



# Special Council Meeting

AGENDA

Tuesday 16 December 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 16 December 2025 at 6.30pm.**



Anthony Vuleta

**Chief Executive Officer**

11 December 2025

**Acknowledgement of Traditional Owners**

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

**Emergency Procedures**

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

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

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

# Our Vision



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

### Core Values

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

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

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

### Aspirational Values

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

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

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

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

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



## Webcasting Notice

Please note 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.

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**1. Official Opening**

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

**3. Public Question Time**

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

**4. Petitions/Deputations**

Nil

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

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

**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**  
No reports presented
- 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. Annual Report 2024/2025**

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

Previous Items	Directorate Business Unit	File Reference	Applicant	Owner	Nil	Office of the CEO	Stakeholder Relations	
Attachments	1.	City of Kalamunda Annual Report 2024-2025 [8.5.1.1 - 65 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.

## **EXECUTIVE SUMMARY**

1. The purpose of this report is to accept the City's 2024/2025 Annual Report and set a date for the Annual General Meeting of Electors.
2. The Annual Report is prepared to advise the Community on the activities of the local government. It also contains the audited Annual Financial Report.
3. It is recommended Council accepts the 2024/2025 Annual Report and sets Tuesday 3 February 2026 as the date for the Annual General Meeting of Electors.

## **BACKGROUND**

4. In accordance with section 5.53 of the *Local Government Act 1995* (Act), a local government is required to prepare an Annual Report for each financial year.
5. The Act further requires a local government to accept the Annual Report for a financial year no later than 31 December in the year after that financial year, subject to the availability of the Auditor's Report.

## **DETAILS AND ANALYSIS**

6. The Annual Report is prepared to advise the Community on the statutory and financial activities of the local government, demonstrating its compliance with the Act. It reports on the annual outcomes achieved by the organisation against the strategic priorities, objectives and strategies set out in the Strategic Community Plan – Kalamunda Advancing, and against the criteria and requirements prescribed by the Act and the *Local Government (Administration) Regulations 1996* (Regulations).

- 7. The Annual Report contains the audited Annual Financial Report, Audit Report, and statutory reports and information required by the Act and Regulations.
- 8. The 2024/2025 Annual Report as presented includes all information as required in accordance with recent amendments to the Regulations, including demographic information relating to elected members.
- 9. Once adopted by Council, section 5.55 of the Act requires the CEO to give local public notice of the availability of the Annual Report, and Council is required to set a date for convening the Annual General Meeting of Electors, at which the Annual Report is to be presented in accordance with the Regulations.

**APPLICABLE LAW**

- 10. *Local Government Act 1995.*  
*Local Government (Administration) Regulations 1996.*

**APPLICABLE POLICY**

- 11. There are no policy considerations with respect to the Annual Report.

**STAKEHOLDER ENGAGEMENT**

- 12. All Directorates within the City of Kalamunda have been involved in the preparation of the 2024/2025 Annual Report.
- 13. As noted previously, the Act requires the Chief Executive Officer give local public notice of the availability of the Annual Report as soon as practicable after the Annual Report has been accepted by the local government.

**FINANCIAL CONSIDERATIONS**

- 14. The costs of preparing and printing the Annual Report are funded within the existing budget.

**SUSTAINABILITY**

- 15. N/A

**RISK MANAGEMENT**

- 16. 

<b>Risk:</b> The Annual Report is not accepted as required by the Act
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<b>Consequence</b>	<b>Likelihood</b>	<b>Rating</b>
Moderate	Unlikely	Low
<b>Action/Strategy</b>		
Ensure the Annual Report is prepared in time to meet the legislative Requirements.		

**CONCLUSION**

- 17. The Annual Report demonstrates that the City is meeting its strategic priorities, objectives and strategies as set out in the Strategic Community Plan, and demonstrates the City’s compliance with the requirements of the Act and Regulations.

**Voting Requirements: Absolute Majority**

**RECOMMENDATION**

That Council:

- 1. Pursuant to section 5.54 of the *Local Government Act 1995*, ACCEPT the City of Kalamunda 2024/2025 Annual Report as contained at Attachment 1.
- 2. DETERMINES the date of the Annual General Meeting of Electors to be Tuesday 3 February 2026.

**10. Meeting Closed to the Public**

**11. Closure**