate A
Reason for Confidentiality: Local Government Act 1995 Section 5.23 (2) (b) - "the personal affairs of any person."
2. Candidate B
Reason for Confidentiality: Local Government Act 1995 Section 5.23 (2) (b) - "the personal affairs of any person."
3. Candidate C
Reason for Confidentiality: Local Government Act 1995 Section 5.23 (2) (b) - "the personal affairs of any person."

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)
	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 appoint Elected Members and external independent members of the Audit, Risk and Improvement Committee (ARIC).

BACKGROUND

2. Amendments to the *Local Government Act 1995* (the Act) have been introduced to enhance governance, transparency and accountability in local government operations, particularly around the composition of audit committees.
3. The *Local Government Amendment Act 2024*, by way of section 87, will require an ARIC to be established with an independent presiding member and deputy presiding member. Section 87 is yet to be Proclaimed with a commencement date. The ARIC plays a key role in assisting a local government to fulfil its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems, legislative compliance, ethical accountability and the internal and external audit functions.
4. At its meeting on the 24 June 2025 (resolution 2025/84), Council approved a revised Terms of Reference of the ARIC to incorporate the legislative changes appointing Cr Brooke O'Donnell as the Presiding Member of the ARIC and Cr Lisa Cooper as the Deputy Presiding Member.

DETAILS AND ANALYSIS

5. The ARIC terms of reference includes details of the membership of the Committee to consist of seven members as detailed below:
 - a) The membership of the Committee shall consist of the Mayor, one Elected Member from each ward and two independent external members.
 - b) The Committee shall have four deputy members, three of whom will be Elected Members, one will be an independent external member.

- 6. Advertising was done to attract applications for the independent external members of the ARIC and three applications were received, provided in Confidential Attachments 1, 2 and 3.
- 7. Council are now required to appoint the Mayor and one Elected Member from each ward to the ARIC, one of the independent external applicants as the Presiding Member and one independent external applicant as the Deputy Presiding Member.
- 8. In addition, Council are required to appoint three Elected Members as deputy members of the ARIC and one of the independent external applicants.

APPLICABLE LAW

- 9. *Local Government Act 1995*
Local Government Amendment Act 2024

APPLICABLE POLICY

- 10. Audit, Risk and Improvement Committee Terms of Reference

STAKEHOLDER ENGAGEMENT

- 11. No consultation or stakeholder engagement has been carried out in the preparation of this report. The Department of Local Government has done extensive consultation on the Act amendments.

FINANCIAL CONSIDERATIONS

- 12. The meeting allowance for independent external members of the ARIC has been included in the annual budget with a total cost of \$3,600.

SUSTAINABILITY

- 13. Nil

RISK MANAGEMENT

14.	Risk: Non-compliance with the <i>Local Government Act 1995</i>		
	Consequence	Likelihood	Rating
	Significant	Possible	High
	Action/Strategy		
	The Council appointment of independent external Presiding and Deputy Presiding Member will mitigate the risk of non-compliance.		

CONCLUSION

15. Officers recommend Council appoint independent external members of the ARIC, appoint the Mayor and four ward Councillors to the ARIC and appoint four deputy members including one independent external member.

Voting Requirements: Absolute Majority

RECOMMENDATION

That Council:

1. APPOINT Mayor Margaret Thomas as a member of the Audit, Risk and Improvement Committee.
2. APPOINT Candidate ____ as Independent External Member 1 of the Audit, Risk and Improvement Committee.
3. APPOINT Candidate ____ as Independent External Member 2 of the Audit, Risk and Improvement Committee.
4. APPOINT Cr _____ from the North Ward as a member of the Audit, Risk and Improvement Committee.
5. APPOINT Cr _____ from the South East Ward as a member of the Audit, Risk and Improvement Committee.
6. APPOINT Cr _____ from the South West Ward as a member of the Audit, Risk and Improvement Committee.
7. APPOINT Cr _____ from the North West Ward as a member of the Audit, Risk and Improvement Committee.
8. APPOINT _____ as Presiding Member of the Audit, Risk and Improvement Committee.
9. APPOINT _____ as Deputy Presiding Member of the Audit, Risk and Improvement Committee.
10. APPOINT Cr _____, Cr _____ and Cr _____ as deputy members of the Audit, Risk and Improvement Committee.
11. APPOINT Candidate ____ as the Deputy Independent External Member of the Audit, Risk and Improvement Committee.

8.6. Office of the CEO Reports

No reports presented.

9. Meeting Closed to the Public

11. Closure