

CITY OF JOONDALUP

MINUTES OF SPECIAL COUNCIL MEETING HELD IN COUNCIL CHAMBER, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP, ON WEDNESDAY 2 JUNE 2004

OPEN AND WELCOME

The Chairman declared the meeting open at 1830 hrs.

ATTENDANCES

In Attendance:

CMR J PATERSON – Chairman
CMR A FOX
CMR S SMITH

Officers:

Acting Chief Executive Officer:	C HIGHAM
Director Infrastructure and Operations:	D DJULBIC
Director, Corporate Services & Resource Management:	P SCHNEIDER
Acting Director, Planning and Community Development:	C TERELINCK
Manager Audit and Executive Services:	K ROBINSON
Manager Strategic and Sustainable Development:	R HARDY
Manager, Financial Services:	A SCOTT
Management Accountant:	S RYAN
Acting Manager Marketing Communications and Council Support:	P DUNN
Committee Clerk:	J HARRISON

There was 1 member of the Public in attendance.

PUBLIC QUESTION TIME

(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 was requested that only questions that relate to items on the agenda be asked).

Mr M Caiacob, Mullaloo:

Q1 Why do we require a Principal Activities Plan annually when the 2002/03 plan was to carry forward to 2006/07, and the 2004/05 now carries forward to 2008/09 and our key objectives change so radically between the old and the new documents such as that of this year's Approvals Planning and Environmental Services' objectives?

A1 It is a requirement of Section 5.56 of the Local Government Act 1995 that each financial year a local government is to prepare a Principal Activities Plan for the next four financial years.

Q2 Why don't we have a Mission Statement or Vision Statement in this Principal Activity Plan compared to last year's plan?

A2 These are included in the Strategic Plan. The City has benchmarked and changed its Principal Activities Plan similar to the City of Swan and other agencies to bring it in line with the local government industry best practice.

APOLOGIES AND LEAVE OF ABSENCE

Apologies: Cmr A Drake-Brockman
Cmr M Anderson

DECLARATIONS OF FINANCIAL INTEREST/INTEREST THAT MAY AFFECT IMPARTIALITY

Cmr Smith advised that she will deal with impartiality in any Budget items that relate to the suburb of Currambine as her daughter lives in that suburb, and the suburb of Padbury as her husband owns a property there. Cmr Smith further advised that if she found during the meeting that there was any specific reference to Padbury and the location of her husband's property, she will then amend that declaration to a financial interest.

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

**JSC26-06/04 PRINCIPAL ACTIVITIES PLAN 2004/05 TO 2008/09 –
[38432]**

WARD - All

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

ADDITIONAL INFORMATION

It has been discovered that there is a typographical error on Page 13 of the draft Principal Activities Plan.

Under the Year 2005/06 the amount against Total Expenditure is shown to be \$95,513k. This is a mistake and the correct amount should be \$95,913k.

OFFICER'S 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

MOVED Cmr Smith SECONDED Cmr Fox that the Joint Commissioners:

- 1 NOTE that the Principal Activities Plan has been the subject of a number of workshops involving all Commissioners;**
- 2 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, with the following amendments:**
 - (a) Page 6: The words “future budget processes” be changed to the words “future Principal Activities Plan considerations”;**
 - (b) Page 9: Second Paragraph: Insert after the words “a bridge to provide access to the depot” the words “... to be funded by LandCorp”;**
 - (c) Page 13: A correction to the total expenditure figure shown under the Year 2005/06 to be \$95,913k;**
- 3 take this opportunity to express the appreciation of the Joint Commissioners to all staff for their individual contributions to the many and varied services and facilities that are provided to ratepayers under this Plan and to others in the community.**

Cmr Smith spoke to the motion and raised the following comments in relation to the changes made:

- It should be noted that all Commissioners have been involved in the preparation of the Plan.
- The changes in relation to Page 6 were made to reinforce the high level importance of the Principal Activities Plan to this organisation. The purpose of the Plan is so that the Council is demonstrating its leadership role, and solving the financial and resource issues for the City so that the operational side can follow on. The idea of leaving deficits to be solved by the Budget process is counter-productive, does not demonstrate leadership and is not the intent of the Principal Activities Plan. These issues are meant to be solved ahead of time and the transition from one budget year to the next should be streamlined and invisible to the organisation.
- The correction to Page 13 has been identified by the administration;
- The changes in relation to Page 9 relating to the Depot. It should be emphasised that LandCorp is funding the traffic bridge and that it is not to be funded from the \$11 million.
- This opportunity is taken to acknowledge the contribution of all staff members.

Cmr Smith spoke in relation to the projects for the Currambine Community Centre, Ocean Reef Boat Harbour, the Works Depot, the Regional Performing Arts Facility, Craigie Leisure Centre and the Mullaloo Beach Development.

With the proposal for the 50 metre pool at Craigie Leisure Centre, Cmr Smith advised that the City had a responsibility to assess community requests for facilities against those existing within the region, usage patterns and financial viability.

Cmr Fox spoke in support of the motion and thanked the administration for their leadership and willingness to work through the process with the Commissioners.

The Motion was Put and

CARRIED UNANIMOUSLY (3/0)

Appendix 1 refers

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

CLOSE OF MEETING

There being no further business, the Chairman declared the Meeting closed at 1848 hrs; the following Commissioners being present at that time:

CMR J PATERSON
CMR A FOX
CMR S SMITH