

# minutes

## Major Projects and Finance Committee

MEETING HELD ON

MONDAY 28 MARCH 2022

### **Acknowledgement of Traditional Custodians**

The City of Joondalup acknowledges the traditional custodians of the land, the Whadjuk people of the Noongar nation, and recognises the culture of the Noongar people and the unique contribution they make to the Joondalup region and Australia. The City of Joondalup pays its respects to their Elders past and present and extends that respect to all Aboriginal and Torres Strait Islander peoples.

*This document is available in alternate formats upon request*

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**Note:**

Clause 15.10 of the City's *Meeting Procedures Local Law 2013* states:

*This local law applies generally to committee meetings except for clause 7.1 in respect of members seating and clause 7.8 in respect of limitation on members speaking.*

## CITY OF JOONDALUP

### MINUTES OF THE MAJOR PROJECTS AND FINANCE COMMITTEE MEETING HELD BY ELECTRONIC MEANS ON MONDAY 28 MARCH 2022.

#### ATTENDANCE

##### Committee Members

Cr John Logan	<i>Presiding Member</i>
Mayor Hon. Albert Jacob, JP	
Cr Adrian Hill	<i>Deputy Presiding Member</i>
Cr Nige Jones	
Cr Russ Fishwick, JP	
Cr Christine Hamilton-Prime, JP	

##### Observers:

Cr Tom McLean, JP	<i>absent from 6.02pm to 6.03pm</i>
Cr John Raftis	<i>from 5.48pm, until 6.27pm</i>
Cr Suzanne Thompson	<i>until 6.27pm</i>

##### Officers:

Mr James Pearson	Chief Executive Officer
Mr Nico Claassen	Director Infrastructure Services
Mr Mat Humfrey	Director Corporate Services
Mr Jamie Parry	Director Governance and Strategy
Mrs Kylie Bergmann	Manager Governance
Mrs Deborah Gouges	Governance Officer

#### DECLARATION OF OPENING

The Presiding Member declared the meeting open at 5.45pm.

## **DECLARATIONS OF FINANCIAL INTEREST / PROXIMITY INTEREST / INTEREST THAT MAY AFFECT IMPARTIALITY**

Nil.

## **APOLOGIES AND LEAVE OF ABSENCE**

### **Apology**

Cr Christopher May.

### **Leave of Absence Previously Approved**

Mayor Albert Jacob	11 to 14 April 2022 inclusive.
Cr Christopher May	22 to 26 April 2022 inclusive.
Cr Tom McLean	14 to 20 July 2022 inclusive.

## **CONFIRMATION OF MINUTES**

### **MINUTES OF THE MAJOR PROJECTS AND FINANCE COMMITTEE MEETINGS HELD ON 29 NOVEMBER 2021 AND 14 MARCH 2022**

**MOVED** Cr Jones, **SECONDED** Cr Hill that the minutes of the following meetings of the Major Projects and Finance Committee be confirmed as a true and correct record:

- 1 Major Projects and Finance Committee held on 29 November 2021;**
- 2 Major Projects and Finance Committee held on 14 March 2022.**

**The Motion was Put and**

**CARRIED (6/0)**

**In favour of the Motion:** Cr Logan, Mayor Jacob, Crs Fishwick, Hamilton-Prime, Hill and Jones.

## **ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**

Nil.

## **IDENTIFICATION OF MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC**

In accordance with Clause 5.2 of the City's *Meeting Procedures Local Law 2013*, this meeting is not open to the public.

## **PETITIONS AND DEPUTATIONS**

Nil.

## REPORTS

### ITEM 1                                    **PROPOSED        FUTURE        DISPOSAL        OF LOT 12223 (12)    BLACKWATTLE    PARADE, PADBURY – UPDATE OF STATE GOVERNMENT ADVICE**

<b>WARD</b>	South-West
<b>RESPONSIBLE DIRECTOR</b>	Mr Mat Humfrey Corporate Services
<b>FILE NUMBER</b>	55022, 63627, 101515
<b>ATTACHMENT</b>	Attachment 1    Location Plan
<b>AUTHORITY / DISCRETION</b>	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

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#### PURPOSE

To provide Council with updated advice from the Department of Planning Lands and Heritage (DPLH) on matters related to the proposed land disposal of the City's freehold Lot 12223 (12) Blackwattle Parade, Padbury (Lot 12223).

#### EXECUTIVE SUMMARY

Lot 12223 is a former Crown land community purpose site acquired by the City from State Government in June 2019 at a concessional purchase price. The City rezoned the site to 'Commercial' and has received Council approval for its disposal.

The acquisition of Lot 12223 was driven by residents local to the 'Hepburn Heights' estate, raising concerns on parking, traffic and pedestrian issues since St. Stephen's School's Early Learning Centre opened in the area (Attachment 1 refers). The petitions stated that should the City successfully acquire Lot 12223 at a reduced purchase price, the site could be rezoned and then sold with the proceeds used to alleviate the parking, traffic, and pedestrian issues.

