

# CITY OF JOONDALUP

Notice is hereby given that a Special Meeting of Council will be held in the Council Chamber, Joondalup Civic Centre, Boas Avenue, Joondalup on **WEDNESDAY 2 JUNE 2004** commencing at **6.30 pm**.

CLAYTON HIGHAM  
Acting Chief Executive Officer  
31 May 2004

Joondalup  
Western Australia

## AGENDA

### PUBLIC QUESTION TIME

(Please Note: Section 7(4)(b) of the Local Government (Administration) Regulations 1996 states that a Council at a special meeting is not required to answer a question that does not relate to the purpose of the meeting. It is requested that only questions that relate to items on the agenda be asked).

### APOLOGIES AND LEAVE OF ABSENCE

#### Apologies :

Cmr M Anderson

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

Cmr Smith stated her intention to declare an interest that may affect her impartiality in all Budget items that relate to the suburbs of Currambine and Padbury as her daughters live in those suburbs.

Cmr Fox stated her intention to declare an interest that may affect her impartiality in all Budget items that relate to the suburb of Padbury as she lives in that suburb.

### ITEM OF BUSINESS

#### ITEM 1 PRINCIPAL ACTIVITIES PLAN 2004/05 – 2008/09

### CLOSURE

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## **ITEM 1    PRINCIPAL ACTIVITIES PLAN 2004/05 TO 2008/09 – [38432]**

**WARD -**    All

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### **PURPOSE**

To seek Council approval for public distribution of the draft Principal Activities Plan 2004/05 to 2008/09 as required under the Local Government Act (1995).

### **EXECUTIVE SUMMARY**

As per the requirements of the Local Government Act 1995, the City has prepared a Principal Activities Plan (PAP) for 2004/05 – 2008/09. The main objective of the plan is to provide the community with information about the Council's proposed principal activities and give them an opportunity to comment on these prior to formal adoption of the 2004/05 annual budget.

The City's draft Principal Activities Plan 2004/05 to 2008/09 has been prepared based on the draft budget documentation and input from relevant Business Units. The draft PAP 2004/05 has been considered by the City's Executive and is attached for consideration by Council. It is proposed that the draft PAP 2004/05 will be made available through the City's libraries and Customer Service Centres and on the City's web site for a period of 42 days (5 June 2004 to 16 July 2004).

*It is recommended that the Joint Commissioners ADOPT the Draft Principal Activities Plan 2004/05 – 2008/09 (Attachment A) for the purposes of advertising to seek public comment on the proposals contained in the plan.*

### **BACKGROUND**

Under the Local Government Act 1995 Section 5.57 (2) a Principal Activity Plan is to be made available for public consideration for 42 days after local public notice is given.

#### **Strategic Plan:**

Key Focus Area 4 – Organisational Development

4.1     *“To manage the business in a responsible and accountable manner”*

4.1.1   *Ensure financial viability and alignment to plan*

### **DETAILS**

The Local Government Act 1995, establishes a requirement for local government to prepared a Principal Activities Plan (PAP) each year. The primary purpose of the PAP is to seek community comment on budget proposals. The Act sets down the requirements of the content for a PAP as follows:

- Details for next 4 years of principal (major) activities of the Council
- Objectives in undertaking each principal activity
- Estimated cost and means of funding each principal activity
- How we will assess performance of each principal activity
- Total estimated income and expenditure for each of the 4 years

Once a draft has been prepared the PAP is to be advertised for a period of not less than six weeks during which time public submissions can be made. At the conclusion of the advertising period Council is required to consider any submissions made and may amend its PAP. Council will then adopt a final PAP as part of its budget adoption procedures.

The Act also requires that local governments report on their achievements against the PAP in their Annual Report.

The City has examined its existing and proposed activities to determine which are appropriate for inclusion in the draft PAP 2004/05. Programs or activities, which are likely to incur significant expenditure or are considered to be of significant interest to the community, have been included.

The draft PAP 2004/05 provides five-year financial details and source/s of funding for seven Corporate Projects and the principal activities identified within:

- Approvals, Planning and Environmental Services
- Library and Information Services
- Community Development Services
- Infrastructure Management and Ranger Services
- Environmental Waste Management Services
- Operations Services

The figures provided are preliminary and based on estimates at the time of preparation. These estimates and source/s of funding may be further reviewed in the overall budgetary process.

#### **Statutory Provision:**

Under the Local Government Act (1995) Section 5.56

*“Each local government is to prepare a plan for the next 4 or more financial years”*

#### **Consultation:**

The draft PAP 2004/05 will be made available through the City’s libraries, at the City’s Customer Service Centres, on the City’s web site and upon request for a period of 42 days (5 June 2004 to 16 July 2004). Members of the public will be invited to make submissions. Once all submissions have been considered, the draft PAP 2004/05 will be adopted with or without modification and will then be made available to the public.

#### **Strategic Implications:**

The draft PAP 2004/05 provides forward financial details for the next five years.

## COMMENT

The draft PAP 2004/05 has been considered by the City's Executive Management Team and is attached for consideration by Council (Attachment A).

It is proposed that the draft PAP 2004/05 will be made available for public inspection and comment for forty-two (42) days in order to enable the community to present submissions in relation to the activities specified within this document. The comment period will commence on 5 June 2004 and close on 16 July 2004.

The draft PAP 2004/05 will be made available at the City's libraries, at the Customer Service Centres, on the City's web site and upon request. The draft Five-Year Capital Works Programme 2004/05 will also be provided as reference.

Council will consider all submissions received by the Chief Executive Officer received by 5 pm on Friday 16 July 2004. The draft PAP 2004/05 will then be adopted by Council (with or without modification) and will be available for public inspection at the City's Administration Centre and Libraries during normal business hours.

## ATTACHMENTS

Attachment A - Draft Principal Activities Plan 2004/05 to 2008/09

## VOTING REQUIREMENTS

Simple Majority

## RECOMMENDATION

**That the Joint Commissioners ADOPT the Draft Principal Activities Plan 2004/05 – 2008/09 forming Attachment A to this Report for the purposes of advertising to seek public comment on the proposals contained in the plan for a period of 42 days.**

*Appendix 1 refers*

*To access this attachment on electronic document, click here [Attach1agn020604.pdf](#)*