

minutes

Major Projects and Finance Committee

MEETING HELD ON

MONDAY 2 MAY 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.

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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 IN CONFERENCE ROOM 1, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON MONDAY 2 MAY 2022.

ATTENDANCE

Committee Members

Cr John Logan	<i>Presiding Member</i>	
Mayor Hon. Albert Jacob, JP		
Cr Tom McLean, JP	<i>Deputising for Cr Hill</i>	
Cr Nige Jones		
Cr Christopher May		<i>from 5.47pm</i>
Cr Russ Fishwick, JP		<i>from 6.01pm</i>
Cr Christine Hamilton-Prime, JP		

Observers:

Cr John Raftis

Officers:

Mr Mat Humfrey	Acting Chief Executive Officer	
Mr Nico Claassen	Director Infrastructure Services	<i>from 5.52pm</i>
Mrs Kylie Bergmann	Manager Governance	
Mrs Wendy Cowley	Governance Officer	

DECLARATION OF OPENING

The Presiding Member declared the meeting open at 5.46pm.

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

Nil.

APOLOGIES AND LEAVE OF ABSENCE

Apology

Cr Adrian Hill.

Leave of Absence Previously Approved

Cr Tom McLean 14 to 20 July 2022 inclusive.

CONFIRMATION OF MINUTES

MINUTES OF THE MAJOR PROJECTS AND FINANCE COMMITTEE MEETING HELD ON 28 MARCH 2022

MOVED Cr Jones, **SECONDED** Cr McLean that the Minutes of the Major Projects and Finance Committee Meeting held on 28 March 2022 be confirmed as a true and correct record.

The Motion was Put and

CARRIED (5/0)

In favour of the Motion: Cr Logan, Mayor Jacob, Crs Hamilton-Prime, McLean 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 was not open to the public.

PETITIONS AND DEPUTATIONS

Nil.

REPORTS

ITEM 1 ALTERNATIVE MEETING DATES - MAJOR PROJECTS AND FINANCE COMMITTEE

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	107023, 101515
ATTACHMENTS	Nil
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For the Major Projects and Finance Committee (the Committee) to consider alternative committee meetings dates for 2022.

EXECUTIVE SUMMARY

In order to assist with forward planning for all Elected Members, management and staff, a schedule of meetings dates for the Major Projects and Finance Committee was presented and adopted by the Committee, on 1 November 2021.

Those dates are as follows:

- 1 Monday 29 November 2021, commencing at 6:15pm
- 2 Monday 14 March 2022, commencing at 5:45pm
- 3 Monday 2 May 2022, commencing at 5:45pm
- 4 Monday 11 July 2022, commencing at 5:45pm
- 5 Monday 12 September 2022, commencing at 5:45pm
- 6 Monday 28 November 2022, commencing at 6:15pm.

The Committee meeting scheduled for 14 March 2022 was recently re-scheduled to 28 March 2022 due to Elected Member workload and time commitments where the Committee meeting is scheduled on the Monday prior to a Briefing Session or Council Meeting.

Following this, a request has been received from the Presiding Member, to review all Committee meeting dates for the remainder of 2022 to determine if there are any further conflicts and potential changes in date required.

BACKGROUND

The basis for the Presiding Member's request is to ensure that Elected Members have sufficient time to review agenda papers and prepare for the Committee meeting. Where a meeting of the Major Projects and Finance Committee falls on the day prior to a Briefing Session or Council Meeting, it places pressure on Elected Members to review additional agenda papers when they already have a Briefing Session Agenda or Council Meeting Agenda to review.

DETAILS

Below is a comparison of the scheduled committee dates for the Major Projects and Finance Committee for 2022, and proposed changes.

Current Date	Proposed Date
Monday 2 May 2022	Unchanged
Monday 11 July 2022	Tuesday 26 July 2022
Monday 12 September 2022	Monday 26 September 2022
Monday 28 November 2022	Unchanged

Issues and options considered

The Committee can choose to either:

- reschedule the Committee dates, as listed in the above table
- keep the Committee dates as is with no changes
or
- choose alternative dates for the Committee meetings however, consideration will need to be given to the calendar of meetings for all other Council/Committee meetings.

Officers can support a change in the meeting dates for the Major Projects and Finance Committee, as listed in the above table.

Legislation / Strategic Community Plan / Policy implications

Legislation *Local Government Act 1995.*
 Local Government (Administration) Regulations 1996.
 City of Joondalup Meeting Procedures Local Law 2013.

Strategic Community Plan

Key theme Governance and Leadership.

Objective Corporate capacity.

Strategic initiative Not applicable.

Policy Not applicable.

Risk management considerations

Should forward planning of committee meetings not be identified, then there is a risk for meetings to be held on an ad-hoc basis, lacking coordination with other key meetings and corporate planning processes.

Financial / budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

The current committee meeting dates, as adopted by the Major Projects and Finance Committee, can be amended however, consideration needs to be given to the calendar of meetings for all other Council/Committee meetings.

VOTING REQUIREMENTS

Simple Majority.

Cr May entered the room at 5.47pm.

The Director Infrastructure Services entered the room at 5.52pm.

MOVED Cr Jones, SECONDED Cr Hamilton-Prime that the current schedule of meetings dates for the Major Projects and Finance Committee be AMENDED as follows:

Current Date	Proposed Date
2 May 2022	Unchanged
11 July 2022	26 July 2022
12 September 2022	26 September 2022
28 November 2022	Unchanged

The Motion was Put and

CARRIED (6/0)

In favour of the Motion: Cr Logan, Mayor Jacob, Crs Hamilton-Prime, McLean, Jones and May.

BACKGROUND

At its meeting held on 4 November 2019 (JSC03-11/19 refers), Council resolved, in part as follows:

“That Council:

“1 BY AN ABSOLUTE MAJORITY ESTABLISHES a Major Projects and Finance Committee, with the role being to:

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 project be reported on in detail:

Project Code	Project Description
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 has been updated to now also include 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 31 March 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.

Cr Fishwick entered the room at 6.01pm.

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

- 1 the report on the Capital Works Projects for 2021-22 as at 31 March 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 (7/0)

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

Appendix 1 refers

To access this attachment on electronic document, click here: [Attach1MPFC220502.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 6.27pm the following Committee Members being present at that time:

CR JOHN LOGAN
MAYOR HON. ALBERT JACOB, JP
CR TOM MCLEAN, JP
CR RUSS FISHWICK, JP
CR CHRISTINE HAMILTON-PRIME, JP
CR NIGE JONES
CR CHRISTOPHER MAY