Past reporting to Council and the 500 metre radius community consultation in 2015 resulted in support for the acquisition and using the future sale proceeds to install traffic signals at the intersection of Walter Padbury Boulevard and Hepburn Avenue, Padbury.

The original acquisition application was made to the former Department of Lands, with the application being referred to the former Department of Planning. These agencies are now incorporated within the Department of Planning Lands and Heritage (DPLH).

At the time of the acquisition application, DPLH Planning conditioned its support for the proposal that the future proceeds from the sale of Lot 12223 could not be used for installing traffic lights. The City was advised that the proceeds need to be placed in a reserve and used in the locality for community purposes as detailed under the City's former District Planning Scheme No. 2 (DPS2) – now Local Planning Scheme No. 3 (LPS3). DPLH Planning considered that the use of the proceeds to address parking, traffic and pedestrian issues did not meet the definition of community purpose under DPS2.

At its meeting held on 20 July 2021 (CJ107-07/21 refers), Council requested the Chief Executive Officer (CEO) seek clarity from the DPLH on the use of the future proceeds from the sale of Lot 12223. Clarification on the scope of the proximity on where those proceeds can be spent was also requested.

The updated advice received from the DPLH is that the future sale proceeds can now be used to address parking, traffic, and pedestrian issues, as it was considered this would still provide some public benefit. The DPLH noted the community concerns raised during the rezoning process when reassessing the matter. However, in the interim, and as recent as February 2022, the City and Main Roads WA (MRWA) have been discussing potential options for traffic-related improvements to the Walter Padbury Boulevard and Hepburn Avenue, Padbury intersection. These discussions were prompted by the City receiving notification from MRWA on 28 June 2021 of a \$3 million State Government funding contribution to upgrade the intersection.

The DPLH's updated advice now allows Council to decide whether the future proceeds from the sale of Lot 12223 are used for community purposes, or traffic-related matters. Until MRWA, with the City's input, have examined the options available for the Walter Padbury Boulevard and Hepburn Avenue, Padbury intersection, and the outcome is reported to Council, in addition to information on the State Government funding available, it may be prudent for Council to defer that decision.

MRWA's support is necessary for the installation of traffic signals at Walter Padbury Boulevard and Hepburn Avenue, Padbury intersection and post examination of the potential traffic treatment options, MRWA may consider funding alternative traffic treatments.

Although requested, DPLH Planning did not provide any updated advice concerning where the proceeds could be used. Should a community purpose facility have been developed on Lot 12223, it is reasonable to consider, as with other community purpose facilities, it would have served the surrounding community on all borders.

MRWA with the City's input is examining a number of traffic mitigation measures concerning the Walter Padbury Boulevard and Hepburn Avenue, Padbury intersection. The details concerning the State Government funding contribution have not been finalised but are likely to become evident once the options for the intersection have been examined. Having an alternative funding source available may allow Council to consider using the proceeds from the sale of Lot 12223 for community purposes as per the definition under the City's LPS3.

Deferring the use of the proceeds from the future sale of Lot 12223 appears to be no impediment to proceeding with the land disposal process as supported by Council at its meeting held on 20 July 2021 (CJ107-07/21 refers).

*It is therefore recommended that Council:*

- 1 *BY AN ABSOLUTE MAJORITY REVOKES Part 6 of its decision of 19 May 2015 (CJ082-05/15 refers) as follows:*
  - “6 *REQUESTS the Chief Executive Officer to develop an advocacy plan to gain support from the relevant State Government departments to use the funds from the sale of the land for Council and the community’s preferred option to install traffic lights at the intersection of Walter Padbury Boulevard and Hepburn Avenue, Padbury.*”;
- 2 *NOTES that the Department of Planning Lands and Heritage has provided its support for the proceeds from the future disposal of Lot 12223 (12) Blackwattle Parade, Padbury to be used to address parking, traffic, and pedestrian issues in the area if required;*
- 3 *NOTES that Main Roads WA and the City are currently examining traffic improvement options for the intersection of Walter Padbury Boulevard and Hepburn Avenue, Padbury;*
- 4 *NOTES that a \$3 million State Government funding commitment for traffic improvements to the intersection of Walter Padbury Boulevard and Hepburn Avenue, Padbury may potentially release the City of the need to use the proceeds from the future disposal of Lot 12223 (12) Blackwattle Parade, Padbury for such use;*
- 5 *NOTES the information in this report concerning the proximity related to Lot 12223 (12) Blackwattle Parade, Padbury of where the site’s future sale proceeds can be utilised and that the Department of Planning Lands and Heritage can be contacted to confirm that the proposed project locations are within an acceptable proximity;*
- 6 *SUPPORTS deferring its decision on where the proceeds from the future disposal of Lot 12223 (12) Blackwattle Parade, Padbury will be utilised until the outcome of the City and Main Roads WA’s examination of the traffic improvement options for the intersection of Walter Padbury Boulevard and Hepburn Avenue, Padbury;*
- 7 *SUPPORTS the commencement of the two-stage land disposal process concerning Lot 12223 (12) Blackwattle Parade, Padbury as detailed in the report to Council at its meeting held on 20 July 2021 (CJ107-07/21 refers).*

## **BACKGROUND**

The acquisition of the former community purpose site was related to petitions tabled during 2011. Residents’ local to the area in ‘Hepburn Heights’ raised concerns about parking, traffic and pedestrian issues since St. Stephen’s School’s Early Learning Centre opened (Attachment 1 refers).

Petitioners stated that a long-term strategy to alleviate the traffic issues was the City’s concessional acquisition of the vacant community purpose site, Lot 12223. Petitions detailed that once Lot 12223 was owned in freehold by the City, it could be rezoned. The eventual disposal of the site would provide the proceeds to enable the installation of traffic lights at the intersection of Walter Padbury Boulevard and Hepburn Avenue, Padbury.



Main Roads WA (MRWA) has advised the City on several occasions that it does not support the installation of traffic lights at this location. MRWA's support is necessary as it is the approving authority for the installation of traffic lights.

In response to the City's application to acquire Lot 12223, DPLH Planning advised that the future sales proceeds from the disposal of Lot 12223 cannot be spent on installing traffic lights as it does not qualify under the definition of 'Community Purpose.' The proceeds are to be placed in a reserve and used in the locality for community purposes as detailed under the City's former DPS2 – now LPS3 as follows:

***“Community Purpose: means the use of premises designed or adapted primarily for the provision of education, social, cultural, and recreational facilities and services by organisations involved in activities for community benefit.”***

Concerning the locality in which the sales proceeds can be applied, DPLH Planning at the time advised it had no definite policy position on the definition of 'locality,' and each case is considered on its merits and the specific circumstances. The City was advised that as a minimum, the locality would include the subdivision north of Hepburn Avenue bounded by the Mitchell Freeway to the east and Hepburn Conservation Area to the west. Additionally, if a community purpose facility had been developed on Lot 12223, it would have attracted residents from both the northern and southern side of Hepburn Avenue, Padbury.

DPLH Planning at the time recommended that once the City was ready to expend the sale proceeds, it would be required to justify the expenditure in terms of the community purposes definition under the City's DPS2 – now LPS3 and the locality where the funds are planned to be expended.

#### Walter Padbury Boulevard and Hepburn Avenue, Padbury Intersection

At its meeting held on 19 November 2019 (C145-11/19 refers), Council received a further 32 signature petition from residents seeking support for the installation of traffic signals at the intersection of Hepburn Avenue and Walter Padbury Boulevard, Padbury.

The City had previously investigated the installation of traffic signals at this location and following advice from MRWA, the City commissioned a Major Road Network Review to inform the future network requirements and prioritise improvements to specific sections or intersections of the City's major arterial roads. As part of the review, the resultant traffic model concluded that the intersection of Hepburn Avenue and Walter Padbury Boulevard, Padbury was performing, and would continue to perform at an acceptable level for the modelling period (up to 2031) making the need for modifications at this location unnecessary.

At its meeting held on 17 March 2020 (CJ032-03/20 refers), Council considered a report in relation to the petition received. The item was referred back to the CEO to investigate alternative access and egress options concerning the Hepburn Heights estate. The data analysis resulted in traffic signals being unnecessary. Amongst other matters, information concerning traffic signals was reported to Council at its meeting held on 15 September 2020 (CJ136-09/20 refers). Part of the recommendation was that Council does not support the installation of traffic signals at the intersection of Hepburn Avenue and Walter Padbury Boulevard. Council resolved the following (C84-09/20 refers):

***“CJ136-09/20 Petition in Relation to Installation of Traffic Controls at the intersection of Walter Padbury Boulevard and Hepburn Avenue, Padbury, be REFERRED BACK to the Chief Executive Officer to allow further engagement with Main Roads WA and other stakeholders on possible novel solutions to improve the intersection at Walter Padbury Boulevard and Hepburn Avenue, Padbury.”***

## **DETAILS**

At its meeting held on 20 July 2021 (CJ107-07/21 refers), part of Council's resolution requested the CEO to clarify with the DPLH on the use of the future land disposal proceeds from the sale of Lot 12223 and the proximity in which those proceeds can be spent.

### DPLH Planning and Lands' Advice

On contacting DPLH Planning, the City was advised that as a result of the City's Amendment No 87 to the then DPS2, gazetted in January 2018, the land has been rezoned from 'Civic and Cultural' to 'Commercial.' On this basis, DPLH Planning has reconsidered its advice:

*"It is understood that as part of the public consultation during Amendment 87 process, traffic congestion of the locality was the major issue raised by the general public. It is also understood that this issue has been long identified in the area, and the City has previously expressed its intention to use surplus funds from the sale of the subject land to address this issue.*

*Based on the above, and the understanding that any development of the subject land for commercial purpose will result in increased traffic and may potentially worsen the existing traffic congestion of the area, the Department would like to advise the following:*

- *"The use of the proceeds of the sale of Lot 12223 (12) Blackwattle Parade, Padbury, to address parking, traffic and pedestrian issues in the area is now considered to be in accordance with the objective of the "Commercial" zone under the City of Joondalup Local Planning Scheme No. 3, and therefore can be justified and supported."*

### State Government Funding Commitment

In June 2021, Main Roads WA advised the City that as part of a commitment made during the State Government election to provide funding for a number of projects on local government roads, funding for four projects in the City were confirmed. One of those projects was a \$3 million contribution to upgrade the intersection to improve access from Walter Padbury Boulevard onto Hepburn Avenue, Padbury.

Discussions with the City since receipt of MRWA's advice have taken place and currently a number of options are being considered by MRWA. Once more is known on the most appropriate option it will highlight how the funding contribution will be scoped.

## **Issues and options considered**

### Using the land disposal proceeds to mitigate parking, traffic and pedestrian issues

The DPLH's updated advice was that the future sale proceeds related to Lot 12223 to address parking, traffic and pedestrian issues in the area is in accordance with the objective of the "Commercial" zone under the LPS3 and can therefore be justified and supported.

Consideration was given to the traffic congestion issues raised during the public consultation process when rezoning the site from "Civic and Cultural" to "Commercial."

With the State Government funding commitment for traffic improvements at the intersection of Walter Padbury Boulevard and Hepburn Avenue, Padbury, it appears that the use of the proceeds from the sale of Lot 12223 for traffic-related matters may no longer be required. MRWA are currently considering traffic mitigation options for this location which will be discussed with the City.

### Using the land disposal proceeds for community purposes

The City now has an alternative funding source for the traffic-related issues in the locality of Lot 12223, providing Council with the option to consider the utilisation of the future sale proceeds from Lot 12223 for community purposes.

Future Crown land community purpose site acquisitions may include the City applying to acquire a Crown land community purposes site in freehold at a concessional rate, rezoning it to allow for a mix of uses and disposal of the site. The DPLH requires community support for an acquisition proposal to progress. Community support might not be provided without a level of reassurance on the future land uses for the community purpose sites or the use of the future sale proceeds.

The definition of community purposes detailed in the City's LPS3 provides the required land use parameters for community purpose development and service provision.

### Deferring the decision on the use of the sale proceeds

Before commencing the land disposal process for Lot 12223, Council requested updated advice from the DPLH which has now been provided. There is now the option of using the future proceeds from the sale of Lot 12223 towards mitigating parking, traffic and pedestrian issues within the Hepburn Heights estate.

There is still some uncertainty at this stage whether MRWA will support traffic signals, however, all options are currently being examined and a level of funding has been confirmed by MRWA towards traffic improvements. Until the outcome of MRWA's assessment, and more information on the proposed funding model, committing the proceeds from the sale of Lot 12223 appears unnecessary.

### Proximity or locality of area land disposal funds to be expended

As requested by Council, the City made additional attempts in 2021 to obtain advice on the scope of the proximity on which the funds can be expended, however, none was provided.

The original advice from DPLH Planning, as detailed above, is that in summary, if a community purpose facility was developed on Lot 12223, it would have attracted residents from the northern and southern sides of Hepburn Avenue, Padbury. Notwithstanding this advice, it is also reasonable to assume that residents on the eastern and western boundaries of the site may also have taken advantage of a local community facility.

DPLH Planning at the time recommended that once the City is ready to expend the sale proceeds, the City would be required to justify the expenditure in terms of the community purposes definition under the City's DPS2 – now LPS3 and the locality on where the funds are to be expended.

The City could liaise with the DPLH when considering where the funds should be expended and get pre-approval of the City's selected location.

### **Legislation / Strategic Community Plan / Policy implications**

**Legislation** Sections 3.58 and 3.59 of the *Local Government Act 1995* and the *Local Government (Functions and General) Regulations 1996* determine how a local government may dispose of property.

## **Strategic Community Plan**

**Key theme** Quality Urban Environment.

**Objective** Quality Built outcomes.

**Key theme** Quality Urban Environment.

**Objective** Quality Built outcomes.

**Policy** Not applicable.

## **Risk management considerations**

The community local to Lot 12223 appeared resolute on the acquisition application details. The recent change of advice from DPLH allows the proceeds from the sale of Lot 12223 to be utilised towards mitigating parking, traffic and pedestrian issues.

The City using the State Government funding available for traffic-related remedies allows Council to use the proceeds from the future sale of Lot 12223 for community purposes. Such a result may prove reassuring for other local communities to Crown land community purpose sites where the City examines Crown land optimisation opportunities.

## **Financial / budget implications**

The Strategic Asset Management Reserve funded the purchase of Lot 12223.

MRWA has confirmed a \$3 million State Government funding commitment to upgrade the intersection to improve access from Walter Padbury Boulevard onto Hepburn Avenue, Padbury. The proposed funding agreement has not yet been finalised.

Council has previously supported the allocation of the sale proceeds from Lot 12223 to a specific reserve account for projects in the vicinity of Lot 12223 (12) Blackwattle Parade, Padbury, in line with the definition of "Community Purposes" under DPS2 – now LPS3. Council may wish to review this allocation based on the updated advice from the DPLH.

Should the location of proposed projects or services not be evident to be in the proximity of Lot 12223, contact can be made with DPLH Planning for confirmation that the location is acceptable.

## **Regional significance**

Not applicable.

## **Sustainability implications**

The community purpose definition under LPS3 highlights services that relate to 'education, social, cultural and recreational'; therefore, the services proposed being accessible to all sectors of the community would be considered socially sustainable.

The City's proposed EOI land disposal process concerning Lot 12223 will highlight the requirement that building design integrates sustainable design principles into its siting, design, and construction. Respondents will be directed to the Environmentally Sustainable Design Policy.

## **Consultation**

Community consultation was conducted from 24 February 2015 to 26 March 2015. Feedback was requested from the local community on the proposed acquisition of Lot 12223. The related survey provided to the community detailed a number of selected projects, including the Council preferred project for traffic lights at the intersection of Walter Padbury Boulevard and Hepburn Avenue, Padbury.

A scheme amendment proposal was advertised for public comment for 42 days closing on 20 July 2017. Amendment 87 to DPS2 rezoned the site from 'Civic and Cultural' to 'Commercial' and removed the residential density code.

As part of the Expression of Interest process to dispose of Lot 12223, the City proposes to use the services of a real estate agent to market the site. Should Council provide its in-principle support for a negotiated outcome with a preferred respondent, a public notice will be served for a minimum of 14 days on the intent to dispose of the site by private treaty with the outcome being reported back to Council

## **COMMENT**

Advice from MRWA is that there is a State Government's funding commitment for traffic improvements at the intersection of Walter Padbury Boulevard and Hepburn Avenue, Padbury. This information, together with the updated advice from the DPLH allows Council the option of utilising the Lot 12223 sale proceeds for traffic calming measures or community purposes in the vicinity of Lot 12223.

Council deferring this decision appears financially prudent until there are more details on MRWA's proposed traffic treatment recommendations and the State Government related funding model.

## **VOTING REQUIREMENTS**

Absolute Majority.

**MOVED Cr Hamilton-Prime, SECONDED Cr Jones that Council:**

- 1 **BY AN ABSOLUTE MAJORITY REVOKES Part 6 of its decision of 19 May 2015 (CJ082-05/15 refers) as follows:**
  - “6 **REQUESTS the Chief Executive Officer to develop an advocacy plan to gain support from the relevant State Government departments to use the funds from the sale of the land for Council and the community’s preferred option to install traffic lights at the intersection of Walter Padbury Boulevard and Hepburn Avenue, Padbury.”;**
- 2 **NOTES that the Department of Planning Lands and Heritage has provided its support for the proceeds from the future disposal of Lot 12223 (12) Blackwattle Parade, Padbury to be used to address parking, traffic, and pedestrian issues in the area if required;**
- 3 **NOTES that Main Roads WA and the City are currently examining traffic improvement options for the intersection of Walter Padbury Boulevard and Hepburn Avenue, Padbury;**
- 4 **NOTES that a \$3 million State Government funding commitment for traffic improvements to the intersection of Walter Padbury Boulevard and Hepburn Avenue, Padbury may potentially release the City of the need to use the proceeds from the future disposal of Lot 12223 (12) Blackwattle Parade, Padbury for such use;**
- 5 **NOTES the information in this report concerning the proximity related to Lot 12223 (12) Blackwattle Parade, Padbury of where the site’s future sale proceeds can be utilised and that the Department of Planning Lands and Heritage can be contacted to confirm that the proposed project locations are within an acceptable proximity;**
- 6 **SUPPORTS deferring its decision on where the proceeds from the future disposal of Lot 12223 (12) Blackwattle Parade, Padbury will be utilised until the outcome of the City and Main Roads WA’s examination of the traffic improvement options for the intersection of Walter Padbury Boulevard and Hepburn Avenue, Padbury;**
- 7 **SUPPORTS the commencement of the two-stage land disposal process concerning Lot 12223 (12) Blackwattle Parade, Padbury as detailed in the report to Council at its meeting held on 20 July 2021 (CJ107-07/21 refers).**

**The Motion was Put and**

**CARRIED (6/0)**

**In favour of the Motion:** Cr Logan, Mayor Jacob, Crs Fishwick, Hamilton-Prime, Hill and Jones.

*Appendix 1 refers*

*To access this attachment on electronic document, click here: [Attach1MPF220328.pdf](#)*





## BACKGROUND

The Terms of Reference of the Major Projects and Finance Committee include that the Committee is to “*make recommendations to Council on the services to be provided by the City and the standards of service delivery being cognisant of industry best practice.*”

Cr Raftis requested a report to be presented to the Major Projects and Finance Committee in relation to the standards of service delivery, outlining the following:

- a) A list of the reports presented to the Committee over the past five years to enable the Committee to make recommendations on standards of service delivery.
- b) Details of any recommendations given by the Committee to Council regarding standards of service delivery over the same five-year period.
- c) The outcomes of any implementation of recommendations provided by the Committee in (b) above.”.

## DETAILS

### Terms of Reference

The Terms of Reference of the Major Projects and Finance Committee are as follows:

- 1 oversee the progress of the City’s annual capital works program and review of the City’s *Five Year Capital Works Program*;
- 2 make recommendations to Council on modifications of capital works projects and major strategic capital projects;
- 3 make recommendations to Council on various elements of major strategic capital projects (such as the Ocean Reef Marina, City Centre Office Development and Joondalup Performing Arts and Cultural Facility), including but not limited to:
  - 3.1 project scope;
  - 3.2 design elements and core project components;
  - 3.3 development models and financial structures;
  - 3.4 on-going management and utilisation models;
- 4 make recommendations to Council on the service to be provided by the City and the standards of service delivery being cognisant of industry best practice;
- 5 oversee the City’s financial management activities, funding proposals and long-term strategic financial planning;
- 6 make recommendations to Council on reviews and impacts on the City’s *10 Year Strategic Financial Plan*.



## **Corporate Business Plan**

Within the City's Corporate Business Plan the following is provided regarding the definition of what is a service:

*"A service is defined as an action or series of actions performed to deliver a product or benefit which fulfills a need or demand.*

*Local government services can have an internal or external focus where a product or benefit is delivered directly to the community (external) or within the organisation (internal) to facilitate the delivery of services for the community.*

*A service may include a range of programs and projects made up of activities which may be one-off or recurring in nature."*

In the 2020-21 Budget the Corporate Business Plan contained schedules of all the City's services including information on:

- whether the service is statutory or discretionary
- associated costs of delivering the service
- the number of Full Time Equivalent (FTE) employees delivering each service
- whether there is a service level change from the previous year, 2019-20.

## **Budget Process**

Discussions related to the levels of service to be provided by the Council are undertaken during the annual budget process.

Detailed service schedules for six priority service areas (identified for review by Elected Members) were presented as part of the 2020-21 budget process. It is proposed that for the 2022-23 Council budget process detailed service schedules be presented on all services to assist the Council in determining the services and service levels to be provided.

The City also participates in the Local Government Performance Excellence Program (Price Waterhouse Coopers) which provides comparative data analytics to assess service levels and performance in key areas with other local governments in Australia and New Zealand. Relevant information is provided during the budget process to assist Elected Members in understanding the City's service levels.

## **Report Schedule**

The following reports were submitted to either the (former) Finance Committee or Major Projects and Finance Committee and were considered to generally meet the intent of the specific Term of Reference related to services.

As such, any items related to the City's annual capital works program and review of the following:

- City's Five-Year Capital Works Program.
- Major strategic capital projects.
- City's Strategic Financial Plan.
- Other specific Terms of Reference have not been included.

Copies of each of the reports is provided in Attachment 1 to this Report.

**Finance Committee**

<b>Meeting Date</b>	<b>Items Related to Service Delivery</b>	<b>Meeting Minutes</b>
6 Feb 2017	Income Producing Assets. Impacts on 20 Year Strategic Financial Plan of Reports to Council – October 2016 to December 2016.	<a href="#">Minutes - Finance Committee Meeting - 6/02/2017 (joondalup.wa.gov.au)</a>
4 Apr 2017	Nil	<a href="#">Minutes - Finance Committee Meeting - 4/04/2017 (joondalup.wa.gov.au)</a>
12 Jun 2017	Nil	<a href="#">Minutes - Finance Committee Meeting - 12/06/2017 (joondalup.wa.gov.au)</a>
7 Aug 2017	Implications of the McKell Institute Report “Giving Local Governments the Reboot” Impact on 20 Year Strategic Financial Plan of Reports to Council – April 2017 to June 2017	<a href="#">Minutes - Finance Committee Meeting - 7/08/2017 (joondalup.wa.gov.au)</a>
2 Oct 2017	Impact on 20 Year Strategic Financial Plan of Reports to Council – July 2017 to September 2017	<a href="#">Minutes - Finance Committee Meeting - 2/10/2017 (joondalup.wa.gov.au)</a>
12 Mar 2018	Impact on 20 Year Strategic Financial Plan of Reports to Council – October 2017 to December 2017	<a href="#">Minutes - Major Projects and Finance Committee Meeting - 12/03/2018 (joondalup.wa.gov.au)</a>
7 May 2018	Impact on 20 Year Strategic Financial Plan of Reports to Council – January to March 2018	<a href="#">Minutes - Major Projects and Finance Committee Meeting - 7/05/2018 (joondalup.wa.gov.au)</a>
16 Jul 2018	Nil	<a href="#">Minutes - Major Projects and Finance Committee Meeting - 16/07/2018 (joondalup.wa.gov.au)</a>
12 Nov 2018	Expression of Interest 017/18 – Residential Development and Leasing of Airspace above an Operational Drainage Sump	<a href="#">Minutes - Major Projects and Finance Committee Meeting - 12/11/2018 (joondalup.wa.gov.au)</a>
11 Mar 2019	Impact on 20 Year Strategic Financial Plan of Reports to Council – July to December 2018	<a href="#">Minutes - Major Projects and Finance Committee Meeting - 11/03/2019 (joondalup.wa.gov.au)</a>

Meeting Date	Items Related to Service Delivery	Meeting Minutes
6 May 2019	Impact on 20 Year Strategic Financial Plan of Reports to Council – January to March 2019	<a href="http://joondalup.wa.gov.au">Minutes - Major Projects and Finance Committee Meeting - 6/05/2019 (joondalup.wa.gov.au)</a>
15 Jul 2019	Nil	<a href="http://joondalup.wa.gov.au">Minutes - Major Projects and Finance Committee Meeting - 15/07/2019 (joondalup.wa.gov.au)</a>
9 Sep 2019	Nil	<a href="http://joondalup.wa.gov.au">Minutes - Major Projects and Finance Committee Meeting - 9/09/2019 (joondalup.wa.gov.au)</a>
9 Mar 2020	Nil	<a href="http://joondalup.wa.gov.au">Minutes - Major Projects and Finance Committee Meeting - 9/03/2020 (joondalup.wa.gov.au)</a>
4 May 2020	Nil	<a href="http://joondalup.wa.gov.au">Minutes - Major Projects and Finance Committee Meeting - 4/05/2020 (joondalup.wa.gov.au)</a>
13 Jul 2020	Impact on 20 Year Strategic Financial Plan of Reports to Council – July 2019 to June 2020	<a href="http://joondalup.wa.gov.au">Minutes - Major Projects and Finance Committee Meeting - 13/07/2020 (joondalup.wa.gov.au)</a>
7 Sep 2020	Opportunity for Redevelopment of the Woodvale Community Hub – Philosophy and Parameters	<a href="http://joondalup.wa.gov.au">Minutes - Major Projects and Finance Committee Meeting - 7/09/2020 (joondalup.wa.gov.au)</a>
2 Nov 2020	Nil	<a href="http://joondalup.wa.gov.au">Minutes - Major Projects and Finance Committee Meeting - 2/11/2020 (joondalup.wa.gov.au)</a>
8 Mar 2021	Nil	<a href="http://joondalup.wa.gov.au">Minutes - Major Projects and Finance Committee Meeting - 8/03/2021 (joondalup.wa.gov.au)</a>
3 May 2021	Nil	<a href="http://joondalup.wa.gov.au">Minutes - Major Projects and Finance Committee Meeting - 3/05/2021 (joondalup.wa.gov.au)</a>
12 Jul 2021	Impact on Strategic Financial Plan of Reports to Council – July 2020 to June 2021	<a href="http://joondalup.wa.gov.au">Minutes - Major Projects and Finance Committee Meeting - 12/07/2021 (joondalup.wa.gov.au)</a>
13 Sep 2021	Nil	<a href="http://joondalup.wa.gov.au">Minutes - Major Projects and Finance Committee Meeting - 13/09/2021 (joondalup.wa.gov.au)</a>

Meeting Date	Items Related to Service Delivery	Meeting Minutes
29 Nov 2021	Nil	<a href="#">Minutes - Major Projects and Finance Committee Meeting - 29/11/2021 (joondalup.wa.gov.au)</a>

Only one of the items above was presented to the Council being the endorsement of the Philosophy and Key Parameters for the redevelopment of the Woodvale Community Hub, Lot 67 (5) Trappers Drive, Woodvale (CJ139-09/20 refers) to the September 2020 meeting.

Given that this was the only item presented to the Council part (b) of Cr Raftis' request is met. Part (c) of Cr Raftis' request is met as the recommendation related to endorsement of philosophy and key parameters for the project.

### Issues and options considered

The report is presented for information only.

### Legislation / Strategic Community Plan / Policy implications

**Legislation** *Local Government Act 1995.*

### Strategic Community Plan

**Key theme** Governance and Leadership.

**Objective** Corporate capacity.

**Strategic initiative** Demonstrate accountability through robust reporting that is relevant and easily accessible by the community.

**Policy** Nil.

### Risk management considerations

Not applicable.

### Financial / budget implications

Not applicable.

### Regional significance

Not applicable.

### Sustainability implications

Not applicable.

### Consultation

Not applicable.

## COMMENT

Cr Raftis requested a report to be presented to the Major Projects and Finance Committee in relation the standards of service delivery, specifically to Term of Reference *“make recommendations to Council on the services to be provided by the City and the standards of service delivery being cognisant of industry best practice.”*

The reports presented in Attachment 1 to this Report are considered to be those reports that generally meet the intent of the request.

It is important to recognise that key discussions on service delivery occur amongst all Elected Members during the budget preparation discussions. In the 2020-21 Budget the Corporate Business Plan contained schedules of all the City's services and it is proposed that for the 2022-23 budget process detailed service schedules be presented on all services to assist the Council in determining the services and service levels to be provided.

## VOTING REQUIREMENTS

Simple Majority.

**MOVED Cr Jones, SECONDED Cr Hamilton-Prime that the Major Projects and Finance Committee NOTES the information contained within this Report, on matters related to service delivery from 2017 to 2021 considered by the Finance Committee and Major Projects and Finance Committee.**

**The Motion was Put and**

**CARRIED (6/0)**

**In favour of the Motion:** Cr Logan, Mayor Jacob, Crs Fishwick, Hamilton-Prime, Hill and Jones.

*Appendix 2 refers*

To access this attachment on electronic document, click here: [Attach2MPF220328.pdf](#)



- 1.1 *oversee the progress of the City's annual capital works program and review of the City's Five Year Capital Works Program;*
- 1.2 *make recommendations to Council on modifications of capital works projects and major strategic capital projects;"*

The Major Projects and Finance Committee requested that the following projects be reported on in detail:

<b>Project Code</b>	<b>Project Description</b>
BCW2562	Ellersdale Park Clubrooms Refurbishment
BCW2629	Emerald Park Community Facility Upgrade
FNM2054	Whitfords Nodes Park Health & Wellbeing Hub
FPN2240	Burns Beach to Mindarie Dual Use Path
PDP2118	Moolanda Park Landscape Master Plan
MPP2050	Craigie Leisure Centre Upgrades Stage 1
MPP2058	Chichester Park Clubrooms Redevelopment
MPP2069	Percy Doyle Floodlighting Upgrades
SSE2057	Leafy City Program
STL2003	Joondalup City Centre Lighting
STL2051	Emerald Park Floodlighting

The following projects which required a Bi-monthly Project Status Report have been completed and the final reports were presented to a former Major Projects and Finance Committee:

- Burns Beach to Mindarie Dual Use Path.
- Whitfords Nodes Park Health and Wellbeing Hub.
- Moolanda Park Landscape Master Plan.
- Ellersdale Park Clubrooms Refurbishment.
- Leafy City Project.
- Percy Doyle Floodlighting Upgrades.
- Emerald Park Floodlighting.

Following a request at the Major Projects and Finance Committee meeting held on 8 March 2021, Attachment 1 now includes the year-to-date budget and project actuals. Please note that although the construction status might be shown as completed (blue), the project financials might not reflect this as final payments might still be outstanding.

## **DETAILS**

The Capital Works Project Report for the 2021-22 program as at 28 February 2022 is provided as Attachment 1 to this Report.

A summary of the projects and their current status is detailed in the Bi-monthly Project Status Reports forming Attachments 2 to 5 to this Report.

### **Issues and options considered**

Not applicable.

### **Legislation / Strategic Community Plan / Policy implications**

#### **Legislation**

Sections 5.17 and 6.8 of the *Local Government Act 1995*.

A committee cannot make decisions, on behalf of the Council, that require an absolute majority decision (section 5.17 of the *Local Government Act 1995*), in which case, and in accordance with Section 6.8 of the *Local Government Act 1995*, includes approving expenditure not included in the City's Annual Budget. The Major Projects and Finance Committee may only recommend to Council to approve or modify capital works projects.

#### **Strategic Community Plan**

##### **Key theme**

Financial Sustainability.

##### **Objective**

Major Project delivery.

##### **Strategic initiative**

Not applicable.

##### **Policy**

Not applicable.

#### **Risk management considerations**

Not applicable.

#### **Financial / budget implications**

Not applicable.

#### **Regional significance**

Not applicable.

#### **Sustainability implications**

Not applicable.

#### **Consultation**

Not applicable.

### **COMMENT**

The attached Bi-monthly Project Status Reports provide an update on the activities undertaken.



## **VOTING REQUIREMENTS**

Simple Majority.

**MOVED Cr Hamilton-Prime, SECONDED Cr Hill that the Major Projects and Finance Committee NOTES:**

- 1 the report on the Capital Works Projects for 2021-22 as at 28 February 2022 forming Attachment 1 to this Report;**
- 2 the Bi-monthly Project Status Reports forming Attachments 2 to 5 to this Report.**

**The Motion was Put and**

**CARRIED (6/0)**

**In favour of the Motion:** Cr Logan, Mayor Jacob, Crs Fishwick, Hamilton-Prime, Hill and Jones.

*Appendix 3 refers*

*To access this attachment on electronic document, click here: [Attach3MPF220328.pdf](#)*

## **URGENT BUSINESS**

Nil.

## **MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

## **REQUESTS FOR REPORTS FOR FUTURE CONSIDERATION**

Nil.

## **CLOSURE**

There being no further business, the Presiding Member declared the meeting closed at 6.35pm the following Committee Members being present at that time:

Cr John Logan  
Mayor Hon. Albert Jacob, JP  
Cr Adrian Hill  
Cr Nige Jones  
Cr Russ Fishwick, JP  
Cr Christine Hamilton-Prime, JP